**The Byesville Village Council met in Regular Session on Wednesday, May 6, 2020, at 5:30 pm, at Byesville Fire Department.**

**Those in attendance included Mayor Jay Jackson, Village Administrator Brennan Dudley, and Fiscal Officer Angela Grant**

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

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

**Motion to excuse Mr. Neff due to illness was made by Councilman Kenworthy and seconded by Mrs. Warner – Yea (5)**

**Guests: Bill Yontz representing his daughter Paula Yontz. Mr. Yontz was petitioning for the council to put a cross over on Sunrise Drive due to his daughter having issues turning into her driveway without turning around in the neighbor’s driveway. Mr. Dudley felt this was an isolated issue and Ms. Yontz would be the only resident affected. He stated that it could be discussed and considered, but would be done at the resident’s expense. Mr. Yontz stated that it is village property and did not feel that it should be Ms. Yontz’s responsibility. Mrs. Warner stated that she did not feel we should discourage residents to build new homes because it is helping village with revenue. She suggested that it be a 50/50 solution with the cost being split between the resident and the village. Ms. Yontz supplying the materials and the village employees doing the labor. Mr. Haren felt that this was an issue that should have been noted by Ms. Yontz before she began building and was concerned that if the village does this at their expense, that would open it up to be responsible for other resident’s issues that may feel the village should correct. He stated that there is currently a way in and out of her driveway, although not ideal or to her liking, he does not feel it is the village’s responsibility. If there were not such access, he did believe the village would need to remedy the issue. Mr. Port said he had also driven up around the area and stated that it was in fact hard to make the turn into her driveway without going into the neighbor’s drive. There is an ordinance stating that if it affects another person’s property, it could be the responsibility of the village. Mr. Yontz had stated that Ms. Yontz would have to go “the wrong way on a one way” to pull directly into her driveway. Mr. Port stated that there are no directional signs stating that the road is a one-way road. Mr. Albright and Mrs. Warner believed that at one time there were directional signs. Mayor Jackson stated that the village should get an estimate on the work before they considered the request. Mr. Warner with the Street Department discussed the amount of work and culvert that the project would require. Mr. Kenworthy said that he would like for the village services committee to take a look at the property and get an estimate. He also would like to check the ordinances to see if the roadway is in fact a one way. He stated that they could look at a legislative change if that is the case.**

***Clerk:***

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

Yea (5) - Kenworthy, Albright, Warner, Haren, Port

Councilman Kenworthy asked for clarification on the bill for PowerPlan. Ms. Grant stated that it is the Murphy Tractor and PowerPlan is the company that they bill through. He also asked about the AEP bill. Mr. Dudley stated that it is a minimum bill based on commercial capacity.

Councilwoman Warner asked about the indigent burial through Farus Funeral Homes that the village recently paid for and why a local funeral home was not used. It was stated that there is a right to used whomever that decedent or the decedent’s family preferred. She felt that if should be required that a local business be used or we could choose not to pay. Mr. Dudley stated that the village is required to pay for indigent burials, as stated in the ORC.

Councilman Kenworthy made a motion, seconded by Councilman Haren to approve the April 8, 2020, meeting minutes, as presented. Yea (5) – Kenworthy, 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: Continuing to progress. TTHM reduction equipment and process is operational. Well #5 is operational and being tested.

Distribution: Service calls, shut offs, turn on, OUPS tickets. meter reads, and meter replacements.

Ordinance Amendment: Mr. Ferguson has prepared an ordinance amending Chapter 941 Section 2 of the codified ordinances. I emailed Council on the 4/21 with the details.

Personnel: Assessing resumes/applications for vacant positions. Interviews have been postponed until completion of COVID crises.

***Wastewater Operations***

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

Sewer Reline Project Phase II: Working on relining laterals.

GPS Wastewater line: Phase I is 90% complete. Phase II design is almost complete. We expect to finish design in the next two weeks and forward to the OEPA for approval.

***Street***

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

Storm Water: We cleaned and jetted several main culverts. Including Sunrise, S 3rd, Glass/6th, Pioneer, and S4th/Main. Replaced a section of culvert on Sunrise, and along Southgate Rd. Installed new culvert on S 4th St.

Glass Ave: The rebid received one bid, Amaazz Construction of Ohio for $428,792. The engineer is working on contract documents.

Tree Trimmed: Trimmed a tree on S 2nd. The tree was considered a roadway hazard.

Dump Trucks: Purchase put on hold until full assessment of COVID financial impact.

Rail Crossing Closing: The S. 2nd St crossing will be closed from 5/11-5/22 for replacement. Construction traffic is being detoured to the Buffalo exit. Regular traffic should use Watson Ave and S 4th St.

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.

Zoning: 4 building permits, 1 Fence, 1 Sign.

Employee Handbook: I emailed a draft of the updated handbook. Council will need to approve. The revisions more accurately detail the current operational processes.

Union Negotiations: The Mayor and I met with representatives and we are awaiting a final draft from the Union.

Utility Bill Printing: We will be converting to the use of a 3rd party for the printing and mailing of our utility bills. This cost saving initiative will save approximately $4,800 annually.

ODNR Mine Issue: Upon request from Mr. Albright, I contacted ODNR regarding a possible mine subsidence issue off of Palmer St. ODNR did not deem it an emergency but will continue to monitor.

***Mayor:***

We are continuing to keep a watchful eye on the budget and focus on essential spending. We are reaching out to the small businesses that are preparing to open back up. Beautification has started and we are beginning to place things to brighten the village and bring hope. We are also continuing to look at grant opportunities. I have been in contact with other officials weekly on the COVID situation. Village Hall is still closed to the public, as well as the park. People are able to walk in the park, but other activities are still shutdown. We are waiting on direction from the governor regarding that and will continue to assess it.

Thanks to ARK Ohio for coming and helping get some areas cleaned up and also Christian Ministries from providing free meals within the village. They provided nearly 1,000 free meals.

We will be going back to two meetings a month with the next meeting being May 27, 2020. That will get us back on track for the 2nd & 4th Wednesday of the month. If we were to continue with one meeting a month, council would only be paid for one meeting. As things begin to open back up, this will be a small way to start getting us back to some normalcy. We will continue to meet at the fire station.

Due to the pandemic, zoning has not been a focus. With things starting to get back to normal, there are a few hot spots we will be addressing. The police department has been doing a great job and please commend them if you see them.

***Park*:**

Presented by Park Liaison Council President Neff.

***Zoning:*** Presented by Mayor Jackson

The police department have been doing a great job and as we start to get back to normal, they will be enforcing the zoning issues again.

***Fire:***

There was a house fire on Sequoia Drive that was a total loss, all members of the household we able to get out safely.

***EMS:***

The squad is up and running and has been for about a week. Things are going well. Jeremy Rice was promoted to Asst. Chief.

***Police:*** Presented by Mayor Jackson

The police department is doing a good job making sure that groups are not congregating and Mayor Jackson commended them on continuing to do a great job for the village.

***Solicitor:***

***Village Services:*** Mr. Albright asked if Mr. Ferguson would be returning to the meetings. He is still asking for information regarding the cable and internet. Ms. Grant stated that her neighbor is a teacher and unable to record her lessons and teach her students due to the demand and the service not being strong enough to support it. She has had to leave her house and go to the high school parking lot to use the school’s WIFI.

Mr. Albright questioned why the higher paid employees were mowing instead of hiring a part-time/seasonal employee. Mr. Dudley stated that the reason for this was because the council had asked to watch expenses.

Mr. Albright would like a no left turn sign placed on Eibel Alley and have it closed to truck traffic. Mr. Dudley stated that would need to be addressed and voted on by council.

***Finance:*** Councilwoman Warner would like the ability to look at itemized bills that are simply listed as “supplies” on the spreadsheet. Ms. Grant stated that they are all available in her office.

Mrs. Warner asked if the pavilion rentals were down. Ms. Grant stated that at this time there are a lot of rentals booked, however, we are unsure at this time if that will have to be refunded.

She questioned if there needed to be finance meeting set up to get the wages and union contracts taken care of, as to which Mr. Dudley and Mr. Kenworthy stated that all raises and non-essential spending is on hold.

***Legislative*:** Ordinance # 2020-7 Amending Chapter 941 requiring the user shall install and maintain at their own expense a service line.

Mr Dudley stated that it is already in place for sewer, but not water.

There was a motion to suspend the rules made by Councilman Haren and seconded by Councilman Port.

Yea (5) – Kenworthy, Albright, Warner, Haren, Port

Motion to pass: Councilwoman Warner

2nd: Councilman Haren

Mr. Kenworthy would like to schedule a Legislative Committee meeting after looking at the property of Ms. Yontz

***Additional Business:***

**Kenworthy:**

**Neff:**

**Albright:**

**Warner: Mrs. Warner commended the fire department for a quick response to the house fire on Sequoia Drive**

**Haren:**

**Port: There is a link on the village website to take the census. If you do not have a census code, you are still able to complete it. Currently the village is at 65.1% response rate.**

**He emailed pictures of the power plant to the council members from the CIC. The power plant is progressing well, social distancing has not been an issue with employees because they are all outside and spread out. The rain has also not been an issue because they are using a machine that turns the soil. There is a possibility of some delays due to the pandemic and the ability to get supplies shipped. On the topic of new businesses, the CIC is looking into partnering with a new marketing firm to help bring new businesses to the area. Rural King is still giving an anticipated date on 2021.**

**Media:**

***Meeting Adjourned:***

Councilman Kenworthy made a motion to adjourn, seconded by Councilwoman Warner

Yea (5) – Kenworthy, Albright, Warner, Haren, Port

Meeting Adjourned at 6:46 pm.

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**Mayor Jay Jackson**

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