City of
PIQUA

# PIQUA CITY COMMISSION REGULAR MEETING MINUTES
# TUESDAY, DECEMBER 3, 2024

## CALL TO ORDER

Piqua City Commission met at 5 p.m. in the Municipal Government Complex Commission Chambers located at 201 W. Water Street, Piqua, Ohio.

## THE PLEDGE OF ALLEGIANCE

Mayor Lee led the assembly in the Pledge of Allegiance.

## ROLL CALL

Commissioner DeBrosse, Commissioner Hohman, Mayor Lee, Commissioner Simmons, and Commissioner Vetter were present.

## ADJOURNMENT TO EXECUTIVE SESSION

A motion was made by Commissioner Vetter to adjourn to Executive Session, and Commissioner Hohman seconded the motion. All were in favor and the motion was carried unanimously.

## ROLL CALL

Commissioner DeBrosse, Commissioner Hohman, Mayor Lee, Commissioner Simmons, and Commissioner Vetter were present.

## EXECUTIVE SESSION

**1)** To consider confidential information related to economic development as further defined by Ohio Revised Code Section 121.22(G)(8) or as amended;

## ADJOURNMENT FROM EXECUTIVE SESSION

A motion was made by Commissioner Simmons to adjourn from Executive Session, and Commissioner Vetter seconded the motion. All were in favor and the motion was carried unanimously.

Commissioner DeBrosse, Commissioner Hohman, Mayor Lee, Commissioner Simmons, and Commissioner Vetter were present.

## MOTION TO APPROVE BUSINESS AGENDA

Mayor Lee noted that the Rules of Conduct for the City Commission Meetings were in the agenda packet and on the back table.

A motion was made by Commissioner Vetter to approve the Business Agenda, and Commissioner Simmons seconded the motion. All were in favor and the motion was carried unanimously.

**1)** Rules of Conduct for City Commission Meetings

**PRESENTATION**

## Annual Golf Report - Patrick Kirkland

Patrick Kirkland gave a slide presentation with the goals that he had set for the golf course, the improvements to the course, and the events that took place. Mr. Kirland said he has tried to create a fun vibe, and it has been a great year with a lot of accomplishments. Patrick Kirland talked about two new hires he made. Patrick said the Echo Hills Golf Course is open for holiday hours and he encouraged everyone to please shop locally.

Patrick Kirkland said we need to start thinking towards the future to take this great asset to the next step. Mr. Kirkland introduced a program called TopTracer Range, which he said would bring people from all over Ohio. He said it would take the course to the next level. Patrick also mentioned several other upgrades that needed to be done, including improvements to the maintenance building and the irrigation system.

Commissioner Vetter asked if the improvements could be taken out of the money the course has earned. Patrick said they could not use that money for improvements, but would work with Jerry O'Brien to come up with a detailed plan. Commissioner Hohman asked if the funds would come from the general fund. Mayor Lee asked if Patrick would do a market study to see if the Top Tracer would be profitable in this area. Commissioner Hohman said the hole that you dug the golf course out of is a pretty good projectory, and he is proud of the direction the course has gone. Commissioner Vetter asked if the golf course is buying water from the city. Commissioner Simmons said it would be nice if they could draw from a cistren. Patrick said that you cannot have a well and city water. Commissioner Vetter asked how the Parks Department is involved with the Echo Hills Golf Course. Paul Oberdorfer said the Parks Department and the golf course are currently both under Amy Welker. Commissioner Simmons asked Patrick to explain the senior membership.

Patrick Kirkland stated that in February, Hampton Golf started managing the Banquet Center at the Plaza. A full-time banquet coordinator was hired and she is doing a great job. The 2025 calendar is full, and the 2026 calendar is starting to fill up. There are some fun events planned for the future, once the liquor license is in place. Patrick Kirkland said that Jamie Mills and the other staff are doing a fantastic job. Mr. Kirkland encouraged everyone to take a tour of the Banquet Center. He said he appreciates the opportunity to manage both facilities. Patrick acknowledged an Echo Hills Golf Course member in the audience that came to support him, and the way the course was being managed. Mayor Lee said  Patrick is doing a good job and to keep it up. Commissioner Vetter asked how the plaza did on reservations for the year. Commissioner Vetter said, if he remembered correctly, we had 13 reservations, and we were hoping we could meet 100.  Paul Oberdorfer said he would get the number of reservations we ended up with for the year.  It was mentioned that Jamie Mills has a great relationship with the library, and the feedback on the reviews are really good too.

**CONSENT AGENDA**

Mayor Lee read a letter that he received from the Commissioners' Committee on the Fire Training Facility. Mayor Lee asked that the letter be included in the minutes. The committee's next meeting is December 19, 2024.

Commissioner Hohman made a motion that the letter from the Commissioners' Committee on the Fire Training Facility be added to the minutes of this meeting, and Commissioner Simmons seconded the motion. All were in favor and the motion passed unanimously.

Commissioner Vetter made a motion to approve the Consent Agenda, and Commissioner Hohman seconded the motion. All were in favor and the motion passed unanimously.

1) **Approval of Minutes**
   Approval of the Minutes from the November 19, 2024, Regular City Commission Meeting and the November 21, 2024, Special City Commission Meeting.

**OLD BUSINESS**

1) **Ordinance No. O-20-24 (3rd Reading)**
   An ordinance authorizing the establishment of the Fire Department Ladder Truck Capital Projects Fund

Introduction: Jerald O'Brien said this ordinance establishes a capital project fund. Mr. O'Brien said that money will be transferred each year from the safety fund to build up a reserve to purchase a new ladder truck. There have been no changes to this ordinance since the last reading.

Commissioner Comments: Commissioner Hohman said that he loves this idea, as long as the fund is as safe as possible so that a future Commission cannot use the fund for any other use than to purchase a truck. Mr. O'Brien said the money would have to go back into the safety fund if a truck was not purchased.

Commissioner Simmons said he likes that the ordinance specifically says ladder truck.

Public Comments: None

A motion was made by Commissioner Hohman to approve Ordinance number O-20-24, and

Commissioner DeBrosse seconded the motion. All were in favor and the motion was carried unanimously.

2) **<u>Ordinance No. O-21-24 (2nd Reading)</u>**
An ordinance to approve the issuance of bonds for an Energy Improvement Project at the Fort Piqua Plaza and the Piqua Municipal Government Complex

Introduction: Jerry O'Brien said this ordinance is to install new chillers, and update the HVAC system at the Fort Piqua Plaza and Municipal Government Complex. Mr. O'Brien said that we would be issuing bonds in the amount of $3.2 million. We are getting a $600,000 grant, and this will put the debt issuance at $3.2 million. Jerry said he will have updated numbers in the next reading. Mr. O'Brien said that an energy audit was done on the building, and the first-year savings are estimated to be $190,000. This will pay for about two-thirds of the debt.

Commissioner's comments: None
Public comments: None

Mayor Lee said this will serve as a 2nd reading. Mayor Lee said the Commission will look forward to updated numbers at the next meeting.

3) **<u>Ordinance No. O-22-24 (2nd Reading)</u>**
An ordinance repealing Schedule A of Chapter 33 of the Piqua Code and adopting a new Schedule A of Chapter 33 of the Piqua Code, relating to wages of certain municipal employees

Introduction: Catherine Bogan explained that Schedule A covers the salaries of our full-time non-union employees. There are six steps in each classification, and each step will be modified with a 3% cost of living adjustment.

Commissioners Comments: None
Public Comments: None

Mayor Lee said that this would serve as a 2nd reading.

4) **<u>Ordinance No. O-23-24 (2nd Reading)</u>**
An ordinance repealing Schedule A-1 of Chapter 33 of the Piqua Code and adopting a new Schedule A-1 of Chapter 33 of the Piqua Code, relating to wages of certain municipal employees

Introduction: Catherine Bogan said that this Schedule is representative of our part-time, temporary, and seasonal employees. The wages on this schedule have been modified to reflect the Ohio state minimum wage increase that has increased to $10.70 an hour effective January 1, 2025. Cost of living adjustments for certain part-time employees on this schedule have also been made.

Commissioner Comments: None
Public Comments: None

Mayor Lee said that this will serve as a second reading.

5) **<u>Ordinance No. O-24-24 (2nd Reading)</u>**
An ordinance authorizing the redemption of a portion of the City's $2,365,000 special obligation non-tax revenue bonds, series 2023 (federally taxable) and authorizing related notices and all documents and all other actions related thereto

Introduction: Jerry O'Brien said this ordinance is part of the Scott Drive project. As part of that project, the city issued bonds to buy the property. The port authority recently sold those bonds to buy that property from us. As part of that deal, we will get the proceeds, which we will use to pay down $1,695,000 of debt from last year.

Commissioner's Comments: None
Public Comments: None

Mayor Lee said that this would serve as a second reading.

6) **<u>Ordinance No. O-25-24 - Amended (2nd Reading)</u>**
An amended ordinance to make appropriations for the City of Piqua, Ohio, for the year 2024

Introduction: Jerry O'Brien said this ordinance is to amend appropriations for this year. Since the last reading there have been changes to the appropriations for 2024. Mayor Lee asked if there were any major changes. Mr. O'Brien said the biggest change was to Section 38 to cover a feasibility study done by Stantec.

Commissioner's Comments: Commissioner DeBrosse confirmed that this was for the hydraulic canal. Commissioner Hohman asked how much the study would cost, and where those funds would come from. Jerry said the amount would be $550,500, and the funds would come from the water fund. Commissioner Hohman asked if the Water Department was expecting this expense, and Jerry said yes. Mr. O'Brien said the project was approved, but the appropriations had not been approved.

Public Comments: None

Mayor Lee said that this will serve as a 2nd reading.

7) **<u>Ordinance No. O-26-24 (2nd Reading)</u>**
An ordinance to make appropriations for the City of Piqua, Ohio, for the year 2025

Introduction: Jerry O'Brien said this ordinance is for the new budget year 2025, and there have been no changes.

Commissioner's Comments: Commissioner Vetter appreciated the amount of work that went into the document provided at the Budget Work Session. Commissioner Vetter thought it was a good presentation. Commissioner DeBrosse commented that based off of the information from the work session and the capital improvement plan, he is somewhat concerned that we have a specific need for vehicles in the Fire Department. Commissioner DeBrosse asked the City Manager and the Chiefs to work with us to stay on top of this capital need. He pointed out that even if we order a vehicle today, it could take three years to show up.

Public Comments: None

Mayor Lee said this will serve as a 2nd reading.

**NEW BUSINESS**

1) **Resolution No. R-130-24 (Amended)**
   A resolution regarding the applied for liquor permit for Olive Garden Holdings LLC., 904 Scott Drive, Piqua, OH 45356

Introduction: Frank Patrizio said that this resolution is for approval of a liquor permit for the Olive Garden, and he does not believe anyone from the city has any objections.

Commissioner's Comments: Commissioner Vetter asked if the resolution should say Scott Drive instead of Scott Street. Mayor Lee agreed and asked if the resolution could be amended from Scott St. to Scott Dr. Commissioner Hohman also asked that the staff report reflect Scott Drive.

A motion was made by Commissioner Hohman to amend resolution R-130-24 to read Scott Drive, and Mayor Lee seconded the motion. All were in favor and the motion was carried unanimously.

Public Comment: None

A motion was made by Commissioner Hohman to approve R-130-24 as amended, and Commissioner Hohman seconded the motion. All were in favor, and the motion was carried unanimously.

2) **Resolution No. R-131-24**
   A resolution authorizing a Zoning Map Amendment to the City of Piqua Zoning Map to change the zoning designation of Parcel N44-076549 from Commercial Mixed Use (CX) to Suburban Residential Multi-Unit (S-RM) zoning.

Introduction: Kyle Hinkelman said this is a request to rezone a portion of parcel number N44-076549 to Suburban Residential Multi-Unit (S-RM). This is to create six-1 bedroom duplexes or twelve units over the next four years. Currently, the property is zoned CX, which does not allow for residential space. The case was heard by our Planning Commission on November 18th, and they recommended approval of the case. The location is on Almeda Court, which is behind Sandlewood Place, and is currently an undeveloped grass space. The staff recommends the approval on this rezoning based on the need in our community for smaller-sized senior apartments. The applicant is proposing that these would be primarily used for an older demographic, even though it is not possible to guarantee that.

Commissioner's Comments: Commissioner Hohman thinks it is great and feels there is a demand for residential areas targeting that demographic. Mayor Lee said he has heard from the Community that there is a demand for this type of housing.

Public Comment: Alisha Routson came to the podium and offered to answer any questions on behalf of her father, Mike Routson, who owns the land being discussed.
A motion was made by Commissioner Hohman to approve Resolution number R-131-24, and Commissioner Simmons seconded the motion. All were in favor and the motion was carried unanimously.

3) **Resolution No. R-132-24**
A resolution authorizing a Zoning Map Amendment to the City of Piqua Zoning Map to designate parcel N44-101485 with a CX - Corridor Mixed-Use classification

Introduction: Kyle Hinkelman said that this is a resolution authorizing a zoning map amendment for a commercial piece of property along Looney Road. Mr. Hinkelman said that in 2023, the Zoning Code and the entire zoning map were amended. When the amendment happened, this piece of property was not given a formal designation. The request is consistent with the surrounding area, and the Planning Commission did recommend the zoning designation.

Commissioner's Comments: None

Public Comment: None

A motion was made by Commissioner Hohman to approve Resolution number R-132-24, and Mayor Lee seconded the motion. All were in favor and the motion was carried unanimously.

4) **Resolution No. R-133-24**
A Resolution authorizing a purchase order to Miami Valley Risk Management Association for purchase of insurance

Introduction: Catherine Bogan said that the city partners with Miami Valley Risk Management Association for the purpose of participating in a risk management pool for our property and liability insurance. This resolution will continue our contract for the 2025 plan year.

Commissioner Comments: Commissioner Vetter asked if this policy covers the hydraulic canal or other bodies of water. Catherine responded that it did not. Commissioner Simmons asked if there was an increase in the premium. Catherine said it was $59,000. Commissioner Simmons asked if they gave a reason for the increase, and Catherine Bogan said yes, it was based on our claims experience.

A motion was made by Commissioner Hohman to approve R-133-24, and Mayor Lee seconded the motion. All were in favor and the motion was carried unanimously.

5) **Resolution No. R-134-24**
A Resolution authorizing the city manager to enter into a contract with the city's accounting system provider Springbrook for an upgrade

Introduction: Jerry O'Brien said this resolution gives the City Manager approval to sign a contract. Mr. O'Brien said the city has not had a major upgrade in the accounting software since 2012. Approving this contract will take us to the cloud version. He said this is a much-needed upgrade.

Commissioner Comments: Mayor Lee acknowledged that we need the upgrade, but asked if we are moving away from Springbrook. Mr. O'Brien said that he does not see that happening for a few years. In the meantime, we need an upgrade. The server is at the end of its life and is somewhat at risk. Mayor Lee asked if we had a backup. Paul Oberdorfer explained that if the server crashes, we have the data, but not a system to restore the data to.

A motion was made by Mayor Lee to approve Resolution number R-134-24, and Commissioner Hohman seconded the motion. All were in favor and the motion was carried unanimously.

**COMMISSIONERS COMMENTS**

City Manager Comment: Paul Oberdorfer reminded citizens that the weather is changing, and basketball hoops in the right-of-way need to be removed. This will allow for snow plows to clear the streets.

Commissioner Comments:
Commissioner Simmons stated that he hoped that everyone had a wonderful Thanksgiving.

Commissioner Vetter said he enjoys getting together with Jerry to talk about the budget. Jerry does a good job. Commissioner Vetter said he inquired about the budget for spay and neutering cats, and has learned that we've reached 75% of our goal, or 100 cats. Commissioner Vetter said he was happy to hear that the city had been awarded the Brownfield Grant. This grant is largely targeted at asbestos removal at the Power Plant, which dates back to 1931. He also encouraged citizens to contact him about their views on allowing chickens in the city limits. He said he had great concerns. Lastly, Commissioner Vetter said he would like to have an open discussion about uses for the Mote Park building. He is hoping people will come up with ideas to turn a 70-year-old building into something great. Commissioner Simmons and Commissioner Vetter will be attending the Habitat for Humanity project.

Commissioner Hohman did not have any comment.

Commissioner DeBrosse acknowledged the City Manager, and the team, for bringing Hampton Golf to us. He said he saw the benefit early on of having a third party manage the golf course. He also encouraged citizens to reach out to him about their feelings about keeping sanitation in-house, or having another company manage this service. He said he has heard from two people so far and would love to receive more feedback.

Mayor Lee said that legislation would be coming back before the Commission soon, and he asked citizens to contact him about their views on allowing backyard chickens. He commented on a post he saw on Facebook where Officer May gave a stranded couple a ride to the airport. He asked the Police Chief to elaborate, and Chief Byron said the group of people had been struck by a deer and there were no rentals available. They felt like they had no other option than to contact the Police

Department. Officer May gave them a ride to the airport. Mayor Lee was happy to see that he did this and is very proud of the Police Department.

**ADJOURNMENT**

A motion was made by Commissioner Hohman to adjourn the Business Agenda, and Commissioner DeBrosse seconded the motion. All were in favor and the motion was carried unanimously.

The meeting was adjourned at 7:05 p.m.

**NON-AGENDA PUBLIC COMMENT**

(This is an opportunity for citizens to address the City Commission on Non-agenda items after the adjournment of the Business Agenda. Comments will be limited to seven (7) minutes.)

KRIS LEE, MAYOR

PASSED: 12.10.2024

ATTEST: Melissa Kinney

COMMISSION CLERK