

**MINUTES**  
**City of Geneva**  
January 26, 2015

7:00 p.m.

Tim Miller opened the Council Meeting at 7:00 p.m.

Roll Call – Tim Miller, Howard Anderson, Susan Hagan, Mike Shupska, William Buskirk, and David W. Per Due

Pledge of Allegiance to the Flag was said and prayer was offered by Rev. Raymond Baker, Faith Freedom Fellowship.

Motion was made by David W. Per Due to approve the minutes of the January 12, 2014 Council Meeting, seconded by Howard Anderson. Roll call, 6 yeas. Motion passed.

**Department Presentation** – Income Tax Department, Shelly Huff Presenting

Tax notices have gone out; citizens have begun filing.

The Income Tax Department will have extended hours beginning March 7, 2015. The Department will be open on Saturdays.

The Department is in the early phases of transitioning to the new software. The Department will wait until after tax season to implement the new software.

Ms. Huff and Lauren Gardner attended a meeting this past month on House Bill 5. An Ordinance will need to be passed. OML will develop a template for the ordinance. Ms. Huff is talking with Ms. Gardner on how the City can make some changes to be in compliance.

Extended hours for the Tax Department will begin March 7, 2015 and go through April 11, 2015. The Department will be open on Saturday from 8 – 12 a.m. in addition to the Monday through Friday 8:00 a.m. to 5:00 p.m. hours.

**Citizens** –

Renee Nash  
501 S. Ridge East, Apt. 3, Geneva, Ohio

Ms. Nash asked why the City had paid a City Manager and Assistant City manager to run the City and then not hired the Assistant City Manager for the City Manager position. The City Manager has long been a citizen of the City. Ms. Nash asked why the City was hiring a City Manager that does not live in Geneva.

Mr. Miller stated that the City went through a very exhaustive process and had debated long and hard in their decision. Council feels that they have made a good decision for the City of Geneva. The City is looking for qualified candidates. Twenty-seven (27) applications were received. Six (6) favorable candidates were interviewed. The City selected the best candidate.

Ms. Nash asked why eleven (11) years as the Assistant did not qualify the person. On what qualifications is the City basing their decision?

Mr. Miller stated that the majority of Council chose. Mr. Miller stated that once Council has officially voted on the individual, the City will give further details on qualifications.

Ms. Nash stated that the City of Geneva has been run very well and asked why Council would want to rock the boat.

### **Items for Consideration of Council –**

**Ordinance No. 3159.** An Ordinance to Amend the 2015 Budget through Appropriations and Fund Transfers, Attached Hereto and Marked Exhibit “A”, and declaring an emergency.

This ordinance will bring all the funds up to operating level beginning were the City left off, December 31, 2014. This will allow the City to pay their vendors.

A spreadsheet showing the carryover was distributed to Council. The City exceeded the carryover budget by \$133,000. Ms. Stuetzer stated that all the numbers look very good.

Motion by David W. Per Due, seconded by Howard Anderson to declare Ordinance 3159 an emergency measure. Roll call, 6 yeas. Motion by Susan Hagan, seconded by Howard Anderson that the rule of law requiring certain Ordinances be read at three separate meetings be waived and suspended and Ordinance 3159 be placed on the final roll for passage. Roll call, 6 yeas. Roll call on passage, 6 yeas. Ordinance No. 3159 duly passed.

**Ordinance No. 3160.** An Ordinance Authorizing the Acting City Manager and Interim Director of Finance to Sign Checks on Behalf of the City, and declaring an emergency.

Ms. Juanita Stuetzer rendered her resignation. Ms. Cecil has agreed to act as Interim Finance Director.

Mr. Miller stated that Ms. Stuetzer had done a phenomenal job with the budgets. The City will miss her. Mr. Anderson also stated that the City would miss her and it would be a difficult task for the City to replace her. Mr. Per Due thanked Ms. Stuetzer for her service. Susan Hagan stated that she wished Ms. Stuetzer would change her mind. Mike Shupska wished Ms. Stuetzer luck.

Motion by David W. Per Due, seconded by Howard Anderson to declare Ordinance 3160 an emergency measure. Roll call, 6 yeas. Motion by Howard Anderson, seconded by Susan Hagan that the rule of law requiring certain Ordinances be read at three separate meetings be waived and suspended and Ordinance 3160 be placed on the final roll for passage. Roll call, 6 yeas. Roll call on passage, 6 yeas. Ordinance No. 3160 duly passed.

### **City Manager’s Report -**

The City has signed a Work Authorization to move forward with the engineering for Streetscape Phase 5 along S. Broadway on the KeyBank side. Engineering and construction should be complete before May to lessen the impact on the business owners.

The Department of Commerce would like to do a prevailing wage seminar in April for public entities as well as private entities bidding on public work.

The training simulator is in the gym for specialized training for the safety forces. Therefore, the gym will be closed for the next few days while that training is being conducted. The training includes driving simulators. Geneva-on-the-Lake and other are participating as well as Geneva. The unit has multiple scenarios and can change in an instant.

Myke Anderson is working with the Geneva Business Association coordinating Winterfest. There is a fire and ice demonstration that will kick off the event on Friday evening.

**Unfinished Business** –

Mr. Per Due stated that the roads were pretty icy on when he attended Mass early Sunday. Mr. Per Due did not see any salt.

Mr. Bittner stated that the trucks were out on Sunday. The salt works depending on temperature. The City only has salt, no liquid. The State uses liquid calcium to pre-treat the roads. It would be hundreds of thousands of dollars to rig the City trucks for liquid calcium. Sand cannot be used because the sand would get into the storm sewers. Sand works best in the townships where there are no curb streets and storms. It can be very frustrating for the Street Department as well when the salt and plow and half an hour later it looks like they did not do anything.

**New Business** – None.

**Payment of Bills** –

Mr. Buskirk inquired about the fuel charge of \$1,200 charged to the Community Development line. Ms. Brown stated that she would look into it.

**Committee Reports** – None.

**Citizens** – None.

David W. Per Due made a motion to adjourn to executive session to discuss Personnel – Appointment at 7:26 p.m. Howard Anderson seconded the motion. 6 years. Motion passed.

Howard Anderson made a motion to reconvene at 7:55 p.m. Susan Hagan seconded the motion. 6 years. Motion passed.

Council meeting adjourned at 7:55 p.m.

Recorded by: Phyllis Dunlap  
Clerk of Council

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President of Council

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Clerk of Council