

RECORD OF PROCEEDINGS

Minutes of

Delaware City Council

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

November 9

20

Held _____ 20 _____

The regular meeting of Council held on November 9, 2020 and was called to order at 7:00 p.m. and was held remotely through Cisco Webex and streamed Live through Facebook due to the State of Emergency – Executive Order 2020-01D. The following members of Council were remotely present: First Ward Chris Jones, Third Ward Cory Hoffman, Fourth Ward Drew Farrell, At-Large George Hellinger, Vice-Mayor Kent Shafer and Mayor Riggle who presided. Absent from the meeting was Second Ward Lisa Keller. The invocation was delivered by Reverend Gunnar Cerda, Ohio Health Pastoral Care.

Staff Present Remotely: Dave Efland, Planning and Community Development Director, Justin Nahvi, Finance Director, Jessica Feller, Human Resource Manager, Bruce Pijanowski, Police Chief, John Donahue, Fire Chief, Blake Jordan, Public Utilities Director, Natalia Harris, City Attorney, Kyle Kridler, Assistant City Manager, and Tom Homan, City Manager

Motion to Excuse: Vice-Mayor Shafer motioned to excuse Councilmember Keller, seconded by Mr. Hoffman. Motion approved by a 6-0 vote.

ITEM 3: APPROVAL OF MINUTES

APPROVAL of the Motion Summary of the regular meeting of Council held on October 26, 2020, as recorded and transcribed.

APPROVAL of the Motion Summary of the special meeting of Council held on October 21, 2020, as recorded and transcribed.

APPROVAL of the Motion Summary of the budget work session meeting of Council held on November 2, 2020, as recorded and transcribed.

Motion: Vice-Mayor Shafer motioned to approve the Motion Summary of the regular meeting of Council held on October 26, 2020, as recorded and transcribed, the special meeting of Council held on October 21, 2020, as recorded and transcribed, and the budget work session meeting held on November 2, 2020, as recorded and transcribed, seconded by Mr. Farrell. Motion approved by a 6-0 vote.

ITEM 4: CONSENT AGENDA

- A. Acceptance of the Motion Summary of the Finance Committee meeting held on September 21, 2020, as recorded and transcribed.
- B. Acceptance of the Motion Summary of the Public Works Committee meeting held on February 4, 2020, as recorded and transcribed.
- C. Resolution No. 20-63, a resolution authorizing the City Manager to sign and enter into an intergovernmental agreement with the Delaware County Commissioners for Indigent Defense Services for Municipal Code Violations.

Motion: Vice-Mayor Shafer motioned to approve the Consent Agenda, seconded by Mr. Hoffman. Motion approved by a 6-0 vote.

ITEM 5: LETTERS, PETITIONS, AND PUBLIC COMMENTS

There was no public comment request or submissions.

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ITEM 6: COMMITTEE REPORTS

Mr. Jones provided information on the upcoming Public Works meeting.

Mr. Hoffman provided information on the upcoming Board of Zoning Appeals meeting.

Vice-Mayor Shafer provided information on the upcoming Civil Service Commission meeting.

ITEM 7: PRESENTATION

A. Municipal Courts – Cindy Dinovo, Clerk of Courts and Judge Marianne Hemmeter

Judge Hemmeter discussed the challenges the court faced due to the pandemic. The court cases are currently down with criminal cases and traffic cases down. Search warrants are up and there has been an increase in domestic violence cases and public indecency. Civil filings are down, but evictions are done. She discussed how moratorium on evictions if certain criteria are met was set by executive order due to the pandemic. Although cases are down there is still a large case load. Although there is an impact to the budget due to the decline in cases she discussed that the courts are not a revenue business and that regardless the courts must provide services.

Clerk Dinovo discussed that they are currently down approximately 4,000 waivers. She discussed that they are revamping the basement due to storage issues. This process will take place in two stages. She expects to see an influx of eviction cases once the moratorium is over in January. She discussed the changes to the Municipal Court Employees and Clerk of Courts Employee Benefits.

B. Finance – Justin Nahvi, Finance Director

Mr. Nahvi reviewed 2020 accomplishments from the Finance Department. These accomplishments included a 2019 CAFR Auditor of State Award of Distinction, publication of the 2019 Popular Annual Financial Report, Transition to Chase Bank for Depository Services, implementation of Authority Tax Accounting System, implementation of the MUSIC Financials ERP Module, implementation of credit card acceptance for Public Works, Planning and Police, streamlining of payroll and purchase order processing, and transition to a new vendor for print/mail of utility bills with Huntington National Bank. He discussed the goals for 2021 including the implementation of MUNIS. He discussed that the pandemic has not materially impacted or delayed any projects or initiatives currently overseen by the Finance Department. He discussed his staff able to provide good customer service even while telecommunicating.

C. Public Utilities – Blake Jordan, Public Utilities Director

Mr. Jordan reviewed the projects that occurred in 2020 including the replacement for the 1,500 ft of waterline on Lincoln Avenue, repair and painting of City’s west water tower, replacement of

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large sized storm piping through Oak Grove Cemetery, emergency coordination of US 42 sewer replacement, addition of new Project Manager position, and reorganization of the department. He discussed that his department completed 2,228 active work orders and responded to 674 customer service requests. Also discussed was the staff scheduling into 3 rotating teams during the height of the COVID-19 emergency declaration. He discussed that some projects needed schedule adjustments relating to the pandemic.

Mr. Jordan discussed goals for 2021 which include the continuation of replacement of aging waterlines, water quality study and plan for focused repair of the Delaware Run, water master plan update, Riverby community tie-in to City’s sewer system and large scale plant improvement projects. Other goals include the construction phase of Panhandle/RT. 42 waterline loop and sewer inflow and infiltration remediation.

D. Legal – Natalia Harris, City Attorney

Ms. Harris provided information on staffing changes including her appointment as new City Attorney in October and combining two non-attorney part time positions into one attorney part time position. She reviewed statistics on case prosecutions, which had a decrease from 2019 and the response to COVID-19. She discussed that the pandemic has not materially impacted or delayed any projects or initiatives currently overseen by the Legal Department.

She discussed the goals for 2021 including the hiring of a new City Prosecutor and to begin working towards more efficient and effective internal management of digital evidence received from each of the law enforcement agencies for which the office prosecutes.

E. CMO – Lee Yoakum, Community Affairs Coordinator

Mr. Yoakum discussed efforts to increase digital campaigns and provide information to the residents. He reviewed the Del-AWARE App and Del-Net launch. He discussed using social media to communicate with residents and to be effective there is a need to post often, establish digital as the best way to get information, produce videos and share positive stories. The Community Affairs department has adopted a citizens-first approach. He discussed plans for 2021 to include website updates, video marketing and promotion of local businesses, drone training and Citizen’s Academy.

ITEM 8: ORDINANCE NO. 20-69 [Public Hearing and Second Reading]
AN ORDINANCE MAKING APPROPRIATIONS FOR THE YEAR 2021 AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the second time. There was no public comment.

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Motion: Vice-Mayor Shafer motioned to close the public hearing, seconded by Mr. Hoffman. Motion approved by a 6-0 vote.

ITEM 9: ORDINANCE NO. 20-71 [Public Hearing and Second Reading]

AN ORDINANCE AMENDING SECTION 197.02 OF THE SCHEDULE OF FEES AND SERVICES CHARGES.

The Clerk read the ordinance for the second time. There was no public comment.

Motion: Vice-Mayor Shafer motioned to close the public hearing, seconded by Mr. Hoffman. Motion approved by a 6-0 vote.

ITEM 10: ORDINANCE NO. 20-72 [Second Reading]

AN ORDINANCE AMENDING THE MANAGEMENT, PROFESSIONAL, TECHNICAL, CONFIDENTIAL, AND SUPERVISORY EMPLOYEES PAY PLAN AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the second time. Ordinance No. 20-72 will go to a third reading.

ITEM 11: ORDINANCE NO. 20-73 [Second Reading]

AN ORDINANCE AMENDING ORDINANCE NO. 19-71 ESTABLISHING THE PAY AND BENEFITS FOR VARIOUS PART-TIME AND INTERMITTENT/SEASONAL EMPLOYEES OF THE CITY OF DELAWARE AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the second time. Ordinance No. 20-73 will go to a third reading.

ITEM 12: ORDINANCE NO. 20-74 [Second Reading]

AN ORDINANCE AMENDING THE DELAWARE MUNICIPAL COURT AND CLERK OF COURT EMPLOYEE BENEFITS AND LEAVE POLICIES AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the second time. Ordinance No. 20-74 will go to third reading.

ITEM 13: RESOLUTION NO. 20-64 [Second Reading]

A RESOLUTION INDICATING WHAT SERVICES THE CITY OF DELAWARE WILL PROVIDE TO 32.475± ACRES OF LAND, MORE OR LESS, DESCRIPTION AND MAP ARE ATTACHED HERETO FOR THE ANNEXATION KNOWN AT THE ROUTE 36 PARTNERS LLC AND CHARLES R. DAVIS ANNEXATION BY MICHAEL R. SHADE, AGENT FOR THE PETITIONERS.

The Clerk read the resolution for the first time.

APPLICANT:

Michael R. Shade
Agent for the Petitioners
Shade and Shade LLC
236 West Central Avenue
Delaware, Ohio 43015

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Motion: Vice-Mayor Shafer motioned to approve Resolution No. 20-64, seconded by Mr. Hoffman. Motion approved by a 6-0 vote.

ITEM 14: ORDINANCE NO. 20-76 [First Reading]
AN ORDINANCE ESTABLISHING THE SALARY AND BENEFITS OF THE COUNCIL CLERK AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time. Ordinance No. 20-76 will have a second reading.

ITEM 15: ORDINANCE NO. 20-77 [First Reading]
AN ORDINANCE AMENDING THE EMPLOYMENT AGREEMENT WITH THE CITY MANAGER AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time. Ordinance No. 20-77 will have a second reading.

ITEM 16: ORDINANCE NO. 20-78 [First Reading]
AN ORDINANCE ESTABLISHING NEW SALARY RATES FOR THE MAYOR AND MEMBERS OF CITY COUNCIL EFFECTIVE JANUARY 1, 2022 AND REPEALING ORDINANCE NO. 18-113.

The Clerk read the ordinance for the first time. Ordinance No. 20-78 will have a second reading.

ITEM 17: ORDINANCE NO. 20-79 [First Reading]
AN ORDINANCE SUPPLEMENTING THE 2020 APPROPRIATION ORDINANCE AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time. Ordinance No. 20-79 will have a second reading.

ITEM 18: ORDINANCE NO. 20-80 [First Reading]
AN ORDINANCE SUPPLEMENTING THE 2020 APPROPRIATIONS ORDINANCE TO PROVIDE FUNDING TO PURCHASE THE PROPERTIES LOCATED AT 11 SPRING STREET AND 27 SPRING STREET, DELAWARE, OHIO AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time. Ordinance No. 20-80 will have a second reading.

ITEM 19: ORDINANCE NO. 20-81 [First Reading]
AN ORDINANCE APPROPRIATING THE CITY'S CORONAVIRUS RELIEF FUND PAYMENT TO THE CITY'S COVID-19 RESPONSE, DIRECTING THE CITY MANAGER TO CONTINUE TO EMPLOY THE CITY'S INTERNAL RESPONSE TO THE PANDEMIC AND ESTABLISH CERTAIN GRANT PROGRAMS WITH DELAWARE LOCAL ORGANIZATIONS AND PUBLIC HEALTH SERVICE AGENCIES, AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time. Ordinance No. 20-81 will have a second reading.

ITEM 20: CITY MANAGER'S REPORT & COVID-19 UPDATE
Mr. Homan discussed that he will be providing a recommendation regarding the continuation of the DORA and marketing at the next

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meeting. There was a staff supervisory meeting to discuss the importance of COVID precautions as cases continue to increase. He discussed that Ironman recently had an event and how they created it with social distancing. Events to that normally are held will need to be discussed on how to plan ahead for 2021. He discussed a resolution that was passed by Grove City, Ohio City Council requesting the extension of virtual meetings and that similar legislation will be brought before Council.

ITEM 21: COUNCIL COMMENTS

Mr. Jones reminded Council to attend the rededication of Veterans Memorial at the Delaware County Courthouse.

Mr. Hoffman discussed marketing and signage techniques used in Powell, Ohio for DORA. He also voiced a concern on the staff sick leave policy and the need to have preventative care.

Mr. Farrell discussed meeting with a developer regarding potential future development along Channing Street and that a community meeting will be held for community input and involvement.

Mayor Riggle also provided information on the rededication of Veterans Memorial on Veterans Day. She provided dates that she will be out of town.

ITEM 22: EXECUTIVE SESSION: pursuant to Ohio Revised Code Section 121.22 (G) (3) pending or imminent court action, Section 121.22 (G) (1) personnel, Section 121.22 (G) (5) matters required to be kept confidential by State statute, Section 121.22 (G) (2) acquisition of property for public purpose and 121.22(G) (8) consideration of confidential information related to a request for economic development assistance. (if necessary)

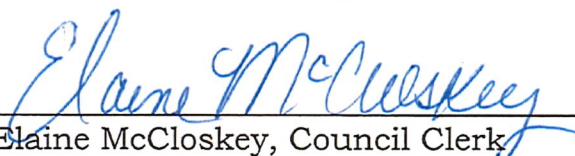
Executive Session deemed not necessary.

ITEM 23: ADJOURNMENT

Motion: Vice-Mayor Shafer motioned to adjourn the meeting. The meeting adjourned at 8:44 p.m.



Mayor Carolyn Kay Riggle



Elaine McCloskey, Council Clerk