

Council met in regular session Monday, August 18, 2014 at 8:00 p.m. at the Village offices.

Council members present: Pres. Ned Monroe, Cheryl Geer, Karon Lane, Suzie Stough, John Hudik and Ken Wysong.

Other officials present Mayor Gary Loar, VFO Susan Swain, Street Superintendent Chip Vance and Deputy Clerk Sue Clendenin

Mayor Loar opened the meeting with the Pledge of Allegiance.

**Guests:** none

**Minutes** – K. Wysong motioned to approve minutes from August 4, 2014 as written. Second by N. Monroe and approved by all council.

**Reading of bills-**

Bills paid previously:

Robert Sabo	Wages paid 08-12-14	\$327.80
Susan Swain	Wages paid 08-12-14	690.00
Chip Vance	Wages paid 08-12-14	1358.40
Aaron Morrin	Wages paid 08-12-14	193.50

Bills to be paid:

Mayor Gary Loar	August salary +3 mtgs.	425.00
John Vershum	August salary	105.00
Sue Clendenin	August salary	2,212.72

Current bills to be paid:

Mayor Gary Loar	Mileage reimburse.	51.52
Medical Mutual	Chip's Sept. Health Ins.	1,855.80
Ohio Gas Co,	Natural gas	11.81
OPERS	July Village match	154.95
Sue Clendenin	Mileage reimburse.	25.76
Luckey Farmers	Herbicide/pesticide	95.95
CenturyLink	Phone & Fax	241.86
John Deere Financial	Tractor parts/hoses	22.14
Swanton Village	Wastewater testing	109.50
Toledo Edison	Mill St. electric	136.25
Bill's Service, Inc.	Chain saw	255.96
Kuhlman Corp.	Sewer supplies	36.00
Lowe's	bulbs, misc. parts	127.25
WEX Bank	fuel for vehicles	196.52

N. Monroe motioned to pay bills. Second by K. Wysong and approved by all council.

**Committee reports** – After review and input from the VFO, the Personnel & Finance committee recommends purchasing new software (budgetary and payroll) from GAS. Will be compatible and allows for transfer of prior data. Our current software company also gave clerks a presentation on his new software, which turned out to basically be just a windows updated version of what we already have and other than it looks different on screen it basically works the same way as the current DOS program and doesn't do as much as the clerks had hoped, especially with payroll. GAS cost for one year: \$5,500 includes payroll and software programs, on-site training, and transfer of data, annual report and phone support. Cheryl Geer motioned to accept GAS software proposal. Second of motion by Ken Wysong and approved by all council. P&F reviewed monthly fund report and noted collected revenue especially for income tax is below expectations for this time of the year, it's time to tighten the purse strings. Tonight Chip asked the committee for a dollar an hour raise, determined further review warranted. Mr. and Mrs. Chris Zeller made balloon payment on amount due on the purchase of the Maple Street buildings. Clerks forwarded info to solicitor to review payment schedule and proceed with closing. Completed updates to the Employee Handbook, sending to Alan for final review and comment. Office has yet to hear back from seasonal employee Aaron Morrin in regards to scheduling exit interview. Chip said Aaron had turned in village keys. P&F asked office to hold last payroll check until exit interview is performed. Looking to hire employee to assist Chip with two-man jobs, i.e. leaf pick and snow plowing, etc.

**Lands & Buildings** – Park-O-Rama chairman Cathy Mossing offered to sell their inventory to the village. Upon review of the inventory list the committee suggests offering \$310 for everything on the list along with an extra dollar Mossing asked for the gator and drag. Committee recommendation was loosely based on \$50 for each large appliance and \$60 for six roasters. K. Wysong motioned to offer the Par-O-Rama committee \$311 for inventory listed in Mossing's August 17, 2014 email including gator and drag. Second of motion by C. Geer and approved by all council. Sue is to include in the Fall Newsletter resident's suggestions on a date for next year's park event and to call a council member if they interested in being a part of the new event committee. L&B recommend hiring Eisel Const. to install metal roofing on shelter B and install seamless gutters and downspouts for \$6,735. K. Wysong motioned to enter into contract with Eisel Construction for \$6,735. Second of motion by S. Stough and approved by all council. Sue to email C. Mossing with all work the village has performed and intends to perform on Shelter B, requesting Park-O-Rama consider financial assistance. Village did not qualify for LMI; survey results put the village at 46.7% (low to medium income.) Results do not qualify village for CDBG grant funding. We are eligible to resurvey the village in 2015. Recommend hosting "Trick-or-Treating" on Friday, October 31 from 5:30 to 7:30 p.m. followed with the annual children's party at the fire station. Leaf pick-up for residents to begin on Monday's starting October 27 through November 24. Recommend village purchase a larger bucket for backhoe, now have 8" and Chip wants a 13", will shorten job time. Cost of new 13" bucket from Fred Ott -\$429. Suggest purchasing two new LED flood lights for the park to replace broken lights, at a cost of \$361 each from Gross Electric. K. Wysong motioned to purchase 13" bucket from Ott's. Second by C. Geer and approved by all council. K. Wysong said we need to appropriate \$1,000 to replace broken catch basin on West Main. APC unable to repair until late fall. Chip and John Vershum can fix in-house for \$1,000 versus \$3,500 if hired out. Will take Chip and John approximately half day to repair/replace catch basin. K. Wysong motioned to have clerks place Help Wanted ads in both the Key Shoppers News and Evergreen Community News advertising for occasional "as needed" employee. Second by K. Lane and approved by all council. Chip said he's swamped now and could use extra help

now. Yet to finish pruning trees on Swanton Street, maybe 2 to 3 more weeks to finish street trees and still has to trim trees in park. Would like to install traffic install posts in the park this fall, to keep vehicle from parking on grass and driving through the park. Will have overtime just to keep up with projects he has to get done before winter. K. Lane said clerks can run into town to get parts for him to reduce road time, freeing Chip to do other things.

Road salt has gone up considerably this year, from \$65 to \$96 per ton. Village has eight tons left from last year and used approximately 18 ton over the winter. Suggest ordering additional 20 tons of salt from Fulton County at \$95.50 per ton; county will store extra salt. A couple of manholes on Shawnee Dr. need to be put up to grade, want Chip to do before paving Thursday. APC wanted \$1,250 to \$1,500 to fix. Chip fixed manhole himself for about \$200, \$35 for ring and 6 man hours. Chip asked to repair manhole on south end of Shawnee.

**Old Business** – DGL looked at bridges with Chip for possible repairs, will submit work proposal. Chip questioned depth of asphalt for Shawnee Dr., thought 4” was to be installed but it appears just 2” of asphalt will be applied. Mayor Loar said 3 1/2 “ was in specs. K. Wysong will call DGL tomorrow with Chip’s concern. Chip should voice project concerns to John Vershum, he’s the project manager. K. Lane said road appears higher than it was and concerned rain runoff will enter garages. Mayor Loar said road looks higher but is close to pre-existing height.

**VFO report** – Compliance review with Mary Carr from USDA Clerks went well, most items she requested have been gathered and are ready to submit. Ms. Carr did mention 2013 requests due March 2014 were never submitted. Clerks taking care of. Clerks recommending a change in village office hours and eliminate Monday evening hours. New office hours Monday through Friday 8:00 a.m. to 3:30 p.m. with lunch from 12 to 12:30. S. Stough motioned to change offices hours as requested by clerks. Second of motion by N. Monroe and approved by all council. Suggested including new office hours in the fall newsletter. ODOT looking into replacing flashers in town with LED flashing stop signs. Council ok with removing flashers if state installs flashing solar stop signs.

Requested the following transfer: to complete roof project in park

<b>TO:</b>	<b>FROM:</b>	<b>AMT:</b>
<b>A1-7-X-250 Capital Outlay</b>	<b>A1-3-B-239 Misc. Contr.</b>	<b>\$7,000</b>

K. Wysong motioned to approve transfer as requested .Second by N. Monroe and approved by all council.

**Mayor’s report** –council recommends submitting another letter to commissioners asking for help with cost of Inflow/Infiltration Study and to respond in writing with their decision. Vond Hall said Ziad would perform smoke testing for village, at no cost. Sue to check with Poggemeyer on cost to smoke test. Mayor Loar said Swanton mentioned they would camera lines for us, mayor will get cost. Chip said there is a very small window of opportunity to video, has to be half hour to an hour after a rain, making it difficult to schedule with outside company. Mayor Loar said that’s why Swanton purchased a own camera at a cost of \$60,000. Mayor suggested lining up help to perform sewer responsibilities when Chip’s sick or on vacation.

Sherriff’s report for July was read. Deputy’s spent a total of 46 hours patrolling the village, 24 hours spent in the morning, 8 hours in the afternoon and 14 hours on the midnight shift. Officer’s handled seven complaints and issued four warnings. Council would like to see more evening hours patrolled.

**Adjournment** – K. Wysong motioned to adjourn at 9:20 p.m. Second of motion by N. Monroe and approved by all council.

---

**Mayor – Gary Loar**

---

**VFO – Susan Swain**

Respectfully submitted,

Sue Clendenin

Deputy Clerk