

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held January 4, 2016

## MINUTES OF THE JANUARY 4, 2016 COUNCIL MEETING

By Deborah J. DiLeo, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Mayor Ray Martin

**Council members present:** Doug Eakins, Jim King, Jennifer Warner, Randy Otis, Steve Johnston and Herman Stanley. The Ward 2 Council Seat is vacant. Also attending were Finance Director/Clerk of Council, Debbie DiLeo, Mayor Ray Martin and Police Sgt. Rob Campbell. Public Service Director John Mitchell was absent.

**Council members absent:** None

**Prayer:** Susanna Murry-LDS Church

**Pledge of Allegiance:** Nathan Peters

Essay Reading by Nathan Peters: "What America Means to Me"

**Mayor Martin** opened the floor for nominations for President of Council; Randy Otis nominated Steve Johnston. There were no other nominations from the floor. Mayor Martin declared Mr. Johnston President and turned the meeting over to the new President.

**Council President Johnston** thanked Council members for their support as he took the gavel and asked for nominations for Vice President of Council. Randy Otis nominated Doug Eakins. There were no other nominations from the floor. President Johnston declared Mr. Eakins as Vice-President.

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner

*Roll Call: All Yeas*

**Motion to adopt the minutes** of the December 21, 2015 Council meeting by Mr. Otis and seconded by Mr. Eakins

*Roll Call-All Yeas*

**Recognition of Guests:** None

**Old Business:** None

**New Business:**

**Resolution16-001**, pursuant to VII(A) and Article VIII of the Charter of the Village of West Jefferson, the appointment of Ronald C. Parsons as Law Director, J. Michael Murray and Ashli Stonerock, as Assistant Law Directors are hereby confirmed at a compensation rate of One Hundred and Twenty-Five dollars (\$125.00) per hour

*Discussion:*

**Motion to table** the resolution by Mr. King, stating that he thought Mr. Parsons needed to be present at the time of adoption. Mr. Johnston

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*explained that we need to have a Law Director appointed at the beginning of the year and he did not believe we could table this legislation.*

**No second to the motion. No further discussion.**

**Motion to adopt Ordinance 16-001** by Mr. Otis and seconded by Mr. Eakins

*Roll Call-All Yeas*

**Motion Carried: 6-0**

**Resolution 16-002** authorizing the Village of West Jefferson to participate in the State of Ohio Cooperative Purchasing program

*Discussion: Mr. Johnston explained that this program allows municipalities to make purchases at the state bid price. We have to be a member to participate in the program.*

**Motion to adopt Ordinance 16-002** by Mr. Eakins and seconded by Mr. Otis

*Roll Call-All Yeas*

**Motion Carried: 6-0**

**Resolution 16-003**, authorizing a cash transfer from the General Fund to the Pool Fund in the amount of \$20,000.00

*Discussion: Ms. DiLeo explained that this transfer is a budgeted item in the 2016 Budget. The cash balance in the Pool Fund is approximately \$100.00 and the transfer is needed to pay pool expenses until the pool generates revenue through memberships and daily passes. Mr. Herman asked if there were other ways to generate funds for the pool, such as hosting other events or the operation of the concession stand. Ms. DiLeo stated the concession stand was open this past summer but it did not serve hot food items, which would require different permits. Mr. Herman was advised to speak with Mr. Mitchell as the season approaches.*

**Motion to adopt Resolution 16-003** by Ms. Warner and seconded by Mr. King

*Roll Call-All Yeas*

**Motion Carried: 6-0**

**Ordinance 16-004**, reducing appropriations in the 2015 Appropriation Budget in the Battelle TIF Fund

*Discussion: Ms. DiLeo explained that this ordinance was a year-end housekeeping item that keeps us in compliance with the governmental accounting rules required by the State.*

**Motion to adopt Ordinance 16-004** by Mr. Otis and seconded by Ms. Warner

*Roll Call-All Yeas*

**Motion Carried: 6-0**

**Motion to enter into executive session at 7:20 PM** by Mr. King and seconded by Mr. Eakins to consider the appointment, promotion, demotion or compensation of a public employee or official

*Roll Call-All Yeas*

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**Motion to return to regular session at 7:32 PM by Mr. Otis and seconded by Mr. King**

*Roll Call-All Yeas*

**Committee Reports:**

**Police:** None

**Finance:** None

**Employee Benefits:** None

**Public Service:** None

**Parks and Recreation:** None

**Development:** None

**Special Events:** None

**Director of Finance Report:** Ms. DiLeo presented the December 2015 financial reports

**Director of Public Service/Parks and Recreation Report:** None

**Mayor's Report and Recognition:** Mayor Martin is excited about the New Year and feels there are opportunities to make some positive changes for the Village.

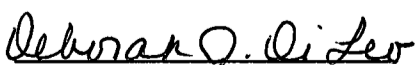
**Recognition of Clerk and Council:** Mr. Johnston thanked council members for the presidency and is looking forward to working with the Mayor. Mr. Eakins also thanked council members for electing him as vice-president and reminded everyone that Council represents the entire Village. Mr. King welcomed the new council members.

**Additional Business:** None

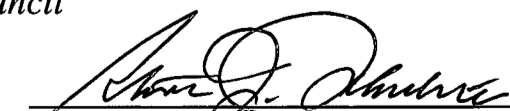
**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:40 PM** by Mr. Stanley and seconded by Mr. Eakins  
*Passed by Acclamation of Council*



Deborah J. DiLeo  
Clerk of Council



Steven J. Johnston  
President of Council

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BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held January 18, 2014

## MINUTES OF THE JANUARY 18, 2016 COUNCIL MEETING By Deborah J. DiLeo, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President, Steve Johnston

**Council members present:** Doug Eakins, Jennifer Warner, Randy Otis, Steve Johnston, Herman Stanley. Also attending were Finance Director/Clerk of Council, Debbie DiLeo, Mayor Ray Martin and Police Sgt. Rob Campbell and Public Service Director John Mitchell.

**Council members absent:** Jim King

**Prayer:** Jerry Newman

**Pledge of Allegiance:** Doug Eakins

**Motion to adopt the agenda** by Ms. Warner and seconded by Mr. Stanley.  
*Roll Call: All Yeas*

**Motion to adopt the minutes** of the January 4, 2016 Council meeting by Mr. Otis and seconded by Mr. Eakins  
*Roll Call-All Yeas*

**Old Business:** None

**New Business:**

**Resolution 16-005** confirming the appointment of Lorie A. Cafagno to fill the vacant council seat in Ward 2

*Discussion: Mr. Johnston stated that Council conducted interviews with two excellent candidates for the vacant position in Ward 2 and is recommending Ms. Cafagno for Council's confirmation.*

**Motion to adopt Resolution 16-005** by Ms. Warner and seconded by Mr. Otis

*Roll Call-All Yeas*

**Motion Carried: 5-0**

**Mayor Martin administered the Oath of Office to Lorie A. Cafagno**

**Recognition of Guests:**

Michael Norman, an administrator of the "West Jefferson Uncensored" Facebook page, addressed Council about the Community Center. He feels the only source of information about the Center is from the Feasibility Study that was performed by Moody Nolan. He contacted a company named "General Steel" and asked them to provide another estimate and asked Council to consider this information as well. Mr. Johnston reminded Mr. Norman that the information from Moody Nolan is just a study and no decisions have been made at this time. The Community Center project is still a moving target and any figures provided in the study are estimates and projections. Mr. Norman feels

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that another company should have the right to submit a proposal. Mayor Martin asked Council to explain the bidding process. Mr. Johnston stated that the Village has not reached that stage of the project, but if the project reaches the bidding process, all companies will be allowed to submit their bids.

Ron Garver, a member of the Community Center Committee, said the Committee, after several meetings and consideration and review of the study, decided that the Center was not feasible, at the time, due to the projected costs of operating the Center. He reiterated that as a Village we are required to bid this type of project out and cannot just accept one bid. The Catch-22 is that if it were to be put on the ballot, the Village has to have an idea of the projected costs and how it would be financed. In order to have that information the project would have to be bid out, but we can't bid it out until we know that we have the money to finance the project. The Committee hopes to have this problem figured out by summer, in order to bring the proposal to Council. After a brief discussion about income tax and property tax revenues, and the recent land acquisition, made by the Village, Mr. Johnston wrapped up the conversation by asking Mr. Norman to verify the information that is being posted on the Facebook page. Mr. Garver stated that Council would pass a resolution before anything would be put on the ballot and Mr. Johnston repeated that the project is a moving target and would continue to be so until all parties involved could reach a consensus and Council reaches a decision. Mr. Garver closed with a request for Council to designate Mr. Otis as Council's representative to the Committee.

**Resolution 16-006** authorizing the Public Service Director to purchase remote meters and components from HD Supply Waterworks LTD

*Discussion: Mr. Mitchell explained that this resolution was the same as last year and allows convenience and flexibility to order meters and components for the budgeted meter project. He estimates that the project is approximately 55% complete for residents. Mr. Johnston asked about the status of the commercial customers. No larger meters for commercial use have been purchased at this time. Mr. Mitchell will work with commercial customers as we move forward with the project.*

**Motion to adopt Resolution 16-006** by Mr. Johnston and seconded by Mr. Eakins

*Roll Call-All Yeas*

**Motion Carried: 6-0**

**Resolution 16-007**, authorizing the finance director to issue a blanket purchase order in the amount of \$25,000.00 for paving materials

*Discussion: Mr. Mitchell stated that the \$25,000.00 was appropriated for paving materials and by issuing a blanket purchase order the purchasing ordinance requirements are met and it allows flexibility in placing orders and accounting accuracy for Finance. Mr. Johnston stated that that the next two resolutions are for the same purpose.*

**Motion to adopt Resolution 16-007** by Ms. Warner and seconded by Mr. Stanley

*Roll Call-All Yeas*

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## Motion Carried: 6-0

**Resolution 16-008**, authorizing the Finance Director to issue a blanket purchase order in the amount of \$25,000.00 for road salt

*Discussion: Mr. Johnston stated this was the same as the previous resolution, but a different product. Mr. Mitchell informed Council that he did request an emergency purchase order for a salt purchase due to the recent snowfall.*

**Motion to adopt Ordinance 16-008** by Mr. Otis and seconded by Mr. Stanley

*Roll Call-All Yeas*

## Motion Carried: 6-0

**Resolution 16-009**, authorizing the Finance Director to issue a blanket purchase order in the amount of \$10,000.00 for ammunition

*Discussion: Mr. Johnston said this is the same as the road salt and paving materials.*

**Motion to adopt Ordinance 16-009** by Mr. Otis and seconded by Mr. Eakins

*Roll Call-All Yeas*

## Motion Carried: 6-0

**Resolution 16-010**, authorizing a donation in the amount of \$3,000.00 to West Jefferson Youth Athletic Association

*Discussion: Mr. Johnston stated that this donation as well as donations to the Ox Roast, Christmas in the Park and the July 4<sup>th</sup> Street Fest are budgeted items and this resolution approves the donation*

**Motion to adopt Ordinance 16-010** by Mr. Johnston and seconded by Ms. Warner

*Roll Call-Yeas- Mr. Johnston, Mr. Eakins, Ms. Warner, Mr. Otis, Ms. Cafagno*

*Mr. Stanley recused, due to a possible conflict of interest*

## Motion Carried: 5-0

### Committee Reports:

**Police:** A meeting will be held on Thursday January 21<sup>st</sup> at 3:30 PM in Council Chambers

**Finance:** None

**Employee Benefits:** None

**Public Service:** A meeting will be held on Wednesday January 20<sup>th</sup> at 3:30 PM in Council Chambers

**Parks and Recreation:** None

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**Development:** Ms. Warner reported that a meeting was held on January 15<sup>th</sup> to discuss funding for the installation of water and sewer lines to US 40 and SR 142. They will meet again on Friday, February 5<sup>th</sup> at 2:00 PM in Council Chambers

**Special Events:** None

**Director of Finance Report:** Ms. DiLeo reported that year end is complete and finance is no longer operating in both 2015 and 2016

**Director of Public Service/Parks and Recreation Report:** Mr. Mitchell reported the recent snow removal went well. With the February billing, the residents that have had new meters installed will begin being billed per gallon of usage instead of being billed per thousand gallons. Hopefully this will help resolve some of the billing issues that have been encountered in the past.

**Mayor's Report and Recognition:** Mayor Martin complimented the condition of the roads during the recent snow storm. He visited some surrounding communities and our roads were in very good shape. He hopes that the new water billing process will help water bills level out and that by the end of next year everyone will have the new meters installed. He thanked Debbie for a great job in closing the year.

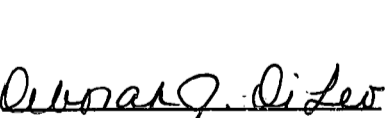
**Recognition of Clerk and Council:** Ms. DiLeo verified the dates and times of the scheduled committee meetings.


**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. Johnston  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:39 PM** by Mr. Eakins and seconded by Ms. Warner  
*Passed by Acclamation of Council*

  
Deborah J. DiLeo  
Clerk of Council

  
Steven J. Johnston  
President of Council

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BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

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Held February 1, 2016

## MINUTES OF THE FEBRUARY 1, 2016 COUNCIL MEETING By Deborah J. DiLeo, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President, Steve Johnston

**Council members present:** Doug Eakins, Jennifer Warner, Randy Otis, Steve Johnston, Herman Stanley, Jim King and Lorie Cafagno. Also attending were Finance Director/Clerk of Council, Debbie DiLeo, Mayor Ray Martin, Police Sgt. Rob Campbell and Public Service Director John Mitchell.

**Council members absent:** None

**Prayer:** Don Gardner

**Pledge of Allegiance:** Jim King

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Otis.  
*Roll Call: All Yeas*

**Motion to adopt the minutes** of the January 18, 2016 Council meeting by Ms. Warner and seconded by Mr. Johnston  
*Roll Call-All Yeas*

**Recognition of Guests:** None

**Old Business:** None

**New Business:**

**Resolution 16-011** appointing Randy Otis as the liaison between the Village and the committee researching the possibility of a community center

*Discussion: Mr. Johnston reminded Council that the former liaison, Mr. Garver, was no longer a Council member and Mr. Otis has expressed an interest in representing the Village.*

**Motion to adopt Resolution 16-011** by Mr. Stanley and seconded by Mr. King

*Roll Call-All Yeas*

**Motion Carried: 7-0**

**Resolution 16-012** authorizing the Finance Director to issue a blanket purchase order in the amount of \$23,000.00 for the installation of a pump station and sewer lines to the Street Garage

*Discussion: Mr. Johnston stated that the next two resolutions were tied together. Mr. Mitchell explained that when the Street Garage was built that no sanitary sewer lines were installed and the current septic system and leach field were having issues. Installing the service lines are inevitable and they will be installing a large enough service to accommodate the other residents on the street, if the need arises.*

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**Motion to adopt Resolution 16-012** by Mr. Otis and seconded by Ms. Cafagno

*Roll Call-All Yeas*

**Motion Carried: 7-0**

**Resolution 16-013** authorizing the Finance Director to issue a blanket purchase order in the amount of \$24,000.00 for the installation of a water main and water lines to the Street Garage

*Discussion: Mr. Mitchell explained that a larger 6 inch service line and hydrant will be installed to service the Street Garage and the other residents on the street. There will be some work contracted, but our employees will provide in-house labor as well. Both projects are accounted for in the 2016 Budget.*

**Motion to adopt Resolution 16-013** by Ms. Warner and seconded by Mr. Eakins

*Roll Call-All Yeas*

**Motion Carried: 7-0**

## Mr. Johnston addressed Council:

1. Announced that a Public Hearing has been advertised and a hearing will be held at the March 7, 2016 Council meeting to discuss proposed changes to the Zoning Ordinance - Commercial and Residential Fee Schedules.
2. Stated that while preparing his income tax return he wondered about the possibility of making our employee contributions for retirement tax deferred. Ms. DiLeo said that she had worked at other municipalities and had retirement contributions both pre-tax and after-tax. Mr. Otis asked what impact that would have on employees. By making the contribution tax deferred, the employees would have a larger net paycheck but it would also make that part of their contribution taxable upon retirement. He also asked if there was a benefit to the Village. Ms. DiLeo said the Village would have some savings because we would not have to pay the Medicare portion on the amount that is tax deferred. This action would require a resolution by Council for both the Ohio Public Employees Retirement and Police and Fire Pension. She will look into the process and get some information for the Employee Benefits Committee.
3. Mr. Johnston would like to have Caleb Bell, our attorney with Bricker & Eckler, come to the next meeting and have him explain TIF's and CRA's for the benefit of council members. He will contact Mr. Bell to make arrangements.
4. He noted that council members had received the minutes from the recent Police Committee meeting and he is referring their request regarding the purchase of a police cruiser to the Finance Committee. The committee will make a recommendation to council for their consideration.

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## Committee Reports:

**Finance:** Mr. Johnston scheduled a committee meeting for Wednesday, February 10, 2016 at 2:30 PM in Council Chambers

**Police:** Mr. Eakins explained that he attached a quote for the new car and the committee voted two to one to send this request to Council. He also stated that he had asked the Finance Director to attend the meeting. A memo from Ms. DiLeo was included with minutes. He feels that if we keep a three to six month reserve we have some money available. The cost of the new cruiser in its entirety is approximately \$38,000.00 and if we don't place the order by March 11<sup>th</sup> the bid price from Lebanon Ford may go up. Mr. Eakins feels we should replace a cruiser every year. He thinks we need to prioritize what the residents need most. He feels police, fire, water and sewer services are the highest priority and if we have a police department we need to provide the equipment to them so they can provide the service.

**Employee Benefits:** None

**Public Service:** Minutes were presented by Mr. Johnston who attended the committee meeting for Mr. Otis

**Development:** Ms. Warner reminded everyone that there is a meeting on Friday, February 5<sup>th</sup> at 2:00 PM in Council Chambers

**Parks and Recreation:** None

**Special Events:** Mr. Stanley announced that he would be scheduling a committee meeting soon. The group "Kentucky Changers" would like to meet with the committee.

**Director of Finance Report:** Ms. DiLeo presented the January financial reports. She also informed Council that First Merit Bank had contacted her about the recent acquisition of First Merit by Huntington Bank. There will be no changes to our bank account for 2016. She will stay in contact with the bank throughout the year.

**Director of Public Service/Parks and Recreation Report:** Mr. Mitchell is getting prices for the water and sewer line extensions to the Street Garage. If the weather cooperates the project may be completed by spring. The first billing reflecting per gallon charges have been sent to the residents that have a new meter installed. They are hopeful that they may complete the residential installation of meters by the end of this year. The Building Department is getting busier and Mr. Hale has helped with a couple of internal projects. Ms. DiLeo also stated that she had met with Tom and has restructured the revenue accounts to be able to balance Mr. Hale's monthly reports with our records.

**Mayor's Report and Recognition:** Mayor Martin attended a Heroine Epidemic meeting that was sponsored by Attorney General, Mike DeWine. He

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is looking for a person in the community to chair a Drug Task Force that will address all aspects of drug addiction. He appreciates the recent residential input that he has received and wished Jen Warner a Happy Birthday.

**Recognition of Clerk and Council:** Mr. King is happy with the new seating arrangement for Council meetings and noted that he missed his first meeting in eight years on January 18<sup>th</sup> due to a family emergency.

**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Ms. Cafagno  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:34 PM** by Mr. Otis and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

Deborah J. DiLeo  
Deborah J. DiLeo  
Clerk of Council

Steven J. Johnston  
Steven J. Johnston  
President of Council

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BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

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Held February 15, 2016

## MINUTES OF THE FEBRUARY 15, 2016 COUNCIL MEETING By Deborah J. DiLeo, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President, Steve Johnston

**Council members present:** Doug Eakins, Jennifer Warner, Steve Johnston, Herman Stanley, Jim King and Lorie Cafagno. Also attending were Finance Director/Clerk of Council, Debbie DiLeo, Mayor Ray Martin and Police Sgt. Rob Campbell.

**Council members absent:** Randy Otis

**Prayer:** Pastor Isaac Shupe

**Pledge of Allegiance:** Herman Stanley

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner.  
*Roll Call: All Yeas*

**Motion to adopt the minutes** of the February 1, 2016 Council meeting by Mr. Stanley and seconded by Ms. Cafagno.  
*Roll Call-All Yeas*

**Recognition of Guests:** None

**Old Business:** None

**New Business:**

**Resolution 16-014** confirming the Mayor's appointment of members to the Charter Review Commission

*Discussion: Mr. Johnston explained that the Mayor appoints people every five years to review the Charter. Mayor Martin said he appointed people that have shown previous interest in the Village and he has verified that they are all qualified electors.*

**Motion to adopt Resolution 16-014** by Mr. Stanley and seconded by Mr. King

*Roll Call-All Yeas*

**Motion Carried: 6-0**

**Resolution 16-015**, authorizing the purchase of a 2016 Ford Explorer SUV from Lebanon Ford, and the marked cruiser package from Hall Public Safety, and the police graphics package from Associated Graphics, Inc. for the total purchase price of \$37,942.00.

*Discussion: Mr. Johnston stated that since a full Council was not in attendance and this was an important issue, he would entertain a motion to table this resolution until all members were present.*

**Motion to table Resolution 16-015** by Mr. Eakins and seconded by Mr. Stanley

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*Roll Call-All Yeas*

**Motion to Table Resolution 16-015 Carried: 6-0**

**Ordinance 16-016** authorizing a \$37,942.00 supplemental appropriation in the General Fund for the purchase of a 2016 Ford Explorer SUV

*Discussion: Mr. Johnston pointed out that there was no need to act on this ordinance until the previous resolution comes off the table.*

**Motion to table Ordinance 16-016** by Ms. Cafagno and seconded by Mr. Johnston

*Roll Call-All Yeas*

**Motion to Table Ordinance 16-016 Carried: 6-0**

## Committee Reports:

**Finance:** Mr. Johnston presented the minutes of the committee meeting held on Wednesday, February 10<sup>th</sup>

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** Ms. Warner stated that at the last meeting held on Friday, February 5<sup>th</sup>, two developers were present to discuss Russ Miller's property. Another meeting is scheduled on Friday, March 11<sup>th</sup> at 2:30 PM.

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Ms. DiLeo asked Council members who needed updates for their Employee Handbooks. No financial reports at this time.

**Director of Public Service/Parks and Recreation Report:** None

**Mayor's Report and Recognition:** Mayor Martin announced that the 1<sup>st</sup> meeting of the new Drug Task Force will be held on March 24<sup>th</sup> at 7:00 PM at the United Methodist Church.

**Recognition of Clerk and Council:** None

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates over \$3,000.00 - None**

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**Motion to adjourn at 7:14 PM** by Mr. Eakins and seconded by Ms. Warner  
*Passed by Acclamation of Council*

Deborah J. DiLeo

Deborah J. DiLeo  
Clerk of Council

Steven J. Johnston

Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

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BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held March 7, 2016

## MINUTES OF THE MARCH 7, 2016 COUNCIL MEETING

By Deborah J. DiLeo, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President, Steve Johnston

**Council members present:** Doug Eakins, Jennifer Warner, Steve Johnston, Randy Otis, Herman Stanley, Jim King and Lorie Cafagno. Also attending were Finance Director/Clerk of Council, Debbie DiLeo, Public Service Director, John Mitchell, Mayor, Ray Martin and Police Sgt. Rob Campbell.

**Council members absent:** None

**Prayer:** Mayor, Ray Martin

**Pledge of Allegiance:** Jim King

**Motion to adopt the agenda** by Ms. Warner and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

**Motion to adopt the minutes** of the February 15, 2016 Council meeting by Mr. King and seconded by Mr. Eakins.

*Roll Call-All Yeas*

**Public Hearing** to discuss a new chapter to the zoning ordinance pertaining to the commercial building department and proposed changes to the residential inspection fee schedule.

**President Johnston opened the Public Hearing at 7:04 PM**

*Discussion: President Johnston noted that they would be discussing changes to Ordinance 15-066, passed November, 2016 establishing commercial building fees.*

*Zoning and Code Enforcement Officer, Arnie Booth, explained that when we adopted the original commercial ordinance that we mixed in some residential fees with the commercial fees. The changes involve adding Commercial Electrical and Mechanical Fee Schedules.*

*On the Residential side, he noted that some time ago the Residential Fee schedule was removed from the Codified Ordinances and a stand-alone fee schedule was adopted by Council. He feels that we should put the fees back into the Codified Ordinances so residents can find fees more easily. He is also requesting that we add an application fee of \$40 to the schedule. He informed Council that on numerous occasions, people come in and ask about project fees and the staff has to spend considerable time to calculate the appropriate fees and then they never actually apply for the permit. Our residential fees are low compared to surrounding areas and he feels that the application fee would help offset some departmental expenses. Another fee they would like to add is a permit for roof replacement. The electrical and mechanical residential fees were pulled out of the commercial fee schedule. Mr. Booth asked council members to call him if they had questions at a later date.*

*Mr. Johnston advised that the first reading on the proposed changes would be on the agenda for the March 21<sup>st</sup> meeting.*

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Held March 7, 2016

**President Johnston closed the Public Hearing and returned to regular session at 7:17 PM**

**Recognition of Guests:** Brendan Shea, a Republican candidate for Ohio House 74<sup>th</sup> District, introduced himself to Council and thanked them for the opportunity to speak. He is a London area resident and financial advisor with a young family. He is motivated by the trend of losing local control to the State and Federal government. He distributed his card and stated that he would be happy to speak to anyone who wished to reach out to him, and is looking forward to the opportunity to serve our residents.

## Old Business:

**Ordinance 15-072**, an ordinance vacating an unnamed alley located in the Village of West Jefferson between Washington Street and Jackson Street.

**Motion to bring Ordinance 15-072** off the table by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Discussion: None*

**Motion to adopt Ordinance 15-072** by Mr. Eakins and seconded by Ms. Warner

*Roll Call: All Yeas*

**Motion Carried: 7-0**

**Resolution 16-015**, authorizing the purchase of a 2016 Ford Explorer SUV from Lebanon Ford, and the marked cruiser package from Hall Public Safety, and the police graphics package from Associated Graphics, Inc. for the total purchase price of \$37,942.00

**Motion to bring Resolution 16-015 off the table** by Mr. King and seconded by Mr. Stanley

*Roll Call: All Yeas*

*Discussion: Ms. Warner expressed concerns that this was brought up three weeks into the new fiscal year and aside from Mr. Stanley and Ms.*

*Cafagno, they all approved the budget without the cruiser. She stated that the cruiser purchase was never brought up at any of the meetings she attended and she had a hard time breaking the budget this early in the year. She feels that if Council wanted a cruiser it should have been brought up prior to adopting the budget.*

*Mayor Martin stated that there perhaps had been animosities between people and the prior administration but that is over with. He supports replacing cruisers at 120,000 miles and would like to come up with a policy for cruiser replacement.*

*Mr. Johnston noted that the cruiser request was never presented to the finance committee and was never brought up in budget discussions with council.*

*Ms. Cafagno said that she is shocked that a cruiser purchase was not included in the budget and does not understand why the request was removed. She feels that Council and Administration need to work together*

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*to avoid situations like this in the future, but also believes that it is a bad financial standard to pass a balanced budget and 28 days into the year to hit the general fund with that expense. Although she supports the purchase of a cruiser, she thinks we should be cautious and wait a while before we make that decision.*

*Mr. Stanley who has experience in maintaining a fleet of vehicles does not necessarily agree that we need a new vehicle every year but feels we need to keep our fleet in top shape. By purchasing a new vehicle we can rely on some manufacturer's warranties to help offset some maintenance expenses.*

**Motion to adopt Resolution 16-015** by Mr. Eakins and seconded by Mr. Stanley

*Roll Call: Yeas- Mr. Stanley, Mr. Eakins, Mr. King*

*Nays – Ms. Cafagno, Mr. Otis, Ms. Warner, Mr. Johnston*

**Motion Failed: 4-3**

**Resolution 16-016**, authorizing a \$37,942.00 supplemental appropriation in the General Fund for the purchase of a 2016 Ford Explorer SUV

**No action was taken on Resolution 16-016.**

## New Business:

**Resolution 16-017**, accepting the bid of and authorizing the Mayor to enter into a contract with Beheler Excavating in the amount of \$408,182.00 for the Madison Drive North Waterline Replacement project  
*Discussion: Mr. Mitchell reported that bids were opened on February 4<sup>th</sup>, for replacement of approximately 2,200 feet of six inch waterlines with eight inch lines. Capital Project and Water Funds will be used for this project. A date of commencement of the project has not been determined at this time. The administration and inspection for this project will be provided by Mannik & Smith and legislation will be presented at the next meeting.*

**Motion to adopt Resolution 16-017** by Mr. Otis and seconded by Ms. Warner

*Roll Call-All Yeas*

**Motion Carried: 7-0**

**Resolution 16-018**, authorizing the Director of Public Service to purchase traffic signal battery backup systems from Security Fence Group, Inc. in the amount of \$15,480.00

*Discussion: Mr. Mitchell explained that we only have a battery backup system on one of our traffic signals and if we lose power the other three signals will not operate. The allocation to purchase battery backup systems for the two traffic lights on Main Street and one at Enterprise Parkway was approved in the 2016 Appropriation Budget in the State Highway Fund.*

**Motion to adopt Resolution 16-018** by Mr. Johnston and seconded by Ms. Cafagno

*Roll Call-All Yeas*

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## **Motion Carried: 7-0**

**Resolution 16-019**, authorizing the Director of Public Service to purchase the Skateboard Park Equipment not to exceed the amount of \$51,540.00 from Service Supply Limited, Inc

*Discussion: Mr. Mitchell stated that we received a Nature Works Grant through ODNR for partial funding of this project. Mr. King asked when it will be operational and Mr. Mitchell estimates that it will be approximately six weeks.*

**Motion to adopt Resolution 16-019** by Ms. Warner and seconded by Mr. King

*Roll Call-All Yeas*

## **Motion Carried: 7-0**

**Resolution 16-020**, adopting a recommendation of the West Jefferson Tax Incentive Review Council

*Discussion: Mr. Johnston reported that he, the Mayor and Finance Director attended the annual meeting and the members voted to continue the current tax abatement agreements with Duke. This resolution and the next are to adopt the recommendations of the Tax Incentive Review Council.*

**Motion to adopt Resolution 16-020** by Ms. Cafagno and seconded by Ms. Warner

*Roll Call: All Yeas*

## **Motion Carried: 7-0**

**Resolution 16-021**, adopting a recommendation of the West Jefferson Tax Incentive Review Council

*Discussion: This is the same type of action as the previous resolution for MTB.*

**Motion to adopt Resolution 16-021** by Mr. King and seconded by Mr. Johnston

*Roll Call: All Yeas*

## **Motion Carried: 7-0**

**Resolution 16-022**, approving participation in the OhioCheckbook.com website sponsored by the Ohio Treasurer's Office

*Discussion: Lauren Bowen, Public Affairs Liaison, from the State of Ohio Treasurer's Office, gave a brief presentation to show Council how to view the Open Checkbook website to obtain financial information. She used the Village of Plain City to demonstrate the information available. Our information would be presented in much the same manner. The Village will be able to review our information before anything is posted on-line. Mr. Johnston pointed out that no confidential information will be posted and previous concerns about income tax refunds have been resolved. Ms. DiLeo had a conference call with the IT people who create the website and there is a quick and simple method to change an individual's name to taxpayer refund thereby keeping income tax refund information confidential. The financial information for the past three years is ready to*

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*be sent with Council's approval. Mr. King asked about the timeline. Once the data is submitted it will take approximately one to two weeks to build the website and then the Village can review the information for final approval.*

**Motion to adopt Resolution 16-022** by Mr. King and seconded by Mr. Eakins

*Roll Call: All Yeas*

**Motion Carried: 7-0**

## **Committee Reports:**

**Finance:** Mr. Johnston stated that Ms. Bowen had just summarized the last committee meeting.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** Ms. Warner reminded everyone that a meeting is scheduled on Friday, March 11<sup>th</sup> at 2:30 PM.

**Parks and Recreation:** None

**Special Events:** Mr. Stanley reported a meeting scheduled on Tuesday, March 8<sup>th</sup> at 6:00 PM with Kentucky/Ohio Changers

**Director of Finance Report:** Ms. DiLeo presented the February financial reports. She noted several large payments for the WWTP Construction project. The funding source for this project is OWDA and OPWC. The first half property tax settlement was received in early March and the TIF payments will be processed later this week.

**Director of Public Service/Parks and Recreation Report:** The WWTP Improvements Project is very close to completion. They will be testing equipment between March 9<sup>th</sup> and March 22<sup>nd</sup>. Once testing is complete, they hope to have the new facility up and running by the end of the month. There was a catch basin and storm sewer line cave in on Brookdale and they had to wait on utility companies before they could make repairs, but they are completed now. Repairs to the curb and pavement will be completed in the next few weeks. They are also repairing a catch basin on Commerce Drive. The street sweeper is operational and they are working on cleaning up the debris from the winter. There was another ornamental street light damaged by an accident. He hopes to allocate funds in the 2017 budget to purchase a spare street light to have one available in case of future damages.

**Mayor's Report and Recognition:** Mayor Martin announced that the 1<sup>st</sup> meeting of the Charter Review Committee will be held on March 8<sup>th</sup> at 7:00 PM

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in the downstairs conference room. The Drug Task Force will meet on March 24<sup>th</sup> at the Methodist Church. Drug Take Back Day is scheduled for April 30<sup>th</sup> from 10:00 AM to 2:00PM. Shred-it-Day will be on May 24<sup>th</sup> from 10:00 AM to 2:00 PM. Both events will be held on Center Street. Mayor Martin congratulated Nate Kinzy on obtaining his Wastewater III Operators License. He also recognized the Police Department for two different incidents. An individual was apprehended that had broken into to several cars to support a drug habit. There were also some home break-ins in the Merriman Addition. That person was also apprehended.

**Recognition of Clerk and Council:** Mr. King stated if anyone was interested in having someone to say the prayer at our Council meeting, please let him know. Ms. Warner reported that she, Mr. Stanley and Ms. Cafagno recently attended the Newly Elected Officials conference sponsored by the Ohio Municipal League. They all agreed that it was a very good seminar.

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 8:07 PM** by Mr. Johnston and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

Deborah J. DiLeo  
Deborah J. DiLeo  
Clerk of Council

Steven J. Johnston  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

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Held MARCH 21, 2016

## MINUTES OF THE MARCH 21, 2016 COUNCIL MEETING By Deborah J. DiLeo, Clerk of Council

**Meeting called to order** at 7:01 p.m. by Council President, Steve Johnston

**Council members present:** Doug Eakins, Jennifer Warner, Steve Johnston, Randy Otis, Herman Stanley, Jim King and Lorie Cafagno. Also attending were Finance Director/Clerk of Council, Debbie DiLeo, Public Service Director, John Mitchell, Mayor, Ray Martin and Police Sgt. Rob Campbell.

**Council members absent:** None

**Prayer:** Jake Earnheart

**Pledge of Allegiance:** Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Cafagno.  
*Roll Call: All Yeas*

**Motion to adopt the minutes** of the March 7, 2016 Council meeting by Ms. Warner and seconded by Mr. Otis.  
*Roll Call-All Yeas*

**Recognition of Guests:** None

**Old Business:** None

**New Business:**

**1<sup>st</sup> Reading of Ordinance 16-023**, amending Ordinance 15-066, passed November 2, 2015 establishing a Commercial Building Department and Fee Schedule

*Discussion: Mr. Eakins said that he had been called by a resident that wondered if they called to ask a question by phone if they would be charged the \$40.00 application fee. Mr. Booth assured Council that no fee would be charged for calls. Mr. Johnston stated that this ordinance was a first reading. No further discussion.*

**1<sup>st</sup> Reading of Ordinance 16-024**, adopting a Residential Building Fee Schedule and repealing Ordinance 12-078, passed September 17, 2012 and repealing all other ordinances or sections of ordinances that may be in conflict including but not limited to Ordinance 15-060, passed October 5, 2015

*Discussion: Mr. Johnston asked for questions. Ms. Warner asked when a resident would pay the non-refundable application fee. Mr. Tom Hale responded that there would be no fee collected until an application is submitted. He further stated that this fee is a normal fee in other entities and that it helps to offset administrative costs to process an application. There are absolutely no fees to residents who come in to ask questions.*

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*Ms. Warner is concerned that there is an application fee and then a permit fee in addition to the application fee. Mr. Dean Bollinger reiterated that the application fee is normal in other places. Mr. Hale stated the application fee starts the whole permit process and becomes part of the overall permit fees. The application fee is a one-time charge. Mr. Johnston said the second reading and vote on these two ordinances will be on the agenda for the next council meeting. No further discussion.*

**Resolution 16-025**, authorizing the Mayor to enter into a contract with Mannik & Smith Group for professional services to perform construction administration, inspection, and material testing on the Madison Drive North Waterline Replacement Project at a cost of \$26,000.00

*Discussion: Mr. Johnston reminded Council that this amount was included in the total project costs that was approved in the 2016 budget. Mr. Mitchell stated that the total project costs of \$360,000.00 included the amount for the project administration. Mannik & Smith provided the same service for the Westwood paving project that was completed in 2014. This project consists of approximately 2,200 feet of waterline and repaving the street.*

**Motion to adopt Resolution 16-025** by Mr. King and seconded by Ms. Cafagno

*Roll Call-All Yeas*

**Motion Carried: 7-0**

**Resolution 16-026**, authorizing the Public Service Director to purchase ferric chloride for the wastewater treatment plant from Univar, Inc. in the amount of \$8,000.00

*Discussion: This chemical is needed for the operations of the wastewater treatment plant to keep in compliance with the EPA.*

**Motion to adopt Resolution 16-026** by Mr. Otis and seconded by Ms. Warner

*Roll Call: All Yeas*

**Motion Carried: 7-0**

**Resolution 16-027**, authorizing the Director of Public Service to purchase mowing equipment from JD Equipment, Inc. with a trade-in

*Discussion: Mr. Mitchell said we have typically done this every two years. This year they are buying a rear discharge mower that he feels is a safer option.*

**Motion to adopt Resolution 16-027** by Mr. Otis and seconded by Mr. Stanley

*Roll Call: All Yeas*

**Motion Carried: 7-0**

**Resolution 16-028**, authorizing the Director of Public Service to purchase a Bomag BW900-50 asphalt roller from Southeastern Equipment Company, Inc. in the amount of \$16,300.00

*Discussion: The asphalt roller is a new piece of equipment that will be used for asphalt repairs and in certain areas of the parks. Mr. Otis asked*

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*if we had a trailer for this equipment. The money for the trailer is also budgeted but has not been ordered.*

**Motion to adopt Resolution 16-028** by Ms. Warner and seconded by Mr. Stanley

*Roll Call: All Yeas*

**Motion Carried: 7-0**

**Resolution 16-029**, authorizing the Director of Public Service to purchase a John Deere Gator Model XUV 825i from JD Equipment, Inc. at the State Bid price of \$10,800.58

*Discussion: Mr. Johnston mentioned that this equipment is also budgeted. He also asked if the equipment would be loaned out. Mr. Mitchell said it is not our policy to loan anything out but the equipment could be loaned to the township. Mr. Mitchell pointed out that all the equipment being authorized tonight is being purchased at the State Bid prices.*

**Motion to adopt Resolution 16-029** by Mr. King and seconded by Mr. Johnston

*Roll Call: All Yeas*

**Motion Carried: 7-0**

**Resolution 16-030**, authorizing the Director of Public Service to purchase a Ford F-550 cab and chassis, with a trade-in, Middletown Ford at the State Bid price, with trade-in, of \$37,717.65 and to up-fit the vehicle with Kaffenbarger Truck Equipment at a cost of \$25,425.00

*Discussion: This is a diesel F-550 and will replace a 1999 F-350 one ton dump truck. Mr. Eakins questioned if the truck would be too large to navigate some of our streets. This will not be an issue.*

**Motion to adopt Resolution 16-030** by Mr. Stanley and seconded by Ms. Warner

*Roll Call: All Yeas*

**Motion Carried: 7-0**

**Resolution 16-031**, authorizing the Director of Public Service to purchase Mosquitomist One (MMI) and Duet (for Zika disease control from Clarke in the amount of \$8,000.00

*Discussion: Mr. Johnston noted that we budgeted \$8,500.00 for the chemicals and we are adding a new chemical and still keeping the costs under the budgeted amount. Mr. Mitchell advised that the new chemical works a little differently by adhering to foliage and as the mosquito absorbs it they become sterile. Instead of just fogging to keep mosquitos at bay it will actually control the mosquito population.*

**Motion to adopt Resolution 16-031** by Ms. Cafagno and seconded by Ms. Warner

*Roll Call: All Yeas*

**Motion Carried: 7-0**

**Resolution 16-032**, authorizing the Director of Public Service enter into an agreement for the purchase and installation of a Communications

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System for the water towers and the sewer lift stations with Egg Harbor, Inc. in the amount of \$27,700.00

*Discussion: Mr. Mitchell reported that our current communications system is antiquated and parts are unavailable for repairs. A communications failure occurred about a month ago and the water plant was not able to read the levels of the water towers. One water tower was overflowing and the other was not transmitting levels. Staff had to manually monitor the towers to make sure the proper levels were maintained. The new system will communicate with both the water and wastewater plants to monitor the water towers and the lift stations. This equipment was not budgeted but after discussions with the finance director and legal counsel at Bricker & Eckler, it has been determined that it is an allowable infrastructure expense and we can allocate monies from the TIF Funds for the purchase.*

**Motion to adopt Resolution 16-032** by Mr. Otis and seconded by Mr. Eakins

*Roll Call: All Yeas*

**Motion Carried: 7-0**

**Ordinance 16-033**, authorizing supplemental appropriations in the Duke TIF Fund (2905) and in the MTB TIF Fund (2906) in the amount of \$13,850.00

*Discussion: As discussed with the previous ordinance, this is a legitimate use of TIF Funds. No further discussion.*

**Motion to adopt Resolution 16-033** by Ms. Warner and seconded by Mr. King

*Roll Call: All Yeas*

**Motion Carried: 7-0**

## Committee Reports:

**Finance:** Mr. Johnston reported that the committee shared a telephone conference with the State Treasurer's Office to view the Open Checkbook website for the Village. The committee was also informed about an expanded version that would include revenue and custom reports. He hopes to have the information ready for Council's approval by the next meeting.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** Ms. Warner presented minutes from the March 11<sup>th</sup> meeting.

**Parks and Recreation:** Mr. King scheduled a Parks and Recreation meeting for Thursday, March 24<sup>th</sup> at 5:00 PM

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**Special Events:** Mr. Stanley presented minutes from the March 8<sup>th</sup> meeting. The Ohio Changers is a faith-based group with the Baptist church that does volunteer exterior repairs to homes in various communities. Labor is free and the group solicits contributions for materials. The Village's function may involve contributions for dumpsters and port-a-johns. The committee will provide more information at a later date.

**Director of Finance Report:** Ms. DiLeo reported that the Finance office would be closed beginning at noon on March 22<sup>nd</sup> and continuing through March 23<sup>rd</sup> and March 24<sup>th</sup>. The staff will be attending required training. Jack Herrel has returned and will resume Clerk of Council duties at the next meeting.

**Director of Public Service/Parks and Recreation Report:** The Street department has been patching potholes, sweeping streets and painting fire hydrants. They are also upgrading some signs in Westwood Park. Mr. Eakins asked when the Skateboard Park may be completed. The equipment has been ordered and Mr. Mitchell hopes it will be completed by mid to late April.

**Mayor's Report and Recognition:** Mayor Martin announced that tomorrow morning at 10:00 AM, SUNY 95 will be presenting a Hometown Hero award to Sgt. Brandon Smith and our K-9, Arc for their part in the apprehension of some bank robbers.

**Recognition of Clerk and Council:** None

**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:50 PM** by Mr. Stanley and seconded by Ms. Cafagno  
*Passed by Acclamation of Council*

Deborah J. DiLeo  
Deborah J. DiLeo  
Clerk of Council

Steven J. Johnston  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

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Held APRIL 4, 2016

## MINUTES OF THE APRIL 4, 2016 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President, Steve Johnston

**Council members present:** Doug Eakins, Jennifer Warner, Steve Johnston, Randy Otis, Herman Stanley, Jim King and Lorie Cafagno. Also attending were Finance Director, Debbie DiLeo; Clerk of Council, Jack Herrel; Public Service Director, John Mitchell; Mayor, Ray Martin; Zoning Code Enforcement, Arnie Booth; and Police Sgt. Rob Campbell.

**Council members absent:** None

**Prayer:** Jack Herrel

**Pledge of Allegiance:** Doug Eakins

**Motion to adopt the agenda** by Ms. Cafagno and seconded by Mr., King.

*Roll Call: All Yeas*

*Motion carried 7-0*

**Motion to adopt the minutes** of the March 21, 2016 Council meeting by Ms. Warner and seconded by Mr. Eakins.

*Roll Call-All Yeas*

*Motion carried 7-0*

**Recognition of Guests:** The West Jefferson High School Cheerleader Competition Squad and coach Melissa Jester were presented with a "Certificate of Special Recognition" by the Mayor and Council for winning the 2016 OASSA Division IV Mount State Championship title. It took a lot of dedication and long hours of practice as the "Roughrider Pride" came through.

### Old Business:

**2<sup>nd</sup> Reading of Ordinance 16-023**, amending Ordinance 15-066, passed November 2, 2015 establishing a Commercial Building Department and Fee Schedule

*Discussion: None*

**Motion to adopt Ordinance 16-023** by Mr. King and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carried 7-0*

**2<sup>nd</sup> Reading of Ordinance 16-024**, adopting a Residential Building Fee Schedule and repealing Ordinance 12-078, passed September 17, 2012 and repealing all other ordinances or sections of ordinances that may be in conflict including but not limited to Ordinance 15-060, passed October 5, 2015.

*Discussion: None*

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**Motion to adopt Ordinance 16-024** by Ms. Cafagna and seconded by Mr. Stanley.

*Roll Call: All Yeas*

*Motion carried 7-0*

## New Business:

**Resolution 16-034**, authorizing the village to join the 2017 Ohio Municipal League Workers' Compensation Village Group Rating Plan and authorizing the Director of Finance to pay the enrollment fee.

*Discussion: None*

**Motion to adopt Resolution 16-034** by Mr. Johnston and seconded by Mr. King

*Roll Call: All Yeas*

*Motion Carried: 7-0*

## Committee Reports:

**Finance:** A Finance Committee meeting was scheduled for Friday April 8, 2016 at 10:00 a.m.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** Mr. King reported on the March 24, 2016 Parks and Recreation meeting. The minutes of that meeting will be available for the next council meeting.

**Special Events:** None

**Director of Finance Report:** Ms. DiLeo presented the March 2016 Financial Report and distributed copies to Council.

**Director of public Service/Parks and Rec Report:** John Mitchell Reported that the sign has been reinstalled at the police department and the concrete pad has been poured. The concrete curb and gutter replacement at Brookdale cave-in is finished. Starting work on the swimming pool, working on fire hydrants, and regular maintenance.

**Mayor's Report and Recognition:** Mayor Martin reported that police Sgt. Smith was injured in a training accident where he was bitten by a dog but he is doing well. April 30 will be Drug Takeback Day. The West Jeff Advocacy Group will be met on March 24<sup>th</sup> and it went very well. Shred it Day will be May 21<sup>st</sup> from 10:00 a.m. to 2:00 p.m.

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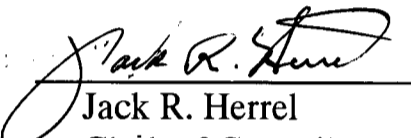
**Recognition of Clerk and Council:** None

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Johnston  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:24 PM** by Mr. Eakins and seconded by Mr. Stanley.  
*Passed by Acclamation of Council*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

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Held APRIL 18, 2016

## MINUTES OF THE APRIL 18, 2016 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President, Steve Johnston

**Council members present:** Doug Eakins, Jennifer Warner, Steve Johnston, Randy Otis, Herman Stanley, Jim King and Lorie Cafagno. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council members absent:** None

**Prayer:** Stan Hackney

**Pledge of Allegiance:** Jen Warner

**Motion to adopt the agenda** by Ms. Cafagno and seconded by Mr. Stanley

*Roll Call: All Yeas*

*Motion carried 7-0*

**Motion to adopt the minutes** of the April 4, 2016 Council meeting by Mr. Eakins and seconded by Ms. Warner.

*Roll Call-All Yeas*

*Motion carried 7-0*

### Recognition of Guests:

***The West Jefferson High School Mock Trial Team*** was on hand along with advisors ***Jenny Siddiqi and Marla Farbacher***. They went through the district and regional competitions undefeated and qualified for the State competition where they finished as one of the top 35 teams out of over 350 that competed in the State competition. They were presented with a "Certificate of Special Recognition" by the Mayor and President of Council along with thanks for representing West Jefferson High School and the Village of West Jefferson.

***West Jefferson High School Wrestlers Josh Doherty and Jake Burns*** were each presented with a "Certificate of Special Recognition" for their outstanding performances this season. Josh Finished runner-up in the State of Ohio Division III 160 pound weight class while compiling a season record of 54 wins with only 2 defeats. Jake finished fourth in the State of Ohio Division III 195 pound weight class while compiling a season record of 37 wins with only 4 losses. Congratulations to these young men who are a source of pride for West Jefferson High School and the entire community.

***Jeff Paulson***, representing Dollar General, was on hand to discuss and answer questions regarding the site plan for Dollar General. The proposed Dollar General store will be built at the corner of Taylor Blair Road and West Main Street. Mr. Paulson has had discussions with the Planning and

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Zoning Commission and the Zoning Code Enforcement Officer in an effort to comply with all building and zoning regulations.

**Coburn Morgan** announced that the annual food drive for the food pantry will be held on May 14<sup>th</sup> and is asking the village to help by putting out notices, perhaps on the water bills, so that citizens may be informed and donate to the cause.

**Old Business:** None

**New Business:**

**Resolution 16-035**, approving the recommendation from the Planning and Zoning Commission to accept the Dollar General Site and Landscape Plan.

*Discussion: None*

**Motion to adopt Resolution 16-035** by Mr. King and seconded by Ms. Cafagno

*Roll Call: All Yeas*

*Motion Carried: 7-0*

**Ordinance 16-036**, amending ordinance 15-076, aka the pay ordinance, passed December 7, 2015, to break out the position of Director of Parks and Recreation from the Director of Public Service/Parks and Recreation and setting the pay for the Director of Parks and Recreation and declaring an emergency.

*Discussion: Mr. Johnston explained that he has had some serious reservations about this project but after discussions with the Mayor, the Parks and Recreation Committee and the Finance Committee, he has reached the conclusion that it should be given a test run. He advised that it is considered a pilot project and will be reviewed by the Mayor and Council on a quarterly basis. If it works out well it could be included in next year's appropriation budget. The starting pay as compromised will be \$20,000.00 annually and prorated over the remainder of this year.*

**Motion to adopt Ordinance 16-036** by Mr. King and seconded by Mr. Otis

*Roll Call: All Yeas*

*Motion Carried: 7-0*

**Resolution 16-037**, accepting the recommendation of the Finance Committee and the Parks and Recreation Committee to hire a Parks and Recreation Director.

*Discussion: None*

**Motion to adopt Resolution 16-037** by Ms. Cafagno and seconded by Mr. Stanley

*Roll Call: All Yeas*

*Motion Carried: 7-0*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held APRIL 18, 2016

## Committee Reports:

**Finance:** A public hearing on a proposed alley closing will be held at the June 6, 2016 Council meeting. Also, at the same Council meeting, a public hearing will be held to discuss the proposed fee for Fire Department review of new Commercial properties. The fee will be based on square footage and be capped at \$6,000.00. It will be collected by the village and forwarded to the Jefferson Township Fire Department. We have been having some serious problems with the village web-site. It has been hacked and at the moment it is not accessible. Mr. Johnston stated that we will have to create a new web-site from the ground up.

**Police:** Scheduled a committee meeting for Wednesday April 20, 2016 at 10:00 a.m.

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Ms. DiLeo reported that the Income Tax Department has been very busy as the tax deadline for filing was today.

**Director of public Service/Parks and Rec Report:** John Mitchell Reported that new shrubbery and plants have been planted by Duke Realty around the village hall. The Madison Drive North project will be started by next week. He has distributed flyers to the neighborhood and the project should be completed in about a month. Water service is being installed at the Street Garage. The public restrooms, (portable toilets) Johns, have been installed in the parks. The engineers are almost ready to submit the PTI to the EPA for the Water Plant project. Getting ready to start work on the swimming pool.

**Mayor's Report and Recognition:** Mayor Martin thanked Council for passing the Parks and Rec. Director Legislation as said he believes it will be good for the village. He has a lot of good ideas for the new Parks and Rec. Director.

**Recognition of Clerk and Council:** None

**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King  
*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates over \$3,000.00 - None**

RECORD OF PROCEEDINGS

Minutes of Council

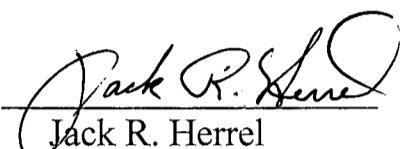
Meeting


BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held APRIL 18, 2016

**Motion to adjourn at 7:56 PM** by Mr. Eakins and seconded by Mr. Johnston.  
*Passed by Acclamation of Council*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held MAY 2, 2016

## MINUTES OF THE MAY 2, 2016 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President, Steve Johnston

**Council members present:** Doug Eakins, Jennifer Warner, Steve Johnston, Randy Otis, Jim King and Lorie Cafagno. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council members absent:** None

**Prayer:** Pastor Isaac Shupe

**Pledge of Allegiance:** Steve Johnston

**Motion to adopt the agenda** by Ms. Warner and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carried 6-0*

**Motion to adopt the minutes** of the April 18, 2016 Council meeting by Mr. Eakins and seconded by Mr. Otis.

*Roll Call-All Yeas*

*Motion carried 6-0*

**Recognition of Guests:** Mayor Martin presented the "Good Citizenship Award" to West Jefferson resident **Mark Kindt**. Ray Brown said he nominated Mr. Kindt after observing him on several occasions picking up trash as he walked his dog around town. Upon asking him why he would do that, Mr. Kindt replied that he just wanted to do a little to help keep his town clean but if everyone helped a little bit it would make the whole town better for all of us.

**Old Business:** None

**New Business:**

**Resolution 16-038**, accepting the resignation of Herman E. Stanley as At Large Councilman for the Village of West Jefferson.

*Discussion: Mr. Herman regrettably had to resign due to unforeseen circumstances with his retirement system.*

**Motion to adopt Resolution 16-038** by Ms. Cafagno and seconded by Mr. King

*Roll Call: All Yeas*

*Motion Carried: 6-0*

**Resolution 16-039**, setting forth a Statement of Municipal Services the Village of West Jefferson will provide to the 205.514 +/- acres of land located in Jefferson Township and proposed to be annexed to the Village

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held May 2, 2016

of West Jefferson via an Expedited Type II Annexation pursuant to O.R.C. 709.021 and 709.023; and the buffer requirements the Village of West Jefferson will enforce as provided by O.R.C. 709.023

*Discussion: None*

**Motion to adopt Resolution 16-039** by Mr. Eakins and seconded by Ms. Cafagno

*Roll Call: All Yeas*

*Motion Carried: 6-0*

**Ordinance 16-040**, approving a supplemental appropriation in the General Fund account 1000-755-690-0107 (Income Tax Refunds) in the amount of \$40,000.00.

*Discussion: Ms. DiLeo reported that the income tax refund account has been deleted mainly due to income tax refund requests from over the road truck drivers from Ace Hardware and ODOT.*

**Motion to adopt Ordinance 16-040** by Ms. Warner and seconded by Mr. Otis

*Roll Call: All Yeas*

*Motion Carried: 6-0*

## Committee Reports:

Finance: None

Police: Mr. Eakins reported on the Police Committee meeting and reviewed some policies that by law will have to be implemented in the near future.

Employee Benefits: None

Public Service: None

Development: None

Parks and Recreation: None

Special Events: None

**Director of Finance Report:** None

**Director of Public Service Report/Parks and Recreation Report:** Mr. Mitchell reported that the Madison Drive North project has started and is about 30 % complete; the water main at the street garage is now in service; The skate park equipment was delivered; He is getting prepared for the pool opening; Mowing of the parks and regular maintenance continues; will be spraying the parks for weeds etc.

**Mayor's Report and Recognition:** Mayor Martin reported on some vandalism; reported that approximately 30 lbs. of meds and drugs were turned in at the

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held MAY 2, 2016

Drug Take Back day: reminded that May 14 will be the Post Office Food Drive Day.

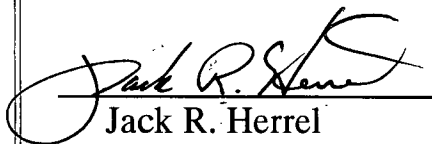
**Recognition of Clerk and Council:** Mr. Johnston said Council is accepting letters of interest and/or resumes for the vacant At Large Council seat; announced that interviews will be held at a special council work session starting at 6:00 p.m. on Tuesday May 17.

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Otis  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:52 PM** by Mr. Eakins and seconded by Mr. Johnston.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held May 16, 2016

## MINUTES OF THE MAY 16, 2016 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President, Steve Johnston

**Council members present:** Doug Eakins, Jennifer Warner, Steve Johnston, Randy Otis, Jim King and Lorie Cafagno. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council members absent:** None

**Prayer:** Jake Earnheart

**Pledge of Allegiance:** Steve Johnston

**Motion to adopt the agenda** by Ms. Cafagno and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carried 6-0*

**Motion to adopt the minutes** of the May 2, 2016 Council meeting by Mr. Eakins and seconded by Ms. Cafagno.

*Roll Call-All Yeas*

*Motion carried 6-0*

**Recognition of Guests:** *Mr. Steve Zelenzny* of Open Gov.Com was able to provide a power point presentation from his Computer in San Francisco. He briefly discussed how OpenGov transforms financial and non-financial performance data into intuitive, interactive intelligence for both internal government employees and citizens. It generates financial information in to a visual and comprehensible format.

**Old Business:** None

**New Business:**

**Resolution 16-041**, confirming the Mayor's appointment of Marci Darlington to the position of Parks and Recreation Director.

*Discussion: Mayor Martin said he thinks Marci will do a good job for the village.*

**Motion to adopt Resolution 16-041** by Ms. Warner and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion Carried: 6-0*

**Committee Reports:**

**Finance:** None

# RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held May 16, 2016

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:**

**Special Events:** Next Monday, May 23rd at 12:00 p.m., is the fifth grade graduation from Norwood School. Mayor Martin said the wiener wagon will be there to provide lunch (hot dogs) and drinks for the kids. Next Saturday from 10:00 a.m. to 2:00 p.m. will be Shred it Day.

**Director of Finance Report:** Ms. DiLeo presented the May Financial report she also informed Council that the Income Tax Director is now taking non-filers and non-payers to court.

**Director of Public Service/Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** Mayor Martin announced that the village is embarking on a recycling program from within each department.

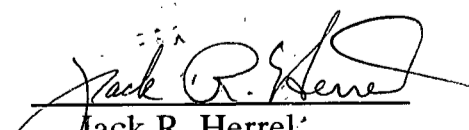
**Recognition of Clerk and Council:** Mr. Ron Garver will be here at the June 6<sup>th</sup> Council meeting to discuss a proposed income tax increase....The June 6<sup>th</sup> public hearings have been rescheduled for the June 20<sup>th</sup> Council meeting....Interviews for the At Large Council seat will be held tomorrow evening at 6:00 p.m....Open Checkbook kickoff will be Wednesday morning at 10:00 a.m. and the State Treasurers Office will be here for that event.


**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:53 PM** by Mr. Eakins and seconded by Ms. Cafagno.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held MAY 31, 2016

## MINUTES OF THE MAY 31, 2016 SPECIAL COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 6:10 p.m. by Council President Steve Johnston. Mr. Johnson explained that the reason for the Special Council Meeting is to appoint Michael Conway to fill the unexpired term of Herman Stanley in the position of Councilman at Large.

**Council members present:** Lorie Cafagno, Jennifer Warner, Jim King, Steve Johnston, Doug Eakins, and Randy Otis. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, and Mayor Ray Martin.

**Council members absent:** None

**Motion to adopt the agenda** by Mr. Otis and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carried 6-0*

**New Business:** (next available number 16-042)

**Resolution 16-042**, appointing Michael Conway to fill the unexpired term of Herman Stanley following his resignation from the elected position of Councilman at Large.

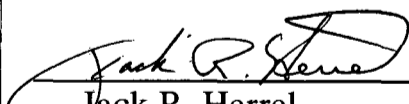
*Roll Call-All Yeas*

*Motion carried 6-0*

**Swearing in ceremony:** Mayor Martin administered the Oath of Office to Mr. Conway. Afterwards he was congratulated by members of Council and other village officials as he took his assigned seat on Council.

**Motion to adjourn at 6:14 PM** by Mr. Eakins and seconded by Ms. Cafagno.

*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held JUNE 6, 2016

## MINUTES OF THE JUNE 6, 2016 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council Vice President Doug Eakins

**Council members present:** Doug Eakins, Jennifer Warner, Randy Otis, Jim King Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Parks and Rec Director Marci Darlington, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council members absent:** Steve Johnston

**Prayer:** Rev. Jerry Newman

**Pledge of Allegiance:** Jim King

**Motion to adopt the agenda** by Ms. Warner and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carried 6-0*

**Motion to adopt the minutes** of the May 16, 2016 Council meeting and the May 30, 2016 Special Council meeting by Mr. Otis and seconded by Ms. Cafagno.

*Roll Call-All Yeas*

*Motion carried 6-0*

**Recognition of Guests:** Ron Garver

**Old Business:** None

**New Business:**

**Resolution 16-043**, authorizing a donation to the West Jefferson July 4<sup>th</sup> Street Fest in the amount of \$3,000.00.

*Discussion: Over the past several years the village has committed to help with the cost of operating the 4<sup>th</sup> of July Festival.*

**Motion to adopt Resolution 16-043** by Ms. Cafagno and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion Carries 6-0*

**Resolution 16-044**, authorizing the Director of Finance to submit a check in the amount of \$13,100.00 to the Treasurer, State of Ohio for the Ohio EPA review and approval of the Village of West Jefferson Water System Improvements.

*Discussion: The West Jefferson Water System Improvements project is about ready for submission to the Ohio EPA for review. If all goes well*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held JUNE 6, 2016

*the EPA will issue a permit to install and the construction phase can begin..The cost of the review is \$13,100 based on a preliminary construction cost estimate of \$3.7 million.*

**Motion to adopt Resolution 16-044** by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion Carries 6-0*

**1<sup>st</sup> Reading of Ordinance 16-045**, an ordinance to authorize the Village of West Jefferson to amend Ordinance 15-069, passed November 2, 2015, to provide for an additional one quarter of one percent (1/4%) levy on income commencing January 1, 2017 for the period January 1, 2017 through December 31, 2041 for the purpose of constructing, equipping and furnishing park and recreation facilities and paying debt service for such facilities and the costs of operating and maintaining park and recreational facilities and activities.

*Discussion: Ron Garver was on hand to explain all facets of the project. The project committee feels that the best financing mechanism is the additional 1/4 income tax. It would be levied on all income earned inside the village limits, including Battelle and the businesses in the Jefferson Industrial Park. He suggested that now is the time to build a community center in order to take advantage of historically low interest rates. The income tax would generate enough money to pay the debt service. A low membership fee would pay for the operating costs. They estimate that it would take a membership participation rate of 10% of West Jeff residents to make it work. Additional monies could be used for future expansion or for other areas of Parks and Recreation. Best of all there would be programs for all age groups.*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** Scheduled a meeting for Monday June 13, 2016 at 5:00 pm in the village council chambers.

**Special Events:**

**Director of Finance Report:** Debbie DiLeo presented the May Financial report

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held JUNE 6, 2016

**Director of Public Service:** John Mitchell mentioned that the pool opened a little late this year because of leaks which had to be repaired. Phase I of the Sewer Plant is complete and running smoothly. It came in about 150k under budget. The Water Main project on Madison Drive N. is complete except for some asphalt work. The skate park equipment is ready to be installed. They are doing a rebuild of one of the ball diamonds at Westwood. The street sweeper has been working good and mowing continues as usual.

**Parks and Recreation Report:** Marci Darlington reported that the pool is open but they are still working out some of the bugs.... Selling root beer floats at the pool for \$1.25.....She mentioned a long list of events that are scheduled or in the works for this year.

**Mayor's Report and Recognition:** The mayor reported that lunch with the Norwood fifth graders went very well.

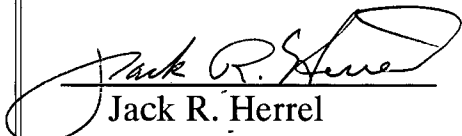
**Recognition of Clerk and Council:**

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 8:13 PM** by Mr. King and seconded by Ms. Cafagno.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held JUNE 20, 2016

## MINUTES OF THE JUNE 20, 2016 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council Vice President Doug Eakins

**Council members present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Parks and Rec Director Marci Darlington, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council members absent:** None

**Prayer:** Rev. Jon Osmundson

**Pledge of Allegiance:** Jen Warner

**Motion to adopt the agenda** by Mr. Otis and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carried 7-0*

**Motion to adopt the minutes** of the June 20, 2016 Council meeting by Mr. Otis and seconded by Mr. King

*Roll Call-All Yeas*

*Motion carried 7-0*

**Public Hearing on Zoning Amendment:** The hearing was opened at 7:05 p.m. by Council President Johnston. As Mr. Johnston explained, this amendment adds a new fee for plan reviews by the Jefferson Township Fire Department. The fee will be based on a square footage formula with a base fee of 150.00 and a maximum fee of \$4,000.00. Hearing adjourned at 7:05 p.m.

**Public Hearing on a petition to vacate a portion of an unnamed alley** starting at the rear of 193 Pearl St. at Garfield going East to the rear of 179 Pearl St. ....then turning and going South and stopping at the North line of 65 Frey Avenue as prayed for by petitioner Ronald Armentrout. The hearing was opened at 7:09 p.m. by Mr. Johnston. Mr. Armentrout stated that he has taken care of the alley for the last 25 years and it does not get used. Mr. Ron McDowell spoke in opposition of closing the alley stating that his family has used the alley for many years. Mr. Johnston closed the hearing at 7:15 p.m.

### Recognition of Guests:

**Mr. Bob Green** asked about the status of the dog kennel on Madison Drive. It has been over a year and the kennel is still in operation and the property owners are still breeding and selling dogs. **Mr. Harold Stockman** asked why we are not enforcing the law which prohibits more than two outside dogs. Ron Parsons, Village Attorney, said that people have to be willing to testify in order to successfully prosecute the case...and so far they have not been willing.

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held JUNE 20, 2016

**Sheila Nelson** wanted to know why the Zoning Ordinance has not been updated. She said it was in the process of being updated when she was on Council.

**Skeeter Nelson** mentioned that the roads and curbs in the Westchester area need to be worked on. Former Council President Ron Garver and Village attorney **Ron Parsons** were on hand to speak in favor of passing an ordinance allowing a  $\frac{1}{4}$  percent increase in the village income tax rate to be placed on the ballot this fall in order to construct and operate a community center. **Mr. Garver** encouraged Council to put the measure on the ballot and let the residents decide if they want the community center or not. **Mr. Parsons** added that the community center could be a vibrant part of the community. He said when people look for a community to live in they look at what the community has to offer. They look for more than streets and utilities; they look at schools and recreational facilities also. A community center would add a lot for people of all ages. **Mr. Johnston** stated that he is more concerned with needed infrastructure improvements at this time. **Mr. Eakins** also said he was more worried about other needs especially if the village becomes a city it would bring in a whole new layer of expenses. **Bobby McCarty** said the village needs a grocery store and a lot of people would not use the community center anyhow and people just don't want their taxes raised.

## Old Business:

**2<sup>nd</sup> reading of Ordinance 16-045**, an ordinance to authorize the Village of West Jefferson to amend ordinance 15-069 (Chapter 182-the Municipal Income Tax Code of the Codified Ordinances of the Village of West Jefferson) passed November 2, 2015 to provide for an additional one quarter of one percent (1/4%) levy on income commencing on January 1, 2017 through December 31, 2041 for the purpose of constructing, equipping, and furnishing park and recreational facilities, acquiring and improving real estate for such facilities, and paying debt service for such facilities and the costs of operating and maintaining park and recreational facilities and activities.

### Discussion:

**Motion to adopt Ordinance 16-045** by Mr. King and seconded by Ms. Carfagno

*Roll Call: Yeas – Ms. Warner, Mr. Otis*

*Nays - Mr. Eakins, Mr. Conway, Ms. Carfagno, Mr. King, Mr. Johnston*

*Motion Fails 2-5*

## New Business:

**1<sup>st</sup> reading of Ordinance 16-046**, amending the Zoning Fee Schedule by adding a fee for Fire Department Plan Review.

### Discussion:

**Motion to suspend the rules and pass Ordinance 16-046** on first reading

by Mr. Johnston and seconded by Mr. King.

*Roll Call: All Yeas*

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held JUNE 28, 2016

*Motion carries 7-0*

**1<sup>st</sup> reading of Ordinance 16-047**, an ordinance vacating a portion of an Unnamed alley located in the Village of West Jefferson starting at the rear of 193 Pearl Street at Garfield going East to the rear of 179 Pearl Street...then turning and going South and stopping at the North line of 65 Frey Avenue as prayed for by petitioner Ronald Armentrout.

*Discussion:*

**Ordinance 16-048**, authorizing a supplemental appropriation in the General Fund Account 1000-110-500-0000 (Police Capital Outlay) in the amount of \$40,000.00.

*Discussion:*

**Motion to adopt Ordinance 16-048** by Ms. Warner and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 16-049**, authorizing the purchase of a 2016 Ford Explorer SUV

from Lebanon Ford and the marked cruiser package from Hall Public Safety

and the police graphics package from Associated Graphics Inc. for a total purchase not to exceed \$40,000.00.

*Discussion:*

**Motion to adopt Resolution 16-049** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** Meeting scheduled for Wednesday, June 29, 2016 at 5:00 p.m. in the council chambers.

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held JUNE 20, 2016

**Director of Finance Report:** None

**Director of Public Service:** absent

**Director of Parks and Recreation Report:** None

**Mayor's Report and Recognition:** None

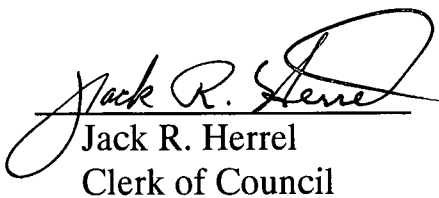
**Recognition of Clerk and Council:** None

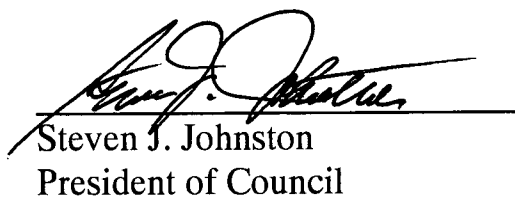
**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 8:50 p.m.** by Mr. Eakins and seconded by Mr. Conway.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held July 5, 2016

## MINUTES OF THE JULY 5, 2016 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council members present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Parks and Rec Director Marci Darlington, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council members absent:** None

**Prayer:** Carl Flad , also led in the singing of "America"

**Pledge of Allegiance:** Jim King

**Motion to adopt the agenda** by Ms. Warner and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carried 7-0*

**Motion to adopt the minutes** of the June 20, 2016 Council meeting by Mr. Eakins and seconded by Ms. Cafagno

*Roll Call-All Yeas*

*Motion carried 7-0*

**Recognition of Guests:** *Andria Troyer* introduced herself as a candidate for County Commissioner in this fall's general election.

### Old Business:

**2<sup>nd</sup> reading of Ordinance 16-046**, amending the Zoning Fee Schedule  
By adding a fee for Fire Department Plan Review.

*Discussion:*

**Motion to adopt Ordinance 16-046** by Mr. Eakins and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7- 0*

**2<sup>nd</sup> reading of Ordinance 16-047**, an ordinance vacating a portion of an Unnamed alley located in the Village of West Jefferson starting at the rear of 193 Pearl Street at Garfield going East to the rear of 179 Pearl Street...then turning and going south and stopping at the North line of 65 Frey Avenue as prayed for by petitioner Ronald Armentrout.

*Discussion: A public hearing has been held and discussed at the first reading*

**Motion to adopt Ordinance 16-047** by Mr. Conway and seconded by Mr. Otis.

*Roll Call: All Nays*

# RECORD OF PROCEEDINGS

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Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held July 5, 2016

*Motion Fails 0-7*

## **New Business:**

**Appeal to Council by Kevin D. Wade** of a decision by the Planning and Zoning Commission.

*Discussion: Mr. Wade filed the appeal suggesting that he was not pleased with the way his case was handled by Arnie Booth, Village Zoning Enforcement officer. He contended that his privacy was violated as Mr. Booth looked over his 6 ft. fence to view the grass. Mr. Both said if he receives a complaint he must act on it just like he does with everyone else. He has the authority to go onto the property and correct the problem if necessary. A notice was issued to Mr. Wade and a sufficient amount of time was given for him to act. Mr. Wade did not comply; Therefore Mr. Booth had the grass cut and assessed Mr. Wade \$100.00 for the cutting.*

**Motion to uphold the decision of the Planning and Zoning Commission** and deny the appeal by Mr. Wade by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion Passes 7- 0*

**1<sup>st</sup> reading of Ordinance 16-050**, authorizing the Mayor and Public Service Director to enter into a pre-annexation agreement with the Paul J. Flucke Trust.

*Discussion: This property is located on the west side near interstate 70 in Jefferson Township, and consists of 297.398 acres +/- acres of land. Mr. Tom Hart, attorney for the Fluke family, was on hand to speak. Mr. Hart explained that the timing of the availability of water and sewer lines to the area was a big factor in their decision. Mr. Parsons explained some of the technicalities involved in the agreement. The Mayor said that the village is honored and pleased that the Fluke Trust chose the village for annexation.*

**Resolution 16-051**, setting forth a statement of municipal services the Village of West Jefferson will provide to the 297.398 +/- acres of land, located in Jefferson Township, and proposed to be annexed to the Village of West Jefferson via an Expedited Type II Annexation pursuant to R.C. 709.023; and the buffer requirements the Village of West Jefferson will enforce as provided by R.C. 709.023 (c).

*Discussion:*

**Motion to adopt Ordinance 16-051** by Mr. Eakins and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion Passes 7- 0*

**Discussion on Charter Review Commission's recommendations for changes to the Village of West Jefferson Charter.** The Commission met on several occasions to review each section of the village charter and make recommendations for changes to the charter if warranted. Village attorney Ron Parsons was on hand to review the recommendations by the

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Held July 5, 2016

Commission with members of Council. One of the recommendations allows an emergency meeting to be called with notification by telephone by as little as one hour's notice. Council members were concerned that this may violate the State's Sunshine laws that require at least a 24 hour notice to the public. Another proposal would allow the Commission to obtain independent counsel which was rejected by Council as too expensive. On a recommendation for the village law director to review all court decisions on a monthly basis, Mr. Parsons said it would require him to hire more staff. Several other proposals were rejected by Council as either too expensive or not necessary. Richard King was the only representative for the Charter Review Commission in attendance. He was unsure on some of the proposals as to the Commission's reasoning for the revisions. Mr. Parsons said he wants to meet with the Commission again to review their recommended revisions and incorporate Council's suggestions before it is presented again at the July 18, 2016 Council meeting.

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** Met on June 29 and discussed vacation policy, OPERS and P&F pension funds. Minutes will be forthcoming.

**Public Service:** None

**Development:** Met to discuss the Pre-Annexation agreement with Paul J. Fluke Trust.

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Debbie DiLeo presented the June 2016 financial report.

**Director of Public Service:** John Mitchell reported that the Madison Dr. North water line project only has 3 or 4 more items on the punch list. The Waste Water Plant Improvements punch list is now complete.

**Director of Parks and Recreation Report:** Marci Darlington reported on the lunch and learn program. The pool is running smoothly. She is looking into the possibility of establishing an adult softball league.

**Mayor's Report and Recognition:** The 4<sup>th</sup> of July Street fest went well.

**Recognition of Clerk and Council:** None

# RECORD OF PROCEEDINGS

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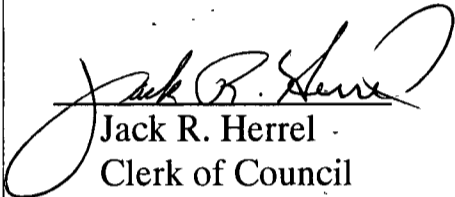
Held JULY 5, 2016

**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 9:15 p.m.** by Mr. Eakins and seconded by Ms. Cafagno.  
*Passed by Acclamation of Council*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held July 18, 2016

## MINUTES OF THE JULY 18, 2016 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:04 p.m. by Council President Steve Johnston.

**Council members present:** Steve Johnston, Doug Eakins, Jennifer Warner, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Parks and Rec Director Marci Darlington, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council members absent:** Randy Otis

**Prayer:** Bill Rhoades

**Pledge of Allegiance:** Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Conway

*Roll Call: All Yeas*

*Motion carried 6-0*

**Motion to adopt the minutes** of the June 5, 2016 Council meeting by Mr. Eakins and seconded by Ms. Warner

*Roll Call-All Yeas*

*Motion carried 6-0*

**Recognition of Guests:** *David Hunter* introduced himself as the Republican nominee for Madison County Commissioner. Mr. Hunter gave a short presentation about his history and his vision for the future of Madison County.

### Old Business:

**2<sup>nd</sup> reading of Ordinance 16-050**, authorizing the Mayor and Public Service Director to enter into a pre-annexation agreement with the Paul J. Flucke Trust.

*Discussion: This ordinance was previously discussed at the July 5, 2016 Council meeting. Tom Hart, Attorney for the Fluke family, was on hand to answer questions and thanked Council for their support.*

**Motion to adopt Ordinance 16-050** by Mrs. Warner and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 6- 0*

### New Business:

**Resolution 16-052**, authorizing renewal of the comprehensive insurance package for the Village of West Jefferson with the Public Entities Pool of Ohio.

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*Discussion: Debbie DiLeo explained that the increase in cost is mainly due to the \$6 million dollar Sewer Plant Improvement Project. She did mention that it might be a good idea to have appraisals done on all the village properties for insurance purposes.*

**Motion to adopt Resolution 16-052** by Mr. King and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 6- 0*

**Ordinance 16-053**, authorizing a supplemental appropriation in the Duke TIF Fund (2509) in the amount of \$3,744.83.

*Discussion: The Duke TIF Fund proceeds came in higher than budgeted. Since the proceeds are turned over to Duke, we need to increase the appropriation in order to turn the money over to Duke.*

**Motion to adopt Ordinance 16-053** by Ms. Cafagno and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion Passes 6- 0*

**Council President Johnston** announced that a Special Council meeting will be held on Thursday July 28, 2016 at 6:00 p.m. in the Council chambers to have a final discussion pertaining to the recommendations of the 2016 Charter Review Commission.

## Committee Reports:

**Finance:** A Finance Committee meeting is scheduled for Friday July 22, 2016 to review the mid-year financials.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** None

**Director of Public Service:** John Mitchell reported that the Madison Dr. North water line project is basically complete, only one item left on the punch list. ... Was able get authorization from OWDA to purchase a video camera designed to view the sewer lines as part of the Sewer Plant Improvements Project. This

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BARRETT BROTHERS - DAYTON, OHIO

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Held JULY 18, 2016

should help greatly to discover problem areas of inflow and infiltration. John also stated that we need to upgrade the security at the water plant garage and main building.

**Director of Parks and Recreation Report:** Marci Darlington gave a financial report on the swimming pool. She announced registrations for the adult mixed softball league. She announced that "National Night Out" will be held on August 2, 2016 at the swimming pool grounds. Marci also discussed some of the other events which are scheduled for the remainder of this year.

**Mayor's Report and Recognition:** Mayor Martin announced that the sidewalk to the library has been completed. A ceremonial walk will be held this Saturday morning at 10:30 a.m.

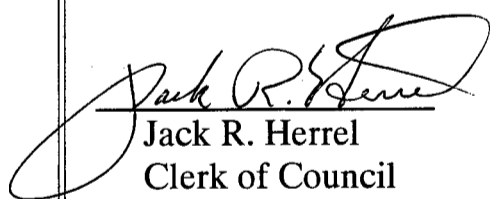
**Recognition of Clerk and Council:** None

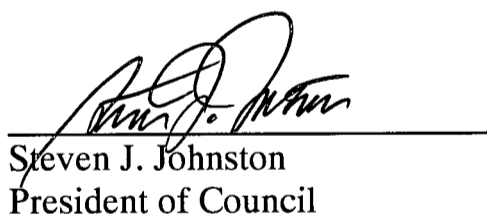
**Additional Business:** None

**Motion to pay the bills** by Mr. Conway and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:30 p.m.** by Mr. King and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held July 28, 2016

**MINUTES OF THE JULY 28, 2016 SPECIAL COUNCIL MEETING**  
**By Jack R. Herrel, Clerk of Council**

**Meeting called to order** at 6:00 p.m. by Council President Steve Johnston. Mr. Johnson explained that the reason for the Special Council Meeting is to have a final discussion on the recommendations of the 2016 Charter Review Commission for revisions to the village charter. The Charter Review Commission recommendations will be forwarded to the Madison County Board of Elections to be placed on the ballot for the November General Election.

**Council members present:** Lorie Cafagno, Jennifer Warner, Jim King, Steve Johnston, Doug Eakins, and Randy Otis and Mike Conway. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Mayor Ray Martin, and Village Attorney Ron Parsons.

**Charter Review Commission members present:** Steve Morris, Richard King, Justin Barnhard, Karl Frybarger, and Samantha Cahil.

**Motion to adopt the agenda** by Ms. Warner and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carried 7-0*

Ron Parsons discussed each of the recommendations from the Charter Review Commission and was able to obtain a consensus except for one item. **Article VII Public Safety Director Section 7.01- appointment.** The Charter Review Commission proposed adding the following to that section." The Director of Public Safety shall, in accordance with the pay schedule approved by the legislative authority, establish the compensation of the Chief of Police and such other Officers, Patrolmen, and Police Personnel, commensurate with experience in and outside of the Village of West Jefferson. Several members of council expressed their displeasure with this provision saying that the Police Department should not be handled any different than any other department. After a lengthy discussion the Charter Review Commission members agreed and scheduled a meeting for Sunday July 31, 2016 to remove this provision from their list of recommendations.

**Motion to table Ordinance 16-054**, an ordinance accepting the report of the Charter Review Commission submitting the amendments of the Charter of the Village of West Jefferson to a vote of the qualified electors of said village at the General Election to be held on November 8, 2016 at the regular places of voting in said village between the hours of 6:30 A.M. and 7:30 P.M., directing the Clerk to publish the full text of the proposed charter amendments once a week for two (2) consecutive weeks in the Madison Press and certifying a copy of this ordinance to the Board of Elections of Madison County pursuant to Article XVIII of the Ohio Constitution and declaring an emergency by Mr. Eakins and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carried 7-0*

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

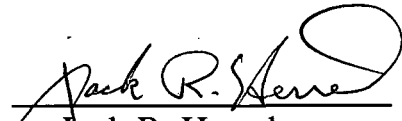
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**Motion to adjourn at 7:20 PM** by Mr. Eakins and seconded by Mr. Otis.  
*Passed by Acclamation of Council*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held AUGUST 1, 2016

## MINUTES OF THE AUGUST 1, 2016 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Randy Otis, Jennifer Warner, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Pastor Jerry Dye

**Pledge of Allegiance:** Lorie Cafagno

**Motion to adopt the agenda** by Jim King and seconded by Jen Warner.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Motion to adopt the minutes** of the July 18, 2016 Council meeting and the July 28, 2016 Special Council meeting by Doug Eakins and seconded by Jen Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

### Old Business:

**Motion to take Ordinance 16-054** off the table (tabled at the July 28, 2016 Special Council meeting) by Mr. Eakins and Seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 16-054**, an ordinance accepting the report of the Charter Review Commission submitting the amendments of the Charter of the Village of West Jefferson to a vote of the qualified electors of said village at the General Election to be held on November 8, 2016 at the regular places of voting in said village between the hours of 6:30 A.M. and 7:30 P.M., directing the Clerk to publish the full text of the proposed charter amendments once a week for two (2) consecutive weeks in the Madison Press and certifying a copy of this ordinance to the Board of Elections of Madison County pursuant to Article XVIII of the Ohio Constitution and declaring an emergency.

*Discussion: This ordinance was previously discussed at the July 5, 2016 Council meeting and the July 28, 2016 Special Council meeting at which time Council requested that the Commission amend their proposed changes to the charter by deleting the addition to ARTICLE VII, DEPARTMENT OF PUBLIC SAFETY, SECTION 7.01 APPOINTMENT. The Charter Review Commission met on Sunday July 31, 2016 and voted to delete that proposed amendment.*

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held AUGUST 1, 2016

**Motion to adopt Ordinance 16-054** by Mr. Eakins and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7- 0*

**New Business:**

**Ordinance 16-055**, authorizing a supplemental appropriation in the General Fund Account 1000-320-400-0000 (Supplies and Materials) in the amount of \$1,500.00

*Discussion: Debbie DiLeo explained that the Village has received a donation from Target Corporation for "National Night Out." This ordinance will appropriate the money and allow it be spent on supplies and materials for that event.*

**Motion to adopt Ordinance 16-055** by Ms. Cafagno and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7- 0*

**Ordinance 16-056**, authorizing a supplemental appropriation in the General Fund Account 1000-410-300-0000 (Contractual Services) in the amount of \$15,000.00

*Discussion: Debbie DiLeo explained that the original budget for building inspection services has been depleted and the estimated amount needed for the rest of the year is \$15,000.00.*

**Motion to adopt Ordinance 16-056** by Mr. King and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7- 0*

**Committee Reports:**

**Finance:** Mr. Johnston advised that the minutes of the July 22, 2016 committee meeting will be distributed at the next Council meeting.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** National Night Out tomorrow evening at 6:00 p.m.

**Director of Finance Report:** Debbie DiLeo presented the July Financial Report. Income tax receipts are up 16% for the year and most funds are pretty

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held AUGUST 1, 2016

much in line with the budget... did a six month review of all funds with the Finance Committee.

**Director of Public Service:** John Mitchell reported that the Wastewater Treatment Plant project is complete... National Night Out will be tomorrow evening at 6:00p.m..... Last day at the pool will be August 21.... A free movie will shown at the pool "Star Wars The Force Awakens" at dusk. Lorie Cafagno questioned why the pool is being closed so early. During discussion it was mentioned that it would be difficult to get life guards after school begins. The possibility was left open for keeping the pool open in the evenings and/or on the weekends through Labor Day weekend.

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** The Mayor said it's been a good year at the pool... There will be a benefit held Saturday for a young man who is not doing well. They will be using the property where Galbreth Hall used to be..... read a letter from the Fourth of July Committee thanking the village for their support.

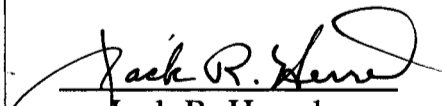
**Recognition of Clerk and Council:** Lorie Cafagno thanked the Charter Review Commission for all their hard work and effort this year.


**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. Conway.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:29 p.m.** by Mr. King and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held AUGUST 15, 2016

**MINUTES OF THE AUGUST 15, 2016 COUNCIL MEETING**  
**By Jack R. Herrel, Clerk of Council**

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Randy Otis, Jennifer Warner, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Parks and Recreation Director Marci Darlington, Public Service Director John Mitchell, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Pastor Mark Smith

**Pledge of Allegiance:** Jim King

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Motion to adopt the minutes** of the August 1, 2016 Council meeting by Mr. Otis and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** *Stacy Sibbalds* stated that she lives in the Merriman Addition and that she would like to start a Neighborhood Watch Program. She explained that there are lots of seniors in the addition and that they need more eyes watching the neighborhood to reduce and prevent crime. She would like for Council to install signs acknowledging that this is a Neighborhood Watch Community. Council President Johnston said he thought the neighborhood crime watch is a great idea and he would have no problem with supporting the signs.

*Bonnie Hamilton* stated that her street lights have been out for some time. Mayor Martin told her the Public Service Department recently took an inventory of the street lights and that it has been reported to AEP.

**Old Business:** None

**New Business:**

**Ordinance 16-057**, authorizing the Village of West Jefferson to establish a new pick-up plan for the Ohio Police and Fire Pension Fund.

*Discussion: This will allow the amount withheld from each employees pay for the Police and Fire Pension Fund to be tax deferred and not included as earned income for federal and state tax purposes.*

**Motion to suspend the rules** and pass Ordinance 16-057 on first reading by Ms. Cafagno and seconded by Mr. Eakins.

# RECORD OF PROCEEDINGS

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Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held AUGUST 15, 2016

*Roll Call: All Yeas*

*Motion carries 7- 0*

**Ordinance 16-058**, authorizing that the Village of West Jefferson will pick up the statutorily required employee contributions to the Ohio Public Employees Retirement System for the employees of the Village of West Jefferson pursuant to internal revenue code section 414(h)(2).

*Discussion: This will allow the amount withheld from each employees Pay for the Ohio Public Employees Retirement System to be tax deferred And not included as earned income for federal and state tax purposes.*

**Motion to suspend the rules** and pass Ordinance 16-058 on first reading by Mr. Conway and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7- 0*

**Resolution 16-059**, authorizing the Village to enter into an agreement with Perry and Associates CPA's, A.C. for financial audit services for fiscal years 2015 and 2016, for the contracted amount of \$10,250.00.

*Discussion :* This authorizes the Village to extend the current contract with Perry and Associates to perform the 2015-2016 biennial financial audit.

**Motion to adopt Resolution 16-059** by Mr. Johnston and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7- 0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:**

**Director of Finance Report:** None

**Director of Public Service:** Mr. Mitchell reported that the Street Department will be spraying for mosquitoes in light of the recent rainfall...got the easement for the water booster station...waiting on the EPA to issue a PTI for the construction project at the water plant...County Commissioners have approved the Fluke Trust Annexation.

# RECORD OF PROCEEDINGS

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Held AUGUST 15, 2016

**Director of Parks and Recreation Report:** Ms. Darlington reported that the last day for the swimming pool this year will be Sunday August 16; there was some discussion about keeping the pool open on weekends through Labor Day but it was dropped because of concerns about the cost and the availability of lifeguards....talked about having a doggie swim day...announced there are six teams in the Fall mixed softball league...National Night Out was very successful...Lunch and Learn has taken off pretty well...will be giving away backpacks...Movies in the Park on September 24<sup>th</sup> at Garrette Park...Skate Park dedication will be September 17<sup>th</sup> ....Fall fishing festival at the Duke pond/date to be determined.

**Mayor's Report and Recognition:** The Mayor reported that he is receiving donations for an electronic signage for the village similar to what the High School has. The Ugly Truck Parade will be held on August 26 and WCOL will broadcast the event.

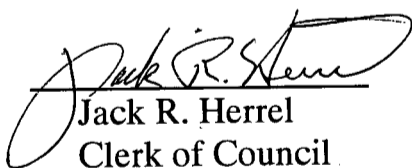
**Recognition of Clerk and Council:**

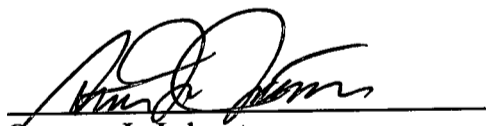
**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Ms. Warner.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:50 p.m.** by Mr. King and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held SEPTEMBER 6, 2016

## MINUTES OF THE SEPTEMBER 6, 2016 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Parks and Recreation Director Marci Darlington, Public Service Director John Mitchell, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council Members absent:** Jennifer Warner

**Motion to Excuse** Jennifer Warner by Mr. King and seconded by Mr. Conway

*Roll Call: All Yeas*

*Motion Carries 6-0*

**Prayer:** Pastor Jerry Newman

**Pledge of Allegiance:** Steve Johnston

**Motion to adopt the agenda** by Ms. Cafagno and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion Carries 6-0*

**Motion to adopt the minutes** of the August 15, 2016 Council meeting by Mr. Eakins and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Recognition of guests:** None

**Old Business:** None

**New Business:**

**Ordinance 16-060**, authorizing a cash transfer from the General Fund to the Swimming Pool Fund.

*Discussion: Finance Director Debbie DiLeo reported that the Pool Fund needs approximately \$7,500.00 in cash from the General Fund to make it through the rest of the year.*

**Motion to adopt Ordinance 16-060** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Ordinance 16-061**, authorizing a supplemental appropriation in the Swimming Pool Fund.

# RECORD OF PROCEEDINGS

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Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

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Held SEPTEMBER 6, 2016

*Discussion: Finance Director Debbie DiLeo reported that the appropriations in the Pool Fund will be short by an estimated \$4,157.00.*

**Motion to adopt Ordinance 16-061** by Mr. King and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 16-062**, authorizing the Public Service Director to purchase 4,000 gallons of Ferric Chloride for use at the Wastewater Treatment Plant.

*Discussion: Public Service Director John Mitchell reported that this is an annual purchase for the Wastewater Treatment Plant. It is in the budget but it exceeds his purchasing authority.*

**Motion to adopt Resolution 16-062** by Mr. Conway and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 16-063**, authorizing the Public Service Director to purchase Four flow meters and one rain gauge plus peripheral equipment from D. M. Anderson, Inc. at a cost of \$27,649.00.

*Discussion: Public Service Director John Mitchell reported that this equipment will allow the village to monitor and detect areas of inflow and infiltration in the village's sanitary sewer lines.*

**Motion to adopt Resolution 16-063** by Mr. Otis and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 6-0*

## Committee Reports:

**Finance:** None

**Police:** Mr. Eakins reported that the committee is discussing the possibility of hiring a part-time officer.

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** A committee meeting was held on September 1, 2016....minutes forthcoming.

**Special Events:**

**Director of Finance Report:** Debbie DiLeo presented the August 2016 Financial report.

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS, PUBLISHERS, SPRINGFIELD, OHIO

Form 6101

Held SEPTEMBER 6, 2016

**Director of Public Service:** Mr. Mitchell reported that the Block Watch signs have been ordered....working on obtaining pricing and quotes for fencing at the village parks....There are still electrical issues with the pump pit at the pool, looking to see what it would cost to move it above ground.

**Director of Parks and Recreation Report:** Ms. Darlington reported that there were approximately 25 dogs at the Doggie Swim Day...the mixed softball league is going well...gave out over 50 backpacks at the Lunch & Learn program...there will be a fishing festival at the Duke pond on the morning of Saturday September 17, for the kids....free Movies in the Park at Garrette Park on September 24, at dusk.... Make a Difference Day is October 22

**Mayor's Report and Recognition:** The Ox Roast was good...The Feed Ohio program got 12 full sacks for the food pantry...the Lunch & Learn program has been a tremendous success...the Block Watch meeting at Converse park went well....now in the beginning stages of the budget process.

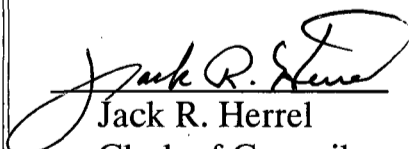
**Recognition of Clerk and Council:** Mr. Conway asked where we are on the Village Comprehensive Plan. Mr. Johnston replied that he and the Mayor have been in the process of gathering information for the eventual engineering firm. Some of the information gathered from the studies may be helpful. Mr. Johnston also reported on some local scams and mentioned some residential intimidation by a driveway sealer seeking business door to door.


**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Conway.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:44 p.m.** by Mr. Eakins and seconded by Mr. Johnston.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held SEPTEMBER 19, 2016

## MINUTES OF THE SEPTEMBER 19, 2016 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Parks and Recreation Director Marci Darlington, Public Service Director John Mitchell, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Reverend Russell Harless

**Pledge of Allegiance:** Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Motion to adopt the minutes** of the September 6, 2016 Council meeting by Mr. Conway and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None

**Old Business:** None

**New Business:**

**Resolution 16-064**, appointing Michael A. Orahood to the position of Part-time Police Officer and setting the pay at the one year level.

*Discussion: Mr. Orahood comes to the department highly recommended.*

**Motion to adopt Resolution 16-064** by Mr. Otis and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

The Mayor then administered the Oath of Office to Officer Orahood as friends and family looked on. Police Chief Ward congratulated Officer Orahood as did the Mayor and members of Council.

**Resolution 16-065**, approving the full-time equivalent benefits of Michael A. Orahood.

*Discussion: Mr. Orahood also works part-time for the Public Service Department making him a full-time equivalent in terms of hours worked. This entitles him to all benefits allowed to full-time employees of the village.*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held SEPTEMBER 19, 2016

**Motion to adopt Resolution 16-06 5** by Mr. King and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 16-066**, approving the Mayor's appointment of Arnold Booth to the full-time position of Zoning and Code Enforcement Inspector.

*Discussion: The Finance Committee and the Employee Benefits Committee have recommended making this a full-time position due to the amount of time required to thoroughly and efficiently handle the duties required of the position.*

**Motion to adopt Resolution 16-066** by Mr. Conway and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 16-067**, authorizing the Director of Finance to reduce the appropriation budgets for the Battelle TIF Fund and the Target TIF Fund.

*Discussion: Ms. DiLeo explained that the receipts for these funds did not reach the amount estimated to the county auditor, therefore, we are required to adjust the Statement of Estimated Resources filed with the county auditor and reduce our appropriation budget likewise.*

**Motion to adopt Ordinance 16-067** by Ms. Warner and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 16-068**, authorizing a supplemental appropriation in the General Fund account 1000-410-300-0000 (Contractual Services) in the amount of \$10,000.00

*Discussion: The Building inspection service fees will exceed the amount budgeted as the account has been depleted. The building inspector estimates that it will take an additional \$10,000.00 to get through the end of the year.*

**Motion to adopt Ordinance 16-068** by Mr. Otis and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 16-069**, approving a donation in the amount of \$3,000.00 to the West Jefferson Community Association.

*Discussion: Mr. Johnston explained that this is a donation given annually by the village to help with the cost of security at the Ox Roast Festival.*

**Motion to adopt Resolution 16-066** by Mr. Eakins and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

# RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held SEPTEMBER 19, 2016

## Committee Reports:

**Finance:** Minutes forthcoming

**Police:** None

**Employee Benefits:** Minutes presented

**Public Service:** None

**Development:** None

**Parks and Recreation:** Minutes forthcoming

**Special Events:** None

**Director of Finance Report:** Debbie DiLeo met with Huntington and First Merit Banks.....the pending merger will most likely occur in February, 2017.

**Director of Public Service:** Mr. Mitchell reported that the sealant has been removed and replaced at the pool, hoping this will alleviate the leak problem. He is getting priced for repairs with pump room....continues to work on the budget and a five year capital paving plan....based on an estimated \$200,000.00 per year. The Walnut/Fellows project is pending ....working with Choice One for the capacity study and where to place flow meters for I&E.

**Director of Parks and Recreation Report:** Ms. Darlington reported this is week five of the adult softball league... The Fall Fishing Derby went great with over 50 attendees...Movies in the Park will be Saturday at 8:00 p.m. weather permitting...been talking with Jill Brunson about the fall window painting contest with middle school and high school, designs need to be submitted by October 8<sup>th</sup> .... Make a Difference Day is October 22<sup>nd</sup>.

**Mayor's Report and Recognition:** A new brochure was developed for new residents....Friday October 30<sup>th</sup> at 10:30 a.m. 2<sup>nd</sup> graders will be touring the village offices to learn about how government operates.

**Recognition of Clerk and Council:** Mr. Johnston said he would like to have a work session to review the 2017 budget.

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Conway.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:34 p.m.** by Mr. Eakins and seconded by Ms. Cafagno.

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

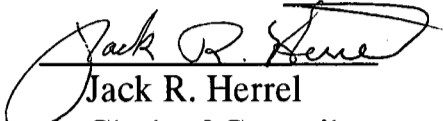
Meeting


BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held SEPTEMBER 19, 2016

*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held OCTOBER 3, 2016

## MINUTES OF THE OCTOBER 3, 2016 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Mayor Ray Martin, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Mayor Martin

**Pledge of Allegiance:** Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Motion to adopt the minutes** of the September 19, 2016 Council meeting by Mr. King and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None

**Old Business:** None

**New Business:** None

### **Committee Reports:**

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Debbie DiLeo presented the September, 2016 financial reports. The Income tax receipts are approximately \$345,000.00 ahead

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held OCTOBER 3, 2016

of last year at this time. She has been working diligently on the 2017 appropriation budget.

**Director of Public Service:** Mr. Mitchell is absent.

**Director of Parks and Recreation Report:** Ms. Darlington is absent.

**Mayor's Report and Recognition:** The Mayor reported that the study came back of all the streets in West Jeff that need to be paved and the estimated cost....Had 45 people at "Movies in the Park".... October 22 is 'Drug Take Back Day'....the 2017 appropriation budget is in process...made a presentation to 90 second graders at Norwood .

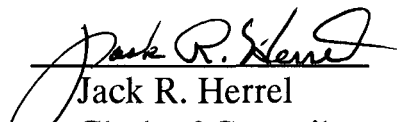
**Recognition of Clerk and Council:** None

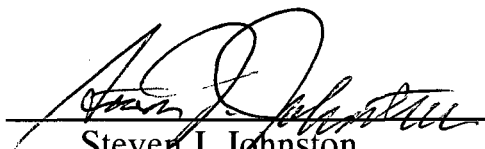
**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Ms. Cafagno.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:16 p.m.** by Mr. Conway and seconded by Ms. Cafagno.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held OCTOBER 17, 2016

## MINUTES OF THE OCTOBER 17, 2016 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Mayor Ray Martin, Parks and Recreation Director Marci Darlington, Public Service Director John Mitchell, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Reverend Jerry Newman

**Pledge of Allegiance:** Lorie Cafagno

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Motion to adopt the minutes** of the October 3, 2016 Council meeting by Mr. Eakins and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None ....

**Old Business:** Steve Johnson reported that the proposed Charter Amendments are now on the Village's web-site at [www.villageofwestjefferson.gov](http://www.villageofwestjefferson.gov).

### **New Business:**

**A. Ordinance 16-070**, amending ordinance 16-036, AKA the Employee Pay Ordinance passed April 18, 2016 by adjusting the pay rates for the Position of Zoning and Code Enforcement Inspector and declaring an Emergency.

*Discussion: an error on the pay rate scale needed to be corrected.*

**Motion to adopt Ordinance 16-070** by Ms. Cafagno and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**B. Resolution 16-071**, accepting the application for annexation of 297.398 +/- acres to the Village of West Jefferson, Ohio located in Jefferson Township, Madison County.

*Discussion: This is a 297.398 +/- acre tract of land located in Jefferson Township, contiguous to the Village of West Jefferson and being owned by the Paul J. Fluke Trust.*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held OCTOBER 17, 2016

**Motion to adopt Resolution 16-071** by Mr. Conway and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** Set meeting for Monday October 24<sup>th</sup> at 5:00 p.m. to discuss health insurance.

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** None

**Director of Public Service:** John Mitchell reported that the street crew is finishing up mowing....in the process of winterizing the pool....getting prices to move the pump controls from the pit to a surface location....the leaf program just started this week, will go as long as it takes to get the leaves picked up...got the report from Choice One Engineering for the pavement rating program going out five years.

**Director of Parks and Recreation Report:** Ms. Darlington reported this is the last two weeks of the softball league...there will be a single elimination tournament after the season is over...Marci has been involved with "Make a Difference Day" for over 10 years now...the 4 main hubs are London, West Jefferson, Mt Sterling, and Plain City...donations are welcomed and can be made at the First Merit Bank. Marci also reported on attending an Aquatic Symposium.

**Mayor's Report and Recognition:** The Mayor reported on the Madison County Community Investment Corporation trip to Japan...the group will also be representing the Village of West Jefferson.

**Recognition of Clerk and Council:** Jim King said he checked with Huntington about the asking price on the bank building and they have two offers so far...the asking price is \$249,000...not that the village has interest in purchasing it but just for Council's information. Council President Steve Johnston scheduled a work session for Thursday, November 3, 2016 at 6:00 p.m. for Council to review the Mayor's proposed 2017 appropriation budget,

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

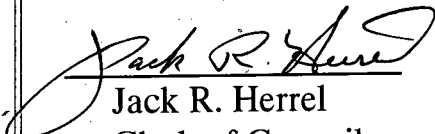
Held OCTOBER 17, 2017

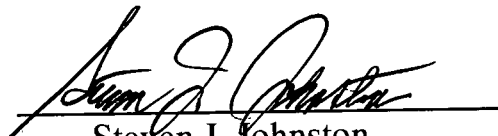
**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Ms. Cafagno.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:16 p.m.** by Mr. Eakins and seconded by Mr. Conway.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council Work Session

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 3, 2016

## MINUTES OF THE NOVEMBER 3, 2016 COUNCIL WORK SESSION By Jack R. Herrel, Clerk of Council

The purpose of the work session is to do an overview and analysis of the Mayor's 2017 Appropriation Budget.

Council Members Present: Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, and Clerk of Council Jack Herrel.

Mayor Martin reviewed certain items in the budget that will require a reallocation of the income tax revenue from 70% General Fund, 20 % Capital Fund, and 10% Street Maintenance Fund to 75% General Fund, 15% Capital Fund, and 10% Street Maintenance Fund. This will allow the appropriation of funds to provide needed services out of the General Fund such as an additional police officer, body cams, and computer system upgrades. Many of the village's computers are not protected from computer viruses and hackers etc.

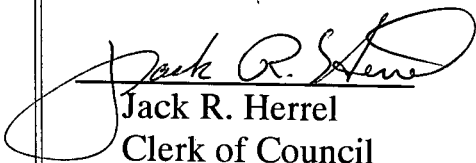
Raises for 2017 were based on the cost of living index increase of 2.5%. The employee health insurance will increase by 6.2 % accompanied by a lump sum debt recovery assessment of \$22,000.00.

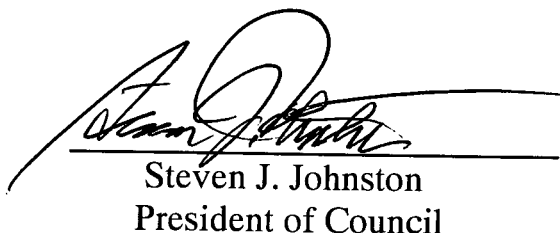
The Income Tax Director is requesting a part-time assistant clerk to help with the daily operations of the Tax Department. Workers Compensation Insurance will be paid by perspective billing whereby we pay ahead of time. 2017 is estimated to be around \$20,000.00 but will jump to \$42,000.00 by 2018 because of claims history.

The swimming pool will be subsidized \$30,000.00 by the General Fund in 2017. There are several costly projects on tap in other Enterprise Funds such as the Water and Sewer Funds. Debt service on Phase 1 of the Wastewater Treatment Plant Project begins in 2017 at a cost of \$343,145. Income tax receipts for 2017 are estimated to increase to \$3,350,000.

Council President Johnston scheduled a second work session to wrap up the 2017 appropriation budget for November 17, 2016 at 6:p.m. At that meeting department heads will be asked to present their 2017 budget requests and answer questions that may be presented by Council.

The meeting was adjourned at 7:00p.m.

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 7, 2016

## MINUTES OF THE NOVEMBER 7, 2016 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Mayor Ray Martin, Parks and Recreation Director Marci Darlington, Public Service Director John Mitchell, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Carl Fladt.... Mr. Fladt led in the singing of "God Bless America" as a tribute to Veterans Day which is November 11.

**Pledge of Allegiance:** Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Motion to adopt the minutes** of the October 17, 2016 Council meeting by Mr. Otis and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None

**Old Business:** None

**New Business:**

**Resolution 16-072**, adopting the Solid Waste Management Plan for the Allen-Champaign-Hardin-Madison-Shelby-Union Joint Solid Waste Management District.

*Discussion:*

**Motion to adopt Resolution 16-072** by Mr. Johnston and seconded by Mr. Conway

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 16-073**, accepting quote of Choice One Engineering for the 2017 Asphalt Resurfacing Project including plan preparation, bidding procedures, and construction services in the amount of \$12,950.00.

*Discussion: John Mitchell explained that the project will be bid out in January, 2017 and historically you can expect lower bids if bid out early. Mr. Mitchell praised the company saying they do a good job.*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 7, 2016

**Motion to adopt Resolution 16-073** by Ms. Warner and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 16-074**, authorizing a supplemental appropriation in the General Fund account 1000-790-600-000 (Other) in the amount of \$21,615.00.

*Discussion: Donations from various individuals and businesses have been accepted in the amount of \$21,615.00 for the purchase of an electronic messaging sign for the village. The purpose of this ordinance is to appropriate the donations toward the purchase of the sign. There could possibly be more donations to come.*

**Motion to adopt Ordinance 16-074** by Mr. Conway and seconded by Ms. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 16-075**, authorizing a renewal of the health insurance package for Village employees through the OPEC Healthcare Cooperative.

*Discussion: The Employee Benefits Committee is recommending option #2 which renews the current insurance benefits at a 6.2 % premium increase with a \$22,000.00 lump sum debt recovery assessment.*

**Motion to adopt Resolution 16-075** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 16-076**, authorizing a supplemental appropriation in various funds in the amount of \$22,000.00 for the annual deficit recovery to the OPEC Healthcare Cooperative.

*Discussion: As part of the Health insurance renewal the village is required to pay a lump sum debt recovery assessment in the amount of \$22,000.00. This ordinance appropriates the payment of the assessment to the various funds affected.*

**Motion to adopt Ordinance 16-076** by Mr. Eakins and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

**First reading of Ordinance 16-077**, creating a Village of West Jefferson Income Tax Collection Policy.

*Discussion: The Income Tax Director is recommending the implementation of an Income Tax Collection Policy to set procedures for the collection of delinquent income tax accounts. Second reading will be read at the November 21, 2016 Council meeting.*

**Resolution 16-078**, creating the part-time position of "Assistant Income Tax Clerk".

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 7, 2016

*Discussion: The Director of Income Tax and the Finance Committee are recommending the creation of this position to help in the Income Tax Department on a part-time basis.*

**Motion to adopt Resolution 16-078** by Ms. Warner and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**First reading of Ordinance 16-079**, amending Ordinance 16-070, aka the "Employee Pay Ordinance" passed October 17, 2016 by adding pay rates for the part-time position of "Assistant Income Tax Clerk".

*Discussion: Ms. DiLeo stated that this is the same pay scale as the part-time Public Service Clerk.*

## Committee Reports:

**Finance:** Mr. Johnston announced that another Council work session will be held on November 17, 2016 for department heads to explain their budget requests.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** None

**Director of Public Service:** John Mitchell reported that leaf collection is still ongoing as the leaves came down later this year....will go as long as it takes to clean up the leaves. Reroofing and siding on the front shelter house at Converse Park is completed using the balance in the Nature Grant Fund.

**Director of Parks and Recreation Report:** Ms. Darlington reported that Make a Difference Day went well. \$1,780.00 was collected for the food pantry. Tolles Tech. donated over 2000 rolls of toilet tissue. The adult softball league finished with the "Roosters" team taking home the league trophy...they also won the league tournament.

**Mayor's Report and Recognition:** The Mayor reported that Dave Kell will be reporting on the on the Madison County Community Investment Corporation trip to Japan, which went very well. The winners of the painting contest were HER Realty.

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 7, 2016

## Recognition of Clerk and Council:

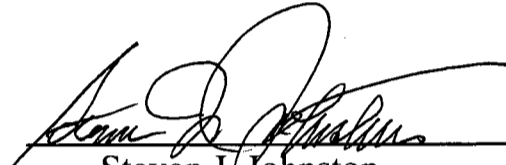
**Additional Business:** None

**Motion to pay the bills** by Mr. Otis and seconded by Mr. King  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:34 p.m.** by Mr. Otis and seconded by Mr. King.  
*Passed by Acclamation of Council.*

\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

\_\_\_\_\_  
  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council Meeting

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 21, 2016

## MINUTES OF THE NOVEMBER 21, 2016 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Mayor Ray Martin, Parks and Recreation Director Marci Darlington, Public Service Director John Mitchell, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Reverend Isaac Shupe

**Pledge of Allegiance:** Doug Eakins

Randy Otis asked for a moment of silence for the passing of former West Jefferson Mayor Gene Graves.

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Motion to adopt the minutes** of the November 3, 2016 Council work session and the November 7, 2016 Council meeting by Mr. Conway and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None

**Special report** from David Kell: (Trip to Japan)

Mr. Kell reported on the Madison County CIC trip to Japan. Others who made the trip included Columbus 20/20 and MODE. They visited with several companies in Japan who have interests right here in Madison County, including GTech, Teagosi, Stanley Electric, and Nissan Chemitec. They discussed opportunities for growth in Madison County, more housing for employees and management, and worked on building relationships.

**Old Business:** None

**Second Reading of Ordinance 16-077**, adopting a Village of West Jefferson Income Tax Collection Policy.

*Discussion: None*

**Motion to adopt Ordinance 16-077** by Ms. Cafagno and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion Carries 7-0*

# RECORD OF PROCEEDINGS

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Form 6101

Held NOVEMBER 21, 2016

**Second reading of Ordinance 16-079**, amending Ordinance 16-070, aka the "Employee Pay Ordinance" passed October 17, 2016 by adding pay rates for The part-time position of "Assistant Income Tax Clerk".

*Discussion: None*

**Motion to adopt Ordinance 16-079** by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion Carries 7-0*

## **New Business:** (Next available Number 16-080)

**1<sup>st</sup> reading of Ordinance 16-080**, an ordinance to make appropriations for current expenses and other expenditures of the Village of West Jefferson during the fiscal year ending December 31, 2017.

*Discussion: This budget is the culmination of a lot of hard work and it is presented as a balance budget.*

*Second reading to be held at the December 5, 2016 Council meeting.*

**1<sup>st</sup> reading Ordinance 16-081**, setting the pay rates for village employees, and repealing any ordinance or section of an ordinance that may be in conflict with this ordinance.

*Discussion: None*

*Second reading to be held at the December 5, 2016 Council meeting.*

**1<sup>st</sup> reading of Ordinance 16-082**, setting the percentage of income tax receipts collected and allocated to various funds pursuant to Sections 181.18 or 182.013 of the Village Municipal Income Tax Code, and repealing ordinance 14-094 passed December 15, 2014.

*Discussion: This allocation increases the percentage of income tax receipts allocated to the General Fund by 5% to 75% and reduces the amount going to the Capital Fund by 5 % to 10%. The Street Maintenance fund stays at 15%.*

**Motion to suspend the rules and pass Ordinance 16-082** on first reading by Ms. Warner and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Ordinance 16-083**, authorizing various supplemental appropriations to the 2016 appropriation budget.

*Discussion: These supplemental appropriations are necessary to get us through the end of this fiscal year.*

**Motion to adopt Ordinance 16-083** by Mr. Conway and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Resolution 16-084**, approving the appointment of Gloria J. Herrel to the part-time position of Assistant Income Tax Clerk and setting the rate of pay at the fifteen year level of \$17.00 per hour.

# RECORD OF PROCEEDINGS

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*Discussion: Mayor Martin said that Mrs. Herrel was interviewed and had all of the necessary qualifications needed for the job including over 17 years of public experience under PERS.*

**Motion to adopt Resolution 16-084** by Mr. Johnston and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion Carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** Mr. Conway reported that the Christmas parade will be on December 10<sup>th</sup> lining up at the American Legion. Step off will be at 5:30 p.m.

**Director of Finance Report:** None

**Director of Public Service:** John Mitchell reported that leaf collection is going well....the work on the shelter house at Converse Park is completed and looks good...preparing the trucks for snow and ice removal.

**Director of Parks and Recreation Report:** None

**Mayor's Report and Recognition:** The Mayor recognized the passing of Gene Graves, former West Jefferson Mayor. He thanked Ms. DiLeo and department heads for their work on the 2017 appropriation budget.

**Recognition of Clerk and Council:** Mr. Otis commended the Street Department on leaf collection this year saying they have really done a good job. Steve Johnston singled out Ms. DiLeo for an outstanding job on the 2017 appropriation budget. She worked many hours in the evening at home with a laptop computer and her efforts are appreciated.

**Additional Business:** None

**Motion to pay the bills** by Mr. Johnston and seconded by Mr. Otis  
*Passed by Acclamation of Council*

RECORD OF PROCEEDINGS

Minutes of Council

Meeting

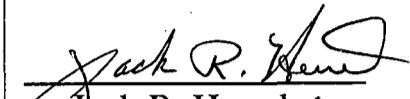
BARRETT BROTHERS - DAYTON, OHIO

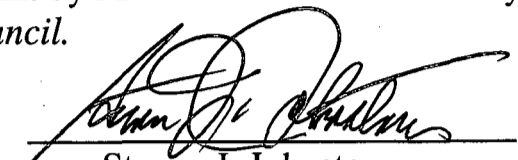
Form 6101

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**Motion to approve "Then and Now" Certificates over \$3,000.00 - None**

**Motion to adjourn at 7:35 p.m.** by Mr. Eakins and seconded by Mr. Johnston.  
*Passed by Acclamation of Council.*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 5, 2016

## MINUTES OF THE DECEMBER 05, 2016 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Mayor Ray Martin, Parks and Recreation Director Marci Darlington, Public Service Director John Mitchell, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Reverend Mark Smith

**Pledge of Allegiance:** Jenifer Warner

**Motion to adopt the agenda** by Mr. Conway and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Motion to adopt the minutes** of the November 17, 2016 Council work session and the November 21, 2016 Council meeting by Mr. King and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** Bob Green opened discussion by asking Council what if anything has been done about the dog situation with the Aubrys. He said it's been about two years since he originally brought it to Council's attention. Mayor Martin said he has challenged the Planning and Zoning Board and will be discussing it with them. The McCartys have said they will testify but nothing has happened yet. Mr. Green said there are about 12 or 13 dogs and they are being moved around from Mrs. Aubrys house to her mother's house. Arnie Booth (Zoning Enforcement Official) offered to bring Council up to date on the situation. Based on reports obtained from the Police Department he has sent a notice of violation to Mrs. Aubry and her mother on the dog ordinance and charged a non-compliance fee of \$100.00 to each. If the fees are not paid within 30 days it will be assessed on their property taxes. If they continue to not comply, the file will be turned over to the Law Director for prosecution.

**Motion to enter into executive session at 7:21 p.m.** to consider the appointment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official; and to consider the purchase and/or sale of property by Ms. Cafagno and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to return to regular session at 7:55 p.m.** by Mr. Conway and seconded by Mr. Eakins.

# RECORD OF PROCEEDINGS

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Meeting

BARRETT BROTHERS - DAYTON, OHIO

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Held DECEMBER 5, 2016

*Roll Call: All Yeas*

*Motion carries 7-0*

## Old Business:

**Second reading of Ordinance 16-080**, an ordinance to make appropriations for current expenses and other expenditures of the Village of West Jefferson during the fiscal year ending December 31, 2017.

*Discussion: Mr. Johnston stated that this is a balanced budget and it was completed a little earlier this time.*

**Motion to adopt Ordinance 16-080** by Ms. Warner and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Second reading of Ordinance 16-081**, setting the pay rates for village employees, and repealing any ordinance or section of an ordinance that may be in conflict with this ordinance.

*Discussion: No Discussion*

**Motion to adopt Ordinance 16-081** by Mr. Otis and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

## New Business: (Next available Number 16-080)

**Resolution 16-085**, authorizing a donation to Christmas in the Park Inc. in the amount of \$1,500.00.

*Discussion: Mr. Johnston stated that this something Council does this every year as we do the same for the 4<sup>th</sup> of July Festival and the Ox Roast to help with the costs.*

**Motion to adopt Resolution 16-085** by Mr. Conway and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 16-086**, reducing appropriations in the 2016 appropriation budget in the WWTP Improvement and Wellfield/WTP Improvement Funds.

*Discussion:*

**Motion to adopt Ordinance 16-086** by Mr. Johnston and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held DECEMBER 5, 2016

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** Lineup for the Christmas parade will begin at the American Legion Hall on Saturday around 4:30 or 5:00, Step off will begin at 5:30 p.m.

**Director of Finance Report:** Debie DiLeo presented the November financial report.

**Director of Public Service:** John Mitchell reported that he extended leaf collection a few extra days because the leaves came down later than usual this year... Christmas lights have been put on the trees... Preparing the trucks and equipment for snow and ice removal... Mayor reported that he has been getting compliments about the Street Department's work.

**Director of Parks and Recreation Report:** None

**Mayor's Report and Recognition:** The Mayor wants to pass along a thank you to Council from Carol Beachy for its contribution to "Christmas in the Park".

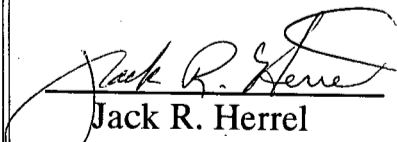
**Recognition of Clerk and Council:**


**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Johnston  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 8:29 p.m.** by Mr. Eakins and seconded by Mr. Conway.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

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COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 19, 2016

## MINUTES OF THE DECEMBER 19, 2016 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Parks and Recreation Director Marci Darlington, Public Service Director John Mitchell, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Reverend Russ Harless (Associate Pastor, Life in Christ Fellowship Church)

**Pledge of Allegiance:** Jim King

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Motion to adopt the minutes** of the December 5, 2016 Council meeting by Mr. Conway and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** Ron Garver came to ask about the Village's plan to purchase the Zion Lutheran Church for use as a community center. He questioned using money out of the Capital Improvements Fund for the purchase. He does not feel it's a good use of the taxpayer's money. He feels the community would be better served by infrastructure projects such as water, sewer, and street improvements. He questioned the amount of space available to build a gymnasium at a later date adding that it would cost over a million dollars. He doesn't think that Council thought it through very well or did their due diligence. Mr. Johnston responded by saying that Council has done its due diligence. It is a viable facility that can offer a lot more things than a basketball or volleyball court for people of all ages. It can be used now for many different activities. Mr. Johnson mentioned that Moody Nolan was supposed to have meetings with the public in reference to their feasibility study but it never happened. Mr. Garver countered that the public meetings would have happened had it been put on the ballot. Ms. Cafagno said she felt that the feasibility study was somewhat misleading. Mayor Martin said he has not talked to anyone who is opposed to purchasing the property. It is a 6,000 square foot building appraised at \$300,000 and we get it for \$160,000, a very good deal indeed. Other Council members also expressed their support for the purchase saying that although plans are not complete, there will be many good programs established for its use as a community center.

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 19, 2016

**Old Business:** None

**New Business:**

**Resolution 16-087**, a resolution authorizing the Mayor of the Village of West Jefferson to enter into, execute and deliver a contract for the purchase of the Zion Lutheran Church at 221 S. Center Street in the Village of West Jefferson and the encompassing 2.622 acres of land. The Mayor is further authorized, on behalf of the village, to sign all necessary closing documents to purchase said property.

*Discussion:*

**Motion to table Resolution 16-087** until the January 3, 2017 Council meeting by Mr. Otis....Motion died for lack of a second.

**Motion to adopt Resolution 16-087** by Mr. King and seconded by Mr. Conway.

*Roll Call: Yeas- Ms. Warner, Mr. Eakins, Mr. Johnston, Mr. King, Ms. Cafagno, and Mr. Conway Nays-Mr. Otis*

*Motion carries 6-1*

**Resolution 16-088**, confirming the Mayor's appointment of Richard King to the Village Planning and Zoning Commission for the term beginning January 2, 2017 and expiring January 1, 2020.

*Discussion: The Mayor says he believes Mr. King will make a good addition to the Planning and Zoning Commission.*

**Motion to adopt Resolution 16-088** by Mr. Eakins and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 16-089**, authorizing the Village of West Jefferson to participate in the State of Ohio Cooperative Purchasing Program.

*Discussion: Village Purchasing Agent, John Mitchell said we have to renew our membership every year as it allows us to take part in the cooperative purchasing program. We have purchased a lot of equipment over the years and it assures that we get the best prices available.*

**Motion to adopt Resolution 16-089** by Mr. Otis and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to not ask for a hearing** before the Ohio Liquor Control Board pertaining to the application for a C1, C2 liquor permit by Dolgen Midwest LLC, dba Dollar General Store 17256 at 45 Taylor Blair Road, West Jefferson, Ohio, by Mr. Otis and seconded by Mr. Eakins.

*Discussion: This is the new Dollar General Store at the corner of Taylor Blair Road and Main Street. The permit authorizes them to sell beer and wine for off premises consumption.*

*Roll Call: All Yeas*

*Motion carries 7-0*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 19, 2016

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Absent

**Director of Public Service:** John Mitchell reported that leaf collection program is completed..now jumping right into snow and ice removal.

**Director of Parks and Recreation Report:** Marci Darlington reported that she was able to obtain a scholarship for the additional training that she wanted to attend.

**Mayor's Report and Recognition:** The Mayor thanked Patsy Phillips for her service on the Planning and Zoning Commission. The Mayor feels that 2016 has been a good year for the village... He thanked Council for their efforts and cooperation and is looking forward to the future.

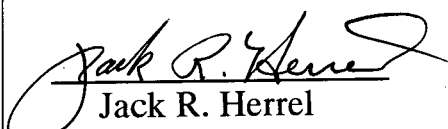
**Recognition of Clerk and Council:** Various Council members expressed appreciation for the support they received this year as the level of cooperation has been outstanding this year with many good comments and positive feedback.

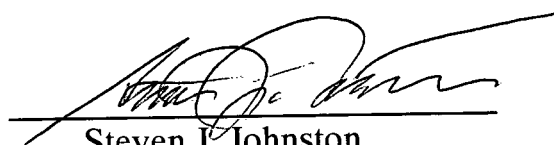
**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Johnston  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 8:29 p.m.** by Mr. Eakins and seconded by Ms. Cafagno.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JANUARY 3, 2017

## MINUTES OF THE JANUARY 3, 2017 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Mayor Ray Martin.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Reverend Izaac Shupe

**Pledge of Allegiance:** Jim King

**Council President Johnston** took the gavel and opened the floor for nominations for Vice President of Council. Randy Otis nominated Jennifer Warner and Jim King Nominated Doug Eakins. Ballots were then distributed to all Council members for the vote. The Clerk of Council gathered the ballots and tallied the votes with the assistance of the Director of Finance. The Clerk then announced that Jennifer Warner had received the Majority of Votes and she was pronounced Vice-President of Council for the 2017 term.

**Motion by Mr. King and** seconded by Ms. Warner to remove item C from the agenda.

*Discussion: This is an ordinance authorizing the Village of West Jefferson to enter into an agreement with Jefferson Industries Corporation to grant a one hundred percent (100%) real property tax abatement for fifteen years on certain real property improvements. On the advice of our attorneys we are omitting this item from the agenda this evening.*

**Motion to adopt the agenda** as amended by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Motion to adopt the minutes** of the December 19, 2016 Council meeting by Mr. Otis and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None

**Old Business:** None

**New Business:**

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held JANUARY 3, 2017

**Resolution 17-001**, creating Council Committees to assist various departments and commissions for the 2017 term of Council.

*Discussion: None*

**Motion to adopt Resolution 17-001** by Mr. Otis and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-002**, accepting the property values, tax rates, and estimated revenue for calendar year 2017 as estimated by the Madison County Auditor.

*Discussion: Debbie DiLeo advised that the estimated revenue is down about \$4,000.00 from last year. According to the Auditor's office, this is mainly due to a revaluation of property owned by Jefferson Industries Corporation.*

**Motion to adopt Resolution 17-002** by Mr. King and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Debbie DiLeo presented the December 2016 report to Council.

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** The Mayor reported that Marcie has applied for several grants related to Parks and Recreation. He said he was very pleased with the way last year went and is hoping for even better things in the future.

# RECORD OF PROCEEDINGS

Minutes of Council

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Held JANUARY 3, 2017

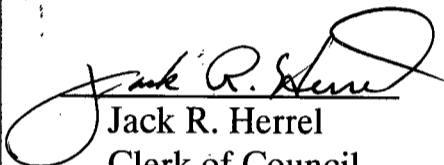
**Recognition of Clerk and Council:** Ms. Warner thanked Council for their support and trust in her. Mr. Johnston mentioned that we have a lot of things scheduled for this year.

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Johnston  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:18 p.m.** by Mr. King and seconded by Mr. Conway.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JANUARY 16, 2017

## MINUTES OF THE JANUARY 16, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Mayor Ray Martin.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Reverend Izaac Shupe

**Pledge of Allegiance:** Jim King

**Public Hearing** opened at 7:06 p.m. to discuss the possible vacation of an alley located in the Village of West Jefferson and running North and South between Center St. and Chester St. and being South of Franklin Avenue, as petitioned for by Mr. Thomas Tinkler. Mr. Tinkler was on hand to tell Council there is no good reason to leave the alley open. He needs to put in a fire escape and there isn't enough room unless the alley is closed. Mr. Rex Armentrout said he was in favor of closing the alley. Mr. Nicholas Beck initially opposed closing the alley but later withdrew his opposition. Council President Johnston said it will likely come up for a vote at the next Council meeting. The hearing was closed at 7:13 p.m.

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the January 3, 2017 Council meeting by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** Mayor Martin administered the Oath of Office to new full time police officer *Kyle Kauffman*, with family, friends and fellow officers in attendance.

*David Kell*, Executive Director of the Madison County Chamber of Commerce, was on hand to discuss the Enterprise Zone Agreement between the village and Jefferson Industries for the abatement of real property taxes on the expansion planned at the State Route 29 facility.

**Old Business:** None

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held JANUARY 16, 2017

## New Business:

**Ordinance 17-003**, authorizing the Village of West Jefferson to enter into an agreement with Jefferson Industries Corporation to grant a one hundred percent (100%) real property tax abatement for fifteen years on certain real property improvements and declaring an emergency.

*Discussion: David Kell added that Jefferson Industries has been a good partner in the community. Mr. Johnston praised Mr. Kell for all he has done for West Jefferson and Madison County.*

**Motion to adopt Ordinance 17-003** by Mr. King and seconded by Ms. Cafagno

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-004**, authorizing a donation in the amount of \$3,000.00 to the West Jefferson Youth Athletic Association.

*Discussion: Mr. Johnston stated that the WJYAA does an outstanding job for our community. Mr. Conway didn't dispute that but added that the village provides the parks, mowing, ballfields, electric, etc. He said he was just concerned how the additional money was going to be spent.*

**Motion to adopt Resolution 17-004** by Mr. King and seconded by Mr. Eakins

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-005**, authorizing the Public Service Director to make purchases on certain budgeted items which exceed the purchasing limit of \$7,500.00.

*Discussion: John Mitchell provided a detailed description of each item and how much it costs as each purchase was appropriated in the 2017 budget.*

**Motion to adopt Resolution 17-005** by Mr. Johnston and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-006**, confirming Council's re-appointment of Bob Godden to the Village Planning and Zoning Commission.

Planning and Zoning Commission re-appointment.

*Discussion:*

**Motion to adopt Resolution 17-006** by Ms. Cafagno and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

Mayor Martin then administered the Oath of Office to Bob for his re-appointment to the Planning and Zoning Commission.

**Ordinance 17-007**, authorizing a supplemental appropriation to the 2017 appropriation budget for the purchase of the Zion Lutheran Church

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held JANUARY 16, 2017

property on S. Center Street, including purchase price, closing costs, and minor repairs.

**Motion to adopt Ordinance 17-007** by Ms. Cafagno and seconded by Mr. Conway.

*Discussion:*

*Roll Call: Yeas; Ms. Warner, Mr. Eakins, Mr. Johnston, Mr. King, Ms. Cafagno, and Mr. Conway. Nays; Mr. Otis.*

*Motion carries 6-1*

**Resolution 17-008**, authorizing the Chief of Police to order a new police cruiser and peripheral equipment.

*Discussion: The new cruiser is a budgeted item in the 2017 appropriation budget.*

**Motion to adopt Resolution 17-006** by Ms. Cafagno and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** Scheduled a meeting for January 19, 2017 at 5:15 p.m. in the Water Department Conference Room.

**Special Events:** None

**Director of Finance Report:** None

**Director of Public Service:** Things going smoothly... Street employees working on maintenance of equipment, etc.

**Director of Parks and Recreation Report:** The toy drive on January 2<sup>nd</sup> and 3<sup>rd</sup> received over 50 new toys...great way to start the new campaign.

**Mayor's Report and Recognition:** The Mayor said he was excited to have the new Community Center....Development is going well.

**Recognition of Clerk and Council:**

**Additional Business:**

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BARRETT BROTHERS - DAYTON, OHIO

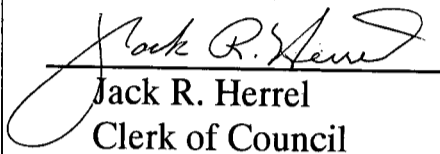
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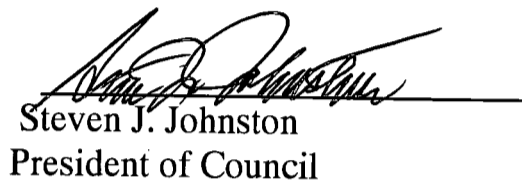
Held JANUARY 16, 2017

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:40 p.m.** by Mr. King and seconded by Mr. Conway.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held FEBRUARY 6, 2017

## MINUTES OF THE FEBRUARY 6, 2017 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Reverend Jerry Dye

**Pledge of Allegiance:** led by Jim King

**Motion to adopt the agenda** by Mr. Otis and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the January 16, 2017 Council meeting by Mr. Conway and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None

**Old Business:** None

**New Business:**

**Resolution 17-009** authorizing a supplemental appropriation of \$12,000.00 in the General Fund account 1000-730-420-0000 for upgrades to the Council Chambers and Conference Room.

*Discussion: Mr. Johnston noted that the improvements are long overdue. They include installation of carpet and vinyl wall base molding and 28 stackable audience chairs, armless with upholstered seats and backs. The upgrades as quoted from Library Design Associates will cost \$11,293.00. The council chambers and conference room walls as well as the stairwell and railings have already been painted.*

**Motion to adopt Resolution 17-009** by Ms. Warner and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 17010**, amending ordinance 16-081 passed December 6, 2016, an ordinance setting the pay rates for village employees, and declaring an emergency.

# RECORD OF PROCEEDINGS

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*Discussion: The village is currently advertising for the Assistant Finance Director position. This ordinance changes the Assistant Finance Director position from hourly salaried. It also sets the salary range between \$45,000.00 and \$55,000.00. Ms. DiLeo said she feels the changes are needed. She has met with the Finance Committee and they are in agreement.*

**Motion to adopt Ordinance 17-010** by Mr. Johnston and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**First Reading of Ordinance 17-011**, an ordinance vacating an unnamed alley in the Village of West Jefferson and running North and South between Center St. and Chester St. and being South of Franklin St., pursuant to a petition filed by Mr. Thomas Tinkler.

*Discussion: A public hearing and Council discussion has been held concerning this matter and there appears to be consensus without opposition to the alley closing.*

**Motion to suspend the rules and pass on first reading** by Ms. Cafagno and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt Ordinance 17-011** by Mr. Eakins and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-012**, a resolution accepting a recommendation from the Planning and Zoning Commission to approve the Plat Plan of the Jefferson Industries Corporation planned expansion at 6670 State Route 29 as it pertains to the zoning regulations of the Village of West Jefferson.

*Discussion: A copy of the plat plan was on display for everyone to review. The planning and Zoning Commission modified the plan slightly to assure that the 30 foot access drive around the facility be maintained.*

**Motion to adopt Resolution 17-012** by Mr. King and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-013**, authorizing the Public Service Director to purchase a Ford F-150 truck from Middletown Ford at a cost not to exceed \$26,681.54.

*Discussion: This is a 2017 budgeted item which exceeded the \$7,500.00 spending authority.*

**Motion to adopt Resolution 17-013** by Mr. Johnston and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-014**, authorizing the Chief of Police to purchase four (4)

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Held FEBRUARY 6, 2017

4RE/Vista dash cams and hardware from Watch Guard Video at a cost not to exceed \$19,280.

*Discussion: This is a 2017 budgeted item which exceeded the \$7,500.00 spending authority.*

**Motion to adopt Resolution 17-014** by Mr. Conway and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-015**, authorizing the Mayor to execute an indemnity agreement with BlueScope Properties Group LLC for a stream impact permit for development at State Route 29 and Commerce Parkway.

*Discussion: This agreement basically is an accommodation to BlueScope Properties to expedite the acquisition a Stream Impact Permit for road widening work at State Route 29 and Commerce Parkway. The Indemnity Agreement holds the Village harmless against all claims that could arise.*

**Motion to adopt Resolution 17-015** by Ms. Warner and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** Mr. Johnston noted that the Finance Committee supports the decision to make the Assistant Finance Director position salaried and increase the salary range.

**Police:** None

**Employee Benefits:** Ms. Cafagno noted that the Employee Benefits Committee also supports the decision concerning the Assistant Finance Director position.

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Debbbie DiLeo delivered her January, 2017 financial report to Council.

**Director of Public Service:** John Mitchell reported that bids for the road paving project have been advertised and the bid opening is set for February 22 at 10:00 a.m. in the water Department conference room.

**Director of Parks and Recreation Report:** Marci Darlington reported that 228 people took part in the online survey; Need to do something about the Graffiti in

# RECORD OF PROCEEDINGS

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the parks; Have been awarded \$7,000.00 donation from Battelle for the Lunch and Learn program; Will be meeting with WJYAA about their needs vs ours for use of the parks.

**Mayor's Report and Recognition:** The closing for the community center is set for Monday, February 20, 2017.

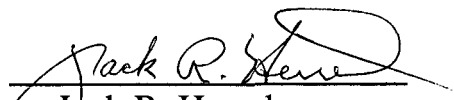
**Recognition of Clerk and Council:** Mr Johnston wants to set up a steering committee for the open house at the community center and to set up operational policies and procedures. Mr. Johnston suggested that Council and other employees exhaust all avenues prior to taking a question to the Law Director. Some questions may be able to be answered in house. After all, the cost clock is ticking when you go to the Law Director and we need to be as prudent as possible with taxpayers' money.

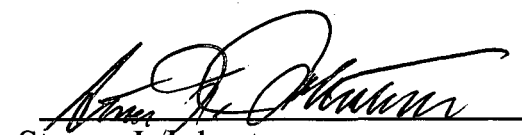
## **Additional Business:**

**Motion to pay the bills** by Mr. King and seconded by Ms. Cafagno  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:41 p.m.** by Mr. Eakins and seconded by Mr. Johnston.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held FEBRUARY 20, 2017

## MINUTES OF THE FEBRUARY 20, 2017 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Public Service Director John Mitchell, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Mayor Ray Martin

**Pledge of Allegiance:** led by Wesley Miller of Boy Scout Troup 121

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the January 16, 2017 Council meeting by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** Boy Scout Troup 121 was on hand to observe.

**Old Business:** None

**New Business:**

**Resolution 17-016**, a resolution authorizing the Mayor to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts as required.

*Discussion: None*

**Motion to adopt Resolution 17-016** by Ms. Cafagno and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Committee Reports:**

**Finance:** None

**Police:** None

**Employee Benefits:** None

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held FEBRUARY 20, 2017

**Public Service:** None

**Development:** Mr. Johnston said he'd like to schedule a meeting sometime prior to the next Council meeting.

**Parks and Recreation:** Absent

**Special Events:** None

**Director of Finance Report:** Debbie DiLeo reported that the Asst. Finance Director position has been advertised in several governmental publications. The transition from First Merit Bank to Huntington will take place tomorrow and hopefully all will go smoothly for the village.

**Director of Public Service:** John Mitchell reported that seven (7) bids for the road paving project have been received and the bid opening will be Wednesday February 22, 2017 at 10:00 a.m.; Submitted data from flow meters and now awaiting the first report; have been televising sewer lines, cutting out roots etc. searching for inflow and infiltration.

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** Mayor Martin said he was glad the Boy Scouts were able to attend and observe how the Council meetings are conducted. The Mayor also said he is pleased with the degree of respect and togetherness displayed by this Council.

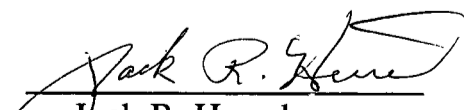
**Recognition of Clerk and Council:** Mike Conway asked about the dog situation again and the Mayor responded that he is giving them until June; a new dog ordinance is being drawn up. Steve Johnston mentioned that the new flooring will be installed on Monday.

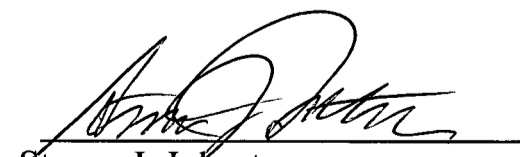
**Additional Business:**

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:17 p.m.** by Ms. Warner and seconded by Mr. Eakins.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MARCH 6, 2017

## MINUTES OF THE MARCH 6, 2017 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Public Service Director John Mitchell, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Reverend Jerry Dye

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the February 20, 2017 Council meeting by Mr. Conway and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

### **Recognition of guests:**

*Rita Williams*, Director of Economic Incentives for Kroger Co.

*Al Smith*, Director of Small Formats for Kroger Co.

*Tom Hart*, Law Firm of Isaac, Wiles, Burkholder & Teetot, LLC

*Karl Billisits*, Harmony Development Group

*Jeff Pfeil*, Jefferson Township Trustee

*Russ Miller*, land owner.

**Old Business:** None

### **New Business:**

**A. Resolution 17-017**, authorizing the Mayor and Public Service Director to enter into; on behalf of the Village of West Jefferson, a Water and Sewer Agreement with Kroger Co., William R. Miller, and Kris a. Miller.

*Discussion: First Mr. Johnston explained that this is the culmination of negotiations that have been going on for the last year and a half. Al Smith and Rita Williams spoke on behalf of the Kroger Company. Mr. Smith displayed a conceptual drawing of a grocery store named "Fresh Eats Market" which Kroger intends to build at the corner of U.S. Rt. 40 and State Rt. 142. The 12,000 square-foot grocery store will have a pharmacy, food service, and a Starbucks. This is a new new Kroger store format. Mr. Smith said Fresh Eats is twice the size of*

# RECORD OF PROCEEDINGS

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*the Turkey Hill store in Marysville, which became the inspiration for this store. Kroger owns five and a half acres at that location and currently it is not contiguous to the village. However, the village has been working in collaboration with Kroger and the Miller family who own 402 acres across State Rt. 40 which is contiguous to the village and in consideration for a housing development. The Millers want to annex to the village and gain access for water and sewer services as Kroger is willing to construct water and sewer main extensions along Rt. 40 to service the Kroger and Miller properties. Both parties must go through annexation and rezoning before any work can start. The agreement has a formula for Kroger to recoup its investment in the water and sewer lines through water and sewer tap fees. Mr. Billitis displayed a couple of conceptual plans of what the housing development could look like including residential housing and apartments, and some commercial buildings. One of the renderings included a school.*

**Motion to adopt Resolution 17-017** by Ms. Warner and seconded by Mr. King.

Roll Call: All Yeas

Motion carries 7-0

- B. Resolution 17-018**, authorizing the Mayor and Director of Public Service to enter into, on behalf of the Village of West Jefferson, a Pre-Annexation Agreement with Kroger Co.

*Discussion:*

**Motion to adopt Resolution 17-018** by Mr. Conway and seconded by Ms. Cafagno.

Roll Call: All Yeas

Motion carries 7-0

- C. Ordinance 17-019**, an ordinance to approve current replacement pages to the West Jefferson Codified Ordinances and declaring an emergency.

*Discussion: This is the annual update of the codified ordinances.*

**Motion to adopt Ordinance 17-019** by Ms. Warner and seconded by Ms. Cafagno.

Roll Call: All Yeas

Motion carries 7-0

- D. Resolution 17-020**, confirming the implementation of section 3735.65 through 3735.70 of the Ohio Revised Code, establishing and describing the amended boundaries of the West Jefferson Northern Community Reinvestment Area in the Village of West Jefferson.

*Discussion: This resolution reaffirms the amendment of the CRA boundaries under Resolution 13-052.*

**Motion to adopt Resolution 17-020** by Mr. Eakins and seconded by Mr. King.

Roll Call: All Yeas

Motion carries 7-0

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MARCH 6, 2017

**E. Resolution 17-021**, accepting the recommendation of the Public Service Director to award the 2017 Paving Maintenance Program to Columbus Asphalt Paving, Inc.

*Discussion: John Mitchell explained that this is the lowest and best bid received and is under the engineers estimate. The bid came in at \$218,031.20*

**Motion to adopt Resolution 17-021** by Ms. Cafagno and seconded by Mr. Johnston.

Roll Call: All Yeas

Motion carries 7-0

**F. Resolution 17-022**, accepting the recommendation of the West Jefferson Tax Incentive Review Commission to continue the Duke and MTB CRA agreements.

*Discussion: The Tax Incentive Review Council met on March 2, 2017 to review CRA abatement agreements with the village. They found the MTB and Duke Realty agreements to be in compliance and recommended them to be continued.*

**Motion to adopt Resolution 17-022** by Mr. King and seconded by Mr. Eakins.

Roll Call: All Yeas

Motion carries 7-0

**G. Resolution 17-023**, appointing Lisa Richmond to the full-time position of Police Dispatcher and setting the salary at the twenty year level.

*Discussion: Lisa has over 30 years of experience with Leads, The Ohio State Highway Patrol, and The Madison County Sheriff's Department. She is currently working as a part-time dispatcher for the Village Police Department.*

**Motion to adopt Resolution 17-023** by Mr. Johnston and seconded by Mr. Eakins.

Roll Call: All Yeas

Motion carries 7-0

**H. Ordinance 17-024**, an ordinance to approve and adopt the imposition of a Fire and EMS Service Fee applicable to certain buildings pursuant to Ohio Revised Code Section 9.60; the adoption of procedures for the imposition, calculation, collection, expenditure, and administration of the Fire and EMS Service Fee as applicable, and declaring an emergency.

*Discussion: This agreement adds \$.25 per square-foot with a maximum of \$25,000.00 onetime charge to any newly constructed building receiving a property tax abatement, to help fund the Jefferson Township Fire and Emergency Services.*

**Motion to adopt Ordinance 17-024** by Ms. Cafagno and seconded by Ms. Warner.

Roll Call: Yeas- Johnston, King, Cafagno, Conway, Otis, and Warner.

Nays-Eakins

Motion carries 6-1

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MARCH 6, 2017

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:**

**Parks and Recreation:** Absent

**Special Events:** None

**Director of Finance Report:** Debbbie DiLeo distributed the February Financial Report

**Director of Public Service:** John Mitchell reported that fencing at Converse is done and looks good; Concrete pads have been installed for trash bins and picnic tables; Put in the actuators which makes traffic run much smoother.

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:**

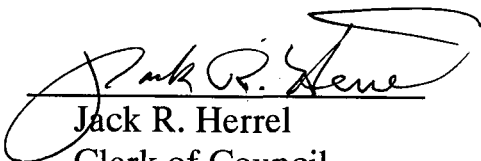
**Recognition of Clerk and Council:**

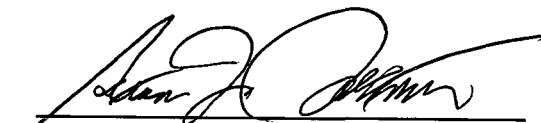
**Additional Business:**

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 8:22 p.m.** by Ms. Warner and seconded by Mr. Eakins.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MARCH 20, 2017

**MINUTES OF THE MARCH 20, 2017 COUNCIL MEETING**  
**By Jack R. Herrel, Clerk of Council**

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Public Service Director John Mitchell, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Reverend Ruth Pribe

**Pledge of Allegiance:** led by Jim King

**Motion to adopt the agenda** by Ms. Warner and seconded by Ms. Cafagno  
*Roll Call: All Yeas*  
*Motion carries 7-0*

**Motion to adopt the minutes** of the March 6, 2017 Council meeting by Mr. Eakins and seconded by Mr. Otis.  
*Roll Call: All Yeas*  
*Motion carries 7-0*

**Recognition of guests:** Several residents from Darby Crest along with Township Trustees Jeff Pfeil and John Forrest were on hand to voice their concerns about a proposed housing development planned at the corner of U.S. Rt. 40 and State Rt. 142 on the Eastern edge of West Jefferson. Many are concerned about the effects that the development could have on their property and the Township's Fire and EMS Services. A lengthy discussion ensued. Mr. Forrest asked Council to work with the Township and keep them informed on the development issues. Council President Johnston and Mayor Martin assured the people that the project is only in the concept stage at this point. Mayor Martin said that he has kept the Township informed and will continue to do so. Some of the residents seemed to be worried about the number of housing units but Mr. Johnston assured them that it would not be done overnight and will be phased in over a period of time. Mr. Russ Miller, owner of the land for the proposed development, said that he has the best interest of the village in mind and invited the Darby Crest people to meet with him and get a better understanding of the project.

**Old Business:** None

**New Business:**

**Ordinance 17-025**, an ordinance amending ordinance 12-078 passed September 17, 2012, aka the Village Fee Schedule Ordinance, by adding a

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MARCH 20, 2017

"Fire and EMS Fee" pursuant to Ordinance 17-024, passed March 6, 2017, and declaring an emergency.

*Discussion:*

**Motion to adopt Ordinance 17-025** by Ms. Warner and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-026**, authorizing the Public Service Director to contract for inventory services at the community center.

*Discussion: Ms. Warner reported that the Finance Committee met to discuss costs associated with the Community Center. They discussed the idea having a complete inventory done to see what needs to be saved and discarded. The committee agreed that the inventory should be done by an outside independent inventory company.*

**Motion to adopt Resolution 17-026** by Mr. King and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:**

**Parks and Recreation:** Absent

**Special Events:** None

**Director of Finance Report:** Report

**Director of Public Service:** John Mitchell; porta Johns have been placed in the parks....He has hired a permanent part-time employee to help with mowing, parks, etc....the asphalt contract has been signed....working on painting and cleaning at Commerce Park....Softball league has started....

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:**

**Recognition of Clerk and Council:** electrical costs at the pool to run around \$30,000.00.

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101


Held MARCH 20, 2017

## Additional Business:

**Motion to pay the bills** by Mr. Otis and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 8:04 p.m.** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council.*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held APRIL 3, 2017

## MINUTES OF THE APRIL 3, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Mayor Martin

**Pledge of Allegiance:** led by Laurie Cafagno

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Otis

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the March 20, 2017 Council meeting by Mr. Conway and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** *Marlene Gray* addressed Council about her concerns with the residential and commercial growth. She said she had heard that a certain amount of acreage will be set aside for the schools. Mr. Karl Billister attempted to answer that question by saying that their plans for the development of the Miller property include accommodations for a school site. At this point it is unknown what the schools will need or how they will be affected. That decision will be made by the school district in the future. As a side note, Mayor Martin stated that the West Jefferson millage is at 25 mills as compared to Hilliard which is at 68 mills. The village population is aging and there is no upscale housing to entice younger families to live in the village. The Mayor and members of Council tried to convince Ms. Gray that growth will be done in a slow controlled manner and done in phases as to not disturb or overburden the school system or the ability of the village to provide essential services.

**Old Business:** None

**New Business:**

**Resolution 17-027**, confirming the Mayor's appointment of William F. Ballam to fill the unexpired term of Ashli Stonerock as assistant Law Director.

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held APRIL 3, 2017

*Discussion: Mr. Johnston advised that our Law Director brought forth Mr. Ballam who is currently working for a private law firm.*

**Motion to adopt Resolution 17-027** by Mr. Johnston and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** Absent

**Special Events:** None

**Director of Finance Report:** Report

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** None

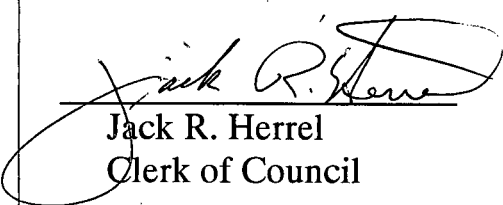
**Recognition of Clerk and Council:** None

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:34 p.m.** by Ms. Cafagno and seconded by Mr. Otis.  
*Passed by Acclamation of Council.*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held APRIL 17, 2017

## MINUTES OF THE APRIL 17, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Parks and Recreation Director Marci Darlington, Public Service Director John Mitchell, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Bill Rhoades

**Pledge of Allegiance:** led by Jim King

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Cafagno

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the April 3, 2017 Council meeting by Mr. Conway and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** *West Jefferson High School Cheerleader Competition Squad and coaches.* Mayor Martin presented a plaque with a Certificate of Special Recognition to the squad and congratulated them for their outstanding performance especially for winning the State Championship four years in a row. Members of Council also expressed their congratulations to the team. Seniors Morgan McKinney, Lauren Thompson, and Jordan Shumacher each spoke on behalf of the team and shared their thoughts about the hard work and dedication it took to achieve their goal and shared some of the obstacles and challenges they had to overcome along the way.

**Old Business:** None

**New Business:**

**Resolution 17-028**, confirming the Mayor's appointment of Rochelle Mennigen to the position of Assistant Finance Director.

*Discussion: Finance Director Debbie DiLeo introduced Ms. Menigen and advised that she comes to the village well qualified and eager to get started at her new position.*

**Motion to adopt Resolution 17-028** by Mr. Otis and seconded by Ms. Warner.

*Roll Call: All Yeas*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held April 17, 2017

*Motion carries 7-0*

## **Committee Reports:**

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Debbie DiLeo gave the March Financial report and advised that income tax receipts are down some from last year but hopes it will pick up with April's tax filing deadline.

**Director of Public Service:** John Mitchell reported that spring maintenance has started with mowing and preparing the parks. They will be pouring concrete pads for the porta-jons. He will be meeting soon with the contractor on the road maintenance project. His crew is working on catch basins and storm sewers in preparation for the contractor.

**Director of Parks and Recreation Report:** Marcie Darlington reported that the spring softball league is halfway through its season. She is looking for life guards to work at the pool this summer, get the word out for those who might be interested. ....working on a community garden with the Eagle Scouts...The Lunch and Learn Program is getting ready to go....a potential date of June 10, 2017 for the Community Center Open-house.

**Mayor's Report and Recognition:** The Mayor reported that the traffic signals are working well.

**Recognition of Clerk and Council:** None

**Additional Business:** None

**Motion to pay the bills** by Ms. Cafagno and seconded by Ms. Warner  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to enter into executive session at 7:24 p.m.** to discuss pending or imminent legal action by Mr. King and seconded by Mr. Conway.

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held APRIL 17, 2017

*Roll Call: All Yeas*

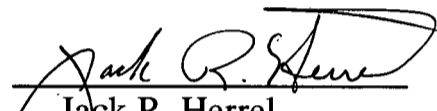
*Motion carries 7-0*

**Motion to return to regular session at 7:46 p.m. by Mr. King and seconded by Mr. Conway.**

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adjourn at 7:47 p.m. by Mr. Eakins and seconded by Ms. Cafagno.  
Passed by Acclamation of Council.**

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held May 1, 2017

**MINUTES OF THE MAY 1, 2017 COUNCIL MEETING**  
**By Jack R. Herrel, Clerk of Council**

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Pastor Russ Harless ( Life in Christ Fellowship Church)

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Johnston

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the April 17, 2017 Council meeting by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** *Pastor Russ Harless* approached the Mayor and Council seeking permission to hold the National Day of Prayer ceremony at the village gazebo on Thursday May 1, at 6:00 p.m. The alternate site in case of bad weather conditions will be at the Life in Christ Fellowship Church on State Rt. 142. *Linda Winters* announced two upcoming events, the first of which is a bake sale to be held at the Madison County Hospital tomorrow morning starting at 10:a.m. with all proceeds going to the Hospital Auxiliary. The other event is a quarter-auction to be held on Saturday May 5, at 6:00 p.m. in the basement of the United Methodist Church. All proceeds will go to the American Cancer Society, Relay for Life.

**Old Business:** None

**New Business**

**Resolution 17-029**, authorizing the Mayor and Director of Public Service to enter into, on behalf of the Village of West Jefferson, a water and sewer agreement with sky Ranch Partners LLC and managing member William R. Miller.

*Discussion: Mr. Johnston advised that this process has been four years in the making as it has been discussed from every angle and picked apart by at least three different sets of attorneys. It represents a moment in time for the Village of West Jefferson, a new beginning if you will, and a very good thing for the village.*

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MAY 1, 2017

*Mr. Eakins questioned the ser-charges as set forth in the agreement and wanted to make sure the village was getting its normally allotted water and sewer tap fees per unit. The Mayor and Karl Billister, representing Sky Ranch Properties LLC, explained the ser-charge and how it works including the possible expansion of the water/sewer lines for future growth of the village. Mr. Matt Adkins questioned the idea of charging people who will be living in the expanded territory additional fees for water and sewer services. Mr. Billister explained that it will be used for future infrastructure improvements.*

**Motion to adopt Resolution 17-29** by Mr. King and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-030**, authorizing the Mayor and Director of Public Service to enter into, on behalf of the Village of West Jefferson, a pre-annexation agreement with Sky Ranch Properties LLC.

*Discussion:*

**Motion to adopt Resolution 17-30** by Ms Warner and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-031**, authorizing the village to participate in the Ohio Workers' Compensation 100% EM CAP Program and retaining Compmanagement Inc. as our servicing agent and authorizing the Director of Finance to pay the enrollment fee.

*Discussion: Ms. DiLeo explained that as a result of our outstanding claims we are no longer eligible for the village group rating program. However, our plan administrator, Compmanagement, has informed us that the EM CAP Program is our best remaining option. With the EM CAP Program we can still realize a significant savings on our BWC premiums.*

**Motion to adopt Resolution 17-31** by Mr. Johnston and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-032**, approving two, one year extensions of the trash and recycling contract with Waste Management.

*Discussion: The first extension will be billed at \$16.46 per unit which is the current contract amount. The second extension will be billed at \$16.90 per unit. All other terms and conditions remain the same.*

**Motion to adopt Resolution 17-032** by Ms. Cafagno and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 17-033**, authorizing a supplemental appropriation in the General Fund in the amount of \$7,000.00.

# RECORD OF PROCEEDINGS

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COUNCIL

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Form 6101

Held MAY 1, 2017

*Discussion: The village has received a \$7,000.00 donation from the Columbus Foundation/Battelle for the Lunch and Learn Program. This supplemental appropriation will allow the money to be appropriated for that purpose.*

**Motion to adopt Ordinance 17-033** by Mr. Eakins and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-034**, authorizing the Public Service Director to pay the roofing contractor an amount not to exceed \$9,000.00 for roof repair and replacement at the sewer plant.

*Discussion: Since the quote exceeds the spending authority of \$7,500.00 it must be approved by resolution of Council.*

**Motion to adopt Resolution 17-034** by Ms. Cafagno and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** Set Finance Meeting for Monday May 8, 2017 at 6:00 in Council Chambers.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Debbie DiLeo reported that the auditors were in last week to work on the 2015-2016 Financial Audit. She will keep Council informed.

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** Mayor distributed a list of streets and a schedule for them to be milled and paved. A night at the Arts will be held tomorrow evening at Norwood School, the Mayor and Council have been invited to attend. Drug take-back day was Saturday. The online auction for the community center items will be May 4, 2017. We are still looking for more

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held May 1, 2017

lifeguards for the pool this summer if you know someone who may be interested. The pool is scheduled to open on time. We are trying to work out a shop with a cop program for this December.

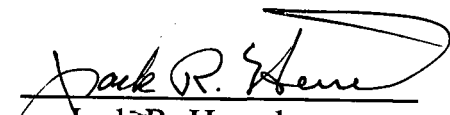
**Recognition of Clerk and Council:** None

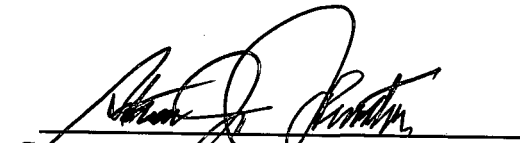
**Additional Business:** None

**Motion to pay the bills** by Ms. Cafagno and seconded by Ms. Warner  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:57 p.m.** by Mr. Eakins and seconded by Ms. Cafagno.  
*Passed by Acclamation of Council.*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held May 15, 2017

## MINUTES OF THE MAY 15, 2017 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Parks and Recreation Director Marci Darlington, Public Service Director John Mitchell, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Stan Hackney... Jim King thanked Mr. Hackney and revealed that Mr. Hackney is moving back to his home town of New Hope, Alabama. Mr. He has lived in West Jefferson since 1961.

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Eakins

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the May 1, 2017 Council meeting by Mr. Johnston and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** Stacy Sibbalds reported that the Block Watch program is going great in her neighborhood, and asked if Council could approve some 25MPH speed and Children at Play signs. Mr. Mitchell informed that typically the Children at Play signs have been taken down by other cities because it encourages children to play in the street.

**Old Business:** None

### New Business

**Resolution 17-035**, setting forth a statement of municipal services the Village of West Jefferson will provide to the 43.108 acres of land, located in Jefferson Township, and proposed to be annexed to the Village of West Jefferson via an Expedited Type II Annexation pursuant to R.C. 709.023; and the buffer requirements of the Village of West Jefferson will be enforced as provided by R.C. 709.023(C).

**Motion to adopt Resolution 17-35** by Ms. Cafagno and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MAY 15, 2017

**Resolution 17-036**, amending Resolution 17-029 passed May 1, 2017 by changing all references to Sky Ranch Partners LLC to Sky Ranch Properties LLC authorizing the Mayor and Director of Public

*Discussion:*

**Motion to adopt Resolution 17-36** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-037**, authorizing the Mayor to contract with Interstate Gas Supply, Inc. to purchase electricity and natural gas for the governmental facilities of the Village of West Jefferson.

*Discussion: Mr. Mitchell reported that after analysis of our gas and electric usage it is estimated that the village could save between \$27,000.00 and \$37,000.00 per year between both the village electric and gas accounts.*

**Motion to adopt Resolution 17-037** by Mr. Otis seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 17-038**, authorizing the Director of Finance to transfer \$31,000.00 from the General Fund to the Pool Fund.

*Discussion: This item is in the 2017 appropriation budget for the support of the pool fund.*

**Motion to adopt Resolution 17-038** by Mr. Conway and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

Mr. Johnston noted that Ms. Dileo is absent this evening due to illness.

**Motion to excuse Ms. Dileo** by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

# RECORD OF PROCEEDINGS

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Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MAY 15, 2017

**Special Events:** The first Council meeting in July will be held on July 5<sup>th</sup> instead of July 3<sup>rd</sup> in order to accommodate the 4<sup>th</sup> of July festivities.

**Director of Finance Report:** Absent

**Director of Public Service:** Mr. Mitchell reported that 9 new windows have been installed on the west side of the village hall. The street crew is trying to keep up with the mowing although we have had a lot of rain. The street crew is patching streets here and there. The paving project is scheduled to start the first week in August.

**Director of Parks and Recreation Report:** Ms. Darlington reported that the adult softball league will be finished this weekend. The swimming pool will not open until June 2 ... staffing not complete yet. They are offering more in the way of hot foods at the pool which requires more stringent licensing. Got a \$300.00 donation to buy bags for information to send home with Norwood kids.

**Mayor's Report and Recognition:** No signs to be posted on telephone poles... Kroger opening its first Fresh Eats store... Shred it day is this Saturday.

**Recognition of Clerk and Council:** None

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to go into executive session** at 7:57 p.m. by Mr. King and seconded by Ms. Cafagno.

*Roll Call: All Yeas*


*Motion carries 7-0*


**Motion to return to regular session** at 7:47 p.m. by Ms. Warner and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adjourn at 7:47 p.m.** by Ms. Warner and seconded by Mr. Johnston.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JUNE 5, 2017

## MINUTES OF THE JUNE 5, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Parks and Recreation Director Marci Darlington, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, and Police Officer Josh Jacobs.

**Council Members absent:** None

**Prayer:** Russ Harless (Life in Christ Fellowship Church)

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. Otis and seconded by Mr. Eakins

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the May 15, 2017 Council meeting by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:**

**Old Business:** None

**New Business**

**Resolution 17-039**, authorizing a donation to the 4<sup>th</sup> of July Street Fest Committee in the amount of \$3,000.00.

*Discussion: Mr. Johnston noted that the village donated the same amount last year to the committee for the 4<sup>th</sup> of July celebration and fireworks display. It's something the village does on an annual basis.*

**Motion to adopt Resolution 17-39** by Mr. Johnston and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Committee Reports:**

**Finance:** None

**Police:** None

**Employee Benefits:** None

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JUNE 5, 2017

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** The community center public open house will be Saturday from 11:00 a.m. till 4:00 p.m.

**Director of Finance Report:** Debbie DiLeo delivered the May financial report noting that income tax collections are back on track at 46 % of the 2017 annual estimate.

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Ms. Darlington reported that the adult spring softball league be finished up its regular season on Sunday and will be playing a tournament. The swimming pool opened this past weekend. The pool office sold 32 family passes and the pool took in over \$6,000.00 in admissions and over \$1,000.00 in concession sales. Ms. DiLeo added that 10 more memberships were purchased through the Finance Department. Lunch and Learn starts this week...on June 22 at the community center will be showing the movie Oxiana, about prescription drug abuse in Southern West Virginia, with a panel discussion to follow.

**Mayor's Report and Recognition:** The Mayor lamented on the loss of a young man in West Jefferson over the weekend due to a drug overdose. People are asking what we are doing about drugs. Well a lot is happening but of course some of it cannot be divulged by the Police Department. The Mayor said he met with several Madison County officials earlier this month including the Mayor of London, the Sherriff, County prosecutor and 2 judges to discuss what the courts are doing about the drug issue. Part of that includes changes to state law that have made things frustrating for the judges. He mentioned that a drug advocacy program that is open to the public will be meet every third Thursday at 7:00 p.m. at the community center to discuss the drug issues in West Jefferson. He would like to see more people show up for those sessions. The advocacy group is an independent group headed up by Samantha Cahill.

**Recognition of Clerk and Council:** Mr. Johnston noted that public hearings for three proposed alley closings will be held at the July 17, 2017 Council meeting.

*Motion to change the 1<sup>st</sup> Council meeting in July from July 3<sup>rd</sup> to July 5<sup>th</sup> to accommodate those who may be traveling over the 4<sup>th</sup> of July holiday, by Mr. Otis and seconded by Mr. Johnston.*

*Roll Call: Yeas- Mr. Otis, Ms. Warner, Mr. Johnston, Ms. Cafagno, and Mr. Conway. Nays-Mr. King and Mr. Eakins*

*Motion carries 5-2*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JUNE 5, 2017

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Johnston  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to go into executive session** to discuss pending or imminent legal action at 7:23 p.m. by Ms. Cafagno and seconded by Ms. Warner.

*Roll Call: All Yeas*

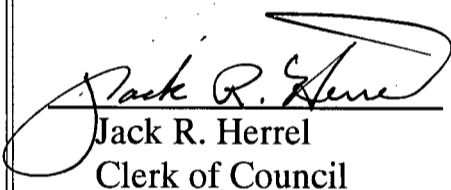
*Motion carries 7-0*

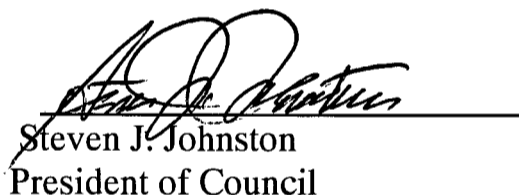
**Motion to return to regular session** at 7:53 p.m. by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adjourn at 7:54 p.m.** by Mr. Eakins and seconded by Mr. Conway.  
*Passed by Acclamation of Council.*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

*COUNCIL*

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held *JUNE 19, 2017*

## MINUTES OF THE JUNE 19, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Parks and Recreation Director Marci Darlington, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, and Police Officer Josh Jacobs.

**Council Members absent:** None

**Prayer:** Tina Gallagher (St. Simon and Jude)

**Pledge of Allegiance:** led by Mike Conway

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the June 5, 2017 Council meeting by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None

**Old Business:** None

**New Business**

**Resolution 17-040**, authorizing the renewal of the commercial insurance package for the Village of West Jefferson with the Public Entities Pool of Ohio.

*Discussion: The renewal quote of \$48,926.00 is approximately \$4,000.00 higher than last year. This is due mainly to the Community Center being added and additional vehicles being purchased.*

**Motion to adopt Resolution 17-40** by Mr. Johnston and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Committee Reports:**

**Finance:** None

**Police:** None

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JUNE 19, 2017

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** Mr. Conway asked about a Council float for the 4<sup>th</sup> of July parade. Since the Mayor and several Council members will be out of town, it was decided to let each remaining member make his/her own arrangements for the parade.

**Director of Finance Report:** Debbie DiLeo reported that she has received a draft copy of the 2015-2016 Financial Audit Report and the final is due to the State of Ohio on June 30, 2017. She feels that it would be a good idea to have an exit interview with the auditors since we haven't had one the last couple of audits. She will set it up with the CPA Firm.

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** The Mayor noted that long time resident Bob Coleman passed away, so please remember the family in your prayers. He reminded that there will be a showing of the movie "Oxiana" at 6:00 p.m. this Thursday at the Village Community Center. The movie is about the drug dilemma in Southeastern West Virginia. The public is welcome and a panel discussion will be held afterwards.

**Recognition of Clerk and Council:** Mr. King shared that his wife will be facing surgery for breast cancer. He also noted that Karl Fladt will be here at the July 5<sup>th</sup> Council meeting to lead the National Anthem.

Mr. Johnston reminded that the July 4<sup>th</sup> Street Fest will be held on July 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup>. He also noted that the County Commissioners have approved the application for annexation of 43.108 +/- along Sate Rt. 40 in Jefferson Township and it is now in the 60 day holding period. A special Council meeting will probably be held in August to finalize the annexation.

Mr. Conway questioned where we are on the Village Comprehensive Plan. The Mayor answered that the pieces are there and close to being put together.

**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. Conway  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JUNE 19, 2017

**Motion to go into executive session** to discuss pending or imminent legal action at 7:17 p.m. by Mr. Conway and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

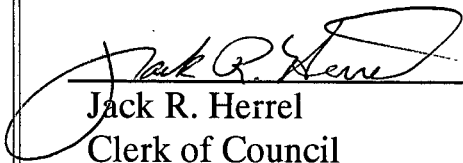
**Motion to return to regular session** at 7:27 p.m. by Mr. King and seconded by Mr. Conway at 7:27 p.m.


*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adjourn at 7:27 p.m.** by Mr. Johnston and seconded by Mr. King.

*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

*Council*

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held *July 5, 2017*

## MINUTES OF THE JULY 5, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Public Service Director John Mitchell, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Karl Fladt.... Mr. Fladt also led in the singing of My Country Tis of Thee.

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Conway

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the June 19, 2017 Council meeting by Ms. Warner and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None....Mr. Johnston recognized Joe Craft for placing flags in resident's yards for the 4<sup>th</sup> and thanked the Street Department for their work in getting things ready for the 4<sup>th</sup> and the Police Department for their efforts during the 4<sup>th</sup> of July Festival.

**Old Business:** None

### New Business

**Resolution 17-041**, authorizing the Mayor and Director of Public Service to enter into a Pre-annexation agreement with All Star Limited Partnership  
*Discussion: This is a pre-annexation agreement for 130+/- acres along State Route 40 in Jefferson and Deercreek Townships. The pre-annexation was slightly changed to make it a resolution instead of an ordinance but nothing changed in the content. Mr. Conway questioned the 15 year 100% tax abatement. Mr. Johnston added that this is the deal that the village has been offering to attract development to the CRA area. It's basically our standard agreement.*

**Motion to adopt Resolution 17-041** by Jim King and seconded by Doug Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held July 5, 2017

**Resolution 17-042**, authorizing the Mayor to apply for, accept, and enter into cooperative agreement on behalf of the Village of West Jefferson for construction of the Water System Improvements Project between the Village of West Jefferson and the Ohio Water Development Authority; and designating a dedicated repayment source for the loan.

**Motion to adopt Resolution 17-042** by Mr. Eakins and seconded by Mr. Johnston.

*Discussion: John Mitchell explained that this is the bid recommendations for the Water plant Project and the cooperative agreement with OWDA to obtain financing. The project will double the plant capacity and adds one clear well.*

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 17-043**, authorizing a supplemental appropriation of \$3,000.00 in the General Fund account 1000-320-400-0000.

*Discussion: to appropriate donations from Madison County Department of Family and Children's services for \$1,000.00 to be used for the Lunch and Learn program and \$2,000.00 from Target for National Night Out.*

**Motion to adopt Ordinance 17-043** by Mr. Conway and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 17-044**, authorizing a supplemental appropriation of \$3,769.93 in the General Fund account 1000-110-400-0000.

*Discussion: This is for the replacement of a missing radio in the Police Department. Insurance paid the first \$2,769.93(\$1,000.00 deductible.)*

**Motion to adopt Ordinance 17-044** by Mr. Eakins and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 17-045**, authorizing a supplemental appropriation of \$3,506.00 in the General Fund account 1000-790-600-0000, and \$2,500.00 in the Revitalization Fund account 2901-800-500-0000.

*Discussion: This is for the electronic messaging sign to be erected in the downtown area.*

**Motion to adopt Ordinance 17-045** by Ms. Cafagno and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held July 5, 2017

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** None

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** John Mitchell reported that mosquito spraying has started on Tuesdays and Thursdays. The Street Department has been busy preparing for the 4<sup>th</sup> of July activities. The pump motor at the pool failed and was replaced by the backup , but the backup also failed, so the pool is closed until further notice. Hopefully the pump will be repaired by Friday. The backup pump will be taken back to the vendor to have it checked out. The guys are also busy with general maintenance and grass cutting. The raised gardens at the community center are ready for planting.

**Mayor's Report and Recognition:** Absent... the Mayor is on vacation and will be back on July 10<sup>th</sup>

**Recognition of Clerk and Council:**

**Additional Business:** None

**Motion to pay the bills** by Mr. Otis and seconded by Mr. King  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to enter into executive session** to discuss pending or imminent legal action, at 7:35 p.m. by Ms. Warner and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to return to regular session** at 8:20 p.m. by Ms. Cafagno and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adjourn at 8:30 p.m.** by Mr. King and seconded by Mr. Eakins.  
*Passed by Acclamation of Council.*

RECORD OF PROCEEDINGS

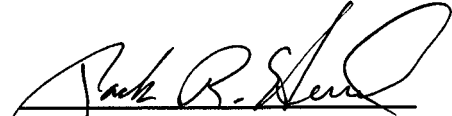
Minutes of Council


Meeting

BARRETT BROTHERS - DAYTON, OHIO

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Held July 5, 2017

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JULY 11, 2017

## MINUTES OF THE JULY 11, 2017 SPECIAL COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 6:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Asst Finance Director Rochelle Mennigen, Clerk of Council Jack Herrel and Police Chief Terry Ward.

**Council members absent:** None

**New Business** (next available number 17-046)

**Ordinance 17-046**, authorizing a supplemental appropriation of \$38,000.00 in the General Fund.

*Discussion: to order a new police cruiser and peripheral equipment*

**Motion to adopt Ordinance 17-046** by Mr. Conway and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-047**, authorizing the Chief of Police to order a new police cruiser and peripheral equipment.

*Discussion: One of the cruisers has close to 150,000 miles and needs to be replaced for the safety of the officers and for the patrolling requirements.*

**Motion to adopt Resolution 17-047** by Mr. King and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to enter into executive session** to discuss pending or imminent legal action, at 6:09 p.m. by Ms. Cafagno and seconded by Ms. Warner.

*Roll Call: All Yeas*


*Motion carries 7-0*

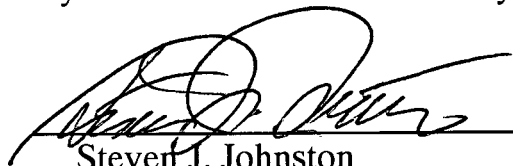
**Motion to return to regular session**, at 8:02 p.m. by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adjourn**, at 8:03 p.m. by Mr. Eakins and seconded by Mr. Conway.

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held July 17, 2017

## MINUTES OF THE JULY 17, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, and Police Sgt. Rob Campbell.

**Council Members absent:** None

**Prayer:** Reverend Jerry Dye

**Pledge of Allegiance:** led by Jim King

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the July 5, 2017 Council meeting and the July 11, 2017 Special Council meeting by Mr. Conway and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:**

**Old Business:** None

**Council President Steve Johnson** opened a public hearing to discuss the three petitions for vacation of an alley. Although several of the abutting property owners were present there were no comments or discussion on the matter. Mr. Johnson then closed the public meeting and proceeded with the legislation.

**New Business:**

**Motion to suspend the rules** for the adoption of Ordinance 17-048 on first reading by Ms. Cafagno and seconded by Mr. Eakins.

*Discussion:*

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt Ordinance 17-048**, an ordinance vacating a portion of an unnamed alley located in the Village of West Jefferson running behind 52 N. Hampton Street and abutting parcels 10-01237.000, 10-01238.000, and 10-01239.000, pursuant to a petition filed by Jeff Brown, by Ms. Cafagno and seconded by Mr. Eakins.

*Discussion:*

*Roll Call: All Yeas, Mr. Johnston recused himself on the basis of conflict of interest.*

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held July 17, 2017

*Motion carries 6-0*

**Motion to suspend the rules** for the adoption of Ordinance 17-049 on first reading by Mr. Eakins and seconded by Ms. Warner.

*Discussion:*

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt Ordinance 17-049**, an ordinance vacating a portion of an unnamed alley located in the Village of West Jefferson beginning at the rear of 40 N. Hampton Street and going south behind 36 N. Hampton Street and ending at W. Town Street, by Mr. Eakins and seconded by Ms. Warner.

*Discussion:*

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to suspend the rules** for the adoption of Ordinance 17-050 on first reading by Mr. Otis and seconded by Mr. Conway.

*Discussion:*

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt Ordinance 17-050**, an ordinance vacating a portion of an unnamed alley located in the Village of West Jefferson beginning at Frey Avenue and going west for 126 feet and ending at the intersecting alley which runs north and south behind 69 Frey Avenue and 77 Frey Avenue, by Ms. Warner and seconded by Mr. King.

*Discussion:*

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-051**, authorizing the Public Service Director to purchase ferric chloride for the Wastewater Treatment Plant from Univar Inc., not to exceed \$10,000.00.

*Discussion: This purchase is self explanatory but it exceeds the purchasing limit of \$7,500.00 and therefore needs approval by Council.*

**Motion to adopt Resolution 17-051** by Mr. Eakins and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-052**, authorizing the Public Service Director to purchase carpeting including installation for the West Jefferson Community Center.

*Discussion: Ms. Cafagno said she doesn't feel this is a good use of taxpayers' money at this time, too much too fast at the Community Center. It is not in the 2017 budget and should be discussed and reviewed for consideration in the 2018 budget. There are too many other things going on especially the health insurance situation and the potential that the Village may have to pay out a huge sum of money. Conway agreed saying that the Community Center should be phased in and not done all at once and we should get multiple quotes for the carpeting and chairs. Mr.*

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held July 17, 2017

*Johnston feels that this is the right time to upgrade the Community Center since we do have the money, it just isn't appropriated yet. The opportunity for the Community Center came up very quickly and now we should be enhancing it for the public's use. The Mayor said this is the next step in making the Community Center nice so it will be in order for use by the public.*

**Motion to table Resolution 17-052** for further review by Mr. King and seconded by Mr. Eakins.

*Discussion:*

*Roll Call: Yeas-Mr. King, Mr. Johnston and Mr. Eakins*

*Nays-Mr. Conway, Ms. Cafagno, Ms. Warner, and Mr. Otis*

*Motion Fails 4-3*

**Motion to adopt Resolution 17-052** by Ms. Cafagno and seconded by Ms. Warner

*Discussion:*

*Roll Call: Nays-Mr. Conway, Ms. Cafagno, Ms. Warner, Mr. Otis, and Mr. Eakins*

*Motion Fails 5-2*

**Resolution 17-053**, authorizing the Public Service Director to purchase 150 chairs for use at the West Jefferson Community Center.

*Discussion:*

**Motion to adopt Resolution 17-053** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: Yeas-Mr. Johnston, Mr. King, and Mr. Eakins*

*Nays-Mr. Conway, Ms. Cafagno, Ms. Warner, and Mr. Otis*

*Motion Fails 4-3*

**Ordinance 17-054**, authorizing various supplemental appropriations by

*Discussion:*

**Motion to adopt Ordinance 17-054** by Ms. Warner and seconded by Mr. Eakins.

*Roll Call: All Yeas*

**Resolution 17-055**, authorizing the Village of West Jefferson to terminate its agreement with OPEC-HC (Ohio Public Entities Consortium-Healthcare Cooperative) and to enter into a direct agreement with JHP (Jefferson Health Plan) to administer the Village's healthcare plan.

*Discussion:*

**Motion to adopt Resolution 17-055** by Mr. Conway and seconded by Mr. Otis

*Discussion: Our attorney has advised us that this is probably the best way to proceed at this time.*

*Roll Call: All Yeas*

**Motion to enter into executive session** to discuss pending or imminent legal action, at 7:30 p.m.

*Roll Call: All Yeas*

**Motion to return to regular session** at 7:50 p.m.

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JULY 17, 2017

*Roll Call: All Yeas*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Finance Director Debbie DiLeo presented the June financial Report.

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** Mayor Martin reported that the Main Street Deli and the Greek restaurant on Main Street have opened for business. The fourth of July fireworks were great. The Lunch and Learn schedule is out. National Night Out is on Tuesday, August 1<sup>st</sup> from 5:00-8:00 p.m.

## Recognition of Clerk and Council:


Jim King announced that he is going to run for Jefferson Township Trustee just for a change of pace. If he doesn't get it then he will remain on the Village Council.

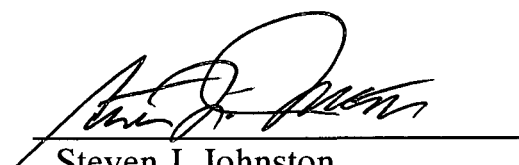
**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. Johnston  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 8:03 p.m.** by Mr. King and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held AUGUST 7, 2017

## MINUTES OF THE AUGUST 7, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, and Clerk of Council Jack Herrel.

**Council Members absent:** None

**Prayer:** Pastor Russ Harless (Life in Christ Fellowship Church)

**Pledge of Allegiance:** led by Jen Warner

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the July 17, 2017 Council meeting by Mr. Otis and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None

**Old Business:** None

**New Business:**

**Ordinance 17-056**, authorizing a supplemental appropriation in the General Fund Account 1000-320-400-0000, in the amount of \$3,830.00.

*Discussion: The Village has received an Aquatic Education Grant from ODNR. The money will be used for several fishing events scheduled by the Parks and Recreation Department at the Duke pond.*

**Motion to adopt Ordinance 17-056** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Committee Reports:**

**Finance:** Committee meeting set for August 9, 2017 at 5:00 p.m. in the Council chambers.

**Police:** None

**Employee Benefits:** None

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held AUGUST 7, 2017

**Public Service:** None

**Development:** The Planning and Zoning Commission has issued a conditional use permit to Mr. Gil Burns to operate a mobile vending cart. The permit has a list of 10 specific requirements and is good through December 31. It will operate at C&C Towing, Midwest Transmission, and the Sunnoco gas station.

**Parks and Recreation:** None

**Special Events:**

**Director of Finance Report:** Debbie DiLeo presented the July, 2017 financial report to Council.

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** Mayor Martin reported that the resurfacing project has started with Mill Street. The pool will be closing on August 20... not enough life guards to keep it open after school starts.

**Recognition of Clerk and Council:**

**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. Johnston  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to enter into executive session** to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, and to discuss pending or imminent legal action, at 7:12 p.m. by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

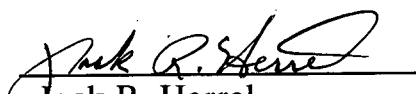
*Motion carries 7-0*

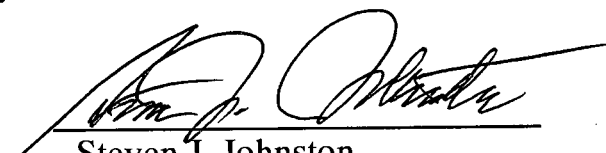
**Motion to return to regular session** at 7:48 p.m. by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adjourn at 7:50 p.m.** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held August 21, 2017

## MINUTES OF THE AUGUST 21, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Randy Otis, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Public Service Director John Mitchell, and Police Chief Terry Ward.

**Council Members absent:** None

**Prayer:** Mayor Ray Martin

**Pledge of Allegiance:** led by Doug Eakins

**Motion to adopt the agenda** by Mr. Conway and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the August 7, 2017 Council meeting by Ms. Warner and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

### **Recognition of guests:**

*Mayor Martin presented a Certificate of Recognition to James Saunders and his late wife Barbara Saunders (Posthumously). Council President Johnston mentioned that both Mr. and Mrs. Saunders have dedicated their lives to the residents of West Jefferson and the American Legion. Mayor Martin read a letter from the couple's daughter celebrating Mrs. Saunders life and service to others. Mr. Saunders also has a long list of accomplishments serving for the American Legion for over 46 years.*

*Mr. Johnston spoke highly of Officer Matthew Stevers as Police Chief Ward and Mayor Martin presented him with a Certificate of Recognition for performing lifesaving CPR on a West Jefferson resident until the Jefferson Township rescue squad could take over. It acknowledges Officer Stevers' dedication to protect and serve the citizens of West Jefferson.*

*Mr. Thomas Hart from the law firm of Isaac and Wiles and Mr. Karl Billisits representing Harmony Development were on hand to present the benefits of modifying the current zoning law to add a new type of zoning district called "Planned Mixed-Use" which allows for a blend of commercial and residential in a given area. This of course is will compliment the proposed "Sky Ranch Development" project which will be a combination of housing and commercial development.*

**Old Business:** None

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held AUGUST 21, 2017

## New Business:

**Resolution 17-057**, approving a donation in the amount of \$3,000.00 to the West Jefferson Community Association.

*Discussion:*

**Motion to adopt Resolution 17-057** by Mr. Eakins and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 17-058**, authorizing a supplemental appropriation of \$2,200.00 in the General Fund Account 1000-320-400-0000 and \$5,000.00 in the Battelle TIF Maintenance and Repair Fund Account 5603-591-430-0000.

*Discussion:*

**Motion to adopt Ordinance 17-058** by Mr. Johnston and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** The Ox roast parade will begin at 11:00 a.m. on Saturday September 2, 2017.

**Director of Finance Report:** Debbie DiLeo informed Council that our brokers have completed the health care forms for village employees.

**Director of Public Service:** John Mitchell reported that the Mill Street paving and milling is complete. The village electronic messaging sign is erected and almost finished.

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** Mayor Martin reported that the pool numbers look promising. The lunch and Learn program is going strong. A senior

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Held August 21, 2017

fitness class is meeting on Wednesdays. There are 8 teams signed up for the fall softball league. A fall fishing event is coming up soon.

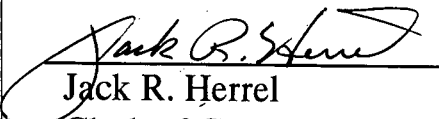
**Recognition of Clerk and Council:** Mr. King reported that the annual Battelle Safety Luncheon will be held on either September 6 or 13.


**Additional Business:** The next Council meeting will be held on Tuesday, September 5, 2017 because of the Labor Day Holiday.

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. Johnston  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 8:05 p.m.** by Mr. King and seconded by Mr. Johnston.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held SEPTEMBER 5, 2017

## MINUTES OF THE SEPTEMBER 5, 2017 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Public Service Director John Mitchell, and Police Chief Terry Ward.

**Council Members absent:** Randy Otis

**Motion to excuse Randy Otis** due to illness by Mr. Johnston and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Prayer:** Pastor Isaac Shupe (Life in Christ Fellowship Church)

**Pledge of Allegiance:** led by Jim King

**Motion to adopt the agenda** by Mr. Eakins and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to adopt the minutes** of the August 21, 2017 Council meeting by Ms. Cafagno and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:**

**Old Business:** None

**New Business:**

**Resolution 17-059**, accepting the application for annexation of 43.108+/- acres to the Village of West Jefferson, Ohio located in Jefferson Township, Madison County, Ohio.

*Discussion: This petition for annexation was filed with the Madison County Commissioners on May 16, 2017 in the form of a Type II expedited petition for annexation and approved by the commissioners on June 12, 2017. The petitioners of record are TH Midwest Inc., and Sky Ranch Properties LLC.*

**Motion to adopt Resolution 17-059** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held SEPTEMBER 5, 2017

**First reading of Ordinance 17-060**, an ordinance amending zoning ordinance 03-022, passed April 21, 2003, by adding a new zoning district entitled "Planned Mix-Use District" (PMU).

*Discussion:* John Gleason, attorney on behalf of the adjacent property owners to the Sky Ranch Project, addressed the proposed zoning addition saying that it is very similar to the Delaware Zoning Code. He said the development plan does not address air and noise pollution. Mr. Tom Hart stated that it would be regulated by the village's general nuisance law and although the Delaware Code does have air and noise pollution standards the village would be using EPA standards. Mr. Karl Billisits and Mr. Tom Hart spoke of the advantages of the PMU zoning and how it would be incorporated into the Skyranch Project.

**Resolution 17-061**, authorizing the Public Service Director to proceed with the relocation of the pool pump/motor and electrical panel to an above ground location.

*Discussion:* John Mitchell advised Council that this would move the pump to an above grade level to be installed in a separate building along with electrical components. If done now it will be ready for next spring when the pool opens and eliminate a possible time crunch. The cost will be approximately \$30,000.00 with 10% for contingencies.

**Motion to adopt Resolution 17-061** by Mr. Eakins and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Ordinance 17-062**, authorizing a supplemental appropriation of \$2,000.00 in the General Fund Account 1000-790-600-0000.

*Discussion:* Ms. Dileo reported that this is due to an additional donation for the Village's Electronic Messaging Sign by Mr. Joe Craft, owner of the Happy Druggist Pharmacy.

**Motion to adopt Ordinance 17-062** by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 17-063**, accepting the bid of Danis Construction Company, Miamisburg, Ohio for construction services on the Water Treatment Plant Improvements Project.

*Discussion:* Danis Construction supplied the lowest and best bid for the project. Public Service Director John Mitchell spoke highly of Danis Construction Co. who he considers to be experts in this type of construction. A pre-construction meeting is set for September 15, 2017.

**Motion to adopt Resolution 17-063** by Mr. Johnston and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held SEPTEMBER 5, 2017

**Resolution 17-064**, authorizing the Mayor and Public Service Director to enter into a contract with AECOM, 277 West Nationwide Blvd, Columbus, Ohio for the inspection and construction administration of the Water Treatment Plant Improvements Project at a cost not to exceed \$297,232.00.

*Discussion: This agreement comprises the construction administration and inspection phase of the Water Treatment Plant Improvements Project.*

**Motion to adopt Resolution 17-064** by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 17-065**, repealing resolution 14-066, passed September 2, 2014 and authorizing the Mayor to enter into a new communications agreement with Spectrum.

*Discussion: this resolution repeals the old agreement signed in 2014 and will be for five years as it provides fiber internet access and increased internet speed to the Village Hall and the Community Center at a minimum increase in cost.*

**Motion to adopt Resolution 17-065** by Mr. Johnston and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 6-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:**

**Director of Finance Report:** Ms. DiLeo presented the August, 2017 Financial Report noting that income tax receipts are right on target.

**Director of Public Service:** John Mitchell reported that preparations for the Ox Roast went smoothly. The paving project is now complete and the contractor did a good job.

**Director of Parks and Recreation Report:** Absent

## RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held SEPTEMBER 5, 2017

**Mayor's Report and Recognition:** Mayor Martin reported that the children's fishing derby will be held on September 8 and the Family fishing fiesta will be on September 16. The Ox Roast went great and lots of good things going on in the community.

**Recognition of Clerk and Council:**

**Additional Business:**

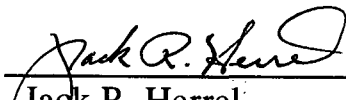
**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King.

*Passed by Acclamation of Council*

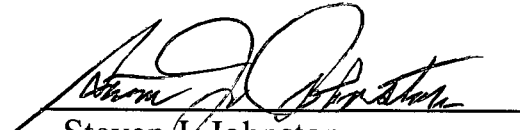
**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:51 p.m.** by Mr. Johnston and seconded by Mr. King.

*Passed by Acclamation of Council*



Jack R. Herrel  
Clerk of Council



Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held SEPTEMBER 18, 2017

## MINUTES OF THE SEPTEMBER 18, 2017 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Randy Otis, Jennifer Warner, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Mayor Ray Martin, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, and Police Chief Terry Ward.

**Council Members absent:** None

**Prayer:** Don Gardner

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. Conway and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the September 5, 2017 Council meeting by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:**

**Old Business:** None

**New Business:**

**Resolution 17-066**, authorizing the Mayor to enter into an agreement with Choice One Engineering for the 2018 asphalt Resurfacing Project including plan preparation, bidding procedures, and construction services, in the amount of \$13,900.00.

*Discussion:* Choice One acted in the same capacity this year for our 2017 Asphalt Resurfacing Project and did a commendable job.

**Motion to adopt Resolution 17-066** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Committee Reports:**

**Finance:** None

**Police:** None

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held SEPTEMBER 18, 2017

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:**

**Director of Finance Report:** No report this evening

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** Mayor Martin reported that a great time was had at the Children's Fishing Derby....lots of good prizes. They are working on the Village electronic message sign ...troubleshooting to get it fixed.

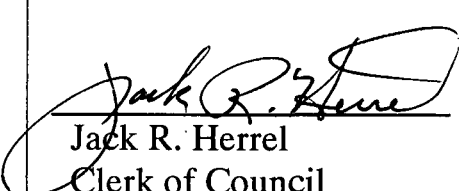
**Recognition of Clerk and Council:** Ms. Cafagno was a little concerned that a representative from Kroger gave a presentation to the Community Association, updating its West Jefferson Project. She thought Council should have been updated first. Mr. King said he invited Al Smith, from Kroger, to make a presentation to the Community Association. Mayor Martin said he would contact Mr. Smith and see if he could get him here for the next Council meeting.

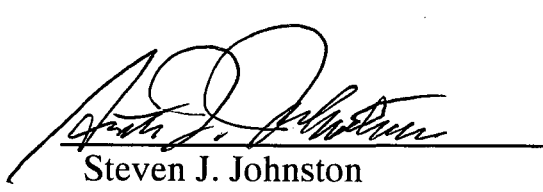
**Additional Business:**

**Motion to pay the bills** by Mr. Johnston and seconded by Mr. King.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 7:17 p.m.** by Mr. Eakins and seconded by Mr. Johnston.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held OCTOBER 2, 2017

## **MINUTES OF THE OCTOBER 2, 2017 COUNCIL MEETING** **By Jack R. Herrel, Clerk of Council**

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Randy Otis, Jennifer Warner, Jim King, Lorie Cafagno, and Mike Conway. Also attending were Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Parks and Recreation Director Marci Darlington, and Police Chief Terry Ward.

**Council Members absent:** None

**Prayer:** Mayor Martin

**Pledge of Allegiance:** led by Jennifer Warner

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the September 18, 2017 Council meeting by Mr. Conway and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** Mr. Al Smith from the Kroger Company was on hand to give Council an update on the proposed Kroger Fresh Eats Store Project to be built at the corner of State Route 142 NE and State Route 40. He presented a rendering of the finished building from the outside and the internal floor plan layout. The building will be 11,866 square feet. Pricing and fuel points will be similar to the regular Kroger Stores. Water and sewer plans are in the latter stages and they anticipate starting construction next spring, depending on the weather. It should take approximately 4 months to build. Access to the store will be from State Route 40 heading west and from State Route 142 NE heading north and south.

**Old Business:** None

**New Business:**

**Resolution 17-067**, setting forth a statement of municipal services the Village of West Jefferson will provide to the 130+/- acres of land located in Jefferson Township and Deer Creek Township, and proposed to be annexed to the Village of West Jefferson via an Expedited Type II Annexation pursuant to R.C. 709.021 and 709.023; and the buffer requirements the Village of West Jefferson will enforce as provided by R.C. 709.023(C).

*Discussion:*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held OCTOBER 2, 2017

Motion to Adopt Resolution 17-067 by Ms. Cafagno and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-068**, setting forth a statement of municipal services the Village of West Jefferson will provide to the 361.283+/- acres of land located in Jefferson Township, and proposed to be annexed to the Village of West Jefferson via an Expedited Type II Annexation pursuant to R.C. 709.021 and 709.023; and the buffer requirements the Village of West Jefferson will enforce as provided by R.C. 709.023(C).

*Discussion:*

**Motion to Adopt Resolution 17-068** by Ms. JE

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-069**, authorizing the Mayor to enter into an agreement with Modern Office Methods to provide new Ricoh copy machines to the village and terminate our contract with MT Business Technologies.

*Discussion:*

**Motion to Adopt Resolution 17-069** by Mr. King and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** Committee meeting scheduled for Wednesday October 11, 2017 at 2:15 p.m. in the Village Council chambers.

**Police:** Committee meeting scheduled for Monday October 9, 2017 at 6:00 p.m. in the Village Council chambers

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:**

**Director of Finance Report:** Debbie DiLeo presented the September, 2017 Financial report.

**Director of Public Service:** Absent

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held OCTOBER 2, 2017

**Director of Parks and Recreation Report:** Marci Darlington reported that the community center has been rented 5 times. Fitness classes are every Tuesday night. The business window painting contest is coming up next week, and a scare crow contest. Trick or treat will be October 31 from 5:30 - 7:00 p.m. Make a difference day will be on October 25. In November family fun and games. On December 2, a holiday movie.

**Mayor's Report and Recognition:** Mayor Martin reported that the Village's electronic sign has been repaired. Several high school students will be helping with the electronic messaging; programming, messaging, etc. We need to keep the people in Las Vegas in our prayers after the terrible tragedy there.

**Recognition of Clerk and Council:** The annual Battelle EMS luncheon will be on October 13<sup>th</sup> by invitation; you need to register if you plan to attend.

**Additional Business:** Mr. Johnston reminded Council members of the Special Council Meeting set for Monday October 2, 2017 at 7:00 p.m. in the Council chambers to consider legislation on a new zoning classification entitled "Planned Mixed-Use District" or (PMU).

**Motion to pay the bills** by Mr. Conway and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to enter into executive session** at 7:35 p.m. to discuss pending or eminent legal action by Mr. Conway and seconded by Mr. King.

*Roll Call: All Yeas*

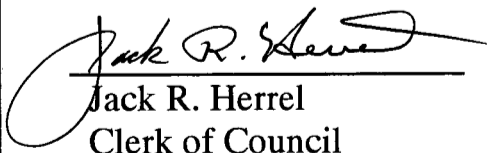
*Motion carries 7-0*

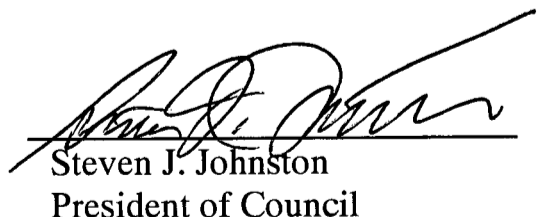
**Motion to return to regular session** at 7:51 p.m. by Ms. Warner and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adjourn at 7:52 p.m.** by Mr. Eakins and seconded by Mr. Conway.  
*Passed by Acclamation of Council*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held OCTOBER 9, 2017

## MINUTES OF THE OCTOBER 9, 2017 SPECIAL COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Randy Otis, Jennifer Warner, Jim King, Lorie, and Mike Conway. Also attending were, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, and Police Chief Terry Ward.

**Council Members absent:** Lorie Cafagno

**Motion to excuse Ms. Cafagno** due to illness by Mr. Otis and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 6-0*

**7:03 p.m.**

Council President Steve Johnston opened a public hearing to discuss a recommendation from the Planning and Zoning Commission to amend the Village Zoning Ordinance by adding a new zoning classification entitled "Planned Mix-Use" (PMU). As Mr. Johnston explained, the PMU would provide a flexible management tool that meets the needs of modern development. It allows a variety of mixed uses within a certain geographical area.

**7:10 p.m. - Public hearing closed**

**Old Business:** Ordinance 17-060

**Second reading of Ordinance 17-060**, an ordinance amending ordinance 03-022, passed April 21, 2003, by adding a new zoning district entitled "Planned Mixed-Use" (PMU), and declaring an emergency.

*Discussion: Linda O'Reilly questioned the new zoning classification. Mr. Johnston explained to her the advantages of have the PMU. She asked if council could lose control of the zoning district. Mr. Johnston told her that it would not be an issue since Council control is built into the charter.*

**Motion to Adopt Ordinance 17-060** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

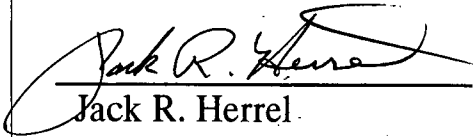
BARRETT BROTHERS - DAYTON, OHIO

Form 6101

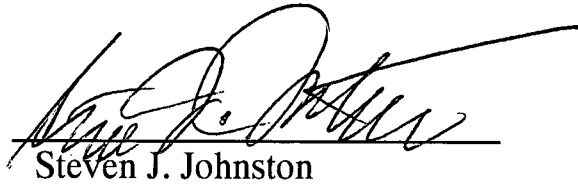
Held OCTOBER 9, 2017

**Motion to adjourn at 7:12 p.m. by Mr. Eakins and seconded by Mr. Johnston.**

*Passed by Acclamation of Council*

  
\_\_\_\_\_  
Jack R. Herrel

Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston

President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held OCTOBER 16, 2017

## MINUTES OF THE OCTOBER 16, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Jim King, Lorie Cafagno, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Parks and Recreation Director Marci Darlington, and Police Chief Terry Ward.

**Council Members absent:** Randy Otis

**Prayer:** Pastor Bob Steinbrecher

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. Conway and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to adopt the minutes** of the October 2, 2017 Council meeting and the October 9, 2017 Special Council meeting by Mr. Conway and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Recognition of guests:** None

**Old Business:** None

**New Business:**

**Resolution 17-070**, authorizing the Chief of Police to submit a purchase order for ammunition from Vance's Law Enforcement in the amount of \$8,405.10.

*Discussion:*

Motion to Adopt Resolution 17-070 by Ms. Cafagno and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Ordinance 17-071**, authorizing various supplemental appropriations in the General Fund.

*Discussion:*

Motion to Adopt Resolution 17-067 by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held OCTOBER 16, 2017

## Committee Reports:

**Finance:** Minutes of the October 11, 2017 meeting are forthcoming.

**Police:** Mr. Eakins distributed minutes of the Monday October 9, 2017 meeting. Mr. Johnston asked if we need to adopt Lexipol as the village police procedures. Chief Ward suggested that it should be adopted as the official procedures for the West Jefferson Police Department. Chief Ward said it would in effect, replace chapter 15 of the employee manual.

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Debbie DiLeo reported that our agents will be seeking quotes on health insurance for next year.

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Marci Darlington reported that there are two more weeks left in the regular season softball league followed by a 1 day tournament. The window painting contestants are painting area business windows with Halloween and fall themes. A "Hotcakes with Heroes Breakfast" will be held on Oct. 28 from 9:00 to 11:30 a.m. at the Village Community Center on S. Center Street. The breakfast is part of "Make a difference Day" and the public is encouraged to attend with someone considered to be a hero to them. Please drop off non perishable food and other items for people in need. The Community Center will be open all day to collect those items.

**Mayor's Report and Recognition:** Mayor Martin reported that he and the Finance Committee will be conducting interviews for the position of Finance Director.

**Recognition of Clerk and Council:** Councilman Conway suggested using the village electronic sign to advertise Council meetings and such.

**Additional Business:** None

**Motion to pay the bills** by Mr. Conway and seconded by Ms. Warner.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

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BARRETT BROTHERS - DAYTON, OHIO

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Held OCTOBER 16, 2017

**Motion to adjourn at 7:17 p.m.** by Mr. King and seconded by Mr. Johnston.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 6, 2017

## MINUTES OF THE NOVEMBER 6, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Randy Otis, Jennifer Warner, Jim King, Lorie Cafagno, and Mike Conway. Also attending were, Mayor Ray Martin, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington, Assistant Finance Director Rochelle, Income Tax Director Rebecca, and Police Chief Terry Ward.

**Council Members absent:** None

**Prayer:** Carl Fladt

**Pledge of Allegiance:** led by Jim King

**Oath of Office:** Mayor Martin administered the oath of office to Richard Liddil for the position of Auxiliary Police Officer.

**7:02 p.m.**

**Public hearing** to discuss a recommendation from the Planning and Zoning Commission to designate the zoning classification of M-2 to two parcels of land located at 49 and 50 Burnham Street, Case # PZ-30. Mr. Johnston stated that these particular parcels were somehow never zoned. The owner of the property, Plant Nine Properties LLC, has requested that the property be zoned M-2. The President of the company, Damian, Kauser, stated that one of the sites will be used for storage and transportation (dumpster units) and the other will be used for lease to tenants.

**Motion to approve the recommendation of the Planning and Zoning Commission** to Zone parcels 10-01720.000 and 10-01721.000 located at 49 & 50 Burnham Street as M-2 (Manufacturing) by Ms. Cafano and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**7:12 p.m. Public Hearing Closed.**

**7:12 p.m.**

**Public hearing** of an appeal to Council by Christopher and Erica Bogner, 855 Crescent Drive, concerning a decision rendered by the Planning and Zoning Commission on October 4, 2017. Case # PZ-28. Mrs. Bogner presented her case to Council as she wanted to move her rabbit pen from the back of the house to the side of the house for convenience and to keep them safe from other animals. Mr. Johnston advised the village zoning ordinance prohibits erecting the pen in the side yard next to the house. Mr. Conway stated that he did not have a problem with granting a variance to her but other members of Council had reservations about it.

**Motion to uphold the decision of the Planning and Zoning Commission** to deny the variance by Ms. Cafano and seconded by Mr. Eakins.

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 6, 2017

**Roll Call:** Yeas; Otis, Eakins, Warner, Johnston, King, Cafagno  
Nays; Conway

**Motion carries 6-1**

**7:44 p.m. Public Hearing Closed.**

**Motion to adopt the agenda** by Mr. Otis and seconded by Ms. Warner.

**Roll Call:** All Yeas

**Motion carries 7-0**

**Motion to adopt the minutes** of the October 16, 2017 Council meeting by Mr. Johnston and seconded by Mr. King.

**Roll Call:** All Yeas

**Motion carries 7-0**

**Recognition of guests:**

**Old Business:** None

**New Business:**

**Resolution 17-072**, authorizing a blanket purchase order to expend the balance of \$50,653.40 in the Waste Water Repair Fund.

*Discussion: Public Service Director John Mitchel stated that he wanted to use this money to help mitigate the problem of storm water going into the sanitary sewer system. Resolving inflow and infiltration issues is part of our agreement with Ohio EPA through the OWDA loan for the Wastewater Treatment Plan extension projects.*

**Motion to Adopt Resolution 17-072** by Mr. Otis and seconded by Ms. Warner.

**Roll Call:** All Yeas

**Motion carries 7-0**

**Ordinance 17-073**, an ordinance to prohibit medical marijuana cultivation, processing and retail distribution within the Village of West Jefferson.

*Discussion:*

**Motion to Adopt Ordinance 17-073** by Ms. Cafagno and seconded by Mr. Eakins.

**Roll Call:** All Yeas

**Motion carries 7-0**

**Motion to enter into executive session** at 7:59 p.m. to consider the appointment of a public employee or official by Ms. Cafagno and seconded by Ms. Warner.

**Roll Call:** All Yeas

**Motion carries 7-0**

**Motion to return to regular session** at 8:30 p.m. by Ms. Camano and seconded by Ms. Warner.

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 6, 2017

*Roll Call: All Yeas*  
*Motion carries 7-0*

**Resolution 17-074**, confirming the Mayor's appointment of Rebecca L. Shipley-Arnott to the position Finance Director for the Village of West Jefferson effective December 1, 2017.

*Discussion: Ms. Arnott will be replacing current Finance Director Debbie DiLeo who is retiring. Her last day of service will be November 30, 2017.*

**Motion to Adopt Resolution 17-074** by Mr. Johnston and seconded by Ms. King.

*Roll Call: All Yeas*  
*Motion carries 7-0*

**Motion to excuse** Finance director Debbie DiLeo from this Council meeting.

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

County Commissioners' approval of the Sky Ranch Properties Annexation **Development:** The Finance Director received a certified copy of the on November 1, 2017. We are now in the sixty day waiting period.

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Absent

**Director of Public Service:** John Mitchell; The contractor started working on the Water plant about a week or so ago....leaf collection started on October 16, waiting ground to dry up to finish.

**Director of Parks and Recreation Report:** Marci Darlington; Softball tournament was rescheduled because of weather.... Starting to get calls for rental of the Community Center.

**Mayor's Report and Recognition:** The Mayor recognized Paula Martin for her involvement in the "Shop With a Cop Program" being financed by Coughlin Automotive ...wanting to build a good relationship between children and the police.

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BARRETT BROTHERS - DAYTON, OHIO

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Held NOVEMBER 6, 2017

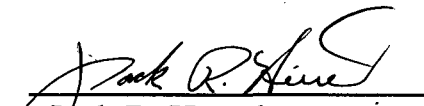
**Recognition of Clerk and Council:** The food pantry is in need of donations.  
Please remember our veterans on Veteran's Day.

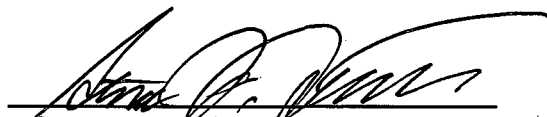
**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 - None

**Motion to adjourn at 8:49 p.m.** by Mr. Johnston and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 20, 2017

## MINUTES OF THE NOVEMBER 20, 2017 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Randy Otis, Jennifer Warner, Jim King, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington, Assistant Finance Director Rochelle, Income Tax Director Rebecca, and Police Chief Terry Ward.

**Council Members absent:** Lorie Cafagno

**Motion to excuse Ms. Cafagno** by Mr. Johnston and seconded by Ms. Warner

*Roll Call: All Yeas*

*Motion carries 6-0*

**Prayer:** Pastor Ruth Pribe (United Methodist Church)

**Pledge of Allegiance:** led by Mike Conway

**Motion to adopt the agenda** by Ms. Warner and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to adopt the minutes** of the November 6, 2017 Council meeting by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Recognition of guests:** Ron Garver, former Village Councilman President, addressed Council and thanked retiring Finance Director Debbie DiLeo and Councilman Randy Otis for their service to the village. Mr. Garver said he was concerned about the Mayor's proposed the 2018 appropriation budget. He said that for many years Mayors have made it a priority to present a balanced budget to Council. This budget is not close to being balanced and tax payers should be upset about it. He especially criticized the General Fund and in particular the Police Department budget. Mayor Martin replied that even though the proposed budget is not balanced it contains items that the residents deserve and there are excess reserves in the General Fund to pay for it.

Susie Eiselstein stated that she is new to the West Jefferson area and that she is interested in urban forestry and would like to see hanging baskets in the downtown West Jeff area similar to those in Grove City. She said she would contact the company to get an estimate on what it would cost the village including maintenance. The Mayor and Mr. Johnston advised her that it may not fit in the budget but that it would be ok to go ahead and obtain a quote.

# RECORD OF PROCEEDINGS

Minutes of the Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 20, 2017

**Old Business:** None

**New Business:**

**Resolution 17-075**, authorizing a donation in the amount of \$1,500.00 to West Jefferson in the Park, Inc.

*Discussion:* This is the annual contribution by the Village for the Christmas in the Park light show.

**Motion to adopt Resolution 17-075** by Mr. King and seconded by Mr. Eakins.

*Roll Call:* All Yeas

*Motion carries 6-0*

**Ordinance 17-076**, amending section III of ordinance 14-004 passed February 3, 2014 and amended by ordinance 15-033 on June 1, 2015; by adding Members of Council to the list of personnel receiving a cell phone allowance; and declaring an emergency.

*Discussion:* Mr. Johnston advised that the level of calls and communications has risen significantly and that Council should be a part of the reimbursement process. Mr. Otis disagreed saying that the job should be done for love of the community. Mr. King agreed saying he doesn't see a need for it, although he could see it for the President of Council.

**Motion to limit the Council cell phone reimbursement** to the President of Council by Mr. King and seconded by Mr. Johnston.

*Roll Call:* Yeas; Mr. Johnston, Mr. King, Ms. Warner

Nays; Mr. Otis, Mr. Eakins, Mr. Conway

*Motion Fails: 3 Yeas and 3 Nays*

**Motion to adopt Ordinance 17-076** by Mr. Eakins and seconded by Ms. Warner.

*Roll Call:* Yeas; Mr. Eakins, Ms. Warner, Mr. Johnston, Mr. King,

Nays; Mr. Conway, Mr. Otis

*Motion Fails: 4 yeas and 2 Nays*

**Resolution 17-077**, accepting the recommendation of the Planning and Zoning Commission to designate the properties at 49 and 50 Burnham Street as M-2 (Manufacturing).

*Discussion:* discussion held in a public hearing on the matter at the previous Council meeting.

**Motion to adopt Resolution 17-077** by Ms. Warner and seconded by Mr. King.

*Roll Call:* All Yeas

*Motion carries 6-0*

**Ordinance 17- 078**, setting the pay rates for village employees, and repealing any ordinance or section of an ordinance that may be in conflict with this ordinance; and declaring an emergency.

*Discussion:* Pay increases for 2018 were set at the 2017 rate of inflation, 2.1% based on the Consumer Price Index.

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 20, 2017

**Motion to adopt Ordinance 17-078** by Mr. Otis and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Ordinance 17-079**, setting the percentage of income tax receipts collected and allocated to various funds pursuant to sections 181.18 or 182.013 of the Village Municipal Income Tax Code, and repealing ordinance 16-082 passed November 21, 2016; and declaring an emergency.

*Discussion: The allocation is being adjusted to 75% General Fund, 5% Street Fund, and 20% Capital Improvement Fund.*

**Motion to adopt Ordinance 17-079** by Ms. Warner and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 6-0*

**First reading of Ordinance 17-080**, an ordinance to make appropriations for current expenses and other expenditures of the Village of West Jefferson during the fiscal year ending December 31, 2018.

*Discussion: Second reading will be held at the December 4, 2017 Meeting*

*Discussion: Mr. Johnson requested and scheduled a Council work session for Monday, November 27, 2017 at 6:00 p.m. at which time Council will discuss, review, and contemplate any final adjustments to the 2018 proposed budget.*

**Motion to enter into executive session** at 7:44 p.m. to discuss current or imminent legal action by Mr. Otis and seconded by Mrs. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to return to regular session** at 7:57 p.m. by Mr. Conway and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 17-081**, authorizing the Mayor to enter into an agreement with Medical Mutual of Ohio (MMO) for a fully insured plan for 2018 health insurance benefits.

*Discussion: The village will contract with Medical Mutual of Ohio to provide health insurance benefits to village employees and their dependents beginning January 1, 2018 and running through December 31, 2018. The village will not be renewing its current arrangement with Jefferson Health Plan, but will contract with Jefferson Health Plan to administer the run-off claims from 2017.*

**Motion to adopt Resolution 17-081** by Mr. Johnston and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 6-0*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 20, 2017

## Committee Reports:

**Finance:** The Police Committee submitted a recommendation that the village accept the Lexipol Policy and Procedure Manual and sent it on to the Finance Committee.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:**

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** None

**Director of Public Service:** John Mitchell; leaf collection going well.... Will be putting up Christmas decorations next week.

**Director of Parks and Recreation Report:** Marci Darlington; Softball tournament wrapped up,...working on other events....Zumba class on Wednesdays from 6-7 p.m. (free) at the community center.

## Mayor's Report and Recognition:

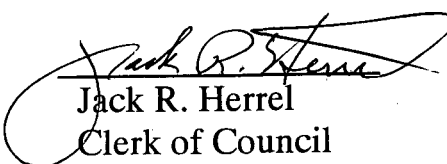
**Recognition of Clerk and Council:** Everyone congratulated Debbie Dileo on her retirement and thanked her for her excellent service to the Village as Finance Director.

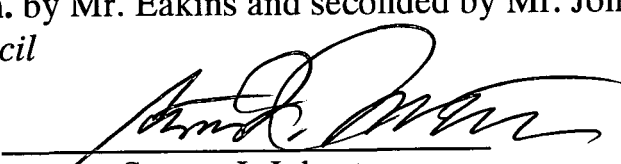
**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00 by Mr. Eakins and Seconded by Mr. King.  
*Passed by Acclamation of Council*

**Motion to adjourn at 8:14 p.m.** by Mr. Eakins and seconded by Mr. Johnston.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 4, 2017

## MINUTES OF THE DECEMBER 4, 2017 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Randy Otis, Jennifer Warner, Jim King, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Debbie DiLeo, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington, Assistant Finance Director Rochelle, Income Tax Director Rebecca, and Police Chief Terry Ward.

**Council Members absent:** None

**Prayer:** Mayor Martin

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** as amended by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the November 20, 2017 Council meeting by Mr. Otis and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** Linda Faulk (Individual + Group Health Insurance Agency), Ms. Faulk addressed Council in reference to the dental and vision insurance proposals presented to Council.

**Motion to enter into executive session** at 7:04 p.m. to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official by Mr. Johnston and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to return to regular session** at 7:25 p.m. by Mr. Johnson and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Old Business:** None

**Second and final reading of Ordinance 17-080**, an ordinance to make appropriations for current expenses and other expenditures of the Village of West Jefferson during the fiscal year ending December 31, 2018.

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 4, 2017

*Discussion: Mr. Johnston explained that the General Fund budget has been trimmed somewhat, especially in the Police Department. Mayor Martin added that the additional patrolman has been cut out because it doesn't appear that it would have a substantial impact on reducing police overtime.*

**Motion to adopt Ordinance 17-080** by Mr. King and seconded by Mr. Eakins.

*Roll Call: Yeas; Mr. Eakins, MR. Johnston, Mr. King, Mr. Conway*

*Nays; Ms. Cafagno, Ms. Warner, Mr. Otis*

*Motion carries 4-3*

## New Business:

**Ordinance 17-082**, setting the percentage of income tax receipts collected and allocated to various funds pursuant to Sections 181.18 or 182.013 of the village Municipal Income Tax Code, and repealing Ordinance 17-079 passed November 20, 2017, and declaring an emergency.

*Discussion: This repeals the original allocation Ord.17-079 and changes the allocation to 85% General Fund, 5% Street Fun and 10% Capital Improvement Fund. Mr. Otis disagrees and feels that more should be allocated to improvements such as street repairs.*

**Motion to adopt Ordinance 17-082** by Mr. King and seconded by Mr. Johnston.

*Roll Call: Yeas; Mr. Johnston, Mr. Eakins, Mr. Conway, Ms. Warner,*

*Ms. Cafagno and Mr. King*

*Nays; Mr. Otis*

*Motion carries 6-1*

**Resolution 17-083**, authorizing the Mayor to enter into a two year agreement with Delta Dental of Ohio for dental insurance coverage for village employees and their dependents.

*Discussion: A copy of the proposal is attached.*

**Motion to adopt Resolution 17-083** by Mr. Johnston and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-084**, authorizing the Mayor to enter into a two year agreement with VSP Vision Care for vision insurance coverage for village employees and their dependents.

*Discussion: A copy of the proposal is attached.*

**Motion to adopt Resolution 17-084** by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-086**, authorizing the Mayor and Public Service Director to enter into an agreement with Prime AE for a Water and Sewer Utilities Rate Study at a cost of \$10,000.00.

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 4, 2017

**Motion to adopt Resolution 17-086** by Mr. Otis and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to enter into executive session** at 7:44 p.m. to discuss current or imminent legal action by Mr. Otis and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to return to regular session** at 7:57 p.m. by Mr. Conway and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carries 6-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** The Christmas Parade will begin Saturday, December 9, 2017 at 5:30 p.m. The parade will form at the American Legion around 4:30 p.m.

**Director of Finance Report:** Becky Arnott presented the November Financial report and noted that income tax receipts jumped in November.

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Marci Darlington; busy working on programming for next year... Zumba classes going well... On January 27<sup>th</sup> a mental health class will be held at the community center (free)... a former Olympian will visit Lunch and Learn next year.

**Mayor's Report and Recognition:** The annual safety meeting for village employees will be held Friday at 11:30 a.m. at the community center and it is mandatory....has been working with the Drug Advocacy Council, will be getting a Narcan kit....Applied for a State Capital Improvement Grant for Converse Park.

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 4, 2017

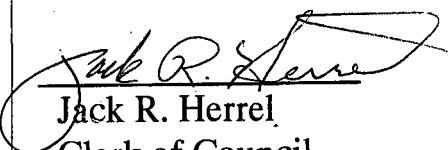
**Recognition of Clerk and Council:** Councilman Eakins thanked Council members and the people for the outpouring of support on the loss of his wife.

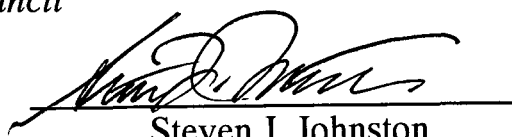
**Additional Business:** None

**Motion to pay the bills** by Mr. Conway and seconded by Mr. King.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 8:04 p.m.** by Mr. Conway and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 7, 2017

## MINUTES OF THE DECEMBER 7, 2017 SPECIAL COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 6:35 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Randy Otis, Jennifer Warner, Jim King, Lorie Cafagno, and Mike Conway. Also attending was Clerk of Council Jack Herrel.

**Council Members absent:** None

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Ms. Warner and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** *Stephen Pronai, J. Michael Murray, Josh and Nicole Jacob.*

**Motion to enter into executive session** at 6:36 p.m. by Mr. King and seconded by Mr. Eakins to consider the appointment, employment, dismissal, discipline, demotion, or compensation of a public employee or official.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to return to regular session** at 8:01 p.m. by Mr. Johnston and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

### New Business:

**Ordinance 17-087**, a non-binding resolution formally expressing and documenting the opinion of the Council of the Village of West Jefferson.

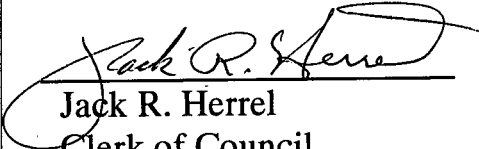
*Discussion: Mr. Eakins put forth a motion to table this legislation until further information becomes available, and seconded by Mr. King.*


*Roll call on Motion to table: All Yeas*

*Motion carries 7-0*

**Motion to adjourn at 8:06 p.m.** by Mr. Eakins and seconded by Ms. Cafagno.

*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 18, 2017

## MINUTES OF THE DECEMBER 18, 2017 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Randy Otis, Jennifer Warner, Jim King, Lori Cafagno, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Public Service Director John Mitchell, and Acting Police Chief Gary McNeal.

**Council Members absent:** None

**Prayer:** Reverend Isaac Shupe. After the prayer, Pastor Shupe announced that he is retiring and thanked Council and the Mayor for allowing him to pray at the village council meetings.

**Pledge of Allegiance:** led by Jim King

**Motion to adopt the agenda** as amended by Mr. Conway and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the December 4, 2017 Council meeting and the December 7, 2017 Special/Emergency Council meeting by Ms. Warner and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** Linda Faulk (Individual + Group Health Insurance Agency) Ms. Faulk presented a proposal from Dearborn National Life Insurance Company for Accidental Death and Dismemberment Insurance for village employees and their dependents and recommended it to Council. She added that she will be coming in next week to discuss all of the village's insurance policies with the employees.

**Old Business:** None

**New Business:**

**Resolution 17-085**, authorizing the Mayor to enter into a two year agreement with Dearborn National Life Insurance Company for Life and Accidental Death and Dismemberment coverage for village employees and their dependents.

*Discussion: A copy of the proposal is attached.*

**Motion to adopt Resolution 17-085** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 18, 2017

*Motion carries 7-0*

**Resolution 17-088**, authorizing the Public service Director to purchase street deicing salt from Compass Minerals America, Inc. at \$49.62 per ton and not to exceed \$30,000.00.

*Discussion: Mr. Mitchell added that the cost is \$5.00 a ton less than 2017 and \$20.00 per ton less than 2016. We didn't have to use a lot last winter so If we stock up while the price is down it will leave us with a good supply of road salt.*

**Motion to adopt Resolution 17-088** by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 17-089**, reducing appropriations in the 2017 appropriation budget in the WWTP Improvement and Wellfield /WTP Improvement Funds.

*Discussion: Ms. Arnott explained that these major projects did not play out as budgeted in 2017, therefore, the appropriations should be adjusted to match the actual expended in 2017.*

**Motion to adopt Resolution 17-089** by Mr. Conway and seconded by Mr. Otis.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-090**, authorizing the village to buy out our contract with MT Business Technologies pursuant to Section I of Resolution 17-069; at a cost of \$12,643.00.

*Discussion:*

**Motion to adopt Resolution 17-090** by Ms. Cafagno and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-091**, commending Councilman Randy Otis for his dedicated service to the Village of West Jefferson.

*Discussion: The Mayor and members of Council thanked Randy for his twelve years of service to the village as Councilman for Ward Four.*

**Motion to adopt Resolution 17-091** by Mr. Johnston and seconded by Mr. Conway.

*Roll Call: Yeas-Eakins, Warner, Johnston, King, Cafagno, Conway*

*Motion carries 6-0 Mr. Otis abstained.*

**Resolution 17-092**, authorizing the Finance Director to make a separation payment.

*Discussion: The village has separated from the Ohio Public Entity Consortium-Healthcare Cooperative and must pay a reserve cost not to exceed \$30,000.00*

**Motion to adopt Resolution 17-092** by Ms. Cafagno and seconded by

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 18, 2017

Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 17-093**, authorizing the Finance Director to make the selection Not to join Jefferson Health Partners aka (JHP).

*Discussion: The village has decided to withdraw from the Ohio Public Entity Consortium which is administered by Jefferson Health Partners and pursue a fully insured health plan for 2018.*

**Motion to adopt Resolution 17-093** by Mr. King and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

## **Committee Reports:**

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

## **Director of Finance Report:**

**Director of Public Service:** John Mitchell

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:**

**Recognition of Clerk and Council:**

**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. Johnston.  
*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates over \$3,000.00:** None

**Motion to adjourn at 8:04 p.m.** by Mr. Otis and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

# RECORD OF PROCEEDINGS

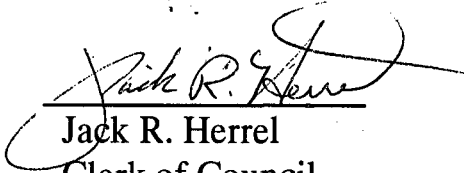
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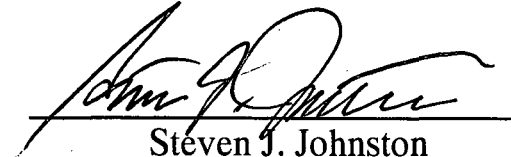
Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 18, 2017

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JANUARY 2, 2018

## MINUTES OF THE JANUARY 2, 2018 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Mayor Ray Martin.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Parks and Recreation Director Marci Darlington, and Acting Chief of Police Gary McNeal.

**Council members absent:** Lori Cafagno

**Motion to excuse** Ms. Cafagno due to illness by Mr. Johnston and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Mayor Martin** then administered the Oath of Office to new Ward 4 Councilman Howard Wade. Mr. Wade was elected by the voters of Ward 4 at the November 2017 General Election. The term of office begins January 2, 2018 and runs through January 1, 2022. Welcome Mr. Wade.

**Prayer:** by Mayor Martin

**Pledge of Allegiance:** led by Mr. Wade

**Nominations for President of Council:** Mr. Johnston was nominated by Ms. Warner and seconded by Mr. Conway.

**Motion to close nominations** and vote for President of Council by Ms. Warner and seconded by Mr. Conway.

*Roll Call: Motion carries by acclamation of Council; the Gavel is then handed to Mr. Johnston, President of Council.*

**Nominations for Vice-President of Council:** Ms. Warner was nominated by Mr. Conway and seconded by Mr. Johnston.

**Motion to close nominations** and vote for Vice-President of Council by Mr. Conway and seconded by Mr. Johnston.

*Roll Call: Motion carries by acclamation of Council; Ms. Warner becomes Vice-President of Council.*

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Johnston.

*Roll Call: Motion carries by acclamation of Council*

**Motion to adopt the minutes** of the December 18, 2017 Council meeting by Ms. Warner and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 6-0*

# RECORD OF PROCEEDINGS

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Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JANUARY 2, 2018

**Recognition of guests:** None

**Old Business:** None

**New Business:**

**Resolution 18-001**, confirming the Mayor's appointment of J. Michael Murray as Law Director for the Village of West Jefferson for a two (2) year term beginning January 2, 2018 pursuant to Article VIII of the village charter and setting the compensation at one hundred twenty-five dollars (\$125.00) per hour.

*Discussion: Mr. Murray has worked as Assistant Law Director for the village for many years. Ron Parsons, long time Law Director, is now working part-time and will no longer be able to handle the duties of Law Director for the village.*

**Motion to adopt Resolution 18-0014** by Mr. King and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 18-002**, confirming Council's reappointment of Paula Martin to the Village Planning and Zoning Commission.

*Discussion:*

**Motion to adopt Resolution 18-002** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: Yeas; Wade, Eakins, Warner, Johnston, and King*

*Nays; Conway*

*Motion carries 5-1*

**Resolution 18-003**, confirming the Mayor's appointment of David Kell as Director of Development for the Village of West Jefferson.

*Discussion:*

**Motion to adopt Resolution 18-003** by Mr. Wade and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 18-004**, creating Council committees to assist various departments and commissions for the 2018 term of Council.

*Discussion:*

**Motion to adopt Resolution 18-004** by Ms. Warner and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 18-005**, accepting the property values, tax rates, and estimated tax revenue for calendar year 2018 as estimated by the Madison County Auditor.

*Discussion:*

# RECORD OF PROCEEDINGS

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Held JANUARY 2, 2018

**Motion to adopt Resolution 18-005** by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Ordinance 18-006**, authorizing a supplemental appropriation of \$36,000.00 in the General Fund.

*Discussion:*

**Motion to adopt Ordinance 18-006** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 6-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**David Kell** addressed Council as newly appointed Development Director. Mr. Kell is the Economic Development Director for all of the Madison County local communities. He has worked with small and large businesses to bring economic development to the area.

**Director of Finance Report:** Rebecca Arnott presented the Financial Report for December.

**Director of Public Service:** absent

**Director of Parks and Recreation Report:** Marci Darlington reported that the movie "Sing" will be shown Saturday at the community center. She met with the pool employees to discuss staffing needs for this year. A mental health first aid class will be held at the community center on January 27<sup>th</sup>. A new Zumba class is in the works. The village received a \$14,000.00 grant from Battelle for the Lunch and Learn Program. The community center is starting to be booked for a lot of events.

**Mayor's Report and Recognition:** the Mayor commended the street crew for salting and snow removal....have received more applications on the income tax

# RECORD OF PROCEEDINGS

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Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JANUARY 2, 2018

position... a committee is being formed to review candidates for the Chief of Police position.

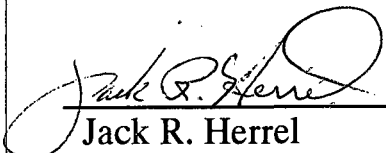
**Recognition of Clerk and Council:** Jim King stated that he is looking for Council to have another good year. Steve Johnston thanked Council for placing their confidence in him. Mr. Conway wants to look into opportunities for appointing members to the Planning and Zoning Commission.

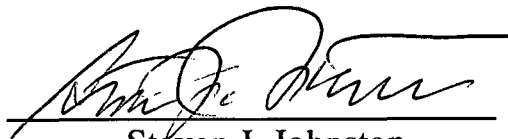
**Additional Business:** Doug Eakins said he would like to see more involvement by the community in public service. Howard Wade thanked everyone and said he looks forward to working on Council... looks forward to seeing the village grow... and agrees with Mr. Eakins that we need more community involvement in public service.

**Motion to pay the bills** by Mr. Conway and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:43 p.m.** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JANUARY 15, 2018

## MINUTES OF THE JANUARY 15, 2018 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Lori Cafagno, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, and Acting Police Chief Gary McNeal.

**Council Members absent:** None

**Prayer:** Mayor Martin

**Pledge of Allegiance:** led by Jim King

**Motion to adopt the agenda** as amended by Ms. Warner and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the January 2, 2018 Council meeting by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None

**Old Business:** None

**New Business:**

**Resolution 18-007**, authorizing the Public Service Director to make various purchases including a Hustler Zero Turn Mower, Water Meter and Radio Read Endpoints, Vermeer Wood Chipper, and Furnace and Air Conditioning Units.

*Discussion: In the pursuing discussion, Several Council members questioned the need for a wood chipper that costs \$32,000.00 even though it was approved in the Appropriation Budget. The Mayor said it would be nice to get the Public Service Director's take on it.*

**Motion to table** until further discussion with the Public Service Director by Ms. Warner and seconded by Ms. Cafagno.

*Roll Call: Yeas; Wade, Eakins, Warner, Cafagno, and Conway*

*Nays; Johnston and King*

*Motion carries 5-2*

**Committee Reports:**

**Finance:** Mr. Johnston announced that he is calling a special Council

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JANUARY 15, 2018

meeting for next Monday January 22, at 6:30 p.m. in the village council chambers for an update from David Kell (Village Development Director) and Karl Billitis ( Sky Ranch Properties Development).

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Ms. Arnott presented a brief update on the financial happenings for the last two weeks.

**Director of Public Service:** absent

**Director of Parks and Recreation Report:** absent

**Mayor's Report and Recognition:** the Mayor reported that they are testing out different programs at the community center such as zumba classes and line dancing. Snow removal has been going very well, with a special hats off to Jon Allen. He has a meeting scheduled Wednesday to discuss the open Police Chief position.

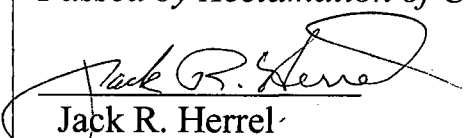
**Recognition of Clerk and Council:**

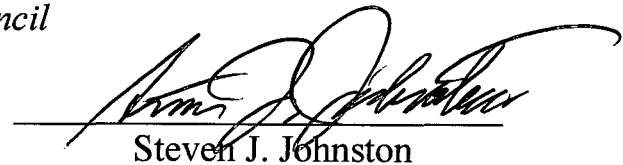
**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. Johnston.  
*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates over \$3,000.00:** None

**Motion to adjourn at 7:14 p.m.** by Mr. King and seconded by Mr. Johnston.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JANUARY 22, 2018

## VILLAGE OF WEST JEFFERRSON OHIO

### SPECIAL COUNCIL MEETING JANUARY 22, 2018

**COUNCIL MEMBERS PRESENT: DOUG EAKINS, MIKE CONWAY, JEN WARNER, JIM KING, HOWARD WADE, LORI CAFAGNO, STEVEN JOHNSTON**

**GUEST SPEAKER: KARL BILLITIS REPRESENTING HARMONY DEVELOPMENT ( SKY RANCH)**

**MEETING CALLED TO ORDER AT 6:30 PM.**

Mr. Billitis presented the updated conceptual site plan for the Sky Ranch Development. Which included the new concept of Housing design Modules. The module concept is based on the idea of different small communities within the greater area of development. Also noteworthy was the expansion of the green space and additional retention ponds/lakes.

Mr.r. Billitis admitted the project/development is behind schedule which impacts the Kroger/Fresh Eats project. The delay is attributed to requests for additional impact studies requested by ODNR and a plan for capturing the "sludge" from the boring of the water and sewer lines. Each has been submitted to the requesting agencies.

Mr. King made the motion to adjourn seconded by Mr. Johnston with all voting yea by voice acclimation.

The Special council meeting adjourned at 7:40pm.

Respectfully, Steven J. Johnston



RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held FEBRUARY 5, 2018

MINUTES OF THE FEBRUARY 5, 2018 COUNCIL MEETING  
By Jack R. Herrel, Clerk of Council

Meeting called to order at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jim King, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington, and Acting Police Chief Gary McNeal.

**Council Members absent:** Lorie Cafano and Jennifer Warner

**Motion to excuse** Lorie Cafagno (without pay) and Jennifer Warner (with pay) by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Prayer:** Reverend Jerry Dye

**Pledge of Allegiance:** led by Doug Eakins

**Motion to adopt the agenda** by Mr. King seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Motion to adopt the minutes** of the January 15, 2018 Council meeting by Mr. Johnston and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Recognition of guests:** None

**Old Business:**

**Motion to take Resolution 18-007** off the table (Tabled at the January 15, 2018 Council Meeting) by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Resolution 18-007**, authorizing the Public Service Director to make various purchases including a Hustler Zero Turn Mower, Water Meter and Radio Read Endpoints, Vermeer Wood Chipper, and Furnace and Air Conditioning Units.

*Discussion: Mr. Mitchell explained that he likes to turn the mowers over about every three years to get the best deal on a new one and keep the maintenance down. This will be the last piece of the Water Meter Project. Mr. Mitchell said he looked at the smaller wood chipper unit and it has significantly less horsepower than the larger unit. He feels the larger unit will be more reliable, sturdy, and it will last longer as it will need less maintenance in the long run. With the price difference only being \$6,000 to \$7,000 he feels the village should go with the bigger unit. Rental rates are too high and the village needs to have the unit available 365 days a year. This unit was specified in the budget process. It will be stored inside.*

**Motion to adopt Resolution 18-007** by Mr. King and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 5-0*

**New Business:**

**Resolution 18-008:** confirming the Mayor's appointment of Billie Leedy to the

# RECORD OF PROCEEDINGS

Minutes of \_\_\_\_\_

Meeting \_\_\_\_\_

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held \_\_\_\_\_

position of Part-Time Police Officer.

*Discussion:*

**Motion to adopt Resolution 18-008** by Mr. Conway and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 5-0*

*The Mayor then delivered the Oath of Office to Officer Leedy as her family and friends witnessed from the audience.*

**Resolution 18-009**, authorizing the Public Service Director to proceed with the IT Project as authorized in the 2018 appropriation budget including a server for the Police Department at \$29,000.00, a server for Village Hall at \$25,000.00, and \$7,800.00 for computer upgrades.

*Discussion: Mr. Johnston reported that he met with Brian McMahon, the village's information technology agent and is assured that the upgrades are very much needed as they are also included in the 2018 appropriation budget.*

**Motion to adopt Resolution 18-009** by Mr. King and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Ordinance 18-010**, authorizing a supplemental appropriation in the General Fund for \$2,000.00.

*Discussion: As rentals of the community center increase this appropriation is needed to refund deposits on the rentals.*

**Motion to adopt Ordinance 18-010** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Resolution 18-011**, accepting a proposal from Mannik & Smith Group, Inc. to perform professional engineering services for the Walnut Street and Fellows Avenue Reconstruction project.

*Discussion: This project has been allocated in the 2018 appropriation budget in conjunction with an OPWC grant and zero interest loan. In an effort to obtain additional points for the OPWC grant there is a need to at least have the preliminary engineering/design work completed to position the village above other competing municipalities in the Small Government Grant Program of OPWC. Mannick Smith Group has provided a cost proposal for the scope of work to perform the engineering/design work for the Walnut Street and Fellows Avenue reconstruction and repaving project at a cost not to exceed \$55,000.00. Mr. Mitchell recommends that the village move forward with the agreement and be proactive in being prepared to obtain the maximum number of points for the scoring round to award the grant funding and zero interest loan by the Ohio Public Works Commission.*

**Motion to adopt Resolution 18-011** by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Resolution 18-012**, adjusting the years of service for Jon Allen to the 10 Year Level.

*Discussion: Although the village received confirmation from the City of Dublin, Mr. Allen was not given credit for his 5.666 years of service with the City of Dublin. This action is needed to make Mr. Allen whole. His leave balance and accruals have been adjusted likewise.*

**Motion to adopt Resolution 18-012** by Mr. Eakins and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 5-0*

## Committee Reports:

**Finance:** None

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held FEBRUARY 5, 2018

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:**

**Director of Public Service:** John Mitchell reported that the street crew has been doing a good job with snow removal. We received a load of salt a couple of weeks ago and have a good supply.

**Director of Parks and Recreation Report:** Marci Darlington reported that things are ramping up at the community center with chair exercising, line dancing, a health fair on March 3<sup>rd</sup>, an art show at the end of March in recognition of Vincent Van Goh. Rentals at the community center are going well.

**Mayor's Report and Recognition:** The Mayor again praised the Street Crew for their fine work. He is glad about the computer upgrades as they are very much needed.

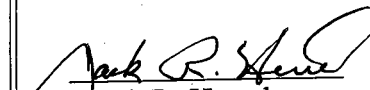
**Recognition of Clerk and Council:**

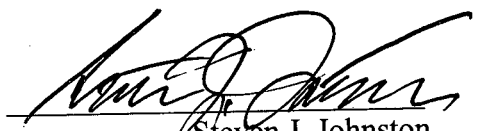
**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Johnston.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:48 p.m.** by Mr. Wade and seconded by Mr. Eakins  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held FEBRUARY 19, 2018

## MINUTES OF THE FEBRUARY 19, 2018 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Lorie Cafagno, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington, and Acting Police Chief Gary McNeal.

**Council Members absent:** None

**Prayer:** Pastor Bob Steinbrecher

**Pledge of Allegiance:** led by Mike Conway

**Motion to adopt the agenda** by Ms. Warner and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the February 5, 2018 Council meeting by Ms. Cafagno and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:**

**Old Business:**

**New Business:**

**Resolution 18-013**, authorizing a donation of \$3,000.00 to West Jefferson Youth Athletic Association (WJYAA).

*Discussion: Mr. Johnston explained that this is a donation the village gives to WJYAA on an annual basis to help with operating expenses. Mr. Conway stated that he had some questions that he would like answered by Mr. Stanley of WJYAA before approving this donation and made a motion to table the resolution, however, the motion died for lack of a second.*

**Motion to adopt Resolution 18-013** by Mr. King and seconded by Mr. Eakins

*Roll Call: Yeas; Mr. Wade, Mr. Eakins, Ms. Warner, Mr. Johnston, Mr. King, and Ms. Cafagno*

*Nays; Mr. Conway*

*Motion carries 6-1*

**Resolution 18-014**, accepting the application by All-Star Limited Partnership for an expedited Type II Annexation of 133.42 +/- acres to the Village of West Jefferson, Ohio located in Jefferson and Deer Creek Townships.

*Discussion:*

**Motion to adopt Resolution 18-014** by Ms. Warner and seconded by Ms. Cafagno.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to enter into executive session at 7:07 p.m.** by Ms. Warner and seconded by Mr. Johnston to consider the appointment, employment, dismissal, discipline, demotion, or compensation of a public employee or official.

*Roll Call: All Yeas*

*Motion carries 7-0*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held FEBRUARY 19, 2018

*Motion carries 7-0*

**Motion to return to regular session 7:36 p.m.** by Mr. Johnston and seconded by Mr. Conley.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 18-015**, establishing the position of Full Time Income Tax Clerk and setting the rate of pay.

*Discussion: This will be a full time position to run the daily operations of the Tax department and will be under the supervision of the Finance Director.*

**Motion to adopt Resolution 18-015** by Mr. Johnston and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 18-016**, confirming the Mayor's appointment of April L. Milstead to the position of Full Time Income Tax Clerk.

*Discussion: The Mayor felt that Ms. Milstead had the best qualifications of the people he interviewed.*

**Motion to adopt Resolution 18-016** by Mr. Johnston and seconded by Mr. King.

*Roll Call: Yeas; Mr. Wade, Mr. Eakins, Mr. Johnston, Mr. King,*

*Nays; Ms. Cafagno and Mr. Conway*

*Abstained: Ms. Warner (due to conflict of interest)*

*Motion carries 4-2 with 1 abstention*

**Resolution 18-017**, confirming the Mayor's appointment of Richard J. Hardy to the position of Chief of Police.

*Discussion: Mr. Hardy comes to us with many years of experience with the Grove City Police Department. He was the overwhelming choice out of the eleven applicants that were interviewed by the Mayor and the Police Chief Search Committee. He will begin in mid-March after his current commitment is complete.*

**Motion to adopt Resolution 18-017** by Mr. Eakins and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Ms. Arnott delivered the January Financial Report and reported that she has filed the 2017 Year End Report with the Auditor of State's Office.

**Director of Public Service:** John Mitchell said he ordered more salt in case it is needed. The street crew has done a good job with snow removal. The work at the swimming pool should be starting soon. Bids for the 2018 paving project will be opened on March 14.

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held FEBRUARY 19, 2018

**Director of Parks and Recreation Report:** Marci Darlington said over 700 people have visited the community center so far this year. She reviewed some of the programs that are ongoing at the center such as chair exercising and line dancing. They have received over \$1000.00 in rental fees so far this year. A softball organizational meeting will be held this coming Wednesday evening. The Health Fair will take place on March 3 and it is being co-partnered with Madison County Hospital

**Mayor's Report and Recognition:** Mayor Martin reported that the Finance Department will be closed this Wednesday through Friday for remodeling.

## **Recognition of Clerk and Council:**

**Additional Business:** Clerk of Council Jack Herrel asked to amend the agenda to add an additional item to the agenda.

**Motion to add Resolution 18-018** to the agenda under new business by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

*Discussion: Mr. Herrel explained that the village has received an \$11,000.00 check from Liberty Mutual Insurance Company to be placed in escrow on behalf of the property owner at 97 Frey Avenue. The property has sustained substantial fire damage and under the Ohio Revised Code the village must act as fiduciary of the money until such time that the Zoning code enforcement official releases it back to the property owner. This is to protect the village in case the owner walks away and the village has to bear the expense of demolition.*

**Ordinance 18-018**, authorizing a supplemental appropriation of \$11,000.00 in the Insurance Fund.

*Discussion: This money must be deposited into a separate fund and then paid back to the property owner at the appropriate time; therefore, a supplemental appropriation must be approved to pay back the property owner. As far as the village is concerned, it ends up being a wash.*

**Motion to adopt Ordinance 18-018** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*


**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King.

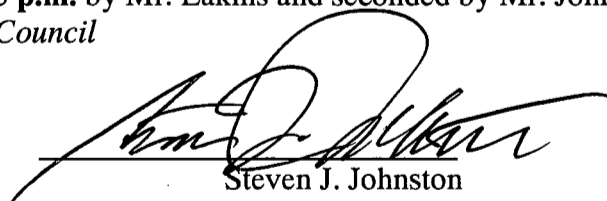
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:55 p.m.** by Mr. Eakins and seconded by Mr. Johnston

*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MARCH 5, 2018

## MINUTES OF THE MARCH 5, 2018 COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Parks and Recreation Director Marci Darlington, and Acting Police Chief Gary McNeal.

**Council Members absent:** Lorie Cafagno

**Prayer:** Pastor Russ Harless

**Pledge of Allegiance:** led by Howard Wade

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to adopt the minutes** of the February 19, 2018 Council meeting by Mr. Conway and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Recognition of guests:** Mayor Martin presented plaques to Thomas J. Clark and Stephanie L. Richardson in recognition of their courage and bravery in assisting Officer Matt Stevers subdue a combative and uncooperative subject at the Arbors West Rehabilitation facility on January 24, 2018 until other law enforcement personnel arrived at the scene. The Mayor, Council, and Officer Stevers voiced their appreciation for this selfless act. It was a situation that could have easily escalated without their help. Mayor Martin read a proclamation emphasizing the importance of the role athletic trainers play in the health care industry and recognizing some of the services they provide. He then proclaimed March, 2018 as National Athletic Training Month in the Village of West Jefferson and presented a copy of the proclamation to Kelly Leonard, who serves as athletic trainer for Jefferson Local Schools.

**Old Business:** None

**New Business:**

**Resolution 18-019**, a resolution authorizing the Public Service Director to Purchase a 2018 Chevrolet 1500 regular cab pickup truck with trade-in from Coughlin Automotive.

*Discussion: This item is in the 2018 appropriation budget but exceeds the purchasing limit of \$7,500.00 and therefore must be approved by resolution of Council.*

**Motion to adopt Resolution 18-019** by Mr. King and seconded by Mr. Eakins

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 18-020**, accepting the application by Sky Ranch Properties, LLC for an expedited Type II Annexation of 361.283 +/- acres to the Village of West Jefferson, Ohio located in Jefferson and Deer Creek Townships.

*Discussion: Mr. Johnston explained that this annexation has been in the works for some time now with a lot of long and hard work. He thanked Council and all those who have been supportive, especially Mr. Russ Miller, majority owner of the property.*

**Motion to adopt Resolution 18-020** by Ms. Warner and seconded by Mr. Johnston.

*Roll Call: All Yeas*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MARCH 5, 2018

*Motion carries 6-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Ms. Arnott reported on the major expenditures since the last Council meeting.

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Marci Darlington reported on the Health Fair that was held over the weekend. The guest speaker was outstanding. Madison Health Care really stepped up for event. The art show is set for March 30 and 31st and they are looking for art displays. The theme is Vincent van Gogh. Chair exercising and line dancing are going well. She mentioned they are still getting a lot of calls for rentals. Softball starts March 19, with nine teams signed up. (Adult mixed league)

**Mayor's Report and Recognition:** Mayor Martin said he is excited about the progress being made in the village.

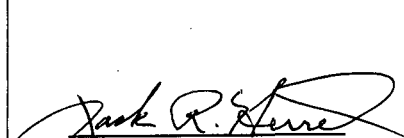
## Recognition of Clerk and Council:


### Additional Business:

**Motion to pay the bills** by Mr. Johnston and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:19 p.m.** by Mr. Eakins and seconded by Mr. King  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

*Council*

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held

*MARCH 19, 2018*

## MINUTES OF THE MARCH 19, 2018 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

Meeting called to order at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, and Lorie Cafagno. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Public Service Director John Mitchell, and Police Chief Rick Hardy.

**Council Members absent:** Mike Conway

**Motion to excuse Mike Conway** due to a death in the family by Mr. Wade and seconded by Ms. Warner

*Roll Call: All Yeas*

*Motion carries 6-0*

**Prayer:** Carl Fladt

**Pledge of Allegiance:** led by Jim King

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to adopt the minutes** of the March 19, 2018 Council meeting by Mr. Eakins and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Recognition of guests:**

**Old Business:** None

**New Business:**

**Resolution 18-021**, adopting the recommendation of the West Jefferson Tax Incentive Review Council.

*Discussion:*

**Motion to adopt Resolution 18-021** by Mr. King and seconded by Ms. Cafagno

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 18-022**, accepting the recommendation of the Public Service Director to award the 2018 Paving Maintenance Program to Strawser Paving Company.

*Discussion:*

**Motion to adopt Resolution 18-022** by Mr. Johnston and seconded by Ms. Warner

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 18-023**, authorizing the Public Service Director to contract with Don's Flat Work to perform sidewalk and driveway approach replacement on Lily Chapel Road.

*Discussion:*

**Motion to adopt Resolution 18-023** by Ms. Cafagno and seconded by Mr. Eakins

*Roll Call: All Yeas*

*Motion carries 6-0*

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MARCH 19, 2018

**Resolution 18-024**, authorizing a supplemental Appropriation of \$50,653.40 in the Wastewater Repair Fund.

*Discussion:*

**Motion to adopt Resolution 18-024** by Mr. Johnston and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 18-025**, authorizing the Chief of Police to purchase additional police surveillance equipment.

*Discussion:*

**Motion to adopt Resolution 18-025** by Mr. Eakins and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carries 6-0*

## Committee Reports:

**Finance:** Mr. Johnston reported that the Planning and Zoning Commission has a list of recommendations for changes to the Zoning Ordinance that will be distributed by the next Council meeting.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Ms. Arnott gave the interim financial report and said that about 85 tax refunds were issued totaling about \$55,000.00.

**Director of Public Service:** John Mitchell reported that the pump project at the swimming pool is almost complete. They will be painting the pool and getting it ready for the season as weather permits. The new brush chipper came in this week as well as the new truck and mower.

**Director of Parks and Recreation Report:** Absent

## Mayor's Report and Recognition:

**Recognition of Clerk and Council:** Mr. Johnson expressed sympathy to Mike Conway's family on the passing of his father.

## Additional Business:

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King.

*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates over \$3,000.00:** None

**Motion to adjourn at 7:19 p.m.** by Mr. Eakins and seconded by Mr. Johnston

*Passed by Acclamation of Council*

RECORD OF PROCEEDINGS

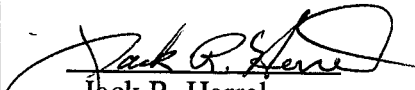
Minutes of COUNCIL

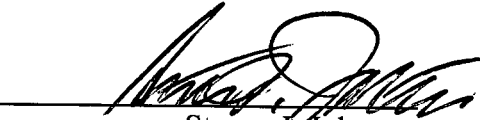
Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MARCH 19, 2018

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

RECORD OF PROCEEDINGS

Held April 2, 2018

MINUTES OF THE APRIL 2, 2018 COUNCIL MEETING  
By Jack R. Herrel, Clerk of Council

Meeting called to order at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Mike Conway, and Lorie Cafagno. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington and Police Chief Rick Hardy.

**Council Members absent:** None

**Prayer:** Mayor Martin

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the March 19, 2018 Council meeting by Mr. Johnston and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:**

**Old Business:** None

**New Business:**

**Resolution 18-026**, authorizing the Village of West Jefferson to participate in the State of Ohio Cooperative Purchasing Program.

*Discussion: John Mitchell explained that the State Department of Administrative Services requires the village to have legislation on file every year authorizing the village to participate in the Ohio Cooperative Purchasing Plan.*

**Motion to adopt Resolution 18-026** by Mr. King and seconded by Ms. Cafagno

*Roll Call: All Yeas*

*Motion carries 7-0*

**Discussion** on Planning and Zoning Commission recommendations to Council pertaining to additions and/or changes to the Village Zoning Ordinance:

- Chapter 521.08 *Littering and Deposit of Garbage, Rubbish, Junk, Etc.*
- Chapter 1103.01 *General Definitions*
- Chapter 1111 *Registration of Rental Property*
- Chapter 1117.03 *Nonconforming Uses*
- Chapter 1141.13 *Removal of Signs*
- Mobile Vending and Mobile Food Vending Regulations

Arnie Booth, village zoning inspector, said he does not want to speak on behalf of the Planning and Zoning Commission but will try to answer some questions for Council. On the topic of rental property registration, he said it is often difficult to track down absentee village property owners. He must rely on information obtained from the Madison County Auditor's website which is often not up to date. If rental property registration becomes mandatory he would like the regulations to "have some teeth" so they can be enforced.

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held APRIL 2, 2018

On signage he said he has removed approximately 300 hiring signs. It has become blight on the community and he would like Council to facilitate enforcement of the temporary sign regulations. If it is considered litter then the police can act on it. Right now he has no way of enforcing it. He said he has contacted the staffing companies over and over to no avail. Mayor Martin pulled aside two of the issues for further study by Council; General zoning definitions, and Mobile vending and Mobile food vending regulations. All of the other recommendations will be discussed further with the Planning and Zoning Commission. Mr. Johnston said he would like to see these issues taken care of as soon as possible, hopefully by the end of May...to be continued.

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Becky Arnott gave an interim financial report on major expenditures and reported that she has filed for property tax exemption on some of the Village's property tax duplicates.

**Director of Public Service:** John Mitchell reported that the guys are working on getting equipment ready and cleaning up the parks. The milling and paving project should start sometime shortly after school is let out in May.

**Director of Parks and Recreation Report:** Marci Darlington reported that she received an interesting item from a bomb making company. It's an Easter egg designed for visually impaired kids or kids with disabilities. It emits a beeping sound that helps them to locate it. It may be something that could be looked into for next year. She said they had over 120 pieces of art at the art show, mostly from local schools. This coming Thursday is the discussion on Alcohol Literacy at the community center..... April 6th is meet the Chief night....April 7th is Narcon class.....April 28th is Drug takeback day from 10:00 a.m. to 2:00 p.m.....Adult softball league is doing well.

**Mayor's Report and Recognition:** Mayor Martin would like to see as many people as possible attend the narcon class as the drug epidemic has touched many lives in and around our community.

**Recognition of Clerk and Council:** Mike Conway's extended thanks for the cards and flowers his family received for the passing of his father.

## Additional Business:

**Motion to pay the bills** by Ms. Warner and seconded by Ms. Cafagno.  
*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates over \$3,000.00:** None

# RECORD OF PROCEEDINGS

Minutes of Council

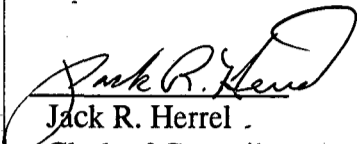
Meeting

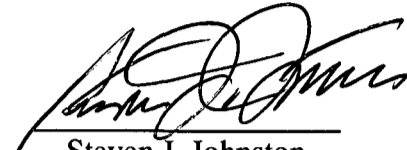
BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held April 2, 2018

**Motion to adjourn at 7:44 p.m. by Mr. Eakins and seconded by Mr. Conway**  
*Passed by Acclamation of Council*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held April 9, 2018

## MINUTES OF THE APRIL 9, 2018 SPECIAL COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

Meeting called to order at 7:00 p.m. by Council President Steve Johnston

**Council members present:** Howard Wade, Doug Eakins, Jennifer Warner, Steve Johnston, Jim King, Lori Cafagno, Mike Conway.

**Council Members absent:** None

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Eakins

*Roll Call: All Yeas*

**Presentation by Duke Realty** on Project Condor Site Plan at State Rts. 29 and 40:

Mr. Mark Gialluca presented the overall site plan to Council. He mentioned that last week he went before the Planning and Zoning Commission to present the Site plan, Landscaping plan, and the signage plan for Project Condor. At this point the tenant cannot be revealed due to a non-discloser agreement. The proposed building has a footprint of 855, 000 sq. ft. with 3 mezzanine levels which brings the total square footage to approximately 3,000,000 sq. ft. and a parking lot with approx. 2,500 parking spaces. The building will be about 53 ft. tall. It will have internal trailer storage on one side of the building for 300 trailers. The building will have road frontage on Rt. 29, Rt. 40, and Enterprise Parkway. There will be two main backlit monument signs, one being at the main entrance, with a wall sign over the office area and possibly a secondary wall sign facing State Rt.40 and various directional signs. There will also be some traffic adjustments the main one being a roundabout on Rt. 29 at the entrance. Looking at past traffic studies etc., ODOT has concluded that this is best solution for traffic concerns. There will be five ground water recharge ponds to eliminate contamination from runoff, so that by the time the water exits it will be filtered and clean. This plan was all worked out with the help of the Ohio EPA.

Ms. Anna Vagedes presented the Landscaping plan with the major point being that the perimeter along Rt. 40 and Rt. 29 will be buffered with mounding including trees, shrubs, and other types of screening. The parking lot will also be screened with trees, bushes and shrubbery.

Mr. Anthony Sasson representing the Nature Conservancy expressed concern about ground water and the disruption of flow volume in the tributary leading to Little Darby Creek on their property on State Rt. 29. He was also concerned about their access to the property during construction. He was advised that it was a non-issue because there are no plans to shut down Rt. 29 at any point during the construction. Mr. Eakins and Mr. Johnston advised him that there should be no worry about the discharge into streams leading to the Little Darby, in fact the water discharged now is much cleaner than twenty years ago before the development started on Rt. 29.

**Resolution 18-027**, approving the site plans, building plans and elevations, landscape plan and signage ("The Plans") for Project Condor as recommended by the Planning and Zoning Commission on April 4, *Discussion:*

**Motion to Adopt Resolution 18-027** by Mr. King and seconded by Mr. Eakins

*Roll Call: All Yeas*

*Motion Carries 7-0*

**Motion to enter into executive session** at 7:47 p.m. by Mr. Conway and seconded by Mr. Johnston.

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held April 9, 2018

*Roll Call: All Yeas*

*Motion carries 7-0*

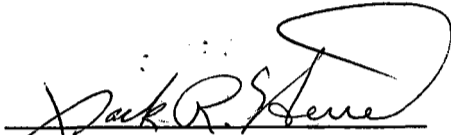
**Motion to return to regular session** at 8:06 p.m. by Mr. Eakins and seconded by Ms.

Warner *Roll Call: All Yeas*

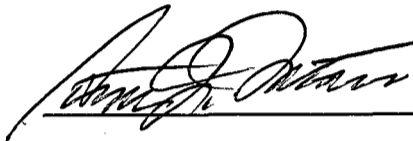
*Motion Carries 7-0*

**Motion to adjourn** at 8:07 p.m. by Mr. Johnston and seconded by Mr. King.

Passed by acclamation of Council.



Jack R. Herrel, Clerk of Council



Steven J. Johnston, Council President

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held April 16, 2018

## MINUTES OF THE APRIL 16, 2018 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Public Service Director John Mitchell, and Police Chief Rick Hardy.

**Council Members absent:** Lori Cafagno

**Prayer:** Mayor Martin

**Pledge of Allegiance:** led by Howard Wade

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to adopt the minutes** of the April 2, 2018 Council meeting by Mr. Johnston and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Recognition of guests:**

**Old Business:** None

**New Business:**

**Resolution 18-028**, authorizing the chief of police to purchase a new 2018 Ford Interceptor SUV from Lebanon Ford along with peripheral equipment.

*Discussion:*

**Motion to adopt Resolution 18-028** by Mr. Eakins and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Ordinance 18-029**, amending Section II (6) of Ordinance 12-088 passed October 6, 2012 by adding Section II (6) (d), pertaining to unclaimed property, and declaring an emergency.

*Discussion:*

**Motion to adopt Ordinance 18-029** by Ms. Warner and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 18-30**, setting forth a statement of municipal services the Village of West Jefferson will provide to the 28.912 +/- acres of land, located in Jefferson Township, and proposed to be annexed to the Village of West Jefferson via an Expedited Type II Annexation pursuant to R.C. 709.023; and the buffer requirements the Village of West Jefferson will enforce as provided by R.C. 709.023(C).

*Discussion:*

**Motion to adopt Resolution 18-030** by Mr. Eakins and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held APRIL 16, 2018

**Resolution 18-031**, setting forth a statement of municipal services the Village of West Jefferson will provide to the 498.70 +/- acres of land, located in Deer Creek Township, and proposed to be annexed to the Village of West Jefferson via an Expedited Type II Annexation pursuant to R.C. 709.023; and the buffer requirements the Village of West Jefferson will enforce as provided by R.C. 709.023(C).

**Motion to adopt Resolution 18-031** by Mr. King and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 6-0*

## Committee Reports:

**Finance:** Mr. Johnston reminded of the Finance Committee meeting tomorrow at 6:00 p.m.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Becky Arnott presented the March financial report and reported that income tax receipts are up 6% over the same period last year.

**Director of Public Service:** John Mitchell reported that the concrete work on Lilly Chapel Road is now complete. A Pre-construction meeting with Strawser Paving has been held. The paving project will start on June 2, 2018. The guys are working on getting equipment ready, and will be mowing as soon as weather permits. Things are looking good right now for the grant money.

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** Softball league is underway, lots of things going on at the community center, thanked Chief Hardy for his willingness to go out and become familiar with the community.

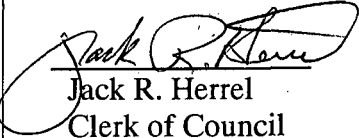
**Recognition of Clerk and Council:** Mike Conway asked about the Kroger project and Mr. Mitchell replied that they are waiting for a permit to install from the EPA.

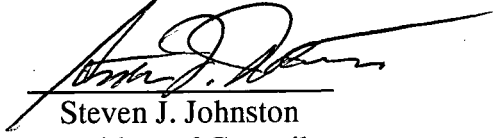
## Additional Business:

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates** over \$3,000.00: None

**Motion to adjourn at 7:20 p.m.** by Mr. Eakins and seconded by Mr. King  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held APRIL 30, 2018

## MINUTES OF THE APRIL 30, 2018 SPECIAL COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

Meeting called to order at 7:00 p.m. by Council President Steve Johnston

**Council members present:** Howard Wade, Doug Eakins, Jennifer Warner, Steve Johnston, Jim King, Lori Cafagno, Mike Conway.

**Council Members absent:** None

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Conway

*Roll Call: All Yeas*

**Recognition of Guests:** John Caleb Bell, Esq. from the law firm of Bricker and Eckler representing the Village advised that the purpose of the meeting is to discuss the economic development agreement and ordinance between the Village of West Jefferson and Duke Construction. The ordinance does three things; it approves the form of the agreement; it suspends certain construction requirements through the village charter to help expedite the process; and it appropriates one million (1,000,000.00) towards the costs associated with the project with the expectation that the State of Ohio, Ohio Department of Transportation SID Program making the village a loan in that amount, which has already been approved by ODOT. The appropriation is a temporary measure to bridge the period of time between that and the loan.

Mr. Art Makris from Duke Realty expressed thanks to everyone for thier cooperation in getting this part of the process completed. If the ordinance passes it will provide funding for the approximately Six Million Seven Hundred Thousand Dollars (\$6,700,000.00) of roadway improvements with the village share being One Million Dollars (\$1000,000.00) along with the grant funding. Mr. Makris stated that he is looking to close on the site this Friday.

**Resolution 18-032**, Designating the law firm of Bricker and Eckler as an associate law firm for the Village of West Jefferson.

*Discussion:* Mr. Johnston explained that Bricker and Eckler has been our law firm for several years for certain development and zoning issues. By making Bricker and Eckler our associate law firm it excludes the law director from signing something that he has not been a part of.

**Motion to adopt Resolution 18-032** by Mr. Eakins and seconded by Mr. Wade

*Discussion:*

*Roll Call: All Yeas*

**Ordinance 18-033**, an ordinance declaring an emergency and suspending section 129.01 of the Codified Ordinances of the Village of West Jefferson for the purpose of authorizing the Mayor to enter into an economic development agreement with Duke Construction Limited Partnership to, among other things, construct certain roadway improvements in support of a significant economic development project.

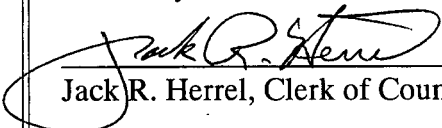
*Discussion:*

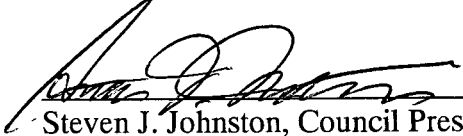
**Motion to adopt the agenda Resolution 18-033** by Mr. Johnston and seconded by Mr. Wade

*Roll Call: All Yeas*

**Motion to Adjourn** at 7:15 p.m. by Mr. Eakins and seconded by Mr. King.

Passed by acclamation of Council.

  
Jack R. Herrel, Clerk of Council

  
Steven J. Johnston, Council President

# RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MAY 7, 2018

## MINUTES OF THE MAY 7, 2018 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Lorie Cfagno, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Parks and Recreation Director Marci Darlington, and Police Chief Rick Hardy.

**Council Members absent:** None

**Prayer:** Pastor Jerry Dye

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the April 9, 2018 Special Council meeting, the April 16, 2018 Council meeting, and the April 30, 2018 Special Council meeting by Mr. Eakins and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** *Mr. Coburn Morgan* reminded that the food drive is set for this Saturday. Just leave a bag of food outside the door and the food pantry volunteers will pick it up. They are hoping it will be the largest food drive yet.

**Old Business:** None

### New Business:

#### **Proclamation for "National Police Week"**

Mayor Martin read aloud a proclamation proclaiming May 13-19, 2018 as "National Police Week" recognizing the more than 900,000 law enforcement officers across the United States and honoring the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy. The Mayor then presented the presented a copy of the proclamation to Police Chief Rick Hardy.

**Ordinance 18-034**, an ordinance authorizing a petition to the Madison County Commissioners per Section 709.15 -16 O.R.C., requesting annexation of land contiguous to and owned by the Village of West Jefferson and declaring an emergency.

*Discussion:* Mr. Johnston explained that somehow the water plant and well field has never been officially annexed into the village. The county has no record of it nor can the village find any documentation to support it.

**Motion to adopt Ordinance 18-024** by Ms. Cafagno and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 18-035**, authorizing various supplemental appropriations in the General Fund.

*Discussion:*

**Motion to adopt Ordinance 18-035** by Mr. King and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MAY 7, 2018

**Notice of a public hearing** on June 18, 2018 at 7:00 p.m. in the Village Council chambers to discuss a recommendation from the Planning and Zoning Commission to approve a petition for re-zoning of property located at 120 Jackson Street from R-3 to B1 as filed by Mr. Edward Haenszel.

**Petition to narrow Water Street** from 33 ft. to 26.4 ft. as filed by Mr. John Harmeyer and laid before Council this day. A Public hearing before Council will be held on June 18, 2018 at 7:00 p.m. in the Village Council chambers. The Clerk of Council shall advertise said hearing for six (6) consecutive weeks prior to the hearing as required by law.

## Committee Reports:

**Finance:** None

**Police:** Mr. Eakins set a Police Committee meeting for May 14, at 5:00 p.m.

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Becky Arnott reported that the state determined six parcels of land to be tax exempt. She will be able to go back for three years of refunds. She also presented the financial report for the month of April.

**Director of Public Service:** absent

**Director of Parks and Recreation Report:** Marci Darlington reported that a lot of people are stopping by the community center to see what's going on. She then updated Council on some of the upcoming events. The pool is set to open on June 1st, she doesn't think she can get it open over the Memorial Day weekend because of lack of staffing but we'll see. There will be a Madison Health Community Forum at the community center on June 5th to update people on all the changes going on at the Hospital

**Mayor's Report and Recognition:** The Mayor reminded that May 19th from 10-2 is "Shred it Day", May 30th is "Feed the Fifth Graders Day".

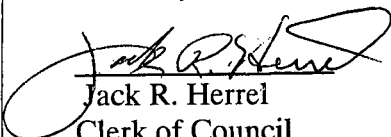
**Recognition of Clerk and Council:**

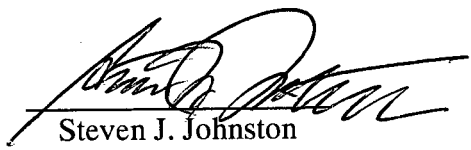
**Additional Business:**

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:37 p.m.** by Mr. Eakins and seconded by Ms. Warner.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

*Council*

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held *MAY 21, 2018*

## MINUTES OF THE MAY 21, 2018 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Lorie Cafagno, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Parks and Recreation Director Marci Darlington, and Police Chief Rick Hardy.

**Council Members absent:** None

**Prayer:** Pastor Russ Harless

**Pledge of Allegiance:** led by Jim King

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the May 7, 2018 Council meeting by Mr. Wade and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

### **Recognition of guests:**

*Mayor Martin presented a Certificate of Recognition to the Tidd family for the generous donation of \$15,500.00 from Rader-McDonald-Tidd Funeral Home. This donation will allow the village to proceed with the acquisition and special training of the canine and handler. Arc, the current police canine is being retired from service after years of loyal service to the department.*

*Mayor Martin delivered the Oath of Office to Police Officer Joshua Jacob who was promoted from Patrolman to Sergeant in the West Jefferson Police Department. He was congratulated by the Council and many family and friends in attendance.*

**Old Business:** None

### **New Business:**

**Ordinance 18-036**, an ordinance to approve current replacement pages to the West Jefferson Codified Ordinances and declaring an emergency.

*Discussion:* Mr. Johnston explained that every year the Walter Drane Company updates the Codified Ordinances of the Village of West Jefferson.

**Motion to adopt Ordinance 18-036** by Mr. Johnston and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 18-037**, amending Section I of Ordinance 17-078, passed November 20, 2017, by adding the position of Part-Time Village Administrative Clerk and setting the pay rate and declaring an emergency.

*Discussion:* Mayor Martin explained that this position would be part-time and would assist all department heads. The question arose as to why it was not discussed with the Finance Committee especially since it is not a budgeted item. The pay rate for the position was also questioned and some felt the position is not needed.

**Motion to adopt Ordinance 18-037** by Mr. King and seconded by Ms. Eakins.

*Roll Call: Yeas; Mr. Wade, Mr. Eakins, Mr. Johnston, Mr. King*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held MAY 21, 2018

Nays; Mr. Conway, Ms. Cafagno, Ms. Warner

Motion fails 4-3 (Emergency measures require 5 yeas if all members are present)

## Committee Reports:

**Finance:** None

**Police:** Mr. Eakins reported on the Police Committee meeting from May 14. The Police department needs to become compliant with certain State of Ohio standards. The Police Committee will be working with Chief Hardy and using Lexipol as a tool in updating the police manual.

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Becky Arnott gave the mid-month financial report we received a huge check in the amount of \$377,000.00 attributable to the Condor Project, including permit fees etc.

**Director of Public Service:** absent

**Director of Parks and Recreation Report:** Marci Darlington reported that a Chairioga class will be starting Wednesday and she has received a donation to fill the sand boxes for growing plants etc.

**Mayor's Report and Recognition:** The Mayor reported that things are going well around the village with the Condor Project and other things happening.


## Recognition of Clerk and Council:


**Additional Business:** Mr. Johnston thanked Councilwoman Lorie Cafagno for the work she's done on Council and wished her well in the future. Tonight is Ms. Cafano's last meeting as she must resign due to the fact that she is moving out into Fairfield Township.

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. Conway.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:48 p.m.** by Ms. Cafagno and seconded by Ms. Warner.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JUNE 4, 2018

## MINUTES OF THE JUNE 4, 2018 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington, and Police Chief Rick Hardy.

**Council Members absent:** None

**Prayer:** Mayor Ray Martin

**Pledge of Allegiance:** led by Doug Eakins

**Motion to adopt the agenda** by Mr. Conway and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to adopt the minutes** of the May 21, 2018 Council meeting by Mr. Eakins and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

### **Recognition of guests:**

*Mayor Martin delivered the Oath of Office to Police Officer Billie Leedy who was promoted to Full-time Police Officer. She was congratulated by the Chief of Police, Council and many family and friends in attendance.*

*Mr. Tony Murry expressed concerns about the lack of a master plan for some of the development that is planned. Mr. Johnston explained that all aspects of the development process have been an ongoing part of Council's discussions for years. It has been out there for the public for some time now, even to the point of where people are asking "Where is the Kroger Store". The village does have a comprehensive plan dating back to 2007 and no decisions are made without careful consideration.*

*Ms. Kelley Bower is concerned with how the running of utilities to the proposed Kroger Store and planned housing development on Rt. 40 will impact the Little Darby. Mr. Johnston responded that the Village has always worked with ODNR and the EPA. We have one of the cleanest water plants in the state. We have been very good stewards of Darby Creek. In fact the village has recently invested millions in upgrading both the water and sewer systems in the village.*

**Old Business:** None

### **New Business:**

**Resolution 18-039**, authorizing the Mayor to contract with Storm Dog Tactical for a replacement canine, handler course, full veterinary check, all shots and associated canine equipment listed in the contract at a price of \$15,500.00.

*Discussion: This is all made possible by a generous donation from the Rader-McDonald-Tidd Funeral Home.*

**Motion to adopt Resolution 18-039** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

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Form 6101

Held JUNE 4, 2018

**Resolution 18-040**, authorizing the village to donate \$3,000.00 to "West Jefferson July 4<sup>th</sup> Streetfest, Inc." for the annual July 4<sup>th</sup> Street Festival.

*Discussion: This has been an annual donation by the village to help offset the cost of putting on the festival which is enjoyed not only by local residents but by surrounding communities as well.*

**Motion to adopt Resolution 18-040** by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 18-041**, authorizing the Public Service Director to contract with Prime AE to assist the village in developing an Asset Management Program For Village of West Jefferson water assets, at a cost of \$18,500.00.

*Discussion: John Mitchell explained that all communities are required by state law to put together an asset management program for the water systems.*

**Motion to adopt Resolution 18-041** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 18-042**, authorizing the Public Service Director to contract with HD Water Services to clean/redevelop water supply well #7 at a cost of \$18,000.00

*Discussion:*

**Motion to adopt Resolution 18-042** by Mr. Conway and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to enter into executive session** at 8:07 p.m. by Mr. King and seconded by Mr. Conway to consider the sale of certain real property owned by the Village of West Jefferson.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to return to regular session** at 8:30 p.m. by Mr. King and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Ordinance 18-043**, declaring that certain real property owned by the Village of West Jefferson is not necessary or needed for any current municipal purpose, approving the advertisement of such real property for sale and declaring an emergency.

*Discussion: This property is located at the rear of Converse park and was originally purchased as a potential site for a community/recreation center.*

**Motion to adopt Ordinance 18-043** by Mr. Conway and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 6-0*

## Committee Reports:

**Finance:** None

**Police:**

**Employee Benefits:** None

**Public Service:** None

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**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** None

**Director of Public Service:** John Mitchell reported that the pool is up and running. The new pump house is working out great. There was some trouble initially but it is running good now. It is much safer now and better for the environment.

**Director of Parks and Recreation Report:** Marci Darlington reported that softball is wrapping up for the spring. The tournament starts this weekend.

**Mayor's Report and Recognition:** The Mayor reported that Caleb Ferguson, who graduated from West Jefferson High School, will be making his major league pitching debut with the L.A. Dodgers this week. He worked his way through the Dodger's system and is only 21 years old. Good luck to Caleb.

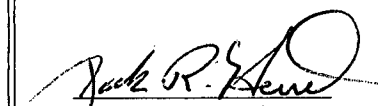
**Recognition of Clerk and Council:** Mr. Conway asked about progress on the village comprehensive plan.


**Additional Business:**

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates over \$3,000.00:** None

**Motion to adjourn at 8:50 p.m.** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 8101

Held JUNE 11, 2018

## MINUTES OF THE JUNE 11, 2018 SPECIAL COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

Meeting called to order at 7:00 p.m. by Council President Steve Johnston

**Council members present:** Howard Wade, Doug Eakins, Jennifer Warner, Steve Johnston, Jim King, and Mike Conway. Also present were Mayor Ray Martin, Clerk of Council Jack Herrel, Finance Director Rebecca Arnott, and Public Service Director John Mitchell

**Council Members absent:** None

**Motion to adopt the agenda** by Mr. Conway and seconded by Mr. Eakins

*Roll Call: All Yeas*

**Recognition of Guests:** *Mr. Tom Slack* representing the Ohio Department of Transportation (ODOT) District 6 was on hand to discuss the proposed interchange at Interstate 70 and State Rt. 29. Mr. Slack noted that ODOT and the Village have partnered over the years to plan for the necessary infrastructure to serve the transportation needs of the West Jefferson Industrial Park area. The village has recently been approached by ODOT to partner with them to obtain funding for the Phase II Round-a-bout at State Rt. 29 and I-70 for a "Better Utilizing Investments to Leverage Development [BUILD] Transportation Grant" through the U.S. Department of Transportation. It would include a second adjacent bridge over I-70 and a 2-lane round-a-bout at the East bound ramp intersection including design, right of way, and construction as a design build project. The cost estimate is \$10.5 million for the new bridge and round-a-bout, \$2.4 million for deck replacement of the existing bridge over I-70, \$700,000 for construction inspection, and \$500,000 for plan review and Preparation for a total projected cost of \$14.1 million. The funding estimates are \$8 million from the BUILD Grant, \$2.5 million from ODOT, \$2.5 million local from the Village, which Public Service Director John Mitchell explained will not come from tax payers but rather from future development fees ( \$8,200 per acre is the current rate) and \$1.1 million already on hand from developer contributions. The Build Grant program offers up to \$1.5 Billion for surface transportation projects and the deadline for application is July 9, 2018.

### New Business:

**Resolution 18-044**, authorizing the Mayor and Public Service Director to participate in the "BUILD Grant Program" as a co-applicant with the Ohio Department of Transportation (ODOT). Upon approval of the grant, the Village of West Jefferson shall commit to \$3,600,000.00 for the Phase II Construction of the I-70/State Rt. 29 overpass and roundabout improvements.

*Discussion: As mentioned before, the local share will be comprised of \$2.5 million from the village, through future development fees at \$8,200 per acre, and \$1.1 million already on hand through developer contributions. Mr. Mitchell noted that 205 acres are currently potentially under purchase which would bring in about \$1.681 million in development fees leaving the Village with an \$800,000 shortfall which could possibly be covered through an OPWC Grant.*

**Motion to adopt Resolution 18-044** by Mr. King and seconded by Mr. Eakins

*Roll Call: All Yeas*

*Motion Carries 6-0*

**Resolution 18-045**, authorizing the Public Service Director to enter into an agreement with Choice One Engineering to provide services for the "BUILD Grant Program" application preparation at a price of \$14,760.00.

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JUNE 11, 2018

*Discussion: Mr. Johnston noted that Choice One Engineering would be providing professional services and working with Village and ODOT officials in preparing the application for the BUILD Grant. There is also a time crunch with the application which is due by July 9. The applications are typically 25-50 pages long.*

**Motion to adopt Resolution 18-045** by Ms. Warner and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion Carries 6-0*

**Motion to enter into executive session** at 7:27 p.m. to discuss development issues impacting the Village of West Jefferson by Mr. Johnston and seconded by Mr. King.

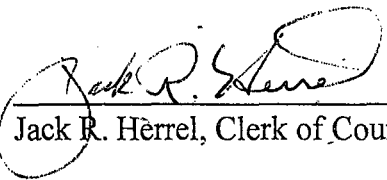
*Passed by acclamation of Council.*

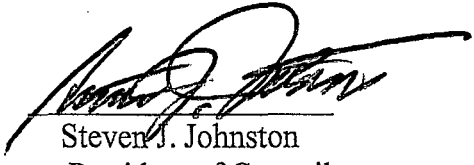
**Motion to return to regular session** at 7:38 p.m. by Mr. Eakins and seconded by Mr. Wade

*passed by acclamation of Council*

**Motion to Adjourn** at 7:15 p.m. by Mr. Eakins and seconded by Mr. King.

*passed by acclamation of Council*

  
Jack R. Herrel, Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JUNE 18, 2018

## MINUTES OF THE JUNE 18, 2018 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Public Service Director John Mitchell, and Police Chief Rick Hardy.

**Council Members absent:** None

**Prayer:** Pastor Jerry Newman

**Pledge of Allegiance:** led by Howard Wade

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to adopt the minutes** of the June 4, 2018 Council meeting and the June 11, 2018 Special Council meeting - Mr. Herrel stated that they will be forthcoming at the next meeting.

### Recognition of guests:

*Mr. Johnston introduced Matt Stickel from (Ohio Changers) and explained the work that his organization performs for needy families in the village and other communities. This is the third year in a row the Ohio Changers have been in the village to help. Five residences are selected by the Village Zoning and Code Enforcement Official and the Ohio Changers perform the needed repairs for such things as siding, Americans with Disabilities handicap ramps, painting, small roof repairs, etc. Mayor Martin then presented a Certificate of Recognition to Mr. Stickel for the "Ohio Changers" on behalf of Council and village residents for performing these selfless acts of kindness for needy families.*

**Resolution 18-048**, authorizing the Village to donate \$1,000.00 to the Ohio Changers

to help with supplies for their work in the Village of West Jefferson.

*Discussion: This donation will help purchase supplies for the work that is performed by the "Ohio Changers".*

**Motion to adopt Resolution 18-048** by Mr. Eakins and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Old Business:** None

### New Business:

**7:10 p.m. Mr. Johnston opened a public hearing** to discuss a recommendation from the Planning and Zoning Commission to Re-Zone certain property located at 120 Jackson Street from B-1 to R-3 pursuant to a petition filed by Mr. Ed Haenszel. When Mr. Haenszel first bought the two pieces of property they were zoned R-3. Mr. Johnston explained that when Mr. Haenzel bought the two pieces of land they were zoned R-3 but he wanted to put a woodworking shop on the piece of land with the garage, so he requested a zoning change to B-1, which was granted. Now that he is selling the property he wants to have it Re-zoned back ro R-3.

**7:11 p.m. Public hearing closed**

**7:12 p.m. Mr. Johnston opened a public hearing** to discuss a petition filed by Mr. John Harmyer to narrow Water Street from 33 ft. to 26.4 Street. Mr. Harmyer wants to wants to demolish the current building at 12 E. Town Street and rebuild. In

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JUNE 18, 2018

order to do that he says he needs to narrow Water Street from 33 ft. to 26.4 ft. Mr. Bob Harper, spokesman for the VFW, pointed out that the section of Water Street in front of the VFW has been renamed Veteran's Way. He stated that VFW members are concerned that the street would be too narrow for two-way traffic and eventually might be closed altogether and cause parking problems for VFW patrons. Mr. Harmer also discussed the narrowing of Center Street at the same time. Mr. Johnston told him that would be a problem since it was not part of the petition laid before Council. He would have to go back and file a new petition to include Center Street and then it would have to be advertised pursuant to the Ohio Revised Code and a public hearing would have to be held before any action could be taken.

**7:35 p.m. Public hearing closed.**

**B. First reading of Ordinance 18-046**, approving a recommendation from the Planning and Zoning Commission to Re-Zone certain property located at 120 Jackson Street from B-1 to R-3 pursuant to a petition filed by Mr. Ed Haenzel.

*Discussion: second reading to be heard at the July 2, 2018 Council meeting.*

**C. Ordinance 18-047**, approving a petition to narrow Water Street from 33 ft. to 26.4 ft. pursuant to a petition filed by Mr. John Harmyer and declaring an emergency.

*Discussion:*

**Motion to adopt Ordinance 18-047** by Mr. Eakins and seconded by Ms. Warner.

*Roll Call: Yeas - Eakins, Warner, Johnston, King Nays - Wade and Conway*

*Motion Fails: Five yea votes needed on an emergency measure.*

## Committee Reports:

**Finance:** None

**Police:**

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Ms. Arnott presented the May Financial report.

**Director of Public Service:** John Mitchell reported that the pavement project is set to start on the 21st of June. The Walnut/Fellows repaving project is currently in the design phase and will probably be bid out in October/November and awarded in December. The construction phase will probably take place next spring in March or April since we don't get the grant money until July anyway.

**Director of Parks and Recreation Report:** Absent.

**Mayor's Report and Recognition:** The Mayor reported on the father/son fishing derby held at the Duke pond. Lunch and Learns are going great with approximately 25 kids per session, pool is going well with no major breakdowns, and chair yoga starts Wednesday.

**Recognition of Clerk and Council:**

**Additional Business:**

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JUNE 18, 2018

## Additional Business:


**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins.

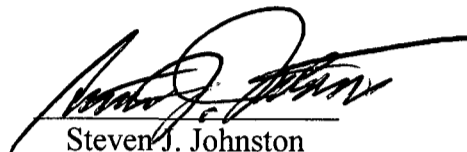
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:45 p.m.** by Mr. Eakins and seconded by Mr. Conway.

*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JUNE 25, 2018

## MINUTES OF THE JUNE 25, 2018 SPECIAL COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:40 p.m. by Council President Steve Johnston

**Council members present:** Howard Wade, Doug Eakins, Jennifer Warner, Steve Johnston, Jim King, and Mike Conway.

**Council Members absent:** None

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Wade

Roll Call: All Yeas

Motion carries 6-0

**Motion to approve the minutes** of the June 4, 2018 Council Meeting and the June 11, 2018 Special Council Meeting by Mr. King and seconded by Ms. Warner.

Roll Call: All Yeas

Motion Carries 6-0

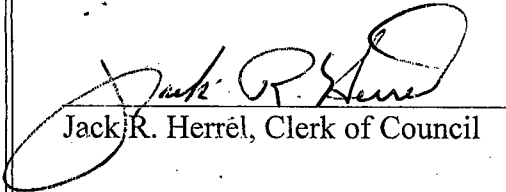
**Resolution 18-049**, appointing Linda S. Hall to fill the vacant Council seat in Ward 2.

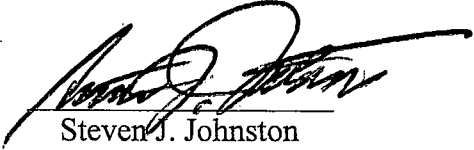
**Motion to adopt Resolution 18-049** by Ms. Warner and seconded by Mr. Johnston.

Roll Call: All Yeas

**Motion to Adjourn** at 7:44 p.m. by Mr. Conway and seconded by Mr. Eakins

Passed by acclamation of Council

  
Jack R. Herrel, Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JULY 2, 2018

## MINUTES OF THE JULY 2, 2018 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, and Jim King. Also attending were, Mayor Ray Martin, Clerk of Council Jack Herrel, Public Service Director John Mitchell, Director of Parks and Recreation Marcie Darlington and Police Chief Rick Hardy.

**Council Members absent:** Mike Conway (Vacation)

**Prayer:** Pastor Ruth Pribe

**Pledge of Allegiance:** led by Doug Eakins

**Motion to adopt the agenda** by Ms. Warner and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Motion to adopt the minutes** of the June 18, 2018 Council meeting and the June 25, 2018 Special Council meeting by Mr. Eakins and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 5-0*

### Recognition of guests:

- Mayor Martin administered the "Oath of Office" to Linda S. Hall for the position of Councilwoman Ward 2. Ms. Hall then took her seat with the rest of the Council Members.
- Mr. John Tefzloff, representing the Darby Creek Association, raised some concerns about the Russ Miller project. His main concern is storm water runoff into Little Darby Creek. He stated that alterations of impervious surfaces cause runoff with pollutants that will flow directly into the creek. The Darby Watershed is mostly agriculture and ground water changes the biology of the Little Darby. The Association is not opposed to the project but they are concerned. Mr. Karl Billisits, representing Harmony Development, stated that he had just met with ODNR on Friday. There is no development planned within a thousand feet of the Little Darby and there is a series of lakes designed to filter out the discharge before it enters the Little Darby. Mr. Johnston added that the village has always been diligent when it comes to discharging into the Little Darby so as to not disturb the natural habitat. In fact ODNR reports show that the creek is cleaner now than before the development on State Rt. 29 started.

### Old Business:

**Second Reading of Ordinance 18-046**, approving a recommendation from the planning and Zoning Commission to Re-zone certain property located at 120 Jackson Street from B-1 to R-3 pursuant to a petition filed by Mr. Ed Haenzel.

*Discussion:*

**Motion to adopt Ordinance 18-046** by Mr. Eakins and seconded by Ms. Warner

*Roll Call - All Yeas*

*Motion Passes 6-0*

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held JULY 2, 2018

## New Business: (next available number 18-050)

**Resolution 18-050**, authorizing the renewal of the commercial insurance package for the Village of West Jefferson with the Public Entities Pool of Ohio.

*Discussion: This policy covers Third party claims, Public Officials Liability, Law enforcement liability, Automobile coverages, and Real and personal property.*

**Motion to adopt Resolution 18-050** by Mr. Wade and seconded by Mr. King.

*Roll Call - All Yeas*

*Motion Passes 6-0*

**Resolution 18-051**, authorizing the Mayor to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts as required.

*Discussion: Public Service Director John Mitchell reported that flow meters have been capturing I & I data and one of the worst areas is behind Norwood School along Parkdale Road. He will be working to secure a grant to replace the sewer lines in that area. It would be approximately a \$300,000.00 project according to choice One Engineering.*

**Motion to adopt Resolution 18-051** by Ms. Warner and seconded by Mr. Johnston.

*Roll Call - All Yeas*

*Motion Passes 6-0*

**Resolution 18-052**, authorizing the Mayor to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts as required.

*Discussion: Looking to replace gutters, curbs, driveway approaches and repaving streets as needed in the Westchester addition.*

**Motion to adopt Resolution 18-052** by Mr. Wade and seconded by Ms. Hall.

*Roll Call - All Yeas*

*Motion Passes 6-0*

## Committee Reports:

**Finance:** Set a meeting for July 10, 2018 at 6:30 p.m. in the Council Chambers.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** Meet at the Street Garage at 10:00 a.m. to ready the Council Float. The parade starts at 11:00 a.m.

**Director of Finance Report:** Absent

**Director of Public Service:** John Mitchell reported the water meter replacement program is now complete and is working out well.

**Director of Parks and Recreation Report:** Marcie Darlington reported that the pool admissions for June were over \$14,000.00 and concessions were over \$4,000.00. July 14 will be "Movie Night" at the pool with the showing of "Moana". The Lunch and Learn program is blowing up, meaning it has grown way bigger than expected.

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held July 2, 2018

**Mayor's Report and Recognition:** The Mayor welcomed Linda Hall to Council representing Ward 2 in the village. The Village received a permit to install the sewer line under the creek. Noted that the walls are going up at the Amazon site.

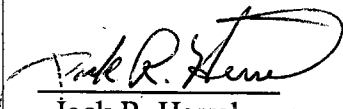
**Recognition of Clerk and Council:**

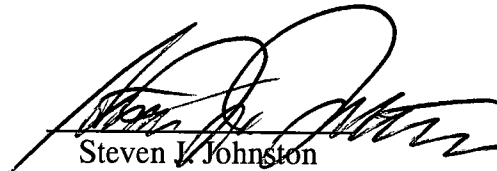
**Additional Business:**

**Motion to pay the bills** by Mr. King and seconded by Ms. Warner.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:55 p.m.** by Mr. Eakins and seconded by Ms. Hall.  
*Passed by Acclamation of Council.*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven V. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held July 16, 2018

## MINUTES OF THE JULY 16, 2018 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Mike Conway, and Linda Hall Also attending were Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Director of Parks and Recreation Marcie Darlington, and Police Chief Rick Hardy.

**Council Members absent:** None

**Prayer:** Pastor Jerry Dye

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. Conway and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the July 2, 2018 Council meeting by Mr. Eakins and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

### **Recognition of guests:**

Police Chief Hardy presented a plaque to Sgt. Brandon Smith and Arc, the village canine unit. Sgt. Smith has been Arc's handler ever since he arrived at the village six years ago.. Arc and Sgt. Smith have been together 24/7 ever since. Arc was retired from active duty on June 25, 2018. They have been on many missions together during Arc's career. Arc has sniffed out drugs such as heroin, cocaine, crystal meth, marijuana, drug paraphernalia and even drug money. Arc will live out the rest of his life with Sgt. Smith at his home in Hilliard. He will have a big back yard with plenty of room to run. Arc's replacement has arrived from Europe and is currently in training. He will officially join the department on August 1, 2018.

Council President Steve Johnston also presented a Certificate of Special Recognition to Sgt. Smith and Arc and thanked them for their service to the village and for making West Jefferson a safer place to live and work for everyone.

Mark Gialluca (Duke Realty) was on hand to present the final site plan/landscaping plan for the Ace Hardware Expansion Project. The project will consist of a 309,000 sq. ft. addition on the west side of the current structure. 158 parking stalls will be added for new employees The same landscaping will be extended to the new area. Mounding, plants, screening, and buffering will be the same just extended. It will not require any additional curb cuts on State Rt. 40.

**Old Business:** None

**New Business:** (next available number 18-053)

**Resolution 18-053**, accepting a recommendation from the Planning and Zoning Commission to approve the Final Site/Landscaping Plan for the expansion project at Ace Hardware.

*Discussion:*

**Motion to adopt Resolution 18-053** by Ms. Warner and seconded by Mr. King.

*Roll Call - All Yeas*

*Motion Passes 7-0*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JULY 16, 2018

**Ordinance 18-054**, an ordinance authorizing a petition to the Madison County Commissioners per Section 709.15 and 709.16 O.R.C., requesting annexation of land contiguous to and owned by the Village of West Jefferson and declaring an emergency.

*Discussion: The village has received interest in the property and would like to bid it out for possible sale.*

**Motion to adopt Ordinance 18-054** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call - All Yeas*

*Motion Passes 7-0*

## Committee Reports:

### Finance:

**Police:** Set a meeting for Monday July 23, 2018 at 2:00 p.m. in the Council chambers.

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

### Special Events:

**Director of Finance Report:** Absent

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Marcie Darlington

**Mayor's Report and Recognition:** Absent

### Recognition of Clerk and Council:

**Additional Business:** Chief Hardy mentioned that Lily Chapel Road was opened to traffic today.

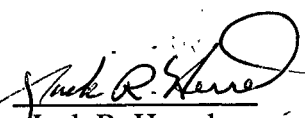
**Motion to pay the bills** by Mr. King and seconded by Mr. Wade.

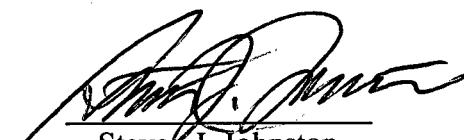
*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates over \$3,000.00:** None

**Motion to adjourn at 7:51 p.m.** by Mr. Eakins and seconded by Mr. Johnston.

*Passed by Acclamation of Council.*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held August 6, 2018

## MINUTES OF THE AUGUST 6, 2018 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Mike Conway, and Linda Hall. Also attending were Mayor Ray Martin, Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Director of Public Service John Mitchell, Director of Parks and Recreation Marcie Darlington, and Police Chief Rick Hardy.

**Council Members absent:** None

**Prayer:** Mayor Ray Martin

**Pledge of Allegiance:** led by Jennifer Warner

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the July 16, 2018 Council meeting by Mr. Conway and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** *Mr. Art Makris of Duke Realty explained that Duke will be assisting in the annexation procedures for Project Maple.*

**Old Business:** None

**New Business:** (next available number 18-055)

**Resolution 18-055,** Authorizing the Mayor and Director of Public Service to enter into a Pre-Annexation Agreement for Project Maple, pursuant to the annexation of 205.514+/- acres of land located in Jefferson Township, Madison County, State of Ohio, and adjacent to the Village of West Jefferson.

*Discussion:*

**Motion to adopt Resolution 18-055** by Mr. Eakins and seconded by Ms. Warner.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Resolution 18-056,** accepting the application for annexation of 28.912 +/- acres to the Village of West Jefferson, Ohio, located in Jefferson Township, Madison County Ohio.

*Discussion: This is the Fluke property located in Jefferson Township.*

**Motion to adopt Resolution 18-056** by Mr. King and seconded by Ms. Hall

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Resolution 18-057,** accepting the application for annexation of 498.70 +/- acres to the Village of West Jefferson, Ohio, located in Deer Creek Township, Madison County Ohio.

*Discussion: This is the Fluke property located in Deer Creek Township.*

**Motion to adopt Resolution 18-057** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call - All Yeas*

*Motion Passes 7-0*

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held

*AUGUST 6, 2018*

**Resolution 18-058**, authorizing the Director of Public Service to contract with M&M Farms to have sediment and grit removed from the equalization basin at the Wastewater treatment plant at a cost not to exceed \$20,000.00.

*Discussion:*

**Motion to adopt Resolution 18-058** by Ms. Hall and seconded by Mr. Eakins.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Resolution 18-059**, authorizing the Chief of Police to purchase the Computer Assisted Dispatch System (CAD) in the amount of \$84,997.00.

*Discussion:*

**Motion to adopt Resolution 18-059** by Mr. Johnston and seconded by Mr. Wade.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Ordinance 18-060**, authorizing a supplemental appropriation of \$20,000.00 in the General Fund.

*Discussion: This is for the purchase of a new server for the Police Department.*

**Motion to adopt Ordinance 18-060** by Mr. King and seconded by Ms. Warner.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Ordinance 18-061**, authorizing a supplemental appropriation of \$29,000.00 in the General Fund.

*Discussion: This is the estimated payout for a retiring employee.*

**Motion to adopt Ordinance 18-061** by Mr. Johnston and seconded by Ms. Hall.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Resolution 18-062**, establishing the position of Part Time Village Administrative Assistant and setting the pay range.

*Discussion: This will be a part-time position and this person will be assisting in various departments.*

**Motion to adopt Resolution 18-062** by Mr. Eakins and seconded by Ms. Hall.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Resolution 18-063**, approving a donation in the amount of \$3,000.00 to the West Jefferson Community Association.

*Discussion: This is the annual donation given by the village to the Community Association to help with costs incurred in running the Ox Roast event.*

**Motion to adopt Resolution 18-063** by Mr. King and seconded by Ms. Warner.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Motion to enter into executive session** at 7:45 p.m. to discuss the possible sale of 25.43+/- acres of land owned by the Village, by Ms. Warner and seconded by Mr. Conway.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Motion to return** to regular session of Council at 8:12 p.m. by Mr. Eakins and seconded by Mr. Conway.

**Resolution 18-064**, authorizing the Mayor, Public Service Director, and Associate Law Director to negotiate terms and conditions for the sale of 25.43+/- acres of land adjacent to Converse Park and owned by the Village of West Jefferson.

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BARRETT BROTHERS - DAYTON, OHIO

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Held AUGUST 6, 2018

*Discussion: This only authorizes the negotiation of the terms of sale.*

**Motion to adopt Resolution 18-064** by Mr. Conway and seconded by Ms. Warner.

*Roll Call - Yeas; Mr. Wade, Ms. Warner, Mr. Johnston, Ms. Hall, and Mr. Conway*

*Nays: Mr. Eakins and Mr. King*

*Motion Passes 5-2*

**Ordinance 18-065**, authorizing a supplemental appropriation in the amount of \$10,000.00 in the Pool Fund (5501).

*Discussion: The Pool Fund Salaries and Benefits lines have been depleted.*

**Motion to adopt Resolution 18-064** Mr. Conway and seconded by Ms. Warner

*Roll Call - All Yeas*

*Motion Passes 7-0*

## Committee Reports:

**Finance:** Had a meeting concerning the Part -Time Administrative position.

**Police:** Had a meeting concerning the Lexipol System in order to meet certain standards imposed by the state.

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** Had a meeting last Friday.

**Special Events:** Council to participate in the Ox Roast Parade.

**Director of Finance Report:** Ms. Arnott has Updated the Ohio Checkbook

**Director of Public Service:** The paving program is complete, a couple of manholes need to be raised but that will be taken care of.

**Director of Parks and Recreation Report:** Lunch and Learn program ready to wrap up. National Night Out will be tomorrow night. The adult softball league to begin on August 19 with 10 teams participating. Movie night was successful with about 70 people attending.

**Mayor's Report and Recognition:** There will be a town hall meeting in August to discuss development issues, etc.

**Recognition of Clerk and Council:**

**Additional Business:**

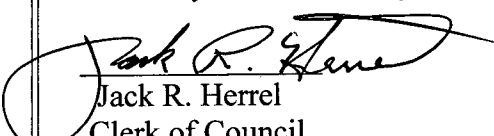
**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King.

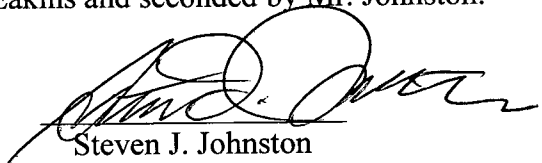
*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates over \$3,000.00:** None

**Motion to adjourn at 8:31 p.m.** by Mr. Eakins and seconded by Mr. Johnston.

*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held

August 20, 2018

## MINUTES OF THE AUGUST 20, 2018 COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Mike Conway, and Linda Hall. Also attending were Mayor Ray Martin, Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Director of Public Service John Mitchell, and Police Chief Rick Hardy.

**Council Members absent:** None

**Prayer:** Reverend Isaac Shupe

**Pledge of Allegiance:** led by Doug Eakins

**Motion to adopt the agenda** by Ms. Warner and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the August 6, 2018 Council meeting by Mr. King and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None

**Old Business:** None

### New Business:

**Proclamation:** Prostate Cancer Awareness Month. Mayor Martin read aloud a proclamation declaring September 2018 as "Prostate Cancer Awareness Month" in the Village of West Jefferson.

**Resolution 18-066**, setting forth a statement of municipal services the Village of West Jefferson will provide to the 205.514+/- acres of land located in Jefferson Township, and proposed to be annexed to the Village of West Jefferson via an Expedited Type II Annexation pursuant to R.C. 709.023; and the buffer requirements the Village of West Jefferson will enforce as provided by R.C. 709.023 (C).

*Discussion:*

**Motion to adopt Resolution 18-066** by Mr. Eakins and seconded by Mr. King.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Resolution 18-067**, consenting to the annexation to the Village of West Jefferson, Ohio certain territory proposed to be so annexed pursuant to an Expedited Type II Annexation petition filed with the Board of County Commissioners of Madison County, Ohio by Jill S. Tangemen, agent for petitioner(s), as provided for in Ohio Revised Code Section 709.023.

*Discussion:*

**Motion to adopt Resolution 18-067** by Ms. Warner and seconded by Mr. Wade.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**First reading of Ordinance 18-68**, approving a request to narrow Veterans Way from 33 ft. to 24.6 ft. and N. Center St. from 66 ft. to 56.6 ft. pursuant to a petition filed by Mr. John Harmyer.

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held August 20, 2018

*Discussion: Second reading will be heard at the September 4, 2018 Council meeting.*

**Resolution 18-069**, authorizing the Public Service Director to enter into an agreement with Choice One Engineering to provide project administrative services during the construction of the SR 29/US 40 improvements for Project Condor at a cost not to exceed \$56,000.00.

*Discussion: This is for the administrative services provided by Choice One Engineering for monitoring the ODOT widening of lanes, roundabout, etc. on State Rt. 29 in conjunction with the Amazon Project. These administrative costs will be reimbursed to the village by Duke Realty.*

**Motion to adopt Resolution 18-069** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Ordinance 18-070**, authorizing various supplemental appropriations in the General, Capital Projects, and Wellfield/Water Treatment Plant Design & Construction Funds.

*Discussion: Supplemental appropriations are needed in the following Funds: **General Fund** accounts 1000-110-400-0102 Police Fuel \$5000.00.....1000-410-300-0000 Contractual Services \$100,000.00..... 1000-715-111-0000 Salaries Council \$7,500.00.....100-715-213-0000 Medicare Council \$150.00....1000-715-420-0000 operating supplies and materials \$500.00. **Capital Projects Fund** account 4901-800-500-0000 Capital Outlay \$56,000.00. **Wellfield/Water treatment Plant Design and Construction Fund** account 5702-800-560-0000 Utility Distribution Systems \$1,100,000.00.*

**Motion to adopt Ordinance 18-070** by Ms. Hall and seconded by Mr. Johnston.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Ordinance 18-071**, authorizing a cash transfer from the General Fund to the Pool Fund in the amount of \$15,000.00.

*Discussion: A transfer from the General Fund to the Pool Fund is needed to make the Pool Fund solvent.*

**Motion to adopt Ordinance 18-071** by Mr. King and seconded by Mr. Wade.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Ordinance 18-072**, authorizing a supplemental appropriation of \$15,000.00 in the General Fund for new sound and recording equipment in the Council Chambers.

*Discussion: This new sound system will replace and upgrade the current system and pickup feedback from the audience through 2 hanging ceiling mics. and a new wireless mike for the podium.*

**Motion to adopt Ordinance 18-072** by Mr. Conway and seconded by Mr. Eakins.

*Roll Call - All Yeas*

*Motion Passes 7-0*

**Resolution 18-073**, temporarily waiving Section 549.09 of the Codified Ordinances of the Village of West Jefferson, thus allowing bow hunting on certain land within the village with a permit issued by the Nature Conservancy and ODNR.

*Discussion: Karen Seidel from the Nature Conservancy and Heather Doherty from ODNR were on hand to explain the deer hunting program. It helps curtail the herd, stop accidents, and reduce crop damage. They stressed that they have the authority to revoke permits from hunters if they don't follow the rules. They anticipate about twenty to forty hunters for each six week block. The program lasts for four months*

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Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held August 20, 2018

*starting in late September. The hunters will be selected through a lottery from those who sign up for the program.*

**Motion to adopt Resolution 18-073** by Mr. Eakins and seconded by Ms. Hall.

*Roll Call - All Yeas*

*Motion Passes 7-0*

## Committee Reports:

**Finance:**

**Police:**

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:**

## Director of Finance Report:

**Director of Public Service:** John Mitchell reported that operations at the pool went well this year with a couple of minor exceptions. The pumps were rotated to keep them in better operating condition. The new above ground pump house worked out great. The pool will be painted in the fall this year. Rt 29 and 40 construction will be taking place very soon. There will be some traffic adjustments on Rt. 29 but most of the time it will remain open to the public during construction.

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** The Mayor reported that the community center is being used a lot. The Lunch and Learn Program is over and it went very well this year. The shop with a Cop went well also. They are working hard with the township and county with good dialogue and looking forward to the future. A town hall meeting is scheduled for August 30, 2018 at 7:00 p.m. at the community center to explain and discuss everything that is going on with development, etc. to the residents.

**Recognition of Clerk and Council:**

**Additional Business:**

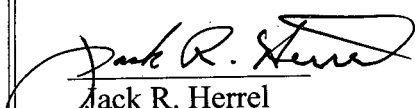
**Motion to pay the bills** by Mr. Eakins and seconded by Ms. Hall.

*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates over \$3,000.00:** None

**Motion to adjourn at 8:00 p.m.** by Mr. Eakins and seconded by Ms. Hall.

*Passed by Acclamation of Council*

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of

SPECIAL COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held AUGUST 27, 2018

## MINUTES OF THE AUGUST 27, 2018 SPECIAL COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 6:30 p.m. by Council President Steve Johnston

**Council members present:** Howard Wade, Doug Eakins, Jennifer Warner, Steve Johnston, Jim King, and Mike Conway.

**Council Members absent:** None

Also present were the following members of the Planning and Zoning Commission: Richard King, Sandy Boucher, Robert Godden, and Dean Bollinger

The reason for the meeting is to review suggestions from the Planning and Zoning Commission to add to or amend our zoning ordinance.

Several areas of the Zoning Ordinance were reviewed and discussed including;

117.06 Non Conforming Uses (Exceptions)

Chapter 1103: Definitions

1141.13: Removal of Signs

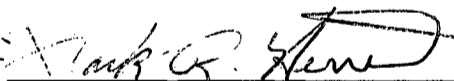
521.08: Littering and Deposit of Garbage, Rubbish, Junk, Etc.


Add Chapter 1111: Registration of Rental Property, to the Zoning Code

Mobile Vending and Mobile Food Vending Regulations.

**Motion to Adjourn** at 7:58 p.m. by Ms. Hall and seconded by Ms. Warner

*Passed by acclamation of Council*

  
Jack R. Herrel, Clerk of Council

  
Steven J. Johnston, Council President

RECORD OF PROCEEDINGS

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Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held September 4, 2018

MINUTES OF THE SEPTEMBER 4, 2018 COUNCIL MEETING

Meeting called to order at 7:10 p.m. by Council President Steve Johnston.

Council Members Present: Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Mike Conway, and Linda Hall. Also attending were Mayor Ray Martin, Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Director of Public Service John Mitchell, and Police Chief Rick Hardy.

Council Members absent: None

Prayer: Mayor Ray Martin

Pledge of Allegiance: led by Steve Johnston

Motion to adopt the agenda by Mr. Eakins and seconded by Ms. Hall.

Roll Call: All Yeas

Motion carries 7-0

Motion to adopt the amended minutes of the August 20, 2018 Council Meeting and the August 27, 2018 Special Council Meeting by Mr. King and seconded by Ms. Warner.

Roll Call: All Yeas

Motion carries 7-0

Recognition of guests: Officer Gary McNeal

Resolution 18-074, a resolution commending Officer Gary McNeal for over twenty eight years of faithful and dedicated service with the Village of West Jefferson Police Department

Discussion: Mr. Johnson noted that Officer McNeal started service to the Village as an Auxiliary Police Officer and subsequently was appointed as a full-time officer in March 1990. He has served as a Sergeant in 2002, a Lieutenant in 2012 and Acting Chief in 2018. Mr. Johnson thanked him for putting his life on the line and protecting the residents of West Jefferson. Mayor Martin added that Gary always acted with integrity and treated everyone with respect. Officer McNeal was presented with a Certificate of Recognition by Mayor Martin and Council President Johnston.

Public Hearing opened at 7:22 to discuss a request by Mr. John Harmyer (Fisher Cast Steel) to narrow Veterans Way from 33' to 26.5' and N. Center Street from 66' to 56.6'

Discussion: Pictures and information were presented to Council. Mr. Johnston addressed the narrowing of N. Center Street. He noted that Center Street is one of the widest, if not the widest street in the village and he had no problems approving this request for Fisher Cast Steel. The company has been located in the village for over 75 years. He then addressed the narrowing of Veterans Way. He pointed out that there are three to four parking spaces that are located in the right-of-way. Veterans Way is not a major artery and the primary use at this time is providing ingress and egress to the VFW. The change will not impact traffic patterns or congestion in the downtown area. Pictures also highlighted safety features for the new proposed addition. Mr. Johnston recommends that Council approve the narrowing of both streets. Mayor Martin stated that he has been assured that the street will still meet the standard minimum width requirements for a street. He also noted that no one was present to oppose the change and no utilities were being covered up. Mr. Mitchell reported that most minimum requirements for a street are 26'. Mr. Wade asked about the VFW and Mr. Harmyer stated that the Trustees had generally accepted his proposal and thought that they could work with the change. Mr. Wade questioned if we could guarantee the community that Veterans

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Held September 4, 2018

Way would not be a one way street. Mr. Mitchell stated that there are no plans to make it a one way street but no guarantees can be made for the future.

The Public Hearing was closed at 7:33 pm.

Old Business:

Second Reading of Ordinance 18-068, approving a request to narrow Veterans Way from 33' to 26.5' and N. Center Street from 66' to 56.6' pursuant to a petition filed by Mr. John Harmyer (Fisher Cast Steel)

Motion to adopt Ordinance 18-068 by Mr. King and seconded by Ms. Warner

Roll Call: Yeas: Johnston, King, Eakins, Warner, Hall

Nays: Conway, Wade

Motion Carries 5-2

New Business: None

Committee Reports:

Finance: None

Police: Chief Hardy has requested a committee meeting. Committee members will schedule a meeting and notify the Chief.

Employee Benefits: Ms. Hall will schedule a meeting once she has reviewed the Employee Handbook. Mr. Johnston requested that a meeting be scheduled as soon as possible.

Public Service: None

Development: None

Parks and Recreation: None

Special Events: None

Director of Finance Report: Rebecca Arnott reported that the Workers Comp will need a supplemental appropriation in the next few months in order to pay the premium this year and take advantage of a 2% discount.

Director of Public Service: John Mitchell reported that there is patchwork being done on roads in preparation of bad weather. The pool has been painted. The inside lanes of Route 40 are closed in both directions for the next three weeks. The initial times to close Route 29 are from October 1 through November 22. Mr. Mitchell will confirm the dates.

Director of Parks and Recreation Report: Absent

Mayor's Report and Recognition: The Mayor reported that the Town Hall meeting went well and was pleased with the participation. The Ox Roast was great and he had a lot of positive feedback about the direction the Village is taking.

Recognition of Clerk and Council: None

Additional Business: None

Motion to pay the bills by Ms. Hall and seconded by Mr. Eakins.  
Passed by Acclamation of Council

RECORD OF PROCEEDINGS

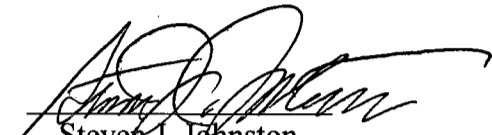
Minutes of Council Meeting  
BARRETT BROTHERS - DAYTON, OHIO Form 6101

Held September 4, 2018

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:45 p.m.** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council.*

  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held September 17, 2018

## MINUTES OF THE SEPTEMBER 17, 2018 COUNCIL MEETING

**Meeting called to order** at 6:59 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Linda Hall, and Mike Conway. Also attending were, Mayor Ray Martin, Finance Director Rebecca Arnott, Parks and Recreation Director Marci Darlington, and Police Chief Rick Hardy. Clerk of Council Jack Herrel and Public Service Director, John Mitchell were absent.

**Council Members absent:** None

**Prayer:** Pastor Bob Steinbrecher

**Pledge of Allegiance:** led by Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes:** None presented

**Recognition of guests:** Mr. Dennis Todd expressed concerns about the removal of crossovers on US 40. Issues raised were inconvenience, drainage tiles (water issues) and safety for emergency vehicles. The Mayor will check with ODOT.

**Old Business:** None

**New Business:** General discussion of development issues:

*Project Maple has been accepted by the County and there is a 60 day waiting period for Council to accept the annexation. Planning and Zoning Commission has approved the zoning change from R (Residential to PCD (Planned Commercial District))*

### Committee Reports:

**Finance:** Meeting scheduled for September 20<sup>th</sup> at 4:00 pm

**Police:** The meeting went well. Chief and committee members are reviewing Lexipol standards and changes to the personnel policies.

**Employee Benefits:** Meeting scheduled for September 20<sup>th</sup> at 3:00 pm

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Ms. Arnott delivered the August Financial Report. August payments include \$109,962.43 to Clark County, \$10,320.03 to Culp, Parsons and Murray and \$17,000 to M & M for sludge hauling

**Director of Public Service:** None

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held September 17, 2018

**Director of Parks and Recreation Report:** Marci Darlington reported the Fishing Derby had 60 people attending. The 4<sup>th</sup> week of adult softball is underway. Make a Difference Day will be held on October 27<sup>th</sup>.

**Mayor's Report and Recognition:** Mayor Martin reported that the water and sewer line bids for installation under the creek are being reviewed. The OML Conference registration form was sent to council members in their packet.

**Recognition of Clerk and Council:** Mr. Herrel is out sick.

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:16 p.m.** by Ms. Hall and seconded by Mr. Johnston  
*Passed by Acclamation of Council*

  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held October 1, 2018

## MINUTES OF THE OCTOBER 1, 2018 COUNCIL MEETING

**Meeting called to order** at 7:01 p.m. by Council Vice President Jen Warner.

**Council Members Present:** Doug Eakins, Howard Wade, Jennifer Warner, Jim King, and Mike Conway. Also attending were Mayor Ray Martin, Temporary Clerk of Council Deborah DiLeo, Director of Finance Rebecca Arnott, and Police Chief Rick Hardy.

**Council Members absent:** Steve Johnston and Linda Hall.

**Motion to excuse** Mr. Johnston due to illness by Mr. Conway and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Motion to excuse** Ms. Hall due to illness by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Prayer:** Mayor Ray Martin

**Pledge of Allegiance:** led by Mr. King.

**Motion to adopt the agenda** by Mr. Conway and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Motion to adopt the minutes** of the September 4, 2018 and September 17, 2018 Council Meetings by Mr. Wade and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 5-0*

**Recognition of guests:** William Mullet: Superintendent, Jefferson Local Schools  
*Mr. Mullet discussed the 1% Renewal of School District Income Tax. The issue will be on the November 6<sup>th</sup> ballot. The renewal is for 7 years and is an Earned Income Only, income tax. No pensions, social security, retirement income or interest is taxable to school district residents. The income generates approximately \$1.6 million. Mr. Mullet also stated that the schools may need a permanent improvement levy in a few years. This levy could not be used for operating expenses such as salaries and benefits.*

**Old Business:** None

**New Business:**

**Ordinance 18-075**, appointing Deborah J. DiLeo as temporary Clerk of Council and declaring an emergency.

*Discussion: Ms. Warner informed Council that Ms. DiLeo has consented to perform the duties of Clerk until Mr. Herrel can return.*

**Motion to adopt Ordinance 18-075** by Mr. King and seconded by Mr. Eakins

*Roll Call: All Yeas*

*Motion Carries 5-0*

**1<sup>st</sup> reading of Ordinance 18-076** amending **Ordinance 73-46** passed September 17, 1973 Prohibiting Loitering and Imposing a Penalty Therefore, by repealing Section I (a)

*Discussion: Mr. Eakins asked if this was the only section that is in violation and if the Law Director has reviewed the legislation. Ms. DiLeo said that as far as she knew this is the only section that needs to be amended and the legislation has been sent to the Law Director for review.*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held October 1, 2018

## Announcement of Public Hearings:

**November 5, 2018 at 7:00 p.m.** to discuss the recommendations of the Planning and Zoning Commission to rezone the Sky Ranch and Project Maple properties.

**November 19, 2018 at 7:00 p.m.** to discuss a petition to vacate an alley from the front of 47 W Main St going south for 150 feet to West Pearl St.

## Committee Reports:

**Finance:** The committee met on September 26<sup>th</sup>. Discussion included creating the position of part-time Property Room Clerk. The Committee will follow up with the Chief.

**Police:** The Committee is still working on the implementation of Lexipol and Employment policies.

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** A meeting is scheduled on October 12<sup>th</sup> at 10:00 a.m. at the Community Center

**Special Events:** None

**Director of Finance Report:** Rebecca Arnott reported that the first payment to APSS implementing the new CAD system has been made. She has sent budget worksheets to department heads and is working on the 2019 budget.

**Director of Public Service:** John Mitchell is on vacation and will return tomorrow.

**Director of Parks and Recreation Report:** Mayor stated that Ms. Darlington is working on grant applications.

**Mayor's Report and Recognition:** The Mayor reported that John Kile passed away on Saturday. Calling hours are on Wednesday and the funeral is Thursday at 11:00 a.m. The village is working on rebidding the water and sewer line installation under the creek. "Coffee with a Cop" will be held on Wednesday, October 3<sup>rd</sup>, from 10:00 to 11:00 a.m. at the Daily Buzz.

**Recognition of Clerk and Council:** Jack is home and doing better.

**Additional Business:** None

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:25 p.m.** by Mr. Eakins and seconded by Mr. Conway.  
*Passed by Acclamation of Council.*

Deborah G. O'Leary  
Clerk of Council

Jen Warner  
Jen Warner  
Vice-President of Council

# RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held October 15, 2018

## MINUTES OF THE OCTOBER 15, 2018 COUNCIL MEETING

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Linda Hall and Mike Conway. Also attending were Mayor Ray Martin, Temporary Clerk of Council Deborah DiLeo, Director of Finance Rebecca Arnott, Parks and Recreation Director Marcie Darlington and Police Chief Rick Hardy.

**Council Members absent:** None.

**Prayer:** Russell Harless, Life in Christ Fellowship

**Pledge of Allegiance:** led by Mr. Johnston.

**Motion to adopt the agenda** by Ms. Hall and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the October 1, 2018 Council Meeting by Ms. Warner and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of guests:** None

**Old Business:** Mr. Johnston praised Jefferson Township EMS. During his recent trip to the ER, they were extremely professional and caring.

**New Business:**

**2<sup>nd</sup> reading of Ordinance 18-076** amending **Ordinance 73-46** passed September 17, 1973 Prohibiting Loitering and Imposing a Penalty Therefore, by repealing Section I (a)

*Discussion: An opinion rendered by the Law Director, Michael Murray, was presented to Council. He has reviewed the proposed statute as to form and approved the legislation.*

**Motion to adopt Ordinance 18-076** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Committee Reports:**

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** The committee met on October 12<sup>th</sup>. Minutes will be presented at the next meeting.

**Special Events:** Mr. Wade is gathering information for the Christmas parade in December.

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held October 15, 2018

**Director of Finance Report:** Rebecca Arnott presented the September financial reports. Income Tax collections are up 3%. Open Checkbook has been updated.

**Director of Public Service:** No report. Mr. Mitchell was not in attendance.

**Director of Parks and Recreation Report:** Ms. Darlington reported that there are two more fall softball games remaining and a tournament will be held in November. She pointed out the window artwork and scarecrows in the downtown area. She will attend a Health Fair at Norwood Elementary this Thursday and has received a \$1,000 grant for Make a Difference Day. She is still looking for volunteers for this event. Mr. Wade inquired about Garrett Park and the possibility of the Village taking ownership and responsibility of the park. Mr. Conway will provide an update at the next meeting.

**Mayor's Report and Recognition:** The Mayor and Chief of Police will attend an Opioid Conference in November. The BonTon building is in the process of being leased. He also noted that the Community Center address is in the process of being changed to 230 Cemetery Road.

**Recognition of Clerk and Council:** None.

**Additional Business:** None

**Motion to enter into executive session** to discuss personnel matters and development issues at 7:17 p.m. by Mr. Conway and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries: 7-0*

**Motion to return to regular session** at 7:52 p.m. by Mr. Eakins and seconded by Ms. Warner.

**Motion to pay the bills** by Mr. King and seconded by Mr. Eakins.


*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:54 p.m.** by Ms. Hall and seconded by Mr. Wade.

*Passed by Acclamation of Council.*

  
Clerk of Council

  
Steve Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 5, 2018

## MINUTES OF THE NOVEMBER 5, 2018 COUNCIL MEETING

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Linda Hall and Mike Conway. Also attending were Mayor Ray Martin, Temporary Clerk of Council Deborah DiLeo, Director of Finance Rebecca Arnott, Public Service Director John Mitchell, Parks and Recreation Director Marcie Darlington and Police Chief Rick Hardy.

**Council Members absent:** None.

**Prayer:** Carl Fladt

**National Anthem:** led by Mr. Fladt.

**Motion to adopt the agenda** by Mr. Conway and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the October 15, 2018 Council Meeting by Ms. Warner and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

### New Business:

**Resolution 18-077**, accepting the petition for annexation of 205.514+/- acres to the Village of West Jefferson, located in Jefferson Township, Madison County, Ohio

*Discussion: Mr. Johnston stated this property is located on the south side of 40, the County Commissioners have accepted the annexation and the Village has waited the required 60 days. The legislation is being declared an emergency.*

**Motion to adopt Ordinance 18-077** by Mr. Conway and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

### Public Hearing A was called to order at 7:08 p.m.

Rezone 205.514+/- acres of land located on US 40, known as the Maple Project from R (Residential) to PCD (Planned Commerce District)

*Discussion: Mr. Mike O'Reilly asked where the property was located. Mr. Johnston responded that the property is on the south side of US 40 near Ace Hardware.*

*No further discussion.*

### Public Hearing A was adjourned at 7:09 p.m.

### Public Hearing B was called to order at 7:09 p.m.

Rezone 394.338+/- acres of land located on US 40 and owned by Sky Ranch Properties LLC from A1 (Agricultural) to PMU (Planned Mix Use District)

*Discussion: Ms. Linda O'Reilly asked if the new zoning from Agriculture to PMU means that everything is preapproved. Mr. Johnston informed her that all plans would still have to be reviewed and approved by the Planning and Zoning Commission prior to construction. Mayor Martin added that the PMU gives the Village more control than regular zoning. Mr. John Gleason stated that he represented various adjacent property owners and residents. Although they do not oppose development, they are concerned that this project will have a negative impact on the downtown area and possibly a negative impact on the environment. He hopes*

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 5, 2018

*their concerns are proven wrong. If Council passes this legislation, he hopes to continue to work with the developer, Planning and Zoning, and Council to ensure that the development is a success and there is not a negative impact to adjacent properties and the Little and Big Darby areas.*

**Public Hearing B was adjourned at 7:12 p.m.**

**Recognition of guests:** None

**Old Business:** None

**New Business:**

**Ordinance 18-078**, to rezone 205.514+/- acres in the Village of West Jefferson, located on US Route 40, AKA "The Maple Project" R (Residential) to PCD (Planned Commerce District)

*Discussion: Mr. Johnston stated that this legislation is being passed as an emergency and would go into effect as soon as it is signed.*

**Motion to adopt Ordinance 18-078** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 18-079**, to rezone 394.338+/- acres in the Village of West Jefferson, located on US Route 40, AKA "The Sky Ranch Property" A1 (Agricultural) to PMU (Planned Mix Use District)

*Discussion: Mr. Gleason reiterated his statements from the public hearing and Mr. Johnston noted that this legislation is also an emergency.*

**Motion to adopt Ordinance 18-079** by Mr. Johnston and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 18-080**, approving the Site Plan and granting a variance for the Landscape Plan ("The Plans") for Project Maple as recommended to Council by the Planning and Zoning Commission on October 10, 2018

*Discussion: Mr. Johnston pointed out there is a landscape variance included in the site plan.*

**Motion to adopt Resolution 18-080** by Mr. Wade and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 18-081**, amending the boundaries of the West Jefferson Northern Community Reinvestment Area to include additional property and amending the exemption that can be negotiated within the West Jefferson Community Reinvestment Area

*Discussion: Mr. Johnston explained that the expansion would include Project Maple, the Golf Course, the Flucke property and the Looby property on the south side of State Route 29.*

**Motion to adopt Resolution 18-080** by Mr. Conway and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

**At this time, Mr. Johnston called for a brief recess to allow the previous legislation to be signed. Council then resumed regular session.**

**Resolution 18-082**, a resolution authorizing the Mayor and Public Service Director of the Village of West Jefferson to negotiate a land purchase with Jefferson Local School District

*Discussion: Mayor Martin stated that the schools have property that include the old middle school land and Garrett Park that they would like to sell and the Village is interested in purchasing the properties. If the purchase is made there would be some reciprocating agreements to allow use for various activities including Christmas in the Park.*

**Motion to adopt Resolution 18-080** by Mr. Conway and seconded by Ms. Hall.

# RECORD OF PROCEEDINGS

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Meeting

BARRETT BROTHERS - DAYTON, OHIO

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Held NOVEMBER 5, 2018

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 18-083**, authorizing various supplemental appropriations in various Funds

*Discussion: A breakdown of the various appropriations is attached. There were no questions.*

**Motion to adopt Ordinance 18-083** by Ms. Hall and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 18-084**, authorizing a donation in the amount of \$1,500.00 to West Jefferson Christmas in the Park, Inc.

*Discussion: The Village makes this donation every year. It not only benefits village residents but county and non-county residents as well.*

**Motion to adopt Resolution 18-084** by Mr. Johnston and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** There will be a Special Meeting on Monday, November 12<sup>th</sup> at 6:30 p.m. for a preliminary review of the 2019 Budget

**Police:** None

**Employee Benefits:** The Committee met on October 31<sup>st</sup> to discuss 2019 health insurance. They are also progressing on updates to the Employee Handbook and benefit policies.

**Public Service:** None

**Development:** None

**Parks and Recreation:** The committee will meet on Friday, November 9<sup>th</sup> at 10:00 a.m. Mr. Conway will verify the time.

**Special Events:** It is a little too early to discuss the Christmas Parade.

**Director of Finance Report:** Rebecca Arnott reported that the budget packets were distributed last Thursday, November 1<sup>st</sup>.

**Director of Public Service:** State Route 29 will be closed until around Thanksgiving. JIC and other businesses located on Route 29 still have access. There is also additional work being completed at Route 29 and Commerce Drive. There will be no road closures and should be completed by the end of November. The next phase will begin in the spring. The OPWC scoring for regular grants is completed and the village did not qualify, although the small government grant looks good for a sanitary sewer project. Mr. Mitchell will apply again next year. He will have legislation at the next meeting for the 2019 paving program.

**Director of Parks and Recreation Report:** Marci Darlington reported that the Rooster's team once again won the fall softball tournament. Make a Difference Day was held on October 27<sup>th</sup> and a Trunk or Treat event was added. Since the weather was uncooperative, Girl Scout Troop 4079 planted hostas last Saturday utilizing a Serve Ohio Grant of \$1,000. A Yoga class will be held on Tuesdays from 6:30 to 7:30. Donations will be accepted. She is now working on 2019 programs and grants. An indoor walking track should be ready sometime in November.

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 5, 2018

**Mayor's Report and Recognition:** ODOT has changed the merge on US 40 east of town. The new merge has alleviated congestion in front of the hardware store. Buckeye Ready Mix has facilitated a grant from Ohio Contractors Association to install a sidewalk at the high school and middle school. The sidewalk will be installed on November 13<sup>th</sup>. Mayor Martin pointed out his scruffy beard that is due to "No Shave November". This year individual donations as well as donations from Coughlin Automotive, Target and other businesses will fund "Shop with a Cop". Paula Martin and Chief Hardy are spearheading this year's efforts. The program was a great success last year and ten families will be selected for this year's program.

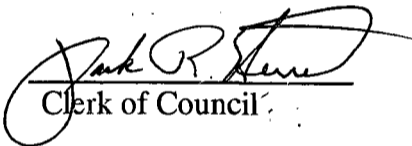
**Recognition of Clerk and Council:** Mr. King said thank you for the new microphones. Mr. Johnston noted that the exceptionally large council packets that were distributed on Friday, took between 20 and 30 hours to prepare. He thanked the temporary clerk for her help.

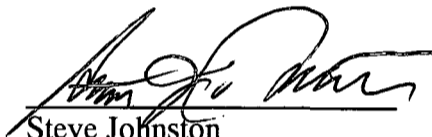
**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:44 p.m.** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council.*

  
Clerk of Council

  
Steve Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 12, 2018

## MINUTES OF THE NOVEMBER 12, 2018 SPECIAL COUNCIL MEETING

By Jack R. Herrel, Clerk of Council

Meeting called to order at 6:45 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Jim King, Howard Wade, Linda Hall and Mike Conway. Also attending were Finance Director Rebecca Arnott, Clerk of Council Jack Herrel, Parks and Rec. Director Marci Darlington, Public Service Director John Mitchell, and Police Chief Richard Hardy.

**Council members absent:** None

**Motion to Adopt the agenda** by Mr. Wade and seconded by Mr. Conway

*Roll Call: All Yeas*

*Motion carries 7-0*

### **Review and discussion of the Mayor's 2019 Appropriation Budget:**

Ms. Arnott distributed copies of the 2019 Amended Appropriation Budget to the Mayor, Council, and various department heads. Each department head made a presentation to Council. After considerable discussion and review, Council was able to come to a general consensus on the budget with some minor adjustments. The Appropriation Budget will be presented to Council at the November 19, 2018 Council meeting for first reading in ordinance form.

**Motion to adjourn**, at 8:31 p.m. by Ms. Hall and seconded by Mr. Eakins

**Passed by acclamation of Council.**



Jack R. Herrel  
Clerk of Council



Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of COUNCIL

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 19, 2018

**Resolution 18-087**, authorizing the Mayor to enter into an agreement with Choice One Engineering for the 2019 Asphalt Resurfacing Project including Plan Preparation, Bidding Procedures, and Construction Services, in the amount of \$14,700.00.

*Discussion: This is the same engineering firm that we have been using in the past for our asphalt resurfacing program and they do a good job.*

**Motion to adopt Resolution 18-087** by Ms. Hall and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 18-088**, amending a paragraph in Exhibit A (Legal Description) of Resolution 18-056, passed August 6, 2018 accepting the annexation of 28.912 acres +/- in Jefferson Township to the Village of West Jefferson.

*Discussion: This amendment corrects an error in the original exhibit A (legal description).*

**Motion to adopt Resolution 18-088** by Ms. Hall and seconded by Mr. Eakins

*Roll Call: All Yeas*

*Motion carries 7-0*

**First Reading of Ordinance 18-089**, an ordinance to make appropriations for current expenses and other expenditures of the Village of West Jefferson during the fiscal year ending December 31, 2019.

*Discussion:*

**Motion to suspend the rules** and adopt Ordinance 18-089 on first reading by Ms. Warner and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0, Ordinance 18-089 takes effect in 30 days.*

**Ordinance 18-090**, setting the pay rates for village employees and repealing any ordinance or section of an ordinance that may be in conflict with this ordinance, and declaring an emergency

*Discussion:*

**Motion to adopt Ordinance 18-090** by Mr. Johnston and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 18-091**, Authorizing the issuance of not to exceed \$1,006,000 of a special obligation income tax revenue note for the purpose of acquiring, constructing, improving, relocating, and widening a portion of State Route 29 and constructing a new portion of the same and making site improvements, acquiring land and interests in land, and reimbursing prior expenditures of the village in connection with the same; Providing for the pledge of revenues from the village's 1.00% income tax to secure the payment of principal of and interest on the note; And declaring an emergency.

*Discussion: Mr. Johnston explained that the SIB Loan was part of the economic development plan. The village will collect through a TIF Agreement.*

**Motion to adopt Ordinance 18-091** by Mr. Conway and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:**

**Police:** None

**Employee Benefits:** Meeting set for Tuesday November 27 at 10:30 a.m. in the council chambers.

# RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 19, 2018

## MINUTES OF THE NOVEMBER 19, 2018 COUNCIL MEETING

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Linda Hall and Mike Conway. Also attending were Mayor Ray Martin, Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Public Service Director John Mitchell, Parks and Recreation Director Marcie Darlington and Police Chief Rick Hardy.

**Council Members absent:** None.

**Prayer:** Mayor Martin

**National Anthem:** led by Howard Wade.

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the November 5, 2018 Council Meeting and the 12, 2018 Special Council Meeting by Ms. Warner and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

*7:04 p.m.*

Public hearing opened by Council President Johnston to discuss a petition to vacate that portion of an unnamed alley running North and South between Twin Street and West Street and bounded on the north by 47 W. Main Street, heading south 150 feet and bounded on the south by W. Pearl Street. Mr. Johnston explained that the petitioner in this matter is the Village of West Jefferson. There were no objections.

*7:05 p.m. Hearing closed*

**Old Business:** None

**New Business:**

**First reading of Ordinance 18-085**, approving a petition to vacate that Portion of an un-named alley running North and South between Twin Street. and West Street and bounded on the North by 47 W. Main St., heading South 150 feet and bounded on the South by W. Pearl Street.

*Discussion:*

**Motion to suspend the rules** and adopt Ordinance 18-085 on first reading by Mr. King and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0, Ordinance 18-085 takes effect in 30 days.*

**First Reading of Ordinance 18-086**, amending Section 2. of ordinance 17 024, passed March 6, 2017 adopting a fire and EMS Service Fee applicable to certain buildings.

*Discussion: The original fee was maxed out at \$25,000.00 and this ordinance increases it to \$50,000.00.*

**Motion to suspend the rules** and adopt Ordinance 18-086 on first reading by Ms. Hall and seconded by Ms. Warner.

*Roll Call: Yeas-Mr. Eakins, Ms. Warner, Mr. Johnston, Mr. King, Ms. Hall, Mr. Conway. Nays-Mr. Wade*

*Motion carries 6-1, Ordinance 18-086 takes effect in 30 days.*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held NOVEMBER 19, 2018

## Public Service:

## Development:

## Parks and Recreation:

**Special Events:** The Christmas parade will be on Dcember 15, 2018. It starts at 5:30 p.m. and Council members are to meet at the street garage at 4:00 p.m.

**Director of Finance Report:** Rebecca Arnott reported that income tax receipts are up 4% for the year through October.

**Director of Public Service:** John Mitchell reported that the leaf program is still ongoing. Weather has been a problem. The street crew will be working on it until the end of the month. They will also be putting up the lights and decorations in the next week or two.

**Director of Parks and Recreation Report:** Marci Darlington

**Mayor's Report and Recognition:** Mayor Martin reported on the new sidewalk at the high school.

## Recognition of Clerk and Council:

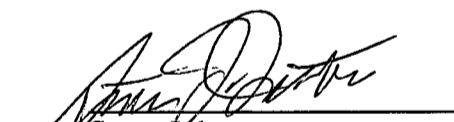
**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Ms. Hall.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:43 p.m.** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council.*

  
Clerk of Council

  
Steve Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 3, 2018

## MINUTES OF THE DECEMBER 3, 2018 COUNCIL MEETING

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Linda Hall and Mike Conway. Also attending were Mayor Ray Martin, Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Public Service Director John Mitchell, and Police Chief Rick Hardy.

**Council Members absent:** Jim King

**Motion to excuse Mr. King** due to family emergency by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Prayer:** Mayor Martin

**Pledge of allegiance** led by Steve Johnston.

**Motion to adopt the agenda** by Mr. Eakins and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to adopt the minutes** of the November 19, 2018 Council Meeting by Mr. Wade and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 6-0*

**Old Business:** None

### New Business

**A. Ordinance 18-092**, authorizing a supplemental appropriation of \$16,519.04 in the WTP Construction Fund.

**Motion to adopt Ordinance 18-092** by Ms. Warner and seconded by Ms. Hall.

*Discussion: Becky Arnott noted that the supplemental appropriation was needed because the contractor submitted a last minute request for payment on the WTP Project but there was not enough left in the appropriation budget to cover it.*

*Roll Call: All Yeas*

*Motion carries 6-0*

**B. Ordinance 18-093**, Reducing 2018 appropriations in the WWTP Improvement Fund by \$888,163.70.

**Motion to adopt Ordinance 18-093** by Mr. Eakins and seconded by Mr. Wade.

*Discussion: This request is made because, due to delays, the estimated construction on this project will not occur until next year.*

*Roll Call: All Yeas*

*Motion carries 6-0*

**C. First reading of Ordinance 18-094**, authorizing the Director of Public Service to impose a new water and sewer rate schedule and repealing any ordinance or section of an ordinance that may be in conflict with this ordinance.

*Discussion: Mr. Mitchell provided a schedule of proposed rate increases for both water and sewer. The increases are needed to help pay the debt service for improvements to both the water and sewer plants. After the initial higher rate*

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*increases, he proposes a perpetual increase of 2% annum to keep the water and sewer funds solvent. The Water and Sewer Funds are classified as Enterprise Funds and must receive their funding through user fees, although in a time of crisis they may be subsidized by the General Fund.*

- D. Resolution 18-095**, authorizing the Mayor to enter into a Real Estate Purchase Contract with the Board of Education of the Jefferson Local School District.  
*Discussion: The village is acquiring certain property located at 177 Frey Avenue from the Jefferson Local School District Board of Education. This property is located where the old middle school used to be. The village will pay for the property out of the Park Development Fund and plans to continue to use it as park space. The purchase price is \$200,000.00.*  
**Motion to adopt Resolution 18-095** by Mr. Conway and seconded by Mr. Eakins.  
*Roll Call: All Yeas*  
*Motion carries 6-0*

- E. Resolution 18-096**, accepting a proposal from Modern Office Methods to purchase a, state of the art, Document Management System.  
**Motion to adopt Resolution 18-096** by Mr. Conway and seconded by Mr. Johnston.  
*Discussion: The village has long needed an automated system for storing documents. This system will allow the village to digitally store and archive all important documents. Phase 1 is intended for the village ordinances and resolutions.*  
*Roll Call: All Yeas*  
*Motion carries 6-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** The Christmas parade starts on Saturday December 15 at 5:30 p.m. Participating Council members to meet at the street garage between 4 and 4:30 P.M.

**Director of Finance Report:** None

**Director of Public Service:** John Mitchell reported that the leaf pickup program is now finished. They are preparing the trucks and equipment for snow removal.

**Director of Parks and Recreation Report:** Absent

**Mayor's Report and Recognition:** Mayor Martin reported that the Parks and Rec. Director has been working on grants for various projects at the West Jeff Community Center.

**Recognition of Clerk and Council:** None

**Additional Business:** (Discussion on the Employee Benefits Committee Recommendations):

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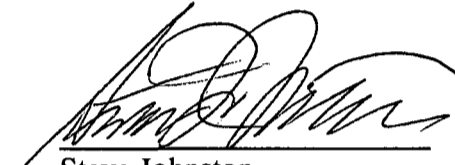
Mr. Johnston mentioned that the cell phone policy will be taken up at the next Council meeting. The current Employee Handbook was passed as a result of certain issues in prior administrations. Mr. Johnston also noted that has a problem with passing the 600 page Lexipol document for Police Department Regulations without picking it apart to see what should and should not apply to the Village of West Jefferson.

**Motion to pay the bills** by Mr. Eakins and seconded by Ms. Hall.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:59 p.m.** by Mr. Eakins and seconded by Mr. Johnston.  
*Passed by Acclamation of Council.*

  
\_\_\_\_\_  
Jack R. Herrel  
Clerk of Council

  
\_\_\_\_\_  
Steve Johnston  
President of Council

# RECORD OF PROCEEDINGS

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Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held DECEMBER 17, 2018

## MINUTES OF THE DECEMBER 17, 2018 COUNCIL MEETING

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Linda Hall and Mike Conway. Also attending were Mayor Ray Martin, Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Public Service Director John Mitchell, Parks and Rec. Director Marci Darlington, and Police Chief Rick Hardy.

**Council Members absent:** None

**Prayer:** Pastor Jerry Newman

**Pledge of allegiance** led by Linda Hall.

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the December 3, 2018 Council Meeting by Mr. Conway and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

### Old Business:

**Second Reading of Ordinance 18-094**, authorizing the Director of Public Service to impose a new water and sewer rate schedule, and repealing any ordinance or section of an ordinance that may be in conflict with this ordinance, and declaring an emergency. *Discussion: Mr. Johnston added that the rate increase was incorporated into the 2019 budget. Mr. Eakins said he did not like the idea of perpetual increases. Mr. Eakins also questioned why we are still collecting user fees in the Reverse Osmosis Fund. Mr. Mitchell explained that it was set up that way to collect funds to pay the debt service on the Reverse Osmosis System. Once the debt is paid off, Council will likely revisit the Reverse Osmosis Fund. In fact, Council can amend the water/sewer fee schedule ordinance any time in the future and adjust it accordingly based on the funding needs of the village.*

**Motion to adopt Ordinance 18-097** by Mr. Conway and seconded by Ms. Warner.

*Roll Call: Yeas – Mr. Wade, Ms. Warner, Mr. Johnston, Mr. King, Ms. Hall, and Mr. Conway. Nays – Mr. Eakins*

*Motion carries 6-1*

### New Business

**Ordinance 18-097**, authorizing a supplemental appropriation of \$120,616.52 in the WTP Construction Fund and \$104,000.00 in the Park Development Fund.

*Discussion: Ms. Arnott stated that this is due to the contractor asking for another draw in the amount of \$120,616.52 on the Water Treatment Plant Project prior to the end of the year. The \$104,000.00 is to close the deal with the Jefferson Local School Board for the purchase of property at the old middle school and Garrett Park.*

**Motion to adopt Ordinance 18-097** by Mr. Conway and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

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**Ordinance 18-098**, amending ordinance 15-033, passed June 1, 2015 authorizing cell phone allowances, by removing Police Officers and Chief Dispatcher from the list of employees receiving and declaring an emergency.

*Discussion:*

**Motion to adopt Ordinance 18-098** by Mr. Johnston and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 18-099**, a resolution authorizing the Mayor of the Village of West Jefferson to enter into a pre-annexation in the agreement between the Village of West Jefferson and Duke Realty Ohio

*Discussion: Duke Realty Ohio intends to annex 205.298 +/- acres located north of US Route 29 into the village. This agreement between the Village and Duke Realty Ohio resolves certain aspects of the proposed annexation.*

**Motion to adopt Resolution 18-099** by Mr. Johnston and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 18-100**, an ordinance amending Ordinance No. 07-030, as amended by Ordinance No. 07-067, which declared the improvement of certain real property located in the Village of West Jefferson, Madison County, Ohio to be a public purpose; declared that improvement to that property to be exempt from real property taxation; designated specific public infrastructure improvements that, once made, will directly benefit the parcels for which improvement is declared to be a public purpose; required annual service payments in lieu of taxes; established a municipal public improvement tax increment equivalent fund; authorized the execution of a tax increment financing agreement and a first amendment to that tax increment financing agreement; and provided related authorizations pursuant to ORC Sections 5709.40(B), 5709.42, 5709.43 and 5709.85.

*Discussion:*

**Motion to adopt Ordinance 18-100** by Mr. King and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 18-101**, an ordinance declaring the improvement of certain real property located in the Village of West Jefferson, Madison County, Ohio to be a public purpose; declaring such property to be exempt from real property taxation; designating specific public infrastructure improvements that directly benefit or that, once made, will directly benefit the parcels for which improvement is declared to be a public purpose; requiring annual service payments in lieu of taxes; establishing a municipal public improvement tax increment equivalent fund; and providing related authorizations pursuant to ORC Sections 5709.40(B), 5709.42, 5709.43, 5709.832, and 5709.85.

*Discussion: Amazon property*

**Motion to adopt Ordinance 18-101** by Ms. Warner and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 18-102**, an ordinance declaring the improvement of certain real property located in the Village of West Jefferson, Madison County, Ohio to be a public purpose; declaring such property to be exempt from real property taxation; designating specific public infrastructure improvements that directly benefit or that, once made, will directly benefit the parcels for which improvement is declared to be a public purpose; requiring annual service payments in lieu of taxes; establishing a municipal public improvement tax increment equivalent fund; approving a TIF agreement; and providing related authorizations pursuant to ORC Sections 5709.40(B), 5709.42, 5709.43, 5709.832, and 5709.85.

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*Discussion: Medline property*

**Motion to adopt Ordinance 18-102** by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 18-103**, an ordinance approving the execution of a Community Reinvestment Area agreement among the Village of West Jefferson and Medline Industries, Inc.

*Discussion:*

**Motion to adopt Ordinance 18-103** by Mr. Conway and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 18-104**, authorizing the Director of Finance to make the initial payment for the purchase of land from Jefferson Local School District Board of Education, said land, located at 177 South Frey Avenue, West Jefferson, Ohio

*Discussion: Sales price is \$200,000.00 with \$100,000.00 due at closing plus closing costs of \$4,000.00. The remaining amount of \$100,000.00 plus interest to be paid no later than one (1) year from the date of closing.*

**Motion to adopt Resolution 18-104** by Ms. Hall and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 18-105**, authorizing the Mayor to accept the renewal rates as proposed by Medical Mutual of Ohio (MMO) for a fully insured plan for 2019 health insurance benefits.

*Discussion: This renewal was recommended by the Finance Committee and the Employee Benefits Committee. The benefits remain the same; however, the rate increase is 9.5% and is locked in through 2020.*

**Motion to adopt Resolution 18-105** by Ms. Warner and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 18-106**, authorizing the Public Service Director to accept a proposal from Command Heating for the purchase and installation of a new heating system at the Village Street Garage.

*Discussion:*

**Motion to adopt Resolution 18-106** by Mr. Johnston and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** Meeting set for Friday Dec. 21 at 9:30 a.m. at the Community Center.

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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**Special Events:** Mr. Wade reported that he is working on getting a mural painted on the Chevron Building. A benefit concert will be held to collect funds for the project.

**Director of Finance Report:** Income tax receipts up 11% for November 4% on the year so far.

**Director of Public Service:** John Mitchell reported that they are ready for snow if and when it comes.

**Director of Parks and Recreation Report:** Marci Darlington is working on grants for 2019 events

**Mayor's Report and Recognition:** Mayor Martin reported that the closing on the school property should be completed by the end of the year.

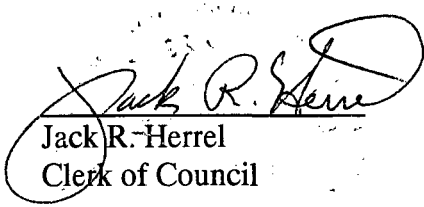
**Recognition of Clerk and Council:** Mr. Johnston asked Council members to put on paper what committees they would like to serve on next year.

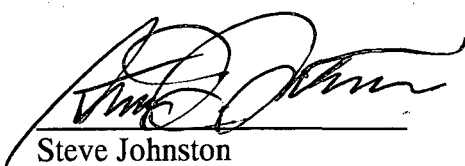
**Additional Business:** Merry Christmas to everyone!

**Motion to pay the bills** by Mr. Eakins and seconded by Ms. Warner.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:41 p.m.** by Mr. Eakins and seconded by Ms. Warner.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steve Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of SPECIAL COUNCIL

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BARRETT BROTHERS - DAYTON, OHIO

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Held DECEMBER 20, 2018

## MINUTES OF THE DECEMBER 20, 2018 SPECIAL COUNCIL MEETING By Jack R. Herrel, Clerk of Council

**Meeting called to order** at 7:00 p.m. by Council President Steve Johnston.

**Council Members Present:** Steve Johnston, Doug Eakins, Jennifer Warner, Jim King, Howard Wade, Linda Hall and Mike Conway. Also attending was Clerk of Council Jack Herrel.

**Council members absent:** None

**Motion to Adopt the agenda** by Mr. King and seconded by Ms. Hall

*Roll Call: All Yeas*

*Motion carries 7-0*

**Second reading of Ordinance 18-103**, approving the execution of a Community Reinvestment Area Agreement among the Village of West Jefferson and Medline Industries, Inc. and declaring an emergency.

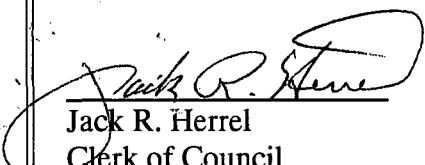
*Discussion: Council President Johnston explained that this CRA Agreement with Medline Industries, Inc. must be in place by the end of this year; hence, it must be passed as an emergency measure.*

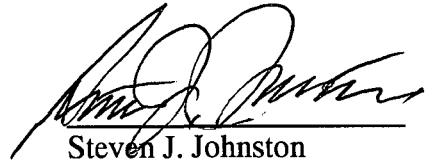
**Motion to adopt Ordinance 18-103** by Mr Eakins and seconded by Ms. Hall

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adjourn**, at 6:05 p.m. by Mr. Johnston and seconded by Mr. Eakins  
Passed by acclamation of Council.

  
Jack R. Herrel  
Clerk of Council

  
Steven J. Johnston  
President of Council

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held JANUARY 7, 2019

## MINUTES OF THE JANUARY 7, 2019 COUNCIL MEETING

**Meeting called to order** at 7:00 p.m.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Linda Hall and Mike Conway. Also attending were Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Public Service Director John Mitchell, Parks and Rec. Director Marci Darlington, and Police Chief Rick Hardy. Mayor Martin was absent due to his wife's surgery.

**Council Members absent:** None

**Prayer:** Linda Hall

**Pledge of allegiance** led by Mike Conway.

**The meeting** was then turned over to the Clerk of Council in lieu of the Mayor's absence.

**The Clerk of Council** called for nominations for President of Council.

Mr. King nominated Mr. Johnston. With no further nominations brought forth, Mr. King made a motion to close nominations and vote for Mr. Johnston as President of Council, seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Council President Johnston** then called for nominations for Vice President of Council.

Mr. Johnston nominated Ms. Warner. With no further nominations brought forth, Mr. King made a motion to close nominations and vote for Ms. Warner as Vice President of Council, seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the agenda** by Ms. Hall and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the December 17, 2018 Council Meeting and the December 20, 2018 Special Council Meeting by Mr. King and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Old Business:** None

**New Business**

**Ordinance 19-001**, amending Section I. of Ordinance 18-098, passed December 17, 2018 and regarding the Village's cell phone reimbursement policy, and declaring an emergency.

*Discussion:*

**Motion to adopt Ordinance 19-001** by Mr. King and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-002**, accepting the property values, tax rates, and estimated tax revenue for calendar year 2019 as estimated by the Madison County Auditor.

*Discussion: This resolution is adopted in compliance with state law annually and presented to the County Auditor.*

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**Motion to adopt Resolution 19-002** by Ms. Warner and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-003**, authorizing the Village of West Jefferson to participate in the State of Ohio Cooperative Purchasing Program.

*Discussion: This resolution is adopted annually authorizing the village to participate in the Ohio Cooperative Purchasing Program.*

**Motion to adopt Resolution 19-003** by Mr. Wade and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-004**, setting forth a statement of Municipal Services the Village of West Jefferson will provide to the 250.298 +/- acres of land, located in Jefferson Township, and proposed to be annexed to the Village of West Jefferson via an expedited Type II Annexation pursuant to R.C. 709.023; and the buffer requirements the Village of West Jefferson will enforce as provided by R.C. 709.023(C).

*Discussion: This is the land aka the Looby property located on State Rt. 29.*

**Motion to adopt Resolution 19-004** by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-005**, Authorizing a cash transfer of \$60,000.00 from the General Fund to the Pool Fund.

*Discussion: This is to cover the shortage in the Pool Fund and help pay for pool operations and capital expenditures.*

**Motion to adopt Resolution 19-005** by Ms. Hall and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-006**, confirming the Mayors appointment of Dean Bollinger to the Village Planning and Zoning Commission.

*Discussion: The Mayor desires to re-appoint Dean for the next term of the Planning and Zoning Commission.*

**Motion to adopt Resolution 19-006** by Ms. Warner and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 19-007**, an ordinance repealing Ordinance 18-094, passed December 17, 2018, and authorizing the Director of Public Service to impose a new Water and Sewer Rate Schedule and repealing any ordinance or section of an ordinance that may be in conflict with this ordinance, and declaring an emergency.

*Discussion: This deletes the original 2% perpetuity clause.*

**Motion to adopt Ordinance 19-007** by Mr. Wade and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-008**, creating Council committees to assist various departments and commissions for the 2019 term of Council.

*Discussion:*

**Motion to adopt Resolution 19-008** by Mr. Wade and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

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**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:**

**Special Events:**

**Director of Finance Report:** Ms. Arnott mentioned that the Jefferson Local School District has been paid its share of the income tax collections.

**Director of Public Service:** Mr. Mitchell reported that the Street crew is ready for snow when it comes. We have plenty of salt and the equipment is in good shape. The downtown decorations have been removed.

**Director of Parks and Recreation Report:** Ms. Darlington reported that she is having an open house at the community center on the first day of each month from 10:00 a.m. to 7:00 p.m. to help familiarize the community with what the center has to offer. She has been notified that we will again be receiving a "Lunch and Learn" grant from Battelle, not sure of the amount yet but it is greatly appreciated.

**Mayor's Report and Recognition:** Absent

**Recognition of Clerk and Council:** Mr. Johnston thanked Council for their trust in him by voting him as president of Council again.


**Additional Business:**

**Motion to pay the bills** by Mr. Wade and seconded by Ms. Hall.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 8:05 p.m.** by Mr. Eakins and seconded by Ms. Hall.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steve Johnston  
President of Council

# RECORD OF PROCEEDINGS

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Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held JANUARY 21, 2019

## MINUTES OF THE JANUARY 21, 2019 COUNCIL MEETING

**Meeting called to order** at 7:00 p.m.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Linda Hall and Mike Conway. Also attending were Mayor Ray Martin, Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Parks and Rec. Director Marci Darlington, and Police Chief Rick Hardy. Mayor Martin was absent due to his wife's surgery.

**Council Members absent:** None

**Prayer:** Pastor Jerry Dye

**Pledge of allegiance** led by Howard Wade

**Motion to adopt the agenda** by Mr. Wade and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the January 7, 2019 Council 2019 Council Meeting by Mr. King and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of Guests:** Mayor Martin swore in two new part-time Police Dispatchers, Rhonda Thompson and Kevin Shop.

**Old Business:** None

### New Business

**Ordinance 19-009**, setting employee cell phone reimbursement allowances and repealing any ordinance or section thereof in conflict with this ordinance, and declaring an emergency.

*Discussion: It was decided that because of attrition it would be more appropriate to list the jobs rather than individuals' names.*

**Motion to adopt Ordinance 19-009** by Ms. Warner and seconded by Ms. Hall

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-010**, accepting the plat map for Project Maple as submitted by Kimley-Horn, engineering consultants representing Medline Industries Inc.

*Discussion: This has been reviewed by the Planning and Zoning Commission and it is their recommendation to accept the plat map for Project Maple.*

**Motion to adopt Resolution 19-010** by Mr. Conway and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-011**, Authorizing the Public Service Director to contract with Buckeye Fence Builders to provide and install new fencing at the Village Swimming Pool.

*Discussion: Mr. Conway feels that we should table this item until we are sure that the quote includes the black privacy slats.*

**Motion to table Resolution 19-011** by Mr. Conway and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

# RECORD OF PROCEEDINGS

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**Resolution 19-012**, Authorizing the Public Service Director to contract with BS&A Software for Building Department and Property Maintenance software.  
*Discussion: This software will help Building and Property Maintenance in the functionality of those departments.*

**Motion to adopt Resolution 19-012** by Mr. Johnston and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-013**, authorizing a donation in the amount of \$3,000.00 to the West Jefferson Youth Athletic Association.

*Discussion: The village annually donates to the Youth Athletic Association to help offset some of their operational expenses.*

**Motion to adopt Resolution 19-013** by Mr. King and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to enter executive session** at 7:19 p.m. by Mr. Johnston and seconded by Ms. Hall, to consider the appointment, employment, dismissal, discipline, demotion, or compensation of a public employee or official.

**Motion to return to regular session** at 7:34 p.m. by Mr. Wade and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-014**, a resolution confirming Council's appointment of Sandy Boucher to the Village Planning and Zoning Commission.

*Discussion: Council wishes to re-appoint Ms. Boucher to another term beginning January 2, 2019 and expiring January 1, 2022.*

**Motion to adopt Resolution 19-014** by Mr. Johnston and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to take Resolution 19-011 off the table** by Mr. Wade and seconded by Ms. Hall.

*Discussion: Public Service director John Mitchell was able to be contacted and he confirmed that the quote from Buckeye Fence Builders included the black privacy slats in the fence at the swimming pool.*

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt Resolution 19-011** by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

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Held JANUARY 21, 2019

## Special Events: None

**Director of Finance Report:** Ms. Arnott mentioned that she is busy closing out the 2018 financials and opening the 2019 financials. She reported that income tax receipts were up 36% for the month of December and 7% for the year.

**Director of Public Service:** Absent

**Director of Parks and Recreation Report:** Ms. Darlington reported that the first monthly open house at the community center will be on February 1, 2019 from 10:00 a.m. to 7:00 p.m. She has been working on programs for this summer. The walking path is open on Tuesdays and Thursdays. Rentals of the facility are going well and booked way ahead.

**Mayor's Report and Recognition:** The Mayor stated that he wants to have another Town Hall meeting in February. There is a lot of information he would like to convey to the people.

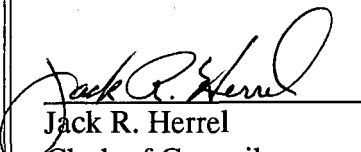
**Recognition of Clerk and Council:** Ms. Warner thanked the Police Department for the way they handled the school threat and the Street Department for snow removal.

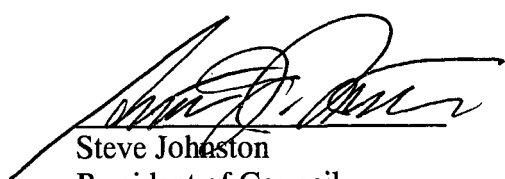
## Additional Business:

**Motion to pay the bills** by Mr. Eakins and seconded by Ms. Hall.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:44 p.m.** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steve Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held FEBRUARY 4, 2019

## MINUTES OF THE FEBRUARY 4, 2019 COUNCIL MEETING

**Meeting called to order** at 7:00 p.m.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Linda Hall and Mike Conway. Also attending were Mayor Ray Martin, Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Public Service Director John Mitchell, and Police Chief Rick Hardy. Mayor Martin was absent due to his wife's surgery.

**Council Members absent:** None

**Prayer:** Mayor Martin

**Pledge of allegiance** led by Steve Johnston

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt the minutes** of the January 21, 2019 Council by Mr. Eakins and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of Guests:** *Nathan Peters and Wyatt Keyt.* The Mayor presented each with a "Certificate of Achievement" for their outstanding performances in the Spelling Bee.

**Old Business:** None

### New Business

**Resolution 19-015**, authorizing the Director of Finance, Rebecca Arnott, to invest One Million Dollars of village interim funds in a Huntington CDAR.

*Discussion: This a renewal of the current CDAR the village has with Huntington. In 2018 the village earned over \$17,000.00 in interest on the CDAR.*

**Motion to adopt Resolution 19-015** by Ms. Warner and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 19-016**, Authorizing a supplemental appropriation of \$16,000.00 in the General Fund.

*Discussion: Ordinance 19-012 authorized the Public Service Director to purchase Building and Property Maintenance software from BS&A Software at a cost of \$16,500.00, however, it was not in the 2019 appropriation Budget.*

**Motion to adopt Ordinance 19-016** by Mr. Johnston and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-017**, authorizing the Public Service Director to proceed with The purchase of various items which are in the 2019 appropriation budget but exceed the purchasing authority of \$7,500.00

*Discussion: The items in question are in the 2019 appropriation budget but they each exceed the purchasing authority of \$7,500.00*

**Motion to adopt Resolution 19-017** by Mr. Eakins and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held FEBRUARY 4, 2019

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** Meeting set for Friday February 8, 2019 at 12:00 p.m. in the Council chambers

**Public Service:** None

**Development:** None

**Parks and Recreation:** Meeting set for Friday February 8, 2019 at 11:00 a.m. in the Council chambers

**Special Events:** None

## Director of Finance Report

**Director of Public Service:** Mr. Mitchell thanked Council for giving him purchasing authority. He lauded the Street Department for doing a god job on snow removal. One of the new heaters has been installed at the street garage. The pool fence is under construction.

**Director of Parks and Recreation Report :** Absent

**Mayor's Report and Recognition:** The Mayor announced that he will host another town hall meeting on February 22, 2019 at 7:00 p.m. at the community center.

**Recognition of Clerk and Council:**


**Additional Business:** None

**Motion to pay the bills** by Mr. Eakins and seconded by Ms. Hall.  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:44 p.m.** by Ms. Hall and seconded by Mr. Eakins.  
*Passed by Acclamation of Council.*

  
Jack R. Herrel  
Clerk of Council

  
Steve Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held February 18, 2019

## MINUTES OF THE FEBRUARY 18, 2019 COUNCIL MEETING

**Meeting called to order** at 7:00 p.m.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Linda Hall and Mike Conway. Also attending were Mayor Ray Martin, Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington and Police Chief Rick Hardy.

**Council Members absent:** None

**Prayer:** Pastor Israel Ochoa

**Pledge of allegiance** led by Mr. Eakins

**Motion to adopt the agenda** by Mr. Wade and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of Guests:** None

**Old Business:** None

**New Business:**

**Resolution 19-018**, confirming the Mayor's appointment of Taylor Patterson to the position of Public Service Water and Sewer Clerk.

*Discussion: Taylor has been working in the Water Department as Assistant Water/Sewer Clerk and is ready to take over the Water/Sewer Clerk position.*

**Motion to adopt Resolution 19-018** by Mr. Wade and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 19-019**, amending Ordinance 18-090 (Employee Pay Scale) by adding the position of Assistant Clerk of Council and revising the pay scale of the Clerk of Council.

*Discussion: This position will be paid on a per meeting basis.*

**Motion to adopt Resolution 19-019** by Ms. Warner and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-020**, confirming Council's appointment of Deborah J. DiLeo to the position of Clerk of Council.

*Discussion: Mr. Herrel is retiring as Clerk of Council and Ms. DiLeo has filled in as the Clerk in the past and has more than enough experience to fill the position.*

**Motion to adopt Resolution 19-020** by Mr. King and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-021**, confirming Council's appointment of Jack R. Herrel to the position of Assistant Clerk of Council.

*Discussion: Mr. Herrel has agreed to stay on to assist the Clerk and Council on an as needed basis.*

**Motion to adopt Resolution 19-021** by Mr. Eakins and seconded by Ms. Hall.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-022**, adopting a new credit card policy pursuant to Ohio House Bill

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held February 18, 2019

312.

*Discussion: The State of Ohio has directed all governmental subdivisions to adopt a Credit Card Policy that conforms to the specifications as set forth in House Bill 312.*

**Motion to adopt Resolution 19-022** by Mr. Johnston and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-023**, authorizing the Public Service Director to enter into a contract with Modern Office Methods to lease a Cannon Image Prograph TX-4000 MF Digital Color Wide Format Printer

*Discussion: This will allow the Building and Zoning Department to copy and print large documents as current copiers cannot reproduce these types of documents.*

**Motion to adopt Resolution 19-023** by Mr. Conway and seconded by Mr. Wade.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 19-024**, authorizing a supplemental appropriation to the Capital Improvements Fund (Account 4901-800-555-0135) in the amount of \$196,000.00.

*Discussion: An additional appropriation of \$196,000.00 is needed to fund the project.*

**Motion to adopt Resolution 19-024** by Ms. Warner and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-025**, awarding the Walnut/ Fellows Reconstruction Project to Columbus Asphalt Paving, Inc., at a cost of \$808,597.28.

*Discussion: This is the lowest and best bid received for the project and is recommended by the Public Service Director and the Mannik Smith Group.*

**Motion to adopt Resolution 19-025** by Mr. King and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-026**, accepting the agreement for administration and construction inspection of the Walnut/Fellows Reconstruction Project to Mannik Smith Group at a cost of \$83,500.00.

*Discussion: Mannik Smith Group will provide administrative and construction services for the Walnut/Fellows Asphalt Reconstruction Project.*

**Motion to adopt Resolution 19-026** by Ms. Warner and seconded by Mr. Eakins.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to enter into executive session** at 7:22 p.m. to discuss development Issues by Mr. Johnston and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to return to regular session** at 7:52 p.m. by Mr. Eakins and seconded by Mr. Johnston.

*Roll Call: All Yeas*

*Passed by acclamation of Council*

**Ordinance 19-027**, authorizing supplemental appropriations in various funds in the amount of \$1,800,000.00.

*Discussion: The distribution of the appropriation is General Fund \$700,000.00, Capital Project Fund \$200,000.00, Water Fund \$300,000.00, and Sewer Fund \$600,000.00 for the Darby Creek Water and Sewer Line Extension Project.*

**Motion to adopt Resolution 19-027** by Mr. Conway and seconded by Mr. King.

*Roll Call: All Yeas*

*Motion carries 7-0*

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Held February 18, 2019

**Resolution 19-028**, awarding the Darby Creek Water and Sewer Line Extension Project to J & J Schlaegel, Inc. at a cost of \$1,625,676.50.

*Discussion: J&J Schlaegel Inc., has submitted the lowest and best bid for the project and is recommended by the Public Service Director and Choice One Engineering.*

**Motion to adopt Resolution 19-028** by Mr. Wade and seconded by Ms. Warner.

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** Meeting scheduled for Friday February 22, 2019 at 1:00 p.m.

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Rebecca Arnott reported that the \$1,000,000.00 SIB Loan came in. The 2018 Financial Reports have been filed with the State Auditor's Office. The State Auditors will be in next week to start their 2017-18 Financial Audit of the village.

**Director of Public Service:** Mr. Mitchell reported that the new heating system has been installed at the street garage and is working well. The carpeting replacement project will begin this weekend beginning with the Tax Department.

**Director of Parks and Recreation Report:** Marci Darlington reported that "Kid Zone" will be every Saturday from 8:30 a.m. to 10:30 a.m. The Art Fair is coming up.

**Mayor's Report and Recognition:** The Mayor announced that employees will be getting photo ID's. He will host another town hall meeting this Friday, February 22, at 7:00 p.m. at the community center.

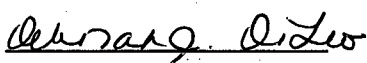
**Recognition of Clerk and Council:** Mr. Johnston thanked Council for their hard work and accomplishments over the last couple of years.

**Additional Business:** None

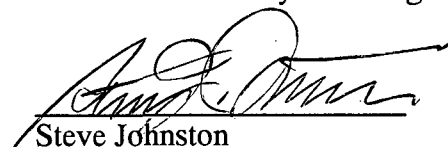
**Motion to pay the bills** by Mr. Eakins and seconded by Ms. Hall.  
*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates** over \$3,000.00: None

**Motion to adjourn at 8:06 p.m.** by Mr. Eakins and seconded by Mr. King.  
*Passed by Acclamation of Council.*



Clerk of Council

  
Steve Johnston  
President of Council

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held March 4, 2019

## MINUTES OF THE MARCH 4, 2019 COUNCIL MEETING

**Meeting called to order** at 7:00 p.m.

**Council Members Present:** Steve Johnston, Doug Eakins, Howard Wade, Jennifer Warner, Jim King, Linda Hall and Mike Conway. Also attending were Mayor Ray Martin, Clerk of Council Debbie DiLeo, Director of Finance Rebecca Arnott, Public Service Director John Mitchell, Parks and Recreation Director Marci Darlington and Police Chief Rick Hardy.

**Council Members absent:** None

**Prayer:** Mayor Ray Martin

**Pledge of allegiance** led by Ms. Hall

**Motion to adopt the agenda** by Ms. Warner and seconded by Mr. Conway.

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt** the minutes of the February 4, 2019 and February 18, 2019 Council Meetings by Mr. King and seconded by Mr. Wade

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of Guests:** None

**Old Business:** None

**New Business:**

**Resolution 19-029**, amending Ordinance 18-068, passed September 4, 2018 (Approving a request to narrow Veterans Way and N Center Street) by adding Section II and Exhibit A, and declaring an emergency

*Discussion: The Law Director has determined that additional clarification is needed on the original ordinance. He has approved the legislation and recommends adopting this amendment*

**Motion to adopt Resolution 19-029** by Mr. Johnston and seconded by Mr. Eakins

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 19-030** authorizing the Mayor and Public Service Director to participate in the "INFRA Grant Program" as a co-applicant with the Ohio Department of Transportation (ODOT). Upon approval of the grant, the Village of West Jefferson shall commit \$4.1 million for Phase II construction of the I 70/State Route 29 overpass and roundabout

*Discussion: The previous grant that the Village and ODOT requested for this project, was not awarded to us. If we receive this grant, we will move forward with the project. Mr. Mitchell stated we will not attempt this project until funding is received*

**Motion to adopt Resolution 19-030** by Mr. Eakins and seconded by Ms. Hall

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-031**, accepting the recommendation of the Public Service Director to award the 2019 Paving Maintenance Program to Cox Paving, LLC

*Discussion: The Village received six bids for this project and Cox Paving, LLC was the lowest bidder. Choice One Engineering has reviewed the bids and checked company references. Mr. Mitchell stated that the amounts quoted are based on quantities that will vary and there will be change orders submitted.*

# RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

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Held March 4, 2019

**Motion to adopt Resolution 19-031** by Ms. Warner and seconded by Ms. Hall

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 19-032**, authorizing a supplemental appropriation of \$3,000,000.00 in the Capital Improvements Fund

*Discussion: The Village has received approximately \$1.9 million from grant and loan funds for the SR 29/US 40 Construction and Realignment Project. The developer is requesting reimbursement (per our agreement) and a supplemental appropriation is needed to disburse these funds. The remainder of the funds will be disbursed later this year.*

**Motion to adopt Resolution 19-032** by Mr. Conway and seconded by Mr. Johnston

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** The minutes of the March 4<sup>th</sup> meeting were presented. Discussion continues on Lexipol. The committee will meet on Friday, March 15<sup>th</sup> at noon in council chambers.

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Rebecca Arnott presented the financial reports for January. Income tax collections for January are 4% higher than January of 2018. Tax season is in full swing.

**Director of Public Service:** Some Public Service and Street employees are assisting with the carpet installation in various areas of City Hall. Installation in the foyer, stairway and finance office will complete the project.

**Director of Parks and Recreation Report:** Marci Darlington reported that a softball meeting was held last week. The recent Open House had about fifty people in attendance. A Narcan class will be held at the community center on March 9<sup>th</sup> from 10:00 to 11:30.

**Mayor's Report and Recognition:** The next monthly Open House will be held at the community center on April 1<sup>st</sup>. He also reported that approximately thirty people attended the Town Meeting that was held last Friday. Michael Williamson will be taking over reporting duties for Sandy Lattimer from the Madison Messenger.

**Recognition of Clerk and Council:** Mr. Johnston asked Council to review the Mobile Vending proposal from the Planning and Zoning Commission. The PUD which was distributed to Council will be held for modifications. A Public Hearing will be held in the future. An ordinance to remove the Law Enforcement chapter of the Employee Handbook and have Lexipol govern this section will be presented soon. He asked council members to consider the issue before a vote is taken. We may also need to consider if the Employee Handbook should continue as an ordinance.

RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held March 4, 2019

**Additional Business:** None

**Motion to pay the bills** by Mr. Conway and seconded by Ms. Hall  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:30 p.m.** by Mr. King and seconded by Mr. Eakins  
*Passed by Acclamation of Council.*

Deborah J. DiLeo  
Deborah J. DiLeo  
Clerk of Council

Steve Johnston  
Steve Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held March 18, 2019

## MINUTES OF THE MARCH 18, 2019 COUNCIL MEETING

**Meeting called to order** at 7:01 p.m.

**Council Members Present:** Steve Johnston, Howard Wade, Jennifer Warner, Jim King, Linda Hall and Mike Conway. Also attending were Mayor Ray Martin, Clerk of Council Debbie DiLeo, Director of Finance Rebecca Arnott, and Police Chief Rick Hardy. Public Service Director, John Mitchell, and Parks and Recreation Director, Marci Darlington were not in attendance.

**Council Members absent:** Doug Eakins

**Prayer:** Reverend Isaac Shupe

**Pledge of allegiance** led by Mr. Conway

**Motion to adopt the agenda** by Mr. King and seconded by Ms. Warner

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to adopt** the minutes of the March 4, 2019 Council Meeting by Mr. Conway and seconded by Mr. Wade

*Roll Call: All Yeas*

*Motion carries 6-0*

**Recognition of Guests:** Mayor Martin administered the Oath of Office to Robert Speakman, a newly appointed full-time police officer.

**Old Business:** None

**New Business:**

**President Johnston** asked for a motion to excuse Mr. Eakins from the meeting due to illness.

**Motion to excuse Mr. Eakins** by Ms. Warner and seconded by Ms. Hall

*Passed by Acclamation of Council*

**Resolution 19-033**, confirming the Mayor's appointment of Robert Speakman to the position of full-time police officer and setting the pay rate at the two-year level

*Discussion: None*

**Motion to adopt Resolution 19-033** by Mr. Johnston and seconded by Ms. Hall

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 19-034**, adopting the recommendation of the West Jefferson Tax Incentive Review Council

*Discussion: Mr. Johnston explained that the committee has met on two occasions.*

*There is still one piece of information missing and he would like to table the resolution until the information is received.*

**Motion to table Resolution 19-034** by Ms. Hall and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 19-035**, designating Deborah J. DiLeo as Council's Representative to attend Public Records Training

*Discussion: The State requires that a representative is named for Council to fulfill the public records training obligation of council members.*

# RECORD OF PROCEEDINGS

Minutes of

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held March 18, 2019

**Motion to adopt Resolution 19-035** by Mr. Conway and seconded by Ms. Warner

*Roll Call: All Yeas*

*Motion carries 6-0*

**Ordinance 19-036**, amending ordinance 12-113, passed February 4, 2013, the Employee Handbook by removing Section XV (Law Enforcement Operations) and adopting Lexipol as the administrative and operational policies and procedures of the West Jefferson police department, and declaring an emergency

*Discussion: Mr. Johnston explained that the old Law Enforcement Manual was combined by an ordinance into the Employee Handbook in 2013. Now he believes that it should be removed from the ordinance and placed under administrative authority. He strongly suggests that any situation involving a police officer or village property or equipment be reported immediately to the next person in the chain of command. Mayor Martin stated that the procedure has already been established. Ms. Warner asked if the other sections of the Employee Handbook would still apply to the police department? The Mayor said they would still apply, but in the event that a conflict arose between Lexipol and our handbook, Lexipol would take precedence.*

**Motion to adopt Ordinance 19-036**, by Mr. Conway and seconded by Ms. Hall

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 19-037**, approving the Site Plan, and granting a variance for the Landscape Plan ("The Plans") for Project Maple Lot 1 (Exeter Property Group) as recommended to Council by the Planning and Zoning Commission on March 14, 2019

*Discussion: Mr. Johnston explained this is one parcel of the Medline area development. A representative from Exeter Group stated the building is 832,000 square feet. The plans have been reviewed by the Planning and Zoning Commission.*

**Motion to adopt Ordinance 19-037**, by Mr. Johnston and seconded by Mr. Wade

*Roll Call: All Yeas*

*Motion carries 6-0*

## Committee Reports:

**Finance:** The committee will meet once the audit is completed

**Police:** None

**Employee Benefits:** Once the Employee Handbook is updated, copies will be distributed to everyone. The Committee will schedule a meeting at that time.

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** Rebecca Arnott presented the financial reports for February. Income tax collections are 6% higher than last year and holding steady and refunds are being processed. The on-site audit has been completed and the auditors hope to have a preliminary report to the Village by April 10<sup>th</sup>.

**Director of Public Service:** Mr. Mitchell was tied up all day with a problem with a pump station and unable to attend the meeting.

RECORD OF PROCEEDINGS

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BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held March 18, 2019

**Director of Parks and Recreation Report:** The Art Show at the Community Center is underway this evening, so Ms. Darlington was not in attendance. Mayor Martin distributed a report and highlighted a few items. Softball will begin on March 24<sup>th</sup> with 7 teams participating. Movie Night will be held on April 5<sup>th</sup> at 7:30 pm. This session has been sponsored by the Department of Job and Family Services and Mike Conway (The X-terminator). The movie is Sherlock Gnomes.

**Mayor's Report and Recognition:** Mayor Martin appreciates Council's support and is happy with the progress that is being made. He and Mr. Conway are working on the park property purchase which should be completed soon.

**Recognition of Clerk and Council:** Mr. King noted that the building upgrades and improvements are looking very nice.

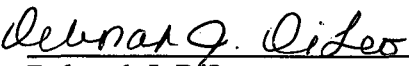
Mr. John Stanley (WJYAA) apologized for not discussing this during the recognition of guests, but he has concerns regarding the scheduling of the baseball fields. WJYAA has 160 children enrolled for the baseball season. There is also a traveling team that wants use of the fields. Mr. Stanley would like clarification from the village about who has priority on the use of the fields. He stated that some communities pass legislation detailing such usage. The Mayor urged him to call Mr. Mitchell who is trying to resolve the conflict, but assured Mr. Stanley that WJYAA and their recreational teams have priority. Mr. Jarrett Bare also stated that some communities schedule blackout days to ensure field usage. Mr. Conway also informed council that the schools have offered limited use of their fields.


**Additional Business:** None

**Motion to pay the bills** by Mr. Conway and seconded by Ms. Hall  
*Passed by Acclamation of Council*

**Motion to approve "Then and Now" Certificates** over \$3,000.00: None

**Motion to adjourn at 7:26 p.m.** by Mr. King and seconded by Ms. Hall  
*Passed by Acclamation of Council.*

  
Deborah J. DiLeo  
Clerk of Council

  
Steve Johnston  
President of Council

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held April 1, 2019

## MINUTES OF THE APRIL 1, 2019 COUNCIL MEETING

**Meeting called to order** at 7:00 p.m.

**Council Members Present:** Steve Johnston, Howard Wade, Jennifer Warner, Jim King, Linda Hall and Mike Conway. Also attending were Mayor Ray Martin, Assistant Clerk of Council Jack Herrel, Director of Finance Rebecca Arnott, Police Chief Rick Hardy, and Public Service Director, John Mitchell. Parks and Recreation Director, Marci Darlington was not in attendance.

**Council Members absent:** Doug Eakins

**Prayer:** Reverend Ruth Pribe

**Pledge of allegiance** led by Mr. Johnston

**Motion to adopt the agenda** by Ms. Hall and seconded by Mr. King

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion to adopt** the minutes of the March 18, 2019 Council Meeting by Ms. Warner and seconded by Ms. Hall

*Roll Call: All Yeas*

*Motion carries 6-0*

**Motion** to excuse Mr. Eakins due to illness by Mr. King and seconded by Ms. Hall

*Passed by Acclamation of Council*

**Recognition of Guests:** Mr. Brad Johnson: see Resolution 19-038

**Old Business:** None

**New Business:**

**Resolution 19-038**, authorizing the Mayor and Public Service Director to execute, on behalf of the Village of West Jefferson, a partial Assignment and Assumption of a TIF agreement and a partial Assignment and Assumption of a CRA agreement previously entered into between the Village of West Jefferson, MTB Corp., West Jeff Partners, LLC, and West Jeff Land Group, LLC on June 19, 2008

*Discussion: Mr. Johnson stated that both agreements had been approved and wasn't sure what happened to prevent the documents being fully executed but he was here to support this resolution.*

**Motion to adopt Resolution 19-038** by Mr. Wade and seconded by Mr. Johnston

*Roll Call: All Yeas*

*Motion carries 6-0*

**Resolution 19-039**, approving the Site Plan, and granting a variance for the Landscape Plan ("The Plans") for the Hillwood, Park West Building 1, located on Commerce Parkway as recommended to Council by the Planning and Zoning Commission on March 22, 2019

*Discussion: Mr. Johnston introduced Mr. T.J. O'Brien from Hillwood Group. He is seeking approval of the plans that were presented to the Planning and Zoning Commission. They are proposing approximately an 843,000 square foot warehouse on the Parsons property. Ms. Warner asked where the entrance would be. Mr. O'Brien stated there will be a new curb cut off of Commerce Parkway.*

**Motion to adopt Resolution 19-039** by Mr. King and seconded by Mr. Conway

*Roll Call: All Yeas*

*Motion carries 6-0*

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held April 1, 2019

**Resolution 19-040**, authorizing the disposition and donation of a 1990 GMC Bucket truck

*Discussion: Mr. Mitchell stated that there is no real residual value and he will dispose of the vehicle by donating it to Jefferson Local Schools*

**Motion to adopt Resolution 19-040** by Mr. Conway and seconded by Ms. Hall

*Roll Call: All Yeas*

*Motion carries 6-0*

Mr. Johnson asked if anyone else would like to address Council. Mr. Victor Linkous, who resides at 107 Washington Street, wanted to register a complaint about the water office. He stated that his water was turned before the ten working day deadline, and he incurred a \$25 shut off fee. His water was shut off on the 28<sup>th</sup> and he feels that it shouldn't have been shut off until the 29<sup>th</sup>. The Mayor pointed out that he should have contacted him prior to bringing the matter Council. The Mayor also stated that this was not a new policy, and in the past Mr. Linkous has had his water turned off five times and has been charged 33 late fees Mr. Linkous stated that the water office instructed him to take his issue to Council. Mr. Mitchell will check on the shut off date and he will credit the fee if it was charged in error. He also noted that the water department does try to contact residents before water is shut off.

## Committee Reports:

**Finance:** None

**Police:** None

**Employee Benefits:** Meeting tentatively scheduled for April 18<sup>th</sup> at 10:30 AM. Ms. Hall will notify the clerk when to post the meeting.

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** None

**Director of Finance Report:** At this time the main thing they are working on is gearing up for the end of tax season.

**Director of Public Service:** The service department is completing carpet and painting at village hall. They are also working on remodeling in the police department. The new 11' mower should be ready soon and should cut down on mowing time. Additional equipment is being prepared for mowing season. Mr. Conway asked what the green markings were on Hathaway. Mr. Mitchell said they are marking manholes. Some preliminary work may be starting on the Walnut/Fellows project, but most of the work will be completed after school is out for the summer. The building permit application for Medline has been received.

**Director of Parks and Recreation Report:** Absent due to the Open House scheduled this evening. Mr. Mitchell reported that Ms. Darlington is preparing for several programs including the summer Lunch and Learn. They are also working on the Parks Master Plan.

**Mayor's Report and Recognition:** The Village is finishing up on the purchase of the Garrett Park property. Hanging baskets do not seem feasible for the downtown area, so they are looking into planters for the corners of Main Street.

RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held April 1, 2019

**Recognition of Clerk and Council:** Mr. King reported that his water bill he received today, had a due date of April 1<sup>st</sup> instead of the 15<sup>th</sup>. Ms. Arnott informed Council that there was a glitch while printing water bills and a quarter of the bills mailed had the incorrect due date. They have not identified the problem yet.

Mr. Johnston noted that two previously distributed proposals from the Planning and Zoning Commission, in particular the Mobile Food Vending chapter, needs to be modified. He and the Mayor have both made suggestions for revisions.

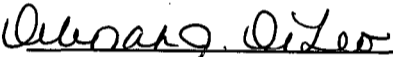
Mr. Johnston also reminded council members to please use the microphones. We are recording the meetings to retain as a public record and he needs to recognize people, for the record, before they speak.

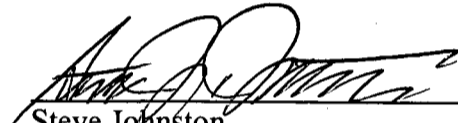
**Additional Business:** None

**Motion to pay the bills** by Ms. Hall and seconded by Ms. Mr. King  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to adjourn at 7:29 p.m.** by Mr. Johnston and seconded by Ms. Warner  
*Passed by Acclamation of Council.*

  
Deborah J. DiLeo  
Clerk of Council

  
Steve Johnston  
President of Council