



City of Ashtabula

Ashtabula City Council Regular Meeting
Tuesday, January 17, 2023 at 7:00 PM
4717 Main Avenue, Ashtabula, OH 44004

Minutes

Opening of Regular Meeting

Call to Order

The meeting of the Ashtabula City Council was called to order at 7:00 p.m. by Council President Roskovics. Council President Roskovics offered the opening prayer and the Pledge of Allegiance was recited. A moment of silence was observed for Stewart "Skip" Gray, a retired City of Ashtabula Police Officer who had an almost 50-year-long career serving the City's Police Force, the County's Sheriff Force, and the citizens of Ashtabula.

Roll Call

Members Present: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Absent: Ward 1 Councilor Kym Foglio, Ward 2 Councilor Calvin Crawford

Officers Present: City Manager James Timonere, City Solicitor Cecilia Cooper, Finance Director Traci Welch, Clerk of Council McKenzie Burgan

Motion: Ward 5 Councilor Jane Haines-DiGiacomo moved to excuse Mrs. Foglio and Mr. Crawford's absence from the meeting; Vice President Speelman seconded.

Discussion:

VOICE VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Motion passed.

Sunshine Law Certification

A quorum was established as defined by the Ashtabula City Council Rules of Order. The meeting met the requirements of the Ohio Sunshine Law Open Meetings Act.

Presentations/Announcements

President Roskovics requested an Executive Session prior to the meeting adjournment for the purpose of employment of personnel and potential litigation.

Motion: Vice President Speelman moved to adjourn to Executive Session prior to the meeting adjournment for the purpose of employment of personnel and potential litigation; Ward 5 Councilor Jane Haines-DiGiacomo seconded.

Discussion:

ROLL CALL VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Motion passed.

City Manager Timonere and Solicitor Cooper were asked to attend the executive session.

Approval of Minutes

January 3, 2023, Regular Council Meeting Minutes

Motion: Vice President Speelman made a motion to waive the reading of the minutes in their entirety; Ward 3 Councilor Holman seconded.

Discussion:

VOICE VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Hearing no corrections to the minutes, they were approved as presented.

Administrative Reports

City Manager

Formal Requests

An ordinance to enter into an agreement with Montrose Chrysler Jeep Dodge of Kingsville, OH for the purpose of purchasing a 2022 RAM 1500 for the Public Works department for an amount not to exceed \$48,365. Funding for this purchase will be taken from the permanent improvement fund 412.

Motion: Ward 5 Councilor Jane Haines-DiGiacomo moved to approve the City Manager's request; Vice President Speelman seconded.

Discussion:

VOICE VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Motion passed.

An ordinance to enter into an agreement with Columbiana Chrysler Jeep Dodge of Columbiana, OH for the purpose of purchasing a 2022 Dodge RAM 3500 crew cab truck for an amount not to exceed \$69,995. Funding for this purchase will be taken from Water Pollution Fund 504.

Motion: Vice President Speelman moved to approve the City Manager's request; Ward 4 Councilor Jodi Mills seconded.

Discussion:

VOICE VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Motion passed.

Mngr. Council Rpt.

City Manager Timonere wanted to remind everyone that garbage pickup is on its normal schedule. He thanked the citizens for their patience during these current times of construction in the harbor area.

City Solicitor

Formal Requests

An ordinance authorizing the City Manager to enter into a contract with Matrix Pointe Software for Matrix Police and Matrix Investigator case management software. The money will come out of the permanent improvement fund for the implementation fee and integration license.

Motion: Ward 5 Councilor Jane Haines-DiGiacomo moved to approve the City Solicitor's request; Vice President Speelman seconded.

Discussion: Ward 3 Councilor Holman asked what the cost for this program would be and Solicitor Cooper stated it would be \$41,000 in total for the implementation and then there is a monthly fee per user which is already budgeted into their operating account.

VOICE VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Motion passed.

An ordinance authorizing the City Manager to enter into a contract with Matrix Pointe Software to purchase Matrix Prosecutor and its other components for the City Solicitor's office. This comes out of the permanent improvement fund and it will cost \$15,000.

Motion: Ward 5 Councilor Jane Haines-DiGiacomo moved to approve the City Solicitor's request; Vice President Speelman seconded.

Discussion: Ward 5 Councilor Jane Haines-DiGiacomo mentioned that this would work nicely between the police department and solicitor's office as the programs will talk to each other. City Solicitor Cooper stated that all data entered by the police department, once approved, would go to the solicitor's office at the push of a button. This program also sends discovery to the defense attorney, which allows the solicitor's office to see when they have received and read the discovery. City Manager Timonere pointed out that they will only need parts of the current software in the police department, so there will be cost savings to offset the purchase of the new software. Ward 4 Councilor Jodi Mills stated that it sounds like their current systems do not talk to each other and Solicitor Cooper stated that her office does not have a current system but a server. Mrs. Mills stated that this new software seems like it will make things efficient. Mrs. Mills asked when this integration process would take place. Solicitor Cooper stated it will be about six months as they have to get on Matrix's waitlist and then the software has to be built for both departments. Mrs. Mills asked if a report on the software could be given in about a year and Solicitor Cooper said yes.

VOICE VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Motion passed.

Finance Director

Formal Request

An ordinance authorizing the City Manager to enter into a memorandum of understanding with the Ohio Attorney General's office for the collection of delinquent municipal income tax.

Motion: Ward 5 Councilor Jane Haines-DiGiacomo moved to approve the Finance Director's request; Ward 4 Councilor Jodi Mills seconded.

Discussion: Ward 3 Councilor Holman asked what currently exists to show this will be a beneficial partnership for Ashtabula. Finance Director Welch stated it would be beneficial because it would not cost the city any additional money. Ms. Welch stated that the current vendor used for this is not producing the results they would like to see for what they are paying them. Ms. Welch stated that the Attorney General's office has the authority behind their name needed to cause people to take action that they are not currently seeing.

VOICE VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Motion passed.

Finance Director Welch stated that she will be going over the year-end figures during the Finance and Personnel Committee meeting this Friday the 20th in more detail. Ms. Welch stated that Ward 5 Councilor Jane Haines-DiGiacomo would bring the report back to the next council meeting. Ms. Welch announced her resignation from her position as the Finance Director for the City of Ashtabula and her last day will be February 17th. She thanked everyone for the opportunity to be their finance director and stated this was a big decision. Council President Roskovics wished Ms. Welch the best and stated that they appreciate all she has done.

Clerk of Council

There are vacancies on some of the boards and commissions for the City of Ashtabula, such as the Parks & Recreation Board and the Port Authority. If anyone is interested in serving on one of these boards and commissions, you can go to the City of Ashtabula's website and, under the Government tab, select boards and commissions to complete an application of interest. Once completed, email it back to the Clerk of Council for consideration. President Roskovics mentioned vacancies on the Parks & Rec, the Planning Commission, the Port Authority, and the Historical Board. He reiterated that if anyone is interested in serving on one of these, they should complete an application on the website. Ward 3 Councilor Holman asked if these committees tend to only meet once a month and President Roskovics said yes or on a when-needed basis. City Manager Timonere stated that also located on the website, you can find a list of all committees and within the heading of each the commitment is shown. Some committees only meet monthly, some annually, and some only as needed. The heading also shows who is the appointing authority.

City Council Committee Reports

Community Development/Economic Development/Parks & Recreation
(2nd Tuesday @ 4:00 p.m.)

Members: Chair Haines/Council Liaison to Parks and Recreation Board; Vice Chair Mills; Roskovics

JANUARY 10 -Report of Meeting

FEBRUARY 14

MARCH 14

APRIL 11

MAY 9

JUNE 13

JULY 11

The January 10th meeting met at 4:00 p.m. Council President Roskovis presented Michael Habowski with a resolution. Mr. Habowski accepted this resolution on behalf of his board, caregivers, medical staff, and the administrative team from APMC. Alex Iarocci, the executive director of the Ashtabula Land Bank, and Ashtabula Treasurer Angie Maki-Cliff were the guest speakers. The Ashtabula Land Bank exists to deal with blighted structures and underutilized land. As of August 2020, the City of Ashtabula had 314 unoccupied structures and about 20% of parcels are vacant. The Land Bank's mission is to strengthen neighborhoods and preserve property values by strategically returning vacant, abandoned, tax-delinquent properties to productive use. The Land Bank is a quasi-government entity, so they have the same authority in the Ohio Revised Code as a traditional community improvement corporation but they operate as a non-profit. Funding is received by 3% of delinquent tax collections and federal, state, and local grants. Properties are acquired through tax foreclosures, forfeited lands, deeds in lieu of foreclosure, and donations. The tax foreclosure process takes between five and six years. In August 2020 a survey of properties was completed to see what action needs to be taken on each piece of property. A \$5,000 state grant was received this past year to assist with the cost of demolition. A demolition list of 13 properties within the city has been created. The pre-demolition process has begun. If a house is deemed too risky for a private contractor to renovate, the Land Bank can complete the renovation. They have done three renovations to date. The goal of renovating a house is to increase the housing market in the

neighborhood. The Land Bank can cleanse property titles of liens to aid in site assembly when the properties were received through the foreclosure process. Ideas such as pocket parks, community gardens, and education programs were voiced for some potential uses of vacant land. The City of Ashtabula does not have the resources to take on more parks but, if anyone is interested in a pocket park in their neighborhood on a parcel of vacant land, they may contact City Manager Timonere or Executive Director Iarocci to further discuss this.

The next meeting will be held on February 14th. The guest speaker will be Sharone Sing of the Hubbard House.

Finance & Personnel

(3rd Friday @ 8:30 a.m.)

Members: Chair Foglio, Vice Chair Haines, Roskovics

JANUARY 20

FEBRUARY 17

MARCH 17

APRIL 21

MAY 19

JUNE 16

JULY 21

The next meeting will be held on Friday the 20th at 8:30 a.m.

Public Works

(4th Monday @ 5:00 p.m.)

Members: Chair Crawford, Vice Chair Holman, Mills

JANUARY 23

FEBRUARY 27

MARCH 27

APRIL 24

MAY 22

JUNE 26

JULY 24

The next meeting will be held on Monday the 23rd at 5 p.m.

Safety Forces

(4th Monday @ 8:45 a.m.)

Members: Chair Speelman, Vice Chair Foglio, Roskovics

JANUARY 23

FEBRUARY 27

MARCH 27

APRIL 24

MAY 22

JUNE 26

JULY 24

The next meeting will be held on Monday the 23rd at 8:45 a.m.

Presentation of Legislation

President Roskovics introduced the legislation.

Additional Formal Requests

None.

Public Communications on Legislation

None.

Overview / Discussion

Reading of Legislation

Legislation - Enactment, Passage or Adoption

2023 - 06 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO MEMORANDA OF UNDERSTANDING WITH THE OHIO ATTORNEY GENERAL'S OFFICE FOR THE COLLECTION OF DELINQUENT MUNICIPAL INCOME TAX

2023-07 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MONTROSE CHRYSLER JEEP DODGE RAM FOR THE ACQUISITION OF 2022 RAM 1500 BIG HORN FOR THE PUBLIC WORKS DEPARTMENT

2023 - 08 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH COLUMBIANA CHRYSLER JEEP DODGE FOR THE ACQUISITION OF A DODGE RAM 3500 CREW CAB TRUCK WITH 9' READING SERVICE BODY FOR WATER POLLUTION CONTROL

2023-09 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH GPD GROUP OF AKRON, OHIO FOR THE PURPOSE OF PROVIDING ENGINEERING DESIGN AND CONSTRUCTION ADMINISTRATION FOR THE WEST 14TH STREET SSO IMPROVEMENTS PROJECT IN AN AMOUNT NOT TO EXCEED \$30,600.00.

2023-10 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MEDICAL MUTUAL LIFE INSURANCE COMPANY IN ORDER TO RENEW THE GROUP LIFE INSURANCE COVERAGE FOR EMPLOYEES OF THE CITY OF ASHTABULA.

2023-11 AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO CHANGE ORDER #1 WITH KOSKI CONSTRUCTION CO. FOR SERVICES AND MATERIALS IN THE AMOUNT OF \$2,263.17, BRINGING THE CONTRACT TOTAL FOR THE PROJECT TO \$699,042.17

Council President Roskovics asked for a motion to dispose of the Regular Business Legislation by consent agenda.

Motion: Ward 5 Councilor Jane Haines-DiGiacomo moved to dispose of the Regular Business Legislation by consent agenda; Vice President Speelman seconded.

Discussion:

VOICE VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Motion passed.

Motion: Ward 5 Councilor Jane Haines-DiGiacomo moved to waive the reading of the legislation in its entirety; Ward 4 Councilor Jodi Mills seconded.

Discussion:

VOICE VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Motion passed.

Motion: Ward 5 Councilor Jane Haines-DiGiacomo moved to waive the Charter Requirements of two readings of the legislation; Vice President Speelman seconded.

Discussion:

ROLL CALL VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Motion passed.

Adoption of legislation

ROLL CALL VOTE

Yeas: Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane Haines-DiGiacomo, Vice President Michael Speelman, President Roskovics

Nays: None

Legislation passed.

Unfinished Business

None.

New Business

None.

Tell Us Something We Don't Know

Ward 4 Councilor Jodi Mills informed everyone that Friday, January 20th, New Day Cleveland will be showcasing Fat Sally's from 10 a.m. to 12 p.m.

Remote Area Medical (RAM) will be at Lakeside High School on April 1st and 2nd to provide free medical, dental, and vision services to the community for free. If you are interested in volunteering, you can visit ramusa.org to sign up. You can volunteer to set up on Friday or during operating hours on Saturday and Sunday.

Ward 3 Councilor Holman shared that the Building Youth for Society organization will be partnering with the local Boys and Girls Club to start a project this summer at Mother of Sorrows.

President Roskovics mentioned that he saw a Facebook article on 45 of the best lake communities and Ashtabula was listed as number 40. Ward 4 Councilor Jodi Mills stated that Ashtabula beat some Florida communities on that list.

Public Communications on General Matters

None.

Executive Session (if needed)

Council President Roskovics announced the executive session would convene off camera. After the executive session was over, Council President Roskovics reconvened the public portion of the meeting, with no action taken.

Adjournment

The meeting was adjourned at 8:18 PM by Council President Roskovics.

Ashtabula City Council will meet again on Monday, February 6th in Council Chambers. The Pre-Council meeting will begin at 6:30 p.m. followed by the Regular Council Meeting at 7:00 p.m.

DATE APPROVED:

February 6, 2023

ATTESTED BY:

John S. Roskovics

John S. Roskovics, President of Council

ATTESTED BY:

McKenzie J. Burgan

McKenzie J. Burgan, Clerk of Council