

# RECORD OF PROCEEDINGS

## VILLAGE OF MCCONNELSVILLE COUNCIL

### REGULAR SESSION

Held: November 1, 2011

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The Village of McConnelsville convened in regular session from 6:30 P.M. to 7:56 P.M. in the McConnelsville Village Office. Mayor John Finley called the meeting to order with the following members and visitors present:

Councilman Tom Bragg	Present
Councilman Rhett Matheney	Present
Councilman Kevin Morrow	Present
Councilwoman Michele Blackburn	Present
Councilwoman Mary Gessel	Present

**EMPLOYEES:** Chief of Police Rocky Woodburn, Fiscal Officer Ellen M Henry, Village Administrator Scott Brown, Solicitor David Tarbert

**VISITORS:** Sara Hurst, Pastor Galen Finley, Shelton Muncy, Paul King

#### **Invocation**

Invocation given by Pastor Galen Finley.

#### **Pledge of Allegiance**

Lead by Mayor John Finley.

#### **OLD BUSINESS**

##### **Minutes of October 18, 2011**

Councilman Matheney made a Motion to approve the minutes of the previous meeting, seconded by Councilman Bragg.

Votes were: Councilman Tom Bragg, Aye; Councilman Rhett Matheney, Aye; Councilman Kevin Morrow, Aye; Councilwoman Michele Blackburn, Aye; Councilwoman Mary Gessel, Aye.

##### **Special Minutes of October 21, 2011**

Councilman Matheney made a Motion to approve the special minutes of October 21, 2011, seconded by Councilman Bragg.

Votes were: Councilman Tom Bragg, Aye; Councilman Rhett Matheney, Aye; Councilman Kevin Morrow, Aye; Councilwoman Michele Blackburn, Aye; Councilwoman Mary Gessel, Aye.

##### **Special Minutes of October 31, 2011**

Councilman Matheney made a Motion to approve the special minutes of October 31, 2011, seconded by Councilman Bragg.

Votes were: Councilman Tom Bragg, Aye; Councilman Rhett Matheney, Aye; Councilman Kevin Morrow, Aye; Councilwoman Michele Blackburn, Aye; Councilwoman Mary Gessel, Aye.

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#### NEW BUSINESS

##### Bills of the Village

Councilman Morrow made a Motion to amend the bills by adding a bill from William and Joann Duskey in the amount of \$292.70 for the sidewalk reimbursement program, seconded by Councilwoman Blackburn.

Votes were: Councilman Tom Bragg, Aye; Councilman Rhett Matheney, Aye; Councilman Kevin Morrow, Aye; Councilwoman Michele Blackburn, Aye; Councilwoman Mary Gessel, Aye.

Councilwoman Gessel made a Motion to approve the bills as amended, seconded by Councilwoman Blackburn.

Votes were: Councilman Tom Bragg, Aye; Councilman Rhett Matheney, Aye; Councilman Kevin Morrow, Aye; Councilwoman Michele Blackburn, Aye; Councilwoman Mary Gessel, Aye.

##### Monthly Financial Reports and Bank Reconciliation

Council signed off on the October Monthly Financial Reports and Bank Reconciliation.

##### Ordinance 11-30

Mayor Finley introduced Ordinance 11-30, AN ORDINANCE TO MAKE ADDITIONAL APPROPRIATIONS FOR THE CURRENT YEAR.

Councilwoman Gessel made a Motion to suspend the rules requiring three separate and distinct readings and place on emergency measure, seconded by Councilman Bragg.

Votes were: Councilman Tom Bragg, Aye; Councilman Rhett Matheney, Aye; Councilman Kevin Morrow, Aye; Councilwoman Michele Blackburn, Aye; Councilwoman Mary Gessel, Aye.

Councilwoman Blackburn made a Motion to adopt Ordinance 11-30 on emergency measure, seconded by Councilman Morrow.

Votes were: Councilman Tom Bragg, Aye; Councilman Rhett Matheney, Aye; Councilman Kevin Morrow, Aye; Councilwoman Michele Blackburn, Aye; Councilwoman Mary Gessel, Aye.

Ordinance 11-30 was duly adopted.

##### Public Participation

Mr. Paul King of North Kennebec Avenue addressed council regarding the issues he sees around the Square. Mr. King stated he and his wife moved here in March to be a part of our community; they live right around the corner from Village Hall. Mr. King is concerned not only for himself and his wife; but, other who use the Square and those who walk.

Mr. King stated he sees an increasing problem with rowdiness, obscene language; and, underage smoking. He believes the problems increased considerably this past Friday evening. Mr. King stated he has attempted to address some of these problems himself with

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some of the kids. He has noticed when the parents drop kids off the majority of them do not go to the movies; they stay out on the street.

Mr. King stated he has also had problems with the kids in the alley behind the apartments; and he is glad to see we put a light up out back. Mr. King stated there are great kids here and when he has asked them to stop or move on; they do show respect and do so.

Mayor Finley thanked him for coming and explaining his concerns to council. Mayor Finley stated he recently met with the Police Department and asked them to step up enforcing the law in these areas.

Mr. King stated he feels Chief Woodburn is one of the finest police officers he has ever met; feels the Chief is very proactive and he does not see these problems during the day.

Mayor Finley stated Council is going to review the curfew ordinance and see if it needs updated or anything added to it.

#### **Mayor John Finley**

Mayor Finley stated he and the Fiscal Officer have been discussing the Agenda and ways to improve it. Mayor Finley stated it is their goal to have the Agenda completed on Friday before the Tuesday meeting and a packet of items will be delivered to each member's household by the Police Department. Mayor Finley stated this would give them ample time to review all the materials and bring it with them on meeting night.

Mayor Finley stated he has instructed the Fiscal Officer to get three ring binders for each of them to keep their agenda's and notes; in which, this will be left here at the office for them to refer back to. They will be tabbed by month and date. Mayor Finley stated he wanted to remind council that this would become public record.

Mayor Finley stated anything that came up between that Friday and the Tuesday meeting would be added in as other business or held till the next meeting.

Mayor Finley reported he felt it was very important to get the telemetry on the standpipe. Mayor Finley stated there is currently no alarm system to alert us of a problem and they have to manually run the pumps; creating overtime every weekend.

Village Administrator Brown reported the quote to put the telemetry on the standpipe is \$6,800. By doing this, we will be able to tell the height of the water constantly; and, it will allow the pumps to kick on automatically. VA Brown stated we will be able to pull up all this information on the same scada computer system that we use with our other two water towers.

Councilwoman Gessel questioned if the \$6,800 included installation. VA Brown stated yes.

Councilman Matheney stated he ran some figures and it would pay for itself in less than a year for the price we are paying for the overtime on the weekends.

Village Administrator Brown stated he has contacted the same pump company that put the pumps in at the Hawk and they are to give him a quote on installing new pumps and motors in the current building we have; and, a quote to put in the new pumps and motors to a new building. VA Brown stated he has not received the quotes yet.

Village Administrator Brown stated the current pumps we have there now are the original ones and are about 20 years old. VA Brown stated if we want to keep the standpipe in service; it would be in our best interest to replace these items.

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Mayor Finley questioned what the life expectancy of these pumps are. VA Brown stated between twenty to thirty thousand hours.

Mayor Finley instructed VA Brown to get quotes on painting the standpipe and hawk towers.

Councilman Matheney questioned VA Brown on what a rough estimate it would cost for one pump and motor. VA Brown stated he felt the entire project including installation would be around \$25,000.

Mayor Finley stated it was his recommendation we keep the standpipe in place and functioning. Mayor Finley stated he realized that was not what the streamlining project called for; however, he is afraid it will affect our ISO rating if we lose that water reserve.

Mayor Finley questioned council if they desired to follow his recommendation and keep the standpipe.

Councilman Bragg made a Motion to keep the standpipe and add the telemetry to it, seconded by Councilwoman Blackburn.

Votes were: Councilman Tom Bragg, Aye; Councilman Rhett Matheney, Aye; Councilman Kevin Morrow, Aye; Councilwoman Michele Blackburn, Aye; Councilwoman Mary Gessel, Aye.

Village Administrator Brown is permitted to go through with the telemetry purchase for the standpipe.

Councilman Matheney questioned what the price of the new tank installation itself was. VA Brown stated it was around \$400,000.

Mayor Finley questioned if there was a guarantee on the paint. VA Brown stated it had a lifetime guarantee and it has a glass liner. Mayor Finley stated if we were going to have to put a large amount of money out to paint the tank; it might be more feasible to replace it.

Village Administrator Brown stated he was quoted awhile back that it would cost around \$70,000 to paint the standpipe and he did not feel the hawk would be as much.

Councilman Matheney stated he felt the telemetry was the thing to do right now; but, he is not against the Engineer coming in and getting the streamlining system to work. Councilman Matheney stated he wants to do what is best.

Mayor Finley stated the VA is working on pricing to get the waterline on Poplar replaced and maybe it will work once that is replaced.

Mayor Finley stated the meter loan through OWDA is now closed out. We did not have to borrow the full amount on that loan. Mayor Finley stated this is the WSRLA loan. The reason for the loan not being closed out was not the Fiscal Officer's fault; it was for another reason.

Mayor Finley reported MS Consultants (an Engineering group) out of Columbus will be at the next meeting. He would like council to prepare any questions or concerns they might have. They are coming to present to council what they feel they can do for the Village.

Mayor Finley stated Burgess and Niple are also willing to come and present to council.

Village Administrator Brown stated Stantec out of Logan would like to come to the first meeting in December and make a presentation to council.

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Mayor Finley stated he would like council to look at all three of these engineering firms and our current engineer; check their references, and then decide how they would like to move forward in 2012.

Mayor Finley reported he met with Jeffrey B. Heinrich of State Treasurer Josh Mandel's office. Mr. Heinrich gave a packet to Mayor Finley of different programs the State offers. The GrowNow Program is for new businesses to utilize for funds to help them get started; Energy efficient program that will give low interest loans to home owners; an Ag link for farmers; and a savings program for the State of Ohio Residents. Mr. Heinrich wants to help us out and will be available for us to contact.

Councilman Matheney stated he looked up the energy efficient program and we do have local banks that are participating in that program.

Mayor Finley reported he spoke with Councilman Greg Hill from Malta Village today on the phone and he had also met with Mayor Phil Barkhurst last week. They are to get back with us next week with a possible date for the joint meeting. Mayor Finley encourages all council to attend this meeting that can.

Mayor Finley reported he spoke with a contractor that may be interested in removing the old high tower for the material. Mayor Finley stated he would let council know if he can get a commitment from him.

Mayor Finley reported he met with Bo Powell and Jeff McInturf of the County Engineer's office. They can help us with flood plain management and new mapping that will show you exactly where the flooding is inside the village. They will give us the software free of charge; however, we do not have a computer big enough to run it. Mayor Finley is asking the Village Administrator to get with them to see what type of computer he would need and get pricing on it.

The Engineers office would also like the Mayor to write a letter to them in regards to allowing them to do all the addresses within the corporation limit. Mayor Finley stated he would be meeting with the Engineer to discuss all of this with him.

Mayor Finley reported October Parking Meter receipts as follows: Fines - \$332.11; Meters - \$1,366.13 for a total of \$1,698.24. Mayor Finley stated 149 tickets were written.

Mayor Finley reported John Wells is continuing to preside over Mayor's Court through the end of the year. At that time his education expires; therefore, our Solicitor has found an attorney willing to be our Magistrate for the month of January. Mayor Finley stated he was scheduled for the schooling; however, it does not occur until the third week of January. He will be able to preside over court in February.

Mayor Finley reported October Mayor's Court receipts as follows: Village of McConnelville - \$3,077.65; Treasurer of State - \$851.00 for a total of \$3,928.65.

Councilwoman Gessel questioned who the attorney was that would be our Magistrate. Solicitor Tarbert stated Scott Rankin.

Mayor Finley reported he had a meeting with the police department last week that went very well. He discussed some of the issues the gentleman brought up this evening. Mayor Finley will be scheduling within the next two weeks a meeting with the remainder of the crews and the office staff.

Mayor Finley reported he spoke with Tim Bowman from AEP about the street lights. He stated he asked the officers to make a report every Sunday of the lights that were not working. When discussing with them, he found that there were several lights that had been

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reported and not repaired. Mayor Finley stated Mr. Bowman will personally see that these are taken care of.

Mr. Bowman also spoke to the Mayor about tree trimming. Mr. Bowman would like a letter giving them the OK to trim trees within the village that are around power lines. Mayor Finley stated Mr. Bowman is going to be contacting VA Brown in regards to this.

Mayor Finley stated he was concerned that we do not have a cell phone policy and the village does own one. He asked Solicitor Tarbert to look in to writing up a policy on this.

Mayor Finley stated he has not seen any abuse of the phone; he feels the village needs a policy to protect them.

Mayor Finley reported our current Public Records Policy is getting some age on it and he feels it needs to be redone. Mayor Finley stated it was not passed by an ordinance; just set as a policy. Mayor Finley stated he felt we need to enforce receiving payment on these public records and report back in a timely manner.

Councilwoman Gessel stated you could only charge for the actual cost of the copy; she had to write one up when she was over the County Clerk of Court's office.

Mayor Finley asked Councilwoman Gessel if she would head this up. Councilwoman Gessel stated she would.

Mayor Finley stated he discussed with the Village Administrator the fact of the crews having extra time and asked him to have them work on cleaning up the streets especially in the Main Street area. Mayor Finley stated he seen a gentleman working off a fine today doing a lot of sweeping and making the Square look good.

Mayor Finley stated he wanted to challenge the property and business owners to clean up their areas too.

Councilwoman Gessel stated when the crews are cleaning we need to have them check the sewer drains; as we sometimes have complaints about them getting plugged and overflowing into people's basements.

Councilwoman Blackburn questioned if we were picking up leaves yet. VA Brown stated yes.

Mayor Finley stated he had discussed with the Police Department regarding stepping up enforcement at Eagles Park. Mayor Finley stated he has noticed a big difference.

Mayor Finley stated the village radio in the old reservoir building had some problems and it is only putting out about two watts. Dave Bailey is assisting us in getting prices and the proper place to move its location. Mayor Finley stated it could cost around \$4,000 to get this corrected.

Mayor Finley reported he has talked to a company about some new locks on the village buildings. These locks would allow you to know who came into the buildings and when; it would be computer logged. If an employee leaves employment, you take their name out of the computer and they no longer have access. Mayor Finley brought the gentleman down today and the VA took him around to all of our buildings. Mayor Finley stated he is also looking into getting cameras put on the buildings. These will be priced separate so we can pick and choose what we do and when.

Mayor Finley reported VA Brown brought the idea to him of putting in a bulk water station at the Hawk Site. This would help us turn water and aide the community in hauling water.

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Mayor Finley reported he met with Shannon Wells and Traci Baker from the County office. They assisted the Opera House in the \$25,000 grant through the Ohio Cultural Facilities Commission. When we tried to be reimbursed the \$25,000, we found that it was actually a \$100,000 grant and until we spent the additional \$75,000 we would not be reimbursed. Mayor Finley stated he would be looking into. Shannon and Traci were very helpful and informed him it was a very involved grant.

Mayor Finley reported October Income Tax receipts as \$41,732.74; year to date - \$329,257.65. We are currently \$5,911 up from last year at the end of October.

Mayor Finley reported Mayor's Court year to date receipts as \$34,213.15.

Mayor Finley reported it has been a busy couple of weeks; he is learning there is a lot to this job.

#### **Village Administrator Scott Brown**

Village Administrator Brown had the following reports:

- 1) All of the dead fire hydrants on Kennebec have been removed; every one you see is active and on the eight inch line.
- 2) The white truck and street sweeper have been repaired; the carburetor went out of the yellow dump truck and now it is fully repaired and back to working condition.
- 3) The crew has been picking up leaves over the last two weeks; the Square was done this afternoon.
- 4) DEFA application was submitted; he received confirmation of receipt today.
- 5) They walked all the CSO's and mapped out their locations. Once the Notice to Proceed has been signed, Zemba will have 220 days to complete the project.
- 6) The parts for the RAS pumps are in and waiting for them to be installed.

#### **Slip Lining Project**

Mayor Finley reported the meeting with the contractor went well. He thanked Councilwoman Gessel for attending. Mayor Finley stated he wanted to point out that the Village Administrator had talked to our Engineer several times regarding the river height increasing and was informed the company had been contacted. Mayor Finley reported it appeared at the meeting the company didn't have a clue when they met that the river levels were so high.

#### **Chief Rocky Woodburn**

Chief Woodburn reported Trick or Treat went well without any incidents.

Mayor Finley reported he received a letter from AEP and gave each council member a copy in their packet.

Mayor Finley reported the Nationwide Emergency Alert System would be conducting a test on November 9, 2011.

#### **Buildings and Recreation Committee**

Councilman Matheney reported there will be a company coming in to see about redoing the bathroom and office floors. Councilman Matheney feels new light fixtures are needed and some toilets need repaired/replaced. He would like to take council down to view it.

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Councilman Matheney stated we should paint the walls and put up the new fixtures prior to fixing the flooring. He also feels we need to ventilate the bathrooms and pump room by adding a fan in the windows.

Councilman Matheney stated the bat problem would be an easy fix by caulking where they are going in and out.

Councilman Matheney stated he had no idea what the flooring is going to cost; however, he believes we can do the fixtures and painting for six or seven hundred dollars.

Councilman Matheney stated he would like to see the community room redone. He would like to remove the kitchen equipment and paint and tile it so we can rent it out. Right now it is just used as storage.

The other issue the Pool Manager informed him of was when she backwashes it goes into the bathrooms. Years ago when you backwashed it went into the creek through a pipe; now the pipe is not visible. Craig VanNess told him he could take the camera down so they could find it, dig it up and fix the problem.

Mayor Finley asked the committee to get together and create a list on what needed to be done and prioritize it. He would like to start on this as soon as possible.

#### **Streets & Alley Committee**

Councilman Morrow stated they met and looked at the parking at the old school. The committee's recommendation is to leave it as it is right now. Councilman Matheney asked if they were going to paint new lines on it. Councilman Bragg stated probably next spring.

Mayor Finley stated the Police Department is going to start passing out warnings to those parking in places they shouldn't.

#### **Economic Development Committee**

Councilwoman Blackburn stated she had been looking into the same things with the State that will bring different things into the community.

Mayor Finley reported he had been reviewing different continuing education for Mayor's and Council. He will be passing on anything he can find and he encourages them to go to these classes.

Councilwoman Blackburn stated Council wanted to extend sympathy for the loss of Janet Judson.

#### **Public Utilities Committee**

Councilman Bragg stated he would like to see those working off their fines clean the grass along the curbs and in the tree areas.

Mayor Finley stated VA Brown is going to have the alleys cleaned of grass and brush.

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#### **Finance Committee**

Councilwoman Gessel reported the Finance Committee met on October 24<sup>th</sup> and discussed salaries and the possibility of raises for next year and employee evaluations.

Mayor Finley asked all of council to have a work shop to look at the budget together. He would like to see this happen by the end of November.

Councilwoman Blackburn stated council needs to be thinking about a new council member over the next couple of weeks. She would like to see resumes and hold interviews.

Solicitor Tarbert stated if there was going to be a quorum; they should hold a special meeting and then go into executive session.

#### **Adjournment of Meeting**

Councilman Matheney made a Motion to adjourn, seconded by Councilwoman Blackburn.

Votes were: Councilman Tom Bragg, Aye; Councilman Rhett Matheney, Aye; Councilman Kevin Morrow, Aye; Councilwoman Michele Blackburn, Aye; Councilwoman Mary Gessel, Aye.

The meeting was adjourned till November 15, 2011 at 6:30 P.M. at the McConnelsville Village Office.

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John W. Finley  
Mayor

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Ellen M. Henry  
Fiscal Officer

All formal actions of the Village of McConnelsville concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.