

# RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held January 6, 2020

## MINUTES OF JANUARY 6, 2020 COUNCIL MEETING

Meeting called to order at 7:00 p.m. by Mayor Ray Martin

**Oath of Office:** Mayor Martin administered the Oath of Office to returning Members of Council, Mike Conway and Linda Hall, and new Members of Council, Richard King and Jeff Patterson

**Council Members Present:** Steve Johnston, Howard Wade, Jennifer Warner, Richard King, Linda Hall, Jeff Patterson, and Mike Conway. Also attending were Mayor, Ray Martin, Public Service Director, John Mitchell, Finance Director, Rebecca Arnot, Clerk of Council, Debbie Dileo, Chief of Police, Chris Floyd, Director of Building, Planning and Zoning, Tom Hale, and Parks and Recreation Director, Marci Darlington.

**Council Members absent:** None

**Prayer:** Linda Hall

**Pledge of Allegiance:** Mr. Patterson

**The Mayor called for nominations for President:** Mr. Conway stated he would like to see better communications among Council Members. Ms. Warner nominated Mr. Johnston and the nomination was seconded by Ms. Hall. No further nominations were made. Mr. Johnston was elected as president by acclamation of council and continued the meeting.

**President Johnston called for nominations for Vice-President:** Mr. Conway nominated Ms. Warner and the nomination was seconded by Ms. Hall. No further nominations were made. Ms. Warner was elected as Vice-President by acclamation of council.

**Motion to adopt the agenda** by Ms. Warner and seconded by Mr. Conway

*Roll Call: All Yeas*

*Motion carries 7-0*

**Motion to adopt** the Minutes of the December 16, 2019 Council Meeting and December 23, 2019

Special Council Meeting by Ms. Warner and seconded by Mr. Conway

*Roll Call: All Yeas*

*Motion carries 7-0*

**Recognition of Guests:** None

**Old Business:** None

**New Business:**

**Resolution 20-001**, confirming the Mayor's appointment of J. Michael Murray Esq. as Law Director, and Fred Ballam and Josh Beasley as Assistant Law Directors, for the Village of West Jefferson for a two (2) year term beginning January 2, 2020 pursuant to Article VIII of the Village Charter at a compensation of one hundred twenty-five dollars (\$125.00) per hour

*Discussion: The Law Director is appointed every two years.*

**Motion to adopt Resolution 20-001**, by Mr. Conway and seconded by Ms. Warner

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 20-002**, authorizing the Village of West Jefferson to participate in the State of Ohio

Cooperative Purchasing Program

*Discussion: The State requires new legislation each year that allows the Village to purchase items at the State Bid pricing.*

**Motion to adopt Resolution 20-002**, by Ms. Hall and seconded by Mr. Wade

*Roll Call: All Yeas*

*Motion carries 7-0*

**Resolution 20-003**, accepting the property values, tax rates and estimated tax revenue for Calendar Year 2020 as estimated by the Madison County Auditor



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*Discussion: Ms. Warner asked how the figures compared to last year's totals. Ms. Arnett did not have the information readily available but will let her know.*

**Motion to adopt Resolution 20-003**, by Mr. Conway and seconded by Mr. Wade

*Roll Call: All Yeas*

*Motion carries 7-0*

**Ordinance 20-004**, authorizing a cash transfer from the General Fund to the Pool Fund in the amount of \$60,000.00

*Discussion: Every year the General Fund supplements pool generated income, to support operations.*

**Motion to adopt Ordinance 20-004**, by Ms. Hall and seconded by Ms. Warner

*Roll Call: All Yeas*

*Motion carries 7-0*

## Committee Reports:

**Finance:** Mr. Johnston would like the committee to meet soon.

**Police:** None

**Employee Benefits:** None

**Public Service:** None

**Development:** None

**Parks and Recreation:** None

**Special Events:** Ms. DiLeo requested a meeting to discuss an update to the website policy.

**Director of Finance Report:** Ms. Arnett is working through the Year End process to close 2019 and open 2020.

**Director of Public Service Report:** Mr. Mitchell is closing out 2019 purchase orders and projects, and submitting final bills for the year. Public Service workers are taking down Christmas decorations and preparing equipment for snow removal.

**Director of Parks and Recreation Report:** Ms. Darlington is also finishing up 2019 and preparing for 2020 activities and events. The indoor walking track and Toddler Gym will be starting in the next week or so. If anyone has suggestions for 2020 programs, please let her know.

**Mayor's Report and Recognition:** Last Friday, the Mayor, Ms. Darlington, David Kell, and Susan Thompson met with Senator Hackett to discuss a Capital Grant. This Grant is awarded every two years to communities for projects that are not infrastructure related. The Village has requested \$400,000.00 to make Garrett Park into an "inclusive" park. He should know by February if the Village will receive any funds. He is looking forward to a productive new year.

**Recognition of Clerk and Council:** Ms. DiLeo prepared and distributed a packet of information for council members that includes an acronym list, contact information, links to the Employee Handbook and Sunshine Laws, and the Village Charter. The website has been updated with 2020 Council Members and Committees, and Planning and Zoning Commission members. New email addresses have been set up for new members. 2020 Forms have also been added. She has also given Council President and Brian McMahan drafts of Website and Social Media Policies. The current Village Website cannot be updated to include Social Media links until our policy is updated. The Mayor requested copies of the distributed information and policies.

Mr. Conway would like to have a Waste Management representative attend the next council meeting. He feels things are not being done the way we were led to believe. Mr. Mitchell has just returned from vacation, and will contact Waste Management tomorrow. The Mayor has been handling issues during Mr. Mitchell's absence on a case by case basis. He and Mr. Mitchell reviewed the contract and agree that things are not being done properly. Ms. Warner suggested the representative actually observe the collection process to assess the issues. Mr. Johnston feels they are in violation of our contract and wants to meet with upper level management.

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**Additional Business:** None

**Motion to pay the bills** by Ms. Hall and seconded by Mr. Conway  
*Passed by Acclamation of Council*

**Motion to approve** "Then and Now" Certificates over \$3,000.00: None

**Motion to enter into executive session to consider the purchase or sale of property** at 7:22 p.m. by Ms. Warner and seconded by Ms. Hall

*Roll Call: All Yeas*

*Motion carries*

**Motion to return to regular session** at 8:07 p.m. by Mr. Wade and seconded by Ms. Warner

**Motion to adjourn at 8:08 p.m.** by Ms. Hall and seconded by Mr. Wade  
*Passed by Acclamation of Council*



Deborah J. DiLeo  
Clerk of Council



Steven J. Johnston  
President of Council