

VILLAGE OF WAYNESFIELD  
COUNCIL MEETING MINUTES

October 30, 2023

The meeting was called to order on October 30, 2023 at 6:28 P.M. with the following answering Roll Call:

Mayor Luma; present; Ball, present; Walti, present; Hutson, present; Miller, present; Fox, present; Nickles, present

1. The Minutes of the previous meeting were read and approved.
2. Fiscal Officer reported \$ 1,589,169.78 in all funds, \$ 255,094.26 in the General Fund.
3. The Bills were read. A motion was made by Miller, seconded by Ball to pay the bills presented.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes.

4. **GUESTS:** Craig Mescher with Access Engineering

Guest Craig Mescher spoke about the Village of Waynesfield not getting funded for the CBDG Grant. He also touched on the end of the project on West Wapak Street. Mr. Mescher went over the years of work and the amount of loans received and what the Village has had to pay. The grants have covered about 62%. Administrator Bender stated that Mr. Mescher has done very well and the Village of Waynesfield wouldn't have been able to secure all that grant money without his assistance. Mr. Mescher handed out what they did for the West Wapakoneta St. reconstruction, park storm drainage, and water tower and paving information as well as the E. Wapakoneta St. reconstruction, storm drainage and paving upcoming project.

Councilmember Nickles is concerned about the water drainage issues and would like better drainage by Pearl St. Craig went over the options and told the council it will be up to them. There are options of tiling into the tile on some land. An Easement would be an option and farmers are not allowed to connect into it without Village's permission. (Farmers). Mr. Mescher stated that if any farmer has access points to get in to the tile they'd most likely be willing to let us run tile through farms because they would benefit from it as well.

Councilmember Walti is concerned about the bump on the road by Dollar General. Mr. Mescher stated that it's not going to be perfect as the road wasn't completely grinded down and re-done, so there will be imperfections. They made it as even as they could with the houses on each side that have different grounding. Since it's not a brand-new road, there will be imperfections.

In order to move forward with the CBDG Grant the Village of Waynesfield will need 4 public meetings to discuss items on the Village Improvement Survey. This is a survey that will go out to village residents and they can respond to each section to determine what is most important.

These surveys would go out in January with utility bills. Councilmember Fox asked if we could have them go out in December's utility bills. Mr. Mescher is concerned that, due to the holidays and the amount of mail people receive during the holidays, it would be thrown to the side and not completed.

Councilmember Nickles suggested scheduling the next meeting and send out these surveys on January 1<sup>st</sup> with a letter that advertises to discuss the project in January's Council meeting.

A motion was made by Miller, seconded by Nickles, to have the first public meeting before the January 22<sup>nd</sup> Council meeting at 6pm and to send out the surveys in the January utility bills.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes.

Motion by Miller, seconded by Fox, to adopt Resolution 23-10-1 to appropriating the object cost to not exceed \$1,739,976.00 for West Wapak St Project.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes.

5. **COMMITTEE REPORTS:**

**Records:**

Councilmember Nickles stated she is waiting on the form from Village employees to complete for the record retention policy.

**Utilities:**

The Utilities Committee met on October 25<sup>th</sup> at 4pm. Present was Miller, Hutson, Fox, Administrator Bender and guest Lois Souder.

Guest Lois Souder voiced concerns from village residents about estimating utility bills. Administrator Bender explained the process and the formula used and why the affected area was chosen. Lois will share the information with those concerned.

Ms. Souder and Mr. Huston also asked about the process for removing abandoned utility poles.

East Wapakoneta street project mailers will soon be sent with utility bills.

Administrator Bender provided the committee with an update on the probable re-routing of electric supply line with recommendations from AES and AMP. Reliability comes with this project.

Cost savings were discussed as to staying with 12KV as opposed to upgrading to 69KV. The power provider will be expecting an answer in November. The completion of the project is projected for 2027.

A new rate study is needed using previous company, Courtney Associates with a projected fee of \$15,000-\$16,000.

The water meter install is waiting on radios for reading new meters.

#### **Finance:**

The Finance Meeting was called to order at 4pm on October 12<sup>th</sup>. Present was Miller, Hutson, Fox, Administrator Bender and Fiscal Officer Montgomery.

#### **Building Permits:**

The Finance committee discussed building permits. They are currently \$10 and the Zoning Committee discussed them going up to \$25. However, the Finance committee feels that the fee structure should depend on the structure of the buildings. Councilmember Fox stated that he feels there should be some sort of separation between big and small structures. It only seems to be fair to the community. The Finance Committee agreed that any structure that will cost \$5000.00 and below should cost a fee of \$25 and any other structure that will be \$5001.00 and above should cost a fee of \$50. They will bring this to council to see if this can be discussed and agreed upon.

#### **GovDeals:**

Administrator Bender stated that we have another round of GovDeals that we will be posting soon. He will keep the committee updated. He also discussed the 5 Ton Flat Bed Semi Trailer Truck that was sold on GovDeals on 7/12/23. The buyer was able to get the semi but not the trailer. The buyer called and discussed with Administrator Bender putting the trailer back on GovDeals and splitting the profit with the Village of Waynesfield. It was suggested that we reach out to the solicitor to see if this can be done.

#### **E. Wapak St.:**

Administrator Bender explained to the committee that we did not get funded for the CBDG grant this round. Access Engineering is going to reapply. However, in order to do this, we would need to mail out surveys to the Village of Waynesfield residents. Moving forward, the Village would need to have public meetings with Craig Mescher here to answer any questions. If the Village of Waynesfield would get funded, the project would start in 2025 and payments would start in 2026.

#### **On Call Pay:**

The Finance Committee discussed the issue with the on-call pay regarding Administrator Bender. Councilmember Hutson stated that Administrator Bender gives up every other weekend to be available for the Village. He was not hired to work weekends and the on-call pay should count towards him as well, even if he is salary. Councilmember Fox stated that the pay is the minimal amount for something that needs to be done. He also stated that it is not volunteer time and that Administrator Bender is giving up his time to be available for the Village of Waynesfield. The Municipal Building is not open on weekends therefore, Administrator Bender should be compensated for this time and the weekend pay stated Councilmember Fox. Fox also asked if any other Administrator has worked weekends in the past. Administrator Bender stated no which is why this has never been an issue in the past. It is recommended from the Finance Committee that Administrator Bender receive his back pay for the weekends he was on call. A resolution with the changes will be included in the Council agenda packets.

#### **Raises:**

The Finance Committee discussed employee raises. The Mayor will bring this up at the council meeting on October 30<sup>th</sup>. Discussion will be done in executive session.

#### **Budget/Rates:**

The Finance Committee went over the 2024 draft Appropriations. It will be presented to Council on October 30<sup>th</sup>. The Finance Committee recommended doing the first reading at the Council Meeting.

7. **POLICE REPORT:** Chief Motter provided his report to the council as he was unable to attend due to being out of the country.

#### **W-G HOMECOMING**

The annual Waynesfield-Goshen Homecoming Parade was Thursday, September 28. The parade was very well attended, everyone was safe, and lots of candy was distributed as evidence by the full plastic bags. The Waynesfield-Goshen football team also won the homecoming game against Elgin.

The Homecoming Dance was held on Saturday, September 30 at the school. There were no issues and it appeared the kids had a great time.

#### **STOLEN TRUCK**

An update from last month's meeting: A resident in the Village of Waynesfield had their orange dump truck stolen on Friday, September 22. The vehicle was recovered in a pond near Beaverdam on Thursday, October 5<sup>th</sup>. The investigation is ongoing.

#### **2024 PREPARATIONS UNDERWAY**

The annual preparations for the upcoming year have begun at the police department. As part of the preparations for 2024, I have been reviewing new mandates coming from the state with regards to training, continuing education, possible grant funding opportunities and increased positive interactions with the public.

#### **CDT UPDATE**

The CDT is currently preparing the application for funding in the state budget. After speaking with State Representative Manchester, a second time, she strongly encouraged us to apply for funding for all the projects we listed. She said she could not guarantee the

funding for all the projects, but it would demonstrate to her colleagues the vision we have moving forward and they may be eager to take a larger part in helping make our plans happen.

#### **PROPERTY MAINTENANCE UPDATE**

The property at 310 East Wapakoneta Street, where there was a house fire, has been released by the insurance companies and has been cleaned up. The property owner's son stayed in regular contact with me providing updates, so I was very appreciative of his communication to get the issues taken care of there.

**8. VILLAGE ADMINISTRATOR REPORT:** Administrator Bender provided his report to council.

##### **W. Wapak and E. Wapak St.**

Mr. Mescher with Access Engineering will be at the meeting to give updates on both projects.

##### **Water and Sewer**

Administrator Bender stated that all water meters have been delivered and the Village is waiting on the radios. Once all the equipment is here, the Village will start to install.

##### **Park**

Administrator Bender stated concrete work is completed on Diamond 1. There is still some backfill work around concrete to be finished. Benches are being redone by the FFA department as they finish them, they will be reinstalled. The area around where the house at the park was located was removed and has been graded and seeded.

##### **Lands and Buildings**

Administrator Bender received a quote from All Temp Refrigeration for a split-level HVAC unit for the records and evidence room. The quote is \$6,971.00 installed. We have the funds to purchase this year if wanted. The split would be police 10% electric 35% water 2% sewer 35% park 5% streets 12.5% fiscal 5%. Working on getting quotes for the dilapidated portion of the Pence building. Money has been appropriated in 2024 budget for this project. He also met with the county commissioners. They were very happy that the Village is offering the property at the lagoons at no cost. The next step is for them to have the tower folks look at the site to see if it will work.

##### **GovDeals:**

Administrator Bender stated that another round of GovDeals has been posted and will be up for auction until November 9<sup>th</sup>.

##### **Electric**

Met with AMP and AES on the Substation Upgrade. Some points that need to be talked about so AES can move forward on their side are:

Originally, we were only going to be offered 69KV, now they are giving the option of 12KV as well.

Price of 69KV approximately \$800,000-\$900,000

Price for 12KV approximately \$250,000- \$300,000

We would have more unused capacity with the 69KV than we would with the 12KV. This being said AMP feels with the growth the Village has seen the 12KV would be ample for the Village.

If we go with the 12KV we would not need the transformers from Versailles and would be a lot less invasive as to the switch over. It was asked if we should still get these transformers for future use and AMP feels it's not needed for several reasons.

Time line for this project is to be online by 2027.

AES would like to know what direction the Village wants to go by November so they know how to build the system.

It has been since 2016 since the Villages' last rate study was completed or raised rates for the electric. We have included in the 2024 budget to have this done. This is a key element when we have large projects coming up, aging infrastructure, current/projected rates and inflation. All of these pieces along with others are what is looked for the study.

Motion made by Miller seconded by Nickles to suspend the rules of three readings and to declare an emergency to adopt Resolution 23-10-2 to allow the Village Administrator to go with 12KV for the Village Substation Upgrade.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes.

A motion was made by Nickles, seconded by Ball, to adopt Resolution 23-10-2 to allow the Village Administrator to go with 12KV for the Village Substation Upgrade

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes.

#### **9. MAYOR'S REPORT:**

- a. Mayor's Court Report- \$524.00 was deposited into the General Fund from the Mayor's Court Account for the month of September.

10. **OLD BUSINESS:**

- a. 1<sup>st</sup> reading of Waynesfield Zoning Ordinance
- b. Zoning Fee Structure

A motion made by Nickles seconded by Miller, to have the first reading of the Zoning Ordinance as presented to council.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes.

A motion was made by Nickles, seconded by Miller, to have the second reading to for Resolution 23-9-1 and that we amend the Resolution 23-9-1 a resolution establishing fee schedule for Zoning, variances and building permits and that we amend it that building permit fees be set with the following changes: that any structure that will cost \$5000.00 and below will cost a fee of \$25 and any other structure that will be \$5001.00 and above will cost a fee of \$50.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes.

A motion was made by Miller seconded by Fox, to pay the Village Administrator on call pay at the current rate of \$75.00 for weekends.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, No.

Motion made by Miller, seconded by Nickels, to rescind resolution 23-10-3 that stated the Village will agree to pay the on call pay to the Administrator.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, No.

Motion made by Nickles, seconded by Ball, to allow the Administrator to negotiate with the two part time employees for them to work the on-call weekends.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes.

Motion made by Miller, seconded by Fox, to pay the Administrator his back pay from his date of hire to current date.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, No.

Motion made by Nickles, seconded by Ball, to suspend the rules of three readings and to declare an emergency to for to amend ordinance 22-9-1 to include on call pay for the Village administrator at the current rate of \$75.00 for weekends.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes.

Motion was made by Nickles seconded by Hutson, to adopt motion to adopt ordinance 23-10-3 to amend ordinance 22-9-1 to include on call for Village administrator for on call on November 1<sup>st</sup> for the effective rate of \$75.00.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes.

11. **NEW BUSINESS:**

A motion was made by Nickles seconded by Ball, to declare an emergency and to amend the 2023 Appropriations and to accept the \$4,535.00 from the Ohio EMA ARPA First responder Grant and to pay that amount out to the Village Officers.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes.

Motion made by Nickels to adopt Resolution 23-10-4 to amend the 2023 Appropriations and to accept the \$4,535.00 from the Ohio EMA ARPA First responder Grant and to pay that amount out to the Village Officers.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

Motion made by Nickles seconded by Miller to suspend the rules of three readings and to declare an emergency to adopt Resolution 23-10-4. A Resolution to use the Auglaize Development Grant for Water and Sewer Utility Meters.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

A motion was made by Miller seconded by Ball, to adopt Resolution 23-10-4. A Resolution to use the Auglaize Development Grant for Water and Sewer Utility Meters.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

Motion made by Nickles seconded Miller, by to suspend the rules of three readings and to declare an emergency to adopt Resolution 23-10-5 for permission to purchase a HVAC split system for the records and evidence room priced at \$6971.00

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

Motion made by Nickles seconded by Walti, to accept resolution 23-10-5 to purchase HVAC split system for \$6971.00

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

Councilmember Miller went over the 2024 proposed appropriations.

Councilmember Nickles thanked Administrator Bender and Fiscal Officer Montgomery for working hard on this budget and cutting the budget back \$39,170.44.

Councilmember Hutson said it is an amazing thing that this Village deals with that kind of money and he is proud to be a part of the Village and the Council.

Before moving forward with the 2024 appropriations Councilmember Miller would like to make a motion regarding Administrator Bender's weekend back pay.

A motion was made by Miller, seconded by Fox to pay Administrator Bender back pay from his weekend on call pay from his date of hire.

VOTE: Ball, No; Walti, No; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, No

Mayor Luma: Yes. Motion passed. Administrator Bender will receive his back pay.

Motion made by Miller seconded by Nickles, to have the first reading on ordinance 23-10-6 to accept the 2024 Appropriations.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

Motion was made by Miller, seconded by Walti, to enter into executive session to discuss employee pay raises at 9:16 pm.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

Motion made by Miller, seconded by Nickles to exit executive session at 9:32 pm.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

Motion was made by Miller, seconded by Walti, to enter into executive session to discuss employee pay raises at 9:33 pm.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

Motion made by Nickles, seconded by Ball to exit executive session at 9:52 pm.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

## 12. SOLICITOR REPORT:

The Solicitor asked if the Council was going to Amend the Payroll Ordinance 22-11-3.

Motion made by Nickles seconded by Miller, to suspend the rules of three readings and to declare an emergency to amend payroll 22-11-3 to include a section 9.02 stating any employed including salary employees that are on call receive the \$75 on call pay from 3:30 pm until 7 am Monday. Said employee would have to be within 30 minutes of the Village.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

Motion made by Nickles, seconded by Miller, to amend payroll ordinance 22-11-3 and to include subsection 9.02, stating any employed including salary employees, that are on call will receive the \$75 on call pay from 3:30 pm until 7 am Monday. Said employee would have to be within 30 minutes of the Village.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes

Solicitor: All resolutions need to be written down so all council can see what we are doing, have them ready.

Mayor needs to activate Christmas decorations committee to purchase Christmas funds. He has chosen Councilmember Nickles, Ball and Walti to be on the committee.

A motion to adjourn was made by Nickles, seconded by Ball at 10:02 pm.

VOTE: Ball, Yes; Walti, Yes; Hutson, Yes; Miller, Yes; Fox, Yes; Nickles, Yes



Fiscal Officer

  
Mayor