RECORD OF PROCEEDINGS

Lithopolis Village Council Meeting Minutes October 22, 2019

Council Members Present: Belek, Brown, Kidwell, Long, Wynkoop, Zircher

Council Members Absent: None.

Present: Joe Taylor – Mayor, Ed Van Vickle - Village Administrator, Amanda Wolin- Fiscal Officer, W.J. Barton - Chief of Police, John Browning - Solicitor

Roll Call, Pledge of Allegiance, Moment of Silence

CALL TO ORDER –

Roll Call, Pledge of Allegiance, Moment of Silence

Meeting Minutes: 7/23/19, 8/13/2019, 9/24/2019

- Motion to accept 9/24/19 (with minor changes by Wynkoop)
  - Motion: Long
  - Second: Kidwell
  - Roll: All
- Motion to accept 8/13/19
  - Motion: Long
  - Second: Kidwell
  - Roll: All
- Motion to accept 7/23/19
  - Motion: Wynkoop
  - Second: Long
  - Roll: All
- 10/8 meeting minutes passed out, can be approved next meeting pending Council review

Public Comments:

A) Jon Stertzer
- Questions pertaining to city council
  1. Inquiring as to why meeting minutes not up to date
     - Stertzer was looking into overpayments and situations where people owe the village money and no decisions were made in over a year. Wants all the old meeting minutes so he can dig into what Council has done with these issues.
• Browning: Council addressed this (speaking on the payments issue) They directed mayor to act on it. So at that point the issue is administrative not legislative.
• Pertaining to the minutes. Not council jobs to prepare them. It too is an administrative issue.
• Wolin: No public records requests were formally made. What records are you (Stertzer) requesting?
  o Stertzer: Indicates he didn’t formally make a requests because he didn’t want to jump through hoops.
  o Wolin: Let me know what records you have and I can verify their authenticity.
  o Wolin on Overpayments: working with state auditor. Council can’t do anything, they’ve addressed what they could.

2. One document Stertzer indicates he has requested “2106” dealing with some of the responsibilities of the mayor, including whether the mayor can hold multiple positions at once. Ordinance written.
• Stertzer heard that this “2106” ordinance was approved without all the Council members present and seeks clarification as to what happened.
  o Van Vickle thinks its 2116 or 2117. (He looked it wasn’t either.)
  o Stertzer couldn’t provide the ordinance number so this did not get addressed.

3. Letter passed out last week, Council saw it. Brought it up to Browning before the meeting. Browning struck it from the record.
• Taylor: It is a public record and a copy of it can be requested
• Stertzer: put a request for it in. Hasn’t received anything
• Van Vickle: To whom did you ask for the public record?
• Stertzer: J (referring to Jwayed Jwayed, Clerk of Courts and Meeting Minutes Keeper)
• Wolin: Going forward please email or write out public records requests because all requests must be documented for the audit.

Mayors Comment:
A) Simply Christmas, Resolution 6-17, $423.86 was donated to purchase holiday decorations. Need to reimburse local merchant for wreaths purchased for light poles. $160.00.
• Last year nobody volunteered to decorate so nothing got done.
• This year volunteers organized and set time to set decorations up and take them down.
• Needed additional wreaths? Got some for $16 a piece
• Wolin: A requisition was made for $160.00 but it was never appropriated.
Taylor: Nothing was set up from 2017. They plan on also setting up winter flags that can be used all winter season as opposed to just during Christmas and they expect to get 2 years out of those.

Brown: Are they going to create an organization and keep track of everything?

Taylor: No, they will not be an organization. They are hoping for donations for the flags. Not certain that the Village wants to use time and resources to decorate for Christmas when maintenance staff so busy doing other things. But this is something volunteers from the community can and should take care of.

Belek: Do we want volunteers climbing light poles?

Taylor: I will, but I’m not dragging everything down the street and need help handing me the supplies.

Long: Is it the light bulbs that are not working or the outlets....?

Van Vickie: It’s just bulbs.

Long: Ok, good. Didn’t want them to go through the trouble if the outlets were not functioning.

Taylor: And Van Vickie has ordered the bulbs and they are here. Just haven’t had the time to put them in.

Sandine: Does the village have these wreaths?

Taylor: Yes, they were stored in the garage.

Sandine: Are these wreaths are village property?

Taylor: No Village money was used. It was all donated.

Brown: Money and supplies were donated from Marianne

Taylor: Marianne collected money from other people. 617 was the resolution once it was all accepted.

Sandine: Once that money is donated to the village, unless its donated for cause, It’s specifically laid out into the general fund revenue.

Sandine: Resolution 617 says that this money was donated for cause?

Taylor: Yes, for holiday decorations.

Sandine: It says that this money was collected for that purpose or that it was donated for that purpose?

Taylor: Both.

Van Vickie: Unrestricted donation $423.86.

Sandine: It should have gone to the general fund.

Long: Does not need separate line item

Sandine: Right, it’s not a donation for cause. That money can’t pull away for specific purpose.

Taylor: In the third paragraph it does say that like to donate all these assets to the Village
• Sandine: Section one clearly states that it is an unrestricted donation. That money went in and was commingled in the general fund and could have been appropriated for any other purposes.
• Taylor: I didn't write the resolution and I just know the money was here.
• Sandine: This is why ordinances be written correctly.
• Sandine: Assuming the merchant has a receipt for what they purchased, you don't need to have that money appropriated for a specific purpose. Can take the money out of reimbursements.
• Brown: Are they going to publish schedule of times for the events?
• Taylor: Yes. Including rain and weather dates for setting up and taking down.

Old Business:
A) Third, reading of An Ordinance authorizing the Village Administrator to enter into a contract with Fairfield County Soil and Water Conservation District to provide services related to compliance with the Village SWPPP plans and MS4 requirements.
• Motion to Accept: Belek
• Second: Wynkoop.
• Roll: All

New Business:
A) First, reading An Ordinance requiring that ordinances and resolutions presented to council, be numbered prior to being voted upon and if passed by council be declared as an emergency.
• Taylor: wording changed slightly. I will read from the original.
• Browning: Table that earlier draft that Wynkoop presented and move on. This would be a completely new issue presented today as an emergency ordinance.
B) Taylor: “The Ordinance requiring that ordinances and resolutions presented to council, be presented to council with a stamped or typed date indicated the year, month, date, the proposals first presented and the sponsoring members name and a stamp with a space to record the first, second, a revised second and third reading dates and declaring an emergency.”
• Sponsored by Wynkoop
• Browning: Rubber stamping the top of the document with the first, second, etc and a little space left for whoever sponsored it.
• Motion to table original
  • Motion: Long
  • Second: Wynkoop
  • Roll: All
• Browning: Suspend the rules to move on this as an emergency.
  • Motion: Wynkoop
• Second: Brown
• Roll: All
• Motion to Accept:
  • Motion: Zircher
  • Second: Kidwell
  • Roll: All

OFFICER REPORTS:

Fiscal Officer –
  A) Addressing Mr. Stertz’s comments and concerns
    • Regarding the meeting minutes and the website not being up to date
      i. Correct. Lots of changes with the mayor’s office changing frequently.
      ii. She took over as fiscal officer.
      iii. Working with the auditor and she has been handling many records requests for them.
      iv. Working with software person to correct mistakes.
      v. Previous Fiscal Officers misappropriated funds and had to re-appropriate those.
      vi. Prioritizing tasks that matter, like getting funds back in line, budgeting, etc.
      vii. Holds roles of: Fiscal Officer, Zoning Inspector, Building Department, Administrative Assistant, IT person.
        1. Believes in 2020 when the Village is fully staffed, things will run smoother. But with only 2 full time employees right now (Wolin and Van Vickle) they are doing the best that they can.
  • Stertz: Concerned that it could be a liability of the Village that public records are not up to date.
    i. Wolin has close relationships and constant contact with Fairfield County Auditors. They understand the Village’s circumstances as being under staffed and limited resources. Improvements will be made.

Village Administrator –
  A) Possible Appropriation of additional money for paving project.
    • South street- grinding should be done tomorrow or by Friday.
    • Brown: That will take care of all the double striping on the road?
    • Van Vickle: Yes. It will all be re-painted way it is supposed to be.
    • Alleys wont be done this week.
    • Saved money on the project by not putting up Detour signs.
    • This is a Fair Labor law controlled project. Contractor has to document and show they are
paying their workers fairly.
  o $38.25/hour, and $32.12 plus overtime vs. our people are getting $16.00. Hard to
    find good help at our rates.
B) Josh, Ben, Ed water training to maintain water license.
C) Resolution on Khuns water bill next meeting.
D) Hawks Nest- went into ditches and got first knock down. Can see water course now. If it remains dry,
    will do a second round of it. Contract for something.
E) Street lights: 26 are burned out. We have the bulbs. As soon as the maintenance team has time will
    address it.
F) New council table and chairs cost $49.

Police Chief –
  A) Elder & St Rt. 674 updates.
    • Met with Ohio Department of Transportation. West side of the road is in Franklin
      county. East side is in Fairfield.
    • Had meeting. They’re going to do upgrades on signs. Surveyor signs up there.
      Trees likely going to be taken out.
    • No easy fix for sightlines on 674. Lots of blindspots. Some from left turn on
      Winchester Southern.
      o Not many options to fix the problem short of shaving down the
        intersection, raising up the approaches or putting in round about. Will be
        an expensive fix. Needs a competitive grant.
      o ODOT budgets years in advance. Would have cost a ton of money.
      o Could put in larger stop signs.
      o Looked into the flashing LED light. Criteria changed. Must be reported in
        officer crash reports that people are disregarding the stop signs. In the past
        3 years, 5 crashes where people disregarded it but the crash reports did not
        indicate that. So cannot get LED lighted sign.
    • Wynkoop: Can you reduce the speed in that area?
      o Chief: We’re looking into lowering the speed limit but there is no timeline
        as to how quickly this can be accomplished.
      o Belek: Does changing the speed limit cost a lot of money?
      o Chief: No, it does not.
    • Chief: Engineer from district five never been to this intersection. By time he
      checked out he was surprised not more crashes based on sightline.

ROUND ROBIN
• Brown: Trying to avoid any more special meetings during holiday season. So has the budget been prepared for next year?
  o Taylor: Doesn’t recall when the budget meeting is.
  o Brown: Finance meeting is November 26. There will be 1-2 meetings after that. But will we need a special meeting after that?
  o Taylor: I don’t think we will have the need for any special meeting.
  o Brown: Just making sure it’s on your radar.
• Long: Have we heard from Columbia gas?
  o Taylor: Hole is filled. They put blacktop in the curb or gutter area.
  o Long: When did they fill it? Plate was on there yesterday afternoon.
  o Taylor: 5 pm it was filed when I rode by there.
  o Van Vickle: Will follow up and check that out.
• Wynkoop:
  o Acknowledges that she owes the village money. Has sent letter to Mayor and Council indicating and affirming that she is willing to pay it as soon as she receives a bill.
• Zircher: Expecting something on bid space between firehouse and brewery?
  o Taylor: Council member needs to sponsor that. We will make a list of things we wanted in it.
  o Will miss the meeting on November 12, 2019 because will be out of town for work.
• Ed: Asphalt grindings being passed out to anybody who wants them until we run out.

ADJOURNMENT

Motion to Adjourn:

  • Motion: Wynkoop
  • Second: Kidwell
  • Roll: All

Meeting adjourned at 8:20 pm EST.