

MINUTES OF PERRYSBURG CITY COUNCIL

MEETING HELD JULY 6, 2021

Mayor Mackin called the meeting to order at 6:30 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 Kate Sandretto, Law Director, and Amber Rathburn, Clerk of Council.

Mr. Smith moved to approve the minutes of the Committee of the Whole meeting, the Public Hearing, and the City Council meeting held on June 15, 2021 as written and to dispense with their reading. The motion was seconded by Ms. Born. Ayes: (7). Nays: (0).

SPECIAL REPORTS

None.

LETTERS, COMMUNICATIONS, AND CITIZENS' CONCERNS

Pat & Jan Cassity, 862 Louisiana Avenue, said that they have been in communication with the city for four years about a storm sewer that needs to be fixed, but it has not been done. Mayor Mackin said that he had not heard about this issue, but he will check into it and follow-up with them. Mr. and Mrs. Cassity also expressed concerns about the amount of traffic and speeding on Louisiana Avenue near their home. They said that years ago there was a light at Seventh and Louisiana. Mayor Mackin said that he will convey their concerns to Police Chief Pat Jones, and they will try to get traffic slowed down. Mr. Weber said that he spoke to the City Administrator regarding the intersection of Seventh and Louisiana because kids use the intersection to walk to school. Mr. Weber said a school zone is needed in that area. He said that Ms. Kabat is checking into it with the City Engineer. Mrs. Cassity also spoke about the intersection of Louisiana and South Boundary and the difficulty in turning left from southbound Louisiana to East South Boundary. Mayor Mackin said that the intersection is on the City Engineer's list.

Sara Weisenburger, 605 W. Front Street, asked City Council to reconsider placing the refuse levy on the ballot because she said the City does not need the money.

ADMINISTRATIVE REPORTS

Mayor's Report

Mayor Mackin said that he hoped everyone enjoyed the fireworks on July 3rd, and he spoke to the Maumee mayor and they are going to recommend spending the same amount on fireworks next year as they did this year. Mayor Mackin thanked the administrative team and employees for their help with the fireworks.

City Administrator's Report

No report.

Finance Director's Report

No report.

Law Director's Report

Ms. Sandretto said that she has a request of City Council. Mr. Smith moved to go into Executive Session to discuss pending or imminent court action. Seconded by Ms. Materni. Ayes: (7). Nays: (0). City Council went into Executive Session at 6:48 p.m.

Mr. Smith moved to return from Executive Session. Seconded by Mr. Weber. Ayes: (7). Nays: (0). City Council returned from Executive Session at 7:03 p.m.

President of Council Report

Council President Smith stated that there will be public hearings held before the August 17, 2021 City Council meeting at 6:05 p.m., 6:10 p.m., and 6:20 p.m.

Mr. Smith proposed combining the positions of Clerk of Council and Council Recorder. He said that he previously sent a proposed job description to City Council and the Administration, and he would like to hear input from Council. Council had discussion regarding Mr. Smith's proposal, but decided to only fill the Recording Secretary position at this point. Mr. Smith made a motion to move forward with hiring a recording secretary with a pay range of \$18-\$25 per hour with a two (2) hour minimum for attending a meeting and additional time to prepare minutes. Seconded by Ms. Materni. Ayes: (7). Nays: (0).

Finance and Economic Development Committee:

No report.

Next meeting: Tuesday, July 13, 2021 at 5:30 p.m.

Safety Committee:

No report.

Next meeting: Tuesday, July 27, 2021 at 6:00 p.m.

Recreation Committee:

No report.

Next meeting: Tuesday, July 13, 2021 at 6:30 p.m.

Planning and Zoning Committee:

No report.

Next meeting: Wednesday, July 14, 2021 at 5:30 p.m.

Mr. McCarthy introduced **ORDINANCE 38-2021 AMENDING CODIFIED ZONING ORDINANCE 1215.58(c) OF THE CITY OF PERRYSBURG'S ZONING CODE TO DEFINE WATER'S EDGE** and moved to allow for its reading by number and title only and to dispense with the second and third readings.

Seconded by Mr. Kuhlman. Ayes: (7). Nays: (0). The Clerk read Ordinance 38-2021 by number and title only. Mr. McCarthy moved that Ordinance 38-2021 be passed. Seconded by Mr. Kuhlman. Ayes: (7). Nays: (0).

Personnel Committee:

Mr. McCarthy gave the report of the June 22, 2021 meeting, a copy of which is attached hereto and made a part of these minutes.

Next meeting: Tuesday, July 20, 2021 at 5:00 p.m. which is a change from the regular date.

Public Utilities Committee:

No report.

Next meeting: Wednesday, July 28, 2021 at 6:30 p.m.

Service Committee:

Ms. Materni stated that the Committee met prior to the City Council meeting. A copy of the report is attached hereto and made a part of these minutes.

Next meeting: Wednesday, July 28, 2021 at 5:30 p.m.

Ms. Materni introduced **RESOLUTION 42-2021 AUTHORIZING THE AWARD OF THE BID AND AGREEMENT WITH AMERICAN ROADWAY LOGISTICS IN AN AMOUNT NOT TO EXCEED NINETY-FOUR THOUSAND NINE HUNDRED SEVENTY-THREE DOLLARS AND FIFTY CENTS (\$94,973.50) FOR THE 2021 PAVEMENT MARKING PROJECT FOR THE CITY OF PERRYSBURG'S DEPARTMENT OF PUBLIC SERVICE 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 42-2021 by number and title only. Ms. Materni moved that Resolution 42-2021 be passed as an emergency. Seconded by Mr. Smith. Ayes: (7). Nays: (0).

Ms. Materni introduced **RESOLUTION 43-2021 AUTHORIZING THE AWARD OF THE BID AND AGREEMENT WITH PERRAM ELECTRIC IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETY THOUSAND SIX HUNDRED SEVENTY-SEVEN DOLLARS (\$290,677.00) FOR THE INSTALLATION AND PURCHASE OF TRAFFIC SIGNALS FOR THE CITY OF PERRYSBURG'S DEPARTMENT OF PUBLIC SERVICE 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 43-2021 by number and title only. Ms. Materni moved that Resolution 43-2021 be passed as an emergency. Seconded by Mr. Smith. Ayes: (7). Nays: (0).

OTHER BUSINESS

City Council had a brief discussion about whether minutes should be put on the website before they are approved.

Mr. Kuhlman asked about having videos from committee meetings on the website.

Ms. Materni said that she is facing a financial decision regarding health insurance and staying on City Council due to the Ohio Public Employees Retirement System considering her role on City Council as being re-employed in their system.

ADJOURNMENT

There being no objections, the meeting adjourned at 7:48 p.m.

Amber Rathburn, Clerk

Thomas G. Mackin, Mayor

PERSONNEL COMMITTEE

JUNE 22, 2021

The meeting was called to order at 5:10 p.m. by Acting Chairman Tim McCarthy. Committee members present were Tim McCarthy and Mark Weber. Cory Kuhlman was absent. Also present were Bridgette Kabat, City Administrator, Kate Sandretto, Law Director, and Kelly Chalfant, Human Resources Manager.

APPROVAL OF MINUTES

There being no objections, the minutes of the May 20, 2021 meeting were approved.

ZASHIN & RICH WAGE AND COMPENSATION STUDY

Scott DeHart of Zashin and Rich was present via Zoom to review the wage and compensation study prepared by his firm. Mr. DeHart gave the background on how they prepared the study. He said that they proposed broad bands each with minimum and maximum salaries. He said they used double contiguous counties which is recognized by labor fact finders, and they also used cities close to Perrysburg in demographics. Mr. DeHart explained the methodology used in the Executive Summary for Deputy Finance Director. Mr. Weber asked if the Administration has had internal discussions about the study. Ms. Kabat said that there are three or four positions with more than a 30% differential of their counterparts. She said that they plan to meet with the Mayor at some point to discuss these, but would like the Committee to move the band concept on to City Council. She added that they may need action from City Council on equity adjustments that are beyond what the Mayor can approve. She said they would also like to have language to maintain the bands with scheduled reviews in the future.

DISCUSS COUNCIL'S PROPOSED POSITION OF CLERK OF COUNCIL

Council President Jonathan Smith was present. He said that he would like to see the Clerk of Council position and the Finance Director position be separated. Also, since the position of Recording Secretary needs to be filled, he recommends creating a part-time position for a Clerk of Council. He proposed the position be 15-20 hours a week, and they would report directly to City Council. Mr. Smith said that Ravenna and Centerville both have a separate Clerk of Council position. He said the job duties could include preparation of documents, research, attend meetings, and prepare minutes. He recommended a pay range of \$18-\$23 per hour. He said that he would like to discuss this at the next City Council meeting.

DISCUSS SALARIES FOR MAYOR AND COUNCIL

This item was tabled since Mr. Kuhlman was not present.

There being no further business, the meeting adjourned at 6:04 p.m.

Respectfully submitted,

Tim McCarthy, Acting Chairman
Personnel Committee

Next meeting: Tuesday, July 27, 2021 at 5:00 p.m.

SPECIAL SERVICE COMMITTEE

JULY 6, 2021

The meeting was called to order at 6:00 p.m. by Chairperson Jan Materni. Committee members present were Cory Kuhlman, Jan Materni and Jonathan Smith. Also present were Kate Sandretto, Law Director, and Brian Thomas, City Engineer.

PERMISSION TO ENTER INTO AGREEMENT REGARDING TRAFFIC SIGNALS

Ms. Sandretto requested approval of an agreement with Perram Electric in the amount of \$290,677 for the installation and purchase of traffic signals at the intersections of East Front and Elm Streets, and East South Boundary and Hickory Streets. She said that \$340,000 was budgeted, and the Department of Public Service would like to roll over the balance to next year as they are hoping to replace signals for two intersections per year. There was a brief discussion about a contingency for the agreement. Ms. Sandretto said no contingency was included in the agreement. Ms. Materni said that since they are not new, there should not be any surprises. The Committee agreed 3-0 to move the legislation onto City Council.

PERMISSION TO ENTER INTO AGREEMENT FOR PAVEMENT MARKING PROGRAM

Ms. Sandretto requested approval of an agreement with American Roadway Logistics in the amount of \$94,973.50 for the 2021 Pavement Marking Program. She said that there was \$130,000 in the budget, and the Department of Public Service would like to use the excess funds for additional parking or for sharrows. Mr. Kuhlman asked about the disparity in the bids. Ms. Sandretto said that she is not concerned because another bidder was close to the low bid. Mr. Kuhlman asked if they are going to wait until the end of the project before spending the excess funds. Ms. Sandretto said she will check into that. Mr. Smith expressed concern about some of the pavement markings being slippery when they are wet. He said it could be a safety issue, especially for pedestrians. Mr. Thomas acknowledged that sometimes the thermo-plastic can be slippery when it's wet, especially when they are new. He said there are pros and cons but if paint is used, they would need to be done yearly. He said that we should get five to seven years out of the therma-plastic. He said that he will talk to the contractor to see if there is any way to reduce the slipperiness. The Committee agreed 3-0 to move the legislation onto City Council.

There being no further business, the meeting adjourned at 6:12 p.m.

Respectfully submitted,

Jan Materni, Chairperson
Service Committee

Next meeting: Wednesday, July 28, 2021 at 5:30 p.m.