

RECORD OF PROCEEDINGS

Minutes of _____
BARRETT BROTHERS - DAYTON, OHIO

Council

Meeting
Form 6101

Held 3 January 2022

**REGULAR MEETING OF COUNCIL
MINUTES OF JANUARY 3, 2022**

Called to Order: President *Pro Temp*, Mayor Ray Martin, called the Village of West Jefferson Council Meeting to Order and asked for a Roll Call at 7:00 P.M.

Roll Call: Council Members Samantha Cahill, Mike Conway, Linda Hall, Richard King, Jeff Patterson Howard Wade, and Jennifer Warner [*Also attending were Chief of Police, Chris Floyd; Clerk of Council, Jimmy John Hall; Building and Zoning Director, Tom Hale; Mayor, Ray Martin; and Building and Zoning Clerk, Kristie West.*]

Quorum Declare: 7 present, 0 absent.

Moment of Silence: President *Pro Temp* asked for a moment of silence and stand for Fire Fighter Thomas Rees.

Prayer: Rev. Jimmy John Hall.

Heavenly Father, we thank you for showing us your goodness, wisdom, and power chiefly through the Gospel of Jesus Christ. Tonight, be pleased to give to each of us increasing wisdom for self-government and the government of this humble Village of West Jefferson. Father, Son, and Holy Spirit, be pleased to give us peace within our Village. We give you thanks for allowing our hearts to apprehend your salvation found in the One and only Savior, Jesus Christ the Lord, in whose name we pray. Amen.

Pledge of Allegiance: Chief Floyd.

I (we) pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

Oath of Office:

The Oath of Office was administered by President Pro Temp, Mayor Ray Martin, for Council members Sam Cahill, Linda Hall, Howard Wade, and Jen Warner.

Nominations for President:

Nominating Ballot: Mike Conway and Jen Warner.

Electing Ballot: Mike Conway, 4 votes; Jen Warner 3 votes.

Results: Mike Conway declared the winner of the election for President of Council.

The New President Assumed the Chair

Nominations for Vice President

Nominating Ballot: Jeff Patterson, Jen Warner, and Linda Hall.

Electing Ballot: Jeff Patterson, 3 votes, Jen Warner, 1 vote; Linda Hall, 3 votes.

Electing Ballot: Jeff Patterson, 3 votes; Linda Hall, 4 votes.

Results: Linda Hall declared the winner of the election for Vice President of Council.

The Agenda:

Motion to Adopt the Agenda moved by Mr. Wade and seconded by Mr. Patterson.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

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The Minutes:

Motion to Adopt the Minutes of the December 20, 2021, Council Meeting moved by Mr. Wade and seconded by Ms. Cahill.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Recognition of Guests: Tom Falco, Beth Falco, James Graham, Bonnie Hamilton, Gene White, Pam McCormick, Robert Shaw, Kelly Shaw, Justin Muller, and Brian Zentz.

Discussion: No discussion sought by the guests after President Conway made an invitation to seek the floor.

Old Business:

New Business:

Resolution 22-001, authorizing the Mayor to accept the renewal rates as proposed by Medical Mutual of Ohio (MMO), and no rate increases for Dearborn Life Insurance Company, Delta Dental, and Vision Service Plan, for a fully insured 2022 Employee Benefits Plan.

Discussion: President Conway invited Council Discussion.

Ms. Arnott-Shipley said we budget all the items accordingly. The Health Insurance has an increase this year of 9.5%. The only thing we changed with the Health Insurance is the deductible; instead of \$3,500 it is \$2,500. Also, we are going to introduce an Employee Assistance Program (EAP) is to help with reimbursements for mental health counseling, financial counseling, adoption, legal needs, life insurance, and other such needs. Lastly, the life insurance policy has no increase this year.

Motion to Adopt Resolution 22-001 moved by Ms. Warner and seconded by Ms. Hall.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Wade, Ms. Warner.

VOTE NAY: None.

ABSTAIN: Mr. Patterson.

Motion Carries 6-0-1

Resolution 22-002, approving the Site Plan and Landscaping for Exeter Timmons LLC, for parcel #16-00001.000, as recommended by the Planning and Zoning Commission on December 8, 2021.

Discussion: President Conway invited comments.

John Mitchell said we are still working on the traffic impact study and some other typical items. If this works out, then there will be a traffic signal at Commerce Parkway, traffic will have a 'right in and right out', and this is potentially manufacturing or distribution.

Ms. Warner asked is there a CRA attached to this legislation?

Mayor Martin said the CRA has already been done.

Ms. Warner said the CRA has not been done yet. At the Planning Meeting, there was a question about another property owner concerning an egress and land-locking that property.

Tom Hale said the property trustees asked for the developers to work with them concerning this egress, the new round-about, and the issues brought up in the Planning Meeting.

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Ms. Warner the zoning says for final site approval, including landscaping, and ODOT approval. The concern is the round-about changing things. The people wanted to make sure they did not get land locked.

John Mitchell said they will get access to the property via the 'right in and right out.'

Mr. Patterson asked if the CRA has to be approved with this legislation or be part of it?

John Mitchell said the CRA is a separate piece of legislation.

Motion to Adopt Resolution 22-002 moved by Mr. King and seconded by Mr. Wade.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Resolution 22-003, confirming the Mayor's appointment of the Law Director and Assistant Law Directors, on behalf of the Village of West Jefferson, for a two (2) year term beginning January 3, 2022, pursuant to Article VIII of the Village Charter.

Discussion: President Conway invited comments.

Motion to Adopt Resolution 22-003 moved by Ms. Hall and seconded by Mr. Patterson.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, and Mr. Wade.

VOTE NAY: None.

ABSTAIN: Ms. Warner.

Motion Carries 6-0-1.

Ordinance 22-004, 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 17-082, passed December 4, 2017; and declaring an emergency.

Discussion: President Conway invited comments.

Beck Arnott-Shipley said last year 100% was sent to the General Fund and then appropriated to the other funds. This is the official allocation to make sure the funds are divided accordingly, 85%, 5%, and 10%. This legislation will repeal the previous Ordinance and allow us to make these transfers.

Motion to Adopt Ordinance 22-004 moved by Mr. King and seconded by Ms. Warner.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Resolution 22-005, authorizing a cash transfer from the General Fund to the Park Development Fund in the amount of \$255,000.00.

Discussion: President Conway invited comments.

Beck Arnott-Shipley said this and the following pieces are the transfers we budgeted for.

Motion to Adopt Resolution 22-005 moved by Ms. Hall and seconded by Mr. King.

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VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Resolution 22-006, authorizing a cash transfer from the General Fund to Capital Projects Fund in the amount of \$710,000.00.

Motion to Adopt Resolution 22-006 moved by Ms. Warner and seconded by Mr. Patterson.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Resolution 22-007, authorizing a cash transfer from the General Fund to Pool Fund in the amount of \$65,000.00.

Motion to Adopt Resolution 22-007 moved by Mr. Wade and seconded by Ms. Hall.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Resolution 22-008, authorizing a cash transfer from General Fund to Street Fund in the amount of \$355,000.00.

Discussion: President Conway invited comments.

Mr. Wade asked if there are any major pieces of equipment that we are buying?

John Mitchell said we are buying a front-loader.

Becky Arnett-Shipley said the front-loader is in 2021's budget. This is to cover the items in the 2022 budget.

President Conway said nothing new.

Motion to Adopt Resolution 22-008 moved by Ms. Cahill and seconded by Mr. Wade.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Resolution 22-009, authorizing the Village of West Jefferson to participate in the State of Ohio Cooperative Purchasing Program.

Motion to Adopt Resolution 22-009 moved by Ms. Warner and seconded by Mr. King.

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VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Resolution 22-010, confirming Council's appointment of Sandy Boucher to the Village Planning and Zoning Commission.

Discussion: President Conway said Council had very little time to consider this appointment and does the Building, Zoning, and Planning Department know when the terms are expired?

Tom Hale said we do. Not all the terms are the same but this one is a three-year term. Council has an appointment in 2023.

President Conway asked if appointments could come before Council earlier? This would help us perform our due diligence. We are not unhappy with the appointee, it's the process.

Ms. Cahill said if we actively participate in the Planning and Zoning Meeting, we can observe their actions.

Motion to Adopt Resolution 22-010 moved by Ms. Hall and seconded by Ms. Warner.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Resolution 22-011, confirming Mayor's appointment of Roy VonAlmen to the Village Planning and Zoning Commission.

Discussion: President Conway invited comments.

Mayor Martin said he is happy with Mr. VonAlmen's appointment. He has a background in construction and is a great candidate.

Motion to Adopt Resolution 22-011 moved by Mr. King and seconded by Mr. Patterson.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Ordinance 22-012, authorizing supplemental appropriations in the General Fund to transfer funds to the Street and Park Development Funds in the amounts of \$75,000.00 and \$260,000.00, respectively, and declaring an emergency.

Discussion: President Conway invited comments.

Beck Arnott-Shipley said due to unencumbered balances at the end of the year were lower than we expected.

Sam Cahill asked if this was beyond what was budgeted?

Becky Arnott-Shipley said we are not appropriating additional funds, just covering additional balances.

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Motion to Adopt Ordinance 22-012 moved by Mr. Wade and seconded by Ms. Cahill.

VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner.

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Committee Reports:

Finance:

Committee Chair, Ms. Hall, said nothing at this time.

Police:

Committee Chair, Ms. Cahill, said nothing at this time.

Employee Benefits:

Committee Chair, Mr. King, said, said nothing at this time.

Public Service:

Committee Chair, Mr. Wade, said nothing at this time.

Development:

Committee Chair, President Warner, said nothing at this time.

Parks and Recreation:

Committee Chair, Mr. Patterson, said nothing at this time.

Special Events:

Committee Chair, Mr. Conway, asked Chief Floyd to respond.

Chief Floyd said Thomas Rees will be interred at Cyprus Church from noon to 6:00 P.M. on Tuesday, January 4, 2022. The funeral service will be Wednesday, January 5, 2022, at 11:00 A.M. The procession will have Highway 40 shut down temporarily. A reception will be held at the Firehouse.

Department Reports:

Report from Mayor:

Mayor Ray Martin said we have a new Police Officer sworn in. The Mayor's for Mayfield trip went as well as could be expected, even though there was a vehicle accident. The breaks went failed but everybody is doing good. The people of Mayfield stated that they are so thankful for the blessings that came from the Village of West Jefferson. We restored the original articles of incorporation of the Village from 1893. Its hanging on the wall on the way up to the Council Chambers.

Ms. Hall said somebody complained that the US flag was not at half-mast at a local company. Can we do anything about it?

Ms. Warner said none of the business really no what's going on.

Mr. Patterson interjected and asserted with enthusiasm that Crazy Glue has their flag at half-mast.

Mayor Martin said we will get ahold of these companies in the future. Our policies are not their policies.

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Report from Director of Public Service:

John Mitchell said 2021 was a busy and successful year for all of us. We are looking forward to 2022. We are repainting the water tower (\$500,000.00), working on Westchester subdivision (\$1 million), working on Taylor Blair traffic signal (\$300,000.00), finishing Garret Park (\$150,000.00), and start Westwood Park (\$600,000.00). The ODOT schedule has been handed out concerning the additional round-about. They will be designing that in 2022 and construction will start in the Spring of 2023. If the Timmons Exeter project is approved, that will also help pay for the interchange project.

Mayor Martin asked if this was the impact fees per acre?

John Mitchell said yes. As business develop out there, it reduces the Village cost. Lastly, on the water tower, we did not get the small government grant from OPWC. We did get the grant for Westchester subdivision. But we do have OPER money to be used.

Report from Recreation and Special Events Manager:

John Mitchell said Shelton is working on everything coming up for this spring and summer. He has three bands for Friday Night Up Town, food trucks, and other entities to come in other events like a petting zoo or inflatables.

Mr. Wade asked is another traffic study needed to be done?

John Mitchell said no. In fact, he just received the permit from ODOT.

Report from Director of Finance:

Becky Arnot-Shipley said we are working on closing 2021 and opening 2022. We paid JLS according to the revenue sharing agreement \$1,316,271.06, Industrial Technology \$15,040.00 for aeration VFD installation, and Punchura LLC for the shelter in Garret Park.

Ms. Warner asked how many more years for these revenue sharing checks?

Becky Arnot-Shipley said there are two more years of revenue sharing then the payments will decrease. We want to say thank you to the Clerk of Council. We had a lot of legislation, and he was very helpful.

Report from Chief of Police:

Chief Floyd said we have about five people out sick right now due to COVID. We are working on a thin crew. We had to arrange for the funeral between various other law enforcement offices. We started a new officer today. Since the last meeting, we've had 93 traffic stops and 69 citations.

Report from Director of Building and Zoning:

Tom Hale said we successfully processed permits 1,072 permits last year between all the municipalities. We took pictures of the property we were previously going to abate. Then we were contacted by the contractor and assured that it would be done by Sunday. On Wednesday night we have one case before the Commission for partial approval for Sky Ranch. Also, we should put the term range in the legislation.

Recognition of Clerk and Council:

Jimmy John Hall said just three things. First, January 11, at 7:00 pm is the Annexation Workshop. Second, are we changing the venue of the next meeting? Third, do we need another Council picture for 2022 and the website?

President Conway said we will keep the meeting in the Council Chambers. Can we also sanitize before and after each meeting? Also, thank you to Jen for the previous two year, organizing the Council, and through a couple of difficult years.

Additional Business: None.

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Pay the Bills:

Motion to Pay the Bills moved by Ms. Hall and seconded by Mr. Wade.

Passed by acclamation of Council.

Motion to Approve "Then and Now" Certificates over \$3,000.00: None.

Adjourn:

Motion to Adjourn at 8:14 P.M. moved by Mr. Patterson and seconded by Ms. Hall until 7:00 P.M. January 17, 2022, Regular Meeting of Council.

Passed by Acclamation of Council.

Jimmy John Hall

Jimmy John Hall
Clerk of Council

Mike Conway

Mike Conway
President of Council