

RECORD OF PROCEEDINGS

Minutes of

Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held June 15, 2020

MINUTES OF JUNE 15, 2020 COUNCIL MEETING

Meeting called to order at 7:01 p.m. by Vice-President Jen Warner

Council Members Present: Howard Wade, Jennifer Warner, Richard King, Linda Hall, Jeff Patterson, and Mike Conway. Also attending were Mayor, Ray Martin, Clerk of Council, Debbie DiLeo, Public Service Director, John Mitchell, Chief of Police, Chris Floyd, Finance Director, Rebecca Arnott and Parks and Recreation Director, Marci Darlington.

Council Members absent: Steven Johnston

Prayer: Ms. Hall

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

Roll Call: All Yeas

Motion carries 6-0

Motion to adopt the Minutes of the May 18, 2020 Council Meeting by Mr. Conway and seconded by Mr. Johnston

Roll Call: All Yeas

Motion carries 6-0

Motion to excuse Mr. Johnston by Mr. Conway and seconded by Ms. Warner

Passed by Acclamation of Council

Recognition of Guests: Public participants-Arnie Booth, James Graham, and Josephine Birdsell, No participation.

Old Business: None

New Business:

Resolution 20-041, creating the position of Clerk of Council in Training

Discussion: This was discussed at the last meeting. The job description and pay scale were distributed in the council packets. The position will remain at the training level and on probation until Council is comfortable with taking them off probation and moving them to the full Clerk position. At that time, Council will appoint the new Clerk and set the salary. The position will be posted internally and advertised in the Madison Messenger, on the Village Website, and the OML Website. The deadline to apply is July 3rd.

Motion to adopt Resolution 20-041, by Ms. Hall and seconded by Mr. Conway

Roll Call: All Yeas

Motion carries 6-0

Ordinance 20-042, amending Ordinance 19-129, passed December 2, 2019, (2020 Employee Pay Scale)

Discussion: The suggested rate of pay is the same rate the hourly clerk position was, and is the same rate as the Public Service Water and Sewer Maintenance. Council will pass legislation to determine where the new person should be placed on the scale.

Motion to adopt Ordinance 20-042, by Mr. Wade and seconded by Ms. Hall

Roll Call: All Yeas

Motion carries 6-0

Resolution 20-043, setting the pay rate for part-time Dispatcher, Alexandria Braithwaite, at the one-year level, and making the rate effective retroactively to June 1, 2020

Discussion: Ms. Braithwaite is currently a dispatcher with Madison County and has experience to warrant the placement on the scale.

Motion to adopt Resolution 20-043, by Mr. Conway and seconded by Mr. King

Roll Call: All Yeas

Motion carries 6-0

Resolution 20-044, affirming that any funds received from the "County Coronavirus Relief Distribution Fund" will only be expended to cover costs of the Village of West Jefferson, consistent with the requirements of Section 5001 of the CARES Act, as described in 42 U.S.C. 601(d), and pursuant to H.B.

481

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Discussion: The State of Ohio will receive \$4.5 billion in Federal aid, which will be distributed to Counties, who in turn will distribute a share to municipalities. It appears the Village will receive \$75,000.00. Any expenses incurred to mitigate the Coronavirus from March 1, 2020 through December 31, 2020 are eligible. Ms. Arnott is tracking expenses and we have already spent approximately \$20,000.00. If the entire \$75,000.00 is not expended, the remainder must be returned to the County Auditor by the end of the year. The money cannot be used for lost revenue. It must be an expense related to the Coronavirus.

Motion to adopt Resolution 20-044, by Ms. Hall and seconded by Mr. Patterson

Roll Call: All Yeas

Motion carries 6-0

Resolution 20-045, authorizing the Village to donate \$3,000.00 to West Jefferson July 4th Street Fest, Inc. *Discussion: The fireworks have been approved, but the Street Fest will not be held. The fireworks are scheduled for July 4th. Mr. Conway asked if we could afford a larger donation. The Mayor recommended a \$4,000.00 donation.*

Motion to amend the legislation by changing the donation to \$4,000.00 by Mr. Conway and seconded by Ms. Hall

Roll Call: All Yeas

Motion carries 6-0

Motion to adopt amended Resolution 20-045, by Mr. Patterson and seconded by Mr. King

Roll Call: All Yeas

Motion carries 6-0

Discussion continued regarding the fireworks. The school parking lot, Converse Park and the end of Pearl Street will all be closed. Chief Floyd feels if we block Route 40, it may help with crowd control. The Sheriff's Office will offer some assistance and we will be fully staffed. There will be some food trucks located on private property. Mr. King also inquired about the status of our revisions to the Zoning Code regarding food trucks. The revisions are still on hold.

Committee Reports:

Finance: None

Police: None

Employee Benefits: Ms. Warner asked if the proposed changes to the Employee Handbook have been reviewed by Jim Evans. The changes have been reviewed by Mr. Evans, and a Committee meeting will be scheduled soon. Once proposed changes are ready, the Committee will hold several meetings with employees to hear their input.

Public Service: None

Development: None

Parks and Recreation: None

Special Events: None

Director of Finance Report: Ms. Arnott presented the May Financial reports. Income tax collections are up 10% through May and 13% as of today. Income tax returns are due July 15th.

Director of Public Service Report: The paving program has been completed. The concrete work on Twin and South should be completed this week. There was a water break on Kirkwood. The playground equipment is now open to the public. Mr. Mitchell is also seeking quotes for the new roof at the water plant. This will change the roof from a flat roof to a pitched roof. Core 5 started on their building about a week ago. This is a spec building. Duke is looking at starting the roadway to their first building. Ms. Hall asked who should mow the property by the pool. The owners should mow the property and Mr. Booth will check into it.

Director of Parks and Recreation Report: Softball is in its third week and has had a relatively slow start. Lunch and Learn on the Go began last. Participants drive thru to pick up three days of lunches and an

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activity. 130 people participated last week. This week's theme is "Do-Dads: A Tribute to Fathers". The Zion Lutheran Church has donated \$500.00 for the program. The pool opened on Wednesday with all regulations for social distancing in place. The first three days were cool and Saturday, Sunday and today did not meet the temperature requirements to open. Admission is limited to 50 people at one time. Chief Floyd has had several complaints about softball leagues not following social distancing guidelines and asked Ms. Darlington to stress they will be shut down if procedures aren't followed.

Mayor's Report and Recognition: The Mayor feels we have a great group of people working at the pool and it is going well. He thanked Council for the increased donation for the fireworks. He also commended our police department for an outstanding job handling the protests and all their efforts throughout the village. Thanks again to all village employees for jobs well done.

Recognition of Clerk and Council: Mr. Conway also commended Ms. Darlington for the procedures and policies that were put in place to open the pool. He asked Mr. Mitchell to look into numerous dead trees on Route 40 near Ace Hardware. The Playground Equipment Grant that was promised earlier, has been postponed by the State. The Looby Property land sale is still in progress and the Mayor and Public Service Director will meet with the developer on Thursday. Ms. Hall inquired how long the fireworks display would be. The Mayor thinks it will be approximately an hour.

Additional Business: None

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

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

Motion to adjourn at 7:55 p.m. by Ms. Hall and seconded by Mr. Patterson
Passed by Acclamation of Council



Deborah J. DiLeo
Clerk of Council



President of Council