

**OTTAWA HILLS VILLAGE COUNCIL
MEETING MINUTES**

**December 07, 2020 7:30 PM
Video Teleconference**

Call to Order – Mayor Gilmore

7:32 PM

Village Representatives in Attendance

Mayor Kevin Gilmore	Councilman Edward Shimborske III
Councilwoman Dana Dunbar	Councilman John Lewis
Councilman Jeff Gibbs	Councilwoman Katherine O’Connell
Councilman Rex Decker	Clerk / Treasurer Eric Shreve
Solicitor Sarah McHugh	Village Administrator John Wenzlick
Deputy Chief Gregg Estok	Officer Kelly Goralske
Officer Brittany Holland	

Citizen Attendees

Nasrin Afjeh
Yarko Kuk
David Krieger
Hank Silverman
Peter Schaal
Heather Phillips
Jana Kammeyer

Other Zoom Users Present

“John”
“12244025379”
“NJP”

Swearing in of Police Officers

Mayor Gilmore and Deputy Chief Estok welcomed Brittany Holland and Kelly Goralske. Deputy Chief Estok provided background about both new officers and explained they were hired to fill two vacancies in the police department. Mayor Gilmore swore in both officers and Council welcomed them to our team.

Minutes

A motion was made by Mrs. Dunbar to approve the minutes from the November 02, 2020 Council meeting, and Mr. Shimborske seconded the motion. The motion passed unanimously.

Finance & Future Planning – Mr. Lewis

Mr. Lewis reported on the joint Finance and Human Resources Committee meeting on November 6th, which included a review of 2020 finances and extensive discussion regarding the proposed 2021 budget. November income tax receipts came in low, at about \$118,000 for the month. Year-to-date, the Village is approximately \$52,000 below income tax projections. The operating budget is projected to end the year with approximately \$775,000 in surplus. Capital expenditures should be less than projected, due mainly to the road projects coming in less than expected. It is anticipated we will end the year with an approximately \$1.9 million deficit, much of which is the result of the development of White Field, bringing our unencumbered balances to just under \$4.4 million.

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Mr. Lewis then reviewed the proposed 2021 budget, which includes a small operating budget surplus and a substantially lower capital budget for next year, at about \$1.5 million. The proposed budget would reduce our cash balance to about \$3.55 million at the end of 2021. A detailed budget packet was provided to Council and related legislation is on the agenda.

Human Resources – Mr. Gibbs

Mr. Gibbs reported that employee salary compensation was also discussed at the November 6th joint meeting. At the meeting, a recommendation was made for a 2% increase in employee pay for 2021. Additionally, a December 2020 bonus of \$1,250 for employees was recommended by the committees.

Mr. Gibbs then provided an overview of funds donated to the Village by residents, as a thank you to our employees. This year \$2,000 was budgeted to be distributed from the fund. Mr. Gibbs made a motion to authorize distribution of the donated funds to Village employees. Mr. Shimborske seconded the motion, which passed unanimously.

Safety – Mrs. O’Connell

Mrs. O’Connell provided an update on the Forestview Drive curve. Mrs. O’Connell shared history on the Committee’s actions and reported that a letter was sent to area homes informing them of our intent to install two speed humps near the curve. The Village did not receive any negative responses, but did receive one positive response, which also requested additional speed humps north of the curve on Brookside Road.

Mrs. O’Connell made a motion to authorize the installation of two speed humps on either side of the Forestview curve, during next year’s road projects. Mr. Shimborske seconded the motion, which passed unanimously.

Streets & Bridges – Mr. Shimborske

Mr. Shimborske reported there were two pieces of legislation on the agenda for street and bridge projects. The first piece of legislation is to increase the contract amount with Fishbeck Engineering for the Riva Ridge bridge project. The additional money is necessary due to added costs for geotechnical exploration, as well as the need to acquire temporary right-of-way during bridge construction. The second piece of legislation is to authorize an increase in engineering for the 2021 street projects due to the design modifications for Ridgewood and Canterbury, as well as the addition of Exmoor resurfacing.

Mr. Shimborske then reported that the Street Committee authorized the submission of an OPWC grant application for the Riva Ridge Road bridge along with reconstruction of a segment of Riva Ridge Road, from Secretariat to Dauber Drive West. The proposed 2022 reconstruction of this section of roadway would align with the bridge reconstruction, address a section of roadway identified in the pavement analysis as needing attention, and potentially allow for additional grant funding.

Finally, Mr. Shimborske reported that the Street Committee approved the installation of decorative traffic signal poles at the Bancroft and Secor intersection in 2021. The pole replacement will be managed by the City of Toledo and is primarily funded by an ODOT grant.

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The Village would be responsible for the added cost of decorative poles to match our Village street lamp poles, approximately \$40-50,000.

Utilities, Equipment, Buildings & Grounds – Mr. Decker

Mr. Decker reported that construction delays prevented the seeding of White Field this year, so it will take place in the spring. The field should be ready for play in 2022.

Mr. Decker then provided an update on the piece of property next to the Silverman residence in the 3700 block of Sulphur Spring Road. Mr. Decker and Ms. McHugh said it is the Village's opinion that the piece of property is a platted walkway, and Ms. McHugh stated she left this message with the Silverman's attorney. Mr. Decker further reported that the Committee did not wish to vacate the property at this time.

Ms. McHugh also informed Council that Dave White wished to donate two more parcels of land, which are north of White Field, to the Village at the first of the year.

Solicitor's Report

None

Manager's Report

Mr. Wenzlick reported that the Village's OPWC grant was submitted for the Riva Ridge Road bridge replacement and road reconstruction. Also, Toledo submitted an OPWC grant seeking additional funding for the Secor Road bridge replacement.

Mayor's Report

None

Old Business

None

New Business

None

Ordinances & Resolutions

Mayor Gilmore read Resolution 2020-28

Resolution 2020-28

Authorizing an amendment to the contract with Fishbeck for engineering services related to the 2021 road improvement project, and declaring an emergency.

Motion to waive three readings:

Motion – Mr. Shimborske
Second – Mr. Lewis
Unanimous Approval

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Motion to declare an emergency:	Motion – Mr. Shimborske
	Second – Mr. Lewis
	Unanimous Approval

Motion to adopt legislation as an emergency:	Motion – Mr. Shimborske
	Second – Mr. Lewis
	Yeas (6) – Mr. Lewis, Mr. Shimborske, Mrs. Dunbar, Mr. Gibbs, Mrs. O’Connell, Mr. Decker
	Nays (0) –

Mayor Gilmore read Resolution 2020-29

Resolution 2020-29	Authorizing an amendment to the contract with Fishbeck for engineering services related to the 2022 Riva Ridge Road Bridge project, and declaring an emergency.
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Motion to waive three readings:	Motion – Mr. Shimborske
	Second – Mrs. O’Connell
	Unanimous Approval

Motion to declare an emergency:	Motion – Mr. Shimborske
	Second – Mrs. O’Connell
	Unanimous Approval

Motion to adopt legislation as an emergency:	Motion – Mr. Shimborske
	Second – Mrs. O’Connell
	Yeas (6) – Mr. Lewis, Mr. Shimborske, Mrs. Dunbar, Mr. Gibbs, Mrs. O’Connell, Mr. Decker
	Nays (0) –

Mayor Gilmore read Resolution 2020-30

Resolution 2020-30	Authorizing the purchase of a 2021 one-ton truck for the Service Department, and declaring an emergency.
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Motion to waive three readings:	Motion – Mr. Decker
	Second – Mr. Gibbs
	Unanimous Approval

Motion to declare an emergency:	Motion – Mr. Decker
	Second – Mr. Gibbs
	Unanimous Approval

Motion to adopt legislation as an emergency:	Motion – Mr. Decker
	Second – Mr. Gibbs
	Yeas (6) – Mr. Lewis, Mr. Shimborske, Mrs. Dunbar, Mr. Gibbs, Mrs. O'Connell, Mr. Decker
	Nays (0) –

Mayor Gilmore read Resolution 2020-31

Resolution 2020-31	Authorizing a 2021 contract with The Nature Conservancy for services related to implementation of the Environmental Strategic Plan and other functions.
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Motion to waive three readings:	Motion – Mrs. Dunbar
	Second – Mr. Gibbs
	Unanimous Approval

Motion to adopt legislation:	Motion – Mrs. Dunbar
	Second – Mr. Gibbs
	Yeas (6) – Mr. Lewis, Mr. Shimborske, Mrs. Dunbar, Mr. Gibbs, Mrs. O'Connell, Mr. Decker
	Nays (0) –

Mayor Gilmore read Resolution 2020-32

Resolution 2020-32	Authorizing the hiring of legal counsel for the Village of Ottawa Hills consistent with the provisions of Section 733.48 of the Ohio Revised Code, and declaring an emergency.
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Motion to waive three readings:	Motion –	Mr. Gibbs
	Second –	Mrs. O’Connell
	Unanimous Approval	

Motion to declare an emergency:	Motion –	Mr. Gibbs
	Second –	Mrs. O’Connell
	Unanimous Approval	

Motion to adopt legislation as an emergency:	Motion –	Mr. Decker
	Second –	Mrs. O’Connell
	Yeas (6) –	Mr. Lewis, Mr. Shimborske, Mrs. Dunbar, Mr. Gibbs, Mrs. O’Connell, Mr. Decker
	Nays (0) –	

Mayor Gilmore read Ordinance 2020-13

Ordinance 2020-13	Amending Ordinance 2019-14 fixing salaries for Village employees for calendar year 2020, and declaring an emergency.
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Motion to waive three readings:	Motion –	Mr. Gibbs
	Second –	Mr. Lewis
	Unanimous Approval	

Motion to declare an emergency:	Motion –	Mr. Gibbs
	Second –	Mrs. O’Connell
	Unanimous Approval	

Motion to adopt legislation as an emergency:	Motion –	Mr. Gibbs
	Second –	Mr. Shimborske
	Yeas (6) –	Mr. Lewis, Mr. Shimborske, Mrs. Dunbar, Mr. Gibbs, Mrs. O’Connell, Mr. Decker
	Nays (0) –	

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Mayor Gilmore read Ordinance 2020-14

Ordinance 2020-14	Making appropriations and deductions from previous appropriations, amending Ordinance 2019-13, Ordinance 2020-6 and Ordinance 2020-11, and declaring an emergency.
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Motion to waive three readings:	Motion – Mr. Lewis
	Second – Mr. Shimborske
	Unanimous Approval

Motion to declare an emergency:	Motion – Mr. Lewis
	Second – Mr. Shimborske
	Unanimous Approval

Motion to adopt legislation as an emergency:	Motion – Mr. Lewis
	Second – Mr. Shimborske
	Yeas (6) – Mr. Lewis, Mr. Shimborske, Mrs. Dunbar, Mr. Gibbs, Mrs. O'Connell, Mr. Decker
	Nays (0) –

Mayor Gilmore read Ordinance 2020-15

Ordinance 2020-15	Annual appropriation ordinance, and declaring an emergency.
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Motion to waive three readings:	Motion – Mr. Lewis
	Second – Mr. Shimborske
	Unanimous Approval

Motion to declare an emergency:	Motion – Mr. Lewis
	Second – Mr. Shimborske
	Unanimous Approval

Motion to adopt legislation as an emergency:	Motion – Mr. Lewis
	Second – Mr. Shimborske
	Yeas (6) – Mr. Lewis, Mr. Shimborske, Mrs. Dunbar, Mr. Gibbs, Mrs. O'Connell, Mr. Decker
	Nays (0) –

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Mayor Gilmore read Ordinance 2020-16

Ordinance 2020-16	Fixing the salaries for Village employees for 2021 and repealing Ordinance 2019-14 and Ordinance 2020-13, and declaring an emergency.
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Motion to waive three readings:	Motion – Mr. Gibbs Second – Mr. Shimborske Unanimous Approval
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Motion to declare an emergency:	Motion – Mr. Gibbs Second – Mr. Shimborske Unanimous Approval
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Motion to adopt legislation as an emergency:	Motion – Mr. Gibbs Second – Mr. Shimborske Yeas (6) – Mr. Lewis, Mr. Shimborske, Mrs. Dunbar, Mr. Gibbs, Mrs. O’Connell, Mr. Decker Nays (0) –
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Vision Committee – Mrs. Dunbar

Mrs. Dunbar reported that a Vision Committee meeting took place November 12th, and OHM Advisors reviewed their draft RFQ for the Richards Road land project. Mrs. Dunbar said the Committee recommended moving forward with the RFQ process. The next step in the process would be a review of developers who submit an RFQ, and then a shortlist would be created to receive an invitation for RFP submittal. Mrs. Dunbar made a motion to move forward with the RFQ developed by OHM Advisors for the Richards Road land development project, based on the Committee’s recommendation. Mrs. O’Connell seconded the motion.

Mr. David Krieger inquired as to the process and asked if the project would go to a citizen vote. Mayor Gilmore explained the governmental process, and Ms. McHugh explained that certain issues could be subjected to a citizen referendum. Mr. Krieger expressed concern over an increase in students at the schools, as well as potential traffic concerns. Further discussion about the project took place involving the Mayor, Council and Mr. Krieger.

Mr. Peter Schaal inquired into the need for the development and what population was the target for the housing units. Mrs. Dunbar responded that the targets were empty nesters and those looking for their first step into the Village, and that the development would help provide community and meeting spaces and small retail, while addressing the needs of the Village Administrative offices. Mrs. Dunbar also said the development would increase the Village’s tax base, as well as provide a significant investment into the Village. Mr. Schaal expressed concern over rental units and was more in favor of condominiums or townhomes.

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After further discussion, Mrs. Dunbar's motion passed unanimously.

Executive Session

None

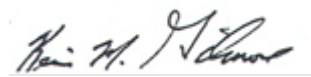
Next Meeting Date

Discussion transpired regarding the regular starting times of Council meetings, which are being conducted online during the COVID pandemic. Mr. Gibbs made a motion to amend the Council Rules, changing the Council meeting times to 6:00 PM on the first and third Mondays of the month. Mrs. Dunbar seconded the motion, which passed unanimously.

Next meeting date: January 04, 2021 at 6:00 PM

Adjournment

8:45 PM



Mayor Kevin Gilmore