**MINUTES OF PERRYSBURG CITY COUNCIL**

**MEETING HELD AUGUST 17, 2021**

Mayor Mackin called the meeting to order at 6:31 p.m. Present were Council Members Deborah Born, Cory Kuhlman, Jan Materni, Tim McCarthy, Jonathan Smith, Barry VanHoozen, and Mark Weber (7). Also present were Bridgette Kabat, City Administrator, Kate Sandretto, Law Director, and Amber Rathburn, Clerk of Council.

Mr. Smith moved to approve the minutes of the City Council meeting held on July 27, 2021 as written and to dispense with their reading. Seconded by Ms. Born. Ayes: (7). Nays: (0).

## SPECIAL REPORTS

None.

## LETTERS, COMMUNICATIONS, AND CITIZENS' CONCERNS

None.

## ADMINISTRATIVE REPORTS

### Mayor's Report

Mayor Mackin thanked everyone involved with the Inclusive Playground at Rotary Park and said that it is amazing. He stated that the Summer Rec Program has ended, and he recognized all those who worked to make it happen. Mayor Mackin said the art at Woodland Park will be starting this week, and he recognized Robin Ballmer for her efforts. Mayor Mackin also said he appreciates everyone wearing their masks again.

Mayor Mackin made the following recommendations for appointment:

| Name | Committee | Length | Term Ending |
|---|---|---|---|
| Kennedy Rowley | Litter Prev. & Recycling Bd. | 1 year | 06/01/2022 |
| Allison Westmeyer | PRAC | 1 year | 06/01/2022 |

Mr. Smith moved to approve the appointments recommended by Mayor Mackin. Seconded by Mr. McCarthy. Ayes: (7). Nays: (0).

Mayor Mackin thanked them for their willingness to serve.

### City Administrator's Report

No report.

### Finance Director's Report

No report.

### Law Director's Report

No report.

**President of Council Report**

Mr. Smith stated that there are public hearings scheduled for September 7, 2021 at 6:10 p.m. and 6:15 p.m., prior to the City Council meeting.

Mr. Smith introduced Kathy Mull, Executive Director of the Cocoon in Bowling Green, Ohio. Ms. Moll spoke about the services they provide. She said that last year they served 747 individuals, and they are on track to serve more this year. She said that their biggest demographic after Bowling Green is Perrysburg. The Mayor and Council thanked Ms. Moll for the work that they do.

**Finance and Economic Development Committee:**

Mr. Weber gave his report of the August 10, 2021 meeting, a copy of which is attached hereto and made a part of these minutes.

Next meeting: Tuesday, September 14, 2021 at 5:30 p.m.

Mr. Weber introduced **ORDINANCE 40-2021 AMENDING CODIFIED ORDINANCE 222.01 OF THE CITY OF PERRYSBBURG CODE CODIFIED BY ORDINANCE 50-87 AND PASSED ON APRIL 1, 1987** and moved to allow for its reading by number and title only and to dispense with the second and third readings. Seconded by Mr. McCarthy. Ayes: (7). Nays: (0). The Clerk read Ordinance 40-2021 by number and title only. Mr. Weber moved that Ordinance 40-2021 be passed. Seconded by Ms. Born. Ayes: (7). Nays: (0).

Mr. Weber introduced **ORDINANCE 43-2021 AUTHORIZING A JOB CREATION GRANT FOR PROMEDICA HEALTH SYSTEM INC. AND DECLARING AN EMERGENCY** and moved to allow for its reading by number and title only and to dispense with the second and third readings. Seconded by Mr. McCarthy. Ayes: (7). Nays: (0). The Clerk read Ordinance 43-2021 by number and title only. Mr. Weber moved that Ordinance 43-2021 be passed as an emergency. Seconded by Mr. McCarthy. Ayes: (7). Nays: (0).

Mr. Weber made a motion to adopt the Records Retention Policy for City Council. Seconded by Mr. Smith. Ms. Born said she thinks this is unnecessary because her stuff is already out there. Mr. Smith clarified with Ms. Sandretto that this is required by the Ohio Revised Code. Ms. Sandretto said that it is. She said it is not about it being out there, it is about retaining it and providing it upon request. Ayes: Kuhlman, Materni, McCarthy, Smith, VanHoozen, and Weber (6). Nays: Born (1).

**Safety Committee:**

No report.

Next meeting: Tuesday, August 24, 2021 at 6:00 p.m.

**Recreation Committee:**

Ms. Born gave her report of the August 10, 2021 meeting, a copy of which is attached hereto and made a part of these minutes.

Next meeting: Tuesday, September 14, 2021 at 6:30 p.m.

**Planning and Zoning Committee:**

Mr. McCarthy gave his report of the August 11, 2021 meeting, a copy of which is attached hereto and made a part of these minutes.

Next meeting: Wednesday, September 8, 2021 at 5:30 p.m.

**Personnel Committee:**

No report.

Next meeting: Tuesday, August 24, 2021 at 5:00 p.m.

Mr. Kuhlman introduced **ORDINANCE 39-2021 AMENDING PERRYSBURG CODIFIED ORDINANCES 266.15-1 AND 266.15-2** and moved to allow for its reading by number and title only. Seconded by Mr. McCarthy. Ayes: (7). Nays: (0). The Clerk read Ordinance 39-2021 by number and title only. Mr. Smith asked if the changes discussed through email had been made. Ms. Kabat said that the four changes noted in Mr. Smith's email have been made. Mr. Smith said that any raises over 7% have to come to City Council, but when raises are given, regardless of the percentage, he would like City Council to be notified, not to seek approval, just an explanation. Ms. Kabat said in the fourth paragraph of the ordinance, they incorporated the two suggestions about notifying the Personnel Committee. Mr. Kuhlman said he is surprised the Tax Administrator is in Band D. Ms. Kabat said according to the organizational chart, the Tax Administrator reports to the Deputy Finance Director and then to the Finance Director.

Mr. Kuhlman introduced **ORDINANCE 41-2021 AMENDING CODIFIED ORDINANCE 220.07 OF THE CITY OF PERRYSBURG CODIFIED ORDINANCES CODIFIED BY ORDINANCE 57-2017 AND PASSED ON AUGUST 1, 2017** and moved to allow for its reading by number and title only. Seconded by Mr. McCarthy. Ayes: (7). Nays: (0). The Clerk read Ordinance 41-2021 by number and title only. Mr. Kuhlman proposed adding language that the proposed changes would not take effect until 2023. He said he is worried about making changes after the petition date has passed. Ms. Materni said that she feels the President of Council should get more than an additional $500.

Mr. Kuhlman introduced **ORDINANCE 42-2021 AMENDING CODIFIED ORDINANCE 230.01 OF THE CITY OF PERRYSBURG CODIFIED ORDINANCES CODIFIED BY ORDINANCE 93-2008 AND PASSED ON JULY 8, 2008** and moved to allow for its reading by number and title only. Seconded by Mr. McCarthy. Ayes: (7). Nays: (0). The Clerk read Ordinance 42-2021 by number and title only. Ms. Sandretto said that this will not affect the current Mayor this term or next term because it would have to have been passed more than 90 days prior to the second Tuesday after the first Monday in May.

**Public Utilities Committee:**

Mr. Smith gave his report of the July 28, 2021 meeting, a copy of which is attached hereto and made a part of these minutes.

Next meeting: Wednesday, August 25, 2021 at 6:30 p.m.

Mr. Smith introduced **RESOLUTION 44-2021 AUTHORIZING A PURCHASE AGREEMENT WITH PERRYSBURG AUTOMALL IN AN AMOUNT NOT TO EXCEED ONE HUNDRED THIRTY-THREE THOUSAND NINETY-ONE DOLLARS ($133,091.00) FOR THE PURCHASE OF THREE 2021 GMC SIERRA TRUCKS FOR THE DEPARTMENT OF PUBLIC UTILTIES AND DECLARING AN EMERGENCY** and moved to allow for its reading by number and title only and to dispense with the second and third readings. Seconded by Ms. Materni. Ayes: (7). Nays: (0). The Clerk read Resolution 44-2021 by number and title only. Mr. Smith moved that Resolution 44-2021 be passed as an emergency. Seconded by Ms. Materni. Ayes: (7). Nays: (0).

**<u>Service Committee</u>**

Ms. Materni gave her report of the July 28, 2021 meeting, a copy of which is attached hereto and made a part of these minutes.

Next meeting: Wednesday, August 25, 2021 at 5:30 p.m.

Ms. Materni introduced **RESOLUTION 45-2021 ACCEPTING THE BID AND AUTHORIZING AN AGREEMENT WITH COMPASS MINERAL FOR WINTER ROAD SALT FOR THE 2021-2022 SEASON** and moved to allow for its reading by number and title only and to dispense with the second and third readings. Seconded by Mr. Smith. Ayes: (7). Nays: (0). The Clerk read Resolution 45-2021 by number and title only. Ms. Materni moved that Resolution 45-2021 be passed. Seconded by Mr. Smith. Ayes: (7). Nays: (0).

Ms. Materni introduced **RESOLUTION 47-2021 AUTHORIZING THE CITY ENGINEER TO PURSUE A TMACOG TRANSPORTATION ALTERNATES PROGRAM (TAP) GRANT FOR THE CONSTRUCTION OF A MULTI-USE PATH ALONG WEST BOUNDARY STREET AND DECLARING AN EMERGENCY** and moved to allow for its reading by number and title only and to dispense with the second and third readings. Seconded by Mr. Smith. Ayes: (7). Nays: (0). The Clerk read Resolution 47-2021 by number and title only. Ms. Materni moved that Resolution 47-2021 be passed as an emergency. Seconded by Mr. Smith. Ms. Born said that the grant application was already submitted. Ms. Kabat said that as they explained at the Service Committee meeting, the deadline for the grant application was July 31. The Administration said that they would let TMACOG know on August 18 if one or both applications should be pulled. Ms. Materni said the Service Committee will not be bringing forward Resolution 46-2021 regarding a multi-use path on Indiana Avenue. Diana Friess, 311 W. Indiana Avenue, said in the future they would like more notice. Ayes: Kuhlman, Materni, McCarthy, Smith, VanHoozen, and Weber (6). Nays: Born (1)

**<u>OTHER BUSINESS</u>**

None.

**<u>ADJOURNMENT</u>**

There being no objections, the meeting adjourned at 8:08 p.m.

Amber Rathburn, Clerk　　　　　　　　Thomas G. Mackin, Mayor

**APPOINTMENT REVIEW COMMITTEE**

**AUGUST 17, 2021**

The meeting was called to order at 5:57 p.m. by Chairman Jonathan Smith. Committee members present were Tim McCarthy, Jonathan Smith, and Barry VanHoozen.

The Committee considered the following appointments:

| Name | Committee | Length | Term Ending |
| --- | --- | --- | --- |
| Kennedy Rowley | Litter Prevention & Recycling Board | 1 year | 06/01/2022 |
| Allison Westmeyer | PRAC | 1 year | 06/01/2022 |

Mr. Smith stated that he had the privilege to meet both of these students. He said they are both go-getters.

The Committee unanimously agreed to recommend approval of the appointments as proposed by the Mayor.

There being no further business, the meeting adjourned at 5:58 p.m.

Respectfully submitted,

Jonathan Smith, Chairman
Appointment Review Committee

## FINANCE AND ECONOMIC DEVELOPMENT COMMITTEE

## AUGUST 10, 2021

The meeting was called to order at 5:30 p.m. by Chairman Mark Weber. Committee members present were Deborah Born, Tim McCarthy, and Mark Weber. Also present were Bridgette Kabat, City Administrator, Kate Sandretto, Law Director, Amber Rathburn, Finance Director, and Steve Bronder, Income Tax Commissioner.

APPROVAL OF MINUTES

There being no objections, the minutes of the June 8, 2021 meeting were approved.

PROMEDICA JOBS GRANT CREDIT

Ms. Kabat stated that Promedica has filed a jobs grant application for an 80,000 square foot medical office building and cancer center they are proposing on Brigham Drive in Levis Commons next to their existing facility. Mark Rose of Promedica stated that on their application they understated the payroll amounts. They are projecting 50 new full time jobs and 14 new part time jobs with a payroll of $7.68 to $14.27 million dollars annually. Mr. Rose stated that there will be approximately 300 employees, but the jobs grant applies only to new jobs created in the City. Mr. Weber asked if Promedica would qualify for a CRA. Mr. Rose explained that they are exempt since they are a non-profit organization. The jobs grant would be for five years, and Mr. Rose said construction should be completed the end of 2022, so they would like to begin it in January of 2023. The Committee agreed 3-0 to recommend approval of the credit and thanked Mr. Rose for their investment in the City.

RECORDS RETENTION SCHEDULE

Ms. Sandretto explained that we are required by Ohio law to have a records retention schedule. She said City Council currently does not have one, and she called attention to the proposed schedule that had been sent to the Committee. She said that it is in line with the other departments. Mr. McCarthy asked if attendance records and voting records are different than the minutes. Ms. Rathburn said that Mr. Creps had a form that he used when he did a roll call, and she has something similar. Mr. Weber asked what the term “until no longer administratively necessary” meant. Ms. Kabat said that it could be an invitation or a thank you note. The Committee agreed 3-0 to forward this to City Council.

STIPULATED DAMAGES IN CONTRACTS

Ms. Sandretto stated that the code section dealing with stipulated damages in contracts was last updated in 1987 and is not in line with the current values of contracts. She said that she believes the best source to use is the ODOT schedule which is what our insurance carrier recommends using. Ms. Sandretto said that this is meant to be a hammer in case we have a real problem. There was discussion regarding contractors being aware of this. Ms. Sandretto stated that our contracts typically have completion dates with allowances for certain issues. Ms. Kabat said that there are normally exceptions for weather delays and allows the contractor to request an extension for unavoidable delays such as delays in receiving materials. Ms. Sandretto said that she can add the clause “or other reasons defined by contract” to the code language as a catch all. The Committee agreed 3-0 to recommend approval of the proposed code language regarding stipulated damages.

FINANCE DIRECTOR’S REPORT

The Committee reviewed expenditures greater than $5,000 for the month of July. Ms. Born asked about the payment to Smiths Detection. Ms. Rathburn said that is for the metal detector and x-ray machine in the atrium. Ms. Born asked why the purchase did not come before City Council even though it was over $25,000. Ms. Kabat explained that those were two separate purchases that were paid for at the same time. She said the Police Chief placed an order for one item and was waiting for pricing from other companies on the second item. Mr. McCarthy asked about the payment to Hylant Administrative Services for $165,000. Ms. Rathburn stated that was the annual payment for property and liability insurance. Mr. McCarthy asked if the payment to the Fort Meigs Y is a monthly payment. Ms. Kabat said that the pool contract is split into three payments. Mr. Weber asked about the water meters we purchased from NECO, and there was a brief discussion regarding the senior center project.

Ms. Rathburn reported that the balance in the health insurance fund as of July 31, 2021 was $155,052.42. She said the balance is up which is good news, but there are some large claims we are expecting soon. Ms. Born asked about the payments to Frontpath, and Ms. Rathburn explained that they are our previous carrier and those are claims from last year that Frontpath has processed.

TAX COMMISSIONER’S REPORT

Mr. Bronder reported that collections for the month of July were $1.6 million which is down 39% from the same month last year. He explained that this year there were no due dates in July, but in July 2020 the first and second quarter estimates and 2019 returns were due. He said that year to date revenues for the first seven months of the year are a little over $14 million dollars which is up 14% from 2020. He said that he compared that to 2019 figures, which are pre-Covid, and we are up 2% from the first seven months of 2019. Mr. Bronder said that he feels there are two areas to watch. The first is the withholding taxes. He said that withholding taxes for the first seven months of this year compared to 2019 are up only .2% and with Ohio starting to see a surge in Covid cases again, it is unknown what affect it will have on businesses. He said the second area to watch is in refunds for employees who are working from home. He explained that as part of the Governor’s emergency orders, employers were still to withhold tax based on an employee’s principal place of business even if they were working from home. However, the state legislature changed that with the most recent budget bill and effective January 1, 2021, employees will pay tax to wherever they are actually working. For example, if an

O-I employee is working from home in Sylvania, for 2020 they paid Perrysburg 1.5%, but for 2021 Perrysburg will not get any withholding tax for that employee.

OTHER BUSINESS

There was discussion regarding the 2020 audit report. Ms. Rathburn said that the audit report came in on Mr. Creps' last day with the City. She said that the auditors recommend that best practice is to have two people look at the bank reconciliation each month. She said that her goal is to have the Deputy Finance Director complete the reconciliation and forward it to her. She will then double check it against bank statements and computer reports, sign and date it. In the past, she did the bank reconciliation and discussed it with Mr. Creps, but he did not sign off on it. There was also an issue about inter-fund transfers. Ms. Rathburn said that she has a spreadsheet where she keeps track of each fund balance and the transfers and will use it when fund transfers are requested. She will keep this information all together for the auditors to review.

Mr. Weber called attention to an email from Mr. McCarthy about questions regarding the American Rescue Plan money. Mr. McCarthy said that Mr. Smith told him that we still do not know the exact amount or the guidelines on how to spend the funds. Ms. Kabat said that we believe we will receive $2.1 million as opposed to the $4 million we initially thought because it was reduced by 50% to give money to townships. Ms. Rathburn had a webinar the following day regarding the funds. Ms. Kabat said that once we receive final guidance, she will meet with the Mayor, Mr. Smith, and Ms. Rathburn. Ms. Kabat said that the deadline to encumber the funds is December of 2024, so there is plenty of time.

There being no further business, the meeting adjourned at 6:15 p.m.

Respectfully submitted,

Mark Weber, Chairman
Finance & Economic Development Committee

***Next meeting: Tuesday, September 14, 2021 at 5:30 p.m.***

PERRYSBURG CITY COUNCIL

RECREATION COMMITTEE

Report for regular meeting of August 10, 2021

PRESENT: Chairwoman Deborah Born, Counselors Jonathan Smith and Jan Materni, City Administrator Bridgette Kabat.

Chairwoman Born called the meeting to order at 6:30 P. M. in Council chambers. After roll call and the Pledge of Allegiance the Administration's report on the meeting of May 11, 2021 was approved 2-0 (Chairwoman Born voted "present").

Citizen concerns: Tony Wade, 901 Mill Road, a member of the Parks and Recreation Advisory Committee, came forward with several questions. He presented photos of Municipal, Woodland, and Three Meadows Parks. Then, he stated that some of his neighbors are not taking their small children to Three Meadows Park because the play area is unfenced on the Three Meadows pond side and the pond is only 36 feet from the park. He added that both Woodland Park and Municipal Park are fenced on all sides.

Chairwoman Born stated that she agreed that it would be a good idea to build a fence. Mr. Wade stated that he had brought this up at the last PRAC meeting and none of the other members had paid any attention so he decided to come to this committee. Ms. Materni stated that she thought it was an oversight that this had not been done already.

Mr. Smith said he would like to know the cost of fencing in the area. He also stated that he feels that if the area is fenced it should not be locked because some people like to take their dogs to exercise there unleashed early in the morning.

City Administrator Kabat stated that there is no legal requirement that this pond be fenced because it does not exceed the slope necessary to require a fence, which was probably why none was ever built. Mr. Wade stated that the current situation is dangerous and could result in a liability for the City. Ms. Kabat responded that the Law Director had told her that there is no requirement for this in the State or City code. Mr. Wade then asked why the other parks were fenced. Ms. Kabat responded that she didn't know because it was done before her time.

Chairwoman Born mentioned that Mr. Wade had previously proposed a walking trail around Three Meadows Pond and asked what the Committee felt about this. Ms. Materni .stated that the committee had discussed this before and she was in agreement with it but apparently there is some work which must be done first. Administrator Kabat responded that there is erosion prevention work which needs to be done around the pond and not all the necessary funding is in the 2021 budget. The remainder should be added in the 2022 budget and when the total project is done the path can be discussed.

Old Business:

There was no discussion or action on any old business items.

New Business:

PRAC Appointment: Chairwoman Born asked Ally Westmeyer, a student at Notre Dame academy who has been recommended as a high school member of PRAC, to come to the podium. Chairwoman Born said she had read all of Ms. Westmeyer's information and thinks she will make a great addition to PRAC. Ms. Materni agreed. Mr. Smith asked why she had decided to apply for PRAC. Ms. Westmeyer responded that she does volunteer work at the zoo and loves nature plus she was looking for a leadership position. The committee voted 3-0 to recommend approval of her appointment to the full Council.

Chairwoman Born asked Kevin Fisher, 26256 Windy Trace Drive, Perrysburg Township, who is the head coach of Perrysburg High School hockey, to come to the podium. Mr. Fisher stated that for a number of years there has been discussion of a hockey arena for the Perrysburg area and recently work is underway to make this happen. His group has come up with two different plans. One would be for a hockey arena only, the second would be larger in scale and include a senior center, walking trails, and other amenities. He emphasized that the hockey arena would be eco friendly and minimize the footprint.

Mr. Fisher added that there are currently four hockey facilities available for high school hockey in northwest Ohio; three in Lucas County and one in Bowling Green. His committee has looked at possible locations and of the three he believes that Levis Commons would be perfect .but too expensive. The vacant Kroger building was another possibility but he feels that Kroger may want to keep it for themselves. This leaves an area near the Perrysburg Tennis Center on Progress Drive.

Mr. Fisher stated that his group is searching for a variety of sources of funding from corporations, charities, and private individuals. He mentioned getting the Perrysburg Garden Club involved. Chairwoman Born pointed out that the Perrysburg Garden Club and Country Garden Club are two different groups and there are actually four or five groups in Perrysburg. Mr. Fisher responded that this will have to be a public/private partnership. He would like to know if Perrysburg City Council would be interested in supporting this.

Chairwoman Born asked if the proposed facility would have any other functions as well. Mr. Fisher replied that Councilman Smith had provided him with a feasibility study for a project from the previous administration for a much larger project which had been proposed on State Route 582.

Chairwoman Born stated that she appreciated hearing about the project but asked what the cost would be. Mr. Fisher replied that he has inquired about a feasibility study which would cost $20,000. Also, there would be a $1.000 charge to apply for a 501C3.

Ms. Materni stated that she thought this is a good idea because there are many other amateur hockey clubs of all ages in addition to high school teams.

Mr. Smith asked if he was correct in assuming that Mr. Fisher was asking if the City was prepared to support this project financially.by supporting the feasibility study, Chairwoman Born suggested that Mr. Fischer contact the Wood County Economic Development Commission. and recalled that back in the 1990s Rossford and Perrysburg Township had attempted to put in a hockey arena at the Crossroads but the effort went belly up, She said she likes hockey and would like to have more information about this. She asked if Mr. Fisher had spoken to the schools about his project and he replied that he had not. He said the schools have enough difficulty getting their levies passed.

Chairwoman Born invited Mr. Fisher to attend the next Recreation Committee meeting.

PRAC Report: At the last PRAC meeting members made suggestions including a skateboard park. They also reiterated that they do not want the Orleans Park parking lot paved and would prefer that the holes which currently exist be filled with stone. PRAC member Tony Wade would also like a natural walking path around Three Meadows Pond.

Next meeting date: Tuesday, September 14, 6:30 P. M.

Meeting adjourned 7:18 P. M.

Minutes prepared by
Deborah L. Born
Chairwoman
August 15, 2021

**PLANNING & ZONING COMMITTEE**

**AUGUST 11, 2021**

The meeting was called to order at 5:33 p.m. by Chairman Tim McCarthy. Committee members present were Tim McCarthy and Barry VanHoozen. Cory Kuhlman was absent. Also present were Brody Walters, Planning and Zoning Administrator, and Mark Easterling, Deputy Planning and Zoning Administrator.

LAND USE PERMITS

Mr. McCarthy called attention to an email received from business owner Greg Rufty regarding his objection to obtaining a land use permit after letters were issued by the Planning and Zoning Division. Mr. Walters explained that the land use permit used to be call a certificate of occupancy, but the name was changed to avoid conflict with the certificate that the County issues. He said the land use permit allows the Planning and Zoning Division to verify that the use of the premises matches the zoning for the property.

Mr. McCarthy asked how a new business would know they need to obtain this permit. Mr. Walters said if they inquire about a business license, need a zoning or sign permit, contact the tax division, or have a fire inspection done, they would learn that the land use permit is needed. Also, there is information on the City's website. In addition, if they have to get a building permit from Wood County, the County normally requires an exempt zoning permit from the City.

Mr. Walters said that they had the same issue at this business park about five years ago when a dance studio moved in and the use did not match the zoning. He added that two of the new businesses that have moved into the business park, Super Suppers and Seven Little Cupcakes, do not match the zoning for the property. Mr. VanHoozen said that making cupcakes seems less intrusive than other industrial uses. Mr. Walters explained that it is about compatibility of uses, and also it is an equity and competition issue. Similar businesses could be paying higher rent to be in a properly zoned area. He explained that although Marsha's Buckeyes and Garlic Expressions are located in the business park, they are not retail sites, they are manufacturing. Greg Bade, 26579 Cedarwood Lane, agreed that it is an equity issue and that the businesses are not the same.

Mr. VanHoozen asked where we are at with this issue. Mr. Walters said his office has issued a final notice, which is what prompted the email from Mr. Rufty. Mr. Easterling noted that several years ago a massage business moved near Brodie Optometry. Once they were notified that they did not match the zoning for the property, they were given time to relocate.

Mr. McCarthy and Mr. VanHoozen agreed that we need to find out what the County knew when they issued building permits for these businesses and when they knew it. Mr. McCarthy asked if the property could request rezoning to Planned Business Park. Mr. Walters said he does not think they have the required acreage for that zoning.

Mr. McCarthy asked that Mr. Walters check with Wood County and that his office hold off enforcement until the Committee can discuss this issue again next month. He said these are good businesses, and we need to be delicate. Mr. VanHoozen said that he is not inclined to change the zoning of the property.

EVICTION PROCEDURES

The Committee discussed an email received by Mr. McCarthy regarding a request for the City to adopt new legislative procedures for evictions. The Committee reviewed information provided by the Court showing that in the last two and a half years, 99 evictions were filed within City limits with less than half of them granted. The Committee agreed 2-0 to recommend that the City take no action on this request. They felt that these procedures might be needed in certain larger cities, but based on the volume we have in the City of Perrysburg, they do not see the need to create this process.

There being no further business, the meeting adjourned at 6:40 p.m.

Respectfully submitted,

Timothy C. McCarthy

Tim McCarthy, Chairman
Planning & Zoning Committee

***Next meeting: Wednesday, September 8, 2021 at 5:30 p.m.***

**PUBLIC UTILITIES COMMITTEE**

**JULY 28, 2021**

The meeting was called to order at 7:03 p.m. by Chairman Jonathan Smith. Committee members present were Jan Materni and Jonathan Smith. Also present were Bridgette Kabat, City Administrator, and Matt Choma, Deputy Director of Public Utilities.

APPROVAL OF MINUTES

There being no objections, the minutes of the May 26, 2021 meeting were approved.

SEWER CREDIT – 220 LOCUST STREET

Mr. Choma reported that Anthony Beck, 220 Locust Street, had a water line rupture in the crawl space of an unoccupied home. Mr. Beck is requesting a sewer credit in the amount of $2,330.72. This would leave a balance due of $3,192.84, and Mr. Beck is also requesting that he be allowed to pay 1/3 of the balance now with the balance to be paid within six months. The Committee agreed 2-0 to recommend approval of the credit and the payment plan, and they asked that the penalty amount be recalculated to reflect the sewer credit.

APPEAL FOR REFUND – 26609 GREEN VILLE

Mr. Choma reported that the owner of 26609 Green Ville has requested a refund for water charges in the amount of $2,971.30 from December 2020 to June 2021 because of a water back-up sump pump. They paid no sewer charges because the sump pump is plumbed to the sprinkling meter. Mr. Smith said he feels for them, but the water was used and City Council does not have the authority to grant a credit for water charges. Mr. Choma said that they are looking at a fixed base system that will be able to catch this type of a situation quicker. Ms. Materni stated that she saw in the documentation that we notified them about the problem in February.

SEWER CREDITS TABULATION

Mr. Smith called attention to the sewer credit tabulation and said that there was only one since the last report.

REQUEST FOR VEHICLE PURCHASES

Ms. Kabat requested approval of the purchase of three trucks for the Department of Public Utilities from the Perrysburg Automall for $133,091. She said the mechanics evaluated the fleet and ranked the vehicles. These three trucks would replace the worst of the worst, and bring the average age of the vehicles down from 10 years to 8 years. She said that they are trying to get on a rotation for vehicle replacement. Mr. Smith asked what is being done with the old trucks. Ms. Kabat said they will be sold at auction and that request will come before City Council in the next couple of months. She said the total value of all three vehicles is probably less than $10,000. There was some discussion regarding vehicles for the 2022 budget. The Committee agreed 2-0 to recommend approval of the vehicle purchases.

FORT MEIGS ROAD BIKE/PEDESTRIAN SIDEPATH

Ms. Kabat stated that the Administration is looking at adding the Fort Meigs Road multi-use path to the 2022 budget. She said Ms. Godsey is putting together an RFP for the design for cleaning out the ditch and reconfiguring for the multi-use path.

OTHER BUSINESS

Mr. Smith asked about overflows, and Ms. Kabat said that there were two over the weekend, one at Louisiana and one at Elm. There was a brief discussion about recent news reports about the City of Maumee dumping into the river and about our efforts working with the Ohio EPA on the NPDES permit. Ms. Materni asked how the proposed legislation that bans dumping sewage into the Maumee would affect us. Ms. Kabat said it would affect us because all communities have overflows.

There being no further business, the meeting adjourned at 7:26 p.m.

Respectfully submitted,

Jonathan Smith, Chairman
Public Utilities Committee

***Next meeting: Wednesday, August 25, 2021 at 6:30 p.m.***

**SERVICE COMMITTEE**

**JULY 28, 2021**

The meeting was called to order at 5:35 p.m. by Chairperson Jan Materni. Committee members present were Cory Kuhlman, Jan Materni and Jonathan Smith. Also present were Bridgette Kabat, City Administrator, and Brian Thomas, City Engineer.

APPROVAL OF MINUTES

There being no objections, the minutes of the May 26, 2021 and July 6, 2021 meetings were approved.

CITIZENS' CONCERNS/TMACOG GRANT

Diana Friess, 311 W. Indiana Avenue, was present to object to the City seeking a TMACOG grant for a multi-use path on Indiana Avenue. Ms. Friess said in 2002 voters voted against a cross town bike path by a 60/40 vote. She said that the people who support it are ringers brought in from other communities. She also said there are safety issues because there are too many curb cuts, it will damage the outdoor seating at Lamplight, and damage driveways. She added that a 10' path looks like a road to confused and drunk drivers. Tom Friess, 311 W. Indiana Avenue, asked why it was last minute getting letters out regarding the meeting; he said some neighbors were not contacted. Mr. Friess also expressed concern about drainage issues. Ms. Kabat explained that it is not the City's usual procedure to notify property owners about a grant application. Ms. Materni said she has not seen any plans yet. Ms. Kabat said that the design has not been done yet. She said that the grant request to TMACOG is for a 10' wide multi-use path in the City right of way on West Indiana Avenue between Louisiana Avenue and SR25. She said if the grant is awarded, construction could be in 2024-2026. Nancy Gates, 544 East Indiana Avenue, said that it is a philosophical issue and TMACOG is driven by where the money is. She said they do not look at Perrysburg and what is good for us. She said there are already alleys that are ten feet wide and concrete where bikes can travel easily and safely. She said the blacktop will go where the trees are and blacktop over tree roots is not a good thing. Sheri Muszynski, 343 W. Indiana Avenue, said that she is disappointed in the lack of communication. Ms. Materni said that the Administration is well of aware of the desire for multi-use paths. She said this is a proposal, and if we don't get the grant, the project won't go forward. The Committee had discussion regarding an alternate site of a multi-use path along SR25 from Indiana Avenue to the DDI. They asked if Mr. Thomas could come up with an estimate for that multi-use path in time to file the grant application. Mr. Thomas said that he believes he could. The Committee agreed 3-0 to move this on to full City Council with no recommendation.

STUDENT APPOINTMENT FOR LITTER PREVENTION

Kennedy Rowley, a senior at Perrysburg High School, was present to be considered for a student appointment to the Litter Prevention and Recycling Board. Ms. Rowley said that she is Vice-President of the Environmental Club and has spent many hours picking up litter. She said that she would like to serve because she would like to help cause change and make the world better. The Committee agreed 3-0 to recommend approval of Ms. Rowley's appointment.

SALT BIDS

Ms. Kabat stated that three bids were received for purchase of road salt for the 2021-2022 season. The low bid was from Compass Mineral at $54.23 per ton. The City normally uses 4,000 tons per year for a total cost of $216,920. There are sufficient funds in the budget to cover the purchase. The Committee agreed 3-0 to advance it on to City Council.

OTHER BUSINESS

Ms. Smith asked if the Administration has looked into walking light indicators yet. Ms. Kabat said it is in her budget folder to discuss with the Director of Public Service and the Engineer.

There being no further business, the meeting adjourned at 6:53 p.m.

Respectfully submitted,

Jan Materni, Chairperson
Service Committee

***Next meeting: Wednesday, August 25, 2021 at 5:30 p.m.***