

Canal Winchester

*Town Hall
10 North High Street
Canal Winchester, OH 43110*



Meeting Minutes - FINAL

December 17, 2018

6:00 PM

Council Work Session

*Mike Walker – Chair
Jill Amos
Will Bennett
Bob Clark
Mike Coolman
Bruce Jarvis
Patrick Lynch*

- A. Call To Order *Walker called the meeting to order at 6 p.m.*
- B. Roll Call *Present 7 – Amos, Bennett, Clark, Coolman, Jarvis, Lynch, Walker*
- C. Also In Attendance

Matt Peoples, Lucas Haire, Amanda Jackson

D. Request for Council Action

RES-18-019

Development

A Resolution Approving The Mayor's Appointment Of Joseph Wildenthaler To Serve A Four Year Term As A Member Of The Planning And Zoning Commission Expiring On December 31, 2022 (**Resolution**)

- Request to move to full Council

Haire: thank you Mr. Walker; Mr. Wildenthaler has served one term on the planning and zoning commission; so he's just completing his first four years on there; he would like to continue to serve in that board; we would like to continue to have him on there;

A motion was made by Coolman to move resolution 18-019 to full council, seconded by Amos. The motion carried with the following vote:

Yes – 7 Coolman, Amos, Bennett, Clark, Jarvis, Lynch, Walker

RES-18-020

Development

A Resolution Approving The Mayor's Appointment Of Joseph Donahue To Serve A Four Year Term As A Member Of The Planning And Zoning Commission Expiring On December 31, 2022 (**Resolution**)

- Request to move to full Council

Haire: again, Mr. Donahue has served one term on planning and zoning for four years; we would like to continue to have him serve; he lives in Ashbrook; he is Steve Donahue's son who was a long term council member;

A motion was made by Amos to move resolution 18-020 to full council, seconded by Coolman. The motion carried with the following vote:

Yes – 7 Amos, Coolman, Bennett, Clark, Jarvis, Lynch, Walker

RES-18-021

Development

A Resolution Approving The Mayor's Appointment Of Jamoya Cox To Serve A Four Year Term As A Member Of The Landmarks Commission Expiring On December 31, 2022 (**Resolution**)

- Request to move to full Council

Haire: Mr. Cox is a business owner in the community as well as a resident; he's been on landmarks for just over a year completing someone's term who left that commission; he and his wife own Peacocks which is a child care center at High Street and 33 which is in the landmarks district; and they live in Cherry Landing; and we would like to reappoint

Jamoya Cox for a full term on landmarks commission; he does have a background in architecture and project management;

A motion was made by Lynch to move resolution 18-021 to full council, seconded by Jarvis. The motion carried with the following vote:

Yes – 7 Lynch, Jarvis, Amos, Bennett, Colman, Jarvis, Walker

RES-18-022

Development

A Resolution Approving The Mayor's Appointment Of Richard Dobda To Serve A Four Year Term As A Member Of The Landmarks Commission Expiring On December 31, 2022 ([Resolution](#))

- Request to move to full Council

Haire: thank you Mr. Walker; this is a new appointment for a vacancy that we have; we have a few members of landmarks commission that do not want to continue on for another term; Mr. Dobda has a background in graphic design; and he currently works for a designer for a signage company' a lot of the applications we're reviewing have to do with signage; we thought he would be a good addition; he and his wife live in Westchester and we would like to appoint him to a full term on the landmarks commission

A motion was made by Coolman to move resolution 18-022 to full council, seconded by Lynch. The motion carried with the following vote:

Yes – Coolman, Lynch, Amos, Bennett, Clark, Jarvis, Walker

Lynch: Mr. Haire, you said there's one or two more seats coming up on; landmarks; Haire: yeah; we'll have another two' we have one term that's open currently after the meeting tomorrow that they've rescheduled; and then we have another member of landmarks that has let us know that he would like to be replaced; we we'll have two vacancies still on landmarks and we have one vacancy on planning and zoning commission; Lynch: I talked to a couple people who asked to send in resumes; we'll see if they do; Haire: if you know anyone please let me know; I'd like to reach out to folks and talk to them about it; Lynch: how are we on zoning though; plenty of people; that's full; Haire: planning and zoning we have one vacancy; Lynch: still; Haire: yes; Lynch: thank you

RES-18-023

Finance

A Resolution To Approve The Distribution Of 2019 Bed Tax Grant Funds ([Resolution, 2019 Bed Tax Recommendations](#))

- Request to move to full Council

Jackson: thank you Mr. Walker; last Wednesday Mr. Bennett, Mrs. Amos and I met to go over the bed tax grant applications that were received for this cycle; I have provided you with copies of all those applications as well as a summary of our recommended funding levels; with that I'm going to turn the discussion over to you; I am just here to facilitate; Clark: would anyone form the committee like to talk about how you came up with these; not that I have a problem; Jackson: my suggestion rather than going through them one by one would be to raise any questions or concerns you have about what we've recommended so I don't know if anybody does; Clark: I just have one; the mural project; I noticed it went down; and I know you had questions; the committee had questions about the application; she responded to that and said that they would redo all of the murals; they're not going to add any but do the same; so I guess why the reduction at that point of the funding; Amos: we actually did not reduce the art guild they asked for \$1250 this year and we granted the full amount; they were \$875 last year; Bennett: yeah; they've actually gotten an increase over last year; Amos: we were nice this year; Jackson: they were \$875 last year because they had more than one project; Clark: okay I thought that was the award amount; the amount requested over here; okay; so where is the amount that you; Amos: the blue column; Clark: the blue; I don't have a blue; Jackson: the gray; Bennett: there's a gray column that's the amount that we're recommending; the column next to that is the amount requested; Coolman: he's

got the wrong copy; Clark: I got one that had blank numbers; I never saw those; Bennett: our question, Mr. Clark, for the art guild really was are we actually removing murals; are we going to continue to find (inaudible); I think we felt like we were kind of at a saturation point with new; so we were asking if we were replacing; so that's what we were trying to gauge; Clark: okay; that's a valid question absolutely; and I saw she responded; what I pulled up has completely blank numbers there; I thought this is what was asked; Bennett: no; Clark: and then this was what was awarded; Bennett: no those two columns are, Mrs. Jackson did a nice job of doing, like a progression from 17 to 18 to now; so we've got a nice historical; Clark: okay; my apologies for misunderstanding that; Bennett: no problem; Lynch: question; we had what 35,000 to hand out and award and only 21,000 was given; Jackson: 25,000; Lynch: okay; I was just looking at Destination's 35,000; cause that's a 25, 25 isn't it; Jackson: technically Destination gets 50 percent of whatever comes into this fund so that's an estimate based on what we expect to receive as revenue; so that number could fluctuate depending on what actually comes in; Lynch: so we looked at it conservatively at 25,000; Jackson: that's actually higher than last year; last year I think we were at 20,000; Lynch: we expect it to go up even more this year so that's got to be pretty conservative; Bennett: in the document Mrs. Jackson, this is just last year's funding grants that aren't on here, never mind; Lynch: was there anyone who applied who did not get awarded; Jackson: this year, no; Bennett: this year no; we had funds to at least partially fund every grant request; Jarvis: I'm surprised to not see that did not apply is the bicycle tours; Coolman: TOSRV; that's because Destination took that over; so it's a Destination event now; Jarvis: okay; Coolman: and Destination has included that in their grant; that's why; same with the art stroll; Jarvis: know that's kind of considered bad form to apply for both of these grants; it's usually one or the other; the Historical Society normally is on both, right; Coolman: normally; Lynch: the Human Services expansion for gardens; which gardens were they talking about; Amos: the raised beds that were put in last year; they want to double the number that they have; so it's for materials and costs of putting them in; not necessarily for labor but just the material; Coolman: they get a lot of that from Dill's don't they; Amos: some of the dirt and seed they still paid for and some was donated; the church did; it was Hopewell Methodist Church did a good chunk of it last year; they had tons of vegetables growing there last year which is absolutely amazing; Coolman: the other thing I noticed on here was the BrockStrong; I understand the background on that just so others understand; they've always wanted grant money to help pay for the umpire fees; this grant money is meant to promote the event and bring people in; Lynch: so more for marketing; Coolman: that's what the conversation piece is on here; correct; Amos: correct; and I believe Amanda's going to address that in their award letter; Jackson: correct; Walker: great job on putting together the bed tax grant applications and thank you to our facilitator Mrs. Jackson as well;

A motion was made by Coolman to move resolution 18-023 to full council, seconded by Jarvis. The motion carried with the following vote:

Yes – Coolman, Jarvis, Amos, Bennett, Clark, Lynch, Walker

ORD-18-050

Construction Services

An Ordinance To Authorize The Mayor To Enter Into A Contract With Quality Control Inspection, Inc. For Consulting Services Relating To Construction Inspection For The Period From January 1, 2019 Through December 31, 2019 ([Ordinance, QCI Agreement](#))

- Request to move to full Council

Sims: this is a contract for inspection services for our projects here in town; capital improvement as well as private projects; we're monitoring public works items that are being installed; it is for a period of a year; and we have been using QCI on the Gender Road phase IV project and that has worked out extremely well; actually the next item on your agenda as well is another contract with American Structurepoint; another firm that we've been using; I've determined that I'd like to have essentially a couple firms to work with because it becomes pretty important that we get the right person on the right project; this kind of opens us up to having a little more flexibility to make sure we're doing that in particular with capital improvement projects or projects that have a little bit more unusual type of work for us with regards to say the railroad reconstruction or we have a bridge coming up next year; Bennett: when you talk about QCI, Quality Control Inspection versus the American Structurepoint and you say it's good to have, I guess what's the

specialty of one versus the other; is there or is it nice just to have a; Sims: they do the same work; but a lot of this industry is really driven on the people you get on a project; everybody has a couple of standing individuals and then they kind of make up the balance of their workforce with maybe interns or young engineers or surveyors; so you run into the situation where we're a little limited on the experience of the individuals and their availability as well; also when there's an up tip in the economy in general everyone's busy right now so it does become a matter of trying to get the right people working within your community; Jarvis: having said that, this is something I think makes sense is to have multiple sources because it keeps things competitive; and like you said it opens up a broader group of people; in practice do you see them working together on projects or as this one is QCI this one American Structurepoint; Sims: I would separate the projects; there would not be any overlap essentially; at this point my intention for the coming year would be to use QCI on the street program; basically our large capital improvement project for this year; and very likely on the Crossroads Church project; so the extension of Bigerton Bend with the bridge within that project; and keep American Structurepoint on the private work as long as the availability of people is there; there are instances where maybe we have two things that are butting or may interact with each other; I will tell you that the industry, it's a small world; so a lot of these folks do know each other; worked with each other in the past for another employer or something of that nature; Jarvis: yeah; I was kind of going up the accountability tree right; if you've got too many people in there it becomes a finger pointing thing; and it sounds like you've already anticipated that; Sims: yeah we don't want to have blurry lines on projects; that's always messy; Jarvis: have we ever used American Structurepoint before; I know we have a history with QCI; Sims: we've been using American Structurepoint since 2015; we have had them under contract; Jarvis: what was the biggest project in that time period that they did; Sims: well definitely the street program; they've done all the private work since that time and the street programs; when Gender Road came back up, and we've done this in the past, on those much larger CIP projects to go out and get prices and look at it; again, because the individual becomes critical when you're talking about the interaction with residents and business owners and trying to keep people informed; you know you've got to have the right person on that spot; we did that with Gender IV; and I have been out and looked at other firms; we took four prices on that project last year; that was kind of the window for QCI to return and do some work for us; Jarvis: one final question; is there a retainer the a time and materials portion to this; Sims: there's no retainer; it's strictly bill by the hour when they work; in the summer time they tend to work quite a bit; like the contractors hours; maybe six days a week; then when things are slow and you only need one person four days a week or something that's what we pay for; Jarvis: great; thank you; Lynch: these inspectors, is this more for public works like projects where its structural as far as homes or commercial buildings; Sims: this is strictly for public works stuff; so they're going to do the sewer, water, storm sewer inspection, roadways; Lynch: who do we use then for structure such as homes and commercial buildings; Sims: we have a building inspector; a company that's under contract as a vendor for us; Luke what's the name of our building inspection company; Haire: Dynasty Inspections; Lynch: is that a year to year contract too; Haire: it's a three year contract; Walker: have we ever used our own inspectors or had our own inspectors; Sims: we have not; initially when I came on board things were very busy and then we had an immediate decline after that; so we've had multiple times within the budget planning to look at a construction inspector but until quite frankly recently there hasn't been a discussion again because it just wasn't necessary; it didn't make good economic sense; we had to have something for that person to do year round; that's actually something Amanda and I just talked about here in the recent months; about maybe having to bring somebody on at some point; I'll probably look at it really closely this year; there might be something next year; because we have the increase in construction which is great but it's very cyclical as we all know; but we also have other needs now; we've got a lot more happening with right-of-way items; and that falls under my umbrella; it's very time consuming; someone with the skills to deal with that as well as heavy hauling type permitting or any kind of permitting in the right-of-way is another item that's pretty much year round; so that's picking up; Walker: would they take care of gas work too; stopping by taps being put in; Sims: absolutely and that's part of that right-of-way so; when we do right-of-way work there's an investigation initially because there's a request for information; so we have to go and find all this information and provide it to the utility companies; then there's usually some questions; there's plan review and so forth; then they're being issued their permit; well then they have to come do the work; and we're probably not as on top of that as we certainly could be or should be; in some cases when they actually open the right-of-way; also being there to actually make that every day that things are in place properly; holes are being back filled properly; pavement repaired correctly; that sort of thing; as more and more utilities come along with more and more development and

growth we need somebody there for that stuff; Clark this is a little non germane to this topic; you mentioned Bigerton Bend; can you give us a status of where that s right now and what the projected timeline of completion of that project would be; Sims: you’ve probably seen all the heavy equipment sitting out on the Crossroads site; they started to get into doing mass grading; the weather has actually prevented them from even completing the mass grading; so they’ve got their building pad built up; they were not able to get graded for parking lots before the weather kind of got pretty crappy; so they’re really kind of waiting for basically a freeze to come to make it a little more manageable to move around; they’re obviously concentrating on the on-site building site portion right now because they’re wanting to get that building pad finished so they can get footers in as soon as those are ready to go; get through our process, I’m not sure, Luke do they have their footer inspection permits yet; Haire: they do not; Sims: they’re submitted I would suspect; Haire: actually they do; they go them last week; Sims: did they; so they want to get started on that; the extension of Bigerton Bend, the long kind of critical path for that is going to be the bridge; the road work is not a huge time consumption type project; it’s farm field; it’s pretty straight forward; so my estimation at this point is that they will most likely start early spring; that would give them a nice six month window to actually get that 100 percent complete; it’ there goal to be up and operational before Christmas next year; Clark: and that road would have to be done before they could get operational; Sims: absolutely; we’re looking at the idea of generally being done by November 15th; so you don’t have to be concerned about weather issues which they can certainly have; I think it’s probably a six month project so they don’t need to run out there in the middle of this mess and start installing utilities and dealing with the weather conditions even with all the concrete and so forth for the bridge; so you’ll continue to see activity;

A motion was made by Lynch to move ordinance 18-050 to full council, seconded by Coolman. The motion carried with the following vote:

Yes – Lynch, Coolman, Amos, Bennett, Clark, Jarvis, Walker

ORD-18-051

Construction Services

An Ordinance To Authorize The Mayor To Amend A Contract With American Structurepoint, Inc. For Consulting Services Relating To Construction Inspection For The Period From January 13, 2019 Through January 13, 2020 ([Ordinance, Agreement](#))

- Request to move to full Council

Sims: there is the next item on the agenda and I’m here if there’s another question; I think I’ve thoroughly explained it; just a second company American Structurepoint;

A motion was made by Amos to move ordinance 18-051 to full council, seconded by Lynch. The motion carried with the following vote:

Yes – Amos, Lynch, Bennett, Clark, Coolman, Jarvis, Walker

E. Reports

Spencer: thank you for squeezing me in here; I now it’s a little late tonight; I was not in attendance in November and will be on vacation with my family until January; I was here to give an in person report here this month; I will keep it brief; the 2019 street maintenance program I will be providing the draft document exhibit specifications to staff this week for review; with an anticipation to move that towards public bidding in January to February time frame; so that can get going next spring; some other efforts from the engineering and my office has been supporting Mr. Haire on the development side on some traffic study reviews as they’ve been coming in; additionally through some initial discussions from Mr. Peoples with ODOT; we’ve identified a source of funding to update signal timing along the Gender Road corridor; now that a lot of the major improvements have been done the opportunity is through ODOT; we’ll be preparing a request and of successful would be 100 percent funded through ODOT to update the signal timing and sequencing; through some of the development related studies through there, there’s been some identification of some

possible opportunities to optimize that system so we're hopeful that through that effort we'll be able to make the most improvements possible; Jarvis: I'm trying to figure out exactly what comes out of that; it sounds like good things but I don't know; Spencer: so what will happen they will study the corridor and that's going to include getting updated traffic counts of all the different movements at the intersections; we'll do all the intersection along Gender Road including the signalized intersections one street back there along Winchester; and through that what they'll do, and it's done through software nowadays but they'll basically simulate the entire corridor and they'll look for opportunities to adjust cycle times in different signals to try and meet the real demands both morning and afternoon peaks; and so they'll try to see if we can maybe shorten one cycle and add a little length to another one in order to maximize movements through there; certainly it's not necessarily a fix all with the limitations that we have; it's an opportunity to adjust to the way traffic patterns have actually developed over the last few years; it's been some time, I don't know the exact date since that's been updated obviously with our improvements on that corridor we expect to see some changes; Walker: being that you're going one street back there's no possibility that you're going to shorten the one coming out of Kroger; that's pretty short; Spencer: certainty that area and the intersection there by Prentiss School is certainly one of much discussion and that's something that will be included in the evaluation; I can't speculate on what it's going to say as far as improvement but that's certainly something that will be examined; Peoples: it won't be shortened; but it probably won't be lengthened either; Walker: probably not; I kind of figured that; one and a half cars now; Lynch: when do we think this is going to happen; Spencer: with ODOT they do they as an off cycle funding which means they'll basically accept applications at any time; ODOT uses, they go through a process and select their consultant that does these state wide; I got a correspondence I think it was just last week from ODOT; they're going through that process so they should have their 2019 consultant on board in January; so we'd like to try and merry that up and get our request in in January; it's a six to nine month process upon acceptance to complete the study and make the recommendations; and then just the implementation with the signal timing program would happen thereafter; so I would say certainly by this time next year if everything goes as planned we would see those changes; Lynch: and it's not a definite that they'll go with this; Spencer: through the initial discussion it sounded very positive; one of the things they look at is traffic crash history and congestion; so we have the updated information; it's an informal request; it's a letter saying hey we see these crashes here we see congestion; this is a main corridor of Canal Winchester; we request that you examine this as part of your synchronization program; and it's most likely that they will but it is subject to that request; Lynch: 99 to 95 percent maybe you think; Spencer: sure; better than 50/50 for sure; certainly I would be surprised if they didn't accept it; let's say that; well over 50/50 but you never know sometimes; Clark: is that model labeled to take in account additional traffic; when we look at OPUS that might be creating growth and that; Spencer: one of the things that happens with that and certainly I'll be engaged and there's a few gentlemen from my office that have some of the historical context along Gender Road; and our office has done some various studies; so one thing that will happen when ODOT initiates it is there's going to be a kick off meeting and one of the things is going to be giving them all the information we have both from historic studies and also studies that project growth; so that's something that can be considered in that but it's going to be kind of our collection of data to hand off to them; they'll go out and get counts and all that but we have a lot of institutional information that we can provide that will support the effort; Clark: good; Spencer: the final thing I had here on my list is I think we've hit a milestone moving forward with the rail surface crossing on High Street; so the railroad had sent over and MOU; we had some conversations about that; it offered a 50/50 cost share on the improvements of the surface crossing on High Street; I think as staff we've decided to move forward with that; we're going to go ahead and complete the design for that and we would anticipate that improvement happening in 2019; I do not have dates at this time; it's going to require certainly some coordination with the railroad; impact to their train tracks; to their deliveries; similar to Gender Road but nearly as intense; but ultimately that improvement will be able to facilitate a pedestrian crossing on the tracks; provide a surface that we can get pedestrians through that area; I think in reality it's a good opportunity; waiting on the railroad we will be waiting a long time; I think by us kind of pushing the issue a little bit it would certainly be a benefit to the residents; Jarvis: it's really a small miracle; so good job; or something's changed on their end; Spencer: I think the offer to partner is certainly something they don't get a lot and

see a lot and I think when they see that and the community coming forward and offering that they jump at the opportunity; certainly I think from the railroad's perspective they get a lot of people complaining, hey when are you going to do this or do that; so when they see someone coming to them with a potential solution they appreciate that; next we'll talk about the bridge right; Jarvis: right; Spencer: we'll see if that one goes anywhere

Peoples: Thank you Mr. Walker; start out with if you have noticed we have new carpet in here; we put that in last week; we also have a new desk over there for the clerk; little bit easier; you don't bang your knees on the pedestal that that sits in the middle; that was done; we had that kind of programmed ripping carpet out in the audience and then where there chairs roll; this is actually a carpet square that compliments the room very nicely; just one thing from my written report; we did get cost estimates back; engineers estimates from the office renovations at the municipal building and community center; they are just about in line with what we thought that they would be; with the municipal building being at \$77,000 and the community center at about \$70,000; a lot of these are security upgrades that we've been looking at for quite some time; and down at the community center the ceiling in the open space, just putting new tiles in there and painting the grid; we're still looking at those as far as from a long term standpoint at either one of the buildings; making those investments in those and just trying to see where are future plans are; as I put in there this was part of, these projects were identified as part of the borrowing we did for the public service facility; so there's nothing new; it's already budgeted and appropriated and Director Jackson can explain that more if you need; Amos: Mr. Peoples will anybody be displaced during these renovations; Peoples: yeah; we haven't really discussed how it's going to work but basically at the municipal building we're going to cut a hole in a wall that's existing there and then basically put a solid wall across where the two offices are now where the water billing clerk and the clerk of courts are; so that the outside desk will basically end up going away and we'll have the three windows where you go up; so then there's a back entrance for each one of those; so we're just trying to figure out where people would go right now; at the community center we really haven't talked about it much; it will be basically enclosing Linda's desk and there will be a secure door there so no one can get into that; if you think about it when there's rentals that's an open desk right there; the computer is locked up but you always seem to find somebody sitting there when there's rentals going on; we haven't figured that out; that's part of our process as well; the seniors will not be displaced other than when we're doing the ceiling there; there may be some events that have to be canceled while we're going through that; Jarvis: Mr. Peoples I also had a question; Steve Smith's report he talked about receiving the MPDES permit to operate for five more years of renewal; there was kind of a windfall in there about not having to remove the phosphorus; that it would translate into savings over a five years period of about a million dollars; so I guess now my question will switch over to Mrs. Jackson; was that expense programmed for next year and the other years; was that counted on or was it just; Peoples: I'll start a little bit; it would have been a capital expense that went through that; we would have probably had to add tanks and chemical feed facilities; and then from an annual basis we would have had to just add that chemical; it would have been the ongoing thing; and then probably an increase in the sludge production; the chemicals precipitate out the phosphorus in the water which would then add to increased sludge production; Jarvis: so we've got 100 percent cost avoidance at least for; Peoples: avoidance yes; at least at this point; we don't know where that next cycle is; we did have it on the CIP; and basically we pushed it back five years; we had to actually do a study last year on what we would do; I believe every facility in the state had to do this study for what we would do to address phosphorus should we have a permanent limit; Jarvis: sounds like we dodged a really big one; as far as the budget goes it doesn't have any effect because we really didn't even know if it was coming for sure anyway; Jackson: correct; but the sewer fund is very healthy and we knew there was a possibility if that possibility came to fruition; obviously it didn't; Jarvis: so it just keeps carrying over until that day comes; Peoples: and we knew in I believe June that it was not included in the list they put out to draft permit to allow comments; and we knew in June that the phosphorus was not included in there; when we went through and director Jackson did the proforma on the rate evaluation that was factored into that; Jarvis: okay I see; thank you; Walker: any other questions; thank you Mr. Peoples; and the carpet looks great; Peoples: I didn't pick the color;

Haire: thank you Mr. Walker; a few updates on some changes that are happening downtown here; many of you have noticed that 3 South High Street has been covered up for quite a long time; they should be unveiling that at the end of this week; so hopefully on Friday they'll have that taken down and you'll see the front of that; Fantasy Cupcake is moving into that space; they're moving from 9 South High st 3 South High; and then Leander who is another local retailer down here will be moving into 9 South High where Fantasy is vacating; so just some movements happening there; also Fitness Firm who has been in business for 21 years downtown here is closing as of January; so January 1st; and also Team Gear will be closing as of January 1st; just kind of updates on what's happening down here; we have a lot going on on the residential side of things as well; we're right about 60 new single family homes this year; we've had a lot of subdivisions where they've had new phases come online recently; so we're actually up to where there's 91 available lots in the city; with another 90 under construction currently; so that will be the most lots we've had available in quite some time roughly in the early spring when those get finalized; any questions; Clark: I had on Lucas; we had Doc Mills in here last week; is there anything new that's happened between him delivering this stuff to us and what's your plans; Haire: so we had cited him into Mayor's court for failure to comply with our signage regulations; we had try to work on that for a number of months and we weren't able to resolve that with him or his tenant; he is listed as the occupant on the building; so we cited him into Mayor's court to take care of that; I believe he now has those signs taken care of and has corrected that; and he came in today and got a temporary sign permit that they'd like to put up until they figure out their permanent solution; Clark: good; okay, thank you; Lynch: quick question; back to Doc mills place over here in the calculation of all the signs and such did they take into account the state farm or whatever those big bold letters are over there; did that come into the equation at all; is there any remedy for that or can anything be done; Haire: the citation is in regards to having lighted signs; so we don't allow lighted signs; so they had internally lit cabinet signs that were placed in the windows; and if you recall last summer we did a complete rewrite of the sign code; so we eliminated the square footage requirements of the old town area and we just look at what would be appropriate for the scale of the building; so it can't take up more than a maximum percentage of the front of the building; so it was a complete change there; Lynch: and that has to do with new signage not existing signage correct; Haire: correct; existing signage would be grandfathered in; Jarvis: plus in reading the material he left for us to take away for me was that he felt a little offended that his building was called something less than pretty and probably not a good time to address something new; Haire: we've tried to encourage certain property owners with the facade grant program and so he apparently was offended by that; Jarvis: but as far as how it's left you feel that he is satisfied; Haire: I couldn't speculate; Jarvis: no comment on that; I'm trying to figure out do we, he addressed council and we need to answer the mail in some way; there have been some developments and I;m not exactly sure how to do that; is there anyone here that's a personal friend of Doc Mills that could at least take pule; Coolman: I talked to Doc Mills today by chance and I had a question for him concerning what Lucas was pointing out was on his occupancy permit; he listed the space as occupied by Emerge and the tenant as himself; so I asked him if he could clarify that for me; is that true first of all; he said let me dig that document out and I will let you know; it was the first time I ever filled out an occupancy permit; yeah but you stood here before us and told us that 30 years ago you set that ordinance; you sat in our chair so; kind of give me the scoop on that; and he called me back about 10 minutes later and he said yes I did list myself and the reason is because I needed to get that space inspected for the next tenant to come in because I didn't have a tenant at that time; so that's why; Lucas if that helps you any; personally I don't know the facts behind that; my office does interact with Doc as we insure his building; Doc is a personal client so I get to talk to him quite frequently; and his whole take on it he just wants to work it out with the city; he thinks the ordinance is outdated; he wants more lighting as he told us; I can tell you in the last three years we paid three glass claims for him where kids went by and shot the glass out of his windows; that's why he thinks there needs to be more lighting right there; and since he has some lighting left on he claimed that there's been no claims; and no problems; in the insurance industry we look at that as a cyclical thing; not anybody was attacking him it was just a random act of vandalism and that happens from time to time; so I kind of explained that to Doc; and Doc likes his own remedies; I think that's what really it comes down to and I think that's what Lucas was alluding to before; that they tried in the past to work with him; but he wants to employ his own

remedies which sometimes is good and sometimes is bad; but I can tell you right now he is willing to come forth and work it out; he's just that we review the ordinance to make sure it applies accurately towards standards today; that's all he wanted; his big question was would this be resolved before Mayor's court date or does he still have to go to Mayor's court; and I said no you've got to go to Mayor's court; s that's the history on it;

Jackson: thank you Mr. Walker; we are getting to the point in the year where we will be cutting off anybody's ability to purchase anything so that we can close things out; obviously we will be able to accommodate any type of emergencies but we will be getting down to the last of the P.O. writing and the last of the check runs and things along those lines; things are going to start ramping up in my department while they slowdown in everybody else's; Nancy Stir, HR coordinator wanted me to mention to those of you who are on our insurance plan that you will be getting information about the biometrics screenings that we do every January so keep an eye out for that; Walker: as I stood corrected from Mr. Peoples thank you for taking care of the carpet in here and the decorations it looks great;

F. Items for Discussion

G. Old/New Business

Amos: I have a new; so we are going to try out a coffee with council; it would be the third Saturday of January; and we're going to at least go for six months to see how it works; anybody in the community can come in and have coffee with us and ask questions in a more general setting; the first host of the meeting will be the Inn at Winchester Trail; let me look at my calendar; I think it's January 19th; but Mr. Bennett has graciously agreed to go with me the first time; it is January 19th; but there is an opening for one more person to join us that day if anybody wants to join us; it will be from 9 a.m. to 11; basically we're just going to invite the community in to come and talk to us; I've had a lot of people say that they're uncomfortable talking in front of a microphone but they do have questions; so it's to get us in a more generalized setting; the Inn at Winchester Trail has graciously volunteered to provide coffee and some light refreshments for us; any takers on hanging out with us for a couple hours; Coolman: I would love to but I have to check my calendar; Amos: but we'll rotate out so people can all get a chance to hang out; Jarvis: this is informal right; although there could be some active business that comes out of it and that's my only comment; I think it's a good thing to reach out and be more accessible; but if it does become something that requires an action that everybody remember that there's a front door; just remain non-committal until staff can weigh in on it; just like anything else; if it was coming in through an email or phone call or something like that; Clark: I think it almost has to be like a listening session; I think if you a spouse or too much too many views you don't know if you can deliver that or not; Amos: part of that is I don't think that everybody know who in the city to contact with certain things that come up; another thing we had talked about is there just certain topics that they want to hear about; is there something that we can bring to the community that they want to hear about; not going to throw Mr. Haire under the bus but development is very intriguing; does the community want to understand that whole process better; we can't choose who goes in; we really want to find out what our community wants to talk to us about; Bennett: I think it definitely is a listening session; just hearing from the community on are there topics that they'd like to see more education on; do you hold one of these meeting as and maybe it's not on a Saturday; is there an evening or a day that you'd set up and work with the city; is there some sort of informational session that would be beneficial to the city as a whole; I know we've had the Fairfield County Sheriff do one of the drug talks which I found very beneficial; so beneficial that the Scouts actually invited them to come do it just for the Scouts; so it is what Mr. Clark said just more of a listening session; you're definitely not taking action; and I think part of the feeling is that when people come here we give them five minutes to speak and then we may or may not, depending on the topic, answer because by council rules we're not to necessarily engage with them; it's their opportunity to speak and to be heard; this just allows an opportunity for casual conversation in a less formal setting; Walker: which we have changed that up a little bit just over the last year or so where I know Mr. Jarvis has explained to the speaker, the person that's speaking, hey I just wanted to let you know it's not that we're being rude

and not responding; we're here to listen and we're taking it in and we do converse about it; that's something that he's made real clear which I think is a good thing; rather than standing there wondering why we're not talking back; Coolman: and I think the other point that would be very beneficial about these meetings is to listen to how the people receive their communications; it's been over a year now where we've heard that some residents have gotten a hold of one or many of us here saying I don't know where to find this information at; we can identify through some of these meeting what courses are you using and we can help guide them; and really find out what mechanicals they're using; are they using their computers; do they know how to get into the city website; that kind of thing; Clark: who's going to determine who goes to which one of these; Amos: after this first one I think it's really just throwing it out and saying who's available; who wants to go; we can't have more than three; but I think it's important for everybody to have the opportunity to sit and listen; of you want to; we don't want to say you have to; of you want to do it; we set it up with the community center and a couple places around town to help host; just so that we kind of have varied places; and we'll get it out via email; Clark: so the first one you two; Amos: I don't know; we're going to have to check; Clark: I have to check too; I might be able to; Lynch: I think the whole thing is a great idea; Clark: so when are the other days; Amos: my apologies it's going to start the 26th, a Saturday; we have a flyer; our graphics designer created this lovely flyer for Amanda to distribute; we'll send it to the city building; we're looking at the fourth Saturday of every month so it's consistent; Jarvis: I don't know why just sitting here it strikes me that somewhere you have to as a disclaimer, this is individual council people kind of as an outreach thing; that you're not necessarily representing council or all of council or the city; and I'm not sure how you do that; Amos: maybe Gene can come up with a cute little poster that we can print off; Bennett: there are other municipalities that are doing this; Amos: Gahanna does it; Gahanna has this currently; there's a couple other cities that do have events like this and they invite their residents to just come in and talk; Jarvis: I think the benefit will outweigh the risk; I'm just saying please be aware of it when you're speaking because otherwise people will believe that what they're hearing is the official gospel of Canal Winchester; Clark: it needs to be communicated in a way that is spelled out exactly what they're going to get; what to expect; you're not going to get a lot of; Walker: there's really not going to be more conversation than what there is in here is what they're saying; the folks come in here and they do speak; we're not really able to comment; at that time it will be pretty much the same thing; except they can come into a more open forum; Clark: I think if it's public record they just need to understand that you're not representing all of council; and I don't want somebody to hear, well Bob told me in this meeting it was a go and we're going to do this; and whether I said that or not this needs to be done in a careful way; Amos: I agree wholeheartedly; this is more of a listening; Clark: I think as long as that's communicated that way you're fine; Bennett: and I think also what you could have too depending on who's there someone could potentially write up a summary of things that were brought to the attention so that all of council whether you were there or not could sort of be in the loop or we'd all be aware of discussions that are being had; Clark: so there's be minutes and reported back; Bennett: not formally; it would be unofficial; probably a summary; but not official minutes; it's not a formal meeting; Amos: on our part asking the questions it's what kind of things you would like to learn; what do you think; what do you think of our community; what do you think of the progress that's going on; it's getting their input in that direction; guidance wise we would refer back as we always have to city officials who take care of us;

H. Adjournment @ 7:00 p.m.

A motion was made by Lynch to adjourn, seconded by Coolman. The motion carried with the following vote:

Yes 7 – Lynch, Coolman, Amos, Bennett, Clark, Jarvis, Walker