

# RECORD OF PROCEEDINGS

Minutes of \_\_\_\_\_ Council \_\_\_\_\_

Meeting \_\_\_\_\_

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held \_\_\_\_\_ December 4<sup>th</sup> 2023 \_\_\_\_\_



## VILLAGE OF WEST JEFFERSON COUNCIL

### MINUTES

December 4<sup>th</sup>, 2023

**Council Members:** President Linda Hall, Vice President Jennifer Warner, Samantha Cahill, Mike Conway, Richard King, Jeff Patterson & Howard Wade

**Mayor:** Ray Martin

### CALL TO ORDER

Vice-President Jennifer Warner called the Village of West Jefferson Council Meeting to Order at 7:00 p.m. due to the President, Linda Hall having laryngitis.

·Roll Call.

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

**Quorum Declare: 5 present, 2 absent.**

Motion to excuse Council members Samantha Cahill and Jeff Patterson, motioned by Linda Hall and seconded by Howard Wade.

All in Favor

Also attending were: Mayor, Ray Martin, Director of Public Service, John Mitchell; Director of Information Technology, Mark Crosten; Director of Finance, Rebecca Shipley-Arnott; Acting Chief of Police, Brandon Smith; and Clerk of Council, Tisha Edwards.

### PRAYER & PLEDGE

### APPROVAL OF AGENDA AND MINUTES:

**Motion to Adopt the Agenda** Moved by Richard King and seconded by Howard Wade.

·All in Favor

**Motion to Approve the Minutes of** the November 20<sup>th</sup>, 2023 Regular Meeting of Council. Moved by Linda Hall and seconded by Richard King.

·All in Favor

### RECOGNITION OF GUESTS:

No guest spoke at this meeting.

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**NEW BUSINESS:**

**A.** The first reading of **ORDINANCE 23-086**, SETTING THE PAY RATES FOR VILLAGE EMPLOYEES, AND REPEALING ANY ORDINANCE OR SECTION OF AN ORDINANCE THAT MAY BE IN CONFLICT WITH THIS ORDINANCE.

*The 2<sup>nd</sup> reading will be at the December 18<sup>th</sup>, 2023 Council meeting.*

**B.** \***ORDINANCE 23-087**, AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO THE WEST JEFFERSON CODIFIED ORDINANCES AND DECLARING AN EMERGENCY.

**Motion to waive the 2<sup>nd</sup> reading of ORDINANCE 23-087 due to emergency** Moved by Linda Hall and seconded by Jennifer Warner.

Deliberations began. "Any questions or comments?" None.

Deliberations ended.

Roll call.

**VOTED YEA:** Mike Conway, Linda Hall, Richard King, Howard Wade and Jennifer Warner.

**VOTED NAY:** None.

**ABSTAINED:** None. **Motion Carried 5/0/0**

**Motion to adopt ORDINANCE 23-087** Moved by Richard King and seconded by Jennifer Warner.

Deliberations began. "Any questions or comments?" None

Deliberations ended.

Roll call.

**VOTED YEA:** Mike Conway, Linda Hall, Richard King, Howard Wade and Jennifer Warner.

**VOTED NAY:** None.

**ABSTAINED:** None **Motion Carried 5/0/0**

**C.** **RESOLUTION 23-088**, RECOGNIZING THE VILLAGES DONATION TO THE CHRISTMAS IN THE PARK EVENT.

**Motion to adopt Resolution 23-088** Moved by Linda Hall and seconded by Howard Wade.

Deliberations began. "Any questions or comments?" None.

Deliberations ended.

Roll call.

**VOTED YEA:** Jennifer Warner, Howard Wade, Richard King, Linda Hall, Mike Conway.

**VOTED NAY:** None.

**ABSTAINED:** None. **Motion Carried 5/0/0**



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D. RESOLUTION 23-089, ADOPTING THE FINANCE COMMITTEE'S RECOMMENDATION CONCERNING COVERING THE ENTIRE COST FOR BASIC LIFE, DENTAL AND VISION INSURANCE FOR VILLAGE EMPLOYEES, EFFECTIVE THE FIRST PAY DATE IN 2024.

Motion to adopt Resolution 23-089 Moved by Jennifer Warner and seconded by Richard King.

Deliberations began. "Any questions or comments?" Council member Jennifer Warner let the audience know that this has been discussed and brought to Council at a Committee Meeting and is in regard to the Villages employee health benefits.

Deliberations ended.

Roll call.

VOTED YEA: Mike Conway, Linda Hall, Richard King, Howard Wade and Jennifer Warner.

VOTED NAY: None.

ABSTAINED: None. Motion Carried 5/0/0

E. RESOLUTION 23-090, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH MEDICAL MUTUAL OF OHIO (MMO) FOR A FULLY INSURED PLAN FOR 2024 HEALTH INSURANCE BENEFITS.

Motion to adopt Resolution 23-090 Moved by Jennifer Warner and Seconded by Linda Hall.

Deliberations began. "Any questions or comments?" Council member Mike Conway asked Finance Director, Rebecca Shipley-Arnott what the Village will be paying for the expenses of the employee's benefits. The Director answered approximately \$100,000.00. Our full amount that we pay for health insurance was \$530,000.00. The renewal came in at 38.8% this year which was \$682,000.00. We were able to negotiate down to 28.8%. Even paying out the additional \$10,000.00 because of covering vision, dental and already covering life insurance, it works out to about \$100,000.00 that the Village covers. Vice President, Jennifer Warner thanked Becky and Jackie for all of their hard work negotiating. Insurances are being very picky and rates are going up everywhere so their hard work is appreciated.

Deliberations ended.

Roll call.

VOTED YEA: Jennifer Warner, Howard Wade, Mike Conway, Linda Hall, and Richard King.

VOTED NAY: None.

ABSTAINED: None. Motion Carried 5/0/0

COMMITTEE REPORTS

- Public Service and Special Events (Chair & Council member, Howard Wade) None.
Finance (Chair & Council member, Mike Conway) None.
Employee Benefits (Chair & Council member, Richard King) None.
Parks and Recreation (Chair & Council member, Jeff Patterson) None.
Development (Chair & Council member, Jennifer Warner) None.
Police (Chair & Council member, Samantha Cahill) - None.



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DEPARTMENT REPORTS

Report for Mayor – Mayor Martin. The mayor congratulated the West Jefferson Football team. They had an amazing season. The fact that they made it to the 3rd round of playoffs was great. For a young team this is excellent with many of the team members being sophomores. The mayor was happy to be able to get to the games and support the team. Winter is coming and things will be slowing down. We are looking forward to the Christmas in the Park event and parade this coming weekend. The parade starts at 5:30.

Report for the Director of Public Service- Director, John Mitchell – Director Mitchell reported that they are winding down for the year. The leaf program is now complete and went well. They were able to change up the lighting for the poles downtown with colored lights. The team is cleaning up the parks and getting them ready for winter. They are currently preparing the equipment for snow and ice.

Report for Recreation and Special Events Manager – Manager, Shelton Stanley was unable to attend but Director Mitchell reported that the Shop Hop was very successful and they were thankful for all of the vendors that participated. The Winter formal dance will be held at the Community Center on December 15th from 6-8pm. Any donations or money raised in the concessions will be given to the West Jeff Adopt a Family program.

Council member Mike Conway commented that this was the 3rd successful year for the event. Mr. Conway was able to attend the event and said that it was great. He also said we would need to keep up the tradition due to it being successful for 3 year and Michigan beating Ohio State those 3 years, the day of the game.

Report for Director of Finance – Director of Finance, Rebecca Arnott-Shiple reported that she did not have the final figures for Income Tax for November, but we appear to be even.

The November Financials will be in the next Council packet.

The budget was sent to the County for approval.

November's interest earnings were \$ 43,054.97.

Since the last meeting, Revenue items (over \$10,000 other than water, tax & regularly received items) There was nothing notable.

Total receipts since last reporting 114 receipts for \$ 249,225.97 thru 12/1/23

Payments over \$10,000 other than reoccurring expenses-non payroll)

11/21/23	MNJ Technologies	Software Equipment IT	\$ 37,460.39
11/21/23	Management Technologies	Backup Storage	\$ 16,694.71
11/21/23	Motorola Solutions	WIFI	\$ 23,182.02

Total payments since last reporting 101 payments for \$230,304.23 thru 12/04/23  
130 invoices paid

Report for Chief of Police – Acting Chief, Lt. Brandon Smith reported that the Police Department recently sent Officer Teders to NOVA training which stands for National Organization for Victim Assistance. Officer Teders is now qualified to speak to any victim that has been impacted by trauma or crime. There are several tiers to the certification and she is tier 2. The Village also has an officer who is currently tier 1. The Village will be sending a cruiser with several officers to Operation Santa's Sleigh at Nationwide Childrens Hospital on December 23rd from 6pm-9:30. Officers from



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around the state will create a "train-like" event of decorated cruisers for the children who are in the hospital and unable to go out and see Holiday lights during the season. Shop with a Cop is coming up on December 16<sup>th</sup>. We have many businesses that have stepped up supporting the event and we are very thankful. Officers attended a recent holiday celebration at Norwood Elementary and were so happy to be part of the event. Everything is going well in the Department currently and the morale is high. There were 126 stops since the last report with 63 being on Main Street and 64 resulting in citations.

**Report for Director of Development** –Director Hale and Kristie West were unable to attend. No reports were given.

**Report for Director of Information Technology** – Director, Mark Crosten reported that we are now two thirds of the way done with demonstrations from website vendors. We have one more to view before the next Council meeting. Tom and Kristie in Development have been working with the new building and zoning software and it seems to be going very well.

**Recognition of Clerk and Council** – Clerk of Council, Tisha Edwards expressed gratitude and thanks to Council member, Mike Conway. This was his last Council meeting for his term. Mike has served on Council since 2016 and will be missed.

Mike took a few minutes to state that one thing that stuck out to him this year besides all the great things Council has done with the parks was the job done by Officer Brandon Smith. In the last 10 to 11 months as Acting Chief, he has done amazing things for the Villages Police Department. The morale is higher now than in any of the 8 years that Mr. Conway has served on Council. Mr. Conway asked when he would be made Chief and the mayor expressed that Lt. Smith is doing a fantastic job and he realizes that. Mr. Conway expressed that Lt. Smith has been overlooked for the job before and he wants to make sure that we do not lose him. Mr. Conway gave his thanks to Lt. Smith.

**ADDITIONAL BUSINESS**-None.

**PAY THE BILLS**

**Motion to Pay the Bills** Moved by Linda Hall and Seconded by Richard King.

·All in Favor

**ADJOURN**

**Motion to Adjourn by President Linda Hall at 7:21 p.m.** and reconvene at the December 18th, 2023 regular meeting of Council. Motion moved by Mike Conway and Seconded by Jennifer Warner.

All in favor.

*Tisha Edwards* 12-19-23  
Tisha Edwards Date  
Clerk of Council

*Linda Hall* 12/18/23  
Linda Hall Date  
President of Council