Village of Mariemont
Regular Council Meeting
October 24, 2022

Mayor Brown called the meeting to order at 6:30 p.m. with the Pledge of Allegiance. Present were Mr. Bartlett, Mrs. Brownknight, Ms. Geldbaugh, Dr. Lewis, Mrs. Rankin, and Mr. York.

Mrs. Rankin moved, seconded by Ms. Geldbaugh to accept the minutes as written for the Council Meeting October 10, 2022. On roll call; six ayes, no nays.

Communications:

*From Police Chief Hines: September 2022 Monthly Report. Mr. York noted that there seems to be a lot of truck traffic. Mayor Brown said Muchmore Road was closed and suspects that trucks were using Miami Road hill as an alternative. Chief Hines contacted Hafner & Sons and it appears to be worked out especially with Muchmore Road being back open.

*From Building Official Holloway: September 2022 Monthly Report. He updated Council on the rental inspections. He estimates 25-27 inspections have been completed out of 400.

*From Service Superintendent Scherpenberg: Spending Request Forms (Seasonal Leaf Season Help, Tree Work, Salt Purchase, Replacement of Street Light). Fiscal Officer Ford said he reviewed the requests with Superintendent Scherpenberg to make sure there was money in the budget. Money was reallocated within his budget to make sure we could pay for most of this. He created a new line in the street department code named Street Salt. Money from the contingency line will need to be moved to the new street salt line. Council approved all the spending requests.

*From Fiscal Officer Ford: September 2022 Monthly Report. He said Council will need to look at reallocations for the December meeting. The Finance Committee will meet prior to that. We can approve the appropriations for the Capital Improvement Fund and discuss how to allocate the spending later. Mrs. Brownknight asked for an executive summary of what trends he forecasts. Mr. Ford said he will get with Mrs. Brownknight for further discussion.

Permission to Address Council:

Mr. Bob Van Stone, 4050 Lytle Woods Place, was granted permission to address Council. He supports the legislation before Council, referred to as the MPF revisions to ordinances. He is the chair of the MPF Task Force to "Protect the Unprotected". This Task Force was created several years ago to help preserve the architectural charm and character of Mariemont. We noted that there were very few building guidelines or requirements legislation for any of the areas beyond the Historic District or the Unprotected. The goal was to provide some level of protection without onerous regulations. We had a consultant who strongly recommended creation of an overlay conservation district, but we rejected that because of the diversity of housing within the Village and the onerous requirement that might impose. We attempted to create legislation based on neighborhood standards. The legislation before you received unanimous approval from the MPF Trustees. The goals of our initial effort include:

1. Requiring permission before a structure is demolished
2. Strengthening the ordinances related to building a new residence in front of another
3. Cleaning up language related to some setback language so it would be more understandable and easier to interpret

4. Preventing construction of garages extending out in front of the main structure and thus becoming the main focal point of the property.
5. Providing a clear appeal process to all these requirements

He would appreciate Council's support for this legislation.

Motion to Pay the Bills:

Mrs. Rankin moved, seconded by Mrs. Brownknight to pay the bills as submitted. On roll call; five ayes, no nays.

Committee Reports:

Mrs. Rankin moved, seconded by Dr. Lewis to accept the recommendation of the Rules and Law Committee which met on Monday, October 3, 2022. Present were Susan Brownknight, Kelly Rankin, Marcy Lewis, Rod Holloway, Mayor Bill Brown and attending was Elliott Werner, owner of the local store, Coolest Toys on Earth.

The Committee is making the following recommendations:

Redefine a sandwich sign as an allowable temporary sign in the Business District A. And to define what a standard sandwich sign must look like—all should adhere to a certain size, aesthetic and weight.

Next steps proposed:

1. Mr. Holloway to consult business district tenants regarding their recommendations for standards on size and aesthetic and weight. Mr. Holloway to bring his recommendation to the Rules and Law Committee. R&L will make a final recommendation. The look of the sandwich signs should tie in with the aesthetic of the surrounding architecture. Sign look subject to approval of the ARB.
2. Utilize the permitting process to ensure limited number of sandwich signs on city property, uniformity of signs, and to maintain the Village's right to have signs removed temporarily by sending notice to permit holders.

Per Resolution No. R-22-22, empowering the Rules and Law Committee to approve naming rights, the below named benches were approved for the following individuals: Marty and Bob Bartlett and Recie and Jim Scott. Mr. Holloway said there will be more discussion on how long the sandwich boards can remain. They will come up with a proposal for permitting strategy and conformity of the signs. On roll call; six ayes, no nays.

Mr. Bartlett moved, seconded by Mrs. Rankin to accept the recommendation of the Finance Sub-Committee which met on Wednesday, October 12, 2022, at 4:00 pm to discuss getting help with Village Administrator type activities that Fiscal Officer Richard Ford is currently being asked to do. Present at the meeting were Finance Sub-Committee members Rob Bartlett, Kelly Rankin and Randy York, Fiscal Officer Richard Ford, Tax Administrator Chuck Barlow, and Mayor Bill Brown. Fiscal Officer Ford shared that he is being asked to work on things that fit more under a Village Administrator role, and that the workload is not sustainable for him. As such, he has requested help with some activities. Specifically, Richard has talked to Tax Administrator Barlow and Mayor Brown about the possibility of hiring someone to do part time work to assist Chuck, and Chuck in turn would handle some of the Village Administrator related tasks that Richard is currently doing. Both Chuck and the Mayor are supportive of this. The current estimate is this part-time person would work roughly 20 hours a week in the Tax Office. Chuck is estimating we would need to pay the person about $20 per hour. Assuming the part-time role works 50 weeks per year and receives OPERS benefits (but no other benefits, since it is a part-time role), the cost would be roughly $23,000/year. Also, because Chuck will be taking on additional responsibilities, Richard said he is willing to forgo $20,000 per year of his pay and have that $20,000 per year go to Chuck. Attached are a list of Village Administrator activities that Richard has put together where he needs help. Also attached is a list of Village

Administrator activities the Finance Sub-Committee had put together previously. Richard and Chuck will work together to prioritize which activities Chuck will initially take on. If, at a later date, there is an opportunity to add to those duties, Richard and Chuck will do that, using the attached lists.

Richard and Chuck are proposing that the new help be hired starting in January 2023. If approved, the 2023 budget that Richard is developing would have the costs built in, and Chuck would start pulling together the role description and then post the role. One other thing that was noted in the meeting is the email addresses used by Village employees should have the name of their role, and not their personal name. That way, if and when there is turnover in the role, all the old emails will still be accessible for the new person. We are already doing this for some roles, such as the Tax Department, Building Department and Service Department, but we are not doing it for all areas. For the work where Chuck will be taking on Village Administrator type activities, the committee recommends we set up the email address Administrator@Mariemont.org. The Finance Sub-Committee supports Richard's request to create a part time role to help in the Tax Office, and that Chuck take on some of the Administrator activities that Richard and the Finance Sub-Committee have identified. The Finance Sub-Committee also supports this role going into effect in January 2023, and that the appropriate monies be built into the 2023 budget.

Mrs. Brownknight said if this role is needed, she is unclear why there is not a planned process to discuss what is needed long-term relative to the budget and the Village. There is not a hiring search process, nor have we determined what the long-term goals are for the Village. She is supportive of the short-term but would not want to hire an employee and then not have a need for them. She feels this plan feels very shortsighted and Council has not assessed skill sets. She is not comfortable greenlighting a part-time employee which essentially gives the perception that Council is committing to the plan. Temporary relief would be to hire a contractor or a temporary employee. She also had concerns with the list attached as it is unreasonable to think someone would be able to accomplish all items listed. She wants to make sure we are aligning Mr. Barlow up for success with the skill sets needed.

Mr. Bartlett said Council will be working on a master plan. Part of that process he would hope addresses the long-term and short-term goals of the Village.

Mr. Barlow said while working for the City of Norwood he had 3 contract employees. It was determined by the State Auditor that because they only reported to the City of Norwood and worked certain hours, they were deemed to be an employee. He is not in favor of a temporary employee citing confidentiality issues. He would have no control over if it would be the same employee continually.

Fiscal Officer Ford suggested the position be a temporary one year and then revisit at the end of 2023. The attached list is not a job description but more of brainstorming ideas of immediate needs and long-term needs.

It was discussed that Mr. Bartlett and Solicitor McTigue would work with Mrs. Van Pelt to draft the necessary legislation. On roll call; six ayes, no nays.

Miscellaneous:

*Leaf collection will begin Monday October 24, 2022. The last week of pick-up will be December 19, 2022. Mayor Brown suggested to have a flyer made for distribution from the Police Department for those who rake their leaves into the street, reminding them to rake them instead to the curb. Discussion ensued regarding consideration of adding this to the Code of Ordinances.

*Beggar's Night will be Monday October 31, 2022, 6:00 p.m. to 8:00 p.m.

*Proposed change to the start of Council to 6:00 p.m. was discussed. For numerous reasons, Council agreed to leave the start time at 6:30 p.m. since many holdings are held prior to the start of Council.

*Ohio Ethics Training will be Tuesday November 1, 2022, at 1:00 p.m.

*The December Council meeting will be held December 19, 2022, at 6:30 p.m.

Resolutions:

"A Resolution Authorizing an Agreement between the Village of Mariemont and the Board of Hamilton County Commissioners Relative to the Improvement of Hiawatha" had a third reading. Mrs. Rankin moved, seconded by Mrs. Brownknight to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-38-22 was adopted.

"To Accept the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor; and To Declare Emergency" had a first reading. Mrs. Rankin moved, seconded by Mr. York to suspend the rules to allow for the second and third reading. On roll call; six ayes, no nays. The Resolution had a second and third reading. Mrs. Rankin moved, seconded by Dr. Lewis to adopt the Resolution. On roll call; six ayes, no nays. Mrs. Rankin moved, seconded by Mrs. Brownknight to involve the emergency clause. On roll call; six ayes, no nays. Resolution No. R-39-22 was adopted.

"To Reappoint Rick Gibson as Mayor's Court Magistrate for Calendar Years 2023 and 2024; To Set Compensation" had a third reading. Mrs. Brownknight moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-40-22 was adopted.

"To Confirm the Reappointment of Rod Holloway as Village Zoning Officer for Calendar Years 2023 and 2024; To Set Compensation" had a third reading. Mrs. Rankin moved, seconded by Mrs. Brownknight to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-41-22 was adopted.

"To Confirm the Reappointment of Edward J. McTigue as Solicitor for the Village of Mariemont for the Calendar Years 2023 and 2024" had a third reading. Mrs. Brownknight moved, seconded by Mr. Bartlett to accept the Resolution. On roll call; six ayes, no nays. Resolution No. R-42-22 was adopted.

"To Reappoint Peter Wren as a Member of the Architectural Review Board for the Calendar Years 2023 and 2024" had a third reading. Mrs. Rankin moved, seconded by Mr. Bartlett to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-43-22 was adopted.

"To Reappoint Eric Marsland as a Member of the Parks Advisory Board for Calendar Year 2023" had a first reading.

"To Reappoint Andrew Seger as a Member of the South 80 Trails, Gardens and Park Advisory Board for the Calendar Year 2023" had a third reading. Mr. York moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-44-22 was adopted.

"To Reappoint Steve Spooner as a Member of the South 80 Trails, Gardens and Park Advisory Board for the Calendar Year 2023" had a third reading. Mr. York moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-45-22 was adopted.

"To Reappoint Mark Glassmeyer as a Member of the South 80 Trails, Gardens and Park Advisory Board for the Calendar Year 2023" had a third reading. Mr. York moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-46-22 was adopted.

“To Reappoint Jason Brownknight as a Member of the South 80 Trails, Gardens and Park Advisory Board for the Calendar Year 2023” had a third reading. Mr. York moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-47-22 was adopted.

“To Reappoint John Fakes as a Member of the South 80 Trails, Gardens and Park Advisory Board for the Calendar Year 2023” had a third reading. Mr. York moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-48-22 was adopted.

“To Reappoint Jon Morgan as a Member of the South 80 Trails, Gardens and Park Advisory Board for the Calendar Year 2023” had a third reading. Mr. York moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-49-22 was adopted.

“To Reappoint Barbara Whittaker as a Voting Member of the Tree Advisory Board for the Calendar Year 2023” had a third reading. Mrs. Rankin moved, seconded by Mr. York to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-50-22 was adopted.

“To Reappoint Marcy Lewis as a Voting Member of the Tree Advisory Board for the Calendar Year 2023” had a third reading. Mrs. Rankin moved, seconded by Mr. York to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-51-22 was adopted.

“To Reappoint Mary Beth York as a Voting Member of the Tree Advisory Board for the Calendar Years 2023 and 2024” had a third reading. Mr. York moved, seconded by Mr. Bartlett to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-52-22 was adopted.

“To Reappoint Margaret Jevic as a Voting Member of the Tree Advisory Board for the Calendar Years 2023 and 2024” had a third reading. Mr. York moved, seconded by Mr. Bartlett to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-53-22 was adopted.

“To Reappoint Kristin Van Scoy as a Voting Member of the Tree Advisory Board for the Calendar Years 2023 and 2024” had a third reading. Mr. York moved, seconded by Mr. Bartlett to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-54-22 was adopted.

“To Appoint Larry Gray as a Non-Voting Member of the Tree Advisory Board for the Calendar Years 2023 and 2024” had a third reading. Mrs. Rankin moved, seconded by Dr. Lewis to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-55-22 was adopted.

“To Appoint Bob Faelten as a Non-Voting Member of the Tree Advisory Board for the Calendar Year 2023” had a third reading. Mrs. Rankin moved, seconded by Mr. York to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-56-22 was adopted.

“To Reappoint Jason Brownknight as a Non-Voting Member of the Tree Advisory Board for the Calendar Year 2023” had a third reading. Mrs. Rankin moved, seconded by Mrs. Brownknight to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-57-22 was adopted.

“To Reappoint Brad Lockhart as a Non-voting Member of the Tree Advisory Board for Calendar Years 2023 and 2024” had a second reading.

“To Reappoint Scott Hamlin to the Audit Committee for the Calendar Years 2023 and 2024” had a third reading. Mrs. Brownknight moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-58-22 was adopted.

“To Reappoint Stan Bahler to the Audit Committee for the Calendar Years 2023 and 2024” had a third reading. Mrs. Brownknight moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-59-22 was adopted.

“To Reappoint Lynn Tummler to the Audit Committee for the Calendar Years 2023 and 2024” had a third reading. Mrs. Brownknight moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; six ayes, no nays. Resolution No. R-60-22 was adopted.

Ordinances:

“To Amend Section 151.021 of the Mariemont Code of Ordinances Pertaining to Permits, Certificates and Fees” had a second reading. Solicitor McTigue said the code section is a bit ambiguous. Revisions were made which Council has before them. Section 151.021 was amended to read ‘If however, the residence is a contributing property to the NHL application, is an historic site, structure, or landmark, or is located within the historic district, no permit shall issue unless the proposed changes are first approved by the Architectural Review Board as prescribed by subsection (E) below in accordance with Sections 151.025 and 151.075(H)’. Mr. Bartlett suggested that the determination should be done by the Building Department. Dr. Lewis moved, seconded by Mrs. Brownknight to accept the amended changes to the Resolution. On roll call; six ayes, no nays.

“To Amend Section 151.085 of the Mariemont Code of Ordinances Pertaining to Building Height, Yard and Court Regulations” had a second reading. Clarification was given by Building Official Holloway on ‘direct line of site of the public street is prohibited’.

“To Amend Section 151.026 of the Mariemont Code of Ordinances Pertaining to Basic Data Package” had a second reading.

“To Amend Section 151.025 of the Mariemont Code of Ordinances Pertaining to Powers and Duties of the Architectural Review Board” had a second reading. Revisions were made to amend Section 151.02 to read ‘If however, the residence is a contributing property to the NHL application, is an historic site, structure, or landmark, or is located within the historic district, no permit shall issue unless the proposed changes are first approved by the Architectural Review Board as prescribed by subsection (E) below in accordance with Sections 151.025 and 151.075(H)’. Dr. Lewis moved, seconded by Mr. Bartlett to accept the recommendation. On roll call; six ayes, no nays.

“To Amend Section 151.087 of the Mariemont Code of Ordinances Pertaining to Permitted Obstructions in Required Yards and Related Definitions, Section 151.005 Regarding Hot Tub and SPA” had a second reading. Mr. Bartlett moved, seconded by Mrs. Rankin to remove in Section 151.087(I)(4) ‘Any paved patio, terrace, deck used as a’. On roll call six ayes, no nays.

The meeting adjourned at 8:04 p.m.

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William A. Brown Mayor

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Richard D. Ford, Fiscal Officer