



City of Powell, Ohio
City Council

MEETING MINUTES
MARCH 18, 2008

A regular meeting of the Powell City Council was called to order at 7:35 p.m. by Mayor Tom Counts. City Council members present included Richard Cline, Don Grubbs, Elmer Meider, Bill Morton, Art Schultz and Dan Wiencek. Also present were Steve Lutz, City Manager; Debra Miller, Finance Director; Robert Rice, City Engineer; Gary Vest, Powell Police Chief; Gene Hollins, Law Director; Susie Ross, City Clerk; interested parties and members of the Press.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

CITIZEN PARTICIPATION

Mayor Counts opened the Citizen Participation session for items not listed on the agenda. Hearing none, Mayor Counts closed the Citizen Participation session.

APPROVAL OF MINUTES

The minutes of March 11, 2008 were adopted as submitted.

CONSENT AGENDA

Item Action	Requested
Monthly Financial Report	Receipt of Report
Monthly Historic Downtown Powell, Inc. (HDPI) Report	Receipt of Report
Monthly Planning and Zoning Report	Receipt of Report
Monthly Police Report	Receipt of Report

MOTION: Councilman Cline moved to adopt the Consent Agenda. Councilman Grubbs seconded the motion. By unanimous consent, the Consent Agenda was adopted and the Monthly Reports were received.

AWARD PRESENTATION - MARY TAYLOR, STATE AUDITOR

Steve Lutz, City Manager said there is very good news to report about the City of Powell. He said the State Auditor's office is present to recognize the City of Powell for their financial reports. He said a great amount of credit goes out to Debra Miller, Finance Director, and Nan Metz, Assistant Finance Director. He said every year they spend a tremendous amount of time and effort working to make sure the finances and reports accurately reflect the City's balances. Mr. Lutz introduced John Levitt from the State Auditor's Office.

Mr. Levitt said he is representing Mary Taylor, State Auditor, to present an award to the City of Powell for Excellence in Financial Reporting for the fiscal year 2006. He said their office completes audits for about 5,000 entities each year and fewer than 5% of those entities qualify for this award. He said he considers it a great honor for him to be present to present this award. Mr. Levitt read the award and made a presentation to Ms. Miller and Ms. Metz.

Mayor Counts said Council relies on Staff to provide good numbers and if that information is not presented the community does not have trust in their elected officials. He said they love to hear they can trust the numbers and they have good staff to provide that information to them.

POLICE DEPARTMENT ACCREDITATION

Mr. Lutz said there is more good news for the City as the Powell Police Department has again achieved reaccreditation. He said the hearing took place this past weekend and he was in attendance with Chief Vest and Lt. Hrytzik. He said this is not an automatic process. Mr. Lutz said the department has done an

exceptional job and this year they received the "Flagship" designation. He said at each accreditation conference there are 12 agencies which receive this designation which indicates the highest ratings.

Gary Vest, Powell Police Chief, said this was a great recognition and accolades go out to the officers and Lt. Hrytzik. He reviewed the requirements necessary to meet the accreditation and how the City met those requirements.

Mayor Counts thanked the department for the great job they perform. Councilman Wiencek asked if there were 12 Flagship agencies nationwide. Chief Vest said this is an international accreditation process and this is a great honor and even more significant because of their achievement within an agency of their size.

SECOND READING: ORDINANCE 2008-05: AN ORDINANCE IMPOSING ASSESSMENTS ON PROPERTIES FOR SIDEWALK REPAIR AND REPLACEMENT AND CERTIFYING THE ASSESSMENTS TO THE DELAWARE COUNTY AUDITOR FOR COLLECTION.

Mr. Lutz said each year the City conducts their Sidewalk Repair and Replacement Program. He said last fall the repairs were completed and residents were notified of the cost of the repairs. He said this ordinance certifies the assessments on those properties where the residents have chosen to spread the cost of work over their property tax bill for the next five years.

Mayor Counts opened this item to public comment. Hearing none, he closed the public comment session.

Mr. Lutz said at the last meeting he reported that a resident may be present to express concerns that their sidewalk did not need repair. He commended the Engineering Department for their diligence as they photograph every section of sidewalk to document misalignment and disrepair. He said they also follow up after the repairs and photograph the area. He said this has been very helpful as they can verify information to the residents involved.

MOTION: Councilman Cline moved to adopt Ordinance 2008-05. Councilman Grubbs seconded the motion.

VOTE: Y 7 N 0

COMMITTEE REPORTS

Development Committee: Councilman Schultz said the Committee met earlier in the evening to discuss an economic development plan for the downtown area. He said they provided information to Staff so they may schedule a series of meetings. He said they anticipate the process will take about 9 months to complete. Councilman Schultz said Mr. Betz provided a map of the area which indicates properties within and immediately outside of the City limits which may be potential for development. He said they also discussed what they could do to fit within the focus group discussion for the upcoming community survey. He said Mr. Betz suggested they help him develop policy for zoning and growth goals so they may have some direction. Councilman Schultz said they will continue to meet once a month but may need to extend the length of the meeting time at future meetings.

Finance Committee: No report. Next Meeting: April 8, 7:30 p.m.

Operations Committee: Councilman Grubbs said the Committee met earlier this evening. He said they reviewed a proposed Community Improvement Corporation (CIC) structure organization and the proposed plan with an agreement. He said they asked for clarification on several sections and will send it to the Development and Downtown Committees after they received that information from the Law Director. Councilman Grubbs said they also received an update and discussed the City Survey. He said they reviewed proposals from two companies and will have them prepare more comparable proposals before presenting a recommendation to Council. He said they also spoke briefly about a plan to adjust the duties of the Community Affairs/Special Events Coordinator to those of a Public Information Officer.

CITY MANAGER'S REPORT

Mr. Lutz said whenever there is a job opening it is good to take a look at the job description to make sure it accurately reflects the needs of the City. He said there is the vacancy of the City's Community Affairs/Special Events position. He said Ms. Alltmont spent about 80% of her time on Special Events and 20% of her time on Public Information. He said he recommends they change the focus of the position and rename it a Public Information Officer with 70% of the job duties spent on written and oral communications and 30% of the time on Special Events. He said other groups are now taking over some

of the Special Events and the City can focus more efforts on communicating to residents and businesses. He said the Operations Committee was in support of that subtle change to this position.

Councilman Wiencek said normally in a hierarchy an officer is above a director so he asked that as they redefine this they have an appropriate market reference value for this position. Mr. Lutz said the terminology is not an issue within the municipality and salary ranges are already in place for this position. He said they will advertise in the same salary range and if they are not satisfied with applicants, they may need to revisit the categorized salary range. Councilman Cline said the shift in focus is desperately needed and he is in support. Councilman Schultz said there was a lot of discussion when this position was created and now the City has a need for someone who provides communications. Councilman Meider said this makes sense and will help the City communicate with the public.

Councilman Wiencek said he agrees with this shift but wants to make sure the community does not perceive a drop in service as these functions are "farmed out." Mr. Lutz said he is on the committee for the Powell Festival and he is encouraged that the Festival will be enhanced every year. He said that has been the way the Festival has grown in the past and it should continue in that manner. Councilman Wiencek said he is glad the arts section is returning to the event. Councilman Morton said it is a good idea to make this change to put the thoughts of Council out to the public. Councilman Schultz said that is something Council has wrestled with and it will be the responsibility of Council to see how this mechanism should be put in place once this person is hired.

OTHER COUNCIL MATTERS

Councilman Morton said he has had some changes in employment and for the next 30+ months he will be focused on a job outside of the country. He said it is very difficult for him to attend Council meetings and he does not feel comfortable remaining in this position. He said he has enjoyed his participation on Council but would like to present his letter of resignation to City Council as it is not fair to the residents who elected him. Councilman Morton said it is best for Council to have a full body to deliberate over matters. Mayor Counts said he accepts the resignation with regret but he understands this decision. He said a Councilman places the community before himself and that is difficult sometimes. He said Mr. Morton has served Council and his neighborhood for a long time and he thanked him for all he has done and will do in the future. Councilman Morton expressed his thanks to City Council.

Councilman Schultz asked about the effective date of the resignation. Mr. Morton said the Board of Elections said a letter of resignation must be presented to Council to start the replacement process. He said he will not be able to attend meetings within the next two months. Councilman Wiencek said there is a specific time period spelled out within the Charter. Gene Hollins, Law Director, said the Charter mentions that the Council has the power to accept a resignation by an affirmative vote and that starts a sixty day period. He said the Council must fill the vacancy within that time period and the appointee serves the remainder of the unexpired term. Mr. Hollins said the Charter requires that those persons seeking appointment send to the City Clerk a written letter with their qualifications and indication they are willing to serve. Councilman Grubbs suggested Council vote on the resignation at the next meeting so they have the most time possible. Councilman Cline said the Council will miss the input of Mr. Morton and he thanked him for his service.

ADJOURNMENT

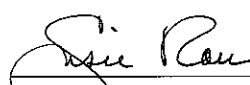
The meeting adjourned at 8:10 p.m.

DATE MINUTES APPROVED: April 1, 2008

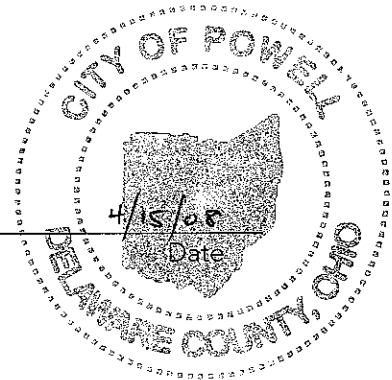


Tom Counts
Mayor

4/14/08
Date



Susie Ross
City Clerk



City Council

Tom Counts, Mayor

Richard Cline

Don Grubbs

Elmer Meider

Bill Morton

Art Schultz

Dan Wiencek