

**THE CITY OF KENT, OHIO
ORGANIZATIONAL MEETING &
COMMITTEE OF THE WHOLE
WEDNESDAY, JANUARY 3, 2018**

Mayor Fiala called the Organizational meeting of Kent City Council to order at 7:00 p.m.

PRESENT: Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garrett Ferrara, Mr. John Kuhar. Ms. Gwen Rosenberg, Ms. Heidi Shaffer, and Mr. Roger Sidoti.

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor And President Of Council; Mr. Dave Ruller, City Manager; Mr. Jim Silver, Law Director; Ms. Bridget Susel, Director Of Community Development; Mr. Tom Wilke, Economic Development Director; Ms. Melissa Baker, Public Service Director; Mr. David Coffee, Finance Director; Mr. Jim Bowling, City Engineer; Mr. John Idone, Parks And Recreation Director; Police Chief Michelle Lee; and Ms. Tara Grimm, CMC, Clerk Of Council

ABSENT: Mr. Robin Turner and Ms. Tracy Wallach.

Mayor Fiala honored K-9 Aiko for his retirement with a Proclamation, a large box of dog biscuits and a sleeve of tennis balls. Aiko's Handler, Sgt. Jim Ennemoser, explained how Aiko is now 11 years old, came to him in 2009, when he was 22 months old and "the city has definitely gotten its use out of him." Most dogs are 5 to 7 years old when they retire. He then gave Aiko's impressive stats: Aiko has participated in 472 deployments in his 8 years with the department, including 299 narcotics calls, finding 2,338 grams of marijuana, 5 grams of cocaine, 17 grams of methamphetamine and 9 grams of heroin, as well as 110 pieces of drug paraphernalia. He also participated in 54 building searches with six finds, and nine article and evidence searches, four times finding anything from drugs to evidence used to prosecute a crime. In addition, he was sent out 62 times to track and found 13 people, including suspects and lost people. He also found \$154,000 in cash when he participated in a large drug bust with officers from other departments. Sgt. Ennemoser also thanked his wife, Jennifer, who has stood by him during 16 years as a K-9 handler with Aiko and his predecessor. He added that the dog has gone with his family on all but three of their vacations because he didn't think it was right to take a \$15,000 piece of equipment the city bought and stick it in a kennel.

Mayor Fiala also honored Law Director Jim Silver on his retirement as of January 7, 2018. He joked that Jim would not be receiving a box of Milkbones, but instead presented him with a plaque for his many years of dedicated service.

At 7:15 p.m. Mayor Fiala continued with the Organizational portion of the meeting whereby Council chose who would Chair and Vice-Chair each of the Standing Committees of Council:

- Community Development – John Kuhar & Gwen Rosenberg
- Finance – Michael DeLeone & Tracy Wallach
- Health & Safety – Jack Amrhein & Roger Sidoti
- Land Use – Garret Ferrara & Heidi Shaffer
- Streets, Sidewalks & Utilities – Roger Sidoti & Tracy Wallach
- President Pro-Tem – Jack Amrhein
- Board of Control – Michael DeLeon & Garret Ferrara
- Parks & Recreation – Gwen Rosenberg
- Board of Health – Jack Amrhein
- Treasury Investment Board – Michael DeLeone

MOTION TO ACCEPT THE SLATE OF CHAIRS AND VICE-CHAIRS FOR THE STANDING COMMITTEES OF COUNCIL AS STAND made by Mr. Ferrara, seconded by Mr. Sidoti and *CARRIED* by a voice vote of 7-0.

Mayor Fiala then continued with the Agenda for the Committee of the Whole.

There was 1 item on the Agenda.

1. Approve the Update to the Standing Rules of Council.

Clerk Grimm briefly highlighted the updates for having practices match our policies and our policies matching our procedures regarding Public Comment, Council's meeting attendance, electronic communications, Boards and Commission advertising and balloting, Clerk of Council definition and description, and the travel policy for Council.

MOTION TO APPROVE THE STANDING RULES OF COUNCIL AS SUBMITTED BY THE CLERK made by Mr. Kuhar, seconded by Mr. Amrhein. The motion *CARRIED* by a voice vote of 7-0.

Hearing no further business before this Committee, Mayor Fiala adjourned the meeting at 7:23 p.m.

Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

- 1) **APPROVE THE STANDING RULES OF COUNCIL AS SUBMITTED BY THE CLERK**

**THE CITY OF KENT, OHIO
COMMUNITY DEVELOPMENT COMMITTEE
WEDNESDAY, JANUARY 3, 2018**

Chair John Kuhar called the meeting of the Community Development Committee of the Kent City Council to order at 7:45 p.m.

PRESENT: Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garrett Ferrara, Mr. John Kuhar. Ms. Gwen Rosenberg, Ms. Heidi Shaffer, and Mr. Roger Sidoti.

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor And President Of Council; Mr. Dave Ruller, City Manager; Mr. Jim Silver, Law Director; Ms. Bridget Susel, Director Of Community Development; Mr. Tom Wilke, Economic Development Director; Ms. Melissa Baker, Public Service Director; Mr. David Coffee, Finance Director; Mr. Jim Bowling, City Engineer; Mr. John Idone, Parks And Recreation Director; Police Chief Michelle Lee; and Ms. Tara Grimm, CMC, Clerk Of Council

ABSENT: Mr. Robin Turner and Ms. Tracy Wallach.

There were 4 items on the Agenda.

1. Receive Status Update on the New City Administration Building project.

Mr. Ruler referred to Ms. Baker stated she received the contract today from Brandstetter Carroll, Inc. They would like to meet with Council in 2 weeks to discuss special analysis, preliminary design, cost being a high priority issue and continue with monthly updates. A Work Session has been scheduled with Clerk Grimm for 6:00 p.m. on January 17th prior to the 7:00 p.m. Work Session and 7:30 p.m. Regular Council meeting

There were no further comments from the audience or Council.

2. Receive the 2017 Annual Report from Main Street Kent.

Mr. Ruller joked with Mr. Wilke about there not being a party on Main Street this week because it is so cold outside. Mr. Wilke commented how in the past, he served as a Main Street Director and this is his 3rd year serving on the Board of Main Street Kent. They are fortunate to have Heather and Leslie and appreciates all their hard work. Mr. Wilke then referred to Heather who gave an extensive overview of the Main Street Kent 2017 Income Statement, the 2017 Final Report and a Downton Kent Facades Program. **(See Attachment #1).**

Mr. Ferrara questioned if they are financially stable as there is no expense report.

Heather replied that they are absolutely in the black and way ahead of where they were 6 years ago. She would be more than happy to provide an expense statement to Mr. Ferrara and/or all of Council.

Ms. Shaffer asked if the City still supports Main Street Kent financially.

Heather answered yes, this is the 3rd year in the amount of \$60,000.

Ms. Shaffer congratulated Main Street Kent and was interested in doing a New Year's Eve event.

Heather informed Council that they tried to do a dinner and music event at the hotel, but it did not work out last year.

There were no further comments from the audience or Council.

3. Authorize Village of Franklin Crossings Maintenance Agreement.

Ms. Susel is would like Council's consideration on a request from the developer of the Villages of Franklin Crossing (former Silver Meadows) to authorize a proposed 15 year maintenance agreement with the City for a new landscape median off Anita on Lawrence Court. Under the terms of the proposed agreement, the developer/owner agrees to maintain the landscaping in the median.

MOTION TO AUTHORIZE THE MOU FOR VILLAGE OF FRANKLIN CROSSING WITH MILLENIA HOUSING DEVELOPMENT, LTD. AND DECLARING AN EMERGENCY made by Mr. Ferrara seconded by Ms. Shaffer, and CARRIED by a voice vote of 7-0.

4. Consideration of a City-County Landbank Agreement.

Ms. Susel is requesting Council approval as outlined in her November 28, 2017 Memo to the City Manager for considering an agreement with the Portage County Landbank that would authorize County landbank funding to be used to demolish 2 blighted properties (26 Harris Street, 249 ½ Lake Street). She further explained that the property owners support the demolition of the structures and a brief history on the owners and the numerous health violations.

Mr. Sidoti commented how basically we are helping residents who can't help themselves.

Ms. Susel agreed and added that this will also increase the surrounding properties values.

Ms. Rosenberg questioned the plans for the properties after they are demolished and become a cleared parcel.

Ms. Susel clarified there are various things that can happen, however the City will not have ownership of these properties. The Landbank will help in the redevelopment. The property owner at 249 Lake wants to purchase the property at 249 ½ Lake as it is a "side yard".

Mr. DeLeone recollected that 527 Fairchild was once one of these types of properties.

Ms. Susel stated yes, and that property was broken into every week.

Chair Kuhar referred to the audience.

Ms. Barb Tittle of 909 Middlebury Road, Kent asked if there will be "no City" ownership of these properties.

Ms. Susel replied "correct".

There were no further comments from the audience or Council.

MOTION TO AUTHORIZE THE COUNTY-CITY LANDBANK AGREEMENT WITH AN EMERGENCY CLAUSE AND DECLARING AN EMERGENCY made by Ms. Shaffer seconded by Mr. Sidoti, and CARRIED by a voice vote of 7-0.

Hearing no further business before this Committee, Chair Kuhar adjourned the meeting at 7:52 p.m.

Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

- 1) **AUTHORIZE THE MOU FOR VILLAGE OF FRANKLIN CROSSING WITH MILLENIA HOUSING DEVELOPMENT, LTD. WITH AN EMERGENCY CLAUSE.**
- 2) **AUTHORIZE THE COUNTY-CITY LANDBANK AGREEMENT WITH AN EMERGENCY CLAUSE.**

**THE CITY OF KENT, OHIO
STREETS, SIDEWALKS, AND UTILITIES COMMITTEE
WEDNESDAY, JANUARY 3, 2018**

Chair Roger Sidoti called the meeting of the Streets, Sidewalks, and Utilities Committee of Kent City Council to order at 7:52 p.m.

PRESENT: Mr. Jack Amrhein, Mr. Michael DeLeone, Mr. Garrett Ferrara, Mr. John Kuhar. Ms. Gwen Rosenberg, Ms. Heidi Shaffer, and Mr. Roger Sidoti.

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor And President Of Council; Mr. Dave Ruller, City Manager; Mr. Jim Silver, Law Director; Ms. Bridget Susel, Director Of Community Development; Mr. Tom Wilke, Economic Development Director; Ms. Melissa Baker, Public Service Director; Mr. David Coffee, Finance Director; Mr. Jim Bowling, City Engineer; Mr. John Idone, Parks And Recreation Director; Police Chief Michelle Lee; and Ms. Tara Grimm, CMC, Clerk Of Council

ABSENT: Mr. Robin Turner and Ms. Tracy Wallach.

There was 1 item on the Agenda.

1. Sidewalk Repair and Maintenance Update.

Mr. Ruller commented that this update is only on the repair and recovery of the sidewalks, not snow. He mentioned how all of our sidewalks would stretch from Kent to Sandusky if laid out in a straight line. Mr. Bowling then presented a PowerPoint presentation (**See Attachment #1**). He explained the presentation would be broken down into the why, current infrastructure, the how – sidewalk program, comparing 2004 through today, and then discussion.

There were a couple of intermittent questions and comments from Council.

Ms. Shaffer questioned the number of reported accidents such as tripping hazards vs. car accidents and which are reported or go underreported. There is no mechanism to track.

Mr. Bowling stated it is all based on the measure of severity.

Mr. Shaffer asked how a homeowner is billed for sidewalk repairs. Mr. Bowling re-explained and referred back to the slide on our current program, which is designed to reduce the impact to property owners.

Mr. Kuhar questioned the longevity vs. the costs, higher costs for a better strength of cement uses, whether a new base or an old base is under the sidewalk and how new materials are available, but are more expensive. He questioned if we have a Code for bases and mixtures of concrete.

Mr. Bowling replied "yes there is a standard" and is site specific. Not all sidewalks require a base or wire mesh. No matter what we do, sidewalks will fail and have a 20 - 40 year longevity. 2003 was the last time every sidewalk in the City has been walked and he has been trying to reconnect with the company.

Ms. Shaffer asked if there was a way to link sidewalk repair to a rental inspection program; if we could provide an incentive or assistance as we inspect; is concerned about enforcement; and how it is not just the City's responsibility.

Mr. Bowling stated we are enforcing, just not at the level desired.

Ms. Barb Tittle of 909 Middlebury Road, Kent commented on how the Tree City Bulletin tells you what your responsibilities are as a resident.

Ms. Baker stated we can be more comprehensive in the next article in the Tree City Bulletin like maintaining edging, etc., similar on how to maintain and repair your sidewalks.

Ms. Shaffer mentioned tool sharing for items like edgers.

Mayor Fiala commented on how this was the worst year for sidewalk complaints ever. We need to be more aggressive with our Ordinance and Code. He's been waiting 33 years for a sidewalk repair.

Mr. Ferrara questioned the probability of a sidewalk project getting done if assessed and if there are not enough requests by homeowners wanting to pay for the City to repair their sidewalk.

Mr. Bowling could not answer that question. We cannot spot repair homeowners requests, we would have to do a whole block due to timing, personnel and the money to front the costs.

Mr. Ferrara clarified that it is possible to fix the sidewalks and add it to the tax rolls. Citizens want walkability and we are a responsive city.

Mr. Kuhar agreed with Mr. Ferrara and asked if there could be some sort of rotary system or list of contractors willing to do the work.

Ms. Baker replied that this is something that can be looked into; won't be instant satisfaction. We need to get the biggest bang for our buck and is a slippery slope to "loan" money to residents for repairs.

Mr. Coffee commented on how this is parallel to funding sewer lateral repairs. We as a City can't make home improvement loans.

Mr. Ferrara felt we should incentivize. Residents who are willing to pay for repairs should be bumped to the front of the list.

Ms. Baker reminded Council that what they are asking for takes additional staff and personnel to orchestrate.

Mr. Kuhar disagreed and felt there are plenty of smaller contractors who would be willing to be fed work.

Ms. Baker stated she will look into it.

Ms. Shaffer asked if there could be cost sharing on repairs as people may be willing. Some sidewalks are in longtime disrepair due to negligence, especially with rentals.

Ms. Susel reminded Council that rental licensing is handled differently.

Mr. Kuhar asked if it could be linked to exterior maintenance and noise ordinances, then there wouldn't be any discrimination.

Mr. Ruller added that Clerk Grimm informed him that her former City looked into coordinating sidewalk repair and replacement with their rental registrations program.

Mr. Amrhein was worried about severe injuries, referred to a specific incident on Elno and feels we really have to do something, even if these are temporary fixes.

Ms. Rosenberg discussed the uptake in complaints and how there has been a shift in people buying houses.

Mr. DeLeone commended Mr. Bowling for doing a good job and ultimately asked "How much more money will you need each year?" We could send out a survey and find out how many people are willing to pay.

Mr. Bowling stated we need our sidewalks rated and decide on the level of service.

Mayor Fiala asked if we could use an intern to evaluate and documents. We are falling further behind.

Mr. Bowling stated the last time it too \$13,000 - \$15,000 to evaluate. Training an intern would take ime and currently 1/3 of his staff is gone for 2 years working on the Summit Street project. The Sidewalk Program has doubled in size sand still only has 1 person managing it. He doesn't disagree that we are behind.

Mr. Ruller added how we know "we've got to do that." WE are looking at using KSU interns, but we have also done more than ever in the past couple of years, especially in spot repairs. We need a triage program. The challenge is building the program and categorizing. Ms. Baker and Mr. McKay are trying new things and triaging while Mr. Bowling is doing the data gathering.

Mr. DeLeone asked "Does Pat need help and do we need to hire more help?"

Mr. Bowling replied "YES".

Ms. Shaffer asked Mr. Bowling to tell Council what he needs from them as this is a priority item. We need comprehensive programs, larger scale replacements, enforcement, incentives, education, maintenance, have citizens take better ownership. She feel the right time to move forward is now.

Mr. Sidoti stated he will send his "Chairperson" questions in writing.

2. Consider request to add parking meters on College Street between Water Street and Franklin Street. Mr. Wilke referred to his memo where the Parking Action Committee unanimously voted to recommend the installation of 30 parking meters on College Avenue between Water and Franklin.

Ms. Shaffer asked if this is because of business owners' requests or will some be upset by this.

Mr. Wilke replied "yes" as well as the city's request and there may only be a couple others with concerns on the installation.

Mr. Ferrara commented on how having a parking problem is a good thing.

MOTION TO AUTHORIZE THE INSTALLATION OF 30 PARKING METERS ON COLLEGE STREET BETWEEN WATER ST. AND FRANKLIN ST. AND AMEND TO EXHIBIT "A" OF CHAPTER 358 WITH AN EMERGENCY CLAUSE made by Mr. Ferrara, seconded by Ms. Shaffer. Motion CARRIED by a voice vote of 7-0.

Hearing no further business before this Committee, Chair Sidoti adjourned the meeting at 9:09 p.m.

Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

- 1) **AUTHORIZE THE INSTALLATION OF 30 PARKING METERS ON COLLEGE STREET BETWEEN WATER ST. AND FRANKLIN ST. AND AMEND TO EXHIBIT "A" OF CHAPTER 358 WITH AN EMERGENCY CLAUSE**