

MADEIRA CITY COUNCIL
REGULAR MEETING MINUTES
NOVEMBER 23, 2020

I. CALL TO ORDER

Mayor Spencer called the meeting to order at 7:32 p.m.

II. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Spencer led the Invocation and Pledge of Allegiance.

III. ROLL CALL

Members present:

Nancy Spencer, Mayor
Scott Gehring
Tom Henning
Chris Hilberg
Doug Moormann
Brian Mueller
Traci Theis

Officials/Staff present:

Brian Fox, Law Director
Tom Moeller, City Manager
Lori Thompson, Assistant City Manager
David Schaefer, Police Chief
C. Robert Paul, Treasurer
Kristie Lowndes, Asst. Treasurer
Christine Doyle, Clerk of Council

IV. ACCEPTANCE OF THE AGENDA AND MINUTES

A. Changes to the agenda:

None

B. Changes to the City Council Regular Meeting minutes from November 9, 2020:

None

C. Res. No. 55-20: Amending the Annual Appropriation Resolution No. 46-19 Providing Funds for Current Expenditures for the Year Ending December 31, 2020 and Amending the Certificate of Estimated Resources

D. Res. No. 57-20: Authorizing the City Manager to Amend the Contract with Tele-Vac Inc. to Provide Video Inspection Services for the 2020 and 2021 Street Repair Programs

Motion to accept the agenda; the November 9, 2020 Regular Meeting minutes; Res. No. 55-20: Amending the Annual Appropriation Resolution No. 46-19 Providing Funds for Current Expenditures for the Year Ending December 31, 2020 and Amending the Certificate of Estimated Resources; and Res. No. 57-20: Authorizing the City Manager to Amend the Contract with Tele-Vac Inc. to Provide Video Inspection Services for the 2020 and 2021 Street Repair Programs made by Mr. Hilberg, second by Mr. Moormann. Motion passed by unanimous roll call vote.

V. MAYOR'S MOMENT

A. Public Comment Reminder

B. In the Community

1. In this week of Thanksgiving, Mayor Spencer said she was thankful for the good works people in the community do for one another. She recognized the Madeira High School Key Club for raking leaves for neighbors as well as the many other groups and clubs doing good deeds.

2. Detective Rick Byram is leading the effort to help the Marines collect Toys for Tots. New, unwrapped toys may be dropped off in the receptacles at the Municipal Building.
3. Mayor Spencer asked residents to continue to think of ways we can protect each other and our loved ones and to limit the spread of COVID-19.

C. Special Recognition

1. Mayor Spencer encouraged residents to send an email to nspencer@madeiracity.com to have a special person or a good deed recognized.

VI. NOTICES OF OTHER MEETINGS AND EVENTS

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| • City Offices Closed (Thanksgiving Holiday) | November 26 and 27, 2020 |
| • Light Up Madeira | December 5, 2020 at 10 a.m.–6 p.m. |
| • St. Nicholas Sleigh Ride Reverse Parade | December 5, 2020 at 2.30–5:30 p.m. |
| • Board of Zoning Appeals | December 7, 2020 at 7:00 p.m. |
| • Mayor’s Court | December 9, 2020 at 6:30 p.m. |
| • Budget and Finance Committee | December 14, 2020 at 6:30 p.m. |
| • City Council | December 14, 2020 at 7:30 p.m. |

VII. COMMITTEE AND OFFICIAL REPORTS

A. Parks and Recreation Board meeting on November 11, 2020

1. Mr. Mueller reported the Board is looking forward to the St. Nick Night Reverse Parade. The routes will be the same as the ones used for the Halloween Reverse Parade.
2. A Home Decorating Contest will be held on social media. Contestants will need to register to be considered.
3. The Pictures with Santa event has been officially turned over to the High School Key Club; as of the meeting, the Key Club still plans to hold the event.
4. Tree City Arbor Day coloring packs were sent to the Elementary School. Twenty winners of the coloring contest will have their pictures put on signs to be displayed in either the City center or McDonald Commons.
5. The topic of winter events was not discussed at length at the November meeting. There will not be a December meeting, but the topic could be considered again in January.

B. Planning Commission meeting on November 16, 2020

1. Mr. Moormann reported there were no applications on the agenda. The Commission had a robust discussion about the Miami Avenue Traffic Study. The concept was unanimously approved by Planning Commission to be recommended to Council. The topic will be added to the December 14 Council meeting.
2. The Zoning Code Subcommittee has turned its attention to parking in the Central Business District. Overall, the Commission is making good progress on the Zoning Code changes.
3. The Commission will develop a Comprehensive Plan update to Council and the community to detail what has been accomplished so far and what would be the next steps.
4. A special meeting of Planning Commission will be held at the beginning of December to discuss the School District’s request for modular buildings to help them address COVID-19 learning.

C. Budget and Finance Committee meeting on November 18, 2020

1. Mr. Mueller thanked fellow Committee members Messrs. Gehring and Henning and Tom Moeller, Lori Thompson, Kristie Lowndes, and Robert Paul for their work on and with the Budget and Finance Committee this year.
2. The budget, to be detailed later in the meeting, accomplishes the core goals of maintaining the 27% reserve for the most part; funding the repaving of residential streets at the 20-year average; funding SCIP matching; and funding the CI&R schedule.
3. Mr. Mueller asked Council to review the 2021 Budget and Capital Plan Policy memo prior to voting on its adoption at the December 14 meeting.
4. Regarding the 27% reserve, the current excess in the general fund, above the reserve, will carry the City through 2023, when there will be a shortfall due to planned curb work. The budget assumes putting curbs on residential streets that don't have them for the 5 years beyond 2023; all of these budgets are projected to fall below the 27% reserve. If future Councils want to maintain the 27% reserve, eliminating the curb work would likely allow them to reach that goal.

D. Police Report

1. Chief Schaefer reported Lieutenants Roy and Farris attended training at the Southern Police Institute, one of the best schools in the country. This training helps the Lieutenants work at their best level for Madeira and prepares them for running an agency in the future.
2. A series of thefts took place at the Kenwood Country Club parking lot from August to November. Det. Byram narrowed down the time frame when the thief might strike next and apprehended him. The suspect was wanted on multiple other warrants throughout the County.
3. The installation of hands-free toilets, sinks, hand dryers, and soap dispensers in restrooms at the parks, rental buildings, and Municipal Building has begun and will be complete within the next 10 days.
4. Improvements to the Public Works Department made with COVID-19 funds included an automatic gate, which opens automatically when leaving and at the touch of a button when entering, and push-button garage doors. The improvements reduce the surfaces that are touched and eliminate having to manually open the heavy doors.
5. Mr. Hilberg asked if the City had considered installing surveillance cameras at the parks and Public Works Department. Chief Schaefer said the City looked into the cost, and an 8-camera system would cost about \$5,000 plus possible additional costs to install Wi-Fi.
6. Ms. Theis said a citizen requested that the lights at the parks stay on into the evening during COVID-19, to allow for evening walks. Mr. Moeller said a timer could be set to turn the field lights on until 7:30 p.m. Mayor Spencer asked if the shelter lights could be turned on, too, for groups, like the Boy Scouts, that are trying to meet outdoors for safety. Mr. Moeller said he'd speak to Parks Manager Andy Disbennett, as those lights operate differently from the field lights. Council discussed reevaluating the shelter use policy to allow for scheduling outdoor meetings.

VIII. COMMUNITY PARTICIPATION

A. Guests and Registered Visitors

None

B. Correspondence

None

IX. ORDINANCES AND RESOLUTIONS

- A. Ord. No. 20-10: Approving a Zoning Map Amendment for 7832, 7838 and 7842 Laurel Avenue from Business A/Residential Scale Business District to Residential Scale Business District to Residence B/Transitional Residential Overlay District #1—Third Reading

1. There was no discussion on the legislation.

Motion to approve Ord. No. 20-10: Approving a Zoning Map Amendment for 7832, 7838 and 7842 Laurel Avenue from Business A/Residential Scale Business District to Residential Scale Business District to Residence B/Transitional Residential Overlay District #1 made by Mr. Moormann, second by Ms. Theis. Motion passed by unanimous roll call vote.

Mayor Nancy Spencer	yes
Scott Gehring	yes
Tom Henning	yes
Chris Hilberg	yes
Doug Moormann	yes
Brian Mueller	yes
Traci Theis	yes

- B. Res. No. 56-20: Authorizing the City Manager to Contract with Brandstetter Carroll Inc. for Additional Design and Inspection Services for the Euclid Avenue Improvement Project

1. Mr. Moeller said there are two parts to the additional cost: the first is for the design work on the intersection with Camargo, which was not part of the original project; the second is for redesign of the storm water pipes. It has been determined that the water pipes likely won't last until the next time the road is paved, so the decision has been made to replace them now.

Motion to approve Res. No. 56-20: Authorizing the City Manager to Contract with Brandstetter Carroll Inc. for Additional Design and Inspection Services for the Euclid Avenue Improvement Project made by Mr. Henning, second by Mr. Gehring. Motion passed by unanimous roll call vote.

Mayor Nancy Spencer	yes
Scott Gehring	yes
Tom Henning	yes
Chris Hilberg	yes
Doug Moormann	yes
Brian Mueller	yes
Traci Theis	yes

- C. Res. No. 58-20: Authorizing the City Manager to Adopt an Administrative Policy Regarding a Retire/Rehire Policy for City of Madeira Employees

1. Mr. Moeller asked Council to table the discussion after until after Executive Session.

Motion to table Res. No. 58-20: Authorizing the City Manager to Adopt an Administrative Policy regarding a Retire/Rehire Policy for City of Madeira

Employees made by Ms. Theis, second by Mr. Hilberg. Motion passed by unanimous roll call vote.

X. NEW BUSINESS

A. 2021 Budget Workshop/Review

1. Mr. Moeller noted a summary of the budget funds has been added to the budget document. He then reviewed each page of the budget document.
2. Regarding COVID-19 funds, Mr. Moeller said the City would use all the relief funds it has received. Any money not used on expenses will be used to compensate salaries of members of the Fire District; the recouped money would go back into the General Fund.
3. Regarding changes to the waste sticker program, Mr. Gehring said Republic has already printed the waste stickers for 2021 at a cost of \$2,900. Therefore, changes to the sticker program will be made when the trash contract is put to bid next year.
4. Council discussed moving toward the regular replacement of Service Department vehicles, rather than holding on to the equipment until it has no useful life. The Columbia Township Service Building located in Madeira was also discussed.
5. Regarding the large CI&R transfer from the General Fund in 2023, Mr. Mueller noted it is for improvements to McDonald Commons. It is shown as coming out of the General Fund now, but it could be funded with TIF money once the time comes.
6. Regarding the computer fund, Chief Schaefer noted the contract is up for the body cameras and in-car cameras. The Department is planning to use the equipment they have for 2021 and pay only for the data storage and uploading. The money in the fund could be used for new cameras in the future. When asked, Chief Schaefer said the Department body armor is replaced every 5 years, which is the life cycle of the armor.
7. Mr. Moeller announced the City received \$100,000 from CDBG to assist local restaurants to provide outdoor dining due to COVID-19. He said he would look into whether those funds could be used to help other small businesses as well.
8. Mr. Moeller suggested the annual Budget and Capital Plan Policy be made part of the official budget document. Council will vote to adopt the budget at the December 14 meeting.

XI. OLD BUSINESS

A. Waste Collection Stickers

1. Mr. Gehring added there is still a lot of interest in streamlining the waste sticker process; with the delay until the contract renewal, there is more time to consider how best to do that.

XII. EXECUTIVE SESSION

- A. Pending Litigation
- B. Personnel

Motion to adjourn into Executive Session for the purpose of discussing pending litigation involving disputes with the City that are subject of pending, possible, or imminent court action or to discuss legal opinions of the Law Director on such matters that could reasonably involve future litigation and also regarding personnel, considering the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official or the investigation of charges or complaints against a public employee or official or, in this case, the policy for

retire/rehire, made by Mr. Henning, second by Mr. Moormann. Motion passed by unanimous roll call vote at 9:47 p.m.

Motion made by Mr. Gehring, second by Ms. Theis, to adjourn Executive Session and return to regular session at 10:12 p.m. Motion passed by unanimous roll call vote.

XIII. ORDINANCES AND RESOLUTIONS, CONTINUED

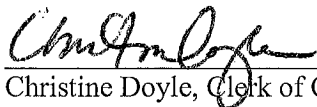
- A. Res. No. 58-20: Authorizing the City Manager to Adopt an Administrative Policy regarding a Retire/Rehire Policy for City of Madeira Employees
1. Mr. Moeller said he wanted to be sure the policy was appropriately handling any issues related to the collective bargaining agreement for the Public Works Department employees. Those issues have been resolved, and approval of the policy is recommended.

Motion to approve Res. No. 58-20: Authorizing the City Manager to Adopt an Administrative Policy regarding a Retire/Rehire Policy for City of Madeira Employees made by Mr. Hilberg, second by Ms. Theis. Motion passed by unanimous roll call vote.

Mayor Nancy Spencer	yes
Scott Gehring	yes
Tom Henning	yes
Chris Hilberg	yes
Doug Moormann	yes
Brian Mueller	yes
Traci Theis	yes

XIV. ADJOURNMENT

Motion made by Mr. Gehring, second by Ms. Theis, to adjourn the regular meeting at 10:15 p.m. Motion passed by unanimous roll call vote.



Christine Doyle, Clerk of Council