

Record of Proceedings

Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on February 22, 2016 at 7:00 p.m. in the municipal building with Mayor Stephen R. Bordenkircher presiding.

Pledge of Allegiance

Prayer

Roll Call: Tim Cheney, Christie Maurer, Ron Lusk, Rich Wheeler, Craig Bordenkircher and Bo Fortune were present.

- Also attending were Bill Owens-Village Solicitor, Sara Warne-Fiscal Officer and David Kadri-Village Administrator.
- A motion was made by Craig Bordenkircher and seconded by Ron Lusk to approve as written, the minutes of the February 8, 2016 council meeting. Roll Call 6 yes.

Mayor's Correspondence:

Mayor Stephen Bordenkircher noted receiving a letter from Community Development Consultants talking about the Coshocton County Fair Housing Program explaining the Fair Housing Program. Information on different supplies, paving and education tracks was given to the administrator. An Ohio Premier Asphalt Expo notice was received and given to the administrator. A letter was received from the Ohio Water Development Authority regarding an interest rate buy down program. Two outstanding village loans will see an interest rate reduction. One going from 5.770% to 4% and the other will go from 4.160% to 4%. Information was given to the village administrator. A letter was received from W.E. Quicksall and Associates regarding some funding programs that may be available to the village. Information was given to the village administrator. A newspaper article regarding Waste Parchment located on 93 and 36, who are heavy into recycling, was received and is available for review. Information was received regarding the Ohiocheckbook.com program. The mayor and fiscal officer are looking into the program that would allow the village books to be viewable online.

Citizens' comments:

Dave Rogers, Jordan Warne and Stephen Klopffensstein were present to observe.

Department Reports:

Fire: Councilman Ron Lusk noted the department losing a house in Plainfield. The difficulties this first quarter were noted.

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Fiscal Officer: Fiscal Officer Sara Warne had nothing to report. Mayor Stephen Bordenkircher noted that clarification by motion is being requested for the additional .5% tax the village will receive due to only giving a 1% credit for the year 2016.

- A motion was made by Ron Lusk and seconded by Tim Cheney to accept the 67% General Fund and 33% Street Fund allocation breakdown of the additional .5% municipal income tax received for withholding year beginning 2016. Roll Call 6 yes.

Mayor Stephen Bordenkircher addressed the village solicitor billing noting the village administrator's not wanting to sign off on invoices due to lack of detail. When the Finance Committee put together the 2016 appropriations, they allocated 25% Sewer, 25% Water and 50% General Fund for the retainer fee. Clarification by motion is being requested noting that council is in agreement with that allocation and if so direct the village administrator to sign off on those invoices.

- A motion was made by Craig Bordenkircher and seconded by Bo Fortune for the retainer fee allocation to remain 25% Water, 25% Sewer and 50% General. Roll Call 6 yes.

Mayor Stephen Bordenkircher noted the Auditor of State will be conducting a Local Government Officials Conference March 22nd, 23rd and 24th stating the importance of the fiscal officer attending. The cost of the conference is \$250 and the hotel cost is \$149 a night with a total estimated cost of \$658.

- A motion was made by Tim Cheney and seconded by Ron Lusk allowing the fiscal officer to attend the 17th Annual Local Government Officials Conference on March 22nd, 23rd and 24th. Roll Call 6 yes.

Police: Councilman Ron Lusk had nothing to report.

Solicitor: Village Solicitor Bill Owens had nothing to report.

Village Administrator: Village Administrator David Kadri explained information regarding the Columbia Gas project was available on the podium as well as a layout. The village administrator wanted to get the word out on a gas program regarding savings to our residents encouraging residents to call the gas company for a possible low cost audit dependent on income guidelines. It is crucial that residents know not to move Columbia Gas's marks or stakes. Green flags are for information, orange is for communication, and yellow is gas so do not move or take out the markings that the gas company relies on. There have been a couple of issues already. Mayor Stephen Bordenkircher noted how informative Columbia Gas's public meeting was. Since the last council meeting, there have been three breaks outside of the Police Station. That area will be replaced.

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Committee Reports:

Building and Property: Chairman Tim Cheney had nothing to report.

Community & Business Development: Chairman Bo Fortune had nothing to report.

Community Relations: Chairwoman Christie Maurer reported that the Chamber would be meeting tomorrow night at 6 p.m. The Rotary Health Fair will be March 19th from 7 a.m. to 9 a.m. at the First Baptist Church. 12 hour fasting is required.

Finance: Chairwoman Christie Maurer had nothing to report. Mayor Stephen Bordenkircher noted the recent passing away of a village resident and his being notified due to no one at that time claiming the body. Per ORC 9.15 the village is responsible to pick up the cost for an indigent resident's cremation if no one claims the body. The original cost for this individual's funeral was \$5,000 which was reduced to \$1,500. The individual's family came forward removing the liability from the village. If this happens in the future and the family does not come forward the village could have to bear the cost of cremation. Mayor Stephen Bordenkircher requested that the Finance Committee keep this event in mind during the appropriation process this year setting aside \$1,000 to \$1,500 for the potential exposure.

Fire Dependency Board: Mayor Stephen Bordenkircher stated there was nothing to report.

Ordinance: Chairman Craig Bordenkircher reported that the committee met February 17, 2016. Four Ordinances are being introduced. Updates were made to the Payroll Ordinance and the Benefit Ordinance. Two new Ordinances were created as well. A Public Records Policy Ordinance and a Village Handbook Ordinance.

Park Board: Chairman Ron Lusk reported that there was nothing local to report.

Planning Commission: Chairman Ron Lusk noted there was nothing local to report and he will arrange for Mrs. Swigert to do a five to ten minute presentation.

Public Safety: Councilman Ron Lusk noted that the Police Department is working with an interim police chief and thanked former Police Chief Terry Mardis for his years of service. Mayor Stephen Bordenkircher noted former Police Chief Terry Mardis' official retirement the afternoon of February 19th. Mayor Stephen Bordenkircher appointed Corporal Larry Dusenberry as the interim police chief at that time to serve as acting police chief until the new police chief is sworn in and takes duty. When talking with Corporal Dusenberry and the Police Committee it is felt that it is only appropriate to offer Corporal Dusenberry a one dollar an hour increase during the course of serving as interim police chief which is estimated to be about eight weeks costing the village approximately \$340.

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- A motion was made by Ron Lusk and seconded by Bo Fortune to approve a one dollar increase for Corporal Larry Dusenberry during the time he serves as interim police chief. Roll Call 6 yes.

Public Works: Chairman Rich Wheeler reported the committee met on February 11, 2016 to discuss a water billing complaint, paving projects, and utilizing tax money designated for that purpose. The village administrator purposed a plan for selling and purchasing equipment, which was discussed but no action was taken.

Records Retention: Mayor Stephen Bordenkircher had nothing to report. A meeting will be scheduled.

Rules: Mayor Stephen Bordenkircher reported that the committee met last week to finalize the employee handbook. An Ordinance is on this evening's agenda.

Introduction to ordinances and resolutions:

Resolution 2016-05: A RESOLUTION REGARDING CREDIT CARD USE.

Administration updates were made to the existing resolution upon request of Home Loan Savings Bank. Credit Cards are issued to the mayor, village administrator, police chief and fiscal officer.

- A motion was made by Craig Bordenkircher and seconded by Ron Lusk to suspend the rules per the emergency clause added to Resolution 2016-05. Roll Call 6 yes.
- A motion was made by Ron Lusk and seconded by Craig Bordenkircher to adopt Resolution 2016-05. Roll Call 6 yes.

Ordinance 2016-06: AN ORDINANCE ESTABLISHING THE BENEFIT SCHEDULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH.

Mayor Stephen Bordenkircher noted revisions primarily to the uniform allowance section adding language to include clothing, equipment and language pertaining to service weapons. The emergency clause is included if council wishes to pass this Ordinance as an emergency. One officer's reimbursement for a service weapon is pending. Councilman Ron Lusk wanted to verify in the case of a service weapon whether it was the officer's to keep upon resignation. After discussion, Mayor Stephen Bordenkircher noted that the police officers of the village are required to carry an off duty weapon per his discussion with prior Police Chief Terry Mardis. To the best of Mayor Stephen Bordenkircher's knowledge items purchased with the uniform allowance have not been returned to the village in the past. Village Solicitor Bill Owens discussed service weapon qualifications and keeping within the police chief's

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policy. Village Solicitor Bill Owens noted that it was his understanding that the officer would be keeping the weapon purchased with the uniform allowance. Updates to section F were discussed.

- A motion was made by Ron Lusk and seconded by Craig Bordenkircher to suspend the rules per the emergency clause added to Resolution 2016-06. Roll Call 6 yes.
- A motion was made by Craig Bordenkircher and seconded by Rich Wheeler to adopt Resolution 2016-06. Roll Call 6 yes.

Ordinance 2016-07: AN ORDINANCE ESTABLISHING 2016 PAY SCHEDULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH. First Reading

Mayor Stephen Bordenkircher noted that this ordinance creates new positions and provides for pay increases discussing the Ordinance's intent. Mayor Stephen Bordenkircher suggested a couple of readings versus passing as an emergency. The village administrator noted his concerns.

Ordinance 2016-08: AN ORDINANCE ESTABLISHING A PUBLIC RECORDS POLICY FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH. First Reading

Mayor Stephen Bordenkircher stated minimal changes were made to the existing policy noting the change in the charge of a CD ROM. Emergency passage is not necessary.

Ordinance 2016-09: AN ORDINANCE ESTABLISHING AN EMPLOYEE HANDBOOK FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH. First Reading

Mayor Stephen Bordenkircher requested at least two readings of Ordinance 2016-09 giving time to comb through the handbook once again prior to adoption.

Committee Meetings:

Building & Property-

Finance- Monday, March 14, 2016 at 6:30 p.m.

Ordinance- Tuesday, March 8, 2016 at 6 p.m.

Park Board- Friday, February 26, 2016 at 5 p.m.

Public Safety/ Fire- Wednesday, March 9, 2016 at 7 p.m.

Public Works- Thursday, March 3, 2016 at 5 p.m.

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Other Business:

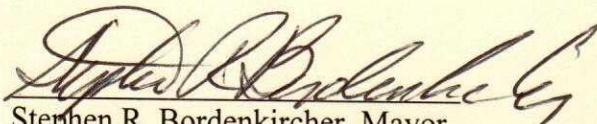
Mayor Stephen Bordenkircher stated the Public Safety Committee, mayor and police chief agree with an appointment for police chief and Mayor Stephen Bordenkircher presented the appointment of Stephen Klopfsenstein noting his impressive resume including twenty-eight years of experience being a shift supervisor. Mayor Stephen Bordenkircher sent out copies of Stephen Klopfsenstein's documents showing his impressive background. The mayor voiced one contingency of his appointment being council's approval and the second contingency being Mr. Klopfsenstein's completion of required physical requirements that are required by the Ohio Revised Code, meeting the qualifications of the ORC and OPADA which he has done and his meeting residency requirements within six months. Until his home is sold, Upon his appointment he will get an apartment and relocate into the village. Per the ORC the village can waive the residency requirement as they did for the prior police chief. Stephen Klopfsenstein would start his appointment on April 16, 2016 in order for him to meet current obligations. He would be sworn in prior to that date.

- A motion was made by Ron Lusk and seconded by Craig Bordenkircher to approve Mayor Stephen Bordenkircher's appointment of Stephen Klopfsenstein to the position of police chief. Roll Call 6 yes.

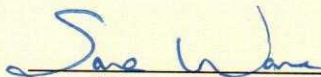
A motion was made by Tim Cheney and seconded by Ron Lusk to pay the bills as presented. Roll Call 6 yes.

A motion was made by Ron Lusk and seconded by Craig Bordenkircher to adjourn until the next meeting on Monday, March 14, 2016 at 7:00 p.m. Roll Call 6 yes.

*A full recording of this evening's minutes can be heard by visiting www.westlafayettevillage.com and clicking on the council tab then selecting recorded minutes.


Stephen R. Bordenkircher, Mayor

Attest:


Sara Warne, Fiscal Officer