

RECORD OF PROCEEDINGS

Minutes of GENOA VILLAGE COUNCIL Meeting

March 7, 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 then asked for the roll call:

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

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

Mayor Harsanje continued by reading a resignation letter addressed to Council from Councilman David Brown asking that his resignation from Village Council be affective March 4, 2016.

Mayor Harsanje also read a resignation letter addressed to Council from Councilman Ray St. Marie asking that his resignation from Village Council be affective March 4, 2016.

Mayor Harsanje thanked both gentlemen for their service and time donated to the betterment of the Village.

Mr. Lewis made a motion to accept Mr. Brown and Mr. St. Marie's resignation from Council, seconded by Mr. Bittner. Roll call:

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

Nay: 0

Motion carried.

The minutes of the February 16, 2016 Public Hearing were presented. Mr. Lewis made a motion to approve the minutes of the February 16, 2016 Public Hearing as presented, seconded by Mr. Bittner. Roll call:

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

Nay: 0

Motion carried.

The minutes of the February 16, 2016 regular Council meeting were presented. Mr. Lewis made a motion to approve the minutes of the February 16, 2016 regular meeting, seconded by Mr. Bittner. Roll call:

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

Nay: 0

Motion carried.

ENGINEER'S REPORT - No Report

- They assisted the Village with the preparation of a 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.
- The Washington Street Reconstruction Phase 4 project was submitted to the Ohio Public Works Commission for funding. The project was not funded at the local level but it is being forwarded to Small Governments as an alternative in case extra funding is available or another project drops out.
- Poggemeyer will provide a proposal for the 2016 Street Resurfacing Program when the streets to be included in the project are identified.
- The 2015 Bridge inspections have been completed and submitted to ODOT. The Cherry Street Bridge is in very good condition. (an 8/10) Washington Street, Ninth Street and Wilson Street Bridges are all in

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Good shape also. (a 7/10) Maintenance items will be addressed with the Village Administrator.

ADMINISTRATOR'S REPORT – No written report

- Mr. Gladden reported that the park maintenance building should be under roof by 3/1/2016.
- The Big Dipper is scheduled to open April 1, 2016. The floor has been completed replaced due to rotting and will need to be inspected by the Health Department before opening.
- Document Exhibit B that was in everyone's packets states the 2016 hourly rates for Poggemeyer Design Group and will need to be attached to Ordinance 9-2016 after passage.
- The shed blew into pond 2 due to the recent high winds and has been moved for better circulation.
- A proclamation will be drawn up by the Village proclaiming April 2, 2016 as "Light it up Blue", World Autism Awareness Day. The Village will display blue lights at the town hall in order to help spread awareness throughout April, Autism Awareness Month.

FISCAL OFFICER - No written report

- The Property tax has not been received yet.
- The books have been balanced at January 31, 2016.
- Council paychecks will be in the packets for the March 21, 2016 meeting.
- She presented \$66,979.00 in paid bills to Mr. Diebert prior to the meeting for his review.
- January's revenues were \$740,500.00 and expenses were \$733,350.00.
- She furnished Council the following January, 2016 financial reports:
 - Bank Reconciliation
 - Year to Date Fund Report
 - Expense balancing report
 - Revenue balancing report

MAYOR'S REPORT

- Jerry Hielman is representing the Village at the basketball game at the Ottawa County fundraiser for disabilities being held at Oak Harbor High School.
- The annual Mayor's meeting is scheduled for March 30, 2016 in Pemberville. Please see the Fiscal Officer for reservations.
- There are five people from Council attending the Ottawa County Improvement Corporation annual awards dinner on March 9, 2016.
- He reminded everyone that the bios need updated on the website.
- The Mayor stated that Mr. Bittner, Mr. Lewis, Mr. Reed and himself attended the Auditor of the State's Sunshine Law training on March 4, 2016 in Archbold, Ohio. Each received a certificate and will be filed for auditing purposes.
- He will attend an Eagle Scout Court of Honor on March 29, 2016 for Trevor Deprew.
- The Mayor received a letter from the North West Ohio Food Bank acknowledging a donation made by Poggemeyer Design Group in honor of the Village.
- AMP Inc. is providing on line training. It's not required but explains their program. See the Mayor for more information.

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COMMITTEE REPORTS

Economic Development - No report

The Mayor reported that an economic development team will get together on March 28th at Ray's Café.

Streets & Sidewalks - No report

Mr. Reed scheduled a committee meeting for March 21, 2016 at 6:30 pm

Mr. Reed stated that the Tree Committee met on March 8, 2016 and tried to trim a few trees in the Village.

Utilities - No report

Mr. Diebert has a draft copy of the minutes from the last utility committee meeting. He also scheduled a committee meeting for March 21, 2016 at 6:00 pm to discuss possible changes in the utility collection process.

Finance/Insurance - Mr. Diebert

Mr. Diebert reported that a Finance meeting was held prior to the regular meeting at 6:30 pm. Mrs. Van Nest was very helpful in explaining the budgeting process and the appropriations. Minutes will be forthcoming. The committee discussed the revenue increase to the Village by removing the ¾% tax credit. Several area communities have done the same recently to help with the finances.

At this time Mr. Diebert made a motion to have Solicitor Ballenger prepare an Ordinance to rescind the ¾% income tax credit; seconded by Mr. Reed. Roll call:

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

Nay: 0

Motion carried.

Safety - No report

Mr. Bittner stated that the Police Department wage increases have been put on hold until further notice.

AD-HOC - No report

Mr. Lewis reported that an Ad-Hoc meeting was held prior to the regular meeting at 6:15 pm.

At this time Mr. Lewis made a motion to donate \$500.00 to the Genoa Elementary School PTO; seconded by Mr. Diebert. Roll call:

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

Nay: 0

Motion carried.

Personnel - No report

GUESTS WISHING TO ADDRESS COUNCIL - None

ORDINANCES/RESOLUTIONS -

Solicitor Brian Ballenger stated that Council will need to have three readings on the following ordinances as five members are required to pass Ordinances as an emergency.

At this time Mr. Diebert presented Ordinance #08-2016 to Council for the second reading:

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ORDINANCE #08-2016

An Ordinance to make permanent appropriations for current expenses and other expenditures of the Village of Genoa, state of Ohio, during the fiscal year ending December 31, 2016.

At this time Mr. Diebert presented Ordinance #09-2016 to Council for the first reading:

ORDINANCE #09-2016

An Ordinance authorizing the Village Administrator to enter into an agreement with Poggemeyer Design Group for professional services for a period of three (3) years.

At this time Mr. Reed presented Ordinance #10-2016 to Council for the first reading:

ORDINANCE #10-2016

An Ordinance approving the Planning Commission recommendation for zoning change from "R-1" to "B-2" for property located at 303 W. 4th Street, Genoa, Ohio.

At this time Mr. Lewis presented Ordinance #11-2016 to Council for the first reading:

ORDINANCE #11-2016

An Ordinance amending Title Three Section 121.0 of the Village of Genoa Codified Ordinances titled meetings:

At this time Mr. Bittner presented Ordinance #12-2016 to Council for the first reading:

ORDINANCE #12-2016

An Ordinance authorizing the Fiscal Officer to remove non-sufficient funds checks from the accounting system.

OTHER BUSINESS -

With the loss of two Council members, Mr. Lewis made a motion to put an ad in the newspaper and accept letters of interest. He added that the deadline for letters will be March 21, 2016 at 5:00 pm. Mr. Bittner seconded the motion.

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

Nay: 0

Motion carried.

Council decided to hold the following meetings on March 21, 2016:

- 6:00 - Utility Committee
- 6:30 - Streets & Sidewalk Committee
- 7:00 - Council of the Whole
(to review applications)
- 7:30 - Regular Council meeting

Village Administrator Kevin Gladden stated that the Planning Commission will meet on March 14, 2016 at 7:00 pm. He added that Mr. Diebert will attend as the representative from Council.

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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. Reed and Mr. Lewis

Nay: 0

Motion carried.

Meeting adjourned at 8:10 pm.

There is no audio CD of this meeting.

ATTEST: *Jewel Van Nest*
Fiscal Officer

SIGNED: *Kenneth J. Haraway Sr.*
Mayor

APPROVED: 3-21-16