

RECORD OF PROCEEDINGS
Minutes of GENOA VILLAGE COUNCIL Meeting

FEBRUARY 1, 2016

Regular Meeting

Mayor Kenneth Harsanje, Sr. called the meeting to order at 7:30 pm and asked everyone to stand for the Pledge of Allegiance to the Flag.

Mayor Harsanje, Sr. then asked for the roll call:

Council members in attendance included Mr. Bittner, Mr. St. Marie, Mr. Diebert, Mr. Lewis, Mr. Reed and Mr. Brown.

Also in attendance were Village Administrator Kevin Gladden, Solicitor Brian Ballenger, Police Chief Brad Weis and Fiscal Officer Julie Van Nest.

The minutes of the January 19, 2016 Council of the Whole were presented. Mr. Bittner made a motion to approve the minutes of the Council of the Whole meeting; seconded by Mr. Diebert. Roll call:

Yea: Mr. Bittner, Mr. Diebert, Mr. Brown and Mr. Lewis

Abstain: Mr. St. Marie and Mr. Reed

Nay: 0

Motion carried.

The minutes of the January 19, 2016 Council meeting were presented. Mr. Brown corrected the date of the scheduled Finance Committee meeting to March 7, 2016, rather than March 4, 2016 as stated in the minutes.

Mr. Bittner then made a motion to approve the minutes of the January 19, 2016 Council meeting as amended; seconded by Mr. Diebert. Roll call:

Yea: Mr. Bittner, Mr. Diebert, Mr. Lewis and Mr. Brown

Abstain: Mr. St. Marie and Mr. Reed

Nay: 0

Motion carried.

ENGINEER'S REPORT - Mr. Gladden read the written report furnished.

Poggemeyer Design Group is assisting the Village with the preparation of a Wastewater Treatment Plant pilot study to evaluate the effectiveness of using ferric chloride in the removal of phosphorous in order to meet the new OEPA standards for phosphorous reduction.

Poggemeyer Design Group submitted the Washington Street Reconstruction Phase 4 project to the Ohio Public Works Commission for funding. This project was not funded on the local level, however it is being forwarded to Small Governments as an alternative in case extra funding is available or another project drops out.

Mr. Gladden added that he has scheduled a meeting for February 9, 2016 to meet with Poggemeyer to discuss upcoming projects for 2016.

ADMINISTRATOR'S REPORT - No written report.

Mr. Gladden reiterated his request to Council for permission to hire another public works employee. Two current employees are eligible for retirement within the next four years and he feels now is the time to get another person hired and trained. He added that the number of public works employees have declined although the Village has grown substantially. Mr. St. Marie was concerned about the finances of the Village and Mr. Gladden responded by telling everyone that the new employee would not be paid out of the general fund but from the electric, sewer and water funds. He said it would be beneficial to find a person with a wastewater operator's license so we wouldn't have to keep paying a contractor for those services. Mr. Gladden would like to see Mr. Krupa take on more supervisor responsibilities so he could concentrate on his administrative position.

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Mr. Bittner made a motion to advertise to hire a public works employee; seconded by Mr. Reed. Roll call:

Yea: Mr. Bittner, Mr. Reed, Mr. Brown, Mr. Diebert, Mr. Lewis and Mr. St. Marie

Nay: 0

Motion carried:

FISCAL OFFICER - No written report

Mrs. Van Nest reported that she is working with Lorrie Miller of the accounting firm of Charles Harris & Associates. She will have all numbers the following day to reconcile and close 2015 and move into 2016 with confidence.

Mrs. Van Nest reported that we have a deficit of \$128,000.00 at 12/31/2015 in our general fund but will be moving \$155,000.00 from the Electric fund into the general fund in January, 2016.

Mrs. Van Nest reported that we have a \$3,000.00 deficit in the recreation fund at 12/31/2015 but will prepare an ordinance to move money into the recreation fund in February.

She reported the following information as well:

Beginning balance at 1/1/2015 for all fund	\$2,926,311.00
Year to date receipts	6,004,057.00
Year to date expenses	<u>6,353,560.00</u>
Ending balance at 1/31/2015 for all funds:	\$2,576,808.00

This indicates that we spent \$350,000.00 more than what we received in all funds.

Mrs. Van Nest was also asked to represent the Village of Genoa on the Ohio Public Employers Retirement Advisory Council and attended the first meeting on January 29, 2016. Topics discussed included retire/rehire, education seminars that are available and the implementation of value based health care.

All withholding taxes have been paid for 2015 and all tax paperwork has been filed with the local, state and federal governments.

MAYOR'S REPORT

Mayor Harsanje, Sr. asked everyone to view the Village website and let Administrative Secretary Mary Ann Bell know of any changes. The new Council members will need to write up some sort of profile also for the website.

The next Council meeting will be held on Tuesday, February 16, 2016 because of the holiday on the 15th. He reminded everyone of the Public Hearing scheduled for February 16, 2016 to be held at 6:30 pm concerning the rezoning of Christ Community Church. At this time he also scheduled a joint finance/personnel/safety meeting at 7:00 pm. for the same night.

Mayor Harsanje, Sr. furnished Mr. Lewis with information regarding the Genoa Elementary PTO and a Safety Memorial Dedication to be held in Gibsonburg.

He stated that Danbury Reality took down the torn canvas awning at the Hour Glass in town.

He announced the following upcoming community meetings if anyone would like to attend:

Merchants meetings are held every Tuesday at 8:00 am; alternating between Ray's Café and R-Café.

Chamber of Commerce meetings are held the first Thursday of the month at 7:30 am at Ray's Café.

The Homecoming Committee will hold a meeting on February 2, 2016 at 5:30 pm at the Genoa Care Center.

A strategic planning process focus group will be formed at the library and their first meeting is scheduled for February 9, 2016.

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The Tree Commission will hold a meeting on February 7, 2016 as well.

Mayor Harsanje, Sr. received information from the Ohio Municipal League regarding available training for new council members. This will be held in Napoleon, Ohio on April 2, 2016 and he highly encouraged the new members to attend. He asked those who plan to attend to see the fiscal officer for registration information.

Mayor Harsanje, Sr. met with Carrie Allred concerning support of the Ottawa County Board of Developmental Disabilities. The Board asked for our Mayor and Council members to volunteer their time as needed at a basketball game on March 7, 2016 which will benefit the Special Olympics. He stated that this is the night of a regularly scheduled Council meeting so he will see if he can line up a few volunteers to represent the Village.

Mayor Harsanje, Sr. received a request from the Suburban Press to provide a list of Village accomplishments in 2015 and our goals for 2016.

Anyone wishing to attend the March 9, 2016 Ottawa County Improvement Corporation 2016 Business and Industry Awards dinner and ceremony is asked to see the fiscal officer for reservation information.

The Mayor stated that he spoke with the owner of Genoa McDonalds and they have scheduled "coffee with the cops" on February 18, 2016 from 8:00-9:15 am

COMMITTEE REPORTS

Economic Development - No report.

Mr. St. Marie reported that the Economic Development committee met at 6:30 prior to the Council meeting. Topics discussed included Jimmy Zeller of Zeller Farms and Construction expressed interest in future developing the land behind Brunner school. The committee also discussed the old business of selling the southern portion of the old hardware; they would like to see it listed for sale.

At this time Mr. St. Marie made a motion to list the southern portion of the old hardware with a realtor for sale; seconded by Mr. Bittner. Roll call:

Yeah: Mr. St. Marie, Mr. Bittner, Mr. Lewis, Mr. Reed, Mr. Diebert and Mr. Brown.

Nay: 0

Motion carried.

Streets & Sidewalks - No report.

Mr. Reed and Mr. Gladden will be reviewing the sinking driveway approach by Main street. He was also made aware that delivery trucks are tearing up the side streets when using 2nd Street rather than 4th Street while going into the Genoa Care Center. He will check into these two issues.

Utilities - No report

Mr. Diebert stated a Utility Committee meeting is scheduled for 6:00 pm on February 16, 2016 to discuss collection of delinquent utilities. He also stated that we have Ordinances in place that apply to utility collection, late fees, etc. and he would like to make sure we are going about collecting in the right way.

At this time he also added as a side note that at the January 4, 2016 he voted yes to approve the meeting minutes of the December 21, 2015 meeting. As he was not on Council at the time of the December meeting, he would like to change his January 4th yes vote to abstain.

Finance/Insurance - No report

Mr. Brown stated that a Finance Committee meeting is scheduled for 6:30 pm on March 7, 2016.

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Safety - No report

AD-HOC - No report

Mr. Lewis stated that he's asked the fiscal officer to check into the 2016 budget and see if there is money available to support funding for the bike path.

There was discussion concerning starting the Council meetings at 7:00 pm rather than 7:30 pm.

Mr. Lewis made a motion to proceed with the Village Solicitor drawing up an ordinance to change the start time of the regularly scheduled Council meetings to 7:00 pm rather than 7:30 pm; seconded by Mr. Bittner. Roll call:

Yeah: Mr. Lewis, Mr. Bittner, Mr. St. Marie, Mr. Reed, Mr. Diebert and

Mr. Brown

Nay: 0

Motion carried.

Personnel - No report

GUESTS WISHING TO ADDRESS COUNCIL - None

OTHER BUSINESS - None

With no further business of the Village, Mr. Bittner made a motion to adjourn the meeting; seconded by Mr. Diebert. Roll call:

Yea: Mr. Bittner, Mr. Diebert, Mr. Brown, Mr. Lewis, Mr. Reed and Mr. St. Marie.

Nay: 0

Motion carried.

Meeting adjourned at 8:07 pm.

An audio CD of this meeting is available upon request.

ATTEST: Jerry A. Santos
Fiscal Officer

SIGNED: Kenneth J. Haurwitz
Mayor

APPROVED: 2-16-16