



COUNCIL WORKSESSION / SPECIAL MEETING MINUTES

November 2, 2022 · 6:30 PM

Council Chambers

Mayor: Jody Carney **Administrator:** Haley Lupton
Director of Finance: Renee' Sonnett **Director of Law:** Paul-Michael La Fayette
Council Members: President M. Terry, J. Eudaily,
K. Ferguson, F. Reed, J. Rucker, J. Sintz

Call to Order: Mr. Terry called the meeting to order at 6:30pm, followed by the Pledge of Allegiance.

Present: J. Carney, M. Terry, J. Eudaily, K. Ferguson, F. Reed, J. Rucker, J. Sintz.

Absent: None.

Approvals:

Agenda: Council Worksession - November 2, 2022

Mr. Eudaily motioned to approve the November 2, 2022 agenda, seconded by Ms. Ferguson. All in favor.

Minutes: Special Meeting - October 3, 2022

Ms. Ferguson motioned to approve the October 3, 2022 minutes, seconded by Mr. Sintz. All in favor.

Minutes: Council Meeting - October 24, 2022

Mr. Sintz motioned to approve the October 24, 2022 minutes, seconded by Mr. Eudaily. All in favor.

Old Business:

2nd Reading Resolution 20-2022: Municipal Bridge Inspection Program

Ms. Ferguson motioned to approve Resolution 20-2022, seconded by Mr. Eudaily. All in favor.

2nd Reading Resolution 21-2022: Creating Development Manager Position

Ms. Ferguson motioned to approve Resolution 21-2022, seconded by Mr. Sintz. All in favor.

New Business:

1st Reading Ordinance 23-2022: An Ordinance Amending Sections 1327.10 And 1327.11 of the Codified Ordinances

1st Reading Ordinance 24-2022: An Ordinance Approving the Vacation of a Public Alley Within the Village of Plain City Running Between Main Street and Bigelow Avenue

1st Reading Ordinance 25-2022: A Resolution Establishing and Entering into a Community Monument Easement and Maintenance Agreement for the Clock Tower Property At 101 S Chillicothe Street

Motion: Appointing Nick McCullough to serve on the Board of Zoning Appeals
Mr. Terry motioned to appoint Nick McCullough to serve on the Board of Zoning Appeals, seconded by Ms. Ferguson. All in favor.

Motion: Appointing Justin Dreier to serve as Clerk of Council
Mr. Terry motioned to appoint Justin Dreier to serve as Clerk of Council, seconded by Ms. Ferguson. All in favor.

DRB Findings of Fact: Certificate of Appropriateness COA-22-11

Mr. Terry explained to members of Council the proceedings and order of those proceedings that would take place during this portion of the meeting.

Ms. Ferguson motioned to adopt the Findings of Fact into record, seconded by Mr. Sintz. 5 yeas, 1 abstention from Mr. Rucker.

Mr. Terry began deliberations with section 1327.08 of the Codified Ordinances. Section 1327.08(a) was read and Mr. Terry stated that the property will continue with its original use. Council did not disagree.

Section 1327.08(b) was read and Mr. Terry stated that when looking at the profiles from Main Street, the project preserves the building while the vestibule at the back is not part of the historic profile. Mr. Eudaily said that he does not believe that the existing vestibule does not have any significance. Mr. Sintz stated that he believes that from historic records the existing vestibule was present as late as 1895.

Section 1327.08(c) was read and Mr. Terry stated that he does not believe the current extension is attempting to provide a false sense of historical development.

Section 1327.08(d) was read and Mr. Terry stated that he believes there are two different timelines present. If the vestibule was in 1895, we would not be accurate in saying that it is not historic. He agrees that there is some historic significance. Ms. Ferguson noted that the property owners are enabling preservation by reusing some of the brick from the vestibule. Mr. Eudaily

believes the historic significance is lessened because it is at the rear of the main building and not as visible.

Section 1327.08(e) was read and Mr. Terry stated that if the building is the “client” then they have an obligation to preserve. He believes that by placing the expansion at the back, such method is helping preserve the existing building. Mr. Eudaily stated that they are not building below the rear cornice and that will remain intact.

Section 1327.08(f) was read and Mr. Terry stated that there is repair and replacement with the removing of the vestibule. The rest of the building is deteriorating and is being preserved. Mr. Sintz does not believe that this factor is as significant because the vestibule is being replaced and is not deteriorated.

Section 1327.08(g) was read and Mr. Terry stated that they are not using chemical treatments. Mr. Eudaily noted that in the Certificate of Appropriateness application documents it states that they are using non-abrasive methods.

Section 1327.08(h) was read and Mr. Terry stated the he does not believe any archaeological resources have been discovered. Council did not disagree.

Section 1327.08(i) was read and Mr. Terry noted that this is a key consideration during these deliberations. Mr. Sintz agrees with that statement. Mr. Sintz stated that the addition and what it means to the architectural features is an important consideration. He noted that the property owners are using board and batten and he has not seen that used elsewhere downtown. It is clearly a material that gives an “old timey” feel however, at the same time, he does not feel that the addition is being presented to mask itself as being part of the historic structure. Mr. Terry agrees with Mr. Sintz. Mr. Terry stated that the profile, sizing, and massing takes into account these aspects. Mr. Eudaily believes that the proposed addition will not be an eyesore. He stated that the board and batten was typical in the late 1800’s. He also likes that the property owners did not propose to place the elevator shaft above the roof. He believes that, from the intersection, a pedestrian will not be able to see the addition.

Section 1327.08(j) was read and Mr. Sintz stated that, when thinking about the reality of removing the addition in the future, it would be a much larger impact if the elevator was inside the building than on the exterior, as proposed. He believes that if the elevator is exterior of the main building, it would be much easier to remove in the future if needed. Ms. Ferguson believes that the footprint of the main building is the most important and that is not being changed. She also noted that the proposed addition seems to make the most sense in regards to structural integrity for 114 W Main and the neighboring property, 120 N Chillicothe. Mr. Terry agreed with Ms. Ferguson and he said that he is pleased the addition is on the outside and not the inside and therefore not as damaging to the existing structure. Mr. Eudaily agreed with Mr. Terry and added that building the addition on the outside would make it easier to restore in the future if needed.

Section 1327.09(a) was read and Mr. Sintz stated that he does not believe this section is relevant with respect to this application and the issues presented. Mr. Eudaily noted that the property

owner is making a great effort to make the building look like it used to look. He stated that the property owner is restoring windows instead of covering them or changing them. Mr. Reed believes that someone would have to identify some part of the structure that did not meet the requirements and he has not heard of it as of yet.

Section 1327.09(b) was read and Mr. Terry said that he believes the overall discussion is mostly about this section. Mr. Eudaily believes that painting the addition black and using board and batten will make it look like the rear of other buildings in the immediate vicinity, including Pioneer Pizza. He noted that other structures in the area use black exterior paint. Mr. Reed stated that he does not understand why the color choice is being discussed since there has not been any evidence to suggest that black is not historic.

Mr. Sintz stated that when he reads this section of the code, he feels that it exemplifies what the district is now. Mr. Terry agreed and stated that the new structure must be consistent with the historic nature of the district without altering the current character of the district. It is important to be able to point out what is historic and what is not while also not taking anything away from what the district was. Mr. Terry stated that the historic profile of the addition is being retained while simultaneously keeping the new structure separate in style. Mr. Eudaily said he agrees and mentioned that the windows on the addition match some of the historic details of the original building but also not in a way as to create a false suggestion that the addition is originally historic.

Section 1327.09(c)(1)-(2) was read and Mr. Terry stated that although the property owners are not using historic materials, it is being done in order to use a material that will last much longer. The exception allows for the preservation and longevity of the building. Mr. Terry believes that the historic significance is being preserved in the main building. Mr. Reed stated that he believes the reading of this section could go either way given that fiber cement is not inherently described in the code and he is unsure of what it is. He noted that in one reading it appears that it is in conflict but in another, that there is an exception and it is permitted. Mr. Sintz agreed and said that the property owner did say that could use wood if Council so desired. Mr. Terry acknowledged Mr. Sintz's comment but stated that Council is only considering the application as is, with no changes.

Section 1327.09(d) was read and Mr. Terry mentioned that the colors being used are listed in the Sherwin Williams historical color palette list. Mr. Sintz and Mr. Eudaily voiced their agreement.

Section 1327.09(e) was read and Mr. Terry stated that he does not believe that there is a sign in this application. Council did not disagree.

Section 1327.09(f) was read and Mr. Terry noted that, as he reads this section, he interprets it as not every requirement must be met, that the spirit of the code must be met. He noted that it is everyone's goal to rehabilitate the Uptown District and preserve the buildings. Adding an elevator to a historic building is part of making an historic building ADA compliant. Furthermore, building the elevator shaft on the outside of the building, instead of the inside, maintains and ensures the longevity of the building. He stated that the question Council is considering is whether or not the proposal deviates from the intent of this Chapter. No Council members had additional comments.

Mr. Terry closed the deliberations at 7:12pm and stated that he would accept a motion to take a 10-minute recess to allow staff time to compile the deliberation Findings of Fact. Mr. Sintz motioned to take a 10-minute recess, seconded by Ms. Ferguson. 5 yeas, 1 abstention from Mr. Rucker.

Upon the conclusion of the recess, Mr. Terry explained to those in attendance that Council will now go through the Findings of Fact that the Law Director composed and that they will make any necessary edits as they deem required. Several small edits were done to the agreement of all Council members.

Mr. Sintz motioned to adopt the deliberations into the record, seconded by Mr. Reed. 5 yeas, 1 abstention from Mr. Rucker.

Mr. Terry motioned to affirm the decision of the Design Review Board in regards to COA-22-11, seconded by Ms. Ferguson. 5 yeas, 1 abstention from Mr. Rucker.

Discussion:

Streetscape Award: Ms. Lupton directed Council to the memo describing the streetscape plan and the proposal. Mr. Terry inquired as to which specific proposal would be pursued, Ms. Lupton confirmed the primary option being considered and noted that pursuing that option would allow the work to be done within the 2022 budget. Mr. Terry stated that he agrees with this proposal as submitted. He added that he believes it is fiscally responsible to do more work at once and this proposal satisfies that goal. Additionally, he noted that he feels this proposal fits the budget.

Mr. Eudaily said that he agrees with what has been said and that businesses are investing money to make buildings look better. This proposal allows the Village to also put forth effort and a show of good faith that its goals are in line with the business owners.

Mr. Terry asked Ms. Sonnet if this would take any legislative action to pursue the proposed option, Ms. Sonnet and Ms. Lupton responded that it would not.

Mr. Reed asked if this is part of the 2022 budget. Ms. Lupton and Ms. Sonnet responded that it is part of the 2022 budget but that the construction work would start in 2023.

Mr. Sintz voiced his approval of this proposal and Ms. Ferguson agreed as well. Ms. Ferguson added that she also agrees with Mr. Eudaily's comment and that this is a great opportunity to help uptown businesses. Ms. Lupton thanked Council for their feedback and confirmed that this will be on the agenda for the November 14th Council meeting.

Mr. Rucker asked Ms. Lupton what is the overall timeline for renovations at 114 W Main Street. Ms. Lupton responded that she is not sure at this moment but that the bricks that are being taken down will be preserved.

Mr. Terry asked Council and staff if the Streetscape Plan should go through the Design Review Board. Mr. Rucker responded that it should. Mr. Reed asked if that occurred during the first phase. Council members responded that it did not.

Mr. Reed asked Ms. Lupton what is the plan for the 2023 Streetscape Plan. Ms. Lupton responded that more money is being allocated to it for 2023. Mr. Reed said he would like to see

some of the money split and put towards this year. Mr. Eudaily commented that the money has already been allocated for 2022. Ms. Sonnet confirmed. Mr. Reed stated that he would like to see some of the ARPA funds used for water and sewer infrastructure upgrades.

2023 Budget: Ms. Lupton gave a presentation to Council on the budget. The priorities included: wastewater treatment plant, parks master plan, uptown design plan, rebranding, pedestrian connectivity, and the Heritage Trail. She noted that the administration's goals match Council's goals.

Ms. Lupton noted that with money transfers, it is staff's plan to be more careful in how they complete those transfers. Mr. Terry asked what does that exactly mean. Ms. Lupton responded that instead of transferring large amounts, and not being able to transfer those funds back if unused, staff plans to be more strategic in the amounts that are being transferred. Mr. Terry stated that he is in favor of that method and appreciates the transparency.

Mr. Terry stated that he would like to see actual revenues when possible. Ms. Sonnet confirmed that the revenues are higher than what is on the presentation. Ms. Lupton stated that these numbers will be updated on the supplemental budget. Mr. Terry asked for confirmation if the \$1.7 million amount is what will be left over at the end of 2023. Ms. Lupton and Ms. Sonnet agreed. Mr. Terry stated that he likes the six-month cushion that amount provides.

Ms. Lupton told Council that about 70 new houses have been built so far in 2022 and while not all have impact fees, the Village has received \$1.8 million from capacity fees. She noted that income tax revenue will also increase as more houses are completed. Mr. Reed stated that he would like to see 2023 projections on what revenue will be from the new house builds. Mr. Terry responded that he wants to make sure projections are as accurate as possible in these types of situations and understands that these projections are conservative. Mr. Terry added that he would like to see some projections. Mr. Eudaily asked if it's possible to look at previous developments for potential revenue projections. Mr. Terry responded that staff could but he does not want to spend the money before it is received.

Ms. Lupton then presented the general fund expenditures. Mr. Terry asked what all is included in the contractual section. Ms. Lupton said that includes engineering expenses, feasibility studies, and website redesign projects. Mr. Terry thanked Ms. Lupton for the clarification and stated that as the Village continues to grow, he believes that it is important to continually assess whether it is more efficient to do those projects in house or via a consultant.

Ms. Lupton explained to Council how much was saved in personnel costs in 2022 and stated that 2023 will have higher personnel expenditures given full staffing and cost of living expenses.

Ms. Lupton explained several of the economic development proposals that Mr. Stanford is working on. Mr. Rucker asked if the Village will still be associated with Madison County Economic Development in terms of Mr. Stanford's work on the Corridor Study. Ms. Lupton responded that Mr. Stanford is prioritizing with Union County currently but is working on a pros and cons list as well. Mr. Eudaily believes that the Village should still have involvement with Madison County to be able to stay in communication with that department and know what is going on.

Ms. Lupton described the infrastructure priorities in the budget which include the Maple Street bridge repairs, streetscape upgrades, water valve maintenance, I&I work, and paving the parking lot behind the old municipal building. Mr. Terry asked how many parking spots would be possible behind the old municipal building. Ms. Lupton said she is not sure but will check.

Mr. Rucker asked if these priorities include the West Avenue sidewalk being extended. Mr. Reed concurred with Mr. Rucker's question. Ms. Lupton said that staff has talked with the Village Engineer about the possibility. She said that the culvert/bridge on West Avenue poses problems. Mr. Reed added that he would like to see sidewalks on Perry Pike as well. Mr. Rucker said that much of that section of Perry Pike is not within Village limits. Mr. Reed stated that Route 42 also needs sidewalks and that he would like to see some of the money allocated to streetscape upgrades be used for that project. Mr. Terry acknowledged Mr. Reed's concerns and stated that after the uptown streetscape and master plan is completed, focus will shift to other projects in the Village. He stated that the corridor study Mr. Stanford is doing will be a good focus shift point. Mr. Reed said he appreciates Mr. Terry's comments but is concerned with the safety aspect of the sidewalk situation on Route 42 and West Avenue.

Mr. Terry asked Ms. Lupton what else is included in the streetscape plan. Ms. Lupton responded that it would ultimately be up to Council but they could focus on the area around the Clocktower that goes southeast and then continue around that building. Mr. Rucker noted that it may be wise to not work on the northeast corner of uptown since there is a lot of ongoing projects in that area. Mr. Terry asked about the south side of Main Street west of Chillicothe Street. Ms. Lupton and Mr. Eudaily responded that streetscape projects could include the area from Chillicothe Street, heading west, past the Plain City Animal Hospital and Rialto Theater and potentially include parts of Maple Street heading south. Mr. Eudaily encouraged Ms. Lupton to ask ODOT if they have emergency funds available for the Maple Street bridge repairs.

Mr. Reed asked about the status of a roundabout at the intersection of Converse Huff and South Chillicothe. Ms. Lupton responded that it will be some time before that project could commence, that project is within Madison County Engineer's jurisdiction. Mr. Terry acknowledged the desire to have the project started as soon as possible. Mr. Rucker asked if it's possible to place rumble strips at that intersection. Chief McKee confirmed that they are running out of options for that intersection. Mr. Reed asked if the \$500,000 in impact fees could be used toward that roundabout. Council members acknowledged Mr. Reed's inquiry but stated that they cannot make any financial decisions since that project belongs to Madison County.

Ms. Lupton went over the Parks and Recreation Heritage Trail feasibility study and said that study was paid for by capital grant dollars. She added that the Madison Meadows Park is also funded by grant dollars. Ms. Lupton stated that the Parks and Recreation department is proposing to rehabilitate the South Shelter and add a concrete pad at the pool. Additionally, they would like to see upgrades to the Farmers Market and a continual focus on events.

Ms. Lupton presented the 5-year debt retirement schedule to Council and gave an explanation of the process. Mr. Terry asked, if possible, for a bar graph of the debt structure now and then what it will look like in seven years.

Ms. Lupton explained the budget calendar and the timeline of the Personnel & Finance Committee and their approval of everything thus far. Mr. Terry asked Lauren Giaimo if any of these proposals need to go back to the Personnel & Finance Committee for additional review. Ms. Giaimo does not feel that anything needs to go back to their committee. Mr. Terry asked if the compensation study has been thoroughly reviewed. Ms. Giaimo responded that it has and that the committee is very comfortable with the study.

Compensation Study Update: Lauren Giaimo introduced herself as a member of the Personnel & Finance Committee and thanked Council for the invitation. She explained the background of each member's experience and said they all are comfortable with Ms. Lupton and Ms. Sonnet's

leadership and direction with the budget. All members like the budget and what it shows; hard work and intentionality. She believes that the compensation study is important and done well. She added that the compensation study also allows for strong retention and recruitment for the police force. Ms. Giaimo believes that the increase in money spent is not much over a long span of time and is appropriate to make sure that goals are achieved. She thanked Ms. Lupton and Ms. Sonnet for their hard work and reiterated to Council that all Council members should be confident in these two people and their handling on the budget.

Mr. Terry asked if the Committee went over all capital projects. Ms. Giaimo responded that they did review all potential projects and felt comfortable with Ms. Lupton's presentation and direction. The Committee did have an in-depth meeting of the compensation study and the research behind it. The Committee members feel that all their questions and concerns have been addressed and taken care of. She stated that the Committee believes this study should not go back to them given the level of research that has been completed. Ms. Ferguson voiced her agreement. Ms. Giaimo added that there should be an effort to maintain a prioritization on compensation increases in the future so that the Village does not fall behind again. Chief McKee added that if the Village waits every three years to complete a compensation study, there will always be a sticker shock. He believes that there should be a study, or a version of it, done every year. Mr. Terry stated that he agrees and that appropriate efforts will be made.

Mr. Terry asked Ms. Lupton about administration staffing. Ms. Lupton responded that the Finance Clerk and Maintenance Technician positions are allocated in the budget but administration is waiting to fill those positions. Mr. Terry asked who is the backup person for the Finance Director in the meantime. Ms. Lupton said that is being continually monitored. Ms. Sonnet stated that she and Ms. Lupton have talked about the possibility of the Utility Clerk serving as a backup in some of those roles.

Mayor Carney asked, with all the new homes being built, would an additional police officer be needed. Chief McKee said that an impact study has been done and that situation is being monitored. He added that they are planning to hire a new officer by the end of next year. Mr. Reed asked Chief McKee how many officers are expected to leave next year. Chief McKee responded that he is not sure at this time.

Mr. Reed asked Ms. Lupton if the terminology of allocated is the same as appropriated. Ms. Lupton and Ms. Sonnet agreed that it is. Mr. Reed asked if the year-end closing of books requires a supplemental budget. Council members responded that this topic has been covered already and that a supplemental budget will be done. Mr. Terry asked when the compensation study will be reviewed. Ms. Lupton responded that it can be done at the November 14th Council meeting. Mr. Terry thanked Ms. Lupton and stated he agreed.

Adjourn: Mr. Sintz motioned to adjourn, seconded by Mr. Terry. Meeting adjourned at 8:49pm.