Regular Session September 5, 2023

The members of Hubbard City Council met in regular session on Tuesday, September 5, 2023, in council chambers with President Pro Tem Bonnie Viele presiding. Approximately 12 people were in attendance.

Roll call showed the following members in attendance:

B. Viele R. Zambrini C. Cummings R. Hallapy J. Crowe

It was moved by Ms. Zambrini with a second by Ms. Cummings to excuse any absent officials.

Ms. Viele- President Mr. Williams was under the weather he reported. Mr. Mogg had to work, and Mr. Kerr is teaching tonight. It is usually, he teaches on Tuesday and the meetings are usually Monday but tonight it was a conflict.

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

It was moved by Ms. Zambrini with a second by Ms. Cummings to accept the minutes of the July 17, 2023, regular session as presented to council. There were no questions or comments on the motion. Motion passed. Vote unanimous.

**COMMUNICATIONS-**

Clerk- We received a letter from the Hubbard Free Park (Harding Park), they are requesting a follow up meeting to the July 17th meeting concerning Roosevelt Drive. Once the meeting is agreed upon we can call Carol at the reservation number to see if the dates can be coordinated with all three entities, a legislative bulletin from the OML concerning state budget and includes modification to public notices from municipalities (everyone should have received that in their email), the Mayor’s Court Report for July 2023 showing a total of $1,252 and for August 2023 showing a total of $1,465, the income tax comparison for July and August and the Reconciliation of Bank Statements for month ended July 31 and August 31, 2023, and that is all.

Ms. Viele- Do we have a motion to accept the communications?

It was moved by Ms. Zambrini with a second by Ms. Cummings to accept the communications and place them in their proper files. There were no questions or comments on the motion.

Ms. Viele- Now, we will move on to reports of standing committees. First up is

Clerk- call Roll

Ms. Viele- Oh, we have to vote.

Motion passed. Vote unanimous.

Ms. Viele- Okay, now we will have reports of standing committees.

**REPORTS OF STANDING COMMITTEES-**

**FINANCE**- Ms. Zambrini- Yes, okay, welcome back everybody. We have to get back into the swing of things here. First off, I would like to call a Finance Committee meeting for Monday, October 2 at 5:45 pm here in council chambers for the purpose of discussing the 2024 budget, compensation for city employees and any other financial matters that come before the committee. In speaking with Auditor Villano last week, city departments are in the process of submitting their purposed budgets with the auditor, as he said in caucus, hoping to have a proposed city budget in place by the beginning of October. As far as the current year, Auditor Villano informed me that there are no major issues. He is keeping a close eye on the financial status of the water department which is impacted by the cost of purchased water for the number of our water customers. This is being eased by the water rate adjustment that took effect at the beginning of the year. On the horizon, there are some financial matters to take into consideration including costs associated with the paving of Caroline and Rebecca once that waterline replacement project is complete, and the city share of the Elmwood Road paving project. On the revenue side, income tax collections remain positive showing plus four percent year-to-date at the end of August. That completes my report. Thank you.

Regular Session Page 2 September 5, 2023

**REPORTS OF STANDING COMMITTEES-**

Ms. Viele- Do you also have a request for tonight?

Ms. Zambrini- and I do have a request for legislation tonight, yes.

Ms. Viele-Okay, I will get to that.

**PARK & RECREATION**- Ms. Cummings- Yes, our regular Park & Rec. meeting was held August 7. We have an official pickle ball court at Mattinatt Park. They are in the process of getting quotes to complete the second one. It needs a little bit more work than the first one. They are still waiting on quotes for the pavilion to be done. The spouting needs to be done or redone, the roof, the whole inside needs to be painted. We are just not having any luck getting anybody to come and give us quotes. I want to thank Kevin for taking care of the rocks and the dirt piles that were at the back of the park. They are looking to hire next year, along with the full-time employee, a part-time employee to help with all the maintenance that needs to be done since, the summer youth program has not worked out. There have been quite a few vandalism issues. They destroyed the bathrooms again; they broke the big slide, and the bleachers were busted. They are going to go back through the recordings from the cameras and see what to do at that point. If they can, if the cameras worked well enough to get somebody on tape. Our next meeting is September 12th. That is all I have.

Ms. Viele- Okay, thank you.

**COMMUNITY AND ECONOMIC DEVELOPMENT**- Mr. Mogg- Not in attendance

**PLANNING & ZONING**- Ms. Viele- the Hubbard Planning & Zoning Commission will meet here on Monday, September 11th at 7 pm in council chambers. They have just one item on the agenda. The Planning & Zoning Appeals Board will meet the following night on, Tuesday, September 12th at 7 pm here in council chambers. They also only have one item on the agenda. It was posted in the local newspapers if you want more information on that.

**UTILITIES-** Mr. Kerr- Not in attendance

**STREETS & SIDEWALKS**- Mr. Crowe- Yes Madam President. The Street Resurfacing Program will start this month of September, probably closer to the third or fourth week. The streets include parts of Parkview, Moore Street, Fifth Avenue, West Water Street, and Scott Street. We had enough money to do two alternate streets: the dead end of Parkview and Hall Avenue up by the bus garage. The street department will also prepare West Liberty right here at Hager Street removing that cement and on Mackey Street manhole for a paver to complete the repairs there. Where that was dug up there. I am going to ask the street committee to meet again at the first meeting in November to discuss the 2024 Street Resurfacing Program and the 2025 Grant Application. I gotta ask, Mark, do we have a meeting on the night before the election? Was there an issue there before? November 6th is Monday and Election Day is November 7th.

Mr. Villano- I think it is only the primaries.

Ms. Viele- It’s just the primary.

Mr. Crowe- Oh, the primary. Okay, so we will meet Nov. 6th.

Ms. Viele- Okay

Mr. Crowe- the street committee

Ms. Viele- what time?

Mr. Crowe- 6:00 right here

Ms. Viele- okay, 6:00.

**SAFETY**- Mr. Hallapy- No report tonight but I do have a request for legislation later today.

Ms. Viele- Okay, we will deal with that. Do we have a motion?

Ms. Zambrini- I move to accept the reports of the standing committees, special

Regular Session Page 3 September 5, 2023

**REPORTS OF STANDING COMMITTEES-**

Ms. Viele- Oh no, wait. I am sorry I am out of order. We gotta go onto the…next we have the safety director. Is anybody here to talk about the fire department? How about the cemetery?

Mr. Hallapy- no report

Ms. Viele- Okay

**REPORTS OF SPECIAL COMMITTEES-**

**CEMETERY BOARD**- Mr. Mogg- Not in attendance

**FIRE DISTRICT-** Mr. Mogg- Not in attendance

**REPORTS OF CITY OFFICIALS**

**SAFETY DIRECTOR**- Mr. Bancroft- Out of mind, but still in sight. Yes, Madam President.

Ms. Viele- Sorry about that.

Mr. Bancroft- Just briefly, I just submitted the 2024 Police budget request to the Auditor for consideration. There is a lot going on and I will have a little bit more next month in a report. That is all I have.

Mr. Viele- Okay

**LAW DIRECTOR**- Mr. Villano- No report Madam President, thank you.

**TREASURER**- Ms. Ruha- Not in attendance.

**AUDITOR**- Mr. Villano- Nothing this evening Madam President, Thank you.

Ms. Viele- Okay, now we need a motion.

It was moved by Ms. Zambrini with a second by Ms. Cummings to accept the reports of standing committees, special committees, and city officials. There were no questions or comments on the motion. Motion passed. Vote unanimous.

Ms. Viele- Now, we will move on to the mayor. I am sure he has a lot to say.

**MAYOR’S REPORT**

Thank you, Madam President. Welcome back everyone. As alluded to, Jerry mentioned that Kirila Contractors will be in town towards the end of September for the 2023 paving project. They will, hopefully, be completed in a few weeks or sooner. They have a number of projects here in Trumbull County. The way things fit in hopefully, the weather cooperates. Also alluded to, our OPWC application for the 2024 program includes Rebecca and Caroline. We will know more over the next couple of months from the OPWC District voting to see if our project receives grant funding. Also, we along with ODOT have started the process for Elmwood. It is a Federal Aid route. As a reminder to everybody, back in 22 we applied for and received funding to have the entire street (from basically the railroad tracks all the way to East Liberty) to be paved for the fiscal year 25, 26. 27. ODOT can’t give an answer. We will be planning accordingly and that is why we want to make sure that everything is understood. In the sense that, when ODOT goes and sales this project and goes out for bid, we have a financial responsibility that we have to do prior to the actual paving of the project. So, there are a lot of things we need to work along with finance and street to plan on over the next few years. To go along with the planning, our waterline replacement project, it’s going to be anticipated if you figure in the paving, the engineering, and the waterline replacement it will be a well over two-million-dollar project for the complete replacements of Rebecca and Caroline from West Liberty all the way down to Myron Street. There will be a lot of restoration, a lot of thought process that goes into this. Our goal, just to give everyone an update, over the next few months, we will go out to bid. We will then hopefully have a successful bid, then award and within that award have the contractor be able to start as soon as the weather breaks in 2024. The

Regular Session Page 4 September 5, 2023

**MAYOR’S REPORT**

waterlines are in the street so, it will be complete road cuts. We would like to give six months or more of fair warning to the residents on Rebecca and Caroline. They will be an active construction zones. It will be a very difficult time frame while those waterlines are replaced. To go along with that, once it is completed, the project will have some asphalt but down. Then with the OPWC application, that we have been successful with, we are hoping to get grant funded for full depth replacement up and down on both sides of the road for Rebecca and Caroline for the fall after the waterline replacement is done. So, in theory, in a year from now or give or take both those roads will be fully restored and have brand new waterlines and be fully paved so, that they are not the very traumatic traveling road that they are now where there is a lot of issues on them. Another update, for the grant funding we received from HB168. It is approximately $250,000 for sanitary upgrades. We will be having a meeting this Thursday to discuss the scope of the project. We know we want to upgrade the lift station generators a handful of those and then also, Hall Avenue to replace part of a sanitary line that not only serves the houses but also part of the school system as well. There is a belly in that line. We put some work in, thanks to Kevin, over the past year where we fixed them crushed lines and some issues that we found. There is still an evident problem with that sanitary line. I have spoken with the Auditor already that next year that program has to be completed. We are going to be under a clock for that. We will have a $250.000 match for that actual grant program as well. That is something that hopefully, in the next few weeks we can get a better grasp on. Unfortunately, the state is very slow at releasing information when we have questions. Our Senior Center, speaking of a slow process, is getting to a point now where the Senior Service Advisory Committee has voted to approve the dollars from the senior levy. It could go towards a Hubbard Center. That is our first step. The commissioners have approved that. We are approved for a four-hour center which is a small center. It was originally applied for a six hour a day center which is considered a medium center per the guidelines of the senior levy. It is a two-year cycle. Our grant cycling will give us funding for that small center to then be able to see how much can we provide, are we bigger than what the grant funds are available. Obviously, we are going to keep all of our activities. I spoke with Mike Wilson today from SCOPE, who will be managing our facility back there, that the unfortunate situation that is impacting seniors all over the county and farther is the lack of meals. I told him that I think that we could set an example and try to figure out a way to bring either the congregate meals back or help with designing some program that can get food to these seniors. The Office of Elderly Affairs and some of the federal agencies are cutting funding. They are giving gift cards. My problem is what if those seniors can’t get out to a restaurant. There are some big problems. Hopefully, once we get all of our senior center programs in place and we work alongside our senior Thursday card players that are there and all the members of the Silver Sneakers, and we create a robust environment for seniors that we can figure out a way to get meals back for those that need them. There is a lot of positives going on with the senior center. Lastly, I will be meeting with Congressman Joyce tomorrow morning. He is bringing everyone from the local cities and villages and townships to his office in Warren to talk about ways that he can help. Not only with issues we have but also some forward funding opportunities as well. I will be excited to report what I find out. That is all, thank you.

It was moved by Ms. Zambrini with a second by Ms. Cummings to accept the Mayor’s Report. There were no questions or comments on the motion. Motion passed. Vote Unanimous.

**UNFINISHED OR OLD BUSINESS-**

**MISCELLANEOUS BUSINESS**

**PUBLIC ADDRESS TO CITY COUNCIL ON AGENDA ITEMS-**

Ms. Viele- We don’t have an agenda tonight, so we really don’t have to address that.

Regular Session Page 5 September 5, 2023

**NEW BUSINESS & REQUESTS FOR LEGISLATION**

Ms. Viele- I have two here. Ms. Zambrini, do you want to do yours?

Ms. Zambrini- sure

It was moved by Ms. Zambrini with a second by Ms. Cummings to have the law director draw up the necessary legislation for a resolution authorizing the Board of Control to advertise for bids for the city of Hubbard 2023 Waterline Replacement project. There were no questions or comments on the motion. Motion passed. Vote Unanimous.

Ms. Viele- Okay Ryan, you also have a request?

Mr. Hallapy-yes

It was moved by Mr. Hallapy with a second by Mr. Crowe that have the law director draw up the necessary legislation amending and/or supplementing section 333.11 texting while driving prohibits chapter 333 OVI, willful misconduct, speed part III traffic code of the City of Hubbard Codified Ordinances and declaring an emergency. There were no questions or comments on the motion. Motion passed. Vote Unanimous.

**ORDINANCES & RESOLUTIONS**

**PUBLIC ADDRESS TO CITY COUNCIL ON NON-AGENDA ITEMS-**

Ms. Viele- - If there is anyone who wishes to address city council on non-agenda items related to city council business when recognized please step to the microphone and state your name and address for the record. You will have three minutes unless extended by council. Anybody want to address council. Okay

Ms. Zambrini- Wait a minute hang on

Ms. Viele- did I skip something. Is someone… oh, okay. State your name.

Pastor Dave Coxson

Ms. Viele- okay, your address.

My address is 6968 Chestnut Ridge Road, Hubbard.

Ms. Viele- okay, now you have three minutes.

Pastor Coxson- Okay, I am here representing the City Transformation team of Hubbard. Actually, the advisor, leader of the team is back here Pastor Dave Garlich. We were formed as like part of a liaison with the Hubbard Police Department almost 10 years ago now. We are chaplains for the police department. One thing we were able to establish was a program called CARE. CARE we look out for the needs of families where there has been drug abuse or drug addiction. We are typically there for family members. We have had more recently; we have had like town hall meetings which we try to do some drug awareness programs and things like that and the needs of the Hubbard community. We gather in a support group twice a month. Once, up at the library on the third Thursday and once at the Red Door located on East Hill Hubbard every fourth Monday. Through our town hall meetings, we had Judge Adler back last

Ms. Viele- I am sorry, did you turn on the microphone? I am not sure that is going through the mic. I can hear you fine, but I don’t know if the clerk could.

Pastor Coxson- There you go, better.

Ms. Viele- Everyone hear better now? I am sorry I forgot to tell you that.

Pastor Coxson- We had one of our town meetings recently. We had Judge Adler. He was there to talk about drug court. We had a forum on the drug use back almost a year ago about eleven months ago. None the less, we know or understand there are some funds available through the city because of the pharmaceutical suits. We would be more than grateful to be able to help in the distribution of some of those funds down the road. Maybe we could work in conjunction

Regular Session Page 6 September 5, 2023

**PUBLIC ADDRESS TO CITY COUNCIL ON NON-AGENDA ITEMS-**

with families who have needs. Maybe we could work with the school for educational purposes. In the community, especially with the police department and other opportunities that might come up. We would like to offer our services there. We would certainly be appreciative if you would consider us a potential to be able to do that.

Ms. Viele- Okay, thank you. Any questions or comments? I know Robin knows some of this.

Ms. Zambrini- yeah, um I am going to ask our Auditor, but I believe it is like $2,500 in that account.

Mr. Villano- It is $2,500 and if you followed the news in recent months, there are court proceedings whereby those settlement dollars may not come again.

Pastor Coxson- Oh, okay

Mr. Villano- It was supposed to be, I believe, for 20 years we were going to get them.

Pastor Coxson- okay

Mr. Villano- It is not a huge amount of money, but I believe there has been some alternate course proceedings that happened at the beginning of the year.

Ms. Zambrini- Okay, but nothing definitive but you have heard there could be some issues. It is in litigation.

Mr. Villano- correct

Ms. Zambrini- okay, will we have to give that money back the money that is in there the $2,500?

Mr. Villano- not that I have heard.

Ms. Zambrini- okay

Mr. Villano- I wouldn’t, I guess I wouldn’t count on getting it for twenty more years every year.

Ms. Zambrini- Oh, okay

Pastor Coxson- okay

Ms. Zambrinin- okay, okay so right now it is a nominal amount. I think that if we were to use that towards the, the… for what you say for families and other needs, we would need a specific project.

Pastor Coxson- Right, sure

Ms. Zambrini- Is that correct Michael…we would need a …so I think we are all on board that that would be a good use for those funds but if you have plans of a specific event or activity or something.

Pastor Coxson- sure

Ms. Zambrini- that you could give to council to consider that would be great.

Pastor Coxson- I know one of the things that will come up in the city transformation team there might be a need that a family has that is specifically is going through one of those issue where a family member where the children need help immediately. We can be kind of resource people to kind of step in and stand in the gap there or maybe there is an education opportunity like our town hall meeting where we may have expenses that we incur trying to educate the community about the drug problem and specifically our concern for the family. That would be where we would

Ms. Zambrini- okay

Regular Session Page 7 September 5, 2023

**PUBLIC ADDRESS TO CITY COUNCIL ON NON-AGENDA ITEMS-**

Ms. Viele- Thank you for what you do.

Pastor Coxson- be interested. God Bless you, thank you all.

Ms. Viele- Anyone else have a comment?

Mayor- Over here

Ms. Viele- Oh, the mayor wants to speak.

Mayor-No, just real quick, I know that we had spoken before and one of the pieces of information that was given from when all these lawsuits and the disbursements were starting.

Pastor Coxson- right

Mayor- was the educational component and it seems like that is still an ongoing thing. The educational aspect is available to spend that money. What that entails, obviously, is something that we all need to work together. The utilization of that small amount of money. That twenty-five hundred dollars could go a long way for educational purposes.

Pastor Coxson- sure

Mayor- and utilizing the work that you folks do is obviously very important and would be a conduit for us to be able to provide that to the community. Obviously with every piece of …all the dollars that come in there is a piece of information and accountability that we have to follow.

Pastor Coxson- oh, definitely

Mayor and obviously our auditor’s well aware of some of those things so we can work at a solution.

Pastor Coxson- We would welcome an opportunity to sit down with a member of council or others and discuss those options and opportunities in the future. Alrighty

Ms. Viele-thank you.

Pastor Coxson- thank you.

Ms. Viele- Do we have a motion to adjourn? Is there anyone else who wishes to speak? All Right

**ADJOURN**

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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lorrie Brown, Council Clerk William Williams, President