**The Byesville Village Council met in Regular Session on Wednesday, August 26, 2020, at 5:30 pm, at Village Hall.**

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

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

***Clerk:***

Councilman Kenworthy made a motion, seconded by Councilman Albright to approve the August 12, 2020, meeting minutes, as presented.

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

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

Councilwoman Warner questioned why the police cruiser repair was paid from the General Fund. It was stated that it was a payout from the insurance claim. The funds were deposited into the General Fund and therefore, was paid back out of the same fund.

Councilman Neff asked if the AEP for the park was one bill or two. Two bills were paid on the same check. One for the park itself and one for the ball fields.

Councilman Albright asked about the payment to the Village of Cumberland. Mr. Dudley stated that it was their portion of the water bill payments collected, as well as the sewer that we collect on their behalf.

Councilwoman Warner inquired as to how many EMS trainees were covered in the payment of $4800 to Newton Twp. Fire Department. It was stated that there were five trainees that completed the course.

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:** We are working on a resolution for the defective pressure filters. The manufacturer will be onsite in the next week to assess all the filters and a repair/replace for the defective units.

**Pink Water:** We had a pump malfunction on a chemical used in the treatment process. No boil order was necessary.

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

**Wastewater Operations**

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

**Sewer Reline Project Phase II:** According to the contractor, the defective liner has been repaired. We will confirm that with video inspections. Now that the liner has been repaired, they have a couple more laterals to line. This project should be complete within the next 30 days.

**GPS Wastewater line:** We are still working on details with the school district on the location of the lift station. Additionally, I am working on the acquisition of an easement from Mr. Gadd off Seneca Lane.

**Street**

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

**Glass Ave:** Provided a letter to the County grant administrator for the balance of the gap funding. We hope to coordinate with the contractor and the County to finalize the contract and get a start date within the next week.

**Sealing:** We have been “hot sealing” all the roadways that we paved this year and last. Additionally, we are addressing other areas of concern as well.

**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:** 1-Pool

**Employee Handbook:** A binder copy of the handbook is on your desk.

**Solicitation**: If you are approached by someone soliciting door-to-door, please contact the Village Hall or Byesville Police. No solicitation permits are being issued at this time.

**Executive:** Requesting a brief executive session for contractual purposes.

***Mayor:***

Presented by Mayor Jackson

We are continuing to work on economic development. We are staying in contact with our current businesses and reaching out to some of our upcoming businesses. There are a few that are having issues with contractors being able to complete work due to COVID. I am also working on some beautification efforts for the fall. I would like to thank the summer work program kids for their hard work. A lot of the small things they did, made a big difference. We do have a clean-up coming up in September. The township is working on some guidelines for the clean-up. Mayor Jackson asked for council to make a decision on the Parsons Alley closing.

Mayor Jackson asked Councilman Port to provide an update on Spectrum Cable. Councilman Port stated that he had been in contact with the head of government affairs for Ohio. There is a phone meeting scheduled with them tomorrow (8/27/20200 at 1pm. The meeting is informational and expected to last approximately an hour. It was stated that there could be up to 3 council members present, along with Mayor Jackson and Mr. Dudley. It was decided that Councilman Port, Councilwoman Warner and Councilman Neff would attend the informational phone meeting.

***Park*: -**

Presented by Park Liaison Council President Neff

Councilman Neff stated that there are upcoming Disc Golf tournaments. There will be one held in the months of September, October, and November. Mr. Neff would like to request more police presence in the park due to a group of kids that have been chasing issues. He would also like to remove a couple of the frost free spigots.

***Fire:*** Asst.Chief Bacon stated that the Fire Department had five people complete their EMT training and would be taking their testing within the next few weeks.

***Police:***

Mayor Jackson stated that the PD is continuing to work on code enforcement and getting the village cleaned up. K9 Xato has been ill and if not feeling better within the next day or so, will be going to the vet.

***Solicitor:*** No Formal Report

***Village Services:*** Mr. Albright asked for the dates on the clean-up. Mayor Jackson stated that they will be held 9/11-9/12/2020. Mr. Albright stated that the county was inquiring about paving a road within the village and Mr. Albright informed them that they would need to get in contact with Mayor Jackson or Mr. Dudley.

***Finance:*** Councilwoman Warner asked if there was an update on the 2018-19 audit that is currently being performed. Mr. Dudley stated that he had not gotten any update and he would not expect to hear anything until October. Ms. Grant also stated that she had not received any updates or requests for additional records. Due to COVID-19, the audit is being performed off site. The agency performing the audit asked for a list of records to be supplied and they were picked up and taken to their offices.

***Legislative*:** Mr. Kenworthy had resolutions and ordinances to present and discuss.

Resolution 2020-08 Resolution Authorizing Transfer of Funds (Reimbursement of Team Sponsorship)

Motion to approve: Port 2nd: Haren

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

Resolution 2020-09 Resolution Accepting Rates for Tax Levies

Motion to approve: Haren 2nd: Neff

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

Mr. Kenworthy stated that he would like to refer the Ordinances, along with the alley closing to the Legislative Committee.

Ordinance 2020-18 Amending Section 1301.02

Ordinance 2020-19 Amending Section 1371.03(a)(3)

Mr. Ferguson stated that he felt the latter ordinance needed to be changed and clarified to prevent any further issues in the future.

A Legislative Committee meeting is scheduled for 4:30pm, Wednesday, September 9, 2020.

***Additional Business:***

**Kenworthy: ---**

**Neff:** **Mr. Neff stated that on the northwest side of McLaughlin and S. 4th, there is a dead tree that the branches are falling into the roadway. Mr. Dudley stated that he could send a letter to the property owners informing them that the tree needs to be removed.**

**Albright: Mr. Albright asked if the Zoning Board had been established. Mayor Jackson stated that the board would include Brad Dudley and Jeremy Rice.**

**Warner: ---**

**Haren: ---**

**Port: ---**

**Media:**

Motion to enter Executive Session for Contractual Purposes: Neff 2nd: Port

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

Executive Session: 6:18pm

Reenter Regular Session: 6:40pm

***Meeting Adjourned:***

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

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

Meeting Adjourned at 6:40pm.

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**Mayor Jay Jackson**

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