

MINUTES OF REGULAR MEETING OF SMITHVILLE VILLAGE COUNCIL  
April 30, 2018

The Council of the Village of Smithville Met in regular session on Monday, April 30, at 7:00 pm in Village Hall, Mayor Alexander called the meeting to order. Members present at roll call were Allen, Fetzer, Heitger, McCune, and Poulson. Michael Shipper, Clerk Treasurer; Cheryl Kirkbride, Solicitor; Pam Keener, Fiscal Officer candidate; Police Chief Funk were present. In the audience were residents Dana Kierstead, Patricia Peters and Margo Smith; Matt Simpson, of Kropf Wagner Law Firm and Beverly Hatten, Assistant Office Administrator.

As first order of business Mayor Alexander opened the bid for the 2018 Street Repairs/Paving. Only one bid was received, it was submitted by Melway Paving. The bid in the amount of \$145,869 included \$55,969 for labor and \$89,900 for materials. Mayor Alexander read each item included in the bid. Poulson requested to table the bid at this time for research before accepting it. Council concurred.

Fetzer motioned to approve the minutes as written from the April 16<sup>th</sup> council meeting. Allen seconded the motion. The motion was carried unanimously.

Mayor Alexander invited Patricia Peters to make comments. Ms Peters and Ms Smith approached council to ask what was going to be done about the water runoff from the fields behind their homes. They stated they approached council in 2017 and that they have heard nothing from council to remedy the situation. The water has flooded all the yards which are located on S Summit St. She stated she just mowed last weekend and it's like a swamp, they are requesting it be addressed. Mayor Alexander advised that it is private property. Resident advised that there was no issue until houses were built behind them. They request a trench be dug or something be done, someone is responsible. Mayor advised "we will look into it and let you know." Resident advised she was skeptical that they have been told that before. McCune stated that engineers would have to be involved, would be a large expense. Resident advised that they heard that last year. When will something be done? Mayor advised he will be in touch. The ladies left the meeting.

Mayor recognized Chief Funk. Chief Funk stated that the department has been operating without a sergeant and would like to reestablish the position. Chief requested that Officer Jen Barnett be promoted to the sergeant position effective May 13, 2018. Chief stated Barnett's qualifications which include 3 ½ years with the department and training she has received during that time. Council questioned about her duties as school resource officer. Chief advised that he would explain that next. Poulson made a motion to promote Barnett to the sergeant position and McCune seconded. The motion carried unanimously. Officer Barnett is believed to be the first female sergeant in the Smithville Police Department.

Garn joined the meeting at 7:15 during the police report. Kierstead left shortly after that

Chief Funk continued that he would have the school resource officer reassigned. They are looking at utilizing a part-time officer in this position, which would be beneficial to the village and schools. Currently the SRO (school resource officer) is paid with funds from the Wayne County Schools Career Center, Green Local Schools and Liberty Prep. Chief Funk advised they are looking at the SRO being available from 9-2:30 at the schools, approximately 27 ½ hours/week keeping the part-time officer

under 30 hours a week. Poulson inquired about the costs, who pays for what? A part time officer as SRO would be limited in the service they would be able to do for the Village. Chief Funk stated with the schedule he has worked out part-time pay for the part-time officer for the school year would be \$12,000. Currently Green Local is paying \$14,000 and Liberty Prep is paying \$2000. WCSCC was paying 14,000 and the Village picks up the remaining costs. At this time what is happening at the school and in the Village determines where the officer on duty is working. This would change to having a dedicated officer at the school. WCSCC is looking at the same situation. They are checking to see what they can work out with hiring an officer from the Wayne County Sheriff's office instead of utilizing the Smithville police officer. Poulson questioned why. Chief Funk explained what WCSCC is looking for an officer that could possibly follow up with an issue at the student's residence. Since students attend WCSCC from all over the county it is possible that an officer would need to go anywhere within the county. Smithville officers can't leave the village limits, they have no jurisdiction. A deputy has jurisdiction countywide, there would be no problem with them going anywhere in the county. Chief advised the current SRO, Barnett, would finish the 2017-2018 school year. Another officer would be trained in time for school starting in the fall. McCune inquired if Barnett would continue working as SRO in some capacity. Fetzer inquired about the training required. Chief advised the selected officer would have to get through training, which may be free. Barnett would work with the new SRO assisting and supervising as needed.

#### Old Business:

Fiscal Officer addressed the issue of CD Renewals – Investments. Keener suggested moving the village's investment money of \$300,000 into STAR Ohio at an interest rate of 1.82%.

Zoning Code – Amendment C-2 Conditional Use Ordinance 2018-10, third reading. Poulson read the ordinance regarding certain uses. He stated Jon Parker had submitted a new form to be used for conditional use. Poulson made a motion to accept the form, Fetzer seconded. The motion was unanimously passed. Poulson continued and made a motion that the fee should be set at \$200 as notated in the new ordinance, Garn seconded the motion, all agreed. Motion passed unanimously.

Zoning Code – Establish Variance Procedures Ordinance 2018-11, third reading. Poulson motioned to pass the procedures amending the zoning code of the Village of Smithville, Ohio to establish variance procedures, Fetzer seconded. The motion was passed unanimously.

Highway signal inspection – Poulson read the quote From Brian Shook Electric, detailing the work to be done as: inspect and repair the traffic signal at \$350 per intersection. Smithville has only the one intersection. Poulson made motion to have the work done, McCune seconded, motion passed unanimously.

#### New Business:

Laptop Purchase – Mayor read the quote for the purchase of a new Dell laptop computer with IT installation, which would be utilized by the fiscal officer in the performance of her duties. The amount of the quote is \$1,098.97. Garn questioned where the funds would come from for the purchase. Keener advised the funds would be appropriated. Poulson advised SSI would be providing what is needed. Garn inquired if funds were available to make the purchase. Poulson advised there were funds available for the purchase. Garn motioned to purchase the computer. Fetzer seconded the motion. The motion passed unanimously.

2018 Salary Ordinance – Poulson motioned to suspend rules regarding Ordinance 2018-12. Garn seconded the motion and the motion carried unanimously. Poulson stated the changes that were made to the Salary Ordinance, amending the ordinance fixing the compensation of the elected official of the Village of Smithville, Ohio, establishing the salaries and allowances of the appointed officials and employees, rescinding Ordinance 2018-1 and declaring an emergency. The fiscal officer position added and the clerk/treasurer position eliminated. Compensation amount is included for the Fiscal Officer, motion by Poulson, seconded by Fetzer. All agreed and the motion passed unanimously.

Bev Hatten to record and maintain council minutes. Garn requested an official title: Clerk of Council. Poulson advised the position would include track ordinances, read ordinances, obtain signatures as needed, record votes, and record minutes. Hatten accepted.

Fetzer requested everyone who has yet to submit a bio for the website, please do so.

Charles Ave Street light for cul-de-sac – Mayor advised of a concern that was raised of cars parking at the end of the cul-de-sac. AEP would install a light on an existing pole at no cost to the village as long as the transformer and pole are functional. The electric usage would be \$8.00/month. Garn requested verification of the location of the pole which would have the light installed. Discussion about current street lights which are out. Garn advised to get the pole number and contact AEP, in her experience they come relatively quickly and are out in just a couple of days to replace a bulb.

Capital Planning – Mayor turned over to Fiscal Officer. Keener addressed the council about establishing a five (5) year capital plan. Poulson concerning the use of the documents the fiscal officer had shared, stated how the village can use them to make better use of their time. Fiscal officer stated it would help with appropriations. Discussion of capital planning documents followed. The Finance committee will meet to build the capital planning tool before bringing the plan to council.

Poulson advised council the Ohio EPA requires the Village to have an Asset Management Plan, what assets are, look at the age of the asset, when they would need replaced. This plan is due 10/1/18. CT Consultants entered a bid for to the BPA \$7,500. A second bid was obtained from RCap of \$20,000 to build the plan. Poulson advised of the differences between the bids, CT Consultants' was more detailed. Poulson questioned Kirkbride if there was a contract in place with CT Consultants. Will check with Becky Dannemiller. Poulson motioned to contract with CT Consultants and Fetzer seconded. All agreed and the motion passed unanimously.

Solicitor Kirkbride advised an update on an amendment made to the Village's annexation agreement. The amendment allows Bar 4 Farms to be relinquished of responsibility of utility hookup pending failure of completion of the building project. Paperwork is ready to be signed to go forward with the annex and do the zoning change. Bauman is ok with it. Some discussion followed. Poulson raised the issue of sidewalks. Three houses would have to have sidewalks as we would want to connect them. Kirkbride advised she will take it back to include sidewalks and sewer.

Liaison Reports:

Equipment: McCune advised Mike Turner would be arranging an equipment demonstration with the Durapatcher sales team. McCune stated that he was in the street garage and in the office there are extension cords everywhere. They have no light switches and need to walk into the dark office and plug a light into a cord to turn it on. He advised to have them call an electrician for a quote for lights.

Fire: Allen advised the new squad arrived last week, but needs lighting and lettering.

Garn reported that she will present a document at the next meeting regarding new banners.

Garn advised she has been going through years of accumulated items from her time on village council. Currently she has been going through boxes dated 1998-2001. She brought a few items to share relating to the park, subdivision regulations and income tax changes.

Finance: Poulson went over the finance report. He related to council that the income tax projections are tracking ahead of predictions by \$9,000.

Mayor requested a recommendation from council on what to do about the resident complaint and the yards flooding from the rain run-off from the field. Discussion by council, it was determined that since this is private property that the village cannot get involved at this time. Council agreed that various residents in the neighborhood are currently in litigation battles and council should remain out of the issue until courts handle the situation. However, it was decided to give the landowners some suggestions on action they themselves can take such as speak to the farmer, have the neighbors work together to come up with a solution... Poulson advised the Mayor to draft a letter for review. Poulson stated last year Jon Parker was sent out to check the situation for any possible zoning violations. He did not find any.

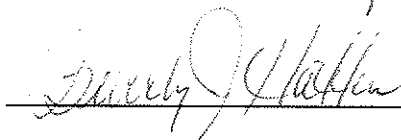
Poulson mentioned the email sent out by Mike Turner regarding a culvert on Prospect which would need replaced. It was determined that Mike should get a bid for the replacement.

Garn made a motion to pay the bills in the amount of \$15,823.09 and McCune seconded the motion. The motion passed unanimously.

The Milton Street Waterline Project Bid opening will take place May 4, 2018 at 12 noon in Village Hall. Next Council meeting will be May 21, 2018

Allen made a motion to adjourn the meeting. Motion carried unanimously. Meeting was adjourned at 8:39pm.

Minutes approved on May 21, 2018

  
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Clerk

  
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Mayor