

Record of Proceedings

Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on January 13, 2020 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, Tim Cheney, and Craig Bordenkircher were present.

A motion was made by Ron Lusk and seconded by Christie Maurer to excuse councilman Bo Fortune. Roll call 5 yes.

Mayor Bordenkircher presented the Rules of Council and the addition of rule #23 regarding the attendance of the press at council meetings. A motion was made by Tim Cheney and seconded by Christie Maurer to approve the Rules of Council. Roll call 5 yes.

Mayor Bordenkircher presented the Notification of Meetings to the Public and News Media and made mention of the addition of the village website and removal of the television station. A motion was made by Christie Maurer and seconded by Tim Cheney. Roll call 5 yes.

A nomination was made by Rich Wheeler and seconded by Tim Cheney for Christie Maurer to be the President Pro Tem. No other nominations were presented. Roll call 5 yes.

A motion was made by Tim Cheney and seconded by Craig Bordenkircher to close the nominations for President Pro Tem. Roll call 5 yes.

2020 Committee assignments were presented. Updates will be made by Mayor Bordenkircher with the addition of Christie Maurer as President Pro Tem.

A draft of the Zoning Board of Appeals was presented by Mayor Bordenkircher as well as the 2020 Tax Review Board and the 2020 West Lafayette Planning Commission which had no changes.

Mayor’s Correspondence:

Mayor Bordenkircher reported receiving a letter from the Coshocton Fairfield Licking Perry Solid Waste District regarding a survey to be completed. A letter from W.E. Quicksaw was received congratulating Mayor Bordenkircher on his re-election. On December 21, 2019, Mayor Bordenkircher wrote a letter to Deb Bigalow with the Coshocton Soil & Water Conservation District supporting the grant application for the Kirk drain to be corrected that largely contributed to the flood damages in 2019. A letter was received from AEP for a survey on the non-metered holiday lights and was passed along to the Village Administrator to complete. A letter dated December 23, 2019 from the Ohio Environmental Protection Agency with a public notice regarding the National Pollutant and Discharge Elimination System (NPDES) that will need to be posted for 30 days. A letter dated December 13, 2019 was received from the Ohio EPA with the 2020 Water Systems Contaminate Monitoring Entry Point Distribution Schedule. Packets for the fire department and police department were received from the Ohio Department of Natural Resources regarding granting the license to drill on the land that is owned by the fire and police department.

A motion was made by Ron Lusk and seconded by Craig Bordenkircher to approve the minutes of the December 16, 2019 regular council meeting. Roll Call 5 yes.

Citizens’ comments:

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Collette Burdette from the OSU County Extension Office spoke on the SNAP (Food Stamps) Ed Program and her teaching nutrition and physical fitness to adults and children. Collette requested using a local site to teach nutrition education to the community at no cost to the Village. It would be funded by SNAP and would run approximately 45 minutes for each session. A motion was made by Christie Maurer and seconded by Ron Lusk to approve the SNAP Ed program to begin in the village. Roll call 5 yes.

Department Reports:

Fire: See Attached

Fiscal Officer: Fiscal Officer, Amy Bourne reported completed year-end reports and financials turned in to the auditor’s office. The December cash summary was presented to the Finance Committee. The 2019 carry-over was over \$2.2 million, which increased roughly \$240,000 from 2018. The CD’s produced over \$17,000 in interest in 2019, which is an increase of over \$13,000 of what would have been gained from the standard checking accounts. Resolution 2020-01 was presented to add funds for appropriations that were overlooked for the 2020 budget. \$1,580 is needed for the Police department Axon annual taser subscription as well as \$14,210 for the General Fund portion of the CMI Authority software purchase. Bills were passed around for approval.

Police: See Attached. Police Chief Klopfenstein reported that due to Corporal Eckelberry leaving, the department has had to cut back to 10-hour shifts and the Coshocton County Sheriff’s department will be covering the area during the hours that are not covered by village officers. The police cruiser that was involved in an accident back in October has been declared a total loss by the insurance adjuster. Roughly \$23,000 will be received as a settlement for the cruiser and there is still roughly \$9,000 left to pay on the cruiser loan, leaving around \$14,000 to use as a down payment on a new vehicle. Chief Klopfenstein has requested approval to move forward with the process to purchase a 2020 Chevy to replace the wrecked cruiser in the amount of \$36,769. A motion was made by Christie Maurer and seconded by Tim Cheney to purchase the 2020 Chevy Tahoe. Mayor Bordenkircher reported that as the search continues for an officer to replace Eckelberry, there has been no success gaining recruits, mainly due to the pay scale. Many villages of our size have a starting pay equal to or greater than our highest paying officer. Chief Klopfenstein proposed increasing the hourly rates to \$13/hr for part-time officers, \$16.20/hr for full-time Patrolman II starting wage, \$18.50/hr for Patrolman II Dusenberry and \$20.00/hr for Sergeant Cochran as well as removing the longevity pay and going with only the annual cost of living increase.

Solicitor: Village Solicitor, Julie Dreher reported attending the Ohio Municipals Attorneys Association Winter Law Seminar on December 13, 2019. Dreher has been engaging with the village officers and administration on different ordinances. A complaint was filed against the owners of 416 E. Main St for an unsanitary premise and the owner appeared for arraignment on January 6, 2020 and pleaded guilty and was fined. There are other matters dealing with litigation and will be addressed by others during the meeting.

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Village Administrator: Village Administrator, Chris Menapace, reported that there are ordinances on the table to approve the residency requirement for the Village Administrator and the Fiscal Officer. Year end reports were given to the Mayor for the State of the Village Address. Leak Seekers of Ohio provided an estimate of \$5,000 to find a leak in the village. The final bill will most likely be closer to \$2,000-\$3,000. The leak was causing a loss of 50,000 gallons of water per day for about a month. 12 total leaks were found in the village. 10 of the leaks were hydrant related and have been repaired with the exception of 2, which should be done in the upcoming week. 2 major leaks were found in the streets, one in the 300 block of N. Oak St. and the other was on 4th St & Center St. Both have been fixed and 45,000 gallons have been recovered so far. The current violation process is being worked on with the Solicitor to fine tune the process. A Public Works committee meeting was requested to discuss a possible sewer extension project to extend the sewer lines east. Menapace met with the Ridgewood Rec board on Saturday and he will be attending their regular scheduled meeting on January 19, 2020 He may ask for a Park Board meeting after he has met with the Rec board. Menapace met with Dave Kadri and the Mayor to discuss the Community Asset Management metrics requested by the Ohio EPA for potential monthly audits. Mayor Bordenkircher reported that Darin Welker was found guilty and he produced a building permit. The permit was approved, and fees were paid. The Mayor also presented a water bill that needs to have an adjustment made and approved by council in the amount of \$5,633.59 due to a software error. A motion was made by Ron Lusk and seconded by Christie Maurer to approve the water adjustment in the amount of \$5,633.59. Roll call 5 yes.

Committee Reports:
Building and Property: No Report

Community & Business Development: No Report.

Community Relations: Chairman, Tim Cheney, reported that the Chamber of Commerce will meet on February 25, 2020 at 7:00pm in council chambers.

Coshocton Water Advisory Board: No report.

Finance: Chairwoman, Christie Maurer, reported meeting tonight, January 13, 2020 and reviewed the year-end/December month-end financial reports. A request was made to approve the December month end cash summary. A motion was made by Tim Cheney and seconded by Ron Lusk to approve the December month end cash summary. Roll call 5 yes.

Fire Dependency Board: No Report

Ordinance: No Report

Park Board: No Report

Planning Commission: No Report

Public Safety: No Report

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Public Works: No Report

Records Retention: Mayor Stephen Bordenkircher had nothing to report.

Rules: Mayor Stephen Bordenkircher had nothing to report.

Introduction to ordinances and resolutions:

2020-01 A RESOLUTION TO AMEND THE 2020 PERMANENT APPROPRIATIONS ORDINANCE 2019-57, ADDING FUNDS First Reading/Emergency

A motion was made by Christie Maurer and seconded by Craig Bordenkircher to suspend the rules per the emergency clause added to Resolution 2020-01. Roll call 5 yes.

A motion was made by Craig Bordenkircher and seconded by Christie Maurer to adopt Resolution 2020-10. Roll call 5 yes.

2020-02 AN ORDINANCE WAIVING THE RESIDENCY REQUIREMENT FOR THE FISCAL OFFICER, AND DECLARING AN EMERGENCY First Reading/Emergency

A motion was made by Craig Bordenkircher and seconded by Rich Wheeler to suspend the rules per the emergency clause added to Ordinance 2020-02. Roll call 5 yes.

A motion was made by Ron Lusk and seconded by Christie Maurer to adopt Ordinance 2020-02. Roll call 5 yes.

2020-03 AN ORDINANCE WAIVING THE RESIDENCY REQUIREMENT FOR THE ADMINISTRATOR First Reading

Other Business:

Mayor Stephen Bordenkircher reported that the State of the Village Address will be presented at the next council meeting on January 27, 2020. The Mayor also mentioned that he has asked the press to not text anyone with the village for any information regarding village business, unless they have been given specific permission to do so. Mayor Bordenkircher strongly recommended to all staff members that they DO NOT give such permission. Communication should be done via email or telephone or in a way that there is a paper trail.

Committee Meetings:

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

Ordinance- January 23,2020 @ 7:30PM

Park Board-

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Public Safety/Fire –

Public Works- January 17, 2020 @ 10:00AM

Records Retention –

Rules –

Zoning & Building Codes –

A motion was made by Ron Lusk and seconded by Craig Bordenkircher to pay the bills. Roll call 5 yes.

A motion was made at 8:04PM by Craig Bordenkircher and seconded by Christie Maurer to go into Executive Session to discuss litigation and the purchase of property with the Solicitor, Village Administrator and Fiscal Officer remaining. Roll call 5 yes.

A motion was made at 8:23PM by Christie Maurer and seconded by Craig Bordenkircher to continue in open session. Roll call 5 yes.

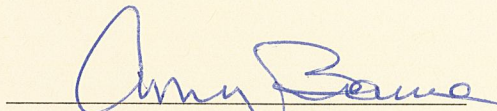
Dianne Koch with WTNS requested that an item be added to the agenda to allow her time at meetings to ask questions. Council made no motion to amend the agenda format.

A motion was made by Ron Lusk and seconded by Rich Wheeler to adjourn until the next meeting on Monday, January 27, 2020 at 7:00 p.m. Roll Call 5 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



WEST LAFAYETTE POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT

MONTH: December 2019

Accident Reports	0
Call/Complaints	131
Criminal Arrest	3
Domestic	5
Felony Cases	0
Follow Ups	95
Traffic Arrest	1
Traffic Stops	21
Warnings	21
Speed Warnings Issued	0
Speed Citations Issued	0
Miles Driven	1,944
Gas	228.49 GAL.

Chief Stephen Klopfenstein



December 2019 Fire Report

Incident Type;	Fire	
	Total calls in <u>December</u>; 9	
	Rescue & Emergency Medical Incidents	
	322 Motor Vehicle Accident with injuries	2
	324 Motor Vehicle Accident with no injuries	1
	Hazardous Condition (No Fire)	
	412 Gas Leak	1
	440 Electrical Equipment/Wiring	1
	Service Call	
	531 Smoke or Odor Removal	2
	Good Intent Call	
	651 Smoke Scare, Odor of Smoke	1
	False Alarm	
	736 CO Detector Malfunction	1

Location of Incident;		<u>December</u>	<u>Year-to-Date</u>
	Village of West Lafayette	3	42
	Lafayette Township	4	54
	Linton	1	13
	Oxford	1	42
	White Eyes	0	22
	Out of District	0	22

Payroll; Pay per Run 63 Firefighters Responded = \$880.00
Hours worked on Emergency Calls 34.17
Volunteer Hours (Vehicle Maint, Training, Etc.) 36 Hours

Total Hours 70.17

Fire Loss;	<u>December 2019</u>	\$0
	Year-to-Date December 2019	\$408,000.00
	Last Year, Year-to-Date	\$99,220.00

Call History;	Year-to-Date December 2019	195
	Last Year, Year-to-Date	162