

VILLAGE OF WAYNESFIELD
COUNCIL MEETING

November 25, 2024

1. The meeting was called to order on October 28, 2024, at 6:30 P.M. with the following answering Roll Call: Mayor Luma; Yes; Fox, Yes; Ball, Absent; Hutson; Yes; Nickles, Yes; Miller, Yes; Walti, Yes.
2. The Minutes of the previous meeting and were read and approved.
3. Fiscal Officer reported \$1,667,819.29 in all funds. \$359,790.11 in the General Fund.
4. Fiscal Officer reported that the Audit has been released. Each of the Council members should have received it via email.

Council member Nickles congratulated the Village employees for doing a good job on the audit.

5. The Bills were read. A motion was made by Miller, seconded by Fox, to pay the bills presented.

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

6. **GUESTS: NONE**

6. COMMITTEE REPORTS:

Streets and Storm Sewers

The Streets and Storm Sewer committee meeting was called to order at 5:26 p.m. on November 20th. Present was Hutson, Walti, Nickles, Administrator Bender and Fiscal Officer Montgomery.

Guest: Craig Mescher from Access Engineering.

E. Wapakoneta Street funding

Administrator Bender stated that the committee needed to discuss the future of the E. Wapakoneta street funding. Mr. Mescher went over the initial August 2022 application and what we went for. We did not get all the funding from CDBG this round. It was nothing the Village did wrong, there were just a lot more applications. He stated that due to us not getting that, we will need to cut back the project a little bit for it to make sense and to be affordable.

Mr. Mescher gave us a list of scenarios for us to look at. Each of these had the amount we would need to match as a Village, the grant amount and the OWDA loan, which would be 20 years at 2.8%. He also stated that next year we could look at the Neighborhood Revitalization grant. This would be a \$700,000.00 grant to finish the projects we cannot get to this round. The applications would need to go in June of 2025. With this grant the Village residents would need to complete an income survey. The committee discussed having the council possibly going door to door to get these surveys completed.

Mailbox Request

Administrator Bender stated he received a mail box request from a resident that would like to put a mailbox in the alley by his home. However, ordinance 02-9-1 states that mailboxes may not be installed/places on alleys. Council member Nickles stated that we could partially amend the mailbox ordinance for the central square of North, South, East and West.

East to Earl St., West to Church St., North to Perry St. and South to Ohio St. This full square would be considered the Central Commercial District. The main drag roads of the current ordinance to Westminster St., both North and South, and East and West on Wapakoneta St. are not supposed to have mailboxes because they are considered thoroughfares so we want to amend the current mailbox ordinance so the residents would be able to place mailboxes in the alleys behind the property. Administrator Bender asked if we would want to grandfather those properties in or them to move the mailboxes into the alley.

Councilmember Nickles recommended talking to the postmaster to see what would be easier for them.

Finance

The Finance Meeting was called to order at 2:00 pm on November 11th. Present was Hutson, Fox, Administrator Bender and Fiscal Officer Montgomery. Miller was absent.

Change in appropriations:

Administrator Bender let the Finance meeting know that we received the electric meters. They began installment last week. Due to the Village receiving them and paying the invoice, we no longer need the \$97,450.00 in the appropriations. It has been reduced to \$15,000.00.

Audit:

Fiscal Officer Montgomery presented the audit report to the Finance Committee. The committee went over the management letter and compliance findings. The management letter has items that the Village is currently working on or has already completed.

Draft Payroll Ordinance:

Administrator Bender went over the Payroll Draft with the Finance Committee and discussed it being presented at the next meeting. There are a few employees that have not been discussed yet, they will be blank until the decision is made.

Courtney and Associates:

Administrator Bender stated that we got our invoice from Courtney and Associates. The Village appropriated \$15,000.00 for the review and the invoice was for \$5,000.00. Administrator Bender was very pleased with this.

7. POLICE REPORT:

WAYNESFIELD TRICK OR TREAT

Chief Motter reported that the annual Trick or Treat in the Village of Waynesfield went well. Mother nature cooperated and there were several hundred children seen throughout the village. We did not have any issues and everyone was happy to be out. Adults and children alike appeared to enjoy the evening.

EMERGENCY DISASTER PLAN

The Safety Committee has not yet met to review and accept the Emergency Disaster plan. Once they meet and approve the disaster plan, then it can be presented to council as a whole for the implementation process to conclude.

TORNADO REIMBURSEMENT

Still waiting on reimbursement check to arrive. Nothing new to report at this time.

PMC UPDATE

The PMC hearing scheduled for 5:30 p.m. on Monday, November 18, 2024, was canceled due to Todd Nance requesting and being granted a continuance. A hearing for Mr. Nance will take place at a date to be determined.

Two other properties that received enforcement letters have addressed or begun to address their problems. A property on West Wapakoneta Street removed an unsafe chimney and trash from their property and a property on North Westminster Street has begun removing their excess trash.

There was also a concern about a safety issue on Church Street and that issue is in the process of enforcement action.

2024 HOLIDAY LIGHTS COMPETITION

Chief Motter reported that the Village will again do the annual Holiday Lights Competition as described in legislation passed in 2016.

Chief Motter also added three additional items.

107/109 Maple Street was sent an enforcement letter for debris clean up from a fire that occurred at 109 Maple Street. Second, Solicitor Bey is reviewing the current zoning and how the PMC fits into zoning enforcement. It is likely that the Village will need to have a combined Zoning Board and PMC meeting sometime in January. Lastly, Chief Motter will not be attending the December council meeting due to a previous scheduled training.

Council member Hutson asked when we thought the safety committee would meet. Chief Motter stated January would probably work best with the holidays coming up.

Council member Nickles asked if there has been any more discussion about moving the electronic records into the vault. Chief Motter stated that it is almost impossible to drill into the safe. Chief Motter stated that we do have another option in order to be compliant with the audit. There is another building we could utilize so records could be off site and we could do this with the use of Wi-Fi. Cost would be about \$1,000.00. We could also look at backing things up into the cloud, however the cost could be significantly more due to fees.

Chief Motter stated that these options are going to be explored to see which fits our needs.

8. VILLAGE ADMINISTRATOR REPORT:

Electric

All Electric meter have been replaced with radio read meters with the exception of the 3 phase meters. The 3 phase meters have not come in yet. AMP circuit riders will be in Dec. to replace power poles and remove more open wire. We did order a semi load of power pole as our inventory has gone down. The poles will be delivered in December, this should last a couple years. Administrator Bender wanted to say thank you to the employees for all their hard work and putting all the meters in in a timely manner.

Sewer and Water

All water meters have been replaced with radio read meters. Have been working with Access engineering on grants for lead service line replacement. More will be known in the near future, as to what is entailed for grant process.

Park

Received 3 quotes for concrete portion for corn hole. Contractor to pour in the coming weeks. We have received one quote for home run fence, looking to get at least one more quote.

Storm and streets

Met with Access Engineering to go over E. Wapak St. build. Looking at going out to bid in January and start around March weather depending. Went over the funding. One thing we did not get approved for was CBDG. The Village will need to do an income survey. Administrator Bender will have something together next month from access engineering to mail it out to the residents. Council member Nickles mentioned to the Council that they may have to get together and help get this survey completed so the Village of Waynesfield can secure the funding.

9. MAYOR'S REPORT:

- a. Mayor's Court Report- \$1,765.00 was deposited into the General Fund from the Mayor's Court Account for the month of October.

10. OLD BUSINESS:

a. Board of Tax Review discussion

The Mayor asked Council if they have found anyone yet for the last remaining spot on the Board of Tax Review. No council member commented.

Ordinance 24-9-1

Motion made by Miller, seconded by Walti, to have the second reading of Ordinance 24-9-1. An Ordinance establishing a blanket purchase order amount limit as required by Ohio Revised Code 5705.41 (D) 3.

Fox, Yes; Ball, Absent; Hutson; Yes; Nickles, Yes; Miller, Yes; Walti, Yes.

Ordinance 24-10-1

A motion was made by Nickles, seconded by Miller, to have the second reading of Ordinance 24-10-1. An ordinance setting the 2025 Permanent appropriations.

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

Ordinance 24-10-3

A motion was made by Miller, seconded by Hutson, to have the second reading of Ordinance 24-10-3. An Ordinance establishing electric rate increases for the Village of Waynesfield.

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

11. NEW BUSINESS:

Ord 24-11-2

A motion was made by Miller, seconded by Fox, to suspend the rules of three readings and to adopt Ordinance, 24-11-2. An Ordinance to amend appropriations ordinance 23-10-6 and declaring an emergency.

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

A motion was made by Miller, seconded by Walti, to adopt Ordinance, 24-11-2. An Ordinance to amend appropriations ordinance 23-10-6

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

Employee reviews/raises

A motion was made by Miller, seconded by Hutson to conduct executive session to discuss the appointment, employment, and compensation of a public employee or official at 6:59 pm.

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

A motion was made by Nickles, seconded by Fox, to come out of executive session at 7:22 pm.

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

Ordinance 24-11-1

A motion was made by Nickles, seconded by Fox, to suspend the rules of three readings and to adopt Ordinance, 24-11-1. An Ordinance setting wages and salaries for employees of The Village of Waynesfield and declaring an emergency.

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

Council member Nickles stated each employee pay for the record purposes:

Chief of Police
\$67,228.50 yearly

Patrol man
\$16.50 hourly

Maintenance
\$19.05 hourly

J. Carter
\$17.25 hourly

H. Hendrickson
\$26.26 hourly

Utility Clerk
\$1,524.80 bi-weekly

Fiscal Officer
\$48,204.00 yearly

Administrator
\$77,000.00 yearly

A motion was made by Nickles, seconded by Fox, to pass Ordinance 24-11-1, An Ordinance setting wages and salaries for employees of The Village of Waynesfield.

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

12. SOLICITOR REPORT:

A motion to adjourn was made by Fox, seconded by Miller at 7:38 pm.

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

Sarah Montgomery

Fiscal Officer

Robert W. Lee

Mayor