

**BYESVILLE VILLAGE COUNCIL
MEETING MINUTES
NOVEMBER 28, 2018
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The Byesville Village Council met in Regular Session on Wednesday, November 28^h, 2018, at 5:30 pm, at Village Hall.

Those in attendance included Mayor Jay Jackson, Fiscal Officer Brandon Gregg, and Village Administrator Brennan Dudley.

Mayor Jackson led the reciting of The Pledge of Allegiance.

Administrator Dudley offered a prayer.

Roll Call: Neff – p., Albright –p., Foraker –p., Kenworthy –p., Warner –p., Motes –p.

Guests:

Eric Sandine with Ohio RoW Consulting discussed the Municipal Right of Way program. With this program, the Village could gain better control over its public right of ways and recover expenses incurred maintaining and managing them. Many other local governments are already taking advantage of this program. Council would need to request for the funds to be encumbered by the end of this year in order to recover current year costs.

Clerk:

A motion to approve the bills, as presented, was made by Vice-President Albright, seconded by Councilman Kenworthy.

Neff – y., Albright –y., Foraker –y., Kenworthy –y., Warner –y., Motes –y.

A motion was made by Councilman Kenworthy, seconded by Vice-President Albright to approve the minutes, as presented.

Neff – y., Albright –y., Foraker –y., Kenworthy –y., Warner –y., Motes –y.

The October bank reconciliation was reviewed and signed.

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A motion to adopt **Resolution 2018-17**, which authorized the Fiscal Officer to request an amendment to the 2018 Permanent Appropriations to increase the general fund by \$8,748.00 was made by Vice-President Albright, seconded by President Motes.

Neff – y., Albright –y., Foraker –y., Kenworthy –y., Warner –y., Motes –y.

Administrator:

Water Operations

Routine Maintenance and Operation: Clean and maintain sediment basins, CIP filter units weekly, back-wash at least one Aeralater per day, maintain chemical levels. Read meters.

Water Treatment Improvement Project (WIP): I have emailed and made phone calls to the OEPA regarding approval for the project. At this point, I do not have a timeline for the approval.

Well #5: The bids (2) for the drill, case, and pump test portion of the project were opened on 11/19/18. The apparent low bidder was Jamison Well Drilling at \$116,672. This was significantly below the engineers cost opinion of \$125,000. A contract is being prepared and we will be moving forward.

Well #4: According to the contractor performing the maintenance, the project should be complete this week.

Well #2: Required some maintenance and a new motor.

Plant #1: We had a slip along an area adjacent to Plant #1. The erosion along a creek bed exposed a waterline. Zemba Bros repaired the slip and exposure to the waterline. We will continue to monitor the issue.

Check for Leaks: The colder weather typically brings about more leaks. Please check your plumbing on a regular basis. Be aware of colder temperatures and potential for frozen pipes. Be cognizant of vacant homes.

Personnel: We are still looking for a Class III operator and or Superintendent. Current personnel are pursuing a Class III OEPA certification. I have been assisting at the WTP. Please don't hesitate to contact me via cell phone.

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Distribution: Repair leaks as needed, service calls, shut offs, turn on, and OUPS tickets. Assist Street crew as needed.

Waste Water Operations

Routine Maintenance and Operation: Pressing and composting as scheduled, routine and preventative maintenance as scheduled.

Sewer Reline Project Phase II: RPIG grant has been submitted, and we are awaiting award.

Street

Routine Maintenance and Operation: Clean catch basins and culverts, repair leak holes, sweep streets, assist distribution crew as needed.

Christmas/Holiday Decorations: Under the direction of the Mayor, personnel set up the seasonal displays, and decorations.

Winter Prep: Personnel have been working on preparing trucks and equipment for the season.

Misc. Work: Maintain streets, repair, clean, maintain equipment and facilities, concrete and patch leak holes.

General Administration

Routine Administrative Functions: Oversee operations at the Street, WTP and WWTP departments, review and sign PO's and invoices, H.R. functions, payroll preparation, work cooperatively with the Mayor, Fiscal Officer, Income Tax, Utilities Clerk, Park Liaison, Building Inspector, Village Council, Police and Fire to ensure the day-to-day operation of the Village.

Critical Infrastructure Grant (CIG): Prepared and submitted to the County for the Glass Ave Culvert Project.

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Land Bank: The Mayor and I attended the County Land Bank monthly meeting. We received some clarification on the process for the acquisition of properties. The Land Bank's acquisition of the 225 Euclid Ave property was discussed. The Land Bank will proceed with the demolition.

Mayor:

Mayor Jackson is continuing to work with Village employees, Councilwoman Warner, and Village residents on decorating the Village and preparing for the upcoming holiday events.

The tree lighting ceremony will be held prior to the parade this year.

Mayor Jackson is still continuing to work diligently on the Nature Works grant. He is awaiting architectural plans for the project, which he is trying to obtain at little-to-no cost to the Village.

In addition, Mayor Jackson is exploring an opportunity for the Village to obtain some funding to upgrade its aging fleet of vehicles. If awarded, a USDA grant could potentially provide the Village with a 75% reimbursement up to \$50,000.

Mayor Jackson requested that an Executive Session be held this evening.

In addition, Mayor Jackson needs a financial decision from Council by next month regarding the future of Gus Macker. Rolling Hills L.S.D. Superintendent Ryan Caldwell says that the facilities will be available as when the new school building construction begins, it will be done in staggered fashion.

Park:

Thanks to the efforts of Councilman Neff, Councilman Kenworthy, and the Mid-East C.T.C. staff and students, the Park will soon have a new garage. The Village will only be responsible for the cost of the building materials. The funds necessary for this project have already been encumbered.

Zoning:

Not present.

Fire:

Not present.

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Police:

Not present.

Solicitor:

Not present.

Village Services:

Village Services Committee Chair Albright requested an update from Administrator Dudley about the Glass Avenue project. Administrator Dudley is continuing to work on this project and is awaiting notification in regards to the status of a potential grant award that would pay a vast majority of the total rehabilitation project cost.

Vice-President Albright is also upset about the level of staffing at the Water Treatment Plant. It was discussed that the compensation level for a Class III operator has made it difficult for the Village to be competitive enough to gain a Class III operator and/or Water Superintendent.

Councilman Albright also inquired into the duties that Administrator Dudley performs at the Water Treatment Project. Administrator Dudley is performing many administrative duties at the plant right now due to a lack of a Water Superintendent. Therefore, he is having to spend a significant portion of his time at the plant. Administrator Dudley said that Council is welcome to call him on his cell phone.

Vice-President Albright also wished for Council to look into timbering the 30 acres of land recently purchased adjacent to the Water Treatment Plant.

President Motes made a motion to authorize the Mayor to solicit estimates from qualified timber harvesters for the removal and purchase of trees on the property adjacent to the Water Treatment Plant, seconded by Councilman Neff.

Neff – y., Albright –y., Foraker –y., Kenworthy –y., Warner –y., Motes –y.

Vice-President Albright also said that the buildings downtown need a lot of work. One of the buildings is owned by the Village. Administrator Dudley recommended to Council that they discuss putting the building up for sale.

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Finance:

Finance Committee Chair Foraker is still awaiting Solicitor Ferguson's input on the health insurance opt-out program previously discussed.

Councilwoman Foraker also inquired from Fiscal Officer Gregg about the status of a credit card policy required to be adopted by the Ohio Revised Code. Administrator Dudley did receive a letter from Solicitor Ferguson in regards to the matter. In addition, Fiscal Officer Gregg has been in contact with other municipalities to discuss the policy.

Councilwoman Foraker also requested that department heads start preparing their "wish-lists" for the 2019 budget.

In addition, Councilwoman Foraker also discussed the need for the Mayor to appoint someone to the Village's income tax review board, as required by State law.

Other Business:

Council requested an update on the vacant income tax position. The position, which has been available since October, has not been filled due to a lack of interest by those who were offered the position.

Legislative:

Res. 2018-16: Awaiting scheduling of a legislative committee meeting for further discussion.

Ord. 2018-18: Removed. Amendments to current codes referred to legislative committee for review.

Ord. 2018-22: Tabled. Purpose was to establish the compensation of the vacant income tax position.

Ord. 2018-23: 1st reading. Regarding making amendments to current codes for garbage truck licensing and fees.

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A motion to enter into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official was made at by President Motes at 7:12 p.m., seconded by Councilwoman Foraker.

Executive session was exited at 7:39 p.m.

A motion to adjourn the meeting was made by President Motes, seconded by Councilman Neff, at 7:39 p.m.

Mayor Jay Jackson

Fiscal Officer Brandon Gregg (Clerk)