

The members of Hubbard City Council met in regular session on Monday, September 5, 2017, in council chambers with President William Williams presiding. Approximately 3 people were in attendance.

Roll call showed the following members in attendance:

B. Viele L. Baumiller M. Toda J. Silvidi J. Crowe

It was moved by Ms. Baumiller with a second by Mr. Toda to excuse any absent officials. There were no questions or comments on the motion. Motion carried. Vote unanimous.

It was moved by Ms. Baumiller with a second by Mr. Toda to accept the minutes from the July 17, 2017 regular meeting as presented to council. There were no questions or comments on the motion. Motion carried. Vote unanimous.

It was moved by Ms. Baumiller with a second by Mr. Toda to accept the minutes from the August 21, 2017 special meeting as presented to council. There were no questions or comments on the motion. Motion carried. Vote unanimous.

It was moved by Ms. Baumiller with a second by Mr. Toda to accept the minutes from the August 23, 2017 special meeting as presented to council. There were no questions or comments on the motion. Motion carried. Vote unanimous.

### **COMMUNICATIONS-**

We received the Mayor's Court Report for July showing a total of \$4,798.50 and the August report showing a total of \$4,085.00, the Income Tax Comparison 2016/2017 for month ended July 31<sup>st</sup> and August 31, 2017, the Reconciliation of Bank Statements & Auditor's Books with Actual Cash Balances For the Months Ending July 31<sup>st</sup> and August 31<sup>st</sup>, and a copy of a letter from the State Auditor to Michael Villano reading in part: Dear Mr. Villano

Congratulations! Based upon your recently completed financial audit, it gives me great pleasure to inform you that the City of Hubbard has received the Auditor of State Award. Clean and accurate record-keeping are the foundation for good government, and the taxpayers can take pride in your community and accountability. That is all.

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

Mr. Williams- We will move on to our committees. Since we did have a re-alignment in committees and it just took effect today I am thinking no one is going to have a report unless you do Lisha?

### **REPORTS OF STANDING COMMITTEES**

**FINANCE-** Mr. Silvidi- newly assigned

**PARK & RECREATION-** Ms. Viele- newly assigned

**PLANNING & ZONING-** Mr. Toda- newly assigned

**UTILITIES-** Mr. Crowe- newly assigned

**STREETS & SIDEWALKS-** Mr. Gilliland- not in attendance

**SAFETY-** Mr. O'Hara- Not in attendance

**ECONOMIC DEVELOPMENT-** Ms. Baumiller- I just have a small one. It is not actually a report. I was contacted by the Hubbard Girls Soccer. Mr. Scott McMillian asking that we announce that they are going to have a uniform service appreciation game up at Hubbard Memorial Stadium. He would like to invite the police officers, the fireman from Hubbard and any military that would like to join. The game is at 7:00. They are actually going to have the color guards at about ten to seven come out before the national anthem with all the police officers, firemen and any uniform military to come out so the girls can show their appreciation to these men and women. We are hoping we can get a nice showing. That is it, thank you.

**REPORTS OF STANDING COMMITTEES**

Mr. Williams- Anyone else? No so we will move on to the special committees. Lisha, do you have anything on the cemetery?

**REPORTS OF SPECIAL COMMITTEES**

**CEMETERY BOARD-** Ms. Baumiller- Just very briefly, we are going to have a meeting next week on Thursday, the 14<sup>th</sup> at 9:00 am at the Hubbard Union Cemetery. We would also like to give a shout out to the Hubbard News for running the Cemetery Bequeath Maintenance Program. You are always so helpful in helping us get the word out to the community. We do appreciate it. That is all.

Mr. Williams-Tim's not here so we won't have a fire district report this evening. We will move on to our reports of city officials. Our Safety Director Mr. Carsone

**FIRE DISTRICT-**Mr. O'Hara- Not in attendance

**REPORTS OF CITY OFFICIALS**

**SAFETY DIRECTOR-** Lou Carsone – Thank you Mr. President, as I stated in caucus, we do have a Certificate of Operation for the elevator right now. We know there are some other repairs that need to be made there but it is working. I will keep you updated on repairs as they come up. As reported in previous meetings, with the resignation or the retirement of Sgt. David Oaks, we have a vacancy in the rank of Sgt. This month on September 14<sup>th</sup>; the Ohio Association of Chiefs of Police is going to be conducting an assessment center for five candidates in the police department for that position. On the 30<sup>th</sup> of this month a written test will be given. The city will then be given a composite score based on those two events for filling that position. Also, an entry level test is scheduled this month to replace the vacancy on the police force for entry level patrol officer. The other thing I need to report is one of our part time clerks, Tabitha Dickson, accepted a full time position elsewhere and resigned her position with us. We are accepting positions for part time data clerk. I would like to take this opportunity to wish her well. She served the police department and the city very well in that position. We are going to miss her. We wish her well with her new position. We are currently taking applications to fill it. That is all I have sir, thank you.

**SERVICE DIRECTOR-**Dan Livingston- Thank you Mr. President, just a couple of things. We did get our results back from the civil service test given for the trainee. Mr. Palestro is in the process right now of reviewing the applications of the passing 10 people that are qualified to be interviewed. He and I will decide where we move from there. The other thing is we are going to start advertising for leaf rakers. If you know anyone looking for part time job for approximately 10 to 12 weeks, we are going to pay \$10 per hour for 30 to 35 hours a week to rake leaves in front of the machine. Last year, we had a hard time filling the positions. We need 5 of them. We only had 5 total applicants last year and 2 didn't stay the whole time. Hopefully, we get more applicants this year. We can't continue to go without enough people. That is all I have tonight thank you.

**LAW DIRECTOR-** Mr. Villano- No report this evening Mr. President thank you.

**TREASURER-** Ms. Ruha- Just very quickly, I am really pleased to announce that every department here in the municipal building, that is able to take a payment for any service, is up and running live with our credit card program. We have had no problem with departments that have been up and running. Income tax went on live today. We are not anticipating anything. Jane is very comfortable in it. I think it is going to be a good move for us. That's it.

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

Mr. Williams- Is there a motion to accept the reports of committees standing committees and city officials?

**REPORTS OF CITY OFFICIALS**

It was moved by Mr. Toda with a second by Ms. Baumiller 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 welcome everybody coming back from our vacation supposedly in August. Mattinat Park, I made the decision to have the basketball courts closed. I did contact Mr. Havallo concerning the decision. I also notified various members of council. Those members were somewhat directly involved in the basketball courts at Mattinet Park which were Mr. Toda (the park is in his ward), Mr. Gilliland who is the Park & Rec Chairman, and Mr. O'Hara who is the Safety Chairman and Mr. Williams, President of Council. I think we have been more than patient in hoping that the situation, the profanity and what we can just call bad behavior would correct itself. We just kind of found out that wasn't going to happen. The police would be called and they would warn the groups but then of course as soon as the police left, they went back to their behavior. I guess the final straw was when we received a phone call from a woman who when she asked the group that they refrain from the profanity around her young children, they became very rude and disrespectful to her. I said. "I guess there is not much else we can do until we find a solution to this," so we closed the courts. We padlocked the doors on the courts with the fence and we took the rim down on the one towards Jones Street. Now, we are going to find a solution to this. It is not something that is going to be solved here early today or in caucus. I had talked to another member of the Park & Rec and (whatever we are going to do) I think we should sit down as a group with the Park & Rec and come up with a solution. I think that we will.

Our street program has been completed. Myron Street is out for bid and we have submitted Drummond Avenue for next year's Ohio Public Works Commission Program. We started the process of recognizing the streets for next year's program. If there is a street that you want to be put on that candidates list (to make sure it's on that list) please let me know. You can either call Danny, text Danny, text me, e-mail me or whatever. We will get it on the list to be evaluated.

The City of Hubbard's water system is tested quarterly at four different sites for a group of disinfection byproducts known as total haloacetic acids. The Ohio EPA requires a notification to all customers if the city water exceeds the maximum contaminant level. The local average at one of our sites was .067 milligrams per liter which is above the Ohio EPA maximum contaminant level of .060. We are going to be sending out letters in the near future and this is part of the requirements for the EPA concerning this. What are these haloacetic acids? They are byproducts of the disinfection process that form when the disinfection such as chlorine, chloramine or ozone reacts with the organic and inorganic substances which are present in the water. Most drinking water must be treated with disinfectant to kill the harmful bacteria. The city water is safe to drink. There is no immediate risk to anyone's health. Any issues that would arise are if you consume at a high level over many many years. We are responding to this by expanding the flushing program. I think as you all know, we already put plans in place about cleaning our tank and installing a mixing unit in our tank which should help immensely. We should be done here...what Dan in a couple of weeks?...certainly by the end of fall. We are also going to be talking with our water provider Aqua in the near future. When the letters go out, we hope to get them out this week; you may receive phone calls about it. Please forward them to myself or to the service director and we should be able to answer those.

We started the budget process already. The water, waste water treatment plant, street, police and portions of the general fund have been completed. We have the electric budget to work on and a little part of the general fund. We hope those are done as soon as possible. I think if you look and see at the cash statements we had placed in your box, we are moving along at a pretty decent pace with our finances. Next year, we do have our challenges.

I received a correspondence the other day from Bway in regards to the Myron Street facility. It appears that at the beginning or near the 1<sup>st</sup> of November, employee separation will begin. It reads the entire process should take about 2 weeks. Again, with the loss of 70 jobs or so you are going to see a reduction in your income tax collection. If you take a look at what Marsha or Lorrie may have mentioned about our income taxes. I guess you are seeing that there is a decline in the decline. In April, we were

**MAYOR'S REPORT**

15% behind last year's collections. If you take a look at that, you see we are still behind but we are down to 8% which is a good sign if we keep declining.

Another thing, I think you all noticed that in your boxes is a Planning & Zoning Office Report. It tells you exactly what the office did last month. If you read that and review it and you have any questions, you can certainly give that office a call in regards.

A couple other things we are going to be doing here is we applied for the permits to clean out Mud Run again. It is in the hands of the Army Corps of Engineers and once we get Okayed, we are going to move on cleaning out the creek. Really, someone should change the name of that from Mud Run to something a little bit more appealing. If anybody has any suggestions please let us know. We are going to be cleaning it out from East Water to Myron Street. It has been a couple of years since we have done that and it needs it.

Also we are going to be doing (I guess would be) some heavy repairs on some catch basins on East Liberty Street going up the hill. I think Bonnie you notice them probably as well as anybody. Some of them have sunk in pretty low. We want to bring them up to a decent level. I imagine one day down the road ODOT is going to be considering paving that road and we will have all that in place. Also, we have had an issue in two different places in the city. It is really kind of strange. We had a call up on the upper end of Fifth Avenue about the water when it rains doesn't seem to drain that well and on Wendemere. When we cameraed the line, we discovered it appears when someone had some cement work done that someone has decided that the best place they can clean out cement from all their equipment is down our catch basins. The one up on Fifth is just completely clogged. It is hard cement. We are going to have someone come in and dig up the line and put new pipe in. There was some talk about supposedly getting a piece of equipment on our sewer vac that would break thru that but I just don't know if that is possible or not. We are going to do Fifth. The water is not as bad up on Wendemere. I guess these are the kind of things that if you see a cement truck and a guy cleaning it out and it is going down in our catch basin...let us know. We are also going to be adding a catch basin out at Timber Point Blvd. over at the end, where we have had some pictures after a rain with the water sitting there on the road way and no place to go. Sitting water is not a good thing for roadways, especially when there is ice and snow also.

As Dan was saying with the part time for leaf pick up, I think what he said last year we had a minimum response. That is the key to that whole program. There is no way our guys could do that program. If they started when the leaves fall, they would probably finish up some time in June because of the fact, we do have a lot of leaves to pick up. It is a good service we do for the community but again it is going to depend on the people that we can get to help us do it. He is starting earlier with this which is a great idea. Hopefully we get a good response.

The perpetual yard sale issue; Jerry and I did have a chance to touch on that a little before I heard of the one on Elmwood. There has been a couple of other places in town. I did pull some sample ordinances from different communities. There are some places that we would have to talk about it. I am not sure what committee would handle it. It wasn't in their zoning book. It would be part of the codified ordinances. It addresses where you would only be able to have one or two garage sales, depending on what I read, per year. Some of them were limited to months apart. Those are things we need to look at. On the perpetual yard sales, they also mentioned you could only sale what is yours and not others. It is something though, so direct me to the committee and I will forward those sample ordinances to them.

This Saturday I believe it is the 9<sup>th</sup> is the walk on Heroin. It's their second annual one at Harding Park from 12 to 5, if anyone can make it out there. Last years, I thought was somewhat of a success. It is very interesting program that they have. With that being said Mr. President, I think I have said more than enough.

It was moved by Mr. Toda with a second by Ms. Baumiller to accept the Mayor's report. There were no more questions or comments on the motion. Motion carried. Vote unanimous.

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

**PUBLIC ADDRESS ON AGENDA ITEMS**

Mr. Williams- If there is anyone who wishes to address city council on our three 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. We have no one...

**NEW BUSINESS & REQUESTS FOR LEGISLATION-**

Mr. William- I don't believe we have any requests since no one gave me any copies

**ORDINANCES & RESOLUTIONS**

Ordinance 14-17 Third Reading

ESTABLISHING A FIXED ASSET CAPITALIZATION POLICY FOR THE CITY OF HUBBARD, OHIO

It was moved by Mr. Silvidi with a second by Mr. Crowe that Ordinance 14-17 be passed as read. Motion carried. Vote Unanimous.

Resolution 11-17 Second Reading

A RESOLUTION ACCEPTING THE AMOUNT AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

Mr. Williams-Since there is no action on Resolution 11-17 it will flow to a third reading

Ordinance 17-17 First Reading

ESTABLISHING A CASH RESERVE POLICY FOR THE CITY'S ELECTRIC DEPARTMENT

Mr. Williams-Since there is no action on Ordinance 17-17 it will flow to a second reading

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

Mr. Williams- If there is anyone who wishes to address city council on non-agenda items related to City Council business 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. We have no one so I would entertain a motion to adjourn

**ADJOURN**

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

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Lorrie Brown, Council Clerk

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William Williams, President