

Record of Proceedings

Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on January 11, 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, and Craig Bordenkircher were present.

• Also attending were Bill Owens-Village Solicitor, Sara Warne-Fiscal Officer and David Kadri-Village Administrator.

• A motion was made by Ron Lusk and seconded by Craig Bordenkircher to approve as written, the minutes of the December 21, 2015 council meeting. Roll Call 5 yes.

Mayor's Correspondence:

Mayor Stephen Bordenkircher requested the VA to follow up on the letter he received regarding gas rates, noted the letter he received from Chase Bank regarding transferring the village credit card account into his name and mentioned his signing off on the village's Home Loan accounts taking the place of former Mayor Jack Patterson. The resume he received for the police chief position was given to Chief Mardis. The solid waste survey received was given to the village administrator to complete. The mayor will discuss a possible grant opportunity with the VA. Mayor Stephen Bordenkircher requested the committee's standing on filling the open council seat. Councilman Craig Bordenkircher informed council that the committee had a recommendation after interviewing two candidates. The committee had a unanimous decision to nominate Bo Fortune to fill the open council seat. A total of four resumes were submitted.

• A motion was made by Ron Lusk and seconded by Craig Bordenkircher to nominate Bo Fortune to fill the village's open council seat. Roll Call 5 yes.

Councilman Bo Fortune was sworn in by Village Solicitor Bill Owens and congratulated.

Mayor Stephen Bordenkircher noted the proper procedure of appointing the council president pro tempore is for the position to be appointed by council not the mayor. Nominations and interest were noted.

• A motion was made by Christie Maurer and seconded by Rich Wheeler to appoint Councilman Craig Bordenkircher Council President Pro Tempore. Roll Call 6 yes.

Mayor Stephen Bordenkircher stated his emailing of proposed rules to council and made Council Rule 17 clear. Individuals outside of council, the mayor and the village solicitor were

Record of Proceedings

not to participate in discussion or debate unless the governing body addresses them. A copy of the rules will be posted upon passage and copy of the rules will be given to the press. The next to last line of Rule 16 will be corrected and a motion was requested to pass the purposed council rules.

- A motion was made by Ron Lusk and seconded by Craig Bordenkircher to adopt the proposed council rules. Roll Call 6 yes.

A few changes are required to the special meeting rules. Mayor Stephen Bordenkircher is working with the village solicitor and the rules will be revisited the next meeting.

Mayor Stephen Bordenkircher reminded attendees that the Sunshine Laws welcome anyone to record public meetings. The mayor entertained for a motion to digitally record the council meetings and upgrade the village's website in order to post those recordings for more transparency. The cost of the recorder will be approximately \$99 and the cost of the website upgrade will be \$125. Resolution 2016-02 is on the agenda this evening to add funds.

- A motion was made by Craig Bordenkircher and seconded by Ron Lusk to start recording the regular and special meetings. Roll Call 6 yes.

Mayor Stephen Bordenkircher addressed the park registration vacancy recommending Paula Cheney fulfill the role formerly held by Christie Patterson.

- A motion was made by Ron Lusk and seconded by Craig Bordenkircher for Paula Cheney to handle the park registration. Roll Call 6 yes.

Mayor Stephen Bordenkircher will meet with Paula within the next couple of days.

The newly assigned 2016 committees were presented by Mayor Stephen Bordenkircher and reviewed.

Mayor Stephen Bordenkircher presented the village's current MTD/ YTD Expense Report.

Citizens' comments:

Jordan Warne was present to observe.

Paula Cheney was present to observe.

Department Reports:

Fire: Chief Glenn Hill, Assistant Chief Chad Hains and Assistant Chief Damon Gould were present to report. Assistant Chief Damon Gould reviewed the fire department's 2015 fire report and provided council with a copy.

Fiscal Officer: Fiscal Officer Sara Warne noted the village's financial audit for 2013 and 2014 was released January 5, 2016 and can be viewed on the State Auditor's

Record of Proceedings

website. Mayor Stephen Bordenkircher requested a motion to pay the 2016 Ohio Municipal League, Municipal Attorney's Association and Regional Planning Commission dues.

- A motion was made by Ron Lusk and seconded by Bo Fortune to pay the 2016 Ohio Municipal League, Municipal Attorney's Association and Regional Planning Commission dues. Roll Call 6 yes.

The fiscal officer discussed past procedure for approving the village's Cash Summary and the better procedure of approving the Cash Summary by motion. Mayor Stephen Bordenkircher requested a motion to approve the Cash Summary for the month of December.

- A motion was made by Craig Bordenkircher and seconded by Ron Lusk to approve the December 2015 Cash Summary. Roll Call 6 yes.

Police: Councilman Ron Lusk reviewed the police department's 2015 report and noted that an officer would be present the first meeting of the month starting in February.

Solicitor: Village Solicitor Bill Owens stated his appreciation for the village's continued membership to the Municipal Attorney's Association in the year 2016 and explained their adopting an open website giving village solicitors the ability to post questions and answers.

Village Administrator: Village Administrator David Kadri noted the finalization of the FEMA Grant for turnout gear and a fire truck. The Village Administrator requested to advertise the specifications for a \$50,000 tanker in order to receive bids.

- A motion was made by Craig Bordenkircher and seconded by Ron Lusk to advertise requesting tanker bids for \$50,000. Roll Call 6 yes.

Committee Reports:

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

Community Relations: Chairwoman Christie Maurer had nothing to report.

Finance: Chairman Ron Lusk had nothing to report.

Fire Dependency Board: The board had nothing further to report.

Ordinance: Chairman Craig Bordenkircher had nothing to report.

Park Board: Chairman Ron Lusk had nothing to report.

Record of Proceedings

Planning Commission: Chairman Ron Lusk reported there was a Regional Planning Commission Meeting today and Tiffany Swigert would be present the next council meeting to discuss the commission.

Public Safety: Councilman Ron Lusk had nothing to report. Mayor Stephen Bordenkircher reminded council that advertising for the upcoming vacant position of Police Chief was crucial and recommended advertising immediately accepting resumes from January 15, 2016 through January 25, 2016.

- A motion was made by Craig Bordenkircher and seconded by Bo Fortune to accept Police Chief resumes from January 15, 2016 through January 25, 2016.

Advertising for the upcoming vacancy was discussed and Mayor Stephen Bordenkircher requested a motion to advertise the upcoming vacancy on the OACP website, in the Columbus Dispatch and the Akron Beacon Journal.

- A motion was made by Ron Lusk and seconded by Christie Maurer to advertise the Police Chief position on the OACP website, in the Columbus Dispatch and in the Akron Beacon Journal. Roll Call 6 yes.

Public Works: Chairman Rich Wheeler had nothing to report. Mayor Stephen Bordenkircher noted his concern with one person staffing the water plant and the village administrator position without having a sufficient back up and expressed the village's need to responsibly secure those services for its citizens.

Records Retention: Mayor Stephen Bordenkircher noted his giving Councilman Craig Bordenkircher a copy of the village's Records Retention Policy requesting the Ordinance Committee to review and update the policy giving the fiscal officer more direction.

Introduction to ordinances and resolutions:

2016-01: A RESOLUTION TO AUTHORIZE AND DIRECT SOLICITOR TO FILE LAW SUIT FOR ABATEMENT OF NUISANCE AND TO ENFORCE MAINTENANCE OF REAL ESTATE.

- A motion was made by Craig Bordenkircher and seconded by Ron Lusk to suspend the rules per the emergency clause added to Resolution 2016-01. Roll Call 6 yes.
- A motion was made by Craig Bordenkircher and seconded by Tim Cheney to adopt Resolution 2016-01. Roll Call 6 yes.

2016-02: A RESOLUTION TO AMEND THE 2016 PERMANENT APPROPRIATIONS ORDINANCE 2015-29, ADDING FUNDS.

Record of Proceedings

- A motion was made by Craig Bordenkircher and seconded by Ron Lusk to suspend the rules per the emergency clause added to Resolution 2016-02. Roll Call 6 yes.
- A motion was made by Ron Lusk and seconded by Tim Cheney to adopt Resolution 2016-02. Roll Call 6 yes.

Committee Meetings:

Finance- Monday, January 25, 2016 at 6 p.m.

Public Works- Tuesday, January 19, 2016 at 5 p.m.

Ordinance- Thursday, January 14, 2016 at 6 p.m.

Public Safety/ Fire- Wednesday, January 13, 2016 at 7 p.m.

Other Business:

Mayor Stephen Bordenkircher addressed the need for an employee handbook and is working with the village solicitor and department heads to complete the task. The concern of a couple council members not utilizing their email and sharing their password in order for those emails to be printed was also discussed. Solutions were discussed and the issue will be revisited at a later date.

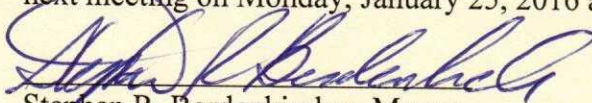
The mayor requested council's approval to ride along with the Police Department and Street Department employees. The insurance carrier granted permission for the mayor to do so.

- A motion was made by Ron Lusk and seconded by Tim Cheney authorizing the mayor to ride along with the Police Department and Street Department employees. Roll call 6 yes.

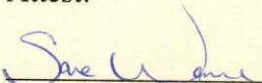
Mayor Stephen Bordenkircher showed attendees the Facebook page that he created noting that he would be recording and posting a five minute summary of each council meeting. Mayor Stephen Bordenkircher encouraged community involvement and extended an invitation to visit www.facebook.com/westlafayettmayor/.

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

A motion was made by Craig Bordenkircher and seconded by Ron Lusk to adjourn until the next meeting on Monday, January 25, 2016 at 7:00 p.m. Roll Call 6 yes.


Stephen R. Bordenkircher, Mayor

Attest:


Sara Warne, Fiscal Officer