

Record of Proceedings

Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on October 14, 2019 at 7:00 p.m. in the municipal building with Mayor Stephen R. Bordenkircher presiding.

Pledge of Allegiance

Prayer

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

A motion was made by Craig Bordenkircher and seconded by Bo Fortune to approve the minutes of the September 23, 2019 regular council meeting. Roll Call 6 yes.

Mayor Stephen Bordenkircher introduced Christopher Menapace and requested approval to appoint him as the part-time Village Administrator effective October 14, 2019. A motion was made by Ron Lusk and seconded by Christie Maurer to approve the appointment of Christopher Menapace as the part-time Village Administrator to be effective October 14, 2019. Roll call 6 yes.

Mayor's Correspondence:

Mayor Bordenkircher received the 2019 Annual Discharge Preliminary Notice and has been forwarded to David Kadri to handle. Total amount due is roughly \$2,600. A notice from the Public Entities Pool for the board of directors' nominations. The Christmas parade in Newcomerstown will be held on November 23, 2019. An advertisement was received from the Ridgewood Baseball Boosters asking for advertising contracts. An invite from the Coshocton Foundation was received for their annual luncheon on October 24, 2019 at 11:30AM. Mayor Bordenkircher may not be able to attend and Christie Maurer will attend in his place. A thank you card was received from the Village of Newcomerstown for the gift of the leaf box for the village. A letter from the United Methodist church dated September 29, 2019 thanking the village for support during the June 18, 2019 flood where over \$100,000 was raised for the Flood Relief Fund. The letter contained many thank-you comments from residents who have written to the church thanking them for assistance. The Leadership Coshocton County is also working on a Christmas tree drive for the flood victims. More information can be found in the Village Administration office or contact Amy Bourne with questions. A letter from AEP was received indicating that people are soliciting the area trying to obtain franchise agreements and they are asking that we do not enter into such agreement. A mailing for the 2019 Asphalt Paving technical seminars coming up. A letter was received from W.E. Quicksaw & Associates informing of upcoming infrastructure programs. A letter was received from Napoli Shkolnik Attorneys at law regarding litigation for the PFAS contamination.

Citizens' comments:

Department Reports:

Fire: See Attached. Mayor Bordenkircher reported that the current email being used for the Fire Department is not compliant with the Records Retention guidelines. AJ Caldwell will be working on setting up Village email accounts for that department and department heads so they will be in compliance.

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Fiscal Officer: Fiscal Officer, Amy Bourne reported 2019-41 resolution is on the table for approval regarding the new contract between the Police Department and Ridgewood High School for special events worked by the officers. Resolution 2019-45 is being presented to update the credit card policy to add the new volunteer fireman and village administrator. Resolution 2019-46 is to add funds to the Drug Law Enforcement Fund in the amount of \$465, and for the Police Levy Fund 218 where money received in 2019 is more than what was anticipated. In the General Fund, money is needed for the Axon annual subscription for the Police Department body cameras and tasers. The blanket purchase order was not created at the beginning of the year as it should have been to cover this annual expense. Also money will be added to the General Fund to cover the remaining 2019 cost for the Village Solicitor. Resolution 2019-48 is a Then & Now resolution for the Fire Department for an Advantech invoice that was discussed and verbally approved earlier, but the signed authorization was not submitted in time. Quarterly interest was received for the CD's in the amount of \$4,494, with a YTD figure of over \$12,000. Bourne will be out of the office a day for the Leadership Coshocton class and 2 days for the OML conference next week. Bills were passed around for approval.

Police: See Attached. Police Chief Klopfenstein announced that the new vehicle has been upfitted and should be on the road by the end of the week.

Solicitor: Village Solicitor, Julie Dreher was not present but will be present at the next council meeting on October 28, 2019.

Village Administrator: Mayor Bordenkircher reported the fire hydrants will start to be flushed on October 28, 2019. Notices have been sent to the media and is posted on the village website and Facebook page. Leaf pickup has been progressing. Mayor Bordenkircher reported that the Street department has requested that the village hire someone for the labor pool to assist with leaf pickup. A worker that regularly does public service work for the village that would be interested in the position. A motion was made by Bo Fortune and seconded by Ron Lusk to hire a labor pool person for leaf pickup with a max of 80 hours for this season. Roll call 6 yes. Mayor Bordenkircher reported meeting with the contractor and engineer regarding the Johnson Street Sewer project and a manhole that is not up to specifications and needs to be fixed before the final payment will be released as well as reseeding the properties. There has been no response yet from the contractor. If no response, the issue will be turned over to our Village Solicitor for legal advice on how to proceed. Matthew Browning, the new Office Manager, has turned in his letter of resignation and has agreed to stay on board until a new person has been found to replace him. Patti Griffith has been hired to replace Matthew and will start on Monday, October 28, 2019. Matthew has also agreed to stay on to assist with getting Patti trained. The training that was purchased and completed through CMI for the Utility software was recorded when Matt went through it, so it will be available for Patti when she starts employment with the village. A light at the Police Department is out. Police Chief Klopfenstein will submit a purchase order to replace all lights. There is a roller at the Street Department that is of no use to the village and is being recommended to put up for sale. A motion was made by Ron Lusk and seconded by Tim Cheney to sell the roller. Roll call 6 yes. The Mayor reported that the required No Smoking signs will be purchased for all village buildings to come into compliance regarding the smoking violation notice that was received a few weeks ago. The first of two public meetings was held

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last week by OMEGA for the Coshocton water project. New maps were presented showing where the water lines will run coming up County Road 16 as well as where the internal lines will be replaced within the village. The engineers gave the complete detailed plans of the project to the village. There are a couple of resolutions on the table that deal with paving projects for 2020 with the county. Areas that are being proposed for coverage are Wall St from Main to Russell, W. 5th St from Johnson St. to the school property, S. King St. from Russell to 5th St. and Wall St. from Union to 5th. An incorrect meter read occurred with the most recent utility billing which produced a bill in the amount of \$6,263.09 when it should have been \$756.89. An adjustment is being requested in the amount of \$5,506.20 to bring it down to the regular billing amount. A motion was made by Bo Fortune and seconded by Craig Bordenkircher to approve the utility adjustment in the amount of \$5,506.20. Roll call 6 yes. Mayor Bordenkircher requested an executive session immediately following the resolutions to discuss pending litigation.

Committee Reports:

Building and Property: No Report.

Community & Business Development: No Report.

Community Relations: No Report. Mayor Bordenkircher reported that the Chamber of Commerce will meet on October 22, 2019.

Coshocton Water Exploration: No report

Finance: Chairwoman, Christie Maurer reported meeting this evening at 6:30PM stating that finances look fine, though things are a little tight as we near the end of the year. September month end cash summary was presented, and approval was requested. A motion was made by Bo Fortune and seconded by Tim Cheney to approve the September month end cash summary. Roll call 6 yes.

Fire Dependency Board: No Report

Ordinance: Chairman, Craig Bordenkircher reported meeting and discussing an ordinance for the use of side-by-sides in the village and has been sent to the Village Solicitor for review before presenting to council. The ordinances for mobile homes and fencing will be going to the solicitor as well for review.

Park Board: Chairwoman Christie Maurer reported meeting on October 8, 2019 and meeting with members of the Ridgewood Recreation Board to discuss bills that were presented. Another meeting needs to be scheduled to discuss how much will be presented to the Ridgewood Recreation board for those bills.

Planning Commission: Chairman, Ron Lusk, reported that meetings continue to be rescheduled.

Public Safety: Chairman, Ron Lusk, reported that the Fire Department has had several runs lately and expressed concern for the recent fire on County Road 9 where they were supposed to

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receive assistance from another fire department and didn't. Lusk stated he will investigate to see why assistance was not received since money is split with this department.

Public Works: Chairman Rich Wheeler reported meeting on October 3, 2019 and discussed the part-time Village Administrator. The purchase of a new truck and skid steer to replace old equipment was discussed and quotes obtained in the amount of \$34,891 for the skid steer from Bakersville Garage through government purchasing. A quote for the 1-ton truck from Middletown Ford in the amount of \$29,390 was also received. Wheeler made a recommendation that that the purchases be approved. Mayor Bordenkircher reported that half of each purchase will be paid for in cash and the other half be financed through Home Loan Savings Bank at a rate of 3.5%. A motion was made by Ron Lusk and seconded by Craig Bordenkircher to approve the purchase of the truck and skid steer as described. Roll call 6 yes. Mayor Bordenkircher expressed concern with the over-time that is being paid out in the Water and Sewer departments and will address the issue with necessary individuals.

Records Retention: Mayor Stephen Bordenkircher had nothing to report.

Rules: Mayor Stephen Bordenkircher had nothing to report.

Introduction to ordinances and resolutions:

Ordinance No. 2019-41 AN ORDINANCE AUTHORIZING AND DIRECTING THE FISCAL OFFICER AND ADMINISTRATOR AND/OR MAYOR TO EXECUTE AND AGREEMENT FOR OFF-DUTY POLICE SERVICES WITH THE RIDGEWOOD LOCAL SCHOOLS First Reading/Emergency

A motion was made Bo Fortune and seconded by Craig Bordenkircher to suspend the rules per the emergency clause added to Ordinance 2019-41. Roll call 6 yes.

A motion was made by Tim Cheney and seconded by Christie Maurer to adopt Ordinance 2019-41. Roll call 6 yes.

Resolution No. 2019-42 A RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY BY THE ADMINISTRATION TO AFFECT A GOVERNMENTAL GAS AGGREGATION PROGRAM WITH OPT-OUT PROVISIONS PURSUANT TO SECTION 4928.20 OF THE OHIO REVISED CODE, DIRECTING THE COSHOCTON COUNTY BOARD OF ELECTIONS TO SUBMIT A BALLOT QUESTION TO THE ELECTORS OF UNINCORPORATED AREAS OF THE VILLAGE Second Reading

Resolution No. 2019-45 A RESOLUTION REGARDING CREDIT CARD USE First Reading/Emergency

A motion was made by Craig Bordenkircher and seconded by Bo Fortune to suspend the rules per the emergency clause added to Resolution 2019-45. Roll call 6 yes.

A motion was made by Rich Wheeler and seconded by Tim Cheney to adopt Resolution 2019-45. Roll call 6 yes.

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Resolution No. 2019-46 A RESOLUTION TO AMEND THE 2019 PERMANENT APPROPRIATIONS ORDINANCE 2018-68, ADDING FUNDS First Reading/Emergency

A motion was made by Christie Maurer and seconded by Bo Fortune to suspend the rules per the emergency clause added to Resolution 2019-46. Roll call 6 yes.

A motion was made by Bo Fortune and seconded by Craig Bordenkircher to adopt Resolution 2019-46. Roll call 6 yes.

Resolution No. 2019-47 A RESOLUTION TO AUTHORIZE AND DIRECT THE MAYOR TO ADVERTISE FOR BIDS FOR SALE OF A VEHICLE AND BACKHOE First Reading/Emergency

This Resolution was tabled until the next council meeting in order to add the bidding of a roller to sell.

Resolution No. 2019-48 A RESOLUTION TO APPROVE PURCHASE ORDER 19438 TO ADVANTECH SERVICES AND PARTS, A "THEN & NOW" PURCHASE ORDER First Reading/Emergency

A motion was made by Bo Fortune and seconded by Rich Wheeler to suspend the rules per the emergency clause added to Resolution 2019-48. Roll call 6 yes

A motion was made by Craig Bordenkircher and seconded by Rich Wheeler to adopt Resolution 2019-48. Roll call 6 yes.

Ordinance No. 2019-49 AN ORDINANCE ESTABLISHING THE WATER AND SEWER RATES FOR THE VILLAGE OF WEST LAFAYETTE, OHIO, AMENDING ORDINANCES AND RESOLUTIONS IN CONFLICT HEREWITH First Reading/Emergency

A motion was made by Bo Fortune and seconded by Rich Wheeler to suspend the rules per the emergency clause added to Ordinance 2019-49. Roll call 6 yes

A motion was made by Tim Cheney and seconded by Bo Fortune to adopt Ordinance 2019-49. Roll call 6y yes.

Other Business:

Mayor Stephen Bordenkircher reported that the village renewal levy will be on the November 2019 ballot and requested approval for funds to place an ad on the radio explaining the levy purpose. A motion was made by Craig Bordenkircher and seconded by Bo Fortune to approve a budget of \$200 for advertisement for the levy. Roll call 6 yes. Trick-or-Treating in the village will happen on Thursday, October 31, 2019 from 5:30-6:30PM.

Village Administrator, Chris Menapace spoke introducing himself and giving a brief history of himself.

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Committee Meetings:

Building & Property-
Community & Business-
Community Relations -
Fire Dependency Board-
Finance-
Ordinance-

Park Board- October 30, 2019 @ 5:00 PM

Public Safety/Fire –

Public Works-

Records Retention – October 18, 2019 @ 11:00 AM

Rules –

Coshocton Water Exploration –

A motion was made by Craig Bordenkircher and seconded by Ron Lusk to pay the bills. Roll call 6 yes.

A motion was made by Bo Fortune and seconded by Tim Cheney to go into executive session to discuss pending litigation and property purchase at 7:57PM with the Village Administrator and Fiscal Officer to remain. Roll call 6 yes.

A motion was made by Bo Fortune and seconded by Craig Bordenkircher to continue in open session at 8:13PM. Roll call 6 yes.

Mayor Stephen Bordenkircher had no further business to discuss.

A motion was made by Craig Bordenkircher and seconded by Bo Fortune to adjourn until the next meeting on Monday, October 28, 2019 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 recorded minutes tab.


Stephen R. Bordenkircher, Mayor

Attest:

Amy Bourne, Fiscal Officer