

The members of Hubbard City Council met in regular session on Monday, February 5, 2018, in council chambers with President William Williams presiding. Approximately 11 people were in attendance.

Roll call showed the following members in attendance:

B. Viele T. O'Hara L. Baumiller B. Kyle J. Silvidi J. Crowe

Mr. Williams- I would like to say again that Mr. Toda and Mr. Villano both called me today and told me they would not be able to attend tonight's meeting.

It was moved by Mr. O'Hara with a second by Ms. Baumiller to excuse any and all absent officials. There were no questions or comments on the motion. Motion passed. Vote unanimous.

Mr. Williams- Okay since we don't have the minutes

COMMUNICATIONS-

We received the Reconciliation of Bank Statements & Auditor's Book with Actual Cash Balances for Moth ended January 31, 2018, the income tax comparison thru January 31, 2018, Mayor's Court Report of January 2018 showing a total of \$1,675 and a filing reminder the 2017 Financial Disclosure Statements to be filed in 2018 the filing deadline is Tuesday, May 15, 2018. That is all thank you.

It was moved by Mr. O'Hara with a second by Ms. Baumiller to accept the communications and place them in their proper file. There were no questions or comments on the motion. Motion passed. Vote unanimous.

REPORTS OF STANDING COMMITTEES

FINANCE- Mr. Kyle- No report this evening Mr. President thank you

PARK & RECREATION- Ms. Viele- The next regular meeting of the Park & Rec. Board will be held Thursday, February 15 at 7:00 pm at the city building in the Mayor's Conference room. The board is in the early planning stage for the 2018 season. Painting fences and buildings is high on the list of upgrading the appearance of the parks. Donation of supplies or manpower from a Hubbard civic or service organization is always appreciated. Plans for summer youth activities are in the works. No decisions have been reached in opening the basketball courts. Public input is always welcome come to the meeting February 15th and be heard. Thank you

ECONOMIC DEVELOPMENT-Ms. Baumiller- Just briefly, I had the opportunity last week to go to a neighboring city's meeting with concerns in Brookfield on the fracking issue. Even though it is not right here in our city, any given time it could come this way as well. We did encourage several of the members to attend one of our meetings. They can talk to us so we could possibly get some legislation written up. We could send it to our higher up officials to see if they could do something about this. Like I said, it is not very far away. Brookfield is right over the line. It is definitely something we want to work hand in hand with them and hope that if we ever have an issue other cities will do the same for us. That is all thank you.

PLANNING & ZONING- Mr. Toda- not in attendance

UTILITIES- Mr. Silvidi- I have an update for 2017 from the Electric Department. The major tasks completed: 1) Countryside Assisted Living-complete underground relocation of electric for customer expansion 2) Truck World Blvd.-underground rebuild 3) city wide-overhead lighting and LED fixture conversion 4) city wide-underground lighting LED Lamp conversion, 57 underground roadways lamps converted to LED lamps, this is a savings of 23,550 kilowatt hours and a cost avoidance of \$2,300.00. The 2017 LED conversion program has saved approximately 42,077 kilowatt hours and \$3,785 of purchase power. The kilowatt hour savings is equivalent of the yearly usage of two large households. 2017 Power outages: 1) less than 1% 2) weather being the major cause 3) I view this as a luxury to have our own utility department. Purchase power is always an

REPORTS OF STANDING COMMITTEES

on-going effort. The city is very fortunate to have Mr. Palestro involved with this. 2017 Department Tasks: 5 pole replacements-3 pole sets with single phase distribution transfer and 2 pole sets with three phase distribution transfer-Metering repair & rebuild at Katie's Corner & Gasser Chair-substation on School Street involved a removal, repair and replace 3 voltage regulators and repair battery charger, Overhead Line Protection-installed insulation protection on their phase distribution for east bound ramps and over passes. The city department crew did an outstanding job to build, maintain and enhance our electric system and to provide excellent service for all city electric customers.

STREETS & SIDEWALKS- Mr. Crowe- The street department, in addition to snow and ice maintenance, are doing cold patching. If you see any potholes; we would like to fill the potholes. Call the service director at 534-7755 I believe. That is all I have thank you.

SAFETY- Mr. O'Hara- I have a report this evening

REPORTS OF SPECIAL COMMITTEES

CEMETERY BOARD- Ms. Baumiller- I am actually going to have a joint report with Mr. Silvidi. I am just going to announce that we are going to have a meeting Friday, February 23 at 9:00 am; Mr. Silvidi has some figures he would like to discuss.

Mr. Silvidi-Thank you Lisha, looking at the past three years for the cemetery performance, we had a total of 69 interments for 2017. That was our biggest hit last year. We are down from 92 & 93 from the two previous years. That hurt us with our revenue. The good news we didn't have a lot of people pass last year. Our lot sales were down last year. We sold 39 lots compared to 57 the prior. Foundations were holding their own 1,800 in 2017, 2,300 the year prior. Cremations, like I said before, were below the national level which is somewhere between 50 and 60%. Cremations were 40% last year. That was up from 32% the previous year. Things are looking good up there. We have a change in personnel up there. Mr. Myers is now our new sexton. He took Jeff Grabans place who retired the first of the year. Things are looking good up there thank you.

FIRE DISTRICT-Mr. O'Hara- I just wanted to let everyone know that they continue to spec out the new firetruck that should be ordered (if it is not already ordered) within the next couple of weeks. There will be a fire board meeting set for Wednesday, February 14th. It will be starting at a special time. We will be starting the meeting at 6:00 this week. That will be held on the second floor of the fire department. That is all.

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SAFETY DIRECTOR- Lou Carsone – Not in attendance

SERVICE DIRECTOR-Dan Livingston- I want to follow up on a couple of things Mr. Silvidi gave, He gave our major tasks and he talked about the power outages. I hope everybody understands something. There is 8760 hours in a year. Our power was out 190 .25 hours. I don't think we have any complaint on that percentage. A hundred of those hours were due to weather. I know a squirrel got cooked in one of the transformers and we had an outage with that, equipment failure was 23 hours, repairs and maintenance was 17.5 hours, customer request caused 47.5 hours and first energy system had an outage for 2.25 hours. That is what totaled out the 190. I really believe that is a phenomenal percentage of what we were out in the city. We do service requests also besides all the line rebuilds. Our crew answered 920 work orders this year for service requests. We also did underground locations for OUPS ticket requests. We did 1139 of those on top of all the other things. We had to stop and do those things. Our electric department does a great job just like all our other departments. We will give a brief summary of what the street department did. We installed and replaced 51 street signs that were damaged and a few new ones put in. We cleaned out with the vacuum truck 150 of the catch basins which constituted 29 vacuum truck loads that we had to dispose of. Mr. Cook and the boys repaired 30 catch basins. During the week of branch pick-up, we emptied 7 truckloads of chipped brush. We chip those as we pick up. During our leaf pick-up, we used 137 loads of leaves we disposed of city wide. Also in doing the

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catch basins, we had 3 loads of broken concrete and various things that we dumped out at Crump Inc. It was a total of 176 truckloads of debris. We pay \$7 per load to get that dumped so we spent a total of \$1232 doing that. For snow removal, we had 26 call outs in 2017. We used approximately 429 tons of salt at a total of \$21,030. We had 407 tons of the #9 limestone sand that we mix with it for a total of \$8547. The total amount of money we use for snow and ice removal was \$32,568. I think our street department does a good job, an excellent job. There are only four guys in that department and they do an excellent job. I am going to move on to our water department which again only has a crew of four people. We had 24 water breaks last year. We have already had 11 in 2018 due to this crazy weather. We installed and replaced 34 residential water meters. We have marked out over 1,000 water lines for OUPS tickets. We rodded and cleaned out 130 sewers last year. That was either because of a backup an emergency back up in somebodies house basement or whatever. We also have a few target areas that we clean out quarterly just to make sure nothing goes wrong in those troubled areas. That totaled out to 130 sewer lines. Again, those guys do a great job. If there are any questions I will answer them if I could. That is all I have.

LAW DIRECTOR- Mr. Villano- not in attendance

TREASURER- Ms. Ruha- I do have report I want to share with you. If you recall last year, I spearheaded (a program) a task really to convert cash payments within any one of the departments in the city to have...for them to have the ability to process credit cards payments in any of those departments. We received our 1099K from our processing company. I want to share this with you. It is hard to believe these figures. Last year, we processed \$35,249.97 in credit card transactions. It is represented to 252 transactions. Michael and I are both amazed at these figures. We didn't realize we were doing that much even though we see our reports on a monthly basis. When you see it like this, it really brings it all home. I think it is great that we did that. It has come home to roost to be a really good thing that we are doing. It will only get better.

Mr. Silvidi- what was that number

Mr. Williams- Wait a minute JD! We are not supposed to ask questions at this point but go ahead

Ms. Ruha- the dollar figure was 35,249.97 which is represented by 252 transactions. Looking at that, we can say that the dollar figure could have been delayed if we didn't have the ability to take those payments by visa or whatever. I am real pleased with that. I just wanted to share that with you.

AUDITOR- Mr. Villano- Nothing this evening Mr. President thank you.

It was moved by Mr. O'Hara with a second by Ms. Baumiller to accept the reports of standing committees, special committees and city officials.

Ms. Baumiller- Mine is not actually a question. I just want to commend you Marsha for actually spearheading that and to bring us into the direction of the future and how wonderful it can work actually. I am very pleased with that thank you.

Mr. Williams- I have two...that wasn't even a full year was it?

Ms. Ruha- No, it actually started in February but really I started working on it the year before.

Mr. Williams- right but everything wasn't up and rolling for

Ms. Ruha- correcting information talking to ****inaudible**** so it's difficult

Mr. Crowe- I may have asked you this before but when they pay is there a charge for doing it with credit card?

REPORTS OF CITY OFFICIALS

Ms. Ruha- Yes, but we don't experience it. We are not allowed to charge that but the person using the credit card, depending on the size of the transaction, they pay a fee. The larger the transaction is the larger the fee. They never bulk at that fee.

Mr. Crowe- Where does that fee go to? The bank

Ms. Ruha- to the processor (on their side not on our side). Absolutely, there is no fee on our side. Actually, our bank came through with the project. It made it much nicer to go forward in this direction using credit cards with our bank.

Mr. Williams- Bonnie, did they discuss at all at the last meeting about the courts? Did anybody come?

Ms. Viele- Yes, I think John Bassetti was there and there was a young man. He is working on an Eagle Scout project. He had some input (him and his mother). The Ondo family, Mat was suggesting an Eagle Scout Project for the park. They haven't accepted the project yet but they did talk about the basketball courts.

Mr. Williams- good

There were no more questions or comments on the motion. Motion carried. Vote unanimous.

MAYOR'S REPORT

Thank you Mr. Williams, I just wanted to say to start off that along with our Backflow Program, we do have Mr. George Ginnis and sometimes some of the members of the water department that are going out to the different businesses and doing what they call a survey of the business to determine whether or not that business requires a backflow. Just in case, if he does come to the door it is not a scam. We are looking and have done quite well on the survey so far. We are getting the people that have the backflows and getting them tested. He is going out right now and going to different businesses asking what they do to see whether or not a backflow device is required. We had a nice meeting with ODOT a week or so ago. State Route 304 is going to be paved next year. It is good news because it is getting to the point where it certainly does require it. They gave us an estimate and that is just what it is right now. The local match is somewhere approximately \$180,000 to \$200,000 on it with 100 or 125 of it being the pavement then 75 to 80 for our full depth repair again. That is what we are looking at with that. Yes, I know but it is just an estimate until they come in and take a look at it. That is what it is right now.

Mr. Williams- is that

Mayor- Wait until we are done Bill! Then again it is being... that is after we are going to be able to go through Eastgate to get funding and that was after the Eastgate funding with this. This is all prior to that. Hopefully, that will be a reduced amount of money. We are hoping so. To tell you the truth that is about it.

It was moved by Mr. O'Hara with a second by Ms. Baumiller to accept the Mayor's report.

Ms. Viele- You say route 304. What section of route 304 from where to where?

Mayor- It would be what is in the city that we would worry about Bonnie. I would imagine it would be from the square to the city limits is what we think it would be.

Ms. Viele- which direction from the square?

Mayor- Well being that the section of 304 out here was done a few years ago, this is the only part of state route that hasn't been done I think in the last six or seven years, going out East Liberty Street

Ms. Viele- from the square to the city line?

MAYOR'S REPORT

Mayor-Yeah

Ms. Viele-Okay

There were no more questions or comments on the motion. Motion passed. Vote Unanimous.

UNFINISHED OR OLD BUSINESS-

MISCELLANEOUS BUSINESS

PUBLIC ADDRESS TO CITY COUNCIL ON AGENDA ITEMS

Mr. Williams- If there is anyone who wishes to address city council on agenda items when recognized please step forward to the microphone and state your name and address for the record you will have three minutes unless extended by council vote.

NEW BUSINESS & REQUESTS FOR LEGISLATION-

It was moved by Mr. Kyle with a second by Mr. Silvidi to have the law director draw up the necessary legislation authorizing a change in zoning classification from R-2 Medium Residential to C-1 Convenience Commercial for the property known as 30 Hager Street Lot# 286 parcel #02-198900. There were no more questions or comments on the motion. Motion passed. Vote Unanimous.

It was moved by Mr. Kyle with a second by Mr. Silvidi to request an ordinance authorizing the city's participation in the Treasurer of Ohio's Market Access Program; authorizing the preparation and filing of an application for that program and the execution and delivery of a standby note purchase agreement with the treasurer, an amended and restated loan agreement with American municipal power, Inc., and other necessary and appropriate documents; and declaring an emergency. There were no more questions or comments on the motion. Motion passed. Vote Unanimous.

It was moved by Mr. Kyle with a second by Mr. Silvidi to suspend the 24 hour notification rule of ordinance 2-18. There were no more questions or comments on the motion. Motion passed. Vote Unanimous.

Mr. Kyle- I move we suspend the second and third reading of ordinance 2-18

Mr. Williams- not yet you are getting a little ahead of yourself

It was moved by Mr. Kyle with a second by Mr. Silvidi that ordinance 2-18 be placed on the agenda.

Mayor-I do have a comment on the public hearing if that is going to be set for the zone change?

Mr. Williams-No, I was going to have that done at the work session for the public hearing.

Mayor- not the work session but the public hearing for the 30 day notice that you have to give everybody (plus the 20)you would set that public meeting for the third reading

Mr. Williams- Let's get this out of the way then we will do that!

Mayor-Okay

There were no more questions or comments on the motion. Motion passed. Vote Unanimous.

Mr. Williams- The only problem I have with this is the chairman is supposed to set that.

Mayor-Well, the chairman is not here for whatever reason

NEW BUSINESS & REQUESTS FOR LEGISLATION-

Mr. Williams- I understand that and it is supposed to be after the committee's approval and the law director is not here. I would like to tentatively announce well not tentatively that council will have... wait let me get done with this and then I will do these two. Where are we at...? I should have done that under miscellaneous. Okay, so there is no more requests for legislation correct?

Clerk- correct

Mr. Williams- I will do that and announce that at the end of the meeting before we adjourn

Mayor- Okay

Mr. Williams-Since you didn't remind me to do it under miscellaneous.

Mayor- Well, New Business & Request for Legislation, I thought it could fall there.

Mr. Williams- Okay, there you go. So under new business to go along with this zone change that is coming about, council will need to schedule a public hearing on this matter. The public has to have at least 30 day notice and continuous property owners must have 20 day's notice. At this time, we would be having our third reading March 19th that would be the third Monday in March. I would like to say at this time, we are scheduling a public hearing for March 19th at the city council meeting that will follow the Mayors Report that evening. That is where it falls in our regular order of business. Lorrie, you will need to notify the continuous property owners of that if you would? I believe we should have that list, correct Mayor?

Mayor-I am sorry

Mr. Williams- We would have that correct?

Mayor-Yes, we have that list.

Mr. Williams- Also, on February 15th at 6:00 p.m., council will be holding a work session to discuss this zone change. Anything else?

Mayor- I think you have that covered.

Mr. O'Hara- Will that free up any time for Circle K? We are still going to be

Mr. Williams- There is no freeing up anything.

Mr. O'Hara- We are still 20 days beyond the 19th?

Mr. Williams-The last reading on this will be the 19th

Mr. O'Hara – Then we have 30 days?

Mr. Williams- no that is when the ... no you're right that is when the public hearing will be and the final vote. If it is voted in it will be signed and it goes into effect 30 days after. But the zone change thing is pretty much done. Am I correct Mayor?

Mayor-sounds good

Mr. Williams- It goes into effect 30 days after your signature and our passage which are usually that evening signed.

ORDINANCES & RESOLUTIONS

Ordinance 1-18 First Reading

AUTHORIZING THE BOARD OF CONTROL TO ENTER INTO A CONTRACT WITH ATC SEQUOIA LLC FOR THE PERPETUAL LEASE OF CITY PROPERTY LOCATED ON CREED AVENUE FOR THE AMOUNT OF \$130,000

Mr. Williams- Since there is no action on Ordinance 1-18 it will flow to a second reading

Ordinance 2-18 First reading

AUTHORIZING THE CITY'S PARTICIPATION IN THE TREASURER OF OHIO'S MARKET ACCESS PROGRAM; AUTHORIZING THE PREPARATION AND FILING OF AN APPLICATION FOR THAT PROGRAM AND THE EXECUTION AND DELIVERY OF A STANDBY NOTE PURCHASE AGREEMENT WITH THE TREASURER, AN AMENDED AND RESTATED LOAN AGREEMENT WITH AMERICAN MUNICIPAL POWER, INC., AND OTHER NECESSARY AND APPROPRIATE DOCUMENTS; AND DECLARING AN EMERGENCY.

It was moved by Mr. Kyle with a second by Mr. Silvidi to suspend the second and third readings of Ordinance 2-18. There were no questions or comments on the motion. Motion passed. Vote unanimous.

It was moved by Mr. Kyle with a second by Mr. Silvidi that ordinance 2-18 be passed as read. There were no questions or comments on the motion. Motion passed. Vote unanimous.

Mr. Williams- We have everything right Mayor? It is scheduled our meetings are scheduled we are good to go?

Mayor- I feel good about it. Yes

Mr. Williams- with that I would entertain a motion to adjourn

ADJOURN

A motion was made by Mr. O'Hara with a second by Ms. Baumiller to adjourn. There were no questions or comments on the motion. Motion carried. Vote Unanimous.

Lorrie Brown, Council Clerk

William Williams, President