

Village of Arcanum Council Meeting
Tuesday January 10th, 2017

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

Council members Vanessa Delk, Monte Clark, Eric VanHoose, Jerry Boolman, and Julie Willis answered roll call. Also present were Fiscal Officer Darcy Woodall, Solicitor Nicole Pohlman, Mike Bruns from Mote and Associates, and Fire Chief Kurt Troutwine.

Mayor Foureman asked for a motion to excuse Millard. A motion was made by Boolman to excuse Millard. VanHoose seconded. Delk, Clark, VanHoose, Boolman voted yes. Willis voted no. Motion passed.

Council Minutes: Mayor Foureman asked for the approval of the minutes for the Organizational Meeting held on January 3rd, 2017. The Mayor asked that the minutes read "Mayor Judith" instead of "Judy". There were no other corrections. A motion was made by Delk to approve the minutes. VanHoose seconded. All present voted yea. Motion passed.

Mayor Foureman asked for the approval of the minutes from the December 13th, 2016 Council Meeting. Mayor Foureman asked that the same amendment to be made on the minutes as the amendment for the January 3rd, 2017 Organizational Meeting. VanHoose stated that he had received an e-mail from Millard regarding the minutes that state "However, most of them were factored in original when the ten dollar debt reduction was figured." Millard asked that it be amended to read "All lots were factored on the original sewer separation project." Mayor Foureman stated that the minutes are written as they are recorded. Amendments would have to be made separately because the minutes reflect what was actually said. Mayor Foureman mentioned her concern that not all of the Council Members were included on the e-mail that VanHoose had referred to. Mayor Foureman asked if the rest of Council were included in the e-mail. VanHoose stated that he and Boolman were the only Council Members included in the e-mail. Darcy was included also. Several Council Members stated that they had not been included in the e-mail. Pohlman advised that what was actually said at the meeting should be reflected in the minutes. Mayor Foureman stated that because Millard was not present that she did not think it was necessary to make a notation on the minutes. A motion was made by VanHoose to approve the minutes of the Regular Council Meeting on December 13th, 2016. Willis seconded. All present voted yea. Motion passed.

Expenditures: A copy of the items that Council has authorized the Fiscal Officer to pay up through the end of the year was provided to Council. Expenditures were moved on the agenda to be approved after legislation.

Amendments to the Agenda: Delk requested an executive session regarding Personnel. An Executive Session was put after New Business.

Comments from the Public: Fire Chief Kurt Troutwine presented his yearend report for the Fire Department to Council. Troutwine reported that the construction of the new fire truck has been started and provided photos to Council so that they could see how the truck was progressing. Troutwine reported that he has recently appointed an assistant chief for the department. Mark Gibson who has been promoted to Assistant Chief as of January 1st, 2017.

Committee Reports: A copy of the 2017 committees chosen by the Council President has been provided to all Council members. Mayor Foureman requested that all Committees for 2016 remain intact until all Council members can be in regular attendance at Council meetings.

Service & Leisure Committee: Nothing at this time.

Safety Committee: A meeting was set for January 23th, 2017 at 4:30 p.m. Delk reported that she has been working with the Police Department on the development of a Village Neighborhood Watch Program. The Police Department has developed a Facebook page to get the message out about the program to the public. Also, with donations made by local businesses, twelve Neighborhood Watch signs were purchased and will be posted by the Police Department at various locations around the Village. Mayor Foureman commended Delk on her work with the program.

Utility Committee: A meeting was set for January 17th at 4:30 p.m. at the Village Administrators office. Mayor Foureman requested that VanHoose attend the meeting in order to observe. Boolman reported that the residence at 511 George Street has no electricity. The Darke County Health Department has visited the residence and confirmed that there is currently no electricity and the apartment is being heated by kerosene heaters. This increases the potential for fire. The Health Department is sending a thirty day notice to the property owner and has spoken with the tenant about a program that offers assistance with the payment of rent. This would allow the tenant to be able to come up with the funds to reconnect the electricity to the residence. The landlord reported to The Health Department that the tenant has not paid rent in a number of months and the landlord does not intend to pursue eviction at this time. Boolman expressed his concerns over a fire or carbon monoxide poisoning. He asked the Council how they plan to address these kind of situations in the future. Pohlman stated that there is no recourse for the Village because we cannot force landlords to evict tenants. Clark asked what would happen if there was a fire and someone was injured who would be liable. Pohlman stated that it would be the landlords liability. Pohlman recommended that the Fire Department go in and inspect the residence. Mayor Foureman will get with the Fire Chief and ask that he make an inspection.

Planning Committee: Bill Kessler has been in the building to look at the internet situation. The current backup system is insufficient and Kessler wants to look at getting all of our back up on The Cloud. Hometown cable has been contacted and can provide faster service than Time Warner Cable can provide. There is not a problem with getting the Police Department switched over. Kessler can work with Doss and map out all of our servers. The project should take approximately 40 hours and the cost is \$145.00 an hour. Our phone cost will also be decreased by \$10.00 a line. Legislation will be prepared for the next meeting to authorize the Village to

enter into a contract with Kessler at the proposed rate. The Committee reviewed Greenville's nuisance ordinance and is using it to develop a new nuisance ordinance for the Village.

Personnel Committee: Delk would like to see the Village Personnel Manual project wrapped up in the next couple of months. Delk requested a follow up for the cross training completion. The Fiscal Officer has been working with the Tax Administrator on P.O.'s. The Fiscal Officer estimates that cross training can be completed by April. Delk requested that The Fiscal Officer provide Council with a report on the progress at the beginning of every month. Delk asked for clarification on the hiring of a seasonal worker for 2017. Delk stated that originally the plan was to leave the seasonal worker in the budget in case we needed one. The Mayor confirmed that leaving the seasonal worker in the budget was the original plan. Boolman recalled a discussion where Council discussed leaving the position out of the budget unless we absolutely needed one. Village Administrator discussion is ongoing. Delk provided a recap of the wage scale that had been discussed and asked, with Council's approval, that legislation be prepared for the next meeting to get the scale in place. The Solicitor will prepare legislation for the next Council Meeting.

Finance & Audit Committee: Mayor Foureman brought up that there is nothing in the 2017 budget for the truck we discussed getting for The Street Department. The Mayor asked if anyone had any idea of why the truck was no longer in the budget. Clark stated that the original plan was to purchase a pick-up truck and now the need is for a ton truck. Service and Leisure will need to discuss the topic at an upcoming meeting.

Mayor Report: The Mayor reported that Committee Chairs will be responsible for contacting the Solicitor if needed with the approval of the Mayor. The Mayor would like to be copied on any correspondence between the Village and the Solicitor. The concern is that there are duplicate discussions between the Village and the Solicitor. The Solicitor stated that she will take phone calls from anyone but it may not be fiscally responsible for multiple people to be contacting her.

Village Solicitor Report: Nothing at this time.

Village Administrator Report (Mayor): With the weather being bad there has been a lot of work inside. The departments are beginning to plan for spring.

Fiscal Officer Report: The Fiscal Officer provided Council with information from Wichert Insurance for their review. Included was a proposal for the property and casualty insurance for the Village. The difference between this quote and the current rate we are paying is approximately \$6,000 in savings and better coverage will be provided. Boolman suggested that we go ahead and proceed with making the change to the insurance provider at this time. The Fiscal Officer has followed up with Stephanie at Mote and Associates regarding the information that the Mayor had requested. Susan has all the information for the Wastewater Treatment Project.

New Business:

Ordinance 2016-73: Mayor Foureman read by title only an Ordinance providing for an amendment to the 2016 appropriations for the Village of Arcanum, Darke County Ohio and declaring an emergency. (Second Phase III Project Fund)

A motion was made by VanHoose to waive the three reading rule on Ordinance 2016-73, Clark seconded. All present voted yea. A motion was made by VanHoose to declare an adopt Ordinance 2016-73. Clark Seconded. All present voted yea. A motion was made by VanHoose to declare an emergency on Ordinance 2016-73. Clark seconded. All present voted yea. Legislation passed.

Ordinance 2016-74: 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. (Highland Subdivision Resurfacing Fund).

A motion was made by Clark to waive the three reading rule on Ordinance 2016-74, Delk seconded. All present voted yea. A motion was made by Clark to adopt Ordinance 2016-74, Delk seconded. All present voted yea. A motion was made by Clark to waive the three reading rule on Ordinance 2016-74. Delk seconded. All present voted yea. Legislation passed.

Ordinance 2016-75: 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- Solicitor Fees).

A motion was made by Boolman to waive the three reading rule on Ordinance 2016-75. Clark seconded. All present voted yea. A motion was made by Boolman to adopt Ordinance 2016-75. Clark seconded. All present voted yea. A motion was made by Boolman to declare an emergency on Ordinance 2016-75. All present voted yea. Legislation passed.

Ordinance 2017-01: 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. (Sewer Fund)

A motion was made by VanHoose to waive the three reading rule on Ordinance 2017-01, Clark seconded. All present voted yea. A motion was made by VanHoose to adopt Ordinance 2017-01. A motion was made by VanHoose to waive the three reading rule on Ordinance 2017-01. All present voted yea. Legislation passed.

Ordinance 2017-02: Mayor Foureman read by title only an Ordinance authorizing the Mayor to sign and submit an application to the Ohio Development Services Agency through the Residential Public Infrastructure Grant Program for the project known as "Mechanical Waste Water Treatment Facility and declaring an emergency.

A motion was made by Willis to waive the three reading rule on Ordinance 2017-02, Delk seconded. All present voted yea. A motion was made by Willis to adopt Ordinance 2017-02, Delk seconded. All present voted yea. A motion was made by Willis to declare an emergency on Ordinance 2017-02, Delk seconded. All present voted yea. Legislation passed.

Resolution 2017-01 Mayor Foureman read by title only a Resolution authorizing the Village of Arcanum to enter into a one year agreement with Balestra Harr, and Scherer Consulting an declaring an emergency. A motion was made by Boolman to waive the three reading rule on Resolution 2017-01, VanHoose seconded. All present voted yea. A motion was made by Boolman to adopt Resolution 2017-01, VanHoose seconded. All present voted yea. A motion was made by Boolman to declare an emergency on Resolution 2017-01, VanHoose seconded. All present voted yea. Legislation passed.

Expenditures: Clark mentioned his concerns over The Village paying for training for Village employees without having them sign a contract that states that they will remain with the Village for two years after the completion of the training. The Mayor stated that she would provide a contract to be signed by the employee immediately so that we have it on file by the time the training begins. Boolman asked about the cost for The Village Fire Department One Call System. The Mayor confirmed that it works and they use it on a regular basis. Clark asked for clarification on the payment to BWC. The Fiscal Officer stated that it is our annual payment to Workers Compensation and that the premiums have increased from the previous year substantially. Mayor Foureman asked for a motion to approve the properly appropriated expenditures. A motion was made by Boolman to approve the properly appropriated expenditures. Delk seconded. All present voted yea. Motion passed.

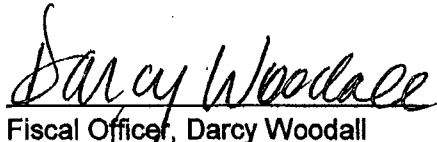
Executive Session: Mayor Foureman asked for a motion to go into Executive Session to discuss Personnel. A motion was made by Boolman to go into executive session, Willis seconded. All present voted yea. Council went into Executive Session at 8:30 p.m.

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

A motion was made by Boolman to return from Executive Session. Willis Seconded. Council returned from Executive Session at 9:10 p.m.

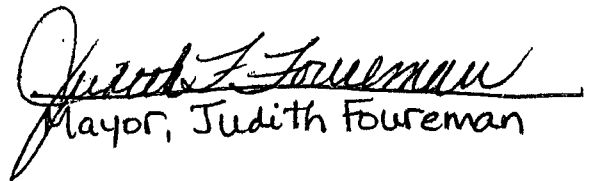
Announcements: None

Adjournment: A motion was made by Boolman to adjourn. Willis seconded. Meeting ended at 9:12 p.m.



Fiscal Officer, Darcy Woodall

*Transcribed by Vanessa Delk (Council Member)


Mayor, Judith Foureman