**The Byesville Village Council met in Regular Session on Wednesday, November 10, 2021, at 5:30 pm, at Village Hall.**

**Those in attendance included Mayor Jay Jackson and Village Administrator Brennan Dudley.**

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

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

***Guest: Councilman Elect – Jay Valentine – Mr. Valentine stated that he is looking forward to being on council and was present to observe.***

***Clerk:***

Councilman Kenworthy made a motion, seconded by Councilman Neff to approve the October 27, 2021, meeting minutes.

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

Councilman Kenworthy made a motion, seconded by Councilman Neff to approve the bills.

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

\*\*\*Mrs. Warner asked Mr. Bacon to further explain the charges for the Fire/EMS. He explained using the information in the description column. He stated that the invoice for Main Screen was items that they were billed for all at once, although they had received them over a period of time. The Dalmation Fire and Wildland Warehouse was for gear purchased through an ODNR grant. The invoice from Dunning was to repair the a/c and brakes on the squads. She also asked Mayor Jackson about the payment to OML for Mayor’s Court Training. He stated that it will be virtual. It is for new policies and an update. He and Holly will both participate in the webinar. Mrs. Warner asked about the money paid out of the CARES Act funding. It was stated that it was to finish up Rasor’s Restroom.

\*\*\*Mr. Haren asked about the bill for Jack Dohney. Mr. Dudley stated that it was for the repair of the jetter truck that was discussed in a previous council meeting. Mr. Dudley agreed that the amount was high, but stated that it was actually lower than what was initially quoted.

***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:**

* + N 8th the pipe has been received, waiting on additional materials.
	+ S 2nd Working on contract details and schedule.

**OEPA Metrics:** Prepare and submit annual metrics to OEPA. Metrics include water loss, operating ratios, production data, leaks, sales, and consumption data.

**Distribution:** Disconnects/reconnects, OUPS tickets, meter reads.

**Wastewater Operations**

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

**GPS Wastewater line:** Phase III is 98% complete. We had a progress meeting on Monday to discuss punch list items. Reclaim work is being completed, fence will be installed in the next couple of weeks. Still working on SCADA connection, generator installation, and asphalt work on the entry driveway.

**N 12th Street Sewer Extension:** We are assessing options for engineering and funding of the project. Several residents have expressed interest.

**Street**

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

**Patching and Leak Holes:** Village personnel have been working on leak holes and general patching throughout the Village.

**Paving:** The paver is not functional at the moment (electrical issue). The mechanic that was coming to work on it has COVID.

**Leaf Pickup:** We will continue to pick up leaves as needed. If the property owner rakes the leaves to the front of the property, we will pick them up.

**Catch Basins:** Personnel have been cleaning catch basins in preparation for winter.

**Glass Ave:** Awaiting quotes on sidewalk.

**Tree on S 4th/ McLaughlin:** Per Mrs. Warner’s request at the previous meeting regarding concern for the safety of surrounding property, in an effort to render the hazard, I contacted a tree removal company to remove the top portion of the tree. I also contacted the property owner to alert him of the concern. The tree appears to be in the Village ROW.The tree company’s bucket truck is being repaired but they assured me that they would perform the work ASAP. ($400)

**Seneca Parking Lot:** Per Mr. Albright’s suggestion, the parking lot has been striped. We are assessing options for parking blocks.

**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:** 3 Building Permits/ 1 Variance Request / 1 Demolition Permit. Trailer at 214 Race Ave has been razed.

**Grants:** Prepared and filed OPWC grant documents.

**Health Insurance:** Awaiting official renewal information. Initial information is 18% increase. We are assessing all options. Current plan expires November 30th.

**VCB Board:** I was elected by current board members to serve on the board of this critical community organization. My term commences on January 1, 2022.

**Executive Session:** Request Executive session for contractual.

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

We are coming off of a great weekend of holiday activities. The parade and monster mash were great. We had a lot of participation and everyone was staying safe. We are going to be working on the holiday transition. If anyone would like to help with that, please get in touch with me. The guys have been making sure everything is ready for the weather change. We did receive the NatureWorks grant, so we will be putting in the new swing set. There will be a Veteran’s Day program tomorrow at the VFW at 1pm. During the month of December, Santa will be in town at various locations to take pictures. Mayor Jackson stated that he has spoken with some new/potential business owners in town. The gentleman going into the old Huntington Bank space is waiting on his contractor to finish up some office areas. Another new business has been on hold due to the owner having some health issues within his family. There is a plan to open at the end of this month or the beginning of December.

***Park: Mr. Neff stated that he opened the gates back up because people were driving through the grass to go into the park. He felt it was better to go ahead an open the gates then ruin the grass. Mr. Dudley stated that they will be winterizing the restrooms at the park within the next week.***

***Fire/EMS: Fire side has been quiet. EMS side has been busy. During our monthly meeting, Justin Barnett was presented with an award for EMS Provider of the Year. He was chosen out of approximately 500 members on 31 departments that Genesis oversees. Mr. Albright asked how often both squads are out at the same time. Mr. Bacon stated that it depends on the call, but there have been instances that they have both been in use at the same time.***

***Solicitor:*** ----

***Village Services: Waiting for the paver to be fixed to finish the paving***

***Finance:*** ---

***Police*:** ---

***Legislative***:

Mr. Kenworthy presented the following legislation:

Ordinance 2021-29 An Ordinance Authorizing the Sale of Real Estate to the Highest Bidder and Authorizing the Mayor to Enter into a Purchase Agreement and Declaring an Emergency

Motion to Suspend the Rules: Haren 2nd: Neff

Motion to Approve: Neff 2nd: Albright

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

***Additional Business:***

**Kenworthy: Mr. Kenworthy stated that the extension granted to Tarzan and Jane to remove the firewood from the property is almost up. He did not feel that much progress had been made and received a call stating that there had recently been another large load dropped. Mayor Jackson stated that he had discussed it with Chief Dolan and stated that he did not feel that there would be another extension granted. Chief Dolan will address the issue with the property owner once the extension deadline has passed.**

**Neff: ---**

**Albright: There is culvert behind J & S Tree Service that needs replaced. Mayor Jackson stated that he has spoken to the street department regarding it. Mr. Albright asked if it was going to be possible to give the police department raises. Mr. Port stated that he has spoken to Chief Dolan and the chief wants to hold off until the beginning of the year with the new budget, due to other purchases that will need to be made. Mr. Albright also wanted to discuss the next meeting. It is scheduled to be held the day before Thanksgiving. It was decided to move the meeting to**

**Warner: Mrs. Warner asked Mr. Dudley if he has checked on replacing the trees that were discussed in the previous meeting. Mr. Dudley stated that they have been trying to find trees to plant, but have not had any luck so far. He believes that they are Bradford Pear trees. Mrs. Warner also wanted to bring up a large dump truck that has been parking on the corner of S. 6th and Spruce. She stated that it is blocking the view for people to see what is coming up the street. Mayor Jackson stated that he has already brought it to the attention of the police chief. He was not sure if the chief had spoken to the residents at the property, but the mayor stated that he would follow up with Chief Dolan. Mrs. Warner asked Mr. Dudley to look at the alley that runs up from the apartments on 4th Street that loops around and comes out on Spruce. She wanted to tentatively add it to the paving list for next year.**

**Haren: ---**

**Port: ---**

**Media: Clarification on time and place of Veteran’s Day activities. It was reiterated that they will be at the VFW at 1pm.**

Executive Session: 6:09pm

Motion: Haren 2nd: Warner

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

***Meeting Adjourned***:

Motion to Adjourn: Haren 2nd: Neff

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

Meeting Adjourned: 6:24pm

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**Mayor Jay Jackson**

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