

Record of Proceedings

Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on April 27, 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, Bo Fortune, Craig Bordenkircher and Tim Cheney were present.

A motion was made by Craig Bordenkircher and seconded by Tim Cheney to approve the minutes of the April 13, 2020 regular council meeting. Roll call 6 yes.

Mayor's Correspondence:

Mayor Bordenkircher reported receiving no correspondence.

Citizens' comments: A conference call line was made available for the public and media as well as council members that were not able to physically attend the meeting. This number will be used for all future council meetings until further notice. There were no citizens comments.

Dial-in number (US): (515)606-5438

Access Code: 169938#

Department Reports:

Fire: No report

Fiscal Officer: Fiscal Officer, Amy Bourne reported that Resolution 2020-28 is being presented to update the list of those permitted to use the credit cards. Resolution 2020-29 was presented to add funds for the Mobile 311 subscription that was discussed at the last council meeting. A check was received for the Park Levy in the amount of \$11,850. A premium refund check was received from BWC in the amount of \$6,567 for roughly 100% of the 2018 premiums paid. The Agency Food Bank has been receiving several donations, roughly \$200 for the month of April alone. A finance committee meeting was held on Wednesday, April 22, 2020 to discuss the projected revenue losses and budget cuts required due to COVID-19. The projected estimated revenue loss for the village is over \$102,000. An email was received from RITA with the estimated loss of revenue for 2020 in the amount of \$47,000 and another \$65,000 is expected to be delayed due to the extended deadline for filing taxes of July 15, 2020. An email from Chris Sycks, the county auditor, was also received stating that we need to look for ways to cut our budget by at least 20% to accommodate the projected losses. The first half of property taxes has already been received as the pandemic occurred after those were paid/due, but the 2nd half will most likely take a hit, which will affect the General Fund, Park Fund and Police Levy Fund. There will be a loss of revenue from the Local Government funding as well as the Gas tax due to the Stay at Home order and people not traveling and the lower fuel cost. MVL revenue will also be delayed and possibly reduced since the BMV offices are closed and extensions to renew have

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been offered. All Department heads were asked to review their budgets and look for ways to cut expenses. Mayor Bordenkircher reported having weekly meetings with other Mayors in the state and that it was discussed that the potential affect could be 20-40% cuts and the budget will be very tight. If the loss stays around 20%, with the adjustments made, the village will be fine. However, if the loss increases to 30% or 40%, the reserves will most likely have to be tapped into. He stated that at the end of March, the unemployment rate for Coshocton county was at 8.1%. It is looking like April will finish at around 20%. Mayor Bordenkircher mentioned that the State Auditor said that there may be a lot of small villages that fold and get absorbed into their townships. Finances will be watched very closely in the months to come.

Police: No report

Solicitor: No report

Village Administrator: Village Administrator, Chris Menapace, presented the updated Emergency Action Plan and reviewed the changes. The Water and Wastewater workers were brought back at their regular schedules and are implementing social distancing and wearing appropriate PPE. Shawn Moore in the Street Department was laid off permanently in order to meet the 20% reduction in expenses. Wording was added for the social distancing and requirement of wearing masks. Chris presented his proposal of areas to cut 20% of his expenses. It was suggested that the restroom project be put on hold right now which will affect the Park Fund. The Street Repair Fund is a healthy fund and will see a loss of revenue, but only mission critical repairs will be considered. The Street Fund projected loss is over \$27,000. 60% of Shawn Moore's wages and benefits come from this fund and over \$20,000 will be cut as a result of his layoff. Though it doesn't appear that the Water or Sewer funds will be affected yet, mission critical purchases only will be allowed. A reduction in staffing was approved by the EPA for the record of operator at the Wastewater plant, causing a reduction in over-time. As soon the formal approval is received in the mail, this new schedule will be implemented with a standard 86 hour pay period for each of the Water/Wastewater employees. Chris reported on properties being addressed for trash and high grass. The Fire Department will be taking over the flushing of the fire hydrants. There are 106 postings to go out this week to residents that are past due with their water/sewer bills for a total amount of \$20,119. Late fees and shut offs are still being waived in accordance with the Governors request. Mayor Bordenkircher commented that the village will not be moving forward with the citations in the municipal court for at least 30 days due to the virus and not wanting to be physically in the court rooms right now.

Committee Reports:

Building and Property: No Report

Community & Business Development: No Report.

Community Relations:

Finance: Chairwoman Christie Maurer reported meeting on April 22, 2020 to discuss the projected revenue losses and budget cuts.

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Fire Dependency Board: No Report

Ordinance: No Report

Park Board: No Report

Planning Commission: No Report

Public Safety: Chairman Craig Bordenkircher reported meeting on April 23, 2020 to discuss the Police Department budget.

Public Works: No Report

Records Retention: Mayor Stephen Bordenkircher had nothing to report.

Rules: Mayor Stephen Bordenkircher had nothing to report.

Zoning and Building Codes: No Report

Police Chief Search: Mayor Bordenkircher reported that the final interviews are scheduled for later in the week.

Introduction to ordinances and resolutions:

2020-27 AN ORDINANCE AUTHORIZING THE MAYOR, ADMINISTRATOR, AND FISCAL OFFICER TO EXECUTE A USE AGREEMENT FOR WATERWORKS PARK WITH RIDGEWOOD RECREATION BOARD, REPEALING ORDINANCE NO 2015-30 AND DECLARING AN EMERGENCY Second Reading

2020-28 A RESOLUTION REGARDING CREDIT CARD USE First Reading/Emergency

A motion was made by Ron Lusk and seconded by Craig Bordenkircher to suspend the rules per the emergency clause added to Resolution 2020-28. Roll call 6 yes

A motion was made by Tim Cheney and seconded by Craig Bordenkircher to adopt Resolution 2020-28. Roll call 6 yes.

2020-29 A RESOLUTION TO AMEND THE 2020 PERMANENT APPROPRIATIONS ORDINANCE 2019-57, ADDING FUNDS First Reading/Emergency

A motion was made by Bo Fortune and seconded by Christie Maurer to suspend the rules per the emergency clause added to Resolution 2020-29. Roll call 6 yes.

A motion was made by Craig Bordenkircher and seconded by Tim Cheney to adopt Resolution 2020-29. Roll call 6 yes.

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Other Business:

Mayor Stephen Bordenkircher reported that due to the Governor's restriction of no gatherings of 10 or more people, the parks in the village will not open before June 1, 2020. There are also concerns as to whether or not the Homecoming will happen this year.

A motion was made by Bo Fortune and seconded by Craig Bordenkircher to move the last meeting of May 2020 to May 18, 2020. Roll call 6 yes.

There will be parade for the 2020 Seniors through the village on Friday May 8, 2020 at 6:00 PM. Banners for the Seniors in spring sports were hung on Main St. The Mayor has committed to putting flowers in the hanging baskets again this year. Mayor Bordenkircher has been working with Jay Davis and Rotary on getting brackets to hang over 30 hanging baskets given to the village by the City of Coshocton.

Committee Meetings:

Building & Property-

Community & Business-

Community Relations -

Fire Dependency Board-.

Finance- May 11, 2020 @ 6:30 PM

Ordinance-

Park Board-

Public Safety/Fire –

Public Works-

Records Retention – May 6, 2020 @ 2:30 PM

Rules –


Zoning & Building Codes –

Police Chief Search -

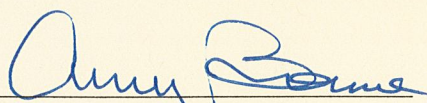
A motion was made by Ron Lusk and seconded by Bo Fortune to pay the bills. Roll call 6 yes.

A motion was made by Ron Lusk and seconded by Craig Bordenkircher to adjourn until the next meeting on Monday, May 11, 2020 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