

COUNCIL MINUTES
January 7, 2019

St. Clairsville City Council met in Council Chambers on Monday, January 7, 2019 with the following present:

Tim Porter, Council President	Terry Pugh, Mayor
Perry Basile, Council 1 st Ward	Cindy Henry, Finance Director
Mark Bukmir, Council 3 rd Ward	Richard Myser, Law Director
Linda Jordan, Council-At-Large	Tom Murphy, Planning & Zoning Administrator
Beth Oprisch, Council-At-Large	Jim Zucal, Service Director
Frank Sabatino, Council 2 nd Ward	Jeff Henry, Police Chief
Mike Smith, Council-At-Large	Don Smithberger, Director of Services
Jim Velas, Council 4 th Ward	

The meeting was called to order by President, Tim Porter

MINUTES: Minutes of the December 17, 2018 meeting were distributed to Council. A motion was made by Linda Jordan and seconded by Jim Velas to approve the Minutes of December 17, 2018.

Roll Call Vote:

Basile	Yes	Sabatino	Abstain	
Bukmir	Yes	Smith	Yes	
Jordan	Yes	Velas	Yes	
Oprisch	Yes			
Roll Call Vote:	Six (6) Yes	One (1) Abstain	Zero (0) No	Motion Approved

CITIZENS HEARING:

Police Recognition: Mayor Pugh: Four men who are retired Police Officers of St. Clairsville put a badge on and went out and protected the citizens of St. Clairsville every day. I can't tell you how much we appreciate it. A token of our appreciation is certificates that Chief Henry is going to present. The first one is Bob Livingston who retired after 33 years with St. Clairsville, Rich Fodor who retired after 35 years, and Jeff Gazdik who retired after 27 years of service. These men were not just great police officers but they are great men. They all worked hard for the City. Bob Livingston is also a veteran and we appreciate his service. Rich Fodor had his own business on the side, a security alarm business and of course Jeff Gazdik put untold hours in with his job at the school for the students and the citizens and the Barton Fire Department. The fourth officer Mike Clark was unable to be with us tonight he retired after 21 years of service.

Safety Award: McKenzie Koehler has completed working with no lost time injuries and has received the hard hat safety award which is presented by AMP. The Electric Department has received award after award for safety. The City is so proud of McKenzie and the whole Electric Department.

Tom Murphy: Public Hearing: Over the last several meetings Council has received the plans of Jeff and Tracy Wodarczyk at 243 West Main Street. They are requesting a zone change. This parcel was used most recently as residential property. At one time Ohio Valley Paving was located in that property with a small office. They plan on renovating this existing structure to move Changes Family hair salon which is located right in the heart of town right now. They also want to renovate about 700 square feet for an office to lease out. Tenants have traditionally used the parking lot to the west. It is actually over the biketrail. The lot is city owned property and the administration would be willing to let them utilize that for the business at this location. They had talked about adding some parking spaces on the city property but at the Planning Commission meeting they decided they were not going to do that. They had also talked about more parking behind 214 East Main with access from a shared driveway with 243 but the property owner at 241 is in favor of the business but did not want his driveway used for commercial purposes. There is enough room for about 11 parking spaces on the 243 property and the city property. The Planning Commission recommended to City Council that the zone change request be approved with five conditions. Those five conditions are: first, that a final site development plan must be submitted as outlined by code. Specific attention must be paid to the parking and storm water runoff and how it will be detained so as not to negatively affect the adjacent property owners or the trail. This final site development plan must be submitted and approved by the Planning Commission and all construction of any approved parking must be completed to the City's satisfaction **PRIOR** To any business opening at this location. Second, that the existing structure identified as 243 West Main Street must be renovated and cannot be demolished. If due to a public safety concern, this structure was to be demolished any new structure must be constructed according to the design guidelines outlined for the Historic District. Third, that if any façade change is proposed to the structure it must be reviewed and approved by the Board of Architectural Review prior to the changes. Fourth that the above conditions run with the land and must be adhered to by any future property owners of 243 West Main Street. Fifth, the Planning Commission also recommends that the Wodarczyk's and the Architect follow through with contacting the State of Ohio to check on the State building code requirements for the proposed change in use of the structure so the proper State Building permit can be acquired.

Jeremy Greenwood, Architect: Basically what we were proposing to do was create parking adjacent to the building that would be partially on their property and the partially on the City's property and talk to the Round House owners about potentially developing more parking spaces. With striping and creating a sidewalk area it will be better. We would regrade some of the front area create a ramp so we could have ADA access to the building and landscape around that area.

Tom Murphy: If Council agrees with the Planning Commission's recommendation to approve the Zone change to Downtown District with the conditions I read through. You can approve the recommendation as proposed, you can deny the recommendation. Or you can approve the recommendation with additional conditions. **Tim Porter:** Do we have a motion? A motion to approve the Planning Commission's recommendation was made by Mike Smith and seconded by Perry Basile.

Roll Call Vote:

Basile	Yes	Sabatino	Yes
Bukmir	Yes	Smith	Yes
Jordan	Yes	Velas	Yes
Oprisch	Yes		
Roll Call Vote:	Seven (7) Yes	Zero (0) No	Motion Approved

Tom Murphy: An Ordinance will be drawn up with emergency language.

REPORTS:

Service Director, Jim Zucal:

I would like to inform Council and the residents present that we are picking up Christmas trees. We will continue to do that. I want to complement the Street Department Employees for the leaf pick up this year, they did an outstanding job. We need to keep our focus on the downtown area and sweep the streets and keep that area looking as polished as we can.

Again a thank you to McKenzie Koehler for doing a fine job. He is the future of the City in the Electric Department. His quality and accomplishments are only bested by Don Smithberger who leads by example and does a fine job.

I put a copy of a list of accomplishments that the Mayor and I worked on for you to look at. We keep busy, we want to provide the best quality service to the City that we can.

After the meeting I will be showing a video from the AQUA Company that are looking at our utilities. It will last 4 to 5 minutes tops. Anyone who wants to stick around is welcome.

Mayor, Terry Pugh:

The only topic I want to talk about is the rental property identification. I have to say I have been kind of disappointed. I have only received one Council person's list. I have talked to two Council people about their areas. I still want your input about this. I think another thing that will come out of this is a better understanding of the problem areas in the overall city or in your particular wards. It doesn't have to be limited to wards, I will take any information that you can provide to me.

I want to thank the Retired Police Officers for coming in and also McKenzie's award and the new business on the horizon.

Police Chief, Jeff Henry: No Report

Finance Director, Cindi Henry:

I emailed to you a week ago the end of the year money moves. Technically we should have taken action last year but I didn't feel it was necessary to hold a special meeting. That is Ordinance No. 2018-36. All that does is shore up all the appropriations so they are on the positive not negative. It is annual thing we do. Ordinance No. 2019-02 got emailed out today, I also gave you all hard copies today. The last page I added the actual certificate I received from the County Auditor's Office. If you look at the last page you will see the overall totals of the report do not exceed the bottom number which is 21 million dollars if you have any questions about it let me know. This

will need to be passed an emergency tonight because technically I am not supposed to spend any money or do payroll without that in place. Payroll was entered today and will be transmitted tomorrow. It takes a lot of time to put it together.

Perry Basile: So this really isn't separated into departments. **Cindi Henry:** Yes it is. It starts with the General Fund. The next one Street, next is State Highways, next is Parks & Recreation, etc. It just goes right down the list for every fund we have by the fund number that it is assigned. There is a significance to the fund number it is driven by the charted account that the State Auditor's Office has. **Perry Basile:** Under Parks and Recreation what would personal services be? **Cindi Henry:** That is payroll. **Perry Basile:** Once this is passed are changes able to be made in it? **Cindi Henry:** You approve every change that I make to them. **Perry Basile:** I would also like to know what we are paying for HR and Legal, such as Clemons & Nelson. I know they are our HR people. Are they on retainer? **Cindi Henry:** Yes. **Perry Basile:** How much did we spend above what was appropriated? **Cindi Henry:** Nothing.

Planning & Zoning Administrator, Tom Murphy:

There is a new business locating in Plaza West at 107 Plaza Drive adjacent to Wen-Wu. The name is Better You Nutrition. A nutritional smoothie business. They should be open within a month or two.

COUNCIL COMMITTEES:

Finance, Mike Smith: No Report

Utilities, Frank Sabatino:

We met this evening. I want to thank Don Smithberger and Anita Robinson for attending. **Don Smithberger:** I would just like to mention that the power outage that we experienced is due to the trucking agency that hit the pole by the Cardiac Office on Route 40. We are still trying to make some repairs out there. Saturday morning AEP had an issue on East Main Street. We are trying to make areas smaller so if there is an issue we can hold the outage down to a minimum. **Frank Sabatino:** Prior to the meeting Council saw a video from Aqua Ohio. Also we talked about the charges having to do with the monthly security lights. We approved a change on that issue. Nothing had been done on that for twenty some years.

Police, Mark Bukmir:

We will have a Police Committee meeting after the Council Meeting.

Street North Side, Jim Velas: No Report

Street South Side, Beth Oprisch:

I have had a couple of calls about trucks on Thompson Drive.

Safety, Jim Velas:

The only thing on safety is I am going to try to make as many of the Safety Meetings at the City Garage the last Thursday of the month as I possibly can. Also, Mr. Zucal, Don Smithberger and the Street Crew took care of painting the strip on the split sidewalk from Wes Banco down to the corner. They did a real good job with it and it stands out now. It is easier for people to see that there is a two level step there.

Building and Grounds, Perry Basile: No Report

Jim Zucal: For Perry's benefit I did talk to Lindsay about getting quotes for the lavatory doors at the Recreation Center.

Planning Commission, Mike Smith: No Report

Fire District, Frank Sabatino:

The Fire Board had its annual meeting on December 8th. We approved the resignation of one full time and approved the hiring of a full time pending all the paper work. We also approved the hiring of a part time. Our EMT's do quite a bit of transporting which adds up to a lot of miles. The Fire Board recommended to the Chief the purchase of an ambulance through the state bid contract. It will cost \$169,859 thru Burgess Ambulance Sales. We will receive that in 120 to 160 days. In November we are going to recognize an EMS crew who revived a 6 month old child who was in cardiac arrest. Our next meeting will be Wednesday, January 9th at 3:00.

Recreation, Linda Jordan:

The next meeting is Monday, January 28th

Park District, Linda Jordan:

The next meeting will be January 14th.

ORDINANCES & RESOLUTION: Law Director, Richard Myser

We have three pieces of Legislation to go over this evening. The first one is Ordinance No. 2018-36. It is to make Interfund Transfers, Supplemental Appropriations, and Balance Adjustments for 2018. Cindi needs this passed on an emergency basis.

The next one we have is Resolution No. 2019-01 to authorize the Mayor to apply to ODNR for financial assistance. **Jim Zucal:** We apply for this grant every year, we did not get approved last year. This grant would be used for rehabilitation work on the trail especially in the tunnel area. The grant is up to \$150,000. I do need that passed in the month of January. It has to be done by February 1st.

The next Ordinance #2019-02 deals with the 2019 appropriations Budget that Cindi explained to you earlier. Cindi would like to have this passed tonight.

There was presented and read to Council on its first reading by title only, ORDINANCE NO. 2018-36; AN ORDINANCE TO MAKE INTERFUND TRANSFERS, SUPPLEMENTAL APPROPRIATIONS, AND FUND BALANCE ADJUSTMENTS (FOR DEBT ESTABLISHMENT) WITHIN THE FUNDS FOR THE NORMAL EXPENSES AND OTHER EXPENDITURES OF THE CITY OF ST. CLAIRSVILLE, STATE OF OHIO FOR THE PERIOD JANUARY 1, 2018 THROUGH DECEMBER 31, 2018, AND DECLARING AN EMERGENCY. Jim Velas moved that the rules requiring Ordinances and Resolutions to be read on three separate readings be suspended and declaring an emergency; Mark Bukmir seconded the motion.

Roll Call Vote:

Basile	Yes	Sabatino	Yes
Bukmir	Yes	Smith	Yes
Jordan	Yes	Velas	Yes
Oprisch	Yes		
Roll Call Vote:	Seven (7) Yes	Zero (0) No	Motion Approved

There was presented and read to Council on its third and final reading by title only, ORDINANCE NO. 2018-36. a motion was made by Linda Jordan and seconded by Mike Smith that Ordinance No. 2018-36 be passed by Council.

Roll Call Vote:

Basile	Yes	Sabatino	Yes
Bukmir	Yes	Smith	Yes
Jordan	Yes	Velas	Yes
Oprisch	Yes		
Roll Call Vote:	Seven (7) Yes	Zero (0) No	Motion Approved

Ordinance No. 2018-36 was declared adopted.

There was presented and read to Council on its first reading by title only, RESOLUTION NO. 2019-01; A RESOLUTION AUTHORIZING THE MAYOR, ON BEHALF OF THE CITY OF ST. CLAIRSVILLE, TO FILE AN APPLICATION WITH THE OHIO DEPARTMENT OF NATURAL RESOURCES FOR THE RECREATIONAL TRAILS PROGRAM FINANCIAL ASSISTANCE AND DECLARING AN EMERGENCY. Linda Jordan moved that the rules requiring Ordinances and Resolutions to be read on three separate readings be suspended and declaring an emergency; Jim Velas seconded the motion.

Roll Call Vote:

Basile	Yes	Sabatino	Yes
Bukmir	Yes	Smith	Yes
Jordan	Yes	Velas	Yes
Oprisch	Yes		
Roll Call Vote:	Seven (7) Yes	Zero (0) No	Motion Approved

There was presented and read to Council on its third and final reading by title only, RESOLUTION No. 2019-01. A motion was made by Perry Basile and seconded by Linda Jordan that Resolution No. 2019-01 be passed by Council.

Roll Call Vote:

Basile	Yes	Sabatino	Yes
Bukmir	Yes	Smith	Yes
Jordan	Yes	Velas	Yes
Oprisch	Yes		
Roll Call Vote:	Seven (7) Yes	Zero (0) No	Motion Approved

Resolution No. 2019-01 was declared adopted.

There was presented and read to Council on its first reading by title only, ORDINANCE NO. 2019-02; AN ORDINANCE TO MAKE PERMANENT APPROPRIATIONS FOR THE NORMAL EXPENSES AND OTHER EXPENDITURES OF THE CITY OF ST. CLAIRSVILLE, STATE OF OHIO, FOR THE PERIOD JANUARY 1, 2019 THROUGH DECEMBER 31, 2019 AND DECLARING AN EMERGENCY. Mike Smith moved that the rules requiring Ordinances and Resolutions to be read on three separate readings be suspended and declaring an emergency; Linda Jordan seconded the motion.

Roll Call Vote:

Basile	Yes	Sabatino	Yes
Bukmir	Yes	Smith	Yes
Jordan	Yes	Velas	Yes
Oprisch	Yes		
Roll Call Vote:	Seven (7) Yes	Zero (0) No	Motion Approved

There was presented and read to Council on its third and final reading by title only, ORDINANCE NO. 2019-02. a motion was made by Mike Smith and seconded by Linda Jordan that Ordinance No. 2019-02 be passed by Council.

Roll Call Vote:

Basile	Yes	Sabatino	Yes
Bukmir	Yes	Smith	Yes
Jordan	Yes	Velas	Yes
Oprisch	Yes		
Roll Call Vote:	Seven (7) Yes	Zero (0) No	Motion Approved

Ordinance No. 2019-02 was declared adopted.

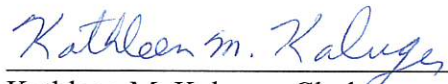
NEW BUSINESS: The Mayor's Collection for December 2018 was \$1,375.00. A motion to accept the Mayor's Report was made by Jim Velas and seconded by Mike Smith.


Roll Call Vote:

Basile	Yes	Sabatino	Yes
Bukmir	Yes	Smith	Yes
Jordan	Yes	Velas	Yes
Oprisch	Yes		
Roll Call Vote:	Seven (7) Yes	Zero (0) No	Motion Approved

The Next Council Meeting will be Tuesday, January 22, 2019 at 7:30 in Council Chambers.

There being no further business to come before Council a motion to adjourn was made by Linda Jordan and second by Mike Smith.


Kathleen M. Kaluger, Clerk


Tim Porter, Council President