**The Byesville Village Council met in Regular Session on Wednesday, June 9, 2021, at 5:30 pm, at Village Hall-Council Chambers.**

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

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

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

**Councilman Kenworthy made a motion to excuse Councilman Neff for personal reasons. The motion was seconded by Councilman Port.**

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

***Guest:***

***Clerk:***

Councilman Haren made a motion, seconded by Councilman Kenworthy to approve the May 26, 2021, meeting minutes, as presented.

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

Councilman Albright made a motion to approve the bills, seconded by Councilwoman Warner

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

***Administrator:*** Presented by Brennan Dudley

**Water Operations**

**Routine Maintenance and Operation:** Clean and maintain sediment basins, maintain chemical levels, ensure proper backwash and operation of pressure filters and UF units.

**Waterline Projects:** E Spruce will start any day. Had a couple small projects interfere with the start of the project. Also, the skid steer needed repair.

**Building Project:** Awaiting delivery of materials.

**Distribution:** Disconnects/reconnects, OUPS tickets. Read meters. Leak on Spruce/S 4th.

**Consumer Confidence Report:** Worked with Kendal to prepare this year’s report. A copy of the report is attached to this report.

**Personnel:** Soliciting resumes/applications for vacant distribution position.

**Wastewater Operations**

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

**GPS Wastewater line:** Phase II is 98% complete. Phase III is 70% complete. The installation of the necessary pipe is 95% complete.Awaiting delivery of 2 manholes for Phase III. The lift station is scheduled for delivery around the end of June.

**Blower Issues:** We had some issues with blowers and motors. Village personnel have made necessary changes to keep things functional. We are evaluating repair/replace options for motor/blower.

**Street**

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

**Glass Ave:** Holding at 85% completion. The contractor has decided to build the head wall on site. The headwall was being constructed by a local subcontractor. The local subcontractor did not construct the footer to the design specifications. We are having them remove the footer and build it to the correct specifications.

**Misc. Work:** Maintain streets, repair, clean, maintain equipment and facilities, patch holes as material is available. Clean, jet, 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:** 0 Building Permits issued in the last two weeks. Several under review. Several violation letters sent. Only one member of the Zoning meeting attended the regular meeting on Monday so that meeting could not be conducted.

**Sign on the Square:** Sign installation is 90% complete. Electric wire is run, awaiting final connection to the sign. The project has been hindered by rain and other projects.

**Rasor’s Restroom:** Project is 75% complete. Plumbing inspection is almost complete, we will need to add flooring material and make final inspection. The delays on the project are due to required inspections.

**Paving Projects:** Discussed paving projects for the year at the Village Services meeting. I have prepared a proposed final list attached to this report.

**EMS Contract:** Prepared and presented the EMS contract to the Township. They approved. Council will need to authorize the Mayor to enter into the contract.

**Memorial Day:** Purchased flags and prepared flags on Memorial Day.

**Trash Trucks:** Inspections are complete. Quotes for Village facility collection are due 6/15.

**PEP Risk Management:** I met with a representative from our liability insurance (PEP) to assess associated risks to the Village. We are currently reviewing the recommendations.

**Fire/EMS Incentive Program:** Worked with Chief Haren and the Mayor to develop an incentive program. The Mayor will present more details.

**CIC:** Attended CIC and Planning Commission monthly meetings.

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

We are still working on economic development. There is a new owner of the Fabri-Form building and they will be doing some work to the building. As for the building that the village owns, we are waiting for our person to finish cleaning it up and we will put it out for bid. We had a good Memorial Day. The weather was great and we had really good speakers. We are also continuing to work on beautification efforts. The village looks great. The rain is making us work a little harder, but the guys are doing a great job of keeping up on the growth of the grass. We submitted the NatureWorks Grant last week and will probably know in October if we are awarded the grant. The survey for the trail should begin in July and then we will need to begin making more detailed plans to finish that off. Personnel wise, we are continuing to look for officers to hire in the police department. We have worked on an incentive program for the Fire Department. I will have the chief or asst. chief touch on that a little more. Chief Haren stated that it is a way to incentivize the members of the Fire/EMS and help with retention. It will be in addition to the current stipend pay. There are currently two other departments in the area that use a similar program. Mayor Jackson stated that he would like to refer it to the Finance Committee for further discussion. Councilman Port asked what departments are currently using it, as to which Chief Haren stated Old Washington and Cassel Station. Mayor Jackson also thanked Quanex for donating three benches to the village. The mayor and Councilman Port are also looking for volunteers to help with planning events within the village.

***Park: ---***

***Fire/EMS:*** Asst. Fire Chief Bacon:It has been quiet on the fire side. We have the festival coming up at the end of the month.We will be out doing a boot drive for the Fireman’s Festival this Friday and Saturday. Engine 107 is out for repair. Jeremy Rice (EMS): We are still working on staffing. One of the squads has a flat tire, so that is in for repair. We are looking for volunteers for the upcoming festival.

***Solicitor: No formal report***

***Village Services:*** Mr. Dudley asked if there were any questions or comments regarding the paving spreadsheet. Mr. Albright stated that he did not think that paving the park should come out of the paving budget. He felt that it should come out of the park budget. He stated that there are a lot of alleys that need work done and paved that the money should be used towards. Mr. Dudley stated that he did not disagree that there are a lot of alleys that need paved, but he didn’t necessarily think that we would have the time to get to all of them this year. He feels that paving the park is a benefit to the village because the park is enjoyed by so many and there has been a lot of work to the park recently. The park has a small budget, so it is very unlikely that the park would ever be able to afford it out of their budget without help from the general fund. It was decided that the paving will move forward. Mr. Albright asked Mr. Dudley about a dead tree on 821 (Main St.) near Bell Store. Mr. Dudley stated that he has received one quote and would like to get one more to be sure they have competitive bids.

***Finance:*** **---**

***Police*:** Chief Dolan stated that the cruiser is fully operational. He thanked the fire department for allowing the use of the building for the vinyl installers to work on the cruiser. Calls are starting to pick up with the warm weather. The mayor and I have been working on code violations. We are addressing nuisance, grass, and other code issues. We have currently served two letters to homeowners.

***Legislative***: Mr. Kenworthy asked for an executive session for contractual purposes with legislation.

Mr. Kenworthy presented the following legislation:

Resolution 2021-12 EMS Contract with Jackson Twp.

Motion to Approve: Port 2nd: Kenworthy

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

Ordinance 2021-14 An Ordinance Amending 937.01 of the Codified Ordinances of the Village of Byesville

2nd Reading

Ordinance 2021-15 An Ordinance Establishing the Salary of the Village of Byesville Police Chief

Motion to Suspend the Rules: Port 2nd: Haren

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

Motion to Approve: Kenworthy 2nd: Albright

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

***Additional Business:***

**Kenworthy: I went up Second Street this week and noticed that there is two trailers and a truck parked on one side of the street and another trailer parked on the other side of the street. One side of the street is no parking. Why is it that we can not get this addressed and taken care of when we have an ordinance stating that you cannot leave an unattended trailer? Mrs. Warner stated that she had three calls within a week regarding the same property. The Jr. High Basketball has been doing really well. There are three more weeks of tournaments. We had one young man that went around and picked up all the trash Monday night in the pouring rain. We did not know him, but greatly appreciate what he did.**

**Neff:**  **---**

**Albright: ---**

**Warner: Did the restrooms at Rasor’s get all the inspections? Mr. Dudley stated that there was an initial inspection, now they need to do more work and have another inspection completed. Mrs. Warner stated that she had a resident contact her inquiring about getting speed limit signs placed at either end of Palmer. They are having a lot of through traffic and people speeding. Another issue is that we are getting a lot of couches sitting around. She had seen two that day. She is going to provide the addressed to the mayor.**

**Haren: ---**

**Port: We have gotten the volunteer program up and running. There is a link on the webpage.**

**Media: Would like to get with Fire/EMS to do an article on the Fireman’s Festival**

***Meeting Adjourned***:

Motion to Adjourn: Warner 2nd: Haren

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

Meeting Adjourned: 6:15pm

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**Mayor Jay Jackson**

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