

RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held

September 6, 2022

MINUTES

REGULAR MEETING OF COUNCIL

SEPTEMBER 6, 2022

Called to Order:

President Conway called the Village of West Jefferson Council Meeting to Order and asked for a Roll Call at 7:01 P.M.

Roll Call:

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

Quorum Declare: 7 present, 0 absent.

Also attending were: Becky Arnott-Shiple, Finance Director; Mark Crosten, IT Manager; Chris Floyd, Chief of Police; Tom Hale, Director of Development; Jimmy John Hall, Clerk of Council; Ray Martin, Mayor; John Mitchell, Public Service Director; and Kristie West, Zoning Official.

Prayer: Mr. Wade.

Heavenly Father, thank you for everybody here. Help us tonight to do the right thing. In Jesus Christ Name. Amen.

Pledge of Allegiance: Mr. King.

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.

The Agenda:

Motion to Adopt the Amended Agenda moved by Ms. L. Hall and seconded by Mr. Patterson.

VOICED VOTE AFFIRMED

Motion Carries 7/0/0.

The Minutes:

Motion to Approve the Minutes of the August 15, 2022, Regular Meeting of Council moved by Mr. King and seconded by Ms. Cahill.

VOICED VOTE AFFIRMED

Motion Carries 7/0/0.

Motion to Approve the Minutes of the August 22, 2022, Special Meeting of Council moved by Ms. L. Hall and seconded by Mr. Wade.

VOICED VOTE AFFIRMED

Motion Carries 7/0/0.

Committee Reports:

Ms. L. Hall, Chair of the Finance Committee, we had a Finance Committee meeting on August 31, 2022. We discussed a supplemental appropriation for the Waste Water Treatment Plant, an Income Tax refund, revenue sharing with Jefferson Local Schools, and changes to the employee handbook concerning vacation time, personal time, holidays, and sick time.

Department Reports:

Report from Mayor:

Mayor Martin said the feral cat program started today. Second, the Ox Roast went well, in spite of the weather. Third, the Public Service Director will report on the warranty issues with Garratte Park.

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**Report from Director of Public Service:**

*Mr. Mitchell said the Ox Roast was a success thanks to all the employees of the Village and volunteers that helped. Second, Garrette Park has a couple pieces of equipment that need to be looked at and repaired. The gravity rail will be looked at on Thursday. The joints and bearings need to be looked at replaced.*

*Mr. Wade asked if this new project is yet under warranty?*

*Mr. Mitchell said the equipment is still under warranty. We could work on the equipment during the Ox Roast. Third, Westwood Park the courts are being worked on.*

*President Conway asked when the equipment will arrive?*

*Mr. Mitchell said the equipment will arrive October 26<sup>th</sup>. We don't know how long it will take to finish at this time.*

*Mayor Martin said the date for the Park Grand Opening is September 17, 2022. There will be hot dogs and balloons.*

*Ms. Cahill asked about an update concerning a possible crosswalk on Route 40?*

*Mr. Mitchell said we are checking with ODOT. We should do a traffic study on the cross traffic first.*

*(Inaudible 10:54)*

*Council would like some sort of signage to alert drivers to the presence of a cross walk.*

**Report from Recreation and Special Events Manager: None.**

**Report from Director of Finance:**

*Ms. Arnott-Shipley said the August financials will be in the next Council packets. For the month of August, we received \$15,951.83 in interest. The August Income Tax figures were down 5%, but we are up 7% for the year, and collections for the year as of 8/31/22 are at \$5,001,684.21. Next, we had 129 receipts for revenue items, totaling \$397,706.74. Lastly, we had 80 payment items, totaling \$285,668.59. For some of the items over \$10,000.00 were Buckeye Fence Builders for Garrette Park, Dixon Engineering for Converse Park project, and Industrial Technology Solutions for WWTP.*

**Report from Chief of Police:**

*Chief Floyd said there were no issues reported at the Ox Roast. As far as traffic, since the last meeting we made 181 traffic stops and 85 resulted in citations. Lastly, I received notice this week that Chevrolet, Chrysler, and Ford have already cancelled all car orders for next year (Ford this spring). Vehicles will have to be ordered this week.*

**Report from Development Director:**

*Mr. Hale said I did not have a report in July as I was not here. In July we processed 182 permits. The most we have ever done is 184 permits in a month. I think that is a peak. We successfully interview three candidates for London and have chosen one. Our new software is up and running but not going well. They are working on it. All the entities in the County run on the same software. For Building and Zoning Commission, we will have three cases. Mark and I are both drone pilots. We shot pictures of Garrette Park last week and we saw the Mayor on the gravity rail.*

**Recognition of Clerk and Council:**

*President Conway said I would like to have a Special Meeting of Council on September 13, 2022 at 6:30 P.M. We will be discussing one piece of legislation, CEDA, Zoning, Building Plans for a town hall, and will need to have an Executive Session.*

**Recognition of Guests: None.**



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**Old Business:** None.

**New Business:**

- A. \*First Reading of Ordinance 22-073, authorizing a supplemental appropriation in the Sewer Operating Fund to perform emergency repair work to the Waste Water Treatment Plant in the amount of \$350,000.00.

**Motion to Wave the Second Reading of Ordinance 22-073**, moved by Ms. Hall and seconded by Mr. King.

Deliberations: President Conway opened up Council deliberations.

Deliberations: President Conway closed Council deliberations to vote on the main motion.

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

VOTE NAY: None.

ABSTAIN: None.

**Motion Carries 7/0/0**

**Motion to Adopt Ordinance 22-073**, moved by Mr. Patterson and seconded by Mr. Wade.

**Reading of Ordinance 22-073**, authorizing a supplemental appropriation in the Sewer Operating Fund to perform emergency repair work to the Waste Water Treatment Plant in the amount of \$350,000.00.

Deliberations: President Conway opened up Council deliberations.

Mr. Mitchell said some pictures have been handed out. They illustrate the nature of the problem. One of our contractors performed a "load test" on the generator. In the process, the brown, yellow, orange electrical wires were disconnected and reconnected. But, instead of the correct connection of brown, yellow, and orange, the contractors sequenced them brown, orange, and yellow. As a result, the clarifier operated counter clockwise; thereby destroying the entire unit and requiring some \$350,000.00 in repairs.

Ms. Cahill asked if the electrical wires were previously mark?

Mr. Mitchell said the electrical wires were previously marked. Another contractor wrapped them in more colored electrical tape and diagramed the correct sequenced on the box for future reference.

Mr. King asked who is the contractor and are they, our employees?

Mr. Mitchell said they are not our employees but contractors. They are our generator maintenance contractors.

Mr. Wade said at another place, there is a weekly test on the generator to see if it would come on automatically. Is this generator set up in the same way? Also, does this get State tested?

Mr. Mitchell said this generation is set up the same way. Regarding the test, our contractor takes care of the testing.

Mr. Hale said in regards to Mr. Wade's questions, the issues at that location were concerning potential life support. So, its regulations would be different than the WWTP. Also, those technicians carrying a phasing meter which tells them what order to reconnect the wires. It looks like human error.

Mr. J. Hall said Mr. Mitchell, just to be clear, the wires were marked. Is that correct? The pictures I saw, the wires were marked, and Cummings made them more obvious.

Mr. Mitchell said they were marked. Cummings added the panel information and retaped the wires.

(Inaudible 37:28) A question about the cost and insurance.

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Deliberations: President Conway closed Council deliberations to vote on the main motion.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

B. \*First Reading of Ordinance 22-074, authorizing a supplemental appropriation in the General Fund for payment to other political subdivisions.

Motion to Wave the Second Reading Rule for Ordinance 22-074 moved by Mr. Patterson and seconded by Mr. Wade.

Deliberations: President Conway opened up Council deliberations.

Deliberations: President Conway closed Council deliberations to vote on the main motion.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

Motion to Adopt Ordinance 22-074, moved by Ms. Warner and seconded by Ms. Cahill.

Reading of Ordinance 22-074, authorizing a supplemental appropriation in the General Fund for payment to other political subdivisions.

Deliberations: President Conway opened up Council deliberations.

Ms. Arnott-Shipley said right around this time of the year I usually do a pre-calculation for Income Tax. Currently the CRA areas sits at almost one million dollars. We budgeted 1.3 million dollars to be distributed to the public schools. My estimate is that it will be around 1.4 to 1.5 million dollars. So, the average could be heavier and this legislation is to cover the remainder.

(Inaudible 41:29)

Deliberations: President Conway closed Council deliberations to vote on the main motion.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

C. \*First Reading of Ordinance 22-075, authorizing a supplemental appropriation in the General Fund for payment of refunds.

Motion to Wave the Second Reading Rule for Ordinance 22-075 moved by Ms. L. Hall and seconded by Mr. Wade.

Deliberations: President Conway opened up Council deliberations.

Mr. Wade said it would be helpful to know how many CRA's come off abatement next year.

Mayor Martin said it might be two.

Deliberations: President Conway closed Council deliberations to vote on the main motion.

VOTE YEA: King, Patterson, Wade.
VOTE NAY: Cahill, Conway, L. Hall, and Warner.
ABSTAIN: None.

Motion Defeated 3/4/0.

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**Reading of Ordinance 22-075**, authorizing a supplemental appropriation in the General Fund for payment of refunds.

**Additional Business:** None.

**Pay the Bills:**

**Motion to Pay the Bills** moved by Ms. Cahill and seconded by Mr. King.

VOICED VOTE AFFIRMED

**Motion Carries 7/0/0.**

**"Then and Now" Certificates over \$3,000.00:** None.

**Adjourn:**

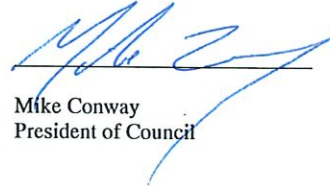
**Motion to Adjourn at 7:46 P.M.** moved by Ms. Patterson and seconded by Mr. Wade until 7:00 P.M. September 19, 2022, Regular Meeting of Council.

VOICED VOTE AFFIRMED

**Motion Carries 7/0/0.**



Jimmy John Hall  
Clerk of Council



Mike Conway  
President of Council

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