

## Bremen Village Council

### Meeting Minutes July 13th, 2020

Meeting called to order July 13, 2020. By Mayor Anthony Taylor at 7:02p.m.

#### Pledge

**Roll Call:** Mayor Taylor: Aye Todd Wesaw -Aye, Toni Harper- Aye,, Tad Moyer -Aye, Debbie Wolfe-Aye, Connie Moyer-Aye.

**Staff present,** Ron Stephens, Village Administrator: Lisa Burnworth, Village Fiscal Officer: Volunteer, Tracy Shahan for live video feed via Facebook. Sally Grimm, Mary Hoffman, Angie Young, Don Spangler, Troy Tripp

**Approval of prior minutes:** Motion to approve minutes for council meeting on May 11, 2020 made by C. Moyer Second by D. Wolfe. **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. **Motion passed.**

**Approval Special Meeting Minutes June 30:** Motion to approve special minutes for council meeting on June 30, 2020 made by T.Wesaw Second by D. Wolfe. **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. **Motion passed**

**Business of Guests:** Don Spangler suggested that we could deputize an employee of the village to enforce parking regulations. Would like to see traffic flow reversed on Strayer Avenue, additional changes to parking in the downtown area. At the June Council meeting that did not have a quorum he discussed the Clock, Flags, improvement of street signage and the Zoning Inspector position. Council advised they would refer the Strayer matter to safety and infrastructure committee. Mayor stated he would discuss at Mayor's meeting in which the Sherriff's Office might be represented.

Chuck Vickeroy discussed a community project, which Bremen UM Church and local Boy Scout troop are participating; Details of the project are attached to the minutes. Councilwoman Wolfe requested a sign be displayed in the area that would be collecting the materials

Kona Ice Truck will be at the pool. 3:30 to 7:30 7/15/20. Village Pool will receive between 10%-20% of proceeds.

#### **Mayor Report:**

**Open Council seat:** Council did not recommend or appoint a replacement for M.Chris Cunningham within a 30-day time frame. Therefore, Mayor Taylor appointed Troy E. Tripp to Council. The Mayor swore in Councilman Tripp on July 11, 2020.

**Zoning inspector** was selected by Mayor and Zoning Committee effective 6/1/2020 at a rate of pay of \$14.00 per hour. Motion to accept the hire and rate of pay made by T. Harper, Second by T. Wesaw: **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. **Motion passed.** Guest questioned the validity of the hire without Council approval 1<sup>st</sup>. Councilwoman Harper was able to refer the guest to the section of Ohio Revised Code that permitted the hire.

**CT Engineering:** Mayor stated he still has outstanding questions regarding the percentage of completion and design of the project that will be sent to CT in an email. Councilman T. Moyer agreed. The Mayor will email Mike Carder of CT Engineering this week with remaining questions.

**Finance Committee Report (Chairwoman Moyer):** Solicitor contract expired February 1, 2020 – Issue Tabled.

Currently the majority of non-profits are not being charged for solid waste service. The fee is \$14.53 without providing Shackelford totes for pickup. The senior price is \$13.44. The Finance Committee discussed and felt all should be handled in a fair and equitable manner. The committee recommends \$14.53 base rate be applied to all nonprofits effective with upcoming billing cycle. Motion by C. Moyer, Second by T. Harper. Discussion: **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. T. Tripp- no **Motion passed.**

2021 Budget Hearing at County Auditor's office on Monday August 2, 2020 at 11:05 a.m...

OWDA design loan for WWTP is under review.

RITA presentation in June meeting that did not have a quorum. Al Dolezeal presented options to all present regarding the current 100% credit the Village provides. RITA presented information regarding the status of surrounding and similar populated Villages in Ohio. After discussion regarding the different levels of credit reductions, the following motion was made by C. Moyer: Move forward in preparing a resolution or ordinance to reduce the RITA credit to 50% from the current 100% effective January 1, 2021. Second by D. Wolfe. **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. T. Tripp - yes **Motion passed**

Minutes presented prior to meeting to all Council

**Planning and Zoning Report (Chairman Wesaw):** Minutes presented prior to meeting to all Council

Congratulations to new Zoning Inspector Richard Campbell. Variance for completed for Walnut Street property and welcome to new residents. Fence matter at Qualls property currently being reviewed.

**Administrative Process (Councilwoman Harper):** **Harper:** Minutes presented prior to meeting to all Council.

Revision of Section 9 of employee handbook is complete. Changes effective July 8, 2020

Village Administrator Agreement for discussion in executive session.

**Parks and Pool (Councilwoman Wolfe):** Minutes presented prior to meeting to all Council.

Councilwoman Wolfe would like a key garage and gator for park and flower maintenance.

Concern regarding water that is sold directly from fire hydrants to a local business. Asked how this is being monitored. In addition, would like matter referred to Administrator and Safety and Infrastructure.

3 trees have been marked with caution tape that require review and attention in the park.

Also requested that the committee receive a copy/email of the shelter house/concession rental. Councilwoman Wolfe received a phone call over the weekend of someone looking for keys and she was unable to confirm the rental.

**Economic Development (Councilman Wesaw):** Only notes. No minutes to present at this time. J. Boone was resident which attended.

**Safety and Infrastructure (Councilman Cunningham)** No minutes, no meeting

**Tree Board: (Councilman Moyer)** Minutes presented prior to meeting to all Council.

2 meetings have occurred. Reviewing tree trimming and stump grinding with Administrator. Councilwoman Harper asked about a prior brochure regarding of walking tour of the trees in the village.

Motion to accept minutes for all committees made by T. Harper. Second by T. Wesaw. . **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. T. Tripp yes **Motion passed**

### **Village Administrator**

#### **Village Administrator Report:** Administrator Stephens

##### **1) Administration**

- a) Delinquent accounts:
  - i) 17 delinquent accounts for non payment
  - ii) 10 July 2020 is start date for turn offs for delinquent accounts.
  - iii) The new procedures will also take effect for delinquent accounts from ordinance
- b) Setting up payment plan documents
- c) Working on the The Village Voice
- d) Advertised for street leader position- currently have 3 candidates

##### **2) Wastewater Plant**

- a) Continuing with WWTP improvements
- b) Meeting with engineer 15 Jul 2020 to assess our situation with the OWDA loan for CT.
- c) Implemented the rate increase
- d) Reading meters

##### **3) Water Plant**

- a) Repaired water line break on Pine Hill
- b) Reading meters
- c) Repairing sample taps for softeners
- d) Scheduling the installation of the SKADA system
- e) Replacing the electrical structure for wells 5 & 6 out for quote

##### **4) Streets**

- a) Mowing
- b) Trimming
- c) Repairing mowers
- d) Ordered gravel to be divided by WTP/WWTP/Streets
- e) Avery turned in his 2-week notice

Councilman Wesaw asked about spraying the brick streets. If anyone had obtained their license prior to COVID 19. Ron stated Avery had not completed training prior to COVID 19 shutdown orders.

##### **5) Pool**

- a) Good turn outs
- b) Working smooth
- c) Setting a closing date. Proposing August 9<sup>th</sup> or 10<sup>th</sup>. Group settled on August 9<sup>th</sup> as the final day.

### **Fiscal Officer Report**

Village of Rushville is settled and check has been received. Rushville (Cindy Lewis) has requested changes in the way their bill appears to assist them with accounting of the Operator of Record. Update: They had some questions regarding their billing. They have fallen behind again and are discussing at their council meeting this evening.

Receipt of \$1,400.00 from Aaron Tripp for tree project. Village disbursed \$1,300.00.

Payments totaling \$163720.82. Payment listing from 5-11-2020 to July 13, 2020 includes 2

Payrolls

Purchase Orders 63-2020, 64-2020, 65-2020 through 68-2020 presented for signatures to Finance Committee

Interfund transfer in the amount of \$2000.00 from General Fund #1000-910-910 to Agency fund #9201-931-0000. Overpayment of municipal tax from Worthington Industries.

Supplemental appropriation changes \$875.00 from 5601-569-349 (solid waste to 5601-569-398 (solid waste) to pay the portion for GAS accounting software upgrade

Supplemental appropriation change from 5101 and 5201 Water/Wastewater principal line 850-710 to interest line 850-720

May bank reconciliation is complete and presented to finance for signatures.

June bank reconciliation is in process.

**Motion to approve payments, transfers and purchase orders:** T. Wesaw. Second C. Moyer: **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer Yes. T. Tripp yes **Motion passed**

### **Old Business:**

Marietta street rental property – Councilwoman Moyer advised from the prior letter (3/23/20) and motion the account should have been billed for utilities without a 3-month delay. Administrator advised that all accounts are billed 3 months in arrears until we modify the process. He has been reviewing how to change the accounts with the Billing Clerk.

Flags from money donated. Items have been ordered but not received. In process of distributing certificates.

Follow up on specifics of 2020 paving plan and bids. Quotes have been received from McKee and Heimberger Paving. **Discussion** among Council members about the streets quoted. **Motion** to accept lowest bid(s) for grinding and resurfacing and curbs on Carter Street. : **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. T. Tripp yes **Motion passed**

Street Lights referred to Safety and Infrastructure Committee.

**New Business:**

Bremen Clock: Councilwoman Moyer thanked Administrator and Street department for the repairs. Still concern of the base being cleaned.

Village Signage: (snowfall signs, parking limit signs, bricks at WWTP) Councilwoman Moyer as well as guests discussed and decided that referring to Safety and Infrastructure Committee.

Flags- presentation of Red Line/Blue Line Flags – Councilwoman Moyer presented to Council for approval. Discussion. **Motion** made by D. Wolfe. Second by T. Wesaw. Both Blue and Red Line Flags approved to fly on the mile lane (Logan/Thornville Road). : **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. T. Tripp yes **Motion passed**

Village dumpster – Councilwoman Moyer: Mayor advised that letters sent to parties affected

Tree Trimming – Referred to Tree Committee to work with Administrator on funding and location listing.

Governor’s order regarding masks at pool- We are following guidance from the Governor’s office.

Website updates – Multiple Council members inquired about items being added and website information updated. Particularly Zoning information. Topic.

Councilwoman Harper thanked the Mayor for cleaning up a down tree over the weekend without calling in Street Department personnel.

Councilman T. Moyer brought matter of purchasing additional property for park expansion. Stated that property was available for purchase in the amount of \$100,000.00 T. Moyer made a motion, Second by D. Wolfe. Proceed to attempt to raise funds in the amount of \$100,000.00 from sources outside of the Village to purchase 9.97 acres of property from Barclay Petroleum. : **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. T. Tripp yes **Motion passed.**

Councilman T. Moyer brought issue of mosquito spraying before Council. Discussion regarding vendors timing and Administrator researching possible solutions. Motion made by T. Harper. Second by D. Wolfe. Village Administrator will pursue contracting for spraying of mosquitoes inside the Village of Bremen not to exceed \$1000.00 from the General Fund as a community program. : **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. T. Tripp yes **Motion passed**

**Executive Session:** Executive Session 121.22 (G)(1) to consider appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee(s).

**Motion by C. Moyer Second by T. Harper: Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer Yes. T. Tripp yes **Motion passed. Executive Session at 9:47 p.m.**

**Return from Executive session: Time 10:49 p.m.**

Motion by T. Harper, Second by C. Moyer: Responsibility for Administrative Assistant/Billing Clerk will be transferred to the Fiscal Officer since the function pertains to Fiscal Matters effective immediately. Fiscal Officer will receive remuneration in the amount \$2.00 per hour for the responsibility change effective immediately. : **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. T. Tripp yes **Motion passed**

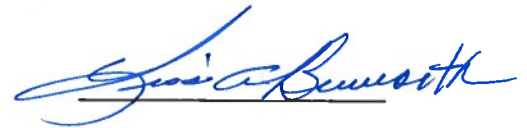
**Motion to adjourn: C. Moyer**

**Adjournment: Time: 10:52**

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Anthony M. Taylor

Mayor



Lisa A. Burnworth

Fiscal Officer