



# City of Gahanna

## Meeting Minutes

### Committee of the Whole

200 South Hamilton Road  
Gahanna, Ohio 43230

*Nancy R. McGregor, Chair*  
*Brian D. Larick*  
*Karen J. Angelou*  
*Merisa Bowers*  
*Jamie Leeseberg*  
*Stephen A. Renner*  
*Michael Schnetzer*

*Krystal Gonchar, MPA, Clerk of Council*

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Monday, May 24, 2021

7:00 PM

Virtual Meeting

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Meeting Call-in Details: Tel- (513) 306-4583, Conf. ID- 370 000 828#

#### A. CALL TO ORDER

Chair and Vice President of Council Nancy McGregor called the meeting to order at 7:00 p.m.

#### B. ITEM FROM THE DIRECTOR OF ADMINISTRATIVE SERVICES:

1. [ORD-0037-2021](#) AN ORDINANCE TO AMEND ORD-0016-2021 AN ORDINANCE ESTABLISHING THE SALARIES FOR PERSONNEL OF THE CITY OF GAHANNA FOR THE PERIOD JANUARY 1, 2021 THROUGH DECEMBER 31, 2021; WAIVE SECOND READING; ADOPT AS EMERGENCY.

Director of Administrative Services Miranda Vollmer, described the changes in the attached redline version; requesting the waiver and emergency due to positions needing filled right away and the change to the FLSA status of position changing.

Recommended for Introduction, Waiver, Adoption on Regular Agenda on 6/7/21.

#### C. DISCUSSION FROM THE DEPARTMENT OF PUBLIC SAFETY

Safety Director Keith Winn stated that they are trying to make strides in policing; following 6 pillars of 21st Century Community Policing; will move forward with body worn cameras; will use Utility, have been using them since 2016; the upgraded equipment will have individual accountability; is within current existing budget; no action necessary from Council at this time; project delayed due to COVID.

Chief Jeff Spence said we have some video that will be displayed, from actual video management system; is a walkthrough at Creekside; camera has a lesser chance of being dislodged; device is part of uniform; back end management is already in place; has an integrated redaction system; no additional training will be required; is cloud based; is CJIS compliant; has integrated GPS; many automated activation features built in; computer aided dispatch (CAD) system will be integrated; if multiple officers are in one area there is auto categorization of the video; has a watermark on exported videos; checked out each of the large vendors in the country; Utility was already in use and officers already familiar with it; putting a camera on an officer is not costly, it's all the backend data and video management that is costly; that's already in place. If we went with a different vendor, it would cost an additional \$400k or upwards; this system has less chance of accidents; endorsed by NAACP. They anticipate first deployment in early July; will work with IT on the integration of CAD. Redaction requires a great deal of staff time, but at this time they intend to manage with current staff levels. Specialized functions will require additional consideration, such as for SROs or detective in-field interviews. This project is a work in progress.

Renner said this was an impressive presentation; asked how long the data is stored. Spence said it is uploaded to the vehicle router almost immediately; when a vehicle comes in contact with a way-point, it gets archived and offloaded fairly quickly; there is no officer intervention with the device; they don't have to dock it or undock it to get the video offloaded. Spence said the retention is based off the incident; if it is part of an incident then it gets automatically categorized; if it's video that does not capture something, it can get dumped after 90 days for example; that retention can be changed; city retention policies will be followed.

Angelou asked if the system works if an officer is called out to Columbus. Spence confirmed; every vehicle has storage in-car; is the same as the audio/video that is already on the cars. Larick asked if they anticipate any issues with training the officers. Spence said they are all getting equipped and are used to this; have been working on this for a couple of years. Bowers asked about pricing. Spence said \$160k. Bowers asked if an officer could access video. Spence said yes, but it cannot be downloaded or altered in any way; accessible by mobile computer. Bowers asked if that's to review the video to see what happened. Spence confirmed.

**D. ITEMS FROM THE DIRECTOR OF PUBLIC SERVICE & ENGINEERING:**

1. [MT-0012-2021](#) MOTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE & ENGINEERING PERMISSION TO BID REPAIRS OF HAVENS CORNERS WATERLINE IMPROVEMENTS.

Director of Public Service & Engineering Grant Crawford summarized the attached report to council; line has experienced frequent breaks; will replace water line as part of the project; those lines will be fully replaced.

**Recommended for Consent Agenda on 6/7/2021.**
2. [MT-0013-2021](#) MOTION AUTHORIZING THE DIRECTOR OF PUBLIC SERVICE & ENGINEERING PERMISSION TO BID REPAIR OF GRANVILLE STREET SIGNALS.

Crawford summarized the attached report to council; will replace traffic signals; foundations have structural deficiencies that require immediate action; overall traffic pattern won't be impact but there will be intermittent flagging.

**Recommended for Consent Agenda on 6/7/2021.**
3. [ORD-0036-2021](#) AN ORDINANCE AUTHORIZING A SUPPLEMENTAL APPROPRIATION- Intersection Improvements, Emergency Repairs; WAIVE SECOND READING.

Crawford stated that this is tied to MT-13 due to a supplemental. Angelou asked if they knew the cause. Crawford said the foundation was constructed improperly.

**Recommended for Introduction, Waiver, Adoption on Consent Agenda on 6/7/2021.**
4. [ORD-0033-2021](#) AN ORDINANCE TO AMEND PART FIVE, GENERAL OFFENSES CODE, CHAPTER 521, HEALTH, SAFETY, AND SANITATION, OF THE CODIFIED ORDINANCES OF THE CITY OF GAHANNA.

Mayor Jadwin said the next several items, 34, 38, 35, all relate to the sidewalk program; to align with ADA transition plan; was discussed in April; part of the plan said that a sidewalk maintenance program would be adopted; sidewalk maintenance is part of ADA compliance; has been discussed by council in years past; there is a lot to talk about with the program; city engineer first submitted a program in Nov. 2020; was discussed again in December; took feedback, worked on the transition plan, and has taken all feedback into account when creating the program before them tonight. Homeownership can be burdensome and sidewalk maintenance plays into that; we hope this program will make it affordable to residents as they work to maintain compliance with state law; city engineer will provide additional details.

John Moorehead, City Engineer, stated that he would review past discussions; showed presentation; many surrounding towns have used these programs; this enhances the community as a whole; there are also legal obligations which are spelled in the ADA Act of 1990; routes must be in good condition; the city code addresses those standards; ORC states that property owners are required to maintain sidewalks. In 2019 through 2020 they looked at a selection of streets; collected information to determine maintenance needs; nearly 30% of sidewalk panels need repaired; there are dedicated funds to aid in the program. Notices will be sent to homeowners to inform them that the panels need repaired; they will have an option to pay the city over a 5-year period; or if they opt out, the resident pays out of pocket and city inspects. One aspect of the program is street trees; they are often the cause of needing repair; trees can be removed by the city at no cost to the owner; residents would still pay for panel repair, but not have to pay for the tree removal. Have worked with city forester and comprehensive landscape plan when developing standards. Projected annual cost would be \$1,156,000. City staff has found ways to save trees; standards for repair rather than replacement save money due to precision cutting. The costs are recouped over 5 years with 0% interest with assessment. The program will have resolutions for intent, which is a process that involves the county.

**Recommended for Introduction/First Reading on 6/7/21, back to Committee on 6/14/21.**

5. [ORD-0034-2021](#) AN ORDINANCE TO AMEND PART NINE, STREETS AND PUBLIC SERVICES CODE, CHAPTER 903, SIDEWALK CONSTRUCTION, OF THE CODIFIED ORDINANCES OF THE CITY OF GAHANNA.

Moorehead said this needs replaced anyway; regardless of sidewalk program; helps conform with ADA guidelines. Schnetzer asked about existing code; what are the drawings for City of Columbus, and why do we reference those. Moorehead said the standard drawing is one that has been published by the City of Columbus; specs are determined already; it will be a consistent product throughout the city; is regionally accepted; PROWAG is independent of that, and has rigid guidelines; allows for deviation but still complies with ADA requirements, such as a driveway approach, which would be different than a panel.

City Attorney Ray Mularski stated that he would suggest moving ORD-0033-2021 forward as soon as possible because we are currently being in position of having sidewalks repaired and replaced and we don't want to have people double up their work. Jadwin said ORD-0034-2021

is the companion piece to that due to PROWAG standards.

**Recommended for Introduction/First Reading on 6/7/21, back to Committee on 6/14/21.**

6. [ORD-0038-2021](#) AN ORDINANCE TO AMEND BY REPEALING AND REPLACING PART FIVE, GENERAL OFFENSES CODE, CHAPTER 521, HEALTH, SAFETY, AND SANITATION, OF THE CODIFIED ORDINANCES OF THE CITY OF GAHANNA.

Moorehead referenced the attached repeal and replace redline; stated that for section A7, that covers the primary inspection area. When a program is being proposed, a director will present to council the area; that will kick start the program; will create a contiguous and continuous run; this will be annual. Part C refers to inspection of area when a program has been adopted; will inspect all sidewalks in the area. Part E is an administrative step, requires no council action.

Bowers asked if being part of the program requires being in the designated area. Moorehead confirmed. Bowers asked about enforcement. Moorehead said their code enforcement works with residents, and that will continue to occur; they help residents will plans and budgeting. Bowers asked about tracking violations. Moorehead said those are in the building software already. Jadwin said it had to be aligned with a designated area; did not want a knee jerk reaction; repairs need to be planned. Bowers said that is a fair point. Larick asked about the cost estimate, is that annual. Moorehead confirmed. Larick said it is a 5 year spend and at year 6 they will begin to recover the funds; that will get the community caught up, and the annual cost will go down significantly. Moorehead confirmed. Larick said let's be clear that this is an opt-out program; an opt-out must be submitted in order to opt-out; by default property owners are opted-in. Larick said there was an inventory but was that spot or comprehensive. Moorehead said spot inventory of particular streets around the city. Larick asked if they were randomly selected. Moorehead said no, that some included new developments and some old, some with aging street trees; some commercial; wanted diversity. Larick asked if this will be implemented geographically. Moorehead said it will follow past street programs; will follow pattern of construction; every ward every year has work done within it.

Leeseberg asked about replanting of street trees. Ferrell said replacing street trees will not be funded by the city as part of this program. Leeseberg said property owners would be required to replace trees at their own cost, even if the city deemed the tree needed to be removed.

Leeseberg asked about the assessment, that would not cover the trees. Ferrell confirmed. Leeseberg asked about the parts of the cities that don't have sidewalks, who will design those. Moorehead said the design would go by city standards; bid documents would include design and repair costs; sidewalks will match existing. Moorehead said other areas where no sidewalks exist, that is part of capital needs. This is purely a maintenance project. The opt-out preserves the tree; if you don't want the city to remove the tree, then the city won't remove the tree; the property owner can deal with it how they see fit. Jadwin said saving trees is a priority for residents. McGregor said there is a positive effect when residents get a new street; it's fresh and they tend to clean up their yard, among other things. Moorehead said new sidewalks do add to that appeal; benefits the community overall; especially when improving in broad swaths.

McGregor said when they budget for repairs, could they pull in extra properties that need repair if they are outside the scope. Moorehead said to create the legislation, they would not be able to do that within one program area; if funds left over, they could be rolled over for the next year. McGregor asked what if someone opts out but does not do the repair. Moorehead said they will discuss further later; but it will be discovered before construction begins; would essentially treat it as if someone did not opt-out. Moorehead said there is a date on the notice and will be tracked through right of way permits; staff will inspect. Larick said the timing of the work done will not necessarily coincide with the contract to get the work done; asked if that would that roll into the next year. Moorehead said in the spring, council would adopt an area, mailers would be sent, then they have the entire summer to get work performed, at end of summer opt out would expire; then bid documents will generated; and work will proceed the following spring. Larick said essentially this will run a year behind. McGregor asked if the resident can replace more or less. Moorehead said the minimal will be required at least.

Moorehead continued reading through the proposed language. Angelou asked if someone has a friend who can do the repairs, do you have to have a contractor? Moorehead said the person is welcome to repair but must notify the city about what method they will use, but no contract registration required; it will be inspected. McGregor said a permit is required to repair the sidewalk; there are different requirements for different sidewalks; city would provide insight into what is required when they receive the application. Moorehead confirmed. "Tree removal will be assessed" should be struck through in section C of 521.06 amendment,

not the repeal and replace version.

**Recommended for Introduction/First Reading on 6/7/21, back to Committee on 6/14/21.**

7. [ORD-0035-2021](#) AN ORDINANCE TO AMEND PART NINE, STREETS AND PUBLIC SERVICES CODE, CHAPTER 913, LANDSCAPING REQUIREMENTS, OF THE CODIFIED ORDINANCES OF THE CITY OF GAHANNA.

Ferrell stated that the landscape board was presented with the code changes for 913; referenced injurious plants; the comprehensive landscape plan is discussed every 3 years and presented to council. McGregor said there is a list of injurious plants and there is a reference to the other comprehensive landscape plan, but there is no plan. Ferrell said it is not attached, but will be sure to send to Council (now attached as part of the minutes); last reviewed in 2019.

**Recommended for Introduction/First Reading on 6/7/21, back to Committee on 6/14/21.**

8. [ORD-0032-2021](#) AN ORDINANCE TO AMEND ORD-0014-2021 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO CONTRACT WITH STRAWSER PAVING COMPANY, INC., FOR THE 2021 RESIDENTIAL STREET PROGRAM ST-1075; AND TO APPROVE A SUPPLEMENTAL APPROPRIATION; WAIVE SECOND READING.

Clerk stated that this ordinance was to amend a previous ordinance, first presented to Council during a March Committee of the Whole; due to a clerical error, the original legislation did not include the contingency funds or the supplemental information; the department has the funds but cannot transfer to the appropriate accounts without the supplemental.

**Recommended for Introduction, Waiver, Adoption on Regular Agenda on 6/7/21.**

**E. ITEMS FROM COUNCIL OFFICE:**

1. [2021-0091](#) Liquor Permit Request #8142388; 94 Mill Street; Signatures Tavern LLC.

Clerk stated that this is a new liquor permit request for Signatures; no objections from the PD. Angelou asked if Signatures is in business. Larick said they will be opening up again; asked if this is net new, was there a license available or Is this a special transfer. Jadwin said this is new. Larick asked if it's in the state quota. Jadwin confirmed. Larick asked if they need to take action. McGregor said no.

## 2. Return to Chambers Discussion- Continued

Larick stated that they have been discussing, generally, what returning to meeting in chambers would look like. There will be work in chambers in June; construction will be going on to finish the new equipment; would like to start meeting in July in person. McGregor said if we went back earlier the equipment won't be fully available and thought it would be best to wait for that work to be completed. Schnetzer said he does not want to have to deal with technical issues when they go back; they are meeting functionally now and meeting all legal requirements; wants the return to chambers to be seamless; would like all the beta testing done and out of the way before they meet in person; does not want issues just because people are anxious to meet back in person. Larick asked IT if that is enough time, or should they plan to meet later in July. Kevin Schultz, IT Manager, said final audio configurations should be done by end of June; would prefer July 6 as the first day back in order to get through the project. Bowers said they would not be meeting on July 5, due to the holiday. Mularski stated that the order allowing for virtual meetings ends in June so they must meet in July unless something changes with the law. Leeseberg asked about the intent for Committee meetings. Larick said they could discuss the next committee meeting. Leeseberg said those meetings flow nicely in the committee room but we are putting in all this upgraded equipment, so does that make sense? Schultz said that the committee room is not conducive to those live meetings, not equipped with audio. Larick stated they will be in chambers on July 6, for the first regular meeting, and likely in chambers for the committees as they had been previously.

## F. ADJOURNMENT

Adjourned at 9:01 p.m.