

WHITEHALL COUNCIL COMMITTEES

MINUTES – November 10, 2020

Council President Potter called the November 10, 2020 Council Committees' meeting to order at 6:30 p.m.

The following members of council and the administration were present:

Members of the Administration

Council President Thomas Potter
Mayor Kim Maggard

Council Members

Chris Rodriguez
Wes Kantor
Larry Morrison
Jo Anna Heck
Karen Conison
Lori Elmore
Bob Bailey

COMMITTEE OF THE WHOLE

President Potter opened at 6:30 p.m. and addressed the legislation in Committee of the Whole, as follows:

ORDINANCE NO. 098-2020 - DRAFT # 1

MAKING APPROPRIATION FOR CURRENT GENERAL FUND (101) EXPENSES, STREET (201) EXPENSES AND STATE HIGHWAY MATERIALS (211) EXPENSES DURING THE PERIOD FROM JANUARY 1, 2021 TO DECEMBER 31, 2021 IN THE TOTAL SUM OF THIRTY-FIVE MILLION, SIX HUNDRED EIGHTY-THREE THOUSAND AND EIGHT HUNDRED SIXTY-ONE AND NO/DOLLARS (\$35,683,861.00) AND DECLARING AN EMERGENCY.

Mayor Maggard said this is standard issue and done yearly. It is part of the budget process. Expense appropriations are required to be completed by January 1 of every year. The numbers match the information that was given to you under each department.

President Potter asked council members to look over the budget and to bring any questions to the next committee meeting.

(Council of the Whole – 3rd reading – ADOPT 12/15/2020–Bailey/Rodriguez)

ORDINANCE NO. 099-2020 - DRAFT # 2

AMENDING 161.38 OF THE CODIFIED ORDINANCES OF THE CITY OF WHITEHALL, OHIO TITLE “SALARY SCHEDULE” AND DECLARING AN EMERGENCY.

Chairperson Bailey asked Mayor Maggard if these raises were arbitrarily percentages, correct.

Mayor Maggard replied that most of them are. Some of these she found out by looking at the 2019 MORPC salary study, she found that some of the department directors were either not within the range or were at the very low end of the range. Her goal over the next couple of years is to try to get them to the middle of the range. We are very competitive in the central Ohio region and there is a need to be as competitive as possible, not going to the high end but at least trying to go to the middle range. We will not get there this year but hopefully next year.

(Council of the Whole – 3rd reading – ADOPT 12/15/2020–Bailey/Morrison)

ORDINANCE NO. 100-2020 - DRAFT # 3

AMENDING THE TABLE OF AUTHORIZED PERSONNEL 161.37(J) DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT AND DECLARING AN EMERGENCY.

Mayor Maggard said Megan Myer, Community Resource Manager has been with the city for almost a year. She knew when she hired Megan that her capabilities were more than what the job description was. Megan was actually the Assistant Village Administrator in Chicago. She wants to give Megan a job title that describes what she is doing. That is what this ordinance does. It moves it from Community Affairs Manager, which is what the city needs, to the Deputy Director of Public Affairs. The salary range, you will see on the other piece of legislation, is not at the middle of the range but is more than when she was hired.

(Council of the Whole – 3rd reading – ADOPT 12/15/2020–Morrison/Elmore)

ORDINANCE NO. 101-2020 - DRAFT # 4

AMENDING 161.17(I) “SICK LEAVE WITH PAY” AND DECLARING AN EMERGENCY.

Mayor Maggard said this year; the 2021 health insurance plan for employees is a high deductible plan. Some employees have opted not to go with this plan. However, in the past we have provided a benefit to try to keep our employees healthy by giving them a stipend when they got a wellness exam or physical examination. The current code mentions that it is conjunction with the city sponsored health plan. She feels it will be doing these employees a disservice if they are not included even if they are working for the city and not covered under the city’s health plan. She wants all employees to be rewarded for good health or trying to take care of future problems because actually it is good for the city. This amendment will allow that to happen.

Chairperson Kantor asked the Mayor if she knew the percentage that will not be carrying the city’s health coverage.

Mayor Maggard said they are doing open enrollment at this time so she does not have a percentage or number for him.

(Council of the Whole – 3rd reading – ADOPT 12/15/2020–Bailey/Heck)

RESOLUTION NO. 040-2020 - DRAFT # 5

ADOPTING A RESOLUTION IN SUPPORT OF SENATE BILL 365 AND TO URGE GOVERNOR DEWINE AND STATE LEGISLATURE OF OHIO TO EXTEND THE DEADLINE FOR OPERATING PUBLIC MEETINGS ELECTRONICALLY AND DECLARING AN EMERGENCY.

President Potter said the current order is set to expire December 1, 2020 and there is movement to keep this going indefinitely or until such time things calm down. He recommends they leave this in Council of the Whole because he believes that each person wants to support this piece of legislation equally. He thanked Ms. Ogg for preparing this legislation for them.

(Council of the Whole – 1st reading – ADOPT 11/17/2020–Kantor/Heck)

RESOLUTION NO. 041-2020 - DRAFT # 6

AUTHORIZING THE MAYOR TO ENTER INTO THE JEFFERSON TOWNSHIP-WHITEHALL JOINT ECONOMIC DEVELOPMENT DISTRICT INCOME TAX COLLECTION AND DISTRIBUTION AGREEMENT; AND DECLARING AN EMERGENCY.

President Potter said they have discussed this legislation previously and he feels there is nothing surprising in it.

(Comm. Of the Whole – 2nd reading – ADOPT 12/01/2020 -Morrison/Kantor)

Having no further business, President Potter closed at 6:41 p.m.

ADMINISTRATION AND FINANCIAL MANAGEMENT

Chairperson Bailey opened at 6:42 p.m. and addressed the legislation in his committee, as follows:

ORDINANCE NO. 102-2020 - DRAFT # 7

AUTHORIZING THE CREATION OF THE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUND (208), APPROPRIATING FORTY-THREE THOUSAND SEVEN HUNDRED NINETY-THREE AND NO/100 DOLLARS (\$43,793.00) FROM UNAPPROPRIATED MONIES IN THE CORONAVIRUS EMERGENCY SUPPLEMENTAL FUND (208) TO THE CORONAVIRUS EMERGENCY SUPPLEMENTAL EXPENSE ACCOUNT (208.000.50000) AND DECLARING AN EMERGENCY.

Chairperson Bailey said the city holds these funds to pay for allowable expenses.

(Admin/Fin. Mgmt. – 1st reading – ADOPT 11/17/2020–Bailey/Rodriguez)

ORDINANCE NO. 103-2020 - DRAFT # 8

APPROVING AND MAKING A SUPPLEMENTAL APPROPRIATION OF THIRTY-NINE THOUSAND FIVE HUNDRED SIXTY AND 53/100 DOLLARS (\$39,560.53) FROM PREVIOUSLY UNAPPROPRIATED MONIES IN THE WMPITIE FUND (279) TO THE AIR SOUTH URBAN RENEWAL INCENTIVE ACCOUNT (279.000.50006); MAKING A FUND TRANSFER IN THE AMOUNT OF THIRTY-NINE THOUSAND FIVE HUNDRED SIXTY AND 53/100 DOLLARS (\$39,560.53) FROM THE AIR SOUTH URBAN RENEWAL INCENTIVE ACCOUNT (279.000.50006) TO THE ECONOMIC DEVELOPMENT INCENTIVES/PLANNING FUND (316); MAKING A SUPPLEMENTAL APPROPRIATION OF THIRTY-NINE THOUSAND FIVE HUNDRED SIXTY AND 53/100 DOLLARS (\$39,560.53) FROM THE ECONOMIC DEVELOPMENT INCENTIVES FUND (316) TO THE ECONOMIC DEVELOPMENT INCENTIVE ACCOUNT (316.000.50000) AND DECLARING AN EMERGENCY.

There was no discussion on Draft # 8.

(Admin/Fin. Mgmt. – 1st reading – ADOPT 11/17/2020–Bailey/Morrison)

ORDINANCE NO. 104-2020 - DRAFT # 9

APPROVING AND MAKING A SUPPLEMENTAL APPROPRIATION OF FOURTEEN THOUSAND SIX HUNDRED TWENTY-TWO AND 57/100 DOLLARS (\$14,622.57) FROM PREVIOUSLY UNAPPROPRIATED MONIES IN THE WMPITIE FUND (279) TO THE CREATIVE PALETTE INCENTIVE ACCOUNT (279.000.50007); MAKING AND APPROVING A FUND TRANSFER IN THE AMOUNT OF FOURTEEN THOUSAND SIX HUNDRED TWENTY-TWO AND 57/100 DOLLARS (\$14,622.57) FROM THE CREATIVE PALETTE INCENTIVE ACCOUNT (279.000.50007) TO THE ECONOMIC DEVELOPMENT INCENTIVES/PLANNING FUND (316); MAKING A SUPPLEMENTAL APPROPRIATION OF FOURTEEN THOUSAND SIX HUNDRED TWENTY-TWO AND 57/100 DOLLARS (\$14,622.57) FROM THE ECONOMIC DEVELOPMENT INCENTIVES/PLANNING FUND (316) TO THE ECONOMIC DEVELOPMENT INCENTIVE ACCOUNT (316.000.50000) AND DECLARING AN EMERGENCY.

There was no discussion on Draft # 9.

(Admin/Fin. Mgmt. – 1st reading – ADOPT 11/17/2020–Bailey/Conison)

ORDINANCE NO. 105-2020 - DRAFT # 10

APPROVING AND MAKING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF FORTY THOUSAND AND NO/100 DOLLARS (\$40,000.00) FROM UNAPPROPRIATED MONIES IN THE GENERAL FUND 101 TO THE INCOME TAX REFUNDS EXPENSE ACCOUNT (101.350.57000) AND DECLARING AN EMERGENCY.

Chairperson Bailey said income tax refunds were more than anticipated so this account requires a supplemental appropriation for the third or fourth time this year.

(Admin/Fin. Mgmt. – 1st reading – ADOPT 11/17/2020–Bailey/Morrison)

ORDINANCE NO. 106-2020 - DRAFT # 11

UNAPPROPRIATING EIGHT HUNDRED NINETY THOUSAND AND NO/100 DOLLARS (\$890,000.00) FROM THE TAX INCENTIVE PROGRAM ACCOUNT (280.000.50000) AND DECLARING AN EMERGENCY.

Chairperson Bailey said the city no longer uses the account that is in the title with the creation of Fund 316.

(Admin/Fin. Mgmt. – 1st reading – ADOPT 11/17/2020–Bailey/Heck)

ORDINANCE NO. 107-2020 - DRAFT # 12

UNAPPROPRIATING FOUR HUNDRED SEVENTY-SEVEN THOUSAND FOUR HUNDRED FIFTY-FIVE AND 52/100 DOLLARS (\$477,455.52) FROM THE CAPITAL PROJECT/COMMUNITY REC/EVENT CENTER ACCOUNT (310.000.54000) AND DECLARING AN EMERGENCY.

Chairperson Bailey said ordinance 131-2019 appropriated money to the Capital Project/Community Rec/Event Center account. The city did not need to use all of this appropriation and now need to be unappropriated to reflect the actual balance remaining.

(Admin/Fin. Mgmt. – 1st reading – ADOPT 11/17/2020–Bailey/Elmore)

ORDINANCE NO. 108-2020 - DRAFT # 13

APPROVING AND MAKING A SUPPLEMENTAL APPROPRIATION OF ONE MILLION EIGHT HUNDRED FIVE THOUSAND AND 00/100 DOLLARS (\$1,805,000.00) FROM UNAPPROPRIATED MONIES IN THE DEBT SERVICE FUND (401) TO THE DEBT SERVICE ACCOUNT (401.000.50000) AND DECLARING AN EMERGENCY.

Replaced original legislation with the following heading:

ORDINANCE NO. 108-2020 - DRAFT # 13

APPROVING AND MAKING A SUPPLEMENTAL APPROPRIATION OF ONE MILLION EIGHT HUNDRED FIVE THOUSAND AND 00/100 DOLLARS (\$1,805,000.00) FROM UNAPPROPRIATED MONIES IN THE DEBT SERVICE FUND (401) TO THE DEBT SERVICE ACCOUNT (401.000.50000) AND DECLARING AN EMERGENCY.

Chairperson Bailey said this is a one-year note that the Mayor spoke of earlier. The Auditor of State requires that bonds, notes and other long-term debt be paid from the Debt Service Fund.

(Admin/Fin. Mgmt. – 1st reading – ADOPT 11/17/2020–Bailey/Conison)

ORDINANCE NO. 109-2020 - DRAFT # 14

AUTHORIZING AND APPROVING A FUND TRANSFER FROM UNAPPROPRIATED MONIES IN THE GENERAL FUND (101) TO THE CAPITAL IMPROVEMENT PROJECT FUND (311) IN THE AMOUNT OF ONE MILLION AND ONE HUNDRED THOUSAND AND NO/DOLLARS (\$1,100,000.00) AND DECLARING AN EMERGENCY.

Mayor Maggard said they are doing a very aggressive capital improvement campaign next year and this money will need to be transferred in order to give us a sound base for the beginning of 2021. This will allow us to go out for bids and get as many good bids as possible. The best time to go for bids is in January. We are just making sure that we have at least half of our funds in there at the beginning of the year.

(Admin/Fin. Mgmt. – 3rd reading – ADOPT 12/15/2020–Bailey/Morrison)

ORDINANCE NO. 110-2020 - DRAFT # 15

AUTHORIZING AND APPROVING A FUND TRANSFER IN THE AMOUNT OF SEVENTY-FIVE THOUSAND AND NO/DOLLARS (\$75,000.00) FROM UNAPPROPRIATED MONIES IN THE GENERAL FUND (101) TO THE COMMUNITY DEVELOPMENT TRUST FUND (550).

Mayor Maggard said she would speak on draft # 15 and # 16. These are in preparation for 2021.

(Admin/Fin. Mgmt. – 3rd reading – ADOPT 12/15/2020–Bailey/Rodriguez)

ORDINANCE NO. 111-2020 - DRAFT # 16

AUTHORIZING AND APPROVING A FUND TRANSFER IN THE AMOUNT OF ONE HUNDRED AND TWENTY-FIVE THOUSAND AND NO/DOLLARS (\$125,000.00) FROM THE GENERAL FUND (101) TO THE STREET MAINTENANCE AND REPAIR FUND (201).

(Admin/Fin. Mgmt. – 3rd reading – ADOPT 12/15/2020–Bailey/Heck)

ORDINANCE NO. 112-2020 - DRAFT # 17

AMENDING 135.16(C)(1) TITLED CAPITAL IMPROVEMENT AND PROJECT FUND.

Mayor Maggard said earlier this year in order to ensure that we had enough operating funds for the general fund the amount was reduced to one quarter of one percent that was going into the Capital Improvement and Project Fund. She wants it increased for next year to three and three-fourth percent and believes there are enough projected funds to do so. This will help with the remainder needed to get the projects completed. This will be a total of 2.3 million dollars.

(Admin/Fin. Mgmt. – 3rd reading – ADOPT 12/15/2020–Bailey/Rodriguez)

ORDINANCE NO. 113-2020 - DRAFT # 18

AMENDING 135.18(b) TITLED FLEET RESERVE AND MAINTENANCE FUND AND DECLARING AN EMERGENCY.

Chairperson Bailey said this is the same as draft # 17 except it is changing to one-half of one percent.

(Admin/Fin. Mgmt. – 3rd reading – ADOPT 12/15/2020–Bailey/Rodriguez)

ORDINANCE NO. 114-2020 - DRAFT # 19

AMENDING 135.21(b)(1) WATER AND SEWER MANDATE IMPROVEMENT RESERVE FUND AND DECLARING AN EMERGENCY.

Chairperson Bailey said this is the same as draft # 18 except it is changing to one percent.

(Admin/Fin. Mgmt. – 3rd reading – ADOPT 12/15/2020–Bailey/Rodriguez)

ORDINANCE NO. 115-2020 - DRAFT # 20

MAKING AN APPROPRIATION FOR CERTAIN SPECIAL REVENUE, INTERNAL SERVICE AND FIDUCIARY ACCOUNTS FOR THE CALENDAR YEAR 2021 IN THE TOTAL SUM OF ELEVEN MILLION FOUR HUNDRED FIFTY-THREE THOUSAND THREE HUNDRED SEVENTY-EIGHTY AND 34 /100 DOLLARS (\$11,453,378.34) AND DECLARING AN EMERGENCY.

Chairperson Bailey said this is an annual appropriation ordinance and is required for special revenue, internal Service and fiduciary accounts to allow the Auditor and Treasurer to pay expenses chargeable to these accounts listed below.

Mayor Maggard said this was the appropriation ordinance for all funds except the general fund and the street and highway fund that we expect to be spending out of in 2021.

(Admin/Fin. Mgmt. – 3rd reading – ADOPT 12/15/2020–Bailey/Heck)

RESOLUTION NO. 042-2020 - DRAFT # 21

RESOLVING TO APPROVE “THEN AND NOW” CERTIFICATES AND DECLARING AN EMERGENCY.

There was no discussion on Resolution 042-2020.

(Admin/Fin. Mgmt. – 1st reading – ADOPT 11/17/2020–Bailey/Rodriguez)

SECOND READING:

ORDINANCE NO. 097-2020 *(Admin/Fin. Mgmt. – 3rd reading – ADOPT 12/01/2020–Bailey/Morrison)*
RECLASSIFYING A FUND ADVANCE AS A FUND TRANSFER AND DECLARING AN EMERGENCY.

Having no further business, Chairperson Bailey closed at 6:56 p.m.

President Potter said before they move on he would like to say that often times it has been said that they pass a fair amount of legislation on the first reading and there are substantial reasons for that. It has been explained to us and we understand. The vast majority presented this evening, he would like to thank the administration, the Mayor in particular for getting these to us in a timely manner so we can go a full three readings. This way any dialogue can certainly take place and can be given the proper due diligence. He thanked the Mayor and he feels he speaks for everyone on Council when he says that.

COMMUNITY STANDARDS AND ENFORCEMENT

Chairperson Rodriguez opened at 6:57 p.m. and said there are no drafts or pending legislation on the agenda.

There was no discussion in Community Standards and Enforcement.

Having nothing further, Chairperson Rodriguez closed at 6:57 p.m.

COMMUNITY AND ELDER ADVOCACY

Chairperson Elmore opened at 6:58 p.m. and said there are no drafts or pending legislation on the agenda.

Chairperson Elmore said Victory Ministries will be having their food baskets and would like some volunteers. It would be great if we could reach out and see how many volunteers they might need. The date is December 5, 2020 and the time is still yet to be determined. The goal is to fill 1100 food boxes and distribute to families during the holiday season. More details can be found on Victory Ministries website. She will provide council members with an email with the details. Given the fact that many people have lost their jobs and we are still in the pandemic, it will show the love we have for community.

Chairperson Heck said Friday, November 13, Holy Spirit and Whitehall will have a produce distribution from 3:00 to 5:00 pm. She said they might need volunteers. They do this once a month. Whitehall City Schools did receive funding from the county and they are working with the YMCA. Lead the Way programming will be held on virtual days for the children. The locations are City of Refuge, Whitehall Baptist Church and at the YMCA. It begins next week.

Having no further business, Chairperson Elmore closed at 7:01 p.m.

ECONOMIC DEVELOPMENT

Chairperson Morrison opened at 7:01 p.m. and said there are no drafts or pending legislation on the agenda.

Chairperson Morrison said drafts # 3 and # 6 have been added to his committee.

Having nothing further, Chairperson Morrison closed at 7:01 p.m.

INFRASTRUCTURE, MAINTENANCE AND SERVICE

Chairperson Heck opened at 7:01 p.m. and said there are no drafts or pending legislation on the agenda.

There was no discussion in Infrastructure, Maintenance and Service.

Having nothing further, Chairperson Heck closed at 7:02 p.m.

PUBLIC SAFETY

Chairperson Conison opened at 7:02 p.m. and said there are no drafts or pending legislation on the agenda.

There was no discussion in Public Safety.

Having nothing further, Chairperson Conison closed at 7:02 p.m.

PARKS AND RECREATION

Chairperson Kantor opened at 7:02 p.m. and said there are no drafts or pending legislation on the agenda.

Chairperson Kantor said this is the last week to get your letter of interest sent in for the two vacancies on the Parks and Recreation Commission. The deadline is Friday, November 13, 2020 at noon. Interviews are to be Wednesday, November 18 and interested candidates shall be notified as to the time. Also, kudos to our Parks. The Ohio Parks and Recreation Association awarded them their award. Whitehall is small when you go up against communities like Toledo and places like that. Whitehall received two awards for excellence. One for the Capital Improvement Project for the YMCA and they received the Recreation Program and Event, which is for the Whitehall Teen Employment Outreach this past season. You can thank the Mayor and her administration along with Council for their support they give to them. He wanted to say congratulations to them. They have a couple areas repaved this week and the barriers are down. The Parks department is not open but if you leave a message, they will return your call.

Having nothing further, Chairperson Kantor closed at 7:03 p.m.

Meeting adjourned at 7:03 p.m.

Respectfully submitted,

Julie A. Ogg, Clerk of Council