

RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6-101

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 Arnot, 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.

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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 10th.

Director of Public Service: Mr. Mitchell was tied up all day with a problem with a pump station and unable to attend the meeting.

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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 24th with 7 teams participating. Movie Night will be held on April 5th 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

Sieve Johnston
President of Council