

The members of Hubbard City Council met in regular session on Tuesday, January 2, 2018, in council chambers with President William Williams presiding. Approximately 2 people were in attendance.

Roll call showed the following members in attendance:

B. Viele    T. O'Hara    M. Toda    B. Kyle    J. Silvidi    J. Crowe

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

It was moved by Mr. O'Hara with a second by Ms. Viele to accept the minutes from the December 18, 2017 regular meeting as presented to council. There were no questions or comments on the motion. Motion passed. Vote unanimous.

### **COMMUNICATIONS-**

We received a letter from Dominion Energy Ohio stating that Dominion Energy Ohio has realigned the duties and territories of its personnel. Effective the first of the year, Tracy Stevens, External Affairs Manager based in Canton, OH will again serve Trumbull, Mahoning and Stark Counties, as well as the southern territories, the Mayor's Court Report for December 2017 showing a total of \$3,284, the Income Tax Comparison for 2016/2017, the Statement of Cash Position through December 31, 2017, Treasurer's Annual Financial Report as Required by O.R.C. 733.45 and the Reconciliation of Bank Statements & Auditor's Books with Actual Cash Balances for Month Ended December 31, 2017. That is all.

It was moved by Mr. O'Hara with a second by Ms. Viele 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

**SAFETY-** Mr. O'Hara- I have no report this evening

**UTILITIES-** Mr. Silvidi- no report this evening

**PLANNING & ZONING-** Mr. Toda- No report this evening

**ECONOMIC DEVELOPMENT-**Ms. Baumiller- Not in attendance

**STREETS & SIDEWALKS-** Mr. Crowe- Yes Mr. President, I would like to say we haven't had the snow but when we do please keep your sidewalks clear.

**PARK & RECREATION-** Ms. Viele- The next regular meeting of the Park & Rec. Board will be held Thursday, January 18 at 7:00 pm right here in City Council Chambers. There is still open discussion concerning the basketball courts. The public is encouraged to have their input. After much research, it has been concluded that there is a full term opening on the Park Board. The Mayor has solicited applications and will pick a board member to be confirmed by council for a 5-year term. One correction on our printed meeting schedule; the Park & Rec. Board DOES meet in August. Thank you

### **REPORTS OF SPECIAL COMMITTEES**

**CEMETERY BOARD-** Mr. Silvidi- I am working on finishing the financial report for 2017. I should have that about done in the next week or two.

**FIRE DISTRICT-**Mr. O'Hara- Just wanted to announce the first meeting of 2018 will be held Wednesday, January 10 at 7:00 in the upstairs of the fire station.

**REPORTS OF CITY OFFICIALS**

SAFETY DIRECTOR- Lou Carsone – Thank you Mr. President I have no report this evening.

SERVICE DIRECTOR-Dan Livingston- Yes, one quick thing before I read this for you. We are in the process of refilling the salt bins. We used a little bit of salt over the holidays. They delivered trucks today and we will get some more tomorrow. We will be stock piled again. As you know, you guys helped us. Council helped the Mayor and I establish a Backflow Coordinators position. We went up on the 12<sup>th</sup> of December and met with the EPA again. Of the 4 items that they were concerned about, we have completely did well on three them and we are in the process of cleaning up the fourth. I would just like to read you something here.

The City of Hubbard has established relationships with the Trumbull County Board of Health to be informed of plumbing inspections involving backflow devices. The Board of Health information will aid the city with their record keeping and backflow device requirements. The city will also establish procedures to survey new customers when application for water service is requested. This process will be a mechanism to identify and educate new customers and to explain the need for a backflow device. The city will continue to survey customers of the water system and our customers should expect to have a city representative contact them soon in regards to this. Hubbard, as a supplier of water, has a responsibility of providing our water customers with safe and potable water. This responsibility begins at the source and ends at the point of delivery which is defined by the Ohio Administrative code as the outlet side of the water meter on the buildings service line. The City of Hubbard's responsibilities include: Periodical survey of user's premises to determine if there are any cross-connection and to evaluate the water-use practices\*Have a review of drawings for new buildings prior to construction to determine the degree of hazard and perform a site inspection during or immediately after construction- the City of Hubbard contracts with the Trumbull County Health Board for these inspections. \*Requiring the water user to eliminate the hazards or to protect the public water system by the installation of a backflow device at the service connection. \*Requiring the water user to ensure that all of the backflow-devices are in proper working order. We have accomplished quite a bit this year in regards to the backflow devices. It is a continuing process that we will continue in 2018. The Mayor and I want to thank council for creating the position of the Backflow Administrator. He is working out fine and between him and George Ginnis, our Water Administrator, the Mayor and I are getting this done. Again, I would like to thank council for working with us on that. That is all I have tonight

LAW DIRECTOR- Mr. Villano- Yes, presently the city has one pending law suit to be resolved that could result in some potential liability for the city. As we move forward, I will keep you informed of any developments.

TREASURER- Ms. Ruha- Thank you! Each of you has received, in your mailbox today, my annual financial report. A few highlights I will make note of is; our debt is coming down very nicely. On the receipts comparing last year to this year in all of the funds, most of the receipts and expenditures are within a tolerant level. A few will be higher than others. Like in the street fund, our expenditures were up 10.4 and our receipts were down 2.1 so that is a notable change. The other one would be in our sewer fund which is good actually. The receipts are up by 1.1 and our expenditures are up 6.6. I shouldn't say good maybe a little bit out of tolerance. The other one is the Income tax fund; I really can't give you an explanation why we are down 6%. I know it is \$124,000 and I struggle with why we are quite frankly. On the plus side, on our bank accounts we are up 9.3% in gross balances and interest. On December 5<sup>th</sup>, seven CD's were executed with First National Bank. We did have them with PNC. I initiated them for 19 month certificates and all are fully collateralized. We will see a little bit of an increase of interest on that. The interest earned from last year is up 13.1 % that can be attributed partially to the fact that: #1 we have not used that money completely and secondly we also initiated a sweep account which earns us money. It is a little over \$2,000 a month so that is great. That's it for our cash summary; total revenues percent of change we are really down 2.85% and our expenditures are also down 5.34% over the previous year. That sums it up the best that I can at this point.

**REPORTS OF CITY OFFICIALS**

AUDITOR- Mr. Villano- Thank you Mr. President, I just want to report to council that we are beginning to close out December. It is going pretty smoothly. I am hoping by the middle of next week that we will be fully operational in the 2018 budget and issuing purchase orders thank you.

It was moved by Mr. O'Hara with a second by Ms. Viele to accept the reports of standing committees, special committees and city officials. There were no more questions or comments on the motion. Motion carried. Vote unanimous.

**MAYOR'S REPORT**

Thank you Mr. Williams and it is great to see everyone in the New Year! Happy New Year to everyone! My New Years' resolution I am going to share with everyone is I am never going to complain about the summer heat. Getting off of that, I will be brief tonight. The next meeting you will have the pleasure of hearing the Mayor's Annual Report. It is going to be my seventh report which is kind of hard to imagine but it will be at the next meeting. City Council gave the Board of Control the green light to negotiate a contract with American Tower for the property lease at the Creed Avenue site. We have come back for an agreement of \$130,000 for that site. Mark has the contract. He is reviewing it. If everything is in order, we are going to be asking council to approve it. Going along with Marsha said about the Income Tax, it is kind of strange down 6% but I was looking at it also and noticed in the last 6 years that is still the highest our Income Tax has been. Although it is not last year, she probably got the same explanation that I got with an extra month in it and all that good stuff. Yes, it is actually the third highest since 2012. Although we did drop again, it is not a good thing but it is still holding somewhat steady. Of course, we are going to see the difference next year. We are not going to be enjoying the income tax that we realize from Bway. We are going to be, as Marsha mentioned, watching our expenditures against our revenues. This really isn't an appealing subject but in case you get any calls, we have had a number of sanitary lines back up here recently. It appears we have some things entering our system that shouldn't be going into our system. A few years ago, we had a little brochure we passed out about "Don't Flush It". I don't know maybe some have forgotten about it. I guess the rule of thumb here is if it isn't biodegradable it shouldn't be flushed. Our guys are coming back and telling us about these shop towels, wipes, diapers and those are the kind of things that get caught up in our sanitary lines. The next thing you know we have a backup. Those people that are throwing those things down might not get backed up but their neighbors may. I am going to ask you tonight if you will consider Mike Kerr to the Park & Rec. Board. Mike is a very qualified person, a very giving person. He volunteered for a lot of things in the past. I think he would make a great addition to the board. With that being said, that is all I have.

It was moved by Mr. O'Hara with a second by Ms. Viele to accept the Mayor's report. There were no more questions or comments on the motion. Motion passed. Vote Unanimous.

**UNFINISHED OR OLD BUSINESS-****MISCELLANEOUS BUSINESS**

It was moved by Mr. Silvidi with a second by Mr. Crowe that council appoint Tim O'Hara as President Pro Tem for 2018-2019.

Mr. Williams – is there any other nominations for the Pro Tem position? If none, it is closed. We will accept the motion

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

Mr. Silvidi- same thing for the cemetery board for 2018-2019

Mr. Williams- appoint Mr. O'Hara?

**MISCELLANEOUS BUSINESS**

Mr. Silvidi- No! No, Council person Lisha Baumiller

Mr. Williams- Okay, is there any other appointments to the cemetery board?

Mr. Toda- who was it?

Mr. Williams-Lisha

It was moved by Mr. Silvidi with a second by Mr. Crowe to appoint Lisha Baumiller to the cemetery board for the open position. There were no more questions or comments on the motion. Motion passed. Vote Unanimous.

It was moved by Mr. Silvidi with a second by Mr. Crowe to appoint Lorrie Brown as council clerk for 2018-2019. There were no more questions or comments on the motion. Motion passed. Vote Unanimous.

Mr. Williams- in accordance with the Mayors request to me he is requesting that council concur with his appointment of Mike Kerr to the Park & Rec. Board

It was moved by Mr. Toda with a second by Mr. O'Hara that council concurs with the Mayor's appointment of Mike Kerr to the Park & Rec. Board. There were no more questions or comments on the motion. Motion passed. Vote Unanimous.

Mr. Williams- I think that is everything under miscellaneous

Ms. Viele- Can I make a comment?

Mr. Williams-sure go ahead

Ms. Viele- I just want to recognize Jeff Graban. He was our sexton at Hubbard Union Cemetery. He had almost 35 years of service and retired at the end of 2017. I just want to thank him for his service. I hope he enjoys his retirement.

**PUBLIC ADDRESS ON AGENDA ITEMS-**

Mr. Williams- If there is anyone who wishes to address city council on our one agenda item this evening? Apparently not

**NEW BUSINESS & REQUESTS FOR LEGISLATION-**

**ORDINANCES AND RESOLUTIONS**

Resolution 1-18 First Reading

AUTHORIZING THE BOARD OF CONTROL TO ENTER INTO AN AGREEMENT WITH TRUMBULL COUNTY, OHIO FOR INDIGENT DEFENSE SERVICES FOR THE PERIOD OF JANUARY 1, 2018 THROUGH DECEMBER 31, 2018

It was moved by Mr. O'Hara with a second by Ms. Viele to suspend the second and third readings of Resolution 1-18. There were no more questions or comments on the motion. Motion passed. Vote Unanimous.

It was moved by Mr. O'Hara with a second by Ms. Viele that Resolution 1-18 be passed as read. There were no more questions or comments on the motion. Motion passed. Vote Unanimous.

**PUBLIC ADDRESS ON NON-AGENDA ITEMS-**

Mr. Williams- If there is anyone? Nobody then I would entertain a motion to adjourn

**ADJOURN**

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

---

Lorrie Brown, Council Clerk

---

William Williams, President