**MINUTES OF PERRYSBURG CITY COUNCIL**

**MEETING HELD JUNE 1, 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 Bridgette Kabat, City Administrator, Kate Sandretto, Law Director, and David Creps, Clerk of Council.

Mr. Smith moved to approve the minutes of the City Council meeting held on May 18, 2021 as written and to dispense with their reading. The motion was seconded by Mr. McCarthy. Ms. Born said that she talked to Todd France, and the survey he did was done over a week. She said that she wants the minutes amended to reflect this, or she'll vote against approval. The motion to approve the minutes as written was approved 6-1. Ayes: Kuhlman, Materni, McCarthy, Smith, VanHoozen, and Weber (6). Nays: Born (1).

## SPECIAL REPORTS

None.

## LETTERS, COMMUNICATIONS, AND CITIZENS' CONCERNS

None.

## ADMINISTRATIVE REPORTS

### Mayor's Report

Mayor Mackin reported that effective June 2, 2021, the Governor has lifted the health orders related to Covid-19. He said that the City buildings will be reopening, and the dates will be listed on social media. He said the Plexiglas will be coming down in Council Chambers, and if you're fully vaccinated, masks are no longer required. He thanked everyone for following safe practices during the pandemic.

Mayor Mackin recognized that it was the Clerk of Council's second to last meeting. He said that he cannot say enough about how much Mr. Creps means to the City of Perrysburg. He thanked him for all he has done for the City, and said he will have more to say at the next Council meeting. He said that there is not enough opportunity to say how much he's meant to the City and to the Mayor personally.

### City Administrator's Report

No report.

### Finance Director's Report

Mr. Creps thanked the Mayor for his kind words.

### Law Director's Report

No report.

**President of Council Report**

Mr. Smith stated that the Appointment Review Committee met prior to the Council meeting and unanimously recommended the appointment of Roberto Vela to the Planning Commission to fill an unexpired term expiring on December 31, 2022. Mr. Smith made a motion to approve the appointment. Seconded by Mr. McCarthy. Ayes: (7). Nays: (0).

Mr. Smith said that at the last City Council meeting, Mr. Michalski of KCS Contracting presented a dispute regarding City Council passing legislation approving a contract with the Lathrop Company for improvements to Fire Station 38. Mr. Smith stated that City Council wanted some time to review the information, and he asked if anyone wanted to make a motion to reconsider. Ms. Born asked if the contract has been signed. Ms. Sandretto said that it has not been. Ms. Born moved to reconsider the bid. The motion died for lack of a second.

**Finance and Economic Development Committee:**

No report.

Next meeting: Tuesday, June 8, 2021 at 5:30 p.m.

**Safety Committee:**

No report.

Next meeting: Tuesday, June 22, 2021 at 6:00 p.m.

**Recreation Committee:**

No report.

Next meeting: Tuesday, June 8, 2021 at 6:30 p.m.

**Planning and Zoning Committee:**

No report.

Next meeting: Wednesday, June 9, 2021 at 5:30 p.m.

**Personnel Committee:**

Mr. Kuhlman gave his report of the May 20, 2021 meeting, a copy of which is attached hereto and made a part of these minutes.

Next meeting: Tuesday, June 22, 2021 at 5:00 p.m.

**Public Utilities Committee:**

Mr. Smith gave his report of the May 26, 2021 meeting, a copy of which is attached hereto and made a part of these minutes.

Next meeting: Wednesday, June 23, 2021 at 6:30 p.m.

Dr. Earl Campbell was present and introduced Sandy Bihn, Lake Erie Waterkeeper. Ms. Bihn said that H2Ohio is making an effort, but there is nothing showing that it is working. She said that each state does their own plan and there is no accountability. She said that her hope is that the Federal Government will push the states and hold them accountable. Mr. Kuhlman said that he is hearing that they are looking for a collaborative effort. He asked what Ms. Bihn would say to quell farmers' fears since there are a lot of farmers in Wood County. Ms. Bihn said that they support agriculture, but they don't want manure overapplied. Mr. Smith said that he would prefer to wait and see how the H2Ohio Initiative progresses. Ms. Materni said that she respects Mr. Smith's opinion, but we need all the stakeholders at the table. Mr. Kuhlman agreed, stating that Ohio is not the only player. Mr. Weber said that H2Ohio has just begun, and he wonders if we've given them enough time. Mr. Kuhlman said that the end goal is the same. Ms. Materni stated that even if Ohio hits its' goal, what good will it do if Michigan and Indiana do nothing. Mr. Kuhlman made a motion to support the proposed Executive Order and present the legislation at the next meeting. Seconded by Ms. Born. Ayes: Born, Kuhlman, Materni, and McCarthy (4). Nays: Smith, VanHoozen, Weber (3).

**Service Committee:**

Ms. Materni gave her report of the May 26, 2021 meeting, a copy of which is attached hereto and made a part of these minutes.

Next meeting: Wednesday, June 23, 2021 at 5:30 p.m.

Ms. Materni introduced **RESOLUTION 38-2021 AUTHORIZING A PURCHASE AGREEMENT WITH OHIO CAT FOR THE PURCHASE OF ONE CATERPILLER MODEL 299D3 DCA6 COMPACT TRUCK LOADER FOR THE PERRYSBURG DEPARTMENT OF PUBLIC SERVICE IN AN AMOUNT NOT TO EXCEED SEVENTY-TWO THOUSAND NINE HUNDRED SIXTEEN DOLLARS ($72,916.00) 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. Kuhlman. Ayes: (7). Nays: (0). The Clerk read Resolution 38-2021 by number and title only. Ms. Materni moved that Resolution 38-2021 be passed as an emergency. Seconded by Mr. Smith. Ayes: (7). Nays: (0).

**OTHER BUSINESS**

Ms. Born said that she attended the Memorial Day ceremony presented by the American Legion at the Fort Meigs Cemetery. She said it was a nice ceremony, and she hopes we never forget those who served our country. Mr. Smith said that he will pass that along to the Cemetery. He said they take pride in that day. Mayor Mackin agreed that it was a nice ceremony.

**ADJOURNMENT**

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

David D. Creps, Clerk Thomas G. Mackin, Mayor

# PERSONNEL COMMITTEE

## MAY 20, 2021

The meeting was called to order at 5:07 p.m. by Chairman Cory Kuhlman. Committee members present were Cory Kuhlman and Mark Weber. Tim McCarthy 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 April 15, 2021 meeting were approved.

DISCUSS COUNCIL'S PROPOSED POSITION OF CLERK OF COUNCIL

Ms. Kabat stated that it was Council President Smith's idea to put this item on the agenda. Mr. Kuhlman asked what the Administration's desire is. Ms. Kabat said that she does not see enough duties to make this a full-time position. Mr. Weber agreed. Mr. Kuhlman said that we need to advertise for the Recording Secretary position. He suggested tabling the Clerk of Council position for now and said that potentially the Recording Secretary position may blossom into Clerk of Council. Ms. Sandretto asked that the Committee suggest an hourly rate for the Recording Secretary position since the pay range for that position has not been updated in over a decade. Mr. Kuhlman suggested $15 to $20 per hour. He also suggested that we reach out to colleges with a Public Administration school to see if any students are interested in the position.

PROPOSED UPDATES TO CODE SECTION 266

Ms. Sandretto distributed proposed amended ordinances and repealed ordinances for Section 266 for the Committee to review. Mr. Kuhlman said they can be discussed at the next meeting.

ZASHIN & RICH WAGE AND COMPENSATION STUDY

The Committee reviewed the Wage and Compensation Study prepared by Zashin & Rich. There was discussion about the positions that are not in line with other communities' wage ranges. There were several items the Committee wanted to see added to the report including years of experience for the employee holding the position and gender. Ms. Kabat said that she will see if someone from Zashin & Rich is available via Zoom for the next committee meeting.

DISCUSS SALARIES FOR MAYOR AND COUNCIL

Mr. Kuhlman stated that while we have a salary survey going on, he thought it would be a good idea to discuss salaries for Mayor and City Council. He reported that Bowling Green is in the process of raising City Council salaries to automatically increase as the OPERS minimum salary requirement increases. This is set to begin in 2024. Mr. Kuhlman said that he thinks this is a good idea. Regarding the Mayor's salary, Mr. Kuhlman said that the expectation in Perrysburg is that the Mayor have a presence, or be accountable, and in his opinion the current salary does not reflect a lot of accountability. He said that he is thinking it should be $45,000 to $50,000. There was discussion about City Council voting on these changes or having it go to the voters. Ms. Kabat noted that the last increases in 2017 were approved by City Council. The Administration said they will check on the deadline to get issues on the ballot.

There being no further business, the meeting adjourned at 6:06 p.m.

Respectfully submitted,

Cory Kuhlman, Chairman
Personnel Committee

***Next meeting: Tuesday, June 22, 2021 at 5:00 p.m.***

## PUBLIC UTILITIES COMMITTEE

## MAY 26, 2021

The meeting was called to order at 6:30 p.m. by Chairman Jonathan Smith. Committee members present were Jan Materni, Jonathan Smith, and Barry VanHoozen. Also present were Bridgette Kabat, City Administrator, and Alice Godsey, Director of Public Utilities.

APPROVAL OF MINUTES

There being no objections, the minutes of the April 28, 2021 meeting were approved.

PRESENTATION ON H2OHIO

Joy Mulinex, Executive Director of Ohio Lake Erie Commission, Matt Lane, Ohio Department of Agriculture Soil Scientist, and Dr. Chris Winslow, Director of Ohio Sea Grant and Ohio State University's Stone Lab were present via Zoom to give a presentation regarding Ohio's phosphorus reduction goals for the Maumee River Watershed. They gave an overview of Governor DeWine's H2Ohio initiative to create long term water quality solutions. They said that the most notable problem is harmful algal blooms in the Western Lake Erie Basin. As of 2008, Ohio's portion of the Maumee River Watershed contributed approximately 2.5 million pounds of phosphorus into Lake Erie each spring. Research indicates that a one million pound (40%) reduction in Ohio's portion of the Maumee River Watershed's spring phosphorus load will dramatically reduce harmful algal blooms in Lake Erie. They explained that H2Ohio's goal is for Ohio to contribute no more than 1.5 million pounds of phosphorus from the Maumee River Watershed into Lake Erie each spring. They said that over 1,800 farmers representing over one million acres have signed up to adopt at least one of the ten best practices. The Committee members followed up the presentation with a series of questions to the presenters. Mr. Smith asked if this initiative is utilizing any of the techniques contained in the Chesapeake Bay order from the Obama-era. Dr. Winslow said that they are very different systems, and they are learning from each other. Ms. Mulinex said that they have no opinion on that order; their directive is to reduce the phosphorus load by 40%. Dr. Campbell was also present. He said that he would have comments for the next City Council meeting. Mr. Smith said that he will distribute the slides to all of City Council so it can be discussed at the next meeting.

FORT MEIGS ROAD MUP FEASIBILITY STUDY

Michael Gramza, engineer from Bergmann, reviewed the feasibility study done regarding a multi-use path on Fort Meigs Road. He stated that the study covers from Eckel Junction Road to Sutton Place. He said that as recommended by ODOT and the American Association of State Highway and Transportation Officials (AASHTO), multi-use paths should have a minimum width of ten feet. Mr. Gramza presented two options. The first option is to put the multi-use path on the west side of the road. The estimated cost is $820,000 which would include the cleaning of the ditch. The second option is to put the multi-use path on the east side of the road. However, additional right-of-way would need to be obtained. The estimated cost is $1,150,000 and that does not include cleaning the ditch. He said that all vegetation would be removed from the ditch, but it would be back within a couple of years. Mr. Smith asked if there were any concerns with the gas line that runs through that area. Mr. Gramza said that it goes through the easement, and it would just have to be worked around. Mr. Smith said the ditch goes past Sutton Place. Mr. Gramza said although the study goes to Sutton Place, he would recommend running the multi-use path up to SR65 on the south side of the road with a crossing at North Ridge. There was some discussion regarding funding sources. The Committee agreed that option 1 was the best option and recommended that we look at a timeline, permitting, and funding sources. Ms. Kabat said she and Ms. Godsey are meeting with the City Engineer, and they will add this to the list to be discussed.

SEWER CREDITS TABULATION

Ms. Godsey reported that there were no big credits in the last month, and the total credits approved were just over $471 for a total year to date of $3,309.51.

OTHER BUSINESS

Ms. Godsey stated that the 2020 report of CSO's is on the City's website, and the Public Information Officer will be posting each incident. Mr. Smith asked that the grant program information also be added to remind citizens that funds are available.

There being no further business, the meeting adjourned at 8:10 p.m.

Respectfully submitted,

Jonathan Smith, Chairman
Public Utilities Committee

***Next meeting: Wednesday, June 23, 2021 at 6:30 p.m.***

**SERVICE COMMITTEE**

**MAY 26, 2021**

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

APPROVAL OF MINUTES

There being no objections, the minutes from the April 28, 2021 meeting were approved.

PERMISSION TO PURCHASE A COMPACT TRACK LOADER

Ms. Kabat stated that the Department of Public Service would like to purchase a compact track loader from Ohio Cat through the State Purchasing Program at a cost of $72,916.00. There is $81,600 in the 2021 budget for this purchase. Ms. Kabat said that this piece of equipment has a lot of uses and we have nothing like it in our fleet. She said that it can be used by both the Service and Utilities departments. Mr. Smith added that the Cemetery might occasionally have a need to use it, and he wondered if they could work something out. Ms. Kabat said she will talk to the Service Director about it. Mr. Smith clarified that the note regarding the warranty says that it is for 1,000 hours. Ms. Kabat said that was correct. The Committee agreed 2-0 to forward this request on to City Council.

OTHER BUSINESS

There was a brief discussion regarding some of the Covid restrictions that are being lifted and the reopening of City facilities.

Mr. Smith asked if the Administration is prepared should there be any traffic issues at Eckel Junction Road and SR25. Ms. Kabat said they have discussed it internally, and there is a plan in place and devices are ready if they need to be deployed.

Mr. Smith raised concerns about pedestrian safety and the lack of traffic control devices at several intersections around town. Ms. Kabat said that she will look into it.

There being no further business, the meeting adjourned at 5:45 p.m.

Respectfully submitted,

Jan Materni, Chairperson
Service Committee

***Next meeting: Wednesday, June 23, 2021 at 5:30 p.m.***