

MADEIRA CITY COUNCIL  
REGULAR MEETING MINUTES  
APRIL 12, 2021

I. CALL TO ORDER

Mayor Spencer called the meeting to order at 7:31 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  
Jay Roy, Police Lieutenant  
C. Robert Paul, Treasurer  
Kristie Lowndes, Asst. Treasurer  
Christine Doyle, Clerk of Council

IV. ACCEPTANCE OF THE AGENDA AND MINUTES

A. Changes to the agenda:  
None

B. Changes to the City Council Regular Meeting minutes from March 22, 2021:  
None

**Motion to accept the agenda and the March 22, 2021 Regular Meeting minutes made by Mr. Moormann, second by Mr. Henning. Motion passed by unanimous roll call vote.**

V. MAYOR'S MOMENT

A. Public Comment Reminder

B. In the Community

1. Mayor Spencer encouraged everyone to go out and enjoy everything Madeira has to offer in the spring, including youth sports.
2. She asked residents to contact her about anything they would like to share during this part of the meeting by sending her an email at [nspencer@madeiracity.com](mailto:nspencer@madeiracity.com).

C. Special Recognition  
None

VI. NOTICES OF OTHER MEETINGS AND EVENTS

- Mayor's Court April 14, 2021 at 6:30 p.m.
- Parks and Recreation Board (Sellman Park) April 14, 2021 at 7:00 p.m.
- Public Works Committee April 19, 2021 at 5:00 p.m.
- Planning Commission April 19, 2021 at 7:00 p.m.
- Board of Zoning Appeals April 20, 2021 at 7:00 p.m.

- Budget and Finance Committee April 26, 2021 at 6:30 p.m.
- City Council April 26, 2021 at 7:30 p.m.

## VII. COMMITTEE AND OFFICIAL REPORTS

- A. Park Master Plan Steering Committee meeting on March 25, 2021
1. Mr. Gehring reported the Committee reviewed feedback MSA Design got from the community stakeholders on what works, what doesn't work, and what they'd like to see at McDonald Commons. MSA is drafting a preliminary footprint that they will then bring to the stakeholders for additional feedback. From there, the draft will go to a community input session. So far the process is on schedule.
  2. Mr. Moormann passed along a suggestion from a resident for a memorial tree grove, where a person could purchase a tree and a placard to go with it.
- B. Inclusion Committee meeting on April 1, 2021
1. Mayor Spencer reported one member resigned from the Committee and a member of Senior Commission would like to join. The group brainstormed ways to get out the word about openings on Boards and Commissions. She said she used her column in the most recent newsletter to share information about the Boards and Commissions as well.
  2. The Committee reviewed census information on the community. They suggested reaching out to members of the Boards and Commissions to gather information to compare with the community at large.
  3. A member of the Committee wanted to learn more about the Police hiring process; Mayor Spencer said she would reach out to Chief Schaefer about sharing that information.
- C. Economic Development Committee meeting on April 8, 2021
1. Mr. Moormann reported the Committee discussed the painting of the Train Station and learned that composite board siding, to remediate the lead paint, would be detrimental to getting an historic designation for the building.
  2. The Committee has asked the Administration to develop a plan for tax abatements for home renovations and then bring the plan to the School Board. The terms the Committee discussed were a 75% abatement for 7 to 10 years on renovations that increase the home value by 35% and/or require a \$75,000 commitment.
  3. The City reviewed proposals for leasing the Hosbrook House from the Groovy Gumball, Lemons and Limes Boutique, and Camargo Co-Op for retail business and from the Powers Restaurant Group for office and event space. The Committee gave preference to proposals that required the least amount of investment from the City, attracted people to downtown, and supported surrounding businesses, as well as to ones from businesses that had already made a commitment to Madeira. The Committee recommended that Council pursue a lease agreement with Camargo Co-Op.
    - a. Not having seen the Camargo Co-Op proposal, Mr. Mueller said he was in favor of the Powers proposal as it would require no investment from the City, the tenant had the potential to be a long-term one, and there's a need for event space.
    - b. The Camargo Co-Op proposal was made available to all Council members during the meeting. The business would relocate from Camargo. The proposal requested improvements that included refinishing the floors on the first floor, tile work, and painting. They would begin paying rent May 1, and the monthly rent would be more than the Powers proposal. The members of the Economic Development Committee said they favored this proposal because a retail business would add vibrancy to the area by generating foot traffic, and it would be complementary to the existing businesses.

- c. The lease would be with the Co-Op entity, but because the entity would then sublease to the businesses that make up the co-op, Mr. Gehring suggested requiring City approval of the co-op businesses.

**Motion to direct the Administration to open lease negotiations with Camargo Co-Op that includes a not-to-exceed amount of \$4000 to make improvements to the space and that Mr. Fox work in language regarding the assignment of the lease to other parties made by Mr. Moormann, second by Ms. Theis. Motion passed by unanimous roll call vote.**

- D. Planning Commission Special meeting on April 8, 2021
  1. Mr. Moormann reported the Commission met to do a deeper dive on the zoning code issues brought up by Law and Safety Committee.
    - a. The Commission recommended amending the proposed code to allow deck size to be up to 25% of the footprint of the home.
    - b. They agreed to not recommend changes to the proposed code on the length of garage sales (keeping them at the proposed three days) or auxiliary structures (keeping them as part of lot coverage percentage).
    - c. They tabled the discussion on corner lots for their regular April meeting.

## VIII. COMMUNITY PARTICIPATION

- A. Guests and Registered Visitors
  1. Doug Oppenheimer read the letter the Madeira Historical Society sent to Council. A copy of the letter is included in these minutes. Mr. Oppenheimer also said he would like to see the City have less restrictive codes on gardens.
  2. Sandy Smith said the tennis advocates in the City would like to be included in the conversation about the McDonald Commons Master Plan. She said they would like to keep two of the courts as dual-use courts, sharing the courts with pickle ballers.
- B. Correspondence
  1. The City received a TREX Liquor Application for MET Ventures LLC, 7006 Centre Street.
    - a. Mr. Moeller said the proposed use is for the sale and delivery of alcoholic beverages, so he will discuss with Mr. Fox and Chief Schaefer before preparing legislation for Council.
    - b. Mr. Moormann said he would add a discussion about a D5M liquor permit to the next Economic Development Committee meeting agenda. If Council would create a Downtown Revitalization District, it would allow the City to set its own limits on liquor permits.
  2. The City received a letter from the Madeira Historical Society requesting information regarding paint and restoration work.

## IX. ORDINANCES AND RESOLUTIONS

- A. Res. No. 18-21: Authorizing the City Manager to Enter into an Agreement with Sullebarger Associates to Evaluate City of Madeira Properties for Historical Purposes
  1. Mr. Moeller said the cost in the legislation is the maximum spend and would be reduced if the Muchmore and Hosbrook Houses were not viable. Mr. Moormann added hiring the consultant was a recommendation from the Economic Development Committee.

2. When asked, Mr. Moeller said he would look into whether applications that are not approved received a credit on the fee. It was also noted the time frame for the designation process would be about 1 year.

**Motion to approve Res. No. 18-21: Authorizing the City Manager to Enter into an Agreement with Sullebarger Associates to Evaluate City of Madeira Properties for Historical Purposes made by Mr. Moormann, second by Ms. Theis. 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.19-21: Authorizing the City Manager to Contract with Osterwisch Co. for the Installation of Electrical Upgrades to 7701 Railroad Avenue/Madeira Train Station
  1. Mr. Moeller said the legislation is for adding 300 amp service for the new tenant.

**Motion to approve Authorizing the City Manager to Contract with Osterwisch Co. for the Installation of Electrical Upgrades to 7701 Railroad Avenue/Madeira Train Station made by Mr. Hilberg, second by Mr. Henning. 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

### A. Spring Brush and Limb Collection Service

1. Mayor Spencer suggested using the leaf pickup zone system for brush and limb pickup so the material isn't setting out as long. Mr. Moeller said each zone could be assigned one week for brush pickup, and then the Service Department would do a final sweep of the whole City at the end of the period.
2. Council discussed using dumpsters for yard waste. Mr. Moeller said a dumpster was not preferred for brush and limbs as the material could not be chipped, and the Service Department uses the chipped material in the parks. He said a dumpster could be used at other times of the year, as needed.
3. Council also discussed having a central collection point for limbs. Mr. Moeller said that works well for Christmas trees because the park is not busy at that time of the year. He said he would think about a central collection point at other times of the year, should that be needed.
4. Mayor Spencer suggested moving next year's brush and limb pickup to a date earlier in the spring when the material would have fewer leaves.

B. Creating TIF for Swing Line Grill

1. Mr. Gehring asked if the City was considering creating a TIF for the Swing Line Grill property. Mr. Moormann said the Economic Development Committee was looking into the Downtown Redevelopment District (DRD) instead of a TIF because it's more flexible, even though it will take time to get set up. Mr. Moormann said the Economic Development Committee would add pursuing the TIF simultaneously with the DRD to the agenda for their next meeting.

XI. OLD BUSINESS

A. Train Station Painting Update

1. Mr. Moeller reported the City received a proposal from HMI, Inc. to abate the lead paint on the upper portion of the Train Station exterior, wet-sand the rest of the exterior, and paint for \$72,000 to \$74,000. The business could be in operation during this process. Mr. Moormann said finding companies to bid on the project has been difficult as it's a complicated project and there is less complicated work available.
2. The cost would be about \$20,000 for putting composite board siding over the lead paint areas and painting the entire exterior.
3. Mr. Gehring asked if volunteers removing the paint would have to follow the strict lead paint removal protocols. Mr. Moeller said OSHA requires all building owners and contractors on commercial projects must employ properly trained personnel anytime renovations may disturb lead-based paint.
4. Mr. Hilberg asked if the City's MVRMA general reserve could be used for the lead paint removal. Mr. Moeller clarified that the MVRMA reserve could be used for any expense, including this one, and does not need to be safety related.
5. Mr. Mueller asked why the addition of composite board would prevent the building from getting an historic designation when the interior has been upgraded substantially with new electricity and air-conditioning. Mr. Moorman said, in his experience, historic designation is very much an exterior-driven process and is rarely concerned with the interior of the buildings.
6. Council asked the Administration to seek additional bids for the remediation of the lead paint.


XII. EXECUTIVE SESSION

- A. Pending Litigation
- B. Real Estate

Mr. Moeller reported the City has an agreement in principle for the purchase of the Camargo Road right-of-way, and Mr. Fox had nothing to discuss under pending litigation, so Council did not adjourn into Executive Session.

XIII. ADJOURNMENT

**Motion made by Mr. Gehring, second by Ms. Theis, to adjourn the regular meeting at 9:05 p.m. Motion passed by unanimous roll call vote.**

  
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Christine Doyle, Clerk of Council

## Madeira Historical Society



Madeira City Council Members, and City Manager

April 7, 2021

The Madeira Historical Society, and the community at large, recognizes the Madeira Train Depot as an icon of the community and the historic center of our town. As renovation options are being considered and evaluated, the Madeira Historical Society would like to communicate its support of proper preservation of the depot exterior for the following reasons:

- In 2014, a Citizen Initiative voted to create a "historic district" comprising, in part, the Madeira Depot. The Madeira Charter mandates that the structures must be both protect(ed) and preserve(ed).
- Madeira has discussed seeking nomination of the depot to be placed on the National Register. The original application to nominate the depot to the National Register has been completed at the State level and is pending submission to the National Register. Both the Muchmore house and Hosbrook house, while included in the application, were declined as a historical grouping. Our concern is that if the train depot is not properly preserved, it will be declined.

The opportunity is at hand to correctly rehabilitate the train depot exterior and address the lead paint issue once and for all. Recommendations by the Madeira Historical Society include:

- Retain the original exterior woodwork and professionally repaint it the original color.
- Remove existing lead paint and secure a firm surface for new paint.
- Fix windows and other fenestrations to address the humidity issue.

On behalf of the Madeira community, the Madeira Historical Society is seeking an update on the Madeira Train Depot renovation plans. Please respond to the following inquiries:

1. What renovation options are being evaluated to address the existing lead paint?
2. What are the decision factors being considered?
3. How will the final decision be made?
4. What is the timeline?

Sincerely,

Madeira Historical Society, Officers and Board members