

**Record of Proceedings
Village of Bremen Council Meeting
March 13, 2017**

The Council of the Village of Bremen was called to order in regular session by Mayor Mike Henwood at 7:00 P.M. The council, residents and visitors stood and recited the Pledge of Allegiance. Roll call was taken. Members present were Sue Henwood, Liz Lehman, Sherman Prince, Dave Ray, Debbie Wolfe, and Toni Harper. The Clerk Treasurer Jennifer Storey, Village Administrator Jeff White and Sheriff's Deputy Michael Busby were also in attendance.

Minutes of Previous Meetings:

The Clerk-Treasurer read the minutes to Council, and corrections were made. Ray motion to approve the February 13, 2017 minutes as corrected; Wolfe second. Sue Henwood, yea; Lehman, yea; Prince, yea; Ray, yea; Wolfe, yea; Harper, yea; motion passed.

Guests and Residents:

None

Sheriff's Report: (Deputy Busby)

Deputy Busby distributed his monthly report to Council. There were 36 calls for service with no major incidents. There has been some suspicious activity reported, and Deputy Busby asked that residents continue to report information to the anonymous tip line for the Major Crimes unit; the number is 740-653-5224. There was some discussion regarding a voluntary neighborhood watch program. They would need to report to Council, and Deputy Busby gave Council the contact name for more information.

Mayor's Report:

Attended Village committee meetings; attended the inspection of the filter at the Water Plant. The Mayor learned more about how this filter works, and he shared his findings with Council. The Village does not qualify for any loans for this project as this is routine maintenance and not capital improvement. The Village administration will be reviewing maintenance procedures for all village equipment.

Ed Hammond has retired and Council wants to have a nice gathering for him whenever he and his wife gets back from Florida.

The Mayor thanked all Village employees for working so hard to get Utility Billing moved to this building and set up in such a short time. Jeff found a different person to help us with the phone system which saved us a lot of money.

There were interviews for the Water Dept and Ron Stephens was hired.

There was a conference call with the EPA in regards to the Water Well; the Village is responsible for the engineering and bids.

The Mayor will be attending the hearing regarding Worthington's eligibility for tax abatement. Ray moves that the Village continues to grant the abatement to Worthington Industries; Prince seconds. Sue Henwood, yea; Lehman, yea; Prince, yea; Ray, yea; Wolfe, yea; Harper, yea; motion passed.

Clerk/Treasurer's Report:

The Clerk submitted a report to Council. Highlights of the report are as follows:
The budget for 2017 has been prepared for Council's perusal and approval.

- Our current checking balance as of February 28 is \$423,275.76

- January 31, 2016 was \$417,220.59
- Our fund balance as of March 13, 2017 is \$423,443.78
- We have spent 12.28 percent of our permanent appropriation budget for 2017.
- We have received 17.95 percent of our annual revenue budget for 2017.

The Clerk-Treasurer reports a deficit in the Water Fund due to planning in regards to the re-arrangement of water department employees. Money can be transferred from the projects line to help offset this, but changes need to be made in scheduling to eliminate overtime costs to protect this fund.

The money leftover in the Strayer Avenue can be used for Capital Improvements on that street only, but it cannot be transferred back to the General or Street Funds.

Administrator's Report:

The Village Administrator submitted his report to Council. His report included the following items he has worked on since the last council meeting:

- Represented the Village at various board meetings.
- Brad Gothard was hired for the Street department. He started on February 27 at \$14.00 per hour and will receive a \$.50 raise at the completion of his instructional period.
- Brandon Hill has been made a permanent employee to the Water/WasteWater departments starting on February 27 at \$12.50.
- Ron Stephens was hired for the Water Department at \$25.50 (includes Rushville premium) and he started work March 13.
- The Street department has rented a street sweeper and he and Brad have covered considerable ground.
- There will be a meeting regarding Block Grants if anyone is interested in gathering information on this.

Approval of Payment of Bills:

The Pay Authorization was read aloud to Council. Harper moved to pay the bills; Ray second. Sue Henwood, yea; Lehman, yea; Prince, yea; Ray, yea; Wolfe, yea; Harper, yea; motion passed.

The Clerk-Treasurer received instruction to increase Chance Spencer's pay rate for his certification. She asks for Council to vote to make it retro-active to his testing date. Prince moves to make Chance Spencer's pay raise retro-active to January 31. Sue Henwood seconds. Sue Henwood, yea; Lehman, yea; Prince, yea; Ray, yea; Wolfe, yea; Harper, yea; motion passed.

Old Business:

Lancaster City Parks wishes to purchase our benches; other people would like to have us donate some to them. Debbie Wolfe wishes to know what Council would like to do. It was discussed that we give away three to other sources and sell the rest.

Debbie asked about putting the posting for the Tree Board in the newsletter and Facebook post.

New Business:

None

Ordinances and Resolutions

Ordinance 1-3-17 Repeal 1-2-13 (Handbook) Final Reading

Ray moves to pass the Ordinance, Prince second. Sue Henwood, yea; Lehman, yea; Prince, yea; Ray, yea; Wolfe, yea; Harper, nay; motion passed.

Jeff White has updated the version of the handbook with the most current revisions and has submitted it to Council and the Clerk-Treasurer. Harper motions to pass the Handbook as written. Wolfe seconds. Sue Henwood, yea; Lehman, yea; Prince, yea; Ray, yea; Wolfe, yea; Harper, yea; motion passed.

Ordinance 2-8-17 Purchase Order Policy Second Reading

On advice from Brian Zets, Village Solicitor, the Village cannot take money from an employee's check without their consent. Council has therefore permanently tabled this Ordinance.

Ordinance 3-9-17 Amend 4-19-07(Tap Fees) First Reading

Ordinance 3-10-17 Amend 10-16-98(Variances) First Reading

Ordinances 3-11-17 Marietta St. Parking First Reading

Around the Table:

Harper, Toni:

Whose terms are up this year? Harper, Ray, Lehman and Wolfe all have seats up for re-election. There was some confusion regarding the village website, it seems the old website is still active. The Ordinance to update the Tree Board to allow out of town members was not approved; Harper expressed her disappointment in this matter.

Henwood, Sue:

New furniture was donated by Mayor Henwood.

Prince, Sherman:

Handicap signs need put up? Jeff says will go up this week.

Ray, David:

Nothing

Lehman, Liz:

Nothing

Wolfe, Debbie:

Nothing

White, Jeffrey:

Nothing

Mayor Henwood:

Nothing

Storey, Jennifer:

Nothing

Committee Reports:

Financial Process: This committee met on Wednesday, February 22, 2017 and minutes were submitted to council members by Council chair. This committee will meet again on Wednesday, March 29 at 6 pm at the Village Office.

Safety and Infrastructure Committee: This committee met on Wednesday, April 19th at 6 pm, and will meet again on Wednesday, April 19th here at the Village office.

Administrative Process: This committee will meet next on Thursday, April 6 at 7 pm at the Village office.

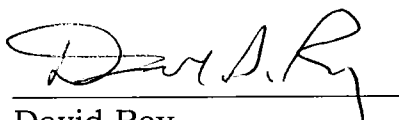
Recreation and Facilities Committee: This committee will meet next on Tuesday April 4th at noon at the Village office.

Zoning, Property Maintenance & Planning: This committee met on Monday, March 6th, at 6:30 pm and will meet next on Monday, April 5, at 6:30pm at the Village Office.

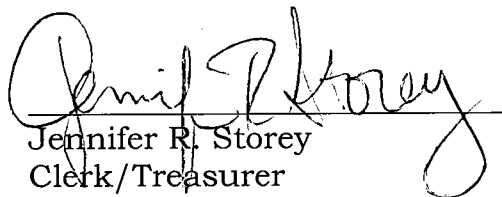
Design Review Board Committee: No meeting.

Motion to adjourn the meeting by Councilperson Harper at 9:00 P.M.

The next regular council meeting will be Monday, April 10, 2017 at 7:00 pm. at the Village Offices located at 9090 Marietta Road.



David Ray
Council President



Jennifer R. Storey
Clerk/Treasurer