

# RECORD OF PROCEEDINGS

Minutes of GENOA VILLAGE COUNCIL Meeting

JULY 5, 2016

## Regular Meeting

Mayor Kenneth Harsanje, Sr. called the meeting to order at 7:06 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. Diebert and Mr. Huston.

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

Mayor Harsanje, Sr. stated that Mr. St. Marie was on vacation and not able to attend the meeting. Mr. Bittner made a motion to excuse Mr. St. Marie from the meeting; seconded by Mr. Diebert. Roll call:

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

Nay: 0

Motion carried.

The minutes of the June 20, 2016 regular Council meeting were presented. Mr. Lewis made a motion to approve the minutes of the June 20, 2016 regular meeting; seconded by Mr. Bittner. Roll call:

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

Abstain: Mr. Reed

Nay: 0

Motion carried.

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

- Mr. Gladden stated that the bid opening for the street projects was held on June 29, 2016 and Henry W. Bergman, Inc. came in as low bidder. He mentioned that one spot on the bid for crack sealing one area showed the figure of 690/SY at \$70.00/SY, not \$.70/SY as intended. A clause in the bid terms states discrepancies on the bid form between the unit price in figures and the unit price in words will be resolved in favor of the unit price in words. Mr. Gladden added that the error did not change the cost of the project as the extensions were correctly calculated on the bid.

Solicitor Brian Ballenger suggested Council make a motion to waive the discrepancy in the Henry Bergman bid and then post the ordinance prior to the next meeting.

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## ADMINISTRATOR'S REPORT - No written report.

- Mr. Gladden stated that a Council of the Whole meeting was held at 6:30 pm prior to the regular Council meeting to discuss solar power sales. He feels it would be a good deal for AMP and the Village. He will arrange for AMP to make a presentation in the near future.
- The brush gate controller is now working after replacing the motor and control module.

## FISCAL OFFICER - No written report.

- Mrs. Van Nest provided each Council member the following May, 2016 financial reports for review:
  - Bank Reconciliation
  - Month to Date Fund Balance
  - Year to Date Fund Balance
  - Revenue Balancing Summary
  - Expense Balancing Summary
- She provided Finance Committee Chairman Brent Huston \$176,100.00 in vendor checks for his review and \$32,261.00 in payroll checks from May 27, 2016. The payroll figure included withholding taxes paid also.
- Mrs. Van Nest reported that 153 letters will be sent on 7/6/2016 by Brian Ballenger's office to delinquent income tax filers. We are hoping this will get people's attention and let them know that we are serious about collections.
- We are working with a collection agency from Toledo and we are furnishing them the top 20 delinquent non paying utility customers and the top 20 delinquent non paying income tax accounts.

Mayor Harsanje, Sr. added that he feels we have to do what we have to do with renters, utilities and income tax offenders. Brian Ballenger added that he's reviewing the shut off language in the ordinances in question and wants to make sure that prior notice is given prior to shutting off and that the notices are actually hand delivered. Mr. Gladden stated that final shut off notices are hand delivered.

## MAYOR'S REPORT

- The Mayor stated that the homecoming profits were approximately \$20,000.00
- He reported that the Grossjeans are tired out and that they need to hand over the responsibilities of the Fall Street Fair to anyone who may be interested. Several new ideas are being considered and more information will be available at a later date.
- Red Neck Tractor Pulls were held in the park with a nice turn out of people. More are scheduled for the next couple of months

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## COMMITTEE REPORTS

Economic Development – Mr. St. Marie was not in attendance.

Streets & Sidewalks - No written report.  
The tree committee will meet on July 12, 2016 at 7:30 pm

When asked, the Mayor told Mr. Diebert to contact Kim Harsanje or Tim Reed concerning Village owned damaged trees that need attention.

Utilities - No written report.

Mr. Ballenger is working on Ordinances and Mr. Diebert agrees that the language is muddy concerning shut off procedures.

Finance/Insurance - No written report.  
Mr. Huston scheduled a finance committee meeting for 6:30 on July 18, 2016. He will have Genoa Banking come in with investment proposals for the two maturing CD's that we have there.

He encouraged all Council members to review the reports provided by the Fiscal Officer.

Mr. Huston would like to schedule an Audit Committee meeting prior to the Auditor of the State's 2014 and 2015 regularly scheduled audit. This will be done once we have a better idea when the audit will take place.

Safety - No written report.  
Mr. Bittner furnished the minutes from the June 20, 2016 Safety Meeting in which Alexandra King was interviewed for a part time police officer position with the Village.

AD-HOC - No written report.

Personnel - No written report.  
Mr. Reed furnished meeting minutes from the June 27, 2016 personnel committee meeting. It was agreed that Codified Ordinance Section 149.05, Overtime Compensation; Certification Paragraph C, is the correct and legal Ordinance for the overtime policy for all employees generally including the Genoa Police Department.

GUESTS WISHING TO ADDRESS COUNCIL - none

ORDINANCES AND RESOLUTIONS

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Mr. Lewis made a motion to suspend the three reading rule of Resolution #20-2016; seconded by Mr. Bittner. Roll call:

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

Nay: 0

Motion carried.

Mr. Lewis made a motion to pass Resolution #20-2016 as an emergency measure; seconded by Bittner. Roll call:

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

Nay: 0

Motion carried.

Mr. Lewis made a motion to adopt Resolution #20-2016; seconded by Mr. Bittner. Roll call:

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

Nay: 0

Motion carried.

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

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

Nay: 0

Motion carried.

Meeting adjourned at 7:34 pm.

An audio CD of this meeting is not available.

ATTEST: Jane A. Tarkenton  
Fiscal Officer

SIGNED: Kenneth H. Hargrave  
Mayor

APPROVED: 7-18-16