

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

**CITY COUNCIL WORK SESSION**

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**THURSDAY, OCTOBER 3, 2019**

**6:00 PM**

**CITY COUNCIL**

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

**CITY STAFF**

**Chris Pozzuto, City Manager  
Greg Shackelford, Assistant City Manager  
Alan Schaeffer, 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, October 3, 2019 at 6:00 PM in Council Chambers at the Springboro Municipal Building, 320 W. Central Avenue, Springboro, Ohio.

**ITEM 2. ATTENDANCE. Council:** Mr. Harding was absent. **Staff:** Mr. Pozzuto, Mr. Shackelford, Mr. Schaeffer and Ms. Martin were present.

Mayor Agenbroad noted that a motion would be in order at tonight's Regular Meeting to excuse Mr. Harding.

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

1) **RESOLUTION:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE WARREN COUNTY BOARD OF COMMISSIONERS FOR A WATER MAIN CONNECTION WITH WARREN COUNTY.

No discussion.

2) **RESOLUTION:** A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH UNDERGROUND SERVICE & SUPPLY, LLC TO PURCHASE MATERIALS TO COMPLETE THE WATER MAIN INTERCONNECTION PROJECT WITH WARREN COUNTY.

No discussion.

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

**Leaf Collection Program:** Mr. Pozzuto commented that information regarding this year's leaf collection program is included in the most recent edition of the City Newsletter and posted on the City Website. The program will begin on October 14 and run through the end of December.

**CIP & Budget Meetings:** Staff has been prepping for this year's CIP and Budget meetings, which will take place on November 7 and November 21 respectively.

**Urban Village District Public Meeting - October 2:** Staff hosted a public meeting to present information regarding the proposed Urban Village District zoning for the 62 acres surrounding Wright Station. The City sent an invitation letter detailing the proposal to all of the properties within the zoning district, there were approximately 20 attendees. Staff members present included Mr. Pozzuto, City Planner Dan Boron, Development Director Elmer Dudas and Attorney Jerry McDonald. The property owners were informed that they have at least seven opportunities to make comments and ask questions regarding the proposal between Planning Commission meetings, the Public Hearing and the three readings of the ordinance approving the proposal. The presentation notes were e-mailed to everyone today.

Ms. Ridd asked if the property owners expressed any concerns regarding the proposal or if it was well received.

Mr. Pozzuto commented that the proposal was fairly well received. The major concern was the catastrophic loss category i.e. what would be required to rebuild if a building were to burn down. Mr. Pozzuto explained that the building would have to meet the new standards, which are similar to the existing Town Center District standards.

**Home Improvement Grant Program:** Mr. Shackelford commented that they have 14 applicants with projects under review or being processed. The process is taking a little longer than expected; many of the contractors have been tied up with the tornado relief in north Dayton. They have forwarded applications to approximately two-thirds of the residents who expressed interest in the program, and more than 60 residents have had the opportunity to apply for funding for their improvement projects. Staff plans to budget for this program next year due to its success.

Mayor Agenbrood asked if the expectation is that residents who have applied and been approved for funding will have their improvements completed by the end of 2019.

Mr. Shackelford replied yes, that is the plan.

**Dayton Business Journal Community Spotlight Article:** Mr. Shackelford commented that the City has committed to being in the Dayton Business Journal's community spotlight article again next year. Mr. Shackelford further commented that 2019 is the second year that the Dayton Business Journal published "Spotlight on Springboro," showcasing the City. Staff looks forward to working on this article again next year.

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

**Calendar Events:** "Trick-or-Treat" will be observed Thursday, October 31, 6:00-8:00 PM. The next City Council Work Session will be held on Thursday, October 17, 2019 at 6:00 PM followed by the Regular Meeting at 7:00 PM in Council Chambers. The Finance Committee will meet on Thursday, October 17 at 5:30 PM in Council Chambers.

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

**Ms. Ridd** – No reports.

**Ms. Iverson** – No reports.

**Mr. Hanson** – No reports.

**Mr. Chmiel** – Mr. Chmiel commented that he enjoyed the opportunity to meet with Congressman Chabot yesterday, which included tours of two local businesses. Mr. Chmiel asked if Congressman Chabot was able to visit Springboro's Veterans Memorial.

Ms. Ridd replied yes, he was very impressed with the memorial.

Ms. Iverson commented that Congressman Chabot met the Police Department's comfort dog "Blue" during his visit as well.

**Deputy Mayor Brunner** – No reports.

**Mayor Agenbroad** – Mayor Agenbroad noted that the CIP and Budget meetings would be held on November 7 and November 21 respectively at 5:00 PM in the Community Room.

In addition, Mayor Agenbroad stated that the Legal Committee met at 5:30 PM tonight to discuss the Law Director's contract and is recommending a two-year renewal of the City's contract with Pickrel, Schaeffer and Ebeling for legal services with Jerry McDonald designated as Law Director. Mr. Schaeffer will no longer be designated as Law Director, but will serve as back up in an advisory role. Mayor Agenbroad further stated that legislation to approve the contract renewal will be scheduled for action at the October 17 Council Meeting.

Deputy Mayor Brunner stated that he would be abstaining from the vote on that contract. Deputy Mayor Brunner also commented that he really appreciates everything Mr. Schaeffer as done for the City over the many years he has served as Law Director.

At this time, Mayor Agenbroad presented the open seat on Planning Commission for discussion.

Council reviewed three applicants for the open seat on Planning Commission as follows: Lynn Collins, Mark Davis, who currently serves on the Board of Zoning Appeals (BZA), and Mike Thompson.

After a brief discussion of the three candidates based on their applications, interests and committee preferences, it was the consensus of Council to consider the appointment of Mark Davis to the Planning Commission for the unexpired term ending December 31, 2020. Mr. Davis currently serves on the Board of Zoning Appeals and will be required to vacate his seat on that board.

A motion will be in order at tonight's Regular Meeting under Other Business to approve this appointment.

Ms. Martin will notify Mark Davis regarding his appointment to the Planning Commission upon approval by Council. In addition, Ms. Martin will follow up with Mike Thompson and Lynn Collins regarding future volunteer opportunities.

**ITEM 7. ADJOURNMENT.** With no further discussion, Mayor Agenbroad adjourned the Thursday, October 3, 2019 City Council Work Session at approximately 6:15 PM.

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

CITY COUNCIL REGULAR MEETING

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THURSDAY, OCTOBER 3, 2019

7:00 PM

CITY COUNCIL

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

CITY STAFF

Chris Pozzuto, City Manager  
Greg Shackelford, Assistant City Manager  
Alan Schaeffer, Law Director  
Lori Martin, Clerk of Council

**ITEM 1. CALL TO ORDER.** Mayor Agenbroad called the Springboro, Ohio City Council Regular Meeting of Thursday, October 3, 2019 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.

Mayor Agenbroad called upon Ms. Iverson to give the Invocation.

Invocation presented by City Council Member Becky Iverson.

(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, Absent; Iverson, Present; Ridd, Present. Staff: Mr. Pozzuto, Mr. Shackelford, Mr. Schaeffer and Ms. Martin were present.

**Mayor Agenbroad called for a motion to excuse Mr. Harding.**

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

No discussion.

**VOTE:** Agenbroad, Yes; Chmiel, Yes; Hanson, Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes. [6-0]

**ITEM 4. APPROVAL OF MINUTES:** THE MINUTES OF THE CITY COUNCIL WORK SESSION AND REGULAR MEETING OF SEPTEMBER 19, 2019.

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

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

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

No discussion.

**VOTE: Ridd, Yes; Iverson, Yes; Agenbroad, Yes; Chmiel, Abstain; Hanson, Yes; Brunner, 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) RESOLUTION R-19-40:** "A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE WARREN COUNTY BOARD OF COMMISSIONERS FOR A WATER MAIN CONNECTION WITH WARREN COUNTY," was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This resolution authorizes an agreement with the Warren County Board of Commissioners for a water main connection with Warren County. The project consists of constructing a water main interconnection between the county and the city at the Red Lion Five Points Road and Null Boulevard water tower. This interconnection would allow the City to tap into the County water system in the case of an emergency such as a major water main break and loss of pressure, and will help to maintain water service to City residents. This interconnection works both ways i.e. if the County would have pressure issues or an interruption in service, the City could provide water to the County as well. This is a joint project between the City of Springboro and Warren County, and the City appreciates the County's cooperation.

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

**Mayor Agenbroad called for a motion to adopt Resolution R-19-40.**

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

No discussion.

**VOTE: Hanson, Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes; Agenbroad, Yes; Chmiel, Yes. [6-0]**

- 2) RESOLUTION R-19-41:** "A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH UNDERGROUND SERVICE & SUPPLY, LLC TO PURCHASE MATERIALS TO COMPLETE THE WATER MAIN INTERCONNECTION PROJECT WITH WARREN COUNTY," was read by the Clerk of Council. Mr. Pozzuto's comments are summarized as follows:

This resolution authorizes an agreement with Underground Service & Supply, LLC to purchase materials to complete the Water Main Interconnection Project with Warren County. This agreement is to construct the project described under Legislative Item 1. The City received

two proposals for this project and staff recommends awarding the contract to Underground Service & Supply, LLC for \$57,578.00. Warren County has agreed to share the cost of this project paying half the total amount.

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

**Mayor Agenbroad called for a motion to adopt Resolution R-19-41.**

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

No discussion.

**VOTE: Iverson, Yes; Agenbroad, Yes; Chmiel, Yes; Hanson, Yes; Brunner, Yes; Ridd, Yes. [6-0]**

**ITEM 7. REPORTS: Mayor's Report** – “Trick-or-Treat” will be observed Thursday, October 31, 6:00-8:00 PM. Be safe and have fun! The next City Council Work Session will be held on Thursday, October 17 at 6:00 PM followed by the City Council Regular Meeting at 7:00 PM in Council Chambers. The Finance Committee will meet on October 17 at 5:30 PM in Council Chambers.

**City Manager's Report** – Mr. Pozzuto announced that the City's leaf collection program will begin on Monday, October 14 and will run through December 31. The map and schedule for leaf pick-up can be found in the City's current newsletter and on the City's website. Crews pick up leaves in each area of the community at list six times throughout the leaf collection program.

In addition, Congressman Steve Chabot visited Springboro yesterday and his visit included tours of Thaler Machine and Kaskell Manufacturing, the Springboro Veterans Memorial and the Performing Arts Center. Congressman Chabot was also photographed with the Police Department's new comfort dog, “Blue.” Mr. Pozzuto thanked Congressman Chabot for keeping in touch with Springboro; the City always appreciates his visits.

**Committee Reports** –

**Ms. Ridd** – No reports.

**Ms. Iverson** – Ms. Iverson thanked Warped Wing for coming to Springboro. Ms. Iverson commented that City Officials attended a Groundbreaking Ceremony for Warped Wing on Tuesday and it is a very exciting project. Ms. Iverson further commented that what stood out the most to her was how familiar Warped Wing is with the Springboro community. They are not just making this a business, but a destination for the community. It is very exciting that Warped Wing is the first business to be developed at Wright Station following the construction of the Performing Arts Center. Ms. Iverson added that they are planning on a June opening, and it is a great addition to our community.

Ms. Ridd commented that it is evident how excited Warped Wing is to be here.

**Mr. Hanson** – No reports.

**Mr. Chmiel** – No reports.

**Deputy Mayor Brunner** – No reports.

**ITEM 8. OTHER BUSINESS.**

**Mayor Agenbroad called for a motion to accept the resignation of Mark Davis from the Board of Zoning Appeals, with a vote of thanks.**

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

No discussion.

**VOTE: Agenbroad, Yes; Chmiel; Yes; Hanson; Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes. [6-0]**

**Mayor Agenbroad called for a motion to appoint Mark Davis to the Planning Commission for an unexpired term ending December 31, 2020.**

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

No discussion.

**VOTE: Agenbroad, Yes; Chmiel, Yes; Hanson Yes; Brunner, Yes; Ridd, Yes; Iverson, Yes. [6-0]**

In addition, Mayor Agenbroad commented that the Legal Committee met this evening to discuss the renewal of the City Law Director's contract, which expires at the end of the year. Mayor Agenbroad commented that City Law Director Alan Schaeffer has done a phenomenal job for the City; however, Attorney Gerald (Jerry) McDonald will be designated as Law Director under the renewed contract and Mr. Schaeffer will serve as back up to Mr. McDonald and continue in an advisory capacity to the City. The Legal Committee is formally recommending to City Council to renew the City's contract for legal services with Pickrel, Schaeffer and Ebeling and to designate Jerry McDonald as City Law Director under that contract. Legislation to approve the contract renewal is scheduled for the October 17 City Council Meeting.

**ITEM 9. FINAL COUNCIL AND MANAGER COMMENTS.** Ms. Ridd thanked Mr. Pozzuto, Mr. Shackelford, Community Resources Coordinator Maureen Russell-Hodgson and staff for planning and organizing Congressman Chabot's visit to Springboro. Ms. Ridd commented that the visit went very smoothly and everyone was where they needed to be and on time. Ms. Ridd added that our enthusiasm about our community and how vested we are in the community was evident to Congressman Chabot.

Mr. Hanson asked Mr. Pozzuto how the "Doggie Days" event went at Kacie Jane Park.

Mr. Pozzuto commented that approximately 30-40 dogs attended the event and the City received positive comments from their owners. The City plans to host "Doggie Days" at the splash pad every year at the end of the season.

**ITEM 10. GUEST COMMENTS.** No Guest Comments.

**ITEM 11. EXECUTIVE SESSION.** No Executive Session.

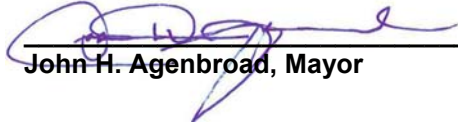
**ITEM 12. ADJOURNMENT.** Mayor Agenbroad thanked the MVCC for tonight's telecast and scheduled rebroadcasts of this Springboro City Council Meeting.

**Mayor Agenbroad called for a motion to adjourn the Thursday, October 3, 2019 Springboro City Council Regular Meeting at approximately 7:10 PM.**

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

VOTE: Brunner, Yes; Ridd, Yes; Iverson, Yes; Agenbroad, Yes; Chmiel, Yes; Hanson, Yes. [6-0]

—MEETING ADJOURNED—



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John H. Agenbroad, Mayor

John H. Agenbroad

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Presiding Officer



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