

RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held

5 June 2023

MINUTES

REGULAR MEETING OF COUNCIL

5 JUNE 2023

Called to Order:

President Linda Hall called the Village of West Jefferson Council Meeting to Order at 7:00 P.M.

Roll Call:

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

Quorum Declare: 7 present, 0 absent.

Also attending were: Director of Information Technology, Mark Crosten; Director of Development, Tom Hale; Director of Development, Tom Hale; Clerk of Council, Jimmy John Hall; Mayor, Ray Martin; Recreation and Special Events Manager, Shelton Stanley; and Acting Chief of Police, Brandon Smith; Assistant Finance Director, Jackie Tiberio; Zoning Clerk and Enforcement Official, Kristie West.

Prayer: Rev. Jimmy John Hall

Heavenly Father, Psalm 15 asks us to consider several questions concerning who can dwell in your presence. We cannot by merit, by works, or so-called inherent goodness. We can, however, by faith receive the righteousness of Christ and dwell forever in your holy presence. Therefore, help us endeavor to do good, to live with gratitude both privately and publicly, for the good of the Village and for your own glory, tonight and forever. We already have the beginning of eternal joy in our hearts and there is more to come. Help us to live unto this aim. We pray in Jesus Christ Name. Amen.

Pledge: Mr. Conway.

I (we) pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation, under God, indivisible, with liberty and justice for all.

Agenda:

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

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

Minutes:

Motion to Approve the Minutes the 15 May 2023 Regular Meeting of Council moved by Ms. Cahill and seconded by Mr. Patterson.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

Recognition of Guests:

Mr. Ron Garver presented to Council the circumstances surrounding the 4th of July Street Fest Committee. The July 4th Street Fest started in the 70's. Started on Route 40 and moved to Center Street. The event is facilitated by a committee. The financial support is generated by legal ticket sales and donations. The financials are on the State Auditor site. In 2020 the organization lost about \$1,800, in 2021 the organization gained \$4,700, and in 2022 the same lost \$3,700. These gains and losses reflect ticket sales and donations. In 2020, 2021, and 2022 the Village donated \$4,000, \$4,000, and \$5,000, respectively. For 2023 the Village has budgeted \$3,000 but the July 4th Street Fest's expenses are

RECORD OF PROCEEDINGS

Council

Minutes of

Meeting

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held

5 June 2023

\$19,000 and prices have gone up about 30%. Many local businesses do not want to give back; its not fair. The committee needs more help. So, please donate \$5,000, the same as last year.

Mayor Martin stated the committee does a great job with the fireworks and each year the Budget starts at \$3,000, then add to the donation amount accordingly.

Council asked about the cost for this year and if the committee would be willing to plan a budget with the Village at around October. Additionally, members of Council made suggestions to raise support; for example, shirts, door-to-door, or utilizing social media.

Ms. Lucy Atkinson provided advice for selling items at stores or physically sitting and selling food.

Mr. Dean Bollinger continued to discuss the traffic problems he earlier in a previous meeting talked about. Over the Memorial Weekend his wife was almost hit backing out of their driver way. After calling the police department, they said that they are doing all they can. Yet, vehicles are driving the wrong direction, speeding, and driving recklessly. Since the last meeting with Council the speeding has not gotten any better. How can traffic be slowed? Speed humps in the alley? Whatever is going on now is not helping.

Acting Chief of Police Smith replied the police are stopping vehicles for different violations, including several for traveling the wrong direction.

Many voices spoke concerning speed humps and speed bumps. The last time the Village had some in use, they were not approved and bumps not humps causes vehicle problems, specifically to the school busses. Every municipality is having speeding and other traffic issue beyond normal. Council also pointed out that the police are doing all they can with physical police presence, patrols, and speed monitoring signs. Bottom line is good driving cannot be legislated ... people must take personal responsibility and care about their own safety and other people.

Ms. Lucy Atkinson stated some of her concerns. Those concerns are about Fisher Cast Steel, namely, rain barrows, metal pieces on the streets, dirt from Fisher Cast Steel vehicles, a roof was blown off, damage to her car, and an explosion, which ruined her foundation. Also, a trucker put tire tracks in her yard.

Council stated they have talked to Fisher Cast Steel about best practices. Furthermore, these issues are not a zoning issue but an insurance claim. Please let the Village know when these things happen.

Old Business: None.

New Business: (* indicates an emergency requested)

PUBLIC HEARING: Fisher Cast Steel, Mr. Jay Harmeyer.

Madam President Declares the time entering the Public Hearing 7:52 P.M.

Are there any to speak for the subject?

Mr. Hale explained the lean-to in the description had a Walnut Street address but reached over Center Street. Consequently, it was advised by legal counsel to bring this back to Council.

Are there any to speak against the subject?

Mr. Garver asked if the historic depot is going to stay on the property?

Mayor Martin explained the building is not registered as an historic building and it belongs to them and they can do what they want with it. Both the State and County historic societies were consulted on this.

Are there any concluding statements?

Madam President Declares the time closing the Public Hearing 7:56 P.M.

RESOLUTION 23-040, TO APPROVE CHANGES TO THE FINAL DEVELOPMENT PLAN CONCERNING FISHER CAST STEEL, RECOMMENDED BY THE PLANNING AND ZONING COMMISSION ON 29 MARCH 2023.

Motion to Adopt Resolution 23-040, moved by Ms. Warner and seconded by Ms. Cahill.

Deliberations: President L. Hall opened Council deliberations.

RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held

5 June 2023

Deliberations: President L. Hall closed Council deliberations to vote on the main motion.

VOTE YEA: Cahill, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: Conway.
ABSTAIN: None.

Motion Carries 6/1/0

RESOLUTION 23-041, SETTING THE PAY RATE FOR FULL-TIME PUBLIC SERVICE STREET LABOR AND MAINTENANCE WORKER, SCOTT FERGUSON, AT THE FIVE-YEAR LEVEL.

Motion to Approve Resolution 23-041, moved by Ms. Warner and seconded by Mr. Wade.

Deliberations: President L. Hall opened Council deliberations.

Mr. Mitchell explained we advertised for this position, had four (4) applicants, and hired Mr. Ferguson.

Ms. Cahill asked what pay rate was offered? What happens if Council denies this resolution?

Mr. Mitchell explained the policy goes by years of service. If Council denies this resolution, we would lose this candidate and its counterproductive. The administration performs the hiring and firing, while the Council sets the pay rate. The Charter describes the pay rate as being set during the time of approving the budget and not each individual basis. In essence Council is controlling who is hired and that is not what the Charter says in this matter.

Mr. Conway responded the problem is when a new hire has many years of experience but none for the job being hired for.

Mr. Mitchell responded we need to clean-up our policy. Council sets the budget and pay scale for the entire work force, then we work within the budget and pay scale.

Ms. Tiberio explained the years of experience correspond to the pay scale.

Mayor Martin explained this kind of issue keeps coming to Council not because of a policy but because this was done in the past ... bad past practice.

Deliberations: President L. Hall closed Council deliberations to vote on the main motion.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

*FIRST READING OF ORDINANCE 23-042, AUTHORIZING A SUPPLEMENTAL APPROPRIATION IN THE WATER OPERATING FUND.

Motion to Wave the Second Reading Rule, moved by Mr. Conway and seconded by Ms. Cahill.

Deliberations: President L. Hall opened Council deliberations.

Mr. Mitchell explained we received a grant for \$10,000 for four (4) pieces of equipment. The agreement will come back in August. We are trying to align the timing.

Deliberations: President L. Hall closed Council deliberations to vote on the main motion.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

Motion to Adopt Ordinance 23-042, moved by Ms. Warner and seconded by Mr. Conway.

Deliberations: President L. Hall opened Council deliberations.

Deliberations: President L. Hall closed Council deliberations to vote on the main motion.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.

RECORD OF PROCEEDINGS

Council

Minutes of

Meeting

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held

5 June 2023

VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

RESOLUTION 23-043, AUTHORIZING THE VILLAGE TO DONATE \$5,000.00 TO WEST JEFFERSON JULY 4TH STREET FEST, INC.

Motion to Approve Resolution 23-043, moved by Ms. Warner and seconded by Mr. Wade.

Deliberations: President L. Hall opened Council deliberations.

Mr. Conway pointed out that these financial matters should come before the Finance Committee for audit before Council. The reason why is that this is over the budgeted amount.

Deliberations: President L. Hall closed Council deliberations to vote on the main motion.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

RESOLUTION 23-044, AUTHORIZING THE MAYOR AND PUBLIC SERVICE DIRECTOR TO ENTER INTO AN AGREEMENT WITH CHOICE ONE ENGINEERING FOR US ROUTE 40 WATER MAIN REPLACEMENT.

Motion to Approve Resolution 23-044, moved by Ms. Warner and seconded by Ms. Cahill.

Deliberations: President L. Hall opened Council deliberations.

Mr. Mitchell explained we applied for an OPWC grant for the water main. This is a six (6) line, 60-year-old line, and to be replaced with a 12-inch main. This will be designed this year and constructed next year.

Deliberations: President L. Hall closed Council deliberations to vote on the main motion.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

*FIRST READING OF ORDINANCE 23-045, AUTHORIZING A SUPPLEMENTAL APPROPRIATIONS OF FUNDS FROM THE WATER OPERATING FUND FOR CONTRACTUAL SERVICES, NOT TO EXCEED \$45,450.00.

Motion to Wave the Second Reading Rule, moved by Mr. Patterson and seconded by Mr. Wade.

Deliberations: President L. Hall opened Council deliberations.

Mr. Mitchell explained we are trying to align the various departments involved in this process.

Deliberations: President L. Hall closed Council deliberations to vote on the main motion.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

Motion to Adopt Ordinance 23-045, moved by Ms. Warner and seconded by Ms. Cahill.

Deliberations: President L. Hall opened Council deliberations.

Deliberations: President L. Hall closed Council deliberations to vote on the main motion.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0

Committee Reports: None.

RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held

5 June 2023

Department Reports:

Report for Mayor – Mayor Martin provided a brief report on some exciting summer items. For example, an update on the light at Taylor Blair, the six (6) foot wide walking path at Westwood, the street paving projects are nearly finished, and an infra structure grant for a water line on Rt. 40. All these projects are making good progress. Also, we are trying for another grant to redo Fellows Ave., west of Garfield. Third, as soon as we have an update about the lift chair grant, we will report. Fourth, the Lunch and Learn program has started. Fifth, 29 July 2023 is the grand opening of Westwood Park. Lastly, Senator Vance’s people have rescheduled again due to budgetary concerns.

Mr. Wade asked about the light at Taylor Blair and pool fund.

Mayor Martin responded the light will be functioning as soon as its complete, not months away. We are putting money into the pool fund every year.

Report for Director of Public Service – Mr. Mitchell reported on several items. First, the Westchester Street Project is within two (2) or three (3) weeks from completion. Second, as the Mayor stated, the paving program is nearly completed, except around the sidewalks. Third, the traffic signal at Taylor Blair is about one (1) week from being complete. We will start the signals right away. Just like the other signals in town, this signal will be on a radar signal to cycle through. This is called ‘resting in green.’ We might need to move a business sign in the process. Fourth, the Walker Way extension is about 50% complete. Progress is being made. Fifth, at Westwood Park, the work will take about a week for the paving project. Sixth, at Route 40 and Franklin, near the Post Office, we budget for an electronic cross walk. Those final plans are being reviewed. Lastly, the Route 40 waterline will be designed this year and finished next year.

Mayor Martin added a mural is being organized for the pool. Mr. Wade is also working on this and waiting for return calls to a muralist.

Report for Recreation and Special Events Manager – Mr. Stanley reported the first *Friday Night Up Town* had a lot of people, the Village Public Service did a great job, two (2) K9 units with one of our own officers were present, and ODNR helped too. The Clerk of Council’s daughter, Adalia, won the chalk drawing event. The band was good and Elvis, as usually, awed the audience. Everyone did a great job to make the event a success for the Village. Second, the *Fishing Derby* had about 130 young people attend. We want to say thank you to Crazy Glue for providing the location and thank you to Mr. Crosten, the police officers, and public service department for all their help. Third, *Lunch and Learn* has started. Fourth, the pool inspection passed with a great score. Lastly, we put an offer out to hire another part time employee.

Mr. J Hall added the *Fishing Derby* was a great event but the event needs some help tying fishing line, tying hooks, and putting worms on for the kids.

Report for Director of Finance – None.

Report for Chief of Police – Acting Chief Smith reported the police officers are responding to the concerns voiced here at Council. We are planning for the summer events to ensure public safety. We are working with the Sheriff and Prosecutor’s officer to help us respond to any threats. Lastly, since 22 May 2023 there have been 189 traffic stops, 93 on Main Str., and 101 resulted in citations.

President L. Hall asked about the readiness of the 4th July event. Schedule wise, the event is covered.

Vice President Warner asked if 4th of July planning includes turning off the lights down town?

Acting Chief Smith responded the police department is ready for the 4th of July event and there will be a police officer watching the flow of traffic and monitoring the light accordingly.

Ms. Cahill asked the amount of revenue from writing a ticket that comes back to the Village.

Mayor Martin responded there are two (2) ways to write a ticket, to be precise, either from West Jefferson’s Ordinances or the Ohio Revised Code. From the former we get 80%, and from the latter we get 20%. We encourage the police department to write tickets from the Ohio Revised Code. We get very little. We do not write tickets to make money; we write tickets because the law was broken.

Report for Director of Development – None.

Report for Director of Information Technology – None.

Recognition of Clerk and Council:

RECORD OF PROCEEDINGS

Minutes of _____

Meeting _____

GRAPHIC VILLAGE - CINCINNATI, OH

Form 6101

Held _____

Mr. J Hall added a few brief comments. First, sometimes being a clerk people think you are being ridiculous with the details. However, those details are important. For example, we have deliberations at a certain spot. Second, my last day is 16 June 2023, but I will be staying on to help the new clerk. Lastly, when I started as clerk, I thought about two (2) goals for the office, namely, dignity and efficiency. But I added one when Mr. Conway was president ... keep him out of trouble. That is a joke. It has been a blessing to work with all of you and the great people in the Village. Thank you for letting me serve you as your Clerk of Council.

President L. Hall thanked Mr. J. Hall with a certificate of appreciation from the Council and commended him for his faithful service.

Additional Business: none.

Pay the Bills:

Motion to Pay the Bills moved by Mr. Patterson and seconded by Ms. Cahill.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0


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

Adjourn:

Motion to Adjourn at 8:57 P.M. moved by Mr. Patterson and seconded by Mr. Warner.

VOTE YEA: Cahill, Conway, L. Hall, King, Patterson, Wade, and Warner.
VOTE NAY: None.
ABSTAIN: None.

Motion Carries 7/0/0



Jimmy John Hall
Clerk of Council



Linda Hall
President of Council

Report to Council

May Collections for income tax was \$490,848.71 for a total of \$3,253,502.47 for the year.
 May was down -6% for the month — however only down -2.0% for the year.

The May Financials are in your Council Packages, please contact us if you have any questions or concerns.

Per the Auditor, the draft Financial Reports are available and the final reports will be final soon. I would like to know if the Finance Committee would like to attend the post engagement conference. Finance and the Mayor will be meeting with them.

Jackie has been interviewing and posting jobs.
 Getting Pool Employees interviewed, hired and active on payroll.
 Also, three new employees and one promotion in PD.

May interest earned \$35,908.54

Last meeting there was discussion regarding no longer requiring legislation for pay rates being set for new or promoted employees at other than start pay. Would like to see a resolution expressly stating that and setting forth the specifics for allowing setting pay at other than start, prior to changing the process. This is due to auditors asking for proof of same.

Since the last reporting of May 17th:

Revenue Items (over \$10,000 other than Water, Tax & Regularly Recd Items)

Nothing notable.

Total Receipts since last reporting 467 Receipts for \$916,868.40

thru 6/15/23

Payment Items (over \$10,000 other than recurring expenses - non Payroll)

5/17/2023	Treasurer of State ODOT	SIB Loan - Debt Payment	\$	37,460.39
5/17/2023	Bob's Flatwork	Smith Street Project	\$	92,000.00
5/17/2023	Lebanon Ford	PD Vehicle	\$	37,558.00
5/17/2023	MNJ Technologies	Software	\$	18,860.25
5/17/2023	Pro-Techs Surfacing	Perma Play	\$	158,988.06
5/17/2023	Xylem Water Solutions	NX438-4	\$	16,352.00
5/26/2023	PVS Technologies	Ferric Chloride	\$	10,566.17
6/9/2023	Harn R/O Systems	Vftec	\$	11,000.00
6/9/2023	Peterson Construction	WWTP Clarifier	\$	281,397.00
6/16/2023	Hill & Hamilton	Liability Insurance	\$	62,211.00
6/16/2023	Jay-Car	Lean To Building - Streets	\$	29,850.00
6/16/2023	MNJ Technologies	Various IT	\$	60,460.40

Total Payments since last reporting 220 Payments for \$1,171,608.76

thru 6/16/23

