



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING  
OF TUESDAY, JULY 5, 2022  
AT 200 HIGHLANDS BOULEVARD DRIVE**

**CALL TO ORDER**

Mayor Mike Clement called the Regular Board of Aldermen Meeting to order at 7:43 p.m.

**ROLL CALL AND STATEMENT OF QUORUM**

Roll call showed those present were Alderman Nolte, Alderman Dodge, Alderman Ottenad, Alderman Toben, Alderman Baumann, and Mayor Clement. Alderman Huether was absent. A quorum was present.

**APPROVAL OF THE MINUTES**

*June 20, 2022 Public Hearing*

Alderman Ottenad made the motion to approve the minutes of the Monday, June 20, 2022 Public Hearing. The motion was seconded by Alderman Baumann and carried unanimously, with no objections from any members of the Board of Aldermen.

*June 20, 2022 Regular Board of Aldermen Meeting*

Alderman Ottenad made the motion to approve the minutes of the Monday, June 20, 2022 Regular Board of Aldermen Meeting. The motion was seconded by Alderman Baumann and carried unanimously, with no objections from any members of the Board of Aldermen.

**ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA**

Alderman Ottenad made the motion to approve the Order of Items on the Agenda, as presented. The motion was seconded by Alderman Baumann and carried unanimously, with no objections from any members of the Board of Aldermen.

**CONSIDERATION OF PETITIONS**

*Comments from the Public*

Joe Mastroianni, owner of 896 Burgundy Lane, expressed concern on the number of trips up and down Burgundy Lane that the proposed Care Home Complex would bring.

**REPORTS FROM THE MAYOR**

*Proclamation for 25 Years of Service for Captain Craig Smith*

Mayor Clement read the proclamation recognizing and thanking Captain Craig Smith for his 25 years of service with the City of Manchester.

*Proclamation for the Retirement of Court Clerk Janie Ziegler*

Mayor Clement read the proclamation congratulating Janie Ziegler on her retirement and thanking her for her time and service with the City of Manchester.

### Mayoral Reports

Mayor Clement thanked the Police Department and the Parks Department for the success of the 4<sup>th</sup> of July event.

Mayor Clement notified the Board of upcoming events including Tons of Trucks, the Manchester Community Band Concert, and Conversations with the Mayor.

Mayor Clement congratulated and thanked City Administrator Klocke for one year anniversary as the City Administrator.

### **REPORTS FROM THE CITY ADMINISTRATOR**

#### Introduction of Drew Hill

Director of Parks, Recreation, and Arts Shien introduced Drew Hill as the City's new Recreation Specialist. Drew comes from working at the YMCA and has already become active in the summer events and programs in the City.

#### Introduction of Darin Wernig

City Administrator Klocke introduced Darin Wernig as the City's new Communications Specialist. Darin comes to City from the City of Fulton where he worked for over 12 years as the Public Information Officer.

#### Organizational Chart Amendment – Code Enforcement

City Administrator Klocke explained that this change would streamline the process for Code Enforcement and would change organization to have Code Enforcement as its own department, and not a section of the Planning & Zoning Department. Code Enforcement would report directly to the City Administrator and John Plowman would become the Supervisor of the department and be the main contact for the Board.

#### Discussion Regarding Enforcement of Expired Temp Tags

Chief Will explained that after talking to the Courts the new policy when someone is pulled over with expired temporary tags would be to seize the temporary tag, attach it to the ticket and forward it to the prosecutor. Chief will provided the Board clarification about parking violations and discussed what neighboring communities were doing about the expired temporary tags.

#### Annexation Update

City Administrator Klocke reported that there had been a Public Hearing before the Boundary Commission regarding the proposed annexation. The City is now drafting a response to the claims presented at the Public Hearing.

#### List of Paid Bills (Warrant dates of 06-20-2022 to 07-05-2022)

There were no questions.

### **Reports from the Committees**

#### Planning and Zoning Commission

Alderman Nolte reported that the Commission reviewed a text amendment regarding mobile businesses that will come before the Board of Aldermen in the future.

### Veterans Commission

Mayor Clement reported that the City hosted a Veteran's Commission tent at the 4<sup>th</sup> of July celebration. There would be no meeting in July.

### Homecoming Committee

Alderman Ottenad stated the Homecoming Committee did not meet. The next meeting is scheduled for July 12<sup>th</sup> at 6:30pm at Schroeder Park.

### Audit and Finance Committee

Alderman Baumann reported that the next meeting would be July 18<sup>th</sup>.

### Tree Advisory Board

Alderman Dodge reported that there would be a meeting July 12<sup>th</sup> and an upcoming Appreciation Dinner for the Board.

## **ACTION ON OLD BILLS**

### BILL NO. 22-2474

#### *Special Use Permit to Joey B's to Allow an Accessory Storage Building*

Alderman Baumann read for the second time Bill No. 22-2474, entitled: "AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO JOEY B'S TO ALLOW AN ACCESSORY STORAGE BUILDING AT 14445 MANCHESTER ROAD, AS PROVIDED FOR IN SECTION 405.240 (C)(14) OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER," by title only.

Alderman Baumann made the motion that Bill No. 22-2474, become Ordinance No. 22-2358. The motion was seconded by Alderman Ottenad.

A poll of the Board showed:

Alderman Ottenad – aye

Alderman Nolte – aye

Alderman Toben – aye

Alderman Baumann – aye

Alderman Dodge – aye

Alderman Huether – absent

Mayor Clement announced that the motion passed 5 to 0, with no objections from any members of the Board of Aldermen.

### AMENDED BILL NO. 22-2475

#### *Amendment to Chapter 225 – Fair Housing*

Alderman Nolte read for the second time Amended Bill No. 22-2475, entitled: "AN ORDINANCE AMENDING CHAPTER 225 "FAIR HOUSING" BY ADDING DEFINITIONS AND ADOPTING A REASONABLE ACCOMMODATION POLICY AND PROCEDURE," by title only.

Alderman Nolte made the motion that Bill No. 22-2475, become Ordinance No. 22-2359. The motion was seconded by Alderman Ottenad.

A poll of the Board showed:

Alderman Nolte – aye

Alderman Dodge – aye

Alderman Ottenad – aye

Alderman Baumann – aye

Alderman Toben – aye

Alderman Huether – absent

Mayor Clement announced that the motion passed 5 to 0, with no objections from any members of the Board of Aldermen.

### **INTRODUCTION OF NEW LEGISLATION**

#### **Resolution No. 22-0874**

#### ***Purchase of a Used Incident Response Vehicle from Asset Forfeiture Funds***

Alderman Baumann read Proposed Resolution No. 22-0874, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO EXPEND THE SUM OF TWENTY-EIGHT THOUSAND DOLLARS (\$28,000.00) FROM ASSET FORFEITURE FUNDS TO PURCHASE A USED INCIDENT RESPONSE VEHICLE,” by title only.

Alderman Baumann made the motion for approval of Resolution No. 22-0874. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

#### **Resolution No. 22-0875**

#### ***Purchase of Pro-Gard Prisoner Compartments for Durangos (x2) from Asset Forfeiture Funds***

Alderman Toben read Proposed Resolution No. 22-0875, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO EXPEND THE SUM OF TEN THOUSAND FORTY-SEVEN DOLLARS AND SEVENTY-TWO CENTS (\$10,047.72) FROM ASSET FORFEITURE FUNDS TO VIP FOR THE PURCHASE OF A DUAL AND SINGLE PRO-GARD REAR WINDOW BARRIER COMPARTMENTS FOR THE DODGE DURANGOS,” by title only.

Alderman Toben made the motion for approval of Resolution No. 22-0875. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

#### **Resolution No. 22-0876**

#### ***Purchase of Various Items from Asset Forfeiture Funds***

Alderman Ottenad read Proposed Resolution No. 22-0876, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO EXPEND

THE SUM OF TWO THOUSAND SIX HUNDRED SEVENTEEN DOLLARS AND EIGHTY-TWO CENTS (\$2,617.82) FROM ASSET FORFEITURE FUNDS FOR THE PURCHASE OF A TKO AIRRAID "ASSAULT" WORKOUT BIKE, FORTEM CAR TRUNK ORGANIZERS (X18), ENFORCER II TINT METERS (X3) AND TO ISSUE PURCHASE ORDERS TO APPROPRIATE VENDORS AS INDICATED," by title only.

Alderman Ottenad made the motion for approval of Resolution No. 22-0876. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

**BILL NO. 22-2476**

*Rezoning Request for Property at 4 Topwood Drive*

Alderman Dodge read Proposed Bill No. 22-2476, entitled: "AN ORDINANCE REZONING CERTAIN TRACTS OF LAND IN THE CITY OF MANCHESTER FROM "R-1" COMMERCIAL DISTRICT TO "PRD" - PLANNED RESIDENTIAL DEVELOPMENT DISTRICT," by title only.

No further action at this time.

**BILL NO. 22-2477**

*Text Amendment for Definition of "Care Home Complex" Under Section 405.060*

Alderman Nolte read Proposed Bill No. 22-2477, entitled: "AN ORDINANCE APPROVING TEXT AMENDMENTS TO THE ZONING CODE OF THE CITY OF MANCHESTER PERTAINING TO THE DEFINITION OF "CARE HOME COMPLEX," by title only.

No further action at this time.

**BILL NO. 22-2478**

*Special Use Permit for a Care Home Complex Consisting of Five Homes Located at 4 Topwood Drive*

Alderman Dodge read Proposed Bill No. 22-2478, entitled: "AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO FAMILY PARTNERS MANCHESTER LLC, TO CONSTRUCT AND OPERATE A CARE HOME COMPLEX AT 4 TOPWOOD DRIVE AS PROVIDED FOR IN SECTION 405.270 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER," by title only.

No further action at this time.

**MISCELLANEOUS**

**Comments from the Public**

Alderman Dodge notified the Board that Code Enforcement Manager Plowman has been addressing Nationalway Shopping Center code violations. Alderman Dodge thanked Code Enforcement Manager Plowman for his diligent work.

Joe Mastroianni, owner of 896 Burgundy Lane, asked if there would be responses to the questions presented tonight before the vote on the proposed bills. Mayor Clement assured Mr. Mastroianni that answers would be provided and available before the vote on the cases.

## **ADJOURNMENT**

There being no further business, Alderman Toben made the motion to adjourn. The motion was seconded by Alderman Baumann and carried unanimously. The meeting adjourned at 8:16 p.m.