

RECORD OF PROCEEDINGS

Minutes of _____

Council

Meeting _____

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held _____

March 21, 2022

MINUTES REGULAR MEETING OF COUNCIL MARCH 21, 2022

Called to Order:

President Conway 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, Jeff Patterson, Howard Wade, and Jennifer Warner.

Also attending were: Finance Director, Becky Arnott-Shiple; Chief of Police Chris Floyd; Clerk of Council, Jimmy John Hall; Development Director, Tom Hale; Mayor, Ray Martin; Public Service Director, John Mitchell; Water and Sewer Clerk, Taylor Patterson; Recreation and Special Events Manager, Shelton Stanley; Building and Zoning Code Enforcement Official, Kristie West.

Quorum Declare: 7 present, 0 absent.

Prayer: Ms. Hall.

Gracious Heavenly Father, we thank you for this day. For all the people attending this meeting, be pleased to guide and direct us in accordance to your will and bless this Village. In Jesus name. Amen.

Pledge of Allegiance: Ms. Cahill.

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.

President Conway reminded the body to keep the order. If you want to address Council, please raise your hand to be recognized by the chair.

The Agenda:

Motion to Adopt the Agenda moved by Mr. King and seconded by Mr. Wade.
VOICED VOTE AFFIRMED

Motion Carries 7-0.

The Minutes:

Motion to Approve the Minutes of the March 7, 2022, Regular Meeting of Council moved by Mr. Patterson and seconded by Ms. Cahill.
VOICED VOTE AFFIRMED

Motion Carries 7-0.

Motion to Approve the Minutes of the March 14, 2022, Special Meeting of Council moved by Mr. Wade and seconded by Mr. Patterson.
VOICED VOTE AFFIRMED

Motion Carries 7-0.

Committee Reports:

Mr. Patterson reported for the Parks and Recreation Committee. On March 7, 2022, we had a Parks and Recreation Committee Meeting to discuss new equipment going in at Westwood. In light of this, we talked about the possible walking path, other types of playground equipment, new baseball field, possible bathrooms and how the Village will maintain it, and a finalization plan with Choice One Engineering.

Mr. Wade reported for the Public Service and Special Events Committee. On March 10, 2022, we had a Public Service and Special Events Committee Meeting to discuss the purchase of a new sign. We have a proposal from Kessler, who would remove the existing sign, install a new structure out of steel to the support the message center and logo. The existing foundation would remain. Also, the name plaques would remain. The foundation would support the 5.5' high and 8.3 long display. The display is 8 mm a full color LED cabinet. It also has a double face viewing area. The message

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center can display pictures, messages, and short videos. Lastly, this package comes with a five-year warranty and training. Hopefully the funding will be approved tonight.

Ms. Hall reported for the Finance Committee. We had a meeting on March 17, 2022, to discuss and approve the purchase of the sign. The cost is \$53,827.00, minus the \$3,000.00 trade in, and resulting in a cost of \$50,737.00. We also talked about the "Lunch and Learn" summer program. Becky informed committee members that the Village budgeted \$14,000.00. However, Battelle donated to the Village \$18,000.00. consequently, a supplemental appropriation of \$4,000.00 is needed. Also, a supplemental appropriation for the Development Department for contractual services in the amount of \$35,000.00 due to staffing and additional contractual service needs. Lastly, we discussed the Police Department is requesting a fulltime, 32 hour per week, dispatcher position that would include 4/5ths of the Village benefit package. This person would work Sundays as well as other days and shifts as needed. The salary for this position will be covered in our current budget. Lowest range: \$19.08/hour. Chief Floyd informed the committee members that two people have been interviewed that might be good fits for this position. Before outside applicants are considered, this position will be offered, by seniority, to our current dispatchers.

Department Reports:

Report from Mayor:

Mayor Martin said tonight members from the Superintendent, Township Fire, and Township Trustees are present with representatives from Exeter. This is a milestone for the Village as all relevant entities concerning the CRA's are working together to help Jefferson Township Fire together with the Council. May we continue to work together. The Fire Mil is going to be 12 instead of 15.5. This is a solution we can all get behind. Thank you for all your cooperation to reach our goals. Concerning other issues, the speed signs for the Police Department are being ordered. The glass under the viaduct is being cleaned up. Also, the 'no truck' signs are up. We do not want any large trucks down our side streets and neighborhoods. Additionally, the Public Service Department is doing their yearly litter pick up on 40, 142, and 29. Lastly, Ms. Hall and I went to OMC training last week. We discovered that the Village is on the right track.

Report from Director of Public Service:

John Mitchell said as the Mayor said we have some of our people cleaning up along 40, 142, and 29, as long as it doesn't rain. This cleaning is making a significant difference. We will be working with Choice One Engineering to get the costs for renovate the parks. However, the supply shortage could alter our time line. We are working on some top soil. Some people approached us about some volunteer work for landscaping. Tomorrow two of our employees are going to a mosquito spraying course. At Garrett Park we added trash cans.

Report from Recreation and Special Events Manager:

Shelton Stanley said we usually get around \$14,000.00 from Battelle. But after asking for a little more, they increased the amount by \$4,000.00. Shop Hop is this Sunday the 27th at the Community Center. The Sensory Sensitive Easter Egg hunt is April 2 and the Community Easter Egg Hunt is on April 16th. Links will be provided on line at <https://www.westjeffersonohio.gov/>.

Report from Director of Finance:

Becky Arnott-Shipley said the February Financials are in the Council packets. Income Tax is doing really well as February finished up 41% over last year. This puts the Village up 26% for the year. It is that time of year again to process tax refunds. We have processed another 46 tax refunds for a total of \$28,752.56. The Tax Department will be open on April 9th and 16th from 9 A.M. to 12 P.M. and on April 15th from 8 A.M. to 4:30 P.M. The 2021 Reconciliation is in the Tax Department and almost done. Some revenue items over \$10,000.00 are from Madison County Auditor for Property Tax Settlements, the Columbus Foundation (Battelle) for Lunch and Learn, and Pepper Construction for Building Permits. For Payment Items over \$10,000.00 the Village paid Clark County for Contractual Building Inspection Services, and Ag-Pro Ohio for John Deere Base Loader.

Report from Chief of Police:

Chief Floyd said there have been more calls due to the better weather and people being outdoors. We are working on getting the firearms simulator up and running. Over the last two weeks we had 220 traffic stops and 123 resulted in citations.

President Conway asked Chief to elaborate on the dispatch position.

Chief Floyd said currently we have four (4) full time dispatcher and four (4) part time dispatchers but no permanent part time dispatcher. Police Department is requesting a fulltime, 32 hour per

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week, dispatcher position that would include 4/5ths of the Village benefit package. This person would work Sundays as well as other days and shifts as needed, i.e., multiple shifts.

Becky Arnott-Shipley said the Chief and I need to have a Finance Meeting.

Report from Development Director:

Tom Hale said in February we processed eighty-four (84) permits. Several of them were rather large. We issued a temporary CO on a sport building at the high school. Project Comet permit was issued. We also issued a permit for Columbus Logistics. On March 14th, 155 S. Fry, I went with the Mayor and Police escort, and explained to the resident what the situation was. The resident responded that he had contracted with somebody to do the work. The Mayor said he had until 4:00 P.M. to show up at the office and produce proof for the contract and work to be done. That person did show up with proof and the work is scheduled to start April 1st. We extended the right to do the work and explained, by letter, delivered by the Police Department, that on April 2nd, we will be back. Lastly, we have re-zoning and two variances coming up next month before Planning and Zoning Commission.

Recognition of Clerk and Council:

Jimmy John Hall said thank you to all the Department Heads for a short-written report for the Minutes. Its helpful. Lastly, the questions asked concerning annexation for the Law Director is still pending.

Recognition of Guests:

Bonnie Hamilton had a question concerning the senior citizens building. What's the status on the building? People have been told they can't rent it.

Mayor Martin said it is being renovated at the present time. There is paper work we have to get from the leadership. The charter members are still there and in charge of the contract.

Bonnie Hamilton asked how long the contract lasts?

Mayor Martin said it's a five-year contract.

Ashely Cooper said I am running for Madison County Auditor and the election is on May 3rd, 2022. I live in Mt. Sterling, with my husband, and three children. I have been working at Staples for fifteen years as a financial analysis, do payroll for some 20,000 employees, benefits, and budgets. I also have a degree in accounting, and have a CPA license. I am a member of the Republican Women's, endorsed by the Ohio Republican Party, a County Commissioner, and a County Engineer. If I am elected, I plan to bring modernization to the office. For example, Cash Basis for account, which is currently not being used. I also want to build a good relationship, deliver, results, and work for everybody in the County. If elected, your concerns will be my concerns.

Old Business:

Ordinance 22-024, to approve current replacement pages to the West Jefferson Codified Ordinances and declaring an emergency.

Motion to Take from the Table Ordinance 22-024, moved by Ms. Hall and seconded by Mr. Patterson.

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

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Motion to Adopt Ordinance 22-024, moved by Mr. King and seconded by Ms. Cahill.

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

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

New Business:

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Ordinance 22-027, authorizing supplemental appropriations of \$35,000.00 in the General Fund, and declaring an emergency.

President Conway asked the Director of Finance for some explanation.

Becky Arnott-Shiple said we are adding the amount in the supplemental due to staffing issues and contractual service's needs.

Motion to Adopt Ordinance 22-024, moved by Ms. Hall and seconded by Ms. Cahill.

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

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Resolution 22-028, approving the execution of four (4) Community Reinvestment Area (CRA) real property tax abatement agreements between the Village of West Jefferson and Exeter SR West Jefferson, LLC.

Nate Green, with the Montross Group, said we work with Exeter with a lot of things across the State. We are planning on building four (4) buildings and requesting a 100% tax abatement. In the pass there was a blanket CRA. These are individual CRA. This is an improvement. We also recognize the relationship with Jefferson Fire. So, we meet with the Trustee and Township Administrator to agree on a 5 cents per square foot for impact fees. Also, we have an agreement with Jefferson Local Schools at 1 cent per square foot. These agreements are all signed.

James Ryan said Exeter has broken ground on two projects within the Village. We bought the Kellogg building. For this project we are planning to break ground sometime during the summer. We are very happy about these projects.

President Conway pointed out the location of the CRA projects and the fact that traffic will be easily accommodated by the freeway access nearby.

Mayor Martin said thank you for this new start that helps the community.

President Conway said this is what was started in the Fall with Linda Hall and Jen Warner that has come to pass. So, we want the relevant parties, the Trustees, CRA applicants, and Council to talk so the Fire Department is not left out.

Mr. Wade asked what these buildings will be used for?

James Ryan said these kinds of building are more in line with e-commerce and distribution.

President Conway asked the Public Service Director to explain a blanket CRA.

John Mitchell said following the owners is difficult when the change of ownership takes place.

Mayor Martin said the number of employees is important to qualify for the CRA.

Becky Arnott-Shiple said if they don't get the number of employees, then loss their CRA.

Motion to Adopt Resolution 22-028, moved by Mr. Patterson and seconded by Ms. Warner.

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

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Ordinance 22-029, authorizing supplemental appropriations in the General Fund and the Capital Fund, and declaring an emergency.

Becky Arnott-Shiple said the amount is only in the General Fund. Instead of \$14,000.00, we received \$18,000.00, and need the authority to use it.

Motion to Adopt Ordinance 22-029, moved by Ms. Cahill and seconded by Ms. Hall.

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

VOTE NAY: None.

ABSTAIN: None.

Motion Carries 7-0.

Ordinance 22-030, authorizing supplemental appropriation in the Revitalization/Capital Outlay Fund, and declaring an emergency.

Becky Arnott-Shiple said this is to purchase the sign. We are using \$20,000.00 out of Revitalization/Capital Outlay Fund but need an additional \$30,000.00 to be appropriated.

Jen Warner (inaudible)

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Motion to Adopt Ordinance 22-030, moved by Mr. Wade and seconded by Mr. King. VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner. VOTE NAY: None. ABSTAIN: None.

Motion Carries 7-0.

Resolution 22-031, authorizes the Public Service Director to spend the funds from the supplemental appropriations in the Revitalizing/Capital Outlay Fund for the Digital Sign. Ms. Cahill said there is a \$3,000.00 trade in and a five (5) year warranty. The company is local.

Motion to Adopt Resolution 22-031, moved by Mr. Wade and seconded by Mr. King. VOTE YEA: Ms. Cahill, Mr. Conway, Ms. Hall, Mr. King, Mr. Patterson, Mr. Wade, and Ms. Warner. VOTE NAY: None. ABSTAIN: None.

Motion Carries 7-0.

Additional Business: None.

Pay the Bills:

Motion to Pay the Bills moved by Ms. Hall and seconded by Ms. Cahill. VOICED VOTE AFFIRMED

Motion Carries 7-0.

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

Adjourn:

Motion to Adjourn at 7:57 P.M. moved by Mr. Patterson and seconded by Mr. Wade until 7:00 P.M. April 4, 2022, Regular Meeting of Council. VOICED VOTE AFFIRMED

Motion Carries 7-0.

[Handwritten signature of Jimmy John Hall]

Jimmy John Hall Clerk of Council

[Handwritten signature of Mike Conway]

Mike Conway President of Council

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