

CITY OF KETTERING
CITY COUNCIL
WORKSHOP MINUTES
November 24, 2020

The Council of the City of Kettering, Ohio, met in a workshop session on Tuesday, November 24, 2020, via video conference. Public portions of the Workshop were live streamed at www.youtube.com. Mayor Patterson called the meeting to order at 6:00 p.m.

Council Members Present included Mayor Patterson, Vice Mayor Klepacz, Mr. Lautar, Mr. Wanamaker, Mr. Duke, Mrs. Fisher and Mr. Scott.

Staff Members Present: City Manager Mark Schwieterman, Assistant City Manager Steve Bergstresser, Law Director Ted Hamer, Economic Development Manager Gregg Gorsuch, Parks, Recreation & Cultural Arts Director Mary Beth O'Dell and Community Information Manager Mary Azbill.

Agenda Review – Mr. Schwieterman advised that there is an amended City Council meeting schedule for December. City Council will meet December 8th and December 15th. The December 8 workshop will start at 5:30 p.m., for the Budget presentation. The second Council meeting will move to December 15 due to the holiday. Budget binders will be delivered November 25.

Employee Service Awards – A presentation of employee service awards was conducted in a socially-distanced manner. A video of the presentations was made and release information is forthcoming. There were 72 employees who received milestone anniversary awards totaling 1,095 years ranging from 5 to 45 years of service. Special Way and Link to Excellence Awards were granted, as well. Officer Gina Bier, Chris George, Parks, Recreation & Cultural Arts (PRCA), Katherine Haynes, Planning & Development and Sara Thomas, PRCA received Special Way Awards for their extraordinary actions. Three Link to Excellence Awards were given to teams who achieved the following initiatives: Business Assistance Program, Spillman Computer-Aided Dispatch/Records Management Project and the Little Soccer Player That Could.

Miami Valley Communications Council (MVCC) Rebate – MVCC is having issues with their budget and recommends that the current rebate process be stopped. MVCC receives a 20% rebate for franchise fees of which they give member communities 20%. Kettering received \$115,000 this year. The rebate was previously reduced to 16% to fund additional items for the Tactical Crime Suppression Unit. MVCC is asking communities to reduce the rebate to 0% which would create a revenue resource of \$400,000 for them. Two cities have approved elimination of the rebate.

Mr. Wanamaker advised that it is being proposed as a temporary reduction.

Mayor Patterson asked about MVCC's past budgets compared to current. Mr. Schwieterman stated the deficits of their budget are the same as their rebate. The franchise fee is declining due to options other than cable subscriptions. The fiber ring should help to rebound from this.

Mrs. Fisher mentioned that outsourcing the services that MVCC provides would be more costly. The MVCC staff has reduced the budget as much as possible. Services provided and the fiber ring are valuable to the communities. Mr. Schwieterman agreed and added that the DP&L Street Lighting Contract and Energy Aggregation Program saves cities more money than given to MVCC.

Mayor and Council were supportive of the rebate reduction.

Mr. Duke asked if the reduction would be revisited a year from now, and Mrs. Fisher confirmed that it would.

Vice Mayor Klepacz stated the future of the rebate is in peril due to cable subscriptions. Mr. Schwieterman agreed and stated the rebate decreased \$1K from 2019 to 2020. The rebate is currently included in the Reimbursement Revenue portion of the City's budget. If approved, the change would impact the 2021 budget.

COVID-19 Update and Work-From-Home Proposal – Mr. Schwieterman stated that the Governor ordered a curfew and revised mask orders. Public Health released a stay-at-home advisory. Ohio is experiencing a surge of more than 11,000 cases per day. The City's internal numbers are up and stabilizing with 25 people impacted. A goal of caution, safety and service delivery is the impetus for this proposal. City employees would begin working remotely November 30 to take advantage of the holiday break as small family gatherings are a main cause for spread. Directors put together plans for their departments to lessen office density. All offices will remain open and staffed. Phones will be answered. Courts will continue to operate as usual. Customers will not receive lesser service than business as usual. Some inspections that are not urgent will be delayed. A Temporary Adaptive Work Policy (TAWP) is in place for employees who have kids remotely learning allowing them to work from home two days a week. The TAWP will need to be revised to address new school situations.

The proposal will be implemented November 30 and policies will fall into place thereafter. The plan will remain the same whether or not the County escalates to purple level before November 30. If the Governor moves to shutting things down, the City can adopt a more aggressive plan. The suggested end date is January 19--the Tuesday after Martin Luther King Day--to provide a cushion after Christmas holiday after family gatherings. The City will evaluate as time moves forward.

Mr. Lautar asked what other communities are doing. Mr. Schwieterman stated the City is in the middle of the spectrum. City of Dayton shut down all facilities and have an aggressive work-from-home policy. Some communities will do nothing. There will be differences which may bring questions regarding City decisions.

Mayor Patterson advised that the Centers for Disease Control and Prevention (CDC) is shortening quarantine from 14 to 10 days. Mr. Schwieterman stated that the City will adjust our policies and practices accordingly as information is confirmed.

Vice Mayor Klepacz asked about protocol for visitors coming to City buildings. Mr. Schwieterman stated the City has signage regarding COVID symptoms upon entry. Employees are required to check their temperatures before working. Visitors are directed to one area which has the most space for social distancing. If someone comes to see employees from different departments, they are met in that one area in the Planning & Development Department. Visitor numbers are down significantly. Onsite staff will handle walk-in visitors.

The City will move ahead with November 30 implementation. City Manager's Office will alternate weeks adjusting for vacation coverage. Meetings are still virtual.

PRCA Programming Operations - There are three options when it comes to programming adjustment: 1). Do nothing; 2). Adjust programming; or 3). Close everything. The Charles Lathrem Center will remain closed. Polen Farm will remain open as a wedding is scheduled for December. If the County escalates to purple, the City would keep north and south buildings open to the public and allow Public Service and Parks Division to close to the public because of low visitor traffic.

Mr. Duke asked about wedding protocols. Mr. Schwieterman advised the City would follow the new banquet requirements--no dancing, no congregating and tables must be limited to ten with people from the same household.

The options are consistent with state and public health, schools and service delivery. November 30 to January 19 will include working from home and will be evaluated weekly. Programming changes will be reported November 30 if the County goes purple. There will be objections, comments and concerns from Kettering patrons. It is a difficult decision. The City will begin an implementation plan after Council which of our larger programs will stop.

If the County is still at red, no changes in programming will be made and adjusted as appropriate. If the County goes purple, facilities will remain open and the larger programs will stop.

Planning Commission Meeting – Two public hearings related to economic development overlays will take place at the next meeting. The Life Connection of Ohio property will also be discussed.

New Employees – A new firefighter will start in early December bringing KFD to full staff. Four new patrol officers will also be starting December 7. No hiring or promotional ceremonies will be held. Lt. Roger Smart is retiring December 25 and Sgt. Clint Price will promote December 7.

Open Enrollment - Achieved 100% compliance even without in-person enrollment meetings.

Affordable Housing - A legal notice from the State of Ohio for affordable housing near Meijer was published in the newspaper. Plans have not yet been submitted to the City.

Ridgeway Bridge Construction Timeline – Detour signs will be set and traffic will be detoured November 30. Clearing vegetation and preliminary demolition work will begin. Looking at December 10-12 to close Dorothy Lane for a weekend or overnight periods to accomplish the demolition process.

Mr. Duke announced his new position on the National League of Cities Board of Directors for the next two years.

The City Council Workshop Meeting was adjourned at 7:13 p.m.

ATTEST:

DONALD E. PATTERSON
MAYOR

LASHAUNAH D. KACYNSKI
Clerk of Council