

RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held November 16, 2020

MINUTES OF NOVEMBER 16, 2020 COUNCIL MEETING

Meeting called to order at 7:00 P.M. by President Jen Warner.

Roll Call: Council Members Samantha Cahill, Mike Conway, Linda Hall, Richard King, Jeff Patterson, Howard Wade, and Jennifer Warner. Also attending were Finance Director, Becky Arnott, Chief of Police, Chris Floyd, Building and Zoning Director, Tom Hale, Clerk of Council in Training, Jimmy John Hall, Mayor, Ray Martin, Public Service Director, John Mitchell, and Administrative Assistant, Jill Sorenson.

Council Members absent: None.

Prayer: Ms. Hall.

Pledge of Allegiance: Mr. King.

Motion to adopt the agenda by Ms. Cahill and seconded by Mr. Wade.

Roll Call: All yeas.

Motion Carries 7-0.

Motion to adopt the minutes of the November 2, 2020 Council Meeting by Mr. Conway and seconded by Ms. Hall.

Roll Call: All yeas.

Motion Carries 7-0.

Motion to adopt the minutes of the November 6, 2020 Employee Benefits Committee Meeting by Ms. Hall and seconded by Mr. Patterson.

Roll Call: All yeas.

Motion Carries 7-0.

Recognition of Guests: Mayor Martin administered the Oath of Office to Omar Salem and Richard Liddle, newly appointed Police Officers. Guests present were Ms. Lisa Wooton, Ms. Erica Bogner, Mr. Richard Whittenberger, Mr. James Graham, Mr. Gene White, and Ms. Bonnie Hamilton.

Oath of Office: Mayor Martin administered the Oath of Office for Officers Omar Salem and Richard Liddle. Mayor Martin invited Chief Floyd to participate and said Officer Omar Salem has been doing a good job working for the Village. The Oath of Office was administered and congratulations were given. Mayor Martin said Officer Richard Liddle started as an auxiliary Police Officer and has worked hard to graduate Police Academy. The Oath of Office was administered and congratulations were given.

Discussion: President Warner invited guests to address Council.

- Ms. Bogner thanked Council for the opportunity to speak and commented that about two years ago she started to attend Council meetings and subsequently posts her notes to Facebook. Since then she has been asked to record the meetings and subsequently post the recordings to Facebook. Ms. Bogner said several other municipalities have begun to use social media for the purpose of providing information to those who cannot attend a public meeting in person as many people have child care needs, work schedules, and various other reasons. Those municipalities use audio and video for Facebook Live and / or a YouTube channel. Additionally, other municipalities have used money from the COVID relief funds to purchase the relevant equipment for recording and urges Council to do the same. Ms. Bogner said this would be a great way to combat misinformation and inspire more involvement in the community. Ms. Bogner said she's recording at the present time but it would be easier if Council was doing it instead.

Old Business:

2nd Reading Ordinance 20-086, amending ordinance 19-122, passed November 18, 2019 that set compensation for the Mayor, Public Safety Director, Council Members, and the Planning and Zoning Commission by clarifying the stipend offered to the President and Vice-President of Council.

Discussion: None.

Motion to adopt Ordinance 20-086 by Mr. Patterson and seconded by Ms. Hall.

Roll Call: All yeas.

Motion Carries 7-0.

New Business:

Ordinance 20-087, authorizing a supplemental appropriation in the General Fund for Income Tax Refunds (Account 1000-755-690-0107) in the amount of \$80,000.00.

Discussion: President Warner invited Ms. Arnott to speak to the Ordinance.

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- Ms. Arnott said during October the Village had two very large refunds filed in the amounts of about \$50,000.00 and \$30,000.00. The funds currently available are not enough to cover the large refunds at this time.

Motion to adopt Ordinance 20-087 by Mr. Patterson and seconded by Mr. Wade.

Roll Call: All yeas.

Motion Carries 7-0.

Ordinance 20-088, authorizing a supplemental appropriation in the General Fund for Payment to Other Political Subdivisions (Account 1000-755-640-0105) in the amount of \$700,000.00.

Discussion: President Warner invited Ms. Arnott to speak to the Ordinance.

- Ms. Arnott said this Ordinance is the payment made to Jefferson Local Schools. This payment is approximately 1.1 million dollars and made on the last day of the year. The funds need to be made available to make this payment on December 31, 2020.

Motion to adopt Ordinance 20-088 by Mr. Conway and seconded by Mr. King.

Roll Call: All yeas.

Motion Carries 7-0.

Ordinance 20-089, authorizing a supplemental appropriation in the General Fund for Building and Zoning Contractual Services (Account 1000-410-300-0000) in the amount of \$65,000.00.

Discussion: President Warner invited Ms. Arnott to speak to the Ordinance.

- Ms. Arnott said this Ordinance is a combination of needing to make a payment to the West Jefferson Township Fire Department and the Department of Building and Zoning needs funds for expenses of unforeseen contractual services.
- Mr. King asked Mr. Hale how close the Department of Building and Zoning is to filling the opened position. Mr. Hale said they are not close to filling the position. Mr. Hale, Mayor Martin, and Mr. Mitchell are discussing what the alternative might be.
- Mayor Martin said the Building and Zoning Department has profited some \$600,000.00 this year.

Motion to adopt Ordinance 20-089 by Ms. Wade and seconded by Ms. Cahill.

Roll Call: All yeas.

Motion Carries 7-0.

Resolution 20-090, authorizing a three-year service agreement with OCV APPS, not to exceed \$25,420.00.

Discussion: President Warner recognized Ms. Sorenson to discuss the APP.

- Ms. Sorenson said OCV APPs made a presentation several weeks ago. The APP is an interactive APP to help improve communication by mobile access for Village services between departments and news updates. A good example of this platform is Plain City's implementation of the same service. The home screen would have different options available. Links will be made to portions of the Village website, contact information, and various departments. The financial funds will come from COVID relief funds.
- Mr. Conway asked who would be in charge of the APP. Ms. Sorenson said there would be one person who would have administrative authority over the entire APP and each department would have its own administrator. For example, the Police Department would have total control over their portion through whomever they delegated this responsibility. All of the different departments would have relevant control, while one administrator would have entire control for emergency situations.
- Mr. Wade asked if OCV APP has somebody locally to trouble shoot a problem. Ms. Sorenson said they are based in Alabama but there is a local representative and work can be done remotely.
- Ms. Cahill asked if OCV APPs services Plain City. Ms. Sorenson said they service Plain City and London.
- Ms. Arnott said the funds for this APP have to be used by Friday November 20, 2020 or returned to the County Auditor.
- Mr. Mitchell pointed out that in the Agenda this Resolution is labelled as an Ordinance. It is a Resolution and would take effect immediately. This was a typo.

Motion to adopt Resolution 20-090 by Ms. Wade and seconded by Mr. King.

Roll Call: All yeas.

Motion Carries 7-0.

Ordinance 20-091, an ordinance to make appropriations for current expenses and other expenditures of the Village of West Jefferson during the fiscal year ending December 31, 2021.

Discussion: President Warner invited Council to discuss any questions or comments.

- Mr. Arnott said this is the final copy of the Budget.

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- *President Warner thanked Ms. Arnott and the department heads for getting the Budget together.*

Motion to adopt Ordinance 20-091 by Ms. Cahill and seconded by Ms. Hall.

Roll Call: All yeas.

Motion Carries 7-0.

Resolution 20-092, 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 2021 Employee Benefit Plan.

Discussion: None.

Motion to adopt Resolution 20-092 by Mr. Wade and seconded by Mr. King.

Roll Call: All yeas.

Motion Carries 7-0.

Ordinance 20-093, setting the Pay Rate for Village employees, and repealing any Ordinance or Section of an Ordinance that may be in conflict with this Ordinance.

Discussion: None.

Motion to adopt Ordinance 20-093 by Ms. Hall and seconded by Mr. Conway.

Roll Call: 6 yeas, 0 nays, and 1 recusal (Mr. Patterson).

Motion Carries 6-0-1.

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 said the October financial information is in the Council packets. Income Tax is up 61% and 35% for the year. The Village received the insurance renewal.

Director of Public Service Report: Mr. Mitchell said the department is finishing up leaf pick up. Also, Mr. Mitchell has viewed the first set of plans for the Lilly Chapel road project and the bid will be made in January or February. Lastly, Mr. Mitchell said the department is getting equipment ready for winter.

Director of Parks and Recreation Report: Mr. Mitchel said with everything that is going on with COVID a lot of things are shut or closed.

Mayor's Report and Recognition: Mayor Martin said the Governor's speech indicated that we need to start making some shifts to protect against COVID. Mayor Martin thanked everybody for their work on the Budget and next year's Budget should be easier as a result. Mayor Martin said we have a new quarterly newsletter being distributed.

Chief of Police Report: Chief Floyd said the Sheriff Office took back the speed traffic sign, the body cameras have been ordered, and the safety equipment is delayed due to COVID restrictions.

Recognition of Clerk and Council: None.

Additional Business: None.

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 7:39 P.M. by Mr. Patterson and seconded by Mr. King.

Passed by acclamation of Council.

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Jimmy John Hall

Jimmy John Hall
Clerk of Council in Training

Jennifer Warner

Jennifer Warner
President of Council