

MADEIRA CITY COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 28, 2020

I. CALL TO ORDER

Mayor Spencer called the meeting to order at 7:32 p.m.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Spencer led the Invocation and Pledge of Allegiance.

III. ROLL CALL

Members present:

Nancy Spencer, Mayor
Scott Gehring
Tom Henning
Chris Hilberg
Doug Moormann
Brian Mueller
Traci Theis

Officials/Staff present:

Brian Fox, Law Director
Tom Moeller, City Manager
Lori Thompson, Assistant City Manager
David Schaefer, Police Chief
C. Robert Paul, Treasurer
Kristie Lowndes, Tax Commissioner
Christine Doyle, Clerk of Council

IV. ACCEPTANCE OF THE AGENDA AND MINUTES

A. Changes to the agenda:

1. Mr. Mueller asked to add Halloween to Old Business.
2. Mr. Gehring asked to move Res. No. 45-20 to Executive Session for discussion. Mayor Spencer respectfully declined, saying Council had agreed to keep the negotiations of the lease in the public eye. Mr. Gehring made a motion to move discussion of Res. No. 45-20 to Executive Session. Mr. Hilberg seconded the motion.

Motion to move discussion of Res. 45-20 to Executive Session passed by 4-3 roll call vote.

Mayor Nancy Spencer	no
Scott Gehring	yes
Tom Henning	no
Chris Hilberg	yes
Doug Moormann	yes
Brian Mueller	yes
Traci Theis	no

- B. Changes to the City Council Regular Meeting minutes from September 14, 2020:
None

Motion to accept the amended agenda and the September 14, 2020 Regular Meeting minutes made by Ms. Theis, second by Mr. Moormann. Motion passed by unanimous roll call vote.

V. MAYOR'S MOMENT

- A. Public Comment Reminder

B. In the Community

1. Mayor Spencer encouraged residents to notify her of anything they'd like included in this segment of the meeting by sending her an email at nspencer@madeiracity.com.
2. She congratulated the Madeira High School football for their win over Deer Park and thanked those who make local limited-attendance events accessible to all.
3. Cub Scout Pack 20 is in the midst of their annual popcorn sale. Instead of face-to-face sales, flyers will be placed on doors with information on how to place orders or make a donation.
4. The Madeira High School Theatre Arts program will be putting on a radio play version of *A Christmas Carol* as their fall play. Mayor Spencer commended Rebecca Brewer for finding this creative way to help kids thrive in the arts.

C. Special Recognition
None

VI. NOTICES OF OTHER MEETINGS AND EVENTS

- Parks and Recreation Board Special Meeting September 30, 2020 at 7:00 p.m.
- Board of Zoning Appeals October 5, 2020 at 7:00 p.m.
- Mayor's Court October 7, 2020 at 6:30 p.m.
- City Council October 12, 2020 at 7:30 p.m.

VII. COMMITTEE AND OFFICIAL REPORTS

A. Economic Development meeting on September 17, 2020

1. Mr. Moormann first reported that he and Mr. Hilberg had five residents come to talk with them at the September 26 Council Open Office Hours event.
2. The Economic Development Committee discussed the Train Station lease and unanimously agreed to move forward with Mr. Redden. He said he thought the terms of the lease are good and fair to the City. The improvements the potential tenant asked of the City were not significant and would likely be less than \$3000.
3. They discussed the pros and cons of the Downtown Redevelopment District (DRD). The Committee asked the Administration to look into the historic structure requirement of the DRD.
4. There was a brief discussion of the DORA (Designated Outdoor Refreshment Area) designation. There are not enough liquor establishments in Madeira to get the designation at this time, but they will keep it in mind. At least four liquor licenses are required within the boundaries the City defines, and those businesses need to choose to participate.

B. Planning Commission meeting on September 21, 2020

1. Mr. Moormann reported there were no projects for approval. They did discuss giving Council the opportunity to review and comment on proposed changes to the zoning code. Mr. Fox will provide information for Council to read before their next meeting, so Council can discuss it at the October 12 meeting and Mr. Moormann can bring their feedback to the October Planning Commission meeting.

C. Public Works Committee meeting on September 21, 2020

1. Mr. Gehring reported the Committee agreed to bid out the City Engineer contract for 2021 to ensure the City is getting the best price and services.

2. Because the City will be doing a lot of gateway landscaping projects in conjunction with upcoming roadwork, the Committee discussed putting out an RFP/RFQ for landscape architectural services and gateway branding.
 3. The Committee agreed to put out an RFP/RFQ for a McDonald Commons Master Plan, Parks and Rec Board's Plan A. Since they would want the hardscapes at the park to tie into the gateways, the Committee agreed to attach the landscape architecture and gateway branding into this bid for the Master Plan. When asked, Mr. Gehring said they would be open to using separate companies for the work if that was the best choice; however, he would want the companies to coordinate for a cohesive look.
- D. Budget and Finance Committee meeting on September 28, 2020
1. Mr. Mueller reported the State Auditor has released the Fiscal Indicator Report, and the City showed improvement with only one yellow/cautionary category for condition of capital assets.
 2. The earnings tax is performing better than feared; to date the revenue is more than 2019 and 1% off the budget. The Committee is still cautiously looking at 2021 and is estimating a 0% change over 2020 rather than the usual 3% increase. Going forward, the monthly reports will include a chart that compares monthly numbers to the previous year and to budget.
 3. The Committee is working on the draft 2021 budget and for five years out. The budget shows the City can successfully transfer the water lines to Indian Hill and pave the roads once the lines are replaced. He thanked the Public Works Committee for their assistance with this. The budget will include a funded capital improvement schedule and a plan for getting the residential street paving to a 20-year average while meeting local SCIP funding.
 4. Mr. Mueller said he misspoke at a previous meeting, and there will be about \$15,000 in savings this year from cancelled Parks and Rec events. The Committee will likely use that money to bolster the general fund for road and water line projects.
 5. Mr. Moormann said he understands the CARES Act money already allocated to the City may be able to be used to fund public safety services. In addition, the State is looking at allocating their CARES Act funds in a way that mirrors the local government funds. He advised that the City make a plan for using the additional dollars, as the funds may need to be used quickly. Mr. Mueller said he would work to develop list with the help of Mr. Moeller, Chief Schaefer, and Chief Oughterson.
- E. Police Report
1. On the topic of CARES Act fund projects, Chief Schaefer said he has bid out keyless entry for the administration area and is in the process of bidding out touchless faucets, toilets, and entryways in all buildings and parks.
 2. The Police Department received certification from the Ohio Collaborative in all areas that apply to Madeira. The Department will submit a self-review in 2021, and there will be another onsite review in 2022. When asked how this achievement could be recognized, Chief Schaefer said he would talk to Ms. Thompson about getting something on the City's website.
 3. Members of the Department have attended the following online classes: Real World De-Escalation Training and Duty to Intervene Training. Additional officers will attend the trainings as scheduling allows.
 4. The Department hopes the new records management system will go live on October 1. For the past six weeks, the officers have been double entering to make sure the new system is recording correctly. The new system interfaces with RCIC and LeadsOnline, and it opens up the database and information sharing to multiple agencies.

5. He continues to work on the Internet and phone service issues in the Municipal Building. The Wi-Fi service and routers are in the process of being updated.
6. The cameras are in place for a safe exchange in the parking lot. The safe exchange area needs to be painted and placarded, and then it can be advertised on the City's website.

VIII. COMMUNITY PARTICIPATION

A. Guests and Registered Visitors
None

B. Correspondence
None

IX. ORDINANCES AND RESOLUTIONS

A. Ord. No. 20-09: Adopting a Public Tree Care Program—Third Reading

1. Mayor Spencer said there were no changes since the second reading. Mr. Mueller said that even though the events have been cancelled, the Parks and Recreation Board has been very busy working on this ordinance, the Tree City USA application, the noxious weeds and native meadow ordinances, and the Sellman Park playscape design.

Motion to approve Ord. No. 20-09: Adopting a Public Tree Care Program made by Ms. Theis, second by Mr. Hilberg. Motion passed by unanimous roll call vote.

Mayor Nancy Spencer	yes
Scott Gehring	yes
Tom Henning	yes
Chris Hilberg	yes
Doug Moormann	yes
Brian Mueller	yes
Traci Theis	yes

B. Res. No. 43-20: Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor

1. Mr. Moeller said the County Auditor requires this resolution each year to establish the tax levies. Madeira's levy is at 7.5 mils per the City Charter.

Motion to approve Res. No. 43-20: Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor made by Mr. Henning, second by Mr. Mueller. Motion passed by unanimous roll call vote.

Mayor Nancy Spencer	yes
Scott Gehring	yes
Tom Henning	yes
Chris Hilberg	yes
Doug Moormann	yes
Brian Mueller	yes
Traci Theis	yes

C. Res. No. 44-20: Amending the Annual Appropriation Resolution No. 46-19 providing for funds for Current Expenditures for the Year Ending December 31, 2020 and Amending the Certificate of Estimated Resources

1. Mr. Moeller said this amendment includes the money given for COVID-19 related expenses.

Motion to approve Res. No. 44-20: Amending the Annual Appropriation Resolution No. 46-19 providing for funds for Current Expenditures for the Year Ending December 31, 2020 and Amending the Certificate of Estimated Resources made by Mr. Mueller, second by Mr. Moormann. Motion passed by unanimous roll call vote.

Mayor Nancy Spencer	yes
Scott Gehring	yes
Tom Henning	yes
Chris Hilberg	yes
Doug Moormann	yes
Brian Mueller	yes
Traci Theis	yes

X. NEW BUSINESS

None

XI. OLD BUSINESS

A. Halloween

1. Mr. Mueller asked Council to discuss Halloween night and a possible additional event. He and Mr. Gehring expressed support for trick-or-treating subject to State and local guidelines. Mr. Gehring also suggested chalking directional arrows on the sidewalks to reduce congestion.
2. Regarding an event besides trick-or-treating, Mr. Mueller said the Parks Board is of two minds: the event could be as simple as what was done at Easter or it could be used as a trial run for what could be done for St. Nick Night should that need to be scaled back. Given that people are at different comfort levels with social interaction, Mr. Moormann suggested having families drive to designated areas to get candy from masked and gloved City officials. Council discussed the pros and cons of this idea and of having a caravan drive through the City distributing candy. For the caravan proposal, Chief Schafer said he would determine driving routes so multiple caravans could travel the City simultaneously.
3. Other ideas included encouraging residents to decorate their homes for Halloween, having a judging of the decorations or a map to decorated homes, "Boo"ing residents, placing festive signs around the City, and placing ghosts or similar around the City for residents to locate. Mr. Mueller said he would bring these ideas to the Special Parks and Rec Board meeting scheduled for September 30.

Motion to affirm commitment to a traditional 6 p.m. to 8 p.m. trick-or-treating on October 31 in accordance with guidelines issued by the State and Hamilton County Public Health made by Mr. Gehring, second by Mr. Hilberg. Motion passed by unanimous roll call vote.

XII. EXECUTIVE SESSION

- A. Real Estate
- B. Pending Litigation

Motion to adjourn into Executive Session for the purpose of real estate discussion and of discussing disputes involving the City that are subject of pending, possible, or imminent court action or to discuss legal opinions of the Law Director on such matters that could reasonably involve future litigation made by Ms. Theis, second by Mr. Henning. Motion passed by unanimous roll call vote at 9:18 p.m.

XIII. CONTINUATION OF ORDINANCES AND RESOLUTIONS

Motion made by Mr. Hilberg, second by Mr. Moormann, to adjourn Executive Session and return to regular session at 10:30 p.m. Motion passed by unanimous roll call vote.

- A. Res. No. 45-20: Authorizing the City Manager to enter into a Lease Agreement with Redden Fine Meats and Seafood LLC for the Property Located at 7701 Railroad Avenue, Madeira, Ohio (Railroad Depot)
 - 1. Mr. Fox said the question before Council is whether they desire to amend the resolution to incorporate additional or different legal terms than what was initially included in Res. No. 45-20. The changes are as follows:
 - a. Section 3(C): To increase the initial deposit to \$2000.
 - b. Section 3(A)i: To change the rent beginning date to January 1, 2021 or prior to that upon the date retail sales are occurring.
 - c. Section 9: To require that lessee applies to Historical Preservation Commission within two weeks of execution of proposed lease agreement.
 - d. Offer of lease, upon such terms as set forth by amended Res. No. 45-20, shall, if not accepted by lessee, expire as of October 7, 2020.

Motion to amend Res. No. 45-20 as noted by Mr. Fox made by Ms. Theis, second by Mr. Henning. Motion passed by unanimous roll call vote.

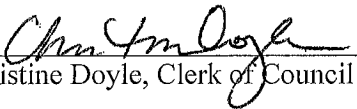
- 2. Mr. Gehring thanked the Economic Development Committee for their work on the agreement. He reiterated his concerns about a legislative body negotiating a lease with any tenant and said a different process would be more efficient. He intends to work toward handing off lease agreements to a third party management organization.

Motion to approve Res. No. 45-20: Authorizing the City Manager to enter into a Lease Agreement with Redden Fine Meats and Seafood LLC for the Property Located at 7701 Railroad Avenue, Madeira, Ohio (Railroad Depot) as amended made by Mr. Hilberg, second by Ms. Theis.

Mayor Nancy Spencer	yes
Scott Gehring	yes
Tom Henning	yes
Chris Hilberg	yes
Doug Moormann	yes
Brian Mueller	yes
Traci Theis	yes

XIII. ADJOURNMENT

Motion made by Mr. Gehring, second by Mr. Henning, to adjourn the regular meeting at 10:50 p.m. Motion passed by unanimous roll call vote.


Christine Doyle, Clerk of Council