

Record of Proceedings
Village of Bremen Council Meeting
January 14, 2018

The Council of the Village of Bremen was called to order in regular session by Mayor Mike Henwood at 7:00 P.M. Roll call was taken. Members present were Toni Harper, Sue Henwood, Sherman Prince, Scott Snider, Todd Wesaw, and Debbie Wolfe. Fiscal Officer Crystal Pritchard and Sheriff's Deputy Kristy Peck were also in attendance.

Approval of Minutes

Minutes for regular council meeting on 12/10/18 and special council meeting on 01/02/19 were discussed and no corrections needed. Wolfe moved to accept the minutes for 12/10/18, Snider second. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes. Harper moved to accept the minutes for 01/02/19, Wolfe seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes.

Guests and Residents:

No guests or Residents on the agenda to speak at this meeting.

Sheriff's Report: (Deputy Peck)

Deputy distributed her monthly report to Council; there were 40 calls for service in January; no other major incidents to report. Mayor Henwood asked her to keep an eye on the parking on Main Street after snowfall. Deputy Peck said she found an ORC that she can use to site people.

Mayor's Report:

Crystal Pritchard was appointed to the Fiscal Officer position and her salary will be 38k annually. She will keep the responsibilities as being the billing clerk in addition to her new responsibilities. Harper motioned to accept Crystal as the new Fiscal Officer, Wesaw seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes.

Mayor Henwood presented the invoice to renew the retainer fee for CT Consultants. The retainer fee is \$500 a year. Scott Snider asked what the benefit was to having them on retainer and Mayor Henwood told them that we are able to call them to ask them questions if we need to. Debbie Wolfe asked how often we call them and Mayor Henwood said we don't call them often. This was tabled until the February council meeting on 02/11/19.

We received notice from the Ohio Department of Commerce and Liquor Control that Jeff Rowe has applied for a liquor license for the Bremen Café that is currently closed. The officer that delivered the notice said that it would likely not be approved since the listed a wrong address on the form when applying. Council has the ability to do four different things; do not object, we object and do not request a hearing, we object and please hold a hearing in Columbus, We object and request a hearing in Fairfield County. Toni Harper asked if council was going to object. Todd Wesaw stated that Mr. Rowe told him that he was planning to open a restaurant that serves alcohol. Mayor Henwood wants a county hearing for Mr. Rowe to tell council what kind of establishment he does plan on opening. Sherman Prince makes motion to request a hearing, Scott Snider seconds. Toni Harper, yea; Sue

Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes.

CFLP Recycling group wants to know how much the Village recycled last year. Mayor Henwood is going to report zero and send the form back.

Report from Shackelford Disposal to let council know of rate increase per their contract. Residential rates will go up .25 cents, Poly carts will remain the same and Dumpster fees will for up 3% for commercial accounts.

Clerk/Treasurer's Report:

The Clerk read her report to Council. Highlights of the report are as follows:

From the previous Council meeting, the Fiscal Officer has:

- Began training with Jennifer
- Prepared and distributed payroll for 12-31
- Prepared the following for council:
 - Ordinances and Resolutions for passage
 - Status Reports
 - Expenditures/Revenues Report
 - Completed clerks report
 - Compiled pay authorization
 - Copy of the December 2018 and current day Bank Statement.

BANK STATEMENT & REPORT TOTALS

- Our current checking balance as of December 31, 2018: \$674,162.92
- Our fund balance as of today: \$498,155.45

Village Administrators Report:

Street Department did well with snow plowing for our first major snow event of the season. Both trucks are operational and have plows on them. Water department just finished their quarterly meter read. Chance has installed cameras at the wastewater treatment plant. He is able to monitor levels from online when he is not at the plant. The position descriptions for have been updated for the pool positions. Applications will go up next month. There were no losses in workers compensation for the year. Lydia Coakley has been hired as the new administrative assistant.

Approval of Payment of Bills:

Council reviewed the pay authorization, the Fiscal Officer answered questions. Wolfe moved to pay the bills; Snider second. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes.

Old Business:

Mary Hoffman: A full crew from Trimble Brick will be in the Village on 01/15 to finish the pavilion. The plumber will be replacing the yard hydrant in February. There were 150 bulbs planted in Dowling Park last month.

The finance committee met regarding the temporary budget and the street department stated that they would like a skid steer. Wesaw was asked to look into it. Brad Hutchinson

came down on a Saturday to look at our backhoe to see what we could get for a trade in. The Village was offered \$25,000 for the trade in. Wesaw found one that had 63 hours on it. Total cost after trade in was \$22,798.56. Since it would be a shared piece of equipment with the wastewater plant the remaining monies would need to come out of the sewer fund. It was determined that with all of the problems at the sewer plant and all the upgrades that need to be done that money would not be taken from the sewer fund to purchase the skid steer.

Lester Sharp is still being paid for the lease of the soccer field. Payments are made in January and June. Sue Henwood will talk to Lester in a couple of months about a buy out again.

Toni Harper stated that the discussion regarding the park ordinance will be discussed next month.

John Bowman, our zoning inspector, has resigned.

New Business:

Toni Harper wants to continue with the monthly newsletter. She believe it is vital for getting information out. Mayor Henwood said we will continue to do it monthly until a survey can be done and it can be determined what the overall cost is.

Debbie wanted to discuss the committee assignments. Debbie stated that it is easier for her to be on a committee that she is familiar with instead of being the chair to a committee that she knows nothing about. Prince said that she is on the committee with many people who have experience. We will need current council members to have more experience after new people are elected since the new council members could come in with no experience at all. Debbie asked if she could start a go fund me for flowers for the park. Mayor Henwood agreed. Toni harper stated that her email address is incorrect on the committee assignment sheet. All phone numbers are correct. Email addresses will be corrected and redistributed.

Toni asked about the new section of the handbook “accumulation of leaves” It was discussed at administrative process about changing classifications for the administrative assistant from full time permanent to part time permanent. Previously part time employees have been exempt from any personal days, sick time or vacation time. It was determined at the administrative process committee to let that position accrue a leave balance at the rate of half of what a full time employee accrues. Swimming pool changes were made to the handbook to include added duties and no other changes were made. Harper asked if the position description for the administrative assistant would go into the handbook as well. Mayor Henwood stated that it would. Harper questioned why it stated that the administrative assistant would be required to know the billing. Corey Spackey answered that it’s listed in the description in the event that the fiscal officer is sick or on vacation. Toni Harper thought that the description was too lengthy for a part time employee. She would like the wording changed to something along the lines of in the absence of the fiscal officer the administrative assistant issues monthly utility bills. Toni Harper motioned to adopt the changes to the handbook as noted; Sue Henwood seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes.

Ordinances and Resolutions

Ordinance 1-3-19

Legal level of control

Emergency

Toni Harper moves to suspend the rules; Debbie Wolfe seconds Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; Motion passes. Motion to approve Ordinance 1-3-19. Toni Harper moves to pass the ordinance; Debbie Wolfe seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; ordinance passes.

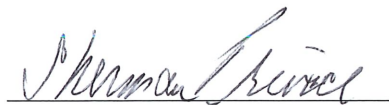
Resolution 1172 Authorizing the transfer of money between various funds. Toni Harper moved to waive the three reading requirement; Wolfe seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes. Motion to pass by Sue Henwood; Wesaw seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes.

Around the Table:

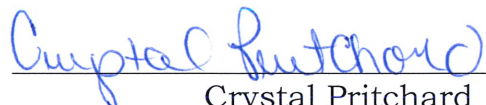
Harper, Toni: Great job to the street department for the removal of snow.
Henwood, Sue: Street department great job with snow removal. Great job to the job that Corey, Crystal and Lydia are doing.
Prince, Sherman: Nothing
Snider, Scott: Nothing
Wesaw, Todd: Nothing
Wolfe, Debbie: Welcome to Lydia. Township has a video of snow plowing that trains and shows how to do corners and refresher.
Mayor Henwood: Thanks to Corey, Crystal and Lydia for the jobs that they're doing
Pritchard, Crystal: Nothing

Motion to adjourn the meeting by Councilperson Wesaw 8:46 P.M.

The next regular council meeting will be Monday, February 11, 2019 at 7:00 pm. at the Village Offices located at 9090 Marietta Road.



Sherman Prince
Council President



Crystal Pritchard
Fiscal Officer