

RECORD OF PROCEEDINGS

Minutes of Council

Meeting

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held September 18th 2023



VILLAGE OF WEST JEFFERSON COUNCIL

MINUTES

September 18th, 2023

Council Members: President Linda Hall, Vice President Jennifer Warner, Samantha Cahill, Mike Conway, Richard King, Jeff Patterson & Howard Wade
Mayor: Ray Martin

CALL TO ORDER

President Linda Hall called the Village of West Jefferson Council Meeting to Order at 7:00 p.m.

·Roll Call.

Council Members: Samantha Cahill, Mike Conway, Linda Hall, Richard King, and Howard Wade, Jennifer Warner.

Quorum Declare: 6 present, 1 absent.

Council recognized and excused Jeff Patterson from the Council meeting. Jenn Warner Motioned and Richard King seconded. All in Favor.

Also attending were: Mayor, Ray Martin; Director of Information Technology, Mark Crosten; Director of Public Services, John Mitchell; Director of Finance, Rebecca Shipley-Arnott; Acting Chief of Police, Brandon Smith; Recreation and Special Events Manager, Shelton Stanley; Zoning Clerk and Enforcement Official, Kristie West and Clerk of Council, Tisha Edwards.

Not in Attendance: Council member, Jeff Patterson and Director of Development, Tom Hale.

PRAYER & PLEDGE

APPROVAL OF AGENDA AND MINUTES:

Motion to Adopt the Agenda Moved by Howard Wade and seconded by Richard King.

·Roll Call.

VOTE YEA: Samantha Cahill, Mike Conway, Linda Hall, Richard King, Jennifer Warner, and Howard Wade.

VOTE NAY: None.

ABSTAIN: None. **Motion Carried 6/0/0**

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Motion to Approve the Minutes of the September 5th, 2023 Regular Meeting of Council. Moved by Samantha Cahill and seconded by Jennifer Warner.

·Roll Call.

VOTE YEA: Samantha Cahill, Mike Conway, Linda Hall, Richard King, Jennifer Warner, and Howard Wade.

VOTE NAY: None.

ABSTAIN: None. **Motion Carried 6/0/0**

RECOGNITION OF GUESTS:

Jeff Pfeil- Mr. Pfeil wanted to thank Council on behalf of the Community Association for their generous support and donation of \$3,000.00 to the event. He also wanted to thank Acting Chief, Lt. Brandon Smith, and the Village of West Jefferson Officers for supplying the police auxiliary for the parade and the officers on the grounds all weekend. His thanks to the Street Department for closing the streets and the equipment that they allowed the Association to use prior to and during the event. Director Mitchell assisted with ordering the trash dumpsters. In conclusion he wanted to thank Shelton Stanley, Recreation and Special Events Manager and the Parks and Recreation Department for putting on the dance at the Ox roast and for the use of the stage. It was a very hot weekend and the crowds were down a little this year. Final numbers have not come in for what was raised due to monies still coming in and bills coming in as well. The electric bill was over \$2,000.00 dollars so it takes quite a bit to put on the event. The support of Council and the Village is what makes the event happen and this was the 72nd year of the Ox Roast. They will begin planning for next year's event, next month.

OLD BUSINESS: None

NEW BUSINESS:

(* indicates an emergency requested)

A. *ORDINANCE 23-072, AMENDING ORDINANCE 19-085, PASSED JULY 15th, 2019 REPEALING ANY AND ALL OTHER ORDINANCES OR SECTIONS OF ORDINANCES THAT MAY BE IN CONFLICT WITH THIS ORDINANCE, AND DECLARING AN EMERGENCY

·Motion to waive the second reading of **Ordinance 23-072** due to an emergency moved by Jennifer Warner and seconded by Samantha Cahill.

·Roll call. All in favor. **Motioned Carried 6/0/0**

·Motion to Adopt **Ordinance 23-072** moved by Jennifer Warner and seconded by Howard Wade.

·Deliberations Began. "Any questions or comments?" *This item, which is in regard to setting the new Planning and Zoning fee schedule, was discussed with the Finance Committee members prior to this meeting. All questions were answered by the Director of Development, Tom Hale at the previous meeting. Building and Zoning Code*

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Enforcement Official, Kristie West, was at this meeting to answer any questions that Council may still have due to Director Hale being out of town.

·Deliberations Ended.

·Roll Call.

VOTED YEA: Samantha Cahill, Mike Conway, Linda Hall, Richard King, Jennifer Warner, and Howard Wade.

VOTED NAY: None.

ABSTAINED: None. **Motion Carried 6/0/0**

COMMITTEE REPORTS

Public Service and Special Events (Chair & Council member, Howard Wade) None.

Finance (Chair & Council member, Mike Conway) None.

Employee Benefits (Chair & Council member, Richard King) None.

Parks and Recreation (Chair & Council member, Jeff Patterson) – None.

Development (Chair & Council member, Jennifer Warner) Council member and Vice President, Jen Warner wanted to thank the Development Department for working so hard on the new fee schedule. We were very low on our fees and they are now more balanced.

Police (Chair & Council member, Samantha Cahill) – None.

DEPARTMENT REPORTS

Report for Mayor – Mayor Martin reported that Westwood Park trails are now being paved. We are still in need of crossing guards. The Village will pay for 5 to have background checks. As a bit of interesting information, The Mayor stated that Dwight D. Eisenhower, the President of the United States placed "Under God" in the Pledge of Allegiance along with Ezra Taft Benson, Secretary of Agriculture, and others. When they would say it, it was one smooth line, not like how we break it up now.

Report for the Director of Public Service- Director, John Mitchell reported that there is not a lot going on right now and they are wrapping projects up. As the Mayor stated, the contractors are paving and should finish in about a week as long as we have good weather. Our crews will then go in and do the topsoil and seed for the restoration. They are working on a few smaller projects at this time.

Report for Recreation and Special Events Manager – Manager, Shelton Stanley reported that the Fall Fest is coming up and that it is one of the last major events for the Village. We will also have the Winter Dance later in the year in December. The pool is being winterized and they are working on some small projects as John mentioned. He is very thankful for all of the volunteers that have stepped up this year to help with all of the events.

Report for Director of Finance – Director of Finance, Rebecca Arnott-Shiple reported that she planned to have the August financials in the packets for this meeting but

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those will be in the next packet. She has budget meetings set with the Department heads and the mayor. She will have a workshop for Council in October.

Income tax for August was still flat.

Since the last meeting:

Revenue items (over \$10,000 other than water, tax and regularly recd items):
Nothing notable

Total receipts since last reporting, 150 receipts for \$ 499,252.08

Payment items (over \$10,000 other than water, tax and regularly recd items)

Paid: Dell Computers	Software/Hardware	\$ 24,634.71
ITC Technology	Annual License agreement	\$ 11,423.90
J & J Schlaegel	Walker Way Extension	\$ 10,712.05
Choice One Engineering	Engineering Services	\$ 15,833.45
MNJ Technologies	Hardware	\$ 22,164.00

Total payments since last reporting 116 payments for \$ 216,288.52
160 invoices paid Thru 9/18/23

Report for Chief of Police – Acting Chief, Lt. Brandon Smith reported that things have been going well and that Mark has been working diligently to get the information sent over to the cloud for the Department. They appreciate all of Marks time. They are working to finish a room that was created for the female officers as a locker room for privacy. The lockers should be delivered in the next few weeks. The training is going very well for Office Omar Salem and Diego. The acclimation process is going well too. The officers are balancing any resident complaints that are coming in and completing their normal daily duties. Since the last meeting there have been 198 traffic stops, 117 of those on Main Street and 59 resulted in citations. The traffic study on Fellows reported that there were 59,729 speed checks in the area during the study (31 days). The average speed was 23.5 mph and there were 13 indications of excessive speed which was all leaf blower activity.

Report for Director of Development – Building and Zoning Code Enforcement Official, Kristie West reported that they are still very busy. She also noted that the public portal has been doing well and they are hearing less complaints on the process. There are currently 2 cases that will be presented at the October Planning and Zoning Commission meeting.

Report for Director of Information Technology – Director, Mark Crosten reported that he has been extremely busy and that last year a supplemental appropriation was requested for network equipment and 2 of the most important pieces that were ordered just arrived last Friday. It has taken over a year just to receive some of the equipment. He and the consultant have already been setting the equipment up and activating it. Things will now begin moving forward very quickly because of receiving the equipment.

Recognition of Clerk and Council – Council member, Howard Wade asked the mayor if there has been any news on the Opening of Whit's Frozen Custard or the new laundromat. He has heard that we also have a new pediatric dentist coming to the Village. The mayor stated that at the Community Association meeting the owner of Whit's was in attendance and stated that things are moving along and they should be open in about 3 months. The Pediatric dentist will be going into the building beside Todd's which was the old Bank Ohio building. We do not know an exact opening date but they are excited to be coming to the Village. The laundromat is being worked on but there is no opening date yet. The mayor will look into that for more information.

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ADDITIONAL BUSINESS-

Shelton Stanley, Recreation and Special Events Manager, asked if anyone in Council would like to be involved in the Fall Fest to let him know. There are many areas that he could use volunteers. He also wanted to let Council know that he was able to go to Otterbein, his alma mater, this past Friday and do a presentation with 2 classes and do mock interviews with current students. He has had quite a few students reaching out to him who would like to do internships. This could be beneficial to the Village in the future.

PAY THE BILLS

Motion to Pay the Bills moved by Jennifer Warner and seconded by Richard King.

Roll Call.

VOTE YEA: Samantha Cahill, Mike Conway, Linda Hall, Richard King, Jennifer Warner, and Howard Wade.

VOTE NAY: None.

ABSTAIN: None. **Motion Carried 6/0/0**

ADJOURN

Motion to Adjourn by President Linda Hall at 7:19 p.m. and reconvene at the October 2, 2023 regular meeting of Council. Motion moved by Howard Wade and seconded by Jennifer Warner.

All in favor.

Tisha Edwards 10-2-23
Tisha Edwards Date
Clerk of Council

Linda Hall 10/2/23
Linda Hall Date
President of Council