

**Village of Arcanum Council Meeting**  
**Tuesday, July 26, 2016**  
**7:00 PM**

Mayor Judy Foureman opened the meeting by asking everyone to join her in the Pledge to the Flag, with the Mayor concluding "In God We Trust".

Council members Bonnie Millard, Eric Van Hoose, Jerry Boolman, Jullie Willis, Vanessa Delk, and Monte Clark answered roll call. Also present were Bill Sinnes, Darcy Woodall, and Mike Bruns from Mote & Associates.

**Council Minutes:** Mayor Foureman asked for approval of the minutes of July 12, 2016. Delk stated that she had abstained at the previous meeting when approving the June 28, 2016 meetings, so Woodall amended the minutes to state that Delk abstained and Clark, Millard, Van Hoose, and Willis voted yea to approve the minutes of June 28, 2016. A motion was made by Millard to approve the minutes of the July 12, 2016 Council meeting as amended. Delk seconded. Millard, Van Hoose, Willis, Delk, and Clark voted yea. Boolman abstained. Motion passed. Mayor Foureman asked for approval of the minutes of the July 19, 2016 special council meeting. A motion was made by Millard to approve the minutes of the July 19, 2016 Special Council meeting. Van Hoose seconded. All present voted yea. Motion passed.

**Expenditures:** Mayor Foureman asked for a motion to approve the properly appropriated and funded expenditures. A motion was made by Millard to pay the properly appropriated and funded expenditures. Clark seconded. All present voted yea. Motion passed.

**Amendments to the Agenda:** Clark asked to add an executive session for personnel after Old Business.

**Comments from the Public:** Mayor Foureman asked the two pool employees if they had any comments for Council, or were they just visiting. They stated they were just visiting.

**Committee Reports:**

**Service & Leisure Committee:** Meeting was held on July 6, 2016 at 5PM in Council Chambers. Committee members present were Eric Van Hoose, Jerry Boolman, and Vanessa Delk. Other attendees were Mayor Judy Foureman, Village Administrator Bill Sinnes, Street Department worker Mark Poston, and Mike Bruns from Mote & Associates. Van Hoose reported on the following:

- Pool
  - ❖ Lifeguard seats that were being looked at will not work. Mark is now looking at different seats or swivels.
- Mark Poston
  - ❖ Getting prices on bathroom fixtures for the pool
  - ❖ Getting quotes on crack sealing and asphalt repairs throughout the Village
- Ivester Park
  - ❖ 4 trees left to be cut down in the park
- Harvest Fields
  - ❖ One more water line to replace and get quotes on patching two 15-foot wide strips
- East St. (South St. to Second St.)
  - ❖ Look at pavement resurfacing – Mote provided an estimate for pavement resurfacing of \$60,500, which includes removing 4 trees, removing the existing storm sewers/culverts at First Street, re-grading the First Street intersection, milling 2" around the perimeter of the street, overlaying 2" of asphalt, and coating with reclamite. Mote provided another estimate for pavement resurfacing with subgrade re-stabilization of \$94,000, which included removing 4 trees, removing the existing storm sewers/culverts at First Street, re-grading the First Street intersection, stabilizing the subgrade to a depth of 10", overlaying with 3" of asphalt, and coating with reclamite. Mike from Mote pointed out that with the \$94K estimate the cost of maintaining traffic, mobilization, and a bond (totaling \$7800) could be eliminated if the project was completed at the same time as the CDBG Stabilization Project that is about to start on the Sawmill area streets. Millard asked about the cost difference. Mike explained that if the Village went with the milling process, the Village would get about 7-8 years of life out of the project. The other process would give about 15 years of life. Millard asked Van Hoose what option the Committee recommended. He and Delk both said at first they were looking at the first option (7-8 years) because the total reconstruction of this area was on the street plan for 2020 or 2021, but then Boolman suggested that maybe it would be wise to spend the more money for option two and get more life out of in case the total reconstruction got pushed back. At this point, the Mayor reminded Council that is why she asked them previously if they simply wanted to consider a grind and overlay of this area just to get by until a total reconstruction could be done because when the total reconstruction is done, new water lines are going to have to be done and storm sewers. It doesn't make sense to spend \$50K or \$94K now, and rip it up in 5-7 years. The Mayor and Millard believes it makes more sense to get quotes for just an overlay, and they would like to hold off until that can be done. Sinnes is to get quotes for overlay on East street from South to First Street (including the

intersection) and also on from there down to Second Street. Discussion was also had about the size of the water lines in that area. It was determined that the water lines on East Street are 4". The water lines on East First Street are 6".

**Safety Committee:** Nothing at this time.

**Utility Committee:** Meeting was held on July 11, 2016 at 4:30PM at the VA Office. Committee members present were Jerry Boolman and Monte Clark. Other attendees were Mayor Judy Foureman, Village Administrator Bill Sinnes, Utilities Superintendent Keir Smith, Plant Operator Shawn Smith, and Utility Clerk Angie Carine. Boolman was absent, but the Mayor reported his minutes as follows:

- Utility department billing requests:
  - ❖ Angie Carine was present to make several requests with utility billing and asking for the committee to consider changing the ordinances if necessary.
  - ❖ Change the amount of time (48) hours once served with electric termination. This mainly deals with the time allotted for bad check days (10 business days).
  - ❖ Payments have to be in the deposit box by open of business on the 16<sup>th</sup> or be post marked before the 16<sup>th</sup> to be current.
  - ❖ Change the disconnection fee term to an administration fee term when being charged due to being on the shut off list.
  - ❖ Change policy on level billing to start anytime due to the ease of starting the program with CMI, and the catch up month will still be July.
  - ❖ Customer asked about the late fee being 10% instead of a flat fee since we are non-profit. We are not non-profit, and the only benefit of a flat fee would be for high usage customers.
  - ❖ Allowing customers in good standing with no late incidents 1 grace period to be approved by the Mayor or head of Utility Committee based on information provided by Utility Clerk recommendation. Current way this is handled.
  - ❖ Judy to look up ordinances that these requests impact and bring back to committee for approval; then Council.
- Electric updates:
  - ❖ Several electrical upgrades have been requested by customers for underground service
  - ❖ Harvest Fields – doing underground work for street lighting; 3 poles remaining and setting those poles now
  - ❖ Working on specialty water meters for businesses
  - ❖ Setting new poles on Arcanum-Hollansburg to replace old poles; minor work remaining
- Water updates:
  - ❖ Quotes for items on water system that was damaged by storm and spares to keep in water department -- \$2935; money is in the operating account, so committee recommended moving ahead
  - ❖ Old water tower will be filled this week as work is done inside, and then it will be operational; painting will begin shortly
  - ❖ Lake County will be in this week to discuss pricing and work on leaks while they are doing work in Greenville in the near future, and we may be able to leverage some cost savings from this.
  - ❖ Revised pricing from Mote on sludge removal; down to about \$16K with applying on Village land; work still needs to be done on this
  - ❖ Austen Frech is now working and doing good.
  - ❖ Merritt project progressing with street work almost done and excavating progressing

**Planning Committee:** Nothing at this time.

**Personnel Committee:** Delk reported that she has been fielding questions from Wendy at Clemens and Nelson as she can, but the list is growing. Delk does not feel comfortable answering some of the questions without scheduling another meeting and discussing them with the rest of the personnel committee. Next meeting is Tuesday, July 19, 2016 @ 5PM in Council Chambers.

**Finance & Audit Committee:** Nothing at this time.

### **Administrative Reports:**

**Mayor:** Mayor Foureman reported on the following:

- Mayor Foureman stated that she neglected to ask for legislation for the new fire truck at the last council meeting. Mayor Foureman asked for a motion to proceed with having the necessary legislation prepared for the purchase of a new fire truck. A motion was made by Millard to proceed with having the necessary legislation prepared for the purchase of a new fire truck. Clark seconded. All present voted yea. Motion passed. Legislation will be prepared for the July 26 council meeting.

- Mayor Foureman reported that the Utilities Superintendent, Keir Smith, had recently went to speak with resident, Dale Fisher about what he needed to do in order to resolve the matter the Village has with him that has been going on for some time. Said resident came out his back door and let Keir know that he was not going to clear up the issue, and by using an expletive, he gave Keir a message to deliver to the Mayor. In response, the Mayor has contacted the Village Solicitor. The Solicitor will draft a letter to the resident, and he will have seven days to respond to the letter. This matter will now be handled by the Solicitor.
- Mayor Foureman reported that the Solicitor had spoken with her about the Village's zoning regulations and the RV/camper situation on North Street. The Solicitor expressed that the regulations are not well written. There are two definitions. A mobile home is a house trailer (i.e. like the mobile home park on St. Rt. 49 on the way to Greenville – Sherwood Forest), and a mobile home cannot be stored on someone's property. An RV can be stored on someone's property according to the regulations. Nicole is looking further into the regulations regarding two dwellings on one lot and defining what that pertains to, as in is the RV a dwelling. Millard and Van Hoose both commented that does not matter because the RV/camper is hooked into our sewer/utility system. The Mayor explained that Nicole is specifically trying to find where in our regulations that is stated for that area because that area is zoned R-2. Delk asked if adequate zoning rules are not found, could they be changed? The Mayor responded that the regulations could be changed. The general consensus is that the regulations needs to be cleaned up and clarified. However, no one wants the regulations to be changed to where RV/campers cannot be stored at all at any time of year. It is just this particular issue is a different circumstance that needs to be addressed.
- Mayor Foureman asked if everyone had a chance to review the preliminary SRO contract. Millard stated that she would still like the Finance Committee to meet with the Superintendent. The Mayor asked why that was necessary. Millard started with the mention in the contract of the Village providing a vehicle for the SRO. She stated that was a point that had previously been discussed but never resolved. The Mayor replied that Mr. Stephens stated that it was something that he was putting in the prelim contract but if Council wasn't agreeable to it, scratch it. The Mayor explained that Mr. Stephens is not insistent that a vehicle be there, but it would be convenient. Willis asked what happens then if someone has to be transported, and the Mayor responded that would have to be done with one of the Village's vehicles. Delk commented that she thought having the police vehicle sitting at the school was one of the bonuses of providing the vehicle because it provides the visibility to outsiders that there is a police presence. Millard also brought up that from day one of this discussion the school was to have the officer 182 days, and the Village was to have the officer 63 days. The Mayor read from the contract that the officer would be at the school from one day prior to the beginning of the 2016-17 school year to the last day of the 2016-17 school year, and any holidays that fall in that time period would be paid by the school. Millard contended that the contract only included the in-session days. The Mayor did clarify that the Village would have the officer over Christmas break, but outside of that if a holiday falls in a normal week, the school is responsible for paying that holiday. Millard stated she would still like to meet and discuss a 5-year plan. Even though it is too late to put on a levy this year, it could be determined if a levy needs to be put on for future years if this joint effort is continued. Millard reiterated that a meeting with Mr. Stephens was still needed. Willis stated that if a meeting was had that all of Council should be present, not just the Finance Committee. It was clarified that the Village portion of the shared cost of the officer is approximately \$12891. Mayor Foureman asked if it was Council's wish to have Mr. Stephens attend a meeting to discuss the financing again and that Council is not satisfied with the currently presented contract. The Mayor asked if the school is willing to pay \$30,000 plus, and the Village is paying a little over \$12,000, what is the question? Millard then stated that at one point there was talk of the school using the officer for 190 days and things were still unclear about the holidays. The Mayor asked if she was going to screw this whole thing up over three or four holidays. Millard stated she felt the Village should be reimbursed more than the \$30,000 from the school. Delk commented that at this point, she was embarrassed. She feels that the Village has dragged this out for way too long, and now that it is down to crunch time, a decision still can't be made. Mr. Stephens feels no need for Council and the Board to meet as the Board has given him the authority to negotiate. He came in and gave a presentation, to which no one asked any questions. The Mayor was given a list of additional questions for Mr. Stephens by Millard, and he provided answers, although most were administrative questions that did not apply to a contract. Willis commented that it's \$13,000 a year for the safety of our children, our staff, our community, and the school is willing to pay \$30,000 of it. Willis also wanted to know where the schooling for the SRO training stands. The Mayor said that at this point, we would not be able to get an officer into training until September or October. Millard asked what others' thoughts were. Clark stated that as far as the car was concerned, if the car can sit up here in the garage, the car can sit up at the school. The Village has three cars, and only one officer on duty at a time. Millard then asked if a holiday falls in a pay period, how is Darcy paying that. Darcy explained that will be invoiced to the school as part of the pay period. Darcy went on to explain that she had spoken with Mr. Stephens and the school treasurer, and she will invoice the school bi-weekly to coincide with the pay periods. Through further

- discussion, Willis asked if the officer would be clocking in. At first, Darcy stated that the officer would not be, but then it was decided for tracking purposes, the officer would clock in and out here at the Village office since the officer will have to come here to pick up and drop off the car anyway. Darcy also clarified that if you read the contract, it states that the school will reimburse the Village if any overtime is worked. Darcy will be invoicing the school per the timesheet. The school will pay whatever they are invoiced.
  - ❖ Mayor Foureman asked for a motion to move forward with a contract with Arcanum Schools (pending a few minor changes) to share an SRO with the Village of Arcanum. Delk made a motion to move forward with a contract with Arcanum Schools (pending a few minor changes) to share an SRO with the Village of Arcanum. Willis seconded. All present voted yea. Motion passed.

**Solicitor:** Not present.

**Village Administrator:** Sinnes reported on the following:

- New Axiom timeclock program is up and running; getting OJT on the system tomorrow morning.
- ODOT/WALLS BROS/WAGNER BROS – started work on Alt. 49 North and Alt. 49 East roads into Arcanum and St. Rt. 49 up to Hogpath Rd.
- CDBG/SAWMILL PROJECT – Pre-construction meeting was June 29<sup>th</sup> at 10AM. Darke County Commissioners approved the necessary legislation to enter into a contract with Ray Hensley, Inc. for the Pavement Stabilization project. Work on the project should begin August 8<sup>th</sup> or 9<sup>th</sup>.
- WATER DEPARTMENT – South water tower still empty and being worked on and painted; getting together with Lake County to work on the infiltration into the sanitation system; Lake County has a crew getting ready to work in Greenville so hoping that some money can be saved by having them work here when they are already in Greenville
- UTILITY DEPARTMENT – Has a long list of projects to work on; has started erecting the four street lights/poles in Harvest Fields
- STREET DEPARTMENT – working on street repairs needed this year
- AMP – Council needs to decide if we are going to buy into Solar Power Fields AMP is currently building.
- POOL – So far everything is running normally; Millard addressed the assistant manager and pool manager who were present at the meeting to let them know that a resident had commented to her how clean the pool is. She wanted to pass that along to them.
- TRASH CONTRACT – Darke County Solid Waste Office is to arrange a meeting (in this Council Chambers) of several Villages interested in coordinating together to hopefully get a better deal. Date not set yet
- Millard made a motion giving Sinnes permission to move forward with AMP Solar Power Fields purchase legislation. Delk seconded. All present voted yea. Motion passed. Legislation will be prepared by Nicole for July 26 meeting.

**Fiscal Officer:** Woodall reported on the following:

- Woodall reported that she has continued to work on the payroll switch. Susan from CMI will be here on July 11<sup>th</sup> to help get everything entered into the payroll software, and on July 18<sup>th</sup>, she will be back to help process the first payroll with CMI.
- Woodall informed Council that the legislation to increase revenue and appropriations for the Fire Fund was for extrication equipment that the Fire Chief had been saving for through multiple donations from last year and this year. \$3400 was received from the Arcanum Lions Club, \$1100 was received from Family of God Ministries in January 2016, and \$500 was received from Troutwine Auto Sales in 2015. Mayor Foureman added that someone from the State would be at the firehouse on Friday, July 1<sup>st</sup> to recognize this new equipment.

### **New Business:**

**Ordinance No. 2016-18** - Mayor Foureman read by title only an Ordinance providing for an amendment to the 2016 appropriations of the Village of Arcanum, Darke County, Ohio. (Parks, Pool, and Recreation Levy Fund) This is the third reading. Legislation died due to lack of a motion.

**Ordinance No. 2016-25** - Mayor Foureman read by title only an Ordinance providing for an amendment to the 2016 appropriations of the Village of Arcanum, Darke County, Ohio and declaring an emergency. (Parks, Pool, & Recreation Levy Fund) A motion was made by Willis to waive the three reading rule on Ordinance No. 2016-25. Delk seconded. All present voted yea. Willis made a motion to adopt Ordinance No. 2016-25. Delk seconded. All present voted yea. Willis made a motion to declare an emergency on Ordinance No. 2016-25. Delk seconded. All present voted yea. Legislation passed.

**Ordinance No. 2016-26** - Mayor Foureman read by title only an Ordinance providing for an amendment to the 2016 appropriations of the Village of Arcanum, Darke County, Ohio and declaring an emergency. (General & Community Pool Fund) A motion was made by Millard to waive the three reading rule on Ordinance No. 2016-26. Clark seconded. All present voted yea. Millard made a motion to adopt Ordinance No. 2016-26. Clark seconded. All present voted yea.

Millard made a motion to declare an emergency on Ordinance No. 2016-26. Clark seconded. All present voted yea. Legislation passed

**Resolution No. 2016-20** - Mayor Foureman read by title only a Resolution adopting the budget for 2017 of the Village of Arcanum, Ohio and declaring an emergency. A motion was made by Millard to waive the three reading rule on Resolution No. 2016-20 as amended. Van Hoose seconded. All present voted yea. Millard made a motion to adopt Resolution No. 2016-20 as amended. Van Hoose seconded. All present voted yea. Millard made a motion to declare an emergency on Resolution No. 2016-20 as amended. Van Hoose seconded. All present voted yea. Legislation passed.

**Resolution No. 2016-21** - Mayor Foureman read by title only a Resolution authorizing the Mayor to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts as required and declaring an emergency. A motion was made by Millard to waive the three reading rule on Resolution No. 2016-21. Van Hoose seconded. All present voted yea. Millard made a motion to adopt Resolution No. 2016-21. Van Hoose seconded. All present voted yea. Millard made a motion to declare an emergency on Resolution No. 2016-21. Van Hoose seconded. All present voted yea. Legislation passed.

**Resolution No. 2016-20** - Mayor Foureman read by title only a Resolution providing for various appropriation transfers among individual funds of the Village of Arcanum, Darke County, Ohio and declaring an emergency. A motion was made by Millard to waive the three reading rule on Resolution No. 2016-22 as amended. Van Hoose seconded. All present voted yea. Millard made a motion to adopt Resolution No. 2016-22 as amended. Van Hoose seconded. All present voted yea. Millard made a motion to declare an emergency on Resolution No. 2016-22 as amended. Van Hoose seconded. All present voted yea. Legislation passed.

**Old Business:**

Council President Monte Clark asked for a motion to go into an Executive Session to discuss Personnel. A motion was made by Clark to move to executive session. Van Hoose seconded. All present voted yea. Council went into executive session at 8:22 PM.

\*\*\*\*\***Executive Session**\*\*\*\*\*

A motion was made by Clark to return from executive session. Van Hoose seconded. Council returned at 8:59 PM.

**Announcements:** Mayor Foureman reported that Family Movie Night was a big success. There was an even bigger turnout than last year. The food vendors also reported more sales than last year as well.

**Adjournment:** A motion was made by Delk to adjourn. Willis seconded. Meeting ended at 9:00 PM.

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Fiscal Officer, Darcy Woodall  
\*Transcribed by Darcy Woodall (clerk to Council)

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Mayor Judith F. Foureman