

RECORD OF PROCEEDINGS

Minutes of GENOA VILLAGE COUNCIL Meeting

JULY 18, 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. St. Marie and Mr. Huston.

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

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

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

Nay: 0

Motion carried.

The minutes of the July 5, 2016 regular Council meeting were presented. Mr. Lewis made a motion to approve the minutes of the July 5, 2016 regular meeting; seconded by Mr. Bittner. Roll call:

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

Abstain: Mr. St. Marie

Nay: 0

Motion carried.

The minutes of the July 5, 2016 Council of the Whole meeting were presented. Mr. Lewis made a motion to approve the minutes of the July 5, 2016 meeting; seconded by Mr. Bittner. Roll call:

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

Abstain: Mr. St. Marie

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. An Ordinance is being presented at this meeting to award the bid to Henry W. Bergman, Inc.

ADMINISTRATOR'S REPORT - No written report.

- Mr. Gladden reported that several trees came down during the two recent storms and that Lake Erie Tree Service was called in for removal of a few.
- It was brought to his attention about a sidewalk issue between 1501 Buckeye and 1502 Superior Streets. A sidewalk was put in in 1974 and it is NOT a public sidewalk and the Village does not have an easement. People have been cutting through and trespassing so no trespassing signs have been put up for the property owner's protection.
- Mr. Gladden has been preparing information to submit to the county auditor to assess delinquent sewer accounts, nuisance abatement and several mowing charges to owner's property taxes. This will need to be done by September 9, 2016.
- Seven residents have had their utilities shut off due to delinquent payments.

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- Mr. Gladden attended the Ottawa County Safety Committee meeting on July 20, 2016 dealing with "Before you dig".

FISCAL OFFICER - No written report.

- Mrs. Van Nest provided Finance Committee Chairman Brent Huston \$92,100.00 in vendor checks for his review and \$36,800.00 in payroll checks from July 8, 2016. The payroll figure included withholding taxes paid also.
- Mrs. Van Nest reported that 153 letters were sent on 7/6/2016 by Brian Ballenger's office to delinquent income tax filers. We have had a lot of response and are in the process of updating our records. We have set up five payment plans totaling \$12,200.00 and received over \$5,000.00 in cash payments.
- Mrs. Van Nest is planning to become a Notary and will be taking the test in early August.
- 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'S REPORT

- The Mayor thanked the public works crew for cleaning up after the storms.
- He and Kevin Gladden recently attended the 1st Shot Ceremony at Camp Perry and it was very impressive.
- Red Neck Tractor Pulls will be held in the park on July 30, 2016.
- The Genoa community garage sale days are scheduled for August 12th and 13th.
- The Ottawa County Fair is scheduled for July 18th thru the 24th.
- The next car show is scheduled for July 26, 2016.
- Experience Ottawa County gathering will be held on August 18th at Put-In-Bay from 4:30 – 8:30 pm and he encouraged everyone to attend. Reservations will need to be made by August 11th so please see Mary Ann Bell or Julie Van Nest. The cost is \$50.00 per person if you want to bring a spouse or guest.
- Mayor Harsanje, Sr. scheduled a finance committee meeting for August 1, 2016 at 6:30 pm to discuss raises for the police department.
- The Mayor stated that he is sending out a newsletter in the August utility bills explaining how some of the Village services would be affected if the referendum petition is passed in November. He would like to meet as a Council of the Whole soon to talk about the possible cuts and their impact on the Community prior to his final October newsletter.

COMMITTEE REPORTS

Economic Development – No written report.

Mr. St. Marie furnished minutes from the Economic Development Team meeting held on May 9, 2016. He also mentioned that the team is putting together a survey concerning business development to send out in the fall to residents.

Streets & Sidewalks - No written report.

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Utilities - Mr. Diebert was not in attendance.

Mayor Harsanje stated that he would like to have ordinances pertaining to utilities provided by Mr. Ballenger in the near future.

Finance/Insurance - No written report.

Mr. Huston reported that the finance committee meeting was held at 6:30 pm prior to the regular 7:00 council meeting. Mr. Aaron Moore from Genoa Financial Services was there to present investment options. It was decided to have other community financial institutions make investment/banking presentations as well. The finance committee will contact financial representatives from First Federal and Huntington Banks to come in to speak about investments services.

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

Mr. Huston made a motion to approve the referendum petition of Ordinance #14-2016 set by the residents of the Village and authorizer the Fiscal Officer to take the referendum to the Ottawa County Board of Elections and to have the referendum put on the November 2016 ballot; seconded by Mr. Bittner.

Roll call:

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

Nay: 0

Motion carried.

At this time Mrs. Van Nest stated that the Utility Department would like Council to consider purchasing a safe for security reasons.

Safety - No written report.

Mr. Bittner provided the minutes of the June 9, 2016 Allen-Clay Joint Fire District Trustees meeting. He also stated that a decision has not been made concerning where the new truck will be stationed.

Mr. Bittner also scheduled a Safety Committee meeting for August 1, 2016 at 6:30 pm.

AD-HOC - No written report.

Mr. Lewis stated that he had received a donation request from Experience Ottawa County. No decision was made. He also asked the Fiscal Officer for a report of all donations made in 2015.

Mr. Lewis stated that the Village of Gibsonburg is having a public safety service memorial dedication on 9/11/2016 at 1:00 pm. He's not sure at this time if they were asking for donations or possibly for community participation. He will have more information at the next meeting.

Personnel - No written report.

GUESTS WISHING TO ADDRESS COUNCIL - none

ORDINANCES AND RESOLUTIONS

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

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ORDINANCE #21-2016

An Ordinance awarding a bid to Henry H. Bergman of 218 E. 9th Street, Genoa, Ohio 43430 for the resurfacing and sealing of Village streets in the amount of \$105,579.60 for the Village's 2016 Street Resurfacing Program and declaring an emergency.

Mr. Reed made a motion to suspend the three reading rule of Ordinance #21-2016; Mr. Huston seconded the motion. Roll call:

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

Nay: 0

Motion carried.

Mr. Reed made a motion to pass Ordinance #21-2016 as an emergency; seconded by Mr. Huston. Roll call:

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

Nay: 0

Motion carried.

Mr. Reed made a motion to adopt Ordinance #21-2016; seconded by Mr. Huston. Roll call:

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

Nay: 0

Motion carried.

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

ORDINANCE #22-2016

An Ordinance authorizing the Village Administrator to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement Program(s) and to execute contracts as required and declaring an emergency.

Mr. Lewis made a motion to suspend the three reading rule of Ordinance #22-2016; seconded by Mr. St. Marie. Roll call:

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

Nay: 0

Motion carried.

Mr. Lewis made a motion to pass Ordinance #22-2016 as an emergency; seconded by Mr. St. Marie. Roll call:

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

Nay: 0

Motion carried.

Mr. Lewis made a motion to adopt Ordinance #22-2016; seconded by Mr. St. Marie. Roll call:

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

Nay: 0

Motion carried.

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

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

Nay: 0

Motion carried.

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Meeting adjourned at 8:00 pm.

An audio CD of this meeting is available upon request.

ATTEST: James A. Tucker
Fiscal Officer

SIGNED: Kenneth J. Harvanje Jr.
Mayor

APPROVED: 8-1-16