

RECORD OF PROCEEDINGS

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

20

FEBRUARY 6, 2017

REGULAR MEETING

Mayor Kenneth J. Harsanje, Sr. called the meeting to order at 7:00 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. Brent Huston, Mr. John Lewis, Mr. Jacob Diebert, Mr. Darryl Bittner, Mr. Issac St. Marie and Mr. Tim Reed.

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

Mr. Diebert made a motion to approve the minutes of the January 17, 2017 meeting as written; seconded by Mr. Bittner. Roll call:

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

Nay: 0

Abstain: Mr. St. Marie

Motion carried.

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

- Mr. Gladden reported that Mr. Hertzfeld has left Poggemeyer Design Group and is now working for The Wood County Engineers Office. Julie Thomas has been appointed by Poggemeyer as our engineer.
- Mr. Gladden reported meeting with Poggemeyer concerning the Rails to Trails bike path. ODOT is now at the 95% funding level.

ADMINISTRATOR'S REPORT - no written report

- Mr. Gladden reported that 86 resumes were received for the Administrative Secretary position.
- He reported that the Utility Department Manager, Leeann Dufendock recently fell and broke her ankle and has not been able to work. He's not sure when she will be returning.
- The yearly organizational meeting for the Planning Commission will be held on March 13, 2017 at 7:00 pm in the Village hall.
- Mr. Gladden received grant/loan funding approval from Ohio Public Works Commission for \$287,000.00 for the Washington Street Reconstruction Phase # 3 project and \$103,600.00 for the Water Booster Pump Station Improvement project.
- Mr. Gladden reported that the public works crew is working on the meter list. This list is now down to 4 from 80.

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At this time Mr. Huston asked if the final hiring decision will be brought to Council and Mr. Ballenger said yes. The Mayor will make the recommendation to Council and a decision will then be made.

At this time, Mr. Gladden introduced Mr. Brian Conway from Waste Management of Ohio. Mr. Conway was present to renew our refuse and recycling service contract for three years. Mr. Gladden stated there was a small increase in the cost of services but this will not be passed on to the residents. Mr. Conway thanked Council for their business.

FISCAL OFFICERS REPORT - no written report

- Mrs. Van Nest reported giving Mr. Huston \$208,000.00 in paid invoices for his review.
- Mrs. Van Nest stated that a meeting is rescheduled with Hal Burke from the collection agency of Scheer, Green and Burke, Co. for delinquent utility and taxes.
- Mrs. Van Nest reported that she gave a copy of the 2017 Revenue Budget to members of the Finance Committee, the Mayor and the Village Administrator. This report has also been submitted to the Ottawa County Auditor as required.

MAYOR'S REPORT - no written report

- Mayor Harsanje, Sr. stated he and Mr. Lewis met with the Civic Theatre on January 18, 2017 and signed a five year contract. The Civic Theatre will also begin cleaning the Village Hall two times a month and we will then deduct \$100.00 from the amount they will owe us.
- Mayor Harsanje, Sr. and Kevin Gladden attended the Ottawa County Safety meeting on January 18, 2017.
- Mayor Harsanje, Sr. and Kevin Gladden will attend the Ottawa County Safety meeting on February 15, 2017 at McGruder Hospital.
- Mayor Harsanje, Sr. and Kevin Gladden attended the NOMMA meeting in Perrysburg. Talk was that the State budget will continue to be cut until Governor Kasich is out of office.
- Mayor Harsanje, Sr. and Mr. Lewis met with the sports officials to discuss the increase in fees. Fees were accepted well by all. They will provide more information at a later date.
- Mayor Harsanje, Sr. stated a hearing will be held by Clay Township for the Shooting range on February 8, 2017.
- Mayor Harsanje, Sr. stated that an open house will be held at the Genoa Library on 2/25/2017 from 1:00 to 4:00 pm to celebrate their 50th birthday. Cake will be served at 1:15 pm
- The Ottawa County Improvement Corporation 2017 Business and Industry Awards banquet will be held on March 1, 2017. The Village will pay for the Councilmember's dinner; all guests will need to pay \$30.00. Please make checks payable to Ottawa County Improvement Corporation. All reservations and payments need to be made to the Fiscal Officer by February 22, 2017.
- The Northwest Ohio Mayors & Managers Association annual steak dinner will be held in Pemberville on March 30, 2017. The Village will pay for the Councilmember's dinner; all guests will need to pay \$40.00. Please make checks payable to NOMMA. All reservations and payments need to be made to the Fiscal Officer by March 8, 2017.

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- Mayor Harsanje, Sr. received a donation request from the Ottawa County Drug Task Force. This information was given to Mr. Lewis of the AD/HOC Committee.
- The Fiscal Officer has more information regarding Public Records/Sunshine Law training if you are interested in attending.
- Mayor Harsanje, Sr. sent out his first quarter newsletter to the community in with the utility bills.

At this time Mayor Harsanje, Sr. asked to schedule a Council of the Whole meeting for February 16, 2016. He and the Administrator will interview and narrow down their selection to three candidates before February 16, 2017. The Mayor will schedule interviews for 6:00, 6:30 and 7:00 pm for the Council of the Whole meeting.

Mr. Diebert suggested reviewing all job descriptions in the personnel manual and asked if this secretary's position encompassed four jobs. Mr. Gladden responded by saying that the Administrative Secretary job description in the employee manual states job duties that this person will be doing. Mr. Gladden stated that the new person will also be Clerk of this Council and attend all meetings dealing with Council committees.

Mayor Harsanje, Sr. is hoping to have someone starting in the position on February 27, 2017.

COMMITTEE REPORTS

ECONOMIC DEVELOPMENT - Mr. St. Marie

Mr. St. Marie reported that the Genoa Economic Development Team met on January 14, 2017 with one person in attendance.

Mr. St. Marie scheduled a Genoa Economic Development Team meeting for February 11, 2017 at 9:00 am at Rays Café.

Mr. St. Marie asked if an Economic Development meeting would need to be set up to decide whether or not to participate in the PACE program that was presented earlier at the Council of the Whole meeting.

Mr. Huston asked Mr. Gladden if the PACE program was initially presented at 0% interest; now it's at approximately 5%. Mr. Gladden agreed that he was correct. Mr. Gladden stated that he felt it was a good idea to be the leader in the area by becoming a "District" and it would benefit the surrounding communities as well.

All agreed that the Village should become a Regional Energy Special Improvement District and move forward with the requirements. Reimbursement of the costs for the boiler at the Village hall will become our first project.

Mr. Diebert made a motion to have Kevin Gladden file an application with PACE to become a Regional Energy Special Improvement District and to submit the boiler costs for reimbursement; seconded by Mr. St. Marie. Roll call:

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

Nay: 0

Motion carried.

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STREETS & SIDEWALKS - Mr. Reed

No report was given. Mr. Reed reminded everyone of the February 21, 2017 meeting scheduled for 6:30 pm.

UTILITIES - Mr. Diebert

No report was given. Mr. Diebert stated that he would like to see a Utilities meeting scheduled in the near future to discuss sewer rates and operations. He will also have the minutes of the January 2, 2017 Utility Committee meeting to Mary Ann Bell soon.

Mayor Harsanje, Sr. wants to see legislation in the near future regarding the landlords being responsible for collecting and paying all utility charges for tenants.

FINANCE/INSURANCE - Mr. Huston

No report was given. He did state that he will meet with the Fiscal Officer to go over the final appropriations. He plans to schedule a meeting soon.

SAFETY - Mr. Bittner

Mr. Bittner stated that we will be losing a part time officer in the near future. He reminded everyone of the February 21, 2017 Safety meeting scheduled for 6:00 pm.

Chief Weis stated that he has received two estimates concerning the engine in one of the police vehicles. One estimate said the engine needs replaced and the other said that the engine was fine. He added that there have been other recent issues with the same car and is looking at different options of replacing it. He will provide more information as soon as he has it.

Chief Weis is also interviewing two part time people as his staff is slowly dwindling. He has concerns about the lack of candidates in the area.

AD/HOC - Mr. Lewis

Mr. Lewis provided draft minutes of the January 2, 2017 and January 17, 2017 committee meetings. He also attended the January 19, 2017 North Coast Inland Bike Trail meeting and provided a written memo draft to Council members with meeting details. It was decided at the January 19th meeting to go with Poggemeyer's proposal of a local split between Ottawa County, Elmore and Genoa. Poggemeyer Design Group will send a letter of intent to Ohio Department of Transportation to start the process.

At this time Mr. Gladden stated that he had recently received updated financial figures for the bike path and reported that the project is now being funded at 95% of costs. He will have updated information soon.

Mr. Lewis stated that the Genoa Civic Theatre agreed with the contract proposal which included the cleaning services of the hall.

Mr. Lewis met with the sports leagues and everyone was fine with the increased fees.

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Mr. Lewis stated that the request for donation for the Drug Task Force will need to go through the AD/HOC Committee and he will talk with Chief Weis prior to any decisions.

PERSONNEL - Mr. Reed

No report was given.

ANYONE WISHING TO ADDRESS COUNCIL - None

ORDINANCES AND RESOLUTIONS:

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

ORDINANCE #14-2017

An Ordinance authorizing the Village Administrator to enter into an agreement with Waste Management of Ohio which extends the Village's agreement for solid waste recycling and yard waste, and declaring an emergency.

Mr. Diebert made a motion to suspend the rules requiring Ordinance #14-2017 to be read three times; seconded by Mr. Reed. Roll call:

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

Nay: 0

Motion carried.

Mr. Diebert made a motion to pass Ordinance #14-2017 as an emergency measure; seconded by Mr. Reed. Roll call:

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

Nay: 0

Motion carried.

Mr. Diebert made a motion to adopt Ordinance #14-2017; seconded by Mr. St Marie. Roll call:

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

Nay: 0

Motion carried.

At this time Mr. Lewis presented Ordinance #15-2017 to Council for the first reading:

ORDINANCE #15-2017

An Ordinance imposing a moratorium for a period of one hundred and eighty (180) days on the granting of any permit allowing retail dispensaries, cultivators, or any processors of medical marijuana within the Village of Genoa, Ohio.

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Mr. Reed continued with the third reading of Ordinance #37-2016 awarding the lease bid of the Dairy Dip building.

Mr. Reed made a motion to adopt Ordinance #37-2016 awarding the lease bid of the Dairy Dip building and for it to become effective in 30 days; seconded by Mr. Diebert.

Roll call:

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

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:

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

Nay: 0

Motion carried.

Meeting adjourned at 7:57 pm

An audio recording of this meeting is available upon request.

ATTEST:

Jaw A. Santos
Fiscal Officer

SIGNED:

Kennell H. Harvath
Mayor

APPROVED:

2-21-17