

**Village of Arcanum Council Meeting**  
**Tuesday, April 12, 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 Vanessa Delk, Monte Clark, Bonnie Millard, Eric Van Hoose, Jerry Boolman, and Julie Willis answered roll call. Also present were Bill Sinnes, Darcy Woodall, Mike Bruns from Mote & Associates, Mitch Thobe from Choice One Engineering, and Brent Ball from Rumpke.

**Council Minutes:** Mayor Foureman asked for approval of the minutes of March 29, 2016. Millard asked for clarification under Delk's Personnel Committee report pertaining to the hourly rates for Clemans & Nelson for consulting on the revised policy and procedure manual. It was clarified by Delk that the \$87.50/hour would be for anything that is outside or over and above what is included in the retainer rate of \$4650.00. Woodall explained that she put in the minutes what was said on the recording. Millard asked the minutes of the March 29<sup>th</sup> meeting be amended to reflect Delk's clarification. Woodall agreed to amend to the minutes with the clarification. A motion was made by Millard to approve the minutes of the March 29, 2016 Council meeting. Delk 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. Van Hoose seconded. All present voted yea. Motion passed.

**Amendments to the Agenda:** None

**Comments from the Public:** None

**Brent Ball from Rumpke:** Mayor Foureman had asked a representative from Rumpke to attend the Council meeting in reference to a letter the Village received at the end of March concerning a \$2/ton increase in the generation fee with the Darke County Solid Waste District. This increase resulted in an increase to the Village's monthly bill with Rumpke of approximately \$500/month.

- Mr. Ball started off by saying that he wasn't really sure why Rumpke was asked to attend the meeting. The \$2/ton increase was a generation fee that was part of Darke County Solid Waste District's updated plan for 2016, and the plan and increase went into effect on January 1, 2016. He went on to point out that Rumpke would be out of compliance if they did not pass on the fee and increase to commercial container prices to the Village.
- Mayor Foureman explained to Mr. Ball that per the Village's most recent contract with Rumpke signed at the end of 2015, the Village was to be notified in advance of any changes and after negotiation with Rumpke and approval of the Village Council, the unit cost could be adjusted by said amount with the increased per unit operating cost incurred by Rumpke. However, the Village invoice dated March 18, 2016 already reflected the price increase, and the letter that was received from Rumpke was dated March 25, 2016. There was also no mention of this \$2/ton increase in the contract extension signed in November 2015.
- Mr. Ball stated that the Village's real issue is with Darke County Solid Waste District. He recommended that a representative from the Village begin attending the meetings and also contact the director of the Darke County Solid Waste District to find how the Village of Arcanum benefits directly from the District. He also expressed that the current Rumpke invoice could be held until the Village obtained more information surrounding the increase. Mayor Foureman told Mr. Ball that it would be approximately 30 days.
- Mayor Foureman thanked Mr. Ball for attending the meeting.

**Mitch Thobe from Choice One Engineering:** Mitch Thobe was present to follow up on a meeting he had with Bill Sinnes to discuss potential street projects if the Village was granted funds from the CDBG grant that Choice One is going to work on for the Village. The initial thought from previous discussions had centered around East Street and First Street. However upon further investigation into the condition of those two streets, it was decided that based on cost, a project on those streets would not be feasible for this grant. The focus was changed to resurfacing streets located off South Main Street that received quite a bit of wear and tear and additional traffic during the reconstruction of South Main Street. Mitch presented two options.

- **Option 1: Blank Street & High Street Resurfacing – From Miller Street down South High Street to Blank Street and out to South Main – 1 ½" pavement planing asphalt concrete, tack coat, 1 ½" asphalt concrete surface course type 1, ¾" asphalt concrete intermediate course type 1, manhole adjusted to grade, maintenance of traffic, valve box adjusted to grade – TOTAL BASE BID (WITH 10% CONTINGENCY) = \$87,819.00 ALTERNATE BID #1 – with single chip seal – TOTAL BASE BID + ALTERNATE BID = \$111,279.00**
- **Option 2: Blank Street & High Street Resurfacing – From Price Street down South High Street to Blank Street and out to South Main – 1 ½" pavement planing asphalt concrete, tack coat, 1 ½" asphalt concrete surface course type 1, ¾" asphalt concrete intermediate course type 1, manhole adjusted to grade, maintenance of traffic, valve box adjusted to grade – TOTAL BASE BID (WITH 10% CONTINGENCY) = \$42,133.50 ALTERNATE BID #1 – with single chip seal – TOTAL BASE BID + ALTERNATE BID = \$52,193.25**

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Some further discussion was had with Mitch about the single chip seal and the advantage of the extra cost for the application of the seal. Millard explained that several streets in the north end of town had been resurfaced several years ago with grind and overlay, and the chip seal had not been used. Mitch explained that it's an additional measure to help prevent cracking and prolong the "life" of the street. There was also some discussion about what the Village is required to match when CDBG funds are granted. Mitch explained that the Village is expected to match a minimum of 15%. In theory, the more the Village is willing to match, the more they are likely to receive. The Council decided to move forward with the application (deadline to apply is April 22, 2016) for an amount of \$30,000, and Council also decided to proceed with Option #2 if the application is granted by the CDBG.

- ✓ A motion was made by Delk to have Choice One Engineering submit an application on the Village of Arcanum's behalf to CDBG for \$30,000 for the resurfacing of South High Street from Miller Street to Blank Street and also the resurfacing of Blank Street from South Main Street to South High Street at a preliminary construction estimate of \$52,193.25. Willis seconded. Delk, Clark, Van Hoose, Boolman, and Willis voted yea. Millard voted no. Motion passed.

**Mike Bruns from Mote & Associates:** Mike Bruns from Mote & Associates was in attendance with the final cost estimates and drawings for the Sawmill Streets resurfacing project to get approval from Council to move forward with the getting the bid packages out. Mike had recently met with Bill Sinnes and Mayor Foureman to go over the changes that Council had requested from the previous Council meeting. One of the biggest changes was widening the aprons to the approaches coming off North Street onto North West Street, Washington Street, Franklin Street, North Locust Street, and North Walnut Street.

- **Pavement Resurfacing with Subgrade Stabilization Construction Cost Estimate:** Cement stabilization subgrade 10" depth, stabilized crushed aggregate, 1 ½" asphalt concrete surface type 1, 1 ½" asphalt concrete intermediate type 2, manhole adjusted to grade, maintaining traffic as per plan, mobilization, seeding and mulching, asphalt rejuvenating agent (reclamite), and bond – **ESTIMATED CONSTRUCTION COST (WITH 10% CONTINGENCY) = \$128000.00**
- Mike passed out two copies of the drawings for Council members to look over and answer any questions they might have.
  - ✓ A motion was made by Delk to give Mote & Associates permission to go to the Darke County Commissioner's Office to move forward with the bidding for the Sawmill Street project/CDBG funds. Willis seconded. Delk, Van Hoose, Boolman, and Willis voted yea. Clark and Millard voted no. Motion passed.

**Committee Reports:**

**Service & Leisure Committee:** Nothing at this time.

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

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

**Planning Committee:** Nothing at this time. Next meeting is April 18, 2016 at 4:30 PM in Council Chambers.

**Personnel Committee:** Delk reported on the following:

- Delk received the contract from Clemans & Nelson to sign. She asked to have legislation prepared for the next council meeting. Mayor Foureman and the Fiscal Officer will both need to be authorized to sign the agreement.

**Finance & Audit Committee:** Nothing at this time. Next meeting is April 19, 2016 at 4:30 PM in Council Chambers.

**Administrative Reports:**

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

- Mayor Foureman explained that she and Sinnes had met with Mike and Susan from Mote and Associates about a week ago and had discussed with them some concerns that had been voiced by members of Council about the Village's working relationship with Mote & Associates. Mayor Foureman had let Mike know that a majority of the issues seemed to center around his communications or communication breakdowns with some of the department heads and also, at times, Council. There had also been many concerns in the past surrounding Mote's billing and unclear invoicing of services rendered. Mike was here tonight to address those concerns. She opened the floor for Council to ask questions. Mike did state that Mote would be instituting a new billing system over the next couple of months that would be more detailed and clearer. He also said that if necessary, the billing for the Village could be customized to the Village to be more clear as to what exactly the Village is being billed for. He also stated that he would do a better job of communicating more effectively with Council and all departments.

**Solicitor:** Nothing at this time. Solicitor was absent.

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

- MECHANICAL SANITARY PLANT – Garbig meeting with Mote tomorrow about needed easement
- COMMUNITY REINVESTMENT AREA – Residential Application developed
- UTILITY DEPARTMENT – Planned power outage for WESTSIDE next Monday, April 18<sup>th</sup> and planned power outage for NORTHEM next Tuesday, April 19<sup>th</sup>
- HYDRANT FLUSHING – Thursday, April 21<sup>st</sup> and Friday, April 22<sup>nd</sup>
- Installing new water meters (about 70 installed so far). Connecting customers on Route 49 to new lines
- SOUTH MAIN – Aqualine to be here May 9<sup>th</sup> to check entire Village. Mote will be here early June to check South Main and final inspection needs to be completed by July 21, 2016
- LAKE COUNTY SEWER COMPANY – has inspected entire sewer system for leaks and will submit a written report. They did find a number of leaks, and some are quite large.
- STREET DEPARTMENT – received a number of applications for mowing and will be interviewing; storm drain line work on West Street is completed
- WEBSITE – now has tax and utility links to nCourt to offer new way to pay bills
- Mote & Associates has engineered (CDBG) Sawmill area streets and are ready to bid
- Choice One Engineering has number for CDBG grant submission
- AMP – received information on solar fields; they are selling investments for more; they currently have six that are up and running; an AMP rep will be coming to the next meeting

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

- Woodall apologized for not being at the last Council meeting and said that she is getting back to normal and finally getting caught up on all the work she missed while she was gone.
- Woodall informed Council that she had received a lengthy email from Susan at Mote & Associates with details pertaining to the ¼% income tax money collected from 2011-2015 for the South Main Reconstruction Project. She needed that information to really drill down exactly how much money is left in that ¼% for streets collected through December 31, 2015 and now that the South Main project is complete. She will have that information for the finance meeting scheduled April 19<sup>th</sup>.
- Woodall will also have more solid numbers on what it will cost the Village to return to CMI's payroll software, PayX. It will be more of a cost initially, but the Village should realize a substantial cost savings by the end of 2017. Changing back to CMI will also allow Woodall to maintain a true balance in the payroll account and have accurate reporting, which will be more pleasing to the auditors.

**New Business:**

**Ordinance No. 2016-10** - Mayor Foureman read by title only an Ordinance regarding the hiring of the Village Solicitor and declaring an emergency. A motion was made by Delk to waive the three reading rule on Ordinance No. 2016-10. Willis seconded. All present voted yea. Delk made a motion to adopt Ordinance No. 2016-10. Willis seconded. All present voted yea. Delk made a motion to declare an emergency on Ordinance No. 2016-10. Willis seconded. All present voted yea. Legislation passed.

**Ordinance No. 2016-11** - Mayor Foureman read by title only an Ordinance providing for adoption of new job descriptions for certain Village Utility employees. This is the first reading.

**Resolution No. 2016-09** - Mayor Foureman read by title only a Resolution to authorize the application to Darke County CDBG Allocation Program for the funding of street repairs and declaring an emergency. A motion was made by Willis to waive the three reading rule on Resolution No. 2016-09. Delk seconded. All present voted yea. Willis made a motion to adopt Resolution No. 2016-09. Delk seconded. All present voted yea. Willis made a motion to declare an emergency on Resolution No. 2016-09. Delk seconded. All present voted yea. Legislation passed.

**Old Business:**

**Announcements:** Based on Sinnes's announcement that a representative from American Municipal Power would be attending the next council meeting to discuss solar power possibilities, Willis suggested the council meeting on April 12<sup>th</sup> start at 6:30pm instead of 7:00pm. The Mayor and other members of council present were all in agreement. Woodall stated that she would change the advertised time for the next meeting.

**Adjournment:** A motion was made by Boolman to adjourn. Willis seconded. Meeting ended at 9:02 PM.