

October 12, 2020

Mayor Jennifer Lyle called the meeting to order on Monday, October 12, 2020 with all members present.

Moved by Baier, second by Dickson that council dispense with the reading of the September 14, 2020 minutes and approve as distributed. Motion carried.

REPORTS

Police Chief: Police Sergeant Jeff Dawson gave the September monthly report.

- 1) Reported that there were 300 calls for service.
- 2) Reported that there have been 2199 calls for service year to date.
- 3) Reported that there were 40 traffic citations and 41 traffic warnings for the month.
- 4) Reported that there were 256 traffic citations and 331 traffic warnings year to date.
- 5) Reported that there were 2 misdemeanor arrests, 2 felony arrests and 1 K9 assist.
- 6) Council member Baier thanked the department for their presence and work.

Fire Chief: Assistant Fire Chief Troy Cole gave the September monthly report.

- 1) Reported that there were 76 total EMS runs for the month.
- 2) Reported that there have been 594 EMS runs year to date.
- 3) Reported that there was 16 fire run and 16 non-fire runs.
- 4) Reported that he is speaking with the townships on contracts.
- 5) Reported that he is working with the grant writer on applying for grants with uses from the CARES Act money.

Mayor: Mayor Lyle gave her September report.

- 1) Thanked a resident for a donation of \$600 to the Fire Department.
- 2) Reported that she will be the Mayoral Representative to the Muskingum County Subcommittee for the Ohio Public Works Committee.
- 3) Reminded residents that Muskingum County is at the red level for COVID-19 and needs to stay diligent with safety precautions.
- 4) Asked residents to vote and to please consider the replacement Road Improvement levy to continue to maintain the roads and streets within the Village.

Fiscal Officer: Fiscal Officer Lynn Marlatt gave the September monthly report.

- 1) Reported the fund status is \$708,843 including at advance to the swimming pool fund of \$66,000 and an advance to the sidewalk improvement fund of \$4000.
- 2) Reported that appropriated expenditures were at 71% for the 3rd Quarter. The General Fund was at 77%, the Fire Fund was at 69%, the Water Fund was at 71% and the Sewer Fund was at 75%.
- 3) Reported that projected revenue was at 81% for the 3rd Quarter. The General Fund was at 81%; the Fire Fund was at 77%, the Water Fund was at 75%, and the Sewer Fund was at 89%.

- 4) CARES Act Expenditures are \$111,263 to salaries/benefits for public health and safety substantially dedicated staff, \$6500 for supplies/material for cleaning supplies, PPE, COVID-191 signage or other allowable expenses necessary for health and safety, \$5475 for professional services to include laptops for remote working purposes, remote working tools, and implementing magistrates court online payment processor, and \$10,000 for capital improvements including plexiglass in Village Hall and replacing wooden picnic tables with plastic for Village Hall Park and the reservoir/skate park/pool to accommodate outdoor eating.
- 5) HB 614 allowed distribution of the final round of CARES act funding. Stated that on the agenda is Ordinance 2020-20 to appropriate and expend CARES Act funding of \$133,238 which includes the third wave of CARES Act funds which were received on October 8, 2020 and totaled \$79,963.32.
- 6) Reported that she is in the process of meeting with department heads to review year to date department budgets and finalizing outstanding capital improvement needs.

Village Administrator: Village Administrator Charlotte Colley gave the September monthly report.

- Water Production for September – 7,686,200 gallons
- Wastewater Flows for September – 10,480,100 gallons

- 1) Reported that staff are making minor improvements to the Water Treatment Plant and the Waste Water Treatment Plant facilities including painting and adding safety features.
- 2) Reported that the Operations Department has been investigating water leaks at Evergreen Village, mowing the right of ways, performing maintenance jobs, and repaired a minor water break on North Friendship Drive.
- 3) Thanked the Ulster Club for conducting a community cleanup.
- 4) Reported that the Design Review Board met to review the propane tank relocation plan at 51 East Main Street and a permit was issued for the relocation.
- 5) Reported that she worked with the Police Department on the removal of 2 campers parked on the public roadway for more than 72 hours.
- 6) Reported that she discussed sign requirements with a potential new business and sent mowing letters to various properties within the Village.
- 7) Reported that H & M Quality Tree Service has begun tree trimming and removal for 2020. There will be additional work during the week of October 12th on North Friendship Drive that will require traffic management assistance from the Operations Department staff.
- 8) Reported that all property owners initially included in the sidewalk project have agreed to participate in the 2020 Sidewalk Project and it will likely begin the week of October 12th.
- 9) Reported that the retaining wall is almost finished and pavilion work is beginning at the pool.

Policy Committee: Committee Chair Bob Baier reported that the policy committee met on October 6.

- 1) Reported that the committee heard a review of the 2020 Council Rules.
- 2) Reported that the committee received an update on the Village Personnel Policy Review.

Finance Committee: Committee chair Steve Wootton reported that the finance committee met on October 10.

- 1) Committee recommends passage of Resolution 2020-10-27, which will authorize the Village Administrator to prepare and submit an application to participate in the Appalachian Regional Commission and/or Ohio Governor's Office of Appalachia Programs and to execute programs.
- 2) Reported that the committee heard the 3rd Quarter report. Committee thanks Lynn for her work on that report.
- 3) Committee recommends passage of Resolution 2020-10-28 which is routine housekeeping legislation.
- 4) Committee recommends passage of Resolution 2020-20-29, which will create a revised plan for authorized expenditures of funds received from the County Coronavirus Relief Distribution Fund for uses consistent with the CARES Act requirements.
- 5) Committee recommends the passage of Resolutions 2020-10-30 and 2020-10-31, which will authorize OPWC legislation for the Waste Water Treatment Plant Filter Project and the 2nd Clarifier Rehab Project.
- 6) Baier asked if these are new projects?
- 7) Colley explained that this is a beginning point to get these projects into the pipeline with funding that then would come back before council before implementation.
- 8) Mayor Lyle stated that she would feel more comfortable with less emergency spending on these types of projects.
- 9) Colley stated that this is just an application process and is not locking the Village into any spending.
- 10) Mayor Lyle asked how long the Village could keep the money if approved?
- 11) Colley stated that the money is released in 2-year cycles, so the project would need to be done within 2 years.
- 12) Dickson stated that this project has been approved through the infrastructure committee.

OLD BUSINESS

Moved by Kearns

Seconded by Wootton

Resolution 2020-11-26, a resolution to authorize the Village Administrator to enter into a contract with E-Z Flo Painting Inc. for edge line striping and necessary painting along Main Street, second reading.

Wootton yea
Baier yea
Dickson yea

Shegog yea
Kearns yea
Sabino yea

Motion Passes

NEW BUSINESS

