

**REGULAR PIQUA CITY COMMISSION MEETING MINUTES
TUESDAY, JUNE 18, 2024**

CALL TO ORDER

Piqua City Commission met at 5:30 p.m. in the Municipal Government Complex Commission Chambers located at 201 W. Water Street, Piqua, Ohio.

ROLL CALL

Mayor Lee and Commissioners Simmons, DeBrosse, Hohman and Vetter were present.

ADJOURN TO EXECUTIVE SESSION at 5:31 p.m.

A motion was made by Commissioner Hohman to adjourn to Executive Session and seconded by Commissioner Vetter. All were in favor and the motion was carried unanimously.

ROLL CALL

Mayor Lee and Commissioners Simmons, DeBrosse, Hohman and Vetter were present.

EXECUTIVE SESSION

The Executive Session was to consider pending or imminent litigation and to consider the purchase or sale of property for public purposes.

ADJOURN FROM EXECUTIVE SESSION at 5:59 p.m.

A motion was made by Commissioner Hohman to adjourn the Executive Session and seconded by Commissioner Vetter. All were in favor and the motion was carried unanimously.

WORK SESSION

Law Director Frank Patrizio presented a draft version of "Procedural Rules and Rules of Conduct for City Commission Meetings" that would replace the current rules if approved by the Commission. He said that this is a starting point and asked for the Commissioners' comments. Mr. Patrizio briefly reviewed the changes, including a limit of 30 minutes total for Public Comment during the Business Agenda Meeting, Presentations allowed only if approved by the City Manager, and having a non-agenda Public Comment period after adjournment of the business meeting. He said that the non-agenda Public Comment session would be no longer than 60 minutes total, and all comments must be related to City business/activities only, not personal matters. The clerk would not take minutes during this portion, and only residents who provide an address within city limits would be allowed to speak, unless the matter affects a non-resident. Mr. Patrizio referred to prior court cases when creating the Rules of Conduct and what would be prohibited, such as threats, jeering, profanity, and racist remarks. He said that anyone making a public

comment would be required to complete a Request Card prior to the start of the meeting, and the mayor would call upon each person to address the Commission during his/her allotted time. The Commissioners then commented on Mr. Patrizio's draft.

Commissioner Hohman said that he prefers the current format of the business meeting, which allows citizens to hear the City's views on each item, then citizens have an opportunity to respond after each item. He said that he wants to know the public's thoughts on each item. He also suggested that Presentations be approved by the City Manager along with the Commission, and he recommended creation of a fixed rule regarding a set time for meetings, such as a maximum of 3 hours. Commissioner Hohman said he is opposed to requiring citizens to sign up prior to a meeting for public comment, as he does not want to exclude anyone.

Commissioner Simmons commented that clapping should be permitted if appropriate.

Mayor Lee said he prefers that public comment be permitted after each agenda item.

All Commissioners agreed that a 5-minute time limit per citizen for the Public Comment session is good.

Mr. Patrizio said he will make some amendments based on the Commissioners' feedback, then bring it back to them for another review.

REGULAR PIQUA CITY COMMISSION MEETING

CONSENT AGENDA

APPROVAL OF MINUTES

Approval of the minutes from the June 4, 2024, Regular City Commission Meeting

A motion was made by Commissioner Vetter to approve the Consent Agenda, and Commissioner Hohman seconded the motion. All were in favor and the motion was carried unanimously.

NEW BUSINESS

ORDINANCE NO. O-9-24 (1st Reading)

An ordinance allocating adult use cannabis marijuana excise tax revenue

Introduction: Mr. Patrizio explained that the State of Ohio is now taxing the sale of recreational marijuana, which is a 10% excise tax. As a host community, the City of Piqua will receive a portion of that quarterly. This ordinance allows for that revenue stream to go to the Parks Department to fund improvements in the park system of Piqua.

Commissioners Comments: Commissioner DeBrosse asked if the additional revenue will go to Capital Improvements in the parks or to employee costs. Mr. Patrizio said that would be determined by the City Manager and the Commission. City Manager Paul Oberdorfer stated that the revenue would be needed for labor in the first year, as the Parks Department is understaffed and lagging in maintenance.

Commissioner Simmons commented that this additional revenue will be good for the city, as the Parks budget needs funding, and this will allow the staff to get caught up on maintaining all of the parks.

Commissioner Vetter said that this additional revenue stream will also help build the General Fund balance over time.

Public Comment: Valerie Mulligan encouraged the Commission to take this extra revenue stream and place it in the CIP fund. She said it should start with the renovation of Hance Pavilion, which she feels is an essential historical component of the city. Commissioner Vetter responded that staffing in the Parks Department is inadequate, and revenue is needed for another full-time Parks employee.

Kim Heisler said she has the same concerns as Ms. Mulligan and asked if there was a guarantee of receiving this tax revenue from the dispensaries. Commissioners Hohman and Simmons, along with Mayor Lee, said yes.

Mr. Oberdorfer commented that the additional funds will be used to first get caught up in the parks, and potentially the revenue stream could be around \$200,000 per year.

ORDINANCE NO. O-10-24 (1st Reading)

An ordinance to make appropriations for the City of Piqua, Ohio, for the Year 2024

Introduction: Finance Director Jerry O'Brien explained that this ordinance involves a request in the Finance division for an increase of \$14,000 related to a contract for budgeting software. He said that the Cleargov software program will provide multiple benefits to the city and asked that the ordinance be passed as an emergency to take advantage of a \$4,000 discount if signed by the end of June.

Commissioners Comments: Mayor Lee inquired about the benefits of Cleargov and its reputation. Mr. O'Brien said that the current budgeting process is a very cumbersome, lengthy process that involves all city departments, utilizing multiple Excel spreadsheets, which causes formula problems and data entry problems. This new technology would streamline these processes, save time, include a forecasting component, and provides for strong internal controls. Cleargov is well known and supported, and Mr. O'Brien used it at his former employer as well.

Commissioner Simmons expressed his concern with making this an emergency ordinance, as he wants to hear more about it first.

Commissioner Hohman inquired about the length of time that Mr. O'Brien has been evaluating this software program, to which Mr. O'Brien responded that he was already familiar with it from his previous job, has viewed a demo, and has talked with a representative for several weeks. Mr. Oberdorfer added that this software allows for more transparency for public dissemination and saves money.

Commissioner DeBrosse said he understands that the inherited budget is challenging, but that the request for this ordinance based on the information provided to him was difficult to understand. Mr. O'Brien clarified that this ordinance would allow him to increase appropriations in the Finance division by \$14,000 from the general fund balance.

Commissioner Hohman agreed with Commissioner DeBrosse, reiterating the need for excessive clarification in order to justify an emergency approval.

Public Comment: Kim Heisler asked if the dollar amount of appropriations was \$4,000 or \$14,000. Mr. O'Brien replied that the \$4,000 is part of the implementation fee, while the \$14,000 is the prorated subscription amount for the last half of the year. Ms. Heisler urged the Commission to table this ordinance. Mr. Oberdorfer responded that this software program supports transparency, as it is much easier to hide fraudulent activity in Excel spreadsheets. He emphasized Mr. O'Brien's high degree of compliance with the State Auditor's office and that this contract was under the \$75,000 threshold but that he and Mr. O'Brien wanted to be transparent to the public.

Commissioner Hohman recommended that a 2nd Reading be held at the Special Meeting scheduled for June 25, 2024.

ORDINANCE NO. O-11-24 (1st Reading)

An ordinance permitting the Commission to remove appointed representatives from Boards created by the Commission

Introduction: Mr. Patrizio said that currently there is no process in place in the city's charter for the removal of board and committee members. He said that questions have been raised recently, as some boards allow for removal of members, but there is no process established.

Commissioners Comments: Commissioner Hohman stated that this new ordinance is not due to any recent events. He said that the Commission is accountable to the citizens to be transparent, as they answer to the people. He suggested that this ordinance references the guidelines for the removal of board members by the Ohio Ethics Commission.

Commissioner Simmons is concerned that there are no causes listed for removal of board members, which is unfair to those who volunteer to be on boards and committees. He thinks the process needs to provide a list of reasons for potential dismissal.

Mayor Lee asked what the process for removal of a board member would be.

Commissioner DeBrosse reiterated that guidelines for removal of board members should be included. Mr. Patrizio said he will research this more to narrow the discretion regarding reasons for removal.

Public Comment: Valerie Mulligan recommended that the Commission follow the model of a non-profit organization regarding dismissal of a board member. She said there should be a fixed standard for removal due to certain behaviors, such as a felony charge.

Mr. Patrizio will make amendments to this ordinance prior to the next reading.

RESOLUTION NO. R-89-24

A resolution accepting for statutory purposes a Budget for the Calendar Year 2025

Introduction: Mr. O'Brien explained that this document is legally required by the state and county to be filed with the county each year. It is strictly the first draft of the 2025 Budget process, which will begin in more detail in a few months.

Commissioners Comments: None

Public Comment: None

A motion was made by Commissioner Simmons to approve the resolution, and Commissioner DeBrosse seconded the motion. All were in favor and the motion was carried unanimously.

RESOLUTION NO. R-90-24

A resolution authorizing the City Manager to sign a contract with the company Cleargov for a Budgeting Software Program

Introduction: Mr. O'Brien reminded the Commission that this was spoken of earlier regarding Ordinance No. O-10-24 and asked for any further questions.

Commissioners Comments: None

Public Comment: None

A motion was made by Commissioner Hohman to table this resolution until the Special Meeting on June 25, 2024, at 5 p.m. Mayor Lee seconded the motion. All were in favor and the motion was carried unanimously.

RESOLUTION NO. R-91-24

A resolution regarding the applied for liquor permit for Orrmont Estate, LLC, at 1612 South Main Street, Piqua, Ohio, 45356

Introduction: Mr. Patrizio stated that this resolution authorizes a D2 Liquor License to be issued to the Orrmont Estate, LLC. He said that there are no objections by city staff, and this would allow Orrmont Estate, LLC, to sell wine and other pre-packaged mixed beverages on and off the premises until 1 a.m.

Commissioners Comments: Mayor Lee clarified that this was not for the liquor permit at the Scottish Thistle Restaurant.

Commissioner DeBrosse asked what off premises entailed, to which Mr. Patrizio said that customers can purchase it there then take it home.

Public Comment: None

A motion was made by Commissioner Hohman to approve the resolution, and Commissioner DeBrosse seconded the motion. All were in favor and the motion was carried unanimously.

CITY MANAGER'S REPORT

Mr. Oberdorfer reminded everyone that the Sanitation crew will start collection of refuse at 6 a.m. this week due to the excessive heat. He then asked Police Chief Byron to discuss recent Spoofing incidents. Chief Byron alerted citizens to a recent rash of spoofing phone incidents in which fraudulent callers using real police officer names are using the Piqua Police Department as their Caller ID, threatening arrest if someone does not pay fines or fees. He encouraged anyone with questions to call the non-emergency dispatch line to confirm legitimacy.

COMMISSIONERS COMMENTS

Commissioner Vetter announced that the next meeting regarding Hance Pavilion is this Thursday, June 20th, at 7:30 p.m. at the YMCA Activity Center.

Commissioner Simmons thanked the Public Works crew for working on the alley near Mr. Kinder. He also announced that there will be an Amateur Radio Relay this Saturday, June 22nd, at the county fairgrounds.

Commissioner Hohman had no comment.

Mayor Lee thanked Jim Sheats for his work at the recent Town Hall meeting. He announced a Juneteenth Celebration this Thursday, June 20th, at 4:30 p.m.

Commissioner DeBrosse extended thanks to those who presented at the Town Hall last week. He also suggested that Presentations be done in the Town Hall format instead of in City Commission Meetings.

PUBLIC COMMENT

Kim Heisler asked what are the avenues that citizens can take to make changes to Commission and legislation. Commissioner Hohman replied that phone and email are always available with all 5 Commissioners, along with getting involved in boards and committees, and utilizing Public Comment time. She encouraged the Commissioners to be the voice of the 20,000 citizens of Piqua and to not rush into making decisions.

Eva Silvers asked who owned the bike path area on Wood Street near the Wood Street Loft Apartments. Mr. Oberdorfer responded that it is private property owned by Wood Street Lofts. Ms. Silvers also asked that all citizens be watchful of vandalism in the city parks.

Valerie Mulligan said that handicap access is insufficient both downtown and in city parks, and she wanted to know when parking lots and picnic shelters will be handicap accessible. Mr. Oberdorfer said that there is a survey currently in process regarding her concerns and that the city will be gathering public input in the near future. He also commented that the city was ADA compliant at the time the park shelters were built, and that per the county permit ADA parking is adequate in Piqua.

Melanie Walker announced that Rock Piqua sponsored by the Piqua Arts Council is this coming Saturday, June 22nd, and reminded everyone about the 4th Fest at the Piqua Center on July 4th.

ADJOURNMENT at 8:07 p.m.

A motion was made by Commissioner Hohman to adjourn, and Commissioner Vetter seconded the motion. All approved and the motion was carried unanimously.



KRIS LEE, MAYOR

Passed: July 16, 2024

Attest: 
COMMISSION CLERK