

**Record of Proceedings  
Village of Bremen Council Meeting  
May 13, 2019**

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, Administrator, Corey Spackey and Sheriff's Deputy Kristy Peck attended.

**Guests and Residents:**

Sally – May 22<sup>nd</sup> the diver will be down to detect where the hole in the pool is. Community day went well. Where are we with grant money search? Corey responded that Lydia has a list of grants available through nature works.

Dan – Gravel and mud in the curbs are contributing to the storm sewers getting plugged up. Are there any plans to sweep the street? Corey said that there were no plans to sweep, but that the street department would be shoveling. If the street department has so much to do why is Corey sending them to volunteer to mow an area that's been maintained by a homeowner for 20 years? Last year Dan was told that the pool was going to be caulked and it was never done. Sally spoke up and said the company is coming in because she arranged it and agreed to pay for it. This diver from American Leak Detection coming in to inspect the pool will be able to identify the problem once and for all. Covers need resealed. Mayor Henwood stated that nothing is going to be done until the company comes down to do their inspection.

**Approval of Minutes**

Minutes for council meeting on 04/08/19 were discussed. Wolfe moved to accept the minutes for 04/08/19 with correction, Snider second. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes.

Minutes for the special council meeting on 04/16/19 were discussed. Toni Harper moved to accept the minutes for 04/16/19, Wolfe second. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes. After the minutes passed, it was realized that the reading for the street levy, zoning compliance fees and the contractor registration fees and the reading for the bulk water rate increase were not in the minutes. Sue Henwood moved to make an addendum to the 04/19/19 minutes to include the readings at the special council meeting; Snider second. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes.

Minutes for the special council meeting on 05/03/19 were discussed. Sue Henwood moved to accept the minutes for 05/03/19 as they were written, Snider second. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes.

**Sheriff's Report: (Deputy Peck)**

Deputy distributed her monthly report to Council; there were 48 calls for service in April. Nine reports were taken and four felony charges filed. There was a theft of firearms and a

vehicle reported from the same address. The suspect was arrested and taken to jail. During a traffic stop, methamphetamine was recovered from a vehicle. Both the driver and passenger were arrested and taken to jail. There were no other major incidents to report.

Todd Wesaw asked if these individuals were from around here. Deputy Peck confirmed that they were.

Toni Harper thanked Deputy Peck for her efforts in getting the truck removed from Fort Street.

**Mayor's Report:**

Nothing at this time.

**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:

- Prepared and distributed payroll for pay periods ending in 4/7/19, 4/21/19 and 5/5/19
- Prepared reports and attended Finance Committee meeting on 4/24/19
- Worked with Ben Howard (RCAP) to finish applications for the EPA for grant funds for the wastewater plant
- Attended RCAP training day
- Prepared the following for council:
  - Ordinances and Resolutions for passage
  - Copy of minutes from the April 8<sup>th</sup> council meeting
  - Copy of minutes from the April 16<sup>th</sup> special council meeting
  - Copy of minutes for the May 3<sup>rd</sup> special council meeting
  - Completed clerks report
  - Compiled pay authorization
  - Copy of the April 2019 and current day Bank Statement.

**BANK STATEMENT & REPORT TOTALS**

- Our current checking balance as of April 30, 2019: \$601,025.63
- Our current balance as of today: \$627,023.78
- Our fund balance as of 05/10/19: \$531, 930.69

**Village Administrators Report:**

The administrators report was distributed. If anyone has questions please let Corey know.

Eric has completed the hours for his operator's license. He will be operator on record as soon as paperwork is complete.

AEP Energy was recently in the area going door to door without a permit. Corey notified the solicitor and the supervisor that they could potentially be barred from the Village for being out without first obtaining a permit. Sue would like a letter sent to the company.

The contractor registration forms will be available online once the ordinance is passed. The utility forms have been changed slightly. Stantec will be starting the rate study soon. The swimming pool forms for reservations are all online. No update on the online bill pay option.

Corey would like to change the 480 hour instructional period to 60 working days. Corey would like council to vote to change the handbook. Sue Henwood moved to make the changes to the handbook. Debbie Wolfe seconds. Todd Wesaw said he wasn't understanding the need for the change in policy. Sue explained that the zoning inspector works so infrequently that council needs to exempt the zoning inspector from the training period. Toni stated that council would also be changing the probationary period for all permanent employees. After much discussion council decided to split the changes. Sue Henwood moved to make the zoning inspector exempt from the probationary period. Debbie Wolfe seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes. It was decided that the handbook will not be changed to 60 working days.

### **Approval of Payment of Bills:**

Council reviewed the pay authorization, the Fiscal Officer answered questions. The Fiscal Officer read the bills that will be paid and the amounts. Toni Harper moved to pay the bills, Wolfe 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: The wrong roof for the gazebo was ordered. The contractor send two workers down and they didn't know how to install the roof. They were watching youtube videos on how to do the install. They were told to stop work immediately. A notice was sent to Koons and Scott Contracting telling them that they are in default of the contract. The Village cited him on two articles when they were actually in default of nine. Jacob Koons sent an email on 6/13 asking for a modified project cost of \$6,018.35 in addition to what we have already paid him. Under the default and liquidated damages, the Village issued a stop work order in the amount of \$5,500 and sent it to Koons and Scott Contracting. Todd Wesaw moved to forgive the \$5,500 debt for liquidated damages to offset the amount of the contractors final bill, Sue Henwood seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes. Todd Wesaw wants it in writing that the Contractor accepts these terms.

Chance Spencer, Wastewater Operator – The plant has been evaluated with Dow Construction Corppration to determine what can be done to immediately improve the air flow at the wastewater plant. As it gets hotter the bacteria does not do well. What we have now is PVC pipe with holes drilled in it, we need an air diffuser to spread the air. The quote is for \$33,695.00. Mayor Henwood would like to add a 10% contingency to make the total \$37,390.00. Doing this project will also lower the electric bill. Sue Henwood asked how long it will take to complete the project. Chance said that it's all weather dependent, but probably a week to do one at a time, let the bacteria settle and then do the another one. Chance is hoping to do it in July. Todd Wesaw moved to approve and go forward with this project; Debbie Wolfe seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes.

Eric Sharb, Water Operator – Passed out a map of the water underground that the Village uses for drinking water. This map also outlines if there was a disaster and a spill of some sort in the village how far the EPA is estimating that it will take to reach our well fields. The village has put in place a wellhead protection program in 2014 with the recommendation of GGC Eng. There is signage that will be going up on Broad Street that will have phone numbers and emergency contacts of who to report to if there is ever a spill. Mayor Henwood wants council to adopt a policy to not spray anything or use any kind of pesticides or fertilizers in the park. Todd Wesaw moves to adopt a no spraying policy in and around Howell Park; Scott Snider seconds. Toni Harper, abstain; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, nay; motion passes.

McFarland – interested in buying a property on Northbend Drive. The Village owns the property in the rear of the lot that he is interested in. Mr. McFarland wants to buy the property. Toni Harper stated that the area was intended to put a water tower up there at some point so the development had water pressure. Toni said she does not think the Village should sell the right of way in case we need it in the future. Mr. McFarland suggested that the Village could sell the property and then the Village could retain a twenty-foot easement that he could give back to the Village. Eric Sharb asked if he and Chance Spencer could have an opportunity to walk the area and evaluate it before council made a final decision. Council agreed to table the decision until the water department had a chance to go up to the property. Mayor Henwood stated that he's called the Village solicitor to make sure that the Village is allowed to sell that area. Mr. McFarland said that he was ok waiting.

Toni Harper updated council on the efforts from the activities committee. The Thunder Alley fundraiser for the pool was a huge success. There were 140 paid bowlers and it raised \$825.30. The owner stated that it was the best fundraiser that they've hosted. Community cleanup day at the pool was pretty good considering the weather wasn't great. There were thirteen community members that showed up to help. July 1<sup>st</sup> is the pool party fundraiser. Sally Grimm has booked a band for the evening. The American Legion donated \$310 to the pool fund from a square dance that they held.

#### **New Business:**

Mayor Henwood asked if anyone had anything for new business. Scott Snider said he had a few things to discuss. Scott asked why the brick street in front of 356 Fort Street hasn't been fixed yet. Corey said that he's having a hard time getting the contractor to come back and finish the street. Snider said that the homeowner was ultimately responsible for the street. Mayor Henwood stated that if the Street Department has to do the work than we will send John Peters Plumbing a bill for the work.

Scott Snider said that two months ago he asked about the bills going to Columbia Gas for the water lines that were damaged when the contractors were in the Village replacing their gas lines. He asked for an update. Mayor Henwood stated that the Village hasn't heard anything back. Scott asked if they've tried to make contact with them. Mayor Henwood said he's tried calling and can't get anyone to return his calls. Toni suggested that he get the Village solicitor involved. Scott Snider suggested that we first try resending the bill before we get the solicitor involved.

Scott Snider said that two months ago he asked about the study for the handicapped ramp. He stated that Mike Carder told the council that there are funds available to get our money back for the study. He asked if anything had been done with that. Mayor Henwood stated

that he didn't realize we could do that. Mayor Henwood will follow up with CT Consultants and Eric Sandine.

Scott Snider asked if there was any decision made with Mayors Court. Scott stated that he's on the economic development committee and the committee has been going over ways to get the Village to look nicer and there is concern with being able to enforce the Village zoning ordinances with no mayors court. Mayor Henwood stated that he asked Brian Zetts, the Village solicitor, if he knew of anyone in the area that could help set this up. Brian said he would try to find someone for us. Todd Wesaw asked if there was any progress on reaching out to other communities and partnering with them in their mayors court. Mayor Henwood stated that we talked to Village of Baltimore and Sugar Grove and neither village was interested. Scott asked if this effort will still be ongoing. Mayor Henwood said that he will speak to Kathy Mowry to see if she knew of anyone.

Scott stated that Jeff White bought a bunch of new road signs before he left and it use to be on the white board for the street department to get them done. Corey stated that Jeff ordered the signs and posts and that there is a list in his office as to where Jeff thought they should go. Corey will pull the list and reevaluate.

## **Ordinances and Resolutions**

**Resolution 1176** A resolution declaring the necessity to levy a tax outside the ten-mill limitation, requesting the Fairfield County Auditor certify the Village an additional tax levied at three-mills for resurfacing and repairs of streets and roads. Motion to pass by Scott Snider; Sue Henwood seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; motion passes.

### **Ordinance 5-7-19                      Zoning Compliance Fees**

An ordinance to amend zoning ordinance 3-121-17 regarding building and compliance fees. Motion to approve Ordinance 5-7-19. Sue Henwood moves to pass the ordinance; Sherman Prince seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; ordinance passes.

### **Ordinance 5-8-19                      Contractor Registration Fees**

An ordinance requiring contractors to register with the Village. Motion to approve Ordinance 5-8-19. Scott Snider moves to pass the ordinance; Sherman Prince seconds. Toni Harper, nay; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, nay; ordinance passes.

### **Ordinance 5-9-19                      Bulk Water Rate Increase**

An ordinance to increase bulk water rates as of July 1, 2019. Toni Harper moves to pass the ordinance; Scott Snider seconds. Toni Harper, yea; Sue Henwood, yea; Sherman Prince, yea; Scott Snider, yea; Todd Wesaw, yea; Debbie Wolfe, yea; ordinance passes.

**Around the Table:**

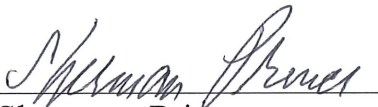
Harper, Toni: Nothing  
Henwood, Sue: Nothing  
Prince, Sherman: Nothing  
Snider, Scott: Nothing  
Wesaw, Todd: Nothing  
Wolfe, Debbie: The sign on the corner of Marietta and Broad needs fixed. There is rust on the filter tank.  
Mayor Henwood: Nothing  
Pritchard, Crystal: Nothing  
Spackey, Corey: Nothing

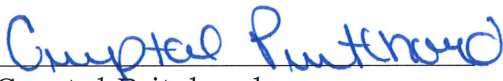
Motion by Sue Henwood to go into executive session to discuss personnel issues; Todd Wesaw seconds at 9:17 P.M.

Motion by Toni Harper to adjourn from executive session at 10:02 pm; Sherman Prince seconds.

Motion to adjourn by Scott Snider at 10:03 pm

The next regular council meeting will be Monday, June 10, 2019 at 7:00 pm. at the Village Offices located at 9090 Marietta Road SE.

  
Sherman Prince  
Council President

  
Crystal Pritchard  
Fiscal Officer/Clerk of Council