

CITY OF KETTERING  
CITY COUNCIL  
WORKSHOP MINUTES  
December 13, 2022

The Council of the City of Kettering, Ohio, met in a workshop session on Tuesday, December 13, 2022, in the Deeds Conference Room, Kettering Government Center, 3600 Shroyer Road. The meeting came to order at 6:00 p.m.

Council Members present included Mayor Lehner, Vice Mayor Fisher, Mr. Duke, Ms. Duvall, Mr. Klepacz, Mr. Scott and Mrs. Hall.

Staff Members present included City Manager Mark Schwieterman, Assistant City Manager Steve Bergstresser, Law Director Ted Hamer, Human Resources Director Jenny Smith, Planning and Development Director Tom Robillard, Chief of Police Chip Protsman, Special Contract Employee Matt Greeson, Economic Development Manager Amy Schrimpf and Community Information Manager Mary Azbill.

Mayor Lehner began the meeting welcoming Matt Greeson to the City.

Mr. Schwieterman reviewed the agenda items for tonight's Council meeting along with upcoming dates of significance.

### **Resolutions**

- Mayor Lehner will join the Miami Valley Research Park Board right away, and Mr. Greeson will be added January 1, 2023.
- An amendment to the Annual Action Plan for Program Year 2019 to reallocate funds will be in place. The City of Kettering was awarded \$596,568.00 in CDBG funds under the CARES Act (CDBG-CV). Staff recommends the following changes to the program: add a housing grant for furnace improvements to help improve air quality and public facility improvements to create office space for public interaction and housing staff.
- Competitive bargaining and negotiated quotes will be used to contract for demolition of properties located at 3415 Sagamon Avenue and 2923 Robin Road in Kettering.
- Competitive bargaining and negotiated quotes will be used to contract for design services for the Frazee Pavilion. Design services include marketing, advertising, social media, promotional materials, copywriting, photography, website design services and sponsorship sales. Items for design may include season calendars, newspaper ads, posters, t-shirts, social media ads, website, etc. Proposals have already been obtained.

### **Ordinances**

- An ordinance in second reading will set in motion the 2023 Personnel Ordinance for City employees. This ordinance will provide the table of organization, position classification plan, compensation plan and pay schedules and rules and regulations.
- An ordinance will enact Chapter 179 of the Codified Ordinances creating the Sustainability Committee. This is a new advisory committee that is being created at the direction of City Council as a result of their March 2022 strategic planning retreat. The committee members will consist of 12 residents of Kettering, with at least one member being a high school (or equivalent educational program) student, appointed to staggered three-year terms. The committee will examine existing City Departments and operations to identify current efforts being undertaken to promote sustainability.

### **Proclamations / Presentations**

- Alter marching band received national award.
- Christmas Day at Polen Farm presentation.
- An abridged presentation for the 2023 budget will be given during the Council meeting.
- Mark Schwieterman proclamation moved to the end of the meeting.

### **Events**

- Round Robin is December 16 from 11:30 to 1:00 p.m.
- Schwieterman retirement party is December 19 at Polen Farm from 4:00 to 7:00 p.m. with presentations at 6:00 pm.
- Fairmont band concert is December 19 at 7:00 p.m.

### **Updates**

- Leaf pickup is complete after three passes through the city. Two trucks are still operational for those left behind.

Mr. Schwieterman went on to discuss other projects in greater detail.

Aggregation - All communities interested were invited to join the aggregation program, and 18 are interested. More than 90% are in favor of aggregation with a few more that may opt in. Legislation requirements must be met and a quote and market rate will be approved. When the customer gets the first bill, it will be August 2023. AES went out

for bid at auction on 35% for what they need for energy. That rate of purchase was greater than their last. It is 10.9 now, and the new rate will be 13.5. Palmer Energy will offer the aggregation.

Mayor Lehner asked if gas and oil prices going down will impact aggregation prices. Mr. Schwieterman stated they would not, but that 18 communities banding together provided leverage to get a lower price.

City BBQ Liquor Permit – The City was notified that City BBQ is seeking a liquor permit; the City is considered a neighbor due to the proximity to Delco Park. The City has not objected to liquor permits in the past, and there is no reason to do so in this situation.

Fraze Global Ranking - Fraze ranked 64th globally for ticket sales.

Towing Contract – Chief Protsman stated that for years the Law Department had contracts with tow vendors on a list. The police department took vehicles as evidence and stored them at DESC. KPD will now go with just one company that will provide storage and free services to City vehicles. There will be an annual administrative fee of no less than \$50,000, and for each vehicle KPD releases, they will pay \$5. There are 1000 to 1300 vehicles towed each year.

Ms. Duvall asked who pays for storage for evidence. Chief Protsman stated the City pays for storage.

Mr. Klepacz asked if there is liability for storage. Chief Protsman stated that proof of insurance must be shown.

Council agreed to move forward.

Senior Services – Mr. Bergstresser explained that Kettering is one of the first communities to have a dedicated staff person to help seniors connect to services. Our current senior services coordinator, Vickie Carraher, will retire February 1. Her retirement provides the City with an opportunity to look at the program as a whole and make changes operationally. KPD, KFD, and Human Resources met to discuss community services and referral. It is recommended that the City provide financial resources for coordinating services through CDBG to connect residents with social services in the county and at non-profits. Kettering resources include KPD's Crisis Intervention Specialist, which was originally covered by a grant and is now included in the City budget; CDBG staff that manages funds for home ownership and repairs and rental and utility assistance; the Youth and Family Coordinator at Kettering Public Schools; and the City's Senior Services Coordinator. A large amount of the Senior Services Coordinator's work comes from referrals to the fire department that required follow up. It is recommended that a recruitment be conducted for a person to take referrals and follow up in the fire department. Moving the Kettering Connection to the government center is also being considered. Since established, needs have shifted to home visits and foot traffic has dwindled. The City leases space for \$3500 per year and is responsible for the maintenance and replacement for facilities, including rooftop HVAC units. Each unit costs \$18,000 to replace and there are two that serve the Kettering Connection.

Mr. Scott asked if a user-friendly site is available in the government center. Mr. Bergstresser stated that there is, but it will cost \$73,000 to renovate existing space. Funds are being allocated from CDBG to pay for the renovation in the Planning and Development Department to build two offices. A door to meet ADA requirements will give access to the new office space.

Mr. Klepacz asked if the Lathrem Center would be a more appropriate place to have new offices. Mr. Bergstresser explained that it would require significant renovation. Having that person away from staff is not feasible anymore as a team should be centrally located. Senior services would now serve all ages, and the City will work with the CIL to ensure customers are being served there.

Mayor Lehner asked if Compliance and Inclusion should be included in the renovated space. Mr. Bergstresser explained that the position is appropriately integrated in the City Manager's Office.

Vice Mayor Fisher asked about the number of people who come to the government center for help. Mr. Bergstresser stated that 25 to 30 people per month come to the government center for assistance.

Mr. Schwieterman explained that safety/security is also a factor.

Mr. Duke asked what would be required of eligible candidates for that position. Mr. Bergstresser explained that a nursing background would no longer be required.

Recreational Vehicles – Mr. Robillard presented the City's regulations for recreational vehicles and explained that the zoning code is broad. Recreational vehicles include mobile homes, campers, travel trailers, fifth wheels, motor homes, boats, snow mobiles, Class C motor homes and Class A motor homes. The average size is 33 to 60 feet in length and 10 feet tall. There are regulations for recreational vehicles based on size and other factors. All recreational vehicles must be parked on asphalt, regardless of size. Typically, the City receives very few complaints from residents.

Mr. Schwieterman explained that Kettering has one of the most restrictive codes in the region, and advised Council members that the regulations could be changed or kept as is.

The City Council Workshop Meeting adjourned at 7:26 p.m.

ATTEST:

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PEGGY LEHNER  
MAYOR

LASHAUNAH D. KACYNSKI  
Clerk of Council