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**RECORD OF PROCEEDINGS**

Minutes of the Silverton City Council Workshop

Held Thursday, September 2, 2010

The Council of the City of Silverton met for a workshop in Council Chambers at 6860 Plainfield Road at 7:00 pm on Thursday, September 2, 2010. Mayor Smith called the meeting to order.

**OPENING REMARKS:**

Mayor Smith led a moment of silent prayer followed by the Pledge of Allegiance.

**ROLL CALL:**

**Elected Officials:**

* John Smith, Mayor Present
* Willa Garner, Council Present
* Shirley Hackett, Council Present
* Mark Quarry, Council Present
* Frank Sylvester, Council Present
* Idella Thompson, Council Present
* Dottie Williams, Council Present

**Also present:**

* Mark Wendling, City Manager
* Meredith George, Clerk of Council
* Tim Casto, City Engineer
* Tom Peterson, Finance Director

**MAYOR’S COMMENTS:**

Mayor Smith announced he has formed a committee to explore updating the current Veteran’s Memorial. Anyone interested is welcome to join the project. Contact Mayor Smith for more information.

**WORKSHOP DISCUSSION ITEMS:**

1. SCIP – Diehl Avenue

Mr. Wendling reported Mr. Casto was present to address Council regarding the City’s SCIP application. Mr. Wendling noted that while grant funding for the project is not likely, we will not know unless we apply. If we are awarded the grant, the City is responsible for a 10% local match plus engineering fees, totaling approximately $50,000. Mr. Casto reported the project is estimated to cost approximately $225,000. The application deadline is September 17, with preliminary scoring available in November. Mrs. Thompson asked if applying for the project is worth our time. Mr. Wendling stated the project is within our budget if we are able to obtain a grant. A loan is not recommended, as we are at our debt capacity. Mrs. Williams asked if we could use the proceeds from the sale of the bank building to complete the project. Mr. Wendling stated those funds will be used to pay down our bond. Mr. Quarry asked about the capital improvement program and the ranking of the condition of the streets. Mr. Wendling reported he has asked Mr. Casto to come to the October workshop to discuss this with Council, due to the large number of items on this evening’s agenda. Council was in agreement to proceed with the Diehl Avenue SCIP application.

1. 6860 Plainfield Road Renovation Options

Mr. Wendling introduced Mr. Greg Galetti from MSA to present the options for renovating the municipal building. Mr. Galetti presented two options: one which keeps the council chambers in its current location and the second which moves the chambers to the first floor, with a full renovation of the current garage area. Either option will need to be phased in over time. Council thanked Mr. Galetti for his time, and will further discuss the options at a later date.

1. 6760 Belkenton Avenue

Mr. Wendling reported that the old nursing home building has been sold to a group of doctors from Warren County, who plan to install a low-level psychiatric facility on the property. They operate a similar facility in Lebanon, and no problems have been reported. Chief Plummer is contacting the local police department for more information. In order to open the facility, the project will have to be reviewed by the Planning Commission and Council. Public hearings will be held to openly discuss the project, and surrounding property owners will be notified of the hearings. Mr. Quarry requested the hearings be well advertised. Mr. Wendling was in agreement. Thus far no paperwork has been submitted, but Mr. Wendling will keep Council up to date on any developments regarding this project.

1. Housekeeping Services

Mr. Wendling reported the City has been dissatisfied with our cleaning services for a number of years. After running the numbers, hiring a part-time employee to clean for 15 hours per week will cost about the same as contracting the service out. Additionally, different people often show up to clean, causing a security concern. Mr. Wendling stated Chief Plummer has someone in mind for the position if approved by Council. Mrs. Thompson stated she may also know of someone interested. Mr. Quarry stated he would like bids from other cleaning companies to be included in the decision making process.

1. Financial Sustainability Committee

Mr. Wendling stated he and Mr. Peterson would like to form a Financial Sustainability Committee to help plan for the future financial needs of the City. The committee will consist of Mr. Wendling, Mr. Peterson, two council members, two residents, and possibly a business owner. Mr. Wendling stated he would like to keep the committee at about 6 – 8 members. Council was in agreement for the formation of the committee. Mr. Wendling stated he would like to have the membership in place by mid-September.

1. Oak Avenue No Parking Zone Request

Mr. Wendling reported that a resident on the Columbia Township portion of Oak Avenue contacted the City requesting parking be reduced to one side of that part of Oak. Mr. Wendling presented pictures showing cars parked on both side of the street, showing the inaccessibility for emergency vehicles. Mr. Wendling is recommending no parking signs be installed on one side of Oak. Mr. Quarry noted the cars in the picture appeared too close to the stop sign and crosswalk, and asked the police department to ticket the vehicles if they are in violation of the parking ordinance. Mr. Quarry motioned to limit parking to one side of the portion of Oak Avenue as discussed. Mrs. Thompson seconded the motion. All members present voted aye. Motion carried. Chief Plummer and Chief Newman will be consulted as to which side to eliminate the parking on, and notices will be sent to the residents in the area.

1. 7221 Montgomery Road

Mr. Wendling stated a meeting is scheduled for September 7, 2010 to finalize the details of the sale contract. Once the details are worked out, a closing date will be established. This is a good deal for the City, and we are getting more for the property than we would have it been advertised on the open market.

1. Cincinnati Public School Project

Mr. Wendling reported the school district is finalizing things with the project. CPS will be in front of the Planning Commission on September 16 to seek approval of the sidewalks being waived on one side of the Montgomery Road entrance. The plans will then be filed with the Hamilton County Building Department for plan review. Once the plans are approved the project will go out to bid.

1. ICRC

Mr. Wendling stated he would like to discuss our contract with ICRC at length at the October workshop. If we intend to cancel our agreement for 2011, we should notify ICRC by November 1.

1. Miscellaneous

Mr. Quarry asked for an update on the resurfacing work on Silverton Avenue as a result of the work done by Duke Energy. Mr. Wendling stated he needed to follow up with the project manager, Mr. John Betsch. Mr. Quarry stressed he feels the road should be repaired properly, including milling and grinding from curb to curb since our new street has been destroyed by the gas main project.

Mayor Smith reported the First Suburbs Consortium event has been cancelled. There were not enough properties identified to proceed with the event.

Mayor Smith reminded all about the Mayor’s Prayer Brunch, which will take place on Saturday, September 25 from 11:00 a.m. to 12:30 p.m. Eight vendors have committed to providing food and refreshments for the event. All are welcome!

**BUSINESS MEETING**

**PUBLIC COMMENT:**

None.

**READING OF LEGISLATION:**

Mrs. George gave the reading of Ordinance 10-3326 An Ordinance to Levy Special Assessments on Property for the Total Cost of Mitigating Noxious Weeds and High Grass Pursuant to Sections 91.70-.73 of the Municipal Code of Ordinances and R.C. 715.261 and Declaring an Emergency. Mrs. Thompson motioned for passage. Mr. Quarry seconded the motion. A roll call vote was taken. All members present voted aye. Mrs. Thompson motioned to suspend the rules. Mrs. Williams seconded the motion. All members present voted aye. Motion carried.

Mrs. George gave the reading of Resolution 10-589 A Resolution Authorizing the City Manager to Enter into a Contract with the Cincinnati Public School District, The Silverton School Local Decision Making Committee and Silverton Paideia School for the Purpose of Employing and Supplying a Resource Coordinator. Mrs. Garner motioned for passage and was seconded by Mr. Sylvester. A roll call vote was taken. All members present voted aye. Motion carried.

**ADJOURNMENT:**

Mrs. Garner motioned for adjournment and was seconded by Mr. Quarry. All members present voted aye. Motion carried.

The meeting was adjourned at 9:29 p.m.

Respectfully submitted,

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Meredith L. George

Clerk of Council

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John A. Smith

Mayor

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Mark T. Wendling

City Manager