

NORWALK CITY COUNCIL
MINUTES

January 2, 2018
7:30 p.m.

Municipal Court
Norwalk, Ohio

ORGANIZATIONAL MEETING

Mayor Robert Duncan called the meeting to order.

SWEAR IN MEMBERS Mayor Duncan administered the Oath of Office to the following Council members: Stephen Euton, Jordy Horowitz, and Bryan Lamb.

Mayor Duncan asked for nominations for the position of President of Council. Mrs. Wilhelm nominated Mr. Euton. Mr. Castle seconded. Mr. Wallace moved to close nominations. Mrs. Lucal seconded. All members voted in favor of Mr. Euton for Council President. Motion carried. Mayor Duncan administered the Oath of Office to Mr. Euton.

Mayor Duncan asked for nominations for the position of President Pro Tempore of Council. Mr. Castle nominated Mrs. Wilhelm. Mr. Wallace seconded. Mr. Castle moved to close nominations. Mrs. Lucal seconded. All members voted in favor of Mrs. Wilhelm for President Pro Tempore of Council. Motion carried. Mayor Duncan administered the Oath of Office to Mrs. Wilhelm.

Mayor Duncan asked for nominations for the position of Alternate President Pro Tempore of Council. Mr. Castle nominated Mrs. Lucal. Mr. Wallace seconded. Mrs. Wilhelm moved to close nominations. Mr. Castle seconded. All members voted in favor of Mrs. Lucal for Alternate President Pro Tempore of Council. Motion carried. Mayor Duncan administered the Oath of Office to Mrs. Lucal.

Mr. Castle moved to re-appoint Jaime Peiples as the Clerk of Council. Mrs. Wilhelm seconded. All members voted in favor. Motion carried.

There being no further organizational business to address, Council moved into Work Session.

WORK SESSION

Council President Steve Euton called the Work Session to order. The following Council members were present: David Wallace, Chris Castle, Deb Lucal, Steve Euton, Samantha Wilhelm, Jordy Horowitz, and Bryan Lamb. Steve Schumm was absent.

Mayor Rob Duncan, Law Director Stu O'Hara, Finance Director Michelle Reeder, Safety/Service Director Dan Wendt, Zoning Inspector Mitch Loughton, Police Chief Dave Light, and Public Works Director Josh Snyder were also present.

Mr. Castle moved to adopt the Rules and Procedures of Council. Mr. Wallace seconded. All members voted in favor. Motion carried.

Mr. Euton read the 2017 list of committee assignments and asked Council members to advise him of which committees are of interest to them.

Item No. 18-001

A RESOLUTION AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 SEWER LINING PROJECT AND AUTHORIZING A CONTRACT AFTER BIDDING

Council members agreed to place this item on the agenda.

Item No. 18-002

A RESOLUTION AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 SIDEWALK PROGRAM AND AUTHORIZING A CONTRACT AFTER BIDDING

Mr. Euton asked which quadrant the project is focusing on. Mr. Snyder replied the northeast quadrant.

Council members agreed to place this item on the agenda.

Item No. 18-003

A RESOLUTION AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 STREET RESURFACING PROJECT AND AUTHORIZING A CONTRACT AFTER BIDDING

Mr. Euton asked if a current list of streets to be resurfaced is available. Mr. Snyder listed the following: Valley Park Drive, East Seminary, Chatham Street, Monroe Street, Whitefield Boulevard, and sections of Whittlesey Avenue and Cleveland Road.

Council members agreed to place this item on the agenda.

Item No. 18-004

A RESOLUTION AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 CURB PROJECT AND AUTHORIZING A CONTRACT AFTER BIDDING

Mr. Snyder said that this project in conjunction with the Milan Avenue Project will complete curbing on US 250.

Council members agreed to place this item on the agenda.

Item No. 18-005

A RESOLUTION AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 WATERLINE PROJECT AND AUTHORIZING A CONTRACT AFTER BIDDING

Mr. Snyder said the waterline scheduled to be replaced is on Indian Terrace. He said it is a 4-inch line which has a history of structural issues.

Council members agreed to place this item on the agenda.

Item No. 18-006

AN ORDINANCE AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 OLD STATE ROAD WIDENING PROJECT PHASE II AND AUTHORIZING A CONTRACT AFTER BIDDING

Mr. Snyder said the project will extend from the reservoir shelter driveway south to Executive Drive and include the intersection of Executive Drive and Old State Road. Mayor Duncan added that he has received numerous compliments on Phase I of the project and the work the General Services Department has completed around the spillway.

Council members agreed to place this item on the agenda.

Item No. 18-007

AN ORDINANCE AMENDING SECTION 123.04 OF THE NORWALK CODIFIED ORDINANCES PERTAINING TO SALE OR DISPOSAL OF PERSONAL PROPERTY NOT NEEDED FOR MUNICIPAL PURPOSES

Mr. Wendt explained this legislation is to increase the estimated value of personal property owned by the City for the purpose of disposal from \$1,000 to \$2,000 for ease of disposal. Mr. Euton asked if there is a standard amount other than what the ordinance states. Mr. O'Hara said there are no state limitations on the amount.

Council members agreed to place this item on the agenda.

Item No. 18-008

AN ORDINANCE ENACTING CHAPTER 719 OF THE NORWALK CODIFIED ORDINANCES PERTAINING TO TEMPORARY SALES AND DIRECT SOLICITATIONS AND REPEALLING CHAPTER 713 OF THE NORWALK CODIFIED ORDINANCES

Mr. Wendt said the purpose of this legislation is to change the time period with which solicitors are permitted to knock on doors within the City. He said they will only be permitted to knock until 8pm or sunset, whichever is earlier. He said there is also a provision requiring food salesmen to register with the Health Department.

Mr. Wallace asked if it would be less confusing to make it a set time instead of sunset. Mr. Wendt said the time of sunset is determined by Naval Standard Time.

Mr. Horowitz asked if a current list of approved solicitors is kept somewhere. Mr. Wendt said that information is kept in his office. He explained the permit process. Mr. Euton added that solicitors are required to display their badges outside of their clothing.

Mr. Wallace asked how many solicitor permits are granted each year. Mr. Wendt estimated at least two dozen.

Mr. Wendt said the Administration is working on a "Do Not Knock" list which will be accessible from the website.

Mrs. Wilhelm asked what type of complaints are received about solicitors. Mr. Wendt said the time is the biggest complaint. Mr. O'Hara said they have been tinkering with the current ordinance for several years in an effort to make it more readable.

Mrs. Wilhelm asked who is to be contacted with solicitor complaints. Mr. Wendt said citizens can contact his office, call police dispatch, or complete an action line request on the City website.

Council members agreed to place this item on the agenda.

Item No. 18-009

AN ORDINANCE AMENDING SECTION 531.03 OF THE NORWALK CODIFIED ORDINANCES PERTAINING TO PARKING IN THE VICINITY OF A PUBLIC OR PRIVATE DRIVEWAY

Mr. Wendt said this legislation is a direct response to numerous resident complaints of people parking in close proximity to driveways.

Mrs. Lucal said she has seen cars parked on tree lawns with another car parked next to it on the street.

Mr. Wallace asked how this will be enforced. Chief Light said once the legislation is passed the officers will keep an eye out for violations in addition to responding to complaints. Mr. Euton asked

how much a parking ticket costs. Mrs. Reeder said parking tickets start at \$15 and max out at \$50. Mr. Wallace asked if the ticketing will be on a complaint only basis. Mayor Duncan said they try to deal with the issue personally before ticketing. Chief Light said they generally only ticket people blocking the sidewalk and repeat offenders. Mr. Castle added that renters typically don't have driveway space and it is an issue.

Council members agreed to place this item on the agenda.

UNFINISHED BUSINESS - Mr. Euton briefly discussed the Procedure for Selection of Chief of Police.

There being no further Work Session business to address Council moved into Regular Session.

REGULAR SESSION

Council President Steve Euton called the meeting to order and offered the prayer which was followed by the Pledge of Allegiance. The following Council members were present: Steve Euton, Samantha Wilhelm, Chris Castle, Deb Lucal, Dave Wallace, Jordy Horowitz, and Bryan Lamb. Steve Schumm was absent due to family travel.

Mayor Rob Duncan, Finance Director Michelle Reeder, Law Director Stu O'Hara, Safety/Service Director Dan Wendt, Zoning Inspector Mitch Loughton, and Public Works Director Josh Snyder were also in attendance.

Mrs. Wilhelm moved to excuse Mr. Schumm for family travel. Mrs. Lucal seconded. Mr. Castle, Mr. Horowitz, Mr. Lamb, Mrs. Lucal, Mr. Wallace, and Mrs. Wilhelm voted in favor. Motion carried.

APPROVAL OF AGENDA Mrs. Wilhelm moved to approve the agenda as presented. Mr. Wallace seconded. Mr. Castle, Mr. Horowitz, Mr. Lamb, Mrs. Lucal, Mr. Wallace, and Mrs. Wilhelm voted in favor. Motion carried.

MINUTES Mrs. Lucal moved to amend page one of the minutes to read that Mrs. Lucal asked if the "dismantling of equipment" was done in-house as opposed to "stripping". Mr. Castle seconded. Mr. Castle, Mr. Horowitz, Mr. Lamb, Mrs. Lucal, Mr. Wallace, and Mrs. Wilhelm voted in favor. Motion carried.

Mr. Wallace moved to approve the December 19, 2017 minutes as amended. Mr. Castle seconded. Mr. Castle, Mr. Horowitz, Mr. Lamb, Mrs. Lucal, Mr. Wallace, and Mrs. Wilhelm voted in favor. Motion carried.

COMMUNICATIONS AND PETITIONS – none

COMMITTEE REPORTS

OFFICIAL REPORTS

MAYOR – Mayor Duncan thanked the Park and Recreation staff for another great Family First Night. The Mayor then announced the people that have been recently sworn in to various boards and commissions: Denny Camp and Steve Fries to the Income Tax Review Board, Alan Furey to Planning Commission, Greg Myers to Board of Zoning Appeals, and Judy Emmons to the Tree Board.

SERVICE DIRECTOR – Mr. Wendt discussed blight in relation to vehicles, dilapidated housing, and trash removal from private property. Next, he said the Park and Recreation Department received \$34,000 from an anonymous foundation which will be used to fund swimming lesson scholarships and repair the therapy pool. He discussed savings with the property and casualty insurance premiums. Last,

he updated Council members on the status of hiring a patrol officer and said Larry Noftz has been sworn in as a reserve officer.

FINANCE DIRECTOR – Mrs. Reeder said the transition to new software is beginning and Council members will be receiving a link to log in and have financial information at their fingertips.

LAW DIRECTOR – no report

ENGINEER – Mr. Snyder said projects have come to a halt due to the weather. He added that David Ackerman is now Superintendent of the Water Plant and they are in the process of moving his office there.

APPOINTED OR ELECTED OFFICIALS Mr. Loughton discussed junk cars and advised Council members to refer any complaints to his office or Mr. Wendt.

Mrs. Lucal commended the City workers on the great job they have done over the holidays with the severe weather.

PERSONS APPEARING BEFORE COUNCIL

UNFINISHED BUSINESS

SECOND READINGS OF ORDINANCES

NEW ORDINANCES AND RESOLUTIONS

Item No. 18-001

A RESOLUTION AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 SEWER LINING PROJECT AND AUTHORIZING A CONTRACT AFTER BIDDING

Mrs. Wilhelm moved to pass the resolution. Mr. Wallace seconded. Mr. Castle, Mr. Horowitz, Mr. Lamb, Mrs. Lucal, Mr. Wallace, and Mrs. Wilhelm voted in favor. Resolution No. 2018-001 passed.

Item No. 18-002

A RESOLUTION AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 SIDEWALK PROGRAM AND AUTHORIZING A CONTRACT AFTER BIDDING

Mr. Wallace moved to pass the resolution. Mr. Castle seconded. Mr. Castle, Mr. Horowitz, Mr. Lamb, Mrs. Lucal, Mr. Wallace, and Mrs. Wilhelm voted in favor. Resolution No. 2018-002 passed.

Item No. 18-003

A RESOLUTION AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 STREET RESURFACING PROJECT AND AUTHORIZING A CONTRACT AFTER BIDDING

Mr. Castle moved to pass the resolution. Mr. Wallace seconded. Mr. Castle, Mr. Horowitz, Mr. Lamb, Mrs. Lucal, Mr. Wallace, and Mrs. Wilhelm voted in favor. Resolution No. 2018-003 Passed.

Item No. 18-004

A RESOLUTION AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 CURB PROJECT AND AUTHORIZING A CONTRACT AFTER BIDDING

Mr. Wallace moved to pass the resolution. Mrs. Wilhelm seconded. Mr. Castle, Mr. Horowitz, Mr. Lamb, Mrs. Lucal, Mr. Wallace, and Mrs. Wilhelm voted in favor. Resolution No. 2018-004 passed.

Item No. 18-005

A RESOLUTION AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 WATERLINE PROJECT AND AUTHORIZING A CONTRACT AFTER BIDDING

Mrs. Wilhelm moved to pass the resolution. Mrs. Lucal seconded. Mr. Castle, Mr. Horowitz, Mr. Lamb, Mrs. Lucal, Mr. Wallace, and Mrs. Wilhelm voted in favor. Resolution No. 2018-005 passed.

Item No. 18-006

AN ORDINANCE AUTHORIZING THE MAYOR AND PUBLIC WORKS DIRECTOR TO ADVERTISE AND RECEIVE BIDS FOR THE 2018 OLD STATE ROAD WIDENING PROJECT PHASE II AND AUTHORIZING A CONTRACT AFTER BIDDING

Mrs. Wilhelm moved that the clerk be instructed to read the legislation. Mrs. Lucal seconded. Mr. Castle, Mr. Horowitz, Mr. Lamb, Mrs. Lucal, Mr. Wallace, and Mrs. Wilhelm voted in favor. The legislation was read.

Item No. 18-007

AN ORDINANCE AMENDING SECTION 123.04 OF THE NORWALK CODIFIED ORDINANCES PERTAINING TO SALE OR DISPOSAL OF PERSONAL PROPERTY NOT NEEDED FOR MUNICIPAL PURPOSES

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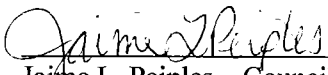
Mr. Wallace moved that the clerk be instructed to read the legislation. Mr. Castle seconded. Mr. Castle, Mr. Horowitz, Mr. Lamb, Mrs. Lucal, Mr. Wallace, and Mrs. Wilhelm voted in favor. The legislation was read.

NEW BUSINESS – Mr. Euton set the schedule for January as no meeting on January 23rd and a Work Session January 30th. He said a new Council photo will be planned for January 16th. Last, he asked Mr. O’Hara to provide a training/refresher course for Council members at the next Work Session.

ADJOURNMENT There being no further business to discuss, the meeting was adjourned.



Stephen E. Euton – Council President



Jaime L. Peiples – Council Clerk