

**MINUTES**  
**City of Geneva**  
**Council Meeting**  
**March 11, 2024**  
**6:00 p.m.**

President Barbo opened the Council meeting at 6:00 p.m.

Roll Call – John Barbo, Robert Rosebrugh, Jeffrey Griffiths, William Baker, Dana Schenk, John Travis

Absent – James Baehr

Pledge of Allegiance to the flag was said and prayer was offered by Father Daniel Finnerty, Assumption Church.

Motion was made by Dana Schenk to approve the minutes of the February 26, 2024 regular council meeting, seconded by Jeffrey Griffiths. Roll call, 6 yeas, (Barbo, Rosebrugh, Griffiths, Baker, Schenk, Travis). Motion duly passed.

**Presentation** – Water Department, Superintendent Josh Santiago Presenting

Superintendent Santiago provided a flyer (survey) to council that will be going out to residents. In partnership with RCAP, the city set up a special map for the city’s lead service line inventory. Customers will receive a survey in April and May. The customer can do the survey and mail it back to the city. The city can then do the assessment. RCAP’s services are free to the city. For those residents that do not respond, RCAP is looking at June, July to come in for five days to complete the remaining surveys. RCAP will then send the city the report and the city will be in compliance. The city will put information on social media and the website. There are 2,600 water customers.

Council requested the city logo be added to the flyer/survey.

Mr. Santiago has had a couple of meetings with CT Consultants regarding future projects, updating assets, looking at potential for obtaining funding. The biggest problem areas are North Ave., S.R. 534 to the city limits, Lawn Street and West Liberty.

**Citizens** – None.

**City Manager Report:**

The West Main Street project will begin April 9, 2024. The contractor taking samples this week and over the coming weeks.

The Ashtabula County Solid Waste District has requested the city pass a resolution granting approval of the plan. A copy of the summary was included in the packet. The city is reviewing the full plan, changes appear to be technical in nature. A resolution will be prepared for the next council meeting.

The city is close to bringing the Community Center Event Planner on board.

Mr. Pasqualone and Mr. Varckette met with the County regarding the ongoing capital infrastructure and maintenance discussion and the financial obligation. The City learned today that federal funding had been appropriated toward construction of the water tower that will lower the City’s financial obligation towards the project as well.

The City met with our consultants to map known stormwater trouble areas in the city. CT Consultants is planning to attend the next council meeting to provide an update to council. Information regarding stormwater issues should be submitted to Mr. Varckette to be forwarded to the consultant.

The City is working with LGS on the GAAP conversion.

The City met with the state auditors, they are looking to begin the fiscal year 2023 audit in mid-March. The engagement letter from the State of Ohio was received today in the amount of \$34,030, significantly less than a number of the city's most recent audits. The City will prepare an Ordinance to authorize the City Manager to enter into the agreement for the next council meeting.

The Ashtabula County Combined Health District Advisory Council held its annual meeting on March 28<sup>th</sup> to recap the previous year's activities.

The City Manager has appointed Myke Dowd to the Geneva Sustainability Commission to fill the open city appointment seat. Ms. Dowd will serve for a term of 2 years expiring March, 2026.

Mr. Varckette noted the Ashtabula County Eclipse Report distributed to council prior to the meeting.

#### **Items for Consideration of Council:**

**Ordinance No. 3350.** An Ordinance to Amend the 2024 Budget through Appropriations and Fund Transfers, attached hereto and marked as Exhibit "A," and declaring an emergency.

Motion by William Baker, seconded by John Travis that the rule of law requiring certain ordinances be read at three separate meetings be waived and suspended and Ordinance No. 3350 be placed on final roll for passage. Roll call, 6 yeas (Barbo, Rosebrugh, Griffiths, Barbo, Schenk, Travis). Motion by Jeffrey Griffiths to declare and pass Ordinance No. 3350 as an emergency measure, seconded by Dana Schenk. Roll call, 6 yeas (Barbo, Rosebrugh, Griffiths, Barbo, Schenk, Travis). Roll call on passage, 6 yeas (Barbo, Rosebrugh, Griffiths, Barbo, Schenk, Travis) Ordinance No. 3350 duly passed.

**Resolution No. 3598.** A Resolution Authorizing the Execution of "Then and Now" Certificates by the Director of Finance Purchases, and declaring an emergency.

Motion by Dana Schenk, seconded by Jeffrey Griffiths that the rule of law requiring certain ordinances be read at three separate meetings be waived and suspended and Resolution No. 3598 be placed on final roll for passage. Roll call, 6 yeas (Barbo, Rosebrugh, Griffiths, Barbo, Schenk, Travis). Motion by William Baker to declare and pass Resolution No. 3598 as an emergency measure, seconded by John Travis. Roll call, 6 yeas (Barbo, Rosebrugh, Griffiths, Barbo, Schenk, Travis). Roll call on passage, 6 yeas (Barbo, Rosebrugh, Griffiths, Barbo, Schenk, Travis) Resolution No. 3598 duly passed.

#### **Unfinished Business:**

Mr. Griffiths stated that the City in partnership with Geneva Township and Geneva-on-the-Lake received the Urban Forestry grant in the amount of \$50,000. The grant will fund an arborist to work with the city one day a week for a year to develop a plan. The arborist will be shared between Geneva City, Geneva Township and Geneva-on-the-Lake. The grant will also fund a tree risk assessment, removal and planting as well. The City of Geneva is the lead entity for this grant.

**New Business:**

Mr. Griffiths has had discussions with RIP Medical Debt working with the Commissioners. RIP Medical Debt is a 501(c)3 that can assist with the financial hardship of medical debt. Medical debt is higher in Ashtabula County than the national average. Every hundred dollars donated can relieve \$10,000 in medical debt. Eligibility for relief of medical debt is based on poverty guidelines. Information was provided to Commissioner Ducro. Mr. Griffiths suggested the City explore donating \$10,000 to \$15,000 of the City’s ARPA funds.

**Payment of Bills** – None.

**Committee Reports:**

Mr. Baker provided a report on the Streets Committee meeting held prior to the council meeting. A priority list for line striping and for chip, fog seal was requested. Yard waste pick-up begins May 13 and continues through the second Monday in October. The City does not pick-up tree limbs that are a result of storm damage.

Mr. Griffiths reported on the Sustainability and Shade Tree Commission. The Community Garden is on hold due to the construction at the Library. There will be a spring clean-up day.

**Citizen:**

James Sivalon  
Geneva Furniture

Mr. Sivalon inquired the West Main Street project.

The West Main Street project is a major project that will begin on April 9<sup>th</sup>. It is an eighteen (18) month project which will continue through October of 2025. Major infrastructure under the road is being replaced as a part of the project. There will be one lane of traffic going west while the project is under construction. The project goes from West Street to just the east side of Circle K. The road will be widened by University Hospital. The city is continuing to seek funding to complete the section from Eagle Street to SR 534.

It was suggested that West Street be line striped due to added traffic. It was noted that the road is believed to be too narrow, but the City will look into it.

Dana Schenk made a motion to adjourn

William Baker seconded.

Council meeting adjourned at 7:04 p.m.

Recorded by: Phyllis Dunlap  
Clerk of Council

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President of Council

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Clerk of Council