

CITY OF KETTERING
CITY COUNCIL
WORKSHOP MINUTES
February 14, 2017

The Council of the City of Kettering, Ohio met in a workshop session on Tuesday, February 14, 2017 in the Kettering Conference Room, 3600 Shroyer Road, Kettering Government Center. The meeting came to order at 6:01 p.m.

Council Members Present included Vice Mayor Scott, Mr. Duke, Mrs. Schrimpf, Mr. Wanamaker, Mr. Lautar and Mr. Klepacz. Mayor Patterson had an excused absence.

Staff Members Present: City Manager Mark Schwieterman, Assistant City Manager Steve Bergstresser, Law Director Ted Hamer, Community Information Manager Stacy Schweikhart and Economic Development Manager Gregg Gorsuch.

There was also one citizen and the Dayton Daily News reporter in attendance.

City Council Meeting Agenda Review – Mr. Schwieterman reviewed the Council meeting agenda with the City Council members.

Sample Resolution – Mr. Schwieterman distributed and discussed a sample resolution that he would like to bring before Council at a City Council meeting in the near future. The sample resolution was to strongly oppose the State of Ohio Governor's proposed 2017-2018 budget, which proposes centralized collection of net profit tax returns and other provisions related to the Municipal Income Tax which will cause a substantial loss of revenue needed to support the health, safety, welfare and economic development efforts of Ohio Municipalities. All Council members agreed the City should take action on this topic.

Heapy Land Sale – Mr. Schwieterman stated the land sale has closed with the Heapy Engineering Company. The 40 foot strip of land that was purchased will be added to the City owned property at 1300 W. Dorothy Lane; this site will be used for the placement of a fire station. The architect for the project is currently working on the design plans for the fire station.

Beta Web Site Presentation – Mrs. Schweikhart gave the City Council members a presentation and demonstration of the City's new web site. She noted staff has been working with a company called Proud City on the web site project. Staff is very close to launching the Beta test for the site. She mentioned the Beta site will have a feedback form where individuals can provide feedback to staff regarding the web site. Mr. Klepacz asked how will updates occur, for example job changes within a department and things like that? Mrs. Schweikhart stated each department will have an individual trained on Word Press, so they will be able to update the system. Staff will keep Council members updated as the project continues to move forward.

SilverLink – Mr. Bergstresser distributed an informational handout regarding the United Way SilverLink program. He also discussed some of the results that came out of a study that Miami University conducted for United Way. Mr. Bergstresser stated staff will send each Council member a complete copy of the Miami University study for their review. SilverLink is a service designed to support seniors age 60+ and assist their caregivers in assessing their needs, identifying the most appropriate services to meet those needs, linking them to the agencies providing those services and advocating when necessary. Mr. Bergstresser mentioned Vickie Carraher; the City of Kettering Senior Resource Coordinator is seeing a big benefit from the SilverLink program because it is staffed 24 hours a day 7 days a week, so seniors can get help at any time of the day. Staff will continue to monitor the program and keep the Council members updated.

Mr. Duke asked if the City could look at tweaking our transportation system so seniors could get transportation arranged in a shorter time period, currently they have to call days

in advance to arrange for a ride. Mr. Schwieterman said those are the type of issues we need to review.

Dayton Housing Symposium – Mr. Schwieterman said the City of Dayton is putting on a Housing Symposium on Friday, February 24th from 9:30 a.m. to 1:30 p.m. They would like the City of Kettering to be a sponsor at the \$300 level. Mr. Schwieterman mentioned several City employees will be attending the symposium. Mr. Duke made a motion to sponsor the event at the \$300 level; the motion was seconded by Mr. Wanamaker. The motion passed unanimously.

City Charter Requirement – Mr. Schwieterman stated staff is preparing the post card that will go to each household in Kettering that has a registered voter. The card will contain the information required by the City Charter concerning employee compensation. Mrs. Schrimpf asked if City Administration will be informing the employees, whose title and compensation will be listed on the card that this information is being mailed out to all households with a registered voter. Mr. Schwieterman said yes administration will be communication with those employees prior to the information being mailed out. The informational card will be mailed out in late March or Early April.

Rebecca Rine – Mr. Schwieterman informed the Council members Rebecca Rine has transferred from the Volunteer Department to the PRCA Department. Staff is currently recruiting for a replacement in the Volunteer Office.

Southlyn Drive Demolition – Mr. Schwieterman informed the Council members the demolition of the dwelling on Southlyn Drive has been completed.

St. Vincent de Paul – Mr. Schwieterman said the City has been approached about a potential St. Vincent de Paul permanent supportive housing development in Kettering. The new construction development would contain 40 units consisting of 1 and 2 bedroom cottages. The project and exact location are currently undefined; St. Vincent de Paul will attend a future workshop meeting to present the project to City Council.

Kettering Business Park (KBP) Master Plan – Mr. Schwieterman noted staff has been meeting with businesses in the KBP regarding a Master Plan for the entire business park. The business tenants in the Park would like to have signage and landscaping issues reviewed first and then work toward a more comprehensive Master Plan. Mr. Klepacz asked if the City would be paying for the Master Plan? Mr. Schwieterman said yes, the City owns the KBP, so the City would be funding the Master Plan. Staff thinks the plan would be good for economic development of the Park. Mr. Duke asked if a public art piece of some type would be considered at the KBP? Mr. Schwieterman said yes, that is something we will be looking at.

Lock Box – Mr. Schwieterman stated the 2017 budget contains funding for the implementation of a lockbox solution for the Tax Division. Processing receipts and scanning of documents by the lockbox vendor (5/3 Bank) will enable our existing staff to dedicate more time to revenue enhancing auditing activities. Future tax forms will include mailing directions that have all returns being mailed to a Cincinnati address. The use of lockbox addresses is consistent with Federal and State returns and many cities, including Dayton. Staff will continue to accept returns at our Kettering address and we will continue to provide walkup assistance without appointments. Mr. Schwieterman said he anticipates bringing legislation to Council in the near future to assist with actual project implementation. The goal is to have the full project implementation completed prior to mailing of 2017 Form 1040's (January 2018).

The workshop meeting adjourned at 7:26 p.m.

ATTEST:

ROBERT L. SCOTT

VICE-MAYOR

LASHAUNAH D. KACZYNSKI
Clerk of Council