



**Minutes for the Lebanon City Council Meeting (Work Session)**

**March 19, 2018**

**7:00 p.m. 50 S. Broadway, Lebanon, Ohio**

Council of the City of Lebanon met in a work session meeting in the large conference room at the City Building. The meeting was called to order at 7:00 p.m. on March 19, 2018 with the following members present: Mayor Brewer, Mr. Aylor, Mr. Dearie, Mrs. Monroe, Mr. Shope and Ms. Wyatt. Mrs. Monroe made a motion to excuse Mr. Messer, seconded by Ms. Wyatt and approved by a show of hands. Present from the City Staff was Manager Scott Brunka, Attorney Mark Yurick, and Economic Development Director Jason Millard.

The Pledge of Allegiance was recited.

**Previous Business**

No discussion.

**New Business**

Resolution – Approving a resolution of necessity for ballot language to be included in the November, 2018 General Election for the placement of a 9.0 mills property tax levy (7.0 mills replacement and 2.0 mills increase) for the purpose of supporting the City's Fire and EMS operations. Mayor Brewer, Mr. Aylor, Mr. Dearie, Mr. Shope and Ms. Wyatt sponsored legislation for the next City Council meeting.

Resolution – Adopting a resolution to proceed with a 7.0 mil replacement tax levy and a 2.0 mil tax levy increase for the purpose of supporting the City's Fire and EMS operations. Mayor Brewer, Mr. Aylor, Mr. Dearie, Mr. Shope and Ms. Wyatt sponsored legislation for the next City Council meeting.

Ordinance – Approving a construction contract with Barrett Paving Materials, Inc. in the amount of \$1,795,785.60 for the Phase III Bypass 48 Resurfacing Project, which will resurface Bypass 48 from Main St. to Columbus Ave. Mr. Aylor sponsored legislation for the next City Council meeting.

Resolution – Authorizing the City Manager to enter into an agreement with the ODOT State Infrastructure Bank for a \$300,000 loan in support of the Bypass 48 paving project. Mr. Brunka explained the financing program and noted that it is a common tool for local governments to utilize but this will be the first time the City of Lebanon has applied for this funding source. We are borrowing the money for three years which is the minimum loan term allowed. Mr. Aylor sponsored legislation for the next City Council meeting.

Ordinance – Approving modifications to Section 921.08 Indigent Burials of the Lebanon Codified Ordinances. Mr. Brunka explained the Ohio Revised Code requirement that municipalities pay for the cost of burial for indigent residents. The local funeral homes are not willing to provide the service at the existing \$550 amount. Mr. Brunka stated that most of the neighboring communities pay between \$700 and \$800 per indigent burial. Two local funeral homes are willing to provide the indigent burial

services for a fee of \$775. This proposal removes the specific fees from the ordinance and that will give the City Manager additional flexibility to negotiate future indigent burial fees. Mayor Brewer sponsored legislation for the next City Council meeting.

Ordinance – Approving modifications to Section 921.02 and 921.05 as it relates to Lebanon Cemetery charges. Mr. Brunka stated that the Cemetery fees have not been updated for about four years. The neighboring communities were surveyed and it was determined that the Lebanon Cemetery fees were lower than average. Mr. Brunka stated that there is still property available for Cemetery growth, he will verify the lots. Mayor Brewer sponsored legislation for the next City Council meeting.

Ordinance – Approving the extension of the existing public right of way use lease for Doc's Place through 2023. Mr. Aylor sponsored legislation for the next City Council meeting.

Ordinance – Approving the purchase of a replacement service truck in the Wastewater Division in the amount of \$117,584 from the state bid list. Mr. Shope sponsored legislation for the next City Council meeting.

Resolution – Amending minutes of various City Council meetings. Mr. Yurick explained that these amended minutes were required to comply with the C.O.A.S.T. lawsuit settlement regarding the proper recording of executive sessions. Mayor Brewer sponsored legislation for the next City Council meeting.

Ordinance – Amending section 133.02 Approved Positions and Titles of the Lebanon City Code to reflect the changes in the Fire Division. Mr. Brunka explained that these are simply title changes in the Fire Department which changes the "Captain" title to "Battalion Chief." There are no changes to staffing, compensation, or job description. Ms. Wyatt sponsored legislation for the next City Council meeting.

### **General Discussion Topics:**

#### **City Auditor Financial Update**

Mr. Burke is on vacation and the update will occur at next City Council work session.

#### **Racetrack Redevelopment Fund Discussion**

Mr. Brunka explained that the project criteria must include a job creation component, proximity within one mile of the Warren County Fairgrounds, and the funding spent on public infrastructure is limited. A list of proposed projects was distributed to City Council in advance and they included the Mulberry Street project; using a matching grant program to redevelop vacant space in the downtown business district; and development of residential housing in specified areas.

Mr. Brunka clarified that the property redevelopment R.F.Q.'s are due on April 20. Mr. Millard talked about using the Warren County Small Business Program to help identify potential businesses who can move into vacant space while taking advantage of a matching grant program. There was a discussion about Mulberry Street and how well brick pavers hold up as a road surface. Mr. Aylor suggested completing the Mulberry Street project in phases. Mayor Brewer would like to pursue the Mulberry Street project because it would touch a lot of residents. Mrs. Monroe likes the residential redevelopment option but recognized that it is a better fit for private redevelopment funds and Mulberry Street is an ideal use for the Racetrack funds. There was a Council consensus to develop an implementation plan for the Mulberry Street project. There was also interest in the business redevelopment grant program but not with the Racetrack funds.

**Short Term Rental Policy**

Mr. Brunka explained the City of Lebanon's current requirements for short term rentals such as Bed & Breakfast or Air BNB units. The current code requires the owner of a Bed & Breakfast to live on-site or in an adjacent property. The City has been approached by someone who wants to purchase multiple properties and use them for short-term rentals where the owner does not live on-site. The current code doesn't address the Air BNB style accommodations and staff would like the Planning Commission to consider some options. City Council discussed the short-term rental concept and concurred with the Planning Commission assignment.

**Sign Code Discussion**

Mr. Brunka and Mr. Yurick reviewed the final recommended changes to the sign code. The proposed changes are designed to simplify the code and provide a solution that complies with known legal restrictions. There was a discussion about the ability to read different sign sizes at different rates of speed; the distinctions between residential and commercial districts; and the definition of a temporary sign. The Council consensus was to support the recommended staff changes.

Firefighter swearing-in ceremony is scheduled for the March 27, 2018 Council meeting.

**Open Discussion**

Mayor Brewer is unable to attend the March 27, 2018 City Council meeting.

There being no further business to come before this Council a motion to adjourn the meeting was made by Mr. Aylor, seconded by Mr. Shope. Roll call vote was approved unanimously. The meeting was adjourned at 8:26 p.m.

Passed: *April 10, 2018*

*Mayor J. Brewer*  
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Mayor

*Amil Brunka*  
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Clerk