

City of Montgomery
City Council Work Session Minutes
February 15, 2023

Present

City Council Members Present

Brian Riblet, City Manager
Terry Donnellon, Law Director
Chris Bigham, Interim Finance Director
Kevin Chesar, Community Dev. Dir.
John Crowell, Police Chief
Mike Rogers, Asst. Public Works Director
Julie Machon, Parks & Recreation Director
Paul Wright, Fire Chief
Matthew Vanderhorst, Community and Information Serv. Dir.
Amy Frederick, Communications and Engagement Coord.
Connie Gaylor, Clerk of Council
Wendy Grethel, Customer Service & Volunteer Specialist

Craig Margolis, Mayor
Lee Ann Bissmeyer, Vice Mayor
Mike Cappel
Chris Dobrozsi
Ron Messer
Sasha Naiman
Ken Suer

City Council convened its Work Session for February 15, 2023 at 5:30 p.m. at City Hall with Mayor Margolis presiding.

ROLL CALL

Mayor Margolis asked for a motion to dispense with roll call as all council members were present. Mr. Cappel made the motion to dispense with roll call. Mr. Dobrozsi seconded. City Council unanimously agreed.

EXECUTIVE SESSION

Mayor Margolis asked for a motion to go into Executive Session to consider confidential information of an applicant for economic development assistance. Mr. Cappel made a motion to consider confidential information of an applicant for economic development assistance. Vice Mayor Bissmeyer seconded.

The roll was called and showed the following vote:

 AYE: Cappel, Bissmeyer, Dobrozsi, Margolis, Naiman, Suer, Messer (7)
 NAY: (0)

Council adjourned into Executive Session at 5:31 p.m.

Council reconvened into Public Session at 6:07 p.m.

SPECIAL PRESENTATIONS

Vice Mayor Bissmeyer presented Jim Matre with a Certificate of Appreciation for his service on the Planning Commission. City Council and Staff expressed their gratitude to Mr. Matre for his commitment to the community for the past 16 years.

Julie Machon, Parks and Recreation Director introduced Lisa Lorenz to City Council as the newest member of the Public Works/Recreation Department.

Jeff Gardner with the Montgomery Farmers Market presented an update on the Montgomery Farmers Market to City Council on the 2022 season and the upcoming 2023 season.

LEGISLATION FOR CONSIDERATION THIS EVENING

There was no legislation for consideration at the meeting.

58 **ESTABLISHING AN AGENDA FOR MARCH 1, 2023 BUSINESS SESSION**

59
60 **PENDING LEGISLATION**

61
62 There was no pending legislation.

63
64 **NEW LEGISLATION**

65
66 **A Resolution Authorizing An Agreement With The Vintage Club Community Association, Inc. To**
67 **Construct Roadway Improvements Within The Vintage Club Subdivision**

68
69 Mayor Margolis assigned the legislation to Mr. Cappel.

70
71 Mr. Donnellon explained that, if approved, this Resolution will authorize the City Manager to enter into an
72 agreement with the Vintage Club Community Association Inc. for roadway improvements within the Vintage Club
73 Association. Mr. Donnellon explained that The Vintage Club Community Association, Inc. has approached the
74 City to piggy-back upon the City's road improvement contract to repair and repave certain streets within the Vintage
75 Club Subdivision solely at the cost of the Association. The City Administration has negotiated an Agreement to
76 complete these repairs, which Agreement includes the licensed authorization to enter upon these private streets
77 contingent upon the Association reviewing and accepting Bid Alternatives and funding the entire cost of
78 construction with an Escrow Agent in advance of contracting. In a companion piece of legislation, the City is
79 approving a contract for the 2023 Street Resurfacing Program.

80
81 Mr. Donnellon added that this Cooperative Agreement is a benefit to the City to assure that the roadways are
82 constructed to engineering standards similar to the engineering standards for City owned streets, and it assures
83 appropriate continuing access and continuing use of those streets while passing the cost directly to the Association,
84 similar to a special assessment. The unique aspect of this Agreement is the entire cost of such construction will be
85 funded in advance with an Escrow Agent from which the City will be able to draw the funds as necessary for the
86 approved work. The Agreement will also include a 5% Contingency for the Bid Alternatives the Vintage Club
87 Association may accept. If between now and March 1 they decline all or any portion of the Alternate Bids, the final
88 legislation will be appropriately adjusted.

89
90 Mr. Messer asked if there was any liability on the City's part for the roadway improvements.

91
92 Mr. Donnellon replied there would not be. He added that the Vintage Club Community representatives have
93 reviewed the engineer specifications and the site has been inspected. He stated that this agreement was to allow the
94 association to participate in our bid for budgetary purposes.

95
96 Mr. Messer asked if this would set a precedence of other developments.

97
98 Mr. Riblet responded that he did not feel it would as this subdivision is unique in that the streets are not dedicated
99 streets and are treated differently than other city streets. He added that CT Consultants performed a complete review.

100
101 Mrs. Naiman asked if the City would be fronting the funds to pave their streets.

102
103 Mr. Donnellon responded that the Association would review and accept the bid alternatives and fund the entire cost
104 of construction with an Escrow Agent in advance of contracting.

105
106 **A Resolution Accepting A Bid And Authorizing The City Manager To Enter Into A Contract With Barrett**
107 **Paving Materials, Inc. For The 2023 Street Resurfacing Program**

108
109 Mayor Margolis assigned the legislation to Mr. Cappel.

110

111 Mr. Rogers explained that, if approved, this Resolution would authorize the City Manager to enter into an agreement
112 with Barrett Paving Materials Inc., for the 2023 Street Resurfacing Program. It is requested that this project Base
113 Bid and Alternates #1 and #2 be approved for funding in the amount of \$989,930.00 which is programmed in the
114 Capital Improvement Program 410-261-5470. The amount of the recommendation includes \$47,139.25 in project
115 contingency funding, which is an amount equal to 5.0% of the total of the Base Bid and Alternates #1 and #2
116 amount. This project includes 2.34 centerline miles.

117
118 **A Resolution Authorizing The City Manager To Enter Into A Contract With M.A. Design Services For**
119 **Professional Landscape Design Services For The Ronald Reagan Highway And Montgomery Road**
120 **Roundabout**

121
122 Mayor Margolis assigned the legislation to Mr. Suer.

123
124 Mr. Riblet explained that, if approved, this legislation would authorize an agreement with MA Design to provide
125 professional services for the Ronald Reagan Highway and Montgomery Road Roundabout Improvements. This
126 agreement would be for an amount not to exceed \$205,000 with MA Design to complete design, engineering,
127 construction drawings, and opinion of construction costs for the project. In anticipation of this project, funding has
128 been included in the 480.000.5470 Downtown Improvement operating and capital budgets for both 2023 and 2024.

129
130 Mr. Dobrozsi asked if the bid could be broken into sections to adhere to budgetary processes.

131
132 Mr. Riblet replied that he was correct in that funds have been budgeted in the 2023 and 2024 budgets to provide
133 flexibility in timelines of design and construction phases. Mr. Riblet added that we won't know specific costs until
134 we receive 100% of construction drawings and estimates.

135
136 Vice Mayor Bissmeyer inquired about the timeline of the project.

137
138 Mr. Riblet responded that, if approved, the estimated two to three months to receive final design and estimates with
139 the anticipation to bid out in late summer and begin construction in late fall.

140
141 Mr. Cappel asked if the construction of this project would affect the installation and completion of Cameron Lane
142 as far as infill and construction.

143
144 Mr. Riblet responded that this project should have no effect on that process.

145
146 Mrs. Naiman asked if the \$205,000 fee was comparable to industry standards.

147
148 Mr. Riblet replied that design costs are typically 10% of construction costs.

149
150 Mr. Suer stated that this project has been researched and thoroughly vetted by staff and Council and he advised to
151 continue moving ahead with the project.

152
153 Mr. Messer stated that he felt moving ahead was the right thing to do with this project. He stated that he liked the
154 flexibility of budgeting the costs over the years to allow for flexibility of funding.

155
156 Mayor Margolis stated that this project addresses the aesthetics of the gateways into the city that has been a focus
157 of the strategic plan for several years now.

158
159 **A Resolution Authorizing The City Manager To Enter Into A Contract With Landscape Structures, Inc. For**
160 **The Purchase Of Playground Equipment For Swaim Park**

161
162 Mayor Margolis assigned the legislation to Mrs. Naiman.

163

164 Ms. Machon explained that, if approved, this Resolution would authorize the City Manager to enter into contract
165 with Landscape Structures for the purchase of playground equipment through Ohio State bid purchasing contract
166 (Index#STS640, Contract #8000841). Replacement and installation of playground equipment was programmed in
167 the 2022 Capital Improvement Program and was carried over for use in 2023. The legislation amount requested is
168 \$117,810.00 and would be funded through the 410-303-5470 account. Ms. Machon explained that the playground
169 equipment has exceeded its lifespan and needs replacement. She explained that the equipment purchased is split
170 between two vendors to obtain the desired pieces at the best pricing.

171
172 **A Resolution Authorizing The City Manager To Enter Into A Contract With Playcore Wisconsin Inc. D/B/A**
173 **GameTime Through Omnia Partners For The Purchase Of Playground Equipment**
174

175 Mayor Margolis assigned the legislation to Mrs. Naiman.

176
177 Ms. Machon continued her presentation of the proposed playground equipment from GameTime in the amount of
178 \$103,711.67. The purchase would be funded through the 410-303-5470 account through the Omnia Partners
179 cooperative purchasing agreement (City membership identification number 4026217).

180
181 Ms. Machon presented drawings of the proposed playground pieces to City Council.

182
183 Vice Mayor Bissmeyer asked if the old equipment was being donated.

184
185 Mr. Riblet responded that the Village of Higginsport in Brown County Ohio has reached out in interest of accepting
186 the old equipment and transporting to their village for reconstruction.

187
188 **ADMINISTRATION REPORT**
189

190 Mr. Riblet reported the following items:

- 191
- 192 • The next City Council Business Session is scheduled for Wednesday, March 1 immediately following a
193 CIC meeting scheduled at 5:45 p.m. Mr. Cappel made a motion to commence with the Business Session
194 immediately following the CIC meeting. Vice Mayor Bissmeyer seconded. City Council unanimously
195 agreed.
 - 196
 - 197 • The Law and Safety, Financial Planning and Planning, Zoning and Landmarks Committees have cancelled
198 their meetings for March.
 - 199
 - 200 • Mr. Riblet stated that he would provide an update on the Committee meetings scheduled for Monday, March
201 13 at the March 1 Business Session.
 - 202
 - 203 • A contract with The Gertz Company was signed for our annual fire hydrant replacement program in an
204 amount of \$37,637.00 to replace 14 identified fire hydrants within the city. Work is anticipated to begin in
205 the coming weeks.
 - 206
 - 207 • This year's Tree City USA event will be held on Thursday, April 20 at the Fairfield Community Arts Center.
208 This is typically a 11:00 a.m. to 1:00 p.m. luncheon and awards ceremony. If you would like to attend,
209 please let Mike Rogers know and he will be happy to get you registered.
 - 210
 - 211 • There will be a Hamilton County Municipal League meeting on Saturday, March 18 from 9:00 to 11:00
212 a.m. at the Sharonville Fire Department. An agenda is not available at this time. Please let Ms. Gaylor
213 know if you would like to attend this event.
 - 214

- 215 • The Development Team would like to extend an invitation to City Council and Senior Staff for a hard-hat
216 tour of the apartments on Friday, May 5 from 3:00 to 4:00 p.m. Based on your feedback and availability
217 this potentially could be adjusted.

218
219 Mr. Riblet requested an Executive Session to consider the appointment, employment and compensation of a public
220 employee or official.

221
222 **LAW DIRECTOR REPORT**

223
224 Mr. Donnellon reported that he was working on multiple contracts regarding a security camera system with Turnkey
225 Technologies as well as continued development in the Vintage Club. He will also be attending an Ohio Municipal
226 League Board meeting in Columbus on February 17, 2023.

227
228 **CITY COUNCIL REPORTS**

229
230 **Mr. Cappel**

231
232 Mr. Cappel reported that cardboard recycling would be held on Saturday, February 18.

233
234 Mr. Cappel also reported that at the February 14, 2023 Environmental Advisory Commission (EAC) an election of
235 officers was held. He stated that Greg Brodrick remains as the Chair, Alice Aguilar as the Vice-Chair and Elaine
236 Cohen as the secretary.

237
238 **Vice Mayor Bissmeyer**

239
240 Vice Mayor Bissmeyer reported that at the Planning, Zoning and Landmarks Committee meeting held on February
241 6, staff presented a proposal for a Community Comprehensive Plan Request for Proposal (RFP). The Committee
242 advised staff to proceed with the RFP process.

243
244 **Mr. Dobrozsi**

245
246 Mr. Dobrozsi reported that the Improv at the Uni event would be held on Thursday, February 16.

247
248
249 **Mrs. Naiman**

250
251 Mrs. Naiman reported that the Beautification and Tree Commission met and held their election of officers. All
252 officers remained the same with Aaron Kellenberger as Chair, Darla Hall as Vice Chair and Jane Hohn as secretary.

253
254 Mrs. Naiman attended a Sycamore Schools Advisory Council meeting.

255
256 Mrs. Naiman made a motion to appoint Mike Hawkins to the Diversity and Inclusion Commission for a term ending
257 on January 31, 2024. Mr. Cappel seconded. City Council unanimously agreed.

258
259 **Mr. Suer**

260
261 No report.

262
263 **Mr. Messer**

264

265 Mr. Messer reported that a Civil Service Commission meeting was held with election of officers. He reported that
266 the officers remained the same with Benny Miles as Chair, Fred Kleiser as Vice Chair and Mike Hawkins as
267 Secretary.

268
269 **Mayor Margolis**

270
271 Mayor Margolis reported that he met with two young residents who were working to earn a badge as Webelo through
272 their Cub Scout group.

273
274 **MINUTES**

275
276 Mr. Cappel moved to accept the February 1, 2023 Business Session minutes as written. Mr. Messer seconded. City
277 Council unanimously agreed.

278
279 **MAYORS COURT**

280
281 Mayor Margolis stated that there was a Mayor Court Report for the month of January, 2023 and asked for a motion
282 to accept and disburse the funds. Mr. Cappel made a motion to accept and disburse the January 2023 Mayor Court
283 collections in the amount of \$4,470.00. Vice Mayor Bissmeyer seconded. City Council unanimously agreed.

284
285 **OTHER BUSINESS**

286
287 There was no other business.

288
289 **EXECUTIVE SESSION**

290
291 Mayor Margolis asked for a motion to go into Executive Session to consider the appointment, employment and
292 compensation of a public employee or official. Mr. Cappel made a motion to consider the appointment, employment
293 and compensation of a public employee or official. Vice Mayor Bissmeyer seconded.

294
295 The roll was called and showed the following vote:

296
297 AYE: Cappel, Bissmeyer, Dobrozsi, Margolis, Naiman, Suer, Messer (7)

298 NAY: (0)

299
300 Council adjourned into Executive Session at 7:38 p.m.

301
302 Council reconvened into Public Session at 9:04 p.m.

303
304 **ADJOURNMENT**

305
306 Mayor Margolis asked if there was any further business to discuss in Public Session. There being none he asked for
307 a motion to adjourn.

308
309 Mr. Cappel moved to adjourn. Vice Mayor Bissmeyer seconded. City Council unanimously agreed.

310
311 City Council adjourned at 9:05 p.m.

312
313
314
315



Connie Gaylor, Clerk of Council