The Byesville Village Council met in Regular Session on Wednesday January 15th, 2025 at 5:30pm in Village Hall.

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

Mayor Jackson called the meeting to order and led The Pledge of Allegiance.

Mr. Dawson offered a prayer.

Roll Call: p. –Sullivan, p. –Netting, p- Port, p. – Warner, p. – Dawson, p.- Valentine

**Council Annual Reorganization:**

-Motion to nominate Mr. Dawson as **Council President**: Motion: Mr. Sullivan 2nd: Mr. Valentine Roll Call: yes -5, no-0, abstained -1 (Mr. Dawson)

-Motion to nominate Mr. Port as **Vice President**: Motion: Mrs. Warner 2nd**:** Mr. Dawson Roll Call: yes-5, no-0, abstained-1 (Mr. Port)

**Committees**:

**Finance Committee-**

Chair: Heath Dawson

Alternate: Michael Port

Marj Warner

Roy Netting

**Legislative Committee**-

Chair: Marj Warner

Alternate: Pat Sullivan

Heath Dawson

Jay Valentine

**Village Services Committee**-

Chair: Pat Sullivan

Alternate: Heath Dawson

Roy Netting

Jay Valentine

**Park Liaison** – Michael Port

**Webmaster/Media** – Michael Port

**CBI Board Member** – Heath Dawson

**Community Improvement Corporation Representative** – Roy Netting

**Zoning Committee Council Representative** – Jay Valentine

***Clerk’s Business:***

**Minutes:** No minutes to approve.

**Bills**: No bills to approve.

***Guest:***

***Administrator’s Report:--***

**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.

**Membranes:** We are working with Membrane Specialist to assess the functionality of our system. Specifically looking at ways to optimize the maintenance and operation of the membranes.

**Distribution:** 1-leak in Cumberland.

**Wastewater Operations**

**Routine Maintenance and Operation:** Pressing as scheduled, routine, and preventative maintenance as scheduled. Cleaned both clarifiers and maintenance to the belt press.

**Marietta Rd Sewer Extension:** Working on agreements for the associated property owners.

**Street**

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

**Inclement Weather:** We have experienced significant snow over the past couple of weeks. Village personnel have done a fantastic job keeping up. We are tracking overtime and salt resources. We do know that we will need to conserve salt for the remainder of the year. We are assessing all options for additional supplies as needed.

**Misc. Work:** Maintain streets, repair, clean, maintain equipment and facilities, clean, jet, and repair culverts and catch basins as needed. Street sweeping.

**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, Village Council, Police and Fire to ensure the day-to-day operation of the Village.

**Zoning:** 3-Building Permits

**Design Standards:** I have received a proposal for development of design standards for the Water, Sewer, and Storm utilities. I am currently reviewing the proposal and will have more discussion at the next meeting.

**SEOCBI:** We are still in the process of the building acquisition. The District has been delayed with the inclement weather. We had to cancel our CBI Board meeting and it has been rescheduled for 1/21. I am working with Mr. Ferguson on the deed preparations. We have a couple of documents that Council needs to pass in correlation to the CIC and lease of the property.

**Patriot Park:** Spoke to the concrete contractor this week. He is ready to proceed when the weather breaks.

**Health Insurance:** Still working on employee completion of Form Fire data.

**2025 Budget:** We are working on finalizing data from 2024. As soon as it is complete, we will be able to move forward. I hope to have a draft of the budget by the next Council meeting.

**Fire Report**

**Fire Calls YTD:** 8

**Equipment:** All fire units are in service at this time. Medic 106 is still in the shop undergoing repairs.

**Township Contracts:** I am working on the Fire and EMS contracts with the Township. I will present them to the Township first and then they will come back for a vote by Village Council.

**Equipment Grant:** I am working on a grant for new gear including coat, pants, and other required equipment. The goal would be 10 new sets.

**Elementary School:** I signed off on the new Meadowbrook Elementary school emergency plans.

**Personnel:** Congratulations to Justin Patterson, he passed his NREMT. Justin is also a Level 1 Fire Fighter.

**EMS:** EMS has been very busy. Jeremy is doing a great job staying on top of things. Jeremy will present more information in his report.

Mr. Sullivan asked about contract concerning boilers in the newly acquired Byesville Elementary building. Mr. Dudley said that he spoke with Rolling Hills Superintendent Dettra and that the school district is still clearing items out of the building. He is also waiting to hear from the school district’s Transportation Maintenance Supervisor Jason May before any further progress can be made.

Mrs. Warner inquired about the Mayor talking to Calvin Chester in order to get pictures to be taken inside the school and a story written for print. Mayor Jackson reported that he was meeting with them on Monday, January 20th.

***Mayor’ Report-*** Looking forward to the New Year. Lots of things happening. Working on Grants for the park. Excited about Patriot Park. Keep doing what you’re doing and moving forward and progressing.

***Fire/EMS***: Assistant Chief Jeremy Rice presented a printed report. Mr. Dawson asked if the person(s) that iced the locks at the firehouse had been identified. Assistant Chief Rice said that the perpetrator(s) have not bee identified. Mr. Rice has requested a quote from Rowe Networks to install 10 cameras.

***Police Report:-***. Chief Dolan presented printed end of year report. Chief Dolan requested a Records Commission for the Village, needs to have 3 people on the Committee. Mr. Dudley stated that the Village does have a records retention policy. The suggestion is that the Police Department have a separate records retention policy from the rest of the Village departments. Solicitor Ferguson will need to investigate further.

***Solicitor:***  - Solicitor Ferguson, no formal report. Mr. Port took time to look into ORC for the aforementioned Records Commission requested by Chief Dolan. The Committee would consist of four individuals, the Executive of the Village, the Fiscal Officer, the Chief Legal Officer and a citizen. Solicitor informed the Council that the Committee would need to meet twice a year to determine what is to be done with the records.

***Park Report:***  Mr. Port reported that the bathrooms at the park were vandalized. The cameras did not catch the vandals. Significant damage was done to the bathroom. Chief Dolan was called. No suspect at this time.

***Village Services:*** Mr. Sullivan, nothing to report.

***Finance:*** Finance meeting was set for February 12th at 4:30pm.

***Legislative***: Mrs. Warner wants to set a time for Code Enforcement meeting. Meeting set for Monday February 24th at 5:30pm.

Mr. Dudley presented two Ordinances concerning the CIC and economic development.

Ordinance 2025-01: Accepting and confirming a plan for the CIC as the agency of the Village of Byesville for Industrial, Commercial, Distribution and Research Development. 1st Reading.

Ordinance 2025-02: Authorizing the lease of certain village owned real property in order to promote economic development and to authorize the CIC director to sign documents related to this issue as an agent of the village. 1st reading.

Mr. Valentine inquired about the sale of alcohol for events that will take place at the new facility. Mr. Dudley said that is something that is being worked on.

Mrs. Warner asked about the street between the school and Tommy’s pizza becoming a two-way street. Mr. Dudley informed that it has not been discussed formally.

Jeremy Rice has offered the use of the fire department hall for the Code Enforcement meeting in February

***Additional Business:***

Dawson: Asked for prayers for health issues.

Netting: Suggested the creation of the position of Director of Village Services. Mr. Dudley stated that other Villages have an Assistant Village Administrator or a Utilities Director and that it’s something that can be looked into. Mayor Jackson said that the financial aspects of creating the position also need to be considered.

Port- Tentative 2025 calendar is on the website. Sharing with businesses and churches in the area. America 250, would recognize the Village as an America 250 Village in Ohio

Sullivan: .None

Valentine: -None

Warner: - None

Media: --- None

***Meeting Adjourned***:

Motion to Adjourn: Mr.Valentine 2nd:Mr. Sullivan Roll Call: yes-6, no-0

Meeting Adjourned: 1812

**Minutes approved: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Council President**

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**Mayor Jay Jackson**

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**Clerk of Council**