

RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held

August 21st 2023



VILLAGE OF WEST JEFFERSON COUNCIL MINUTES August 21st, 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

President Linda Hall called the Village of West Jefferson Council Meeting to Order 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: Mayor, Ray Martin; Director of Information Technology, Mark Crosten; Director of Finance, Rebecca Shipley-Arnott; Acting Chief of Police, Brandon Smith; Director of Development, Tom Hale; Recreation and Special Events Manager, Shelton Stanley; Zoning Clerk and Enforcement Official, Kristie West.

Not in Attendance: Director of Public Services, John Mitchell; Clerk of Council, Tisha Edwards.

PRAYER & PLEDGE

APPROVAL OF AGENDA AND MINUTES:

Motion to Adopt the Agenda moved by Jennifer Warner and seconded by Samantha Cahill.

Roll Call.

VOTE YEA: Samantha Cahill, Mike Conway, Linda Hall, Richard King, Jeff Patterson, Howard Wade, and Jennifer Warner.

VOTE NAY: None.

ABSTAIN: None. Motion Carried 7/0/0

Motion to Approve the Minutes of the August 7th 2023 Regular Meeting of Council moved by Howard Wade and seconded by Mike Conway.

Roll Call.

VOTE YEA: Samantha Cahill, Mike Conway, Linda Hall, Richard King, Jeff Patterson, Howard Wade, and Jennifer Warner.

VOTE NAY: None.

ABSTAIN: None. Motion Carried 7/0/0

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RECOGNITION OF GUESTS: None

OLD BUSINESS: None

NEW BUSINESS:

(* indicates an emergency requested)

A. RESOLUTION 23-067, A RESOLUTION CONFIRMING THE MAYOR'S APPOINTMENT OF VERNON L. FLOWERS TO THE VILLAGE PLANNING AND ZONING COMMISSION.

·Motion to Adopt Resolution 23-067 moved by Jennifer Warner and seconded by Jeff Patterson.

·Deliberations Began. "Any questions or comments?" Mayor Martin swore in Mr. Vernon Flowers to the Village Planning and Zoning Commission.

·Deliberations Ended.

·Roll Call.

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

VOTED NAY: None.

ABSTAINED: None. Motion Carried 7/0/0

B. RESOLUTION 23-068, TEMPORARILY WAIVING SECTION 549.09 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WEST JEFFERSON, THUS ALLOWING BOW HUNTING ON CERTAIN LAND WITHIN THE VILLAGE OF WEST JEFFERSON WITH A PERMIT ISSUED BY THE NATURE CONSERVANCY AND OHIO DEPARTMENT OF NATURAL RESOURCES (ODNR).

·Motion to Adopt Resolution 23-068 moved by Richard King and seconded by Samantha Cahill.

·Deliberations Began. "Any questions or comments?" This is something that has been approved by Council in the past but needs to show as a Resolution for the season in which it is approved. The meeting and drawing for the Big and Little Darby Creek hunts will be held at the Plain City youth building. The drawing will be held on Thursday, August 24th at 6:30. The site in Madison County is the Agnes Andreae and Little Darby Forrest preserves. Both are located on the Little Darby Creek. The hunt is being conducted in cooperation with the Nature Conservancy for a combined 232 acres just west of the Village of West Jefferson off State Route 29.

·Deliberations Ended.

·Roll Call.

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

VOTED NAY: None.

ABSTAINED: None. Motion Carried 7/0/0

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C. RESOLUTION 23-069, TO AUTHORIZE A DONATION IN THE AMOUNT OF \$3,000.00 TO WEST JEFFERSON YOUTH ATHLETIC ASSOCIATION.

·Motion to Adopt **Resolution 23-069** *This resolution is carried over until the next meeting.*

·Deliberations Began. "Any questions or comments?"

·Deliberations Ended. This Resolution was never motioned to adopt and deliberations began. Motioned to carry over until the next meeting.

·Roll Call.

Voted YEA: Samantha Cahill, Mike Conway, Linda Hall, Richard King, Jeff Patterson, Howard Wade and Jennifer Warner.

VOTED NAY: None.

ABSTAINED: None. **Motion Carried 7/0/0**

D. *ORDINANCE 23-070, AUTHORIZING A SUPPLEMENTAL APPROPRIATION IN THE GENERAL FUND AND A CASH TRANSFER FROM THE GENERAL FUND TO THE CAPITAL PROJECTS FUND IN THE AMOUNT OF \$425,000.00.

·Motion to Adopt **Ordinance 23-070** moved by Mike Conway and seconded by Samantha Cahill.

Mike Conway motioned to waive the second reading due to emergency and Jeff Patterson seconded.

Roll Call.

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

Motion Carried 7/0/0

·Deliberations Began. "Any questions or comments?" Director of Finance, Rebecca Arnott-Shipley advised Council that at the last meeting they approved the supplemental appropriation but this is to approved the cash transfer of the funds from the General Fund to the Capital Projects fund.

·Deliberations Ended.

·Roll Call.

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

VOTED NAY: None.

ABSTAINED: None. **Motion Carried 7/0/0**

E. RESOLUTION 23-071, TO GIVE AUTHORITY TO THE MAYOR OF THE VILLAGE OF WEST JEFFERSON TO ENTER INTO THE MEMORANDUM OF UNDERSTANDING (MOU) WITH THE MADISON COUNTY LAND REUTILIZATION CORPORATION LAND BANK.

·Motion to Adopt **Resolution 23-071** moved by Mike Conway and seconded by Jeff Patterson.

·Deliberations Began. "Any questions or comments?" Mike Conway expressed his concerns of not having a representative from West Jefferson on the MOU Board. Director Tom Hale explained that it is not necessary to have a person from our area

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at this time and that it will have to get busy and bigger in order to increase the current Board. He explained that the Board is made up of two County Commissioners, the County Treasurer, a representative from the largest County City, which is London, and a resident of the largest township. Director Hale wanted to remind everyone that even if a property becomes available, that the Village always has the right to the property first. Mr. Conway just expressed that he was concerned about the Board being "London heavy" currently.

·Deliberations Ended.

·Roll Call.

VOTED YEA: Samantha Cahill, Mike Conway, Linda Hall, Richard King, Jeff Patterson, Howard Wade.

VOTED NAY: Jennifer Warner.

ABSTAINED: None. **Motion Carried 6/1/0**

COMMITTEE REPORTS

Public Service and Special Events (Chair, Councilman Howard Wade) – There was a committee meeting prior to the regular meeting of Council with Director Crosten in regard to the Village website vendors. They are currently down to four vendors they are looking at. They are hoping to have a decision within the month.

Finance (Chair, Councilman Mike Conway) None.

Employee Benefits (Chair, Councilman Richard King) None.

Parks and Recreation (Chair, Councilman Jeff Patterson) – None.

Development (Chair, Councilwoman Jennifer Warner) There was a committee meeting prior to the regular meeting of Council with Director Hale and Kristie West in regard to the fee schedule for Planning and Zoning. There are items that they will be updating and then submitting to Council at the September 5th meeting.

Police (Chair, Councilwoman Samantha Cahill) – None.

DEPARTMENT REPORTS

Report for Mayor – Mayor Martin reported that school will be starting on Wednesday and that they are meeting with crossing guard volunteers. Background investigations will be completed on each volunteer. The Ox Roast is coming up Labor Day weekend and he hopes to see everyone there. The Canine Handler selection is going well and the hiring committee hope to have an announcement this week. The walking trail at Westwood Park has all of the gravel in and now they are just waiting for the blacktop. The traffic signal is up and working and currently, there have been no accidents with the change. Mike Conway asked about the status of the funding to fix the chair lift at Village Hall. Since we did not get the Christopher Reeves grant that the Village applied for, the full cost of the chair replacement will be submitted to Council in one of the upcoming meetings. President Linda Hall asked if the Village was responsible for moving the Happy Druggist sign due to the new traffic light and cross walk signs being put in. Mayor Martin stated that the owner would be putting a light in the sign and possibly be moving it. Where all of the funding will come from is still being discussed.

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Report for the Director of Public Service- Director, John Mitchell none.

Report for Recreation and Special Events Manager – Manager, Shelton Stanley reported that they have two large events left, the Ox Roast Dance & Fall Fest and then everything will be wrapped up for the year. He wanted to thank everyone for all of their help and assistance. The Public Service and Special events Committee, The Street Department, Police Department, and Mark Crosten in Information Technology and many others, did a fantastic job assisting at every event. The Dog swim will be tomorrow at the pool 6-8pm. This year, only dogs will be allowed in the pool that evening. The Ox Roast Dance is Saturday, September 2nd 7-9pm and the Fall Fest is Saturday October 21st. This year's inside theme for the Fall Fest will be "Phobias" and the outside hayride will be "Alien Invasion." Mr. Stanley mentioned that Converse Park will be very busy this weekend with the start of the football and soccer seasons. There will be staggered start times, but there will be a lot of people in the park area at once.

Report for Director of Finance – Director of Finance, Rebecca Arnott-Shiple reported that the July financials were in everyone's packets.

Total receipts from last reporting session were 179 receipts for \$ 727,983.94

Revenue items (over \$10,000 other than water, tax and regularly recd items):

City of London- contract building fees \$ 33,750.00

Total payments 88 since last reporting \$ 654,479.00
198 Invoices Paid

Payment items (over \$10,000 other than water, tax and regularly recd items)

Paid:	Miller Cable-Taylor Blair traffic signal	\$ 75,592.95
	Strawser paving-Westchester subdivision	\$ 140,477.65
	*OPWC Paid their portion- Strawser	\$ 157,038.12
	Jefferson Township Fire Plan Review/EMS service fees	\$ 54,150.00
	Choice One Engineering fees	\$ 24,802.50
	Cologix Inc Power/Interconnection	\$ 13,825.32
	Darby Pike Farm Sludge hauling	\$ 25,382.00
	Lift Off LLC 12-month license	\$ 40,429.20

Thru 8/21/23

Report for Chief of Police – Acting Chief, Lt. Brandon Smith reported that things are going well and as the Mayor mentioned they are finalizing the Canine Handler selection. Background Investigations are being finalized on another Officer that is being hired. Lt. Smith has met with Fellows Avenue residents from the last meeting to discuss their traffic concerns and they have stated that they have noticed a difference and things are getting better. The traffic study is still ongoing in that area. The Officers had a full day scenario-based training today and it went very well. Ox Roast Specialty planning is complete and 12 officers are scheduled for the event. Since the last meeting there have been 102 stops, 70 citations and 57 of those were on Main Street.

Report for Director of Development – Director, Tom Hale reported that their department is still very steady and averaging 25-30 requests a day for permits.

Report for Director of Information Technology – Director, Mark Crosten reported that he will have a major install going on with the Police Department this week. They will be converting the body cameras and cruiser cameras moving towards a cloud-based storage. Currently the storage is located in the Village Hall and he is trying to get that moved out to a more secure and safe area.

ADDITIONAL BUSINESS- None

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PAY THE BILLS

Motion to Pay the Bills moved by Jeff Patterson and seconded by Samantha Cahill.

VOTE YEA: Samantha Cahill, Mike Conway, Linda Hall, Richard King, Jeff Patterson, Howard Wade, and Jennifer Warner.

VOTE NAY: None.

ABSTAIN: None. Motion Carried 7/0/0

ADJOURN

Motion to Adjourn by President Linda Hall at 7:47 p.m. and reconvene at the September 5th 2023 regular meeting of Council. Motion moved by Jeff Patterson and seconded by Jennifer Warner.

All in favor.

Tisha L. Edwards

Tisha Edwards
Clerk of Council

Linda Hall

Linda Hall
President of Council