

December 13, 2021

Mayor Jennifer Lyle called the meeting to order on Monday, December 13, 2021 with all members present.

Moved by Wootton, second by Sabino that council dispense with the reading of the November 8, 2021 minutes and approve as distributed. Motion carried.

Visitors: Stan Taylor, Jim Hunter and family

Recognized Sergeant Jeff Dawson with the Gallantry Star medal for exemplary service stemming from an incident that occurred September 29, 2021 and Officer Dylan Young with the Honorable Service medal for exemplary service while off-duty stemming from the same incident.

Recognized Jim Hunter for 21 years of service on the auxiliary police department.

Recognized Scott Sabino for his service to the Village as a council member.

REPORTS

Police Chief: Police Chief Mindy Peck gave the November monthly report.

- 1) Reported that there were 215 calls for service.
- 2) Reported that there have been 2221 calls for service year to date.
- 3) Reported that there were 43 traffic citations and 35 traffic warnings for the month.
- 4) Reported that there were 346 traffic citations and 288 traffic warnings year to date.
- 5) Reported that there was 1 misdemeanor, 1 felony case, and 2 warrant arrests.

Fire Chief: Fire Chief Matthew Hamsher gave the November monthly report.

- 1) Reported that there were 63 total EMS runs for the month.
- 2) Reported that there were 17 fire runs.
- 3) Reported that there was 1 incident of the department not being able to respond to a call.
- 4) Reported that the department is up about 100 calls for the year.

Mayor: Mayor Lyle gave the November monthly report.

- 1) Reported that council area is under renovations under the supervision of council member Levi Shegog.
- 2) Reported that the Veterans Day celebration was a success, with thanks to Jerry Gibson and George St. Clair for their dedication to the event.
- 3) Reported that Christmas in the Village was also a success.
- 4) Reported that she attended Appalachia Forward, designed for local officials and staff in the Appalachian area of the state, and also Impact Ohio.
- 5) Announced that the wastewater plant has received a grant of \$621,790 from Ohio Builds that will be used to replace the tertiary filtration system.

- 6) Announced that the Village will receive a “Starting Out Strong” Award from the J. William and Mary Helen Straker Foundation to provide upgrades to communication to the community room.

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

- 1) Reported that the fund report balance is \$1,135,598.
- 2) Reported that projected revenue received is at 87%, with 104% in the general fund; 89% in the fire fund; 100% in the water fund; and 99% in the sewer fund.
- 3) Reported that total expenditures are at 71%, with 87% in the general fund; 73% in the fire fund; 79% in the water fund; and 80% in the sewer fund.
- 4) Reported that the NatureWorks Swimming Pool project has a total expenditure to date of \$62,011, with 75% of the grant reimbursement received at a total of \$46,508.
- 5) Reported that water rates will increase by 7% per Ordinance D-1-09-1 and Ordinance 2019-2 to the following rates: \$11.65 per 1000 gallons in town rate and \$23.20 per 1000 gallons out of town rate. Reported that sewer rates increased by 3% per Ordinance D-1-09-1 to the following rates: \$9.50 per 1000 gallons in town rate, \$18.80 per 1000 gallons out of town rate, \$16.40 per 1000 gallons public sewer district, and \$32.35 per billing for the flat sewer rate.
- 6) Reported that 2022 council dates are available on the website.

Administrator: Village Administrator Rick Giroux gave the November monthly report.

- 1) Reported that he submitted a Public Entities Pool (PEP) Safety Grant, on behalf of the police department, for \$974.00 for needed traffic safety vests and traffic control batons. The maximum award is \$1000. Awards are typically granted in March.
- 2) Reported that the contract for the 2021 Tree Program was awarded to Tree Top Services for \$2600. The other quote we received was for \$6950. The contractor has scheduled the work to be completed before the end of the year.
- 3) Reported that he attended the OPWC District 18 meeting in Marietta.
- 4) Reported that the US and Ohio flags were removed from the Veterans Memorial flag pole. When they were lowered to half-mast for in honor of Sen. Bob Dole, the high winds pushed them into the adjacent trees and damaged them. They will be replaced as soon as possible.
- 5) Reported that the Village received an OEPA violation notice for microcystins. The violation is procedural based and not a water quality issue. There was a schedule change and so the sample collection and data submission missed the reporting deadline by a few days. The Administration inserted, with OEPA’s permission, an addendum to the public notices to that affect to assure the public that our water quality meets all OEPA requirements.
- 6) Reported that the Clarifier 1 drive unit was ordered and is building built by the vendor. The project will be completed with a few weeks after delivery.
- 7) Reported that staff met with engineers to review options to fix the ground slip adjacent to the new WWTP generator and the creek.
- 8) Reported that a missing stop sign was replaced at the intersection of Westview and Lincoln.
- 9) Reported that the curb at the northwest corner of Plum Alley and Depot Street be painted yellow to keep cars from parking too close to the intersection.
- 10) Reported that the Leaf Pick-up Program has been extended until December 23rd.

- 11) Publicly thanked office staff, police, fire, maintenance operations departments and everyone else involved for the hard work making this year's Christmas parade a success.
- 12) In zoning, reported:
 - Approved the installation of a new back yard black chain link fence at 180 Montgomery Blvd
 - Approved the installation of a new back yard black white split rail fence at 176 Highland Ave
 - Approved the installation of a new back yard deck at 200 Lakeside Drive
 - Approved the installation of a new business sign design, per the Design Review Board's review and approval.
- 13) Reported that the NatureWorks project is substantially completed. The volleyball court is done and the net has been stored for winter. The poles for the basketball court are installed. The backboards will be added in the spring. The fence contractor has been contacted to begin installation this month.
- 14) Reported that after discussions with CT Engineering, the Village is moving forward with the meter replacement portion of the Lead Service Line and Meter Replacement Project. This will be funded by OEPA. Period of funding will be ten years, which is the average life expectancy of the meters. The lead service line replacement component of the original application has been removed, since no lead service lines were found in the Friendship Drive project area. It will involve the replacement of approximately 38 meters.

Policy Committee: Committee Chair Levi Shegog reported that the policy committee met on Tuesday, December 7.

- 1) Committee recommends passage of Ordinance 2021-50, which will amend the zoning code.
- 2) Committee recommends passage of Resolution 2021-12-72, which extends the Village Solicitor's contract.
- 3) Committee discussed the purchasing policy for the Village.

Safety Committee: Committee chair KJ Kearns reported that the safety committee met on Monday, December 6.

- 1) Committee recommends passage of Resolution 2021-12-71, which allows for the liquidation of Engine 902.
- 2) Committee heard an update on the fire department member status.
- 3) Committee recommends passage of Resolution 2021-12-73, which repeals Resolution 2021-10-67.
- 4) Committee heard about the PEP Safety Grant.

Finance Committee: Committee chair Steve Wootton stated that the finance committee met on Monday, December 13.

- 1) Committee recommends passage of Resolution 2021-12-71, which allows for the liquidation of Engine 902.
- 2) Committee recommends passage of Resolution 2021-12-72, which extends the Village Solicitor's contract.

Motion Passes

Moved by Whitehair Seconded by Shegog
That **Ordinance 2021-51** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Sabino Seconded by Shegog
Ordinance 2021-52, an ordinance authorizing the Village Administrator to appoint an operator within the established salary range and declaring an emergency.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Shegog Seconded by Sabino
That **Ordinance 2021-52** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Kearns Seconded by Dickson
Resolution 2021-12-71, a resolution authorizing the Fiscal Officer to advertise and accept bids for 1991 Sutphen Fire Engine and to proceed with sale to highest bidder and declaring an emergency.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Dickson Seconded by Kearns
That **Resolution 2021-12-71** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Dickson Seconded by Wootton
Resolution 2021-12-72, a resolution authorizing a two-year contract with the Village Solicitor for legal services and declaring an emergency.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

That **Resolution 2021-12-72** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Resolution 2021-12-73, a resolution to repeal Resolution 2021-10-67 authorizing an agreement with the Cumberland Trail Fire Department for the purchase of a used ambulance for the fire department and declaring an emergency.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

That **Resolution 2021-12-73** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Resolution 2021-12-74, a resolution returning advanced funds from swimming pool fund back to the general fund in the year 2021 budget as listed herein and declaring an emergency.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

That **Resolution 2021-12-74** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Resolution 2021-12-75, a resolution transferring various sums of money in the year 2022 budget from various funds listed herein to funds listed and to declare an emergency.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Motion Passes

Moved by Shegog Seconded by Wootton
Resolution 2021-12-75 be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Moved by Whitehair		Seconded by Dickson	
Resolution 2021-12-76 , a resolution authorizing the fiscal officer to pay bills for purchases made in 2021 and to pay salaries, wages, and bills for the year 2022 from the respective, appropriate funds, upon satisfactory evidence of validity when due and declaring an emergency.			
Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

Moved by Dickson Seconded by Whitehair
That **Resolution 2021-12-76** be approved as read.

Wootton	yea	Shegog	yea
Whitehair	yea	Kearns	yea
Dickson	yea	Sabino	yea

APPROVAL OF BILLS: See list
Moved by Dickson, seconded by Wootton that the bills be approved for payment. All voted yea. Motion carried. Bills list on file in the Clerk's office.

- Food Drive – Friday, December 17th – 3-7pm – Riesbeck’s
- Thursday, December 23rd – Village Hall Closed at 12 noon
- Friday, December 24th and Friday, December 31st – Village Hall Closed
- Village Council Meeting – Monday, January 10th – 6:30pm – Village Hall

ADJOURNMENTS: Motion by Dickson, second by Sabino to adjourn meeting. Meeting adjourned at 7:24 PM.

Fiscal Officer