

**Village of Arcanum Council Meeting**  
**Tuesday, April 24, 2018**  
**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 Jerry Boolman, Bonnie Millard, Vanessa Delk, Blaine Vencill, Greg Baumle, and Eric Van Hoose answered roll call. A motion was made by Boolman to excuse Eric Van Hoose. Delk seconded. All present voted yea. Motion passed. Also present were Village Administrator Bill Kessler, Fiscal Officer Darcy Woodall, Solicitor Nicole Pohlman, Mary Jones from the Daily Advocate, and resident Wayne Stutz.

**Council Minutes:** Mayor Foureman asked for approval of the minutes of April 10, 2018. A motion was made by Boolman to approve the minutes of the April 10, 2018 Council meeting. Delk seconded. Boolman, Millard, Delk, Vencill, and Baumle voted yea. Van Hoose abstained. Motion passed.

**Expenditures:** Mayor Foureman moved the approval of properly appropriated and funded expenditures after New Business.

**Amendments to the Agenda:**

**Comments from the Public:**

**Administrative Reports:**

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

- Millard was commended for her efforts in helping get the LMI surveys completed so that the Village would be eligible to apply for the CDBG grant
- Serve Arcanum is coming up on Friday, May 4<sup>th</sup> – very worthwhile project service project sponsored by the High School that benefits members of the community and also helps develop future leaders in the student body
- The Arcanum Business Association is sponsoring a circus on Monday, April 30<sup>th</sup> at the ballpark – shows are at 5PM and 7PM – council support would be appreciated
- State Auditors are here and taking up much of the Fiscal Officer's time, so the Mayor will take any requests for the Fiscal Officer in an effort to help field some of the day-to-day responsibilities
- The Mayor thanked Vanessa for conducting the last council meeting so that she could get some R & R

**Solicitor:** Nicole announced that there is a pre-school program the next time council meets on May 10<sup>th</sup>, so she will not be able to attend the meeting

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

- **Water Tower** – received a third quote for \$47K – Village will not be going with this company – will continue to move forward with Consolidated Tank
- **ORD 1996-27** – has not had a chance to meet with Nicole about changes needed to this ordinance
- **Traffic Lights** – received two quotes – ODOT gave him a list of companies to get prices from – Capital Electric - \$24K – Security Fence - \$53K – pricing is based on replacing lights and control panels and adding a precedence system (for when emergency vehicles come through changes all sides of lights to red) – Capital is a push button precedence system – Security Fence is GPS activated (increases cost) – funds to purchase will come out of State Highway Fund
- **Industrial Park Opportunity** – an opportunity was forwarded from Mike Bowers – Bill is filling out the paperwork and will return to Mike Bowers who will submit the paperwork to Zoom Properties/Ohio Means Jobs – company is a small research and development company that would employ about 8-10 people with an average income of about \$80K/year
- **Tabletop Disaster Class** – attended a tabletop disaster class last week – the Village does not currently have a mutual aid agreement for water disasters like it does for electric – need to join Warn Ohio, which is a free service – Warn Ohio is a mutual aid system for Ohio for water needs/disasters
- **Sawvel & Associates** – Bill would like Sawvel to be present at the next Utility Committee meeting
- **Street Lights** – received other quote – will discuss in committee meeting

**Fiscal Officer:** Nothing at this time.

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**Committee Reports:**

**Service & Leisure Committee:** Meeting was on Monday, April 16, 2018 at 6PM at 1 Pop Rite Drive. Committee members present were Eric Van Hoose, Bonnie Millard, and Jerry Boolman. Also present was Village Administrator Bill Kessler. Van Hoose reported on the following:

- **Pool** – received 2 applications for a pool manager – terms to be hired at \$10/hour but not to exceed \$5K in wages for the season – Bill conducted interviews and hired Alychia Wright – Nicole will need to draft legislation authorizing the Fiscal Officer to pay the pool manager as this position was not included in the wage and benefits legislation passed for 2018
- **North Main and East South Streets** – violation letters for sidewalks and curbs will be sent out later this week
- **LMI Survey** – now complete – ready to apply for CDBG grant – Susan from Mote & Associates will be attending the next Service & Leisure meeting

Next meeting is Wednesday, April 25, 2018 at 5PM at 1 Pop Rite Drive.

**Safety Committee:** Baumle reported that he believed everyone received a copy of the proposed SRO contract in the council packet. Millard questioned the change in the contract of the vacation language from a 70%/30% split (where the school would pay 70% of the SRO's earned vacation and the Village would pay 30%) to the school paying a vacation day if it was taken during the school year, and the Village paying a vacation day if it was taken when working for the Village. She would like to know why it was changed and doesn't feel the Village should have to absorb the cost of paying out all of the SRO's vacation if he chooses to take it all while working for the Village and not during the school year. Vencill thought this was discussed, and the majority felt if the SRO took vacation during school, the school would pay and vice versa. He doesn't see an issue with the contract language in the proposed contract. Mayor Foureman added that the Village can't dictate to any employee when vacation is taken (i.e. take one week during the school year and one during the summer). Baumle asked why, at the inception of the SRO program, the Village did not simply sponsor the SRO as a 9-month school employee that only worked during the school year and did not work during the summer. Nicole responded to him that she was unsure how that would work, and she also believed that the Village was contracting with Arcanum schools the same way that Greenville PD does as well as most other surrounding schools in this area. Vencill and the Mayor both expressed that this type of structure would likely create heavy turnover as most personnel is not going to want to work only 9 months out of the year, plus each year, that could mean training someone new as well as someone new having to rebuild rapport with the students. Millard's second question was concerning holidays. Contract reads, "the Board agrees to pay for holidays occurring during the school year". Millard wanted to clarify that included Christmas Day and New Year's Day. It was confirmed that it does include those days even though school is not in session those two days, and the SRO is working for the Village during Christmas break.

**Utility Committee:** Meeting was Wednesday, April 16, 2018 at 5PM at 1 Pop Rite Drive. Committee members present were Bonnie Millard, Vanessa Delk, and Eric Van Hoose. Also present was Village Administrator Bill Kessler and Utility Clerk Angie Lear. Millard reported on the following:

- **SCADA** – committee recommends to council to move forward with ProTech's quote of \$12,700 to upgrade the existing system – ProTech will be able to interface with the new WWTP
- **Fire Hydrants** – last one has been replaced
- **Water Tower** – received quote from Consolidated Tank for \$19K to power wash and repaint tower – committee recommends moving forward with Consolidated Tank and issuing a PO for this work – Shawn to call for expected date for work
- **Tree Trimming** – VA will send out bid packets for tree trimming around high voltage lines by month end
- **Large Water Meter Replacement** – VA to write PO for 2 water meters at Sutton's for \$2700 – Darcy provided clarification on the cost of the commercial water meters – she spoke with Keir – there is 1 meter for Sutton's, 1 for Owl Drugs, and 1 for Ivester Park that total approximately \$2K – of the remaining meters, 4 will cost approximately \$1500 each, and 3 will cost approximately \$200 each – the Mayor added that Keir will purchase the remaining meters as money comes available or he as the time and can do it ahead – the total cost to replace all the meters is almost \$9K
- **Utility Agreement Update** – need to purchase a computer program that will allow PDF documents to be converted to a Word document (full blown version of Adobe Acrobat), allowing changes to be made – Angie will then begin updating the agreement with changes – cost of software is approximately \$400
- **Underground Electric Project** – VA and Keir to begin updating cost estimates and how to implement with no existing easements between Ivester and Park Drive
- **ORDINANCE 2015-13** – reviewing for correction and accuracy
- **Sawvel & Associates** – will actually have them come to utility meeting after the next utility meeting - VA to set up a workshop presentation
- Delk made a motion authorizing the Village Administrator to move forward with a quote from ProTech to upgrade the SCADA system at a cost of \$12,700. Van Hoose seconded. All present voted yea. Motion passed.

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- Van Hoose made a motion authorizing the Village Administrator to move forward with a quote from Consolidated Tank & Tower to power wash and repaint the water tower at a cost of \$19,000. Baumle seconded. All present voted yea. Motion passed.
- Baumle made a motion authorizing the Village Administrator to move forward with a quote from Capital Electric to purchase and install traffic lights and control panels at a cost of \$23,867. Vencill seconded. All present voted yea. Motion passed.

Next meeting is Monday, April 30, 2018 at 5PM at 1 Pop Rite Drive.

**Planning Committee:** Meeting scheduled for Wednesday, May 2, 2018 at 4:15PM at 1 Pop Rite Drive. Garmann-Miller will be present to go over the updated plans for the new building.

**Personnel Committee:** Delk reported that a meeting was held on April 19<sup>th</sup>. Work started on the wage scale project. Meeting scheduled for Thursday, May 3, 2018 at 9AM at 1 Pop Rite Drive.

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

**New Business:**

**Ordinance No. 2018-19** – Mayor Foureman read by title only an Ordinance amending 2015-48 concerning water reconnection fees for the Village of Arcanum, Ohio. This is the third reading. A motion was made by Boolman to adopt Ordinance No. 2018-19. Millard seconded. All present voted yea. Legislation passed. Ordinance No. 2018-19 will become effective May 24, 2018.

**Ordinance No. 2018-21** – Mayor Foureman read by title only an Ordinance providing for an amendment to the 2018 appropriations of the Village of Arcanum, Darke County, Ohio and declaring an emergency. (Arcanum Community Ballpark Fund) A motion was made by Millard to waive the three reading rule on Ordinance No. 2018-21. Van Hoose seconded. All present voted yea. Motion passed. Millard made a motion to adopt Ordinance No. 2018-21. Van Hoose seconded. All present voted yea. Motion passed. Millard made a motion to declare an emergency on Ordinance No. 2018-21. Van Hoose seconded. All present voted yea. Legislation passed.

**Ordinance No. 2018-22** – Mayor Foureman read by title only an Ordinance providing for an amendment to the 2018 appropriations of the Village of Arcanum, Darke County, Ohio and declaring an emergency. (General Fund-New Build) A motion was made by Boolman to waive the three reading rule on Ordinance No. 2018-22. Baumle seconded. All present voted yea. Motion passed. Boolman made a motion to adopt Ordinance No. 2018-22. Baumle seconded. All present voted yea. Motion passed. Boolman made a motion to declare an emergency on Ordinance No. 2018-22. Baumle seconded. All present voted yea. Legislation passed.

**Ordinance No. 2018-23** – Mayor Foureman read by title only an Ordinance repealing Ordinance 2018-14 and adopting a new Income Tax Code of the Village of Arcanum, Ohio effective January 1, 2018, and declaring an emergency. A motion was made by Millard to amend Section Five of Ordinance No. 2018-23 to read as follows “That this Ordinance is hereby determined to be an emergency measure necessary for the continuing collection of income taxes by the Village of Arcanum so as to meet its financial obligations and shall take effect as of January 1, 2018”. Van Hoose seconded. All present voted yea. Motion passed. Millard made a motion to waive the three reading rule on Ordinance No. 2018-23 as amended. Van Hoose seconded. All present voted yea. Motion passed. Millard made a motion to adopt Ordinance No. 2018-23 as amended. Van Hoose seconded. All present voted yea. Motion passed. Millard made a motion to declare an emergency on Ordinance No. 2018-23 as amended. Van Hoose seconded. All present voted yea. Legislation passed.

**Ordinance No. 2018-24** – Mayor Foureman read by title only an Ordinance approving, adopting, and enacting American Legal Publishing’s Ohio Basic Code, 2018 Edition, as the Code of Ordinances for the Municipality of the Village of Arcanum, Ohio and declaring an emergency. A motion was made by Millard to waive the three reading rule on Ordinance No. 2018-24. Boolman seconded. All present voted yea. Motion passed. Millard made a motion to adopt Ordinance No. 2018-24. Boolman seconded. All present voted yea. Motion passed. Millard made a motion to declare an emergency on Ordinance No. 2018-24. Boolman seconded. All present voted yea. Legislation passed.

**Resolution No. 2018-09** – Mayor Foureman read by title only a Resolution authorizing the Fiscal Officer to enter into an agreement with Civica CMI. This is the third reading. A motion was made by Van Hoose to adopt Resolution No. 2018-09. Millard seconded. All present voted yea. Legislation passed. Resolution No. 2018-09 will be effective May 24, 2018.

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**Resolution No. 2018-12** – 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 Boolman to waive the three reading rule on Resolutuion No. 2018-12. Van Hoose seconded. All present voted yea. Motion passed. Boolman made a motion to adopt Resolution No. 2018-12. Van Hoose seconded. All present voted yea. Boolman made a motion to declare an emergency on Resolution No. 2018-12. Van Hoose seconded. All present voted yea. Legislation 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. Vencill seconded. All present voted yea. Motion passed.

**Old Business:**

**Announcements:**

Van Hoose added something he forgot earlier. Previously the baby pool paint was going to cost \$500. The cost is now \$973.88. Bill was previously only authorized to spend the \$500. Mayor Foureman stated this was simply just an update as the money is already in the appropriations to spend. Darcy does need to know where council would like it expensed from. It was decided to expense it from the Parks, Pool, and Recreation Levy Fund.

Bill stated that he appreciated all of Council's work. He added that there are times that employees are asked to do things by council members that blind sides upper management because management is not made aware of the request first. This in turn causes friction in the office. He asked that going forward, if a council member needs something utility or street related, please take the request through Bill. If it relates to anything tax or otherwise, it needs to go through Darcy.

**Adjournment:** A motion was made by Boolman to adjourn. Baumle seconded. Meeting ended at 7:52 PM.

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

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Mayor Judith F. Foureman