

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

**CITY COUNCIL WORK SESSION**

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**THURSDAY, MARCH 18, 2021**

**6:00 PM**

**CITY COUNCIL**

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

**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, March 18, 2021 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. Shackelford, Mr. McDonald and Ms. Martin were present. Police Chief Jeff Kruithoff and Finance Director Jonathan Hudson were also present.

**ITEM 3. LEGISLATIVE AGENDA. – Review legislative items slated for March 18.**

- 1) **ORDINANCE: THIRD READING.** AN ORDINANCE AMENDING SECTION 230.03(G) OF THE CODIFIED ORDINANCES OF THE CITY OF SPRINGBORO, REGARDING DISPOSITION OF SURPLUS PROPERTY.

No discussion.

- 2) **RESOLUTION:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH STURM CONSTRUCTION INC. FOR THE "2021 WATER MAIN REPLACEMENT" PROJECT.

No discussion.

**ITEM 4. CITY MANAGER. – Issues/Reports.**

**Extension of City Income Tax Filing Deadline:** Mr. Pozzuto commented that staff recommends extending the City's income tax filing deadline to June 4 to coordinate with the extension of the federal tax filing deadline to May 17, as the City did last year. This year's extension would give taxpayers an extra three weeks to file their City income tax.

*There were no objections to this recommendation.*

*Mayor Agenbroad stated that he would announce the extension of the City's tax filing deadline to June 4 under Other Business at tonight's Regular Meeting.*

**Heating/AC Project at Park Restrooms (Kacie Jane Park and North Park) Update:** *Mr. Pozzuto commented that the City is currently adding heating and cooling to the restrooms at Kacie Janie Park and North Park. Staff initiated this project based on year-round park usage, and it will allow the City to eliminate the use of the portable restrooms during the fall and winter months.*

**2021 Street Resurfacing Program:** *Mr. Pozzuto commented that this year's street resurfacing program has begun and notices have been sent to the affected residences. The contractor will begin by repairing the concrete curbs and sidewalks followed by the asphalt resurfacing of the designated streets in this year's program. This is the earliest the City has begun this program. Mr. Pozzuto further commented that Development Director Elmer Dudas and City Engineer Chad Dixon were tasked with getting the program completed much sooner this year, and he appreciates their efforts to get the program started much earlier. In past years, the program has extended into November.*

**Citywide Fiber Project Update:** *Mr. Pozzuto commented that, to date, 1.5 miles of conduit and fiber are in the ground. Point Broadband, a new internet service provider (ISP), is currently working in the Springbrook (Spice Rack) and Royal Oaks neighborhoods and may be able to provide internet service to those neighborhoods by the end of July. Mr. Pozzuto further commented that staff met with another potential ISP today; therefore, word is getting out and providers are starting to approach the City in regard to supplying internet service to Springboro residents and businesses.*

*At this time, Mr. Pozzuto requested an Executive Session under ORC Section 121.22(G)(8) for economic development purposes.*

**Per Mr. Pozzuto's request, Mayor Agenbroad called for a motion under ORC121.22(G) to enter Executive Session, following the Work Session discussion, to consider confidential marketing plans of an applicant for economic development assistance with a project that involves public infrastructure improvements or the extension of utility services that are directly related to the project, and Executive Session is necessary to discuss possible expenditure of public funds relating to the project; whereby, no votes will be taken.**

**Mr. Harding 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]**

*As a reminder to the public, no votes are taken during Executive Session.*

*The Work Session discussion continued as follows:*

*Mr. Shackelford reported that a new tenant would be occupying the former Prodigy building at 235 S. Pioneer Blvd. The company is called Excelovation and there are about four other companies that operate under this holding company. They also have a startup company called Connotec, which will be the primary user of the facility. Connotec is involved in containment engineering and produces the various containers that hold servers for different industries. It*

has been a fast growing industry based on online ordering. Excelvation will also have all of their corporate offices for their other operating entities inside the facility. Mr. Shackelford further reported that they applied for a SIP (Springboro Incentive Program) grant that he is currently working on, collecting all of the data, etc. The building has been vacant for a few years, and staff looks forward to welcoming this new company.

There was no further discussion regarding items under Agenda Item 4.

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

**Calendar Events:** The next City Council Work Session will be held on Thursday, April 1, 2021 at 6:00 PM followed by the Regular Meeting at 7:00 PM in Council Chambers.

Council and Committee meeting schedules and changes/cancellations are being posted. Details regarding meetings held via video conference will continue to be posted on the City's website under Springboro News.

**ITEM 6. CITY COUNCIL. – Issues/Reports.**

**Mr. Brunner** – No reports.

**Mr. Hanson** – No reports.

**Mr. Chmiel** – No reports.

**Mr. Harding** – Mr. Harding will present a Planning Commission report at tonight's Regular Meeting under Reports.

**Ms. Iverson** – No reports.

**Deputy Mayor Ridd** – Deputy Mayor Ridd will present an Architectural Review Board report at tonight's Regular Meeting under Reports.

**Mayor Agenbroad** – Mayor Agenbroad noted that three motions would be in order at tonight's Regular Meeting under Other Business as follows: a motion to set a Public Hearing for May 6 regarding an amendment to the Planning & Zoning Code, Chapter 1281 Signs, a motion to donate a police vehicle to the Addyston Police Department, and a motion regarding a notice for a liquor permit transfer for Thai Silver Spoon, 249 W. Central Avenue. Mayor Agenbroad also reiterated that he would be announcing the City's decision to extend the income tax filing deadline to June 4 to coordinate with the federal filing extension to May 17.

In addition, Mayor Agenbroad asked if there were any objections to the manner in which Council Members were notified regarding Ribbon Cuttings, which is primarily through the Springboro Chamber newsletters/emails. Mayor Agenbroad explained that he coordinates his attendance at Ribbon Cuttings through Ms. Martin. Mayor Agenbroad further explained that he and the City's business ambassador Nick Motto regularly attend Ribbon Cuttings on behalf of the City with the exception of a few opening events that all of Council would attend. Mayor Agenbroad acknowledged that Council Members have full-time work schedules and it is often difficult to attend Ribbon Cuttings on a regular basis. Mayor Agenbroad finally stated that he has traditionally attended Ribbon Cuttings on behalf of City Council as part of his duties as Mayor.

After a few brief comments, Council concurred that they would continue receiving information regarding Ribbon Cuttings through the Springboro Chamber's newsletters and e-mails per past practice.

**Executive Session:** *At this time, City Council entered Executive Session at approximately 6:10 PM to consider confidential marketing plans of an applicant for economic development assistance with a project that involves public infrastructure improvements or the extension of utility services that are directly related to project, and Executive Session is necessary to discuss possible expenditure of public funds relating to the project.*

*With no objections, City Council exited Executive Session at approximately 6:50 PM; whereby, no votes were taken.*

**ITEM 7. ADJOURNMENT.** *With no further discussion, Mayor Agenbroad adjourned the Thursday, March 18, 2021 City Council Work Session immediately thereafter.*

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

CITY COUNCIL REGULAR MEETING

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THURSDAY, MARCH 18, 2021

7:00 PM

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CITY COUNCIL

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

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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, March 18, 2021 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, The Church of Jesus Christ of Latter Day Saints.

As a reminder to the public, Mayor Agenbroad stated that City Council is following the recommended social distancing guidelines and is requiring masks during meetings in an effort to keep everyone safe and healthy and help curb the spread of COVID-19.

**ITEM 3. ROLL CALL.** Agenbroad, Present; Brunner, Present; Chmiel, Present; Hanson, Present; Harding, Present; Iverson, Present; Ridd, Present. Staff: Mr. Pozzuto, Mr. Shackelford, Mr. McDonald and Ms. Martin were present. Police Chief Jeff Kruithoff was also present.

**ITEM 4. APPROVAL OF MINUTES:** THE MINUTES OF THE CITY COUNCIL WORK SESSION AND REGULAR MEETING OF MARCH 3, 2021.

Mayor Agenbroad presented the minutes for additions/corrections. No additions/corrections.

**Mayor Agenbroad called for a motion to approve the Minutes.**

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

No discussion.

**VOTE: Brunner, Yes; Ridd, Yes; Iverson, Yes; Agenbroad, Yes; Chmiel, Yes; Hanson, Yes; Harding, Yes. [Approved]**

**ITEM 5. PRESENTATIONS:** SPRINGBORO POLICE OFFICERS CARL HOSKINS AND CODY BAKER WILL RECEIVE LIFE SAVING COMMENDATIONS.

Chief Kruihoff presented the following Life Saving Commendation in recognition of the life saving efforts performed by Officers Carl Hoskins and Cody Baker:

“The City of Springboro Division of Police values each member of the Police Department and their contributions to the department’s mission, and believes in recognizing their actions and outstanding efforts in service to the community. In keeping with this tradition, the City of Springboro and the Springboro Police Department recognize Officer Carl Hoskins and Officer Cody Baker for his outstanding efforts to save the life of a citizen.

In the early morning hours of February 14, 2021, Officer Carl Hoskins and Officer Cody Baker responded to a medical call for assistance at the Quality Inn on Sharts Road. The room was locked and entry was gained via the hotel manager. Officers were then faced with a locked bathroom door and no response from someone inside the room. Upon the bed of the room was a detailed suicide note. The officers immediately forced entry into the bathroom. Inside the bathroom, they were confronted by a significant amount of blood and a female who was in the bathtub lying in blood soaked water and falling in and out of consciousness.

Officer Baker and Officer Hoskins reacted quickly, and immediately rendered first aid and attempted to determine the source of the blood. When removing a towel from the female’s left wrist they were faced with a spray of arterial bleeding covering their uniforms. Officer Hoskins was able to hold pressure on the wound while grabbing his tourniquet and placing it on the female’s arm effectively stopping the large flow of blood.

Officer Baker and Officer Hoskins continued to treat the female until further medical assistance arrived. Later that night, one of the responding medics from the Clearcreek Fire Department notified the department and the female was “alive solely based on the exact actions of both officers.”

Officer Hoskins’ and Officer Baker’s recognition of the severity of the medical emergency, quick and skillful response, and immediate actions resulted in saving a citizen’s life and avoided what could have been a tragic loss to family, friends and community. Therefore, Officer Hoskins’ actions merit this Life Saving Commendation and bestow upon him this special recognition with the deepest respect and sincerest appreciation of the Springboro Police Department, the Mayor and City Council and the entire Springboro community for their heroic actions and exemplary service.”

At this time, Mayor Agenbroad presented Life Saving Commendation Letters to Officers Cody Baker and Josh Emmel. Mayor Agenbroad congratulated and commended the officers for their efforts to save this citizen’s life. Mayor Agenbroad further stated that he is honored and proud of how they represented the Springboro Police Department and law enforcement in general. (Commendation Letters are on file with the minutes for the record.)

City Council thanked both officers with a handshake. City Council, staff and members of the audience expressed thanks to the officers.

**ITEM 6. LEGISLATION:** City Council held a Work Session at 6:00 PM tonight for approximately 10 minutes to discuss the following legislative items as well as other City business. During the Work Session, City Council entered Executive Session for approximately 40 minutes to consider confidential marketing plans of an applicant for economic development assistance with a project that involves public infrastructure improvements or the extension of utility services that are directly related to the project, and Executive Session is necessary to discuss possible expenditure of public funds relating to the project; whereby, no votes were taken.

- 1) **ORDINANCE O-21-3: THIRD READING.** AN ORDINANCE AMENDING SECTION 230.03(G) OF THE CODIFIED ORDINANCES OF THE CITY OF SPRINGBORO, REGARDING DISPOSITION OF SURPLUS PROPERTY, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This is the third reading of an ordinance amending Section 230.03(G) of the City's code regarding disposition of surplus property. The City seeks flexibility in disposing of certain smaller assets no longer needed or necessary through online auction. The change to this ordinance correlates with the spending authorization granted to the City Manager. Any donation of vehicles or larger equipment will continue to be presented to City Council for approval.

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

**Mayor Agenbroad called for a motion to adopt Ordinance O-21-3.**

**Mr. Chmiel 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]**

- 2) **RESOLUTION R-21-9:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH STURM CONSTRUCTION INC. FOR THE "2021 WATER MAIN REPLACEMENT" PROJECT, was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This resolution authorizes a contract with Sturm Construction Inc. for the "2021 Water Main Replacement" Project. This project consists of replacing approximately 2,600 feet of aging, deteriorating 6-inch water mains with new 8-inch water mains on Foliage Lane and Lemonwood Court in the Royal Tamarack Subdivision. The existing water mains break often and need to be replaced. The City received eight bids for this project ranging from \$608,763.10 to \$778,694.40. Staff recommends awarding the bid to Sturm Construction Inc. in the amount of \$608,763.10. Sturm Construction has performed many different water main projects in the City.

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

**Mayor Agenbroad called for a motion to adopt Resolution R-21-9.**

**Mr. Harding motioned. Mr. Brunner seconded the motion.**

No discussion.

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

- ITEM 7. REPORTS: Mayor's Report** – Good Friday will be observed Friday, April 2; whereby, the City Offices will be closed. Mayor Agenbroad encouraged the public to continue to look for updates regarding meetings and events on the City's website, social media and newsletters.

In addition, the next City Council Work Session will be held on Thursday, April 1, 2021 at 6:00 PM followed by the Regular Meeting at 7:00 PM in Council Chambers.

**City Manager's Report** – Mr. Pozzuto reported that the City's parks are being used year-round now and the restrooms at Kacie Jane Park and North Park are being outfitted with heating and cooling. Once this project is complete, the City will be able to keep those restrooms open year-round for the public to use rather than having to close them during the fall/winter months. This upgrade to the restrooms will eliminate the need for the portable restrooms used during the off-season.

In addition, Mr. Pozzuto reported that the City's fiber project is ongoing. The City is running conduit and fiber optic lines throughout the community to allow different broadband internet service providers (ISPs) to offer services in the community. Since the project began, 1.5 miles of conduit and fiber have been installed throughout the City. The project remains on target to be finished by the end of September. Point Broadband is the newest ISP in the community and they are currently working in the Springbrook (Spice Rack) and Royal Oaks areas. The company hopes to provide broadband internet services to those neighborhoods by the end of July.

**Committee Reports** –

**Mr. Brunner** – No reports.

**Mr. Hanson** – No reports.

**Mr. Chmiel** – No reports.

**Ms. Iverson** – No reports.

**Mr. Harding – Planning Commission** – The Planning Commission met on Wednesday, March 10 by Zoom video conference with approximately 60 people participating in the meeting. There were three agenda items as follows: Final Approval – Planning & Zoning Code Text Amendment, sign code; Preliminary Review – Rezoning and General Plan, Easton Farm, 605 North Main Street, from R-1, Estate Type Residential District to PUD-MU, Planned Unit Development-Mixed Use, retail and residential development. Mr. Harding commented that there was a lot of discussion regarding the proposed Easton Farm development and he commended Ms. Iverson, Planning Commission Chair, and City Planner Dan Boron, for running a very effective meeting and providing a good explanation of the plan in order for the public to understand the proposal. The next Planning Commission meeting will be held on Wednesday, April 14 at 6:00 PM via Zoom video conference. Details to observe the meeting will be posted.

**Deputy Mayor Ridd – Architectural Review Board** – Ms. Ridd announced that the Architectural Review Board is currently soliciting nominations for the annual Historic Preservation Awards Program. Two awards are traditionally presented as follows: The Jonathan Wright Award for Historic Preservation, which honors those who have restored, rehabilitated or otherwise preserved an important building, site or artifact representing the history of our City and The Mayor's Award for Preservation Leadership, which honors those providing leadership and service in support of historic preservation in our City. Anyone can make a nomination. Nomination forms are available at the City Building or on the City's website. For more information, please contact City Planner Dan Boron at [danb@cityofspringboro.com](mailto:danb@cityofspringboro.com). The deadline for nominations is Monday, April 12 at 4:30 PM. The 2021 Historic Preservation Awards will be presented at the May 6 City Council Meeting.

**ITEM 8. OTHER BUSINESS. Mayor Agenbroad called for the following motions:**

**A MOTION TO SET A PUBLIC HEARING ON THURSDAY, MAY 6, 2021 AT 7:00 P.M. IN COUNCIL CHAMBERS AT THE SPRINGBORO MUNICIPAL BUILDING, 320 W. CENTRAL AVENUE, SPRINGBORO 45066 TO AMEND THE PLANNING & ZONING CODE, PART XII**



**OF THE CODIFIED ORDINANCES OF THE CITY OF SPRINGBORO, CHAPTER 1281, SIGNS.**

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

**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]**

**A MOTION TO DONATE AN OUT-OF-SERVICE POLICE VEHICLE NO LONGER UTILIZED OR NEEDED BY THE CITY TO THE VILLAGE OF ADDYSTON, OHIO, WHICH DOES NOT POSSESS THE RESOURCES TO PURCHASE A NEW VEHICLE. THE 2015 FORD EXPLORER WILL BE USED BY THE ADDYSTON POLICE DEPARTMENT AS A REPLACEMENT PATROL VEHICLE TO HELP THEM CONTINUE TO OPERATE SAFELY.**

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

**Mr. Harding 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]**

**Mayor Agenbroad presented a notice of an application for a Liquor Permit as follows:**

The City of Springboro is in receipt of a notification for a request for the transfer of a liquor permit bearing the number 9089552 from Thai Silver Spoon Restaurant LLC, 249 W. Central Avenue, Springboro, OH 45066 to Tuktukxing LLC DBA Thai Silver Spoon, 249 W. Central Avenue, Springboro, OH 45066. The request is for Permit D-5 – Nightclub Permit. Spirituous liquor for on-premises consumption beer, wine and mixed beverages for on-premises consumption or carry out until 2:30 PM.

The Springboro Police Division has completed a records check on the applicant/application and based on its investigation makes the following recommendation:

The Springboro Police Department can find no cause for objection to this application and recommends Council and the City of Springboro not express any objections and not request a hearing from the Ohio Division of Liquor Control concerning this application.

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

**Mayor Agenbroad called for a motion that the City Council and the City of Springboro not express any objections and not request a hearing from the Ohio Division of Liquor Control regarding this Liquor Permit application.**

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

No discussion.

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

In addition, Mayor Agenbroad announced, on behalf of Council and Staff, that the Internal Revenue Service has extended the tax filing deadline to May 17; therefore, the City will be extending its tax filing deadline to June 4. City Council and staff are very happy to be able to offer this three-week extension to Springboro taxpayers.

**ITEM 9. FINAL COUNCIL AND MANAGER COMMENTS.** Mr. Brunner commented on the live saving commendations presented tonight to two of the City's Police Officers. Mr. Brunner stated that it is very impactful and amazing how they handled the situation for a citizen in distress. The actions of these officers speak to their commitment to the community's safety and the training they have received. Mr. Brunner congratulated the City and the Police Department.

Mr. Harding extended kudos to Chief Kruithoff for his great leadership of the Police Department. Mr. Harding added that he appreciates the City's ability to donate police vehicles and other equipment to municipalities in need and to give back by helping other police departments in this manner.

**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, March 18, 2021 Springboro City Council Regular Meeting at approximately 7:20 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—

  
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John H. Agenbroad, Mayor

John H. Agenbroad  
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Presiding Officer

  
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Lori A. Martin, Clerk of Council