

Record of Proceedings

Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on December 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, Christie Maurer, Ron Lusk, Bo Fortune, and Tim Cheney were present. A motion was made by Tim Cheney and seconded by Bo Fortune to approve the minutes from the regular council meeting held on November 22, 2021. Roll call 5 yes.

Mayor's Correspondence: Mayor Bordenkircher reported receiving a couple of Christmas cards from Engineering Associates and W.E. Quicksaw.

Citizens' comments: None

Zoom Log-in

<https://zoom.us/j/96595775556?pwd=eVJlY04yaFFmbU9GSElSRU9kNnRjQT09>

Or Dial: 1-301-715-8592

Meeting ID: 965 9577 5556

Passcode: 571265

Department Reports:

Fire: See attached. Chief Gould reported 3 of them traveling to Wisconsin to Pierce to view the fire truck in the works. It is on schedule to be delivered in July 2022 and are hoping it can be used in the Homecoming parade. Chief Gould sent an email to the council members regarding the procedures for electing the new Fire Dependency Board members and requested a meeting to elect the 5th member. Mayor Bordenkircher reported that council members Christie Maurer and Tim Cheney have been sitting on the board and unless there were objections, recommended that they retain their positions. A motion was made by Bo Fortune and seconded by Ron Lusk to retain Christie Maurer and Tim Cheney on the Fire Dependency Board for 2022. A committee meeting was scheduled for Wednesday, December 15, 2021 at 7:00 PM.

Fiscal Officer: Fiscal Officer, Amy Bourne reported that Ordinance 2021-83 will receive its second reading. There was an update made to the Part-time Police Officer wages to carry the new rate of \$15.61 across all tiers. Resolution 2021-84 for 2022 allocations will receive its second reading. Ordinance 2021-86 will receive its second reading for the septic hauler rate increase from \$.02 to \$.03 per gallon to take effect January 1, 2022. Ordinance 2021-87 will receive its second reading for the 2022 annual appropriations. Resolution 2021-88 is needed to add funds in the General, Street and Sewer funds to cover payroll for the remainder of 2021. Also in the General fund, \$1250 is needed to cover the Solicitor fees for the remainder of 2021. Resolution 2021-89 is needed for approval of a Then & Now purchase order for the Shelly Company for the recent county paving project through OPWC. Resolution 2021-90 is requesting approval to move money within the Sewer fund to cover the land application done by Frye Farms

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as well as additional pump repairs. There has been a request made by the Danville Police Department to purchase the vest and carrier worn by Sarah Varner as she has been employed by them. The Village received a grant to cover 75% of the cost earlier in 2021 and the Village's share was a total of \$253.23. A request was made to deem Varners vest and carrier as surplus due to her small size as it will most likely not be able to be fitted to anyone else in order to allow the sale of the vest and carrier to the Danville Police Department. A motion was made by Christie Maurer and Ron Lusk to declare Sarah Varners vest and carrier as surplus to allow the sale to the Danville Police Department. Roll call 5 yes. A Finance committee meeting was held but the November month end cash summary was not ready for review. Bills were passed around for approval.

Police: See attached. Chief Walters introduced Sergeant Tom Coutts to the council members and reviewed several trainings and certifications he has completed. Mayor Bordenkircher reported that when we appointed Sergeant Coutts at an earlier council meeting that it was not done properly and requested a motion to approve him to be appointed as Sergeant at the Step 3 pay scale. A motion was made by Bo Fortune and seconded by Ron Lusk to hire Sergeant Tom Coutts at Step 3 in the pay scale. Roll call 5 yes. Mayor Bordenkircher also reported that there was discussion about approving Sergeant Coutts to start employment with the Village with 1-week paid vacation, but no formal action had been taken. A motion was made by Tim Cheney and seconded by Ron Lusk to offer Sergeant Coutts 1-week paid vacation at the start of his employment. Roll call 5 yes.

Solicitor: Village Solicitor, Joel Blue, reported that the hearing date for the Craig Bordenkircher case has been moved from December 15, 2021 to December 22, 2021.

Village Administrator: Village Administrator Tammy Hicks reported that there will be one more round of the leaf pickup this week and will then go to the bag pickups from the curbs. The Indian Circle project is under way with the engineers' drawings and sourcing parts. Gentle Brook requested an assessment of their lift station capacity because they will be adding a 6-bed unit to the facility and want to be sure the lift station can handle the addition. There are some separations in the clay tile sewer line in the alley between Main and Russell that will need repaired in the future. In the meantime, Zemba Brothers will be coming in to clean out that area of the line to prevent any further backups in that area. The Village jet truck was able to address some of the issue, but there is still areas that could not be reached and needed more power to be sure its cleaned out well. Councilman Tim Cheney reported that there is a streetlight out at Kirk and 6th St and wondered who would handle it. Mayor Bordenkircher stated that he would stop and get the pole light and report it to AEP. Mayor reported that a letter was received from the EPA regarding the Village's 2020 metrics submittal. With the Water being turned over to the City of Coshocton mid-year, there is an understanding that the report is not needed but are waiting on confirmation. If the report does in fact need to be completed, it will be up to the City of Coshocton to submit the report by December 31, 2021.

Committee Reports:

Building and Property: No report.

Community & Business Development: No report.

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Community Relations: No report.

Finance: Chairman Bo Fortune reported meeting on December 13, 2021 and will request another meeting on December 20, 2021 to review November month end reports.

Fire Dependency Board: No report. Council members have been appointed.

Ordinance: No report.

Park Board: No report.

Planning Commission: No report

Public Safety: No report

Public Works: Chairman Rich Wheeler reported meeting on December 6, 2021 and discussed the Indian Circle sewer project, Harstine's sewer to the school lift station, and the hydrant flushing schedule to be performed by Coshocton. There are reclamation issues from the Coshocton water project that were discussed, and Coshocton has agreed to fix them. It was also reported that all of the existing Village wells have been capped off and are no longer in use.

Records Retention: Mayor Bordenkircher reported meeting on December 8, 2021.

Rules: No report

Introduction to ordinances and resolutions:

2021-81 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

2021-83 AN ORDINANCE ESTABLISHING 2022 PAY AND BENEFIT SCHEDULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH AND DECLARING AN EMERGENCY Second Reading/Emergency

2021-84 A RESOLUTION TO ADOPT THE BASE PAY & BENEFIT ALLOCATION FOR THE EMPLOYEES OF THE VILLAGE OF WEST LAFAYETTE, OHIO AND TO REPEAL ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH Second Reading/Emergency

2021-86 AN ORDINANCE AMENDING PERMITTING AND REGULATING THE RECEIPT AND DISCHARGE OF HAULED DOMESTIC SEPTAGE AT THE VILLAGE OF WEST LAFAYETTE WASTEWATER TREATMENT PLAN, AND DECLARING AN EMERGENCY Second Reading/Emergency

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2021-87 AN ORDINANCE TO MAKE PERMANENT APPROPRIATIONS FOR CURRENT EXPENSES AND EXPENDITURES OF THE VILLAGE OF WEST LAFAYETTE, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2022 Second Reading/Emergency

2021-88 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 Rich Wheeler to waive the three required readings for Resolution 2021-88. Roll call 5 yes.

A motion was made by Ron Lusk and seconded by Christie Maurer to adopt Resolution 2021-88. Roll call 5 yes.

2021-89 A RESOLUTION TO APPROVE PURCHASE ORDER 21441 TO THE SHELLY COMPANY, A “THEN & NOW” PURCHASE ORDER First Reading/Emergency

A motion was made by Christie Maurer and seconded by Tim Cheney to waive the three required readings for Resolution 2021-89. Roll call 5 yes.

A motion was made by Tim Cheney and seconded by Ron Lusk to adopt Resolution 2021-89. Roll call 5 yes.

2021-90 A RESOLUTION AUTHORIZING RE-ALLOCATION OF APPROPRIATION FOR THE VILLAGE OF WEST LAFAYETTE, OHIO 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 2021-90. Roll call 5 yes.

A motion was made by Tim Cheney and seconded by Bo Fortune to adopt Resolution 2021-90. Roll call 5 yes.

2021-91 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION FOR THE TRANSPORTATION ALTERNATIVE PROGRAM (TAP) THROUGH THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE VILLAGE SIDEWALK IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY First Reading/Emergency

A motion was made by Bo Fortune and seconded by Christie Maurer to waive the three required readings for Resolution 2021-91. Roll call 5 yes.

A motion was made by Tim Cheney and seconded by Christie Maurer to adopt Resolution 2021-91. Roll call 5 yes.

Committee Meetings:

Building & Property-

Community & Business-

Community Relations -

Fire Dependency Board- December 15, 2021 at 7:00 PM

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Finance- December 20, 2021 at 6:30 PM

Ordinance-

Park Board-

Planning Commission –

Public Safety –

Public Works-

Records Retention –

Rules –

Other Business:

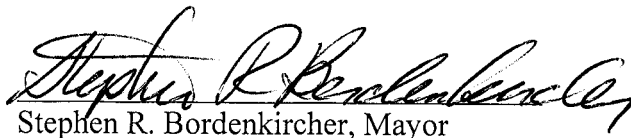
Mayor Bordenkircher reported that when Chris Menapace resigned, he was not properly appointed as a part-time Village Administrator, though he verbally agreed to do so. A motion was made by Bo Fortune and seconded by Ron Lusk to appoint Chris Menapace as part-time Village Administrator from October 23, 2021 through November 15, 2021. Roll call 5 yes. Mayor Bordenkircher also reported that approval is needed for Chris Menapace to work in the consulting/training role from November 16, 2021 through December 31, 2021 at the part-time Village Administrator rate. A motion was made by Bo Fortune and seconded by Rich Wheeler to approve Chris Menapace to continue in a consulting/training role at the part-time Village Administrator rate from November 16, 2021 through December 31, 2021. Roll call 5 yes.

Mayor Bordenkircher reported attending a meeting with the both the County and City Health boards regarding a Coshocton County Health Improvement Plan that will be submitted to the District for final approval. Bordenkircher had documents outlining the plan. Mayor Bordenkircher reported attending a meeting with the Coshocton County Transportation Improvement District board where 3 resolutions were approved that deal with the new Genesis hospital that is being built across from Wal-Mart. There are a number of grants totaling roughly \$250,000 being applied for to take care of the roadway leading to the hospital. There was a discussion with Fred Wachtel and he stated that the County paving project goes for final approval on December 14, 2021. There are 4 council members that have been re-elected to start the term January 1, 2022 and need to be sworn in. Members agreed to be sworn in at the end of the next regular schedule council meeting on December 20, 2021.

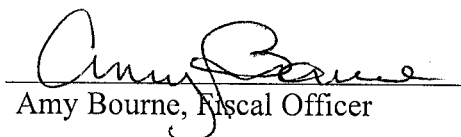
A motion was made by Ron Lusk and seconded by Tim Cheney to pay the bills. Roll call 5 yes.

A motion was made by Rich Wheeler and seconded by Bo Fortune to adjourn until the next meeting on Monday, December 20, 2021, 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



November 2021 Fire Report

| | | | |
|-----------------------|---|--|---|
| Incident Type; | Fire | | |
| | 111 Building Fire | | 1 |
| | 113 Cooking Fire, confined to container | | 1 |
| | 140 Natural Vegetation fire other | | 1 |
| | Rescue & Emergency Medical Incidents | | |
| | 322 Motor Vehicle Accident with Injuries | | 2 |
| | 324 Motor Vehicle Accident No/Injuries | | 1 |
| | Hazardous Condition (No Fire) | | |
| | 412 Gas Leak | | 1 |
| | 444 Power Line Down | | 2 |
| | Service Call | | |
| | 500 Service Call Other | | 1 |
| | Good Intent Call | | |
| | 600 Good Internet | | 1 |
| | 611 Dispatched & Canceled En Route | | 1 |
| | 622 No Incident Found | | 2 |
| | 631 Authorized Controlled Burning | | 1 |

Total 15

| | November 2021 | Year-to-Date |
|--|---------------|--------------|
| Location of Incident; Village of West Lafayette | 4 | 45 |
| Lafayette Township | 3 | 43 |
| Linton | 2 | 13 |
| Oxford | 1 | 26 |
| White Eyes | 2 | 10 |
| Out of District | 1 | 13 |

| | November 2021 | Year-to-Date |
|----------------------|------------------|--------------|
| Call History; | Total | 152 |
| | Last Year | 162 |

| Activity; | Type | Firefighters | Hours |
|------------------|-----------------------|---------------------|---------------|
| | Emergency Calls | 85 | 67.00 |
| | Meetings | 10 | 30.00 |
| | Tools & Small Engines | 6 | 18.00 |
| | Vehicle maintenance | 15 | 30.00 |
| | SCBA Maintenance | 8 | 16.00 |
| | Training | 12 | 24.00 |
| | | Total Hours | 185.00 |

| | | |
|-----------------|----------------------|-----------------|
| Payroll; | November 2021 | \$850.00 |
| | Payroll YTD | \$850.00 |

| | | |
|-------------------|-----------------------------|--------------------|
| Fire Loss; | <u>November 2021</u> | \$37,000.00 |
| | Year-to-Date | \$1,048,751.00 |
| | Last Year, Year-to-Date | \$434,310.00 |



WEST LAFAYETTE POLICE DEPARTMENT
MONTHLY ACTIVITY REPORT

MONTH: November, 2021

| | |
|---------------------|----------|
| Calls For Service | 401 |
| Reports Taken | 32 |
| Felony Arrests | 0 |
| Misdemeanor Arrests | 1 |
| Juvenile Arrests | 0 |
| Traffic Stops | 59 |
| Traffic Citations | 20 |
| Traffic Crashes | 3 |
| OVI Arrests | 1 |
| Warrant Arrests | 1 |
| Civil Paper Service | 2 |
| Fuel Used | \$988.84 |

Chief of Police Christopher Walters