

MINUTES
City of Geneva
Council Meeting
October 14, 2024
6:00 p.m.

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

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

Pledge of Allegiance to the flag was said and prayer was offered by Pastor Pamela Buzalka, Geneva Methodist Church.

Motion was made by James Baehr to approve the minutes of the September 23, 2024, regular council meeting, seconded by Dana Schenk. Roll call, 7 yeas, (Barbo, Rosebrugh, Griffiths, Baehr, Baker, Travis, Schenk). Motion duly passed.

Presentations – Zoning Department – Noell Sivertsen, Presenting

Ms. Sivertsen provided an overview of responsibilities of the Zoning Department, the Planning Commission, Board of Zoning Appeals and Architectural Review Board.

The Planning Commission Board is in the process of reviewing the zoning code and proposing changes. The last major update to the zoning code was in 1992. In 2023 the Board heard 8 cases, to date in 2024 there have been 12 cases brought before the Board.

The Architectural Review Board heard 23 cases in 2023 and 23 cases to date in 2024.

In 2022 \$4,440 was collected in permit fees, \$6,570 in 2023 and \$7,151 to date in 2024. There are still several projects in the works. The city anticipates additional collections in 2024.

Residential rental properties must be registered and inspected by the city. The registration is good for two years. The Department conducts a holistic inspection of the property encompassing all aspects of the of the Ordinances including zoning, fire code, interior conditions and exterior property maintenance. In 2022 \$2,700 in rental fees were collected, in 2023 \$16,375 and in 2024 to date \$9,825.

The city has been working with Cloud Permit to develop and use a web-based rental registration program to reduce the time needed to register and schedule inspections. The city is now working with landlord to educate them on the program and its benefits. Landlords continue to be able to walk in and complete the process.

Property owners that refuse to maintain their property after repeated attempts to work with them are referred to the Western County Court.

Airbnb owners register their rental and then are sent to the County for the paperwork for taxes.

The estimated number of rental vs owner occupied housing in the city is 40 / 60 to 50 / 50. Noell will forward the actual number of rentals to Council.

Citizens – None.

City Manager Report:

West Main Street

The closure of the road has already made a huge difference in the amount of progress made. It will be closed for five to eight weeks. The next progress meeting is scheduled for October 23, 2024, at 10:00 a.m.

DORA

On September 27th, the city learned from the Ohio Department of Commerce Division of Liquor Control that the City's application has met all the related liquor requirements. All participating establishments, seven were identified in the application, will be receiving letters authorizing them to participate in the DORA. Once the signage and directions for participation are finalized the DORA will be activated. The target for activation is Winterfest 2025.

Mr. Baker suggested that there be two community meetings scheduled to inform the public.

Utility Committee Meeting

The city is requesting a Utility Committee meeting to review water and sewer rates for 2025 to 2029.

Finance Committee Meeting

The Finance Committee meeting is scheduled for Thursday, November 7, 2024, at 8:30 a.m. The minutes of the meeting will not be available until the second meeting in November.

Budgeted Vehicle Acquisitions

On the agenda is a Water Department acquisition of a 2024 Ford F-550 Dump Truck at a cost of \$85,769.90. The city budgeted \$90,000. This purchase will allow the City to complete smaller jobs in-house, mainly water main break repairs, rather than contracting them out, saving the City money and allowing the City to be more efficient. The vehicle will be shared. The vehicle will be able to carry a load of dirt and pull a mini excavator. Currently, this is not possible. In the last year this truck would have been used twenty-five times.

Also on the agenda is the Police Department acquisition of three 2025 Dodge Durangos and outfitting in the amount of \$161,092.71; \$187,500 was budgeted for this purchase. The purchase will be paid out of the levy fund. The current vehicles were discussed. In 2019 – 2020 six vehicles were purchased. The next rotation will involve two vehicles. The goal is to rotate vehicles every other year. The longer the city holds the vehicles, the more maintenance costs are involved. Once the cars are out of warranty, the cost is on the city.

The SRO's car is in use every day as are four other cars. The cars are driven 12 to 15,000 miles each year; however, the cars are running constantly. One 2020 has been pulled out of service, it has just under 57,000 miles on it. The City Police Department currently has eight vehicles that are 2020 or 2021. The new cars will not be delivered until between April and June of 2025.

Stormwater Master Plan

On the ground field investigations for the stormwater master plan began last week. Crews started near the High School and worked north to East Main Street. A significant amount of data has been collected. Thirty stream crossings were identified as requiring more time to inspect than originally anticipated. A

review of their activities and progress to date will be presented to council on October 28, 2024, during the work session which will begin at 5:00 p.m.

Geneva Township Levy

A second public meeting is scheduled for tomorrow at Regal Vineyards from 6:00 to 8:00 p.m. to provide information and answer questions regarding the Geneva Township levy.

Yard Waste Pick-up Service

Yard waste pick-up service has ended. It will resume in April.

Traditional Leaf Pick-up Service

Leaf pick-up will begin a week from today and will continue through December 1st. Residents are asked to bring their leaves close to the curb but not in the street.

Ghoulfest 2024

Ghoulfest will be held on October 26, 2024, from 7:00 a.m. to 8:00 p.m. A complete list of activities can be found on the City's website.

Halloween

Halloween Trick-or-Treat in Geneva is scheduled for Sunday, October 27, 2024, from 4:00 to 6:00 p.m.

Mr. Varquette stated that citizens needing access to a business that is located in the area of the road closure can let the contractors know where they need to go, and the contractors will help to navigate citizens to that business.

Items for Consideration of Council

Ordinance No. 3361 – Third Reading. An Ordinance to Convert a Temporary Advance Between Funds to a Permanent Transfer Between Funds.

Roll call on passage, 7 yeas (Barbo, Rosebrugh, Griffiths, Baehr, Baker, Schenk, Travis). Ordinance No. 3361 duly passed.

Resolution No. 3610 Second Reading. A Resolution Authorizing the City Manager to Prepare and Submit an Application to Participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program and to Execute Contracts as Required, and declaring an emergency.

Resolution No. 3611. A Resolution Authorizing the City Manager to Enter into an Agreement for the Purchase of Three Vehicles and Police Outfitting, and declaring an emergency.

Motion by John Travis, seconded by James Baehr that the rule of law requiring certain resolutions be read at three separate meetings be waived and suspended and Resolution No. 3611 be placed on final roll for passage. Roll call, 7 yeas (Barbo, Rosebrugh, Griffiths, Barbo, Baehr, Travis, Schenk). Motion by James Baehr to declare and pass Resolution No. 3611 as an emergency measure, seconded by John Travis. Roll call, 7 yeas (Barbo, Rosebrugh, Griffiths, Baker, Baehr, Travis, Schenk). Roll call on passage, 7 yeas (Barbo, Rosebrugh, Baker, Baehr, Griffiths, Travis, Schenk) Resolution No. 3611 duly passed.

Resolution No. 3612. A Resolution Authorizing the City Manager to Enter into an Agreement for the Purchase of 2024 Ford F-550 Dump Truck with Outfitting, and declaring an emergency.

Motion by Dana Schenk, seconded by Jeffrey Griffiths that the rule of law requiring certain resolutions be read at three separate meetings be waived and suspended and Resolution No. 3612 be placed on final roll for passage. Roll call, 6 yeas (Barbo, Griffiths, Barbo, Baehr, Travis, Schenk), 1 nay (Rosebrugh). Motion by Jeffrey Griffiths to declare and pass Resolution No. 3612 as an emergency measure, seconded by John Travis. Roll call, 6 yeas (Barbo, Griffiths, Baker, Baehr, Travis, Schenk), 1 nay (Rosebrugh). Roll call on passage, 6 yeas (Barbo, Baker, Baehr, Griffiths, Travis, Schenk), 1 nay (Rosebrugh). Resolution No. 3612 duly passed.

Unfinished Business – None.

New Business:

Mr. Griffiths distributed a quote to complete a Master Plan for the Community Parks including Kiwanis Park, Little Peoples Park, Memorial Field and the Rotary Pavilion area. Mr. Griffiths stated it would provide a roadmap for future funding, less piece meal. Mr. Barbo stated that it was a great idea. Mr. Baker stated that he would support the idea.

Mr. Varquette stated the proper process to obtain these services is an RFQ process. Jeffrey Griffiths made a motion to move forward with an RFQ for city parks planning and Kiwanis contingent upon a memorandum of understanding. William Baker seconded the motion. Roll call on passage, 7 yeas (Barbo, Roseburgh, Griffiths, Baehr, Baker, Schenk, Travis).

Discussion was had regarding large trucks parking in the angled parking in the downtown area.

Payment of Bills – None.

Committee Reports – None.

Citizen – None.

James Baehr made a motion to adjourn.

John Travis seconded the motion.

Council meeting adjourned at 6:59 p.m.

Recorded by: Phyllis Dunlap
Clerk of Council

President of Council

Clerk of Council