

City of Trotwood

3035 Olive Road
Trotwood, Ohio 45426
937.837.7771
www.trotwood.org



DRAFT Meeting Minutes

Tuesday, September 8, 2020

6:30 PM

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

City Council

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

VISITORS AND COMMUNICATIONS: Due to COVID-19, this will be a virtual meeting. Please visit the City's website, www.trotwood.org, for details on how to view the Council Meeting. Questions or comments may be submitted to the Clerk of Council no later than 4:00 p.m. on Tuesday, September 8, 2020.

I. Call to Order: Mayor Mary A. McDonald

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

II. Invocation

III. Pledge of Allegiance

IV. Mayor McDonald called a Recess at 6:40 p.m. due to technical difficulties.

V. Mayor McDonald ended the Recess and called the meeting back to order at 7:30 p.m.

VI. Roll Call: Clerk of Council

Present: 7 - Mayor Mary A. McDonald, Councilmember Charles Ron Vaughn, Councilmember Rhonda C. Finley, Councilmember Robert L. Kelley Jr., Councilmember Yvette Page, Councilmember Bettie L. Gales and Vice Mayor Tyna R. Brown

Staff Members: Law Director Steve McHugh, City Manager Quincy Pope, Clerk of Council Kara Landis, Finance Director Chris Peeples, Planning and Development Director Jung-Han Chen, Police Chief Erik Wilson, Housing Director Chad Downing, Deputy City Manager Stephanie Kellum, and Public Works Operations Supervisor Johnny McCluskey.

VII. Motion to Remove Item F from the Consent Agenda

Mayor McDonald explained that Item F on the Consent Agenda needed to be removed from the Agenda as the event has been cancelled due to the COVID-19 pandemic. Mayor McDonald requested a Motion on this item. A Motion was made by Vice Mayor Brown, seconded by Councilmember Page, to remove Item F from the Consent Agenda. The Motion carried by the following vote:

Aye: 7 - Mayor McDonald, Councilmember Vaughn, Councilmember Finley, Councilmember Kelley Jr., Councilmember Page, Councilmember Gales and Vice Mayor Brown

VIII. Motion to Approve the Consent Agenda

Mayor McDonald requested a Motion on this item. A Motion was made by Councilmember Gales, seconded by Vice Mayor Brown, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 7 - Mayor McDonald, Councilmember Vaughn, Councilmember Finley, Councilmember Kelley Jr., Councilmember Page, Councilmember Gales and Vice Mayor Brown

- A.** [SR20-18](#) Approval of the Regular City Council Meeting Minutes from July 6, 2020.

Attachments: [DRAFT 2020-07-06 Council Meeting Minutes](#)

This Staff Report was filed.

- B.** [R20-75](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE REMOVAL OF ASSESSMENTS LEVIED AGAINST CERTAIN PROPERTIES FOR THE CUTTING AND REMOVAL OF WEEDS, VEGETATION, AND/OR GRASS FROM THE TAX DUPLICATE IN MONTGOMERY COUNTY, OHIO.

Attachments: [R20-75](#)
 [R20-75 Exhibit A](#)

This Resolution was approved.

- C.** [R20-76](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE ASSESSMENT OF DELINQUENT CHARGES FOR THE CITY'S REMOVAL OR DESTRUCTION OF NOXIOUS WEEDS, VEGETATION, AND/OR GRASS TO BE PLACED ON THE TAX DUPLICATE IN MONTGOMERY COUNTY, OHIO.

Attachments: [R20-76](#)
 [R20-76 Exhibit A](#)

This Resolution was approved.

- D.** [R20-85](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL TO CERTIFY DELINQUENT WATER, SEWER, TRASH, AND STORM DRAINAGE BILLS TO THE AUDITOR OF MONTGOMERY COUNTY, OHIO, FOR PLACEMENT ON THE TAX DUPLICATE.

Attachments: [R20-85](#)
 [R20-85 Exhibit A](#)

This Resolution was approved.

- E. [R20-77](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL APPOINTING KARA LANDIS, CLERK OF COUNCIL, AS THEIR DESIGNEE TO ATTEND OHIO PUBLIC RECORDS AND OPEN MEETINGS LAW TRAINING IN ACCORDANCE WITH OHIO REVISED CODE SECTIONS 149.43(E)(1) AND 109.43(B).

Attachments: [R20-77](#)
[R20-77 Certificate of Completion](#)

This Resolution was approved.

- F. [R20-86](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE PARKS AND RECREATION DEPARTMENT TO HOST A "TROTWOOD/DAYTON CENSUS COUNT DAY" TO SERVE THE PUBLIC PURPOSE OF COMMUNITY RELATIONS WITH EXPENDITURES NOT TO EXCEED \$2,000.00.

Attachments: [R20-86](#)
[R20-86 Flyer](#)

This item was removed from the Agenda by a vote of 7-0 at the beginning of this meeting.

- G. [R20-87](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER AND THE TROTWOOD COMMUNITY IMPROVEMENT CORPORATION TO INITIATE A PROPERTY TAX FORECLOSURE ACTION ON THE TAX-DELINQUENT LAND KNOWN AS 28 WEST MAIN STREET, PARCEL IDS H33 003 05 0013, H33 003 05 0014, and H33 003 05 0101, IN ACCORDANCE WITH CHAPTER 5722 OF THE OHIO REVISED CODE.

Attachments: [R20-87](#)
[Hyperlink](#)

This Resolution was approved.

- H. [R20-88](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER AND THE TROTWOOD COMMUNITY IMPROVEMENT CORPORATION TO INITIATE A PROPERTY TAX FORECLOSURE ACTION ON THE TAX-DELINQUENT LAND KNOWN AS 6435 WAYWIND DRIVE, PARCEL ID H33 01510 0007, IN ACCORDANCE WITH CHAPTER 5722 OF THE OHIO REVISED CODE.

Attachments: [R20-88](#)
[Hyperlink](#)

This Resolution was approved.

- I. [R20-89](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER AND THE TROTWOOD COMMUNITY IMPROVEMENT CORPORATION TO INITIATE A PROPERTY TAX FORECLOSURE ACTION ON THE TAX-DELINQUENT LAND LOCATED ON BROAD OAK DRIVE, PARCEL ID H33 00803 0024, IN ACCORDANCE WITH CHAPTER 5722 OF THE OHIO REVISED CODE.

Attachments: [R20-89](#)
[Hyperlink](#)

This Resolution was approved.

- J. [R20-90](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER AND THE TROTWOOD COMMUNITY IMPROVEMENT CORPORATION TO INITIATE A PROPERTY TAX FORECLOSURE ACTION ON THE TAX-DELINQUENT LAND LOCATED ON BROAD OAK DRIVE, PARCEL ID H33 00803 0016, IN ACCORDANCE WITH CHAPTER 5722 OF THE OHIO REVISED CODE.

Attachments: [R20-90](#)
[Hyperlink](#)

This Resolution was approved.

- K. [R20-91](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER AND THE TROTWOOD COMMUNITY IMPROVEMENT CORPORATION TO INITIATE A PROPERTY TAX FORECLOSURE ACTION ON THE TAX-DELINQUENT LAND LOCATED ON GRAY OAK DRIVE, PARCEL ID H33 00802 0007, IN ACCORDANCE WITH CHAPTER 5722 OF THE OHIO REVISED CODE.

Attachments: [R20-91](#)
[Hyperlink](#)

This Resolution was approved.

- L. [R20-92](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER AND THE TROTWOOD COMMUNITY IMPROVEMENT CORPORATION TO INITIATE A PROPERTY TAX FORECLOSURE ACTION ON THE TAX-DELINQUENT LAND LOCATED ON BROAD OAK DRIVE, PARCEL ID H33 00802 0015, IN ACCORDANCE WITH CHAPTER 5722 OF THE OHIO REVISED CODE.

Attachments: [R20-92](#)
[Hyperlink](#)

This Resolution was approved.

- M. [R20-94](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE AND DIRECT PAYMENT OF THE SUM OF \$70,509.02 TO BUTLER COUNTY, OHIO, TO REIMBURSE THE COUNTY FOR THE COSTS OF LABOR AND EQUIPMENT PROVIDED TO THE CITY FOLLOWING THE 2019 MEMORIAL DAY TORNADOES.

Attachments: [R20-94](#)

This Resolution was approved.

- N. [20-15](#) A Motion by the Trotwood City Council to schedule a Public Hearing and to authorize the Law Director to draft an Ordinance accepting the recommendation from the Trotwood Planning Commission to amend the Trotwood Zoning Code Chapter 1169 "L-I Light Industrial" District to "L-I-1 Light Industrial District 1" and the related development standards.

This Motion was approved and a Public Hearing will be held on Monday, October 5, 2020 at 6:30 p.m.

- O. [20-16](#) A Motion by the Trotwood City Council to schedule a Public Hearing and to authorize the Law Director to draft an Ordinance accepting the recommendation from the Trotwood Planning Commission to amend the Trotwood Zoning Code by creating a new chapter, Chapter 1170 "L-I-2 Light Industrial District 2", and the related development standards.

This Motion was approved and a Public Hearing will be held on Monday, October 5, 2020 at 6:30 p.m.

- P. [20-17](#) A Motion by the Trotwood City Council to schedule a Public Hearing and to authorize the Law Director to draft an Ordinance authorizing the City Manager to transfer ownership of the city-owned property located at Prosperity Drive, Parcel No. H33 00416 0031 (Commerce Park), to the Trotwood Community Improvement Corporation and declaring the property surplus.

Attachments: [Map Prosperity Drive \(31\)](#)

[20-17](#)

This Motion was approved and a Public Hearing will be held on Monday, October 5, 2020 at 6:30 p.m.

- Q. [20-18](#) A Motion by the Trotwood City Council to schedule a Public Hearing and to authorize the Law Director to draft an Ordinance authorizing the City Manager to transfer ownership of the city-owned property known as 100 Prosperity Drive, Parcel No. H33 00416 0032 (Commerce Park), to the Trotwood Community Improvement Corporation and declaring the property surplus.

Attachments: [Map Prosperity Drive \(32\)](#)

[20-18](#)

This Motion was approved and a Public Hearing will be held on Monday, October 5, 2020 at 6:30 p.m.

- IX. **Motion to Open the Public Hearing: Citizens wanting to comment on the Public Hearing portion of this meeting may appear at the Trotwood Community and Cultural Arts Center, 4000 Lake Center Drive, Trotwood, Ohio, before the start of the meeting. Due to COVID-19, you will be required to wear a mask and wait in the lobby. Citizens will have three (3) minutes to speak.**

Mayor McDonald requested a Motion on this item. A Motion was made by Vice Mayor Brown, seconded by Councilmember Page, to open the Public Hearing. The Motion carried by the following vote:

Aye: 7 - Mayor McDonald, Councilmember Vaughn, Councilmember Finley, Councilmember Kelley Jr., Councilmember Page, Councilmember Gales and Vice Mayor Brown

- X. **Public Hearings/Ordinances**

- A. [OR13-20](#) AN ORDINANCE BY THE TROTWOOD CITY COUNCIL ACCEPTING THE RECOMMENDATION OF THE PLANNING COMMISSION TO AMEND THE CITY OF TROTWOOD'S ZONING CODE BY REPEALING CHAPTER 1167 "C-R COMMERCIAL RECREATION" AND BY REMOVING THE "C-R COMMERCIAL RECREATION DISTRICT" DESIGNATION FROM THE OFFICIAL ZONING MAP OF THE CITY.

Attachments: [OR13-20](#)
[OR13-20 Staff Report](#)

Mayor McDonald requested a Motion on this item. A Motion was made by Councilmember Page, seconded by Councilmember Vaughn, to adopt this Ordinance. The Motion carried by the following vote:

Aye: 7 - Mayor McDonald, Councilmember Vaughn, Councilmember Finley, Councilmember Kelley Jr., Councilmember Page, Councilmember Gales and Vice Mayor Brown

XI. Motion to Close the Public Hearing

Mayor McDonald requested a Motion on this item. A Motion was made by Vice Mayor Brown, seconded by Councilmember Gales, to close the Public Hearing. The Motion carried by the following vote:

Aye: 7 - Mayor McDonald, Councilmember Vaughn, Councilmember Finley, Councilmember Kelley Jr., Councilmember Page, Councilmember Gales and Vice Mayor Brown

XII. Resolutions

- A. [R20-79](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL ACCEPTING THE BID OF DOUBLE JAY CONSTRUCTION, INC. FOR THE WORK TO BE COMPLETED ON THE FREE PIKE AMERICANS WITH DISABILITIES ACT COMPLIANCE PROJECT AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH SAID CONTRACTOR TO COMPLETE THE PROJECT FOR AN AMOUNT NOT TO EXCEED \$157,459.28, WHICH AMOUNT REPRESENTS THE CONTRACT PRICE OF \$143,144.80, PLUS A CONTINGENCY AMOUNT OF 10% (\$14,314.48).

Attachments: [R20-79](#)
[R20-79 Bid Tab](#)
[R20-79 Recommendation Letter](#)

Mayor McDonald requested a Motion on this item. A Motion was made by Councilmember Gales, seconded by Vice Mayor Brown, to approve this Resolution. The Motion carried by the following vote:

Aye: 7 - Mayor McDonald, Councilmember Vaughn, Councilmember Finley, Councilmember Kelley Jr., Councilmember Page, Councilmember Gales and Vice Mayor Brown

- B.** [R20-80](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL GRANTING APPROVAL OF THE EMERGENCY WATERSHED PROJECT, PROJECT #39-10-19-5077-402 (WOLF CREEK STREAM TRIBUTARY, STORM DEBRIS REMOVAL), AND AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE UNITED STATES DEPARTMENT OF AGRICULTURE'S NATURAL RESOURCES CONSERVATION SERVICE TO SECURE FUNDING AND COMPLETION OF THE PROJECT.

Attachments: [R20-80](#)
 [R20-80 Map](#)

Mayor McDonald requested a Motion on this item. A Motion was made by Councilmember Page, seconded by Vice Mayor Brown, to approve this Resolution. The Motion carried by the following vote:

Aye: 7 - Mayor McDonald, Councilmember Vaughn, Councilmember Finley, Councilmember Kelley Jr., Councilmember Page, Councilmember Gales and Vice Mayor Brown

- C.** [R20-82](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE REGIONAL OFFICE OF THE NATIONAL ASSOCIATION OF REAL ESTATE BROKERS-INVESTMENT DIVISION, INC., HOUSING COUNSELING AGENCY TO PROVIDE EDUCATIONAL SERVICES AND ASSISTANCE TO TROTWOOD CITIZENS FOR THE PREVENTION OF FORECLOSURES AND EVICTIONS DUE TO COVID-19.

Attachments: [R20-82](#)
 [R20-82 Tri-Fold](#)

Mayor McDonald requested a Motion on this item. A Motion was made by Vice Mayor Brown, seconded by Councilmember Page, to approve this Resolution. The Motion carried by the following vote:

Aye: 7 - Mayor McDonald, Councilmember Vaughn, Councilmember Finley, Councilmember Kelley Jr., Councilmember Page, Councilmember Gales and Vice Mayor Brown

- D. [R20-83](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH RUMPKE WASTE AND RECYCLING FOR REFUSE COLLECTION, RECYCLING, AND DISPOSAL SERVICES FOR A PERIOD OF THREE (3) YEARS, COMMENCING ON OCTOBER 1, 2020 AND ENDING ON SEPTEMBER 30, 2023, WITH THE OPTION TO EXTEND THE TERM OF THE CONTRACT FOR THREE (3) ADDITIONAL ONE-YEAR TERMS.

Attachments: [R20-83](#)
[R20-83 Bid Response Form](#)

Mayor McDonald requested a Motion on this item. A Motion was made by Vice Mayor Brown, seconded by Councilmember Gales, to approve this Resolution. The Motion carried by the following vote:

Aye: 7 - Mayor McDonald, Councilmember Vaughn, Councilmember Finley, Councilmember Kelley Jr., Councilmember Page, Councilmember Gales and Vice Mayor Brown

- E. [R20-84](#) A RESOLUTION BY THE TROTWOOD CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ACCEPT A GRANT THROUGH THE FISCAL YEAR (FY) 2019 ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM FROM THE DEPARTMENT OF HOMELAND SECURITY FOR THE PURPOSE OF REPLACING FIRE HOSES, NOZZLES, AND ADAPTERS.

Attachments: [R20-84](#)
[R20-84 Award Letter](#)

Mayor McDonald requested a Motion on this item. A Motion was made by Vice Mayor Brown, seconded by Councilmember Kelley Jr., to approve this Resolution. The Motion carried by the following vote:

Aye: 7 - Mayor McDonald, Councilmember Vaughn, Councilmember Finley, Councilmember Kelley Jr., Councilmember Page, Councilmember Gales and Vice Mayor Brown

XIII. Old and New Business

- A. Mayor: To schedule an appointment with the Mayor, please contact the Clerk of Council at 937-854-7212, between the hours of 8 a.m. - 5 p.m.

- B. City Manager: Reminder to visit the City of Trotwood web site at www.trotwood.org for updated information and events in our city. Go to "Notify Me" icon to sign up to receive information by utilizing your email address or mobile phone.**

City Manager apologized for the technical difficulties and appreciates everyone's patience.

C. Clerk of Council: Announcements:

- The City of Trotwood is now using a notification system called Hyper-Reach. Be sure to sign-up to receive notifications for things like road closures, water main breaks, and meeting reminders. You will find details on how to register for the service on the City's website at www.trotwood.org

- Be sure to complete the census; the deadline to respond is September 30. This is extremely important as it will determine how much federal funding flows into the Trotwood community over the next 10 years

- A reminder to register to vote by October 5 in order to vote in the November election

D. Staff Reports

XIV. Motion to Adjourn

Mayor McDonald requested a Motion on this item. A Motion was made by Councilmember Kelley Jr., seconded by Councilmember Page, to adjourn the meeting at 8:00 p.m. The Motion carried by the following vote:

Aye: 7 - Mayor McDonald, Councilmember Vaughn, Councilmember Finley, Councilmember Kelley Jr., Councilmember Page, Councilmember Gales and Vice Mayor Brown