

**CITY OF SPRINGBORO
320 W. CENTRAL AVENUE, SPRINGBORO, OH**

CITY COUNCIL WORK SESSION

THURSDAY, JANUARY 16, 2020

6:00 PM

CITY COUNCIL

**John Agenbroad, Mayor
Jim Chmiel, Deputy Mayor/Ward 4
Stephen Harding, At Large
Becky Iverson, At Large
Janie Ridd, Ward 1
Dale Brunner, Ward 2
Jack Hanson, Ward 3**

CITY STAFF

**Chris Pozzuto, City Manager
Greg Shackelford, Assistant City Manager
Gerald McDonald, Law Director
Lori Martin, Clerk of Council**

ITEM 1. CALL TO ORDER. Mayor Agenbroad called the Springboro, Ohio City Council Work Session to order on Thursday, January 16, 2020 at 6:00 PM in Council Chambers at the Springboro Municipal Building, 320 W. Central Avenue, Springboro, Ohio.

ITEM 2. ATTENDANCE. Council: All present. **Staff:** Mr. Pozzuto, Mr. McDonald and Ms. Martin were present. Police Chief Jeff Kruthoff was also present. Mr. Shackelford was absent.

ITEM 3. LEGISLATIVE AGENDA. – Review legislative items slated for January 16.

1) EMERGENCY ORDINANCE: THIRD READING. AN ORDINANCE APPROVING THE RECORD PLAN AND PERFORMANCE GUARANTY, AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A SUBDIVIDER'S CONTRACT FOR BECK RIDGE SUBDIVISION SECTION THREE AND DECLARING AN EMERGENCY.

No discussion.

2) EMERGENCY ORDINANCE: THIRD READING. AN ORDINANCE APPROVING THE RECORD PLAN FOR SPRINGBORO COMMERCIAL PARK SECTION FOUR-A, AND DECLARING AN EMERGENCY.

No discussion.

3) RESOLUTION: A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE ODOT FINAL LEGISLATION AS PRESENTED FOR THE COMPLETION AND APPOINTMENT AS THE LPA – LOCAL PUBLIC AGENCY FOR THE SOUTH MAIN STREET, SR 741, RESURFACING PROJECT; WAR-741-13.82, PID 107125.

Mr. Pozzuto commented that this project would not interfere with ARTFest on S. Main Street. Staff has coordinated with the contractor to begin the project on or after Monday, June 22. A notification letter will be sent directly to all of the businesses and residents on S. Main St. tomorrow.

ITEM 4. CITY MANAGER. – Issues/Reports.

Traffic Signal Changes on S. Main Street for School Traffic: Mr. Pozzuto reported that the City recently published information regarding the traffic signal changes that were made to help the flow of school traffic. The changes have worked very well so far; the City has not received any comments or complaints. Mr. Pozzuto commented that he tested the changes and made it to the school three minutes faster.

Mayor Agenbrood asked Mr. Pozzuto to explain exactly what changes were made.

Mr. Pozzuto explained that the City partnered with DriveOhio about a year ago. DriveOhio used drone technology to gather traffic data on S. Main Street in collaboration with the University of Cincinnati. The data was submitted to ODOT, who ran a traffic modeling analysis and submitted it to the City's local traffic engineer CMT. CMT tested the data to try to determine what changes should be made to the traffic signals based on observations in December.

The determinations that were made were, in the mornings as traffic is going towards the school mainly from the north, the traffic signal timings should be longer at the further end, i.e. the high school should have the longest signal timing at approximately 1 minute 20 seconds, then the Junior High signal at approximately 1 minute 10 seconds, the next signal at 90 seconds and finally 60 seconds at SR73/SR741. This traffic signal timing allows more traffic at the biggest pinch point. In the afternoons, they did the exact opposite i.e. SR73/SR741 has the longest signal timing, Mill Street a little less, the Junior High even less and the High School the least. What they found was that the new signal timing is helping that pinch point going south in the mornings at the Junior High all the way to Mill Street and is helping the opposite way in the afternoons.

They have also recommended some rerouting of busses to try to stop the cut through traffic in the Heatherwoode Subdivision by adding some left turn arrows going south at Mill Street and SR741 and SR73 and SR741 enabling the busses to reroute and use those arrows to safely access SR741. The faster traffic patterns should help them get to school at the same time they did before. Mr. Pozzuto commented that before it took him nine minutes to get from SR73/SR741 to the High School, but it took only six minutes with the new traffic pattern.

Mr. Pozzuto emphasized that we are not going to fix this problem with 1,500 cars on a two-lane road in a 20-minute period, twice per day, but we are trying to move the traffic as efficiently as possible, which he thinks has been accomplished by these changes. They are happy with the results they have seen so far.

Improvements at the Northeast Corner of SR73/SR741 (Welcome Wall and Sign): Mr. Pozzuto reported that the "WELCOME TO SPRINGBORO" sign has been installed on the brick wall that was recently completed at the intersection.

Mr. Chmiel asked if the sign would be up lit.

Mr. Pozzuto replied yes, he believes it will, but will double check. Mr. Pozzuto added that the video board has been ordered and will be installed by the end of March. Mr. Pozzuto commented that staff has already started programming a calendar of content for the video board, which will help promote programs and events in the community.

Mr. Hanson asked what the criteria is for advertising on the video board.

Mr. Pozzuto commented that they have not finalized that yet. Mr. Pozzuto further commented that he originally thought they might be able to open it up to community groups, but he has checked with other communities that have video boards and they have absolutely not allowed that in their communities. Mr. Pozzuto commented that if the City were to allow community groups to use the video board, it would have to be for programs or events that are open to the public where the general public is invited to attend such as Oktoberfest.

Mayor Agenbrood added examples such as the Christmas Festival and Memorial Day Parade.

Springboro Community Theatre Productions at the PAC: Mr. Pozzuto reported that January 17-19 is the last weekend for “Charlotte’s Web.” Springboro Community Theatre has nearly sold out almost every show they have produced since the Performing Arts Center opened, and the community has embraced the Performing Arts Center and Springboro Community Theatre. Mr. Pozzuto again encouraged the public to see performances and other programs at the new Performing Arts Center.

Kacie Jane Park Update: Mr. Pozzuto reported that they are preplanning for the two new playgrounds at the park. They are in the process of finalizing those designs, and will begin installing the play areas in March or April so they are ready by the time the splash pad opens again.

In addition, they are preparing for other 2020 projects such as street resurfacing, etc.

Mayor Agenbrood confirmed that there would be different colors of lights at Wright Station and asked if there would be different colors of lights at the video board as well.

Mr. Pozzuto commented that all of the LED lights could easily be changed to different colored lights.

Mr. Harding asked when the light poles at Wright Station would be lit. Mr. Harding also asked when they would begin construction on the two new buildings.

Mr. Pozzuto replied that he was not sure when the light poles at Wright Station would be lit, but he will find out. Mr. Pozzuto also commented that they are preparing to submit building plans for the two new buildings in the next two weeks; therefore, construction will begin about a month following approval of the plans.

Mr. Harding also asked if Hazelwoods Park is on schedule to have soccer and lacrosse fields ready by spring.

Mr. Pozzuto replied yes, Parks Maintenance Supervisor Jon Brown has met with both the lacrosse and soccer groups to talk about how they want to line fields, etc.

Mayor Agenbrood referred back to the video board and suggested having advertisements such as Law Enforcement Appreciation Day or Police Memorial Week, firefighters, etc. in addition to announcements regarding community events.

Mr. Pozzuto replied yes, they would make sure those kinds of events are advertised on the board. Mr. Pozzuto commented that staff has been tasked with putting together a master calendar for the video board.

ITEM 5. CLERK OF COUNCIL. – Issues/Reports.

Calendar Events: Martin Luther King, Jr. Birthday observed this Monday, January 20; whereby, the City Offices will be closed. The next City Council meeting date is February 6, 2020 following an extra week between meetings.

ITEM 6. CITY COUNCIL. – Issues/Reports.

Mr. Brunner – No reports.

Ms. Ridd – Ms. Ridd will present a Warren County Municipal League Report at tonight’s Regular Meeting under Reports, and she will comment on the recent passing of the Executive Director Mary Ann Thompson.

Ms. Iverson – No reports.

Mr. Harding – Mr. Harding reported that there will be a Grand Opening for the new Heroes Pizza House (92 Edgebrook Drive) on January 31 at 11:00 AM.

Mr. Hanson – No reports.

Deputy Mayor Chmiel – Deputy Mayor Chmiel will be making comments at tonight's Regular Meeting under Final Council and Manager Comments regarding the first art show at the PAC. Deputy Mayor Chmiel will also present a Finance Committee report at tonight's Regular Meeting under Reports. Deputy Mayor Chmiel commented that the Tax Department has prepared a simplified tax form for this year's tax season, which is like an EZ form. The new tax form would not be used for more complicated tax returns, but more for 60-70% of the people that file. In addition, the Tax Department will be extending the filing deadline to April 30 to eliminate the backlog and traffic jam caused by the April 15 deadline and the fact that people are required to attach their federal tax form to their local tax return. Moving the deadline back two weeks will not impact the City financially, but it will keep the Tax Department from being overwhelmed the last two days before the deadline.

Mayor Agenbroad asked if there were any objections regarding these recommendations from the Finance Committee.

There were no objections.

Mr. Pozzuto also commented that the Tax Department is working on an online filing system that will eventually be put into place.

Mayor Agenbroad commented that Deputy Mayor Chmiel would report on these Tax Department changes at tonight's Regular Meeting, which will go into effect this year.

Mayor Agenbroad – No reports.

ITEM 7. ADJOURNMENT. With no further discussion, Mayor Agenbroad adjourned the Thursday, January 16, 2020 City Council Work Session at approximately 6:15 PM.

CITY OF SPRINGBORO
320 W. CENTRAL AVENUE, SPRINGBORO, OH

CITY COUNCIL REGULAR MEETING

THURSDAY, JANUARY 16, 2020

7:00 PM

CITY COUNCIL

John Agenbroad, Mayor
Jim Chmiel, Deputy Mayor/Ward 4
Stephen Harding, At Large
Becky Iverson, At Large
Janie Ridd, Ward 1
Dale Brunner, Ward 2
Jack Hanson, Ward 3

CITY STAFF

Chris Pozzuto, City Manager
Greg Shackelford, Assistant City Manager
Gerald McDonald, Law Director
Lori Martin, Clerk of Council

- ITEM 1. CALL TO ORDER.** Mayor Agenbroad called the Springboro, Ohio City Council Regular Meeting of Thursday, January 16, 2020 to order at 7:00 PM in Council Chambers at the Springboro Municipal Building, 320 W. Central Avenue, Springboro, Ohio.
- ITEM 2. PLEDGE OF ALLEGIANCE.** Mayor Agenbroad led the Pledge of Allegiance.
- Invocation by Pastor Scott Cline of The Church of Jesus Christ of Latter Day Saints.
- At this time, Mayor Agenbroad introduced Pastor Cline and invited him to share a prayer.
- (Council observed the prayer before proceeding with the Regular Order of Business.)
- ITEM 3. ROLL CALL.** Agenbroad, **Present**; Brunner, **Present**; Chmiel, **Present**; Hanson, **Present**; Harding, **Present**; Iverson, **Present**; Ridd, **Present**. Staff: Mr. Pozzuto, Mr. McDonald and Ms. Martin were present. Police Chief Jeff Kruihoff was also present. Mr. Shackelford was absent.
- ITEM 4. APPROVAL OF MINUTES:** THE MINUTES OF THE CITY COUNCIL WORK SESSION AND REGULAR MEETING OF DECEMBER 19, 2019 AND JANUARY 2, 2020.
- Mayor Agenbroad presented the minutes for additions/corrections. No additions/corrections.
- Mayor Agenbroad called for a motion to approve the Minutes.**
- Mr. Harding motioned. Ms. Iverson seconded the motion.**
- No discussion.
- VOTE: Agenbroad, Yes; Chmiel, Yes; Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes. [Approved]**

ITEM 5. PRESENTATIONS: No Presentations.

ITEM 6. LEGISLATION: City Council held a Work Session at 6:00 PM tonight for approximately 15 minutes to discuss the following legislative items as well as other City business.

- 1) **ORDINANCE O-20-4: THIRD READING.** AN ORDINANCE APPROVING THE RECORD PLAN AND PERFORMANCE GUARANTY, AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A SUBDIVIDER'S CONTRACT FOR BECK RIDGE SUBDIVISION SECTION THREE AND DECLARING AN EMERGENCY, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This is the third reading of an ordinance approving the record plan for Beck Ridge Subdivision Section Three. This record plan is located at the south end of Montgomery Lane and has 30 buildable lots containing approximately 27.7 acres. This is the third and final section of the Beck Ridge Development. The record plan was approved by the Planning Commission on November 13, 2019. All required documents have been submitted for this record plan.

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

Mayor Agenbroad called for a motion to adopt Ordinance O-20-4.

Mr. Harding motioned. Ms. Iverson seconded the motion.

No discussion.

VOTE: Agenbroad, Yes; Chmiel, Yes; Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes. [7-0]

- 2) **EMERGENCY ORDINANCE O-20-5: THIRD READING.** AN ORDINANCE APPROVING THE RECORD PLAN FOR SPRINGBORO COMMERCIAL PARK SECTION FOUR-A, AND DECLARING AN EMERGENCY, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This is the third reading of an ordinance approving the record plan for Springboro Commercial Park Section Four-A. This record plan is located at the west end of Commercial Way and combines two existing lots into one lot in order to accommodate future expansion for Woodhull Copiers. This record plan was approved by the Planning Commission on November 13, 2019. A subdivider's agreement and performance bond are not required for this record plan.

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

Mayor Agenbroad called for a motion to adopt Ordinance O-20-5.

Ms. Ridd motioned. Mr. Chmiel seconded the motion.

No discussion.

VOTE: Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes; Agenbroad, Yes; Chmiel, Yes. [7-0]

- 3) **RESOLUTION R-20-1:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE ODOT FINAL LEGISLATION AS PRESENTED FOR THE COMPLETION AND APPOINTMENT AS THE LPA – LOCAL PUBLIC AGENCY FOR THE SOUTH MAIN STREET, SR 741, RESURFACING PROJECT; WAR-741-13.82, PID 107125, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This resolution authorizes the ODOT final legislation for the South Main Street Resurfacing Project. ODOT will manage the repaving of South Main Street from the south corporation limit north to SR73. As part of this project, six decorative crosswalks will be installed at every intersection in the downtown area similar to the crosswalks at the intersection of SR73/SR741. The total cost of the project is approximately \$900,260; the City's portion of that cost is \$480,300. This project is anticipated to start on or after June 22 and end prior to the first day of school (August 18). Most of the work will be performed at night and traffic will be maintained during the day. A letter detailing the project will be sent to all of the affected property owners and businesses on S. Main Street.

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

Mayor Agenbroad called for a motion to adopt Resolution R-20-1.

Ms. Iverson motioned. Ms. Ridd seconded the motion.

No discussion.

VOTE: Iverson, Yes; Agenbroad, Yes; Chmiel, Yes; Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes. [7-0]

- ITEM 7. REPORTS: Mayor's Report** – Martin Luther King, Jr. Birthday observed Monday, January 20; whereby, the City Offices will be closed. The next City Council Work Session will be held on Thursday, February 6, 2020 at 6:00 PM followed by the Regular Meeting at 7:00 PM in Council Chambers.

City Manager's Report – Mr. Pozzuto reported that approximately half of the decorative streetlights at Wright Station will be lit in the next few days. The developer is still waiting for a transformer to be installed by Duke in order to connect the remaining lights. In addition, work on the welcome sign at the corner of SR73/SR741 is ongoing. The "WELCOME TO SPRINGBORO" letters have been installed and the sign will be up lit in the next few days. The new video board will be installed in March. Finally, Springboro Community Theatre's production of "Charlotte's Web" continues this weekend at the Performing Arts Center. Tickets are still available; please visit borotheatre.org for more information.

Committee Reports –

Mr. Brunner – No reports.

Ms. Ridd – Ms. Ridd asked that everyone keep Mary Ann Thompson's family and friends in their thoughts and prayers, as Mary Ann passed away suddenly last week. Mary Ann Thompson served as Executive Director of the Warren County Municipal League for numerous years and prior to that she served as a Carlisle Council Member and Deputy Mayor as well. The Warren County Municipal League Board of Directors will be meeting next week to regroup, and they are planning to hold a general membership meeting in February.

(A moment of silence was observed in memory of Mary Ann Thompson.)

Ms. Iverson – No reports.

Mr. Harding – No reports.

Mr. Hanson – No reports.

Deputy Mayor Chmiel – Finance Committee – The Finance Committee met at 5:30 PM tonight in Council Chambers. The General Fund revenue for 2019 was 7.25% above budgeted projections and the City's finances are in good order. In addition, the Finance Committee has approved a new simplified tax form that will go into effect for the 2019 tax year and the tax filing deadline will be extended to April 30 to eliminate the backup of people waiting to file by April 15. More information will be provided regarding these Tax Department changes in the next few weeks.

ITEM 8. OTHER BUSINESS. No Other Business.

ITEM 9. FINAL COUNCIL AND MANAGER COMMENTS. Mr. Harding commented that the owners of the new Heroes Pizza House (92 Edgebrook Drive) have scheduled their Grand Opening on Friday, January 31 at 11:00 AM. They will be contacting Ms. Martin with details regarding the opening.

Deputy Mayor Chmiel commented that he had the pleasure of opening the first art showcase at the Performing Arts Center on Monday evening. Seven local artists' works are on display at the PAC until January 31 for the public to view. The featured artists are Patty Clark, Barbara Files, Shawna Hatton, Ron Lee, John Lehman, Kim Loesche and Ken Schory. We thank all of the artists for participating in the first art display at the PAC.

ITEM 10. GUEST COMMENTS. No Guest Comments.

ITEM 11. EXECUTIVE SESSION. No Executive Session.


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

Mayor Agenbroad called for a motion to adjourn the Thursday, January 16, 2020 Springboro City Council Regular Meeting at approximately 7:15 PM.

Mr. Harding motioned. Ms. Ridd seconded the motion.

VOTE: Iverson, Yes; Agenbroad, Yes; Chmiel, Yes; Hanson, Yes; Harding, Yes; Brunner, Yes; Ridd, Yes. [7-0]

—MEETING ADJOURNED—



John H. Agenbroad, Mayor

John H. Agenbroad

Presiding Officer



Lori A. Martin, Clerk of Council