

Record of Proceedings

Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on May 11, 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 Bo Fortune and seconded by Ron Lusk to approve the minutes of the April 27, 2020 regular council meeting. Roll call 6 yes.

Mayor's Correspondence:

Mayor Bordenkircher reported receiving an email from Columbia Gas regarding issues they are going to address this summer and the Village Administrator will report further. A letter was received from AEP dated April 29, 2020 stating that they will be filing an application with PUCO for a rate increase and are to have it filed by June 1, 2020, but will be requesting a temporary delay due to the COVID-19 crisis. A Cities and Villages magazine was received.

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: See attached. Hydrant flushing will begin on Wednesday, May 20, 2020.

Fiscal Officer: Fiscal Officer, Amy Bourne reported that the request for an amended certificate has been made with the county auditor with the adjustments to the projected revenue loss due to COVID-19 and the amended certificate received. The certificate does currently exceed resources in the amount of \$4,516 in the Police Levy Fund, but that will be rectified with Resolution 2020-31 to reduce funds, which is on the table this evening for approval. This resolution contains all of the accounts that need to have reductions made in order to meet the 20% recommended budget cut. Ordinance 2020-30 has updates to it to section 5G to allow for Exempt employees to cash out vacation. An email was received from Rick Peepers with IGS notifying us that AEP will be doing away with the energy efficiency programs and the riders attached to the electric rates as of 1/1/2021. We have the option to opt-out now rather than wait until the first of the year and the potential to save money, possibly over \$500, on our electric bill for the remainder of the year if we have no intent of doing any sort of energy savings programs before the end of the year. The Village liability insurance is due to renew soon and a representative of McBane Insurance may want to present their proposal at the next council meeting. The April month end cash summary

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was presented to the Finance Committee and will need approval. Bills were also passed around for approval.

Police: See attached. Chief Klopfenstein reported that the department is now down to one cruiser on the road due to cruiser #2, the 2010 Ford Crown Vic, has a blown transmission. It will cost more than \$2,000 to repair and he doesn't feel that due to the age and mileage of the vehicle that it is worth putting the extra money into it right now, so he plans to retire the vehicle. The Chevy Tahoe is scheduled to have the upfit kit added next Wednesday and it will then be ready for the road. Chief Klopfenstein stated that his official retirement date will be June 1, 2020 and he thanked everyone for the opportunity to work with the village and appreciates the support during his tenure.

Solicitor: Village Solicitor, Julie Dreher, reported on the Stay Safe Ohio order that went in effect on May 1, 2020 and good through May 29, 2020. Highlights that apply to governmental offices are gatherings of more than 10 people are still prohibited. All businesses are to require employees to wear face coverings unless there is a reason that allows the employee to not wear the covering. Must allow all customers to wear face coverings and may also require them to be worn by customers. Places of public amusement and still practice social distancing. Jon Husted is recommending that all business document how they are complying with each line item of the order.

Village Administrator: Village Administrator, Chris Menapace, presented the Village Restart Action Plan. He highlighted the changes and stated that visitors to the Administration building will be required to wear a mask upon entering the building. If they do not have a mask, they can still communicate with us as they have been via phone, mail and email and make payments via mail, drop box and Home Loan if they are a current customer there. Employees are being monitored daily. A Home Entry Guideline document was added that will be filled out by the Village Administrator with the resident when an employee needs to enter the home of a resident. Community Service workers will be coming back. The first time they return, Chris will review the social distancing policy with them and have them answer some questions before they can report to work. Each time they return, they will be required to have their temperature taken and asked if anything has changed with the questionnaire since they last worked. If any issues, they will be sent home. A grass notice was posted two weeks ago. There were 22 residents that were non-compliant and given 5 days to comply. 18 of those residents complied. The Village cut the grass of the remaining 4 and those residents will be invoiced the minimum charge of \$100. They will have 30 days to pay the invoice or their property taxes will be assessed. This week, only 8 residents were non-compliant. Chris is very appreciative of those that are complying. Residents at 422 E. 4th St did clean up some of the debris on the property, but there is still work to be done. Chris will be reaching out to the health department for a follow up. Curt with Diversified will be contacting Chris tomorrow regarding the representative from BK Layer coming back to reseed the properties on Johnson Street. Solicitor, Julie Dreher, reported that she called attorney Bill Owens regarding the Brothers building and when demolition will begin and is waiting on him to call her back. Chris reported that the village stop light line is tethered to the side of the Brothers Hardware building. Chris has been working with AEP to work on a solution to maintain the stoplight signal through the demolition, but it is going to be impossible to do so effectively. As soon as the village is notified of a date that the demolition will begin, he will coordinate with

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Hilscher-Clarke to remove the light and set up a 3-way stop. Columbia Gas is beginning a massive infrastructure project within the next couple of weeks that will consist of 22,000 feet of new gas lines and over 250 new service lines going to residents. Residents were sent a letter on Friday from Columbia gas if they were to be impacted, roughly 285 homes. Supplies for the project will be stored in the village lot next to Amici's Pizza. Chris is working with Albert's to get quotes to get some street and alley's repaired. Chris requested an ordinance/resolution to allow him to transfer some of his banked sick time left over from Mt. Vernon to the Village to help cover time he will be off due to a surgery at the end of May. He will be off for a week and only has 2 sick days accrued currently with him being a new hire. Mayor Bordenkircher requested that the ordinance committee schedule a meeting to discuss Chris' request. Mayor Bordenkircher also commented on the Columbia Gas project and that it will be overlapping with the Coshocton Water project and they have been trying to coordinate the work. A meeting was held with the Coshocton County Commissioners regarding the Kirk Drain and stated that it will be a long process before it is fixed.

Committee Reports:

Building and Property: No Report

Community & Business Development: No Report.

Community Relations: Chairman, Tim Cheney, reported that the Chamber of Commerce has cancelled the Homecoming for this year and they are going to keep the same queens for next year.

Finance: Chairwoman Christie Maurer reported meeting on May 11, 2020 and requested approval for the April month end cash summary. A motion was made by Bo Fortune and seconded by Tim Cheney to approve the April month end cash summary. Roll call 6 yes. Mayor Bordenkircher reported that the state legislature passed legislation that fs the state gets federal funding, they will be able to provide funds to the village at the same rate we received in 2019, which would be roughly \$50,000.

Fire Dependency Board: No Report

Ordinance: No Report

Park Board: No Report. Mayor Bordenkircher reported that the parks will remain closed at this time.

Planning Commission: No Report

Public Safety: No Report

Public Works: No Report

Records Retention: Mayor Stephen Bordenkircher meeting and discussed adding Social Media retention of one year to the schedule.

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Rules: Mayor Stephen Bordenkircher had nothing to report.

Zoning and Building Codes: No Report

Police Chief Search: Mayor Bordenkircher reported that the search is still a work in progress.

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 Third Reading

A motion was made by Craig Bordenkircher and seconded by Tim Cheney to adopt Ordinance 2020-27. Roll call 6 yes.

2020-30 AN ORDINANCE ESTABLISHING 2020 PAY AND BENEFIT SCHEDULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH First Reading/Emergency

A motion was made by Bo Fortune and seconded by Ron Lusk to suspend the rules per the emergency clause added to Ordinance 2020-30. Roll call 6 yes

A motion was made by Tim Cheney and seconded by Bo Fortune to adopt Ordinance 2020-30. Roll call 6 yes.

2020-31 A RESOLUTION TO AMEND THE 2020 PERMANENT APPROPRIATIONS ORDINANCE 2019-57, REDUCING 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 2020-31. Roll call 6 yes.

A motion was made by Christie Maurer and seconded by Bo Fortune to adopt Resolution 2020-31. Roll call 6 yes.

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.

Committee Meetings:
Building & Property-
Community & Business-

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Community Relations -

Fire Dependency Board-

Finance-

Ordinance- May 14, 2020 at 6:00 PM

Park Board- May 14, 2020 at 5:00 PM

Public Safety/Fire –

Public Works-

Records Retention –

Rules –

Zoning & Building Codes – June 3, 2020 at 6:00 PM

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 at 8:03 PM by Bo Fortune and seconded by Craig Bordenkircher to go into Executive Session to discuss personnel and pending litigation with the Fiscal Officer, Village Solicitor and Police Chief to remain. Roll call 6 yes.

A motion was made at 8:31 PM by Ron Lusk and seconded by Bo Fortune to continue in open session. Roll call 6 yes.

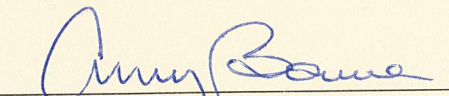
No action was taken but Mayor Bordenkircher announced that the Police Chief search committee has not been able to find a candidate they are comfortable with hiring. Therefore, the search for a Police Chief will continue.

A motion was made by Ron Lusk and seconded by Tim Cheney to adjourn until the next meeting on Monday, May 18, 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



April 2020 Fire Report

Incident Type;	Fire	
	120 Fire in Mobile Home	1
	Rescue & Emergency Medical Incidents	
	322 Motor Vehicle Accident with Injuries	1
	324 Motor Vehicle Accident with No Injuries	1
	352 Extrication of Victim from Vehicle	1
	Hazardous Condition (No Fire)	
	440 Electrical Wiring/ Equipment Problem	1
	444 Power Line Down	2
	Service Call	
	551 Assist Police or Government Agency	1
	561 Unauthorized Controlled Burning	1
	Good Intent Call	
	622 No Incident found on Arrival	1
	631 Authorized Controlled Burning	1
	False Alarm & False Call	
	714 Central Station, Malicious False Alarm	1
	736 CO Detector Activation Due to Malfunction	1
	Severe Weather & Natural Disaster	
	814 Lighting Strike (No Fire)	1
	Total	14

	April 2020	Year-to-Date
Location of Incident;		
Village of West Lafayette	1	12
Lafayette Township	5	15
Linton	2	3
Oxford	4	15
White Eyes	1	4
Out of District	1	5

	April 2020		Year-to-Date
Call History;	Total	14	54
	Last Year	14	59

Activity;	Type	Firefighters	Hours
	Emergency Calls	111	81.28
	Non-Incident Activities		0
	Training		0
		Total Hours	81.28

Payroll;	April 2020	\$980.00
	Payroll YTD 11/19	\$5,030.00

Fire Loss;	<u>April 2020</u>	\$0
	Year-to-Date	\$362,310.00
	Last Year, Year-to-Date	\$54,000.00



WEST LAFAYETTE POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT

MONTH: April, 2020

Adult calls	80
Juvenile calls	1
Complaints	3
Follow ups	57
Criminal Arrests	10
Traffic Stops	4
Warnings	3
Traffic Arrest	5
Accidents	1
Felonies	1
Miles Driven	2050
Gas	160.614 Gallons

Chief Stephen Klopfenstein