

The City of Springfield, Ohio
City Commission Special Meeting Minutes
Tuesday, March 24, 2020 – 10:00 a.m.
City Hall Forum

A special meeting was called to order by President Copeland at 10 a.m. Roll call was answered by Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

The invocation was offered by Mr. Copeland, who then led the assembly in the Pledge of Allegiance.

On motion of Dr. Estrop, seconded by Mr. Rue, members approved the minutes of the March 3 and March 4, 2020, City Commission Retreat; the March 10, 2020, Work Session; and the March 10, 2020, Legislative Meeting as presented.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

MAYORAL PROCLAMATION AND EXECUTIVE ORDER

89-20 Pursuant to Springfield Codified Ordinance 115.03, Mayor Copeland presented to the City Commission a Mayoral Proclamation and Executive Order he signed on March 16, 2020. The order addressed emergency operations of the city and directed citizens to comply with emergency measures during a COVID-19 pandemic impacting the city, the state, and the country. Mayor Copeland also announced that he signed Amendment No. 1 on March 24, 2020, further authorizing the City Manager to execute all necessary documents as needed. The Mayoral Proclamation and Executive Order and Amendment No. 1 are effective through April 16, 2020.

FIRST READINGS—ORDINANCES

The following legislation was read by title only for the first time and requires presentation at a second regular meeting before vote on passage:

90-20 Authorizing the acceptance of a donation in the amount of \$30,000.00 from the Springfield Citizens Police Academy Alumni Association to be used for the purchase of a mini-caliber robot from ICOR Technology Inc.

Discussion

Mr. Copeland thanked the Springfield Citizens Police Academy Alumni Association for their gift and support.

~~~~~ Next regular City Commission meeting: April 7, 2020. ~~~~~

**SECOND READINGS—ORDINANCES**

The following legislation was presented for a second time:

**80-20 Ordinance No. 20-83: Amending Ordinance No. 91-90, passed March 12, 1991, and commonly known as the Codified Ordinances of The City of Springfield, Ohio, by repealing and replacing certain sections of Chapter 185 entitled Fringe Benefits.**

Discussion

Mr. O'Neill asked for additional detail on the proposed changes. City Manager Heck explained this Codified Ordinance section deals with allowances for employees holding special licenses for positions primarily at the Water Treatment Plant and Wastewater Treatment Plant where certifications are required.

On motion of Mrs. Chilton, seconded by Dr. Estrop, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**107-07 Ordinance No. 20-84: Authorizing the City Manager to execute HPRI Program – Amendment No. 13 to the September 29, 2006 Subrecipient Funding Agreement with Neighborhood Housing Partnership of Greater Springfield, Inc., to revise the Work Program Budget and to extend the completion date to December 31, 2020.**

Discussion

Mrs. Chilton asked Mr. Heck for an explanation of the HPRI Program. Mr. Heck explained the Home Purchase Incentive Program provides our housing partner, NHP, with Community Development Block Grant funding for their work program.

On motion of Mr. O'Neill, seconded by Dr. Estrop, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

## EMERGENCY ORDINANCES

The following emergency legislation was presented for the first time:

**25-20      Emergency Ordinance No. 20-85:   Confirming purchases and the obtaining of services for the City and providing for payments therefor.**

On motion of Dr. Estrop, seconded by Mr. O'Neill, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**14-20      Emergency Ordinance No. 20-86:   Providing for Supplemental Appropriations within various funds.**

On motion of Dr. Estrop, seconded by Mr. Rue, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**89-19**      A Fiscal Officer's Certificate was presented in connection with the proposed issuance of an \$80,000 Sidewalk, Curb and Gutter S.A. Note, Series 2019-B (the Note) in anticipation of the issuance of bonds (the Bonds) to pay the cost of construction of sidewalks, curbs, and gutters comprised in the 2019 Sidewalk, Curb & Gutter Program at various locations throughout the City. The estimated life of the Improvements is at least five (5) years. The maximum maturity of the Bonds calculated in accordance with Section 133.20 of the Ohio Revised Code, is twenty (20) years, but because the special assessments will be payable over a period of five (5) years, and the Bonds are to be issued in anticipation of the collection of those special assessments, the maximum maturity of the Bonds is five (5) years. The maximum maturity of the Notes is five years, provided that their maximum maturity is one year if the Notes are sold at private sale.

**Emergency Ordinance No. 20-87:   Providing for the issuance and sale of notes in the maximum aggregate principal sum of \$80,000 in anticipation of the issuance of bonds to pay the cost of constructing sidewalks, curbs and gutters comprised in the 2019 Sidewalk, Curb and Gutter Program at various locations throughout the City.**

Discussion

Dr. Estrop asked if this is a good time to sell notes in light of the COVID-19 virus impacting finances. Finance Director Beckdahl stated that it is not the best time to sell, but the note would be held internally for a 30-day bridge until the 2019 Sidewalk, Curb and Gutter Program is finalized before issuing a bond.

On motion of Mrs. Chilton, seconded by Mr. O'Neill, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

The Fiscal Officer's Certificate was presented March 17, 2020, prior to the commencement of the City Commission meeting and prior to passage of the ordinance.

**91-20      Emergency Ordinance No. 20-88:   Confirming and approving the adoption of a Revised City Investment and Deposit Policy, and authorizing the City's Finance Director to do all things deemed necessary to implement and apply the Revised City Investment and Deposit Policy.**

Discussion

Dr. Estrop asked for additional detail on the proposed revisions. Mr. Beckdahl indicated the current policy requires Star Ohio investments be capped at 25 percent of the city's portfolio. The proposed revision would allow Star Ohio investments of up to 40 percent.

On motion of Mrs. Chilton, seconded by Dr. Estrop, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**92-20      Emergency Ordinance No. 20-89:   Authorizing the City's continued participation in the Ohio Municipal Joint Self-Insurance Pool for the period of April 1, 2020 through March 31, 2023; authorizing payment to the Ohio Municipal Joint Self-Insurance Pool in an amount not to exceed \$1,500,000.00 in premiums for law enforcement liability, EMS liability, public officials, general liability, automobile, property and inland marine, excess liability, surplus, and equipment breakdown through the premium period.**

On motion of Dr. Estrop, seconded by Mr. Rue, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**93-20      Emergency Ordinance No. 20-90:   Securing to The City of Springfield, Ohio, the benefits of the BuyBoard National Purchasing Cooperative.**

On motion of Mr. Rue, seconded by Mr. O'Neill, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**94-20      Emergency Ordinance No. 20-91:   Securing to The City of Springfield, Ohio, the benefits of the U.S. General Services Administration ("GSA") Purchasing Cooperative.**

On motion of Mr. Rue, seconded by Mr. O'Neill, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**68-20      Emergency Ordinance No. 20-92: Amending Ordinance No. 20-61 to authorize the purchase of a 621G XBAR T4F Case Loader from Southeastern Equipment Company, for an amount not to exceed \$146,563.95 plus trade in of the City's 2008 Case CE 621E XR, through the Ohio Department of Administrative Services, pursuant to Ohio's Cooperative Purchasing Act in accordance with the provisions of Section 125.04 of the Ohio Revised Code.**

Discussion

Dr. Estrop asked if the city should consider holding capital purchases during this time when there will likely be a reduction in revenue. Mr. Beckdahl assured commissioners that staff will examine projects that were budgeted for 2020 and determine what should be held and what is necessary to proceed. Staff will watch cash balances carefully. Mr. Heck added this particular ordinance amends an ordinance passed at the last meeting to include the trade-in value in the overall purchase price of the equipment. Mr. Heck confirmed staff is looking at ways to reduce costs.

On motion of Mrs. Chilton, seconded by Mr. Rue, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**95-20      Emergency Ordinance No. 20-93: Authorizing the City Manager to apply for, accept and enter into a Cooperative Agreement to finance the Water Treatment Plant and Wastewater Treatment Plant Concrete Project with the Ohio Water Development Authority ("OWDA").**

Discussion

Upon question of Dr. Estrop, Mr. Heck stated both treatment plants have concrete infrastructure needs. The project is currently on hold, but the ordinance would allow staff to apply for the financing needed for future completion.

On motion of Dr. Estrop, seconded by Mr. Rue, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**72-20      Emergency Ordinance No. 20-94: Authorizing the City Manager to enter into a Parking Management Agreement with Republic Parking System, LLC, for downtown parking management services, for a period of one (1) year with an option to renew for six (6) additional one-year periods, for an amount not to exceed \$610,490.00.**

Discussion

Mr. Rue stated the need remains for a downtown parking solution but asked the City Manager to discuss how the plan may proceed without impacting citizens and businesses who are suffering during the pandemic.

Mr. Heck explained the previously read ordinance for a five-year contract was amended to a one-year contract with six additional one-year renewal periods. The management fee of \$30,000 with Republic Parking System would be a fixed cost to manage the operations of the parking garage, two parking lots, and metered parking spaces. Completion of the parking garage is on schedule for mid-April. The two parking lots are on hold as paving cannot be completed during this time. Purchase and installation of parking meters is also on hold. Staff will work with Republic to analyze and assess when implementation of parking meters would be appropriate as part of the management fee. Mr. Heck added that other cities are facing similar issues in light of the pandemic, and Republic will advise the City on the best management strategies. The parking garage is a city facility, and we do not have the staff to manage the garage on our own.

Upon question from Mr. Rue regarding the consequence of not entering into the proposed parking management agreement, Mr. Beckdahl stated the city would lose money with the ongoing operating costs and required resources associated to operating a parking system. Mr. Beckdahl added Republic's expertise would minimize the costs incurred and help us choose the proper time to begin charging for parking.

Mr. Rue clarified that the entire \$610,490 would not be spent at one time, but over the course of the contract if renewed. Mr. Rue stated commissioners and staff are closely monitoring the impact of the pandemic on the citizens of Springfield. Mr. Heck agreed that staff is closely watching the business community. Several elements of the parking system will be held until the proper time to proceed.

Mr. O'Neill stated his appreciation for the staff's recommendation of a conservative approach with respect to parking management.

Dr. Estrop commented positively on changing the agreement to a one-year period and delaying the implementation of some of the parking elements. He also thanked staff, Mr. Rue, and Mr. O'Neill for their roles in implementing the changes.

Mrs. Chilton asked when the garage is scheduled to open. Mr. Heck stated the building company is on pace for completion on April 13, but the finalization is dependent on the supply chain continuing to work during this time. The proposed retail spaces may take longer to complete. Mrs. Chilton also asked about the parking lots and metered spaces. Mr. Heck confirmed that parking lot improvements and parking meters for on-parking spaces would be on hold at this point.

Mr. Copeland stated that he shares the same concerns for providing a good parking solution for the community.

On motion of Mr. Rue, seconded by Mr. O'Neill, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**96-20** **Emergency Ordinance No. 20-95: Authorizing participation in the ODOT winter contract for Road Salt.**

Discussion

Mr. Heck explained the city must request to participate in ODOT's winter contract by April 1 to receive best pricing for the coming season.

On motion of Dr. Estrop, seconded by Mr. O'Neill, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**50-20** **Emergency Ordinance No. 20-96: Authorizing the City Manager to enter into a contract with Sterling Quality Concrete, LLC for the 2020 Sidewalk, Curb and Gutter Program for an amount not to exceed \$505,353.20.**

On motion of Dr. Estrop, seconded by Mr. Rue, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**127-15** **Emergency Ordinance No. 20-97: Authorizing the City Manager to enter into Amendment No. 5 to the Agreement for Professional Engineering Consulting Services between the City and Strand Associates, Inc. in connection with the Combined Sewer Overflow Long Term Control Plan to increase the contract in an amount not to exceed \$196,265.00, for a total contract amount not to exceed \$1,168,900.00; confirming and approving services provided from January 1, 2020 to the passage of this Ordinance.**

On motion of Mrs. Chilton, seconded by Mr. Rue, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**97-20** **Emergency Ordinance No. 20-98: Authorizing the City Manager to submit the 2020-2024 Consolidated Plan and 2020 Action Plan of The City of Springfield, Ohio to the United States Department of Housing and Urban Development; authorizing the City Manager, Finance Director, Law Director and Community Development Director to do all things they deem necessary to implement, operate and administer the City's Community Development Block Grant Program, Emergency Shelter Grant Program and HOME Program.**

Discussion

Dr. Estrop requested a brief overview of the Consolidated Plan and Action Plan. Mr. Heck explained the Consolidated Plan addresses the city's planned utilization of funding received from HUD for three programs: \$1,898,704 for the Community Development Block Grant Program, \$162,590 for Emergency Shelter Grant Program, and \$524,657 for the HOME Program. All funding is administered by the Community Development Department for housing programs including fair housing along with partner agencies such as St. Vincent DePaul, Interfaith Hospitality Network, and Neighborhood Housing Partnership.

On motion of Dr. Estrop, seconded by Mr. Rue, the ordinance passed.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

**COMMENTS FROM COMMISSIONERS**

**7-20** Representing the National Council of Negro Women, Clark County Section, Mrs. Chilton read a proclamation whereby Mayor Copeland proclaimed March 24, 2020, as Dorothy Height Day in Springfield.

Mr. Copeland commented that Dr. Height was a key person in the Civil Rights Movement and made a big difference in many people's lives.

**59-20** Mrs. Chilton thanked Mrs. Lawrence's class at Hayward Middle School for writing letters regarding the Kroger store closure. Mr. Copeland added that he personally responded to Mrs. Lawrence and her class.

**89-20** Mr. Rue stated his appreciation for the safety forces and essential service workers who are working during the pandemic. Mr. Rue also commended Governor Dewine's efforts to keep all Ohio citizens safe.

Mr. Copeland agreed and stated his appreciation for the governor's leadership.

Mr. Copeland spoke on the preparations for Y2K concerns as the year 2000 arrived, but it turned out not to be an emergency. However, the COVID-19 pandemic is a true emergency. He stated his appreciation for the staff and citizens for following the suggested guidelines to help stop the spread of the virus. He also commented that legislators would hopefully provide financial assistance to residents and businesses.

**COMMENTS FROM STAFF**

**89-20** Mr. Heck thanked all city staff for their efforts in maintaining services to citizens. Many staff are working from home but responding to citizen requests and concerns. All essential services remain in force.

Police Chief Graf updated commissioners via telephone on the operations of the Police Division. Chief Graf indicated they are operating normally while adopting best practices to protect staff such as closing the offices to the public. Police staff are working closely with the Emergency Management Agency and the Health District. There are no staff in quarantine at this time, but there is a contingency plan in place if needed.

Fire Chief Miller also updated commissioners via telephone. Operations have been somewhat modified with seven staff members self-quarantined for a time and returned to work. Staff is careful with the use of Personal Protection Equipment to maintain supplies while continuing to provide services as normally as possible.

### **COMMUNICATIONS**

**87-90** Notification from the Ohio Division of Liquor Control of a request for a new liquor permit from Family Dollar Stores of Ohio Inc. dba Family Dollar 7159, 1014 West Main Street, Springfield, Ohio 45504.

**89-20** Notification from the Government Finance Officers Association of the city's Comprehensive Annual Financial Report (CAFR) fiscal year ended 2018 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. Presentation of award will be held at a future date.



There being no further business, on motion of Dr. Estrop, seconded by Mr. Rue, the meeting adjourned at 10:59 a.m.

Yeas, Mrs. Chilton, Dr. Estrop, Mr. O'Neill, Mr. Rue, and Mr. Copeland.

Yeas 5, Nays 0.

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PRESIDENT OF THE CITY COMMISSION

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CLERK OF THE CITY COMMISSION