

CITY OF DECATUR  
COMMON COUNCIL MINUTES  
SEPTEMBER 18, 2018

The City of Decatur Common Council met on Tuesday, September 18, 2018 at 7:30 p.m. at City Hall in Council Chambers, 172 N. 2<sup>nd</sup> Street. The meeting was called to order by Mayor Ken Meyer. Roll call was taken to show Councilmen Cam Collier, Craig Coshow, Matt Dyer, Tyler Fullenkamp, and Wylie Sirk, were in attendance. Also present was Clerk-Treasurer, Phyllis Whitright and City Attorney, Tim Baker.

The Mayor invited everyone to stand and recite the Pledge of Allegiance.

The Clerk-Treasurer had emailed the minutes from the September 4, 2018 meeting. Collier made a motion to approve the minutes as emailed. Sirk seconded the motion. Motion carried.

Before action on Ordinance 2018-19, an ordinance for appropriations and tax rates for the 2019 Budget for the City of Decatur was taken, Clerk-Treasurer Phyllis Whitright noted that the total budgets with a tax levy is \$8,540,123 and the total tax levy for 2019 is \$4,380,896, with the tax rate at \$1.4454, which the tax rate is calculated on 80% of the current assessed valuation. Sirk made a motion to place Ordinance 2018-19 on its third reading by short title only. Seconded by Dyer the motion passed and City Attorney Tim Baker read Ordinance 2018-19 by short title only. Sirk made a motion to adopt Ordinance 2018-19 on its third and final reading. Seconded by Dyer, a roll call vote showed passage by a 5-0 vote. Mayor Meyer announced that Ordinance 2018-19 has been adopted.

Jeremy Gilbert, Operations Manager, shared that he has been working with Toby Steffen from Butler, Fairman, & Seufert (BF&S) to prepare a grant application for Community Crossing funds. He shared Mr. Steffen is helping to provide the engineer estimates. Gilbert shared the grant has a ten (10) street limit and there is a City-wide need for handicap ramps and some paving. The City will be applying for two grant applications. The project cost estimate for both applications is \$869,120.50 with requested funds totaling \$651,898.89, with the total local match cost being \$217,222.61. The local match has been budgeted half in the 2019 MVH-Street budget and the half in the 2019 Rainy Day fund. The grant applications are due on September 29<sup>th</sup>, with award announcement to be the end of October or the first of November. Gilbert feels there is a good chance for Decatur to receive monies from the Community Crossing as the City has not received any funds and a lot of money is available. Gilbert shared that if the bids come in lower than the estimate the state would lower the funds accordingly. There is still a question if change orders would be included in the grant funds. It was shared that with these grants eighteen (18) streets would be done. The issue of East Monroe Street was noted and that it would not be discussed this evening but Gilbert has met with representatives from North Adams and there is work they would like to see done in the next 12-18 months.

Gilbert shared he would like to go over the Asset Management Plan sometime this fall. The plan deals with ADA compliance for handicap ramps along the sidewalks.

Clerk-Treasurer, Phyllis Whitright shared Resolution 2018-21, a resolution to transfer funds for various departments. Transferred within the MVH Street Fund was a total of \$14,500 with \$12,000 of that shifted to be the need to rent equipment for various projects. Transfer within the Police Department budget, there was a transfer of \$7,500 to be used to purchase rifles and \$650 within the Local Law Enforcement Continuing Education fund. There was a transfer of \$1,000 in

the Parks and Recreation Fund. Sirk made a motion to introduce Resolution 2018-21 by short title only. Seconded by Dyer the motion was passed and City Attorney Baker read Resolution 2018-21 by short title only. Sirk made a motion to adopt Resolution 2018-21. Seconded by Dyer, the motion was adopted.

Work on Rules and Regulations for the use of Madison Street Plaza continued from the September 4, 2018 meeting. During the September 4, 2018 meeting it was decided to use public versus private events, rather than profit versus non-profit. Clerk-Treasurer Whitright informed the Council members that the average monthly cost for the Madison Street Plaza restrooms: water and sewer was \$112, electricity was \$107, and \$27 for the street lights. It was assumed that the restrooms will be heated through winter. Collier suggested a fee of \$50 for the cleaning of the restrooms and some wear and tear must be considered. Mayor Meyer inquired about security and it was noted that if someone intrudes on a private event, they should call the police as they currently do for events held in any of the parks. Coshow suggested a \$25 fee for electricity if a vendor needs electricity. Coshow shared that if it is a non-public event there may be a need to have a deposit to make sure things are cleaned properly. Other ideas shared included a designated area for smoking and alcohol guidelines in that there needs to be permits and proof of insurance. City Attorney Baker noted the City needs to make sure it is protected, so they need to check with the insurance and have proof of insurance for private events. Collier suggested a \$100 deposit for public and private events which could be returned if everything is in good condition. An Event Form will be necessary for every event and a check list will be included in the form. The rental fee would be \$50, cleaning \$25, electricity \$25, and \$100 deposit which is refundable. It was noted that tents being used must fit appropriately with the tent outlets. Discussed was to include in the rules how cancellations should be handled. Norby was directed to create a final draft from what was discussed and email to the Council members prior to the next meeting for final adoption.

Clerk-Treasurer Whitright shared that Nick Engle was sworn in as a Police Reserve for the Decatur Police Department on September 13, 2018. Dyer made a motion to make the Oath of Office a matter of record. Seconded by Fullenkamp, the motion was adopted.

Dyer made a motion to make a matter of record the publication of Ordinance 2018-15, regarding liability for invoiced city services, which will go into effect for Utility bills that will be invoiced on or after October 1, 2018. Seconded by Fullenkamp, the motion was adopted.

Dyer made a motion to approve the Event Form and street closing for the Fire Department's Annual Open House to be held from 4:30 P.M to 8:00 P.M. on October 10, 2018. Seconded by Sirk, the motion passed.

#### Department Head Input:

Fire Chief, Les Marckel thanked all for the work regarding the Buckeye Pipeline jet fuel spill at Monmouth Road Bridge. With the outstanding work of first responders in Adams County, very little fuel got into Allen County. Mayor Meyer noted he received the message and when he arrived at the scene he found members of various departments, City and County working together as well as help from Preble, Bluffton, Berne and Geneva Fire Departments. All did a great job and responded quickly. Because of the quick response of Decatur employees they kept the water safer and kept fuel from going beyond County Rd 900. The Mayor reported there were over 150 people in from the Buckeye Pipeline Company, IDEM, and Federal authorities.

Jeremy Gilbert, Operations Manager shared that having worked with Buckeye Pipeline Company over the years helped in knowing what happened rather rapidly. He shared Buckeye

Pipeline is to start progress on the line and that Washington Street between Walnut Street on the west; and Second Street on the east; will be closed from September 19-29, 2018 for repair work.

Kevin Hackman, Utilities Auditor stated that all rental property forms need to be in before October 1, 2018. He shared he sent reminders to all on file last week.

Dyer made a motion to pay the claims against the City. Seconded by Coshow, the motion was adopted.

There being no other business to be brought before the Council, Dyer made a motion to adjourn. Seconded by Fullenkamp, the motion passed.

Adjournment was at 8:45 P.M.