City Council Meeting Agenda

Monday, July 17, 2017 ~ 7:30 P.M.

Louis J. R. Goorey Worthington Municipal Building
John P. Coleman Council Chamber
6550 North High Street
Worthington, Ohio 43085

Bonnie D. Michael, President
Scott Myers, President Pro-Tem
Rachael Dorothy
Douglas C. Foust
David M. Norstrom
Douglas Smith
Michael C. Troper

Matthew H. Greeson, City Manager
D. Kay Thress, Clerk of Council

If you have questions regarding this agenda please contact the Clerk of Council at 614-786-7347. This agenda and amendments that may be made to it can be found at www.worthington.org
CALL TO ORDER

Roll Call

Pledge of Allegiance

SPECIAL PRESENTATION

1) Resolution No. 42-2017 – Recognition – Pamela Fox

2) Presentation by the City of Columbus, Department of Public Utilities regarding Lead Water Service Line Mapping

CONSENT AGENDA

Notice to the Public: There will be no separate discussion of Consent Agenda items as they are considered to be routine by the City Council and will be adopted by one motion. If a member of the City Council, staff, or public requests discussion on a particular item, that item will be removed from the Consent Agenda and considered separately.

To address City Council regarding an item on Consent Agenda, please submit a fully completed speaker’s slip to the Clerk of Council prior to the beginning of the meeting.

Minutes to Approve:

3) July 3, 2017 – Regular Meeting

Legislation to Approve/Adopt

4) Ordinance No. 28-2017

Amending Ordinance No. 16-2017 to Establish Compensation for the Unclassified Position of Assistant to the City Manager/IT Director and Authorizing the City Manager to Extend Certain Benefits Related to this Position.

5) Resolution No. 43-2017

A Resolution Offering the Voluntary Purchase of Service Credit Between the City of Worthington, Ohio and the Bargaining Unit Employees of the City of Worthington Division of Police Enrolled in the Ohio Police and Fire Pension Fund.
6) **Resolution No. 44-2017**

A Resolution Offering the Voluntary Purchase of Service Credit Between the City of Worthington, Ohio and the Bargaining Unit Employees of the City of Worthington Division of Fire/EMS Enrolled in the Ohio Police and Fire Pension Fund.

7) **Resolution No. 47-2017**

Amending the Position Description for Fire Chief.

8) **Resolution No. 49-2017**

Appointing Scott F. Bartter to the Position of Alternate Representative for the City of Worthington to the Board of the Central Ohio Health Care Consortium.

9) **Resolution No. 50-2017**

Amending the Position Descriptions for Fire Lieutenant and Fire Prevention Lieutenant.

End of Consent Agenda

**VISITOR COMMENTS**

**PUBLIC HEARINGS ON LEGISLATION**

10) **Ordinance No. 25-2017**

Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of 2017 Central District Sanitary Sewer Repairs and Determining to Proceed with said Project. (Project No. 654-17)

Introduced July 3, 2017
P.H. July 17, 2017
11) **Ordinance No. 26-2017**

Amending Applicable Sections of Chapter 943 of the Codified Ordinances of the City to Change the Name of the Flint Road Cemetery to Flint Cemetery.

Introduced July 3, 2017
P.H. July 17, 2017

NEW LEGISLATION TO BE INTRODUCED

12) **Resolution No. 45-2017**

To Authorize the City Manager to Execute the Partnering Agreement with the Mid-Ohio Regional Planning Commission (MORPC) and Other Associated Documents for Federal Attributable Funding for the Intersection Project at Huntley, Wilson Bridge, and Worthington Galena Roads.

13) **Resolution No. 46-2017**

Authorizing the City Manager to Seek Financial Assistance From the Ohio Public Works Commission for Funding of the Intersection Improvements at Huntley/ Wilson Bridge/ Worthington-Galena Roads (Project Number 602-14)

14) **Resolution No. 48-2017**

Appointing Members to the Worthington Bicycle and Pedestrian Advisory Board.

REPORTS OF CITY OFFICIALS

Policy Item(s)

15) Set Public Hearing – Ordinance No. 27-2017 (Rezoning – 7007 North High Street)

16) Motion to Recess for the Month of August

REPORTS OF COUNCIL MEMBERS

OTHER

EXECUTIVE SESSION

ADJOURNMENT
City Manager Report to City Council for the Meeting of Monday, July 17, 2017

SPECIAL PRESENTATION

1) Resolution No. 42-2017 – Recognition – Pamela Fox

Law Director Pam Fox is retiring from service to the City of Worthington. The City Council will recognize Mrs. Fox for her dedication and support to Worthington.

2) Presentation by the City of Columbus, Department of Public Utilities regarding Lead Water Service Line Mapping

Representatives from the City of Columbus, Department of Public Utilities, will provide a brief outline of interactive online mapping that allows users to view publicly owned lead service lines. They will also discuss their optimized corrosion control program that treats water at all of the City’s water treatment plants, to prevent the presence of lead in water.

CONSENT AGENDA

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Minutes to Approve:

3) July 3, 2017 – Regular Meeting

Recommendation: Approval of Minutes as Presented
Legislation to Approve/Adopt

4) Ordinance No. 28-2017 – Amend the Compensation for the Position of Assistant to the City Manager/IT Director

A year ago, the City’s lead information technology person, who served as IT Manager, retired. After the retirement, the City kept the position vacant while it conducted an assessment of the IT operation to evaluate strengths and areas for improvement. The assessment recommendations resulted in a modification of the IT Manager position into an IT Director position. City Council previously approved a job description for the position, added it to the City’s staffing chart, and approved a maximum salary. The City has undertaken a recruitment process to fill the position and has determined a need to increase the maximum salary for the position up to $120,000 and have the flexibility to offer annual leave accrual at a rate higher than our entry level amount, but not inconsistent with the accrual level of other directors.

Recommendation: Approval of the Ordinance as Presented

5) Resolution No. 43-2017 – Voluntary Buy Back of Time – Ohio Police & Fire Pension Fund – Police Division

The Ohio Police and Fire Pension Fund gives its members the option to purchase eligible prior service time through a payroll deduction. In order to do so, the employer must approve legislation to allow the cost of the service time to be deducted from the employee’s payroll and paid to the Pension Fund. A new City employee has asked to utilize this option, thus this resolution which relates to employees in the Police Division and the next resolution, which relates to the Fire & EMS Division, are presented for consideration. Additional information is included in the attached memorandum from the Finance Director. There is no cost to the City for this item.

Recommendation: Introduction and Approval of the Resolution as Presented


As was stated in the previous agenda item, this Resolution allows for members of the City’s Fire & EMS Division to purchase eligible prior service credit through the Ohio Police and Fire Pension fund via a payroll deduction.

Recommendation: Introduction and Approval of the Resolution as Presented

7) Resolution No. 47-2017 – Job Description – Fire Chief

The job description for Fire Chief has not been updated since 1998. This revised job description is now in the City’s current format, and will more accurately reflect the current duties of this position. The minimum educational requirements have also been enhanced, and will now require a Bachelor’s Degree, with a Master’s Degree preferred.

Recommendation: Introduction and Approval of the Resolution as Presented
8) Resolution No. 49-2017 – Appointment of Alternate for Healthcare Consortium

The City of Worthington is part of the Central Ohio Health Care Consortium for the provision of health insurance for fulltime City employees and their families. As a member of the Consortium, we have one principal and one alternate representative to the Consortium Board. Our Personnel Director, Lori Trego, serves as our principal representative. Traditionally, our Finance Director has served as the alternate representative. This Resolution appoints Scott Bartter as our alternate representative.

Recommendation: Introduction and Approval of the Resolution as Presented

9) Resolution No. 50-2017 – Job Description – Fire Lieutenant & Fire Prevention Lieutenant

The Division of Fire and EMS has had several retirements in Lieutenant level positions. The Prevention Lieutenant job description has not been updated since 2008 and the Lieutenant job description has not been updated since 2000. These job descriptions need to be revised before any promotional processes for the positions can be finalized.

Recommendation: Introduction and Approval of the Resolution as Presented

End of Consent Agenda

Recommendation: Approval of staff recommendations on the Consent Agenda items.

PUBLIC HEARINGS ON LEGISLATION

10) Ordinance No. 25-2017 – Appropriation – Central District Sanitary Sewer Repairs

This Ordinance appropriates funds for sewer work identified in the Central District Sanitary Sewer Evaluation Study. The work involves improvements to and replacement of the sewer line and manhole installation on East North Street. The project combines three projects that were separately listed in the 2017 Capital Improvements Program. City Council gave authorization to bid the project on July 3, 2017 and bids are scheduled to be opened on July 14th. The recommended firm and appropriation amount will be provided at the meeting. Additional information is included in the attached memorandum from the Director of Service & Engineering.

Recommendation: Motion to Amend the Ordinance and Approval of the Ordinance as Amended
11) Ordinance No. 26-2017 – Flint Road Cemetery Name Change

This Ordinance changes the name of the Flint Road Cemetery to Flint Cemetery, as requested by the Cemetery Board of Trustees. As you will recall, the Sharon Township Board of Trustees recently purchased a tract of land located on Flint Road adjacent to the Flint Road Cemetery for the benefit of the union cemetery known as the Walnut Grove Cemetery and Flint Road Cemetery. In conjunction with the agreement between the City and Sharon Township to use its best efforts to incorporate the newly-acquired land into the union cemetery (which is being considered in a joint meeting with the Sharon Township Trustees), the Board of Cemetery Trustees requested that the name of “Flint Road Cemetery” be changed to the more commonly used name of “Flint Cemetery”. Chapter 943 of the Codified Ordinances sets forth the establishment of the union cemetery and the designated name as Walnut Grove and Flint Road Cemetery, requiring an amendment to the Code to reflect the name change.

**Recommendation:** Approval of the Ordinance as Presented

**NEW LEGISLATION**

12) Resolution No. 45-2017 – Agreement for Federal Transportation Funds - Northeast Gateway

The City, utilizing its consultant EMH&T, is in the process of detailed design for the intersection project at Huntley, Wilson Bridge and Worthington Galena Roads, otherwise known as the Northeast Gateway project. This project has been approved for federal attributable funds which as allocated by the Mid-Ohio Regional Planning Commission (MORPC). We have received the partnering agreement, in the form of a letter, from MORPC and it is attached. This Resolution authorizes the City Manager to execute the agreement by signing the letter. Additional information is included in the attached memorandum from the Director of Service & Engineering.

**Recommendation:** Introduction and Approval of the Resolution as Presented

13) Resolution No. 46-2017 – Application for OPWC Funds – Northeast Gateway

The City has the opportunity to apply to grant and/or no or low interest loan from the Ohio Public Works Commission to help offset the City’s financial share of the Northeast Gateway project. This Resolution authorizes the submittal of an application for those funds. Additional information is included in the attached memorandum from the Director of Service & Engineering.

**Recommendation:** Introduction and Approval of the Resolution as Presented
14) Resolution No. 48-2017 – Bicycle & Pedestrian Advisory Board Appointments

Three terms have recently expired on the Bicycle and Pedestrian Advisory Board and we have received one resignation. Two members have expressed an interest in being reappointed. This Resolution reappoints those two members and contains language to allow for two additional people to be appointed if City Council is ready to do so. If City Council prefers to do the reappointments now and hold the additional appointments until a later time, the references to the two new appointees can be removed from the Resolution before it is introduced.

**Recommendation:** Introduction and Approval of the Resolution

### REPORTS OF CITY OFFICIALS

**Policy Item(s)**


This Ordinance would rezone the property at 7007 North High Street from C-4 Highway and Automotive Services to WBC-3 Mixed Use. This is the site of the current Holiday Inn. The Wilson Bridge Road Corridor Study recommended the creation of new zoning districts along the Wilson Bridge Road corridor, which were adopted in 2016, to foster development that strengthens land use and economic value, encourages a mix of uses, enhances livability of the area, augments pedestrian and bicycle connection and promotes high-quality buildings and public spaces.

The property owner has been communicating with the City over the past year on plans for the redevelopment of the site to provide a mix of uses. The rezoning would provide the zoning for the proposed redevelopment. Specific development plans would still require approval by the Municipal Planning Commission and Architectural Review Board. Additional information is included in the attached memorandum from the Director of Planning & Building. The application is also attached. This item was introduced on July 3, 2017 and referred to the Municipal Planning Commission for investigation and report. Municipal Planning Commission considered this item on July 13, 2017 and recommended approval. The City Council needs to schedule a public hearing to consider the rezoning request and the recommendation from the MPC. Additional information, including the materials from the MPC meeting, will be provided for the public hearing.

**Recommendation:** Set the Public Hearing for September 5, 2017

16) Motion to Recess for the Month of August

**EXECUTIVE SESSION**
RESOLUTION NO. 42-2017

Expressing the Appreciation and Best Wishes of the Worthington City Council to Pamela A. Fox for her Outstanding Service as Director of Law for the City of Worthington and for her Service to the Community.

WHEREAS, Pam Fox is retiring in August after serving as Worthington Law Director for nearly five years since December 31, 2012; and,

WHEREAS, Pam previously served as Worthington’s Assistant Law Director in her role as Partner for Baker Hostetler Law Firm before Worthington had a full-time Law Director; and,

WHEREAS, Pam has also served the central Ohio community as Law and Safety Director for the City of Hilliard; and,

WHEREAS, Pam is a valuable member of the senior management team, providing a breadth of knowledge, expertise and support for City Council, Boards and Commissions, and City staff; and,

WHEREAS, Pam has been instrumental in researching and leading a wide variety of initiatives, including the Charter Review Commission, economic development strategies and projects, the revitalization of the Kilbourne Memorial Library building and other more unique projects such as bamboo regulations and contracts for the Worthington Bicentennial; and,

WHEREAS, City staff have benefitted not only from Pam’s legal expertise, but from her common sense advice, good humor and friendship; and,

WHEREAS, Pam has served with dedication and integrity, always demonstrating the highest ethical standards,

NOW THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That on behalf of the residents of the Worthington community, the City Council hereby expresses to Pamela A. Fox sincere appreciation for her outstanding contributions and dedicated service and extends her best wishes in future pursuits.

SECTION 2. That the Clerk of Council be instructed to forward a duly certified copy of this Resolution to Pamela A. Fox and to record said Resolution in the appropriate record book.

Adopted_________________

President of Council

Attest

Clerk of Council
Meeting Minutes

Monday, July 3, 2017 ~ 7:30 P.M.

Louis J. R. Goorey Worthington Municipal Building
John P. Coleman Council Chamber
6550 North High Street
Worthington, Ohio 43085

City Council

Bonnie D. Michael, President
Scott Myers, President Pro-Tempore
Rachael Dorothy
Douglas C. Foust
David M. Norstrom
Douglas Smith
Michael C. Troper

D. Kay Thress, Clerk of Council
CALL TO ORDER – Roll Call, Pledge of Allegiance

Worthington City Council met in Regular Session on Monday, July 3, 2017, in the John P. Coleman Council Chambers of the Louis J. R. Goorey Worthington Municipal Building, 6550 North High Street, Worthington, Ohio. President Michael called the meeting to order at or about 7:30 p.m.


Member(s) Absent: Scott Myers

Also present: Clerk of Council D. Kay Thress, City Manager Matthew Greeson, Director of Law Pamela Fox, Assistant City Manager Robyn Stewart, Director of Finance Scott Bartter, Director of Service and Engineering Dan Whited, Director of Planning and Building Lee Brown, Director of Parks and Recreation Darren Hurley, Chief of Police Jerry Strait and Chief of Fire Scott Highley

There were eight visitors present.

President Michael invited all those in attendance to stand and join in the recitation of the Pledge of Allegiance.

VISITOR COMMENTS

President Michael reported there being several individuals who wish to address City Council regarding items that are not on the agenda. She informed them that Council policy allows speakers five minutes or less to comment.

Bill Pearson, 1950 West Dublin-Granville Rd.

Mr. Pearson read the following statement and shared several slides:

My name is Bill Pearson and the reason I’m here is over a widening issue on Worthington’s West Corridor pertaining to West Dublin Granville Rd.

The issue is in extending the merge lane that currently begins at Olentangy River Rd and continues west for a distance of 430 feet. The proposal is to extend it to 1130 feet.

I am here tonight to ask that you help me persuade ODOT to abandon this extension proposal for the following reasons:

We were informed by Randy Kill, the traffic study coordinator with Burgess and Niple that the primary reason for this extension was due to all of the side swipe and side related accidents that this merge lane was responsible for.
After I thoroughly researched this through the Ohio Department of Public Safety (including all accidents from the first of 2012 to the present), I learned that there was a total of 54 accidents. This included the Olentangy/161 intersection and everything to and including the Alrojo/161 intersection. Only three accidents in this 5 ½ year span were due to side related issues.

Mr. Pearson shared that he has copies of all of the accident reports if anyone wished to review them.

Furthermore, traffic leaving the Shaker Heights neighborhood turning west onto 161 from Alrojo would now have two merging lanes of oncoming traffic closing in upon them to deal with in addition to possible proposed bike lanes if we are to have those. Even if drivers proceed into the turn lane, they will have two oncoming lanes attempting to merge.

Mr. Pearson added that it seems like this is just adding traffic issues that could cause more accident related issues.

When asked by Mr. Norstrom for clarification regarding the three accidents, Mr. Pearson shared that the fifty four accidents that occurred between 2012 to present were between the intersections of Olentangy up to and included the intersection at Alrojo. Only three of those accidents were side related on SR-161.

When asked by Ms. Michael if there were others, not side related, but within that 430 feet, Mr. Pearson replied yes. There were fifty four total accidents, most of which were bumper to bumper type accidents or broadside accidents at the intersections.

When asked by Mr. Foust if the accidents centered down in the intersection itself and had nothing to do with that merge, Mr. Pearson replied yes. He wanted to make sure he got everything so he included everything in the intersections and the stretch in between.

Mr. Norstrom clarified that the question they were asking is, of those fifty four how many happened in the 430 feet. Mr. Pearson replied that he doesn’t have that information at his fingertips but could sit and compile it after he finishes his comments.

With an extended merge lane, traffic is now traveling at a higher rate of speed when attempting to merge. This now can place pedestrians at risk if sidewalks are installed as they are in every plan presented.

Lane encroachment is considerable and could cause the home at 1940 Dublin Granville Rd. to be taken out or at the very least severely compromised.

Some septic system leech beds of adjoining properties will be compromised.
Mr. Pearson showed a picture of Lisa and Doug Brown’s home at 1940 Dublin Granville Rd. with the merge lane in front of their place. They feel their home will be literally taken out if the merge lane goes through.

The existing merge lane functions well as designed and will be greatly improved by having the proposed center turn lane allowing westbound traffic to turn left onto Alrojo instead of backing up traffic as it currently can and sometimes does at peak traffic times of the day.

Mr. Pearson commented that with the turn lane that they have going in, it will greatly alleviate any type of back up traffic. They were almost implying that much of the traffic was due to not having a long enough merge lane but residents feel that the turn lane will take care of that because if someone is in the turn lane at rush hour they can block traffic way back.

The proposed 700-foot extension of this merge lane is not only not necessary, but more critically however; the incursion of this extension will create alternate safety hazards. Additionally, this will cause unneeded financial losses of property values to solve a problem that does not exist.

Ms. Michael asked Mr. Greeson if there was anything that he wanted to add regarding this topic. Mr. Greeson thanked Mr. Pearson for sharing his thoughts. He thinks it would be important to inform Council of where we are in the process and we will pledge to make sure that we get these comments into that process if they are not already a part of it. Ms. Stewart has been the City’s liaison to the project. He asked her to comment.

Ms. Stewart shared that the project team consists of the City of Worthington, the City of Columbus, Perry Township, Mid-Ohio Regional Planning Commission, Franklin County Engineers Office, and ODOT. That group has been engaged with this for a number of months as have an advisory committee that has representatives from the various neighborhoods in the area and other organizations that were interested in this corridor. That Adversary committee has had a series of meetings and they narrowed down to some alternatives that were presented at a public meeting that was held at the high school on June 6th. The topic that you have been talking about is one of the items that was shown at that meeting as well as a number of proposals for the whole stretch from Olentangy River Road to Sawmill Rd. We are currently in a thirty day public comment period, which ends on July 7th. ODOT will then summarize all of the public comments that they receive and will then bring those back to the Adversary Committee for reaction and responses. They will then go to the project team for next steps. These comments can be provided as part of that public comment period. She informed Mr. Pearson that he can submit those directly to ODOT or staff can forward those on.

Ms. Stewart added that one of the other reasons she has heard besides accident history as to why the lengthening of that merge lane is because traffic currently backs up from the Olentangy River Rd. intersection back to the east. The westbound traffic is now fully utilizing both thru lanes because of the quick merge past the Olentangy River Rd.
intersections. A longer merge lane may more fully utilize the thru lanes at Olentangy River Rd. and clear some of the traffic backups that are occurring there.

Mr. Pearson contends that the lack of a left turn at Alrojo St. is the cause of the backups over Olentangy and StRt 315. He shared that he has also attended all of the committee meetings. He was kind of surprised that nobody had been asked to represent the west corridor of Worthington specifically. Other neighborhoods like Shaker Heights and Plesenton were represented. Ms. Michael added that Strathaven was also represented. Mr. Pearson agreed. He shared that he did a petition up and down the street and zero people received the public notice in the mail with the exception of the two houses between Alrojo and Olentangy River Rd. on the south side.

When asked by Mr. Norstrom if he has shared his comments with ODOT yet, Mr. Pearson replied that he just did that today so hopefully they will be there by this Friday’s cutoff. He thanked Council for their time.

Kay Hoffman, 5555 Indianola Ave.
Ms. Hoffman shared that she is here to talk about the sidewalks that are being marked in her neighborhood for replacement. She talked to Mr. Whited earlier in the week and had sent Ms. Michael an e-mail on the 29th of June with her concerns.

Ms. Hoffman reported being interested in understanding the criteria that is used to mark sidewalks for repair and replacement. She walks her dog twice a day in her neighborhood. Not all of the area has sidewalks yet only selected streets or blocks are being marked for repair. She received a letter from the City of Worthington (second time in fourteen years that her sidewalks have been marked) that said for close to $1,100 the City will repair her sidewalks. Mr. Whited presented it to her as an opportunity to take advantage of the contracting rates that the City has with its vendors. She knows that it is a city ordinance but it appears to her to be selectively used. Initially she was told that it was tied to street improvements. Then she was told that that wasn’t necessarily true because she knows that there were repairs done in her neighborhood last year where sidewalks were not marked for repair or replacement.

Ms. Hoffman shared that she has a couple of questions that she posed in the e-mail that she sent to Ms. Michael. The questions are as follows:

1) Criteria
2) It seems to her that if this is in relationship to street repairs that are being done that people are concerned with the aesthetics of what things look like rather than the safety of the citizens in the community, which is a concern.
3) Would also like to understand how the City awards certain contractors for this business and the amount of revenue being generated because the City is clearly generating revenue for these vendors. How often is that happening?
Ms. Hoffman asked what kind of revenue is being generated for these contractors in Colonial Hills where she lives this year as opposed to 2016. If there is a difference, then why is there.

Ms. Michael remarked that she wouldn’t say that revenue is generated but rather we are paying for work that the contractors do. Ms. Hoffman replied that she would think they are making a profit.

Mr. Norstrom asked for clarification on her second point as he didn’t quite understand it. He thinks it was something about aesthetics. Ms. Hoffman explained that initially when she actually saw somebody in the neighborhood marking certain blocks, she approached them and asked if they could help her understand why her sidewalk is being marked again in a fourteen year period and what the criteria is. She was told that it was connected to the street repair because her block was slated for repair, which she thought was odd because she didn’t see the connection between the two. She voiced that thought and was given Mr. Whited’s contact information. She called Mr. Whited and had a conversation. He actually suggested that she come and talk with Council. She first sent an e-mail to Ms. Michael but since she has not heard back from her yet she thought she would come and voice her concerns. She would like to understand what we are trying to accomplish. The bottom line for her is that if it is tied to the street repair then she is concerned that there are uneven sidewalks throughout her neighborhood that are not being tapped.

After receiving confirmation that her e-mail was sent to the correct address, Ms. Michael found the e-mail caught in the City spam filter.

Ms. Hoffman again voiced her concerns.

After considerable discussion, Ms. Michael asked staff to conduct research in an effort to answer some of the questions that Ms. Hoffman is asking.

Mr. Norstrom asked Mr. Whited what the standards are for identifying sidewalks that need repaired/replaced. Mr. Whited replied that a tripping hazard is defined as ¾” upheaval or differential in any portion of the sidewalk but it particularly happens at the joints. We do not have an inspection program where we go out and walk all of the sidewalks but as sidewalks with those differentials are noted by staff or by notifications from citizens or others we will send letters to the homeowners and have them repair them at their cost. When it comes to the street improvement program, when we know that we are repairing the street, we do inspect the sidewalks that are contiguous to those streets and take the opportunity to allow the homeowner in that area to repair those sidewalks through the street improvement program although they do not have to. The sidewalk needs to be repaired but we allow the contractor to include that in his contract and it gives a better price. Mr. Norstrom commented that we provide them that opportunity because we have a discount with the contractor. Mr. Whited agreed that we have a better price that is selected through a select bid process every year and it is done with those sidewalks that are contiguous to the streets that are being paved.
Ms. Hoffman replied that she understands that but she doesn’t think that is uniformly applied because she knows that last year a repair was done on N. Selby and Andover and she can assure them that there are uneven sidewalks on N. Selby.

Ms. Dorothy thinks that staff relies on citizens calling in different addresses that need to be repaired. She thinks it is correct that the city does not do a complete audit every year of all the tripping hazards because they are numerous. She added that members recently received a walkability study for the downtown that indicated a significant number of sidewalks in Old Worthington that need to be repaired.

Mr. Troper encouraged her to let Mr. Whited know if she experiences any sidewalks that are offset. He does that regularly and it has probably resulted in twenty sidewalks being replaced. It is not something that we survey like Mr. Whited said but if you see it and let them know notices of repair will go out to the property owners.

Ms. Dorothy noted that council has been discussing how much of public money should be used to help fund sidewalk repairs because it is a significant mode of transportation for the community, especially mothers and people who walk or run to have a safe alternative path to the street.

Ms. Michael added that the whole sidewalk issue is a big issue that the City just doesn’t have enough money to totally tackle citywide so members are always trying to determine which ones have to be done and which ones can be done. There is such a need. She recalls a sidewalk study that was done about ten years ago and the cost was over $12,000,000 in needed funds.

Ms. Hoffman remarked that she can appreciate that but as a resident who is already paying, recognizing that she lives in a lovely community that she enjoys and where she feels safe but her point is that in fourteen years she has had to do this twice. She would venture to say that there are other people in her neighborhood that have uneven sidewalks who have not been asked to replace or repair their sidewalks.

Ms. Michael confirmed that staff will look into the issue and get a report back to Council and to Ms. Hoffman. She thinks members have a good feel for where the problem is but she wants to give staff a chance to address the issue.

Ms. Hoffman added that she negotiated contracts in her former life. She would love to know what kind of bids took place with these cement vendors. Her cost is $1,100 to replace four parts of the sidewalk.

Mr. Whited shared that the street improvement program goes out for bid yearly to all of the general contractors in the area that do paving and concrete work. They do the curb repair, drainage and resurfacing. It is a competitive bid. When asked by Ms. Hoffman if it is for the sidewalks themselves, Mr. Whited replied that sidewalks are a part of numerous line items.
Mr. Smith asked if it is possible that people in her neighborhood who have had street improvements in previous years may have been informed to repair their sidewalks but actually didn’t. Mr. Whited replied not having been here he supposes it’s possible but they tend to follow up on them pretty well.

Mr. Smith then commented that worst case scenario, if he has a couple inch gap in his sidewalk in front of his house, what is the City going to do and in what timeframe. Mr. Whited replied that he will receive a letter and have twenty one days to respond to complete the work. Mr. Greeson added that we will know about that either as a result of seeing it or as a complaint from a neighbor. It is possible that we could do repair or spot work in an area and have not inspected the sidewalk but generally if it is a part of the street improvement program where we are looking at resurfacing an entire street. Not every residential street has the same asphalt life but in general that ensures that residents experience about the same cycle of inspection unless we receive a complaint or pro-actively observe a trip hazard.

Mr. Norstrom stated that if a resident doesn’t repair it, we contact them again and eventual we will make the repair and bill them. He asked if that was correct. Mr. Greeson agreed. He isn’t aware of that being done often but that is the process. Residents often take advantage of piggybacking on our bid but sometimes residents will choose to use their own contractor and staff will work with them to accommodate that.

Going back to the bid process, Ms. Hoffman understands that it is tied to improvements on the curbs and pavement. When we do that bid process, which she assumes is being done every year, she asked if sidewalks are always included in the process. Mr. Whited replied yes but residents are not required to use our contractor.

Ms. Michael thanked Ms. Hoffman and stated that staff will be getting back with her. Ms. Hoffman thanked Council for their time.

APPROVAL OF MINUTES

- June 12, 2017 – Committee of the Whole Meeting
- June 19, 2017 – Regular Meeting

MOTION Mr. Foust made a motion to approve the aforementioned minutes as presented. The motion was seconded by Mr. Norstrom.

Ms. Dorothy noted that she had several typographical errors that she submitted. She wanted to highlight that June 12th was the meeting that the Bike and Ped Committee presented.

The motion to approve the minutes as amended carried unanimously.
PUBLIC HEARINGS ON LEGISLATION
President Michael declared public hearings and voting on legislation previously introduced to be in order.

Ordinance No. 24-2017

Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of Arterial Improvements – Huntley Road and Determining to Proceed with said Project. (Project No. 653-17)

The foregoing Ordinance Title was read.

Mr. Greeson reported that the 2017 adopted Capital Improvement Program included an arterial road resurfacing project for Huntley Road. Motor vehicle licensing tax dollars are typically utilized to fund road projects like Huntley. At the last meeting Council authorized staff to bid that project and introduce the ordinance for consideration with blanks. That is done so that the amount of the successful bid and the name of the successful bidder can be incorporated during the public hearing. Members also had a discussion about sharrows and asked for input from the Bike and Pedestrian Advisory Board on whether to include them on this street. Afterwards staff included sharrows as an alternate aspect for bidders to propose on so that we could provide a better cost for those amenities. The lowest responsible bidder was Decker Construction at $420,123.14. Bids for painted sharrows came in at $10,500 and thermoplastic sharrows at $21,840. Per our discussion, staff also discussed the issue with Bike and Pedestrian Advisory Board. At that meeting Councilmember Dorothy also presented a Bike Worthington analysis that he thinks was handed out and e-mailed today. That analysis recommended a different stripping pattern than was bid and proposes the elimination of the center turn lane, reduced lane width, reducing the speed limit, and he believes adding buffered bike lanes. He thinks they will probably hear about those ideas tonight.

When asked by Mr. Norstrom what Bike Worthington is, Mr. Greeson replied that he understands it to be a bicycle advocacy organization that has been formed. Representatives of that organization may speak tonight and describe what it is.

Mr. Greeson acknowledged that the Advisory Board who is also represent this evening was frustrated with the process as they did not feel that there was enough discussion or involvement in the design phase regarding this project. As shared in a letter from their chairperson, they did not feel that they had enough information to adequately consider the issues of sharrows or no sharrows. Further discussions with them presumable would have surfaced some of the issues that were raised at that meeting earlier and provided more time for them and us to debate the merits of the various proposals. Our goal is to provide the Board and Council with the best information to make decisions. Regardless of the decision this evening, staff is committed to working with the advisory board and Council going forward from tonight to establish a clear process to accomplish what we think are shared goals. Those goals being that we adequately maintain our
infrastructure and advance projects in a timely manner. That we consider opportunities and make improvements to our bicycle and pedestrian facilities when we can and that we do both of these things in a professional and thoughtful way that builds trust amongst parties. With that said, he would respectfully suggest that there are really four options for members to consider this evening as follows:

1) Move forward with the project as bid, without sharrows
2) Move forward with the project as bid, with sharrows. Determine whether painted or thermoplastic or with the appropriation and authorization to add sharrows if the advisory board feels it appropriate
3) Table the project. Recommend for no more than two weeks and only if members want to obtain information necessary to make a decision. Tabling beyond July 17th may affect the bid and the ability to accomplish the project in the construction window.
4) Reject the bids

Mr. Greeson shared that if members want everyone to give serious consideration to the elimination of a turn lane, shrinkage of the lane width, and speed limit reductions, he would suggest that there needs to be a more robust process that engages the advisory board, technical expertise and the interests and plans of local businesses to arrive at what is best long term for all users in that area of our community. That cannot be accomplished in two weeks. It would require the postponement of the project until next year and possibly combining it with another project that is nearby. We believe that all four of those options are feasible and responsible and are prepared to discuss each of them in detail if members so desire.

At Ms. Michael’s request, Mr. Greeson repeated the previously reported bid information. He added that we would typically include contingency. The project with contingency but without sharrows would be $462,135.45. Staff is prepared to answer questions about each of the four options that were outlined. Council may want to take public input before we fully discuss that but we welcome the opportunity to have further dialog about it.

Ms. Dorothy would like to have time to seriously consider other modes of transportation besides the truck traffic especially since it was discussed at a meeting that she did not attend. At the Quikrete, we know that trucks stop in the center turn lane which is a very unsafe environment and puts the City at risk. The City had a lease agreement with them since 2011 to be able to build out near Huntley Bowl so they could take those trucks off that center lane and that has never been done. She feels that is a serious safety consideration. She often drives down this way when going to work in Westerville and has noticed people who walk and bike in this corridor to the many other businesses besides the trucking industry. She thinks members need to have serious consideration of all interests and plans of all the local businesses and people who patronize the park. We have Huntley Bowl Park there that we have no other way to get to besides this Huntley Road and she thinks members need to have time to seriously consider all modes of transportation along it.
Ms. Michael noted that members received a report that was dropped off from the Advisory Board at the beginning of the meeting. Mr. Greeson added that both the chair and vice-chair of the Advisory Board are present this evening.

Ms. Michael invited Mr. Dorothy to address Council.

Paul Dorothy, 179 Kenbrook Drive
Mr. Dorothy shared that he is present to represent Bike Worthington. Bike Worthington is a non-profit that represents the interest of bicycle and multi-modal considerations within the city of Worthington. It is clear from what has been discussed tonight that an organization such as that is desperately needed. We’ve been working at this for almost three years but nothing really seems to change. We have this “improvement” that has been brought forward without consideration for anything but vehicular traffic. This has been brought forward in almost a brinkmanship like manner. If we do not take it, we will lose the bids. If members seriously want to look at all the other modes, we will have to set these bids aside. That shouldn’t have come to this point. This should have been brought through the process well before this. He handed a report to members and hopes they will look it over. It didn’t take him much time to do. He shared that there are thirty-two businesses in the Huntley Road corridor. Only two of them focus on trucking. The rest focus on something else. When we do this we pick the winners and the losers in these transportation corridors. If we follow this plan, we pick Quikrete as the winner and Tri-Tech Multisport as the loser. We pick a park that no one can safely bike or walk to as the loser. We pick the other businesses who may need employees who can walk or bike to their facility as losers. We pick the citizens of the community as losers. The Quikrete trucks park in that center left turn lane. That is in direct violation of the Ohio Vehicle code and Worthington has been letting that go on. Worthington is on notice that that is going on as it has worked out a deal with Quikrete for an alternate place for them to stage their trucks. When there is an incident the City opens itself up for liability. They are on notice that there is a safety problem here.

In his information he talks about the possibility of including buffered bike lanes here and reducing the speed limit to make it a friendly corridor. If we are worried about these truck movements, we ought to have them going a little slower because that center left turn lane doesn’t help the trucks. They don’t turn from that center left turn lane. They require the entire width of the roadway to make their turn. So center left turn lane or two lanes with buffered bike lanes makes no difference to that tractor trailer driver because he is making his turn using the entire width of the roadway.

We talk about the concern for heavy truck volumes but the only truck volumes he has seen are from the 1979 study. That ’79 study didn’t consider bike or pedestrians because there were no bikes or pedestrians observed in the corridor at the time the peak hour counts were taken. No sidewalks or bicycle facilities maybe there won’t be that many bikers. That was forty years ago. If we repave this road, with the life span of a pavement being between fifteen to twenty years, we are going to kick the can down the road decades before we are willing to make improvements for all members of our community.
There has been talk about the fact that this is vehicle tax money. Everybody here that owns a bike and regularly rides a bike also owns a car and pays that same vehicle tax. Our children also use bikes and walks to get around. He thinks we want to provide a safe way for them to get to and from the park we have provided for them.

The improvements that we are talking about would change the costs of this project by less than 2%. That doesn’t even come up to the level of contingency that the City has placed on this project. We have to do better for our community. We talk about the best information to make our decisions. We don’t have that tonight. We just don’t. It is time we did better. It is time we looked at all modes of transportation fairly and it is time we work for all of our citizens and not just a few special interests.

Mr. Foust thought the last conversation members had on this topic they differentiated between Huntley and Proprietors. He thinks in that conversation members were more accepting of the notion that Huntley is commercial to an extent and to try and make it something other than what it is was a challenge that members really couldn’t take on because it didn’t make sense.

Ms. Dorothy interjected that she doesn’t agree with Mr. Foust’s comments. She noted that she wasn’t in attendance at that meeting but she has ridden both of those corridors. She agrees that Proprietors is easier to ride down.

Ms. Michael commented that Mr. Foust summarized what was said at the last meeting. If Ms. Dorothy has a different view that is fine but he did correctly summarize what the feelings were by the end of that meeting.

Ms. Dorothy understands that she has a different viewpoint. There are plenty of businesses along Huntley Rd. that people would like to walk or bike to but don’t feel safe, even though she sees people do it because they have no other alternative. Yes Proprietors currently has a sidewalk where Huntley has none. It is wider along Proprietors while on Huntley you have trucks and people speeding. It is an unsafe place where you wouldn’t want to walk or bike because you will get killed. Why wouldn’t council want to provide safe adequate transportation lanes for people not in vehicles? She doesn’t understand that.

Mr. Foust shared that unfortunately that same statement can be made about so many roads in the Columbus area. Many of the roads have a mix of retail and commercial or light commercial. He doesn’t think you can take every thoroughfare and necessarily make it bike friendly, particularly in the case where there is two that run side by side, and a half mile apart. Ms. Dorothy acknowledged that they serve vastly different people.

Mr. Norstrom noted that one is much safer than the other under current circumstances. Ms. Dorothy replied that she doesn’t know about that as she thinks they are both fairly unsafe but one does have a sidewalk.

Mr. Norstrom thinks members should move forward with this item.
After Mr. Greeson reiterated the four possible options at Mr. Smith’s request, Ms. Dorothy stated that she wanted to make sure that everyone got through the Bike and Pedestrian Advisory Board memo. She didn’t know if Ms. Martin or Mr. Bates were going to talk about their memo but at the end they mention that the Board unanimously agreed that bicycle and pedestrian facilities need to be provided on Huntley and they would like to revisit this subject at a future date once proper data addressing the above is provided.

Mr. Greeson shared that our arterial project for 2018 is the Huntley / Schrock intersection and west to the railroad tracks. Mr. Whited commented that depending on funding, the plan is to go from where the Northeast gateway terminates to Schrock Rd., include as much as Schrock Rd. as we can but he doesn’t think there will be much. Mr. Greeson noted that we will be in that area with this contiguous project. If this legislation is delayed staff will incorporate it into that project as far as the money will go. The risk of that is with some deterioration and construction inflation but he doesn’t know if that would be significant at this point.

Mr. Troper shared that he would be fine with delaying the vote until July 17th so that members could get more information. He would also like to hear the bike and pedestrian members since this is new information that members received today.

Mr. Smith commented that he doesn’t think that sharrows on this road will make much of a difference. He keeps referring back to his recent trip to Baltimore and how deathly scary it was walking next to east coast traffic and main thoroughfares. He keeps thinking of those going to the resource pantry because he knows that some of those folks walk there and to other things listed on this document. Two weeks would help him make a decision, which may mean to postpone it even longer but he would need those two weeks.

Mr. Foust asked Mr. Smith if he is suggesting reducing the center turn lane all together. Mr. Smith confirmed that as the question he needs two weeks to think about. He needs to think about the questions, then ask them and get the information.

Mr. Norstrom asked if there is a reason for two weeks versus one week. Mr. Smith replied that one week is fine but two weeks was brought up.

MOTION Mr. Norstrom made a motion to table Ordinance No. 24-2017 for one week. The motion was seconded by Mr. Foust.

The motion to table for one week carried by a voice vote of five “aye” (Foust, Troper, Norstrom, Smith, Michael) to one “nay” (Dorothy).

Ms. Michael reiterated that the motion to table was for one week. Should anyone have questions she encouraged them to make them known.
Ms. Dorothy shared that she is available to converse with members. She believes that more data needs to be provided and a longer time to study. She would urge members to reject the bids and have it included in a project for next year.

Mr. Norstrom commented that if members are going to consider this issue again in one week, which we just voted to do, then members need to provide their questions to staff over the next couple of days. This has been in the five year capital plan. It is not a surprise to anyone if they pay attention. The question has already been asked and answered in terms of more coordination with our Bike and Ped Committee. He thinks the Bike and Ped Committee recommendations however is basically to move forward. Ms. Dorothy disagreed. Mr. Norstrom asked Ms. Martin to comment. Ms. Michael invited Ms. Martin to address Council.

Eugenia Martin, 148 E. North St. (Chair of Bicycle and Pedestrian Advisory Board)
Ms. Martin shared that the reason they did not have a recommendation wasn’t only because of the fact that it was a short notice when brought to them but it was the fact that they did not feel that the corridor had been studied fully. Knowing that the northeast gateway will include bike lanes and knowing all the types of businesses that are through that corridor and that pedestrians and employees do travel by foot and by bike to get there, they feel that it needs to be a little bit more of a comprehensive view than just putting some paint on the ground. They weren’t sure if that was the appropriate facility to be placed there, which is why they said that they would be amenable. They were asked to make a recommendation and they can’t because they don’t feel that enough information has been provided. They feel that it needs to be looked at in the future once the things listed in the memo are addressed.

Mr. Norstrom explained that he interprets that as a future date that means further away than August. He says proceed with the program we have in place. Let’s get the road under repair. Then if we want to come back and put sharrows but he would like staff to address the question of how safe are sharrows. He noted that someone was killed in sharrows in Cincinnati so he doesn’t think that sharrows is the right answer. Ms. Dorothy agreed.

Mr. Norstrom and Ms. Dorothy greatly disagreed on when the road should be repaved.

Ms. Michael stated that this legislation has been tabled. She would like to see a sketch of what it would look like with sharrows. Any other information that members want needs to be sent to Mr. Greeson.

In going back to Mr. Pearson, he clarified that the total westbound side related accidents, not including the Olentangy River Rd. or Alrojo intersections were three. There was an additional one car into the ditch in the corridor and three more that were bumper to bumper accidents for a total of seven accidents over 5.5 years. Mr. Norstrom went back to the original 54 accidents that were identified. Mr. Pearson stated that 33 were intersection accidents at Alrojo and Olentangy.
Mr. Pearson clarified for Mr. Smith that the information was gathered from the Ohio Department of Public Safety. Chief Strait confirmed that ODOT through the Ohio Department of Public Safety actually maintains all of the OH1s for the entire state of Ohio.

Ms. Michael thanked Mr. Pearson for his time. Mr. Pearson added that after petitioning each and every person on the entire corridor there is not one single person who is in support of that extended merge lane.

NEW LEGISLATION TO BE INTRODUCED

Resolution No. 39-2017 Adjusting the Annual Budget by Providing for a Transfer of Previously Appropriated Funds.

Introduced by Mr. Smith.

MOTION Ms. Dorothy made a motion to adopt Resolution No. 39-2017. The motion was seconded by Mr. Troper.

Mr. Bartter reported that he is exploring the possibility of bringing on a consultant to assist in formalizing our financial strategy. This would transfer the funds that were previously appropriated for two salary lines into the consultant line.

There being no additional comments, the motion to adopt Resolution No. 39-2017 carried unanimously by a voice vote.

Ordinance No. 25-2017 Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of 2017 Central District Sanitary Sewer Repairs and Determining to Proceed with said Project. (Project No. 654-17)

Introduced by Mr. Foust.

Ordinance No. 26-2017 Amending Applicable Sections of Chapter 943 of the Codified Ordinances of the City to Change the Name of the Flint Road Cemetery to Flint Cemetery.

Introduced by Mr. Norstrom.

The Clerk was instructed to give notice of a public hearing on said ordinance(s) in accordance with the provisions of the City Charter unless otherwise directed.
Ordinance No. 27-2017

To Amend the Official Zoning Map of the City of Worthington, Ohio, to Change Zoning of Certain Land from C-4, Highway and Automotive Services to WBC-3, Mixed Use (7007 North High Street), Parcel #100-001218.)

Introduced by Mr. Smith.

Staff noted that Ordinance No. 27-2017 needs to be referred to the Municipal Planning Commission for consideration/recommendation.

REPORTS OF CITY OFFICIALS

Policy Item(s)

- TREX and New – Diamond Wolves LLC

Mr. Greeson reported that members previously approved a TREX for a D-2 liquor permit. The Department of Liquor Control has approved that. Council now has an opportunity to object to it. This is for the D-2 which allows for the sale and non-premise consumption of wine and mixed beverages until 1:00 a.m. Separately from the TREX, Liquor Control is also issuing a D-1, a D-3, and a D-6 permit. They are for the Tomatillos Authentic Mexican Restaurant / Diamond Ice Cream which is located at the western end of the Linworth Crossing development on W. Dublin-Granville Rd. Staff has no concerns with these two applications.

MOTION

Mr. Norstrom made a motion to not request a hearing for a TREX liquor permit application or a new liquor permit application. The motion was seconded by Mr. Smith.

The motion carried unanimously by a voice vote.

- Request to Bid – Central District Sanitary Sewer Repairs – East North Street

Mr. Whited reported this being a combination of three projects from our CIP to accomplish sewer improvements within the central district. This would be North St., Morning St. and Ridgedale. The work is consistent with our sanitary sewer evaluation reports as completed by DLZ. The improvements will increase capacity and limit the chances of water in the basements in the area. The contract estimate is $645,000+. Staff would like permission to put that out to bid in the next week so we can solicit the actual costs to bring back to council with a selected contract.

Ms. Dorothy asked how close we were to being done with all of the sewer projects. Mr. Whited confirmed there to be several more to be completed.
MOTION
Ms. Dorothy made a motion to authorize the advertisement for bids for the Central District Sanitary Sewer Repairs – East North St. The motion was seconded by Mr. Troper.

The motion carried unanimously by a voice vote.

Other Items

Mr. Greeson shared the following items:

1) He distributed a letter to members from the Central Ohio Mayors and Managers Chairperson, Mayor Ben Kessler of Bexley who provided a letter to mayors, city managers and council members throughout central Ohio regarding a piece of language related to water services that was in the state budget and inserted by Representative Duffey. It has had a great deal of debate of late and he wanted to make sure that staff provided this letter to members. He will report that the governor line item vetoed that particular item. He will send out the information that was provided as part of that veto.

2) Memorandum from Economic Development Manager David McCorkle who reported that Taste of Vietnam restaurant has ceased operations effective immediately. Staff will work with the Old Worthington Partnership to fill that important vacancy that will occur in the downtown.

3) Robyn Stewart has served on the Ohio City County Managers Association board and has been elected vice-president. We are very proud of her.

REPORTS OF COUNCIL MEMBERS

Mr. Norstrom shared that the news from COTA is that the search process for a new director is beginning. A search firm has been hired and we expect to have that decision made and a person in place probably by the end of the year. It is a very important position.

Ms. Dorothy reported that she attended the Bike and Pedestrian Board meeting. She wants to make sure that everyone knows that the whole group was quite frustrated that they didn’t get more input on the Huntley Rd. corridor in a timelier manner. She is sure they would appreciate some more time if at all possible.

She also wants to note that from her cemetery board work, she has had a couple of people from the Rush Creek Village contact her then Mr. Whited and Mr. Chandler about some erosion from Rush Creek. She is not sure exactly what is going on. We have yet to respond to the resident but there are some serious erosion issues and she doesn’t know if we as a City need to address that but she would be happy if Mr. Whited would respond to the resident. Mr. Whited confirmed that he let him know that staff is looking into that.

Ms. Dorothy shared with Mr. Norstrom that rush creek and erosion throughout the whole rush run water shed is an issue that the city has.
Ms. Michael shared that from the legislative side, the City has lost with the Governor’s conference committee bill and the legislation signed by the Governor. They changed it from charging us 1% to have the Department of Taxation account for our money to ½% but they will still have the Department of Taxation accounting for our funds. Local government fund money was transferred from cities to townships and small villages, plus another large sum of money was taken off the top so we will be receiving less local government funds.

Mr. Norstrom asked if RITA would still be involved. Ms. Michael replied yes. This is only one type of our income taxes. Mr. Bartter explained that the provision allows businesses to opt-in to file their net profit return. Year after year businesses will be allowed to either opt-in to file through the state through the Ohio Business Gateway or with the City or RITA or whoever is administering that tax.

**EXECUTIVE SESSION**

**MOTION** Mr. Foust made a motion to meet in Executive Session to discuss Board and Commission appointments and appointment of personnel. The motion was seconded by Mr. Norstrom.

The motion carried by the following vote:

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<td>Smith, Foust, Norstrom, Dorothy, Troper, and Michael</td>
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Council recessed at 8:51 p.m. from the Regular meeting session.

**MOTION** Mr. Smith made a motion to return to open session at 9:14 p.m. The motion was seconded by Ms. Dorothy.

**ADJOURNMENT**

**MOTION** Mr. Troper made a motion to adjourn the meeting at 9:14 p.m. The motion was seconded by Mr. Norstrom.

The motion carried unanimously by a voice vote.

President Michael declared the meeting adjourned.

Clerk of Council

APPROVED by the City Council, this 17th day of July 2017.

_________________________________

Council President
ORDINANCE NO. 28-2017

Amending Ordinance No. 16-2017 to Establish Compensation for the Unclassified Position of Assistant to the City Manager/IT Director and Authorizing the City Manager to Extend Certain Benefits Related to this Position.

WHEREAS, the salaries for the unclassified positions of the Municipal Service must be fixed by City Council; and,

WHEREAS, employee benefits are established in the City’s Personnel Rules and Regulations.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. The salary of the Assistant to the City Manager/IT Director (Class Specification No. 244) shall not exceed $120,000.

SECTION 2. The provisions of this ordinance supersede Ordinance No. 16-2017, passed on May 15, 2017, to the extent they pertain to the position specified in Section 1.

SECTION 3. The City Manager is authorized to extend additional leave benefits as may be appropriate for this position, in addition to those benefits established in the Personnel Rules and Regulations;

SECTION 4. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington Ohio.

Passed ______________

President of Council

Attest:

Introduced July 10, 2017
P.H. July 17, 2017

Clerk of Council
RESOLUTION NO. 43-2017

A Resolution Offering the Voluntary Purchase of Service Credit Between the City of Worthington, Ohio and the Bargaining Unit Employees of the City of Worthington Division of Police Enrolled in the Ohio Police and Fire Pension Fund.

WHEREAS, the eligible employees of the City of Worthington Division of Police participate in the Ohio Police and Fire Pension Fund (“OP&F”); and,

WHEREAS, City Council has previously restated its support of the implementation of a designated pick-up of all of the mandatory contributions required under Section 742.31 of the Ohio Revised Code for participating employees of the City of Worthington Division of Police who are members of the OP&F by paying the contributions through a payroll reduction; and,

WHEREAS, City Council desires to offer a pick-up for the voluntary purchase of service credit, as provided for in Section 742.56 of the Ohio Revised Code and 742-5-08 of the Ohio Administrative Code, for participating employees of the City of Worthington Division of Police who are members of the Ohio Police and Fire Pension Fund and who are members of the bargaining unit; and,

WHEREAS, the Ohio Police and Fire Pension Fund has adopted procedures for reporting picked up contributions in order to properly prepare 1099-R forms for its members pursuant to Section 742.32 of the Ohio Revised Code and Section 742-7-14 of the Ohio Administrative Code; and,

WHEREAS, employers may pay all or a part of the voluntary contributions for the purchase of service credit for employees participating in the Ohio Police and Fire Pension Fund;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That effective July 17, 2017 and thereafter, the City of Worthington desires to offer to pick-up all or part of the voluntary contributions through a payroll deduction for the purchase of service credit by employees of the City of Worthington Division of Police who are members of the Ohio Police and Fire Pension Fund and who are members of the bargaining unit. The bargaining unit is described in Exhibit A, which is made a part of this resolution. No contributions made prior to the City Council’s action shall be picked-up.

SECTION 2. That said picked up contributions paid through a payroll reduction, even though designated as employee contributions for state law purposes, are being paid by the City of Worthington in lieu of said contributions by the employee.
RESOLUTION NO. 43-2017

SECTION 3. That the pickup treatment does not apply to contributions made prior to the later of the date the resolution is signed or effective.

SECTION 4. That said employees shall not be entitled to any option of choosing to receive the contributed amounts directly instead of having them paid by the City of Worthington to the Ohio Police and Fire Pension Fund.

SECTION 5. That said employees must execute the attached Irrevocable Payroll Deduction Authorization form in order to have this pick-up treatment apply and that the Department must certify the authorization under Ohio Administrative Code 742-5-08.

SECTION 6. That this Resolution shall take effect and be in full force from and after July 17, 2017.

SECTION 7. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted ________________

____________________________________
President of Council

Attest:

____________________________________
Clerk of Council
EXHIBIT A: DESCRIPTION OF BARGAINING UNIT

DIVISION OF POLICE

Police Officer

Police Sergeant

Police Lieutenant
MEMORANDUM

Date:    July 11, 2017

To:  Matthew H. Greeson, City Manager

From: Scott F. Bartter, Director of Finance

Subject: Ohio Police and Fire Pension Fund Pick-Up Resolutions

Background

Under Ohio Revised Code Section 742.56, members of the Ohio Police and Fire Pension Fund (“OP&F”) are permitted to purchase eligible prior service credit through a payroll deduction plan. To be eligible to use the tax-deferred method of payroll deduction, the City of Worthington must pass a resolution in the format established by OP&F. Separate resolutions are needed for both the Fire Department and the Police Department, as well as the attached Exhibits which outline the bargaining unit positions.

Impact

We have a new employee who has elected to purchase prior service credit though a payroll deduction and has requested to use the tax-deferred option. The passage of these resolutions would make that option available for the new employee. The City of Worthington will not incur any additional costs in the deferment of federal and state income taxes.
RESOLUTION NO. 44-2017

A Resolution Offering the Voluntary Purchase of Service Credit Between the City of Worthington, Ohio and the Bargaining Unit Employees of the City of Worthington Division of Fire/EMS Enrolled in the Ohio Police and Fire Pension Fund.

WHEREAS, the eligible employees of the City of Worthington Division of Fire/EMS participate in the Ohio Police and Fire Pension Fund (“OP&F”); and,

WHEREAS, City Council has previously restated its support of the implementation of a designated pick-up of all of the mandatory contributions required under Section 742.31 of the Ohio Revised Code for participating employees of the City of Worthington Division of Fire/EMS who are members of the OP&F by paying the contributions through a payroll reduction; and,

WHEREAS, City Council desires to offer a pick-up for the voluntary purchase of service credit, as provided for in Section 742.56 of the Ohio Revised Code and 742-5-08 of the Ohio Administrative Code, for participating employees of the City of Worthington Division of Fire/EMS who are members of the OP&F by paying the contributions through a payroll reduction; and,

WHEREAS, the Ohio Police and Fire Pension Fund has adopted procedures for reporting picked up contributions in order to properly prepare 1099-R forms for its members pursuant to Section 742.32 of the Ohio Revised Code and Section 742-7-14 of the Ohio Administrative Code; and,

WHEREAS, employers may pay all or a part of the voluntary contributions for the purchase of service credit for employees participating in the Ohio Police and Fire Pension Fund;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That effective July 17, 2017 and thereafter, the City of Worthington desires to offer to pick-up all or part of the voluntary contributions through a payroll deduction for the purchase of service credit by employees of the City of Worthington Division of Fire/EMS who are members of the Ohio Police and Fire Pension Fund and who are members of the bargaining unit. The bargaining unit is described in Exhibit A, which is made a part of this resolution. No contributions made prior to the City Council’s action shall be picked-up.

SECTION 2. That said picked up contributions paid through a payroll reduction, even though designated as employee contributions for state law purposes, are being paid by the City of Worthington in lieu of said contributions by the employee.
RESOLUTION NO. 44-2017

SECTION 3. That the pickup treatment does not apply to contributions made prior to the later of the date the resolution is signed or effective.

SECTION 4. That said employees shall not be entitled to any option of choosing to receive the contributed amounts directly instead of having them paid by the City of Worthington to the Ohio Police and Fire Pension Fund.

SECTION 5. That said employees must execute the attached Irrevocable Payroll Deduction Authorization form in order to have this pick-up treatment apply and that the Department must certify the authorization under Ohio Administrative Code 742-5-08.

SECTION 6. That this Resolution shall take effect and be in full force from and after July 17, 2017.

SECTION 7. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted _____________________

____________________________________
President of Council

Attest:

____________________________________
Clerk of Council
EXHIBIT A: DESCRIPTION OF BARGAINING UNIT

DIVISION OF FIRE/EMS

Firefighter/EMS

Fire Inspector

Lieutenant

Inspector Lieutenant

Captain
RESOLUTION NO. 47-2017

Amending the Position Description for Fire Chief.

WHEREAS, City Council wishes to amend the position description for the position of Fire Chief; and,

WHEREAS, it is necessary to amend the position description for the position of Fire Chief to properly reflect the duties of this position;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That the position description for the position of Fire Chief (Class Specification No.180) as per the description attached hereto be and the same is hereby amended.

SECTION 2. That the Clerk of Council be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted_________________

____________________________________
President of Council

Attest:

__________________________
Clerk of Council
CITY OF WORTHINGTON
POSITION DESCRIPTION

POSITION TITLE: Fire Chief
CLASS: No. 180
Department: Division of Fire and Emergency Medical Services
Date: July 17, 2017
Reports To: City Manager/Safety Director
Updated: 2017

General Statement of Duties

The Fire Chief leads and directs the Worthington Division of Fire & Emergency Medical Services. It is a highly responsible managerial position with responsibility for managing the various functions of the Division by developing community risk management strategies, planning and implementing policies, recommending strategies, training and evaluating personnel, and preparing and monitoring budgets. The Fire Chief serves as liaison with the community and community groups, and other fire/EMS service agencies.

The Fire Chief shall function with a high degree of independence and utilize sound professional judgment, demonstrate planning and organizational skills, and establish priorities, programs and acceptable performance levels for his/her functional area. The Fire Chief shall be committed to the mission, vision and values of the City and the Division of Fire and EMS and demonstrate such through ethical conduct, community stewardship, individual initiative and responsive service. The Fire Chief shall demonstrate leadership, management and technical skills through effective communication and collaboration, proper use of team resources, progressive decision-making, personal accountability and responsibility.

Essential Functions of the Position:

- Plans, organizes, directs and evaluates all Division of Fire and EMS programs, service delivery, and staff.
- Plans, develops and implements Division strategic goals, objectives, policies, procedures, and guidelines; ensures compliance with Federal, State and local laws.
- Performs research, analyzes findings, prepares recommendations, and reports on the effectiveness and efficiency of Division operations, including evaluating
community risk management needs; recommending modification of Division operations to meet new or changed needs.

• Prepares, administers and monitors the Division budget.
• Provides high standards of customer service, and promotes responsive relationships both within the organization and the community resolving the most sensitive or complex complaints or problems.
• Coordinates Division activities with those of other internal and outside agencies.
• Prepares and presents reports to the City Manager.
• Assists in developing and maintaining the City’s Emergency Operations Plan; supervises emergency management activities including preparedness, response, recovery, and mitigation and assures readiness of Emergency Operations Center.
• Responsible to develop and oversee fire and EMS data and records management.
• Responds to and may direct activities or assume command at the scene of major incidents or disasters.
• Assesses community risk management needs; investigates new methods, technologies and programs to improve current levels of service.
• Develops and implements short and long-range goals for the Division; establishes priorities for the improvement of all Division of Fire and EMS services.
• Delegates work assignments, projects, and programs; monitors work flow; and reviews and evaluates work products, methods, and procedures.
• Oversees establishment, planning, and supervision of the employee training and staff evaluation programs including supervising, scheduling, training, directing, counseling, disciplining and evaluating subordinates. Enforces disciplinary measures when necessary.
• Makes all personnel assignments within the Division of Fire and EMS.
• Makes recommendations to the City Manager for the appointment, promotion, suspension or dismissal of others.
• Participates in and attends meetings of Fire Chiefs, fire service professional organizations, task forces, and regional, state and federal agencies or associations.
• Stays current with contemporary principles and practices for fire command, operations, administration, EMS trends, leadership and other topics important to the operations of the Division of Fire & EMS by attending training and conferences.

**Knowledge, Skills and Abilities**

• Comprehensive knowledge of contemporary principles and practices for fire command, operations; and fire and EMS administration, including leadership ability and strategic planning experience.
• Thorough knowledge of general municipal operations and local government practices and procedures including public sector procurement procedures.
• Thorough knowledge of management principles and practices necessary to plan, analyze, develop, direct, and evaluate programs, administrative policies, organizational structures, and the various all-risk injury and life safety practices.
• Thorough knowledge of principles and practices of public administration and personnel management.
• Demonstrated knowledge of Federal, state, and local laws, codes, regulations, and standards governing the delivery of fire and EMS services.
• Thorough knowledge of budget planning, development, and monitoring practices.
• Ability to supervise, train, and develop employees effectively.
• Ability to plan, organize, direct, and coordinate Division operations, and motivate organizational units to meet the division objectives and various operations.
• Ability to define problem areas; direct the collection, interpretation, and evaluation of data and development of sound solutions to technical and administrative fire service problems.
• Ability to establish and maintain effective working relationships with the public, businesses, City officials, and other City employees.
• Ability to prepare and administer a municipal fire and EMS operational budget.
• Ability to communicate effectively through oral presentations and written reports.
• Communicate and demonstrate support for the City's and Division's mission, vision and values.
• Strong oral, written, public presentation and interpersonal skills.

Minimum Requirements of the Position:

Possession of a Bachelor’s degree from an accredited four-year college or university with a major in fire science, management, public or business administration or a related field required. Master's degree in public administration preferred.

Graduate of the Executive Fire Officer Program (EFOP) at the National Fire Academy or Ohio Fire Executive (OFE).

Ten (10) years of progressively responsible command and management experience in a comparably sized municipal fire department, including five years of management responsibility as Deputy Fire Chief, Assistant Fire Chief, and/or Fire Chief. One year as Assistant Fire Chief or Acting Fire Chief for the City of Worthington. Current Paramedic certificate, or past experience as a Paramedic.
The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.

Adopted by Resolution No. 47-2017; Effective
RESOLUTION NO. 49-2017

Appointing Scott F. Bartter to the Position of Alternate Representative for the City of Worthington to the Board of the Central Ohio Health Care Consortium.

WHEREAS, the City of Worthington is a participating member of the Central Ohio Health Care Consortium; and,

WHEREAS, each participating jurisdiction of the Central Ohio Health Care Consortium may appoint one principal and one alternate representative to the Board of the Consortium;

NOW, WHEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That Scott F. Bartter be and hereby is appointed to serve as the alternate representative to the Board of the Central Ohio Health Care Consortium effective August 1, 2017.

SECTION 2. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book and to forward a duly certified copy thereof to the Central Ohio Health Care Consortium.

Adopted ________________

____________________________________
President of Council

Attest:

____________________________________
Clerk of Council
RESOLUTION NO. 50-2017

Amending the Position Descriptions for Fire Lieutenant and Fire Prevention Lieutenant.

WHEREAS, City Council wishes to amend the position descriptions for the positions of Fire Lieutenant and Fire Prevention Lieutenant; and,

WHEREAS, it is necessary to amend the position descriptions to properly reflect the duties of these positions;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That the position description for the position of Fire Lieutenant (Class Specification No. 184) as per the description attached hereto be and the same is hereby amended.

SECTION 2. That the position description for the position of Fire Prevention Lieutenant (Class Specification No. 184A) as per the description attached hereto be and the same is hereby amended.

SECTION 3. That the Clerk of Council be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted__________________

____________________________________
President of Council

Attest

____________________________________
Clerk of Council
CITY OF WORTHINGTON
POSITION DESCRIPTION

GENERAL STATEMENT OF DUTIES

Under the direction of the shift Captain, a Lieutenant serves as a fire line-officer assigned during tour of duty. The Fire Lieutenant assists the Captain with planning, organizing, managing and supervising all activities/personnel of the Division and all emergency/non-emergency operations of the Division. A Lieutenant will assume the duties, responsibilities and authority held by the Captain on the occasion of their absence. The Lieutenant reports directly to the Captain and ultimately to the Fire Chief through the Division’s organizational hierarchy.

A Lieutenant promotes the Division’s mission and goals and will perform a variety of administrative, supervisory, and technical work in the supervision and administration of fire suppression, emergency aid, hazardous materials, and fire prevention activities. The Lieutenant generally performs his/her duties with a degree of independence within the established Division chain of command. A Lieutenant may plan, supervise, and direct the work of firefighters during assigned shift; is responsible for the effective application of the policy, rules and regulations, protocols, practices and procedures of the Division within the company command; counsels subordinates as appropriate and recommends discipline when necessary and appropriate. As a ranked position within the Fire Division, a Lieutenant shall conduct oneself in a manner that demonstrates the leadership commensurate with the rank of the position.

ESSENTIAL FUNCTIONS OF THE POSITION:

The duties listed below are intended only as illustration of the various types of work that may be performed. Additional duties may be assigned as determined by the Fire Chief.

- Communicates effectively, respectfully, and tactfully, orally and in writing, with subordinate, peers, superiors and the public;
- Assists in planning, monitoring, and directing activities of the Fire Division;
- Conducts and/or assists with roll call, personnel briefings, performance meetings, counseling sessions with subordinates, and in-service training activities;
- Supervises company-level building inspections and familiarization activities;
- Coordinates, supervises, and manages work activities, facility and equipment maintenance duties, assignments, operations, and coordinates with other agencies;
- Maintains accurate records;
- Ensures that all forms and detailed reports for the day’s events including, but not limited to: shift reports, pre-fire surveys, fire alarm checks, run reports, special projects, overtime reports, and daily logs which occur during the tour of duty are completed and reviewed as required.
- Follows and assures compliance with protocols, policies, procedures and directives, federal, state and local codes/ordinances and enforces city fire codes;
- Responsible for unit readiness of assigned apparatus;
- Responsible for overseeing various aspects of fire and EMS activities on the crew as directed by the Captain, Assistant Chief or Chief;
- Responds to alarms and emergency situations;
- As necessary, assumes the duties of Incident Commander, unless relieved by a higher ranking officer, including directing operations and determining personnel and equipment needs;
- Assists with investigating and determining cause and origin of fires and other incidents;
- Preserves and protects evidence at fire scenes;
- Assists the Fire Chief in the planning and monitoring of the department budget;
- Assists the Captain with planning, coordinating, and supervising the shift training of all subordinates;
- Makes preliminary review of internal or external complaints and determine if they require additional review;
- Evaluates and prepares reports on personnel, equipment, drills, fires, accidents, injuries, and performance;
- Keeps up-to-date log of daily activities and emergencies and prepares other reports as required;
- Conducts daily quality assurance and compliance review of EMS reports for the unit;
- Coordinates building, equipment, grounds and vehicle maintenance;
- Ensures the cleanliness of the fire station, apparatus and equipment;
- Maintains patient privacy in accordance with HIPAA regulations, department policies and/or federal and state law;
- Performs related essential and non-essential duties and responsibilities as required.

**Knowledge, Skills and Abilities:**

- Considerable knowledge of modern firefighting principles, practices, procedures, and equipment used in firefighting and emergency medical system;
- Considerable knowledge in fire, rescue and EMS practices and techniques;
- Considerable knowledge in federal, state and local laws, ordinances and regulations which govern the fire department;
- Principles of supervision and management;
- Ability to plan, supervise, and coordinate the work of others;
- Ability to operate all firefighting equipment and apparatus;
- Ability to train subordinates;
- Ability to provide training to subordinate personnel to enhance or retain skills and meet state requirements for training each year.
Meet and deal tactfully and efficiently with the public and fellow employees;
Be able to react quickly and calmly in emergency situations;
Learn to operate relatively complex equipment;
Establish and maintain effective working relationships with the public and fellow employees;
Ability to understand and follow oral and written directions.
Ability, competency, desire, and willingness to work a majority of time without direct supervision;
Ability to understand, interpret, and enforce Division policy, procedures, rules, regulations and practices;
Analyzes work activity reports and others' performances, establishes work priorities, goals and objectives;
Maintain effective working relationships, interacting effectively, efficiently, quickly and with respect with the public, fellow employees, and other City departments;
Ability to maintain physical condition to perform essential duties of firefighter position.
Ability and willingness to maintain a high level of knowledge and skill of current best practices in fire prevention, fire suppression, and emergency medicine.

Minimum Requirements of the Position:

High school diploma or its equivalent required, Associates Degree in Fire Science, Paramedic Technology or related field, preferred. Five years of continuous full-time service with the City of Worthington Division of Fire, required. Must maintain a valid Ohio driver’s license, a current State of Ohio Firefighter I and II certification and an Emergency Medical Technician - Basic certification.

Possess and maintain an Emergency Medical Technician - Paramedic certification as required by departmental standards. Possess and maintains Hazardous Materials Operations level (Technician level if applicable). Must be able to meet all requirements listed in Firefighter/Paramedic job description.

Possess current Fire Officer I certification
*Those promoted from August 1, 2017 to July 31, 2018 must fulfill this requirement within 18 months from their date of promotion.

Must obtain Fire Officer II certification within 18 months of appointment.

The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.

Adopted by Resolution ____-17; Effective _____-____-17
CITY OF WORTHINGTON
POSITION DESCRIPTION

POSITION TITLE: Fire Prevention Lieutenant
CLASS: 184 (A)
Department: Division of Fire and Emergency Medical Services
Date: July 17, 2017
Reports To: Fire Chief
Updated: 2017

General Statement of Duties

Under general direction of the Fire Chief, this position is responsible for leading and providing over-all management of the fire prevention and injury prevention activities within the Worthington Division of Fire & EMS fire prevention program. The Fire Prevention Lieutenant will serve as the primary advisor to the Fire Chief on fire prevention and fire code enforcement issues.

This position is a highly professional, responsible and accountable assignment requiring the exercise of technical judgment and sound decision-making. The Fire Prevention Lieutenant generally performs with a degree of independence within the established department chain of command. The position requires excellent skills in verbal and written communication and public presentation. Incumbents are required to be well versed in fire prevention techniques and have specialized knowledge of fire safety laws, codes and ordinances. This position is designated as the code official as referenced in the Worthington and Ohio Fire Code and, will coordinate the Division’s company inspection program. This position is designated as the Division’s Public Information Officer and will coordinate official communications of the Fire Chief to the public.

Essential Functions of the Position:

The duties listed below are intended only as illustrations of the various types of work that may be performed. Additional duties may be assigned as determined by the Fire Chief.

- Plans, coordinates, organizes, schedules, assigns, delegates and directs the activities of the fire prevention program (Bureau);
- Manage and maintain the City’s Emergency Operations Center (EOC) located at the fire station;
- Conduct fire plan review, inspections and code enforcement;
- Develop and implement fire prevention and injury prevention programs approved by the Fire Chief;
- Enforce ordinances of the jurisdiction related to: the prevention of fires, the storage, use and handling of explosive, flammable, combustible, toxic, corrosive and other gaseous, solid and liquid materials; proper installation and maintenance of automatic, manual and
other private fire alarm systems and fire-extinguishing equipment; monitoring hazard abatement on vacant land, in buildings, and other property, including buildings under construction;

- Consult with local businesses and the industrial community, care facilities, school districts, seniors, homeowners and others concerning fire and hazard prevention problems and requirements; explain and interpret requirements and restrictions as mandated by state, local and nationally recognized standards;
- Ensure compliance with fire safety standards in the construction, operation, and maintenance of industrial, commercial and special hazard occupancies, water improvements, fire protection systems, hazardous material storage and use, and high-piled storage;
- Inspect and make fire safety recommendations for schools, hospitals, residential care facilities, and other institutions and places of public assembly to ensure compliance with fire and safety codes; consults with developers, engineers, architects, and contractors, offering recommendations on laws and regulations covering fire and hazard safety in the design and construction of buildings;
- Conduct plan review and perform fire prevention inspections for special events requiring unique or safety sensitive concerns, such as, dealing with large crowds, temporary facilities or pyrotechnics and others as indicated by the Fire Code or directed by the Fire Chief;
- Conduct annual inspections in hazardous and complex industrial and commercial occupancies, schools and city buildings; provide resources to engine company personnel in support of routine safety inspections as required;
- Provide technical training for fire department personnel as assigned;
- Develop and conduct public education programs related to fire prevention, disaster preparedness, fire safety and prevention education for school age children, conduct special events, such as Open House; develops programs that increase the level of community fire safety; present programs to City committees and civic groups as assigned;
- Assist in development of department policies as they relate to fire prevention/code compliance and regulatory issues; Advise Fire Chief and make recommendations for fire code amendments and adoption;
- Receive and investigate complaints related to conditions hazardous to life or property; prepare reports and notices of deficiencies directed to owners;
- As directed, respond to fire scenes to assist in the investigation of the cause and origin of fires and assist first responders at emergency incidents;
- Direct oversight for fire investigation program and investigators; ensures that all fires are investigated in accordance with Division policy;
- Serves as lead fire investigator, determines cause and origin and prepares written fire investigation reports;
- Maintain records and prepare departmental reports, including special reports as assigned;
- Attend and represent the Division at meetings, seminars and training classes related to code applications and development, fire protection systems and equipment, inspection and plan review practices.
Knowledge, Skills and Abilities:

• Extensive knowledge of:
  • Modern fire prevention principles, procedures, techniques and equipment;
  • Building, electrical, mechanical, NFPA Standards, and fire codes;
  • Applicable laws, ordinances and codes;
  • Division policies and procedures, the Division’s mission, goals and objectives;
  • Modern injury and accident prevention principles, procedures, and programs
  • Inspection techniques;
  • Fire cause and origin determination techniques;
  • Fire loss management procedures.

• Working knowledge of:
  • Fire suppression techniques and equipment;
  • Firefighting tactics;
  • Hazardous materials regulations.

• Ability to:
  • Effectively apply standard fire prevention techniques;
  • Remain calm and professional in emergency and stressful situations;
  • Build consensus and inspire teamwork;
  • Understand and carry out verbal and written instructions;
  • Communicate effectively, orally and in writing;
  • Climb, crawl and walk in connection with fire investigations, code enforcement and educational activities;
  • Perform effectively in highly stressful environments and to perform all duties in extreme weather conditions;
  • Perform physical tasks to investigate fires and inspect new construction;
  • Mobility in office environment and on a variety of terrains.

Minimum Requirements of the Position:

High school diploma or its equivalent required - Associates Degree in Fire Science, Paramedic Technology or related field, preferred. Must maintain a valid Ohio driver’s license, a current State of Ohio Firefighter I and II certification and an Emergency Medical Technician - Basic certification. Must possess Certification for Fire Officer I and be certified in NIMS 100, 200, 300, 400 and 700.

Possess (at time of appointment) and maintain State of Ohio Fire Safety Inspector Certification

Must meet Department annual driving requirements and background must be free of criminal violations (except for minor traffic violations).

Must possess Certification for Fire Officer II
*Those promoted from August 1, 2017 to July 31, 2018 must fulfill the requirement within 18 months from their date of promotion

** Must maintain a NAFI-CFEI certification or IAAI-CFI
Those promoted from August 1, 2017 to December 31, 2017 must fulfill this requirement within 36 months from their date of promotion.

*** Completion of a Public Information Officer level 1 course.
Those promoted from August 1, 2017 to December 31, 2017 must fulfill this requirement within 24 months from their date of promotion.

The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This job description does not list all of the duties or functions of the job. The individual in this position may be asked by supervisors to perform other duties. The City has the right to revise this job description at any time.

Adopted by Resolution No. 50-2017; Effective _____ - _____ -2017
ORDINANCE NO. 25-2017

Amending Ordinance No. 45-2016 (As Amended) to Adjust the Annual Budget by Providing for an Appropriation from the Capital Improvements Fund Unappropriated Balance to Pay the Cost of 2017 Central District Sanitary Sewer Repairs and Determining to Proceed with said Project. (Project No. 654-17)

WHEREAS, the Charter of the City of Worthington, Ohio, provides that City Council may at any time amend or revise the Budget by Ordinance, providing that such amendment does not authorize the expenditure of more revenue than will be available;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That there be and hereby is appropriated from the Capital Improvements Fund Unappropriated Balance to Account No. 308.8170.533347 the sum of ______________________________ to pay the cost of the 2017 Central District Sanitary Sewer Repairs and all related expenses (Project 654-17).

SECTION 2. That the City Manager be and hereby is authorized and directed to enter into an agreement with firm of ______________________________ for the provision of the aforementioned services.

SECTION 3. For the purposes of Section 2.21 of the Charter of the City, this ordinance shall be considered an “Ordinance Determining to Proceed” with the Project, notwithstanding future actions of this Council, which may be necessary or appropriate in order to comply with other requirements of law.

SECTION 4. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and the Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed __________________

President of Council

Attest: ____________________________  P.H. July 17, 2017

Clerk of Council
To: Matthew H. Greeson, City Manager

From: Daniel Whited, P.E., the Director of Service & Engineering
Rob Chandler, Assistant to the Director of Service & Engineering

Cc: Steve Tennant, Service & Engineering Superintendent
Robb Wetmore, Engineering and GIS Manager

Subject: Central District Sanitary Repairs, Project Number 654-17

Date: June 27, 2017

The Central District Sanitary Sewer Evaluation Study (SSES) that was conducted by DLZ Engineering identifies several sewer deficiencies in need of repair. One of the projects that results from the identification of deficiencies is the construction of improvements to and replacement of the sewer line and manhole installation on E. North Street. This work will address the deficiencies identified by the consultant and lessen the risk of sewer surcharging and “water-in-basement” events that may result from the surcharges.

DLZ has prepared plans and specifications for this work. The City’s Service and Engineering Department has reviewed the work and recommends proceeding with the project. The engineering estimate for the repairs is $695,987.67.

In order to complete the improvement, the Service and Engineering Department is introducing legislation to fund the improvements from the CIP budget, Central District Sanitary Sewer Repairs, Account Number 308.8170.533347. We are also asking for permission to advertise the project for bid, with the resulting bid opening occurring at noon on Friday, July 14th 2017.
ORDINANCE NO. 26-2017

Amending Applicable Sections of Chapter 943 of the Codified Ordinances of the City to Change the Name of the Flint Road Cemetery to Flint Cemetery.

WHEREAS, Sharon Township Board of Trustees recently purchased a tract of land located on Flint Road adjacent to the Flint Road Cemetery for the benefit of the union cemetery known as the Walnut Grove Cemetery and Flint Road Cemetery; and,

WHEREAS, in conjunction with the agreement between the City and Sharon Township to use its best efforts to incorporate the newly-acquired land into the union cemetery, which is proposed to be done by a joint meeting of the legislative bodies, the Board of Cemetery Trustees requested that the name of Flint Road Cemetery be changed to the more commonly used name of Flint Cemetery; and,

WHEREAS, Chapter 943 of the Codified Ordinances sets forth the establishment of the union cemetery and the designated name as Walnut Grove and Flint Road Cemetery, requiring an amendment to the Code to reflect the name change.

NOW, THEREFORE BE IT ORDAINED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That Sections 943.01(b), 943.02 and 943.03 be amended to read as follows:

943.01 UNION CEMETERIES WITH SHARON TOWNSHIP

(b) The City hereby unites with Sharon Township in the establishment and management of the Flint Cemetery as a union cemetery under the provisions of Ohio R.C.759.27 et seq.

943.02 DESIGNATION OF CEMETERIES

The union cemetery shall be known as Walnut Grove Cemetery and Flint Cemetery.

943.03 INTERMENTS AT PUBLIC EXPENSE

All interments made at public expense shall be in the Walnut Grove Cemetery or the Flint Cemetery.
ORDINANCE NO. 26-2017

SECTION 2. That notice of passage of this Ordinance shall be posted in the Municipal Administration Building, the Worthington Library, the Griswold Center and Worthington Community Center and shall set forth the title and effective date of the Ordinance and a statement that the Ordinance is on file in the office of the Clerk of Council. This Ordinance shall take effect and be in force from and after the earliest period allowed by law and by the Charter of the City of Worthington, Ohio.

Passed ________________

____________________________________
President of Council

Attest:

_____________________________   P.H. July 17, 2017
Clerk of Council

Introduced July 3, 2017
RESOLUTION NO. 45-2017

To Authorize the City Manager to Execute the Partnering Agreement with the Mid-Ohio Regional Planning Commission (MORPC) and Other Associated Documents for Federal Attributable Funding for the Intersection Project at Huntley, Wilson Bridge, and Worthington Galena Roads.

WHEREAS, the Ohio Department of Transportation (ODOT) annually sub-allocates federal transportation funding to MORPC for utilization in the Central Ohio region; and,

WHEREAS, the City of Worthington made application for Federal Attributable Funding to MORPC in 2012 for intersection improvements at Huntley, Wilson Bridge and Worthington Galena Roads (otherwise known as the Northeast Gateway Project) and was approved for such funding; and,

WHEREAS, the City of Worthington submitted an update and a request for additional federal funds related to increased project costs associated with the project and was awarded the increased amount; and,

WHEREAS, MORPC has prepared a partnering agreement between the City of Worthington and MORPC related to the funding.

NOW THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That the City Manager is hereby authorized and directed to sign and execute the partnering agreement with MORPC that is attached as a part of this Resolution.

SECTION 2. That the City Manager is hereby authorized to execute other documents with MORPC and/or ODOT related to the acceptance and utilization of the federal transportation funding and/or the execution of this project.

SECTION 3. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book.

Adopted ______________

____________________________________
President of Council

Attest:

_______________________________
Clerk of Council
July 7, 2017

Mr. Matt Greeson
City Manager
City of Worthington
PO Box 480
Worthington, Ohio 43085-4016

Daniel W. Whited, P.E.
Director, Service & Engineering
City of Worthington
380 Highland Avenue
Worthington, Ohio 43085

Dear Mr. Greeson and Mr. Whited:

MORPC receives an allocation of federal transportation funding in accordance with federal transportation law and by Ohio Department of Transportation (ODOT) policy. MORPC has established Policies for Managing MORPC-Attributable Funds (Policies) to guide the solicitation, selection and administration of these funds. The Policies were last adopted in April 2016.

Beginning in the spring of 2016, MORPC requested updated cost and schedule information from previous funding commitments and solicited, evaluated and selected projects for new funding commitments. This process concluded with the adoption of the program of projects to receive MORPC-attributable funding via Resolution T-1-17 on March 7, 2017. Your project, Worthington-Galena Road from Wilson Bridge/Huntley roads to Sancus Boulevard, Major Widening/Intersection Modification, received a significantly increased commitment of future MORPC- attributable funding by this resolution.

In accordance with the Policies, entities that receive funding are to enter into a partnering agreement that specifies the scope and schedule of the project receiving the funding commitment as well as the project sponsor and MORPC’s commitment to be knowledgeable and deliver the project through ODOT’s Project Development Process (PDP). This requires that the project sponsor and their consultant, if applicable, attend quarterly meetings and provide other information to MORPC so that progress through the PDP can be monitored. The project manager, Dan Whited, should remain in contact with MORPC staff and communicate any changes to the scope, cost and schedule promptly. This letter, once signed by both parties, constitutes the partnering agreement.

Via MORPC Resolution T-1-17, funding for Worthington-Galena Road from Wilson Bridge/Huntley Roads to Sancus Boulevard, Major Widening/Intersection Modification (PID 95516) has been awarded for the following phases.
<table>
<thead>
<tr>
<th>Phase</th>
<th>State Fiscal Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ROW</td>
<td>2018</td>
<td>$2,142,050</td>
</tr>
<tr>
<td>CON</td>
<td>2022</td>
<td>$8,667,081</td>
</tr>
</tbody>
</table>

ROW funding coincides with the current schedule for the ROW phase. For the construction phase, MORPC was not able to commit funding in the fiscal year proposed by the schedule in the Final Application. If MORPC-attributable funding is not available when the project is ready, financing options include a State Infrastructure Bank (SIB) loan, a loan from another Metropolitan Planning Organization, or other financing mechanisms. MORPC will work with the City of Worthington in pursuing these options.

To ensure the implementation of this schedule and track the availability of funding for this and other projects, project milestones will be monitored. The dates listed below for Right-of-Way Authorization and the Final Plans and Bid Package Submittal to ODOT will be used to establish the dates that will trigger penalties per the Policies if not met.

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Scheduled Date</th>
<th>Trigger Date for Score Reduction</th>
<th>Trigger Date for Ineligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Plans and Bid Package Submittal</td>
<td>5/8/2019</td>
<td>12/31/2021</td>
<td>12/31/2022</td>
</tr>
</tbody>
</table>

As outlined in the Policies, if the ROW or construction encumbrance is delayed beyond the fiscal year in which funds are committed above, future applications submitted for MORPC-attributable funding will have their score reduced by 5 points; if the ROW or construction encumbrance is delayed by more than one year beyond the fiscal year in which funds are committed above, the sponsoring jurisdiction will be ineligible to submit new projects for MORPC-attributable funding. Penalties will be applied until the milestone creating the penalty is complete.

Additionally, projects that miss obligation dates that result in the loss of funding to the region will have their federal share reduced by 10 percentage points (typically from 80 percent to 70 percent).

Since the milestone for Final Plans and Bid Package Submittal to ODOT is delayed beyond December 31, 2018, MORPC requires the project sponsor to submit an update in spring of 2018.
See the Policies for additional information and don't hesitate to contact MORPC staff with any questions.

Sincerely,

[Signature]

Thea J. Walsh, AICP
Director
Transportation Systems & Funding

TJW:RN:bsn
MORPC agrees to fund the Worthington-Galena Road from Wilson Bridge/Huntley Roads to Sancus Boulevard, Major Widening/Intersection Modification project in the amounts shown above according to the included schedule, contingent upon MORPC's continued federal funding. The City of Worthington agrees to the amounts shown above and the included schedule and is aware of the potential penalties of failing to maintain that schedule. Changes to the scope, cost and schedule as outlined in this agreement must be approved in accordance with the Policies.

[Signature]
Director
Transportation Systems & Funding
Mid-Ohio Regional Planning Commission

7/7/2017
Date

[Signature]
Project Manager/CEO
City of Worthington

Date
MEMORANDUM

TO: Matthew Greeson, City Manager

FROM: Daniel Whited, Director of Service and Engineering

DATE: July 13, 2017

SUBJECT: MORPC Attributable Funds

In 2012 the City of Worthington applied for grant funding through the Mid-Ohio Regional Planning Commission’s (MORPC) Attributable Funds process. These funds are made available by the Federal Government, managed by ODOT and administered through MORPC for major transportation projects throughout the region. The City was awarded significant funds towards the Worthington-Galena Road from Wilson Bridge/Huntley Roads to Sancus Boulevard, Major Widening/Intersection Modification project. As the project development has moved forward, staff has identified the need for adjustment to the original funding amounts. These numbers reflect better estimates of cost such as Right of Way acquisition, major utility relocation, possible corporation limit adjustment, storm water redesign as well as the actual construction of the intersection.

MORPC policy states we must report anticipated cost increases for the project, and enter into a partnering agreement with MORPC that specifies the adjusted scope and schedule of the project, establishes project milestones to complete, and requires quarterly progress meetings between the City and MORPC. A copy of the Partnering Agreement is attached to the resolution. Staff is requesting permission from Council, by resolution, for the City Manager to sign and enter into the partnering agreement with MORPC.
RESOLUTION NO. 46-2017

Authorizing the City Manager to Seek Financial Assistance
From the Ohio Public Works Commission for Funding of the
Intersection Improvements at Huntley/ Wilson Bridge/
Worthington-Galena Roads (Project Number 602-14)

WHEREAS, pursuant to Article VIII, Section 2K of the Ohio Constitution, the state of Ohio is authorized to issue bonds and other obligations of the state for the purpose of financing public infrastructure capital improvements of political subdivisions as designated by law; and,

WHEREAS, pursuant to Section 164.06 of the Ohio Revised Code, the District Three Public Works Integrating Committee has been created to accept, evaluate and recommend applications for state financing of capital infrastructure improvement projects of political subdivisions in Franklin County; and,

WHEREAS, pursuant to Section 164.05 of the Ohio Revised Code, the Ohio Public Works Commission has been created to accept and approve applications for state financing of capital infrastructure improvement projects of political subdivisions in Franklin County; and,

WHEREAS, the City of Worthington has conducted a capital inventory and needs assessment and has determined that it is necessary to submit applications for financial assistance for capital infrastructure improvement projects.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. The City Manager is hereby authorized to apply to the District Three Public Works Integrating Committee and the Ohio Public Works Commission for financial assistance for the Intersection Improvements at Huntley/Wilson Bridge/Worthington-Galena Roads Project Number 602-14.

SECTION 2. The City Manager is further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance in conjunction with the recommendations of the City Engineer, and approved as to form by the City Law Director, in accordance with all authority granted to and limitations upon by the City Director of Finance.

SECTION 3. This resolution is for the preservation of public health, safety and welfare and shall be in full force and effect immediately upon passage by a majority of the council and upon approval by the mayor, or otherwise at the earliest time allowed by law.
RESOLUTION NO. 46-2017

SECTION 4. That the Clerk be and hereby is authorized to record this Resolution in the appropriate record book.

Adopted ____________________

____________________________________
President of Council

Attest

____________________________________
Clerk of Council
As the design phase of the Huntley/Worthington Galena/Wilson Bridge Rd. realignment continues to move forward, we are learning of more opportunities for funding. Specifically, The Ohio Public Works Commission offers grants and low interest or no interest loans for municipal projects such as this. In talking with our design consultants at EMH&T, they have recommended applying for such a grant to help offset the requirement of the 20% Local Match required by our current federal grant for the project. These funds would also help with unanticipated costs such as extensive utility relocation, and maintenance of Rush Run within the project area.

The deadline for grant application is September 11, 2017 with award announcement set to take place by early 2018. We are asking Council permission, by resolution to apply for the OPWC grants. By approving the resolution, the City is simply stating its intent to apply for funds. This in no way obligates us to accept any proposed award we may be offered.
RESOLUTION NO. 48-2017

Appointing Members to the Worthington Bicycle
and Pedestrian Advisory Board.

WHEREAS, in 2015 City Council created the Bicycle and Pedestrian Advisory Board; and,

WHEREAS, the Board is composed of nine (9) members appointed by the Worthington City Council; and,

WHEREAS, three terms expired on May 31, 2017, and two of those members have expressed interest in continuing to serve; and,

WHEREAS, one additional vacancy exists due to the resignation of a member.

NOW THEREFORE, BE IT RESOLVED by the Council of the Municipality of Worthington, County of Franklin, State of Ohio:

SECTION 1. That Michael Bates, Kelly Whalen and ____________________ are hereby appointed to the Worthington Bicycle and Pedestrian Advisory Board to fill three year terms expiring on May 31, 2020.

SECTION 2. That ____________________ is hereby appointed to the Worthington Bicycle and Pedestrian Advisory Board to fill the currently vacant unexpired term ending May 31, 2019.

SECTION 3. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book upon its adoption.

Adopted ______________

__________________________________
President of Council

Attest:

__________________________________
Clerk of Council