

RECORD OF PROCEEDINGS

March 1, 2021 REGULAR MEETING

- Mayor Thomas Bergman called the meeting to order at 7:00 p.m. and asked all to stand for the Pledge of Allegiance to the Flag.
- Mayor Bergman asked for the roll call:
- Council members in attendance included, Mr. McPherson, Mr. St. Marie, Mrs. Huston, Mr. Huston, Mr. Lewis, and Mr. Diebert via Zoom.

Also, in attendance, was the Village Administrator Kevin Gladden, Solicitor Brian Ballenger, Fiscal Officer Julie VanNest, and Police Chief Matt Herrig.

- Mayor Bergman asked for approval of the minutes from the regular Council meeting on February 18, 2021.
- Corrections to the minutes for the February 18, 2021 meeting were recorded.

Mr. Diebert made a motion to approve the minutes as amended from the February 18, 2021 regular Council meetings; seconded by Mr. St. Marie.

Yeah: Mr. Diebert, Mr. St. Marie, Mr. Lewis, Mr. Huston, and Mrs. Huston.

Nay:

Abstain: Mr. McPherson (due to absences from the meeting).

ENGINEERS REPORT – Mr. Hertzfeld – report attached

ADMINISTRATORS REPORT – Mr. Gladden

- Mr. Gladden reported, as discussed at the last Council meeting the speed sign had been put back up on 9th Street. He mentioned that so far, the only issue was having to charge it more often due to the cold weather.
- Mr. Gladden stated he had met via Zoom and over the phone with Rich Hertzfeld, and Danielle Steinhauser from CT Consultants. One item discussed was the multi-use bike path. The Mayor along with Mr. Hertzfeld and Ms. Steinhauser filled out the ODNR application along with some information provided by Mr. Gladden. The application will be ready to submitted on time.
- Mr. Gladden also discussed with Mr. Hertzfeld paving and alley paving.
- Mr. Gladden stated that the CBDG curb ramp will go out to bid by the County and the bid opening will be available via Zoom.
- Mr. Gladden met with Mr. Ballenger on an Ordinance to move dormant funds which once approved by Council, will be scheduled for court.

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- Mr. Gladden, Mayor Bergman, and Mr. Ballenger met with Ernie Cottrell, Dallas Paul, and Harry Giltz concerning Drug Mart and the annexation for all parcels on St. Rt. 51. The annexation should go to the Ottawa County Commissioners soon.
- Mr. Gladden questioned if they could include zoning in with the annexation as part of the process, having the frontage zoned as Highway Business and the rear portion zoned as R1/Commercial. Residents would then have the opportunity to object at the annexation hearing before the passing of the Ordinance.
- Mr. Gladden informed Council he had two employees returning this week from having Covid-19.
- Mr. Diebert asked why the south parcels were being zoned as mixed use, instead of R1.
- Mayor Bergman stated it would be discussed at the Planning Commission meeting the next day.

FISCAL OFFICERS REPORT – Ms. VanNest

- Ms. VanNest informed Council that she paid invoices on 2/26/2021 in the amount of \$160,093.92 and Payroll and withholding taxes of \$41,128.51 on 2/26/2021.
- Ms. VanNest stated the deadline for the 2020 end of the year financial statements to Auditor of the State was due today which had already been submitted on Wednesday.
- Ms. VanNest reported she was working on the appropriation for the Finance Committee which was needed for the final Permanent Appropriations.

MAYORS REPORT – Mayor Bergman

- Mayor Bergman reported it looks like the Covid Act he mentioned in December was going to happen, \$350 billion dollars for local and state government.
- Mayor Bergman mentioned Chamber would meet on Thursday, where he will discuss with them their use of the Town Hall for meetings and storage.
- Mayor Bergman stated he had been present at the park when the Public Works removed trees that would need to be cut down if we were to get the ODNA grant. The trees were cut now in order to follow the state requirement to protect the Indiana Bat, in which trees cannot be cut down from April until the bats are done mating in the fall.

ECONOMIC DEVELOPMENT - Mrs. Huston – no report

STREETS AND SIDEWALKS - Mr. McPherson – no report

- Mr. McPherson submitted minutes from the February 1st Streets and Sidewalks meeting.

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UTILITIES - Mr. Diebert – no report

FINANCE AND INSURANCE - Mr. Huston

- Mr. Huston stated they held a Finance Committee meeting prior to Council to discuss appropriation for final the budget.
- Mr. Huston scheduled a Finance Committee meeting for 6:30 on March 15th.

SAFETY - Mr. St. Marie - no report

AD HOC - Mr. Lewis – no report

PERSONNEL – Mr. St. Marie – no report

PARKS & PUBLIC GROUNDS – Mrs.Huston – no report

Mayor Bergman asked if anyone wished to address Council.

Mr. Lewis asked why they received a copy of the Ohio Open Meetings Act pertaining to Executive Session.

Mr. Gladden responded, they were required after the Audit to provide the proper descriptions needed when Council calls for an Executive Session.

Mr. McPherson made a motion to adjourn the meeting; seconded by Mr. Huston

Yeah: Mr. McPherson, Mr. Huston, Mr. Diebert, Mr. St. Marie, Mrs. Huston and Mr. Lewis.

Nay:

Abstained:

The next Regular Council Meeting will be Monday March 15, 2021 at 7:00 pm.

With no further business of the Council, Meeting adjourned at 7:25 pm.

Audio recording available.

ATTEST: *Jana A. Van Ness* SIGNED: *Thomas E. Bergman*
Fiscal Officer Mayor

APPROVED: 3-15. 21
with corrections

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Administrators Report: March 15th, 2021

- Replaced decorative street light downtown damaged in snow storm.
- Jetted several problem sewer lines. One on Buckeye-Chery St. 300 block was full.
- Replaced damaged entrance sign on West Holt-Harrigan entrance.
- Water leak at first hydrant on E. 4th St. past water tower. Ongoing and will need Aqua-Line to locate.
- Rolled dirt back in easements around town dug up by plows. Couple areas need graded and seeded.
- CK and Jake Hasselbach met with Amplex on ongoing fiber cable installation. Walked job with their crew and we will need to do some work on our poles to accommodate their line.
- A couple water curb box's lowered to grade in prep for residents mowing.
- Forms were placed to extend pad at Dairy Queen. In preparation of Bike Route.
- Worked with Fiscal Officer on final numbers for the budget.
- Met with Ernie Cottrell on annexation of property on St. Rt. 51. Has been sent to the Ottawa County Commissioners and will be heard on the 8th of April. We will need an ordinance accepting the annexation before that date.
- Need two motions tonight to bid projects. First a motion to bid the 2021 Paving Program. Second motion to bid the 2021 9th St. Pump Station Improvements.
- Electric crew working on plans for line extension on St. Rt. 51. Staking poles and ordering supplies.
- Two aerators in both lagoons need replaced. Scheduled.
- CK and Jake working on specs for new backhoe and bucket truck.

Village of Genoa

Engineer's Report to Council

*CT Consultants, Toledo
Richard Hertzfeld, PE*

Mar. 1, 2021

Current Projects

CDBG Funding Application

The Village has been awarded \$70,000 of CDBG funds, through Ottawa County, to replace curb ramps within the Village.

Design of the project is complete and final bid documents are also complete. We have reviewed the plans with the Village Administrator. Project advertises for bid on March 4 with a bid opening scheduled for March 23rd.

9th St Sanitary Sewer Pump Station – OPWC Application

This project has been awarded grant and loan funding by the Ohio Public Works Commission.

We anticipate grant funding in the amount of \$240,000 and loan funding in the amount of \$120,990 for a total of \$360,990 approximately 70% of the total estimated project cost of \$520,990. We anticipate the Village borrowing the remaining 30% local share from the Ohio Water Development Authority (OWDA).

The Design and project specifications are complete. We have reviewed the plans with the Village Administrator and are finalizing bid documents. We anticipate advertising for bids in the next couple of weeks.

Sanitary Sewer Rate Study

We will begin work on updating the existing Village sanitary sewer rates and rate structure in January. This study will review past practices, identify future capital improvements, review water consumption records and trends, review fees collected, meet with Village officials to review priorities and options and make recommendations necessary to enable

the Village to re-structure water and sanitary sewer rates, if necessary, to provide the necessary revenue to meet future expenses.

Multi-use Path Extension to Washington St.

We have prepared a conceptual alignment and construction cost estimate for extending the North Coast Inland Trail from its termini to Washington St. We are proceeding with preparation of a funding application to the Ohio Dept. of Natural Resources.

2021 Paving Program

We are proceeding with the preparation of bidding documents for the 2021 Paving Program. The bid will consist of repaving the remainder of N Main St and the paving of several alleys.

We anticipate bidding the project in February - March 2021.

Potential Future Projects:

Elevated Water Storage Tank Inspections

On hold: After approval to proceed by the Village Administrator we complete our review of the reports prepared by Nelson Tank and Engineering Consultants after the inspection of the two elevated water storage tanks. NTEC has identified some deficiencies in the paint, due to aging, and other non-structural deficiencies. We will finish our review of these reports after authorization to proceed.

Rehabilitation of four existing sanitary sewer pumping stations

Second St Pump Station

Two (2) Stations on SR 51

Pump Station at the High School

