

Village of Shawnee Hills Council Meeting Minutes

October 11, 2021

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

Council in Attendance: Mary Gates, Kathy Isern, Justin LaRosa, Renee Matney, Robert Thatcher and Todd Zimmerman

Also Present: Fiscal Officer Shirley Roskoski, Administrator Russell Baron and Solicitor Brian Zets

Minutes

It was moved by Gates, seconded by Isern to approve the minutes of September 27, 2021. Following vote on the motion is recorded: yea, 6; Gates, Isern, LaRosa, Matney, Thatcher and Zimmerman. Nay, none. Motion passed.

Agenda

It was moved by Matney, seconded by Zimmerman to approve the agenda. Following vote on the motion is recorded: yea, 6; Gates, Isern, LaRosa, Matney, Thatcher and Zimmerman. Nay, none. Motion passed.

Solicitor

Brian said he has nothing to report but will answer any questions if needed.

Village Administrator

Russ said I met with a couple of developers within the past two weeks regarding some vacant property in the village.

Talked to an investor of Jeff's property on Dublin Road on how to move forward. They are planning on keeping the retail building up front but do something other than storage units.

The Logan Road storm sewer project is complete.

Restoration of East Oneida is complete. It has been seeded and graded and I have not heard anything from the residents.

The sidewalk repairs on Dublin Rd. are complete. Road signs are gone and the sinkhole has been filled in. Still waiting on the leveling of a chunk of sidewalk on the west side of Dublin Road.

Met with Equity regarding their project. Their storm water plan has been approved. They said they might be coming to the ABR with some minor changes to the patio and the exterior which will be an improvement on what has already been approved. They should begin demolition any day now. One hurdle was the placement of the traffic light. We have confirmed that they can put it in the easement and they do not have to rely on the Bogey to give them an easement. That was a major hurdle to get through before their investors would release any funds to tear down the structures.

The Christmas tree has been removed due to pine needle disease. We are working with Roman Nyquist, Julia Monahan, who is donating a tree, Terry Herzog and Council member LaRosa are

all going to work together with Roman for his Eagle Scout project/donation in Pat's honor to get a new Christmas tree put up.

The trees at the municipal building had the same pine needle disease so they have all been removed. We will be replacing them with arborvitae. There is a tree shortage so we are not able to get the larger, mature trees right now.

We had a pipe break at the pump station last week. I talked with John Kincaid. It was the first time I met him. There were a couple of repairs that have needed done for quite a while. Three valves need to be replaced. Two were seized up. The pumps are twenty years old. We are replacing the valves with grease fitting valves so they won't seize up. The control board also needs to be replaced. John was coming in every two days to reset it. All of this will be paid for by the American Rescue Funds.

Mark and I met with John, the Mayor and the Engineer. We are going to make these critical repairs. To me this is the most critical piece of infrastructure we have in the village and it needs to work one hundred percent, it needs to be reliable. I told John to go through the pump station with a fine-tooth comb and bring me a prioritized list of needed repairs. While we have the American Rescue Funds it makes sense to take our twenty-year-old pump station and make it as perfectly working as we can.

Police Chief

Chief Baron said 53 is dead. We took it to Grismer last week and it needs another \$2,500.00 worth of repairs. Next council meeting we will have some legislation to scrap the car.

The new cruiser is at Parr. It was delivered last week, waiting in line for the exact same parts that we are still waiting on for the used cruiser.

All of our accounts, cell phones and mobile data have been with Verizon and we have switched to AT&T, First Net. This is a wash on the cost but our connectivity is a lot better.

Visitors

Shelia Hiddleston, Delaware General Health District, said it has been a while since I have been here. We have been holed up in our office for most of the last twenty months. In July, we started getting back out. We are seeing a little bit of a downward slope in our COVID numbers. We have tried to go back to most of our regular services. We do have a couple of upcoming events going on with our recycling. They are doing the Holiday string lights. I probably have two containers up in my attic full of string lights. Please do not throw them in the trash, there is a recycling event. We are also out doing all of our flu clinics now. We are giving COVID vaccines at the same time. We are doing several drive thru opportunities and walk ins. We are also doing the booster for the Pfizer.

We are looking for nominees for Keep Delaware County Beautiful so if you have any one you would like to nominate we need those by October 20.

Mayor Mathews said I want to thank Shelia. Shelia came down, probably a year ago, when we were having discussions with the river front, which is still ongoing. Your input was valuable.

Shelia said Brittany Zoecklin is still your main representative. She also has Powell City so she tries to alternate between the two.

Chief Baron said throughout the pandemic, this is the first time I have seen Shelia outside a square on a box at 9:00 a.m. on Zoom. Our partnership with the Board of Health has been phenomenal. Shelia herself held hundreds of meetings over the past year and a half. Her guidance and her office's guidance have really helped us, being a small town, navigating through COVID and our response to it. I want to thank you and say well done.

Shelia said our public safety partnership has certainly been excellent. I knew most everybody before all of this but we all know each other much better now. I think I have everybody's cell phone number and they may have mine.

Mike McGlinchey said it has been fairly good until last week when Iacono's turned on a light on the south side of their back parking lot. That light shines clear to the front of my street. That is two blocks. I need sunglasses to go into my back yard at night. The light is on the north side of W. Old Powell and that light shines clear to the south side of W. Parkside. It is too much. The light needs to be angled down towards the parking lot, not two blocks past the property. The other one is Dell's have now installed two spotlights on their drive thru menu that shines right up the street. It is blinding when you come down the street if you are driving or walking. The lights need to be angled more towards the menu.

Mike said the third issue is the drive thru speaker at Dells is more like a public address system at times. When I can hear it inside my house I think it is plenty loud for customers to be able to hear.

Mike said I saw in the Village Gazette that there was some talk about allowing these contractors to park on the street. Three times this school year I have observed twice when the school bus could not get up our street because contractors park on the street and the third time where the bus driver drove through the ditch to get around a contractor. You need to consider the school busses, emergency vehicles and also the residents when you are talking about allowing these people to park on the street.

Mayor Mathews said I would expect that any lawn service or maintenance or anything like that would make some sort of attempt to move to the side of the road. I think that is just a common courtesy.

Mike said I do too.

Brian Zets said that piece of legislation, where you are talking about the parking of commercial vehicles, one of the conditions, c 4 says: Not prevent or impede vehicle or pedestrian traffic on the street.

Russ said I will get with Mark on the lighting issues. In the future, instead of waiting for a council meeting, call the village office and we can take care of it sooner.

Communications

Mayor Mathews said Russ and I had lunch with Dana McDaniel and the Mayor of Dublin. It was kind of a meet and greet and a discussion on what we are doing on Glick Road and our plans for the future of Glick Road.

Pro Tem Report

Pro Tem Thatcher said Veteran's Day will be November 13. Time to be determined. I am meeting with the American Legion tomorrow. I have a singer. I have a speaker that is trying to arrange a time and that is why the time is not determined yet.

Committees

Pro Tem Thatcher said UST was before this meeting. Russ covered everything in his report. The big thing is all the repairs that are needed at the pump station.

Legislative Actions

Second Reading – Ordinance 14-2021 – An Ordinance amending Section 351.14(B) (Parking of Motor Vehicles) and 351.14(C) (Parking of Commercial Vehicles) of the Codified Ordinances of the Village of Shawnee Hills

Second Reading- Ordinance 15-2021 – An Ordinance amending Section 147.02 (Purpose of the Architectural Board of Review) of the Village of Shawnee Hills Codified Ordinances

First Reading- Resolution 16-2021 – A Resolution to Hire Richard Ey as a part-time employee of the Village of Shawnee Hills, Ohio and declaring an emergency.

Russ said in there it says he will be scheduled for no more than thirty hours a week. We need to amend that Section to allow for plowing time.

Brian said I would suggest maybe it reads: Richard Ey will be hired as a part-time employee at no more than thirty hours per week, *unless authorized in advance, in writing by the Village Administrator.*

Councilmember LaRosa asked if there was a law as far as the definition of a part-time and full-time employee.

Brian said there is not. Full-time is 40 hours. You determine your own part-time hours.

Council member LaRosa said what if you have an employee that works 40 hours in the summer but in the winter, they only work 20 hours. Is that considered a full-time employee? Is there a reason we are limiting him to 30 hours? Not saying that we need to give him 40 hours every week but is there a reason why we are even specifying, hey, you can only work 30 hours.

Russ said we try to keep the health benefits down because that adds significant cost to the village.

Council member LaRosa said if the position is a part-time position with no guaranteed hours on it. If you are hired full-time you are guaranteed full-time hours with benefits, but that's a position. If you are hired as a part-time employee, it doesn't matter how many hours they work they are still not going to be eligible for full-time benefits because the position is only part-time.

Brian said if they work 40 hours that bumps it up to a full-time position.

Council member Thatcher said I think it actually kicks in at 32 hours. That's why they are keeping it under because if you put him at 32 then you have to give him health benefits.

Council member Gates said I think you put that in writing so that is the umbrella of his contract of what is expected of him for his position. Then with the amendment the Administrator can authorize more hours if needed.

It was moved by Thatcher, seconded by Zimmerman to modify Resolution 16-2021 by following 30 hours per week, *unless authorized in writing, in advance, by the Village Administrator*. The rest remaining the same. Following vote on the motion is recorded: yea, 6; Gates, Isern, LaRosa, Matney, Thatcher and Zimmerman. Nay, none. Motion passed.

It was moved by Isern, seconded by Larosa to suspend with the second and third readings and declare Resolution 16-2021 an emergency. Following vote on the motion is recorded: yea, 6; Gates, Isern, LaRosa, Matney, Thatcher and Zimmerman. Nay, none. Motion passed.

It was moved by Thatcher, seconded by Gates to adopt amended Resolution 16-2021 as an emergency. Following vote on the motion is recorded: yea, 6; Gates, Isern, LaRosa, Matney, Thatcher and Zimmerman. Nay, none. Motion passed.

First Reading- Resolution 17-2021 – A Resolution to increase the rate of pay for Mark Katzenbach, Code Enforcement Officer, for the Village of Shawnee Hills, Ohio

Council member LaRosa said I know we are not a big village but they haven't received a pay raise since 2018. Not even a cost of living, nothing. Don't we have a structure, for at least cost of living increases.

Council member Matney said we need to have you join Finance so you are aware of our finances. They have not gotten a raise because we have not had the funds to do that. You are correct, they have not had a raise which is why they need one, for sure.

Council member LaRosa said I looked at the SSA numbers for the past two years and it was like 1.3 and 1.6. Overall total, if we did not give them a merit increase, just a standard cost of living increase, including their 3 percent, we would still be under 6 percent, which isn't a horrible number. We kind of treat our employees here a little rough.

Council member Gates said I think it was a couple of years ago that everyone's reviews were going to take place at the first of the year because they were all jumbled. Are some of these merit based or just an automatic raise?

Russ said this was just an automatic increase. Russ said they will have one in January based off of my time as Administrator. I don't think we ever adopted that policy of January 1. The police department does January 1 and we can move the municipal side to that.

Council member Thatcher said we did not have the money prior to this to give raises.

Council member LaRosa said as a person, especially experiencing these current times, I understand it but I do not like it. I don't think it is enough. If they haven't gotten a pay raise in three years we should at least do cost of living for the two years and then the three percent. Maybe just go five percent.

Council member Gates said also what we need to discuss is merit based. Pay raises are not automatic out in the private sector.

Council member LaRosa said I agree with you but I think that also goes to, they are still employed, which there has to be some sort of merit here, the employment is gainful, they are doing their job, I see them out working. That to me is good to see. I know where you are going with it. With the times of how they are and having a business myself and having employees and understanding what it takes to keep those employees and also when you reward an employee for doing a good job, they want to do that good job and they want to continue to do that good job.

Council member Gates said I think we are doing that with Richard.

Council member LaRosa said with Richard, I agree, but we also have two other ones on the table. As well I don't believe the police department has any sort of pay raise structure.

Russ said no. We have a basic starting salary and I would love to have one in place if funds are available.

Council member LaRosa said for me, even myself, if you are doing a good job, where you want to continue to do a good job, you want everyone to continue to be gainful, show a little something out there for them. I think 3 percent is great but if we don't do it now, that should be something going forward. That there is something structured in there that we have.

Council member Gates said I think that is something we need to discuss with regards to merit and cost of living.

Russ said these coincide with the budget for next year. They will go in effect in January.

Council member LaRosa said this is something I feel very strongly about. I think rewarding your employees, be it, hey, good job, hey, we appreciate you, hey, here's financial help in uncertain times. When people show up for work they work a little harder. They work a little better. They put a little more effort into it. They represent you a little better.

First Reading- Resolution 18-2021- A Resolution to increase the rate of pay for Shirley Roskoski, Fiscal Officer for the Village of Shawnee Hills, Ohio

First Reading- Ordinance 16-2021 – 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, 2021 and declaring an emergency.

It was moved by LaRosa, seconded by Zimmerman to suspend with the second and third readings and declare Ordinance 16-2021 an emergency. Following vote on the motion is

recorded: yea, 6; Gates, Isern, LaRosa, Matney, Thatcher and Zimmerman. Nay, none. Motion passed.

It was moved by Gates, seconded by Zimmerman to adopt Ordinance 16-2021 as an emergency. Following vote on the motion is recorded: yea, 6; Gates, Isern, LaRosa, Matney, Thatcher and Zimmerman. Nay, none. Motion passed.

First Reading – Ordinance 17-2021 – An Ordinance to appropriate funds for current expenses and other expenditures of the Village of Shawnee Hills, State of Ohio, during the fiscal year ending December 31, 2022.

Bills

It was moved by Matney, seconded by Zimmerman to approve the bills in the amount of \$62,022.08. Following vote on the motion is recorded: yea, 6; Gates, Isern, LaRosa, Matney, Thatcher and Zimmerman. Nay, none. Motion passed.

Treasurer’s Report

It was moved by Matney seconded by Thatcher to approve the following treasurer’s report:

General	262,062.07	Weed	3,514.30
Street	360,357.13	TIF	59,980.57
State Highway	23,140.47	TIF 2	17,366.65
PD Body Armor	810.52	Police District Fund	123,624.87
Drug Law Enfct.	534.41	Veteran’s Memorial	248.97
Indigent Driver	385.84	Sewer Operating	32,130.31
Law Enfct. Trust	5,713.53	Sewer Replacement	13,211.08
Enfct. and Education	1,220.85	Storm Sewer	11,046.41
Fire Levy	74,957.57	Debt Service	68,345.06
American Rescue Plan	42,947.94		

For a total of \$1,101,598.82.

Following vote on the motion is recorded: yea, 6; Gates, Isern, LaRosa, Matney, Thatcher and Zimmerman. Nay, none. Motion passed.

Adjournment

There being no further business, it was moved by Zimmerman, seconded by LaRosa to adjourn, Following vote on the motion is recorded: yea, 6; Gates, Isern, LaRosa, Matney, Thatcher and Zimmerman. Nay, none. Meeting adjourned at 7:47 p.m.

Fiscal Officer

Mayor