

**WARREN CITY COUNCIL  
REGULAR MEETING  
JANUARY 16, 2023 – 7:00 PM**

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**OPENING OF MEETING**

Council Vice-President John Wortman presided over the January 16, 2023, regular meeting of Warren City Council in Council Chambers of the Municipal Building and opened the meeting with the Pledge of Allegiance.

**EXECUTIVE SESSION ANNOUNCEMENT**

Vice-President Wortman announced that Council met in executive session regarding personnel matters related to the City Manager position and legal matters regarding potential litigation related to an oil and gas lease.

**ROLL CALL**

Members present and responding to roll call were: Mayor David Wortman (via Zoom), Maurice Cashman, Danielle Flasher, Philip Gilbert, Wendy McCain, Jared Villella, John Wortman, and Junior Council Member Lydia Balas. Members of City Staff present were Jessica Byler, Finance Officer; Michael Holtz, Acting City Manager/DPW Director; David Krogler, Fire Chief; Teena Leary, Assistant City Clerk; Randall Rossey, Codes and Planning Director; Joseph Sproveri, Chief of Police; Darren Pike, City Engineer; and Andrea Stapleford, City Solicitor.

**RECOGNITION OF VISITORS**

Mr. J. Wortman welcomed all visitors. Present were:

- Ken McCorrison: 2022 Warren County Emergency Operations Plan
- Angie Dart: Observing
- Zachary Ransom: Observing
- Josh Cotton: Times Observer Reporter
- Andy Close: YourDailyLocal Reporter

**APPROVAL OF THE AGENDA**

Upon motion by Mr. Cashman and second by Mr. Villella, the agenda was unanimously approved as presented.

**APPROVAL OF MINUTES**

Upon motion by Mr. Villella and second by Mr. Gilbert, the minutes of the December 19, 2022, regular meeting were unanimously approved.

**CORRESPONDENCE**

There was no correspondence to come before Council.

**BOARD OF HEALTH OATH OF OFFICE**

District Judge Raymond F. Zydonik administered the Board of Health Oath of Office to the Mayor and members of Council. Per Ordinance No. 1970, dated December 19, 2022, Council will serve as the Board of Health.

**CITY MANAGER CONTRACT**

Mr. Cashman made the motion to approve an agreement with Michael A. Holtz to serve as the City Manager. The motion was seconded by Miss Flasher and carried with six votes in the affirmative and one nay vote cast by Mrs. McCain.

**RESOLUTION NO. 3212: ADOPTING THE WARREN CO. EMERGENCY OPERATIONS PLAN**

Chief Krogler stated that the Warren County Department of Public Safety worked with MCM Consulting to develop the 2022 Warren County Emergency Operations Plan which conforms with current practices as well as guidelines provided by both State and Federal Emergency Management Agencies. If any Warren County municipality chooses not to adopt and participate in the County Plan, it is required to develop its own Emergency Operations Plan.

Chief Krogler noted that the benefits of adopting the County Plan include consistency across the County and the ability for municipal Emergency Management Coordinators to assist other municipalities in the event of a large-scale emergency event.

Mr. Villella made the motion to approve the resolution adopting the 2022 Warren County Emergency Operations Plan. The motion was seconded by Mr. Cashman and carried unanimously.

**FORFEITURE OF LEGACY RESOURCES, LLC, OIL AND GAS LEASE**

Mr. Villella made the motion to authorize the Solicitor to proceed with forfeiture of the Legacy Resources, LLC, Oil and Gas Lease. The motion was seconded by Miss Flasher and carried unanimously.

**RESOLUTION NO. 3213: AFFIRMATION OF 2023 CONTRIBUTION TO TRANSIT AUTHORITY**

Mrs. Byler stated that the City's contribution to the Transit Authority of Warren County (TAWC) is utilized as matching funds in regard to State funding. As part of the State funding application, it is necessary for TAWC to submit a City resolution affirming the amount of the contribution to TAWC as provided for in the 2023 Municipal Budget and further affirming that the contribution will be provided prior to the June 30, 2024, close of the State Fiscal Year.

Mr. Cashman made the motion to adopt the resolution affirming the City's 2023 contribution to TAWC. The motion was seconded by Mr. Villella and carried unanimously.

**AUTHORIZATION TO SUBMIT RACP APPLICATIONS AND BUSINESS PLANS**

Mr. Holtz stated that the City has accepted multiple Redevelopment Assistance Capital Project (RACP) funding awards and it is required that the City submit a formal Application and Business Plan for each award.

**Resolution No. 3214: 2019 and 2021 RACP Awards Combined**

Mr. Villella made the motion to adopt the resolution authorizing submission of the Application and Business Plan for the 2019 and 2021 Redevelopment RACP Awards Combined. The motion was seconded by Miss Flasher and carried unanimously.

**Resolution No. 3215: 2020 RACP Award – Clark Street Parking Garage**

Mr. Villella made the motion to adopt the resolution authorizing submission of the Application and Business Plan for the 2020 RACP Award – Clark Street Parking Garage. The motion was seconded by Miss Flasher and carried unanimously.

**Resolution No. 3216: 2020 RACP Award – Boat Launch**

Mr. Villella made the motion to adopt the resolution authorizing submission of the Application and Business Plan for the 2020 RACP Award – Boat Launch. The motion was seconded by Miss Flasher and carried unanimously.

**MARKETING COMMITTEE UPDATE**

Mr. Villella indicated that the committee expects to meet on February 7 at which time it will finalize the action items planned for 2023.

**DEPARTMENT REPORTS – DECEMBER, 2022**

The following reports were presented for Council’s review:

- Police Department
- Fire Department
- Department of Public Works
- Codes and Planning Department

**APPROVED MINUTES OF BOARDS AND COMMISSIONS**

Council acknowledged receipt of the following approved minutes:

- |                                    |   |                   |                 |
|------------------------------------|---|-------------------|-----------------|
| Blighted Property Review Committee | – | November 17, 2022 | Regular Meeting |
| Parks and Recreation Commission    | – | October 4, 2022   | Regular Meeting |
| Planning Commission                | – | November 16, 2022 | Regular Meeting |

**ADJOURNMENT**

There being no further business to come before Council, Mr. J. Wortman declared the meeting adjourned.