**The Byesville Village Council met in Regular Session on Wednesday, November 13, 2019, at 5:30 pm, at Village Hall.**

**Those in attendance included Mayor Jay Jackson, Fire Chief Tim Haren, Village Administrator Brennan Dudley, Councilman elect Michael Port.**

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

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

**Guest:**

***Clerk:***

Several questions regarding list of checks including courtesy withholding payments of Village employees.

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

Yea (6) – Foraker, Kenworthy, Motes, Warner, Neff, Albright

Councilman Motes made a motion, seconded by Councilwoman Warner to approve the October 9th, 2019 meeting minutes, as presented.

Yea (6) – Foraker, Kenworthy, Motes, Warner, Neff, Albright

***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): The project is on schedule and progressing quickly.

Watson Ave Waterline: Is approximately 90% complete. The main line is complete, the individual taps are connected. The road is ready for final preparations of resurfacing. The plan is to complete the resurfacing yet this year.

Distribution: Service calls, shut offs, turn on, OUPS tickets. We will be reviewing applicants for the open distribution position this week.

**Wastewater Operations**

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

Sewer Reline Project Phase II: Has commenced. The camera and cleaning portion are complete. We will have a change order for a section of pipe that will need to be excavated and replaced.

GPS Wastewater line: We have received an NTP from the developers. We will be moving forward with the project in the coming months.

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. We are working on necessary construction easements from the adjacent property owners.

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.

Health Insurance: I have received two proposals for Health Insurance. The proposals are attached to this report and I will explain the information.

Fiscal Responsibilities: I have been working to stay on top of the Village’s fiscal responsibilities.

***Mayor:***

Presented by Mayor Jackson.

Continue to get “hits” on new business and buildings.

Hired a new fiscal officer Angela Grant. She will start in approximately two weeks.

The income tax clerk will be opting into the health insurance. Her eligibility is based on State law permitting any employee working over 30 hours to be eligible.

Highlighted several grants that he is working on or looking into

Upcoming events: Tree Lighting 11/24 6pm, Annual Holiday Parade 12/7 5pm.

Presented discussion regarding changing meetings due to the upcoming Holiday schedule. It was decided to keep the November meeting regular day/time. The second meeting in December was moved to the 30th.

***Park*:**

Presented by Park Liaison Councilman Neff.

Gutters were installed on new garage and pavilion.

***Zoning:***

Nothing

***Fire:***

Chief Haren informed that the fire department has responded to 142 fire calls ytd, 121 EMS calls ytd.

Secret Santa Boot Drive at the traffic light on 11/23 and 12/13.

***Police:***

Presented by Mayor Jackson.

Updated Council on personnel changes and increased code enforcement.

***Solicitor:***

Mr. Ferguson no formal report.

Mr. Albright asked Mr. Ferguson about possible conflicts with Mr. Haren being elected to Village Council and being the Fire Chief. Mr. Ferguson provided a response which in his view is not a conflict however Mr. Haren would need to abstain from compensatory matters regarding the Fire Department.

Mrs. Warner presented discussion regarding the “ownership” of the Fire Department. Discussion ensued. Mr. Ferguson stated that he would look into the matter further with regard to the property deeds. Mrs. Warner recommended changing our laws to reflect a more current order of operations with regard to the Fire Department.

***Village Services:***

Councilman Albright:

Presented discussion regarding a drainage problem of resident Gilbert Wetzler.

Problem with recent asphalt resurface on S 7th near Lakeview Terrace.

***Finance:***

Presented by Councilwoman Foraker

Stated we would have a Finance Committee meeting sometime in December after the new Fiscal Officer starts employment.

***Legislative*:**

Committee Chair Mr. Kenworthy presented the following legislation;

**Resolution 2019-23** Transferring funds from the 2042 account to the 2041 account. Motion to pass by Mr. Motes, Seconded by Mr. Neff. Discussion on the reason for the transfer. Administrator Dudley explained this is necessary to cover the cost of the recent new pavilion. Part of the expense will be reimbursed from a grant Yea (6) Foraker, Kenworthy, Warner, Motes, Neff, Albright.

**Resolution 2019-24** Amending revenue for the 2041 and 2904 funds. Motion to pass by Mr. Motes, Seconded by Mr. Kenworthy. Administrator Dudley provided explanation on the Resolution, discussion ensued. Abstain (1) Foraker, Yea (4) Kenworthy, Warner, Motes, Neff, Nay (1) Albright,

**Resolution 2019-25** Amending Appropriations for 2904, 2041, 5101, 5201. Motion to pass by Mr. Motes, Seconded by Mr. Kenworthy. Administrator Dudley provided explanation on the Resolution, discussion ensued. Abstain (1) Foraker. Yea (5) Kenworthy, Warner, Motes, Neff, Albright.

***Additional Business:***

**Foraker:** Asked some questions regarding Administrator Dudley selection to Appalachian Leadership Institute. Specifically regarding the schedule, the performance of the Administrator’s responsibility, and compensation while in attendance to the conferences/training. Administrator Dudley provided answers to her questions.

**Warner:** Spoke to business owners of Deal Busters, and additional business owned by Mr. Jerry Leister.

Motes: Thank you to Administrator Dudley for his performance of the Fiscal Officer duties in the interim. Mr. Motes also made a statement regarding trying to rehabilitate properties in lieu of demolition.

***Meeting Adjourned:***

Councilman Albright made a motion to adjourn, seconded by Councilman Neff to adjourn. Yea (5) Foraker, Kenworthy, Warner, Neff, Albright. Meeting Adjourned at 5:37 pm.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mayor Jay Jackson**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Minutes prepared by Village Administrator Brennan Dudley**