

RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held July 20, 2020

MINUTES OF JULY 20, 2020 COUNCIL MEETING

Meeting called to order at 7:00 p.m. by President Steven Johnston

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

Council Members absent: None

Prayer: Ms. Hall

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

Roll Call: All Yeas

Motion carries 7-0

Motion to adopt the Minutes of the July 6, 2020 Council Meeting by Ms. Hall and seconded by Mr. Conway

Roll Call: All Yeas

Motion carries 7-0

Recognition of Guests: Public participants: James Graham, Josephine Birdsell, Molly Gwinn, Marla Farbacher, and Sharon McCord. No participation at this time.

Old Business: None

New Business:

Resolution 20-049, setting forth a statement of municipal services the Village of West Jefferson will provide to the 5.571+/- acres of land, located in Jefferson Township, and proposed to be annexed to the Village of West Jefferson via an Expedited Type II Annexation pursuant to R.C. 709.023; and the buffer requirements the Village of West Jefferson will enforce provided by R.C. 709.023(C)

Discussion: The annexation requested is located at 9450 West Broad Street. Once the land is annexed the property will be subject to the building and zoning regulations of the Village.

Motion to adopt Resolution 20-049, by Mr. Conway and seconded by Mr. Johnston

Roll Call:

All Yeas

Motion carries 7-0

Resolution 20-050, changing the position of Director of Parks and Recreation to a part-time position
Discussion: Ms. Darlington would like to move to a part-time position due to the health of her parents and duties of the Mayor of Mt. Sterling. The Mayor explained they hired Shelton Stanley as permanent part-time Public Service Labor and Maintenance Worker. He will assume some of the park duties. Depending on how the arrangement goes, the Mayor will likely recommend that the Parks and Recreation Director position be shared by two part-time individuals. Part-time positions do not receive health insurance benefits. Mr. Conway asked how long Ms. Darlington would remain in a part-time status. The Mayor would like to discuss this privately, but most likely September or January. Although Mr. Conway does not have an issue with Ms. Darlington moving to part-time, he questioned why we wouldn't hire a Parks and Rec person instead of a Street worker with additional duties. He feels the summer park activities are winding down and additional staff for the parks will not be needed very soon. The Mayor feels there is still a need for additional help to care for the parks, and this position will provide those services. Mr. Conway believes the parks and street duties should not be combined. The Mayor stated they may reevaluate the position, when Ms. Darlington completes her tenure.

Motion to adopt Resolution 20-050, by Mr. Johnston and seconded by Ms. Hall

Roll Call: All Yeas

Motion carries 7-0

Ordinance 20-051, amending Ordinance 19-129, passed December 2, 2019, (2020 Employee Pay Scale) by changing the position of Director of Parks and Recreation to part-time, and amending the pay range for Part-Time Building and Zoning Code Enforcement Official, and declaring an emergency

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Discussion: This ordinance is changing the title of the Director of Parks and Recreation to part-time and changing the pay rate of the part-time Building and Zoning Code Enforcement Official. Arnie Booth who is currently a full-time employee, has requested to be moved to a part-time status. The pay rate change will allow him to receive the same rate of pay he currently earns. Mr. Conway asked if this ordinance should be two separate pieces of legislation. Mr. Herrel said the gist of the ordinance is amending the pay scale and two ordinances are not required. Mr. Conway also noted that other part-time positions do not earn the same rate as their full-time counterparts. Ms. Arnott added to retain these employees, they would like to maintain their current hourly rates and the village would save money by not paying full-time benefits. Mr. King stated the Employee Benefits Committee also discussed adding a position for the Building Department. Ms. Warner said the Finance Committee has not had a chance to discuss the new position with Mr. Hale, but it will be addressed at the next meeting.

Motion to adopt Ordinance 20-051, by Ms. Warner and seconded by Mr. Patterson

Roll Call:

Yeas: Johnston, Warner, Patterson, Hall

Nays: Wade, Conway, King

Motion failed 4-3

1st reading of Ordinance 20-052, an ordinance amending Ordinance 19-050, passed May 20, 2019, (The Employee Handbook) by amending Policies: 3.01 Equal Employment Opportunity; 3.09 EEO Complaint Procedure; 7.01 Resignation & Retirement; 8.08 Sexual, Racial, & Other Forms of Harassment; 11.01 Compensation; 14.01 Vacation Leave; and 14.05 Sick Leave Conversion

Discussion: Mr. King stated the Employee Benefits Committee has worked on all of the changes. There were no questions. A vote will be taken on the 2nd reading of the ordinance.

Resolution 20-053, commending Steven J. Johnston for his dedicated service to the Village of West Jefferson

Discussion: Ms. Warner read the resolution in its entirety. Congratulations and best wishes were offered. Mr. Johnston expressed his heartfelt thanks and encouraged Council to continue with the progress that was made over the last four and a half years. The development that was achieved has secured funds to provide many services for village residents. He challenged Chief Floyd to make our Police Department the best in the area.

Motion to adopt Resolution 20-053, by Ms. Warner and seconded by Ms. Hall

Passed by Acclimation of Council

Committee Reports:

Finance: None

Police: None

Employee Benefits: The Committee is reviewing additional changes including Sick Leave Conversion and will meet again in the near future.

Public Service: None

Development: None

Parks and Recreation: None

Special Events: None

Director of Finance Report: Ms. Arnott has received the real estate tax settlement for over \$243,000.00 and \$74,638.16 in Coronavirus Relief Funds. The June financial reports were presented. Income tax collections were up 38% for June and 15% for the year. As of July 17th, collections were up 22% for the year. A mid-year Finance Committee meeting will be held very soon. Documents for Council signature are available with Ms. Arnott.

Director of Public Service Report: Mr. Mitchell was absent.

Director of Parks and Recreation Report: Softball concluded yesterday and a tournament will be held in a couple of weeks. The fall league will then begin. The pool numbers are up a little. The Lunch and Learn

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program is winding down with three weeks remaining. The program averages 100 people per session. Ms. Darlington acknowledged the volunteers that assist with the program.

Mayor's Report and Recognition: The Mayor reported a pool incident that involved the mixing of chemicals. The chemicals were diluted with water and posed no immediate threat. One employee was transported to the hospital as a precautionary measure. The Mayor has returned from vacation and is responding to inquiries in his absence. Mr. Martin commended Mr. Johnston for a job well done and appreciates his service to the community. Mr. Johnston will be missed.

Recognition of Clerk and Council: Mr. Conway commented on the legislation which was turned down earlier in the meeting. He disagrees with the interview process employed for hiring the person to assist with the parks. The Mayor explained there was no malice intended in the hiring process. He will be happy to explain the reasons behind his decisions. Mr. Johnston pointed out the job opening was posted per our requirements. Mr. Wade asked how many applications were received for the position. There was only one that the Mayor knows of. Mr. Conway reiterated he does not have a problem with the individual that was hired, just with the process.

Additional Business: Ms. Farbacher did not wish to address Council, but she wanted to attend because it was Mr. Johnston's last meeting.

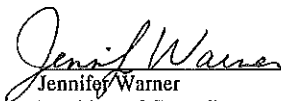
Motion to pay the bills by Ms. Hall and seconded by Mr. Patterson
Passed by Acclamation of Council

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

Motion to adjourn at 7:54 p.m. by Ms. Warner and seconded by Mr. Wade
Passed by Acclamation of Council



Deborah J. DiLeo
Clerk of Council



Jennifer Warner
President of Council