**The Byesville Village Council met in Regular Session on Wednesday, September 25th, 2019, at 5:30 pm, at Village Hall.**

**Those in attendance included Mayor Jay Jackson, Acting Fire Chief Tim Haren, Village Administrator Brennan Dudley.**

**Administrator Dudley offered a prayer and Mayor Jackson led The Pledge of Allegiance.**

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

**Motion by Councilman Motes to excuse Mr. Neff and Ms. Foraker. Seconded by Mrs. Warner,**

**Yea (4) – Albright, Kenworthy, Warner, Motes**

**Guest: None**

***Clerk:***

Councilman Albright made a motion, seconded by Councilman Motes to approve the bills, as presented.

Yea (4) – Albright, Kenworthy, Warner, and Motes

Councilman Albright made a motion, seconded by Councilwoman Warner to approve the September 11th meeting minutes, as presented.

Yea (4) – Albright, Kenworthy, Warner, and Motes

***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. Welding on Aerolators as needed.

Water Treatment Improvement Project (WIP): Project is underway. Working on the outside part of the project before winter.

Watson Ave Waterline: Is approximately 60% complete. Approximately 200 feet of main line remains. We will be replacing the line on an adjacent alley as well. The process then moves to sampling and disinfecting the line. Once the disinfection process is complete, we resurface the roadway and make the individual connections.

Distribution: Repair leaks on N11th and in Cumberland. Service calls, shut offs, turn on, OUPS tickets. Ray Touvell has resigned. We are working on filling his position.

**Waste Water Operations**

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

Sewer Reline Project Phase II: Finishing preparation on OWDA loan funding for the unfunded non-grant portion of the project. Finishing preparation of contract documents. Project is still scheduled to commence in November.

Repeal 937.01: Pending Legislative Committee meeting.

**Street**

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

Glass Ave: Engineering is complete, awaiting final documents from CSX, and approval from Army Corp of Engineers.

N 7th: We will be preparing the roadway for resurface during the disinfection phase of Watson.

Dump Trucks: Assessing State Auctions for replacement of current units.

Misc. Work: Maintain streets, repair, clean, maintain equipment and facilities, patch holes as material is available. Clean and repair culverts and catch basins.

**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.

Guernsey Power Station: Bids for the Phase 1 Sewer line are due October 3.

Appalachian Leadership Institute (ALI): I have been selected as 1 of 40 people across 13 states to participate in the inaugural class of ALI. The nine-month program includes skill-building seminars, best practice reviews, field visits, mentoring, and networking. The curriculum will be anchored by six multi-day seminars around the region, followed by a capstone graduation in Washington, DC in July, 2020. More info regarding the program is attached to this report. There is NO cost to the Village.

***Mayor:***

Presented by Mayor Jackson

Looking for new fiscal officer. Jeanette Beach has resigned.

The cleaning contract with Kathryn Smith has been terminated. Cleaning responsibilities will be spread throughout current personnel.

***Park*:**

Nothing, Park Liaison Neff not present.

***Fire:***

Acting Chief Haren informed that the fire department has responded to 121 fire calls ytd, 42 EMS calls ytd. Chief Haren informed the Council the most recent 36-hour fire fighter coarse is complete and those who have completed the coarse will be taking their test in the near future. Chief Haren also stated that he and Mr. Dudley had passed the EMR National Registry Examination.

***Solicitor:***

Not present

***Zoning:***

Nothing

***Village Services:***

Councilman Albright: Plans are in place for Watson and N 7th.

***Finance:***

Nothing.

***Legislative*:**

Councilman Kenworthy: Nothing

***Additional Business:***

**Albright:** Requested the student banners on the light-poles be raised due to safety concerns. The Mayor

stated that he would address the issue.

**Motes:** Requested information on the Halloween events. Mayor Jackson distributed a flyer with the

details of the parade and trick-or-treat. Mayor Jackson stated anyone interested in helping with the parade

is welcome.

**Councilman Albright made a motion, seconded by Councilman Kenworthy to adjourn at 5:40 pm.**

**Yea (4) – Albright, Kenworthy, Warner, and Motes.**

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**Mayor Jay Jackson**

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**Minutes prepared by Village Administrator Brennan Dudley**