

Village of Arcanum Council Meeting
Tuesday, May 31, 2016
6:30 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 Eric Van Hoose, Jerry Boolman, Vanessa Delk, and Bonnie Millard answered roll call. Mayor Foureman asked for a motion to excuse Julie Willis. A motion was made by Delk to excuse Willis. No one seconded. Motion died due to lack of a second. Willis is not excused for this meeting. Mayor Foureman asked for a motion to excuse Monte Clark. A motion was made by Delk to excuse Clark. Boolman seconded. All present voted yea. Motion passed. Clark arrived at 6:31PM. Also present were Bill Sinnes, Darcy Woodall, Dave Mathews and Cory Bromagen from Mote & Associates, and Shawn Smith from the Utility Department.

Council Minutes: Mayor Foureman asked for approval of the minutes of May 10, 2016. A motion was made by Millard to approve the minutes of the May 10, 2016 Council meeting. Boolman seconded. All present voted yea. Motion passed.

Dave Mathews from Mote & Associates: Dave presented on the new Wastewater Treatment Plant:

- Dave gave a power point presentation and passed out drawings for everyone showing how the new plant would be set up and operated.
 - ❖ Project Schedule – still on schedule for the most part
 - ✓ Plan to get everything out to the EPA by the end of July or first part of September; will provide copies to the Village for review
 - ✓ Start on plant around May 2017
 - ✓ Substantial completion by mid-2018
 - ✓ Final completion into 2019
 - ✓ Cost – doing some cost analysis now to make sure that the project is staying within the budget (decommissioning the old lagoons was not part of the original estimates, but Dave stated that they are going to try to work it into the dollars they have for the project-projected cost to drain them is roughly \$250,000-Dave also reminded that there is no current requirement to get rid of the old lagoons-however, it is best to get rid of them because the Village cannot let that water go to the creek)
 - ✓ Dave also introduced a new associate of his, Cory Bromagen. He is the finance side of the project.

Expenditures: Mayor Foureman asked to move the approval of expenditures after New Business.

Amendments to the Agenda: None

Comments from the Public: None

Committee Reports:

Service & Leisure Committee: Meeting was held on May 25, 2016 at 5PM in Council Chambers. Committee members present were Jerry Boolman, and Vanessa Delk. Other attendees were Mayor Judy Foureman and Village Administrator Bill Sinnes. The committee reported the following as the street repair plan as of May 2016: (all grind and overlay)

- 2017
 - ❖ North from Walnut to Harvest
 - ❖ Miller to Price on South High
- 2018
 - ❖ Ivester? (Village owned portion only)
- 2019
 - ❖ Harvest Fields
- 2020
 - ❖ Maple
 - ❖ Water (in front of Utility Plant)
- 2021
 - ❖ East First to East Second (total reconstruction)
- Millard added that the surface between Parkdale and Summerfield on Maple Lane is getting very bad, and if it is not taken care of soon, that area will not be able to be just ground and overlaid. Millard also added that the north edge of North Main before Hollansburg-Sampson is also in the same condition.
- Millard asked if there were any plans for 2016. Mayor Foureman explained that the Village was waiting to hear the outcome of the CDBG application. Now that we know that the Village will not be receiving any funds from that grant, the committee will discuss plans, if any, for 2016.

Next meeting is Wednesday, June 15, 2016 at 5PM in Council Chambers.

Safety Committee: Nothing at this time.

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Utility Committee: Nothing at this time.

Planning Committee: Nothing at this time. Millard requested that a meeting be scheduled for Monday, June 13, 2016 at 4PM to meet with a representative from Morton Buildings.

Personnel Committee: Delk reported on the following:

- Delk has been in contact with Wendy from Clemans & Nelson fielding questions about how the Village operates, who we are, employee numbers, and so forth. Delk anticipates hearing from Wendy in the next couple of weeks.

Finance & Audit Committee: Nothing at this time. Fiscal Officer, Darcy Woodall requested that Millard schedule a meeting to discuss the preliminary budget that is due at the County Auditor's office in July. Next meeting is Monday, June 20, 2016 at 4:30PM in Council Chambers.

Administrative Reports:

Mayor: Mayor Foureman reported on the following:

- Mayor Foureman explained that the grant the Village applied for concerning the defibrillators wasn't actually a grant to receive the defibrillators at no cost but rather to receive them at a discount. The Mayor re-iterated the AED would be for use at the pool, and in the off-season, the AED would be used by the Utility Department. The overall discount to the Village for the AED is approximately \$500. All council members agreed that the additional AED would be a good investment. A motion was made by Delk to move forward with the purchase of a Lifeline Automatic Defibrillator, cabinet with alarm, and child/infant pad set for the Village of Arcanum. Boolman seconded. All present voted yea. Motion passed.
- Mayor Foureman reported that at the May 12th school board meeting, the Arcanum Board of Education voted unanimously to move forward with negotiating a contract between Arcanum Schools and the Village of Arcanum for a School Resource Officer. Mayor Foureman asked the Council if they wished to proceed with said negotiations. Millard had a question about the number of days the school would use the officer and how holidays would be paid. The Mayor explained that these items would all be covered through contract negotiations. Delk stated that the school is ready to move forward and get the officer in place, so she feels that it is time to move forward with negotiations to let the school know that the Village is on the same page. She explained that all the nitty gritty details don't have to be determined before negotiations start. That's what negotiations are for, and the school is waiting on the Village. It's time to take action. Millard asked who will be involved in the negotiations. Mayor Foureman stated that the School Board will appoint and she will appoint. A motion was made by Delk to proceed with negotiations between the Board of Education of Arcanum Butler Schools and the Village of Arcanum for a contract for a School Resource Officer. Van Hoose seconded. Van Hoose, Boolman, Delk, and Millard voted yea. Clark voted no. Motion passed.

Solicitor: Nicole Pohlman reported on the following:

- Nicole has looked into the CDA Retention account issue. She has not been able to fully research it. She hopes to have a resolution by next month's meeting.
- Mayor Foureman asked if Nicole had been able to obtain the Village's files from Goubeaux & Brand, and Nicole stated that she does now have all of the Village's files.

Village Administrator: Sinnes reported on the following:

- ZONING & APPEALS BOARD MEETING – Meeting was held on May 23rd to consider variance on West St off of West South for a business/garage. Request was approved.
- ODOT – Will overlay both North and East Alt 49 starting July 5th and running through July 26th. They are required to keep a traffic lane open. This is a 1.7 million dollar project.
- PLAYWORLD EQUIPMENT – Park Grant paperwork has been submitted for reimbursement of \$5000. Nature Works grant cancelled checks have not been processed yet.
- CDBG/SAWMILL PROJECT – Bids closed on May 23rd. Project must be completed by October 31st. Mote will be here later this evening to discuss awarding of the bid.
- CDBG for 2017 – Project not submitted to the State by the Commissioner's Office, so the Village was denied for 2017
- SOUTH MAIN – Mote will be here early June for final inspection—needs to be completed by July 21st
- MERRITT PROJECT – Bid awarded to Erisman and is to be completed by October 31st
- WATER DEPARTMENT – South water tower is being worked on
- VECTREN – replacing service to 70 homes
- MECHANICAL SANITARY PLANT – Presentation by Dave Mathews earlier
- UTILITY DEPARTMENT – The remainder of the residential water meters have been installed
- POOL – So far so good; water is in; baby pool is full; some minor leaks in the bathrooms
- ELECTRONICS RECYCLING – Village participated and was able to purge several old computer monitors, towers, phones, typewriters, printers, etc

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- AMP – Instead of having a representative attend a council meeting to discuss solar power contract options, the Mayor would like Sinnes to set up a time for a rep to meet with the Utility Committee. Sinnes will contact the AMP rep and set up a time after June 14th.
- Millard asked Sinnes about grants for the tennis courts that Willis had asked about at the previous meeting because the May 1st deadline had been missed. Sinnes acknowledged that the May 1st deadline was missed but indicated there is also a September 1st deadline. Sinnes stated that one had been submitted but also stated that it probably shouldn't have been because it was not brought before Council for approval. Millard confirmed that a grant application must be authorized by Council before submission.

Fiscal Officer: Woodall reported on the following:

- Woodall had conference call with Mark from Axiom pertaining to the new timekeeping system that will be used beginning in July. She is working to get him information and data that he needs to set up time profiles and other information to get the Village going on his end. He will also need to speak with CMI directly about the interface between Axiom and CMI. Axiom will provide in person training for all employees on the new time system, and they will also provide more in depth training for supervisors who will be approving time and time off requests.
- Woodall reported that CMI completed the research into the discrepancies in the Garbage Deposit Fund and the Utilities Deposit Fund. The disconnect in the interface has been corrected, and all monies have been reallocated to the appropriate revenue funds as they should have been when the final bills were processed over the last several years.

New Business:

Ordinance No. 2016-15 - 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 Fund-Police) Woodall explained that Family of God Ministries donated \$1000 specifically for body cameras for the police, which was paid into revenue but never appropriated. A motion was made by Millard to waive the three reading rule on Ordinance No. 2016-15. Van Hoose seconded. All present voted yea. Millard made a motion to adopt Ordinance No. 2016-15. Van Hoose seconded. All present voted yea. Millard made a motion to declare an emergency on Ordinance No. 2016-15. Van Hoose seconded. All present voted yea. Legislation passed.

Ordinance No. 2016-16 - 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. (Community Pool Fund) It was pointed out that one of the headings should read Community Pool Fund, not Water Meter Surcharge Fund. A motion was made by Millard to waive the three reading rule on Ordinance No. 2016-16 as amended. Delk seconded. All present voted yea. Millard made a motion to adopt Ordinance No. 2016-16 as amended. Delk seconded. All present voted yea. Millard made a motion to declare an emergency on Ordinance No. 2016-16 as amended. Delk seconded. All present voted yea. Legislation passed.

Resolution No. 2016-13 - 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. It was pointed out that the amount being transferred to Ivester Park from Community Environment should be \$1000 not \$10,000. A motion was made by Millard to waive the three reading rule on Resolution No. 2016-13 as amended. Van Hoose seconded. All present voted yea. Millard made a motion to adopt Resolution No. 2016-13 as amended. Van Hoose seconded. All present voted yea. Millard made a motion to declare an emergency on Resolution No. 2016-13 as amended. Van Hoose seconded. All present voted yea. Legislation passed.

Old Business:

- Mayor Foureman referred back to legislation from the previous Council meeting that was passed concerning the Water/Wastewater Operator Apprentice job description. Woodall explained that the amendment that was made to the legislation was an error. The Solicitor explained that in order to amend it again, new legislation will need to be prepared amending it. Delk asked for the new legislation to be at the next meeting.

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.

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CDBG Grant for Sawmill Streets Project: The bids came in. The engineering bid was \$128,000. Ray Hensley, Inc out of Springfield, OH came in at \$101,952.50 for a 5% mix of cement and \$103,965.00 for a 6% mix of cement. R.B. Jergens Contractors, Inc out of Vandalia, OH was the other bid. They bid \$129,694.25 for a 5% mix of cement and \$131,706.75 for a 6% mix of cement. Hensley actually came into town, noted traffic patterns in that area and figured their bid accordingly. R.B. Jergens simply went off the engineering figures provided to them. Sinnes stated that Council approval is needed to accept the bid from Ray Hensley, Inc. A motion was made by Millard to accept the bid from Ray Hensley, Inc. for \$103,965.00 for the Sawmill Streets. Boolman seconded. All present voted yea. Motion passed.

Mayor Foureman asked for a motion to go into an Executive Session to discuss Personnel. A motion was made by Boolman to move to executive session. Van Hoose seconded. All present voted yea. Council went into executive session at 8:24 PM.

*******Executive Session*******

A motion was made by Millard to return from executive session. Delk seconded. Council returned at 8:56 PM.

A motion was made by Boolman to set a contracted wage for a pool manager at \$7000 for the 2016 pool season. Delk seconded. All present voted yea. Motion passed.

Announcements:

Adjournment: A motion was made by Boolman to adjourn. Delk seconded. Meeting ended at 8:58 PM.

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

Mayor Judith F. Foureman