

MINUTES OF REGULAR MEETING OF SMITHVILLE VILLAGE COUNCIL
SEPTEMBER 17, 2018

The Council of the Village of Smithville met in regular meeting on Monday, September 17, 2018 at 7:00 pm in Village Hall. Mayor Tom Poulson called the meeting to order. Members present at roll call were Larry Allen, Jim Carter, Tricia Fetzer, John Heitger, and Ken McCune. Police Chief Funk and Beverly Hatten, Clerk of Council was also present. Solicitor Matt Simpson joined the meeting in progress.

McCune motioned to approve the minutes of the September 10, 2018 special meeting. Allen seconded the motion and the minutes were unanimously approved as written.

Mayor explained the process of electing a new President of Council. Allen nominated Fetzer for the position. No one else was nominated. Heitger motioned to close the nominations and Allen seconded. By unanimous vote nominations were closed. Allen motioned to vote for Fetzer for President of Council, Heitger seconded. Vote was taken; Fetzer was elected with Fetzer and Carter abstaining from the vote.

Mayor advised he will no longer serve on the Planning Commission now that he is mayor. That position needs to be filled with a council person so council is represented. It is an appointed position. Mayor inquired if anyone was interested in the position. Heitger advised he would be willing to take the position. Mayor appointed Heitger to serve on the Planning Commission.

Mayor recognized Police Chief Funk. Chief Funk submitted the August 2018 Police Report. Fetzer motioned to file the August 2018 police report. Allen seconded. The August Police Report is filed by a unanimous vote of council. Chief Funk presented an estimate from the Locksmith Shop to install a lock on the interior door to secure the department. Each officer and the Village office staff would have individual key codes to gain entry and move freely between the Village Hall and the police department. Mayor advised they confirmed the funds are available in the Lands & Buildings account and the lock may be installed. Chief Funk requested Council go into executive session to discuss personnel. Fetzer motioned to go into executive session; McCune seconded the motion to go into executive session for discussion of personnel. Council agreed unanimously to go into executive session. McCune motioned to return from executive session. Heitger seconded the motion. Council voted unanimously to return to regular session. Chief Funk submitted a resignation letter from Officer Maryssa Boskoski. Allen motioned to accept the letter of resignation. Fetzer seconded the motion. The resignation was unanimously accepted.

Mayor inquired about Halloween trick or treat. Chief Funk advised he had never determined the date before. There was a short discussion of dates and times. Trick or treat is tentatively scheduled for the Saturday before Halloween, October 27 at 4:00. Mayor will check for a community contact. It will be on the October water bill.

Under correspondence, the large item trash pickup has been scheduled for Monday, October 29. This will also be noted on the water bill.

Under old business:

Simpson prepared an ordinance to levy a municipal motor vehicle license fee pursuant to section 4504.172 of the Ohio Revised Code, which was placed on first reading at the last regular council

meeting. Mayor read the ordinance. Fetzer motioned to place the ordinance on the second reading. McCune seconded the motion and passed by unanimous vote.

Mayor advised the follow up of the parking issue. We want the chief to enforce the parking ordinances. The father of the owner of the vehicle in question spoke to the Mayor and advised the vehicle would be removed. The vehicle has been removed and the parking issue has been resolved at this time. The current ordinances only pertain to downtown parking. We could have an issue again. Simpson was asked and has prepared an ordinance which would cover all streets in the village. An ordinance establishing a forty-eight (48) hour time limit on parking a vehicle on public property was placed on first reading, a motion by Fetzer, seconded by Allen and passed unanimously.

Allen brought up another parking issue on Gable Lane which is a concern. The street is very narrow and when two vehicles park on opposite sides of the street across from each other it doesn't leave much room to get through. This could be an issue for fire trucks. It was suggested a possible need to do a sign for "no parking on this side". Heitger advised any street which would have the same width or less should be one side parking. Mayor requested Simpson look into this.

Mayor advised still working on the capital plan. Heitger has turned his in. A plan will need to be developed for the park. This is just the frame work for the next five years. Keener requested the plans be turned in no later than the second meeting in October so the capital plan can be incorporated into the financial statement. Keener advised the information can be emailed to her.

Mayor advised the update on the sale of the dump truck. It was sold for \$4701. After fees, the Village received a check for \$4348.43.

New Business:

The track-vac leaf vacuum was sold on the online auction. A check was received for \$565.

Resolution 2018-22 Resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor. This is something we do every year and needs to be passed tonight to collect taxes. McCune motioned to suspend the rules for Resolution 2018-22 as it needs passed immediately and turned into the Wayne County Auditor. Fetzer seconded the motion. Council voted unanimously to suspend the rules for Resolution 2018-22.

Mayor read **Resolution 2018-22**. Allen motioned to adopt Resolution 2018-22 as an emergency. McCune seconded the motion. Council voted unanimously to adopt Resolution 2018-22.

Douglas Turf quote for the fall treatment at the park. Fetzer motioned to have Douglas Turf do the fall treatment in the amount of \$1974.00. Allen seconded. Council unanimously approved Douglas Turf to do the fall treatment at the park. Heitger advised we have always used Douglas, maybe we need to get other quotes. Mayor advised Mike Turner had suggested treating only the fields as a way to reduce costs.

Ullman Electric quote for work to be done on Main Street to the lines and to replace outlets that are not working and put on new weather proof covers. McCune motioned to have Ullman do the electrical work in the amount of \$817.85. Heitger seconded the motion. Council unanimously approved Ullman Electric to make the repairs.

Resolution 2018-23 authorizing the fiscal officer to transfer and increase/decrease appropriations and amend the certificate of estimated resources as needed and declaring an emergency. Fetzer motioned so suspend the rules for Resolution 2018-23. Allen seconded. Council unanimously agreed to suspend the rules.

Keener explained **Resolution 2018-23** for appropriations. McCune motioned to adopt Resolution 2018-23. Fetzer seconded the motion and council adopted Resolution 2018-23 unanimously.

Mayor began a discussion on spending thresholds for departments. Once departments have received approval for spending, it has already been approved in appropriations, they should be able to go ahead and make the expenditures without further approval. Give the authority back to the department heads, simplify procedures and expedite purchases. The current procedures would still be followed, getting a PO and verifying the funds are available. Mayor will develop language to bring it back to council. Keener suggested if the expenditure is in the appropriations to have the threshold at \$5,000. Heitger felt \$5000.00 was high and suggested \$2500.00. If that seems too low in the future we can always look at it later. Mayor suggested establishing a policy that if the expenditure is over a stated amount then two estimates would be needed.

Quote from Burkey Excavating regarding the park bleachers and concession stand in the amount of \$1485.00. Around the bleachers: grade around concrete and seed. Limestone spread around the concession stand. Fetzer motioned to approve Burkey Excavating to do the work at the park as stated in the quote. Allen seconded the motion. Council agreed unanimously to have Burkey Excavating do the work.

Zoning update.

- Jon Parker was on medical leave and now on vacation. Fetzer has been working to fill in during his absence. His emails are automatically going to Mayor and Fetzer during his absence.
- Due to zoning the house across the street from Village Hall is not available for certain types of financing. Village will respond to those concerns.
- Fetzer advised she will contact a resident on N Summit with more questions about the temporary metal storage shed. He was inquiring if he needed a permit for the shed. He intends on building a garage.
- Fetzer also stated that Parker always sends a copy of the zoning code with his answer.

Estimate to repair the street paint liner. Mike Turner got an estimate for a new sprayer and an estimate to get the old sprayer repaired. McCune motioned to accept the quote from 48 hours to repair the sprayer in the amount of \$1632.00. Fetzer seconded the motion. Council agreed unanimously to accept the quote from 48 hours and have the sprayer repaired.

Liaison Reports

Allen advised the fire department received 12 tactical vests, they are required to wear. They received a grant from homeland security in the amount of \$131,000. EMTs are going to a 24 hour rotating shift.

Fetzer advised the October evaluations are due.

McCune inquired if Mayor has meetings with the employees. Mayor advised he checks in every morning and will have a post council meeting with the employees.

Fetzer advised the chip and seal is done in the park and the trees have been cut down.

Allen inquired if a letter was sent to the resident with the dead tree by the park. Mayor will find out the resident's name to follow up.

Heitger inquired if they should do the remaining sidewalks next year or split the job into 2 years. Mayor advised they can look at the appropriations to help make the decision. McCune stated to do the whole thing and get it done. Mayor advised another residential sidewalk project will not be done in 2019 as we skip a year between sidewalk projects, more funds would be available.

Keener advised she will do a trend analysis to determine the operating expenses; they are based on previous years.

Allen advised the berm on N Summit Street by the school is basically nonexistent. A fire truck passed a school bus; their tires were going to drop off the road. Mayor requested Heitger get an estimate for any needed road work.

Milton Street water main project is wrapping up. The top coat was sufficient; concrete was put in to control settling.

Mill Street water main needs to go to the north side of 585. Planning to do before the State paves. Village will be able to do traffic control during the state paving project.

Heitger advised there was a complaint from David Street about the grass seed that was used. Tom Holmes advised the grass seed was all weeds. He had advised Village Hall that in the beginning the contractor was using a high grade of seed so some residents received good grass seed. The engineer told the contractor that the seed he was using was not approved. When they switched to the approved seed it came up all weeds. Heitger will go out to look at it.

Keener presented the Financial Report for August 2018. Fetzer motioned to file the August 2018 Financial Report. McCune seconded the motion. It was determined by unanimous vote to file the August 2018 Financial Report. Keener inquired if council thought another approval was necessary for expenditures when they have already been approved through appropriations. This is duplicate work. Discussion followed.

Mayor advised the income tax revenue continues tracking over expectations by \$5000.

Simpson has prepared a policy for employees sent to training for which the Village covers costs. Included is a pro-rated amount for a set number of months of work completed. The final draft will be completed for council approval next meeting.

McCune motioned to approve bills which have been paid in the amount of \$904.60. Fetzer seconded the motion. Council voted unanimously to approve the paid bills.

McCune motioned to pay the bills in the amount of \$137,109.81. Allen seconded and the motion to pay the bills was passed unanimously.

Mayor reviewed the proposals to repair the water tower. CT Consultants believes it to be foolish to spend more on the old tower. Funds would be better spent to expedite the new tower. More funding is available for tower replacement. A new tower would be an increase in volume and pressure. The

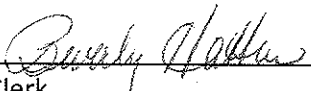
Village has been setting aside funds for years in preparation for a new tower, at the end of the year there will be approximately \$700,000 available for the project.

Mayor announced he will be attending the OPWC meeting with Bob McNutt of CT Consultants.

Allen motioned to adjourn the meeting, Fetzer seconded. The motion was unanimously approved. The meeting was adjourned at 9:00.

The next regular council meeting will be October 1 at 7:00 in Village Hall.

Minutes approved on October 1, 2018


Clerk


Mayor