

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

**September 24, 2018**

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

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

Absent: Dan Mathews

Also Present: Fiscal Officer Shirley Roskoski and Administrator Steve DeBolt

Absent: Solicitor Brian Zets

### **Minutes**

It was moved by Thatcher, seconded by Gates to approve the minutes of September 10, 2018 with the following amendment: on page 8 change the word redding to reading. 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.

### **Agenda**

It was moved by Hanna, seconded by Gates to approve the agenda. 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.

### **Village Administrator**

Steve DeBolt gave the following report:

- The Village Engineer, Chris Tebbe, Developer Jeff Parenteau, and myself met with family members last week of the property on Shawnee Trail we are hoping to secure an easement from for storm water drainage. The scope of work of the project was discussed along with the impact on the area where the easement is being requested. Negotiations are continuing. Mr. Parenteau is requesting to use the easement to pipe storm water runoff from the property he is developing. The Village would maintain the easement and pay to have proposed project drainage pipes enlarged to eventually tie into the pipes for storm water drainage improvements in the northeastern part of the Village.
- Periodically, I receive a report from Rumpke, the Village Waste hauler, showing our tonnage reports and how much waste we are diverting from the landfill due to household recycling which was included with our new trash contract two years ago. We usually are in the 30% range which is very good according Rumpke but reached 42% for the last reporting period at the end of August. Residents are to be commended for continuing to embrace recycling.

- Our contractor for the retention wall project at the Police Dept. is still on the mend from a recent injury but hopes to start work on the project next week. Another contractor should also be available to assist with providing gravel for some roads in about two weeks.
- A reminder that the annual Village picnic will held next Sunday, September 30 at the Village Park from 1:00 - 4:30 pm with food and beverages provided.
- I started working as Village Administrator about two and a half years ago and have always appreciated the opportunity the Mayor and Council provided me to work on behalf of them and local residents. I think working as a team we were able to get some projects accomplished that contribute to the quality of life residents have come to enjoy in the Village. I knew it would sometimes be difficult maintaining a schedule working 3 part-time jobs but enjoyed the challenge. However, due to increasing parental care responsibilities in another part of the state I need to change my priorities. Therefore, I will be retiring as Village Administrator at end of this year. Again, thanks for the opportunity to work in a great community and will do what I can to promote a smooth transition for the next Administrator.

### **Police Chief**

Chief Baron said I attended the Delaware County Law Enforcement Executive Board meeting and the Emergency Management Executive Board meeting as well. I attended a two day public records training session and I am attending the advanced public records training session in October. Very knowledgeable people out of Brian's law firm taught it and I learned a lot. We sent an officer over to Cops and Kids Day in Westerville this past Sunday. It is a huge event, probably tens of thousands of people show up there. They merged it with a food truck festival. A couple dozen law enforcement agencies come together and bring out their cars and have fun with the kids.

Training in 2019 will not be funded by the State and they did not fund it in 2018 either. We are not going to get any money for mandatory training so therefore there is no mandatory training. They did send out for both 2018 and 2019, a list of recommended training or their guidelines and so far this year we met all their guidelines with officer wellness, basic tactics refresher, they want perishable skills so what we did was we had the officers attend three range days and then we did some practical's building searches and approaching houses and some safety issues. Mental Health and Crisis Communication. Lieutenant Cullen helped us with that. We are working on a legal update class and a public records class for patrol officers. Everything we do is a public record. Every time we put pen to paper it could become a public record and I would like our officers to know what they are dealing with. Part of our Lexipol packet, every day our officers can do a daily training bulletin with everything from high risk to low frequency events to our policies. They have to complete that and if they don't complete it by the end of the month they are removed from duty until they complete it.

There are two pieces of legislation on the agenda tonight for police officers. We hired Maria Magena as a part time officer. She is a full time police officer with Capital University. She has about a year and a half worth of experience. She did express interest in a full time position if one becomes available in the future. We do have a posting for auxiliary officers and one part time officer position left to fill. We have seen an overall lack of interest in auxiliary officers. The other legislation is to move Woodrow Geer to the full time position that was vacated by Kathleen Antalocy.

All of our radios have been reprogrammed by Delaware County. Over half of our radios will be obsolete within two years. We have a bunch of older hand held radios that are about fourteen years old. We do have some new ones. Delaware County will be moving towards an encryption channel and we are working with them to get some new radios as are other agencies. We may try to do a grant and we will have more buying power if we all go in together to get the radios needed.

One of our shields is expired and it has been taken out of service. We have three other ones that are set to expire in 2019.

October 5<sup>th</sup> is the Bonfire with the Police at 6:30 p.m. by the pavilion.

We will be doing the Child ID kits, fingerprinting, at the village picnic.

I have mandated the officers to attend one of these events per the request of the community advisory board.

Every officer will be here for trick or treat.

October 28<sup>th</sup> is the Police vs. Fire softball game at 3:00 at Concord Park.

October 31<sup>st</sup> is the trick or treat tailgate. We will have food for the kids, games and fun.

Mayor Monahan said the Concord Fire Open House is October 13<sup>th</sup>.

### **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!

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 has 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 results.

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 sent an email reminding him to send me the explanation so we can determine if this could help our residents and businesses get a better insurance rate. Once I have that we will disseminate the information.

On 9-22-18 I sent another communication to Chief Cooper requesting the official notification

On 9-23-18 I sent this email to Brian, Steve and Mark:

I want to make sure that we are all on the page. If there are any disagreements, please let me know this week. I want to make sure this is consistently implemented for repeat offenders, who continue to show disrespect for, their neighbors, the Village, our Police and our courts. It does not apply to 1st time or non-repeat offenders as it applies to noxious weeds according to our code. We have spent too much money and need to charge instead of pay.

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 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.

Thanks!  
Pat

### **Mayor's Report**

Mayor Monahan gave the following report:

We will not have a Planning and Zoning meeting tomorrow evening 9-25. We hope to get input on the Sign code and will look at further changes at the October P&Z meeting.

I did talk to Tom over at Straders and he said he would probably not pick up signs at the end of the night. It looks like people cleaned it up. What he did say is if you could consider some way that I would be allowed to put signs temporary signs out for seven days that could be something we could use. I told him to let us see what input we get from the businesses because we hope we do. Planning and Zoning will revisit this. Sign code is very tough. I am hoping we get input on this.

As a reminder our Village Picnic is next Sunday, September 30th from 1 PM to 5 PM. Please join us and see some friends and meet some new. It will be in our Memorial Park behind the Police station. Please bring folding chairs.

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

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

### **Committee Reports**

Council member Stacy said that Safety met on September 11<sup>th</sup> but I think between the Chief and the Mayor everything that we talked about has been covered. One note from the Community Advisory Board. They seem to think that good progress is being made on suggestions from the previous meeting we had with them and that was getting the police officers more involved in the community so that the residents recognized the police officers.

### **Legislative Actions**

Second Reading- Ordinance 26-2018- Sponsored by Planning and Zoning- An Ordinance amending Section 351.16 (Parking and Storage of Recreational Vehicles and Equipment)

Council member Gates said she would like to amend this ordinance based on the conversation that was held at the last council meeting. It was moved by Gates, seconded by Thatcher to amend Section (c) of Ordinance 26-2018 to read:

(c) Parking on Commercial Property. The owner of a parcel of land, or combined parcels of land, zoned commercial (NC, CC, or GC) may not park outside, or allow anyone else to park outside, any recreational vehicle on his or her property if the recreational vehicle is unrelated to any business or commercial purpose for which the property is used. The prohibition set forth herein shall not apply to:

- (i.) Customers of the business while on property and engaged as a patron of the business
- (ii.) Any recreational vehicle being used in conjunction and compliance with an Event Permit issued pursuant to Section 311.02.

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 27-2018- Sponsored by Planning and Zoning – An Ordinance amending Section 1121.06(N) of the Village of Shawnee Hills Codified Ordinances (Portable Signs)

First 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.

First Reading- Ordinance 29-2018- An Ordinance confirming the Mayor's appointment of Woodrow Geer as a full time Police Officer for the Village of Shawnee Hills and declaring an emergency. It was moved by Gates, seconded by Stacy to suspend with the second and third readings and declare Ordinance 29-2018 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 pass Ordinance 29-2018 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- Ordinance 30-2018 – An Ordinance confirming the Mayor's appointment of Maria Magana as a part-time Police Officer for the Village of Shawnee Hills and declaring an emergency. It was moved by Thatcher, seconded by Matney to suspend with the second and third readings and declare Ordinance 30-2018 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 Gates, seconded by Hanna to pass Ordinance 30-2018 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- Ordinance 31-2018- An Ordinance amending Section 1307.08(b) of the Village of Shawnee Hills Codified Ordinances

It was moved by Stacy, seconded by Hanna to remove Resolution 15-2018 from the table. 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 15-2018 – A Resolution authorizing and directing the Village Administrator and Fiscal Officer to execute an agreement with the Delaware County Board of Commissioners for grant funds through the Recreational Trails Program and declaring an emergency. It was moved by Thatcher, seconded by Gates to suspend with the second and third readings and declare Resolution 15-2018 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 pass Resolution 15-2018 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.

Third Reading- Resolution 18-2018- A Resolution that the Village of Shawnee Hills host an employee appreciation dinner. It was moved by Stacy, seconded by Hanna to pass Resolution 18-2018. 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.

First Reading- Resolution 21-2018- A Resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor and declaring an emergency. It was moved by Thatcher, seconded by Matney to suspend with the second and third readings and declare Resolution 21-2018 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 Gates, seconded by Stacy to pass Resolution 21-2018 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 Gates to pay the bills in the amount of \$30,378.94. 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 Hanna, seconded by Matney to approve the following treasurer’s report:

|                      |            |               |            |
|----------------------|------------|---------------|------------|
| General              | 219,982.14 | Fire          | 84,596.20  |
| Street               | 154,007.52 | Weed          | 6,710.95   |
| State Highway        | 15,611.05  | 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.   | 34,351.71  |
| Drug Law Enf.        | 283.41     | Sewer Repl.   | 192,719.87 |
| Indigent Drivers     | 385.84     | Storm Sewer   | 5,485.24   |
| Enfct. and Education | 1,195.85   | Debt Service  | 142,237.93 |
| Court Computer       | 3,945.88   |               |            |

For a total of \$916,367.53

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 Thatcher, seconded by Matney to adjourn until October 8, 2018. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Matney, Stacy and Thatcher. Nay, none. Chair declared the meeting adjourned at 7:32 p.m.

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Fiscal Officer

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Mayor