

**MINUTES OF THE WORK SESSION OF THE COUNCIL OF THE  
CITY OF AVON, OHIO HELD MONDAY, NOVEMBER 2, 2020  
IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING  
AT 7:30 P.M.**

**PRESENT:** Council Members: 1<sup>st</sup> Ward – Bob Butkowski; Council-at-Large – Brian Fischer; Council-at-Large - Tammy Holtzmeier; 2<sup>nd</sup> Ward - Dennis McBride; 3<sup>rd</sup> Ward - Tony Moore; 4<sup>th</sup> Ward - Scott Radcliffe; Council-at-Large - Craig Witherspoon; Mayor - Bryan Jensen; City Engineer - Ryan Cummins; Service Director - Mike Farmer; Law Director - John Gasior; Finance Director – William Logan; Clerk of Council - Barbara Brooks

**ABSENT:** Safety Director – Duane Streator  
Planning and Economic Development Coordinator – Pam Fechter

1. [ORDINANCE NO. 89-20](#) – TO ACCEPT IMPROVEMENTS IN RED TAIL SUBDIVISION NO. 16  
Third of Three Readings at a Special Meeting Immediately Following this Work Session

Mr. Farmer

Mr. Farmer advised the subdivision is ready for acceptance. He said the routing slip has been completed and all the financial deposits have been made and the City is ready to move forward with acceptance.

2. [ORDINANCE NO. 98-20](#) – REAPPROPRIATIONS

Mr. Logan

Mr. Logan explained the reappropriations as follows:

General Fund No. 101

Increase appropriations \$6,000.00 for health insurance budget needed in various departments.

Total General Fund Re-appropriations	\$6,000.00
--------------------------------------	------------

Special Revenue Funds

Coronavirus Relief Fund No. 286

Appropriate the entire amount of CARES Act Funding the City has received and has used toward allowable expenditures since March 27. The funds must be used no later than December 30, 2020 or returned. Total appropriation of \$1,183,783.84.

Total Special Revenue Funds Re-appropriations	\$1,183,783.84
-----------------------------------------------	----------------

Total All Funds Re-appropriations	\$1,189,783.84
-----------------------------------	----------------

Mr. Logan explained that a portion of the CARES Act funds will be used for Safety Forces compensation in accordance with the U.S. Treasury Department correspondence in September.

Mr. Logan mentioned that if Council agrees they may add a donation of \$10,000 for the Avon Lion's Club food drive and that amount can be added for next week before the vote.

Mayor Jensen advised the \$10,000 may not be needed but he has been in discussions with School Resource Officer Sullivan that typically the schools have collected and donated the canned goods for the food drive and the Avon Lion's Club provides the turkeys and puts the baskets together but this year because of COVID the school administration is not encouraging the donations be brought to the schools and there could be a significant shortfall. Mayor Jensen stated with the upcoming holidays these baskets are provided to the neediest of Avon's residents and he would hate to see any kind of a dropoff this year. He advised they are not certain this money

will be necessary, but he would appreciate having it available for the Lion's Club in case the donations do not come in like they did in years past.

Mr. McBride asked if it was only for distribution inside the City of Avon to which Mayor Jensen confirmed that to be the case and said everyone who receives a basket is an Avon resident.

3. ORDINANCE NO. 99-20 - AMENDING SECTION 256.04 AND SECTION 256.98 OF THE CODIFIED ORDINANCES OF THE CITY TO CREATE THE FULL-TIME AND CLASSIFIED POSITION OF PARKS CREW LEADER AND TO ADOPT THE NEW CLASSIFICATION SPECIFICATION FOR SAME

Mayor Jensen

Mayor Jensen indicated there is already someone in this position within the City and the position is not specified in the Codified Ordinances and this Ordinance is more of a housekeeping issue. He said the employee performing the duties of this position has essentially been designated as the Parks Crew Leader since Crew Leader is a title commonly used in other departments.

Mr. Butkowski asked for clarification that the City was not creating another salary specification for this position as the employee was already paid the proper salary, but the City was creating the title for that leadership position.

Mr. Gasior advised the position is listed in the bargaining agreement and the pay is already established but the City did not have the classification specification in the 256.98 section of the Codified Ordinances, and it is simply being added. He stated it is a bargaining unit position and it exists through the collective bargaining agreement and it just came to light that the City did not have that specific position spelled out for the Parks Department. Mr. Gasior said this Ordinance adds the position to the Codified listing and the employee who performs that function gets paid under the collective bargaining agreement.

4. RESOLUTION NO. R-24-20 – AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE LORAIN COUNTY OFFICE ON AGING FOR THE PROVISION OF SERVICES TO RESIDENTS OF THE CITY OF AVON

Mr. Logan

Mr. Logan advised this is an agreement with the Lorain County Office on Aging that City Council authorizes each year. He said this is the Meals on Wheels program and these meals are delivered directly to residents of Avon with diminished mobility, mostly elderly, that sign up for this service. Mr. Logan advised in 2020 the City spent \$30,100, paid quarterly to the County Office on Aging. He said in 2021 they are estimating, per the agreement, \$35,000, as the cost of the meals has increased somewhat. Mr. Logan stated if Council would like Lauren Ksiazek, Executive Director, to address them at an upcoming meeting about their services to let him know as she would be glad to do so. He said this Resolution authorizes the Mayor to sign the agreement for 2021.

5. REPORTS AND COMMENTS

MAYOR JENSEN had no comments.

COUNCIL MEMBERS:

MR. BUTKOWSKI, WARD 1 had no comments.

MRS. HOLTZMEIER, AT LARGE had no comments.

MR. MCBRIDE, WARD 2 had no comments.

MR. MOORE, WARD 3 had no comments.

MR. RADCLIFFE, WARD 4 had no comments.

MR. WITHERSPOON, AT LARGE had no comments.

MR. FISCHER, AT LARGE had no comments.

DIRECTORS/ADMINISTRATION:

MR. CUMMINS, CITY ENGINEER had no comments.

MR. FARMER, SERVICE DIRECTOR had no further comments.

MS. FECHTER, ECONOMIC DEVELOPMENT/PLANNING COORDINATOR was absent.

MR. GASIOR, LAW DIRECTOR reported that it was good to be back.

MR. LOGAN, FINANCE DIRECTOR said it was good to have Mr. Gasior back. He advised the end of the year is quickly approaching and he will have a couple note Ordinances for Council at the next Work Session and they would probably go through three readings. Mr. Logan stated as they know, they have notes that roll over in late January and they need to get legislation passed. He reminded Council that they are the water notes, which is the water tower, and the Chester Road Improvement/Park Land Acquisition notes.

MR. STREATOR, SAFETY DIRECTOR was absent.

AUDIENCE:

No comments were made from the audience.

ADJOURN: 7:38 p.m.

There being no further business the Work Session of Council was adjourned.

PASSED: \_\_\_\_\_

SIGNED BY: \_\_\_\_\_  
Brian Fischer, Council President

ATTEST: \_\_\_\_\_  
Barbara Brooks, Clerk of Council