

City of Montgomery  
City Council Work Session Minutes  
April 17, 2019

Present

Brian Riblet, City Manager  
Terry Donnellon, Law Director  
John Crowell, Police Chief  
Gary Heitkamp, Public Works Director  
Melissa Hays, Zoning and Compliance Officer  
Katie Smiddy, Finance Director  
Matthew Vanderhorst, Community and Information Services Director  
Ben Shapiro, Assistant Fire Chief  
Faith Lynch, Community Engagement Coordinator  
Connie Gaylor, Clerk of Council

City Council Members Present

Lynda Roesch, Vice Mayor  
Lee Ann Bissmeyer  
Mike Cappel  
Gerri Harbison  
Craig Margolis  
Ken Suer

City Council Member Absent

Chris Dobrozsi, Mayor

City Council convened in Council Chambers for the Work Session at 6:50 p.m. with Vice Mayor Roesch presiding.

**ROLL CALL**

Vice Mayor Roesch asked for a motion to excuse Mayor Dobrozsi's absence due to a work commitment. Mr. Margolis made a motion to excuse Mayor Dobrozsi's absence. Mr. Cappel seconded. City Council unanimously agreed.

The roll was called and showed the following vote:

AYE: Cappel, Bissmeyer, Harbison, Roesch, Suer, Margolis	(6)
NAY:	(0)
ABSENT: Dobrozsi	(1)

**ESTABLISHING AN AGENDA FOR MAY 1, 2019**

**Pending Legislation**

**An Ordinance Accepting Dedicated Right-of-Way Along Kennedy Lane—(3<sup>rd</sup> reading)**

Vice Mayor Roesch stated that this would be the third reading for this legislation and asked if there were any updates.

Mr. Donnellon replied there were none.

**An Ordinance Authorizing the City Manager to Dedicate Certain Portions of City Owned Property as Right-of-Way for the Ronald Reagan Highway/Montgomery Road Interchange Modification—(2<sup>nd</sup> reading)**

Vice Mayor Roesch stated that this would be the second reading for this legislation and asked if there were any updates.

Mr. Riblet stated there were none.

**New Legislation**

**A Resolution Recognizing the Month of May 2019 as National Historic Preservation Month in the City of Montgomery**

Ms. Hays explained that this Resolution, if approved, will recognize the month of May as National Historic Preservation Month in the City of Montgomery. She stated that this annual Resolution endorses historic preservation within the City.

58 **A Resolution Authorizing the City Manager to Enter into A Contract with Vogelpohl Fire Equipment**  
59 **Company to Purchase Twenty (20) Self Contained Breathing Apparatus Through the Houston-Galveston**  
60 **Area Council Cooperative Purchasing Program**

61  
62 Assistant Chief Shapiro explained that, if approved, this Resolution will authorize the City Manager to enter into a  
63 contract with Vogelpohl Fire Equipment Company to purchase 20 self-contained breathing apparatus through the  
64 Houston-Galveston Area Council Cooperative (HGAC) Purchasing Program. At the April 3, 2019 Business  
65 Session, City Council approved a Resolution that allowed the City to join the HGAC to purchase the units at a  
66 discounted rate.

67  
68 The Fire Department has budgeted \$185,000 for the purchase of 20 Self Contained Breathing Apparatus (SCBA)  
69 and associated equipment within the Capital Improvement Budget. This project is a replacement project for all the  
70 existing SCBA equipment in the department. The current equipment expires at the end of this year due to a  
71 mandatory 15-year life of the cylinders and regulators. Staff recommends that City Council pass this Resolution  
72 authorizing the City Manager to enter into a contract with Vogelpohl Fire Equipment Company in the amount of  
73 \$179,932.

74  
75 Mr. Margolis asked if there were funds budgeted for spare parts.

76  
77 Assistant Chief Shapiro replied that there were and that it also comes with some spare parts. He stated that the  
78 department also has specific parts to fit the air compressor.

79  
80 Mrs. Bissmeyer asked if the tanks have to be certified.

81  
82 Assistant Chief Shapiro replied that there are staff in the department that are certified to certify the tanks. He stated  
83 that there will also be three additional staff members certified so that a staff member on every shift is capable of  
84 performing certifications.

85  
86 **A Resolution Authorizing the City Manager to Enter into an Agreement with the Township of Sycamore,**  
87 **Ohio to Jointly Construct Pedestrian Sidewalk Improvements Along Kennedy Lane**

88  
89 Mr. Donnellon explained that, if approved, this Resolution will authorize the City to enter into a joint project  
90 agreement with Sycamore Township for the construction of sidewalk improvements along Kennedy Lane. He stated  
91 that as Kennedy Lane serves residences in both jurisdictions, Sycamore has agreed to share equally the cost of these  
92 public improvements, which is a benefit both to the Township and the City by sharing these cost savings. The City  
93 will manage the project, but both the City and the Township must approve any change in the scope of the project  
94 and accept the improvements once completed.

95  
96 **An Ordinance Accepting Publicly Dedicated Easement Rights for Pedestrian Sidewalk Improvements From**  
97 **Terra Firma-Conner Crossing, LLC On Kennedy Lane At Montgomery Road**

98  
99 Mr. Donnellon explained that, if approved, this Ordinance will authorize the City Manager to execute an Easement  
100 Agreement with Terra Firma-Conner Crossing, LLC, the owner of the property at 9157 Montgomery Road,  
101 Montgomery, Ohio 45242, upon which the City will construct certain sidewalk improvements in conjunction with  
102 the Kennedy Lane Sidewalk Improvement Project. This Ordinance authorizes the City Manager to execute such  
103 Agreement and the City to accept these property rights with the responsibility to maintain the sidewalk  
104 improvements in the future.

105  
106 **A Resolution Accepting A Bid and Authorizing the City Manager to Enter into A Contract with Fred A.**  
107 **Nemann Company for The Kennedy Lane Sidewalk Project**

108  
109 Mr. Heitkamp explained that, if approved, this Resolution will allow the City Manager to enter into a contract with  
110 Fred A. Nemann Company for the completion of the Kennedy Lane Sidewalk Project. The Kennedy Lane Sidewalk

111 project will provide approximately 1600 feet of new sidewalk on the north side of Kennedy Lane between Shadetree  
112 Drive and Montgomery Road. Construction will consist of minor grading and excavation, driveway apron removal,  
113 installation of new concrete sidewalk, replacement of driveway aprons, installation of two new ADA curb ramps,  
114 and restoration.  
115

116 Mr. Heitkamp further stated that the Kennedy Lane Sidewalk Project was originally programmed in the 2019 Capital  
117 Improvement Program 410-261-5470 account in the amount of \$150,000.00. It is requested that this project be  
118 approved for funding in the amount of \$175,000.00. As you may recall, the project costs are being shared with  
119 Sycamore Township via an intergovernmental agreement at a 50/50 split. The City will be reimbursed 50% of the  
120 total construction cost by Sycamore Township once construction is complete and a final construction cost has been  
121 determined.  
122

123 **An Ordinance to Amend Appropriations for Current Expenses and Other Expenditures of The City of**  
124 **Montgomery, State of Ohio, During the Fiscal Year Ending December 31, 2019**  
125

126 Ms. Smiddy explained that, if approved, this Ordinance will amend Appropriations for Current Expenses and other  
127 Expenditures of the City of Montgomery, State of Ohio, during the Fiscal Year ending December 31, 2019. She  
128 stated that in order to complete the Montgomery Road Phase I Watermain Replacement project, it is necessary for  
129 City Council to pass supplemental appropriations in the amount of \$536,500 from the unappropriated balance of the  
130 Urban Redevelopment Fund 460. This will provide additional funding for the water main supporting development  
131 along Montgomery Road. Ford Development Corporation will be coordinating the planned improvements to be  
132 made as part of the project.  
133

134 **A Resolution Accepting a Bid and Authorizing the City Manager to Enter into a Contract with Ford**  
135 **Development Corporation for the Montgomery Road Phase 1 Water Main Replacement Project**  
136

137 Mr. Heitkamp explained that, if approved, this Resolution will allow the City Manager to enter into a contract  
138 with Ford Development Corporation to construct the Montgomery Gateway Phase 1 Watermain Replacement  
139 project. He stated that this project consists of the replacement of existing 8" watermain with 12" watermain on  
140 Montgomery Road from Cooper Road to Hartfield Place. The project is necessary to supply adequate water flow  
141 and pressure to the Montgomery Quarter development. Four new fire hydrants and new service taps will also be  
142 installed as part of the project. It is recommended funds be appropriated to the 460.000.5470 account in the amount  
143 of \$ 536,500.00 to complete the Montgomery Gateway Phase I Watermain Replacement project. The amount of  
144 \$536,500.00 represents the total of the Base Bid of \$487,831.00 and an approximate 10% Contingency of  
145 \$48,669.00.  
146

147 **ADMINISTRATION REPORT**  
148

149 Mr. Riblet, City Manager, gave the following report:  
150

- 151 • The City Council Business Session is scheduled for Wednesday, May 1 at 7:00 p.m.
- 152
- 153 • Staff requests a special meeting for 6:30 p.m. prior to the May 1 Work Session, for a presentation by Razor  
154 Marketing on the branding and imaging campaign.  
155
- 156 • There will be no chair updates prior to this meeting.  
157
- 158 • A reminder that the Volunteer Walk of Fame was rescheduled as a special presentation for the May 1  
159 meeting.  
160
- 161 • The Financial Planning and Planning, Zoning and Landmarks Committees will meet on Monday, May 6 at  
162 4:30 and 5:30 p.m., respectively. The Law and Safety Committee has cancelled their meeting for the month  
163 of May.

164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186  
187  
188  
189  
190  
191  
192  
193  
194  
195  
196  
197  
198  
199  
200  
201  
202  
203  
204  
205  
206  
207  
208  
209  
210  
211  
212  
213  
214  
215

- At this time, it is anticipated that the Government Affairs Committee will meet on Monday, May 13 at 4:30 p.m. The Parks and Recreation and Public Works Committees have cancelled their meetings for the month of May.
- Kudos to Katie Smiddy and the ladies in Finance for providing superior customer service to the many residents who visited the Tax Department on Monday. We are one of the few cities who provides extended hours on a Saturday and until 6:00 on Tax Day. These ladies handle very hectic days with a smile on their face and make the community feel welcome. We are very proud of them and all their hard work.
- Episode two of “Weathering the Storm” was published on Thursday, April 16. Episode three is scheduled for next Tuesday. “Weathering the Storm” is currently #3 on Apple Podcasts in the Local Government New and Worthy category! If you subscribe on Apple Podcasts, please take a few moments to add a rating. It helps spread the word about our story. Mr. Riblet took a moment to recognize Matthew Vanderhorst and Faith Lynch for their many hours of work on the creation of the podcasts. He stated that it was a wonderful way to honor the 20<sup>th</sup> anniversary of the tornado of 1999.
- Mr. Riblet stated that he signed a contract with USA Shade in the amount of \$44,400. This contract will provide for the installation of a shade structure at the municipal pool.
- The Police Department will be hosting a retirement luncheon in honor of Officer Jim LaCalameto on Monday, April 29 from 12-2 in the Mayors Court room. After 27 years at the City, Jim’s final day of work will be Wednesday, May 1.
- In more retirement news, Mark Stagge has submitted his letter of retirement and will be retiring on Saturday, September 7. Mark has been with the City for 40 ½ years. Staff will provide additional details regarding retirement festivities as get closer to that date.
- The Hamilton County Municipal League meeting is scheduled for Monday, April 29 at the Sharonville Branch Library beginning at 6:00 p.m. The featured speaker is Paula Brehm-Heeger, Library Director.
- The next First Suburbs Consortium meeting is scheduled for Tuesday, April 30 at the City of Silverton beginning at 6:00 p.m. Judge Heather Russell will be speaking about the creation of her program called “Change Court” that is designed to work with those charged with drug and prostitution related offenses and the rehabilitation process.
- Mr. Riblet wished a happy birthday to Terry Donnellon on April 9, and Mr. Margolis on April 14.
- Mr. Riblet reminded City Council of the following upcoming employee recognition events:
  - May 10 – City Hall, National Public Service Recognition Week
  - May 23- Public Works, National Public Works Recognition Week
  - October 18- Safety Center, National First Responder’s Day

**LAW DIRECTOR REPORT**

Mr. Donnellon reported to Council that he has additional revisions to add to the Council Rules and will supply a final draft at the May 1 Business Session.

Mr. Donnellon stated that there would need to be a Public Hearing held on May 22 to consider the adoption of two ordinances creating tax increment financing incentive districts (the “Incentive Districts”). He explained that

216 pursuant to Section 5709.40(C) of the Ohio Revised Code, we are required to hold this Public Hearing even though  
217 we are the property owners.

218

219 **CITY COUNCIL REPORTS**

220

221 **Mr. Cappel**

222

223 Mr. Cappel reported that the EAC will hold it Spring Shredding Event on Saturday, April 20 beginning at 10:00  
224 a.m. and ending at 1:00 p.m.

225

226 **Mrs. Bissmeyer**

227

228 Mrs. Bissmeyer reported that she attended a Sycamore School Advisory Board meeting on April 8 at which time  
229 they spoke about the upcoming levy and also the TIF agreement with the City.

230

231 Mrs. Bissmeyer stated that the Civil Service Commission met on April 11 to certify the Patrol Officer eligibility  
232 list.

233

234 **Mrs. Harbison**

235

236 Mrs. Harbison reported that at Government Affairs the Committee approved surplus property from the Community  
237 Information Services department of obsolete computer equipment. She stated that the Committee also extended the  
238 deadline of the Service to Community Grant to July 1 in hopes of receiving an application. She stated that based  
239 on the Community Leadership Forum survey, the 2020 forum will be held on a Saturday but beginning at a later  
240 time of 10:00 a.m.

241

242 Mrs. Harbison reported the Sister Cities Commission is working on Bastille Day.

243

244 Mrs. Harbison reported the Arts Commission is working on the upcoming Art Exhibit and also scheduling the fall  
245 Live at the Uni Concert Series.

246

247 **Mr. Margolis**

248

249 Mr. Margolis thanked staff that were involved in the planning and execution of the Tornado Memorial ceremony.

250

251 Mr. Margolis reported that he attended a State of the County update provided by Commissioner Driehaus. He stated  
252 that the focus is on collaboration and cost cutting measures.

253

254 **Vice Mayor Roesch**

255

256 Vice Mayor Roesch reported that the Beautification and Tree Commission may be cancelling the summer Garden  
257 Tour due to lack of participants.

258

259 **APPROVAL OF MINUTES**

260

261 Vice Mayor Roesch requested a motion to approve the March 27, 2019 Special Session and April 3, 2019 Public  
262 Hearing and Business Session minutes.

263

264 Mr. Cappel moved to approve the minutes as written. Mr. Margolis seconded. City Council unanimously agreed.

265

266 Vice Mayor Roesch asked if there was any further business to discuss in Public Session. There being none she asked  
267 for a motion to adjourn.

268

268 Mr. Margolis moved to adjourn. Mr. Cappel seconded. City Council unanimously agreed.

269  
270  
271  
272  
273

City Council adjourned at 7:31 p.m.

A handwritten signature in blue ink that reads "Connie Gaylor". The signature is written in a cursive style with a horizontal line underneath it.

Connie Gaylor, Clerk of Council