

**City of Fairfield
Minutes
Regular Meeting of City Council
February 25, 2019**

Council-Manager Briefing

Food Truck Regulations & Licensing and Street Program Process/Update

Vice Mayor Pennington called the briefing to order at 6:00 PM. Councilmembers present: Leslie Besl, Tim Abbott, Ron D'Epifanio, Chad Oberson and Bill Woeste. Staff members present: Alisha Wilson, Mark Wendling, Dan Wendt, Don Bennett, Steve Maynard, Dave Butsch, Steve Wolterman, Tiphonie Howard, Carol Mayhall, Jenny Dexter, Ben Mann, Scott Timmer, Greg Kathman.

Staff presented new regulations and processes for food trucks in the City, as well as an update and overview of the street program. 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

None.

Special Presentations and Citizen Comments

a. Oath of Office - Officer Charles Wyckoff

Councilmember D'Epifanio administered the oath of office to Officer Charles Wyckoff. Chief Maynard welcomed Officer Wyckoff to the department.

b. Proclamation - Pauline Hacker

Councilmember Oberson presented a proclamation to Mrs. Pauline Hacker in honor of her 92nd birthday and her contributions to the City.

Public Hearing(s)

None.

Approval of Minutes

- a. The Regular Meeting Minutes of Februar 11, 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

1. Update

Councilmember Besl announced the opening for Police Officer and the details for the application process and testing. She also mentioned a letter from resident George Wilson expressing his approval and gratitude to the City for their recent diversity training facilitated by the Office of Diversity and Inclusion at the University of Cincinnati. Councilmember Besl also announced Safety Coordinator Chris Snyder's recent award of 2018 Safety Hero of the Year.

Development Services Committee

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

1. Update

Councilmember Woeste congratulated Tom Urban on his recent retirement from Mercy Health and wished him the best in his future endeavors.

Ordinance amending Ordinance No. 166-84, the Codified Ordinances of Fairfield, Ohio, Section 1141.02, the City of Fairfield, Ohio, Zoning Map by changing the current Frederic's Corporation Planned Unit Development Plant to M-2, General Industrial District.

Recommendation:

It is recommended that City Council have a first reading on this item at the January 28, 2019 meeting, set the joint public hearing date for February 11, and await the written recommendation from the Planning Commission.

Councilmember Woeste presented the second reading of this ordinance.

RESULT: SECOND READING

Next: 3/11/2019 7:00 PM

Parks, Recreation and Environment Committee

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

1. Update

Councilmember Keller announced that opening day for Marsh Park fishing lake is March 1 at 8:00 AM until 7:00 PM. Also, The Fitzgeralds will perform on March 2 at 8:00 PM at the Community Arts Center. The Winter Farmers Market will be on March 6 from 4-7 PM at the Community Arts Center. Dr. Kaboom! The Wheel of Science will be on March 8 at 7:00 PM at the Community Arts Center.

He also announced that Sheriff Jones will be speaking at the Fairfield Historical Society meeting on March 5.

Public Works Committee

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

1. Update

Councilmember Oberson thanked Public Works Director Dave Butsch for the 2019 Street Program Update in the briefing.

Ordinance to authorize the City Manager to execute a contract with Sunesis Construction for the bridge maintenance improvements project.

Recommendation:

It is recommended that City Council approve legislation for an appropriation of funding for the amounts shown above.

It is also recommended that City Council direct the preparation of legislation authorizing the City Manager to enter into a contract with Sunesis Construction for the Bridge Maintenance Improvements Project.

Councilmember Oberson presented the third reading of this ordinance. ORDINANCE NO. 11-19. APPROVED 7-0.

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

Public Utilities Committee

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

1. Update

Councilmember Pennington congratulated Kim Campbell on his recent retirement from the City after 21 years in the Wastewater Division and thanked him for his service to the City.

Finance & Budget Committee

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

1. Update

Councilmember Abbott reminded everyone that tax day is April 15.

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 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

Motion to Suspend Second and Third Readings

Councilmember Woeste presented the first reading of this ordinance.

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 authorize the City Manager to execute a Community Reinvestment Area Agreement and a Community Reinvestment Area Compensation Agreement, which will provide property tax incentives for The Fischer Group, Inc. and Fischer Investment Southwest to include an expansion to its existing facility and construction of a new corporate headquarters facility located at 2052 Bohlke Blvd and 2030 Bohlke Blvd, and declaring an emergency.

Recommendation:

It is recommended that City Council suspend the rules requiring a second and third reading of this ordinance and pass as an emergency.

Economic Development Manager Alex Kraemer explained the project and introduced Mr. Fischer, who thanked the City for their support of his business and expressed his excitement to see the company grow in Fairfield. Mayor and Council thanked him for being a great business resident of the City.

ORDINANCE NO. 12-19. APPROVED 7-0.

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

Public Safety Committee

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

Simple Motion: Motion to not request a hearing regarding a liquor permit application in the name of Grocery and Apparel LLC dba Grocery and Apparel, 6625 G Dixie Highway, Fairfield, OH 45014 (Permit Class C1 & C2).

Recommendation:

It is recommended that City Council request, by simple motion, that **no hearing be held** on the

liquor permit application in the name of Grocery and Apparel LLC dba Grocery and Apparel, 6625 G Dixie Highway, Fairfield, OH 45014 (Permit Class C1 & C2).

SIMPLE MOTION NO. 3-19. APPROVED 7-0.

RESULT:	APPROVED [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

Public Utilities Committee

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

Motion to Read by Title Only

Motion to read one ordinance by title only.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Debbie Pennington, Council Member, 3rd 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 Pennington presented the first reading of this ordinance.

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

Ordinance to authorize the City Manager to enter into a contract with JNT Excavating, LLC for the Mack Road and Ross Road Water Main Replacement Project and declaring an emergency.

Recommendation:

It is recommended that City Council authorize the City Manager to enter a contract with JNT Excavating LLC., and appropriate project funding in the amount of \$757,500.00 for the Mack Road and Ross Road Water Main Replacement Project. Rules suspension is being requested in order to expedite the project.

ORDINANCE NO. 13-19. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Debbie Pennington, Council Member, 3rd Ward
SECONDER:	Tim Abbott, Council Member, 4th 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 the following four (4) ordinances by title only.

RESULT:	CARRIED [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

Ordinance to establish salaries and hourly rates for certain salaried and hourly employees of the City of Fairfield, Ohio and to authorize and limit the numbers and types of certain employees, to repeal Ordinance No. 116-18 and all amendments thereto and declaring an emergency.

Recommendation:

It is recommended that City Council approve this Ordinance, suspending the rules and declaring an emergency to allow for the expeditious implementation of the new rates for IAFF and IUOE.

ORDINANCE NO. 14-19. 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

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." *Supplemental Appropriations - Transfers of Monies

Recommendation:

It is recommended that City Council authorize and direct the preparation of legislation amending the annual operating budget for 2019.

ORDINANCE NO. 15-19. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Debbie Pennington, Council Member, 3rd 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:	Bill Woeste, Council Member at Large
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. 16-19. APPROVED 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Abbott, Council Member, 4th Ward
SECONDER:	Debbie Pennington, Council Member, 3rd 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:	Craig W. Keller, Council Member, 2nd 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. 17-19. 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

Meeting Schedule

Clerk Wilson read the following meeting schedule:

- A. Monday, March 11 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- B. Monday, March 25 - Council-Manager Briefing, 6:00 PM; Regular Meeting 7:00 PM
- C. Monday, April 8 - Council-Manager Briefing, 5:30 PM; Regular Meeting 7:00 PM

Executive Session of Council (if needed)

None.

14. ADJOURNMENT

The Regular Meeting adjourned at 7:30 PM.

ATTEST:

Clerk of Council

Mayor's Approval

Date Approved_____

Mobile Food Units

Meeting the Requirements of the
Ohio State Fire Marshal

Section 320 -Ohio Fire Code

- Adopted in December of 2017 and was subject to extensive review with final revisions being published in April 2018.
- Provides basic safety measures that must be followed to operate a mobile food unit within the State of Ohio.
- *Mobile Food Unit* – defined as any apparatus or equipment that is used to cook, prepare, or serve food that routinely changes or can change its location and is operated from a moveable vehicle or apparatus.
- To include motorized vehicles, trailers, and hand propelled carts.

General Requirements of the Code

- Requires a complete and comprehensive inspection of all mobile food units annually.
- The annual inspection is required to cover the following;
- Presence of Carbon Monoxide monitoring
- Proper Size and Type of Fire Extinguishers
- All Electrical Wiring and Equipment compliant with NFPA 70
- Proper Signage
- Commercial Cooking Equipment and Hood Suppression
- Proper Egress 5.7 cubic feet
- Presence of Emergency Shut Off Controls
- Proper LP Storage and Handling
- Piping and Connectors compliant with NFPA 58 and applicable ANSI Standards.
- **Inspection of all Mobile Food Units prior to each operation**

Examples of Manufactured Units



Examples of Re-Purposed Vehicles



Proposed Program

- All Mobile Food Units operating in the city must acquire an annual permit issued by the Fire Department.
- Permit holders will be issued a sticker to be placed on their vehicle indicating compliance with the Fire Code and permission to operate within the City.
- We do plan to accept proof of an annual inspection from another jurisdiction.
- Require all vendors to notify the Fire Department when operating within the City of Fairfield.
- Revisions to be made to existing codes that may conflict with the operation of a Mobile Food Unit within the city.

Street Repair Program

Council Manager Briefing

February 25, 2019

Attachment: Street Program 2019 (1156 : 2/25/19 Briefing)



Outline

- Stats
- Assessment
- Paving Cycle
- Current Trend
- Extending Pavement Life
- New Streets/New Subdivisions
- Community Comparisons

Stats

- **406 Lane Miles**
- 177 Centerline Miles
- 252 Miles of Concrete Curb
- 6,115 Catch Basins
- 1,027 Drywells
- 190 Miles of Edge/Lane Line Striping
- 1,491 Pavement Legends
- 61 Signalized Intersections

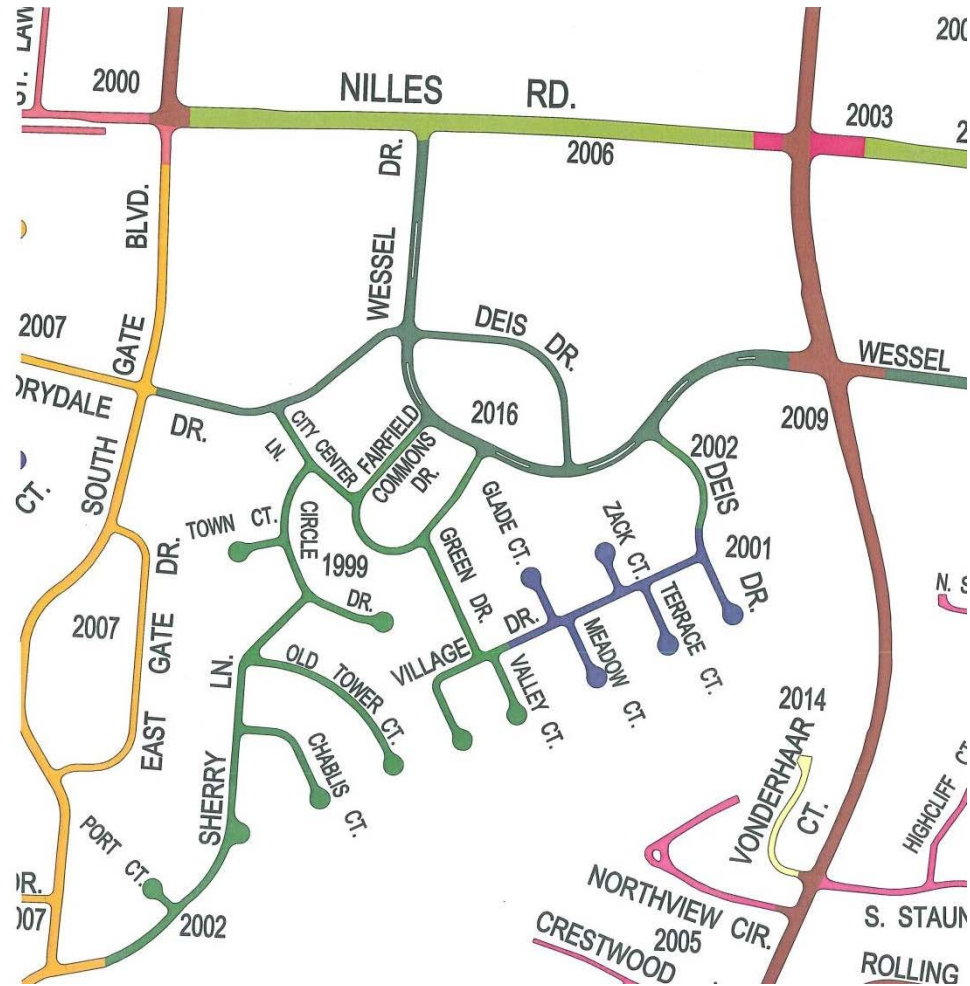
Assessment

- **Age**
- **Condition (street and area)**
 - Cracking
 - Rutting
 - Surface disintegration
 - Maintenance History
- **Problematic areas**
 - Base failure
 - Ponding water
 - Design issues
- **Curb condition**
 - Partial or total replacement
- **Develop Projection Plan**
 - 10 year plan/5 year for the CIP
 - Move streets up or back each year depending on condition

Paving Cycle

- Residential Streets 18 – 23 years
- Commercial Roads 15 – 18 years
- State Routes 14 – 16 years
- Curb 25 – 40 years

Paving History Map



Lane Mile Paving Calculator

		Total Lane Miles	Lane Miles (yr)	% Lane Miles	
Residential Schedule (yrs.)	21	208.5	9.93	4.8%	Residential
Commercial/SR Schedule (yrs.)	16	147.2	9.20	6.3%	Commercial
		<u>50.7</u>	<u>3.17</u>	<u>6.3%</u>	State Route
		406.4	22.3	5.5%	
		<u>Avg. Pavement Cycle (years)</u>			
		18.2			

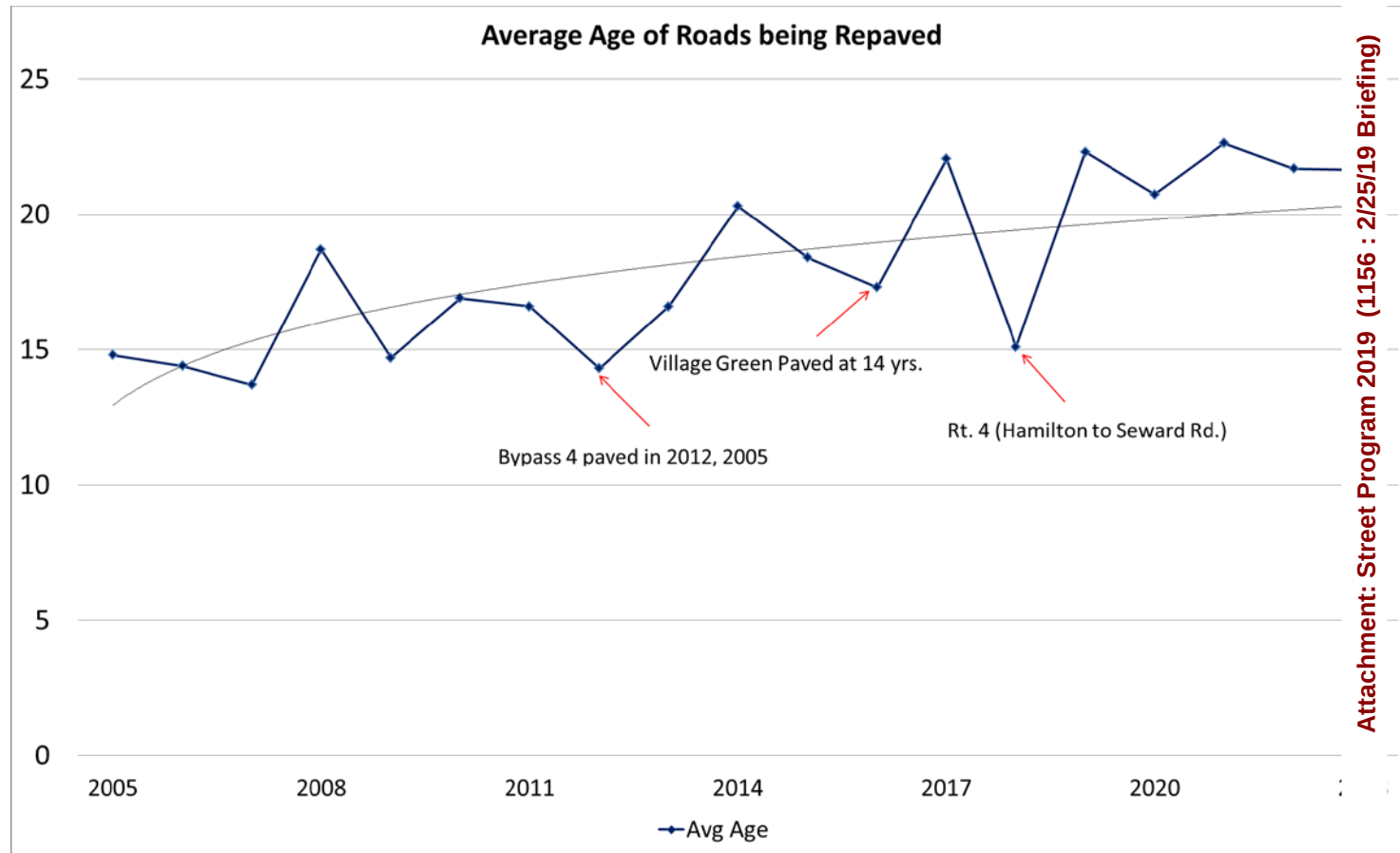
Current Trend

- 406 lane miles of roadway
- Lane miles resurfaced or reconstructed

– 2013	13.88	(3.4%)	29.4 year cycle
– 2014	14.14	(3.5%)	28.6 year cycle
– 2015	11.16	(2.7%)	37.0 year cycle
– 2016	10.67	(2.6%)	38.5 year cycle
– 2017	22.88	(5.6%)	17.9 year cycle
– 2018	26.07	(6.4%)	15.6 year cycle
– 2019	23.58	(5.8%)	17.2 year cycle*
– 2020	20.76	(5.1%)	19.6 year cycle*
– 2021	21.61	(5.3%)	18.8 year cycle*

* estimated

Age of Roads Being Repaved



Extending Pavement Life

- **Surface Coatings**
 - Black Mat
 - Black Onyx
 - Micro Surfacing
- **Use of an Interlayer**
 - Reduce reflective cracking
 - Prevents water infiltration
 - Fiber Mat, SAMI
- **Grinding deeper and using two layers of asphalt**
 - Still testing
 - Additional asphalt and grinding costs
- **Asphalt Rejuvenator**
 - Adds oils to surface
 - Evaluated the past several years
 - Currently using on subdivision streets

New Streets

- Park Pl
- Connie Ct
- Lauryn Meadows Dr
- Polo Springs Ct
- Polo Woods Ct
- Devonian Dr
- Reserve Ct
- Cody Ct
- Palomino Ct
- Benchway Ct
- Hallmark Ct
- Retha Ct

3.6 Lane Miles

New Subdivisions

- Monastery
- Village Green
- Emerald Lakes
- Muskopf Farms
- Lakeside Manor
- Fairview Hills
- Stockton Station
- Olde Winton

18 Lane Miles

Community Comparisons

- **City of Fairfield**
 - Spending \$2.6M to pave 21.9 lm (406 lm) (\$118K /lm)
 - Currently on a 18.5 year cycle
- **City of Hamilton***
 - Spending \$2.25M to pave 11.25 lm (535 lm) (\$200K /lm)
 - Currently on a 46 year cycle
 - Need \$100M over 20 years to get on 20 year cycle
- **City of Middletown***
 - Spending \$1.3M to pave 6.5 lm (620 lm) (\$200K /lm)
 - Currently on a 95 year cycle
 - Need \$124M over 20 years to get on 20 year cycle
- **City of Lebanon***
 - Spending \$824K to pave 4.1 lm (217 lm) (\$201K/lm)
 - Currently on a 53 year cycle

*2016 data

Questions ?

