



**MINUTES
REYNOLDSBURG CITY COUNCIL
December 11, 2023**

CALL TO ORDER

INVOCATION - Pastor Renee Russell of City Church of Reynoldsburg

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Cotner, Baker, Johnson, Jenkins, Strickland, Salvati, Pyakurel, Lawson
Rowe

ABSENT:

APPROVAL OF AGENDA

The agenda was approved as submitted.

APPROVAL OF MINUTES

Regular Meeting Minutes for November 27, 2023

The regular meeting minutes of November 27, 2023 were approved as submitted.

COMMUNITY COMMENTS

**Angela Abram
1075 Starlight Drive**

Ms. Abram, the school board president, wanted to thank the City and the Reynoldsburg PD for handling the recent safety threats they have had as a bomb threat was sent all across Ohio today. She thanked them for their support and noted that safety is their priority here. She also thanked the Public Safety Committee for allowing a new crosswalk to be added at Taylor Road Elementary. She explained that she has been asking for this for three years and knows that it will now increase safety for our students.



Mayor Begeny

Mayor Begeny stated that Main Street is pretty much completed and wanted to congratulate everyone on their hard work and on this project finally being completed. He stated that everyone should be on the lookout in their mailboxes in January for the new community guide being sent out with all sorts of information. He also asked Council to reach out to schedule a session on the Wednesday Joe Show if they would like a slot for next year.

Presentation of the Mel Clemens Award

Ms. Michelle Brennan stated that she is here on behalf of the Reynoldsburg Parks and Recreation Department to present the Mel Clemens Award for 2023. The qualities looked for in a nominee include someone who continually volunteers their time, dedication, and talents to the citizens of Reynoldsburg to make the City a great place to live, work, play, and learn. A person who has made a positive difference to the lives of fellow citizens. Someone who is dedicated to Reynoldsburg and concerned about others. They may serve on service, school, church, or community committees. A person who has shown a willingness to work with other Reynoldsburg residents, who is enthusiastic about the City and its citizens and works continually toward the betterment of our community. A person with the qualities of honesty and integrity. This year's recipient has these words said about her. She is dedicated, compassionate, and always willing to help. She has many different roles within Joseph's Coat. She does check in, check out, clothing sorting, furniture, household items, and routinely volunteers every week. She makes sure that every bed provided for those in need comes with a full set of sheets. She readily fills in when others cannot. This year's 2023 Mel Clemens award recipient is Rose Crane.

COMMUNICATIONS

November Treasury Board Minutes

PROCLAMATIONS

A Proclamation Recognizing the Columbus Crew for Winning the MLS Cup



Championship

Councilmember Baker read the proclamation and congratulated the Crew on their winning season.

MOTIONS

A Motion to Reappoint Members of the Planning and Zoning Board

Director Meyer stated that last year a charter amendment was passed to create this combined board. He explained that this motion is to reappoint 3 members of this board, so that they are now reappointed in staggering years.

Councilmember Salvati made a motion to approve this motion. Second by Councilmember Strickland. Motion carried.

REPORTS

Liquor Permit

Liquor Permit for Ohio Springs Inc.

Chief Baker stated that this location is at 8555 East Main Street and will be operating as a Sheetz. This permit request is for a C1 and C2 permit which is for beer, wine, and mixed beverages sold in sealed containers for carryout only. This is a new business, so there are no calls related to this business. They do not recommend requesting a hearing for this permit.

There is no Development, Parks & Recreation Committee meeting.

Public Safety, Law & Courts Committee

This is the Public Safety, Law & Courts Committee meeting for December 11, 2023.

Members in attendance are: Councilmember Cotner, Councilmember Baker, Councilmember Johnson, Chair Lawson-Rowe, and President Jenkins.



An Ordinance to Amend Chapter 985 Marijuana Facilities of the Code of Ordinances for the City of Reynoldsburg

This legislation has been returned for further review.

Attorney Shook stated that there were some changes made to this legislation, so they are bringing it back to be discussed. Currently, the State House is still discussing how they want to modify Issue 2 and those changes should move forward within the next week. They would like to keep this in committee as changes continue to come out. The changes include expanding our marijuana facility ordinance to extend from medical to recreational marijuana. The Council does have the option to request a hearing for any permit that may come before the City and the discretion to reject that permit by vote.

Councilmember Strickland asked if there would be zoning code changes that came with the passage of this legislation. Attorney Shook said yes, there would be zoning code changes needed, but the ordinance would most likely come to Council in early 2024 since they still have to create a new state agency to handle applications. They also do not expect to see any applications for recreational marijuana facilities until early summer if at all.

Councilmember Lawson-Rowe moved to amend this Ordinance to make the specific changes as recommended by Attorney Shook. Second by Councilmember Baker. Motion carried.

Councilmember Lawson-Rowe moved to forward this amended Ordinance to Council for a second reading. Second by Councilmember Baker. Motion carried.

An Ordinance to Amend Section 331.42 Texting While Driving Prohibited of the Codified Ordinances for the City of Reynoldsburg

Attorney Shook introduced Isaiah Nire, who is an intern in his office.

Mr. Nire stated that this amendment is to ensure that our Ordinances align with the Ohio Revised Code. This is for consistency when it comes to the nature of enforcing the law, giving the officers options when citing the crime.

Councilmember Baker asked how he found this issue. Mr. Nire stated that he compared our City Ordinance to the ORC and wherever he found inconsistencies, changes were recommended and amended.

Councilmember Lawson-Rowe moved to forward this Ordinance to Council for a first reading. Second by Councilmember Johnson. Motion carried.



Public Service & Transportation Committee

This is the Public Service & Transportation Committee meeting for December 11, 2023.

Members in attendance are: Councilmember Cotner, Councilmember Baker, Councilmember Johnson, Chair Strickland, and President Jenkins.

An Ordinance to Authorize the Mayor to Enter into a Contract with EMH&T for Waggoner Road Phase II Final Engineering Design Services, Appropriate Funds, and Declaring an Emergency

This Ordinance has been returned to the Committee for additional amendments.

Director Dorman stated that this Ordinance is for the final design engineering services contract with EMH&T and also authorizes the subcontractor, O.R. Colan, to do the appraisals and property negotiations.

Councilmember Strickland moved to amend this Ordinance to add language stating the TIF reimbursement dollar will be added to the CIP Fund. Second by Councilmember Baker. Motion carried.

Councilmember Strickland moved to forward this amended Ordinance to Council for a third reading and approval. Second by Councilmember Johnson. Motion carried.

A Resolution Authorizing Mayor to Enter into an Agreement with Toole & Associates for Professional Plan Review and Inspection Services for 2024

Director Dorman stated that this is a budgeted item that the City approved every year. Toole was our back-up contractor and only used as needed.

Councilmember Strickland moved to forward this Resolution to Council for approval. Second by Councilmember Johnson. Motion carried.

A Resolution Authorizing the Mayor to Enter into a Contract with the District Advisory Council of the Franklin County General Health District and Franklin County Public Health for Health Services in 2024

Director Dorman stated that this is another annual contract we have entered into with Franklin County. They actually had jurisdiction over all three counties.

Councilmember Strickland moved to forward this Resolution to Council for approval. Second by Councilmember Baker. Motion carried.

Finance & Administration Committee



This is the Finance & Administration Committee meeting for December 11, 2023.

Members in attendance are: Councilmember Pyakurel, Councilmember Lawson-Rowe, Councilmember Strickland, Chair Salvati, and President Jenkins.

An Ordinance to Transfer Funds Among Various General Fund Accounts, and Declaring an Emergency

Auditor Cicak stated that every year they pass an Ordinance like this to clean up their books. He requested that it be passed as a two-read emergency as it may change in the next week or two.

Councilmember Salvati moved to forward this Ordinance to Council for a first reading. Second by Councilmember Johnson. Motion carried.

An Ordinance to Make Appropriations for Expenses and Other Expenditures of the City of Reynoldsburg, State of Ohio, During the Fiscal Year Ending December 31, 2024, and Declaring an Emergency

This legislation has returned to Committee for further discussion.

Mayor Begeny noted that one position has moved from the service department to the development department. It is the same position with just a different title.

Councilmember Salvati moved to forward this Ordinance to Council for a second reading. Second by Councilmember Pyakurel. Motion carried.

An Ordinance to Amend Chapter 160, Section 160.02 Authorized Positions, Personnel, Classifications and Pay Grades for the City of Reynoldsburg, and Declaring an Emergency

This item has been returned to the Committee for further discussion.

Mayor Begeny stated that as early as September, Directors started reviewing job descriptions and staffing needs for their department. If a need has been recognized, we then go to the MORPC study to see salary comparisons. The directors then discuss their needs with the Mayor as the budget season comes around to better understand what the next year will look like. The first position he discussed was the Public Information/Special Events Manager, which would be moved to an exempt position and up to level 18, which is equivalent to a superintendent due to the number of supervisory duties this person has.

Mayor Begeny stated that he would also be discussing the Parks and Recreation budget because Director Bauman could not be here this evening. The recreation superintendent and the grounds superintendent will be moving from level 16 to

level 18. These pay grades are exempt, meaning they are no longer eligible for overtime. We will also have a horticulturalist moving from a pay grade 10 to 14a because of their needed education and certifications. They will also be adding a staff member to that position, so they will have someone reporting to them.

Director Dorman stated that the maintenance superintendent will be going from a pay grade 16 to 18 based on years of service, and they will also be dealing with the new service building. They are preparing for the maintenance assistant superintendent to retire next year, so they would like to be able to move people up in that department and seek additional help as needed in the new building. They also plan to move the building inspector II from level 14 to 15 based on cities around us and also move the residential building inspector from 13 to 14. They would also like to move an account clerk in the water department from an 8 to a 9. They would like to move these positions based on the comparable positions in other communities similar to Reynoldsburg.

Mayor Begeny stated that these are just requests and are not always able to be granted. He stated that he encourages his directors to support their staff.

Attorney Shook stated that he has requested to move the criminal justice administrator position to a pay grade 14a moving them out of the step program. This would allow them to be more flexible when setting salaries based on qualifications and performance reviews. They often ask this person to not only perform tasks at City Hall and in the Mayor's Court, but also off site, visiting people in the recovery court or who are under supervision at their place of treatment and even provide transportation to these individuals when needed. They also work hand in hand with social workers to assist our homeless community when needed.

Auditor Cicak stated that he has two changes that he began working on in July 2022 for the deputy auditor and auditor's secretary/payroll specialist. The amount they are getting in step 6 is already higher than both the 14 and 15a that he is requesting and the amount of raise it would bring to them is \$1.35 and \$1.23 an hour. He believes these changes reflect the amount of work they do, since every department's financial work funnels through these two people. He stated that they felt they were not treated the same as every other department's administration and would like to change that.

Councilmember Salvati thanked everyone for their comments. He stated that he has had a couple of meetings with Director Boller and Auditor Cicak to try to better understand what was being asked of them. He stated the only changes that are not currently reflected are the Auditor's requests. He explained that he is not necessarily for or against these changes but would request that Director Boller come to discuss how this process works and why positions are set the way they

are.

Director Boller stated that all positions are classified from 1 through 10. She stated that they just created these job descriptions in November 2022, which were approved and signed by the employees in early 2023. They had meetings to discuss and take their input into consideration and Auditor Cicak also signed off on the job description. She stated that she was not aware that there was any change to the deputy auditor position until she received an email. She explained that moving positions and changing pay grades is very important, but they do this when an individual deserves it, not the position. These descriptions for these two positions were signed off in March and April 2023, acknowledging that these positions were correct in their descriptions. She explained that she has seen nothing proving that they should update those descriptions. She stated that pay grade was not discussed in those meetings but noted that the Auditor has asked her several times to change the position of payroll specialist to the auditor's secretary. That position is not a secretarial position and it would not be fair to compare it to other auditor secretary roles. She stated that there are very specific duties and requirements for all of these positions and if they were going to make any changes at all to the auditor's secretary, they would just call it a payroll specialist, and it would no longer be an appointed position.

President Jenkins asked what the process is once an employee runs out of steps in their position. Director Boller stated that every year they make adjustments to those tables and once someone caps out, they either move to another position or just get those cost of living adjustments each year moving forward. She stated that every year there is a 2% adjustment of the table and every other year they move a step-up on their anniversary date.

Councilmember Strickland asked if these positions have already received a normal cost of living raise plus the step increase. Director Boller stated that in one of the positions there was a special step up in that pay grade last year and in January they received a 2% bonus. Then, at their anniversary date, they would receive a step-up. The next step-up increase for employees is in 2025. Councilmember Strickland asked if the auditor secretary and payroll specialist role had changed or if it needed to be reviewed based on what is being requested. Director Boller stated that when they became aware that this person was doing payroll duties and when it was time to do job descriptions, they were asked to change the job title. She explained that the charter states that the appointed position must be doing secretarial work, but they no longer had those same duties because of their payroll duties. A payroll specialist makes less than an executive secretary according to MORPC, not according to her own opinion. That position currently earns what a payroll specialist should be earning according to MORPC. She stated that this is where it becomes complicated, because a secretary is not comparable to a payroll

specialist, so we should base the pay on the actual work done.

Councilmember Pyakurel asked if there is a system in place to discuss these things before it comes to Council. Director Boller stated that they absolutely could have discussed this at a previous time, but she was not made aware of the situation until an email was sent instructing her to add them without any discussion.

Councilmember Pyakurel then asked Auditor Cicak if there was a reason this was not discussed before. Auditor Cicak stated that they began having conversations over email last July where he stated he was told to wait to present it now. He stated that he has the math from MORPC and that Director Boller's math is wrong.

Councilmember Strickland then asked if when an employee is taken out of the step program, the director then had the flexibility to increase their pay without having to come back to Council to request that increase. She stated that the Council should be more concerned about the money based on the fact that it has been reported that they will come up a little short this year. She clarified that it seems as though there is some miscommunication in the job description about whether this person is a secretary or payroll specialist. Director Boller stated that the job description is correct. She further clarified that unless this job has had major changes since spring of 2023, which HR would be unaware of, then this description has been signed off on by both the employee and Auditor Cicak. She explained that they have had conversations about giving this employee a step increase, but they have not had a conversation about any change in current duties. She stated she believes this person has been doing payroll duties for a couple of years now. Auditor Cicak stated that these employees will cap out in their position and will then only receive the yearly cost of living increase. Director Boller stated that there are many employees who would cap out in their position and will then only receive cost of living increases, but those are not necessarily stuck at 2%. It was discussed this year to give a higher increase, but they were not able to afford it. Councilmember Strickland then stated that not all jobs even give cost of living increases, and we should not discuss those increases as though they are to be expected.

Councilmember Lawson-Rowe asked if we would be out of compliance with having an employee doing duties outside their job description. Attorney Shook stated that the employee could choose not to do the task because they are not required to and could also appeal before the civil service commission to get direction from the commission that they are not required to perform that task. He stated that that is not a route many employees take because they may be concerned about retaliation, but that is the process that is available to them. He stated that it is important for employees to know their job description and their supervisors should also know it so that they do not ask them to do things outside their description. Director Boller stated that these are appointed positions, but it is still important.

Councilmember Strickland asked if both of these positions were full-time. Director Boller stated that one position is only a 30-hour position, which includes all the benefits of a full-time employee. She stated that this is important to note when you are considering the MORPC numbers, because those numbers are for 40-hour positions.

Councilmember Salvati stated that he had an hour-long meeting with Auditor Cicak and about a two-hour meeting with Director Boller this past week to better understand this situation. He explained that after these meetings and seeing the paperwork and the processes they go through to make changes like this, he does not believe that the process has been followed to support a change in these positions. This is not to say these cannot be reviewed and changed in 2024, but he does not support adding these changes to the existing chapter 160 changes being discussed tonight. Councilmember Lawson-Rowe stated that she is open to further reviewing the paperwork that was brought tonight from Director Boller and Auditor Cicak.

Councilmember Strickland stated that we need to do our best to stay on top of these processes and keep civil service and HR in these conversations to ensure that we keep feelings out of it and go by the facts and do what's best for the City. Mayor Begeny stated that they do have meetings to discuss these raises and job descriptions and that it is no small task to convince him of these raises. They try to do their best to give raises to people that earn them and want to make sure it is done the right way. Auditor Cicak stated that they have had multiple meetings about these raises, and he has told his employees they would be getting these increases, so now he must tell them that the goal posts have once again been pushed back.

President Jenkins stated that we need to make sure that we even have the money for raises like this before promising them. We should go through HR's processes when it comes to step increases and what to do when they cap out. She explained that it seems as though this position may need a job audit. She stated that she is not saying they don't deserve the raises but that there are systems in place to give cost of living increases plus step increases every other year.

Councilmember Salvati encouraged the other Councilmembers to further review the documents on this legislation.

Councilmember Salvati moved to forward this Ordinance to Council for a second reading. Second by Councilmember Pyakurel. Motion carried.

RESOLUTIONS - CONSENT AGENDA

RESULT:	PASSED (UNANIMOUS)
MOVER:	Strickland
SECONDER:	Pyakurel
AYES:	Cotner, Baker, Johnson, Jenkins, Strickland, Salvati, Pyakurel, Lawson Rowe

A Resolution Authorizing Mayor to Enter into an Agreement with Toole & Associates for Professional Plan Review and Inspection Services for 2024

A Resolution Authorizing the Mayor to Enter into a Contract with the District Advisory Council of the Franklin County General Health District and Franklin County Public Health for Health Services in 2024

CONSENT AGENDA FOR EMERGENCY ADOPTION

RESULT:	PASSED (UNANIMOUS)
MOVER:	Pyakurel
SECONDER:	Lawson-Rowe
AYES:	Cotner, Baker, Johnson, Jenkins, Strickland, Salvati, Pyakurel, Lawson Rowe

An Ordinance to Authorize the Mayor to Enter into a Contract with EMH&T for Waggoner Road Phase II Final Engineering Design Services, Appropriate Funds, and Declaring an Emergency

An Ordinance to Accept a Landscaping Easement (0.006 Acres) from Salite Meheret Mariyam Kidus Urael Ethiopia Orthodox Tewahdo Church, Inc., and Declaring an Emergency

LEGISLATION FOR EMERGENCY ADOPTION

RESULT:	PASSED (7-0-1)
MOVER:	Baker
SECONDER:	Salvati
AYES:	Baker, Johnson, Jenkins, Strickland, Salvati, Pyakurel, Lawson Rowe

NAYS:	None
ABSTAIN:	Cotner

An Ordinance to Accept a Right-of-Way Grant (0.005 Acres) from Olde Reynoldsburg Church, LLC, and Declaring an Emergency

CONSENT AGENDA FOR FIRST READING

An Ordinance to Amend Section 331.42 Texting While Driving Prohibited of the Codified Ordinances for the City of Reynoldsburg

An Ordinance to Transfer Funds Among Various General Fund Accounts, and Declaring an Emergency

CONSENT AGENDA FOR SECOND READING

An Ordinance to Approve the Final Plat Plans (Phases 2 & 3) for the Eastwood Development Project

An Ordinance Amending Ordinance No. 137-98 to Extend the Exemption from Taxation for the Taylor Square TIF Area for an Addition Thirty Years, and Declaring an Emergency

An Ordinance to Amend Ordinance No. 102-18, as Amended by Ordinance No. 174-2021, to Extend the Exemption from Taxation for the Brice-Main TIF Area, and Declaring an Emergency

An Ordinance to Amend Chapter 985 Marijuana Facilities of the Code of Ordinances for the City of Reynoldsburg



An Ordinance to Establish Section 941.24 Annexation of the Code of Ordinances for the City of Reynoldsburg to Require Annexation into the City for Water and Sanitary Sewer Services

An Ordinance to Amend Chapter 160, Section 160.02 Authorized Positions, Personnel, Classifications and Pay Grades for the City of Reynoldsburg, and Declaring an Emergency

An Ordinance to Amend the Personnel Procedure Manual Regarding Holidays, Network Devices, Use of Space Heaters, and Lactation Breaks, and Declaring an Emergency

An Ordinance to Make Appropriations for Expenses and Other Expenditures of the City of Reynoldsburg, State of Ohio, During the Fiscal Year Ending December 31, 2024, and Declaring an Emergency

CONSENT AGENDA FOR THIRD READING

RESULT:	PASSED (UNANIMOUS)
MOVER:	Salvati
SECONDER:	Strickland
AYES:	Cotner, Baker, Johnson, Jenkins, Strickland, Salvati, Pyakurel, Lawson Rowe

An Ordinance Authorizing the Mayor to Enter into an Intergovernmental Working Agreement with Franklin Soil and Water Conservation District to Support the Big Walnut Watershed Coordinator Program Administered by Franklin Soil and Water Conservation District in Coordination with and Support from MORPC and the State Watershed Programs with ODNR and Ohio EPA

OTHER COUNCIL MATTERS



Councilmember Baker once again congratulated the Columbus Crew on their win. He also encouraged everyone to go out and support the Reynoldsburg High School men and women's basketball teams and the bowling team, and just generally support our young people. He also thanked the police, doctors, nurses, and teachers for their work.

EXECUTIVE SESSION

Pursuant to Ohio Revised Code section 121.22(G)(3) "to discuss the compensation of a public employee."

President Jenkins advised that Council was going into Executive Session pursuant to Ohio Revised Code Section 121.22(G)(3) "(3) to discuss the compensation of a public employee."

Motion to move into Executive Session by Councilmember Baker. Second by Councilmember Pyakurel.

Roll call: Baker - Yes; Johnson - Yes; Strickland - Yes; Salvati - Yes; Pyakurel - Yes; Lawson-Rowe - Yes; Cotner - Yes; Jenkins - Yes.

Motion carried.

Mayor Begeny, Attorney Shook, Auditor Cicak, Chief Baker, and Clerk Prasher are invited to remain for the Executive Session.

Councilmember Baker moved to leave the Executive Session. Second by Councilmember Strickland.

Roll call: Baker - Yes; Johnson - Yes; Strickland - Yes; Salvati - Yes; Pyakurel - Yes; Lawson-Rowe - Yes; Cotner - Yes; Jenkins - Yes.

Motion carried.

Council returned to the regular meeting.

UPCOMING MEETINGS

December 18, 2023 Swearing in of Elected Officials (6:30pm)



December 18, 2023 Council (7:30pm)
December 22, 2023 City Offices Closed
December 25, 2023 City Offices Closed
December 29, 2023 City Offices Closed
January 1, 2024 City Offices Closed
January 4, 2024 Planning & Zoning Board
January 8, 2024 Council Organizational Meeting
January 15, 2024 MLK Day City Offices Closed
January 18, 2024 Planning & Zoning Board
January 22, 2024 Council