

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

**November 26, 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 and Solicitor Brian Zets

### **Minutes**

It was moved by Thatcher, seconded by Gates to approve the minutes from November 12, 2018 with the following amendment: add – Absent: Renee Matney. Following vote on the motion is recorded: yea, 5; Gates, Hanna, Mathews, Stacy and Thatcher, Nay, none. Abstain, one: Matney

### **Agenda**

It was moved by Mathews, seconded by Thatcher 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.

### **Solicitor**

Brian said I attended the November 15<sup>th</sup> ABR meeting. It went very smoothly. The lighting plan and the landscape plan for the storage building site and those were approved. The second application was for Ohio Groundskeeping for a color change. The manufacturer no longer makes the red they were approved for so they asked for a change to a gray color. That was approved.

The biggest thing I really worked on since the last meeting was the contract for who will be our new village administrator. The contract that is in your packet is very simple. It was basically Steve's contract and there were not many changes. I just want to make sure that you are comfortable with what it says and how it reads. Worked on a bunch of other miscellaneous stuff, nothing of major importance to note.

### **Village Administrator**

Steve DeBolt gave the following report:

The survey work for the easement needed on Shawnee Trail for a storm water project has been completed by the developer's Engineer. The resulting information is being used to prepare the legal agreement between the homeowners and developer.

The Surveyor doing the work for our sanitary sewer inspection project had to come back last week to do some follow-up work on some manholes and will be data ready for Chris in December so he can proceed in preparing bid documents for CCTV work.

Mike Eger, who has done many public works repair projects for the Village, will be doing repair work on the hole under the sidewalk on Dublin Rd. on Thursday, pending availability of the cement truck and the weather. We have opted to try a less expensive option that will not require the current sidewalk, which is in good condition, to be cut away and use flash fill cement poured under the existing sidewalk.

The new Village truck has been retrofitted with the necessary equipment and is in service. I would like to thank Todd Cooper, Concord Township Administrator, for assistance in salting our streets during our first ice event right before the truck became available. Richard is doing prep work for the first phase of switching out village speed signs and our winter banners will be put up on light poles this week.

I spoke to a representative of Jersey Mike's Subs and they have an interest in considering the Village for a franchise location. I put him in contact with the owner of a building with space to rent in the Village.

I am looking forward to working with the incoming Village Administrator, Craig Thompson, in December to coordinate the transition prior to my retirement and we have scheduled dates to get together.

### **Police Chief**

Chief Baron said last month we attended the EMA Litigation Planning meeting. I am on a committee that is updating our mitigation plan to include hazards like tornadoes, dam failure, wind, those types of events. That should come out late spring.

The EMA Executive Board meeting was held last week and we are going to meet again next week due to it being the end of the year and working on the budget with the County.

I had a Child Abduction Response team meeting this morning and I learned that I will be going to two locations; the State Bureau of Criminal Investigations and Wadsworth Ohio who are both building teams and they are going to use our model so myself and a Lieutenant from the Sheriff's Office are going to instruct them on how to set it up and what we have done so far.

I attended an Advanced Public Records class which was hosted by a Member of Isaac Wiles law firm.

We did not have any issues at our Trick or Treat event and our tailgate event was a success. We gave out over 200 hot dogs.

We are forty percent higher this year over last year on calls for service. We have been considerably busier as an agency this year than in past years. It has been an upward trend since 2015.

Council member Stacy asked what do you contribute that to?

Chief Baron said development. A lot of new build in the area. Part of it comes down to our training and what we have done as an agency to bridge some gaps with other agencies. The Sheriff's office is using us more. The Zoo is using us quite frequently. We have come a long way.

Some crime trends in the area. Packages are being stolen from porches. Powell and Dublin have seen a huge increase in those package thefts so work with your neighbors.

Please call us for house checks if you are going to be away and also call us when you come home. This is a free service that we offer.

Zoo lights. It seems the problems we have had in the past have been worked out with the new traffic plans. It is us and Powell who have been working special duty on traffic detail so we both are hyper sensitive to our streets here and getting people out of the zoo. We will continue to monitor the event.

Upcoming, December 1, from 10 to 2, after Breakfast with Santa, is our drive for Turning Point, the domestic violence shelter in Delaware County. There is a whole list of new items that they are taking in for this shelter.

I look forward to working with the new administrator and I want to thank the Chamber for paying for our Police awards dinner. That is much appreciated.

### **Visitors**

Mahesh Dalvi, 59 E. Pawnee Drive, said I think many of us today are going through our annual performance reviews at our work place and get feedback. As a private resident now, I thought it was time for me to provide some unsolicited feedback as to the performance of the village and the work that you guys have done over the course of this year. When I was sitting on the other side there I always thought it would be nice for someone to give us feedback so here I am. First, excellent financial management. I did look at the treasury report. You guys have done a great job as is reflected in the report. It looks like you are going into 2019 with positive funds in the General Fund. Kudos to the Mayor, Council, Administration and the police for contributing towards that. Next to safety, there is no bigger responsibility than managing the tax dollars. The other thing I wanted to comment on was the fact that you were looking at a joint economic development district. I reviewed this about seven years ago when it started getting some traction in Toledo and many other places. I think it is quite interesting that we have an opportunity to do it for two reasons. One is the fact that it doesn't require us to partner with adjoining neighbors. There is no restriction on having geographical boundaries to strike the deal, which is huge. The only other way you can collect revenue is by annexation, so the fact that you do not have to do that and the fact that it doesn't require geographical boundaries I would strongly encourage that. This is a great way to generate tax revenues without having a huge investment so definitely consider it and find the right partners to do that. A lot of times you guys hear criticisms and why things are not done right. Here I am to say thank you for all your hard work and commitment. Thank you.

### **Communications**

Mayor Monahan gave the following report:

Our Holiday tree lighting will be next Sunday, Dec 2nd at 6 PM in our Memorial Park. I want to thank in advance the continual support we receive from the Civic, Richard Ey, our Police and the

carolers who we will again have from Eli Pinney school. This is a great Community event and hope you will join us.

Dan Mathews and I conducted a total of 3 phone interviews with the applicants for Village Administrator as the review committee. We scheduled and interviewed in person 2 of the 3 applicants. Councilmember Gates was able to participate in one of the in-person interviews.

We are very pleased to have in front of Council Ordinance 38-2018. An Ordinance approving my appointment of Craig Thompson as our new Village Administrator effective December 22nd 2018.

I want us to have the new Village Administrator spend about 5 days with Steve for a handoff. Mayor Monahan asked Craig to introduce himself.

Craig said I grew up in Columbus, Whitehall, specifically. My wife grew up in Circleville. My education background: I have a Bachelor's degree from Wright State University and a Master's Degree in Public Administration from Ohio State University. My wife and I live in Marion County. We have six dogs, no kids so that keeps us pretty busy. This is an ideal position for me. When I first saw it advertised, I jumped at this opportunity. I am very pleased to have been offered this position and I certainly look forward to working with you and being part of the team. I look at this as a win, win. It is a part time position which is what I was looking for and it is in a community that my wife and I certainly love to come down and shop and visit.

### **Mayor's Report**

Mayor Monahan gave the following report:

Planning and Zoning will be meeting on Tuesday December 4th at 6:30 PM. We have asked Brian to research legislation that would require a resident who runs an online business out of their home to contain all of their products inside their home. This would disallow storage on their porch, in and all around their yard. This is a disrespect for the neighbors and the Village as a whole.

On Wednesday Nov 15th, I attended the Watershed meeting held at Westerville South High School. We again talked with Dr. Rick Westerfield and Matt Steele of the Columbus Department of Public Utilities concerning the riverfront property and the plans. Columbus is rolling out a new trial with 45 test cases concerning the 3 reservoirs abutting properties.

I suggested to Rick and Matt that Shawnee Hills is unique and with our sewer system would work with them as trials to allow increased cutting and clearing of wild vegetation. Their purpose is to improve pollution, recreation and view. We agreed to meet again after the 1st of the year. The intent of our meeting was to create a win-win improving our residents cuts and access. I will attempt to set up a meeting with Kevin Kershner at Stantec. Kevin is the Principal of the organization conducting the current watershed study, to pursue the approach, that Shawnee Hills is unique and with our sewer system would work with them as trials to allow increased cutting and clearing wild vegetation. Their purpose is to improve pollution, recreation and view.

Our new truck is in-service. Good news we will receive \$22K for our trade in and we were figuring on \$20K. It also dropped our monthly payment by a small amount. The lesson learned is we need to do the exchange in the summer going forward to avoid snow and ice removal exposure.

On Tuesday Steve and I discussed a potential Joint Economic Development (JED) with Delaware County Economic Development. This is another option in the toolkit that can help us financially moving forward. Our strong relationship with Delaware County and work with Bob Lamb is very appreciated.

### **Pro Tem Report**

Pro tem Mathews said I would like to welcome Craig and as a village I think we are pretty lucky that we are having a nice handoff from Steve to Craig and two very well qualified administrators that we have on staff so welcome aboard.

### **Committee Reports**

Council member Matney said that Finance met tonight. Shirley gave us a review of the 2019 budget in which she is working on reducing by \$41,000.00 due to our reduced income as mentioned earlier. She also had to reappropriate funds for this year by a decrease of \$17,000.00 to balance the revenues coming in. We approved a motion allowing the Village Administrator the opportunity to offer Richard Ey an additional five hours per week depending upon projects needed in the village. That is to be used at the Administrator's discretion, out of the street fund. It has already been discussed about the Shawnee Trail easement and the new truck. We spoke with Russ about replacing the shields for the police department which will expire next year. We are going to review and discuss that again next month. As mentioned earlier we were unable to fund the annual Police Awards dinner so thank you to the Chamber of Commerce for doing that as well. Steve mentioned repairs on the sidewalk already and reviewing one of the Pomeroy's invoices for payment. We will have a brief meeting in two weeks prior to the next council meeting.

### **Legislative Actions**

Second Reading- Resolution 24-2018- A Resolution authorizing the Mayor and Fiscal officer to contract with Concord Township for Fire and Emergency Medical Protection and declaring an emergency. It was moved by Thatcher, seconded by Matney to suspend with the third reading and declare Resolution 24-2018 an emergency. 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. It was moved by Matney, seconded by Mathews to adopt Resolution 24-2018 as an emergency. 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- Resolution 25-2018- A Resolution authorizing the Administrator and the Fiscal Officer to enter into a contract with the Delaware Soil and Water Conservation District for certain public information and participation programs/services required under the Village Storm Water Management Plan. It was moved by Gates, seconded by Hanna to suspend with the third reading and declare Resolution 25-2018 an emergency. 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. It was moved by Thatcher, seconded by Hanna to adopt Resolution 25-2018 as an emergency. 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 34-2018- An Ordinance amending Section PR34 of the Village of Shawnee Hills Public Records Retention Schedule (Cruiser Videos/Body Worn Camera Videos).

First Reading- Ordinance 35-2018- 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 and declaring an emergency. It was moved by Matney, seconded by Gates to suspend with the second and third readings and declare Ordinance 35-2018 an emergency. 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. It was moved by Hanna, seconded by Thatcher to adopt Ordinance 35-2018. 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.

First Reading- Ordinance 36-2018- An Ordinance authorizing the payment of the invoice received from Pomeroy & Associates, Ltd. and declaring an emergency. It was moved by Hanna, seconded by Gates to suspend with the second and thirds readings and declare Ordinance 36-2018 an emergency. 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. It was moved by Thatcher, seconded by Matney to adopt Ordinance 36-2018 as an emergency. 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.

First Reading- Ordinance 37-2018- An Ordinance authorizing the payment of the invoice received from Pomeroy & Associates, Ltd. and declaring an emergency. It was moved by Matney, seconded by Thatcher to suspend with the second and third readings and declare Ordinance 37-2018 an emergency. 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. It was moved by Hanna, seconded by Thatcher to adopt Ordinance 37-2018 as an emergency. 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.

First Reading- Ordinance 38-2018- An Ordinance approving the Mayor's appointment of D. Craig Thompson as Village Administrator, authorizing and directing the Mayor and Fiscal Officer to execute an agreement with D. Craig Thompson and declaring an emergency. It was moved by Matney, seconded by Gates to suspend with the second and third readings and declare Ordinance 38-2018 an emergency. 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. It was moved by Matney, seconded by Hanna to adopt Ordinance 38-2018 as an emergency. 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.

### **Bills**

It was moved by Hanna, seconded by Gates to pay the bills in the amount of \$72,531.52. 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 Matney, seconded by Hanna to approve the following treasurer’s report:

General	181,781.60	Fire	25,426.82
Street	159,681.64	Weed	6,710.95
State Highway	16,125.59	TIF	15,765.00
Parks and Recreation	3.02	TIF 2	35,368.82
PD Body Armor	.40	Veteran’s Mem	248.97
Cont. Prof. Training	3,102.66	Sewer Oper.	25,755.89
Drug Law Enf.	34.41	Sewer Repl.	178,199.87
Indigent Drivers	385.84	Storm Sewer	4,610.10
Enfct. and Education	1,195.85	Debt Service	158,542.81
Court Computer	4,115.14		

For a total of \$ 817,055.38.

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.

**Executive Session**

It was moved by Mathews, seconded by Thatcher to go into executive session under R.C. 121.22 (G)(8) to consider negotiations with another political subdivision respecting a request for economic development assistance, and the information is directly related to a request for economic development assistance that is to be provided or administered under ORC Chapter 715. Council also determines this session is necessary to protect the possible investment or expenditure of public funds to be made in connection with an economic development project and we invite in Brian Zets, Craig Thompson, Steve DeBolt, Pat Monahan, Rob Platte, Bob Lamb and Lee Bodner. 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.

It was moved by Mathews, seconded by Thatcher to reconvene the regular meeting. 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.

**Adjournment**

There being no further business, it was moved by Matney, seconded by Thatcher to adjourn until December 10, 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 8:21 p.m.

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Fiscal Officer

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Mayor