

BOARD OF ZONING APPEALS MEETING  
DECEMBER 17, 2019  
7:00 P.M.

I CALL MEETING TO ORDER

Meeting called to order by Mr. Nienaber.

II ROLL CALL

Members Present: Jeffrey Anderson, Dave Nienaber, Carolyn Ghantous, Douglas Stahlgren, Tom Hall, Michelle Miller, David Gleaves

Staff Present: Randy Campion

III PLEDGE OF ALLEGIANCE

IV SWEARING IN OF NEW BOARD OF ZONING APPEALS MEMBERS

Mr. Nienaber: Is Carolyn doing the swearing in? So the three new members, if you will stand.

Mrs. Ghantous: I don't think Tom needs to because he was sworn in on Planning.

Mr. Nienaber: Okay. Thank you.

Mrs. Ghantous: So, Michelle and David, hello I'm Carolyn.

Mrs. Ghantous swore in the two members, Michelle Miller and David Gleaves with the Oath of Office.

Mrs. Ghantous: This I where we say play ball of something.

(Applause)

V ELECTION OF OFFICERS FOR 2020

A. Chairman

Mr. Nienaber: We will take nominations for Chair first. I'll nominate Jeff Anderson.

Mrs. Ghantous: I'll second that.

Mr. Nienaber: Are there any other nominees? Do we need to do a vote by acclamation?

(Voice vote taken and with a vote of 7 to 0 Mr. Anderson was voted in as Chairman.)

Mr. Nienaber: Congratulations Jeff, do you want to take over the gavel?

Chairman Anderson: I'd be happy to. Well thank you for that.

B. Vice Chairman

Chairman Anderson: We will continue the meeting by moving on to the election of Vice Chairman. I'll now take nominations for Vice Chairman.

Mrs. Ghantous: I nominate Dave Nienaber for Vice Chairman.

Chairman Anderson: Do we have a second.

Mr. Stahlgren: Second.

Chairman Anderson: Okay Dave Nienaber, first and second. Any other nominations? Hearing none by acclamation.

(Voice vote taken and with a vote of 7 to 0 Mr. Nienaber was voted as Vice Chairman.)

Chairman Anderson: Okay unanimously decided 7 to 0. Mr. Nienaber, congratulations you are Vice Chairman once again.

C. Secretary

Chairman Anderson: Next we will move on to election for the position of Secretary. Are there any nominations for Secretary?

Mr. Nienaber: I'll nominate Carolyn Ghantous.

Mrs. Ghantous: Why would you think I would make a good Secretary?

Chairman Anderson: Keep in mind that the Secretary's roll doesn't include minutes it is to take roll and during voting they would take the election and the counts.

Mrs. Ghantous: I can probably do that for you. Is anybody interested in the job? Any of you new folks interested?

Chairman Anderson: It is not a difficult position.

Mr. Stahlgren: My whole issue is if travel.

Chairman Anderson: It would be good if they were here consistently.

Mrs. Ghantous: David or Michelle, have you ever done it or are you interested in it?

Mrs. Miller: No, I would feel more comfortable understanding exactly what is going on first.

Mrs. Ghantous: Tom said that he would be willing to do it and he has got experience.

Mr. Nienaber: I nominate Tom Hall.

Chairman Anderson: Is there a second.

Mrs. Ghantous: I'll second that for Tom Hall.

Chairman Anderson: So far for the record we have a nomination for Tom Hall. There was no second for Mrs. Ghantous. So, currently the only nominee is Mr. Hall. Are there any other nominations? Hearing none by acclamation.

(Voice vote taken and with a vote of 7 to 0 Mr. Hall was voted in as Secretary.)

Chairman Anderson: Unanimously Mr. Hall will be our Secretary for the coming year. Congratulations. Thank you Tom.

VI MINUTES OF THE REGULAR MEETING OF NOVEMBER 19, 2019

Chairman Anderson: Are there any changes, questions or discussion from the minutes for those that were here?

Mrs. Ghantous: Move to adopt.

Chairman Anderson: Do we have a second?

Mr. Hall: Second.

(Voice vote, and Mrs. Miller, Mr. Gleaves, Mr. Hall & Mr. Anderson abstained and the vote was 3 to 0.)

Chairman Anderson: It is still sufficient, you have a majority of the people that were present. For the record we show a 3-0 vote with 4 abstentions and we can check with the Law Director if we are ok or if we need to submit those as unconfirmed based on the number of absences. I suspect that it is okay but we will follow up. I will take that as an action item to check with the Law Director to make sure that we can post them as approved with the 3-0 vote.

Mrs. Ghantous: I don't know how else it would be under the circumstances that we have.

Chairman Anderson: I don't think so but since the question was raised I will follow up. I suspect that we are fine.

VII CORRESPONDENCE – None.

VIII REPORTS

Report on Council

Chairman Anderson: We have our report on Council. Mrs. Ghantous.

Mrs. Ghantous: Thank you Mr. Chairman. City Council had a special meeting on December 1st and that was for the purpose of swearing in the newly elected officials. At that time we elected the president of Council, Tom Vanover. We also voted on the Vice President of Council and that would be Lawrence Hawkins. There was one Resolution in that meeting R19-2019 and it was a resolution commending Dan Shroyer for his service as a City Council member at large. It was very nice. That was it. That was a very short meeting. We did meet again on December 4<sup>th</sup>. We had five Ordinances and 14 Resolutions. Ordinance No. 48-2019 was authorizing the Mayor and Clerk of Council to amend the contract with CT Consultants Inc. for engineering services to the City. That passed with a 7 to 0 vote. Ordinance No. 49-2019 authorizing the Mayor and Clerk of Council to enter into an agreement with Strauss Troy for legal services to the City. That passed with a 7 to 0 vote. Ordinance No. 50-2019 authorizing the Mayor and Clerk of Council to enter into an amended agreement with Process Plus LLC related to Job Retention and Creation Incentive agreement. That passed with a 7 to 0 vote. Ordinance No. 51-2019 authorizing the Mayor and Clerk of Council to enter into an amended agreement with the Council on Aging of Southwestern Ohio related to Job Retention and Creation Incentive Agreement. That passed with a 7 to 0 vote. Ordinance No. 52-2019 authorizing the Mayor and Clerk of Council to enter into an amended agreement with Ultimus Fund Solutions LLC related to Job Retention and Creation Incentive agreement. That passed with a 7 to 0 vote. Then we had Resolution R20-2019, Resolution requesting that the State of Ohio Director of Transportation modify the speed limit on East Crescentville Road beginning on Transportation Way and ending at Centerdale. That passed with a 7 to 0 vote. As I said there were 14 resolutions. For the sake of time I am just going to summarize those resolutions. Dave Okum, Bob Diehl, Don Darby and Steve Galster and Tom Hall were appointed as members of the Planning Commission. Lynn Jones, Scott Garrison and Jim Squires were appointed to the Board of Health. Cheryl Darby was appointed to the Civil Service Commission. Sharon Conrad was appointed to the Charter Review Committee. Roy Mitchell was appointed to the Tax Review Board. Jeffrey Anderson and Joe Ramirez were appointed to the Volunteer Fire Fighters Dependents fund board. Doug Stahlgren was appointed for his second term for the Board of Zoning Appeals. That concludes my report but for you new people if you ever have any questions about what went on at the City Council meeting or specifically you want to see the Resolution number for these items you can always watch the video of the meeting on the City web site. So when I report, it is always abbreviated but if you have a lot of details, feel free to ask while we are making our report or you can look on our web site and watch the full meeting to get specifics. Does anybody have any questions? That will conclude my report.

Thank you.

Report on Planning Commission

Chairman Anderson: We will move on to our report for Planning. Can we count on you Mr. Hall for that? You are on Planning are you not?

Mr. Hall: Yes.

Mrs. Ghantous: He is the Liaison between the two.

Mr. Hall: I am the liaison. Would you go over it briefly until I am prepared a little better prepared?

Chairman Anderson: I didn't mean to put you on the spot. Hopefully going forward would that be something that you could do?

Mr. Hall: Absolutely.

Chairman Anderson: I appreciate that.

Mr. Hall: With the new ordinances.

Chairman Anderson: I believe there was the zoning code changes.

Ms. Morsch (recording secretary): They went through a multitude of changes that are being referred over to, for the Zoning Code, they are being referred Council for review and approval. I don't have a list of all of the specific ones.

Chairman Anderson: There was something that was probably worthwhile for folks here to keep track of for next time. There is a number of changes that are coming through City Council that were approved by Planning that change the Zoning Code slightly. They aren't significant changes but we will be reviewing those, I believe at tomorrow night's Council meeting. Out of those there will be updates to the zoning code. Those are the things that end up getting reviewed by this group if somebody has a problem or challenge meeting those new codes. That's the kind of stuff that we see. So those are the kind of things from Planning that I think are at least worth checking on. So, I would suspect at our next meeting both Mrs. Ghantous and Mr. Hall will probably have an update on what those specifics are just so we can keep track of them. Again, you don't have to be attorneys or track it closely but just so you know the sections that are changed. That's what it would be. Any questions on Planning that we could answer tonight?

IX CHAIRMAN'S STATEMENT

Chairman Anderson: As there are no applications today there will be no Chairman's Statement or swearing in of applicants as there are no applicants.

X OLD BUSINESS – None.

XI NEW BUSINESS – None.

XII DISCUSSION

Chairman Anderson: Are there any questions or discussion about process or procedures. We can certainly talk about things, especially from the new people about our processes. It doesn't have to be in this formal setting now but this is generally the time in the meeting where if there was discussion or questions about how we address things this would be the time to bring those up and this would be on the record. So, if there were questions on the record that you want to clarify or rules

this would be a chance to do that. I'm not putting you on the spot to do that but that will be something in our meeting every time where there will be a chance to have discussion about things related to BZA. So, anything on that, at least for tonight?

XIII ADJOURNMENT

Mrs. Ghantous: Move to adjourn.

Mr. Nienaber: Second.

Chairman Anderson: We are adjourned.

Respectfully submitted,

\_\_\_\_\_, 2020 \_\_\_\_\_  
Chairman, Jeffrey Anderson

\_\_\_\_\_, 2020 \_\_\_\_\_  
Secretary, Tom Hall