

THE CITY OF HURON, OHIO
Proceedings of the Huron City Council
Regular Meeting Tuesday, February 25, 2020 at 6:30 p.m.

A regular meeting of the City Council of the City of Huron, Ohio was called to order by Vice-Mayor Monty Tapp on Tuesday, February 25, 2020 at 6:30p.m. in the Council Room of City Hall, 417 Main Street, Huron, Ohio.

The Vice-Mayor called for a moment of silence. After the moment of silence, the Vice-Mayor led in saying the Pledge of Allegiance to the Flag. After the Pledge of Allegiance was completed, the Vice-Mayor directed the Clerk to call the roll. The following members of Council answered present: **Christine Crawford, Mark Claus, Monty Tapp, Joe Dike and Joel Hagy**. Council members absent: **Sam Artino and Trey Hardy**.

Motion by Ms. Crawford to excuse Mr. Artino and Mr. Hardy from the meeting. The Vice-Mayor asked if there was any discussion on the motion. There being none, he directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

Also present: City Manager Andy White, Assistant to the City Manager Mike Spafford, Fire Chief Curt Schafer, Parks and Recreation Operations Manager Doug Steinwart, City Engineer Doug Green and Executive Administrative Assistant and Clerk of Council Terri Welkener.

Approval of Minutes

Motion by Mr. Claus that the minutes of the regular meeting of February 11, 2020 and the special meeting of February 19, 2020 be approved as printed and received. The Vice-Mayor asked if there was any discussion on the motion. There being none, he directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Claus, Tapp, Dike, Hagy, Crawford (5)
NAYS: None (0)

There being more than a majority voting in favor of the motion, the Vice-Mayor declared the motion passed.

Audience Comments

The Vice-Mayor asked that any member of the public wishing to speak step to the podium, address counsel, state your name and address for the record, and there is a 3-minute time limit.

- **Francesca Lendrum (101 Mansfield Avenue, Huron, Ohio).** Ms. Lendrum extended her thanks to Mr. White, along with his staff, for the work he has done for the City; Ms. Lendrum expressed her disappointment regarding the personal agendas of some individuals and the related costs to the City, including unnecessary legal fees, administrative fees, time and materials and mounds of paperwork need to answer claims and asked for a tally of funds spent.

Old Business

ConAgra Property Swap. Mr. Chojnacki said that, working with Mr. Spafford, we have made some additional modifications to the easement agreement, which has been transmitted to ODNR, and we are awaiting their response. Mr. Chojnacki said that there is no timeframe because we are subject to the whims of the State of Ohio.

Showboat Property. Mr. Chojnacki said that updates on that subject can be provided in executive session if Council is so inclined. Mr. Tapp said that they are in meetings and when they make their decisions, they will let everybody know.

Beachwood Cove. Mr. Tapp asked Mr. White for an update. Mr. White explained the agreement between the association, the City and the County regarding repairs to resolve the water issue/flooding. The City received a revised quote on Friday, with the total cost for the public portion of the project being \$48,000, which will be split 50/50 between the City and Erie County. Additional work for the benefit of the association only will be the responsibility of the association. Mr. White has been working with Mr. Wright from the Beachwood Cove Homeowners Association.

Ordinance 2019-33

Motion by Mr. Claus that Ordinance 2019-33 (AN ORDINANCE AMENDING SECTIONS 1369.01-DEFINITIONS, 1369.02-PURPOSE, 1369.03 RENTAL LICENSE/CERTIFICATE OF OCCUPANCY, 1369.04-FEES, 1369.05-MAINTENANCE RESPONSIBILITIES, 1369.06-ENTRY AND INSPECTION, 1369.07-REPORTS AND REINSPECTION, AND 1369.08-CHANGE OF OWNERSHIP OF CHAPTER 1369 - TRANSIENT RENTAL PROPERTY OF THE CITY OF HURON CODIFIED ORDINANCES AND DECLARING AN EMERGENCY) be placed upon its second reading.

The Mayor asked if there was any discussion on the motion. The Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Claus, Tapp, Dike, Hagy, Crawford (5)
NAYS: None (0)

There being a majority of votes in favor, Resolution No. 2019-33 was placed upon its second reading. The Law Director read the Resolution by its title only.

Mr. Swaisgood announced that the Finance Committee would hold a special meeting on March 5th at 5:00p.m. to discuss the cost analysis on the fees and to recommend a fee to Council for consideration at the March 10th meeting.

Mr. White mentioned the discussion Council had at its Work Session relative to proceeding with the hiring of a part-time Zoning Inspector.

Ordinance 2019-34

Motion by Mr. Claus that Ordinance 2019-34 (AN ORDINANCE AMENDING SECTIONS 189.02-DEFINITIONS, 189.03-IMPOSITION OF TAX, 189.07-STATEMENT AND CHARGE OF TAX, AND 189.08-REGISTRATION OF CHAPTER 189 - LODGING TAX OF THE CITY OF HURON CODIFIED ORDINANCES AND DECLARING AN EMERGENCY) be placed upon its second reading.

The Mayor asked if there was any discussion on the motion. The Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Claus, Tapp, Dike, Hagy, Crawford (5)
NAYS: None (0)

There being a majority of votes in favor, Resolution No. 2019-34 was placed upon its second reading. The Law Director read the Resolution by its title only.

New Business

Resolution 2020-8

Motion by Mr. Dike that the three-reading rule be suspended and Resolution 2020-8 (A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPROVE A GRANT APPLICATION SUBMISSION BY THE HURON FIRE DEPARTMENT TO THE ASSISTANCE TO FIREFIGHTER GRANT PROGRAM) be placed upon its first reading.

The Vice-Mayor asked if there was any discussion on the motion. Captain Schafer provided additional information relating to the Assistance to Firefighters Grant funds requested for the purpose of an air compressor (\$48,000.00) and fit tester (\$13,000.00) with a 5% match (maximum of \$3,200.00). Vice-Mayor Tapp provided additional information regarding the existing equipment. Mr. White explained that these funds were requested on a prior application and this is a resubmission for items not awarded on the prior application. The Vice-Mayor asked if there was any further discussion. There being none, the Vice-Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Dike, Hagy, Crawford, Claus, Tapp (5)
NAYS: None (0)

There being five votes or more in favor, the motion to suspend the three-reading rule passed and Resolution 2020-8 placed upon its first reading. The Law Director read the Resolution by its title only.

After discussion, the Vice-Mayor directed the Clerk to call the roll on the final adoption of Resolution 2020-8. Members of Council voted as follows:

YEAS: Dike, Hagy, Crawford, Claus, Tapp (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Resolution 2020-8 was adopted. The Resolution as adopted was signed by the Vice-Mayor and Clerk of Council and will take effect immediately.

Resolution 2020-9

Motion by Ms. Crawford that the three-reading rule be suspended and Resolution 2020-9 (A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT ON BEHALF OF THE CITY OF HURON, OHIO WITH HURON LAGOONS MARINA, INC. FOR THE LEASE OF A SWIMMING POOL FOR USE BY THE HURON PARKS AND RECREATION DEPARTMENT) be placed upon its first reading.

The Vice-Mayor asked if there was any discussion on the motion. The Vice-Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being five votes or more in favor, the motion to suspend the three-reading rule passed and Resolution 2020-9 placed upon its first reading. The Law Director read the Resolution by its title only.

Ms. Crawford, Mr. White and Mr. Steinwart provided background information regarding Resolution 2020-9.

After discussion, the Vice-Mayor directed the Clerk to call the roll on the final adoption of Resolution 2020-9. Members of Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Resolution 2020-9 was adopted. The Resolution as adopted was signed by the Vice-Mayor and Clerk of Council and will take effect immediately.

Resolution 2020-10

Motion by Ms. Crawford that the three reading rule be suspended and Resolution 2020-10 (A RESOLUTION AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AGREEMENT ON BEHALF OF THE CITY OF HURON, OHIO GRANTING A LICENSE FOR THE HURON BASEBALL AND SOFTBALL PROGRAM, INC. TO UTILIZE ANDREW L. FABENS MEMORIAL PARK BASEBALL FIELDS AND CONCESSION STAND) be placed upon its first reading.

The Vice-Mayor asked if there was any discussion on the motion. The Vice-Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being five votes or more in favor, the motion to suspend the three-reading rule passed and Resolution 2020-10 placed upon its first reading. The Law Director read the Resolution by its title only.

Mr. White and Mr. Steinwart provided background information and answered questions regarding Resolution 2020-10.

After discussion, the Vice-Mayor directed the Clerk to call the roll on the final adoption of Resolution 2020-10. Members of Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Resolution 2020-10 was adopted. The Resolution as adopted was signed by the Vice-Mayor and Clerk of Council and will take effect immediately.

Resolution 2020-11

Motion by Ms. Crawford that the three-reading rule be suspended and Resolution 2020-11 (A RESOLUTION AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE CITY OF HURON, OHIO, TO SUPPORT THE REQUEST OF THE HURON PARKS AND RECREATION DEPARTMENT FOR THE PLACEMENT OF EVENT SIGNAGE IN THE MEDIAN AREA DURING 2020) be placed upon its first reading.

The Vice-Mayor asked if there was any discussion on the motion. The Vice-Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being five votes or more in favor, the motion to suspend the three-reading rule passed and Resolution 2020-11 placed upon its first reading. The Law Director read the Resolution by its title only. The Vice-Mayor asked if there was any discussion.

Mr. White and Ms. Crawford provided background information regarding Ordinance 2020-11.

The Vice-Mayor asked if there was any further discussion. There being none, the Vice-Mayor directed the Clerk to call the roll on the final adoption of Resolution 2020-11. Members of Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Resolution 2020-11 was adopted. The Resolution as adopted was signed by the Vice-Mayor and Clerk of Council and will take effect immediately.

Resolution 2020-12

Motion by Mr. Hagy that the three reading rule be suspended and Resolution 2020-12 (A RESOLUTION AUTHORIZING THE CITY MANAGER, ON BEHALF OF THE ENGINEERING DEPARTMENT, TO FILE A GRANT APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION- SAFE ROUTES TO SCHOOL PROGRAM FOR POTENTIAL FINANCIAL ASSISTANCE TOWARD THE JIM CAMPBELL BOULEVARD BICYCLE/PEDESTRIAN PATH) be placed upon its first reading.

The Vice-Mayor asked if there was any discussion on the motion. The Vice-Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Hagy, Crawford, Claus, Tapp, Dike (5)
NAYS: None (0)

There being five votes or more in favor, the motion to suspend the three-reading rule passed and Resolution 2020-12 placed upon its first reading. The Law Director read the Resolution by its title only. The Vice-Mayor asked if there was any discussion.

Mr. White, Mr. Green and Mr. Swaisgood provided background information and answered questions from Council regarding Resolution 2020-12.

The Vice-Mayor asked if there was any other discussion. There being none, the Vice-Mayor directed the Clerk to call the roll on the final adoption of Resolution 2020-12. Members of Council voted as follows:

YEAS: Hagy, Crawford, Claus, Tapp, Dike (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Resolution 2020-12 was adopted. The Resolution as adopted was signed by the Vice-Mayor and Clerk of Council and will take effect immediately.

Resolution 2020-13

Motion by Ms. Crawford that the three-reading rule be suspended and Resolution 2020-13 (A RESOLUTION AUTHORIZING AND DIRECTING THE CITY MANAGER TO ENTER INTO AN AGREEMENT CONFIRMING THE JOINT ACQUISITION, OPERATION AND/OR MAINTENANCE OF RECREATIONAL FACILITIES AND AN AGREEMENT FOR THE OPERATION AND MAINTENANCE OF SUCH FACILITIES AND PROGRAMS ESTABLISHED BY THE HURON JOINT RECREATION PROGRAM) be placed upon its first reading.

The Vice-Mayor asked if there was any discussion on the motion. The Vice-Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being five votes or more in favor, the motion to suspend the three-reading rule passed and Resolution 2020-13 placed upon its first reading. The Law Director read the Resolution by its title only. The Vice-Mayor asked if there was any discussion.

Mr. White provided background information and answered questions from Council regarding Ordinance 2020-13.

The Vice-Mayor asked if there was any other discussion. There being none, the Vice-Mayor directed the Clerk to call the roll on the final adoption of Resolution 2020-13. Members of Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Resolution 2020-13 was adopted. The Resolution as adopted was signed by the Vice-Mayor and Clerk of Council and will take effect immediately.

Resolution 2020-14

Motion by Ms. Crawford that the three reading rule be suspended and Resolution 2020-14 (A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH OCI INVSETMENT LLP OPERATING UNDER AGREEMENT WITH LODGING LLC GRANTING THE CITY A LICENSE TO OCCUPY AND USE PROPERTY FOR THE PURPOSE OF CITY-SPONSORED EVENTS) be placed upon its first reading.

The Vice-Mayor asked if there was any discussion on the motion. The Vice-Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being five votes or more in favor, the motion to suspend the three-reading rule passed and Resolution 2020-14 placed upon its first reading. The Law Director read the Resolution by its title only. The Vice-Mayor asked if there was any discussion.

Mr. White, Mr. Steinwart and Ms. Crawford provided background information and answered questions from Council regarding Resolution 2020-14.

The Vice-Mayor asked if there was any other discussion. There being none, the Vice-Mayor directed the Clerk to call the roll on the final adoption of Resolution 2020-14. Members of Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Resolution 2020-14 was adopted. The Resolution as adopted was signed by the Vice-Mayor and Clerk of Council and will take effect immediately.

Resolution 2020-15

Motion by Ms. Crawford that the three-reading rule be suspended and Resolution 2020-15 (A RESOLUTION AUTHORIZING THE CITY MANAGER TO APPROVE A GRANT APPLICATION SUBMISSION BY THE HURON PARKS AND RECREATION DEPARTMENT TO THE WIGHTMAN-WIEBER CHARITABLE FOUNDATION GRANT FOR POTENTIAL FUNDING TO BE USED FOR THE PURCHASE OF LIFE JACKETS FOR NICKEL PLATE BEACH) be placed upon its first reading.

The Vice-Mayor asked if there was any discussion on the motion. The Vice-Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being five votes or more in favor, the motion to suspend the three-reading rule passed and Resolution 2020-15 placed upon its first reading. The Law Director read the Resolution by its title only. The Vice-Mayor asked if there was any discussion.

Mr. White and Mr. Steinwart provided background information and answered questions from Council regarding Ordinance 2020-15.

The Vice-Mayor asked if there was any other discussion. There being none, the Vice-Mayor directed the Clerk to call the roll on the final adoption of Resolution 2020-15. Members of Council voted as follows:

YEAS: Crawford, Claus, Tapp, Dike, Hagy (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Resolution 2020-15 was adopted. The Ordinance as adopted was signed by the Vice-Mayor and Clerk of Council and will take effect immediately.

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Resolution 2020-16

Motion by Mr. Hagy that the three-reading rule be suspended and Resolution 2020-16 (A RESOLUTION CONTINUING THE COMPENSATION AND BENEFITS OF EXECUTIVE ADMINISTRATIVE ASSISTANT/CLERK OF COUNCIL TERRI WELKENER) be placed upon its first reading.

The Vice-Mayor directed the Clerk to call the roll on the motion. Members of the Council voted as follows:

YEAS: Hagy, Crawford, Claus, Tapp, Dike (5)
NAYS: None (0)

There being five votes or more in favor, the motion to suspend the three-reading rule passed and Resolution 2020-16 placed upon its first reading. The Law Director read the Resolution by its title only. The Vice-Mayor asked if there was any discussion.

Mr. White provided background information and answered questions from Council regarding Ordinance 2020-16.

The Vice-Mayor asked if there was any other discussion. There being none, the Vice-Mayor directed the Clerk to call the roll on the final adoption of Resolution 2020-16. Members of Council voted as follows:

YEAS: Hagy, Crawford, Claus, Tapp, Dike (5)
NAYS: None (0)

There being a majority vote in favor of adoption, Ordinance 2020-16 was adopted. The Resolution as adopted was signed by the Vice-Mayor and Clerk of Council and will take effect immediately.

Motion

Motion by Mr. Claus to instruct the administration to prepare legislation authorizing City Council to engage outside legal counsel, the firm of Seeley, Savidge, Ebert and Ghourash.

The Vice-Mayor asked if there was any discussion on the motion.

Ms. Crawford asked Mr. Claus why this firm was chosen, when Council had interviewed two firms. Mr. Claus stated that in order to prepare the documents to vote at the next meeting, the firm must be specified so that they can prepare the contract.

Mr. Chojnacki explained that Council had a special meeting last week where they interviewed certain legal counsel to provide them with legal advice outside the bounds of what the Law Director is ethically able to provide. The motion that Council is considering is to authorize the administration to prepare the legislation to hire one of those two firms to provide you with the counsel that your Law Director cannot. Council is entitled to discuss now the merits of the individuals that you are considering hiring for that opportunity and then voting on it. From there, the administration will take it and ensure that Council has the appropriate legislation to review the terms of representation, which would be informal legislation with an agreement that would be a public record that would outline the scope of services as you have discussed, terms of compensation and duration of service.

The Vice-Mayor asked if there was further discussion. Ms. Crawford once again asked why this firm was chosen. Mr. Claus said that both firms interviewed were certainly qualified and his reason for making a motion for this firm is that they seem to be a little more specifically qualified in the expertise in the matters

to be reviewed. Mr. Claus said that it seemed to him that they could get to a final opinion and answer in a more timely fashion.

Ms. Crawford asked what the difference in the fees is. Mr. Claus said that SSEG was \$175/hour and the other firm was \$155/hour, which is \$20/hour more.

The Vice-Mayor asked if there was any additional discussion. There being none, the Vice-Mayor directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Claus, Tapp, Dike, Hagy (4)
NAYS: Crawford (1)

There being a majority in favor, the motion passed.

Mr. White advised Council to consider an appropriate budgetary scope for the hiring of outside counsel, and prepare companion legislation to whatever agreements come through so the Finance Department can appropriate those funds moving forward, and to have that set up.

Mr. Hagy what kind of number Finance would be looking for. Mr. White recommended that Council modify a specific budget line item to include whatever that total proposal would be, and then Mr. Swaisgood would be more comfortable processing the financial activity that would come through that. Mr. Claus asked if that meant Council should set up a maximum expenditure. Mr. White said that it didn't have to be a maximum, just a budget, and that number can be modified later.

Mr. Chojnacki said that the outside law firm will prepare all legislation relating to this matter. Any contract with a municipality should had a certificate of available funds from the fiscal officer, and I would expect your legal counsel would have that prepared and available.

Mr. Hagy asked Mr. Swaisgood to specify where the funds are going to come from so that Council knows who is going to feel the pain, be it police, fire, parks and recreation, etc. Mr. Swaisgood said that is something to be looked at internally, and recommended a "not to exceed" amount so that if that amount is reached, we would have to come back to Council in order to re-appropriate the funds. Mr. Claus said the firm had brought up some things they should check on, too.

City Manager's Discussion

Mr. White discussed the following topics:

- Litigation between the City, the Pharmacy Board and OPC, now Firelands Scientific resolution;
- Public information meeting relating to US Route 6 Phase II, tentatively set for April 7, 2020 from 6-8pm, but the location has not yet been finalized;
- US Route 6 Phase I commencing this spring;
- Town Hall Meeting scheduled;
- Meeting regarding ConAgra re: USGS and utility infrastructure activation.

Mr. Claus asked if there was an update on the report from ECEDC, to which Mr. White answered he expected to receive a draft tomorrow. Mr. White said that it was intended to go through Council at a work session first, and there would be assignments to specific task force groups.

Vice-Mayor's Discussion

Vice-Mayor Tapp discussed the following topics:

- Water plant tour;
- Meeting with Mr. Steinwart;
- Thanks to Francesca Lendrum;
- Town Hall Meetings.

For the Good of the Order

- Mr. Hagy – thanks to everyone for coming; kudos to Captain Nash for obtaining grant funds;
- Mr. Claus – Town Hall Meetings (4 dates); April 2, 2020 at First Presbyterian Church and sponsored by Joel Hagy, June 10, 2020, September 8, 2020, and December 5, 2020; great work by Parks and Recreation, Police and Fire Departments;
- Ms. Crawford – Congratulations to the Carol Crane Youth Theater, who took first place at the National Performing Arts Festival at Walt Disney World; Safety Committee meeting after March 17, 2020; upcoming Parks meeting will be standing meeting on March 3, 2020; daylight savings time is coming on March 8, 2020; Sheila Earhart is doing better at Brunswick Point;

Executive Session

Motion by Mr. Claus to move into executive session to consider appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official or the investigation of charges or complaints against public employee, official, licensee or regulated individual, and to invite Mr. Hardy (via telephone) and Mr. Chojnacki to join the meeting.

The Vice-Mayor stated that there may or may not be action taken after the executive session. The Vice-Mayor directed the Clerk to call the roll on the motion. Members of Council voted as follows:

YEAS: Claus, Tapp, Dike, Hagy, Crawford (5)
NAYS: None (0)

There being a majority vote in favor of adoption, the motion passed.

Council moved into executive session at 7:21 pm.

Return to Regular Session

Council returned to regular session at 7:43 pm.

Adjournment

Motion by Mr. Dike to adjourn the meeting.

Members of Council voted as follows:

YEAS: Dike, Hagy, Crawford, Claus, Tapp ()
NAYS: None (0)

With a majority in favor, the regular meeting of February 25, 2020 was adjourned at 8:36 pm.


Terri S. Welkener, Clerk of Council

Adopted: 10 MAR 2020

Upon approval by the City Council, the official written summary of the meeting minutes will become a permanent record, and the official minutes shall also consist of a permanent audio recording, excluding executive sessions, in accordance with Section 121.01(III) of the Administrative Code.

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