

RECORD OF PROCEEDINGS

Minutes of GENOA VILLAGE COUNCIL Meeting

JUNE 20, 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. St. Marie, Mr. Diebert and Mr. Huston.

Also in attendance were Village Administrator Kevin Gladden, Village Solicitor Brian Ballenger, Engineer Rich Hertzfeld and Fiscal Officer Julie Van Nest.

Mayor Harsanje, Sr. stated that Mr. Reed was on vacation and was asked to be excused from the meeting.

Mr. Diebert made a motion to excuse Mr. Reed from the meeting; seconded by Mr. St. Marie. Roll call:

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

Nay: 0

Motion carried.

The minutes of the June 6, 2016 regular Council meeting were presented. After review Mayor Harsanje, Sr. asked that Mr. Gladden be added to the list of attendees.

Mr. Bittner made a motion to approve the minutes as amended; seconded by Mr. St. Marie. Roll call:

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

Nay: 0

Motion carried.

ENGINEER'S REPORT - Mr. Hertzfeld furnished a written report.

- Poggemeyer Design Group is assisting 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. Results to date have not been promising. Mr. Gladden added that the ferric chloride being used is very costly and hard to handle but he has several other ideas of modification. He will have more to report later.
- Mr. Hertzfeld stated that the design is complete for the 2016 Street Resurfacing Program and public advertising for bidding has been done. Bid opening is scheduled for June 29th at noon. The engineer's estimated cost of construction is \$124,400.00 and is scheduled for completion for September 30, 2016.

ADMINISTRATOR'S REPORT - No written report.

- Public Works Crew has been busy on Genoa Clay Center Road with water taps.
- A meeting was held with Courtney and Associates recently to discuss our electric rates and our financial bond obligations. Past studies indicate that we were not meeting the bond obligation agreement. Rates haven't been raised in years but future decisions

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could be affected depending on the results of the tax credit petition. We will also be working closely with AMP.

- Mr. Gladden stated he would put together a list of services provided to the residents that could be cut if the repeal of the tax credit doesn't go through.
- Disc golf has been re-established in the park.
- Mr. Gladden made it clear that he doesn't hold an opinion on whether or not to tear down the two buildings on Washington Street. He and the Mayor met with concerned residents on June 14, 2016 to discuss the status of the two buildings in question.
- Mr. Gladden attended the June 15th Ottawa County Safety Committee meeting at Schedel Gardens. An OSHA representative was in attendance to offer a short safety presentation. Mr. Gladden also stated that our workers attend monthly OSHA training classes provided by AMP.
- Mr. Hertzfeld will look into zone maps for the tree commission.

FISCAL OFFICER - No written report.

- Mrs. Van Nest provided Mr. Huston invoices of \$202,000.00 for his review. She reported that our June 20, 2016 payroll and payroll taxes were \$35,000.00
- Mr. Huston will schedule an Audit Committee meeting for the near future.
- We were able to secure \$60,000.00 from the county to be used for the 2016 Street Resurfacing program.
- Mrs. Van Nest is working with Verizon Wireless to review the current service plan as well as reviewing the current Ohio Telecom phone bill for savings.
- We are working with a collection agency and are in the process of providing the top 20 delinquent utility accounts as well as the top 20 delinquent income tax accounts.
- Solicitor Brian Ballenger is drafting a sample letter for the tax department to send to residents who have been granted extensions in the past but have failed to file their returns.

MAYOR'S REPORT

- A meeting of concerned citizens was held June 14, 2016 at 3:30 pm to discuss the status of the buildings on Washington Street. The Mayor has found out neither building is in the historical district. He feels it would be about \$250,000.00 to repair the schoolhouse. He also made it clear that he will not go to the citizens of Genoa and ask for tax money to help with renovations. The Mayor gave the committee one year to prove the buildings do have historical value.
- The Mayor recently attended the annual Mayor's Conference in Dublin, Ohio and received a lot of information. He will provide a written report at the next meeting.
- The Mayor will attend the OCIC Trustee meeting on June 24, 2016.
- Mr. Huston and Mr. St. Marie attended the Sunshine law training on June 15, 2016 at Kalahari in Sandusky. Mr. Huston stated this can also be done on line. Mr. Diebert has yet to attend and fulfill this requirement.
- The Mayor asked Solicitor Brian Ballenger about the status of the ordinance regarding tenant/landlord utility responsibilities. Mr. Ballenger said it's not complete at this time.

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COMMITTEE REPORTS

Economic Development – No written report.

Mr. St. Marie stated an Economic Development team meeting will be held on June 25, 2016 at 9:00 am at Ray's Café. He's in touch with Jamie Grant of the Ottawa County Improvement Corporation. He found that a market analysis was done 10 years ago.

Streets & Sidewalks - Mr. Reed was not in attendance

Utilities -

Mr. Diebert provided a copy of the May 16, 2016 Utility Committee meeting to Council members. He added that Mr. Ballenger is working on Ordinances regarding enforcement and collection changes.

Finance/Insurance - No written report.

Mr. Huston stated he met with the Fiscal Officer on June 15, 2016 to review the finances. The Fiscal Officer also prepared a financial chart for Council detailing how the tax credit would affect resident's tax obligation if the referendum petition passed on the November ballot.

A Finance Committee meeting was held on June 20, 2016 at 6:30 pm, prior to the regular Council meeting. Minutes will be provided at the next 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.

He stated that three annual CDs are coming due at Genoa Bank. He suggested extending the length of the CDs which would provide a higher interest return. He provided interest rates and calculated approximate interest returns. It was suggested that we invite other local banks to a meeting as well and have them provide investment information. No decision was made.

Safety - No written report.

Mr. Bittner furnished the minutes from the fire department.

Mr. Bittner stated that a Safety meeting was held June 20, 2016 at 6:15 pm to interview a candidate for a part time police officer position.

At this time Mr. Bittner made a motion to hire Alexandra King as a part time patrol officer; seconded by Mr. St. Marie. Roll call:

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

Nay: 0

Motion carried.

AD-HOC - No written report.

Mr. Lewis stated he felt the annual donation to the fireworks for the homecoming is very important. He feels that ALL future donations could be in jeopardy. Mrs. Van Nest stated that 2016 donations are appropriated the same as 2015.

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Personnel - No written report.

Although Mr. Reed was not in attendance, a draft copy of the June 6, 2016 personnel committee meeting was presented by Mayor Harsanje, Sr.. Mr. Lewis indicated that the minutes read that he called the meeting to order, which is not the case. Mr. Bittner and Mr. St. Marie were also present at the meeting. Corrections will need to be made.

At this time Mayor Harsanje, Sr. stated that Mr. Reed would like to schedule a personnel meeting for June 27, 2016 at 6:30 pm.

Mr. Gladden added that if the Personnel Committee would like to see changes made in the policies, they need to make the recommendation to Council.

GUESTS WISHING TO ADDRESS COUNCIL - none

ORDINANCES AND RESOLUTIONS

At this time Mr. Diebert presented the following Ordinance to Council for the third reading:

ORDINANCE #16-2016

An Ordinance to vacate a portion of alley between Ninth, Eighth and Wilson Street and declaring an emergency.

Mr. Diebert made a motion to adopt Ordinance #16-2016; seconded by Mr. Huston.

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

Nay: 0

Motion carried.

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

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

Nay: 0

Motion carried.

Meeting adjourned at 7:45 pm.

An audio CD of this meeting is not available.

ATTEST: Jessica T. Antese
Fiscal Officer

SIGNED: Kennell G. Harsanje, Sr.
Mayor

APPROVED: 7-5-16