

**City of Fairfield
Minutes
Regular Meeting of City Council
November 11, 2019**

Council-Manager Briefing

A. 5:30 PM - 2020 Operating Budget

Mayor Miller called the briefing to order at 5:30 PM. Councilmembers present: Leslie Besl, Craig Keller, Debbie Pennington, Tim Abbott, Ron D'Epifanio, Chad Oberson and Bill Woeste. Staff members present: Mark Wendling, Dan Wendt, Scott Timmer, Alisha Wilson, Steve Wolterman, Steve Maynard, Adam Sackenheim, Don Bennett, Tiphonie Howard, Greg Kathman, Carol Mayhall and Jenna Trice.

Finance Director Scott Timmer and department heads presented the remaining departmental budgets for 2020. See attached slides.

Business Meeting Call to Order

Mayor Miller called the Regular Meeting to order at 7:00 PM.

Prayer/Pledge of Allegiance

Councilmember Abbott led in prayer and Pledge of Allegiance.

Roll Call

Councilmembers present included:

Attendee Name	Title	Status	Arrived
Ron D'Epifanio	Council Member at Large	Present	
Chad Oberson	Council Member at Large	Present	
Bill Woeste	Council Member at Large	Present	
Leslie Besl	Council Member, 1st Ward	Present	
Craig W. Keller	Council Member, 2nd Ward	Present	
Debbie Pennington	Council Member, 3rd Ward	Present	
Tim Abbott	Council Member, 4th Ward	Present	
Steve Miller	Mayor	Present	

Agenda Modifications

None.

Executive Session Requests

Councilmember Abbott, seconded by Councilmember Keller, moved for executive session to discuss the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee and pending or imminent court action. Motion carried 7-0.

Special Presentations and Citizen Comments

a. Proclamation - Trevor Orlett, Eagle Scout

Mayor Miller presented a proclamation and a plaque to Trevor Orlett, in recognition of his achievement of Eagle Scout rank and his contributions to the city.

Public Hearing(s)

Joint Public Hearing - Zoning Code Changes

Mayor Miller opened the joint public hearing at 7:10 PM. Clerk Wilson called the Planning Commission roll call. Commissioners present: Dean Langevin, Don Hassler, Scott Lepsky, Dale Paullus and Brian Begley. Commissioner Lepsky, seconded by Commissioner Hassler, moved to excuse Commissioner Senger. Motion carried 5-0. Clerk Wilson read the meeting notice. Planning Manager Erin Lynn presented the proposed changes to the Zoning Code. See attached slides. Councilmember Oberson asked for clarification regarding the portable storage unit changes and stated that he feels there should be more discussion and input from the business community regarding these changes. Mayor Miller closed the public hearing at 7:30 PM.

Approval of Minutes

The Regular Meeting Minutes of October 28, 2019 were approved as written and submitted.

OLD BUSINESS AND REPORTS

Community & Public Relations Committee

Leslie Besl, Chair; Debbie Pennington, Vice Chair; Craig Keller, Member

Development Services Committee

Bill Woeste, Chair; Tim Abbott, Vice Chair; Ron D'Epifanio, Member

Ordinance to adopt new sections 1143.26.1 and 1143.31 and amend various sections of the Zoning Code of Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio.

Recommendation:

It is recommended that City Council have a first reading on this ordinance at the October 28, 2019 meeting and set the joint public hearing date for November 11, 2019.

Second reading was held pending Planning Commission recommendation.

RESULT:	TABLED [UNANIMOUS]	Next: 11/25/2019 7:00 PM
AYES:	D'Epifanio, Oberson, Woeste, Besl, Keller, Pennington, Abbott	

Parks, Recreation and Environment Committee

Craig Keller, Chair; Bill Woeste, Vice Chair; Debbie Pennington, Member

Public Safety Committee

Ron D'Epifanio, Chair; Craig Keller, Vice Chair; Tim Abbott, Member

Public Works Committee

Chad Oberson, Chair; Ron D'Epifanio, Vice Chair; Bill Woeste, Member

Public Utilities Committee

Debbie Pennington, Chair; Chad Oberson, Vice Chair; Leslie Besl, Member

Finance & Budget Committee

Tim Abbott, Chair; Leslie Besl, Vice Chair; Chad Oberson, Member

NEW BUSINESS

Development Services Committee

Bill Woeste, Chair; Tim Abbott, Vice Chair; Ron D'Epifanio, Member

Motion to Read by Title Only

Motion to read one (1) ordinance by title only.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Bill Woeste, Council Member at Large
SECONDER:	Tim Abbott, Council Member, 4th Ward
AYES:	D'Epifanio, Oberson, Woeste, Besl, Keller, Pennington, Abbott

Ordinance to Adopt the Fairfield Forward Comprehensive Plan dated November, 2019 and include it as a part of the official comprehensive plan of the City of Fairfield, Ohio pursuant to §8.01(C)(2) of the Fairfield City Charter.

Recommendation:

It is recommended that City Council has a first reading of the ordinance to adopt the Fairfield Forward Comprehensive Plan at the November 11, 2019 meeting and await a recommendation from the Planning Commission.

Councilmember Woeste presented the first reading of this ordinance.

RESULT:	FIRST READING	Next: 11/25/2019 7:00 PM
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Public Safety Committee

Ron D'Epifanio, Chair; Craig Keller, Vice Chair; Tim Abbott, Member

Motion to Read by Title Only

Motion to read one (1) ordinance by title only.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Ron D'Epifanio, Council Member at Large
SECONDER:	Debbie Pennington, Council Member, 3rd Ward
AYES:	D'Epifanio, Oberson, Woeste, Besl, Keller, Pennington, Abbott

Ordinance to authorize the City Manager to execute an agreement for indigent legal representation for 2020 in the Fairfield Municipal Court with the Butler County Public Defender Commission/Butler County Board of Commissioners and declaring an emergency.

Recommendation:

It is recommended that Council adopt an ordinance to authorize the City Manager to execute the

agreement for indigent legal representation for 2020 in the Fairfield Municipal Court with the Butler County Public Defender Commission/Butler County Board of Commissioners.

Councilmember Woeste presented the first reading of this ordinance.

RESULT:	FIRST READING	Next: 11/25/2019 7:00 PM
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Public Works Committee

Chad Oberson, Chair; Ron D'Epifanio, Vice Chair; Bill Woeste, Member

Motion to Read by Title Only

Motion to read one (1) ordinance by title only.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Bill Woeste, Council Member at Large
AYES:	D'Epifanio, Oberson, Woeste, Besl, Keller, Pennington, Abbott

Motion to Suspend Second and Third Readings

Councilmember Oberson presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Debbie Pennington, Council Member, 3rd Ward
AYES:	D'Epifanio, Oberson, Woeste, Besl, Keller, Pennington, Abbott

Ordinance to authorize the City Manager to enter into a contract with Pat C. Wheeler for purchase of the Wheeler Property consisting of 7.16 acres along Pleasant Avenue, Fairfield, Ohio and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the preparation of legislation, with rules suspension and emergency provision, authorizing the City Manager to execute an agreement with Pat C. Wheeler for the purchase of the 7.16 acre Pleasant Avenue property known as Parcel A0700-012-000-041.

ORDINANCE NO. 109-19. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Chad Oberson, Council Member at Large
SECONDER:	Craig W. Keller, Council Member, 2nd Ward
AYES:	D'Epifanio, Oberson, Woeste, Besl, Keller, Pennington, Abbott

Finance & Budget Committee

Tim Abbott, Chair; Leslie Besl, Vice Chair; Chad Oberson, Member

Motion to Read by Title Only

Motion to read two (2) ordinances by title only.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Debbie Pennington, Council Member, 3rd Ward
AYES:	D'Epifanio, Oberson, Woeste, Besl, Keller, Pennington, Abbott

Ordinance to amend Ordinance No. 127-18 entitled “An Ordinance to make estimated appropriations for the expenses and other expenditures of the City of Fairfield, Ohio, during a period beginning January 1, 2019, and ending December 31, 2019.”

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 110-19. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	D'Epifanio, Oberson, Woeste, Besl, Keller, Pennington, Abbott

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Bill Woeste, Council Member at Large
AYES:	D'Epifanio, Oberson, Woeste, Besl, Keller, Pennington, Abbott

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Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this Ordinance and adopt the appropriations listed above.

ORDINANCE NO. 111-19. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Craig W. Keller, Council Member, 2nd Ward
AYES:	D'Epifanio, Oberson, Woeste, Besl, Keller, Pennington, Abbott

Motion to Suspend Second and Third Readings

Councilmember Abbott presented the first reading of this ordinance.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Debbie Pennington, Council Member, 3rd Ward
AYES:	D'Epifanio, Oberson, Woeste, Besl, Keller, Pennington, Abbott

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- A. Monday, November 25 - Regular Meeting, 7:00 PM
- B. Monday, December 2 - Regular Meeting, 7:00 PM
- C. Monday, December 9 - Regular Meeting, 7:00 PM

Executive Session of Council (if needed)

Council adjourned to Executive Session at 7:45 PM.

14. ADJOURNMENT

The Regular Meeting adjourned at 7:53 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved_____

Public Hearing

Proposed Changes to the Planning and Zoning Code

November 11, 2019

Proposed Zoning Code Changes

- Portable Storage Containers in Commercial Zoning Districts
- Rain Barrels in Residential Zoning Districts
- Definitions - new, modified and deleted
 - Night Club
 - Kennel
 - Motor Vehicle related uses
 - Junkyard
- Zoning Districts - Motor Vehicle related uses
 - – Conditional Uses in Commercial and Industrial Zoning Districts

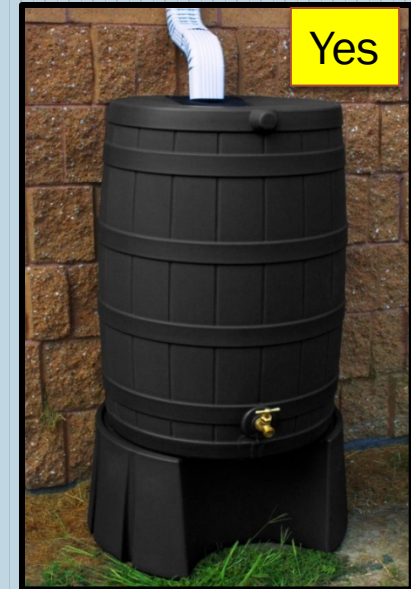
Portable Storage Containers

- Applies to Commercial Zoning Districts
- Allowable as a **temporary accessory use** not to exceed:
 - 90 days within a 1-year period
 - 180 days for construction or remodeling projects
- **Guidelines:**
 - Max. size = 40' L x 10' W x 10' H
 - No vertical stacking
 - Placed in rear of property and behind the building
 - Maintained in good condition
 - Located on a hard durable surface



Rain Barrels

- Applies to Residential Zoning Districts
- Guidelines:
 - **Location**: not permitted in the front or street side yard
 - **Appearance**: containers to be earth tone colors or screened from view
 - **Height**: not to exceed 6 feet from grade
 - **Size**: max. capacity of 100 gallons
 - **Number**: more than 2, must be screened



Night Club – new definition

- An establishment:
 - Including but not limited to – bars, lounges, taverns, dance halls and pool halls
 - Serves alcohol & provides entertainment – amplified music, dancing, table games, video games or other live entertainment activities
 - Includes restaurants that provide entertainment after 12 AM
- Currently a conditional use in commercial zoning districts



Kennel- modify definition

- Existing: Any structure or lot on which more than 2 dogs or cats over 4 months of age are kept
- Propose: Increase to more than 4 dogs or cats



“Motor Vehicle” Definitions

- Motor Vehicle – new definition
- Motor Vehicle Service Facility - modified
- Motor Vehicle Repair Garage – new definition
 - Replaces “Motor Vehicle Repair, Major and Minor”
- Motor Vehicle Storage Yard – new definition
- Junkyard – modified

Recommend Conditional Uses in Various Zoning Districts

Fairfield Photos



Motor Vehicle – new definition

- Any machine designed or intended to travel over land, sea or air by self-propulsion or while attached to an self-propelled vehicle



Motor Vehicle Service Facility –modify def.

- Primary purpose of performing routine maintenance of motor vehicles
 - Such as removal/replacement of lubricants, tires and batteries
 - May include retail sales of those items
- Does NOT include the storage or repair of any unlicensed, partially dismantled or inoperable vehicles

Zoning Districts

- C-2 & D-1: Conditional Use
- C-3 & C-3A:
 - Currently Permitted Use
 - Propose Conditional Use

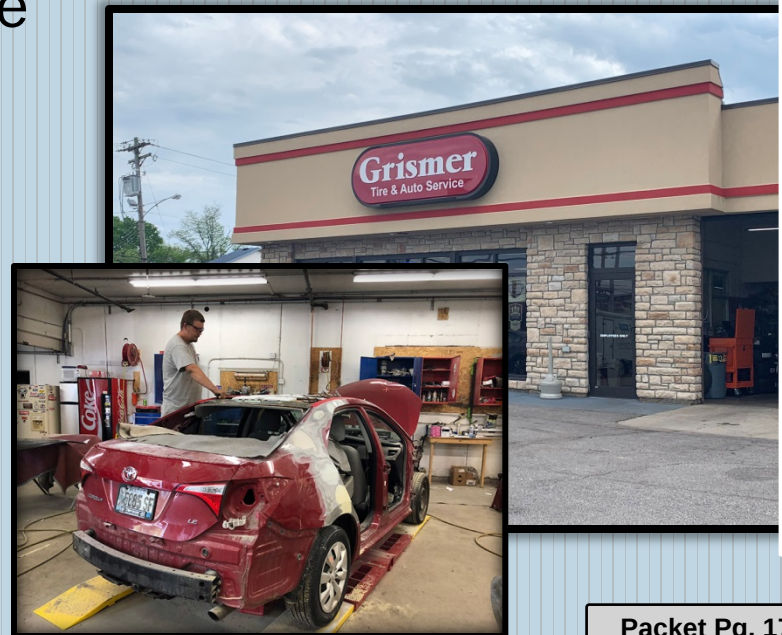


Motor Vehicle Repair Garage – new definition

- Replaces Motor Vehicle Repair, Major & Minor Definitions
- Primary Purpose –
 - General auto repair and auto body repair
 - Collision services (ex. painting, frame dissecting or straightening)
- Can have up to 10 unlicensed, partially disassembled, wrecked or inoperable vehicles stored on site

Zoning Districts

- Currently Permitted Use
 - C-3 & C-3A Districts
- Recommend Conditional Use
 - C-3 & C-3A Districts
 - M-1 & M-2 Districts



Motor Vehicle Storage Yard – new def.

- Property used by a towing company, wrecker or similar
- Temporary storage of operable vehicles OR
- Inoperable vehicles designated to be transported to a motor vehicle repair garage or junkyard
- Can have up to 10 unlicensed, partially disassembled, wrecked or inoperable vehicles stored on site

Zoning District

- Recommend as a Conditional Use
 - M-1 and M-2 Districts



Junkyard – modify definition

- Existing Definition:
 - Any area where waste, discarded or salvaged materials are bought, sold, exchanged, baled, packed, disassembled
 - Includes ~~auto wrecking yards~~, house wrecking yards, used lumber yards or yards for the storage of salvaged materials
- Addition to Definition:
 - Property where vehicles are kept for the primary purpose of disassembling, dismantling, cutting up, stripping or otherwise wrecking such vehicle to extract parts, components or accessories
 - Property containing 10 or more unlicensed, partially disassembled, wrecked or inoperable motor vehicles that are kept or stored

Zoning District

- Recommend remain a conditional use in the M-2 District



Schedule

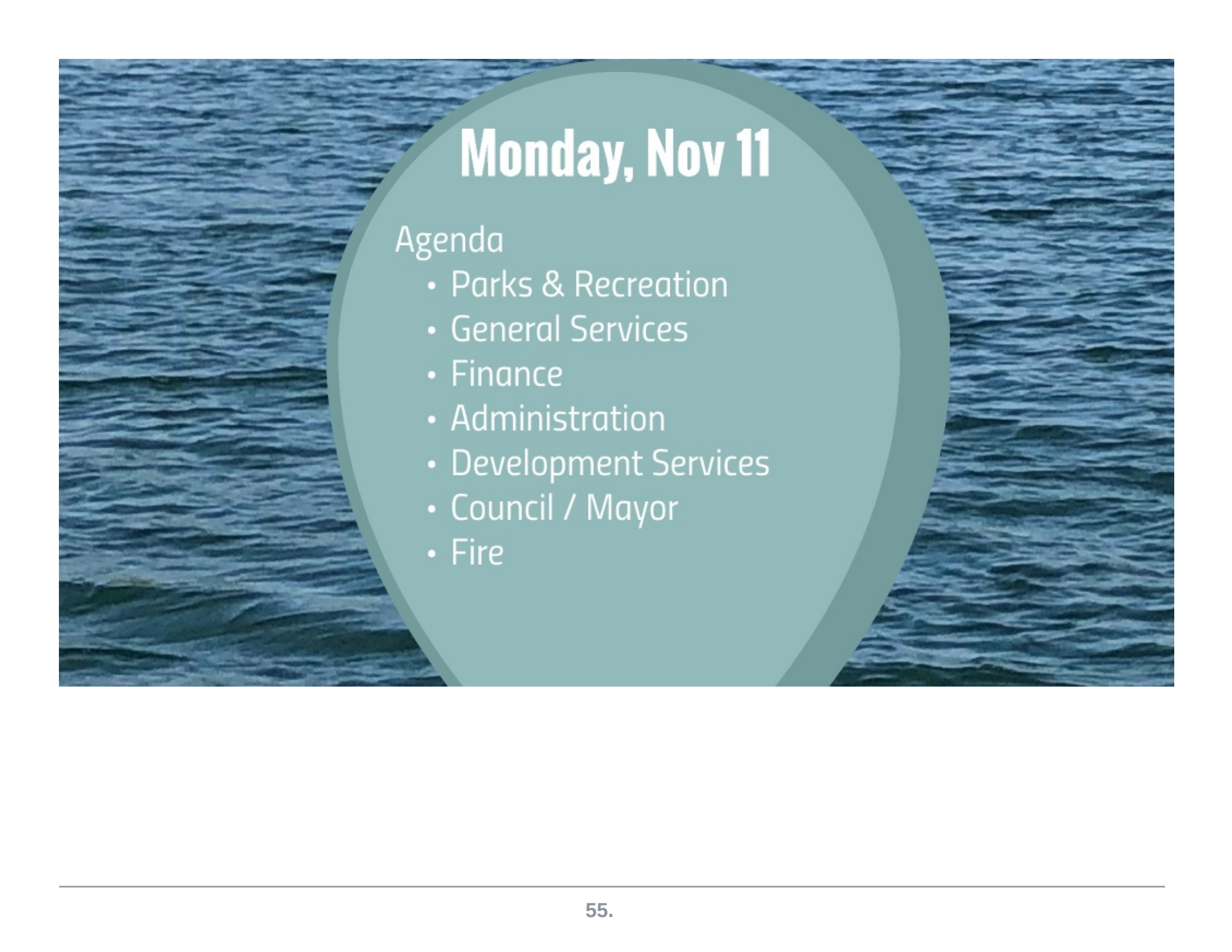
- Public Hearing – November 11, 2019
- Planning Commission – November 13 at 6:00 PM
- Second Reading – November 25 at 7:00 PM
- Third Reading – December 2 at 7:00 PM

Comments or Questions?

2020 Annual Operating Budget

City of Fairfield, Ohio





Monday, Nov 11

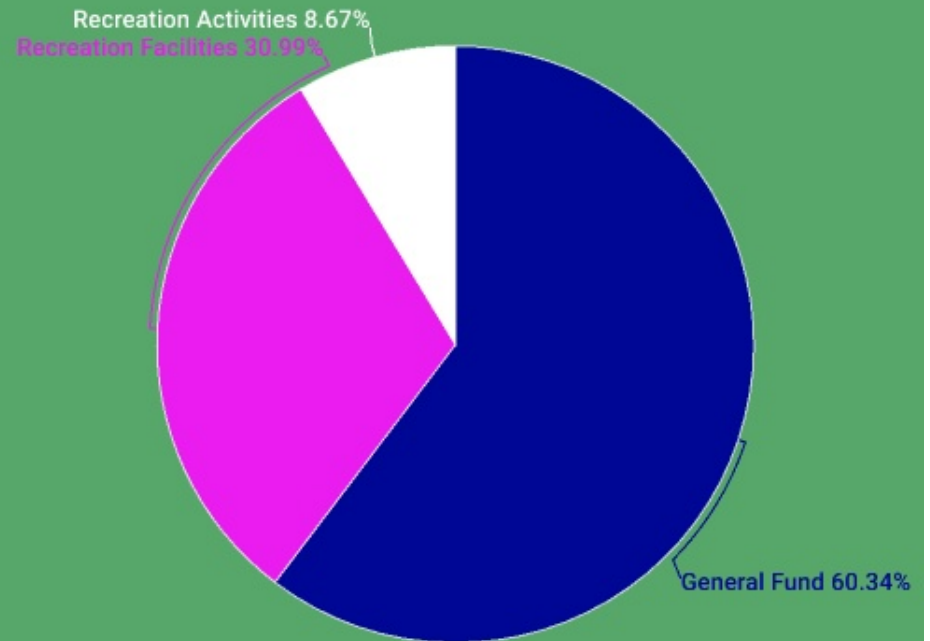
Agenda

- Parks & Recreation
- General Services
- Finance
- Administration
- Development Services
- Council / Mayor
- Fire

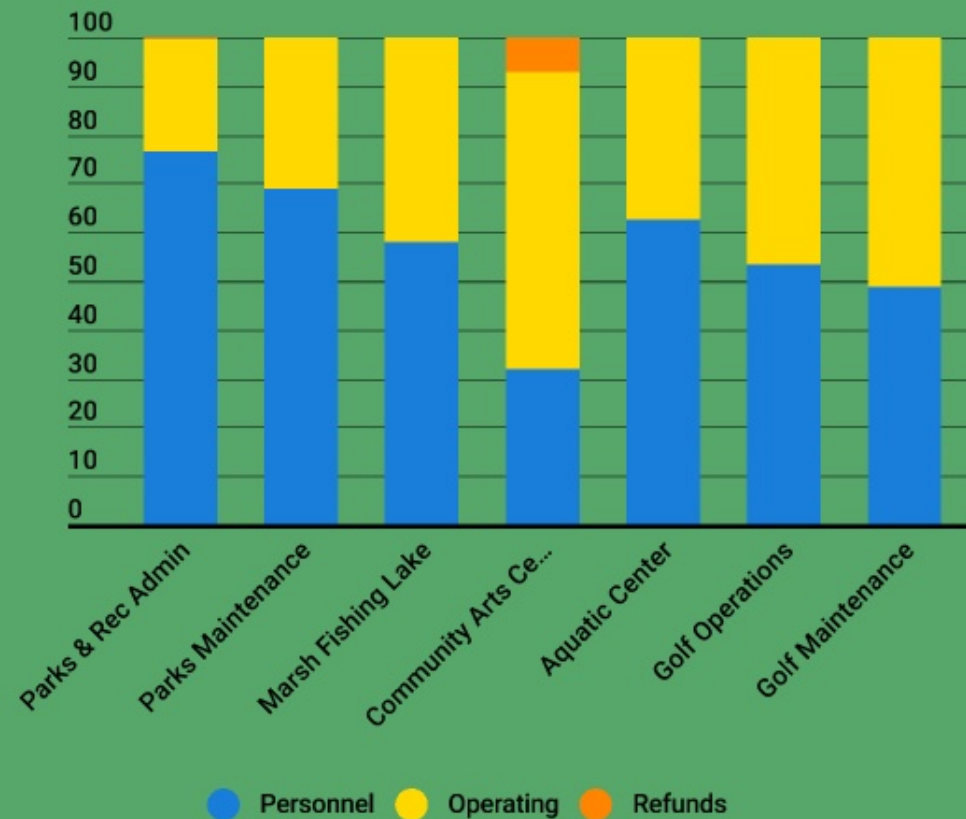
Parks & Recreation

Funding sources vary based on operations

- General Fund - \$3,233,793
 - Administration
 - Parks Maintenance
 - Marsh Lake
 - Community Arts Center
- Enterprise Funds
 - Recreation Facilities (640) - \$1,652,508
 - Aquatic Center
 - Golf Operations and Maintenance
 - Recreation Activities (641) - \$464,580



Parks & Recreation Expense Type



Parks & Recreation

\$5,350,881 - 3.65%

Expenditures

- Parks Administration - \$1,469,356
 - Increases in Personnel and Related Costs, Recreational Activities, Bank Charges, and Non-Capital Equipment
 - Decreases in Printing & Reproduction, Office Supplies, Recreation Supplies, and Office Furnishings
- Parks Maintenance - \$1,288,501
 - Increases in Personnel and Related Costs, Other Professional Services, Gasoline In-House, and Capital Equipment
 - Decrease in Other Fuels
- Marsh Park Fishing Lake - \$117,811
 - Increases in Personnel and Related Costs
 - Decreases in Maintenance of Land, Building & Facilities, Printing & Reproduction, Supplies to Maintain Land, Building & Facilities, and Recreation Supplies
- Community Arts Center - \$822,705
 - Increases in Personnel and Related Costs, Communications, Postage, Other Professional Services, Maintenance of Equipment, Maintenance of Land, Building & Facilities, Janitorial Services, Advertising & Publications, Taxes, Licenses & Permits, Printing & Reproduction, Dues, Memberships & Books, Recreational Activities, and Office Supplies
 - Decreases in Training & Business Expense, Utilities, Medical Supplies, Cleaning Supplies, Concessions, Capital Equipment, and Refunds



Parks & Recreation

\$5,350,881 - 3.65%

- Expenditures (Continued)

- Aquatic Center - \$216,643

- Increases in Personnel and Related Costs, Other Professional Services, Maintenance of Land, Building & Facilities, Supplies to Maintain of Land, Building & Facilities and Capital Equipment
 - Decrease in Printing & Reproduction, Merchandise, Chemicals, and Recreation Supplies

- Golf Operations - \$702,257

- Increases in Training & Business Expenses, Maintenance of Equipment, Maintenance of Land, Building & Facilities, Printing & Reproduction, Rental Replacement, and Recreation Supplies
 - Decreases in Personnel and Related Costs, Recreational Activities, Bank Charges, and Cleaning Supplies

- Golf Maintenance - \$733,608

- Increases in Training & Business Expenses, Utilities, Communications, Maintenance of Land, Building & Facilities, Printing & Reproduction, Dues, Memberships & Books, Gasoline In-House, Supplies to Maintain Land, Building & Facilities, and Chemicals
 - Decreases in Personnel and Related Costs and Medical Supplies



General Services

\$4,694,325 - (0.48%)

Funding Source

- General Fund

Expenditures

- Increase in Personnel and Related Costs, State and Federal Audit Services, Maintenance of Land, Building and Facilities, Software Maintenance, Election Expenses, Refunds
- Decrease in Transfers To Other Funds



Finance

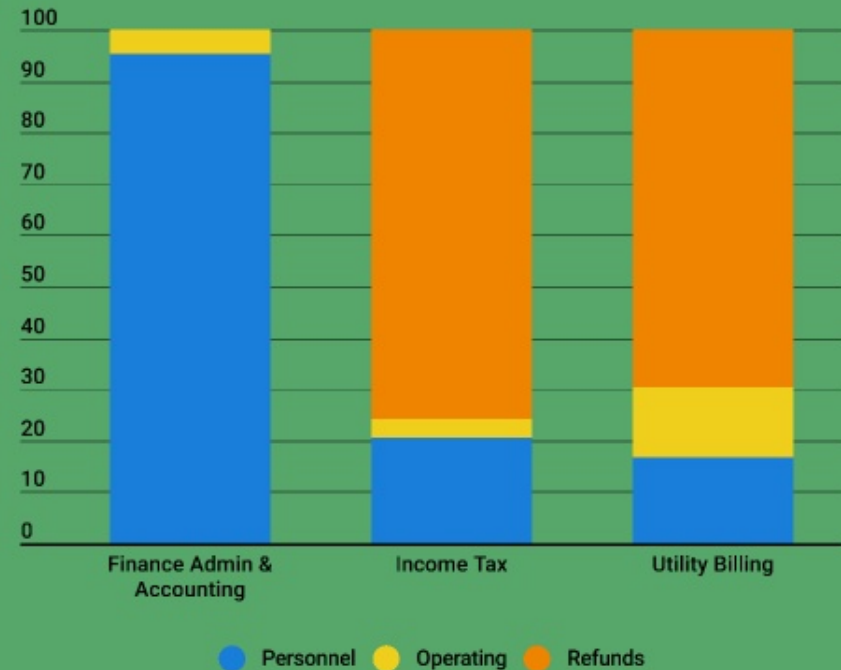
Funding Sources

- General Fund
- Enterprise Fund
- Trust & Agency Fund

Expenditures

- Finance Administration & Accounting - \$677,715
 - Increase in Communications, Printing & Reproduction, and Non-Capital Equipment
 - Decrease in Personnel and Related Costs
- Utility Billing - \$2,053,965
 - Increase in Personnel and Related Costs, Bank Charges, and Refunds
 - Decrease in Non-Capital Equipment
- Income Tax - \$710,708
 - Increase in Computer Supplies/Software
 - Decrease in Personnel and Related Costs

\$5,695,803 - 3.13%



- West Chester JEDD I - \$2,253,415
 - Increase in Refunds



Administration

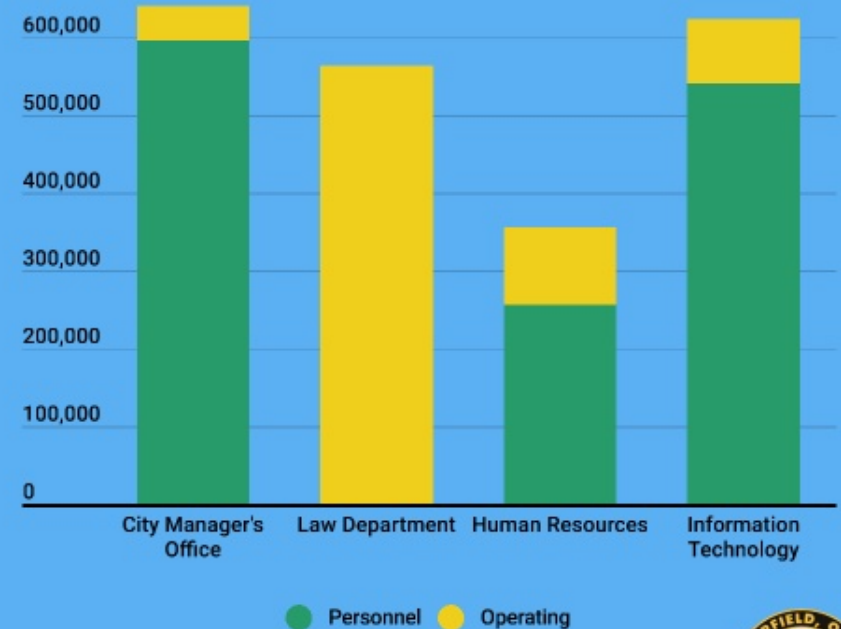
\$2,178,547 - 0.14%

Funding Source

- General Fund

Expenditures

- City Manager's Office - \$639,259
 - Increase in Personnel and Related Costs, Communications, and Dues Memberships & Books
 - Decrease in Advertising & Publications and Printing & Reproduction
- Law Director - \$563,550
 - No Increase / Decrease
- Human Resources - \$354,223
 - Increase in Other Professional Services, Dues, Memberships & Books, and Office Furnishings
 - Decrease in Personnel and Related Costs, Training & Business Expense, Postage, Software Maintenance, and Office Supplies
- Information Technology - \$621,515
 - Increase in Cell Phone Allowance, Training & Business Expense, Other Professional Services, Software Maintenance, Computer Supplies / Software, Office Furnishings, Computer Equipment
 - Decrease in Personnel and Related Costs and Dues, Memberships & Books



Development Services

Funding Source

- General Fund

Expenditures

- Planning and Economic Development - \$688,988
 - Increase in Personnel and Related Costs, Training & Business Expenses, Economic Development, and Software Maintenance
 - Decrease in Education
- Building and Zoning - \$872,608
 - Increase in Personnel and Related Costs and Software Maintenance
 - Decrease in Engineering Services, Advertising & Publications, Computer Supplies / Software, and Gasoline In-House

\$1,561,596 - 3.96%



Council / Mayor

\$238,758 - 0.35%

Funding Source

- General Fund

Expenditures

- City Council
 - Increase in Personnel and Related Costs and Dues, Memberships & Books
- Mayor
 - No Changes from 2019



Fire

Funding Source

- Fire Levy Fund

SAFER Grant Overview

- Addition of 6 full-time Firefighter / Paramedic
- Total Cost: \$2,042,460
 - Federal Share: \$1,259,517
 - Fairfield Share: \$782,943
- Reimbursement Rate
 - Year 1: 75%
 - Year 2: 75%
 - Year 3: 35%
- Fairfield's Current Operational Staffing:
 - 54 Full-Time Equivalents (FTE)
 - 18 FTEs Per Unit Day x 3 Unit Days = 54 FTEs
 - 10 Full-Time Career Firefighters
 - 8 Part-Time Job-Share Firefighters
- SAFER proposed staffing would require the Department to maintain 60 FTE operational throughout the period of performance (meaning at least 50% of time assigned to a suppression vehicle).
 - 60 FTE
 - 20 FTEs Per Unit Day x 3 Unit Days = 60 FTEs
 - 12 Full-Time Career Firefighters
 - 8 Part-Time Job-Share Firefighters



Fire

\$7,603,017 - 4.08%

Funding Source

- Fire Levy Fund

Expenditures

- Increase in Personnel and Related Costs, Education, Communications, Medical Services, Software Maintenance, Insurance, Dues, Memberships & Books, Miscellaneous Contractual Services, Medical Supplies, and Computer Equipment
- Decrease in EMS Billing Services and Printing & Reproduction



Fire - Includes SAFER Positions

\$8,334,202 - 14.09%

Funding Source

- Fire Levy Fund

Expenditures

- Increase in Personnel and Related Costs, Education, Communications, Medical Services, Software Maintenance, Insurance, Dues, Memberships & Books, Miscellaneous Contractual Services, Medical Supplies, and Computer Equipment
- Decrease in EMS Billing Services and Printing & Reproduction

