

## **Village of Shawnee Hills Council Meeting Minutes**

**July 23, 2018**

Mayor Monahan called the meeting to order at 7:00 p.m.

Council in Attendance: Mary Gates, Renee Matney, Jeff Stacy and Robert Thatcher

Absent: Dan Mathews

Also Present: Fiscal Officer Shirley Roskoski, Administrator Steve DeBolt and Solicitor Brian Zets

### **Minutes**

It was moved by Matney, seconded by Thatcher to approve the minutes from July 9, 2018 with the following amendments: on page 7, fourth line down put a comma after versus instead of a period. On page 8 change the word of to or, on page ten change the word flush to flesh and on page 21 remove the ; after the word don't. Following vote on the motion is recorded: yea, 4; Gates, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 4-0 vote.

### **Agenda**

Council member Gates said as you all know we have a seat that is vacant on Council so we need to talk to candidates. We have one candidate, Geoff Hanna, who has joined us this evening. I would like to be able to move that we have the interview for Geoff after the approval of the agenda before we go any further. Seconded by Stacy. Following vote on the motion is recorded: Yea, 4; Gates, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 4-0 vote.

It was moved by Matney, seconded by Thatcher to approve the agenda as amended. Following vote on the motion is recorded: yea, 4; Gates, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 4-0 vote.

### **Interview of council candidate**

Council member Gates said according to Ohio Revised Code, the council has thirty days to replace a vacated seat so, as I said earlier, Mr. Hanna here as expressed an interest. She asked Mr. Hanna to come up and introduce himself and express why you want to join council and if anyone on council has any questions.

Geoff Hanna said I live at 9120 Shawnee Trail. I have lived here for ten years now. This is a very special place and I want to keep it that way. We have some great residents that enjoy it immensely. I want to keep this place a special place and we want to grow, but we want to grow the right way. We have Dublin taxes and we want to keep the taxes down so maybe we can bring in some other businesses here and I would like to be part of the growth of the city in the right way. I have served on the BZA for about seven years now.

It was moved by Stacy, seconded by Gates to fulfill the unexpired term of Douglas Gill which expires in 2019.

Council member Matney said thanks so much for coming on short notice and for offering to serve on council, I really appreciate it. Any other means, I have spoken to a few people potentially about the opening on council, has it been publicly communicated anywhere else.

Mayor Monahan said that is a question for Dan because you guys appoint that. After 31 days I appoint. Shirley said it was on facebook but she did not post it on the website.

Following vote on the motion is recorded: yea, 4; Gates, Matney, Stacy and Thatcher. Nay, none.

Mayor Monahan swore in Geoff Hanna.

### **Solicitor**

Brian said since our last council meeting I talked to Mark and he had talked to the resident that was here a few meetings ago about a fence and I think that has all been resolved. I worked on the legislation and the contract for Richard Ey which is on the agenda tonight. I also worked on a planning and zoning thing which was curbside garbage collection/trash can legislation. I know it was done but it did not make it to the agenda tonight. You will see that next time around.

I will be at planning and zoning tomorrow night as we have some other things to work on so that will probably spurn two other pieces of legislation for the next council meeting. I also finished up working on the do not knock registry. The Chief had been working on that and he asked us to take a look at it. He put together some regulations and an ordinance on that and that may be before you also next meeting. Our current code was a bit outdated and it did not work very well. I got it to Steve and the Chief tonight so it may be ready for the next council meeting.

### **Village Administrator**

Steve said the major project going on is the street paving project. It is out for bid and the original bid opening date was August 1<sup>st</sup> but we may push that back to August 7<sup>th</sup>. We included the connector path project as part of the bid to try to get the optimal pricing and we have been working on getting the plans together. We have to get the plans to the potential bidders a week ahead of time so they have time to review them and get their prices together. The construction documents aren't quite ready yet so they have not gotten out to the bidders so we may need to give them more time. The bulk of the work to be done is W. Riverview and E. Wilma Dr. There are about 7 other streets needing minor work. We bid it out for a higher amount than we have dollars for hoping to get good prices. We did have to do some survey work for the construction documents for the connector path so we had to expend some money. I took the liberty, even though, for the grant, we would not be officially notified until the end of July. I called today and we have been recommended to the county commissioners to get the funding so when they make a decision we will know for sure but it looks pretty good at this point.

The other major project we put on hold for a while was the EPA sanitary sewer investigation and we picked that back up. The first step was to hire a surveyor, which I did last week. He is going to spend about three months looking at all 145 manholes, getting elevations to prepare for the CCTV which is the second step. We will have to put out a bid for that but it can be done over the winter. Those are the first two phases of that project and it will be going on for a few years as we did get the extension.

Every now and then there's a project that comes up on short notice that we have to take care of. On W. Hiawatha at Westview a resident noticed some erosion and caving in of a corner of a

drain pipe. We had to replace the pipe and Mike Eger was able to get it done today at a cost of \$3,100.00. Those are not cheap but had to be done and we will include the replacement of the pavement in the paving bid this year.

We are working on some easements that we need to move forward with a couple of projects.

The Glick Road bridge will be closed this Friday night thru Sunday night.

John Kincaid does our sewer/wastewater services for us. He has been with us since 2004 and he does a good job. His contract is up and needs to be renewed for another year.

Working on the employee policy. It is a long project but it needs to be done and needs a lot of our attention.

One bench has been installed at the park and we still need to install the swing bench.

The pavilion at the park is free to reserve. There is some paper work that needs to be completed.

Just check with Shirley on that.

### **Police Chief**

Chief Baron went over his 2<sup>nd</sup> quarter report. I wanted to go over it, statistically the self-initiated activities are a little higher, the traffic stops area lower, our citations are up 69% from this time last year. Everything is a little higher, arrests are 24% lower but it was a matter of 6 arrests that makes up that difference.

We have attended the Safe Delaware Coalition meeting. We have an officer assigned to the access and availability committee on that. They are going to start doing compliance checks in the county and we are going to participate. Last year they did a couple in the village, not sure if they will be here this year or not. This is something we do every year. Attended DCCJA meeting and we had an officer attend the Touch a Truck event at the Shawnee Hills Dental open house., They had a lot of fun. It was really hot so they started a water fight with the fire department. I am assuming that the fire department won.

The policy manual that Steve is working on, I kind of washed my hands of that at this point. I provided a good frame for them and worked with Brian. A lot of it doesn't pertain to us or it is already covered in our manual and the first line of the new manual is the police have a separate manual. The only parts of it that will pertain to us is the vacation, benefits, the employee side of that. Everything else is a mimic or stronger than what the village policy will be. There were a couple of things we were talking where Steve wanted to lighten up but I think we need to clamp down on our end so I think breaking up the two different manuals are in everyone's best interest. We are still with Lexipol so we get our policies from a vetted risk management company and it is than vetted by a team of lawyers and they will defend us in court if needed to.

Upcoming events, we have Delaware First Friday that we are going to attend and the Berlin High School dedication of Touch a Truck. We are looking forward to Cops and Kids day at the end of summer. We like to get out and kind of push the village brand and get our image out there and it helps us with dealing with these kids and people from all over the county.

Staffing update, there is legislation tonight to hire Woodrow Geer as a part time officer. He is brand new. He is young and we are going to spend some time training him. He will fill a vacant part time position. Last year we had the five part time positions. Currently we have three part time officers because Kyle Douglass is now stepping down. He wants to go back to auxiliary officer. It is too much with his full time job at the Attorney's General office. We are still looking for another part time officer to spread out those 53 or so hours over these officers. We are working to fill two auxiliary officer positions which would put us at three auxiliary officers. We hope to have these filled by the end of the year. We just received word that Officer Moeller will

be deployed in February and will be gone for a year. We will be looking for a temporary replacement for him. He may be leaving and going to Columbus Fire Department. That is kind of his dream job.

### **Communications**

Mayor Monahan gave the following report:

On the 10<sup>th</sup>, the day after the last council meeting I received this notice:

Mayor

As of the date of this letter I am resigning as a Council Member. As everyone knows I was disconcerted by recent events in Village.

To my mind I cannot effectively operate as a Council member and see my resignation as my only option to express my frustration.

Thanks

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Douglas J Gil

An email I sent to Delaware Health District Director Sheila Hiddleston on 7-22-18:

Hi Sheila, we were getting complaints from residents that our Village was sprayed. I/we did not receive a notice that we were sprayed. I, like some of the residents, did smell some kind of spray around last Friday. How close was any West Nile mosquito or other spraying done near Shawnee Hills and any neighboring areas?

Sheila, we have a Council mtg. on Monday evening and I would appreciate your timely input on this. We do not want to be sprayed without a notice giving our residents time to inform the Health District to let them know if they want their property excluded. Thanks Sheila!

Thanks for your help Sheila!

I did receive a response from her this morning.

Mayor,

Good Morning,

We have not fogged for mosquitoes in Shawnee Hills area. This season to date we have only had two mosquitoes trapped test positive for West Nile in Trenton and Porter Township. As you are aware we only spray in response to the disease in human or mosquitoes. As we have not received any positive results from Shawnee Hills traps it is our protocol for the Health Commission to notify the Mayor or Township Trustees prior to the fogging of any place. We place signs in areas we are going to fog prior to the event. Dustin Camden, resident services program manager, did receive a call last week from a resident of Powell related to some fogging that was completed in the Dublin. Her concern was also forwarded to me through the sustainable Delaware newsletter, in addition I will be reaching out to her this week with a response to her concern.

I did send a response back to Sheila this morning:

Thanks for the timely response Sheila, it helps clear up the spraying issue as I expected it would.

## **Mayor's Report**

We do not have a Planning and Zoning filing for tomorrow evening 7-24. We will continue with the discussions from last month's mtg. and deal with excessive temporary business signs. We would appreciate the chamber working with us in our effort to clean up signage clutter as well as grass / weed maintenance.

1. Blight ordinance concerning deteriorating vacant properties and/or property registration
2. Business curb cuts on side streets v. Dublin Rd.
3. Storage of vehicles/other that are unrelated to the business where stored/parked
4. Temporary signs, particularly multiples

Remember to vote at the August 7th Special election. Please remember to get out to vote!

As a follow up explanation for "the dry grass strips in lawns", our Village is 26 feet higher on the west side from the east side.

We have, and it isn't always intuitively obvious that we have, an open ditch storm water drainage system. After the complex and well executed sewer and street paving project 1999 – 2002 a number of residents closed the drainage ditches. Over the years' others have chosen and continue to put in drainage pipes across their lawns to handle storm water drainage (please check with Mark and Steve to make sure the proper steps are taken). This is understandable because cutting a ditch isn't easy.

Each time we have an extended dry period, as we experienced for approximately 3 weeks prior to July 20th, the thin layer of soil between the drainage pipe and grass, it dries out first and numerous lawns experience brown strips above the drainage pipe.

## **Committee Reports**

Council member Matney said Steve covered most of the items discussed in Finance tonight. The only other items we discussed were the review of the village finance year to date and our revenues are still down from what was estimated. We are keeping a close watch on any additional spending because we are not in as good of shape as we thought we might have been. Discussion is tabled for later but 2019 salaries for village employees and a potential three year planning cycle. A couple of our part time staffing hours there was an interest in increasing those hours if there were additional items for those employees to do, but again, with the finances the way they are right now we are tabling that. We are not increasing any hours for part time employees at the moment. The other item we discussed was the site of the cell tower, next to Straders. The property owner will be looking at some easements we have on Oneida. They have to take care of water drainage and there is one particular resident that we will need an easement from and Steve has a meeting set up with that person.

Steve said I can give you an update on that. Brian just informed me that any cost should be incurred by the developer even though we may tie into it later.

Council member Matney said the connector path that Steve has been working so diligently on, there is a small section that we need an easement on and we may leverage Benmar Dr. to give up some of that easement to get the easement we need on Glick Road.

### **Legislative Actions**

Third Reading- Resolution 10-2018- A Resolution that the Village of Shawnee Hills host a village wide picnic late summer/early fall at the pavilion. It was moved by Stacy, seconded by Gates to adopt Resolution 10-2018. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 5-0 vote.

Second Reading- Ordinance 18-2018- An Ordinance to reappropriate funds for current expenses and other expenditures of the Village of Shawnee Hills, State of Ohio, during the fiscal year ending December 31, 2018.

First Reading- Ordinance 19-2018- An Ordinance confirming the Mayor's appointment of Woodrow Geer as a part-time police officer for the Village of Shawnee Hills and declaring an emergency. It was moved by Gates, seconded by Matney to suspend with the second and third readings and declare Ordinance 19-2018 an emergency. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 5-0 vote. It was moved by Matney, seconded by Thatcher to adopt Ordinance 19-2018 as an emergency. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 5-0 vote.

First Reading- Resolution 12-2018 – A Resolution declaring the month of September 2018 as Prostate Cancer Awareness Month. Brian said you might want to pass this as an emergency at the next meeting in order to have this in affect for September 1.

First Reading- Resolution 13-2018- A Resolution authorizing and directing the Village Administrator and Fiscal Officer to execute an employment agreement with Richard Ey and declaring an emergency. It was moved by Thatcher, seconded by Gates to suspend with the second and third readings and declare Resolution 13-2018 an emergency. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 5-0 vote. It was moved by Matney, seconded by Thatcher to adopt Resolution 13-2018 as an emergency. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 5-0 vote.

First Reading- Resolution 14-2018- A Resolution to authorize the Administrator and Fiscal Officer to enter into a contract with Kincaid Wastewater Services, Inc. as operator of the sanitary sewer pump station for the Village of Shawnee Hills, Ohio and declaring an emergency. It was moved by Matney, seconded by Gates to suspend with the second and third readings and declare Resolution 14-2018 an emergency. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 5-0 vote. It was moved by Thatcher, seconded by Stacy to adopt Resolution 14-2018 as an emergency. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 5-0 vote.

**Bills**

It was moved by Matney, seconded by Thatcher to approve the bills in the amount of \$24,978.15. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 5-0 vote.

**Treasurer’s Report**

It was moved by Stacy, seconded by Gates to approve the following treasurer’s report:

General	230,594.77	Fire	18,609.71
Street	114,208.26	Weed	6,850.87
State Highway	15,062.51	TIF	862.49
Parks and Recreation	3.02	TIF 2	28,896.08
PD Body Armor	406.40	Veteran’s Mem	248.97
Cont. Prof. Training	3,868.15	Sewer Oper.	35,621.46
Drug Law Enf.	283.41	Sewer Repl.	192,719.87
Indigent Drivers	385.84	Storm Sewer	6,247.71
Enfct. and Education	1,160.85	Debt Service	202,201.61
Court Computer	4,224.62		

For a total of \$862,456.64. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 5-0 vote.

**Adjournment**

There being no further business, it was moved by Stacy, seconded by Thatcher to adjourn. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Chair declared the meeting adjourned at 7:40 p.m.

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Fiscal Officer

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Mayor