



COUNCIL WORK SESSION/ SPECIAL MEETING MINUTES

December 7, 2022 at 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:

Ms. Ferguson called the meeting to order at 6:30pm, followed by the Pledge of Allegiance.

Present: J. Carney, K. Ferguson, F. Reed, J. Rucker, and J. Sintz.

Absent: M. Terry and J. Eudaily.

Approvals:

Agenda: Council Work Session – December 7, 2022

Mr. Rucker motioned to approve the December 7, 2022 agenda as amended, which included the removal of a motion to approve the Council Work Session minutes from August 10, June 1, May 4, April 6, and March 10. Seconded by Mr. Sintz. All in favor.

Minutes: Council Meeting – November 28, 2022

Mr. Sintz motioned to approve the November 28, 2022 minutes, seconded by Mr. Rucker. All in favor.

Discussion Items:

Facility Rental – Rates & Policies: Ms. Lupton introduced Linda Granger, the Parks & Recreation Director, to Council. Ms. Lupton gave a brief summary of the first reading of Resolution 27-2022. This resolution would update rental rates for current facilities in the Village and add rental rates for new facilities such as the Church Street building and the future Madison Meadows shelter house. Going forward, Ms. Lupton stated that she would like to see these rental rates evaluated for a potential increase every two years. Additionally, a beer and wine permit that facility renters may apply for will be in front of Council soon. Mr. Reed asked if renters would need a state liquor permit in addition to the Village's beer and wine permit. Ms. Lupton and Mr. Rucker responded that renters would not since no alcohol sales would be taking place. Mr. Reed thanked them for the clarification.

Mr. Reed stated that he would like to see non-resident rates potentially increased. Also, he felt that the timeframes for a half day rental on the Church Street facility could be adjusted. In terms of the Madison Meadows shelter house, Mr. Reed stated that he feels it would be beneficial to not charge residents but have non-residents pay a rental fee. Overall, Mr. Reed would like residents to not have to pay for rental facilities assuming that their tax dollars went towards building those facilities. Mayor Carney agreed with Mr. Reed's statement that it would be preferable to not have rental fees or, at least, have significantly reduced rates for residents. Ms. Lupton thanked Council for their comments and said that, for the first several months of being available to rent, the Church Street building would be full day rentals only. Once efficient logistics and procedures in terms of staff preparation and clean-up are in place, half day rentals would be available.

Ms. Granger stated that this is the first time the Village has introduced resident versus non-resident facility rental rates. Additionally, she said that the Youth Building rental rates are being increased due to higher operating costs. Ms. Granger also stated that the Church Street half day hours are aimed at renters who may only want to rent the building for a lunch event or similar. In regards to the Madison Meadows shelter house, Ms. Granger clarified that residents would still be able to use the facility without paying a rental fee but implementing a rental policy allows residents to reserve, for a fee, the shelter house and ensure that they would have the space at a specific time. Otherwise, the shelter house will be a first-come, first-serve facility.

Old Business:

2nd Reading Ordinance 28-2022: An Ordinance for Final Appropriations for Current Expenses and Other Expenditures of the Village Through December 31, 2023

Mr. Sintz motioned to approve Ordinance 28-2022, seconded by Mr. Rucker. All in favor.

New Business:

1st Reading Ordinance 29-2022: Approving 2022 Supplemental Budget Update and Requesting Waiver of Second Reading

Ms. Ferguson noted that due to only four Council members being present at tonight's meeting, a waiver of second reading may not take place.

1st Reading Resolution 25-2022: Amending the Village of Plain City Employee Handbook

Mr. Sintz asked, within the telework section, if the verbiage should switch between "telework" and "remote work" or if it would be better to only use the term "remote work". Ms. Lupton agreed and noted accordingly.

1st Reading Resolution 26-2022: Approving a Citizen Recognition Award to Donnie Nickey

1st Reading Resolution 27-2022: Amending the Rental Rates for Facilities Owned by the Village of Plain City

Staff Presentations:

Economic Development Update – Jason Stanford:

Mr. Stanford thanked Council for their time this evening and gave a brief summary of what his presentation contains. He included updates on where the Village stands currently, observed challenges, how 2022 went for the Village, and what the future holds in 2023 and beyond. Mr. Stanford presented updates on current community partnerships and potential avenues for more partnerships in the future. He spoke briefly on the zoning code update and said that Mr. Hutchinson would speak more to this point in his presentation. Mr. Stanford stated that there are several areas he hopes to become more efficient in, such as increasing utility availability, increasing commercial development, streamlining the development permitting procedure, and become more consistent in branding and messaging.

Mr. Stanford presented details on the business satisfaction survey that was conducted in partnership with the Bowling Green State University Center for Regional Development. He stated that the initial data collection was completed in October and

November of this year and that those results are being analyzed and will be presented soon.

Mr. Stanford added that he plans to increase the Village's Business Retention & Expansion Program and make sure that this is a high priority within the Economic Development Department. Additionally, he provided several projects that are taking place to increase marketing efforts such as a new website, monthly business e-newsletter, enhanced social media, and the Village rebranding. He noted that these are all important tools that go hand-in-hand with productive economic development strategies.

Mr. Sintz asked Mr. Stanford what the general public reaction to the rebranding was at Christmas Under the Clock. Mr. Stanford responded that out of the roughly one hundred people he spoke to, only one had an overall negative response to the new logo. Many people verbalized their appreciation for keeping the Clocktower in the logo and said that the new logo has a fresh feel but retains the important aspects of the Village.

Mr. Stanford presented several Uptown District improvements that are taking place, including the renovations to the McCune Building, the old municipal building, and more recently, the Rialto Theater. Early steps are being taken to eventually move the overhead utility lines from the Uptown area and talks have begun with Ohio Edison to determine feasibility and costs.

Beginning in 2023, a consultant group will assist Village staff form an Economic Development Strategy that will provide a five-year plan for the Village. The study is being conducted by The Montrose Group, LLC. This study will identify opportunities for economic growth in and around the Village. Mr. Stanford believes that this is an essential piece to becoming more proactive in economic development. Additionally, Mr. Stanford stated that a US 42 and OH-161 corridor study would be taking place in the near future with similar goals as the Economic Development Strategy project.

Also beginning in 2023, Mr. Stanford plans to conduct business workshops that will help educate local business and residents on topics such as the zoning code update, business tips, emergency preparedness, and other community hot topics.

Ms. Lupton noted that, with the new website, the price includes a complete refresh in four years which will ensure future compatibility. Mr. Sintz asked Mr. Stanford if the emergency notification system on the website would be compatible with the new system the Fire Department has. Mr. Stanford answered that they are compatible and would be integrated.

Mr. Reed asked if the website developer would give a design document that Council could review. Mr. Stanford said that they would and that he would forward that to Council for their review at the appropriate time.

Mr. Stanford finalized his presentation with a summary of future goals and objectives. Ms. Ferguson thanked Mr. Stanford for his work and views the Economic Department as vital in the next stages of Plain City's future. She also thanked the rest of Council for their support in the overall economic development strategy and goals. Mr. Reed also thanked Mr. Stanford for his work, especially in the rebranding and marketing area. He asked Mr. Stanford, in comparison to surrounding municipalities, who he sees Plain City looking like. Mr. Stanford said that each municipality is unique and that is no different with Plain City. He hopes to capitalize on what makes Plain City the place that it is and build on that foundation.

Mr. Reed asked Mr. Stanford, in his opinion, would Plain City be able to develop in such a way as to maintain the feel and culture that makes Plain City a great place to live. Mr. Stanford responded that he absolutely believes that is possible and should be the case as growth continues.

Planning & Zoning Update – Derek Hutchinson:

Mr. Hutchinson thanked Council for their time and invitation. He updated Council on the comprehensive zoning code update and its current status. He stated that he has spoken to all Planning & Zoning Commission members except one and plans to update all members accordingly. He has spoken to the consultant, OHM about the new timeline for adoption and they are on board with a two to four month adoption date. Mr. Hutchinson emphasized that this is not a complete rewrite of the zoning code draft, rather it is a fine tuning of certain parts.

Mr. Hutchinson noted that, throughout the research to update the zoning code, it is important to look at surrounding municipalities to see what works and what does not work and adapt our zoning code where necessary to best serve the needs of the Village.

Mr. Hutchinson added that his door is always open to everyone and he looks forward to continuing current conversations with developers and local business owners and starting new conversations in the future.

Mr. Reed stated that he believes Mr. Hutchinson brings skills to the zoning department that have not been present before and he appreciates Mr. Hutchinson's work with the zoning code update and other projects. Mr. Reed said that he looks forward to the complete zoning code update when it is ready. Mr. Hutchinson thanked Mr. Reed for his comments.

Mr. Hutchinson invited all Council members to his first inaugural chili/soup cookoff on December 16.

Adjourn

Mr. Sintz asked Mayor Carney if reports need to be submitted to her by tomorrow to prepare for the next Council meeting. The Mayor responded yes if possible.

Council noted that the next meeting is December 12, 2022 and there will not be a meeting on December 26, 2022.

Mr. Sintz motioned to adjourn, seconded by Mr. Rucker. Meeting adjourned at 7:31pm.