

Village of Arcanum Council Meeting
January 14, 2020
7:00 p.m.

Call to Order:

Mayor Greg Baumle opened the meeting with the Pledge of Allegiance along with all present members of council.

Roll Call:

Council Members present include Blaine Vencill, Rick Genovesi, Tim Philpot, Jacob Banks and Jerry Boolman. Council Member Boolman moved to excuse Bonnie Millard. Council Member Philpot seconded. All present council members voted yea. Motion passed. Also present were Village Administrator Bill Kessler, Fiscal Officer Toni Stanley, Police Chief Marcus Ballinger, Solicitor Nicole Pohlman, Administrative Specialist Mary Stephens, Bruce Shank, Mike Bruns, Shane Hall and Craig Mescher.

Minutes – Corrections and Approvals:

No corrections were necessary, but Toni Stanley (per a conversation with Bonnie Millard) requested clarification on records older than fifty years when records retention was discussed at the December 10, 2019 meeting. Mary Stephens clarified that RC forms need to be sent to the Ohio Historical Society when disposing of any documents older than fifty years and the minutes were updated to reflect that clarification. Council Member Boolman moved to approve minutes from the December 10, 2019 meeting. Council Member Banks seconded. All council members present voted yea. Motion passed.

Council Member Boolman moved to approve meeting minutes from the December 18, 2019 special meeting. Council Member Vencill seconded. All council members present voted yea. Motion passed.

Council Member Boolman moved to approve the properly appropriated and funded expenditures dated January 14, 2020. Council Member Vencill seconded. All council members present voted yea. Motion passed.

Amendments to Agenda:

There were no amendments to the agenda.

Comments from the Public:

Mike Bruns (Mote & Assoc.):

North Street – pay request #4 received for \$168,418.23 which brings the project close to completion. There is a little more concrete work left to do along with the final course of asphalt which will take place in the spring. A change order was received which Village Administrator Kessler signed for a deduction of \$2,382.11. They are ahead of scheduled and laid gravel at the driveway accesses for residents to be able to use their driveways. Council Member Vencill asked about liability on the south side of North West Street where there is no pavement yet. If injury occurs, is the village liable? Solicitor Pohlman suggested reaching out to the homeowners and Village Administrator Kessler will send a Code Red reminding residents to stay clear of the construction area.

A 5 year plan was distributed.

A report was submitted to the EPA. Concerns were discussed while the EPA was on site during their evaluation. Rick Snyder addressed all of their concerns including the drainage that flows back into the creek. In the event of an overflow, a plan needed to be devised. Bags and containers will be used to seal the drain in the event of an overflow and the EPA accepted this solution. Equipment is now in place should an overflow ever occur.

Craig Mescher (Access Engineering):

A 5 year plan was presented.

During the presentation of the 5 year plan, the Village Pool was discussed. Village Administrator Kessler advised that the leaks were detected, piping was evaluated and the damage was not as bad as anticipated. Worst case scenario, the pool may need a new liner. Village Administrator Kessler would like to add splash features in the pool and add a splash pad to help enhance and hopefully increase attendance.

Mayor Baumle suggested both 5 year plans be discussed in detail at the next Planning Committee Meeting.

Village Administrator Kessler also discussed the Bike Path project which will connect to Greenville and believes it is possible and funding is available for this specific type of project.

Administrative Reports:

Mayor G. Baumle:

Mayor Baumle authorized Mary Stephens to work up to 30 hours per week given the amount of work that needs to be done before moving into the new Municipal Building. Mayor Baumle explained that council approved Stephens' position at a specific total dollar amount and Mayor Baumle advised that he may need approval for additional funds sooner than anticipated. Village Administrator Kessler also added that based on his observation, Stephens has been a "digger" and doing things he "dreaded ever coming across my desk."

Mayor Baumle asked for a Records Commission update from Mary Stephens. Stephens stated the Records Commission met on January 8, 2020. A list of records ready for disposal was presented with files from all of the village offices, specifically the old village building. The commission approved disposal as the files are all within the criteria and already approved according to the village's retention policy. Stephens' next steps are to pull the documents that need to be kept and mark the boxes that are ready for disposal. Records that are pulled for keeping will be kept in the council room at the old village building. Shred-It will be scheduled to help with the disposal. The Preservation Society will meet elsewhere until the disposal is complete. The meetings will be held at different locations throughout the village.

Village Solicitor: There was nothing to report.

Village Administrator:

Village Administrator stated Vectren and Ritter will begin replacing gas lines on South Main Street from the Hardware down and South High Street. Measurements are being taken and a meeting is scheduled to discuss the plans. At this time, they do not need to cut into the streets.

A prevailing wage complaint was filed on West North Street. VA Kessler was told it would not hold, so he is leaving it up to the individual as to whether to pursue or not. A copy was also sent to Susan.

Farm Ground – two bids were received. Mike Stephens bid \$300 per acre and Daniel Soward bid \$307 per acre. A resolution is necessary to enter into a contract. Council Member Boolman moved to award Daniel Soward the land contract for 26 acres at \$307 per acre. Council Member Genovesi seconded. All council members present voted yea. Motion passed.

VA Kessler received two sewer bills that require forgiveness. 217 North Main Street at \$405 and 23 Greenmoor at \$153 due to leaks. Council Member Boolman moved to excuse the sewer forgiveness at 217 North Main and 23 Greenmoor. Council Member Genovesi seconded. All council members present voted yea. Motion passed.

The village won an ODNR Grant to provide backstops at baseball diamonds 4 and 2. VA Kessler is gathering quotes. After the backstops are approved, playground equipment will be quoted.

Approval was requested to hire Dakota Finkbine as a Utility Craftsman, Step 1 at \$14.50 per hour. Council Member Boolman moved to hire Dakota Finkbine as a Utility Craftsman, Step 1 at \$14.50 per hour. Council Member Banks seconded. All council members present voted yea. Motion passed.

The Preservation Society recently approved by-laws, appointed officers, established committees and are moving along. Non-Profit status is pending and they are hopeful more funds will become available once that is approved.

A Behind the Meter Generation policy needs to be created to account for residents with wind turbines and solar power. Because the village is a public power entity, we need to be able to take power back and that is not currently possible.

Regarding nuisance violations, VA Kessler would like to find a way to combine all of the violations into one. Solicitor Pohlman has given some recommendations on ways to handle with legislation. Being able to handle the situations without physically entering the property is also a priority.

The new Municipal Building is on schedule. The occupancy target date range is the end of February-May. The generator delivery is the concern and potential cause of delay; however, Caterpillar is working to make sure we have a generator on time. Worst-case scenario, they will offer a temporary

generator until the permanent one arrives from Brazil.

Fiscal Officer:

Fiscal Officer Toni Stanley reported that she is working on year-end procedures. 2019 payroll is closed and new 2020 blanket purchase orders have been created. 77 new blanket purchase orders have been created which will reduce the number of monthly purchase orders by approximately 30-40 and will help with department budgeting. FO Stanley met with the departments to review items purchased and vendors whom they purchase from. Departments will have a budget per vendor so that they know exactly how much they have. Policies and procedures were also reviewed.

A CD matured January 7, 2020. 30% was reinvested and 70% was removed. Of that, \$255,000 was authorized to be used toward the new building. The remaining amount was put into a high interest savings account so that it is accessible if needed, but also gaining 1.6% interest. The Village also has a savings account at Greenville Federal and they are matching 1.6% on funds in that savings as well. Using a portion of the funds for CDs to gain higher interest rates was also discussed. FO Stanley will research different institutions for rates and terms. Legislation will be necessary when/if the funds are moved.

Committee Reports: Committees are pending

Safety Committee:

Council Member Genovesi advised that the safety committee met to review policies for mandatory overtime and foot patrol. Chief Ballinger would like village police to be "on foot" 10% of the time to be visible and interact with residents. During the winter months, the time will be 5%. Regarding mandatory overtime, police officers will be expected to work overtime as necessary per Chief Ballinger. Per Chief Ballinger, the scheduling policy was also reviewed to allow the Chief to schedule as many shifts as necessary to ensure all shifts are covered until staffing is increased.

Chief Ballinger stated that he will know on January 20, 2020 whether or not the in-car camera grant was awarded. The body cameras have already proven beneficial with calls recently. Computers in the office and cruisers have been replaced and the police department is now compliant per Spielman requirements.

Chief Ballinger attended a Lexipol webinar and updated policies will be written and ready to roll out in March or April.

The Darke County Sheriff's office allowed and paid for the village to use the MARCS system. The funding will end in June and the village will be responsible for the service fees. Grants are available and Chief Ballinger will be looking into ways to cover the service fees. He will also petition to ODNR to allow the village to keep the radios. They are 20+ years old, but they work and we will keep them until they need to be replaced.

A reorganization department meeting was held on January 13, 2020 to learn how cases will function for this coming year.

Utility Committee:

Finance Committee:

Service & Leisure Committee:

Personnel Committee:

Planning Committee:

Old Business:

New Business:

1. **Ordinance 2020-01** – An Ordinance Providing For An Amendment To The 2020 Appropriations For Current Expenses And Other Expenditures Of The Village Of Arcanum, Darke County, Ohio And Declaring An Emergency (Village Admin-Police Dept Project Fund, Water Fund, Sewer Fund, And Electric Fund). Council Member Genovesi moved to waive the three-reading rule for Ordinance 2020-01. Council Member Boolman seconded. All council members present voted yea. Motion passed. Council Member Genovesi moved to adopt Ordinance 2020-01. Council Member Boolman seconded. All council members present voted yea. Motion passed. Council Member Genovesi moved to declare Ordinance 2020-01 an emergency. Council Member Boolman seconded. All council members present voted yea. Motion passed.
2. **Resolution 2020-01** – A Resolution Appointing Eric Van Hoose To The Zoning And Appeals Board Of The Village Of Arcanum, Darke County, Ohio In Accordance With Village Revised Code § 713.11 And Declaring An Emergency. Council Member Boolman moved to waive the three-reading rule for Resolution 2020-01. Council Member Genovesi seconded. All council members present voted yea. Motion passed. Council Member Boolman moved to adopt Resolution 2020-01. Council Member Genovesi seconded. All council members present voted yea. Motion passed. Council member Boolman moved to declare Resolution 2020-01 an emergency. Council Member Genovesi seconded. All present council members voted yea. Motion passed.
3. **Resolution 2020-02** – A Resolution Authorizing The Village Administrator To Enter An Agreement With The Ohio Department Of Natural Resources And Declaring An Emergency. Council Member Boolman moved to waive the three-reading rule for Resolution 2020-02. Council Member Genovesi seconded. All council members present voted yea. Motion passed. Council Member Boolman moved to adopt Resolution 2020-02. Council Member Genovesi seconded. All council members present voted yea. Motion passed. Council member Boolman moved to declare Resolution 2020-02 an emergency. Council Member Genovesi seconded. All present council members voted yea. Motion passed.
4. The Volunteer Firefighter Dependent Fund Board: The board consists of two members of the fire department, two council members and an appointed community member. Mayor Baumle asked for a

motion to appoint Council Member Rick Genovesi, Council Member Jacob Banks and community member Bruce Shank to the Volunteer Firefighter Dependent Fund Board. Council Member Boolman moved to appoint Council Member Rick Genovesi, Council Member Jacob Banks and community member Bruce Shank to the Volunteer Firefighter Dependent Fund Board. Council Members Vencill, Philpot and Boolman voted yea. Council Members Genovesi and Banks abstained. Motion passed.

Announcements:

Bruce Shank asked if Shred-It could be shared with the community. Mayor Baumle and Council Members agreed and once Shred-It has been scheduled, the date will be made public.

Adjournment: Council Member Boolman moved to adjourn. Council Member Vencill Seconded. Meeting adjourned at 7:58pm.