**The Byesville Village Council met in Regular Session on Wednesday, January 22, 2020, at 5:30 pm, at Village Hall.**

**Those in attendance included Mayor Jay Jackson, Fire Chief Tim Haren, Village Administrator Brennan Dudley, Fiscal Officer Angela Grant**

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

**Guest: Heath Dawson**

**Roll Call: p. – Kenworthy, p. – Neff, p. – Albright, p. – Warner, p. – Haren, p. – Port**

**Council President Neff assigned committees as follows:**

**Finance: Chairperson – Warner**

**Committee - Albright, Port, and Alternate – Kenworthy**

**Legislative: Chairperson – Kenworthy**

**Committee - Neff, Haren, and Alternate – Port**

**Village Services: Chairperson – Albright**

**Committee – Kenworthy, Neff and Alternate Haren**

**Park: Neff**

**Fire Chief: Haren**

**CIC: Port**

***Clerk:***

Councilwoman Warner made a motion, seconded by Councilman Port to approve the bills as presented. Yea (6) – Kenworthy, Neff, Albright, Warner, Haren, Port

Councilman Albright made a motion, seconded by Councilman Neff to approve the January 8th, 2020, meeting minutes, as presented. Yea (6) –Kenworthy, Neff, Albright, Warner, Haren, Port

***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 Improvement Project: Most of the existing demolition work is complete. Well #5 has been connected to the existing line. Additional electrical and telemetry work needs to be completed before it is operational. The two new UF skids are in and being warehoused until ready for installation. Work at the Cumberland booster station and Cumberland tank is continuing. This portion of the project has an OEPA deadline of 4/30/20.

Distribution: Service calls, shut offs, turn on, OUPS tickets. Meter Reads. Repaired a leak on S 6th St.

Wastewater Operations

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

Sewer Reline Project Phase II: Awaiting contractor scheduling of the liner installation portion of the project.

GPS Wastewater line: Awaiting contractors start of construction. Phase II is under design.

Street

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

Glass Ave: Bid specifications are being prepared. The grant funds will not be released until February 12th. We will not be able to bid the project until the funds are released.

Dump Trucks: Awaiting state auctions and budget.

Street Sweeper Repair: The wrong part was sent originally. My understanding is the correct part has been sent and we should have it back any day now.

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.

2020 Budget: Proposed budget has been emailed. Need to set up a finance meeting.

Grant Reimbursement: Working on grant reimbursement for the park.

Waste Collection Bid: I have prepared and emailed bid specifications. Bids are due 1/31/20.

Personnel: Following a lengthy process, a termination grievance filed by a former employee has been denied by an arbitrator. We are working through the selection process for the currently vacant positions***.***

***Mayor:***

Presented by Mayor Jackson.

Continuing to work on economic development. Within the next month or so there will be a lot of grant openings. We need to show support to people coming into our community and let them know we are glad they are here. As the grants come up, he will provide more information. Mayor Jackson met with OMEGA on a downtown building revitalization project and will keep the council updated on the progress. CBDG public meeting at the commissioner’s office on February 12th at 9am. This meeting will be an informative meeting regarding the grant. This is a match grant, meaning that the property owner’s will have to put in some of their own money. There are a few prospective projects to create new housing within the city. Councilwoman Warner questioned if Don Gadd was still planning to create the senior living properties that he had talked about, the mayor was unsure, but stated he would follow up with Mr. Gadd. Mayor Jackson has been working on a project list for Project Phoenix and also working on the budget with Administrator Dudley. He addressed the open Zoning position and is looking for the right person to fill this position. Day of Prevention was held to clean up litter and approximately 3 bags were collected. The mayor has also been working with Chief May on some code enforcement issues and are hoping to those under control.

***Park*:**

Presented by Park Liaison Council President Neff.

There are several ADA projects that will need to be completed as soon as possible. There is a possibility that the concrete work will need to be completed before the grant money will be released. Councilwoman Warner asked if village employees would be completing the concrete work, as to which, Mr. Neff stated yes. Council President also asked that the other members express their thoughts regarding the disc golf course and would like a vote on it.

***Zoning:***

***Fire:*** Asst.Chief Bacon informed that the fire department has responded to 8 fire calls ytd. The department is planning a Fireman’s Festival for June. All of the trucks have been serviced and ready to go. A volunteer fire membership campaign will take place next month to gain new members. A med flight, all-weather emergency training is also being planned. 28

***EMS:*** Jeremy Rice reported that they have responded to 28 EMS calls ytd. Four members will be attending a basic training EMT class in Newton Township. The MARCS radios are now able to communicate with United Ambulance. In the past they were unable to communicate with United, unless United switched their radio to an ops channel. They will also be able to communicate directly with the hospital.

 The ambulance is being repaired and also prepped for the lettering and decals. Speedy Print will be doing the vinyl work on the ambulance. They are in the process of buying all of the EMS supplies to be ready for the state inspection. The application for the national provider number has been submitted and it could be up to 30 days to receive a response. He is in the process of setting up the billing with Fire Recovery. Councilwoman Warner asked who will be doing the Medicare billing for the EMS. Mr. Rice stated that it will be Fire Recovery, a third party billing company. The department is hoping for an April 1st start date.

Mayor Jackson commended the department for their hard work and professionalism.

***Police:***

***Solicitor:***

***Village Services:*** Mr. Albright presented pictures of damage being done by trucks and construction crew to the roads near the Sunrise Drive construction site. He addressed the property on 1st Street that had had a fire several months ago and has not been cleaned up. Mayor Jackson stated that he and Chief May are in the process of getting it taken care of, however, there are steps that must be taken due to it being private property. Mr. Albright mentioned the open positions and asked if they would be posted and if the superintendent would be included in the hiring process. Mr. Dudley stated that the superintendent had been on vacation, but would be involved and that they had applications that they were currently reviewing.

***Finance:*** Mrs. Warner requested to schedule a finance meeting before the next council meeting. The meeting was set for Wednesday, January 29, 2020 at 5pm. The purpose of that meeting will be to discuss the permanent budget for 2020.

***Legislative*:** Mr. Kenworthy stated that he did not have any ordnances or resolutions to discuss, but would also like to schedule a legislative meeting. He addressed Councilman Port as the alternate and said that it would be important for him to attend due to Councilman Haren needing to excuse himself from a portion of what would be discussed. The meeting was scheduled at 4pm, before the finance meeting on Wednesday, January 29, 2020.

***Guest:*** Heath Dawson gave a presentation on disc golf. He has designed a nine-hole course to be built strictly with donation and grant monies in the lower part of the park. He currently has sponsors for six out of the nine holes. Hole sponsorship is $400 each. He also has a $1,000 grant. He also has a sponsors that will be providing the signs and the cement work for the project at no cost. He states that he feels it will be a great asset to the village. According to Mr. Dawson, parks are finding that drug and other unfavorable activity has decreased once they have built the disc golf courses within their park. He also noted that disc golfers have helped with keeping parks clean of litter by cleaning up the parks where they play. Disc golf started in 1976 and is currently the fastest growing sport with over 8,000 courses in the world. Disc golf is enjoyed by people of all ages, and is a great activity for families to enjoy together. Council President and Mr. Dawson are in hopes to hold tournaments to bring revenue into the park. There will not be a charge to use the course, other than during the tournaments or if people would like to rent the course for private events. Council President Mr. Neff would like to purchase a few sets of the discs for children to use at the park. Mr. Dawson believes that this course will be one of the top five, nine-hole courses within the state of Ohio.

***Additional Business:***

**Neff:**

**Haren:**

**Albright:**

**Warner:**

**Kenworthy:**

**Port: Mr. Port stated that he has continued to update the website. He has added the current tax forms and going forward he will add meeting minutes once they are approved in the council meetings. Mayor Jackson expressed his excitement for the updates to the website and thanked Mr. Port. Mr. Albright asked if Mr. Port had been in contact with the group ARK in regards to the home that was discussed to get the family some help. Mr. Port stated that he had not been in contact, but would reach out after the meeting.**

**Media: Needed clarification on where the damage from the trucks and construction was taking place. Mr. Albright reiterated that it was on Sunrise Drive.**

***Meeting Adjourned:***

Councilman Kenworthy made a motion to adjourn, seconded by Councilman Neff

Yea (6) – Kenworthy, Neff, Albright, Warner, Haren, Port

Meeting Adjourned at 6:10 pm.

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**Mayor Jay Jackson**

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**Minutes prepared by Village Fiscal Officer, Angela Grant**