

ASHTABULA CITY COUNCIL

Regular Meeting Minutes
Monday, March 1, 2021

Opening

The regular meeting of the ASHTABULA CITY COUNCIL was held virtually via Zoom and viewed on the City of Ashtabula website and Facebook page as well as Spectrum channel 1024. The meeting was called to order at 7:00 p.m. by the Council President. The Ward 1 Councilor offered the opening prayer; and the Pledge of Allegiance was recited.

Members Present

Ward 1 Councilor – Mrs. Kym A. Foglio, Ward 2 Councilor – Mr. Calvin Crawford, Ward 4 Councilor – Ms. Octavia V. Harris, Ward 5 Councilor – Ms. Jane E. Haines, Council Vice President – Mr. Michael D. Speelman, Council President – Mr. John S. Roskovics

Member Absent

Ward 3 Councilor – Ms. Laydean Young

Officers Present

City Manager – Mr. James M. Timonere, City Solicitor – Mr. Michael Franklin, Director of Finance – Ms. Traci R. Welch, Clerk of Council – Mrs. Stacy H. Senskey

Excused Absence

Mrs. Foglio moved; Ms. Haines seconded to excuse the Ward 3 Councilor from this meeting. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED.

COVID-19 Update

Health Commissioner of Ashtabula City Health Department (ACHD), Christine Hill reported Ashtabula County remains at a Level 3 - Red and High Incidence category of the Ohio Public Health Advisory System, but cases and hospitalizations are trending down. The City of Ashtabula has a total positive case count of 1240, and ACHD is currently following 36 active positive cases. There have been 79 patients hospitalized, currently there are three patients under hospital care. A total of 26 patients perished. ACHD has released 1,151 persons from isolation. Ashtabula County has a total positive case count of 5,959, total of 324 patients hospitalized and a total of 147 patients perished. ACHD's vaccine supply remains limited, but the Johnson & Johnson vaccine has been approved and shipped to Ohio. ACHD will receive some of the Johnson & Johnson one-dose vaccine and will set up additional clinics for distribution. To date, they have administered 2,270 vaccines and anticipate administering 790 this week including the

Ashtabula City Council Regular Meeting Minutes Monday, March 1, 2021

new Johnson & Johnson vaccines, increasing the total 3,060 vaccines administered by the end of this week. 12 % of Ashtabula County residents have been vaccinated, which corresponds with the percentage in State of Ohio. The Ohio Department of Health (ODH) released Vaccine Management Solutions (VMS) and the ACHD will transition to the VMS system. ACHD, ODH, and representatives from VMS agreed to a strategy to honor those who are eligible and pre-registered with ACHD. As of today, ACHD is no longer accepting pre-registration for the COVID vaccine in order to changeover to the VMS system. Governor DeWine announced the release of additional eligibility groups in Phase 1C starting March 4, which includes people with the medical conditions of: Type 1 diabetes, pregnant women, bone marrow transplant recipients and ALS (Lou Gehrig's Disease), and people in the occupation of: childcare services, funeral services, law enforcement and corrections officers. DeWine is also opening up Phase 2, based on age 60 and older. Vaccine providers have been increasing and a list of providers in the area can be found by going to the website <https://vaccine.coronavirus.ohio.gov/>. The City Manager and ACHD have been working closely to effectively communicate the changes through the City website and Facebook page. The City Manager added the hotline will re-open once the VMS system is up and running. Contact tracers will assist people getting registered online who can't register online themselves. The City Manager reminds us to continue to wear masks and practice social distancing; a person can be a carrier even after being vaccinated. The small ACHD staff continues to work exhausting hours and the City Manager remains hopeful to provide them relief. The Ward 5 Councilor thanked the Health Commissioner and her staff, recalling those whose part-time positions are now full time and working overtime. If a person is on the ACHD vaccine list, but got a vaccine elsewhere, they can wait to be called by ACHD staff and let the staff member know so they can be removed from the list. It is important to receive the second vaccination from the same place as the first. The City is seeking additional employees for the ACHD. There is no volunteer program in the City at this time. Pertaining to those who wish to limit the power of the Governor and ODH, the City Manager takes a firm stance that he heeds the directives from ODH, medical experts and the ACHD Health Commissioner very seriously in order to make local decisions.

Sunshine Law

The Clerk of Council certified conformity to the Ohio Sunshine Law as modified by House Bill 404. Ms. Haines moved; Mr. Crawford seconded to suspend the Council Rules of Order for the duration of the meeting. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED.

Approval of Minutes

The Clerk of Council presented minutes from the February 16, 2021 Regular meeting. Mr. Roskovics moved; Mrs. Foglio seconded to waive the reading of the minutes. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED. The minutes were unanimously approved as distributed.

City Manager Report and Communications

The City Manager formally requested an ordinance to enter into an agreement with Countryside Truck Service, Inc. with a mailing address of 16150 G.A.R. Highway, P.O. Box 196, Montville, OH 44064, for the repair of a Fire Department Ladder Truck in the amount not to exceed \$29,007.26. Funding for this expense will be taken from fund 412, Fire Department Equipment. Mrs. Foglio moved; Mr. Crawford seconded to approve the request. Discussion: The truck is currently out of service due to hydraulic issues on the ladder lifts. The body and engine area were refurbished a few years ago and inspections are completed regularly. The truck is reaching the end of its usable life. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED.

The City Manager formally requested an ordinance to enter into an agreement with Warren Fire Equipment, with a mailing address of 6880 Tod Avenue SW, Warren, OH 44481 for the purpose of providing turn out gear for the Fire Department employee in the amount of \$53,970.00. Funding for this expense will be taken from fund 101, Fire Department Operating. Mrs. Foglio moved; Mr. Crawford seconded to approve the request. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED.

The City Manager formally requested to deem the following equipment obsolete: Motor Maintenance Vehicle Lift – City Tag # 1951, Public Works Reznor Heater – City Tag # 3039. Mrs. Foglio moved; Mr. Roskovics seconded to approve the request. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED.

The Petmin road project change order was approved at the last meeting, so the City Manager submitted for the last payout. The City received reimbursement grants for the project, meaning the City pays the bill first, then submits proof of payment to the granting authorities. The City paid and submitted proof of payment to three agencies for the first invoiced payment, but the City is waiting on one \$127,000.00 reimbursement from Ashtabula County's Transportation Improvement District (TID). Until recently the County was not prepared to receive these monies from ODOT and recently created a new fund to accept them. These were monies the City expected to receive in December of

Ashtabula City Council Regular Meeting Minutes Monday, March 1, 2021

2020. The City Manager was assured the funds would be delivered to the City this week. He also reminded Council Petmin and Kinder Morgan/Pinney Dock contributed to the funds needed for the project and will be refunded some of what they have paid because the project came in under the original estimate. The delay in these funds from the County has hindered the final payment and reimbursements to both companies.

Director of Finance Report and Communications

The Director of Finance formally requested an ordinance repealing, in its entirety, payroll Ordinance No. 2020-130 for the purpose of correcting rates of pay for certain positions within the Ashtabula Municipal Court. Ms. Haines moved; Ms. Harris seconded to approve the request. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED.

The Director of Finance formally requested an ordinance authorizing compensation, salaries and wages to employees of the Ashtabula City Municipal Court and Probation Divisions. Ms. Haines moved; Ms. Harris seconded to approve the request. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED.

Clerk of Council Report and Communications

The Clerk of Council attended the 2021 Virtual Master Academy for Civic and Public Affairs given by the University of Wisconsin-Green Bay. The course spanned three days and included 17 hours of Zoom attendance. In addition to the eight credits she will earn, she completed the extra coursework to earn their Public Official Governance 2021 Badge. After this course, she has 31 education points to earn to become a Certified Municipal Clerk. She is opting out of attending any 2021 in person conferences as they are too costly.

Community Development/Economic Development/Parks & Recreation Committee Report and Communications

The next meeting is scheduled for Tuesday, March 9th, 2021 at 4:00 p.m. There is a Park Levy Committee on Wednesday, March 3rd.

Finance and Personnel Committee Report and Communications

The next meeting is scheduled for Friday, March 19th, 2021 at 8:30 a.m.

Public Works/Public Utilities/Cable/School Committee Report and Communications

The Committee Chair gave a report on the February meeting (minutes attached). The next meeting is scheduled for Monday, March 22nd, 2021 at 5:00 p.m.

Ashtabula City Council Regular Meeting Minutes Monday, March 1, 2021

Safety Forces Committee Report and Communications

The next meeting is scheduled for Monday, March 22nd, 2021 at 8:30 a.m.

Legislation Agenda

- Formal Legislation Request(s): no additional requests came before Council.
- Form and Correctness – met per City Solicitor.
- Public Discussion (on legislation only) – none
- Legislation Overview –
The Council President provided a brief overview of the Legislation Agenda.
- Request Legislation Presentation by Consent Agenda: Ms. Haines moved; Mr. Crawford seconded to dispose of the Regular Business Legislation by consent agenda. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED.

Legislation Reading

ORDINANCE NO. 2021-23 AN ORDINANCE REPEALING, IN ITS ENTIRETY, PAYROLL ORDINANCE NO. 2020-130 FOR THE PURPOSE OF CORRECTING RATES OF PAY FOR CERTAIN POSITIONS WITHIN THE ASHTABULA MUNICIPAL COURT (Assistant Finance Director)

ORDINANCE NO. 2021-24 AN ORDINANCE AUTHORIZING COMPENSATION, SALARIES AND WAGES TO EMPLOYEES OF THE ASHTABULA CITY MUNICIPAL COURT AND PROBATION DIVISIONS (Assistant Finance Director)

ORDINANCE NO. 2021-25 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH COUNTRYSIDE TRUCK SERVICE, INC., FOR THE REPAIR OF A FIRE DEPARTMENT LADDER TRUCK IN THE AMOUNT OF \$29,007.26 (City Manager)

ORDINANCE NO. 2021-26 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH WARREN FIRE EQUIPMENT, THROUGH STATE PURCHASING, FOR THE REPLACEMENT OF TURNOUT GEAR FOR CITY OF ASHTABULA FIRE FIGHTERS IN THE AMOUNT OF \$53,970.00 (City Manager)

Mrs. Foglio moved; Ms. Haines seconded to waive the reading of the legislation. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED.

Mrs. Foglio moved; Ms. Haines seconded to waive the Charter requirement of two readings. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED.

On the roll call to adopt the legislation: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea; motion CARRIED.

Ashtabula City Council Regular Meeting Minutes Monday, March 1, 2021

New Business

The Clerk notified Council of the expiration of Chairman Richard Balog's term on the Civil Service Commission. Mr. Roskovics moved; Ms. Haines seconded to re-appoint Richard Balog to the Civil Service Commission. On the roll call: Mr. Crawford, Ms. Harris, Ms. Haines, Mrs. Foglio, Mr. Speelman, Mr. Roskovics voted yea: motion CARRIED.

Tell Us Something We Don't Know

Ward 2 Councilor

- Mr. Crawford gave appreciation to the City Manager and City staff because of their swift action to remedy an excessive water situation on East 23rd Street over the weekend.
- Ashtabula Little League is only open for online registration on their website <https://tshq.bluesombrero.com/ashtabulall> or the Ashtabula Little League's Facebook page. The deadline for registering is March 26th.
- To celebrate his 95th birthday Cliff, a WWII Veteran, wants to collect 950 pounds of food and non-perishable items for Feed Our Vets Ashtabula. There are many drop-off locations including A. Louis Supply Co., Ashtabula American Legion Post 103, Becker's Restaurant, Conneaut American Legion Post 151, Guyreino's Deli & Catering, Lantern Beverage, MUGS Restaurant, State Road Medical Facility, Tony's Deli & Catering, Ashtabula V.F.W. Post #6846, The What Knot Shoppe, and Cragon Automotive.

Ward 5 Councilor

- Ms. Haines expressed her admiration to a Main Avenue business. Her grandson loves garbage trucks so for his birthday The Bakery on Main was able to create a garbage truck cake. Ms. Haines described it as "excellent, delicious, and so cute". She reminds all to please support our local small businesses.

Clerk of Council on behalf of the Ward 3 Councilor

- Ms. Young gave shout outs to the following businesses and individuals who provided monetary gifts of \$50 or more, supplies or food to the Charity, Faith, Love drive through give-away held Saturday, February 20th: Meg Stell and Ashtabula Community Action, Ashtabula Dental Associates, Country Neighbor, Northeast Box Co., JES Trucking, Red Bone Trucking, Morris Transportation LLC, Willing Hands of Ashtabula, Healthy Smile, Ashtabula Giant Eagle, JP Ducro, Chick's Bar, Ashtabula Pizza Hut, Zehrco-Giancola Composites, Inc., Dollar General on West Prospect, People's Missionary Baptist Church, People's MBC Mission Ministry, Dr. German Womack, Jr., The Moody Family, Darla Jones, Rev. Willie & Fannie Scruggs, Michael & LaVette Hennigan, Diana Dixon, Haroldene Scruggs, Retired Chief Warrant Officer Veronica Hanna, Lorenzo Carlton, Bill & Kathy Hyland, Charles & Catherine Fleming, Jane Haines, John & Cindy Roskovics, Julie Boetger, Herdy & Sally Christian, Robert & Bobbie Barnes, Daphne Wilson, Chaunda Jones, Rolesia Holman, Raymond Barnes, Otis Sandidge, and Shirley Dyer. There were numerous others who contributed between \$10 and \$50. Her volunteers were awesome and include Stacy Gancos, Lakeside YO Club, Diane Bradbury, Stacy Senskey, JP Ducro,

Ashtabula City Council Regular Meeting Minutes Monday, March 1, 2021

Ashtabula Police Department, Robert Barnes, Ada Carmichael, Diana Dixon, Julie Boetger, James Christian, Herdy & Sallie Christian, Carmella Christian, Shayla Christian, Sallie Christian, Yvonne Wallace, Clarence Carlton, Linda Hanna, Willietta Marbury, Daneille Allgood, and Donte Jackson. Ms. Young sincerely appreciated everyone who made it a huge success.

Public Discussion/Comments on General Matters

none

Adjournment

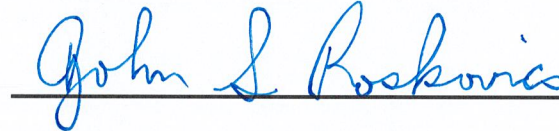
Meeting was adjourned at 8:05 p.m. by the President of Council. City Council will meet virtually at a Public Hearing on Monday, March 15th, 2021 at 6:00 p.m. The Pre-Council Meeting will follow at 6:30 p.m. and the Regular Council Meeting at 7:00 p.m.

Clerk of Council, Stacy H. Senskey



Attested by:

President of Council, John S. Roskovics



Date Approved:



Attachment: February 22, 2021 Public Works/Public Utilities/Cable/Schools Committee Meeting Minutes – 3 pages

ASHTABULA CITY COUNCIL COMMITTEE REPORT

Name of Committee: PUBLIC WORKS/PUBLIC UTILITIES/CABLE/SCHOOLS

Date: Monday, February 22, 2021

Time & Place of Meeting: 5:00 p.m. – Zoom

Member(s) Present: Mr. Calvin Crawford, Chair/Ward 2 Councilor
Ms. Octavia Harris, Vice Chair/Ward 4 Councilor
Ms. Laydean Young, Member/Ward 3 Councilor

Member(s) Absent: none

Officers Present: Mr. James Timonere, City Manager
Mrs. Stacy Senskey, Clerk of Council

Department Heads Present: Mark Verzella, Waste Water Treatment Plant (WWTP) Assistant Superintendent

Visitor(s) Christopher J. Tolnar, P.E. GPD Group Project Manager

REPORT OF BUSINESS CONDUCTED

City Manager Report

The City Manager reminded the Committee of Aqua’s water distribution system upgrade taking place at the Walnut Beach facility. Representatives from Aqua extended an invitation to members of Council to explain the system and tour the facility. The Committee asked the City Manager to facilitate a meeting. Council was notified by Aqua that customers will see a decrease in water rates.

The 2021 paving project is funded by the paving levy collected from 2020 second half property tax and 2021 first half property tax, an estimated total between \$700-\$750 thousand. A tentative list of streets includes East 23rd Street, Hamlin Drive, West 15th Street, Tannery Hill, East 64th Street and Tennis Circle. Ogden Avenue was added as an alternate, but the City Manager wants to include it in the bid package for a total of two miles of paving. Including miscellaneous construction necessities, design, and inspection, he estimates the cost 2021 paving program to total \$613,584. The Lake Avenue paving project (from West 19th Street and West Avenue to West 9th Street) is estimated to cost a total of \$790,000, \$495,000 from grant funds leaving the City’s responsibility \$295,000. The City’s total paving costs for 2021 is estimated to be \$908,354, about \$100-\$150 thousand shy of the expected income. It is possible the bids may come in lower than estimated, but the Finance Director and City Manager may consider 2021 second half property tax to cover the difference. Aqua’s waterline replacement project on Lake Avenue was intended to last two to three years, but they agreed to complete the project by July and cost-share some of the repair expenses. The City Manager intends to send bid packages for the streets out once property taxes totals are reported, which should be soon.

Public Works

The phone tree message system for Public Works is being updated this week. Public Works staff are remaining busy patching potholes, cleaning and greasing plow trucks, and getting mowers ready for spring. Warming temperatures means staff will be completing catch basin and manhole cover repairs. They are continuously monitoring known dump sites for garbage and debris. The City Manager and Public Works Superintendent are looking at option for purchasing new plow trucks for 2022. Another 500 tons of salt was recently delivered , season totals are between 1900 and 2000 tons. The City is committed to purchase 2500 tons. Neighborhoods have been salted the last two to three snow storms, which uses more salt, but makes a big difference on those streets.

Christopher J. Tolnar, P.E. Project Manager – GPD Group

Mr. Tolnar presented a proposal for services and fees for a Capital Improvement Plan at the City's WWTP during the Committee's October meeting. Under guidance letters from the Ohio Environmental Protection Agency (OEPA) it is necessary for the City to assess three main areas of concern at the WWTP. The assessment will include mapping the sanitary sewer system using Geographic Information System (GIS) in order to identify areas of Sanitary Sewer Overflow (SSO). Evaluation of all the pump stations is necessary as well as the general WWTP facilities. An earlier assessment determined immediate areas of concern to be the clarifier tanks and the digesters, accruing \$8-\$9 million of repairs and maintenance, although \$20-\$30 million of work was identified at the time. This infrastructure review develops a longer term capital improvement plan. Funding for the plan may come from OHIO WATER DEVELOPMENT AUTHORITY (OWDA) who is offering a \$500 thousand loan at zero percent interest rate specifically for planning studies such as this. Creative ways to fund and budget the project using Water Pollution Control Loan Fund (WPCLF) can extend the loan period. There are no grants available for these kind of improvements because the WWTP provides a service to the public for a fee and is expected to be solvent in order to repay the loans (Enterprise Fund). The interest rates on the City's current loans have much lower rates than when originated, new loan rates are low, and terms are flexible. Part of this plan determines how the City should calculate current and future sewer rates in order to keep the Enterprise fund flush with the repayment terms for the required improvements. WWTP has not been fined yet by OEPA but have sent letters of violation directing the WWTP meet their terms. The Capital Improvement Plan demonstrates to the OEPA the City's future plans to comply with regulations. The City Manager said these necessary evaluations need completed in order for the WWTP to adequately function in the future. The last major WWTP rehabilitation project was in the 1990's until GPD's project in 2012, ten years too late according to the City Manager. Major repairs happened during the 2012 project, but Mr. Tolnar said the plant and equipment is "downward trending". Much of the plant and equipment is running all day, every day and weather effects the conditions as well. The City Manager noted he is most interested in the findings from the wastewater collection system reports. Just this past summer, some lateral lines failed. After reviewing records, it was determined some of these lines were installed in 1889.

Waste Water Treatment Plant (WWTP)

There are also two projects needing addressed immediately according to the WWTP Assistant Superintendent. A piece of equipment called a Bar Rake located at the head of the plant, catches, and removes the large debris and materials that could damage other WWTP equipment. The bar rake is roughly 28 years old

Ashtabula City Council
Public Works/Public Utilities/Cable/Schools Committee Meeting
Monday, February 22, 2021

and has had continuous maintenance issues for the last six. It has now succumbed to a catastrophic failure and can be repaired at a great expense. Another option is new equipment, which also involves OEPA and involvement and GPD guidance. Another issue is the methane produced by the digesters. Per the OEPA permit, the WWTP has to burn the waste gas. The project was initially included in the last WWTP upgrade plan but was unable to be completed. WWTP staff is working with OEPA to avoid fines and will need extensive funding to complete the waste gas burner project. The City Manager estimates a new bar rake at \$150-\$200 thousand and the waste gas burner project at \$300 thousand. Eventually, the waste gas could be used as a secondary source of energy for the boilers at the WWTP but would not be included in this project at this time. Major upgrades would be involved in order to update the boilers. The City Manager plans to get bids out for the bar rake upgrade and waste gas burner project as soon as possible because there is a lengthy wait for this type of equipment. The Committee members are eager to tour the WWTP and are welcome any time.

ADJOURN

The Chair adjourned the meeting at 5:43 p.m.
Scribe: Stacy H. Senskey, Clerk of Council