

City of Trotwood

3035 Olive Road
Trotwood, Ohio 45426
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www.trotwood.org



Meeting Minutes - Final

Monday, June 5, 2023

6:30 PM

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

City Council

Mayor Mary A. McDonald
Vice Mayor Yvette F. Page
Council Member Bettye L. Gales
Council Member Charles Ron Vaughn
Council Member Tyna R. Brown
Council Member Rhonda C. Finley
Council Member Robert L. Kelley, Jr.
Clerk of Council Kara B. Landis

I. Call to Order

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

II. Invocation

Elder Mitchell gave the Invocation.

III. Pledge of Allegiance

Mayor McDonald led the Pledge of Allegiance.

IV. Roll Call

Clerk Landis took Roll Call and advised that Councilmember Vaughn was unable to attend due to a medical procedure.

Present: 6 - Mayor Mary A. McDonald, Councilmember Rhonda C. Finley, Councilmember Robert L. Kelley Jr., Councilmember Bettye L. Gales, Councilmember Tyna R. Brown and Vice Mayor Yvette Page

Excused: 1 - Councilmember Charles Ron Vaughn

STAFF MEMBERS PRESENT: City Manager Quincy Pope, Clerk of Council Kara Landis, Law Director Chris Conard, Deputy City Manager Stephanie Kellum, Finance Director Chris Peeples, Assistant Finance Director Julie Kilbarger, Deputy Fire Chief Chad McInturff, Police Chief Erik Wilson, Planning and Development Director Debbie McDonnell, and Income Tax Supervisor Sue Bowman.

VISITORS PRESENT: Annette Ross-Gray, Tonya Grinner, Hank Grinner, Sharon Smith, Kiersten Farmer, Jo Anne Orihood, Kathy Walker, Brenda Slaughter, Martha Erwin, Marie Battle, Sister Mary Garascia, Sister Martha Bertke, Sister Mary Garke, Kwanah Bronaugh, Yoonmee Hampson, Jannetta Jones, Colleen Vollmer, and Karla Merchant-Parrish.

V. Approve the Agenda

Mayor McDonald requested a Motion to approve the Agenda. A Motion was made by Councilmember Brown, seconded by Vice Mayor Page, and the Motion CARRIED by the following vote:

Aye: 6 - Mayor McDonald, Councilmember Finley, Councilmember Kelley Jr., Councilmember Gales, Councilmember Brown and Vice Mayor Page

Excused: 1 - Councilmember Vaughn

- VI. 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.

VII. Presentations

[PR13-23](#)

Dayton Metro Library Summer Programs
Yoonmee Hampson, Trotwood Branch Manager

Ms. Yoonmee Hampson, Dayton Metro Library's Trotwood Branch Manager, shared details about the library's summer programs.

[PR14-23](#)

KB Child Development Center
Kwanah Bronaugh, Owner

Ms. Kwanah Bronaugh shared information about her company, KB Solutions, and explained that they are not only a child development center, they are also a staffing center for those wanting to enter into the child care field.

Councilmember Finley asked if they offered after hours care for parents who work evenings and/or weekends. Ms. Bronaugh stated that they are not able to operate during such hours as they do not have access to the rented space after 6:00 p.m. or on the weekends; however, she is interested in finding another location that would allow her to do so in the future.

[PR15-23](#)

The 2022 Annual Report of the Trotwood Police Department
Erik Wilson, Chief

Attachments: [PR15-23 Attachment](#)

Police Chief Erik Wilson reviewed the 2022 Annual Report of the Trotwood Police Department.

VIII. Consent Agenda

Mayor McDonald requested a Motion to approve the Consent Agenda.

Councilmember Gales requested that Resolution No. R23-31 be moved from the Consent Agenda to Section VII Resolutions for discussion by Council.

A Motion was made by Councilmember Gales to approve an amended Consent Agenda, moving Resolution No. R23-31 from the Consent Agenda to Section VII Resolutions. The motion was seconded by Councilmember Finley, and the Motion CARRIED by the following vote:

Aye: 6 - Mayor McDonald, Councilmember Finley, Councilmember Kelley Jr., Councilmember Gales, Councilmember Brown and Vice Mayor Page

Excused: 1 - Councilmember Vaughn

[SR23-18](#)

Minutes from the May 1, 2023 Regular City Council Meeting.

Attachments: [2023-05-01 DRAFT Meeting Minutes](#)

The meeting minutes were approved and will be filed according to the City's Retention Schedule.

[R23-31](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING CITY SUPPORT FOR THE "TROTWOOD BUSINESSES' DISCOUNT DAYS," AN INITIATIVE SPONSORED BY THE TROTWOOD CHAMBER OF COMMERCE, WHICH SERVES A VALID PUBLIC PURPOSE OF PROMOTING AND STRENGTHENING THE LOCAL ECONOMY, WITH EXPENDITURES NOT TO EXCEED TWO THOUSAND FOUR HUNDRED DOLLARS (\$2,400.00).

Attachments: [R23-31](#)

This Resolution was approved.

[R23-32](#)

A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING A CITY-SPONSORED EVENT IN RECOGNITION OF FATHER'S DAY, WHICH SERVES A VALID PUBLIC PURPOSE OF PROMOTING STRONG COMMUNITY RELATIONS, WITH EXPENDITURES NOT TO EXCEED ONE THOUSAND THREE HUNDRED DOLLARS (\$1,300.00).

Attachments: [R23-32](#)

This Resolution was approved.

IX. Open Public Hearings

To comment during a Public Hearing, please fill out a Speaker Form and return it to the Clerk of Council BEFORE the start of the meeting. When instructed, please stand to be sworn in by the Mayor. When the Mayor calls the Ordinance you wish to speak on, you will be asked to step to the microphone, state your name and address, and proceed with your comments. Only comments relating to that specific Ordinance are permissible. You will have three (3) minutes to speak.

Mayor McDonald requested a Motion to open the Public Hearings. A Motion was made by Councilmember Gales, seconded by Councilmember Brown, and the Motion CARRIED by the following vote:

Aye: 6 - Mayor McDonald, Councilmember Finley, Councilmember Kelley Jr., Councilmember Gales, Councilmember Brown and Vice Mayor Page

Excused: 1 - Councilmember Vaughn

X. Ordinances[OR19-23](#)

AN ORDINANCE BY THE TROTWOOD CITY COUNCIL AMENDING "PART THREE - TRAFFIC CODE" OF THE TROTWOOD CODES OF ORDINANCES BY REPEALING CURRENT SECTIONS 303.08 "IMPOUNDING OF VEHICLES; REDEMPTION" AND 351.14 "OVERNIGHT PARKING OF TRUCKS AND TRAILERS" AND ENACTING NEW SECTIONS 303.08 "IMPOUNDING OF VEHICLES; REDEMPTION" AND 351.14 "PARKING OF TRUCKS AND TRAILERS" TO MODIFY AND UPDATE REGULATIONS PERTAINING TO THE PARKING OF TRUCKS AND TRAILERS IN THE CITY OF TROTWOOD, AND DECLARING AN EMERGENCY.

Attachments: [OR19-23](#)

[OR19-23 Exhibit A](#)

Deputy City Manager Stephanie Kellum shared that this Ordinance addresses the increase in extended parking of trucks and trailers on the City's roadways and in parking lots. She explained that currently, the City's Code gives owners 72 hours to move their vehicle; however, most times vehicles are parked in such locations for the weekend and moved sooner than 72 hours. This Ordinance removes specific times that such parking is allowed and only allows the owner 48 hours to move their truck or trailer. In addition, the City can impose a \$150.00 fine and has the authority to tow vehicles parked on the City's roadways and in parking lots for longer than 48 hours. Deputy City Manager Kellum added that trucks and trailers used for deliveries and by businesses operating within the City are acceptable.

Mayor McDonald requested a Motion to adopt OR19-23. A Motion was made by Vice Mayor Page, seconded by Councilmember Brown, and the Motion CARRIED by the following vote:

Aye: 6 - Mayor McDonald, Councilmember Finley, Councilmember Kelley Jr., Councilmember Gales, Councilmember Brown and Vice Mayor Page

Excused: 1 - Councilmember Vaughn

[OR20-23](#)

AN ORDINANCE BY THE TROTWOOD CITY COUNCIL AMENDING "PART ELEVEN - PLANNING AND ZONING CODE" OF THE TROTWOOD CODES OF ORDINANCES BY REPEALING AND REPLACING SECTIONS 1123.02, 1133.04, 1141.04, 1143.04, 1145.04, 1147.04, 1149.04, 1151.04, 1153.04, 1155.04, AND RELEVANT CATEGORIES OF APPENDIX B SCHEDULE OF PERMITTED AND CONDITIONAL USES BY DISTRICT, AND CREATING NEW SECTIONS 1189.21 "GROUP HOMES" AND 1189.22 "CHILD DAY CARE CENTERS, TYPE A FAMILY DAY CARE HOMES, AND TYPE B FAMILY DAY CARE HOMES" TO UPDATE REGULATIONS CONCERNING GROUP HOMES AND DAY CARES, AND DECLARING AN EMERGENCY.

Attachments: [OR20-23](#)
 [OR20-23 Exhibit A](#)
 [OR20-23 Exhibit B](#)

Planning and Development Director Debbie McDonnell explained that the City's Code is not aligned with current laws regarding group homes, day care centers, etc. and that the data being collected by the City is not the information needed to make a determination regarding these facilities locating within the City of Trotwood. She further explained that various State agencies regulate these types of facilities and discussions have taken place with State officials to determine the best language for laws that are appropriate for this community and do not overlap with what the State is doing. Director McDonnell shared that this Ordinance has two key changes, it does not allow a facility to open within 500 feet of another such business so that services are dispersed throughout the community, and it removes the Conditional Use from Appendix B because the City cannot refuse a facility that has complied with all the rules and regulations of the State. Currently, the City requires facilities to apply to the Board of Zoning Appeals for a Conditional Use Permit; however, the Board cannot say no so the process was irrelevant and inefficient. With this Ordinance, applications can be approved by the Director of the Planning and Development Department so long as they are in compliance with all requirements.

Director McDonnell added that because all facilities require an inspection by the Fire Marshal prior to receiving a permit, the Fire Marshal now communicates with the Planning and Development Department to be sure they are informed.

Law Director Chris Conard shared that the term "Group Homes" is not understood; however, he made it clear that they are part of federal housing laws and cannot be discriminated against. He encourages residents living near a facility who suspects violations to report such activity so a record is made and if/when problems arise, the City will have the means to go to the licensing agency who can then take the necessary steps to revoke the facilities permit.

Mayor McDonald suggested to Director McDonnell that the City include on their website, locations of these facilities so that anyone interested in locating within the City of Trotwood will be informed of the current locations. Director McDonnell stated that doing so should not be a problem with the department's

new software program.

Mayor McDonald requested a Motion to adopt OR20-23. A Motion was made by Councilmember Gales, seconded by Councilmember Brown, and the Motion CARRIED by the following vote:

Aye: 6 - Mayor McDonald, Councilmember Finley, Councilmember Kelley Jr., Councilmember Gales, Councilmember Brown and Vice Mayor Page

Excused: 1 - Councilmember Vaughn

XI. Close Public Hearings

Mayor McDonald requested a Motion to close the Public Hearings. A Motion was made by Vice Mayor Page, seconded by Councilmember Gales, and the Motion CARRIED by the following vote:

Aye: 6 - Mayor McDonald, Councilmember Finley, Councilmember Kelley Jr., Councilmember Gales, Councilmember Brown and Vice Mayor Page

Excused: 1 - Councilmember Vaughn

XII. Resolutions**[R23-31](#)**

A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING CITY SUPPORT FOR THE "TROTWOOD BUSINESSES' DISCOUNT DAYS," AN INITIATIVE SPONSORED BY THE TROTWOOD CHAMBER OF COMMERCE, WHICH SERVES A VALID PUBLIC PURPOSE OF PROMOTING AND STRENGTHENING THE LOCAL ECONOMY, WITH EXPENDITURES NOT TO EXCEED TWO THOUSAND FOUR HUNDRED DOLLARS (\$2,400.00).

Attachments: **[R23-31](#)**

Clerk Landis read the caption of R23-31, the Resolution pulled from the Consent Agenda upon the request of Councilmember Gales.

City Manager Pope stated that he is not aware of any community that does not support their local Chamber of Commerce as they are trying to attract businesses to come to their city while encouraging the community to shop locally; therefore, he is unsure why there would be a question about helping the Trotwood Chamber of Commerce promote their upcoming Business Discount Days.

Mayor McDonald gave Councilmember Gales an opportunity to share her concerns as she requested the legislation be removed from the Consent Agenda for discussion. Councilmember Gales stated that her concern was that she was unaware of support like this in the past, but that she has no objection to supporting the Trotwood Chamber of Commerce.

City Manager Pope shared that the Businesses Discount Days are scheduled for Saturday, June 17 and Sunday, June 18 with discounts ranging from 5% - 20%.

Mayor McDonald requested a Motion to approve R23-31. A Motion was made by Vice Mayor Page, seconded by Councilmember Brown, and the Motion CARRIED by the following vote:

Aye: 6 - Mayor McDonald, Councilmember Finley, Councilmember Kelley Jr., Councilmember Gales, Councilmember Brown and Vice Mayor Page

Excused: 1 - Councilmember Vaughn

XIII. Staff Reports

There were no Staff Reports.

XIV. Comments**A. Council Members: Each Council Member will have three (3) minutes to speak about topics relating to the City of Trotwood that are not on the Meeting Agenda.**

Councilmember Kelley, Jr. thanked those who presented during the meeting, Chief Wilson and Ms. Hampson from the Trotwood Branch of the Dayton Metro Library.

Councilmember Brown thanked the community for showing up to different events throughout the community, as well as parents, teachers, and others who engage with children, which is why the library is so important in offering and promoting such events.

Councilmember Finley asked for prayers for the family of the young man whose body was recovered from Madison Lakes Park and reminded everyone to be safe while out-and-about during the summer months. She also thanked the Sisters of the Precious Blood for their support of community activities. Lastly, she shared that she will not be at the July meeting and Council is on vacation in August so she will return in September.

Vice Mayor Page reminded citizens to use the GovPilot app to report code enforcement concerns. She also thanked those who came out and supported her while working a shift at White Castle during Hamburger Month and reminded everyone to be mindful of not just the new businesses in the community, but also those who have been here for years.

Councilmember Gales also shared her sympathy for the family of the young man whose body was recovered from Madison Lakes Park. She reminded everyone that school is out and the pool is open to Trotwood citizens so be sure to teach your children how to swim. Councilwoman Gales added that she attended the First Friday event at JW's Wine Cellar and welcomed people to attend the next event in July.

B. City Manager

City Manager Pope thanked residents for their response to the issues at Bear Creek Cemetery and stated that he has been in contact with State Representative Phil Plummer to see what help he can provide. He also shared that the City will do whatever they can to help resolve the problem.

C. Mayor

Mayor McDonald reiterated that the City does not own Bear Creek Cemetery and has no legal jurisdiction over the business at this time.

Mayor McDonald also attended the First Friday event at JW's Wine Cellar and announced that Trotwood's own Darren Bell will be performing at the next event in July.

Mayor McDonald shared that she and City Manager Pope will be speaking with the Vice President of Dollar General about concerns with their store conditions and shared information about the Customer Service Certificate Program being offered by Goodwill Easterseals.

Mayor McDonald commented that she has asked City Manager to compose a welcome letter for residents new to the community, to include basic information so residents are aware of the City's Code and regulations.

D. Clerk of Council: Announcements

Clerk Landis shared several upcoming events being held at the West Campus of Goodwill Easterseals in Trotwood.

XV. Adjourn

Mayor McDonald asked for a Motion to adjourn the meeting. Councilmember Gales made a Motion and the meeting was adjourned at 7:45 p.m.