

# City of Trotwood

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## Meeting Minutes - Draft

**Monday, March 3, 2025**

**6:30 PM**

**Trotwood Community and Cultural Arts Center  
4000 Lake Center Drive, Trotwood, Ohio 45426**

### **City Council**

*Mayor Yvette F. Page*  
*Vice Mayor Tyna R. Brown, Ward 4*  
*Council Member Bettye L. Gales, Ward 1*  
*Council Member Martha H. Clark, Ward 2*  
*Council Member Milton J. Pearson, Ward 3*  
*Council Member Rhonda C. Finley, At Large*  
*Council Member Denise Moore, At Large*  
*Clerk of Council Kara B. Landis*

**I. Call to Order**

Mayor Page called the meeting to order at 6:30 p.m.

**II. Invocation**

Mayor Page gave the Invocation.

**III. Pledge of Allegiance**

Mayor Page led the Pledge of Allegiance.

**IV. Roll Call**

Clerk Landis took Roll Call.

**Present:** 7 - Council Member Gales, Council Member Moore, Council Member Clark, Council Member Finley, Council Member Pearson, Vice Mayor Brown and Mayor Page

**STAFF MEMBERS PRESENT:** City Manager Quincy Pope, Clerk of Council Kara Landis, Deputy City Manager Stephanie Kellum, Law Director Chris Conard, Finance Director Chris Peeples, Assistant Finance Director Julie Kilbarger, Fire Chief Richard Haacke, Deputy Fire Chief Chad McInturff, Accreditation Manager Jessica Raterman, Police Chief Erik Wilson, Deputy Police Chief Mark Ecton, Planning and Zoning Administrator Tyler Hauck, Operations Supervisor Johnny McCluskey, Marketing Coordinator Charles Wheeler, Code Enforcement Supervisor Max Fuller, and Income Tax Supervisor Sue Bowman.

**VISITORS PRESENT:** Karla Merchant-Parrish, JoAnne Orihood, Yoonmee Hampson, Alicia Jones, Allison Jones, Thomas Grady, and Tasha Roundtree.

**V. Approve the Agenda**

Mayor Page requested a Motion to approve the Agenda. Vice Mayor Brown made a Motion, seconded by Council Member Finley, and the Motion **CARRIED** by the following vote:

**Aye:** 7 - Council Member Gales, Council Member Moore, Council Member Clark, Council Member Finley, Council Member Pearson, Vice Mayor Brown and Mayor Page

**VI. Special Presentations**

[PR03-25](#)

Electric Vehicle Education by Drive Electric Dayton  
*Presented by Rap Hankins, President*

Mr. Rap Hankins, President of Drive Electric Dayton, shared information about electric vehicles and discussed the need for policies. He reviewed the various charging options and suggested that the City consider implementing a policy that requires developers to install 240V connections in all new homes so that they are sold already accessible for electric vehicles. He explained that it is much cheaper to have the developer install the connections during the

building process than for homeowners to install connections in an existing structure. Mr. Hankins stated that Drive Electric Dayton is a member of the Trotwood Chamber of Commerce and the MVRPC.

Council Member Moore asked Mr. Hankins where chargers are located in the City of Trotwood. Mr. Hankins explained that there is one charger near the Police Department; two chargers at Goodwill Easterseals; and two chargers at the Municipal Court building. He added that several residents have chargers at their home.

Council Member Pearson asked how many chargers are recommended for a city the size of Trotwood. Mr. Hankins advised that 8% of cars in Ohio are electric and added that it is more about putting chargers in the proper location. He explained that you want people to have something to do when their car is charging, so near amenities such as restaurants, shopping, etc.

Council Member Finley asked about the return on investment for developers to install chargers. Mr. Hankins stated that installing chargers after a house is built could cost an additional \$10,000. Whereby installing chargers during the building process, developers save money because they are able to do the installation in conjunction with building. Mr. Hankins explained that typically people don't want to add on to a newly constructed home.

Mr. Hankins offered to participate in City of Trotwood events by offering their "Ride and Drive" program.

#### [PR04-25](#)

The 2024 Annual Report of the Fire and Rescue Department  
*Richard Haacke, Chief*  
*Chad McInturff, Deputy Chief*  
*Jessica Raterman, Accreditation Manager*

Attachments:     [PR04-25 Presentation](#)

Fire Chief Richard Haacke, Deputy Chief Chad McInturff, and Accreditation Manager Jessica Raterman reviewed the 2024 Annual Report of the Fire and Rescue Department.

Council Member Gales asked for more information about the paramedicine coordinator position. Chief Haacke explained that this service fills the gap in medical care in the community. He shared that residents have various needs that must be addressed, for instance when they are discharged from a facility, but they have no transportation for follow-up care. He stated that the paramedicine coordinator makes contact with patients to discuss their needs i.e. wound care, change dressings, prescription instructions, etc. and the coordinator has a list of various resources available to residents.

Mayor Page asked how many nearby cities have these positions. Chief Haacke stated that he believes there are around 38 paramedicine coordinators in Ohio. Mayor Page asked how many there are in this region. Chief Haacke shared that the City of Dayton has a program and the City of Englewood is forming one; he stated that the City of Riverside had one, but the position was discontinued when the grant funding ran out.

Chief Haacke explained that a part of the coordinator's job is to help the City's

paramedics with documentation as it is a key factor in the City's ability to bill insurance companies. He shared that last year, which was the first year of the program, the City was able to collect \$350,000 from EMS billing. He added that the coordinator also oversees the safe sleep program and car seat installations.

Mayor Page asked if the coordinator teaches CPR. Chief Haacke stated that the coordinator is the lead CPR instructor, which allows the coordinator to have direct contact with residents so they can build relationships and learn of their needs.

Council Member Finley discussed aging in place and asked if the program provides the department with house keys to help elderly residents in case of an emergency. Chief Haacke explained that the department cannot keep individual house keys. Chief Haacke mentioned having residents purchase a Knox box and explained that there is one key that opens all Knox boxes and that the department keeps a key (securely) on each vehicle. Chief Haacke suggested purchasing a realtor lock may be more cost effective and it allows you to set your own code which can be provided to the department. The department then reports the code to the dispatch center and when a call is dispatched, the code on file is given to first responders.

Council Member Clark asked if first responders can enter through a garage door that has a code. Chief Haacke said that a garage door code is also an option.

Council Member Moore asked about the initial grant that started the program. Chief Haacke clarified that the City did not receive grant funding for this program and that the funding is no longer available. He explained that the City of Dayton partnered with Premier, who funds their program. Chief Haacke shared that they are working on other funding options, one of which includes the coordinator becoming a social worker so that they can work directly with the hospitals. Council Member Moore asked about the reimbursement billing. Chief Haacke stated that the department does not "hard bill" residents, they only prepare a "soft bill" meaning they bill the insurance company first, and that residents are not billed for any remaining balance. He reiterated that this program improves the quality of life for residents and allows them to age in place; there is no cost to residents.

Council Member Pearson asked how to start an explorer program in the middle school. Chief Haacke advised a program is possible for that age group, and City Manager Pope instructed Council Member Pearson to contact him and he will arrange a meeting.

## VII. Consent Agenda

Mayor Page requested a Motion to approve the Consent Agenda. A Motion was made by Council Member Moore, seconded by Vice Mayor Brown, and the Motion CARRIED by the following vote:

**Aye:** 7 - Council Member Gales, Council Member Moore, Council Member Clark, Council Member Finley, Council Member Pearson, Vice Mayor Brown and Mayor Page

**Attachments:**     [2025-02-03 DRAFT Meeting Minutes](#)

The meeting minutes were approved and will be filed in accordance with the City's Retention Schedule.

[R25-17](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE MONTGOMERY COUNTY AUDITOR TO REMOVE AN ASSESSMENT LEVIED AGAINST A CERTAIN PARCEL OF PROPERTY FOR THE CITY'S CUTTING, REMOVAL OR DESTRUCTION OF NOXIOUS WEEDS, VEGETATION AND/OR GRASS FROM THE TAX DUPLICATE.

**Attachments:**     [R25-17](#)  
                              [R25-17 Exhibit A](#)

This Resolution was approved.

[R25-18](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING A CITY-SPONSORED BIKE HELMET SAFETY AND SPRING FLING EVENT TO SERVE THE PUBLIC PURPOSE OF BUILDING STRONG COMMUNITY RELATIONS AND PROMOTING HEALTH AND WELLNESS, WITH EXPENDITURES NOT TO EXCEED SEVEN HUNDRED FIFTY DOLLARS (\$750.00).

**Attachments:**     [R25-18](#)

This Resolution was approved.

[R25-19](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING A CITY-SPONSORED ELECTRONIC WASTE WEEK AND SHRED DAY EVENT TO SERVE THE PUBLIC PURPOSE OF COMBATting IDENTITY THEFT THROUGH THE PROPER DISPOSAL OF SENSITIVE ELECTRONIC AND PRINTED MATERIALS, WITH EXPENDITURES NOT TO EXCEED THREE THOUSAND DOLLARS (\$3,000.00).

**Attachments:**     [R25-19](#)

This Resolution was approved.

[R25-23](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY OF TROTWOOD TO HOST A MEETING FOR THE FIRST SUBURBS CONSORTIUM OF DAYTON, OHIO, TO SERVE THE PUBLIC PURPOSE OF PROMOTING STRONG COMMUNITY RELATIONS, WITH EXPENDITURES NOT TO EXCEED SEVEN HUNDRED FIFTY DOLLARS (\$750.00).

**Attachments:**     [R25-23](#)

This Resolution was approved.

[R25-25](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL APPOINTING CRYSTAL COMMODORE TO THE PUBLIC SAFETY COMMITTEE FOR THE CITY OF TROTWOOD.

**Attachments:** [R25-25](#)

**This Resolution was approved.**

[R25-26](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL REAPPOINTING GAYLE JOHNSON TO THE CIVIL SERVICE BOARD FOR THE CITY OF TROTWOOD.

**Attachments:** [R25-26](#)

**This Resolution was approved.**

[25-04](#)

A Motion by the Trotwood City Council to schedule a Public Hearing and to authorize the Law Director to draft an ordinance repealing current Chapter 1125 "Administration and Enforcement" and enacting new Chapter 1125 "Administration and Enforcement" to include a wait period for resubmissions and decision standards.

**The Motion was approved and a Public Hearing will be scheduled.**

[25-05](#)

A Motion by the Trotwood City Council to schedule a Public Hearing and to authorize the Law Director to draft an ordinance repealing current Chapter 1129 "Variances" and enacting new Chapter 1129 "Variances" to include a wait period for resubmissions and decision standards.

**The Motion was approved and a Public Hearing will be scheduled.**

**VIII. Resolutions**[R25-20](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL ACCEPTING THE BID OF JOHN R. JURGENSEN, CO. FOR RESURFACING WORK TO BE COMPLETED ON THE FOLLOWING ROADWAYS: KNOLLCROFT ROAD, WEDDINGTON DRIVE, DARTMOOR DRIVE, OLD DENLINGER ROAD, AND TROTWOOD BOULEVARD (OLIVE ROAD TO SPARKS STREET); AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH SAID CONTRACTOR TO COMPLETE THIS PORTION OF THE 2025 PAVING PROGRAM FOR AN AMOUNT NOT TO EXCEED \$692,067.75, WHICH IS THE CONTRACT AMOUNT OF \$629,152.50, PLUS A 10% CONTINGENCY AMOUNT OF \$62,915.25.

**Attachments:**     [R25-20](#)

Mayor Page asked City Manager Pope if the streets were main thoroughfares. City Manager Pope clarified that these are neighborhood streets and that income tax funds will be used to pay for this work.

Mayor Page requested a Motion to approve Resolution No. R25-20. Vice Mayor Brown made a Motion, seconded by Council Member Finley, and the Motion CARRIED by the following vote:

**Aye:** 7 - Council Member Gales, Council Member Moore, Council Member Clark, Council Member Finley, Council Member Pearson, Vice Mayor Brown and Mayor Page

[R25-21](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL ACCEPTING THE BID OF JOHN R. JURGENSEN, CO. FOR RESURFACING WORK TO BE COMPLETED ON THE EAST PARKING LOT OF THE MADISON PARK PAVILION; AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH SAID CONTRACTOR TO COMPLETE THIS PORTION OF THE 2025 PAVING PROGRAM FOR AN AMOUNT NOT TO EXCEED \$84,471.20, WHICH IS THE CONTRACT AMOUNT OF \$76,792.00, PLUS A 10% CONTINGENCY AMOUNT OF \$7,679.20.

**Attachments:**     [R25-21](#)

City Manager Pope explained that this work will be paid for from the City's Capital Improvement Fund, not income tax funds.

Mayor Page requested a Motion to approve Resolution No. R25-21. A Motion was made by Council Member Gales, seconded by Vice Mayor Brown, and the Motion CARRIED by the following vote:

**Aye:** 7 - Council Member Gales, Council Member Moore, Council Member Clark, Council Member Finley, Council Member Pearson, Vice Mayor Brown and Mayor Page

[R25-22](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ACCEPT FEDERAL INFRASTRUCTURE INVESTMENT AND JOBS ACT FUNDS THROUGH THE SURFACE TRANSPORTATION PROGRAM ADMINISTERED BY THE MIAMI VALLEY REGIONAL PLANNING COMMISSION FOR THE PURPOSE OF RESURFACING DENLINGER ROAD FROM SALEM AVENUE TO WESTBROOK ROAD.

**Attachments:**     [R25-22](#)

**Mayor Page requested a Motion to approve Resolution No. R25-22. A Motion was made by Council Member Moore, seconded by Vice Mayor Brown, and the Motion CARRIED by the following vote:**

**Aye:** 7 - Council Member Gales, Council Member Moore, Council Member Clark, Council Member Finley, Council Member Pearson, Vice Mayor Brown and Mayor Page

[R25-24](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL FOR FINAL LEGISLATION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE OHIO DEPARTMENT OF TRANSPORTATION TO PERFORM IMPROVEMENTS IN THE CITY OF TROTWOOD ON DENLINGER ROAD FROM SALEM AVENUE TO WESTBROOK ROAD, INCLUDING PAVEMENT PLANING, REPAIR, RESURFACING, AND MARKING, PROJECT ID. NO. 119322.

**Attachments:**     [R25-24](#)  
                              [R25-24 Exhibit A](#)  
                              [R25-24 Contract](#)

**Mayor Page requested a Motion to approve Resolution No. R25-24. A Motion was made by Council Member Moore, seconded by Vice Mayor Brown, and the Motion CARRIED by the following vote:**

**Aye:** 7 - Council Member Gales, Council Member Moore, Council Member Clark, Council Member Finley, Council Member Pearson, Vice Mayor Brown and Mayor Page



**IX. Old and New Business**

There was no old or new business presented.

**X. Comments**

- A. PUBLIC COMMENTS: To comment on a topic not scheduled for a Public Hearing, please fill out a Speaker Form and return it to the Clerk of Council BEFORE the start of the meeting. When called upon, proceed to the microphone, state your name and address, and proceed with your comments. You will have three (3) minutes to speak.

There were no public comments.

**B. Clerk of Council**

Clerk Landis announced that on Saturday, April 5th from 9:00 a.m. to 1:00 p.m., the Trotwood Fire and Rescue Department is partnering with the American Red Cross, volunteers from the University of Dayton and Wright State University Red Cross Clubs, and the Trotwood Fire Department's Explorer Post 4024, for a Smoke Alarm Installation and Fire Safety Education Event to be held in the Westbrooke Village neighborhood. During this event, volunteers will go door-to-door installing smoke alarms where needed and provide fire prevention education to residents.

**C. City Manager**

City Manager Pope asked for help to address the litter issue. He shared that the Public Works Department is collecting nearly 1,000 pounds of litter a month. He announced that they have deployed surveillance cameras in hopes of finding those guilty of littering. He asked that people call and report license plates numbers and give descriptions of vehicles so that the culprits can be caught. City Manager Pope stated that this is a community issue and that people need to understand that our community won't tolerate this type of behavior.

**D. Council Members**

Council Member Finley commented that there are signs throughout the City where residents have adopted roads and she believes if those individuals are no longer active, the signs should be removed. Also, she thanked Mr. Hankins for his presentation and looks forward to further discussion about policy changes relating to electric vehicles.

Council Member Moore thanked those who made presentations and asked City Manager Pope what happens to those who are reported for littering. City Manager Pope explained that the information will be turned over to the Trotwood Police Department and they will conduct an investigation. He shared that he would like to see the data to understand who is participating in this behavior - residents or commuters - so that he will know how best to deploy resources. Council Member Moore asked if there would be any residual backlash and if there needs to be additional legislation by Council to let people know the City is serious. City Manager Pope explained that there are already rules and regulations in place to address littering, it's a matter of

enforcing the legislation.

Council Member Clark commented that the schools used to have programs that taught children not to litter and she believes the kids then educated their parents.

Council Member Gales suggested we should consider partnering with the schools to discuss littering and gun violence. She also announced that the educational gala is coming up in May and that the band recently performed in New Orleans. Council Member Gales also congratulated the basketball team on their tournament win.

Council Member Moore added that the ROTC had a drill meet at CSU placing first and second in different categories.

#### **E. Mayor**

Mayor Page asked residents to not be anxious about things in the City of Trotwood as the Council and staff work hard to manage operations efficiently.

Mayor Page reminded residents that if they have questions, or need anything, to contact Kara Landis, Clerk of Council, at 937-854-7212 and she will direct them to the appropriate department.

#### **XI. Adjourn**

Mayor Page adjourned the meeting at 7:30 p.m.