

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

**October 8, 2018**

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

Council in Attendance: Mary Gates, Geoff Hanna, Dan Mathews, Renee Matney, Jeff Stacy and Robert Thatcher

Also Present: Fiscal Officer Shirley Roskoski, Administrator Steve DeBolt

Absent: Solicitor Brian Zets

### **Minutes**

It was moved by Thatcher, seconded by Matney to approve the minutes of September 24, 2018 with the following amendment: on page one remove the \$ in front of 42%. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Abstain, one: Mathews. Chair declared the motion passed by a 6-0 vote.

### **Agenda**

It was moved by Gates, seconded by Hanna to approve the agenda. Following vote on the motion is recorded: yea, 6; Gates, Hanna, Mathews, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 6-0 vote.

### **Village Administrator**

Steve DeBolt gave the following report:

- The grant application for the OPWC grant to make storm water improvements on Glick Rd. was submitted last week. Thanks to Chris Tebbe, Shirley Roskoski and Mark Katzenbach for their work on this project. Applications will be selected for approval in January/February of next year. We will actually have two opportunities to be selected for funding since each district also selects five Village/Township projects and two alternates which are sent to OPWC which are scored and ranked by the Small Government Committee. This allows smaller communities to have a second chance of being funded after funds have been allocated within the district to the highest scoring projects. There are approximately \$7.2 million of grant funds available. Our project is estimated to cost \$108,000. However, these projects must compete with all the smaller district projects statewide. Our district has been successful in getting 2-3 of these projects funded each year.
- The Survey work began this month by our contractor on the sewer manholes throughout the Village and is ongoing. There are over 130 manholes that need to be surveyed as the first step in order to comply with EPA mandates that require an evaluation of our sewer system that will take a number of years. After they are completed, bids will be put out to do CCTV work of the Village piping. EPA did grant the Village an extension earlier this year to complete the work by 2025.

- The Village public works staff has also been working this month in doing its annual sewer manhole inspections and is assisting the contractor doing the survey work as needed.
- I am reviewing the Policy and Procedures manual and should have it back to Brian for further review over the next month.
- We were grateful for good weather and a great turnout for the annual Village picnic at the park on Sept. 30th. Thanks to Mary Gates, Chief Baron and Richard Ey for their work on the picnic.

Council member Stacy asked Steve why the village would maintain the easement that the developer needs to install his storm drain.

Steve said because the easement will be in the village's name and we will own it. We are letting the developer use the easement we have on Oneida in order for him to install the storm drain. He is paying for the pipe. We are paying for the enlargement of the pipe and if we ever connect to the pipe it will be large enough for our use instead of having to dig it back up. We will have to maintain the pipes after install is complete.

### **Communications**

Mayor Monahan gave the following report:

We still have not received the tax funds that previously were successfully collected and distributed by RITA and is now collected by the state!

To improve the lack of complete reporting in the village gazette = the reason for the deficit in RITA funding was explained in the Mayor's Reports of August 27th, Sep 10th and Sept 24th Mayor's Reports.

From the last RITA TOP 25 report dated 9/14/2018 I see we are behind \$57,143.04. This is business only. The unnamed individuals may be filed as LLC and this could be higher. It appears this is a result of our legislature not respecting Home Rule and deciding the State was a better collector and disseminator of Taxes. RITA had always done a timely and professional job.

I went back to Kent Scarrett, Executive Director of the Ohio Municipal League, asking for an update. The Municipal League opposed this collection suspecting this would be the result. I had communicated twice with State Rep Brenner and State Senator Jordan asking for their help. The only response I received was a less than satisfactory one from Rep Brenner. It was also received by Steve, Mary and Dan.

On 9-19-18 = I did see Concord Fire Chief Todd Cooper and he let me know that the Village's Fire ruling score has improved because of a number of things that have been done. Todd explained there is a 10 = worst to 1 best rating exists. The Chief stated our rating has gone from a 6 to a 4.

I talked with Chief Cooper on Thursday the 4th and Todd let me know this is the ISO (Insurance rating) and he will get a copy to us. I believe it is something that residents and businesses should be verifying with their Insurance companies to hopefully obtain a better rate.

Every time a repeat offenders grass/weeds exceed the limits as spelled out in our code, the repeat offender is to be sent a minimum day notice, that they are in violation and their grass/weeds and their property will be mowed in the minimum time allow, if the issue isn't rectified. We check the morning of the day we have stated and if not rectified we cut, without any extension. We then bill the repeat offender accordingly as defined in our code.

Mary Gates, Dan Mathews and I met and we will be the Village Administrator review committee. We have taken the job ad that Steve compiled for us and made a few changes and sent it to Shirley to post it on all the proper places including our website. Any applicants are to: Mail their resumes to me by Oct 29th

The screening committee will meet the 1st week in November to screen the resumes.

We will schedule reviews throughout the next 2 weeks.

The committee will make a recommendation to Council no later than the Dec 10th meeting for confirmation and hopefully hiring

I ask that following that we have the new Village Administrator spend about 5 days with Steve for a handoff.

### **Mayor's Report**

Mayor Monahan gave the following report:

#### SEPTEMBER 2018 MAYOR'S COURT REPORT

##### **RECEIPTS**

\$2,501.00 Total receipts

##### **Disbursements**

\$441.50 Treasurer, State of Ohio

\$16.50 HB 562 IDAT Fund

\$1,903.00 General Fund

\$140.00 Computer Fund

Erik Spaulding

Mayor's Court Clerk

The Village picnic was great and special thanks to Richard, Mary, Steve, Russ and Mrs. Chief for all of their work making it great!

Our Veterans Celebration will be on Saturday November 10th at 11 AM at our Veterans Memorial in our Memorial Park next to the Police station.

Our Holiday tree lighting will be Sunday evening Dec 2nd at 6 PM in our Memorial Park behind the Police station.

I asked Brian the next steps to implement the new Vacant Building Registration: You do have legislation dealing with people who appear to be ignoring our letters / citations.

Brian responded:

First step: Mark must create a form that allows the property owner to register the unoccupied building or portion of a building. The Form has to request the information set forth in Section 1307.031(c).

The property owner must complete the form (i.e., register the property) and comply with the Chapter 1307.031. A property owner has 90 days after a building becomes vacant. Or, within 30 days of Mark notifying the owner of the requirement to register.

Second step: Mark should notify property owners that they have 30 days to comply with the Vacant Building Registration (Section 1307.031) and send them the form he created.

Trembly

First step: we need to verify that Bill received the notice of violation.

Second Step: If Bill received the letter, we can cite him into Court. If he did not pick up the certified mail, we have to get him served.

IsaacWiles

Brian M. Zets

Attorney at Law

### **Pro Tem Report**

Pro Tem Mathews said I just want to piggy back on Pat's discussion on the taxes. As a member of the Finance Committee, we are aware of this. We touched upon it in August. We are aware that it kind of puts a hamper on what we can commit to as far as salaries, raises, and projects for next year. We will continue to monitor it and move forward when we can.

### **Committee Reports**

Council member Thatcher said UST met tonight. In addition to the grant, the sewer work and the easement, we talked about getting our documents back from our prior engineer. We talked about replacing some of the signs in the village including the speed signs and we are looking at potentially amending the village lighting code. Looking at some other options for phone, internet and electronic storage for the village.

### **Legislative Actions**

Third Reading- Ordinance 26-2018 – Sponsored by Planning and Zoning- An Ordinance amending Section 351.16 (Parking and Storage of Recreational Vehicles and Equipment). It was moved by Thatcher, seconded by Gates, to pass Ordinance 26-2018. Following vote on the motion is recorded: yea, 6; Gates, Hanna, Mathews, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 6-0 vote.

Third Reading- Ordinance 27-2018- Sponsored by Planning and Zoning- An Ordinance amending Section 1121.06(N) of the Village of Shawnee Hills Codified Ordinances (Portable Signs). It was moved by Gates, seconded by Thatcher to pass Ordinance 27-2018. Following

vote on the motion is recorded: yea, 6; Gates, Hanna, Mathews, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 6-0 vote.

Second Reading- Ordinance 28-2018 – 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, 2019.

Second Reading- Ordinance 31-2018- An Ordinance amending Section 1307.08(b) of the Village of Shawnee Hills Codified Ordinances

First Reading- Ordinance 32-2018- An Ordinance amending Section 1307.08(a) of the Village of Shawnee Hills Codified Ordinances.

First Reading- Resolution 21-2018- A Resolution authorizing and directing the Village Administrator and Fiscal Officer to execute an agreement with Volunteer Energy Services, Inc. to provide retail natural gas services.

**Bills**

It was moved by Matney, seconded by Mathews to pay the bills in the amount of \$132,115.90. Following vote on the motion is recorded: yea, 6; Gates, Hanna, Mathews, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 6-0 vote.

**Treasurer’s Report**

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

General	202,468.59	Fire	17,097.05
Street	153,505.97	Weed	6,710.95
State Highway	15,633.51	TIF	15,765.00
Parks and Recreation	3.02	TIF 2	35,327.89
PD Body Armor	406.40	Veteran’s Mem	248.97
Cont. Prof. Training	3,102.66	Sewer Oper.	38,637.97
Drug Law Enf.	283.41	Sewer Repl.	192,719.87
Indigent Drivers	385.84	Storm Sewer	6,020.42
Enfct. and Education	1,195.85	Debt Service	145,148.99
Court Computer	4,085.88		

For a total of \$838,748.24

Following vote on the motion is recorded: yea 6; Gates, Hanna, Mathews, Matney, Stacy and Thatcher. Nay, none. Chair declared the motion passed by a 6-0 vote.

**Miscellaneous**

Mayor Monahan thanked Chief Baron and the police for helping get one of our lost, elderly resident home.

**Adjournment**

There being no further business, it was moved by Stacy, seconded by Hanna to adjourn until October 22, 2018. Following vote on the motion is recorded: yea, 6; Gates, Hanna, Mathews, Matney, Stacy and Thatcher. Nay, none. Chair declared the meeting adjourned at 7:20 p.m.

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Fiscal Officer

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Mayor