

**CITY OF MASON  
COUNCIL MEETING  
AUGUST 14, 2023**

The meeting was called to order at 7:00 p.m. All those present recited the Pledge of Allegiance.

**ATTENDANCE**

The following members of Council were present: Diana Nelson, Ashley Chance, Tony Bradburn, Mark Haake, Kathy Grossmann, Joshua Styracula, and Barbara Spaeth.

**APPROVAL OF MINUTES**

A motion to approve the July 10 Council Meeting minutes was made by Councilmember Chance, seconded by Councilmember Haake. VOTE: 6 YEAS, 1 ABSTAIN (Grossmann).

**CITY MANAGER'S REPORT**

The City continues to celebrate being ranked as 4th Best Place to Live for Families throughout 2023 with monthly activities aimed at building a healthier and stronger community. This month, the City of Mason is focusing on opportunities to achieve lifelong wellness in Mason including bike paths, the Community Center, the Mason Municipal Aquatic Center, and a variety of amenities that keep residents safe and healthy.

The annual Heritage Festival will take place on Saturday, September 16 at the Mason Downtown Plaza. The annual Heritage Festival Parade will begin at 3:00 p.m. and will start at the corner of Foxfield Drive and Mason Montgomery Road. Guests are encouraged to watch the parade near the Downtown Plaza to enjoy short performances by parade participants.

The 2023 Western & Southern Open began in Mason on Saturday, August 12 at the Lindner Family Tennis Center. The City welcomes residents, fans and volunteers back to Mason again.

The Mason Municipal Aquatic Center outdoor pool will be open daily through Sunday, August 20 from 11:00 a.m. to 7:00 p.m. Beginning Monday, August 21 through Friday, September 1, the outdoor pool and 50-meter pool will be open weekdays from 4:00 p.m. to 8:00 p.m. and weekends 11:00 a.m. to 7:00 p.m. Labor Day weekend, the Aquatic Center will be open from 11:00 a.m. to 7:00 p.m. for the three-day weekend. Then from September 9 through October 1, both pools will be open weekends only, Saturday and Sunday, from 12:00 p.m. to 5:00 p.m. with the exception of Saturday, September 16 when the Aquatic Center will remain closed as the City prioritizes the annual Heritage Festival.

City offices will be closed on Monday, September 4 in observance of the Labor Day holiday. The Community Center will have normal operating hours Friday, September 1 through Sunday, September 3. On Monday, September 4, the Community Center will be open from 6:00 a.m. to noon with limited services.

As part of the Lindner Center of HOPE Community Outreach Series, the next presentation will be held on Wednesday, August 16 from 6:30 p.m. to 7:30 p.m. at the Manor House and will discuss *Radical Openness: The Pathway to Enhanced Connection and Psychological Well-Being*.

The American Legion is requesting a temporary liquor permit from the State of Ohio and approval from Council to allow for alcohol at Corwin M. Nixon Park for the patriotic concert featuring the Southwest Ohio Philharmonic on Friday, September 29. Profits from the sale of alcohol at this event will be split with the Parks Foundation. A motion to approve the sale of alcohol at Corwin M. Nixon Park for this Southwest Ohio Philharmonic event was made Vice Mayor Nelson, seconded by Councilmember Haake. VOTE: ALL YEAS.

### **FIRE DEPARTMENT SEWARING-INS**

Fire Chief Bryan Brumagen conducted a pin ceremony for promotion of Deputy Chief Bryan Shaw. Chief Brumagen introduced Cameron Huneck and Adam DiLonardo for swearings-in to the City of Mason Fire Department.

### **RRB INCIDENT COMMANDER RECOGNITION**

Jennifer Heft said the annual Red, Rhythm and Boom event utilizes an Incident Command structure to support the event and this structure provides collaboration among City departments. She acknowledged Sergeant Jamie VanWagner's leadership of the Incident Command Team and presented her with the Red, Rhythm and Boom leadership torch. Sergeant Jamie VanWagner was the Incident Commander at this year's event and led over thirty Incident Command leadership roles. She said there were approximately 25-30,000 in attendance this year. She thanked City staff, volunteers, and partners for their dedication. Through sales at the event, over \$26,000 will be donated to the Mason Parks Foundation. She passed the torch to Steve Hartke, the 2024 Red, Rhythm and Boom Incident Commander.

Council thanked City staff for a well-orchestrated event, complimented the cross-training system that utilizes the diversity of strengths and abilities among staff, and stated the implementation of the Incident Command structure was originally developed for the Forest Fire Service.

### **FAMILY PROMISE OF WARREN COUNTY PRESENTATION**

Linda Rabolt, Executive Director of the Family Promise of Warren County spoke about homelessness in Warren County and the average age of homelessness being approximately six years old. She said the organization is moving to a new location and will be able to provide support to over 600 individuals and over 200 families. The Family Promise organization helps place individuals in schools, daycares, and find employment opportunities. Family Promise also provides support to emergency personnel. Family Promise is hosting a Gala on October 1 at the Manor House to celebrate 25 years of Family Promise of Warren County.

A motion for a table at the Family Promise of Warren County Gala and Fundraiser was made by Councilmember Chance, seconded by Councilmember Grossmann. VOTE: ALL YEAS.

Vice Mayor Nelson and Linda discussed the Family Promise capital campaign and invited the community to visit [familypromisewarren.org](http://familypromisewarren.org) to donate to programs that assist the homeless in Warren County.

**MASON MILE PROJECT – MADE CDC**

Kacey Richards of 216 Short Street and MADE CDC representative said the most recent workshop welcomed over 100 members to discuss project work and to view site development concepts for future development opportunities. The consulting team will be refining place making concepts and finalizing brand concepts. He said to stay tuned to [makethemile.com](http://makethemile.com) for reports from the consulting teams.

**RECOGNITION OF VISITORS** – None.

**RESOLUTION 2023-21 APPROVING THE SOLID WASTE MANAGEMENT PLAN OF THE WARREN COUNTY SOLID WASTE MANAGEMENT DISTRICT**

A motion to read by title only was made by Vice Mayor Nelson, seconded by Councilmember Haake. VOTE: ALL YEAS.

Jennifer Heft said the Warren County Solid Waste District is required to provide periodic updates to their management plan. In November 2022, a draft plan was submitted to the Ohio Environmental Protection Agency (EPA). The plan was revised based on the comments and a public hearing held in July of this year. The plan now must be approved by political subdivisions within the District.

A motion to suspend the rule and allow for adoption after the first reading was made by Councilmember Bradburn, seconded by Councilmember Chance. VOTE: ALL YEAS.

A motion to adopt Resolution 2023-21 was made by Councilmember Bradburn, seconded by Councilmember Styrcula. VOTE: ALL YEAS.

**RESOLUTION 2023-22 DESIGNATING DEPOSITORY FOR ACTIVE AND INTERIM DEPOSITS AND DECLARING AN EMERGENCY**

A motion to read by title only was made by Vice Mayor Nelson, seconded by Councilmember Chance. VOTE: ALL YEAS.

Jennifer Heft said as part of the Uniform Depository Act, Chapter 135 of the Ohio Revised Code, the City requested applications from eligible institutions that are currently being utilized by the City for active and interim deposits. This process ensures that the financial institution has met the legal qualifications and has the financial strength and capacity to accept additional public fund deposits. Fifth Third Bank has been the City’s primary depository for over 50 years. The maximum amount of public monies to be deposited with eligible financial institutions is not to exceed \$15 million for either active or interim deposits. Currently, the City has no interim deposits. All interim funds will continue to be invested according to the City of Mason’s Investment Policy. Fifth Third

Bank has been the City's primary depository for over 50 years. An emergency clause has been added to the resolution to avoid a gap in banking services.

A motion to suspend the rule and allow for adoption after the first reading was made by Councilmember Haake, seconded by Vice Mayor Nelson. VOTE: ALL YEAS.

A motion to adopt Resolution 2023-22 was made by Councilmember Chance, seconded by Councilmember Grossmann. VOTE: ALL YEAS.

**ORDINANCE 2023-62 SECOND READING: APPROVING THE CONTINUED OPERATION OF A DESIGNATED OUTDOOR REFRESHMENT AREA AND ESTABLISHING REQUIREMENTS TO ENSURE PUBLIC HEALTH AND SAFETY WITHIN SUCH AREA**

A motion to read by title only was made by Councilmember Bradburn, seconded by Councilmember Haake. VOTE: ALL YEAS.

Jennifer Heft said this ordinance re-establishes the Designated Outdoor Refreshment Area (DORA) in the City of Mason. Since its establishment in 2018, the DORA has become an economic tool to attract small businesses as well as foot traffic to Downtown Mason and is used heavily as part of the various community events and activities that take place in Downtown Mason including Music in Mason. Every five years, the Ohio Revised Code requires all legislative authorities of the municipal corporation that created a DORA to either approve the continued operations or dissolve the DORA.

Councilmember Grossmann and Jennifer Heft discussed receiving positive feedback about the DORA and about the ability to visit the establishments while enjoying festivities.

A motion to adopt Ordinance 2023-62 was made by Councilmember Chance, seconded by Councilmember Haake. VOTE: ALL YEAS.

**ORDINANCE 2023-67 APPROVAL OF THE DEDICATION PLAT FOR US ROUTE 42 AND MASON-MORROW-MILLGROVE ROAD (BC BOTTLE LODGE)**

A motion to read by title only was made by Vice Mayor Nelson, seconded by Councilmember Bradburn. VOTE: ALL YEAS.

Kurt Seiler said this plat will dedicate right of way along US Route 42 and Mason-Morrow-Millgrove Road to the City of Mason for road improvements. This was acquired as part of an easement as part of the roundabout project.

A motion to suspend the rule and allow for adoption after the first reading was made by Councilmember Bradburn, seconded by Councilmember Haake. VOTE: ALL YEAS.

A motion to adopt Ordinance 2023-67 was made by Vice Mayor Nelson, seconded by Councilmember Haake. VOTE: ALL YEAS.

**ORDINANCE 2023-68 AUTHORIZING THE DONATION OF CERTAIN EASEMENTS AS PART OF THE WARREN COUNTY TRANSPORTATION IMPROVEMENT DISTRICT SHARED USE PATH PROJECT AND DECLARING AN EMERGENCY**

A motion to read by title only was made by Councilmember Chance, seconded by Vice Mayor Nelson. VOTE: ALL YEAS.

Kurt Seiler said in 2020, Deerfield Township submitted a grant application for construction of a shared use path along the south side of Irwin-Simpson Road from Mason Montgomery Road to Duke Boulevard. This half-mile path will provide connectivity between the City of Mason bike path system and the Deerfield Township pathway system. The grant application was successful, and the final step is to obtain the necessary easements. Because the City's easements would be granted to Deerfield Township, they will be the responsible agency for ongoing maintenance of the path. The project is planned to be bid later this year with construction anticipated in summer 2024 with minimal impact on traffic. An emergency clause has been added to allow the donation of the easements as soon as possible.

A motion to suspend the rule and allow for adoption after the first reading was made by Vice Mayor Nelson, seconded by Councilmember Haake. VOTE: ALL YEAS.

Councilmember Bradburn and Kurt Seiler discussed the shared use path being separate from the roadway.

A motion to adopt Ordinance 2023-68 was made by Councilmember Chance, seconded by Vice Mayor Nelson. VOTE: ALL YEAS.

**ORDINANCE 2023-69 ACCEPTING THE PROPOSAL FOR DESIGN OF THE MASON MONTGOMERY ROAD AND TYLERSVILLE ROAD INTERSECTION IMPROVEMENTS FROM PALMER ENGINEERING COMPANY, IN AN AMOUNT NOT TO EXCEED \$369,322 AND AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT DOCUMENTS**

A motion to read by title only was made by Councilmember Haake, seconded by Vice Mayor Nelson. VOTE: ALL YEAS.

Kurt Seiler stated TEC Engineering, Inc. completed an intersection study at Mason Montgomery Road and Tylersville Road to identify and evaluate potential measures to improve capacity. TEC evaluated several design options to increase the capacity at the intersection and recommended widening the roadway to provide northbound and southbound dual left turn lanes and eastbound and westbound right turn lanes. Staff used the results of the TEC study to submit an OKI grant for the proposed improvements. ODOT will review the design and construction activities in accordance with ODOT's guidelines. Palmer Engineering was selected by utilizing ODOT's qualifications-based selection process. The base fee proposal provides design services for the roadway, new signal, lighting, geotechnical and required environmental evaluation and clearances in accordance with ODOT and City standards as well as milestone dates. This base fee also includes investigating the cost vs. benefit of also adding a right turn lane to both approaches on

Mason Montgomery Road. He said this ordinance includes authorizing additional “if-authorized” tasks, which includes retaining wall plans, ecological survey, right-of-way plans and acquisition. The need for performance of these tasks and to what extent will be determined following completion of the preliminary design stage. Including this cost up front provides an opportunity to lock in the prices now. Design work is anticipated to be complete by the end of 2025. The project schedule indicates right-of-way acquisition to begin next year with construction anticipated in 2026.

A motion to suspend the rule and allow for adoption after the first reading was made by Vice Mayor Nelson, seconded by Councilmember Bradburn. VOTE: ALL YEAS.

Councilmember Chance discussed reaching out to a resident who voiced concerns at an earlier Council meeting about the lighting in this area.

A motion to adopt Ordinance 2023-69 was made by Councilmember Chance, seconded by Vice Mayor Nelson. VOTE: ALL YEAS.

**ORDINANCE 2023-70 AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH CARGILL, INC FOR THE PURCHASE OF APPROXIMATELY 5,500 TONS OF HIGHWAY ROCK SALT AT \$89.85 PER TON**

A motion to read by title only was made by Vice Mayor Nelson, seconded by Councilmember Styrcula. VOTE: ALL YEAS.

Jennifer Heft discussed Ordinance 2023-70 and Ordinance 2023-71 together. She said Mason purchases approximately 5,500 tons of rock salt on an annual basis to provide snow and ice control for an average of 12-14 snow events per year. The City uses two cooperative purchasing programs for the purchase of rock salt, Southwest Ohio Purchasers for Government (SWOP4G) and a county program administered by the Warren County Engineer’s Office. Authorizing participation in both programs allows the City the flexibility to pursue alternatives to reduce the budgetary impact of salt prices as well as ensure that available quantities are on hand. Staff is recommending Cargill Inc. as the primary supplier of salt through the Warren County Engineer’s program. Staff is recommending an alternate contract as a backup supplier of salt. The intent is to purchase as much rock salt through the Warren County Engineer’s contract at the lower rate and should there be any difficulties getting salt through Cargill Inc., the City could then purchase from multiple other suppliers through the alternate contract.

A motion to suspend the rule and allow for adoption after the first reading was made by Councilmember Chance, seconded by Councilmember Bradburn. VOTE: ALL YEAS.

A motion to adopt Ordinance 2023-70 was made by Councilmember Chance, seconded by Councilmember Styrcula. VOTE: ALL YEAS.

**ORDINANCE 2023-71 AUTHORIZING THE CITY MANAGER TO ENTER INTO ALTERNATE CONTRACTS FOR THE PURCHASE OF HIGHWAY ROCK SALT IN AN AGGREGATE AMOUNT NOT TO EXCEED \$250,000**

A motion to read by title only was made by Councilmember Styrcula, seconded by Councilmember Chance. VOTE: ALL YEAS.

A motion to suspend the rule and allow for adoption after the first reading was made by Vice Mayor Nelson, seconded by Councilmember Bradburn. VOTE: ALL YEAS.

A motion to adopt Ordinance 2023-71 was made by Councilmember Grossmann, seconded by Councilmember Chance. VOTE: ALL YEAS.

**ORDINANCE 2023-72 AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MILLWRIGHT INDUSTRIAL SERVICES LLC IN AN AMOUNT NOT TO EXCEED \$69,500 FOR BIO-SOLIDS SCALES AT THE WATER RECLAMATION PLANT**

A motion to read by title only was made by Vice Mayor Nelson, seconded by Councilmember Haake. VOTE: ALL YEAS.

Kurt Seiler said bio-solids are an end result of the multi-step process at the City's Water Reclamation Plant (WRP). Safe removal of the solids is crucial to the water treatment process. The City partners with local farmers to provide the biosolids to apply to their land. In order to abide by Ohio EPA regulations, the WRP contains scales used to weigh biosolids. Original to the construction of the WRP, the existing scales are over 17 years old, and staff have been experiencing issues with the operation of the scales over the last several years due to the age of the equipment. The newly designed system will be located on the silo where the bio-solids are stored and allow for weight to be measured as the biosolids exit the silo. Installation of the new scales is anticipated to take place in late September as staff will be shutting down the Dryer for annual maintenance at that time.

A motion to suspend the rule and allow for adoption after the first reading was made by Vice Mayor Nelson, seconded by Councilmember Haake. VOTE: ALL YEAS.

A motion to adopt Ordinance 2023-72 was made by Vice Mayor Nelson, seconded by Councilmember Styrcula. VOTE: ALL YEAS.

**COMMITTEE REPORTS**

Councilmember Grossmann said Park Board discussed celebrating lifelong wellness in August, Mason Youth Basketball registration opening, and support for tennis in Mason. Equipment through Mason Community Center is provided for the athletes during the Western & Southern Open tournament at the Lindner Center. She said the Aquatic Center offers free swim clinics to the community.

Vice Mayor Nelson said Red, Rhythm and Boom was a success and Heritage Festival is approaching on September 16. The Southwest Ohio Philharmonic event is Friday, September 29 at 6:00 p.m. at Corwin M. Nixon Park and the Mason Symphony Orchestra concert is Sunday, December 3 at 4:00 p.m. A *Picture Mason!* Art Hop event will occur Sunday, October 1 from 3:00

p.m. to 7:00 p.m. where residents canvas' are showcased in Downtown Mason. Residents can learn more at [imaginemason.org](http://imaginemason.org).

Councilmember Chance thanked Kacey Richards for the Mason Mile Project update. The next Mason Mile Project meeting is August 24. He said the Art Hop on October 1 will have approximately 500 canvases displayed. He said the Downtown Committee is exploring partnering with Lebanon for programming with the train.

### **OLD AND NEW BUSINESS**

Councilmember Bradburn said a report would be beneficial on how money has been spent and what remains of the funds provided to the MADE CDC.

Councilmember Grossmann said she would like to review the recent Mason Mile project presentation. She said she read an article about safe haven boxes from Carmel, Indiana and the Safety Committee may find interest in safe haven boxes at fire stations and exploring an AI public policy.

Councilmember Chance said the City continues to protect the network security through an efficient third-party system.

Mayor Spaeth thanked those who came out to the Adaptive Fields groundbreaking event and thanked staff for the success of the last Music in Mason event of the summer.

### **RECOGNITION OF VISITORS**

Joy Bennett of 1054 Willow Lane and Kurt Seiler discussed the replacement of the mast arms at the Mason Montgomery Road and Tylersville Road intersection and lighting improvements anticipated for 2026.

### **ADJOURN**

A motion to adjourn was made by Vice Mayor Nelson, seconded by Councilmember Haake.  
VOTE: ALL YEAS. TIME: 8:17 p.m.