

Record of Proceedings

Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on September 13, 2021 at 7:00 p.m. in the municipal building with Mayor Stephen R. Bordenkircher presiding.

Pledge of Allegiance

Prayer

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

A motion was made by Tim Cheney and seconded by Ron Lusk to approve the minutes from the regular council meeting held on August 23, 2021. Roll call 6 yes.

A motion was made by Bo Fortune and seconded by Rich Wheeler to approve the minutes from the Special council meeting held on September 2, 2021. Roll call 6 yes.

Mayor's Correspondence:

Mayor Bordenkircher reported receiving a thank you card to Mayor Bordenkircher for the use of Burt Park. An invitation was received from the West Lafayette branch library for the 85th anniversary on September 22, 2021 and are requesting an RSVP if planning to attend.

Citizens' comments: None

Zoom Log-in

<https://zoom.us/j/96595775556?pwd=eVJIY04yaFFmbU9GSEISRU9kNnRjQT09>

Or Dial: 1-301-715-8592

Meeting ID: 965 9577 5556

Passcode: 571265

Department Reports:

Fire: See attached. Chief Damon Gould reported the new rescue truck is going back to Advantech on Wednesday for permanent mounting of the equipment and should be back completed on Friday.

Fiscal Officer: Fiscal Officer, Amy Bourne reported Resolution 2021-60 is to approve the amounts certified from the Budget Commission that will be received in 2022. Resolution 2021-61 is needed to add funds to appropriate the ARPA funds received as well as \$16,000 needed in the Sewer fund to cover administrative fees to the City of Coshocton for the remainder of 2021 to do the billing for our sewer customers. The Park Levy money for the 2nd half of 2021 in the amount of \$11,850 has been received. The August month end cash summary was presented to the Finance committee and the bills were passed around for approval.

Police: Mayor Bordenkircher read the Police report for August. See attached. Mayor Bordenkircher also reported that due Officers Mans and Dusenberry no longer being with the Police Department, the decision has been made to recommend Officer Sarah Varner be made a

Record of Proceedings

full-time police officer effective immediately at the one-year rate. A motion was made by Craig Bordenkircher and seconded by Tim Cheney to approve Sarah Varner as a full-time officer. Roll call 6 yes.

Mayor Bordenkircher reported that he would like to recommend Officer Jose Hernandez also be made a full-time office, but also holding the title of Corporal and Field Training Officer with an additional pay of \$.50 per hour for each title. Mayor Bordenkircher stated that the Lexipol policies state that the Field Training Officer position requires at least 4 years of experience, with 2 of those years being with the Village. Hernandez currently has 13 months with the Village of West Lafayette. It is recommended that the remaining 11 months of experience with the Village be waived due to the extensive history and experience he has in the field. Councilman Craig Bordenkircher reported that the corporal status has never been recognized in the pay scale and has been an oversight. The Public Safety committee would like to recommend that the Corporal status pay an additional \$.50 per hour as well as the Field Training Officer status pay an additional \$.50 per hour.

A motion was made by Craig Bordenkircher and seconded by Ron Lusk to waive the additional 11 months required by the Lexipol policy and appoint Officer Jose Hernandez the Field Training Officer. Roll call 6 yes.

Mayor Bordenkircher reported that Officer Dusenberry submitted a written request that council modify the current requirement of a 3-week notice policy according to the Employee Handbook. Dusenberry has signed an acknowledgement form that he has read and understands the handbook, but claims he was unaware that there is a 3-week notice policy. Mayor Bordenkircher stated that if there it is waived for Dusenberry, that the handbook should be updated to permanently reflect a 2-week notice. Village Administrator Chris Menapace stated that Officer Dusenberry did sign the acknowledgment form at least 3 times, that the 2-week notice was submitted, rather than a 3-week notice was submitted, knowing that the department is severely short-staffed as well as not notifying the Village of his resignation before it was released in the press. Councilmen Bo Fortune and Craig Bordenkircher argued that many already knew that Dusenberry had applied with the Village of Newcomerstown and that he would most likely be leaving and that it's not his fault that the press released the information before he could notify the Village. A motion was made by Bo Fortune and seconded by Ron Lusk to approve the request of Officer Dusenberry to pay out the 52 hours of vacation due. Roll call 6 yes.

Solicitor: Village Solicitor, Joel Blue, had no report.

Village Administrator: Village Administrator Chris Menapace reported that the next to last round of mosquito spraying was done on August 23, 2021 and has not received any complaints about mosquitos so far. Round 35 County paving project has started in the county first and are scheduled to complete the work by the end of September. ODOT has confirmed that the power has been disconnected to the control box and lights at the Kirk and Main St. intersection. They will be dropping in 4 new larger and higher stop signs with the flashing lights mounted on top. Menapace reported that a Coshocton citizen, Diane Burgess, would like to donate all of her Christmas decorations to the Village in memory of her late husband. The decorations include many lights, large inflatables, etc. and could be displayed in Burt Park and possibly the vacant log at Main & Orchard. She would like to have a plaque displayed in Burt Park, which she will provide. Thank you, Diane! Menapace submitted an application for a \$12,000 grant with the Coshocton Foundation for new Christmas lights/decorations to hang on the poles on Main St. to

Record of Proceedings

include 10 Christmas trees and 10 candles for the poles as well as a 25' Christmas pre-lit tree for the vacant lot. A draft copy of the revised Zoning & Building Codes document and the corresponding Ordinance to accept the revisions was passed around for Council to review. There will be a final meeting to discuss any suggested final updates to the document after Council has had a chance to review. Resolution 2021-52 is on the table for its third and final reading regarding the street sweeping contract. Resolution 2021-56 is on the table for the 2nd reading for the sale of a 1998 Pelican Street sweeper, 2003 GMC Envoy and 2003 Honda Civic. Resolution 2021-62 and 2021-63 are on the table to authorize the VA and Fiscal Officer to enter into contracts with OPWC and the Thrasher group for grant fundings.

Committee Reports:

Building and Property: No report.

Community & Business Development: No report.

Community Relations: No report.

Finance: Chairman Bo Fortune reported meeting September 13, 2021 and discussed tax credits, and reviewed the August month end cash summary. A motion was made by Christie Maurer and seconded by Tim Cheney to approve the August month end cash summary. Roll call 6 yes.

Fire Dependency Board: No report.

Ordinance: Chairman Craig Bordenkircher reported meeting on September 1, 2021 to discuss the parking citation ordinance and continued to work on changes.

Park Board: No report.

Planning Commission: No report

Public Safety: Chairman Craig Bordenkircher reported meeting on September 13, 2021 to discuss the Police Department and hiring of two full-time officers.

Public Works: No report

Records Retention: No report

Rules: No report

Zoning and Building Codes: Chairman Bo Fortune reported meeting on August 25, 2021 and September 8, 2021 and completed draft changes to the zoning and building codes. A work session will be scheduled to review changes and make necessary corrections. The intent is to have the first reading to pass the updated codes on September 27, 2021 regular council meeting.

Record of Proceedings

Police Chief Search: Chairman Bo Fortune reported meeting on August 25, 2021 and August 31, 2021 and performed an interview. The deadline to apply for the position is September 17, 2021.

Introduction to ordinances and resolutions:

2021-52 A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO SIGN AND EXECUTE ALL DOCUMENTS NECESSARY WITH SWEEPING CORP OF AMERICA TO SWEEP VILLAGE STREETS, AND DECLARING AN EMERGENCY Third Reading/Emergency

A motion was made by Christie Maurer and seconded by Ron Lusk to adopt Resolution 2021-52. Roll call 6 yes.

2021-56 A RESOLUTION TO AUTHORIZE AND DIRECT THE VILLAGE ADMINISTRATOR TO ADVERTISE FOR BIDS TO SELL TWO PASSENGER VEHICLES AND A STREET SWEEPER, AND DECLARING AN EMERGENCY Second Reading/Emergency

2021-57 AN ORDINANCE WAIVING THE RESIDENCY REQUIREMENT FOR THE VILLAGE ADMINISTRATOR, THE FISCAL OFFICER, AND THE POLICE CHIEF INDEFINITELY, AND DECLARING AN EMERGENCY Second Reading/Emergency

2021-58 A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND FIRE CHIEF TO SIGN AND EXECUTE ALL DOCUMENTS NECESSARY WITH ATLANTIC EMERGENCY SOLUTIONS FOR THE PURCHASE OF A FIRE APPARATUS Second Reading/Emergency

2021-60 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR First Reading/Emergency

A motion was made by Bo Fortune and seconded by Ron Lusk to waive the three required readings for Resolution 2021-61. Roll call 6 yes.

A motion was made by Christie Maurer and seconded by Ron Lusk to adopt Resolution 2021-60. Roll call 6 yes.

2021-61 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 Ron Lusk to waive the three required readings for Resolution 2021-61. Roll call 6 yes.

A motion was made by Christie Maurer and seconded by Tim Cheney to adopt Resolution 2021-61. Roll Call 6 yes.

2021-62 A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION (OPWC) STATE CAPITAL IMPROVEMENT

Record of Proceedings

AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY First Reading/Emergency

A motion was made by Bo Fortune and seconded by Ron Lusk to waive the three required readings for Resolution 2021-62. Roll call 6 yes.

A motion was made by Tim Cheney and seconded by Craig Bordenkircher to adopt Resolution 2021-62. Roll call 6 yes.

2021-63 A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO EXECUTE ALL DOCUMENTS NECESSARY WITH THE THRASHER GROUP FOR THE PURPOSE OF ENGINEERING SERVICES FOR THE WASTEWATER PLANT OUTFALL IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY First Reading/Emergency

A motion was made by Bo Fortune and seconded by Ron Lusk to waive the three required readings for Resolution 2021-63. Roll call 6 yes.

A motion was made by Christie Maurer and seconded by Tim Cheney to adopt Resolution 2021-63. Roll call 6 yes.

2021-64 AN ORDINANCE ESTABLISHING 2021 PAY AND BENEFIT SCHEDULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH AND DECLARING AN EMERGENCY First Reading/Emergency

A motion was made by Christie Maurer and seconded by Bo Fortune to waive the three required readings for Ordinance 2021-64. Roll call 6 yes.

A motion was made by Rich Wheeler and seconded by Craig Bordenkircher to adopt Ordinance 2021-64. Roll call 6 yes.

Committee Meetings:

Building & Property-

Community & Business-

Community Relations -

Fire Dependency Board-

Finance-

Ordinance-

Park Board-

Planning Commission –

Public Safety –

Public Works-

Records Retention –

Rules – September 20, 2021 at 11:00 AM

Zoning & Building Codes –

Building Feasibility – September 21, 2021 at 6:00 PM

Record of Proceedings

Other Business:

Mayor Bordenkircher requested a motion to approve Officer Hernandez as Corporal and Field Training Officer. A motion was made by Craig Bordenkircher and seconded by Tim Cheney to approve Officer Hernandez as a full-time officer as the Corporal and Field Training Officer. Roll call 6 yes.

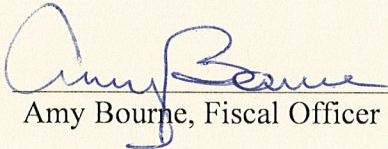
A motion was made by Ron Lusk and seconded by Christie Maurer to pay the bills. Roll call 6 yes.

A motion was made by Ron Lusk and seconded by Christie Maurer to adjourn until the next meeting on Monday, September 27, 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: August, 2021

Calls For Service	462
Reports Taken	29
Felony Arrests	0
Misdemeanor Arrests	1
Juvenile Arrests	0
Traffic Stops	40
Traffic Citations	6
Traffic Crashes	7
OVI Arrests	0
Warrant Arrests	0
Civil Paper Service	8
Fuel Used	477.14

Acting Chief Coty Cochran



August 2021 Fire Report

Incident Type;	Fire	
	130 Mobile Property Other	1
	140 Natural Vegetation	1
	Rescue & Emergency Medical Incidents	
	322 Motor Vehicle Accident W/Injuries	1
	323 Motor Vehicle / Pedestrian	1
	324 Motor Vehicle Accident No/Injuries	1
	342 Search for Person	2
	Hazardous Condition (No Fire)	
	444 Power Line Down	1
	Good Intent Call	
	611 Dispatched & Canceled En Route	2
	622 No Incident Found	2
	631 Authorized Controlled Burning	1
	False Call	
	736 CO Detector Activation Due to Malfunction	1
		Total 14

	August 2021	Year-to-Date
Location of Incident;		
Village of West Lafayette	3	30
Lafayette Township	2	31
Linton	1	11
Oxford	8	21
White Eyes	0	5
Out of District	0	10

	August 2021	Year-to-Date
Call History;		
Total	14	108
Last Year	17	118

Activity;	Type	Firefighters	Hours
	Emergency Calls	94	64.5
	Meetings	9	18
	Tools & Small Engines	7	14
	Vehicle maintenance	13	32
	SCBA Maintenance	9	18
	Training	20	51
		Total Hours	197.5

Payroll;	August 2021	\$940.00
	Payroll YTD	\$9,170.00

Fire Loss;	<u>August 2021</u>	\$1,050.00
	Year-to-Date	\$1,008,250.00
	Last Year, Year-to-Date	\$420,310.00