



CITY COUNCIL MEETING

Monday, April 15, 2024 at 6:00 PM

1 Benjamin Franklin Way Franklin, Ohio 45005

www.FranklinOhio.org

CLERK'S JOURNAL

1. CALL TO ORDER

Mayor Centers called the meeting to order at 6:00pm.

2. ROLL CALL

PRESENT

Paul Ruppert

Vice Mayor Todd Hall

Mayor Brent Centers

Debbie Fouts

Matt Wilcher

ABSENT

D. Denny Centers

Michael Aldridge

Staff: Mr. Westendorf, Ms. Trice, Ms. Dunn, Chief Colon, Chief Stitzel, Mr. Inman, Mr. Miller, Mr. Conway, and Ms. Chibis

Guests: There were approximately 23 guests in attendance.

3. PLEDGE OF ALLEGIANCE

Mayor Centers and guest Bentley led the pledge of allegiance.

4. APPROVE THE CLERK'S JOURNAL AND ACCEPT THE TAPES AS THE OFFICIAL MINUTES

A. April 1, 2024

Motion made by Vice Mayor Hall, Seconded by Ruppert.

Voting Yea: Ruppert, Vice Mayor Hall, Mayor Centers, Wilcher

Voting Abstaining: Fouts

Motion passed.

5. PRESENTATIONS

A. Swear in Fire & EMS Lt. Tony LeMaster (Mayor Centers)

Mayor Centers swore in Tony LeMaster as a Lieutenant in the Division of Fire & EMS.

Council recessed from 6:04pm - 6:07pm.

B. Fire & EMS Update (Chief Stitzel)

Chief Stitzel provided an update on the Division of Fire & EMS. In 2023, the Division responded to 2910 Incidents (2268 EMS, 642 Fire Only). Mutual Aid was given 69 times and received 43 times. Average EMS response times from Dispatch to Enroute was two minutes, and enroute to on scene was three minutes. Average call time was 48 minutes. K9 Demeter was a part of 10 critical incident debriefings. Vehicle Maintenance and repairs totaled \$105,479.

Chief Stitzel started in May of 2023. He has added 3 new Lieutenants. The Chief also added a part-time fire inspector in June to conduct inspections and handle all the plan reviews and major code enforcement issues in the City. He is still working to fill vacancies within the division.

2024 projects include an update to the kitchen at the firehouse, as well as equipment upgrades including dispatch communications and RMS systems.

Looking forward, the Chief would like to transfer the Fire Inspector position into a full-time Community Risk Reduction position. The aging fleet will also need to start being replaced. A Fire Levy will be needed soon.

Vice Mayor Hall and Mr. Wilcher asked for additional statistics. Mr. Ruppert shared compliments from community members on the quality of care and response time. Council congratulated Chief Stitzel on hiring Lt. LeMaster.

C. Committee Reports

In Mr. Denny Centers' absence, Mr. Wilcher provided an update from the April 1, 2024, Finance Committee meeting.

As of March 31, all funds totaled \$23,494,461. Revenues for 2024 were \$6,387,667 with expenditures equaling \$11,117,348. Large expenditures included the roundabout on SR-123, fire expenses that will correct in April when the City receives a property tax payment, and the utilization of APRA funds on the Streetscape project.

The Committee discussed several items on that evening's agenda including appropriations, the Sheetz TIF, and adding bulk water Sales to the COLA fee schedule. The Committee was in favor of recommending all proposed legislation for adoption.

6. RECEPTION OF VISITORS

Mayor Centers opened and closed the Reception of Visitors at 6:43PM as none asked to be heard.

7. PUBLIC HEARING

- A. **ORDINANCE 2024-06** DECLARING THE IMPROVEMENT OF CERTAIN REAL PROPERTY LOCATED IN THE CITY OF FRANKLIN, WARREN COUNTY, OHIO TO BE A PUBLIC PURPOSE; DECLARING SUCH PROPERTY TO BE EXEMPT FROM REAL PROPERTY TAXATION; DESIGNATING SPECIFIC PUBLIC INFRASTRUCTURE IMPROVEMENTS THAT, ONCE MADE, WILL DIRECTLY BENEFIT THE PARCELS FOR WHICH IMPROVEMENT IS DECLARED TO BE A PUBLIC PURPOSE; REQUIRING ANNUAL SERVICE PAYMENTS IN LIEU OF TAXES; ESTABLISHING A MUNICIPAL PUBLIC IMPROVEMENT TAX INCREMENT EQUIVALENT FUND; AUTHORIZING PAYMENTS TO THE FRANKLIN CITY SCHOOL DISTRICT AND THE WARREN COUNTY CAREER CENTER; AUTHORIZING THE EXECUTION OF A TAX INCREMENT FINANCING AGREEMENT; AND PROVIDING RELATED AUTHORIZATIONS PURSUANT TO OHIO REVISED CODE SECTIONS 5709.40(B), 5709.42, 5709.43, 5709.832 AND 5709.85.

This Ordinance authorizes a Tax Increment Financing (TIF) Agreement between the City of Franklin and FRANKLIN WATKINS GLEN, LLC. The development is located in the City of Franklin, consisting of Warren County Auditor parcel number 0836200056, for the construction of new restaurant, convenience store, and fuel station operating as a Sheetz.

The Property is currently located within the City’s “Community Reinvestment Area #3”. Community Reinvestment Area #3 authorizes exemptions from real property taxes for 100% of the assessed value of improvements on the Property for a period of up to 15 years.

The owner of the parcel will make annual service payments in lieu of taxes with respect to any Improvement to the Warren County Treasurer, which Service Payments will be distributed, in part, to the Franklin City School District, and the Warren County Career Center in amounts equal to the real property taxes that the School Districts, to reimburse the Developer for costs of the Public Infrastructure Improvements, and for such other purposes as may be authorized by law.

Mayor Centers opened and closed the Public Hearing at 6:51pm as none asked to be heard.

Motion made by Vice Mayor Hall, Seconded by Fouts.

Voting Yea: Ruppert, Vice Mayor Hall, Mayor Centers, Fouts, Wilcher

Motion passed.

B. ORDINANCE 2024-07 APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES FOR THE CITY OF FRANKLIN, OHIO, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024 AND DECLARING AN EMERGENCY

This ordinance will adjust appropriations to the following funds:

General Fund

- Decrease Municipal Court Other in the general fund by \$70,000 for the administrative purposes.
- Increase the Law Department Other in the general fund by \$77,500 for administrative purposes.
- Increase the Income Tax Other in the general fund by \$400,000 for income tax refunds.
- Increase the Building Division Other by \$70,000 for Fire Loss Disbursement.
- Increase the City Manager Other by \$10,000 for recruitment.
- Increase the General Fund Police Division Other by \$12,000 for a cruiser.
- Increase the General Fund Transfers by \$168,000

E-911 Fund

- Increase of \$63,860, to the E-911 Other account line for CAD Integration (\$34,860) and a recording upgrade of (\$27,789).

Capital Improvement

- Increase the Capital Improvement Fund Other line item by \$75,000 for the Streetscape project.

Economic Development Fund

- Increase the Economic Development Fund Other by \$93,000.

Water Fund

- Increase of \$5,000 to the Water Fund Other for utility billing fees and postage.
- Increase of \$8,300 to the Water Fund Other for utility billing fees and postage.

Stormwater Fund

- Increase of \$3,000 to the Water Fund Other for utility billing fees and postage.

Mayor Centers opened and closed the Public Hearing at 6:59pm as none asked to be heard.

Motion made by Ruppert, Seconded by Wilcher.

Voting Yea: Ruppert, Vice Mayor Hall, Mayor Centers, Fouts, Wilcher

Motion passed.

8. NEW BUSINESS

A. RESOLUTION 2024-26 ADOPTING A POSITION DESCRIPTION FOR SENIOR CITY ENGINEER

This Resolution adopts a new position description for the Senior City Engineer. This position can be full or part-time and requires at least fifteen years' experience in a municipal engineering capacity. This position will help offset the work load of the City Engineer and is part of succession planning.

Motion made by Vice Mayor Hall, Seconded by Ruppert.

Voting Yea: Ruppert, Vice Mayor Hall, Mayor Centers, Fouts, Wilcher

Motion passed.

B. RESOLUTION 2024-27 AMENDING THE POSITION DESCRIPTIONS FOR THE CITY ENGINEER

This resolution updates the job description for the City Engineer to report to the newly authorized Senior City Engineer position.

Motion made by Vice Mayor Hall, Seconded by Wilcher.

Voting Yea: Ruppert, Vice Mayor Hall, Mayor Centers, Fouts, Wilcher

Motion passed.

C. RESOLUTION 2024-28 AMENDING RESOLUTION 2024-09 AND AUTHORIZING POSITION TITLES AND THE NUMBER OF POSITIONS FOR EACH TITLE FOR CITY OF FRANKLIN PERSONNEL FOR THE YEAR 2024

This resolution adds the newly created Senior City Engineer position. The Senior Engineer can be full-time or part-time. There will only be one Senior City Engineer in either the full-time or part-time authorized positions.

This resolution also corrects the title of the Administrative Assistant for Fire & EMS and reverts the Utility Billing Administrator back to one authorized position as Ms. Howell will be retiring effective May 1. If approved, this resolution will become effective on May 1, 2024.

Motion made by Ruppert, Seconded by Fouts.

Voting Yea: Ruppert, Vice Mayor Hall, Mayor Centers, Fouts, Wilcher

Motion passed.

D. RESOLUTION 2024-29 AMENDING RESOLUTION 2024-23 AND ESTABLISHING THE ORGANIZATIONAL LISTINGS AND PAY RATES FOR CITY OF FRANKLIN OFFICIALS AND EMPLOYEES FOR THE YEAR 2024

Resolution 2024-23 is being amended to set the rates of pay for 2024.

The full-time Senior City Engineer position is being set at \$97,922 – 120,432. The part-time rate is being set at \$39.00 - \$47.97.

Motion made by Vice Mayor Hall, Seconded by Ruppert.

Voting Yea: Ruppert, Vice Mayor Hall, Mayor Centers, Fouts, Wilcher

Motion passed.

E. RESOLUTION 2024-30 AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE AND SALE AGREEMENT AND OTHER DOCUMENTS FOR THE CITY OF FRANKLIN'S PURCHASE OF CERTAIN REAL PROPERTY IDENTIFIED AS WARREN COUNTY AUDITOR'S PARCEL ID NUMBER 0431101006

This resolution allows the City Manager to execute a purchase and sale agreement for the City's purchase of 535 S. River Street for \$150,000.

Motion made by Wilcher, Seconded by Ruppert.

Voting Yea: Ruppert, Vice Mayor Hall, Mayor Centers, Fouts, Wilcher

Motion passed.

9. INTRODUCTION OF NEW LEGISLATION

- A. **ORDINANCE 2024-08** AMENDING SECTION 1701, "RATES AND FEES" APPENDIX A OF THE CODIFIED ORDINANCES OF THE CITY OF FRANKLIN, OHIO, TO INCLUDE A FEE FOR THE SALE OF BULK WATER.
- B. **ORDINANCE 2024-09** DETERMINING TO PROCEED WITH THE IMPROVEMENT OF CITY STREETS AND PUBLIC WAYS BY THE LIGHTING THEREOF FOR THE YEAR 2025

10. CITY MANAGER'S REPORT

Mr. Westendorf thanked Ms. Trice, Ms. Newell, and the Income Tax team for their efforts. Everyone was smiling and jovial during a very busy day. The Team did a wonderful job.

Ms. Howell's retirement celebration was scheduled for April 22 at noon. He is very happy with the new Utility Billing Administrator, Libby Paulsen. She is already identifying opportunities for improvement.

The Miami Conservancy District was in the process of new annual maintenance assessments. This will affect residents along the Riverway. There is an opportunity to file a request for an exception in writing. The requests must be submitted before April 24 at 4:30pm.

Chiefs Stitzel and Colon worked with Mr. Hogan to create a video in honor of Telecommunications Week. Mr. Westendorf appreciates the work the dispatchers do and added that they are doing a fantastic job.

Main Street Update: The intersection of Third and Main will be closed on the following Tuesday for at least three days. There had been lots of concrete work done that day. The paver bricks will start being installed the following week between Fourth and Fifth Streets.

Staff is planning for the closure of Second Street at Main. This will be a disruptive period and staff is looking to get a head of it. Second and Main will be closed for about two weeks at the end of June.

The South End Development is the area along Sixth Street between Riley and Main Street. The improvements at Valley Laundry have been completed. This will allow for closure on the sale of the property for a public parking lot. The engineering is nearly complete with cost estimates to follow.

Planning Commission will consider a lot consolidation in May for the Slipcast Development. Slipcast plans on going to Planning Commission in June, and starting construction in August. There is coordination needed for the construction at Slipcast, demolition of a building on Sixth, fence relocation and reconstruction, all occurring within the same time period.

Mr. Westendorf met with Mr. Richards about his parking lot concerns that were brought up at a previous Council meeting. Staff will meet with contractors later in the week. Legal counsel verified that any liability lies with the contractors as City did not authorize the contractors to exceed the limits of the boundary of the work authorized in the agreements. Staff is facilitating a meeting between Mr. Richards and the contractors.

The City has closed on the sale of the Boxboard property. Engineering has begun on road expansions and reconfigurations. After environmental assessments, the determination of developable property will occur.

There has been lots of interest generated from the Slipcast announcement. The merchandising plan from Dillin was complete. Mr. Westendorf asked how this should be presented. Council would like for this to be presented to all of Council at an upcoming meeting.

Mr. Westendorf was advised to attend ICSC Las Vegas to talk about the merchandising results with developers. He asked if Council would like for him to attend, with the understanding that the first year would be a learning process. This event would provide a first contact and introductions to developers. Council was in favor of attendance, and thinks more than one person should attend. The Mayor will also attend the event.

The Solar Eclipse event went well. Mr. Westendorf thanked the Chiefs for their work. Attendance was good, but not overwhelming.

The berm surrounding the playground equipment is being prepped and sod would be placed later that week.

The Great Miami Riverway Summit was scheduled for that Friday. Several staff will attend.

Walking tours were being hosted during the month. Approximately 15 people registered for each session. Staff closed registration and will be adding new dates.

Mr. Westendorf challenged both Chiefs to develop staff development and safety training. In-house CPR classes will be given this month, 44 staff have registered. There will be additional trainings, including active shooter drills. He is grateful that the Chiefs have stepped up and are making these happen.

Mr. Westendorf thanked Chief Stitzel. He looked forward to the day when the Fire Division would be turned over to someone who can build upon the work that has been done. Chief Stitzel is doing that in spades. He is proud of the work being done and of the people being hired. He is extremely excited to see where he can take the organization. We have the best people in the world.

11. COUNCIL COMMENTS

Mr. Wilcher said "Well Done" to Mr. Westendorf and Mayor Centers on the recent town hall meeting. They did a very nice job and he appreciates the feedback received from the crowd.

Mrs. Fouts echoed Mr. Wilcher's comments and said it was great to see everything in Mr. Westendorf's presentation. She was very proud of staff and Council. We have learned a lot together throughout the process. It's very exciting.

She was very impressed with the new school.

Mrs. Fouts had a question about the 4th of July parade as she was unable to attend the last meeting. Mr. Westendorf presented route options and Council chose the inverted Memorial Day parade route down River Street versus Main Street. Details are still being finalized.

Mr. Ruppert said the presentation at the high school was very well done, and he is very proud. Some people forgot and weren't able to attend. He suggested holding another event this summer. Mr. Westendorf replied that staff plans to create a video in conjunction with the walking tours to share with the public and those unable to attend the Town Hall. Staff will also be putting out smaller videos on social media moving forward.

Mr. Ruppert reported that the Methodist Church is concerned about the Third Street closure. Mr. Westendorf will follow up with them.

Mr. Westendorf also shared that Dayton Business Journal Community Spotlight would be shared on April 19th.

Vice Mayor Hall said he hopes the Income Tax department is feeling some relief. Ms. Trice reported that they did a wonderful job.

He said both Chiefs were both brought in to build a better structure. Both have taken that vision of what we needed and turned into their own. That is something that has not happened in a very long time. He commends and applauds their work.

Vice Mayor Hall asked Mr. Conway, who will fill the role of the newly authorized Senior Engineer, to stick around awhile. We need your guidance. He told Mr. Inman and Mr. Miller to keep up the great work. We have great people here that work for the City. The two new Chiefs are part of the family and have created an atmosphere of their own.

The Town Hall was great. There are a lot of people talking about whats going on here. Thank you.

Mayor Centers said the Finance Department did a great job today. He did not receive any resident complaints. He complimented Ms. Trice on the friendly and kind tax personnel who all do a wonderful job. Ms. Newell sets a good expectation of customer service.

He said the Town Hall went wonderfully. The Eclipse viewing was very well done, and security was well done. Thanks for keeping our community safe.

12. ADJOURNMENT

Motion to adjourn made by Vice Mayor Hall, Seconded by Wilcher.

Voting Yea: Ruppert, Vice Mayor Hall, Mayor Centers, Fouts, Wilcher

Motion passed. Council adjourned at 7:40pm.

Brent Centers, Mayor

Khristi Dunn, Clerk of Council