

ASHTABULA CITY COUNCIL
CITY OF ASHTABULA – COUNCIL CHAMBERS
4717 Main Avenue, Ashtabula, OH 44004

REGULAR MEETING MINUTES
Monday, November 18, 2019

CALL TO ORDER

The President of Council called the meeting to order at 7:00 p.m., the Ward 2 Councilor offered the opening prayer and the Pledge of Allegiance was recited.

MOMENT OF SILENCE

A moment of silence was observed for Officer William Glover, a former Ashtabula City Police Officer who was killed in the line of duty, 22 years ago today.

MEMBERS PRESENT:	Mr. Richard A. Quaranta	(Ward 3 Councilor)
	Mr. Michael D. Speelman	(Ward 4 Councilor)
	Ms. Jane E. Haines	(Ward 5 Councilor)
	Mrs. Kym A. Foglio	(Ward 1 Councilor)
	Mr. August A. Pugliese	(Ward 2 Councilor)
	Mr. John S. Roskovics	(President)

MEMBER(S) ABSENT: None

OFFICER(S) PRESENT:	Mr. James M. Timonere	(City Manager)
	Mr. Michael Franklin	(City Solicitor)
	Ms. Traci R. Welch	(Director of Finance)
	Mrs. LaVette E. Hennigan, MMC	(Clerk of Council)
	Mrs. Stacy H. Senskey	(Clerk of Council)

(NOTE: Clerk Hennigan will remain on staff until January 1, 2020, to provide instructions to Clerk Senskey on the duties and responsibilities of the Office of the Clerk of Council.)

OFFICER(S) ABSENT: None

EXCUSED ABSENCE(S): Mr. Speelman moved, Mrs. Foglio seconded to excuse the Council Vice President from the meeting; motion CARRIED.

SUNSHINE LAW: Clerk of Council Senskey certified conformity to the Ohio Sunshine Law.

PRESENTATION

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On behalf of City Council and members of the Administration seated at the dais, Clerk Hennigan, accompanied by the Council President, presented a plaque to the Ward 2 Councilor in recognition and sincere appreciation of his dedicated years of service to the residents and City of Ashtabula. The Vice President will receive his plaque at a later date.

The Council President reminded everyone that the retirement reception for Mrs. LaVette E. Hennigan, MMC is Tuesday, November 26 from 5:30 to 7 p.m. in City Council Chambers.

EXECUTIVE SESSION

The Council President requested an Executive Session at the conclusion of the public portion of this meeting for two items:

- concerning disputes subject to pending or imminent court action
- concerning personnel in the matters of appointment, employment, promotion and compensation.

Mr. Pugliese moved, Mr. Quaranta seconded to convene an executive session prior to adjourning the public portion of the meeting. On the roll call to convene the executive session as noted: Mr. Speelman, Ms. Haines, Mrs. Foglio, Mr. Pugliese, Mr. Quaranta, Mr. Roskovics voted aye; motion CARRIED.

CONSENT AGENDA

The Consent Agenda is a means whereby Council is able to efficiently conduct business by grouping routine items for consideration and disposal.

PRESENTATION OF MEETING MINUTES: None

LEGISLATION AGENDA - None

- Formal Legislation Request(s)
- Form and Correctness
- Legislation Overview
- Public Discussion (on legislation only)
- Reading

REGULAR BUSINESS AGENDA

PRESENTATION OF MEETING MINUTES: Clerk of Council Senskey presented the November 4, 2019, Regular City Council Meeting minutes. Mr. Pugliese moved, Mrs. Foglio seconded to waive the reading of the minutes; motion CARRIED. Hearing no corrections, the minutes were approved as presented.

ADMINISTRATIVE REPORTS and COMMUNICATIONS

COUNCIL PRESIDENT

The Council President announced a favorable performance review of Clerk of Council Senskey. Her employment contract mandated a sixty day performance evaluation. Clerk of Council Hennigan announced tonight is her last meeting at the dais and voiced her approval of Mrs. Senskey's competence at the Clerk of Council position.

CITY MANAGER

Formal Legislation Requests

2020 Public Defender Contract

The City Manager requested an ordinance to enter into an agreement with the Ashtabula County Public Defender Commission for the purpose of providing legal counsel to indigent persons within the City of Ashtabula in the amount not to exceed \$27,600.00 annually. Funding for this expense will be taken from the 101 fund. Mr. Quaranta moved, Mrs. Foglio seconded to approve this request; motion CARRIED.

Computer Upgrade Project

The City Manager requested an ordinance to enter into an agreement with MNJ Technologies Direct, Inc. through State Purchasing for the purchase and installation of 39 computers with equipment in the amount not to exceed \$32,851.00. Funding for this expense will be taken from the 412 fund. Mrs. Foglio moved, Mr. Quaranta seconded to approve this request; motion CARRIED.

Municipal Building HVAC Controls System Upgrade

The City Manager requested an ordinance to enter into an agreement with BAS Consulting, LLC as the most responsible bid for the purpose of upgrading the Municipal Building HVAC Controls System in the amount not to exceed \$18,700.00. Funding for this expense will be taken from the 412 fund. Mrs. Foglio moved, Mr. Roskovics seconded to approve this request; motion CARRIED.

Ohio State Historic Preservation Office – HUD Allocated Funds

The City Manager requested an ordinance to enter into an agreement with the Ohio State Historic Preservation Office for the purpose of Administration of Programs using HUD allocated funds. Mr. Speelman moved, Mr. Pugliese seconded to approve this request; motion CARRIED.

Transfer Station Closed

Due to a water line repair from the road to the sanitation office and electrical repairs to the compactor, the Transfer Station closes Tuesday, November 19 through Thursday November 21, 2019. To accommodate drop off for recycling only, the recycling bins will be moved outside the gate.

Paving Levy

The Council President expressed the Council's gratitude for the passage of the paving levy. The City Manager is compiling information to organize road work plans for next year.

CITY SOLICITOR

The City Solicitor reaffirmed his request for the executive session. He expressed his appreciation Mr. Pugliese and Mrs. Hennigan for all the years working together in the best interest of the City.

DIRECTOR OF FINANCE

Finance and Personnel Committee November 8, 2019 meeting

The Director of Finance reported the preliminary figures for the 2020 budget, which continue to change as the end of the year approaches. The increased gas tax revenue bolsters the General Fund and assists self-sufficiency in the Public Works department. By direction of the Committee, the Director of Finance formally requested proposed legislation recommended by the City Manager as follows:

ORDINANCE NO. 2019-127 AN ORDINANCE REPEALING, IN ITS ENTIRETY, ORDINANCE NO. 2018-108, FOR THE PURPOSE OF AMENDING THE OUTLINE OF PAY RATES AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT FOR NON-UNION PERSONNEL EMPLOYED BY THE CITY OF ASHTABULA

ORDINANCE NO. 2019-128 AN ORDINANCE APPROVING AND ADOPTING PAY RATES AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT FOR CURRENT NON-UNION PERSONNEL EMPLOYED BY THE CITY OF ASHTABULA

Mr. Roskovics moved, Mr. Quaranta seconded to approve this request. The Director of Finance explained the change adds language to allow non-union employees to receive payment for up to two weeks' vacation in lieu of the time off in case job requirements prevent the employee from using vacation time. The motion to add these items to the legislation agenda CARRIED.

Final 2020 Budget

Since the November 8 meeting, The Director of Finance attended a meeting with the Municipal Court to update their expenses. These changes help the accuracy of the 2020 budget and lessen the Municipal Courts dependency on the General Fund. The Director of Finance will present the final 2020 budget at the December 2 Regular Council meeting.

CLERK OF COUNCIL

Clerk of Council Senskey exhibited her appreciation for the guidance and instruction given by Clerk of Council Hennigan beginning on the start date of her new clerk position.

Council committees meet in the August A. Pugliese Conference Room – M.B. 2nd Floor
(Chair/Vice Chair)

COMMUNITY DEVELOPMENT/ECONOMIC DEVELOPMENT/PARKS & RECREATION (CD/ED/P&R)
(Haines/Quaranta)

The Chair reported on the committee's Tuesday, November 12 meeting. The Chair commended Mary Church, Assistant Director of Planning and Community Development for the City on her knowledge and skill regarding grants and funding opportunities. Acquiring grants involves many intricacies. The passage of the paving levy assists in attaining additional monies from certain grant programs available in 2020. Margaret Distler attended the meeting to discuss ways to fund the conversion of Walnut Beach Tennis Courts into Pickle Ball Courts. If you are a small business or involved in an economic development opportunity, contact the City Manager. The City Manager also praised Mrs. Church. She successfully manages the grants along with her many other duties in the office. Mrs. Church serves on the Ohio

FINANCE & PERSONNEL - (F&P) (McClure/Pugliese)

The Director of Finance reported previously.

PUBLIC WORKS/PUBLIC UTILITIES/CABLE/SCHOOLS - (PW/PU/C/S) (Pugliese/Roskovics)

SAFETY FORCES - (SF) (Speelman/Foglio)

The Safety Forces Committee's next meeting is Monday, December 16, at 8:00 a.m.

LEGISLATION AGENDA

- Formal Legislation Request(s): None
- Form and Correctness: Satisfied
- Overview: The Director of Finance provided a brief overview of the legislation to be considered during her report.
- Public Discussion (Legislation Only): None

Consent Agenda Format

Mr. Quaranta moved, Mr. Pugliese seconded to dispose of the Regular Business Legislation by Consent Agenda; motion CARRIED.

Reading

Clerk of Council Senskey presented the following legislation for Council's consideration:

ORDINANCE NO. 2019-127 AN ORDINANCE REPEALING, IN ITS ENTIRETY, ORDINANCE NO. 2018-108, FOR THE PURPOSE OF AMENDING THE OUTLINE OF PAY RATES AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT FOR NON-UNION PERSONNEL EMPLOYED BY THE CITY OF ASHTABULA (City Manager)

ORDINANCE NO. 2019-128 AN ORDINANCE APPROVING AND ADOPTING PAY RATES AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT FOR CURRENT NON-UNION PERSONNEL EMPLOYED BY THE CITY OF ASHTABULA (City Manager)

Mr. Pugliese moved, Mrs. Foglio seconded to waive the reading of the ordinances; motion CARRIED. Mr. Pugliese moved, Mr. Roskovics seconded to waive the Charter requirement of two readings. On the roll call to waive the Charter requirement of two readings: Mr. Speelman, Ms. Haines, Mrs. Foglio, Mr. Pugliese, Mr. Quaranta, Mr. Roskovics voted aye; motion CARRIED. On the roll call to adopt the ordinances: Mr. Speelman, Ms. Haines, Mrs. Foglio, Mr. Pugliese, Mr. Quaranta, Mr. Roskovics voted aye; motion CARRIED.

NEW BUSINESS

Tell Us Something We Don't Know

City Manager

- The City Manager announced we have three online viewers even though we are streaming in black and white at the moment. He will get that corrected as soon as possible.

Ward 5 Councilor

- The Ward 5 Councilor invited people who want to start a business to an event Tuesday November 19, 2019 at Jefferson Community Center from 6-8 p.m. hosted by SCORE, a business mentoring organization.
- This Friday at 6:00 p.m. is the Christmas Tree Lighting Ceremony at Cornelius Park followed by the Downtown Parade at 7:00 p.m. There is also a window decorating contest.

Ward 4 Councilor

- The Ward 4 Councilor thanked Augie for his years of service to the City of Ashtabula. He thanked LaVette for teaching him many things throughout his time as Councilor. He is glad they can just be friends now and he wished her a very happy retirement.
- Monday, November 25 2019 his wife, Chrissy is donating a part of her liver in a live donor procedure at the Cleveland Clinic. He wants to not only sing her praises, but raise awareness of the live donor program. Receiving live donor tissue is more successful than tissue from a cadaver. If you're interested in learning about being a live donor, please contact him.

Ward 1 Councilor

- Ward 1 Councilor reiterated Clerk Hennigan's Retirement Reception is Tuesday, November 26 from 5:30 to 7 p.m. The public is cordially invited and encouraged to attend. She also thanked Augie for his years of service to the City. She worked with Augie in his many capacities throughout the duration.

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- Ashtabula area churches are planning a Bethlehem Experience, an ecumenical program that includes singing and live animals. It is Friday, December 6 from 5:00 to 9:00 p.m. and Saturday, December 7 from 2:00 to 6:00 p.m. at the Ashtabula Towne Square.

Ward 3 Councilor

- The Ward 3 Councilor thanked Augie and LaVette for their years of service, wonderful friendship and announced he is now the oldest person on Council.

PUBLIC DISCUSSION/COMMENTS (General Matters)

Diana Pinney and her neighbors disapprove of how the City handled a non-compliant neighbor located at 900 East 23rd Street. He has violated codes for years leading to deplorable conditions on his property which is negatively affecting surrounding homes. Mrs. Pinney shared photographs with the Councilors and City Administration. The City Solicitor explained the City has to follow a process and it takes time to obtain search warrants and verify violations since the owner would not allow the housing officer (or anybody) on the property. Collecting evidence for proof of the violations is difficult due to the owner's high fence and "No Trespassing" signs. The court had limited success in past years administering the minimal penalties. The City Solicitor is now working on citations and plans to proceed with a trial. He will file charges this week. If found guilty, the judge can impose jail time. The City Solicitor is contemplating filing a lawsuit requiring the owner to clean up the property within a specific time frame or face contempt of court charges. When timing permits, the Assistant Director of Planning and Community Development Department coordinates with the fire inspector and health inspector to accompany the housing inspector when the judge issues search warrants.

Marty Cephas with the Ashtabula Downtown Development Association (ADDA) presented flowers to Mrs. Hennigan and thanked her for all the support she gives the organization. Mrs. Hennigan was instrumental in the formation of the ADDA.

Mrs. Hennigan thanked the citizens of the City of Ashtabula for welcoming her when she made Ashtabula her home in 1992. She related her personal and professional history with the City of Ashtabula. She believes her years as Clerk of Council of the City of Ashtabula fulfilled a purpose for her and hopes she pleased the citizens of her city.

EXECUTIVE SESSION

- **Convene:** The President announced the executive session would convene, that it would reconvene off camera, and asked the all members of City Council, the City Manager and the City Solicitor to attend.
- **Reconvene:** The President reconvened the public portion of the meeting, with no action taken.

ADJOURNMENT

Hearing no further business to come before this Council, the President declared the meeting adjourned at 8:04 p.m.

DATE APPROVED:

December 2, 2019

ATTESTED BY:

John S. Roskovics
John S. Roskovics, President of Council

ATTESTED BY:

Stacy H. Senskey
Stacy H. Senskey, Clerk of Council

ATTESTED BY:

LaVette E. Hennigan
LaVette E. Hennigan, MMC, Clerk of Council