

RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held

October 3, 2022

MINUTES

REGULAR MEETING OF COUNCIL

OCTOBER 3, 2022

Called to Order:

President Conway 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.

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; Shelton Stanley, Recreation and Special Events Manager; and Kristie West, Zoning Official.

Prayer: Ms. L Hall.

Heavenly Father, we give you thanks for this day. Be pleased to be with our meeting tonight and bless all that we do. In Jesus Christ name we pray. Amen.

Pledge of Allegiance: Ms. Warner.

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 Agenda moved by Mr. Wade and seconded by Mr. Patterson.

VOICED VOTE AFFIRMED

Motion Carries 7/0/0.

The Minutes:

Motion to Approve the Minutes of the September 19, 2022, Regular Meeting of Council moved by Ms. L. Hall and seconded by Ms. Cahill.

VOICED VOTE AFFIRMED

Motion Carries 7/0/0.

Committee Reports:

Ms. L. Hall reported on the Finance Committee Meeting held October 3, 2022, at 6:30 P.M. The Finance Committee discussed and recommended to Council the contents of Ordinance 22-081. Furthermore, this issue will be discussed during budget development.

Department Reports:

Report from Mayor:

Mayor Martin reported on the Community Food Drive begins October 1 and ends October 16. Please be generous and donate food items. Second, the employee of the month is Omar Salem, who is a quick learner. Third, OML training is next week, October 12 to 14. Lastly, the Fall Festival is coming.

Report from Director of Public Service:

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Mr. Mitchell reported on the progress of Garratte: Park and Westwood Park. Also, the 2023 Budget is being worked on and considerations are given to the proposed crosswalks near the Post Office. Next, a traffic study was done at Inwood. The data is under consideration. Lastly, Trick or Treat will be October 31, from 5 to 8 P.M.

Report from Recreation and Special Events Manager:

Mr. Stanley reported on the Fall Festival and additional activities. The Village still needs volunteers. Lastly, the Friday Night Uptown 2023 band schedule has been finalized.

Report from Director of Finance:

Ms. Arnott-Shipley reported the September figures indicates a 1% increase over last year and Income Tax figures are up 7% for the year. Collections for the year as of August 31 are \$5,536,326.93. Also, the Village earned \$18,511.34 in interest. Next, Budget workshop are scheduled for the 3rd and 4th weeks of October. Third, the Village had 82 revenue receipts, totaling \$152,822.69. Lastly, the Village made 80 payments for a total of \$532,250.44.

President Conway asked about the upcoming COLA figures.

Ms. Arnott-Shipley explained the expected COLA figures at around 8.7 from a previous 11.4.

Report from Chief of Police:

Chief Floyd reported the Police Department is still trying to hire. A lot of officers are fleeing Franklin County. Next, the Police Department had an issue concerning zoning, which has been solved. Since the last meeting there have been 100 traffic stops, 56 on Main St., and 73 resulting in citations.

Report from Development Director:

Mr. Hale commended the Police Department for their very professional handling of the zoning issue. It was a minor zoning violation but a serious issue. Chief Floyd lead this with expediency and seriousness. Lastly, statistics will be ready at the next meeting.

Recognition of Clerk and Council:

Recognition of Guests:

Ms. Doris Piken stated Redwood was approached by some neighbors of the development with no response. Also, there was an open house we were not told about.

President Conway commented the event was a Township event and had nothing to do with the Village. Furthermore, it was by a private business and not a public event.

Ms. Doris Piken asked about the clay tiling and leech beds. Where will the water go to?

Ms. Debbie Dileo stated Redwood does not have any EPA approvals yet. It looks like those approvals are contingent upon final engineering. Is that correct? What if there are things the EPA does not like, will there be another meeting?

Mr. Mitchell commented if there are significant changes, then they will come back; however, that has never happened.

Ms. Heather Doherty commented Redwood has done a good job with the preservation of the woodland. The impact has been reduced. Also, the density and storm-water. There will be a fair amount of storm-water produced on this site. Please consider bio-retention. Lastly, how will EPA infiltration development be achieved? This will keep water from flowing over into the Little Darby and feed the same with water when its hot and dry weather.

Old Business: None.

New Business:

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A. Resolution 22-079, to approve the Final Development Plan concerning Redwood USA, LLC, recommended by the Planning and Zoning Commission on September 12, 2022.

Motion to Approve Resolution 22-079, moved by Mr. Patterson and seconded by Ms. Cahill.

Reading of Resolution 22-079, to approve the Final Development Plan concerning Redwood USA, LLC, recommended by the Planning and Zoning Commission on September 12, 2022.

Deliberations: President Conway opened up Council deliberations.

Mr. Todd Foley, with Pod Design, presented a Power Point Presentation. In sum, the plan is significantly better from when we started. The take aways are: (1) the engineering process has begun; (2) the retention ponds are smaller and better suited at their new location; (3) there is a 50-foot buffer between the development and the existing homes; (4) the existing tiles and leech beds will be tied into the developments storm system; (5) when the final engineering plans are complete, they will be submitted to the EPA; (6) the lighting plan is low measurability; (7) the color pallet will vary the buildings; (8) there are three building types; and (9) an easement will be provided for future utilities; (10) each pond will have a fountain and plants designed to keep geese out.

Mr. Wade asked if the existing tiles will over-load the development's storm system?

Mr. Foley replied that question will be answered with the engineering plans and steps with the County. Certainly, our engineers are calculating these things.

Mayor Martin asked if Redwood's adding more trees than what was previously there?

Mr. Foley replied Redwood did not count each tree but are adding a significant number of trees back into the development. Also, we are considering adding fencing around the ponds.

Ms. Doherty commented with ponds there is usually a shallow shelf and plan for plants.

Mr. Foley replied these ponds are designed with a safety shelf.

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. Resolution 22-080, to approve the Final Development Plan concerning Ambrose, recommended by the Planning and Zoning Commission on September 12, 2022.

Motion to Approve Resolution 22-080, moved by Mr. Patterson and seconded by Ms. L. Hall.

Reading of Resolution 22-080, to approve the Final Development Plan concerning Ambrose, recommended by the Planning and Zoning Commission on September 12, 2022.

Deliberations: President Conway opened up Council deliberations.

Mr. Clay Smith, representing Ambrose, presented a Power Point Presentation. In sum, the plan is: (1) the overall site has two phases; (2) the serval lots have been split; (3) there will be road connecting to Rt. 40; (4) lot 5 will house the largest building; (5) these facilities will be for eCommerce and warehouses; and (6) ponds for storage water will be located on site; (7) there is a large utility easement.

(Inaudible question 1:06)

Mayor Martin asked if a variance was sought for the landscaping.

Mr. Smith replied a variance was not needed as everything is in compliance.

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

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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 22-081, authorizing a supplemental appropriation and cash transfer from the General Fund to the Sanitation Fund in the amount of \$30,000.00.

Motion to Wave the Second Reading of Ordinance 22-081, moved by Ms. Warner and seconded by Ms. Cahill.

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 22-081, moved by Ms. L. Hall and seconded by Mr. Patterson.

Reading of Ordinance 22-081, authorizing a supplemental appropriation and cash transfer from the General Fund to the Sanitation Fund in the amount of \$30,000.00.

Deliberations: President Conway opened up Council deliberations.

Ms. Arnott-Shiple reported the funds are running short. The Finance Committee Meeting recommended this ordinance. This fund has been supplemented in the past but needs to be discussed in future budgets planning.

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

- D. Resolution 22-082, authorizing the Director of Finance to establish a new fund for the construction of a new municipal building.

Motion to Approve Resolution 22-082, moved by Ms. Warner and seconded by Mr. Wade.

Reading of 22-082, authorizing the Director of Finance to establish a new fund for the construction of a new municipal building.

Deliberations: President Conway opened up Council deliberations.

Ms. Arnott-Shiple reported creating a new fund needs to be approved by the Auditor of State's Office. In order for this to occur, legislation has to be passed. This legislation accomplished establishing a fund.

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

- E. Resolution 22-083, authorizing the Director of Finance to establish a new fund to account for funds from Staled Dated Checks.

Motion to Approve Resolution 22-083, moved by Ms. Cahill and seconded by Ms. Warner.

Reading of Resolution 22-083, authorizing the Director of Finance to establish a new fund to account for funds from Staled Dated Checks.

Deliberations: President Conway opened up Council deliberations.

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Ms. Arnott-Shipley reported this is a process for setting up an unclaimed money fund, hold for five-years, and, afterwards, transfer them back to the place they need to return. This is not an ongoing problem, but the auditors requested this fund.

(Inaudible question 1:17)

Ms. Arnott-Shipley replied there might be ten checks that go unclaimed each year and the amount fluctuates.

Mr. Wade asked if the recipients of the unclaimed checks are ever followed up upon?

Ms. Arnott-Shipley replied they are. We try to find them through various means or resend checks.

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

F. Resolution 22-084, setting the Pay Rate for Part-Time Building and Zoning Code Enforcement Official, Stephen Hume, at the Five-Year Level.

Motion to Approve Resolution 22-084, moved by Ms. L. Hall and seconded by Ms. Cahill.

Reading of Resolution 22-084, setting the Pay Rate for Part-Time Building and Zoning Code Enforcement Official, Stephen Hume, at the Five-Year Level.

Deliberations: President Conway opened up Council deliberations.

Mr. Hale reported Mr. Hume has many years of previous service. His start date will be October 10, 2022.

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

Additional Business: None.

Pay the Bills:

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

VOICED VOTE AFFIRMED

Motion Carries 7/0/0.

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

Adjourn:

Motion to Adjourn at 8:20 P.M. moved by Ms. Patterson and seconded by Mr. King until 7:00 P.M. October 17, 2022, Regular Meeting of Council.

VOICED VOTE AFFIRMED

Motion Carries 7/0/0.

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Jimmy John Hall

Jimmy John Hall
Clerk of Council

Mike Conway

Mike Conway
President of Council