

MINUTES
Wyoming City Council
January 19, 2021

The Wyoming City Council met in regular session on January 19, 2021 at 7:00 p.m. via Zoom. Mayor Hoffmeister called the meeting to order. In attendance were:

Council Members:

Thaddeus Hoffmeister, Mayor
Nancy Averett
Al Delgado
Zach Green
Jim O'Reilly
Sarah Stankorb Taylor

Others:

Rusty Herzog, Acting City Manager
Emily Supinger, City Solicitor

Mayor Hoffmeister welcomed Mr. Green back to City Council and expressed his best wishes on his healthy recovery from a COVID hospitalization.

APPROVAL OF CONSENT AGENDA:

Mr. O'Reilly moved to approve the Consent Agenda. Mr. Delgado seconded the motion. There being no discussion, the motion to approve the following items on the Consent Agenda carried with all voting yes:

- December 14, 2020 City Council Meeting Minutes
- Resolution Requesting the Hamilton County Auditor to Make Advance Payment of Taxes
- Resolution Authorizing the City Manager to Enter into a Contract with Custom Landscape Contractors for Construction Services for the Wyoming Civic Center Courtyard Project
- Resolution Approving Amendments to the Bylaws of the Miami Valley Risk Management Association (MVRMA) and Authorizing the City Manager to Execute the Necessary Agreements

SPECIAL REPORTS/MINUTES:

Mr. O'Reilly reported that both the First Suburbs Consortium and OKI are proceeding well in their respective endeavors. OKI is working vigorously on plans for the new infrastructure legislation which will increase the amount of capital available in the tri-state area. OKI is trying to determine how much it will be and then to work with Senator Portman to get the appropriate allocation for southwest Ohio. The First Suburbs has had numerous discussions and Mr. O'Reilly has been elected Vice President of First Suburbs for this year. Both organizations are working on the issues that have been difficult in the past. They are moving along well and welcome any questions or participation by any elected officials.

VERBAL REPORT FROM THE ACTING CITY MANAGER:

Acting City Manager, Rusty Herzog, provided his report to City Council:

- Tree City USA: The City received notice that it has been awarded the Tree City USA designation for 2020. Tree City USA status is achieved by meeting four core standards of sound urban forestry management: maintaining a tree board or department, having a community tree ordinance, spending at least \$2 per capita on urban forestry, and celebrating Arbor Day. This represents our 27th consecutive year of receiving this recognition. The City has also received the Growth Award for 2020 from the Arbor Day Foundation. The Tree City USA Growth Award is presented by the Arbor Day Foundation to participating Tree City USA communities that demonstrate higher levels of tree care and community engagement during the calendar year. The Growth Award recognizes major milestones and annual activities in five categories that combine to build sustainable community forestry programs over the long term. This is the second time we have received this award and it was due largely in part to the completion of the City's Tree Inventory conducted by the Urban Forestry & Beautification Commission.
- Covid-19 Vaccinations: Hamilton County is currently vaccinating everyone in the 1A population which includes: health care workers, residents and staff at nursing homes and assisted living facilities, patients and staff at state psychiatric hospitals, people with intellectual disabilities and those with mental illness who live in group homes or centers and staff at those locations, residents and staff at Ohio veterans homes, and EMS responders. You can visit <http://hamiltoncountyhealth.org/covid19> to register to be contacted to schedule an appointment if you fall into the 1A population. If you are not in the 1A population as listed above but would like a COVID-19 vaccination, please register and you will be contacted as your priority tier is available for vaccinations. This is not an appointment, this is to sign up to be notified when it is time to move to the next phase (1B) of the population. Phase/tier 1B will include Ohioans 65 years-old and older, those living with severe congenital, developmental, or early-onset medical disorders. Any questions should be directed to the Hamilton County Public Health Department at 513-946-7800 or visit their website at hamiltoncountyhealth.org.
- Tax Forms: 2021 Wyoming tax forms are now posted on the City's website and paper copies are available in the lobby during normal business hours.
- February City Council Meeting: Just a reminder that City offices will be closed on February 15 for the President's Day holiday and as such, City Council will meet on Tuesday, February 16 at 7pm.

Ms. Stankorb Taylor asked clarification that if someone should sign up for a vaccination on the County website it is only for them to be contacted by the County when their demographic is eligible to be vaccinated. Mr. Herzog confirmed this is correct and further clarified that the registration process is not to sign up to receive the vaccination it is to be notified when a particular group is eligible to receive it.

Mr. O'Reilly recognized the Urban Forestry & Beautification Commission and its ad hoc volunteers for the work done on the tree inventory.

REPORTS OF SPECIAL COMMITTEES:

No reports were received.

CITIZEN PARTICIPATION:

No comments were received.

BUSINESS:

- A. Proclamation Declaring Black History Month: Mayor Hoffmeister read the Proclamation.
- B. Resolution Honoring the Services of Caroline Ammerman Serving on the Environmental Stewardship Commission: Mayor Hoffmeister read the Resolution.
- C. Resolution Honoring the Services of Brian Kwiatkowski Serving on the Environmental Stewardship Commission: Mayor Hoffmeister read the Resolution.
- D. Resolution Honoring the Services of Margie Carleton Serving on the Promote Wyoming Commission: Mayor Hoffmeister read the Resolution.
- E. Resolution Authorizing the City Manager to Apply for, Accept, and Enter into a Cooperative Agreement for Construction of the Hilltop Park – 1 MG Ground Storage Tank Improvements Project Between the City of Wyoming and the Ohio Water Development Authority: Mr. Mike Lippert, Water Works Director, was present and provided additional information. The proposed legislation allows the City of Wyoming Water Works to pursue a loan from the Ohio Water Development Authority for the replacement of the reservoir roof. The project is planned for the fall of 2021. The reservoir is located in Hilltop Park and is over 70 years old and three investigations have been performed over the last 15 years. The reservoir itself is in good shape except for the roof. The roof is failing, primarily the surface is spalling and deteriorating. The proposal to replace the roof is just under \$600,000. While the reservoir is out of service during the roof replacement, the City is proposing to conduct minor improvements to some of the equipment that will keep it in great shape for years to come. These improvements primarily include safety items such as new ladders and overflows. Additionally, the City proposes to install a new mixer to maintain and improve its water quality. It has been found that some of the water is not getting mixed in the reservoir and some of the older water stockpile has been getting into the new water stockpile system. We can tell this by some of the data in our water tests and we would like to maintain and improve our water quality going forward. Two-thirds of the proposed cost of

improvements are primarily for the roof placement. The remaining costs will be for the upgrades in equipment and safety features. It is anticipated that the project will take three months to complete and by Thanksgiving it is anticipated that everything should be back in service.

Ms. Stankorb Taylor questioned what old water means and how can one decipher that in the monthly water reports. Mr. Lippert explained that as the quantity of water that we sell each year is going down, we have seen our water supply getting older. We have looked at getting a mixer previously to improve this. We know the water is getting older through our chlorine tests, as they can sometimes react with water and could potentially create a contaminant called total trihalomethanes which we are trying to reduce as much as possible. We are well under the EPA limits but we would prefer to be even lower. So while the reservoir would be out of service for the roof replacement he believes replacing the mixer at the same time would be cost and time efficient. Once the mixer is replaced it is likely that maintenance would not be required on the reservoir for another 70 years.

Mr. Delgado asked if the reservoir services the entire hilltop area of the City. Mr. Lippert explained that as we treat the water it is pumped to the reservoir and then it is pumped from the reservoir to the water tower and the water tower serves the hilltop area. The reservoir essentially serves the valley area so in reality, it serves the entire city which is why we would need to utilize Cincinnati water during the project.

Mr. Delgado asked what the proposed timeline of the project is. Mr. Lippert stated that it is anticipated that the project will be let for bid in March with a construction start date of around September 1.

Mr. Delgado moved to adopt the Resolution. Ms. Stankorb Taylor seconded the motion. There being no further comments or questions, the motion to adopt the Resolution Authorizing the City Manager to Apply for, Accept, and Enter into a Cooperative Agreement for Construction of the Hilltop Park – 1 MG Ground Storage Tank Improvements Project Between the City of Wyoming and the Ohio Water Development Authority carried with all voting yes.

F. Fourth Quarter Financial Summary: Mr. Jeremiah Caudill, Finance Director, presented the summary in a PowerPoint presentation. The fourth quarter report reflects the financial activity as of December 31, 2020.

General Fund Revenue:

\$10,974,130 total revenues which are comprised of:

- Real Estate taxes of \$3,161,438
- Income Tax receipts of \$6,546,063
- Local Government Fund of \$128,964

- Cigarette/Liquor receipts of \$117
- Charges for services of \$162,703
- Permits-\$36,833
- Court costs/fines/forfeits of \$69,589
- Interest of \$68,050
- Other Revenue of \$800,374

General Fund Expenditures:

\$9,316,936 total expenditures comprised of:

- Police Department/Mayor's Court expenditures-\$1,842,652
- Other Operating expenditures-\$2,140,174
- Public Works/Facilities expenditures-\$1,565,560
- Fire/EMS expenditures-\$351,233
- Administrative/Legislative/Community Engagement expenditures-\$415,964
- Customer Service/Finance expenditures-\$280,564
- Legal expenses-\$68,543
- Community Development expenditures-\$199,916
- Transfers/Debt Service-\$2,452,329

General Fund Highlights:

- Income tax receipts are down 0.5% compared to 2019
- Property tax receipts \$3,161,438
- Expenses of \$9,316,936 – 88.6% of budgeted amount compared to 100% of year complete

Recreation Fund Revenues:

Total Recreation Fund revenues: \$381,406

Major Revenue Sources:

- Recreation - \$209,471
- Civic Center - \$79,994
- Aquatic Center - \$4,469
- Parks & Fields - \$87,473

Recreation Fund Expenditures:

Total Recreation Fund expenditures: \$719,812

Major Expenditure Sources:

- Recreation - \$516,522
- Civic Center - \$123,301
- Aquatic Center - \$23,077
- Parks & Fields - \$56,913

Capital Improvement and Water Works Capital Improvement Program Funds:

- Total CIP Fund expenses-\$5,251,622
- Debt Service \$1,645,925
- Kattelmann Property Improvements \$2,117,589
- Springfield Pike \$1,266,373
- Sidewalk Repairs \$111,503
- Civic Center Patio \$5,450

- Total Water Works CIP Fund Expenses - \$424,066
- GCWWW Emergency Connection Update \$13,934
- Water Risk Assessment \$14,362
- GIS Development \$32,873
- Water Reservoir \$28,000
- Debt Service \$302,397

Water Revenue Fund:

- 2020 Revenues: \$2,225,000
- 2020 Expenditures: \$2,014,735

Non-Major Funds:

Street Construction Fund

- Total Revenue-\$531,719
- Total Expenses-\$275,827

State Highway Fund

- Total Revenue-\$44,225
- Total Expenses-\$14,863

Mr. O'Reilly commented that in 2020, the IRS moved the tax filing deadline from April 15 to later in the year and it is possible they will do this again for 2021. He asked if this move affected our ability to pay our bills. Mr. Caudill stated that it did not have an impact on the City's ability to pay its bills. Last year, the City significantly reduced its expenditures and cut costs in order to hold on to as much cash as possible in anticipation of this type of situation. Within this timeframe, however, we still received our property tax revenue from the County. Our carry-over budget at the start of 2021 was higher than 2020 to offset any decline in revenue at the beginning of 2021.

Mr. O'Reilly commented that there has been discussion in the Biden administration about the restoration of the capital infrastructure at the state and local level as part of the stimulus that they are discussing. He asked if the City has a prioritized list, what we would spend it on, if we were to get an extra million dollars or so, from the Federal Government in 2021. Mr. Caudill stated, if that were to happen, the City would utilize its existing five year

Capital Improvement Plan that basically lays out what the City's priorities are and in what year, so this could be used as a starting point to look at potential projects that can be funded by any capital dollars that we might receive from the Federal or State Government.

Ms. Stankorb Taylor asked if the gasoline tax fluctuated because more people were working from home and using less gasoline. Mr. Caudill stated that the revenue reported in this report is from 2020. Members may recall that there was an increase in the gas tax so that is why one may not see any drop in revenue because we took in more in revenue in 2020 than in a prior year because of the increase in gas tax. The gas tax increase in 2020 helped to offset if there was any drop in consumption. The Street Construction Fund accounts for a portion of the state gasoline tax and motor vehicle registration fees designated for maintenance of streets within the City. The State Highway Fund also accounts for a portion of the state gasoline tax and motor vehicle registration fees and is designed for maintenance of state highways, such as Springfield Pike, in the City. Both of these revenue funds were within 90 to 100% of our budget. At this point, he would not anticipate a drop in revenue and in 2021 he believes the gas tax will hold.

Ms. Averett moved to receive the report. Ms. Stankorb Taylor seconded the motion. There being no further questions or comments the motion to receive the Third Quarter Financial Summary carried with all voting yes.

NEW BUSINESS NOT OTHERWISE ON THE AGENDA:

No items were received.

EXCUSAL OF ABSENT MEMBERS:

Mr. Delgado moved to excuse Mr. LeRoy. Ms. Averett seconded the motion. There being no discussion or comments, by roll call vote, the motion to excuse Mr. LeRoy carried with all voting yes.

EXECUTIVE SESSION:

Mr. Delgado moved to adjourn to Executive Session Under Section 121.03(b)(1) of the Codified Ordinances of the City of Wyoming to Consider Appointments to the Historic Preservation Commission, Civil Service Commission, Promote Wyoming Commission, and Income Tax Review Board. Ms. Stankorb Taylor seconded the motion. By roll call vote, the motion to adjourn to Executive Session carried with all voting yes. The meeting adjourned to Executive Session at 7:45 p.m. Council left Executive Session at 8:00 p.m.

Mr. O'Reilly moved to appoint Maureen Geiger to the Historic Preservation Commission, Cori Besse to the Civil Service Commission, Kara Hagerman to the Promote Wyoming Commission, and Mike Renz to the Income Tax Review Board. Ms. Averett seconded the motion. All voted yes, the motion carried.

ADJOURN:

Ms. Stankorb Taylor moved to adjourn the meeting. Ms. Averett seconded the motion. By roll call vote, the motion to adjourn the meeting carried with all voting yes. The meeting adjourned at 8:04 p.m.

Respectfully submitted,

Debby Martin, Executive Assistant

Karen Zeilman, Clerk of Council

Thaddeus Hoffmeister, Mayor