

RECORD OF PROCEEDINGS

Minutes of Council

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held January 20, 2020

MINUTES OF JANUARY 20, 2020 COUNCIL MEETING

Meeting called to order at 7:00 p.m. by President Steve Johnston

Council Members Present: Steve Johnston, Howard Wade, Jennifer Warner, Richard King, Linda Hall, Jeff Patterson, and Mike Conway. Also attending were Mayor, Ray Martin, Public Service Director, John Mitchell, Finance Director, Rebecca Arnot, Clerk of Council, Debbie Dileo, Chief of Police, Chris Floyd, and Director of Building, Planning and Zoning, Tom Hale.

Council Members absent: None

Prayer: Mr. Wade

Pledge of Allegiance: Mr. Conway

Motion to adopt the agenda by Ms. Warner and seconded by Mr. Conway

Roll Call: All Yeas

Motion carries 7-0

Motion to adopt the Minutes of the January 6, 2020 Council Meeting by Ms. Warner and seconded by Mr. Wade

Roll Call: All Yeas

Motion carries 7-0

Recognition of Guests: None

A Public Hearing to discuss a recommendation from the Planning and Zoning Commission to amend Section 1137.06 of the Zoning Code (Setbacks from Publicly Established Drainage Ditches), was called to order at 7:02 p.m.

Discussion: This change will amend the setbacks for ditches. No further discussion.

The Public Hearing was closed at 7:04 p.m.

Old Business: None

New Business:

1st Reading of Ordinance 20-005, an ordinance amending Zoning Ordinance 03-022, passed April 21, 2003 by amending Section 1137.06 of the Zoning Code (Setbacks of Publicly Established Drainage Ditches).

Discussion: The Mayor requested the entire ordinance be read. This ordinance changes the setbacks of public ditches to 50 feet and establishes setbacks for ravines that run into the Darby Creeks at 110 feet. Mr. Russ Miller asked what the original setbacks were. The setback for ditches was 40 feet. The second reading of this ordinance will be completed at the next meeting.

Resolution 20-006, setting forth a statement of Municipal Services the Village of West Jefferson will provide to the 14.96+/- acres of land located in Jefferson Township, and proposed to be annexed to the Village of West Jefferson via an expedited Type II annexation, pursuant to R.C. 709.23: and the buffer requirements the Village of West Jefferson will enforce

Discussion: Mr. Johnston explained this property is located on Garner Road (Plain-City-Georgesville Road, South) on the west side of the road. The property is owned by Leonard and Teresa Hortsmann.

Motion to adopt Resolution 20-006, by Ms. Hall and seconded by Mr. Johnston

Roll Call: All Yeas

Motion carries 7-0

Resolution 20-007, repealing Ordinance 09-059, passed January 4, 2010, and any ordinance or section of ordinance in conflict with this ordinance and declaring an emergency

Discussion: This ordinance names the Administrative Assistant as Clerk of Council. It is being repealed because it is in conflict with our current structure.

Motion to adopt Resolution 20-007, by Ms. Warner and seconded by Mr. Wade

Roll Call: All Yeas

Motion carries 7-0

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Ordinance 20-008, repealing Resolution 92139, passed November 2, 1992 and Resolution 92162, passed December 21, 1992

Discussion: Both resolutions are being repealed because they are outdated and do not reflect our current procedures. Resolution 92139 required department heads to submit written reports to Council on a monthly basis. Department Heads now give oral reports at each meeting. Resolution 92162 required Village appointed commissions to submit draft minutes within 72 hours of the meeting. When the minutes are adopted, they are submitted to the Clerk of Council for distribution to Council.

Motion to adopt Ordinance 20-008, by Mr. Johnston and seconded by Mr. Conway
*Roll Call: All Yeas
Motion carries 7-0*

Committee Reports:

Finance: None

Police: None

Employee Benefits: None

Public Service: None

Development: None

Parks and Recreation: None

Special Events: The committee will meet on Thursday, January 23rd at 10:00 a.m.

Director of Finance Report: Ms. Arnott presented the December financial reports. Income Tax collections were up 7% in 2019. W-2's, 1099's, and required reconciliations have been completed and distributed. The income tax postcard notices have been mailed.

Director of Public Service Report: Mr. Mitchell distributed the bid tabulations for the Parkdale/Norwood Sanitary Sewer Project. The engineering estimate was \$251,094.00. The lowest bid was submitted by BK Layer, LLC for \$205,758.00. Reference checks have been completed. He is moving forward to award the contract and will give council the work schedule as soon as it is available. He will also set up a meeting with the 23 residents that will be affected by the construction. He presented an information sheet from the Parks and Recreation Director which outlines events and activities planned for 2020. This document provides general program information and will also be used in the preparation of grant requests. A Ford F150 truck for the Sewer Department has been purchased. The budgeted amount was \$33,000.00 and the purchase price was approximately \$25,500.00. A Honda Passport was also purchased for Village use. The budgeted amount was \$36,000.00 and the purchase price was approximately \$32,000.00. Ms. Hall asked when the sanitary sewer project will begin. He will let everyone know as soon as the paperwork is completed.

Director of Parks and Recreation Report: None

Mayor's Report and Recognition: There has been two successful weeks of trash collection. The Mayor has been addressing each complaint on an individual basis and has followed the collection truck. The issues being encountered are approximately 95% driver error, but he believes most issues have been resolved.

Recognition of Clerk and Council: Mr. Conway asked about bulk pickup. The Mayor stated the contract does not require residents to schedule a pickup, nor does it require all trash cans to be placed on one side of the street. Waste Management's new vehicle will be in use later this month or in February. Lisa Wooten inquired about the placement of trash cans. The cans can be placed on the curb or in the street. There is not a specific requirement in the contract. The Chief requested a Finance Committee meeting to discuss a Detective position. The committee will meet on Friday, January 24th at 10:00 a.m. Ms. Dileo asked if any council member would like to attend the OMI Council Training. Mr. King, Ms. Hall, Ms. Warner and Mr. Patterson will all attend.

Additional Business: None

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Motion to pay the bills by Ms. Hall and seconded by Ms. Warner
Passed by Acclamation of Council

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

Motion to adjourn at 7:31 p.m. by Mr. Conway and seconded by Mr. Patterson
Passed by Acclamation of Council



Deborah J. DiLeo
Clerk of Council



Steven J. Johnston
President of Council