

Village of Arcanum Council Meeting
Tuesday, November 28, 2017
7:00 PM

Mayor Judith 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, Vanessa Delk, Monte Clark, Greg Baumle, Eric Van Hoose, and Jerry Boolman answered roll call. Also present were Village Administrator Bill Kessler, Fiscal Officer Darcy Woodall, Solicitor Nicole Pohlman, and residents Bruce Shank and Tyler Rardin.

Council Minutes: Mayor Foureman asked for approval of the minutes of October 31, 2017. A motion was made by Boolman to approve the minutes of the October 31, 2017 Council meeting. Millard seconded. Millard, Clark, Baumle, Van Hoose, and Boolman voted yea. Delk abstained. Motion passed. Mayor Foureman asked for approval of the minutes of November 14, 2017. A motion was made by Van Hoose to approve the minutes of the November 14, 2017 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. Delk asked how much longer the Village would be paying unemployment to a former part-time police officer. Woodall was unsure but said she would check into it. A motion was made by Delk to pay the properly appropriated and funded expenditures. Boolman seconded. All present voted yea. Motion passed.

Amendments to the Agenda: Millard added an Executive Session after New Business for Personnel-Employee Compensation.

Comments from the Public:

Administrative Reports:

Mayor: Mayor Foureman read a letter from the Mayor of Celina thanking the Village's Electric Department for their quick response and mutual aid immediately following an EF-2 tornado that hit the city of Celina on Sunday, November 5, 2017. Celina's City Council also passed a Resolution expressing gratitude to Arcanum's Electric Department for their assistance through the American Municipal Power Mutual Aid Program. Mayor Foureman read verbatim the Resolution that was passed. The Village was provided an original copy of the Resolution for the Village's records.

Solicitor: Nothing at this time.

Village Administrator: Kessler reported on the following:

- **122 West George (Hyden property)** – another entity is going to acquire the property and restore it to a rental
- **Signage for the Village** – sign will be placed at the end of Pop Rite, at the front of the building, and redo the window to replace all the little signs that are currently there
- **Village Phone System** – need to get away from Century Link and migrate to a voice over IP system – will need to purchase three gateways to do so – will not be able to move the Village fax lines, so will need to keep 2-3 of our current fax lines with Century Link – have a quote from Power Net Global that could get our phone bill down to about \$150/month plus the cost of the 2-3 fax lines that the Village will have to maintain with Century Link
- **WWTP** – going very well – progress meeting today went very smoothly – resident Bruce Shank asked for the estimated completion date for the WWTP and was told it will be May 2019 – Bill has been asked by the contractor to get permission for a second entryway by sometime this spring – Bill will get with Phil Garbig to see if the Village is able to establish a temporary second entrance on the other side of the Village's lot so that some heavy equipment can be brought directly into that part of the building
- **JV-5** – Village pays roughly \$15K/month for ownership in this hydro plant (0.8% ownership) – the debt reduction portion of payment goes away in 2025 – Bill reiterated again that transmission costs continue to go up nationwide but overall, Arcanum electric is cheaper than DP & L
- **Sawmill Streets** – still waiting on contractor's resolution

Fiscal Officer: Woodall informed Council that they need to establish a provision in the payroll policies for how the Village employees will be paid when they are on a mutual aid call. The recent situation in Celina presented many issues when Woodall had to process payroll. She spent quite a bit of time on the phone with Nicole and other towns and villages finding out their policies. Eventually Nicole provided guidance to Darcy through an email as to how to handle this situation, but going forward, a specific pay policy must be established. There must also be a provision in that policy that addresses the Utilities Superintendent, who at this time is salaried and does not earn overtime or other wages outside of his normal salary. Nicole explained that yes, that also needs to be addressed in a policy, but it also needs to be addressed for the most recent mutual aid situation in Celina for our Utilities Superintendent in an Executive Session.

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Committee Reports:

Service & Leisure Committee: Nothing at this time.

Safety Committee: Baumle reported on the following:

- **SRO Raise** – Baumle met with Superintendent Stephens to discuss the upcoming 2% increase Hyden will receive and if the school is willing to absorb their portion – Stephens will report this to the Board – if the Board approves, a letter will be sent to the Village acknowledging that the Board approves the wage increase and will appropriate and pay their portion thereof – Stephens did not feel the increase would be an issue - Baumle and Stephens also worked on some language to be a part of future contracts that will address any wage increase that occurs during the school year so the contract will not have to be amended mid-year
- **Tahoe** – front end has been realigned – Chief Ashbaugh is getting estimates on a couple other things as well as the cost to re-stripe – Baumle approached Stephens about splitting the costs, and he seemed open to the idea
- **Pagers (fire department)** – should not be a need until 2020 at which time the need would be 30 pagers at \$500 each (total of \$15K) – Baumle and Kessler spoke and believe that with technology advancing, there may be a way to do it with cell phones or another way by then instead of having to spend \$15K on new pagers
- **Tornado Sirens** – the County currently does the testing of our sirens – once everyone switches to MARCS, this will stop – however, the Village will be on the Code Red system by then, and Baumle believes that system has the capability to take over the testing of the sirens

Utility Committee: Meeting was held on Monday, November 20, 2017 at 5PM at Pop Rite Drive. Committee members present were Jerry Boolman and Eric Van Hoose. Also present were Village Administrator Bill Kessler, Utility Clerk Angie Lear, and Councilwoman Bonnie Millard. Boolman reported on the following:

- **Improved v. Unimproved Lot** – Boolman did not print out minutes from the November 20th meeting because after some deliberation about ideas that came out of the November 20th meeting, it was decided that the committee needed to meet again and have more discussion – still quite a few sticking points on this subject

Next meeting is Wednesday, November 29th at 5PM at Pop Rite Drive.

Planning Committee: Meeting was held on Thursday, November 16, 2017 at 8AM at Pop Rite Drive. Committee members present were Greg Baumle and Vanessa Delk. Also present were Mayor Judith Foureman, Village Administrator Bill Kessler, and Councilwoman Bonnie Millard. Members of the Arcanum CIC were also in attendance (Kurt Troutwine, Fred Troutwine, Josh Urlage, Bruce Shank, Bill Sinnes, Matt Huffman, Phil Garbig, and Lyle Bixler) as this was a joint meeting with the CIC. Baumle reported on the following:

- It was very beneficial having many members of the CIC present and working with Council to determine how best to move the town forward
- **Proposed Business in Industrial Park** – Bill has been in conversation with Nicole over the last week and both came to the conclusion that a proposal really should have been submitted by the Darke County CIC – the Village's industrial park is big enough for Project Dandy, but in speaking with Susan from Mote, the opportunity has passed – however, it was a learning experience for Bill, and he now knows where he needs to go from here to be better prepared when future opportunities arise – Susan did inform Bill that it is a disadvantage to the Village that the Village does not own the property (it is still owned by Don Roberts), but Bill said an agreement has been come to for a purchase price
- Bruce Shank invited the Village Planning Committee to be a part of all CIC meetings – he felt it was most beneficial having them there – Baumle explained that anytime that he is off, he will be at the CIC meetings – Delk will do the same
- **Village Building Update** – Over the past couple of weeks Bill and Greg have met with contractors, abatement companies, and Mote & Associates – they don't have any hard numbers yet, so everything is kind of piece meal right now – there is no full strategic plan on options at this time – still doing due diligence and information gathering

Personnel Committee: Nothing at this time. Next meeting is Tuesday, December 5, 2017 at 12:30PM at Pop Rite Drive.

Finance & Audit Committee: Meeting was held on Monday, November 20, 2017 at 4:30PM at Pop Rite Drive. Committee members present at were Bonnie Millard, Jerry Boolman, and Eric Van Hoose. Also present at was Fiscal Officer Darcy Woodall and Village Administrator Bill Kessler. Millard reported on the following:

- All adjustments made to 2018 budget from council meeting regarding wage increases and budgeted worst case for health insurance at a 13.8% increase – the estimated revenue in the general fund is \$2200 more than the anticipated expenses – Darcy will have final budget legislation at the December 12th meeting
- Reviewed ORD 2014-54 that provided police with the additional \$1.00 for working third shift hours – legislation needs amended to delete Section 1 – Bill/Darcy to handle

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Old Business:

New Business:

Ordinance No. 2017-56 – Mayor Foureman read by title only an Ordinance amending the Planning and Zoning Code of the Village of Arcanum, Ohio. This is the third reading. A motion was made by Boolman to adopt Ordinance No. 2017-56. Van Hoose seconded. All present voted yea. Legislation passed. Ordinance No. 2017-56 will be effective December 28, 2017.

Ordinance No. 2017-61 – Mayor Foureman read by title only an Ordinance establishing a Utility Non-Cash Adjustment Policy for the Village of Arcanum, Ohio. This is the second reading.

Ordinance No. 2017-63 – Mayor Foureman read by title only an Ordinance repealing Ordinances 2010-06 and 2010-07. This is the first reading. A motion was made by Millard to waive the three reading rule on Ordinance No. 2017-63. Boolman seconded. All present voted yea. Motion passed. Millard made a motion to adopt Ordinance No. 2017-63. Boolman seconded. All present voted yea. Motion passed. Legislation passed. Ordinance No. 2017-63 will be effective December 28, 2017.

Ordinance No. 2017-64 – Mayor Foureman read by title only an Ordinance amending Ordinance 2013-14. This is the first reading.

Ordinance No. 2017-65 – Mayor Foureman read by title only an Ordinance providing for wage increases for certain Village of Arcanum employees. This is the first reading. A motion was made by Delk to waive the three reading rule on Ordinance No. 2017-65. Baumle seconded. All present voted yea. Motion passed. Delk made a motion to adopt Ordinance No. 2017-65. Baumle seconded. All present voted yea. Motion passed. Legislation passed. Ordinance No. 2017-65 will be effective December 28, 2017.

Ordinance No. 2017-66 – Mayor Foureman read by title only an Ordinance confirming the appointment of the Village Fiscal Officer. This is the first reading. A motion was made by Millard to waive the three reading rule on Ordinance No. 2017-66. Delk seconded. All present voted yea. Motion passed. Millard made a motion to adopt Ordinance No. 2017-66. Delk seconded. All present voted yea. Motion passed. Legislation passed. Ordinance No. 2017-66 will be effective December 28, 2017.

Ordinance No. 2017-67 – Mayor Foureman read by title only an Ordinance providing for the appointment of a Village Administrator. This is the first reading. A motion was made by Van Hoose to waive the three reading rule on Ordinance No. 2017-67. Millard seconded. All present voted yea. Motion passed. Van Hoose made a motion to adopt Ordinance No. 2017-67. Millard seconded. All present voted yea. Motion passed. Legislation passed. Ordinance No. 2017-67 will be effective December 28, 2017.

Resolution No. 2017-42 – Mayor Foureman read by title only a Resolution authorizing the Village of Arcanum to participate in the State of Ohio Cooperative Purchasing Program. This is the first reading.

Resolution No. 2017-43 – Mayor Foureman read by title only a Resolution authorizing certification the County Auditor for Nuisance Abatement Fees and declaring an emergency. A motion was made by Millard to waive the three reading rule on Resolution No. 2017-43. Van Hoose seconded. All present voted yea. Motion passed. Millard made a motion to adopt Resolution No. 2017-43. Van Hoose seconded. All present voted yea. Motion passed. Millard made a motion to declare an emergency on Resolution No. 2017-43. Van Hoose seconded. All present voted yea. Legislation passed.

A motion was made by Boolman to move to executive session for Personnel. Delk seconded. All present voted yea. Council went into executive session at 7:58 PM.

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

A motion was made by Boolman to return from executive session. Van Hoose seconded. Council returned from executive session at 8:09 PM.

- A motion was made by Delk authorizing the Fiscal Officer to pay Keir Smith his regular hourly wage times two for mutual aid hours work in Celina, Ohio November 5, 2017 to November 8, 2017. Millard seconded. All present voted yea. Motion passed.

Announcements: A special council meeting was set for Tuesday, December 5, 2017 at 6:30PM to interview candidates for Council. The Clerk to Council was asked to advertise this meeting with the caveat that it would go into executive session for personnel. The Clerk was also asked to contact the candidates to confirm interview date and time.

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Adjournment: A motion was made by Boolman to adjourn. Delk seconded. Meeting ended at 8:15 PM.

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

Mayor Judith F. Foureman