

**RECORD OF PROCEEDINGS**

Minutes of

*Council*

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held

*December 6, 2021*

**MINUTES OF DECEMBER 6, 2021 COUNCIL MEETING**

**Called to Order:** President Warner 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, Howard Wade, and Jennifer Warner [Also attending were Director of Finance, Rebecca Arnott-Shiple; Chief of Police, Chris Floyd; Clerk of Council, Jimmy John Hall; Building and Zoning Director, Tom Hale; Mayor, Ray Martin Building and Zoning Clerk, Kristie West].

*Absent Member(s): 1.  
Quorum Declare: 6 present, 1 absent.*

**Motion to Excuse** Jeff Patterson from the Council Meeting moved by Mr. King and seconded by Ms. Hall.

*Passed by Acclamation of Council.*

**Prayer:** Ms. Hall.

**Pledge of Allegiance:** Mr. Wade.

**The Agenda:**

**Motion to Adopt the Agenda** moved by Mr. Wade and seconded by Ms. Cahill.

*VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Wade, Ms. Warner.*

*VOTE NAY: None.*

*ABSTAIN: None.*

*Motion Carries 6-0.*

**The Minutes:**

**Motion to Adopt the Minutes** of the November 15, 2021, Council Meeting moved by Mr. Conway and seconded by Ms. Cahill.

*VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Wade, Ms. Warner.*

*VOTE NAY: None.*

*ABSTAIN: None.*

*Motion Carries 6-0.*

**Recognition of Guests:** Lisa Wooton, James Graham, Tom Falco, Beth Falco, Bonnie Hamilton, and Gene White.

**Old Business:** *No Old Business.*

**New Business:**

**Ordinance 21-087**, an ordinance to make appropriations for current expenses and other expenditures of the Village of West Jefferson during the fiscal year ending December 31, 2022, and declaring an emergency.

**Motion to Adopt Ordinance 21-087** moved by Mr. King and seconded by Ms. Hall.

*VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Wade, Ms. Warner.*

*VOTE NAY: None.*

*ABSTAIN: None.*

*Motion Carries 6-0.*

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**Resolution 21-088**, amending Resolution 21-082, passed November 15, 2021, setting employee cell phone reimbursement allowances, adding Assistant to the Mayor / Community Engagement Officer.

**Motion to Adopt Resolution 21-088** moved by Mr. Wade and seconded by Ms. Cahill.

*VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Wade, Ms. Warner.*

*VOTE NAY: None.*

*ABSTAIN: None.*

*Motion Carries 6-0.*

**Resolution 21-089**, setting the Pay Rate for the Public Service Water and Sewer Clerk, Taylor Patterson, at Five Year.

**Motion to Adopt Resolution 21-089** moved by Mr. Conway and seconded by Ms. Hall.

*VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Wade, Ms. Warner.*

*VOTE NAY: None.*

*ABSTAIN: None.*

*Motion Carries 6-0.*

**First Reading of Ordinance 21-090**, an Ordinance approving the execution of a Community Reinvestment Area Agreement among the Village of West Jefferson and West Jeff Partners, LLC.

**Resolution 21-091**, authorizing supplemental appropriation for public service emergency, with Dinkmar, Partner's Manufacturing Group Inc., for a Leaf Master, not to exceed amount of \$43,750.00.

**Motion to Adopt Resolution 21-091** moved by Ms. Hall and seconded by Mr. Conway.

*VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Wade, Ms. Warner.*

*VOTE NAY: None.*

*ABSTAIN: None.*

*Motion Carries 6-0.*

**Ordinance 21-092**, authorizing a supplemental appropriation in the General Fund for payment to other political subdivisions (Account 1000-755-640-0105) in the amount of \$200,000.00, and declaring an emergency.

**Motion to Adopt Ordinance 21-092** moved by Mr. Conway and seconded by Mr. King.

*VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Wade, Ms. Warner.*

*VOTE NAY: None.*

*ABSTAIN: None.*

*Motion Carries 6-0.*

**Committee Reports:**

**Finance:**

*Committee Chair, Ms. Hall, said nothing at this time.*

**Police:**

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*Committee Chair, Ms. Cahill, said nothing at this time.*

#### **Employee Benefits:**

*Committee Chair, Mr. King, said, "At the last meeting we talked about a wellness program. I visited a local provider to see if they could put something together with discounts. We will have an answer soon."*

#### **Public Service:**

*Committee Chair, Mr. Wade, said nothing at this time.*

#### **Development:**

*Committee Chair, President Warner, said nothing at this time.*

#### **Parks and Recreation:**

*Committee Chair, Mr. Patterson, said nothing at this time due to excused absence.*

#### **Special Events:**

*Committee Chair, Mr. Conway, said nothing at this time.*

#### **Department Reports:**

##### **Report from Mayor:**

*Mayor Ray Martin said, "First of all, I was given a t-shirt a while back in regards to the good job Taylor is doing. It says that we have great employees. I just want to capitalize on that and say thank you to the Street Department for coming in on a day off, a holiday. Thank you to Shelton for the good job he is doing, and all the office employees for the awesome job they are doing. I appreciate all the employees we have and they all help make West Jefferson a great place. We had a Village employee pass away, Darlyn Newman, an employee at the pool. She enjoyed working there and dealing with the younger people. She will be sadly missed. The Park is coming together. John will report on that. Thanks for approving the budget because we are going to start on Westwood next year."*

##### **Report from Director of Public Service:**

*John Mitchell said, "We need concrete coating around the playground equipment with the rubber surface down."*

*Mr. Wade asked, "John, are you putting lights in the shelter?"*

*John Mitchell said, "Its already done. There are lights for night; the playground equipment and the shelter. As the Mayor was saying, we are looking forward to Westwood next year. We extended the leaf collection to December 10<sup>th</sup>. There is a spread sheet on the paving program. Westchester will be in 2022. There is another major re-build in 2023. The Christmas decorations are up."*

*Mr. Wade asked, "Do you remember the flags on the light poles? Do we need to do a fund raiser?"*

*Mayor Martin said, "If this is the Village's responsibility, then we don't need to do a fund raiser."*

*John Mitchell said, "I did organize some historical data on what has been accomplished in the last 6 years."*

##### **Report from Recreation and Special Events Manager:**

*Shelton Stanley said, "Shop Hop was good. A lot of vendors made around 500 or 600 hundred dollars. The Dance is this Friday. Parents can stay. I am starting to work on Summer stuff."*

##### **Report from Director of Finance:**

*Becky Arnot-Shipley said, "I am happy that the budget is finished. It takes about 3 or 4 months to put it all together. It is in your packets. The October financials were sent out last week. November Income Tax collections appear to be up 12%, which would make approximately 27% up for the year. I passed out some*

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replacement pages. We needed to up the revenue for sanitation. John and I talked briefly about an increase in fees for sanitation and waste management contracts. The Financial Department is beginning end-of-year procedures. We received two revenue items; Pizzuti and the City of London for Development Fees and Contract Building Services, respectively. We also paid three items; BWC, M&M Farms, and Parr Safety Equipment for Workers Comp, Sludge Hauling, and Accessories for New Cruiser, respectively."

**Report from Chief of Police:**

Chief Floyd said, "The latest candidate for a patrolman is finished and will be starting in a couple of weeks. In the last two weeks, we had 202 traffic stops, which resulted in 102 citations."

**Report from Director of Building and Zoning:**

Tom Hale said, "We break everything done by jurisdiction. If you need those numbers, then do what I do, please go to Becky for those numbers. Permits for the year 986 to date. This is what we processed and collected fees on. The largest of these permits is Mt. Sterling. They have about 11 new permits for subdivisions, with 43 new homes to complete phrase 1. Plain City has a lot of earth being move with a large subdivision going in. Our software is about 80% complete. Our software company is behind because of a lot of new orders with COVID money. We meet every Tuesday, on a Zoom call, with our team."

**Recognition of Clerk and Council:**

Mr. Wade said, "I address the elephant in the room. What happened to the pipe shut down?"

Mayor Martin said, "Yeah. It was a water line on the property."

Tom Hale said, "Your building department was instrumental in helping a new restaurant in London. It opens tomorrow and is called 'Butcher Block.' We spent a lot of time, from an inspector's point of view. It was built in Montana and duplicated here."

**Additional Business:** None.

**Pay the Bills:**

**Motion to Pay the Bills** moved by Ms. Cahill and seconded by Ms. Hall

*Passed by acclamation of Council.*

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

**Adjourn:**

**Motion to Adjourn at 7:38 P.M.** moved by Mr. Conway and seconded by Ms. Hall until 7:00 P.M. December 20<sup>th</sup>, 2021.

*Passed by Acclamation of Council.*

*Jimmy John Hall*

Jimmy John Hall  
Clerk of Council

*Jennifer Warner*

Jennifer Warner  
President of Council