

Record of Proceedings

Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on May 10, 2021 at 7:00 p.m. in the municipal building with Mayor Stephen R. Bordenkircher presiding.

Pledge of Allegiance

Prayer

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

A motion was made by Bo Fortune and seconded by Christie Maurer to approve the minutes of the April 26, 2021 regular council meeting. Roll call 6 yes.

Mayor's Correspondence:

Mayor Bordenkircher reported receiving no correspondence.

Citizens' comments:

Zoom Log-in

<https://zoom.us/j/96595775556?pwd=eVJIY04yaFFmbU9GSElSRU9kNnRjQT09>

Or Dial: 1-301-715-8592

Meeting ID: 965 9577 5556

Passcode: 571265

Department Reports:

Fire: See attached. Chief Gould reported that it will be July before the rescue truck will be ready to go to Advantech and it will be there a couple of weeks before it will be in service. The casting on the pump housing on the brush truck split and needed to be repaired for \$3,220.75. The 6" intake valve needed to be replaced on engine 603 for \$1,605. The new gear that was purchased with the Cares Act money last year has been put in use and still have the old gear as a backup. A grant was turned in to the Coshocton Foundation in the amount of \$8,735 for a hose roller.

Fiscal Officer: Fiscal Officer, Amy Bourne reported on 3 pieces of legislation that all relate to the restroom project at the Waterworks ball fields. Resolution 2021-35 is to authorize the Village Administrator and Fiscal Officer to sign all documents related to the project. The bid was awarded to Stouffer Construction in the amount of \$67,765. Resolution 2021-38 is to request approval to advance \$8,000 from the General Fund to the Park Fund to cover anticipated revenue and would be reimbursed to the General Fund before the end of the year. Resolution 2021-36 is to request adding funds to the Capital Outlay account in the Park Fund to appropriate money to Stouffer Construction for the bathroom project. Funds are also needed in the amount of \$600 to cover an additional internet line for the Police Department to accommodate the use of the CAD system. Bourne requested approval to extend the employee short-term disability policy from 13 weeks to 26 weeks at an additional cost of roughly \$700-\$800 per year. The extension of the coverage is to ensure that the employees are covered in the event they have an injury that

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requires a substantial time off of work, such as a broken leg. The cost of increasing the short-term disability will be much less than adding additional sick time to the bucket for each employee. A motion was made by Christie Maurer and seconded by Tim Cheney to extend the short-term disability coverage from 13 weeks to 26 weeks. Roll call 6 yes.

Bourne reported that a notice was received from RITA regarding the delinquency program for residents that have not filed their taxes with the Village. In 2020, letters were sent to all 499 non-filers, establishing \$9,493 in liabilities and \$5,969 was collected at \$0 cost to the Village. The next step to doing the letters is the subpoena program that will cost \$1 per subpoena. There are currently 613 accounts that have at least 1 year missing, and it is estimated that 90% will not respond to the initial free letter sent, resulting in roughly \$550 expense to the Village for the subpoenas. A motion was made by Bo Fortune and seconded by Christie Maurer to approve entering into the RITA subpoena program. Roll call 6 yes.

The April month end cash summary was presented at the Finance committee meeting that was also held this evening and bills were passed around for approval.

Police: See attached. Chief Fohl reported applying for the BPV (Bullet-Proof Vest) grant and will cover half of the expense of the new vest needed for new hire Amanda Rossiter. The Ford Explorer is back in the shop with the same issues. In order to commission the new Auxiliary Officer, Matt Dickson, a copy of the Village ordinance authorizing the appointment of the auxiliary officers needs to be included with the Peace Officer Appointment application. We have been unable to locate the original ordinance, so Solicitor Joel Blue drafted a new one and is on the table for approval this evening as Ordinance 2021-37. A public demonstration of the K9 is planned to be done during the Homecoming on Saturday, July 31, 2021. A motorcycle poker run fundraiser is being planned to raise money for the ongoing expenses of the K-9. Chief Fohl is working on applying for the JAG (Justice Assistance Grant) and the COPS Grant which are both very extensive and due in June. He is looking for assistance in writing the grants. The JAG grant would be used for equipment and/or training costs. The COPS grant would be used to hire 2 full-time officers with one being placed in the school and the other on the road.

Solicitor: Village Solicitor, Joel Blue, reported filing some litigation as well as writing the legislation for the auxiliary officer, which is on the table this evening. Mail was received from Wilson, Phillips & Agin regarding the recent audit. Mayor Bordenkircher requested an executive session at the end of the meeting to discuss litigation.

Village Administrator: Chris Menapace reported that the Village has been on Coshocton water for roughly 9 days. There is nothing reported on when the demolition of the Village well will occur. If residents have not had water meters changed out from the Village meter to the new Coshocton meter, they need to contact Newman's plumbing right away or will risk shut off of their water service. There are roughly 100 units that need to be changed out to complete the project. Menapace reported speaking with Ron Ports with Engineering Associates and was given the opportunity to walk the project and create a punch list of things that don't appear to be done per the specifications on the contract. Menapace produced 581 examples where the specs were not met and took a picture of each and submitted to Ports. Menapace met with the representatives of Tucson and Engineering Associates to discuss and they said they would do their best to address the issues. Potholes will be addressed beginning on Thursday. The King Street paving did not get completed last week due to the weather and will be done as soon as

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possible, hopefully by the end of May. Contractors are behind schedule right now due to weather. Menapace mowed 9 yards last week due to high grass notices not being addressed. There will not be any postings this week due to the weather. Hannah Diewald will attend the next council meeting to discuss the Neighborhood Revitalization Grant and CDBG. The Village has the potential to receive \$1.35 million dollars with \$110,000 match from the Village to include replacing decommissioned sewer line on Main St., new sewer lines on Oak St., several updates to the Waterworks park to include paving parking lots, adding new parking lot, building a shelter house, and to install a new basketball court, paving everywhere that the Coshocton water project affected, 10 new streetlights, paving the public parking lot and new sidewalk. The Waterworks restroom project is expected to begin tomorrow and be done by the end of the month. Ordinance 2021-39 is on the table for its first reading to enter into an agreement with Pearl Valley Cheese to establish a billing structure for sewer. Menapace announced that he will not be present at the next few council meetings due to his son's baseball games being on Monday evenings, but will provide a type-written report.

Committee Reports:

Building and Property: No report

Community & Business Development: No report.

Community Relations: Chairwoman Christie Maurer reported the Chamber of Commerce will begin meeting again on May 25, 2021 PM in the Eat stand at 6:30 PM. The 73rd Annual Homecoming will be July 29-31, 2021.

Finance: Chairman Bo Fortune reported meeting on May 10, 2021 and reviewed April's month end cash summary. A motion was made by Christie Maurer and seconded by Tim Cheney to approve the month end cash summary for April. Roll call 6 yes.

Fire Dependency Board: No report.

Ordinance: No report

Park Board: Chairman Ron Lusk reported meeting to discuss trees for Burt Park and the Waterworks park restroom construction.

Planning Commission: No report

Public Safety: Chairman Craig Bordenkircher reported meeting on April 29, 2021 and discussed the personnel and no action was taken.

Public Works: No report

Records Retention: No report

Rules: No report

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Zoning and Building Codes: No report

Introduction to ordinances and resolutions:

2021-34 AN ORDINANCE ESTABLISHING 2021 PAY AND BENEFIT SCHEDULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH Second Reading

2021-35 A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO SIGN AND EXECUTE ALL DOCUMENTS NECESSARY WITH STOUFFER'S CONSTRUCTION, LLC FOR RESTROOM CONSTRUCTION First Reading/Emergency

A motion was made by Bo Fortune and seconded by Ron Lusk to waive the three required readings for Resolution 2021-35. Roll call 6 yes.

A motion was made by Ron Lusk and seconded by Craig Bordenkircher to adopt Resolution 2021-35. Roll call 6 yes.

2021-36 A RESOLUTION TO AMEND THE 2021 PERMANENT APPROPRIATIONS ORDINANCE 2020-87, ADDING FUNDS First Reading/Emergency

A motion was made by Bo Fortune and seconded by Tim Cheney to waive the three required readings for Resolution 2021-36. Roll call 6 yes.

A motion was made by Tim Cheney and seconded by Christie Maurer to adopt Resolution 2021-36. Roll call 6 yes.

2021-37 AN ORDINANCE AUTHORIZING THE MAYOR TO ESTABLISH AND/OR RE-ESTABLISH AN AUXILIARY POLICE UNIT AND AUTHORIZING ALL SUCH POWERS NECESSARY TO ACCOMPLISH THE SAME, REPEALING ALL PRIOR ORDERS OF THIS NATURE, AND DECLARING AN EMERGENCY First Reading/Emergency

A motion was made by Craig Bordenkircher and seconded by Tim Cheney to waive the three required readings for Ordinance 2021-37. Roll call 6 yes.

A motion was made by Christie Maurer and seconded by Tim Cheney to adopt Ordinance 2021-37. Roll call 6 yes.

2021-38 A RESOLUTION TO ADVANCE \$8,000 TO THE PARK FUND (220) FROM THE GENERAL FUND (101) First Reading/Emergency

A motion was made by Bo Fortune and seconded by Ron Lusk to waive the three required readings for Resolution 2021-38. Roll call 6 yes.

A motion was made by Christie Maurer and seconded by Ron Lusk to adopt Resolution 2021-38. Roll call 6 yes.

2021-39 AN ORDINANCE AUTHORIZING THE MAYOR, THE VILLAGE ADMINISTRATOR, AND FISCAL OFFICER TO EXECUTE ALL NECESSARY

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DOCUMENTS FOR THE VILLAGE OF WEST LAFAYETTE TO ENTER INTO A WASTEWATER AGREEMENT WITH PEARL VALLEY CHEESE, AND DECLARING AN EMERGENCY First Reading/Emergency

Committee Meetings:

Building & Property-

Community & Business-

Community Relations -

Fire Dependency Board-

Finance-

Ordinance-

Park Board-

Planning Commission –

Public Safety –

Public Works-

Records Retention –

Rules –

Zoning & Building Codes – May 18, 2021 at 6:00 PM

Other Business:

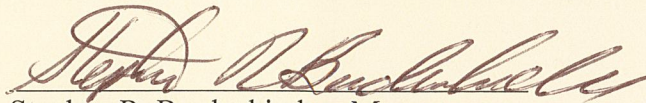
A motion was made by Ron Lusk and seconded by Bo Fortune to pay the bills. Roll call 6 yes.

A motion was made by Bo Fortune and seconded by Rich Wheeler to go into executive session to discuss litigation with the Solicitor, Village Administrator and Fiscal Officer to remain at 7:51 PM. Roll call 6 yes.

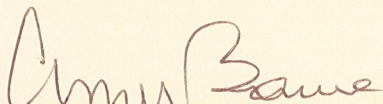
A motion was made by Bo Fortune and seconded by Christie Maurer to continue in open session at 8:04 PM. Roll call 6 yes.

A motion was made by Craig Bordenkircher and seconded by Christie Maurer to adjourn until the next meeting on Monday, May 24, 2021 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



WEST LAFAYETTE POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT

MONTH: April, 2021

| | |
|----------------------------|---------------|
| Calls For Service | 407 |
| Reports Taken | 30 |
| Felony Arrests | 0 |
| Misdemeanor Arrests | 6 |
| Juvenile Arrests | 0 |
| Traffic Stops | 33 |
| Traffic Citations | 9 |
| Traffic Crashes | 2 |
| OVI Arrests | 0 |
| Warrant Arrests | 2 |
| Civil Paper Service | 1 |
| Fuel Used | 447.59 |

Chief Matthew Fohl



April 2021 Fire Report

| Incident Type; | Fire | |
|----------------|---|-----------------|
| | 141 Wildland Fire | 2 |
| | 142 Brush Fire | 1 |
| | 151 Rubbish Fire | 1 |
| | 161 Outside Storage Fire | 1 |
| | Rescue & Emergency Medical Incidents | |
| | 311 Medical Assist | 2 |
| | 322 Motor Vehicle Accident with Injuries | 3 |
| | 324 Motor Vehicle Accident with No Injuries | 1 |
| | Hazardous Condition (No Fire) | |
| | 441 Heat from Short Circuit | 1 |
| | 442 Overheated Motor | 1 |
| | Good Intent Call | |
| | 611 Dispatched & Canceled En-route | 1 |
| | False Call | |
| | 735 Alarm System Malfunction | 1 |
| | | Total 15 |

| Location of Incident; | April 2021 | Year-to-Date |
|---------------------------|------------|--------------|
| Village of West Lafayette | 5 | 17 |
| Lafayette Township | 3 | 16 |
| Linton | 1 | 5 |
| Oxford | 2 | 8 |
| White Eyes | 1 | 3 |
| Out of District | 3 | 8 |

| Call History; | April 2021 | Year-to-Date |
|------------------|------------|--------------|
| Total | 15 | 57 |
| Last Year | 14 | 54 |

| Activity; | Type | Firefighters | Hours |
|--------------------|-----------------------|---------------------|---------------|
| | Emergency Calls | 109 | 114.25 |
| | Meetings | 10 | 20 |
| | Tools & Small Engines | 15 | 30 |
| | Vehicle maintenance | 11 | 22 |
| | SCBA Maintenance | 7 | 14 |
| | Station Clean-Up | 21 | 42 |
| Total Hours | | | 242.25 |

| | | |
|-----------------|---------------------------|-------------------|
| Payroll; | April 2021 | \$1,090 |
| | Payroll YTD 4/2021 | \$5,860.00 |

| | | |
|-------------------|--------------------------|--------------|
| Fire Loss; | <u>April 2021</u> | \$0 |
| | Year-to-Date | \$965,500.00 |
| | Last Year, Year-to-Date | \$362,310.00 |