

**Village of Mariemont  
Regular Council Meeting  
December 21, 2020**

Mayor Brown called the meeting to order at 6:34 p.m. Present was Mr. Bartlett. Virtually present due to the COVID-19 pandemic were Dr. Lewis, Mrs. Rankin, Mr. Stelzer, Fiscal Officer Borgerding, Assistant Fire Chief Feichtner, Village Engineer Chris Ertel and Solicitor McTigue.

Mrs. Rankin moved, seconded by Mr. Bartlett to excuse the absence of Mrs. Graves. On roll call; four ayes, no nays.

Mr. Bartlett moved, seconded by Dr. Lewis to accept the minutes as written for the Council meeting November 23, 2020. On roll call; four ayes, no nays.

Ms. Palazzolo connected virtually at 6:40 p.m.

**Communications:**

From Police Chief Hines: November 2020 Monthly Report

From Assistant Fire Chief Feichtner: November 2020 Monthly Report

From Service Superintendent Scherpenberg: November 2020 Monthly Report. Mr. Stelzer commented that there were challenges this year with leaf season due to lack of temporary help. We may be faced with the same situation next year and suggested asking volunteers to help. Parked cars on the street also contributed to slowing down the process. A schedule for street collection would be helpful for residents. He recommended that Superintendent Scherpenberg submit a report to Council of recommendations for next year.

From Tax Administrator Darrah: November 2020 Monthly Report

From Assistant Fiscal Officer Wendler: November 2020 Monthly Report

From Pool Commission: Meeting Minutes 11-17-20

From Ms. Palazzolo: Email Dated November 23, 2020 re: Clarification to Rules and Law Committee. There was discussion on whether resident verbatim comments need to be included in the minutes. The matter was referred to the Rules and Law Committee.

From Mr. Stelzer: Email Dated December 18, 2020 re: Tree Advisory Board Members. There will be 5 voting members and 6 non-voting members. They will be working on tree plans for the Village. Solicitor McTigue will prepare the necessary legislation.

Email from Sara & Ryan Klekar Dated December 6, 2020 re: Crosswalk Lighting. Mayor Brown referred the matter to the Rules & Law Committee.

**Permission To Address Council:**

Mr. Joe Rosenthal, 6992 Bramble Hill Drive, was granted permission to address Council. He thanked the Mayor and members of Council for the COVID-19 updates. He believes the information is necessary and important. He would like the Village to continue to post weekly updates. He suggested broadening the information to also include posting the information on Next-Door Mariemont and reaching out to Seniors that do not have access to electronic media such as the Town Crier or Mayor's Bulletin.

### **Supplemental Ordinance:**

“An Ordinance to Make Appropriations for current Expenses and Other Expenditures of the Village of Mariemont, State of Ohio, during the Fiscal Year Ending December 31, 2020” had a first reading. Mrs. Rankin moved, seconded by Mr. Bartlett to suspend the rules to allow for the second and third readings. On roll call; five ayes, no nays. The Ordinance had a second reading and third reading. Mr. Bartlett moved, seconded by Mrs. Rankin to adopt the Ordinance. On roll call; five ayes, no nays. Ordinance No. O-30-20 was adopted.

### **Motion To Pay Bills:**

Mr. Bartlett moved, seconded by Ms. Palazzolo to pay the bills as approved by the Mayor, Fiscal Officer and Chairman of the Finance Committee. Mrs. Rankin asked for clarification on the Frost Brown Todd bill. Mayor Brown said most of the bill was for the work on the vacated street. The work performed for 5G research can be recovered. On roll call; five ayes, no nays.

### **Committee Reports:**

Mr. Bartlett moved, seconded by Mrs. Rankin to accept the recommendation of the Rules and Law Committee which met Rules and Law Committee Meeting on December 9, 2020 at 1:06 pm. The Committee discussed the following issues related to updating the Mariemont Code of Ordinances:

1. Audit Committee: Currently, we have code that created an Audit Committee, but it is not staffed. The committee recommends that we move these responsibilities to the Fiscal Officer and remove the current language from our code book. Additionally, the committee recommends that the fiscal officer present audit results to Council.
2. Civil Defense Organization: We have code that creates this, however we contract with the Hamilton County Emergency Management Agency, so we are out of compliance with our code and it is unnecessary for us to do this for ourselves. The committee recommends removing this section of the code.
3. Parking: The goal of these changes is to correct the code to match what is happening in the Village based on changes to parking places being added and removed as well as signage changes. See the specific changes in the attachment. Additionally, the committee discussed parking changes that have been made at West and Thorndike as well as parking limitations made on Cherry St. Rob will follow-up to ensure those changes will also be made if any are necessary.
4. Bicycles on sidewalks: See attachment for changes. This was taken from Montgomery’s code.
5. Swimming Pool Regulations: The committee recommends removing these from the code book. The pool manager should maintain these, not council.

The Committee recommends that the Solicitor prepare the necessary legislation. The meeting concluded at approximately 1:50 pm.

Mr. Stelzer said he would not recommend removing the Audit Committee. His recommendation would be to keep the Audit Committee and make it independent. He suggested having residents of the community sit on the board and review the audit results every two years. In addition, they could review the annual financial filings. Mr. Bartlett moved, seconded by Ms. Palazzolo to amend the report to have three residents appointed by the Mayor with the approval of Council to review the results of the audit and review year-end financial reports.

Mr. Stelzer said technology on E-bikes has gotten very sophisticated. It would be hard for police to enforce Section 75.09(A)(1) because they would not be able to determine if the motor is engaged or not. It was agreed to change the wording to say, “other than a bicycle”. Discussion ensued about the language regarding riding bicycles on sidewalks. Solicitor McTigue said he would update the legislation with the proper language.

Mr. Stelzer asked if the Pool Commission and the Pool Manager were contacted regarding the pool regulations. Mr. Bartlett said no, but he would believe that they would not have a problem with this. The change will allow them to make changes without Council having to do legislation. The amended report passed unanimously 5-0.

Mrs. Rankin moved, seconded by Dr. Lewis to accept the recommendation of the Health and Recreation Committee which met on December 10, 2020 to discuss the 2021 Pool and Tennis Dues. Present were Mr. Stelzer, Mrs. Graves, Dr.

Lewis and Mayor Brown. Two proposals were sent by the Pool Commission and Tennis Board. The proposals were discussed, and the Committee unanimously voted to approve the 2021 rate structures as recommended by the Pool Commission and Tennis Board. It was discussed and determined that the Tennis Board needs to determine if they want to offer early sign-up discounts. On roll call; five ayes, no nays.

Mr. Bartlett moved, seconded by Mrs. Rankin to accept the recommendation of

The Finance Committee met on Wednesday, December 2, 2020 at 2:00 pm via Zoom to discuss the Village's Payroll/Accounting system and the possibility of doing direct deposit for payroll. Present at the meeting were Finance Committee Chair Rob Bartlett, Finance Committee Members Joe Stelzer and Kelly Rankin, Mayor Bill Brown, Fiscal Officer Tony Borgerding, Joanee Van Pelt, Allison Uhrig, and Eli Wendler.

Currently, the Village uses CMI for Payroll/Accounting. The version we are running dates to the mid-2000's, and we will need to update soon. Ms. Wendler has obtained quotes, and the cost to update is significant (see Exhibit A). Ms. Wendler has also investigated the possibility of using Unified Accounting Network (UAN) instead. UAN was created and is maintained by the Ohio State Auditor, and automatically offers several capabilities that simplify preparing for an audit, as well as providing year end reporting required by Ohio. Over 70% of Ohio villages use UAN.

We have also reached out to neighboring communities to ask what accounting and payroll system they use, and if they use direct deposit for their employees. Exhibit B lists the findings. Mariemont banks with PNC. In talking with the other communities that bank with PNC and use UAN, they said it was very easy to upload the payroll data to PNC and then PNC does the money transfer. The cost to do direct deposit is roughly \$540/year. However, the savings from moving to UAN more than offsets this additional cost and it will still be a net savings for the Village.

The Finance Committee recommends we convert to UAN in 2021 and begin using direct deposit. The committee also recommends the creation of a project team consisting of Ms. Wendler, Mr. Borgerding, Mrs. Van Pelt and Ms. Uhrig, with Ms. Wendler, in her role as Village IT Manager, the project leader. Our bi-annual audit will be in April-May 2021, so we recommend beginning the conversion some time after that. The project team will develop the detailed project timeline, and keep the Finance Committee apprised of its progress.

Finally, because we currently have no back ups for the accounting and payroll systems, the Finance Committee recommends Mrs. Van Pelt and Ms. Uhrig train on both the accounting and the payroll systems, so they can back each other up should either one have to be out for an extended period of time. UAN provides standard virtual training in a group setting that is free. However, individualized one-on-one training is also available, and can be in person if desired. Given the savings of moving to UAN and the challenges associated with changing software systems, the Finance Committee recommends allowing the team to spend up to \$10,000 on any necessary training.

If council agrees with these recommendations, the next step will be for the mayor and Fiscal Officer to sign the UAN Participation Agreement with the Auditor of State.

On roll call; five ayes, no nays.

Mr. Bartlett moved, seconded by Mrs. Rankin to accept the recommendation of the Public Works & Service Committee which met on Tuesday December 15, 2020 at 5:00 PM to discuss the ordinances regarding overnight parking restrictions. In attendance were the Committee Chairperson Kelly Rankin, Committee Member Rob Bartlett, Committee Member Avia Graves, Police Chief Hines and Mayor Brown. The topic of discussion was the existence and enforcement for the ordinance prohibiting overnight parking village wide between 1:00 and 6:00 AM. Attached is a document referencing the rules and restrictions and exceptions to the ordinance. This is also found in Chapter 79 of the code book in Schedule B. Regarding the enforcement of the Ordinance, which is currently not strictly enforced, Chief Hines pointed out the resources of the patrolmen at night are limited and considers the protection of the residents and businesses priority. Given the large numbers of vehicles on the streets during the designated period (as noted by Chairperson Rankin), strict enforcement could

be an inefficient use of officers' time. Considered as an option was to eliminate the Ordinance but allowing streets (particularly Homewood and Settle) to "opt in" to keep the ordinance in place. Also considered as an option was to eliminate the ordinance and help facilitate residents develop a system/agreement that best suited the specific needs of the street. The Committee recommends the Village remove the Ordinance in Chapter 79, Schedule II Section B(1) and (2) and Section C restricting overnight parking. The Committee also recommends assisting residents to engage in dialogue to create a plan that works specific to their street for overnight parking. On roll call; five ayes, no nays.

**Miscellaneous:**

Village Offices will be closed Thursday and Friday December 24 and 25, 2020 in observation of Christmas.

Village Offices will be closed Friday January 1, 2021 in Observation of New Year's Day.

**Resolutions:**

"To Appoint John Fakes as a Member of the South 80 Trails, Gardens and Park Advisory Board for the Calendar Year 2021" had a third reading. Mr. Bartlett moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; five ayes, no nays. Resolution No. R-39-20 was adopted.

"To Appoint Jon Morgan as a Member of the South 80 Trails, Gardens and Park Advisory Board for the Calendar Year 2021" had a third reading. Mr. Bartlett moved, seconded by Mrs. Rankin to adopt the Resolution. On roll call; five ayes, no nays. Resolution No. R-40-20 was adopted.

"To Accept Bid of Rumpke Waste; To Authorize Contract; To Pay for Services" had a third reading. Mrs. Rankin moved, seconded by Mr. Bartlett to adopt the Resolution. On roll call; five ayes, no nays. Resolution No. R-41-20.

"To Appoint Tom Gilmore as a Member of the Pool Commission for the Calendar Year of 2021 To Fill the Unexpired Term of Anita Hunt" (Second Reading)

**Ordinances:**

Mrs. Rankin moved, seconded by Mr. Bartlett to remove from the agenda the following:

"To Amend Chapter 79 of the Mariemont Code of Ordinances for a Charge of \$100 for Annual Stickers for Overnight Parking" which was tabled October 12, 2020. And "To Amend Section 151.025(A)(1)(a) of the Mariemont Code of Ordinances, Powers and Duties of the Architectural Review Board" which was tabled November 9, 2020. On roll call; five ayes, no nays.

"To Amend Section 51.025 (A)(1)(a) of the Mariemont Code of Ordinances Relative to the Architectural Review Board: had a first reading.

"Ordinance Amending Section 91.36 of the Mariemont Code of Ordinances" had a third reading. Mrs. Rankin moved, seconded by Mr. Bartlett to adopt the Ordinance. On roll call; five ayes, no nays. Ordinance No. O-31-20 was adopted.

"Creating a Designated Outdoor Refreshment Area for Downtown Mariemont and Enacting Regulations" had a first reading.

Mayor Brown referred to the Finance Committee exploring financial incentives to local businesses.

The meeting adjourned at 7:30 p.m.

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William A. Brown, Mayor

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Anthony J. Borgerding, Fiscal Officer