

**THE CITY OF KENT, OHIO
COMMITTEE OF THE WHOLE
WEDNESDAY, JUNE 6, 2018**

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

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Shaffer; Mr. Roger Sidoti; Mr. Robin Turner; and Ms. Tracy Wallach.

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. Dave Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Melanie Baker, Public Service Director; Mr. David Coffee, Budget and Finance Director; and Ms. Tara Grimm, CMC, Clerk of Council.

ABSENT: None

There was 1 item on the Agenda.

1. One Kent Initiative Update

Mr. Ruller explained how the sub-committee of Ms. Shaffer, Mr. Sidoti and Mr. Turner, along with the Mayor and himself, met with the Heart & Soul Organization to discuss using their template to connect us with parts of our community we have not been connected to before. Their template allows lots of opportunities for conversation with community members, will assist us in refreshing the Bicentennial Plan, and bring us face-to-face with members of our community we normally wouldn't be.

Mr. Ruller further explained that one of the outcomes of their meeting was the Orton Foundation would like Council to pass a Resolution showing moral and public commitment to the resources and technical assistance from the Heart & Soul organization. They would assign a mentor and/or coach to us.

Mayor Fiala and Mr. Sidoti both felt Mr. Ruller gave a good overview.

Ms. Shaffer felt positive after that meeting as this is a really good fit for our City. They will help guide us through the process and reach communities within our community as well as help us develop our next big vision.

Mr. Turner was confused about what meeting Mr. Ruller is speaking of. He did not remember being at that meeting.

Mr. Ruller reminded Mr. Turner the sub-committee meeting was about a month ago.

Ms. Wallach questioned if their advisor would be considered a contractor.

Mr. Ruller explained everything is up for grabs and doesn't want to over speak. They are very much about fitting your community. Generally their coach or advisor works with someone we eventually bring on board as a new employee/staff person. Heart & Soul says this is very much a volunteer effort and it is about organizing volunteers. So even if we hire a staff person, that person is your person behind the scenes connecting everyone, setting up the meetings, doing one-on-one communications. This organization has been through this process before. They have great explanations and answers to every question we had during their meeting.

Ms. Wallach rephrased and asked "Do we pay a Heart & Soul person we will be bringing on staff?"

Mayor Fiala and Mr. Ruller both responded "yes, but not right up front."

Mr. Ruller further explained that we have choices and milestones, and we expect a cost like when we updated the Bicentennial Plan. If we end up with a set of workhorse volunteers to champion the project, we would need less paid staff. Over the course of a couple years, the cost would be \$15,000 up to \$30 - 40,000, which is how it was described to the committee.

Mr. Turner added how at the meeting with Heart & Soul, she told us something specific the City can do is a neighborhood garden, which he believes is already a plan of Ms. Susel and the Community Development Department.

Mr. Sidoti commented on how Mr. Ruller summed it all up well. He referred to himself once calling it "appreciative inquiry" for input from the community. This is a process that is not designed by us which will provide transparency, everyone can come to the table, and we will have a coach to help with honest and true feedback to give *everyone* a fair opportunity to be heard.

Ms. Shaffer asked if Mr. Ruller could look back at the Bicentennial Plan and its costs to prepare, quantify the time spent on it and get a ballpark figure for Council. She bets this will cost less.

The Mayor then referred to the audience.

Mr. John Bard of 435 Frances Street, Kent expressed his concerns with Council not wanting to handle complaints and adding another layer of government with yet another committee. He felt Council needs to get down, talk to the people and listen to the people.

MOTION TO AUTHORIZE A RESOLUTION OF SUPPORT FOR THE USE OF THE HEART & SOUL COMMUNITY PLANNING PROCESS WITH AN EMERGENCY CLAUSE made by Ms. Shaffer, seconded by Mr. Sidoti and CARRIED by a voice vote of 9-0.

Ms. Shaffer commented on how this is a listening project and a way to reach out, generate volunteers. It is a huge exercise.

Mr. Turner added that we are the elected people and want to get people directly engaged. It is a matter of perception. We want to do this correctly and in a professional way. We want to engage our neighborhoods and community.

Hearing no further business before this Committee, Mayor Fiala adjourned the meeting at 7:14 p.m.



Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

- 1) **AUTHORIZE A RESOLUTION OF SUPPORT FOR THE USE OF THE HEART & SOUL COMMUNITY PLANNING PROCESS WITH AN EMERGENCY CLAUSE.**

**THE CITY OF KENT, OHIO
FINANCE COMMITTEE
WEDNESDAY, JUNE 6, 2018**

MOTION TO AMEND THE AGENDA TO MOVE THE FINANCE COMMITTEE TO THE NEXT ITEM ON THE AGENDA SO OUR VISITORS FROM DAVEY TREE DID NOT HAVE TO WAIT UNTIL THE END OF THE MEETING was made by Mr. Ferrara, seconded by Mr. Amrhein and CARRIED by a voice vote of 9-0.

Chair Michael DeLeone called the meeting of the Finance Committee of Kent City Council to order at 7:15 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Shaffer; Mr. Roger Sidoti; Mr. Robin Turner; and Ms. Tracy Wallach.

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. Dave Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Melanie Baker, Public Service Director; Mr. David Coffee, Budget and Finance Director; and Ms. Tara Grimm, CMC, Clerk of Council.

ABSENT: None

There were two items on the Agenda.

1. Authorize Davey MOU and Service Donation to Kent Parks and Recreation

Mr. Ruller explained how normally these items end up on his unauthorized agenda list, but felt we needed to recognize the commitment by and thank Davey Tree for donating an estimated \$17,500 in services. Mr. Idone was not present but requests this item be approved by Council as outlined in the Memorandum of Understanding between the Kent Parks and Recreation Department and Davey Tree to upgrade the Davey Arboretum and share in the maintenance of the same, which is incorporated into Council's Communication packet.

Ms. Sandy Reed of 681 Rustic Knowl Drive, Kent and the Davey Tree Expert Company, explained that in conjunction with the Roosevelt High School Vo-Ed program, Davey will be donating an estimated \$17,500 in re-landscaping of the arboretum sign and yearly maintenance of the arboretum as there are already many demands on Parks and Recreations during the summer season. Davey has a set budget for memorial trees and there are crews available to perform the maintenance while utilizing the students in the Vo-Ed program. It gives the students a hands-on opportunity.

MOTION TO APPROVE THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN KENT PARKS AND RECREATION AND DAVEY TREE EXPERTS AND TO AUTHORIZE THE ACCEPTANCE OF THE SERVICE DONATIONS FROM DAVEY TREE EXPERTS TO KENT PARKS AND RECREATION WITH AN EMERGENCY CLAUSE made by Mr. Ferrara, seconded by Ms. Shaffer.

Mr. Ferrara felt this was a great thing and thanked Davey Tree on behalf of Council.

Ms. Shaffer echoes Mr. Ferrara and felt this a wonderful opportunity for our youth and work force development. It is a win-win situation.

MOTION CARRIED by a voice vote of 9-0.

2. Consider Proposed 2018 Budget Appropriations Amendment.

Mr. Coffee referred to his Memo to the City Manager dated May 30, 2018, with attachments, outlining the requested budget appropriations.

Council nor the audience had questions.

MOTION TO AUTHORIZE THE 2018 PROPOSED APPROPRIATIONS AMENDMENT AS SUBMITTED WITH AN EMERGENCY CLAUSE made by Mr. Amrhein, seconded by Mr. Ferrara, and CARRIED by a voice vote of 9-0.

Chair DeLeone adjourned the meeting at 7:21 p.m.


Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

- 1) **APPROVE THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN KENT PARKS AND RECREATION AND DAVEY TREE EXPERTS AND TO AUTHORIZE THE ACCEPTANCE OF THE SERVICE DONATIONS FROM DAVEY TREE EXPERTS TO KENT PARKS AND RECREATION WITH AN EMERGENCY CLAUSE.**
- 2) **AUTHORIZE THE 2018 PROPOSED APPROPRIATIONS AMENDMENT AS SUBMITTED WITH AN EMERGENCY CLAUSE.**

**THE CITY OF KENT, OHIO
HEALTH & SAFETY COMMITTEE
WEDNESDAY, JUNE 6, 2018**

Chairman Jack Amrhein called the meeting of the Health & Safety Committee of Kent City Council to order at 7:46 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Shaffer; Mr. Roger Sidoti; Mr. Robin Turner; and Ms. Tracy Wallach.

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. Dave Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Melanie Baker, Public Service Director; Mr. David Coffee, Budget and Finance Director; and Ms. Tara Grimm, CMC, Clerk of Council.

ABSENT: None

There was 1 item on the Agenda.

1. Receive Staff Report on Household Hazardous Waste Disposal in Portage County.

Mr. Ruller commented on how household hazardous waste is challenging for every community and is extremely expensive. He remembers setting up commercial collection events at his first job. It is a process because they have to be prepared for worst case scenarios with hazardous waste. Summit County offers the program and honestly he has no idea how they afford it. It is cost prohibitive, as well as the management of it, and it has to be a manned facility. We believe in the need, but the expense far outweighs that.

Ms. Baker explained how she immediately called Bill Steiner at Portage County Solid Waste who stated Portage County's program ended in 2008 due to the cost. Portage County Solid Waste still takes automotive oil, cooking oil, antifreeze, appliances without Freon, and electronics. Their website has an exhaustive list of hazardous waste materials, like paint cans, and excellent information educating people on where to drop off their hazardous waste based on the type of waste to various places such as Lowes & Best Buy. Currently Waste Management is the only local hauling company that will pick hazardous waste up at your door. They have a 1-800 number and municipal solutions, but residents have to pay. She will be meeting with Waste Management.

Ms. Baker further discussed Summit County's 2016 report on their hazardous waste collection. They have 1 site open June through September. That is 10 weeks and they are only open on Thursdays from 2:00 p.m. to 7:00 p.m. and is manned by a company called Clean Harbors. There are mandates that require professionals, not volunteers. \$253,247 was spent for those 10 weeks of operations, or a total of 10 days. There was 105 tons of hazardous waste collected from only 4,274 participants, which is less than 1% of the County's population. That averages out to \$25,000 a day. It is an expensive venture. She recommends we link our website to the Portage County Solid Waste website regarding household hazardous waste.

Ms. Shaffer asked if we can develop an educational article for the Tree City Bulletin and add Waste Management program pickup information.

Ms. Baker responded "absolutely" which also helps with our NPDES (National Pollutant Discharge Elimination System) permit. She can also provide Clean Harbors' information as well.

Mr. Kuhar questioned the pick-up of refrigerators but having to remove the Freon first.

Ms. Baker added how Freon has to be done only by a licensed removal. In Kent, we can pay for pick-up with the Freon in it. The rate for pickup dropped from \$50 to \$25. Ohio Edison will pay a resident to pick up their refrigerator with the Freon.

Mr. Ferrara asked if Ms. Baker could provide a printed list so it could be passed out to residents.

Ms. Baker replied "absolutely", there are some great educational pamphlets. She will gather and provide the information to Council.

Mr. Turner questioned the environmental implications of not being able to dispose of these types of products and people just dumping them off.

Ms. Baker replied how this is probably already happening now but she does not know the environmental implications or answers.

There were no further comments from Council or the audience. No action was required.

Hearing no further business before this Committee, Chairman Amrhein adjourned the meeting at 7:57 p.m.


Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED: None

**THE CITY OF KENT, OHIO
STREETS, SIDEWALKS, AND UTILITIES COMMITTEE
WEDNESDAY, JUNE 6, 2018**

Chair Roger Sidoti called the meeting of the Streets, Sidewalks, and Utilities Committee of Kent City Council to order at 7:21 p.m.

PRESENT: Mr. Jack Amrhein; Mr. Michael DeLeone; Mr. Garret Ferrara; Mr. John Kuhar; Ms. Gwen Rosenberg; Ms. Heidi Shaffer; Mr. Roger Sidoti; Mr. Robin Turner; and Ms. Tracy Wallach.

ALSO PRESENT: Mr. Jerry T. Fiala, Mayor and President of Council; Mr. Dave Ruller, City Manager; Ms. Hope Jones, Law Director; Ms. Bridget Susel, Community Development Director; Ms. Melanie Baker, Public Service Director; Mr. David Coffee, Budget and Finance Director; and Ms. Tara Grimm, CMC, Clerk of Council.

ABSENT: None

There were three (3) items on the Agenda.

1. City Sidewalk Clearing Funding Responses & 2017-18 Winter Update

Mr. Ruller stated this came from a referral question from Mr. Kuhar on changes in union contracts that would allow us to change how we set up, bill and charge for the sidewalk snow removal employee. Because of the union contracts, Ms. Baker cannot hire that type of personnel with her department. Parks & Recreation hires the seasonal help.

Ms. Baker agrees with Mr. Ruller and stated she was not able to get that type of labor position negotiated into the union contracts this year. It is something she will continue to discuss with the union. There is language that allows for additional summer help for mowing only if from an "academic youth sports initiative", which she doesn't believe exists anymore, or an organization similar to that, and must be a non-profit.

Mr. Kuhar apologized as he was misled from the information he received. Obviously it has been researched and the information he received was incorrect.

Mr. Ferrara asked where does this leaves us.

Ms. Baker stated the program was successful. There were 14 times where the parks crew went out in excess of 8 hour days because of the heavy snow. The new V-plow made the sidewalks plow-able in 1 pass vs. 2 or 3 passes, especially on Water Street where it is very tight. She will be coming back to Council later in the year to request a continuation of the sidewalk plowing program. Ms. Baker informed Council about the history of cumbersome expenses and additional history of Central Maintenance providing the truck, trailer and extra employee to haul the sidewalk plow.

Mr. DeLeone asked if they mark the sidewalks where there is wear and tear.

Ms. Baker responded yes, they go back out in the spring. The sidewalk plow driver is well aware of the areas where the sidewalks are not the best.

Mr. Kuhar questioned our future finances and the plans to expand the sidewalk snow plowing into other areas. He would like Franklin Street considered as there seems to be a lot of foot traffic there.

Ms. Baker responded yes, based on foot traffic they will be analyzing.

Mr. Turner asked if there are ways to engage non-profits to help out, like through Mark Fasone.

Ms. Baker commented that we already use volunteers for the downtown litter, flower watering, flower beds, one group is even the veterans; we are blessed to have them.

Mayor Fiala asked what the program cost was last year and if we were on target with the amount.

Ms. Baker stated Council authorized \$16,500 in September 2017 and we were probably close to that last year.

Ms. Shaffer asked if we plow the Hike and Bike Trails.

Both Ms. Baker and Mr. Idone responded "not as a part of this program".

Mayor Fiala mentioned how we have cross-country skiers.

Mr. Idone added they only plow the portions of the hike & bike trails that are in front of the city buildings.

There were no comments from the audience or further from Council.

2. OPWC Pre-Application Project Funding Requests.

Mr. Ruller mentioned how Mr. Bowling was on vacation and he met with Ms. Baker, Mr. Coffee and himself before leaving to discuss the two options for projects. Mr. Bowling is great with his method for the grant funding madness to maximize the funding for Kent. They chose Option A for the 2 projects which are listed in his communications.

Ms. Baker echoed Mr. Ruller's comments on Mr. Bowling's excellent management of the grant funding process. In total, seven projects were brought forward and the 2 chosen were the Miller/Harvey/Steel Storm and Water replacement project and the Mogadore Road resurfacing project as outlined in Mr. Bowling's Memo to the City Manager dated May 8, 2018 and incorporated in the City Managers Council communications' packet. Both projects have been encumbered, appropriated and/or included in the approved Capital Plan.

Mr. Kuhar questioned if the repaving of Mogadore Road will be a complete strip down and repave.

Ms. Baker responded yes the majority will be, and there will be 3 spots that will be a full depth repair.

MOTION TO AUTHORIZE THE SUBMISSION OF THE PROPOSED PROJECTS FOR OPWC FUNDING CONSIDERATION WITH AN EMERGENCY CLAUSE made by Ms. Shaffer, seconded by Mr. Kuhar.

Ms. Shaffer was happy to hear that section of Mogadore Road is being repaved as she just recently drove on it. She felt the people will benefit from this project because it is used as a primary route to and from the city.

MOTION CARRIED by a voice vote of 9-0.

Mr. Ruller added how Mr. Bowling knows the other part of Mogadore Road has to wait for repaving and hasn't forgotten about it, as well as the localized flooding at Miller and Harvey has been on the radar for a number of years.

Ms. Baker stated after the heavy rains this past weekend that particular area flooded.

Mr. DeLeone asked about Lake Street and the previous group of people who came to Council years ago after the assessments went out to the residents, who were concerned that a storm sewer had been blocked off.

Ms. Baker assured Council that she has seen the drawings and they are installing oversized catch basins in that area designed for a ten year flood.

Mayor Fiala added that the Lake Street issue was thought to be due to the old railroad yards.

Mr. Kuhar questioned if this stretch of Mogadore Rd. has "adequate" water and sewer lines for development.

Ms. Baker responded "yes".

3. Proposed Modification to Kent Codified Ordinances, Title 7 - Garbage

Mr. Ruller stated he was surprised that this 7:00 a.m. start time for commercial trash pick-up was not already in the Code. Mr. Neistadt brought to our attention that the current Code only accounts for residential pick-up.

Ms. Jones commented on how the biggest complaints come from where the residential neighborhoods bump up against the commercial zones. Section 933 and 935 need amending to add the 7:00 a.m. restriction. She referred to her draft Ordinance in the Council Communications packet where the added language is indicated in **bold** and underlined, and deleted language is indicated by strikethrough (~~Strikethrough~~). She added a penalty of a misdemeanor of the 1st degree and any further violations within six months are subject to having their license revoked.

Mr. Kuhar was surprised that at College Towers they were picking up the trash dumpsters at 6:00 a.m. and they stopped because they were told they were violating the Code.

Ms. Jones commented on how they were violating the disorderly conduct code and we need to show this start time in the garbage and recycling sections of our Code.

Ms. Rosenberg asked if this covered trash collection for condos and dumpsters at multi-unit family homes.

Ms. Jones replied that anything done before business hours can be reported to the Police, Mr. Neistadt at the Health Department or to her in the Law Department. She will double check on the condos being covered.

Ms. Rosenberg thanked Ms. Jones.

Mr. DeLeone asked if letter will be sent to the trash and recycle haulers to remind them of the time restriction.

Mr. Jones stated she would be happy to do that if there is a list.

Ms. Susel reminded Council that commercial pick-up is done under contracts.

Mayor Fiala questioned the fee in 935.18.

Ms. Jones replied that fee is already in our Code. It is only the bold and underlined language that she is adding and strike though for what is being deleted.

Ms. Shaffer asked how we can revoke the license if we do not provide the license.

Mr. Ruller stated the Health Department has a list of the contractors.

Mayor Fiala referred to the audience.

Mr. John Bard of 435 Frances St., Kent questioned if we are adding a start time, shouldn't we be adding an end time.

Ms. Baker replied to Mr. Bard's comment informing him the end time is 7:00 p.m.

There were no further comments from the audience or from Council.

MOTION TO AUTHORIZE THE PROPOSED TEXT AMENDMENTS TO TITLE 7 ADDING A 7:00 A.M. START TIME FOR COMMERCIAL TRASH PICK-UP WITH AN EMERGENCY CLAUSE made by Mr. Kuhar, seconded by Mr. DeLeone. MOTION CARRIED by a voice vote of 9-0.

Hearing no further business before this Committee, Chair Sidoti adjourned the meeting at 7:46 p.m.



Tara Grimm, CMC
Clerk of Council

ACTION RECOMMENDED:

- 1) **AUTHORIZE THE SUBMISSION OF THE PROPOSED PROJECTS FOR OPWC FUNDING CONSIDERATION WITH AN EMERGENCY CLAUSE.**
- 2) **AUTHORIZE THE PROPOSED TEXT AMENDMENTS TO TITLE 7 ADDING A 7:00 A.M. START TIME FOR COMMERCIAL TRASH PICK-UP WITH AN EMERGENCY CLAUSE.**