

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

REGULAR MEETING MINUTES
Tuesday, January 21, 2020

CALL TO ORDER

The President of Council called the meeting to order at 7:00 p.m., Pastor Christopher McCain of Second Congregational Church offered the opening prayer and the Pledge of Allegiance was recited.

MEMBERS PRESENT: Mr. Calvin C. Crawford (Ward 2 Councilor)
Ms. Jane E. Haines (Ward 5 Councilor)
Ms. Octavia V. Harris (Ward 3 Councilor)
Mr. John S. Roskovics (President)

MEMBER(S) ABSENT: Mrs. Kym A. Foglio (Ward 1 Councilor)
Mr. Michael D. Speelman (Vice President)

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

OFFICER(S) ABSENT: None

EXCUSED ABSENCE(S): Mr. Roskovics moved, Ms. Haines seconded to excuse the Ward 1 Councilor and Vice President from this meeting; motion CARRIED.

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

ANNOUNCEMENTS: State Representative John Patterson donated an American flag and a state flag of Ohio to Ashtabula City Council. The Council President would like to invite Mr. Patterson to present the flags at our Tuesday, February 18, 2020 Regular Council Meeting, since the meeting falls the day after President’s Day.

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

The Clerk of Council presented the minutes from the following meetings:

- December 2, 2019 Organizational Meeting
- December 16, 2019 Public Hearing
- December 16, Regular Meeting
- December 27, 2019 Special Meeting
- January 6, 2020 Regular Meeting

Mr. Crawford moved, Ms. Haines seconded to waive the reading of the minutes; motion CARRIED. Hearing no corrections, the minutes were approved as presented.

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: None

ADMINISTRATIVE REPORTS and COMMUNICATIONS

CITY MANAGER

Formal Requests

Toshiba Business Solutions – The City Manager requested an ordinance to enter into an agreement with Toshiba Business Solutions with a mailing address of 7850 Hub Parkway, Cleveland, OH 44125 for the purchase of two copiers through State Purchasing in the amount not to exceed \$14,749.00. This purchase will be taken from the 412 fund.

Mr. Roskovics moved, Ms. Haines seconded to approve this request; motion CARRIED.

U.S. Bank Loan Amendment – The City Manager requested an ordinance to amend U.S. Bank loan to include the purchase of two copiers to be utilized by all departments on the second floor of the Municipal Building. There will be no increase on the loan. Mr. Roskovics moved, Mr. Crawford seconded to approve this request; motion CARRIED.

Emergency Management Services – The City Manager requested an ordinance to enter into an agreement with the Ashtabula County Board of Commissioners, the City of Geneva and the City of Ashtabula for the purpose of providing Emergency Management Services for a period of two years. Ms. Haines moved, Ms. Harris seconded to approve this request; motion CARRIED.

Ashtabula County Hazard Mitigation Plan Update – The City Manager requested resolution to adopt the Ashtabula County Hazard Mitigation Plan in an effort to partner with the County to reduce hazard susceptibility in all government jurisdictions in Ashtabula County. Ms. Haines moved, Mr. Crawford seconded to approve this request; motion CARRIED.

Obsolete Equipment – The City Manager would like to deem the following equipment obsolete for disposal:

Konica Minolta 350, Serial Number 31115201, Fixed Asset Tag # 3194.

Mr. Crawford moved, Ms. Haines seconded to approve this request; motion CARRIED.

These items will be added to the Regular Business, Legislation Agenda for the February 3, 2020 Regular Meeting.

Communications

The Council President thanked the City Manager for the excellent service provided by the snow plow crew over the weekend. The City Manager recalled since taking office November 30, 2011, he has encountered significant snow storms every Martin Luther King Jr. Day weekend. The Council President also praised the sanitation department, knowing their responsibilities are difficult during times of inclement weather.

CITY SOLICITOR – None

DIRECTOR OF FINANCE – None

CLERK OF COUNCIL

Formal Requests

Ashtabula Codified Ordinances – The Clerk of Council requested an ordinance to approve current replacement pages to the Ashtabula Codified Ordinances. Mr. Roskovics moved, Ms. Haines seconded to approve this request; motion CARRIED.

Discussion: The Adopting Ordinance are changes based on added or amended Ohio Revised Codes and must be incorporated into our existing Codified Ordinances of the City of Ashtabula.

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Of particular interest was the added Traffic Code 303.991 Penalty for Committing an Offense While Distracted. The Codified Ordinances of the City of Ashtabula are current through the end of 2019 and are available online at www.cityofashtabula.com.

This item will be added to the Regular Business, Legislation Agenda for the February 3, 2020 Regular Meeting.

CITY COUNCIL COMMITTEE REPORTS and COMMUNICATIONS

Council committees meet in the August A. Pugliese Conference Room – M.B. 2nd Floor

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

Members: Chair/Council Liaison to Parks and Recreation Board Haines; Vice Chair Harris; Roskovics
Meetings are held the 2nd Tuesday @ 4p

- The CD/ED/P&R Committee Chair reported on the Tuesday, January 14, 2020 meeting. She strongly believes in protecting City residents' greatest investment in Ashtabula, their homes, so this meeting centered on code enforcement. She learned Ashtabula has regularly scheduled inspections of the 3500 rental unit inventory which is enforced by only one full time Housing Inspector and the Animal Control Officer/Code Enforcement Officer. This does not include residential, owner-occupied complaint calls. There are far more complaints than personnel and though their efforts are great, they could use help. The majority of complaint calls the Chair receives are regarding excess trash and junk cars. In the case of junk cars, a search warrant must be issued before picking up a vehicle and then the Ashtabula Police Department can issue a ticket. The Assistant Director of Planning and Community Development, Housing Inspector, and Animal Control Officer/Code Enforcement Officer all have citation books for on the spot violations. Committee members discussed escalating or increasing fees for repeat offenders with the City Manager and Assistant Director of Planning and Community Development. When an Ashtabula City resident has a complaint or problem, the City recommends calling the Planning and Community Development Office at 992-7118 first, then the City Manager at 992-7103 to make a verbal complaint. If, after two weeks the resident hasn't observed action, the next step is calling the Ward Councilor. The Committee Chair requests to have a work session to further discuss a complaint procedure. The Council President suggested all Councilors look over their late February to early March schedules and share available dates at the next Regular Council Meeting, Monday, February 3rd. Evening meetings are best in order to include all Councilors.
- The next meeting is Tuesday, February 11th 2020 at 4p. The Parks & Recreation Board is the featured guest. At 5p Council scheduled a Special Meeting to convene an Executive Session for the purpose of discussing purchase or sale of property.

FINANCE & PERSONNEL - (F&P)

Members: Chair Foglio; Vice Chair Roskovics
Meetings are held the 2nd Friday @ 8a

- The next meeting is Friday, February 14, 2020 at 8a.

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

Members: Chair Crawford; Vice Chair Harris; Roskovics

Meetings are held the 3rd Monday @ 5p

- The next meeting is Monday, January 27th, 2020 at 5p.
The President announced a representative from GPD Group, the engineering and planning professionals contracted by the City of Ashtabula, is attending the meeting to discuss survey of the roads, some estimates, and road priority.

SAFETY FORCES - (SF)

Members: Chair Speelman; Vice Chair Foglio; Haines

Meetings are held the 3rd Monday @ 8a

- The next meeting is Monday, January 27th at 8a.

LEGISLATION AGENDA - None

- Formal Legislation Request(s)
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NEW BUSINESS

- Liquor Permit Request – Transfer
 - From: Hil Mak Seafoods Inc, 449 Lake Ave 1st Fl , Ashtabula, OH 44004
 - To: Hil Mak2 LLC dba Hil Mak Seafood, same address
 - Permit Classes:
 - D2 Wine and certain prepackaged mixed drinks for on premises consumption and in sealed containers for carry out until 1:00 a.m.
 - D2X Beer only for on premises consumption and in sealed containers for carry out until 1:00 a.m.

ACTION: Neither the Ward 2 Councilor nor anyone else requested a hearing.

Tell Us Something We Don't Know

President

- Footage of Downtown Ashtabula was included in a segment about the trade agreement on the Today Show earlier this week. The City Manager reminded us that many people come to Ashtabula for a visit, and end up staying and investing in the City.

Clerk of Council

- The Clerk of Council notified Council of her progress on achieving Certified Municipal Clerk status; a two year process. She was able to earn 31.5 out of 50 Experience points based on her work history. To earn some education points, she is in her third week of a four month online education program developed by Professional Development Academy. She shared some powerful insights from the lesson of practicing positive leadership:
 - It takes five positive statements to neutralize one negative statement.
 - A leader is smart, has heart, and has courage.

She is attending the first 2020 Western Reserve Municipal Clerk Association meeting Monday, January 27. She is running for Treasurer of the Association. Ward 5 Councilor and Council President expressed their appreciation of her efforts.

PUBLIC DISCUSSION/COMMENTS (General Matters)

Past City Council President and currently serving as an Ashtabula County Commissioner, Mr. J. P. Ducro, approached the podium. He expressed his congratulations to the elected Solicitor, City Manager, Council President, Ward 2 Councilor, and appointed Ward 4 Councilor. He offered Council a suggested change to the minutes from the January 6, 2020 Regular Council Meeting. His purpose for attending tonight's City Council Meeting was to discuss:

- **RAM (Remote Area Medical) Free Clinic** – Last year, RAM served 1650 individuals with \$917,000 of free medical, dental, and vision care. This year, the Clinic is April 4th and 5th, doors open at 6:00 a.m., but volunteers will distribute numbered tickets starting at 3:00 a.m. Any questions can be answered by emailing ramashtabula@gmail.com or visiting the website, <http://www.ramusa.org>.
- **2020 Census** – Mr. Ducro serves as Chair of the Ashtabula Complete Count Committee. He encourages every home to share as much information as possible when it comes to the 2020 Census. In mid-March, homes will begin receiving postcard invitations to complete the 2020 Census. April 1st is Census Day. This is the first year individuals can respond via phone or online, but mailed responses continue to be accepted. Starting in May through July, census takers will begin visiting homes that haven't responded. It is important to be honest and accurate when answering Census questions; the 2020 Census determines congressional representation, informs hundreds of billions in federal funding, and provides data that will impact communities until the next Census in 2030. Visit the United States Census 2020 website <https://2020census.gov/en.html> for more information.

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ADJOURNMENT

Hearing no further business to come before this Council, the President declared the meeting adjourned at 7:31 p.m.

DATE APPROVED: February 18, 2020

ATTESTED BY: John S. Roskovics
John S. Roskovics, President of Council

ATTESTED BY: Stacy H. Senskey
Stacy H. Senskey, Clerk of Council

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