

CITY OF SPRINGBORO
425 S. PIONEER BOULEVARD, SPRINGBORO, OH

CITY COUNCIL WORK SESSION

THURSDAY, FEBRUARY 7, 2008

5:30 PM

CITY COUNCIL
John Agenbroad, Mayor

Marie Belpulsi, Deputy Mayor
Scott Anderson
Jim Chmiel

Mike Hemmert
Sheila Lairson
John D. Parise

CITY STAFF
Chris Thompson, City Manager

Chris Pozzuto, Assistant City Manager
Jeff Kruithoff, Chief of Police
Beth Eaton, Assistant Director of Finance
Guest: John Fabelo, Architect, Lorenz Williams

Alan Schaeffer, Law Director
Lori Martin, Clerk of Council

- ITEM 1.** **CALL TO ORDER.** Mayor Agenbroad called the Work Session to order on Thursday, February 7, 2008 at 5:30 PM in Council Chambers at the City's temporary facility in the Dalco Building located at 425 S. Pioneer Boulevard, Springboro, Ohio.
- ITEM 2.** **ATTENDANCE.** Ms. Lairson was absent due to a medical condition.
- ITEM 3.** **PRESENTATION/DISCUSSION:** – City Council reviewed/discussed plans for the new City Building with Architect John Fabelo, Lorenz Williams.

Mr. Fabelo presented elevation drawings of the exterior of the new City Building, which is in the design/development stages. The elevations reflect his recommendations regarding the design of the exterior and include site development, floor plans, and overall view. The stone-look exterior is articulated by two-tone brick delineation. The design introduces elements of the old and the new, and includes blue/green glass, and a pewter tone metal roof, which is environmentally friendly and is a 40 to 50 year product. The Council Chambers features two tones, black and cherry. The accent colors used in the offices connect with the outdoors such as the plastic laminate for the reception desk featuring a leaf pattern in warm colors with wood accents.

The parking area landscaping separates the lot with two green islands. Water detention is also part of the parking area design. Soft, winding walkways lead toward the library and back again toward the City Building. The parking area creates a campus atmosphere by connecting the two buildings with one lot, but is organized to separate the buildings. The rear driveway leads to approximately 30 parking spaces for the Police Department, etc. There is a walkway from the library for staff. The main staff parking lot is at the rear of the building, and there are a series of walkways to the building from the street and the parking lot.

The building has two front elevations. The Council Chambers/Court Room is located at the front of the building, which opens to a large porch. The corner of the site is landscaped, and was designed by Mark Klein. The gabled roofs have elements that recall the past and future. The site will include a mechanical courtyard to conceal the mechanical systems from the street.

The floor plan shows an entry vestibule, which directs visitor traffic to the right for Council or Court functions and to the left for Administrative services such as Tax and Utilities. A corridor through the Council/Court area leads to the porch. There is also a direct connection from the Community Room to the porch. There is a rear entrance to the administrative side of the building. The large area at the back of the building represents the Police Department, and appropriate finishes will be incorporated into the department's interior design, etc.

The elevation from State Route 73 shows the City logo displayed on a small wall at the corner of the Council/Court building and porch. The elevation shows a cluster of buildings, and the roof forms help promote the campus idea and help define each area of the building. The elevation from State Route 73 or the main street view is also shown with nighttime lighting shows the banding quality of the two-tone brick details and the articulation of the police department, planning department, and Council areas. The elevation shows columns, which connect the two sides, which recalls the columns from the porch side. This design proposes columns versus corners.

The elevation shows down lighting at the corners, which makes the building appear to float. The elevation from the parking lot shows the height of the windows above and below. The first four feet of the exterior of the Council/Court section of the building is a dark tone brick and a light tone brick is used at the top. The rest of the building has accent bands of dark tone brick. There is dramatic lighting at the main entrance as shown in the elevation from above or the overhead view at night.

Mr. Fabelo commented that the new City Building is still on schedule. They are preparing the first site package, which includes the detention and parking lot; the next step is to consider products and materials.

Ms. Thompson asked for Council's feelings regarding the design and development of the new City Building.

Ms. Belpulsi commented that she loves the design; it is thoughtful and environmentally and community aware, and has incorporated all of the important elements.

Ms. Thompson asked for a description of the surface in the reception area? Mr. Fabelo described the surfaces as solid surface, wood, and laminates. A leaf patterned laminate is proposed for the main Utilities desk.

Mr. Fabelo further commented that the roof is a soft pewter color and the hardware is proposed in black and silver. The banding quality of the two-tone brick fits into the community and gives the building a base.

Council was asked for their opinions regarding the use of columns on the exterior of the building? Ms. Belpulsi and Mr. Chmiel both favored the columns. There were no other opinions or objections expressed regarding the columns.

Ms. Thompson commented that if the footprint of the new City Building were satisfactory to Council, then they would proceed with the bid for the footer/foundation to accelerate the scheduling. Ms. Thompson further commented that the staff has reviewed the interior plans repeatedly and extensively.

Ms. Belpulsi asked if the new City Building would have new furnishings? Ms. Thompson answered yes; furnishings are part of the whole package and will provide uniformity to the interior of the new building.

Note: Mr. Hemmert arrived at approximately 6:05 PM.

Ms. Belpulsi asked if the City would have a rendition of the new City Building on display at the Springboro Business Expo? In response, Ms. Thompson asked for Council's permission to begin publicizing the new City Building design to the media and to the public. The new City Building elevations would be displayed at the Business Expo in March and the Business Appreciation Breakfast in April.

Ms. Thompson also commented that the City has auctioned the office trailers formerly used at the City building site for \$13,000.00 and \$4,000.00 respectively. One of the trailers was originally donated; the City paid for transportation only, and she does not recall the origin of the other trailer.

Ms. Thompson inquired as to the disposition of the bell? This question was not answered.

(Copies of the elevations distributed by Mr. Fabelo are filed with the minutes for the record.)

ITEM 4. LEGISLATIVE AGENDA. – City Council considered 15 legislative agenda items slated for the February 7, 2008 City Council Regular Meeting.

Mayor Agenbroad confirmed that legislative items 5 through 11, resolutions, will be considered as a Consent Agenda. It was the consensus of City Council to proceed with a motion to suspend the rules to include a Consent Agenda consisting of legislative items 5 through 11 to be considered in aggregate, without discussion or amendment, at tonight's Regular City Council Meeting.

- 1) **ORDINANCE: FIRST READING.** "AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE PURPOSE OF CONSTRUCTING OR REPAIRING CERTAIN SIDEWALKS AND DRIVEWAY APRONS IN THE CITY OF SPRINGBORO, COUNTY OF WARREN, OHIO AS DESCRIBED IN RESOLUTION NO. R-07-5. (2007 SIDEWALK/DRIVEWAY APRON PROGRAM)," was read by the Clerk of Council. Ms. Thompson commented on this item as follows:

No discussion.

- 2) **EMERGENCY ORDINANCE: FIRST READING.** AN ORDINANCE APPROVING THE RECORD PLAN FOR SOUTH TECH SECTION SEVENTEEN, AND DECLARING AN EMERGENCY. (CHILDREN'S MEDICAL CENTER)

A representative of the developer has submitted a letter requesting that City Council waive the second and third readings of this ordinance in order to expedite the water service permitting process with Montgomery County Sanitary Engineering. There were no objections of Council to the request to waive the second and third readings of this ordinance at tonight's City Council Regular Meeting.

- 3) **ORDINANCE: FIRST READING.** AN ORDINANCE CREATING A COMMUNITY SERVICE BOARD THAT SHALL SERVE AS A REFERRAL SOURCE FOR INDIVIDUALS AND ORGANIZATIONS WITHIN THE COMMUNITY WHO PROVIDE VOLUNTEER SERVICES TO RESIDENTS IN NEED.

On behalf of Ms. Lairson, Ms. Thompson requested that Council proceed with the first and second readings of this ordinance and suspend the third reading until Ms. Lairson returns, which she anticipates will be in March. There were no objections of Council to this request.

Mr. Hemmert commented that there were two recurring issues regarding the proposed snow removal program for senior citizens based on recent discussions, which are using city staff versus the volunteer program that Ms. Lairson has proposed and liability. Mr. Hemmert asked how Council would feel about bringing in a department head such as Assistant Public Works Director Vince Murphy to speak to Council regarding snow removal and providing an opportunity for Council to ask questions.

Mayor Agenbroad commented that it was an excellent idea, but he would prefer to do this when Ms. Lairson returns. Mr. Hemmert agreed.

Ms. Thompson recommended that if Council seeks input from staff members regarding fatigue and other factors related to staff performing this program, the discussion should occur at a Work Session with all Council Members in attendance. Mr. Hemmert agreed with Ms. Thompson. Ms. Thompson stressed that this program could only be performed after and only after City streets were appropriately taken care of. She explained that if there is a four-day continuous snow, it could be two weeks before staff could plow those individual driveways. Mr. Hemmert agreed that the City streets were top priority during a snow event.

Mayor Agenbroad asked if there were any objections to receiving staff input at a Work Session? Ms. Thompson recommended that Council wait until Ms. Lairson returns to discuss this issue further.

In reference to the minutes of the discussion regarding this program, Mr. Hemmert stated that it was clear that everyone had an opinion regarding this issue, but he was not sure of the Mayor's opinion on this issue. Mayor Agenbroad stated that he did not have a strong feeling regarding this issue at this particular time, but stated that Council made a compromise to explore the volunteer program first to see if that would work, before moving to stage two, which would involve staff resources.

- 4) **RESOLUTION:** A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING, RECONSTRUCTING OR REPAIRING CERTAIN SIDEWALKS AND DRIVEWAY APRONS IN THE CITY OF SPRINGBORO, COUNTY OF WARREN, OHIO REQUIRING THAT ABUTTING PROPERTY OWNERS CONSTRUCT, RECONSTRUCT OR REPAIR THE SAME. (2008 SIDEWALK/DRIVEWAY APRON PROGRAM)

No discussion.

- 5) **RESOLUTION:** A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM DONALD & LANA BORNEMANN, OWNER OF PROPERTY AT 9295 YANKEE ROAD HAVING SIDWELL #04-03-378-0010. (YANKEE ROAD SANITARY SEWER PROJECT)

Legislative items 5 through 11, resolutions, pertain to the Yankee Road Sanitary Sewer Project, and accept permanent sanitary sewer easements granted by certain property owners on Yankee Road and West Lytle Five Points Road. This project, which will replace and eliminate a lift station, begins west of the entrance to Greenleaf Village Subdivision and runs to Lytle Points Road north ending at the lift station currently located at Yankee Road. The length of the project is approximately 3,000 ft.

- 6) **RESOLUTION:** A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM THE COFFMAN SPRINGS II, LLC, OWNER OF PROPERTY AT YANKEE ROAD HAVING SIDWELL #04-03-334-0330. (YANKEE ROAD SANITARY SEWER PROJECT)

- 7) **RESOLUTION:** A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM DENNIS W. & SHARON DUTCHER, OWNER OF PROPERTY AT 754 WEST LYTLE FIVE POINTS ROAD HAVING SIDWELL #04-03-300-0100. (YANKEE ROAD SANITARY SEWER PROJECT)

- 8) **RESOLUTION:** A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM DARRELL & MARY HOLBROOK, OWNER OF PROPERTY AT 9125 YANKEE ROAD HAVING SIDWELL #04-03-378-0070. (YANKEE ROAD SANITARY SEWER PROJECT)

- 9) **RESOLUTION:** A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM ROBERT P. & KATHY KLEINE, OWNER OF PROPERTY AT 9181 YANKEE ROAD HAVING SIDWELL #04-03-378-0050. (YANKEE ROAD SANITARY SEWER PROJECT)

- 10) **RESOLUTION:** A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM RONALD E. LEAK, OWNER OF PROPERTY AT YANKEE ROAD HAVING SIDWELL #04-03-378-0030. (YANKEE ROAD SANITARY SEWER PROJECT)

- 11) **RESOLUTION:** A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM DONALD F. & VICKIE SCHMIDT, OWNER OF PROPERTY AT 690 WEST LYTLE FIVE POINTS ROAD HAVING SIDWELL #04-03-300-0110. (YANKEE ROAD SANITARY SEWER PROJECT)

- 12) **RESOLUTION:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH FREY & COMPANY FOR THE PURCHASE AND INSTALLATION OF NEW FINANCIAL SOFTWARE APPLICATIONS.

Ms. Eaton will comment on legislative items 12 and 13 at tonight's City Council Regular Meeting.

Mr. Anderson asked if the \$99,000.00 bid package from Frey & Company differed that much from the lower bid? Ms.

Thompson explained that the proposed bid from Frey and Company was heads above the rest of the bidders, and they were very responsive and accommodating in meeting the specific needs of the City. Mr. Anderson asked if the other bidders were not able to provide what was required by the RFP? Ms. Thompson bids were submitted based on the scope and criteria in the RFP, but some of the bid packages fell short of the RFP.

Ms. Belpulsi asked if other cities have used this software package? Ms. Eaton explained that staff spoke to several cities, large government organizations, and utilities operations and the one factor that stood out was that this product is not just a municipal software package, but a global accounting package, which gives the City greater flexibility and access to Windows packaging and accounting packaging. This software package operates globally, and is not just specific to government accounting. Ms. Eaton further explained that there is more flexibility with this software package than the others, and the company is willing to add features based on the City's needs rather than offering a package designed exclusively for municipal government and nothing more.

Ms. Thompson added that the program allows customers to track their water usage month to month on their water bill and offers other customer service tools that the City has never had before.

- 13) **RESOLUTION:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH INNOVATIVE SOFTWARE SOLUTIONS INC. FOR THE PURCHASE AND INSTALLATION OF NEW INCOME TAX SOFTWARE.

Please refer to comments under legislative item 12.

- 14) **RESOLUTION:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE A CASE 580SMII LOADER BACKHOE COMPLETE WITH AUXILIARY HYDRAULIC KIT AND A MECHANICAL THUMB INCLUDING A 12 INCH HEAVY DUTY BUCKET FROM SOUTHEASTERN EQUIPMENT CO.

No discussion.

- 15) **RESOLUTION:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE A 300 GALLON SELF-CONTAINED SPRAYER EQUIPPED WITH PROCONTROL ELECTRONICS, ELECTRIC HOSE REEL, AND PROFOAM MARKING KIT FROM CENTURY EQUIPMENT.

No discussion.

ITEM 5. CITY MANAGER. –Issues/Reports.

Executive Session – Ms. Thompson requested an Executive Session, following the Work Session discussion, to discuss the purchase of property.

Citizen Satisfaction Survey – Ms. Thompson reported that the Citizen Satisfaction Survey would be mailed to 2,000 randomly selected residents by the end of next week. Residents completing the survey are asked to return it by February 29. The City is only responsible for mailing the survey.

Mr. Parise asked if he could get a map or diagram showing the demographics of the 2,000 randomly selected residents who will receive the survey? Ms. Thompson answered that she might be able to get a list of those addresses.

Annual Goal Setting Session – Ms. Thompson suggested scheduling the Annual Goal Setting Session in March after Ms. Lairson returns from medical leave.

New City Website – Ms. Thompson reported that the New City Website launch is anticipated in March. Ms. Thompson added that the contract for the new website was for ninety days, but it has been eight months and she would like to aggressively pursue this issue when settling the contract. Ms. Thompson stated that she does not have a problem with their work; the new website is great and will be very easy for our residents to utilize, but has taken an inordinate amount of

time and she would like to discuss this issue with the provider.

Warren County Drug Task Force 2007 Annual Report – Ms. Thompson distributed a copy of the 2007 Warren County Drug Task Force Annual Report to Council.

ITEM 6. CLERK OF COUNCIL. –Issues/Reports.

Warren County Municipal Meeting – The Warren County Municipal League Meeting will be held on Wednesday, February 20 beginning with Social Period at 6:00PM; Dinner at 6:45PM; and Meeting at 7:00PM at Shaker Run Golf Club. The guest speakers will be Warren County Commissioners Mike Kilburn, Pat South, and David Young.

OEC Financial Disclosure Statements – Ms. Martin reminded Council that OEC Financial Disclosure Statements are to be completed and returned to her by March 15, 2007 in order to submit the forms to the Ohio Ethics Commission by the April 15 deadline.

3rd U.S. District Representative – Ms. Martin reported that she met with Marty Heide, Congressman Mike Turner's field representative a few weeks ago. Ms. Heide plans to attend a Council Meeting periodically to provide periodic updates regarding federal issues. Ms. Heide intends to speak under Guest Comments at tonight's Regular City Council Meeting.

In addition, Ms. Martin informed Council that she would out of the office on vacation leave February 15-22. Lois Boytim will serve as Acting Clerk of Council during that time period and will attend the Council Meetings on February 21.

Ms. Martin also distributed a list of dates and information regarding upcoming meetings and events, and she will update this list as changes occur. (A copy of the list is attached for the record.)

At this time, Chief Kruithoff commented that John Burke, Commander of the Warren County Drug Task Force, attends a Council meeting about every other year to offer a verbal briefing in addition to the publication of the Task Force Annual Report. Chief Kruithoff further commented that, if Council desires, Commander Burke would be willing to attend a future Council meeting to bring Council up-to-date regarding Task Force activities.

ITEM 7. CITY COUNCIL. –Issues/Reports.

Mr. Hemmert – Mr. Hemmert reported that he attended a community leadership program for elected officials hosted by the MVCC Municipal Training Academy on January 30 at Heatherwoode Golf Club along with Ms. Thompson and Mr. Schaeffer. Mr. Hemmert commented that Ms. Belpulsi represented the MVCC and organized the program. The program included three presenters, Attorney John Chambers, Attorney Phil Callahan, and MVCC Executive Director Steve Husemann. The keynote speaker was John Weithofer, Retired City Manager, City of Miamisburg. The program discussion centered on ethics and the roles of elected officials. In addition, Mr. Hemmert commented that there is a contract on the Encore Restaurant in Springboro. Mr. Hemmert also commented that he attended the Planning Commission meeting held on January 30 at which Planning Commission Member Hans Landefeld made a detailed presentation regarding bikeway plans. Mr. Hemmert commented that Mr. Landefeld had first mentioned this bikeway plan at the Council goals meeting last January, and he was very interested in this plan then, and hopes the City will consider it.

Mr. Parise – No issues/reports.

Mr. Chmiel – No issues/reports.

Ms. Belpulsi – Ms. Belpulsi will present a Planning Commission report at tonight's City Council Regular Meeting under Reports.

Mr. Anderson – No issues/reports.

Mayor Agenbroad – No issues/reports.

Ms. Belpulsi motioned to enter Executive Session under R.C.121.22(G), following the Work Session discussion, to discuss the purchase of property. Mr. Chmiel seconded the motion.

No discussion.

VOTE: Parise, Yes; Hemmert, Yes; Anderson, Yes; Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes. [APPROVED 6-0]

At approximately 6:28 PM, City Council entered Executive Session to discuss the purchase of property.

With no objections, City Council exited Executive Session at approximately 6:49 PM; whereby, no votes were taken.

ITEM 8. ADJOURNMENT. *With no further discussion, Mayor Agenbroad adjourned the City Council Work Session at approximately 6:49 PM.*

CITY OF SPRINGBORO
425 S. PIONEER BOULEVARD, SPRINGBORO, OH

CITY COUNCIL REGULAR MEETING

THURSDAY, FEBRUARY 7, 2008

7:00 PM

CITY COUNCIL
John Agenbroad, Mayor

Marie Belpulsi, Deputy Mayor
Scott Anderson
Jim Chmiel

Mike Hemmert
Sheila Lairson
John D. Parise

CITY STAFF
Chris Thompson, City Manager

Chris Pozzuto, Assistant City Manager
Jeff Kruithoff, Chief of Police
Beth Eaton, Assistant Director of Finance
Guest: John Fabelo, Architect, Lorenz Williams

Alan Schaeffer, Law Director
Lori Martin, Clerk of Council

- ITEM 1.** **CALL TO ORDER.** Mayor Agenbroad called the Springboro, Ohio City Council Regular Meeting to order on Thursday, February 7, 2008 at 7:00 PM in Council Chambers at the City's temporary facility in the Dalco Building located at 425 S. Pioneer Boulevard, Springboro, Ohio.
- ITEM 2.** **PLEDGE OF ALLEGIANCE.** Mayor Agenbroad led the Pledge of Allegiance.
- ITEM 3.** **ROLL CALL.** Agenbroad, Present; Anderson, Present; Belpulsi, Present; Chmiel, Present; Hemmert, Present; Lairson, Absent; Parise, Present.
- Ms. Belpulsi motioned to excuse Ms. Lairson from the meeting, as she is recovering from surgery. Mr. Parise seconded the motion.
- No discussion.
- VOTE:** Hemmert, Yes; Anderson, Yes; Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes; Parise, Yes.
[APPROVED 6-0]
- ITEM 4.** **APPROVAL OF MINUTES:** THE MINUTES OF THE JANUARY 17, 2008 CITY COUNCIL WORK SESSION AND REGULAR MEETING.
- Mr. Chmiel motioned to approve the Minutes of the January 17, 2008 City Council Work Session and Regular Meeting as submitted by the Clerk of Council. Mr. Anderson seconded the motion.
- No corrections.
- VOTE:** Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes; Parise, Yes; Hemmert, Yes; Anderson, Yes.
[APPROVED 6-0]
- ITEM 5.** **PRESENTATIONS:** No Presentations.

ITEM 6.

LEGISLATION:

City Council held a Work Session at 5:30 PM tonight for approximately 58 minutes to discuss the design/development plans for the new City Building with Architect John Fabelo of Lorenz Williams followed by the discussion of legislative items as well as other matters before the City. In addition, City Council entered Executive Session for approximately 21 minutes, following the Work Session discussion, to discuss the purchase of property; whereby, no votes were taken.

- 1) **ORDINANCE: FIRST READING.** "AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE PURPOSE OF CONSTRUCTING OR REPAIRING CERTAIN SIDEWALKS AND DRIVEWAY APRONS IN THE CITY OF SPRINGBORO, COUNTY OF WARREN, OHIO AS DESCRIBED IN RESOLUTION NO. R-07-5. (2007 SIDEWALK/DRIVEWAY APRON PROGRAM)," was read by the Clerk of Council. Ms. Thompson commented on this item as follows:

This is the first reading of an ordinance levying special assessments for the construction and repair of sidewalks and driveway aprons in the City associated with the 2007 Street Resurfacing Program. The amount of the assessments is not-to-exceed \$4,522.50. Property owners will have 30 days following the first publication of this ordinance to pay their assessment before it is placed on their property tax duplicate and collected with interest. The deadline to file the assessments with Warren County is September 8, 2008. The City performs this program on an annual basis, and a list of the properties to be assessed for work performed in 2007 is available upon request.

No action required at this time.

- 2) **ORDINANCE O-08-2: FIRST READING.** "AN ORDINANCE APPROVING THE RECORD PLAN FOR SOUTH TECH SECTION SEVENTEEN, AND DECLARING AN EMERGENCY. (CHILDREN'S MEDICAL CENTER)," was read by the Clerk of Council. Ms. Thompson commented on this item as follows:

This is the first reading of an ordinance approving the record plan for South Tech Section Seventeen. The developer, Stone Environmental, representing Children's Medical Center, has requested that City Council waive the second and third reading of this item in order to expedite the release of the permit for water service from Montgomery County Sanitary Engineering. This is the record plan for Children's Medical Center located at the end of West Tech Boulevard. The City is extremely excited to have Children's Medical Center building their new facility in Springboro, and recommends waiving the second and third readings of this ordinance.

Mr. Hemmert motioned to suspend the rules and waive the second and third readings of this ordinance. Mr. Anderson seconded the motion.

No discussion.

VOTE: Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes; Parise, Yes; Hemmert, Yes; Anderson, Yes. [APPROVED 6-0]

Mayor Agenbroad presented the item for questions/comments of Council. No questions/comments of Council.

Ms. Belpulsi motioned to adopt Ordinance O-08-2. Mr. Chmiel seconded the motion.

No discussion.

VOTE: Parise, Yes; Hemmert, Yes; Anderson, Yes; Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes. [APPROVED 6-0]

- 3) **ORDINANCE: FIRST READING.** "AN ORDINANCE CREATING A COMMUNITY SERVICE BOARD THAT SHALL SERVE AS A REFERRAL SOURCE FOR INDIVIDUALS AND ORGANIZATIONS WITHIN THE COMMUNITY WHO PROVIDE VOLUNTEER SERVICES TO RESIDENTS IN NEED," was read by the Clerk of Council. Ms. Thompson

commented on this item as follows:

This is the first reading of an ordinance creating a Community Service Board. On behalf of Council Member Sheila Lairson, Ms. Thompson stated that Ms. Lairson has requested that this legislation be presented to Council. The Community Service Board would be established to serve as a referral source for citizens in the community in need of service. The Board would provide access to various groups, organizations, and individuals that possess the resources to assist those citizens. The Board would strictly serve as a referral source to connect citizens in need with volunteers; the City would not dispatch volunteers or service, nor would it establish rules of conduct, etc. This Board would be established by City Council under the power and authority of the City's Charter.

No action required at this time.

- 4) **RESOLUTION R-08-6:** "A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING, RECONSTRUCTING OR REPAIRING CERTAIN SIDEWALKS AND DRIVEWAY APRONS IN THE CITY OF SPRINGBORO, COUNTY OF WARREN, OHIO REQUIRING THAT ABUTTING PROPERTY OWNERS CONSTRUCT, RECONSTRUCT OR REPAIR THE SAME. (2008 SIDEWALK/DRIVEWAY APRON PROGRAM)," was read by the Clerk of Council. Ms. Thompson commented on this item as follows:

This resolution declares the necessity for the 2008 Sidewalk/Driveway Apron Program. The streets included in this year's Street Resurfacing Program include Foliage Lane, Jacamar Court, Springwood Drive, and Paw Paw Drive. As always, the City's Sidewalk/Driveway Apron Program is scheduled to take place in conjunction with the annual Street Resurfacing Program. In other words, the sidewalks and driveway aprons are repaired or replaced as needed at the same the streets are resurfaced in the designated area.

Mr. Hemmert motioned to adopt Resolution R-08-6. Mr. Anderson seconded the motion.

No discussion.

VOTE: Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes; Parise, Yes; Hemmert, Yes; Anderson, Yes. [APPROVED 6-0]

CONSENT AGENDA

(All items under the Consent Agenda are considered by the City Council to be routine and will be adopted by one motion. Any City Council Member may, however, remove an item from the Consent Agenda by request. Items removed for separate discussion and action will be considered under the Regular Agenda following the motion to approve the Consent Agenda.)

Mayor Agenbroad asked for a motion to temporarily suspend the Rules of Council to include a Consent Agenda consisting of legislative items 5 through 11 to be considered in aggregate, without discussion or amendment.

Mr. Parise motioned to temporarily suspend the Rules of Council to include a Consent Agenda consisting of legislative items 5 through 11 to be considered in aggregate, without discussion or amendment. Mr. Anderson seconded the motion.

No discussion.

Vote: Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes; Parise, Yes; Hemmert, Yes; Anderson, Yes. [APPROVED 6-0]

At this time, Ms. Martin read legislative items 5 through 11 as follows:

- 5) **RESOLUTION R-08-7:** "A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM DONALD & LANA BORNEMANN, OWNER OF PROPERTY AT 9295 YANKEE ROAD HAVING SIDWELL #04-03-378-0010. (YANKEE ROAD SANITARY SEWER PROJECT).
- 6) **RESOLUTION R-08-8:** "A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM

THE COFFMAN SPRINGS II, LLC, OWNER OF PROPERTY AT YANKEE ROAD HAVING SIDWELL #04-03-334-0330. (YANKEE ROAD SANITARY SEWER PROJECT).

- 7) **RESOLUTION R-08-9:** "A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM DENNIS W. & SHARON DUTCHER, OWNER OF PROPERTY AT 754 WEST LYTLE FIVE POINTS ROAD HAVING SIDWELL #04-03-300-0100. (YANKEE ROAD SANITARY SEWER PROJECT).
- 8) **RESOLUTION R-08-10:** "A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM DARRELL & MARY HOLBROOK, OWNER OF PROPERTY AT 9125 YANKEE ROAD HAVING SIDWELL #04-03-378-0070. (YANKEE ROAD SANITARY SEWER PROJECT).
- 9) **RESOLUTION R-08-11:** "A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM ROBERT P. & KATHY KLEINE, OWNER OF PROPERTY AT 9181 YANKEE ROAD HAVING SIDWELL #04-03-378-0050. (YANKEE ROAD SANITARY SEWER PROJECT).
- 10) **RESOLUTION R-08-12:** "A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM RONALD E. LEAK, OWNER OF PROPERTY AT YANKEE ROAD HAVING SIDWELL #04-03-378-0030. (YANKEE ROAD SANITARY SEWER PROJECT).
- 11) **RESOLUTION R-08-13:** "A RESOLUTION ACCEPTING A PERMANENT SANITARY SEWER EASEMENT FROM DONALD F. & VICKIE SCHMIDT, OWNER OF PROPERTY AT 690 WEST LYTLE FIVE POINTS ROAD HAVING SIDWELL #04-03-300-0110. (YANKEE ROAD SANITARY SEWER PROJECT).

Ms. Thompson commented on legislative items 5 through 11 as follows: Resolutions 5 through 11 are all permanent sanitary sewer easements on Yankee Road and West Lytle Five Points Road to be accepted by the City. This project will replace and eliminate a lift station on Yankee Road. The project begins west of the entrance to Greenleaf Village Subdivision and runs to Lytle Points Road north. The project will end at the lift station that is currently located on Yankee Road, which again, will be eliminated as part of this project. The length of the project is approximately 3,000 ft.

Mayor Agenbroad presented the item for questions/comments of Council. No questions/comments of Council.

Mr. Hemmert motioned to approve the Consent Agenda, thereby adopting legislative items 5 through 11 (Resolutions R-08-7 through R-08-13) as indicated. Mr. Anderson seconded the motion.

VOTE: Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes; Parise, Yes; Hemmert, Yes; Anderson, Yes. [APPROVED 6-0]

- 12) **RESOLUTION R-08-14:** "A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH FREY & COMPANY FOR THE PURCHASE AND INSTALLATION OF NEW FINANCIAL SOFTWARE APPLICATIONS," was read by the Clerk of Council. Ms. Thompson deferred to Assistant Finance Director Beth Eaton to comment on legislative Items 12 and 13.

Resolutions 12 and 13 authorize a contract with Frey & Company for the purchase and installation of new financial software applications and authorize a contract with Innovative Software Solutions for the purchase and installation of new income tax software. These two resolutions for two different software packages have been carefully considered for over a year by the Finance and Tax Departments of the City with the understanding that this is both a large investment and a long-term investment in the City's ability to provide administrative services to Springboro residents. The City is currently using an 18-year old DOS based finance and tax software, which is very inflexible, very outdated, and in need of replacement. Finance and Tax staff evaluated five different companies between narrowing the pool of proposals down to the two top companies, which were then recommended to the City Manager for input and permission to view demonstrations of all five packages with all of the employees who would be utilizing the software. Following the City Manager and staff review of the top two packages for finance purposes and for tax purposes, the clear leader for the financial software was Frey and Company and for the tax software was Innovative

Software Solutions for their completeness, their automation, and for what they offered to the citizens through the electronic capabilities to access customer information on-line, to make payments on-line, and to automate so many of the processes the City now does manually. Ms. Eaton offered to answer any questions of Council regarding the selection process.

Mayor Agenbroad presented the item for questions/comments of Council.

Ms. Belpulsi commented that she was glad to see how thorough staff was during the selection process because this is a big investment, and involving all of the staff members who will be using the new software and getting their input is very important. Ms. Belpulsi stressed that she really appreciates the process used to select the software packages.

Ms. Thompson commended and thanked Ms. Eaton and Finance Director Robyn Brown for their efforts during the very long selection process.

Ms. Belpulsi motioned to adopt Resolution R-08-14. Mr. Chmiel seconded the motion.

No other discussion.

VOTE: Parise, Yes; Hemmert, Yes; Anderson, Yes; Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes. [APPROVED 6-0]

- 13) **RESOLUTION R-08-15:** "A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH INNOVATIVE SOFTWARE SOLUTIONS INC. FOR THE PURCHASE AND INSTALLATION OF NEW INCOME TAX SOFTWARE," was read by the Clerk of Council. Ms. Thompson commented on this item as follows:

Please refer to comments under legislative item 12.

Mayor Agenbroad presented the item for questions/comments of Council. No questions/comments of Council.

Mr. Chmiel motioned to adopt Resolution R-08-15. Ms. Belpulsi seconded the motion.

No discussion.

VOTE: Agenbroad, Yes; Chmiel, Yes; Parise, Yes; Hemmert, Yes; Anderson, Yes; Belpulsi, Yes. [APPROVED 6-0]

- 14) **RESOLUTION R-08-16:** "A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE A CASE 580SMII LOADER BACKHOE COMPLETE WITH AUXILIARY HYDRAULIC KIT AND A MECHANICAL THUMB INCLUDING A 12 INCH HEAVY DUTY BUCKET FROM SOUTHEASTERN EQUIPMENT CO," was read by the Clerk of Council. Ms. Thompson commented on this item as follows:

This resolution authorizes the purchase of a backhoe with accessories. The backhoe was estimated during the budget process to cost \$110,000.00; the actual cost is \$66,595.00. The accessories, as stated in the title, are \$4,023.00 for a total cost of \$70,618.00, which is significantly lower than the budgeted estimate. The staff reviewed the state bid pricing and recommended purchasing the equipment by that method.

Mayor Agenbroad presented the item for questions/comments of Council. No questions/comments of Council.

Mr. Hemmert motioned to adopt Resolution R-08-16. Mr. Chmiel seconded the motion.

No discussion.

VOTE: Parise, Yes; Hemmert, Yes; Anderson, Yes; Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes.

[APPROVED 6-0]

- 15) **RESOLUTION R-08-17:** "A RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE A 300 GALLON SELF-CONTAINED SPRAYER EQUIPPED WITH PROCONTROL ELECTRONICS, ELECTRIC HOSE REEL, AND PROFOAM MARKING KIT FROM CENTURY EQUIPMENT," was read by the Clerk of Council. Ms. Thompson commented on this item as follows:

This resolution authorizes the purchase of a sprayer with accessories. This equipment is a 300-gallon self-contained sprayer for chemical applications by the Parks Department and Golf Course Maintenance Department, and will replace a 1998 utility mounted sprayer. This equipment was approved by Council at the 2008 Budget meeting. Staff recommends purchasing the equipment from Century Equipment at a cost of \$33,660.83.

Mayor Agenbroad presented the item for questions/comments of Council.

Mr. Parise asked if this equipment would be used for the parks as well as the golf course? Ms. Thompson replied yes, the sprayer equipment would be used by both the Parks Department and the Golf Course Maintenance Department.

Mr. Anderson motioned to adopt Resolution R-08-17. Mr. Parise seconded the motion.

No other discussion.

VOTE: Hemmert, Yes; Anderson, Yes; Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes; Parise, Yes.
[APPROVED 6-0]

ITEM 7.

REPORTS:

Mayor's Report – 3rd U.S. District Office Hours will be held on Friday, January 25, 1:00-2:00 PM in Council Chambers by Congressman Turner's Warren County Outreach Director Marty Heide. The next City Council Work Session will be held on Thursday, February 21, 2008 at 6:00 PM in Council Chambers, as scheduled. The next City Council Regular Meeting will be held on Thursday, February 7, 2008 at 7:00 PM in Council Chambers, as scheduled. The Finance Committee will meet on February 21 at 5:30PM in Council Chambers, as scheduled. Meetings will be held at the City's temporary facility in the Dalco Building located at 425 S. Pioneer Boulevard in Springboro.

City Manager's Report – Ms. Thompson reported that City Council heard a presentation this evening's Work Session from the City's architectural firm Lorenz Williams for the new City Building facility. Ms. Thompson commented that it was a great presentation, and the elevations presented to Council were extremely well done. The City is counting on the media to publish some of the initial elevations, and they will also be posted on the City's website, in the lobby of the City's temporary facility in the Dalco Building, and potentially at the library and other locations within the City for public view. As the design/development process moves along, the City will be publishing more and more information in future City newsletters, etc, and as the project progresses the City will keep the public very well informed. In addition, Ms. Thompson announced that on April 8 the City would host a community open house from 6:00PM to 8:00PM at Heatherwoode Golf Course to view the City's Comprehensive Land Use Master Plan. A subcommittee has worked on the plan for over a year and some of the nuances of that plan will be presented to the public at an informational meeting that evening.

Committee Reports –

Mr. Hemmert – Mr. Hemmert reported that he attended a leadership program for elected officials last Wednesday at Heatherwoode from 8:00AM-3:00PM hosted by the Miami Valley Communications Council for elected officials, where he had the opportunity to network with a number of other newly elected officials. Ms. Thompson and the City's Law Director Alan Schaeffer also attended the program. The three guest speakers were Attorney John Chambers, Attorney Phil Callahan, and MVCC Executive Director Steve Husemann; the keynote speaker was

retired City Manager John Wheithofer of Miamisburg. The program focused on ethics and how to effectively get things done as a group; and Mr. Hemmert found to program to be very beneficial. Mr. Hemmert also reported that he attended the Planning Commission meeting last Wednesday, January 30, but will defer to his colleagues to report on Planning Commission business.

Mr. Parise – No reports.

Mr. Chmiel – No reports.

Mr. Anderson – No reports.

Ms. Belpulsi – **Planning Commission** – The Planning Commission held their Regular Meeting on Wednesday, January 30 to act on the following item: The Planning Commission elected Ms. Belpulsi as Chair and Hans Landefeld as Vice Chair for 2008. Ms. Belpulsi appreciates the Commission's support in retaining the Chairmanship. Agenda items were the following: Revision to Approved General Plan – Village Park Planned Unit Development-Mixed Use, revision to minimum and maximum lot sizes for office component. This plan is commercial property that was at one point part of the Coffman Development. Several steps were taken at Wednesday's meeting, which resulted in a final development plan for Phase I of the office component. Ms. Belpulsi commented that it was a long process, but staff really worked hard with the developers and the Planning Commission, and the City is thrilled to have them develop in Springboro; it will be a fine addition to the City. Concept Approval of Final Development – Village Park Planned Unit Development-Mixed Use, office component including patternbook; Final Development Plan – Village Park Planned Unit Development-Mixed Use, Phase 1 of office component; Site Plan Review – 2748 Pennyroyal Road, proposed Kingdom Hall of Jehovah's Witnesses, a new House of Worship [ALL ITEMS WERE APPROVED]; Discussion – Planning & Zoning Code Amendment – parking requirements for restaurants upon staff recommendation. Ms. Belpulsi commented that some of the City's spaces do not have enough parking to accommodate the clientele for the restaurants. The Planning Commission will recommend to Council an amendment to the Parking Regulations to expand space especially at some of the newer businesses, which will allow more parking for the business patrons. In addition, Planning Commission Member Hans Landefeld, who is a bikeway planner for the Miami Valley Conservancy District made a presentation on bikeway facilities, and presented some very good ideas. The Planning Commission is recommending that Council allow Mr. Landefeld to make his presentation at a future Council meeting. The Planning Commission Work Session scheduled for Wednesday, February 13 has been canceled. The next Planning Commission Regular Meeting will be held on Wednesday, February 27 at 7:00PM in Council Chambers, as scheduled.

ITEM 8. OTHER BUSINESS. Based on the recommendation of the Planning Commission, Council will proceed with a Public Hearings on Thursday, March 20, 2008 beginning at 7:00 PM in Council Chambers to amend Chapter 1271, Parking Regulations.

Ms. Belpulsi motioned to set a Public Hearing on Thursday, March 20, 2008 beginning at 7:00PM in Council Chambers to amend Chapter 1271, Parking Regulations. Mr. Chmiel seconded the motion.

No discussion.

VOTE: Parise, Yes; Hemmert, Yes; Anderson, Yes; Belpulsi, Yes; Agenbroad, Yes; Chmiel, Yes. [APPROVED 6-0]

ITEM 9. FINAL COUNCIL AND MANAGER COMMENTS. Mr. Pozzuto commented that the City would issue a Citizens Satisfaction Survey to gain feedback on City services, etc. to evaluate the City's performance. Miami University is helping the City to conduct this survey, and the surveys should be mailed to residents in the City tomorrow. Miami University selected a random sample of 2,000 households in the community that will receive the survey. There are approximately 5,500 to 6,000 households in the community; therefore not every household will receive a survey. Surveys are usually performed on a random sampling, as surveying every household would be costly and difficult. The surveys are due by February 29, and the City does value everyone's opinion. The City has legitimized the survey process by using an outside source that conducts surveys across the state. The City hopes to make the

survey bi-annual or tri-annual event, and intend to develop a baseline of information this year in order to compare it to future survey results. Mr. Pozzuto asked residents to please keep an eye on their mail for this potential survey.

Ms. Thompson added to Mr. Pozzuto's comments by stating that residents who do not receive the survey in the mail could actually view the survey questions, as the survey will be published on the City's website. Residents will not be able to print the survey and mail it in, but would at least be able to view the questions being asked.

Mr. Pozzuto promised to post the survey on the City's website by the weekend.

ITEM 10.

GUEST COMMENTS. 1) Marty Heide, 7861 Dear Path Court, Springboro – Ms. Heide introduced herself as the Warren County Outreach Coordinator for Congressman Mike Turner. She will attend City Council meetings periodically to keep Council updated on pertinent federal issues. Ms. Heide is also available in the Dayton district office to answer questions or address issues. Also, Ms. Heide comes to Springboro every month to meet with citizens, and her offices hours, which are published in the local newspaper gives constituents the opportunity to meet with her to discuss issues they might have or to request assistance through one of their case workers with federal agencies such as the Department of Commerce, Education, Immigration, Social Security, and Medicare. Ms. Heide added that they could get privacy releases signed during her office hours saving constituents the trip to Dayton and could provide assistance. Ms. Heide provided the following information regarding recent changes in the laws and new provisions pertaining to passports as follows: Effective June 1, 2009, everyone traveling back into the United States will need a passport including from Canada, Mexico, the Caribbean, and Europe. Effective February 1, 2008, to travel out of the country and to get back in as a U.S. Citizen, citizens will need two pieces of identification, a valid driver's license with a photo and a certified birth certificate; formerly, travelers only needed a driver's license. The number of applications and passports the Department of State is projecting to process in 2008 due to these new regulations effective June 1, 2009 is in the millions. They anticipate processing three to four million passports in one year, and have added agencies and 125 staff members. Ms. Heide advised anyone planning a trip to Canada for fishing or recreation, etc. will need two pieces of identification, but as of next June will need a passport. Ms. Heide explained that her office could assist with expedited passports usually in two weeks with a letter that the traveler would send to the passport agency; they could also provide assistance with same day passport issuance, but this immediate turn around time would require a trip to Chicago. Ms. Heide gave each Council Member her contact information. Ms. Heide commented that she is available at the Dayton District Office, and to please contact her on behalf of any citizen having a problem with Social Security or other federal issues or to please direct citizens needing assistance to contact the district office.

Mayor Agenbroad thanked Ms. Heide for her comments. Mayor Agenbroad asked if there were any other guests that wished to be heard, and instructed them to please approach the podium, state their name and address for the record, and make their comments accordingly.

2) Russ Hess, 325 E. Street, Springboro – Mr. Hess commented that City Council does a good job. Mr. Hess referred to Council's recent discussions regarding a snow removal program for senior citizens, and he suggested that the City subcontract the snowplowing service, as so many other communities do with grass mowing, etc. Mr. Hess commented that it would alleviate some of Council's concerns regarding the use of city resources and staff and liability issues, and would be an opportunity for private snow plowing businesses to advertise their business. Mr. Hess further commented that the City would not have to use its own equipment or pay benefits or overtime if the service was provided by a private contractor, and above all it would benefit seniors and other residents unable to clear their own driveways.

Mayor Agenbroad thanked Mr. Hess for his comments.

Mr. Chmiel commented that he agrees with Mr. Hess' suggestion, and one recommendation he plans to make is that the City considers bidding the service out and exploring what it would cost to hire outside sources to perform this service, and he will bring this suggestion up during future discussion of this program.

Mayor Agenbroad commented that it was an excellent suggestion, and he appreciates Mr. Hess' comments.

Mayor Agenbroad asked if there were any other guests that wished to be heard, and instructed them to please approach the podium, state their name and address for the record, and make their comments accordingly.

At this time, Mr. Hemmert asked to make some comments. Mr. Hemmert added to Ms. Belpulsi's earlier report regarding the Village Park Development by stating that when finished the development would be 280,000 sq. ft., which is significant for the community in light of the Austin Interchange and surrounding land development. Mr. Hemmert commented that he attended the Planning Commission meeting at which this development was approved, and was glad to meet Mr. and Mrs. Greg Martin and Dan Fishbaugh, the partners in this project. Mr. Hemmert also complimented Ms. Thompson, Mr. Pozzuto, and City staff, particularly the engineering staff for their efforts, as a project of this magnitude involves a lot of work. Mr. Hemmert further commented that it was very rewarding as a Council Member to see Mr. Martin shake hands with each of the Planning Commission Members following the meeting. Mr. Hemmert finally commented that he is excited about this project going forward; it will bring high paying jobs to Springboro, which means more City income tax dollars.

Mayor Agenbroad asked if there were any other guest comments. No other guests came forward.

ITEM 11. EXECUTIVE SESSION. Executive Session took place during the Work Session earlier this evening, whereby no votes were taken.

ITEM 12. ADJOURNMENT. Mayor Agenbroad thanked the MVCC for tonight's telecast and scheduled rebroadcasts of this Springboro City Council Meeting.

Ms. Belpulsi motioned to adjourn the meeting; whereby, the Thursday, February 7, 2008 Springboro City Council Regular Meeting was adjourned at approximately 7:36 PM. Mr. Chmiel seconded the motion.

No discussion.

VOTE: Parise, Yes; Hemmert, Yes; Anderson, Yes; Belpulsi, Yes Agenbroad, Yes; Chmiel, Yes. [APPROVED 6-0]

John Agenbroad, Mayor

Presiding Officer

Lori A. Martin, Clerk of Council