

# RECORD OF PROCEEDINGS

Minutes of GENOA VILLAGE COUNCIL Meeting

**MAY 2, 2016**

## Regular Meeting

Mayor Kenneth Harsanje, Sr. called the meeting to order at 7:03 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. Lewis, Mr. Reed, Mr. St. Marie, Mr. Diebert and Mr. Huston.

Mayor Harsanje, Sr. stated that the microphones are not working and they must be shared for the meeting. Muzak of Toledo was out two weeks ago and has already been paid \$900.00 to repair the microphones. The Village Administrator and Fiscal Officer were both instructed by the Mayor to get these fixed by the next meeting.

The minutes of the April 18, 2016 Council of the Whole meeting were presented. Mr. Lewis made a motion to approve the minutes of the April 18, 2016 Council of the Whole meeting; seconded by Mr. Bittner. Roll call:

Yea: Mr. Lewis, Mr. Bittner, Mr. Reed, Mr. Huston and Mr. St. Marie.  
Nay: 0  
Abstain: Mr. Diebert  
Motion carried.

The minutes of the April 18, 2016 regular Council meeting were presented. Mr. Bittner made a motion to approve the minutes of the April 18, 2016 regular meeting as amended with corrections; seconded by Mr. St. Marie. Roll call:

Yea: Mr. Bittner, Mr. St. Marie, Mr. Lewis, Mr. Huston and Mr. Reed.  
Nay: 0  
Abstain: Mr. Diebert  
Motion carried.

### ENGINEER'S REPORT - Mr. Hertzfeld was not in attendance.

- Village Administrator Kevin Gladden stated that Poggemeyer is working on the 2016 Street Paving Project and is hoping that the bid will go out soon.
- Poggemeyer is also working on the phosphorous control at the waster water lagoon.

### ADMINISTRATOR'S REPORT - No written report.

- The public works crew has been busy with water taps on new area properties in the Village.
- He would like to wait and possibly borrow money from the Ottawa County Improvement Corporation land bank to tear down the property on South Railroad Street. The last figure received to tear down the structure was \$10,000.00.
- He reported that realtors want nothing to do with the sale of the old hardware property but he will call Dan Steingraber next week.

### FISCAL OFFICER - No written report.

- Mrs. Van Nest provided each Council member the following March financial reports for review:
  - Bank Reconciliation
  - Month to Date Fund Balance
  - Year to Date Fund Balance
  - Revenue Balancing Summary

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## Expense Balancing Summary

Mr. Bittner stated that he liked the Bank Reconciliations that were provided and it lets Council know exactly where they stand financially.

- She provided Finance Committee Chairman Brent Huston with invoices prior to the meeting totaling \$184,721.02 for his review. Plus checks of \$11,626.69 for income tax refunds.
- She stated the 4/29/2016 payroll was \$32,840.61
- Finance Chairman Brent Huston has been meeting with her regularly to discuss and review the financial condition of the Village. They are working well together.
- Julie reported working with Tina Molnar of the Ottawa County Engineers Office concerning funding for the 2016 paving project. Julie was told there is \$90,000.00 available from the county for street projects with stipulations. Rich Hertzfeld from Poggemeyer is in the process of providing the detailed information which is required by the County. The Village has \$147,000.00 in the Permissive Tax Fund that can be used for road repair as well.

## MAYOR'S REPORT

- Mayor Harsanje, Sr., Mr. Gladden and Mr. Huston attended the Design Review Board meeting on April 19, 2016 at the Town hall. They are hoping to be able to save the schoolhouse building.
- The Arbor Day ceremony was held on April 29, 2016 with approximately 60 people in attendance. The ceremony honored Mr. Mike Emerson with planting of a memorial tree.
- Tree City USA Awards were held in West Unity on April 20, 2016 and the Village was recognized. Kim Harsanje accepted the award for our 22nd year of participation. A lot of time and hard work is put into being part of Tree City USA. He also added that Ohio leads the Nation with awards for participating in Tree City USA.
- May 7, 2016 is National Train Day in Toledo.
- May 6, 2016 is PTO Carnival day at the school from 5-8:00 pm. It's always a good time!
- Fred Peterson from the Ottawa County Emergency Management Agency will present Round 2 of the Districts of Disasters at 10:00 am in the Village hall on May 10, 2016. This is a plan for area disaster; if and when they may happen.
- He reminded all Council members that they must attend the Sunshine Law Training once in their four year term. He stated a training session will be held on June 15<sup>th</sup> at Kalahari Resort in Sandusky and to see the Fiscal Officer for more information.

## COMMITTEE REPORTS

Mayor Harsanje, Sr. reminded all Committee Chairman that all meeting minutes need to be turned into Administrative Secretary Mary Ann Bell for permanent filing.

Economic Development – No written report.

Mr. St. Marie stated an Economic Development meeting had been rescheduled from Monday, April 25, 2016 to Monday, May 9, 2016 from 8:00 to 9:00 pm at Rayz' Café.

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## Streets & Sidewalks - No written report.

A Streets and Sidewalks Committee meeting was held at 6:15 pm prior to the regularly scheduled Council meeting. Mr. Gladden reported that the Village has a petition to close two alleys near Wilson and 9<sup>th</sup> Streets. Committee members had no issues and Council will ask Mr. Ballenger to draw up an Ordinance for such.

## Utilities - No written report.

Mr. Diebert thanked Council for excusing him from the April 18, 2018 due to illness.

Mr. Diebert scheduled at brief Utility Committee meeting for 6:15 pm on May 16, 2016. This will be to discuss how to get changes done with the Solicitor before actually changing our policies and procedures.

## Finance/Insurance - No written report.

Mr. Huston furnished meeting minutes from the 4/18/2016 committee meeting. He encouraged all Council members to review the reports provided by the Fiscal Officer. It's important to see where we can save money. He stated that one goal of the Committee is to maintain a \$50,000.00 balance in the General Fund at all times. It's obvious that we either need to generate more revenues or cut our spending.

Mr. Huston reminded everyone of the scheduled Finance Committee meeting for 6:30 pm on May 16, 2016.

At this time Mr. St. Marie added that he attended the 4/18/2016 meeting, but was not listed in attendance in the minutes of that meeting.

## Safety - No written report.

## AD-HOC - No written report.

Mr. Lewis stated that a donation check of \$250.00 was paid to the Genoa American Legion and a donation check of \$5,000.00 was paid to the Genoa Homecoming. He thanked the Fiscal Officer for providing him copies of the checks that were sent.

## Personnel - No written report.

A Personnel Committee meeting was held at 6:30 pm prior to the regularly scheduled Council meeting. Mr. Reed reported that the main topic was about the language used in the policy book about overtime and hours worked. No decision was made concerning this issue.

## GUESTS WISHING TO ADDRESS COUNCIL

Julie Schimming of Washington Street came before Council with several topics to discuss.

She stated she was happy to see Jacob Diebert back as well as other new faces on Council.

She questioned the appointment procedure of the new members. Mayor Harsanje, Sr. told her that public notices were posted in six places and on the website stating the vacancies and the application process. Public interviews were scheduled and Council then was able to make their final decision with a ballot vote.

She was concerned about the available exit for the second story at the Senior Center.

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She asked for clarification on the S. Railroad Street property. Village Administrator Kevin Gladden stated that it is scheduled for demolition and the timing will be determined once we have more information from the Ottawa County Land Bank.

She asked who owned the wooded area on the very south side of Washington Street and was told that Graymont, Inc. did.

She was very interested in the historical aspects of the Village and that the Village was at one time on the National Historical registry.

## ORDINANCES AND RESOLUTIONS

At this time Mr. Huston presented the following Ordinance to Council for the second reading:

### ORDINANCE #14-2016

An Ordinance to amend Section 181.08, titled credit for the tax paid to another municipality, of the Village of Genoa codified ordinance which repeals the tax credit for income taxes paid to another municipality.

At this time Mr. Lewis presented the following Ordinance to Council:

### ORDINANCE #15-2016

An Ordinance authorizing the Fiscal Officer to transfer \$130,000.00 From the Electric Fund (603) to the Generation Substation Debt Fund (301) and declare an emergency.

Mr. Lewis made a motion to suspend the three reading rule of Ordinance #15-2016; seconded by Mr. Diebert. Roll call:

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

Nay: 0

Motion carried.

Mr. Lewis made a motion to pass Ordinance #15-2016 as an emergency; seconded by Mr. Diebert. Roll call:

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

Nay: 0

Motion carried.

Mr. Lewis made a motion to adopt Ordinance #15-2016; seconded by Mr. Diebert. Roll call:

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

Nay: 0

Motion carried.

## OTHER BUSINESS

Mr. Gladden wanted Council to be aware that the diesel fuel pumps at the Sunoco in Genoa are being repaired and that the guys are going to Elmore and or Joe's Sunoco at Rt. 2 and N. Curtice Roads until further notice.