

April 3, 2017

**REGULAR MEETING**

Mayor Kenneth L. Harsanje, Sr. called the meeting to order at 7:02 pm and asked everyone to stand for the Pledge of Allegiance to the Flag.

Mayor Kenneth L. Harsanje, Sr. then asked for the roll call:  
Council members in attendance included, Mr. Darryl Bittner, Mr. Diebert, Mr. Huston, Mr. John Lewis, and Issac St. Marie. Not present was Mr. Tim Reed.

Mr. Lewis asked for a motion to excuse Mr. Tim Reed. A motion was made by Mr. Lewis seconded by Mr. Bittner. Roll Call:  
Yeah: Mr. Lewis, Mr. Bittner, Mr. Diebert, Mr. Huston, & Mr. St. Marie.  
Nay: 0  
Motion carried.

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

Mr. Harsanje, Sr. asked for a motion to approve the minutes for the March 20, 2017 regular Council meeting.

Mr. Huston mentioned a spelling correction needed for the word custom to costume.

Mr. Diebert made a motion to accept the minutes as amended for the March 20, 2017 regular Council meeting; seconded by Mr. Bittner. Roll call:  
Yeah: Mr. Diebert, Mr. Bittner, Mr. St. Marie, Mr. Lewis, & Mr. Huston.  
Nay: 0  
Motion carried.

**ENGINEER'S REPORT** –

- Mr. Gladden announced Rich Hertzfeld left for a position with Wood County Engineers and per Mr. Gladdens request, Poggemeyer Design assigned Julie Thomas in his place. Since that time, Ms. Thomas has also left Poggemeyer for another position and Poggemeyer Design assigned Doug Nusser to the Village. Mr. Nusser has 25 years' experience with Poggemeyer and also works for the Village of Woodville. Mr. Gladden stated that he is familiar with the projects for the Village and he has set a meeting with Mr. Newser for next week.
- Mr. Gladden stated we still have the Ohio Public works commission grant online, for redoing the water plant this year. He mentioned both designs have been done for several years, so there should be no issue there.

### **ADMINISTRATOR'S REPORT** - Mr. Gladden

- Mr. Gladden announced Mrs. Van Nest would stay and continue to attend Council meetings per his request. He stated she will be in attendance for every meeting as he feels it important for the fiscal side, then when questions arise like they did recently on an Ordinance, she can answer them immediately. He said as long as she is in attendance she will take notes and tape the meeting for Beth St. John to type.
- Mr. Gladden also mentioned Committee's should continue to take their minutes and either type them or give them to Mrs. St. John to type as has been done previously.

### **FISCAL OFFICERS REPORT** - Julie Van Nest

- Mrs. Van Nest gave Mr. Huston \$87,000 in paid invoices for review.
- Mrs. Van Nest and Brent Huston met with a Huntington Bank government banking manager, and a Huntington Bank investment broker on April 3, 2017. They reviewed investment policy and the CDARS that we have with them. She reported they mature in May of 2018 but they would like to look at other investment options.
- Mrs. Van Nest mentioned although our investment policy is in compliance with the ORC, she suggests that a committee review the policy and pass an Ordinance with a more current date.
- Mrs. Van Nest also plans on meeting with Aaron Moore of Genoa Bank concerning the CD's that the Village presently have as well as looking at other options.
- Council was informed by Mrs. Van Nest that the State Treasurer's office requires special training if investments are made in anything other than CD's or CDARS, and she would like to attend the State Treasurer's training for Certified Public Investment Management (CPIM) in Findley on May 18, 2017

### **MAYOR'S REPORT** -

- Mayor Harsanje, Sr. reported until Mr. Reed returns, temporary chairman appointed in his absences until further notice will be Mr. St. Marie for Personnel and Mr. Bittner for Streets and Sidewalks. Mr. Gladden and Mayor Harsanje Sr. will also be available if needed.
- Tuesday March 21<sup>st</sup>, Mayor Harsanje, Sr. stated he attended the Utilities Commission meeting.
- Thursday, March 23<sup>rd</sup> Mayor Harsanje, Sr. and Chief attended a meeting at Rayz for the planning of a Motorcycle Run to benefit the heroin epidemic. The Rally will be held May 28<sup>th</sup> and will run through Genoa. The Mayor stated there may possibly be 100-200 motorcycles coming into town.
- On Thursday March 30, Mrs. Van Nest, Mrs. St. John, Mr. Bittner, Mr. Lewis, Mr. Gladden, and Mayor. Harsanje Sr. attended NOMMA Mayor's and Managers meeting.
- Mayor Harsanje, Sr. announced that Tuesday April 4<sup>th</sup> will be the Grand Opening of Rustic Grounds at 624 Main St.
- Mayor Harsanje Sr. reports that on Monday April 17<sup>th</sup> 2017 there will be a Council of the Whole meeting at 6:00 PM. The purpose of the meeting is to interview a candidate for the part time Police Officer position vacated by Mr. Drew, as well as discuss a possible levy for operating expenses to hire a full time Police Officer.

- Mayor. Harsanje Sr. asked for any question, and Mr. Lewis responded with concerns on weather it was Okay to have only two people on a committee with Mr. Reeds absences.
- Mr. Ballenger responded that is was Okay, though it would be preferred to have three for a majority, in case of a disagreement. He suggested bringing someone else on board if possible.
- Mrs. Van Nest mentioned how nice the Retirement party for Mrs. Bell turned out. Mayor thanked those involved in helping.

### **COMMITTEE REPORTS**

#### **ECONOMIC DEVELOPMENT** - Mr. St. Marie

- Mr. St. Marie apologized has he found an error in the Council minutes on his last report. He stated the Genoa Economic Development Committee would meet at Rayz Café on April 8<sup>th</sup> at 9:30 in the morning, and then at 8:00 in the evening will be the benefit fundraiser for the Genoa food pantry.
- Mr. St. Marie also mentioned that April 24<sup>th</sup> will be the Small Town Workshop at the Genoa Middle School.

#### **STREETS & SIDEWALKS** - Mr. Reed / Mr. Bittner

- There was no report.

#### **UTILITIES** - Mr. Diebert

- Mr. Diebert stated they held the Utilities meeting on Tuesday March 21<sup>st</sup> at 6:00 pm. to discuss property owners, landlords, renters and past utility debts.
- Mr. Diebert reported they compiled a list of current debts and discussed with Mr. Ballenger the proper procedures to write off some of those debts, for those deceased and the bankruptcies. He also stated they would compile a list so they could get the Ordinances out to officially write off and remove these debts from the books.
- Mr. Diebert mentioned that Mr. Gladden finished a new utilities sign up form, which will address what was talked about in the meeting.
- Mr. Diebert announced that Ordinances were forthcoming, they will be to change certain Ordinances in the Utilities section. These changes will reflect what they want to accomplish.
- Mr. Gladden was given a letter to review, this letter will go out to property owners in regards to current utility debts which are in existence for those properties.
- A final copy of the letter will be presented to Council, the goal will be to bring attention to the fact that they owe the debt. The hope is they will then pay the debt, bringing in money that is owed to the village.
- Mr. Diebert reported they would do there best to collect what is severely owed to the Village, but also realizes some of the debts may be uncollectable and will need to be written off.

- Mr. Gladden stated all landlords have been notified of the changes coming and of receiving copies of their tenant's bills. Comments have already been made by landlords about being more careful of who they rent to.
- Mr. Diebert reiterated this ultimately would be the desired goal.

FINANCE/INSURANCE - Mr. Huston

- Mr. Huston and Mrs. Van Nest met with representatives from Huntington Bank to review investment policy. He reported they have a representative that deals primarily in governmental investing and he informed the Village of what they were doing, what they could do, and what Huntington could offer.
- Mr. Huston stated they were going to check different places to see who offered the best deal. He feels Huntington is confident they can offer the better deal. Mr. Huston replied he felt the same and stated it may be in Council best interest once the CD's mature, they look at who has the best rate.
- Mr. Huston called for an Investment Committee meeting May 1<sup>st</sup> at 6:45. Consisting of Mr. Huston, Mr. Harsanje Sr., Mr. Ballenger, and Julie Van Nest.
- The question was asked, when was this committee formed, Mr. Ballenger responded, it was required by statute.

SAFETY - Mr. Bittner

- Mr. Bittner reported there were no changes in the Ottawa County Regional planning Commissioners Report.
- Mr. Bittner said Mrs. Van Nest informed him that she only allotted one of the payment for the police cruiser this year.
- Mrs. Van Nest replied that Mr. Bittner minutes reflected the payment for the whole vehicle, and she didn't want anyone to misunderstand. She stated she set aside enough money for the payment for this year, as there will be three separate payments made for the cruiser over three years.

AD/HOC - Mr. Lewis

- Mr. Lewis reported they held an AD/HOC meeting prior to the Council meeting. At this meeting they decided to recommend to Council that they make a \$2,000 dollar donation to the Homecoming Committee this year, instead of the \$5,000 dollars they donated last year. This is due to budget cuts.

Mr. Lewis made a motion to donate \$2,000 dollars to Homecoming Committee for Fire work.

A motion was made by Mr. Lewis seconded by Mr. Bittner. Roll Call:

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

Nay: 0

Motion carried.

PERSONNEL - no report was given.

---

At this time, Mr. St. Marie presented Ordinance # 23-2017 to Council for **second reading**:

ORDINANCE #23-2017

An Ordinance to levy an additional \$5.00 Permissive Tax Pursuant to O.R.C. 4504.171 on one and all motor vehicles registered within the Village of Genoa, Ohio.

---

Mr. Diebert noted the Ordinance number #25-2016 needed changed to #25-2017.

At this time, Mr. Diebert presented Ordinance # 25-2017 as amended, to Council as an **emergency**:

ORDINANCE #25-2017

An Ordinance authorizing the Fiscal Officer to transfer fifty seven thousand dollars (\$57,000) from the Electric fund (603) to the Generation Substation Debt Fund, (301), and declaring an emergency.

Mr. Diebert made a motion that the rule requiring three distinct readings for Ordinance #25-2017 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Huston. Roll call:

Yeah: Mr. Diebert, Mr. Huston, Mr. Bittner, Mr. Lewis, and Mr. St Marie  
Nay: 0  
Motion carried.

Mr. Diebert made a motion to pass Ordinance #25-2017 as an emergency measure according to O.R.C. section 731.30; seconded by Mr. Huston. Roll call:

Yeah: Mr. Diebert, Mr. Huston, Mr. Lewis, Mr. Bittner, and Mr. St. Marie  
Nay: 0  
Motion carried.

Mr. Diebert made a motion to adopt Ordinance #25-2017; seconded by Mr. Huston. Roll call:

Yeah: Mr. Diebert, Mr. Huston, Mr. St. Marie, Mr. Bittner, and Mr. Lewis  
Nay: 0  
Motion carried.

---

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

Yeah: Mr. Diebert, Mr. Huston, Mr. Lewis, Mr. St. Marie, Mr. Bittner,  
Nay: 0  
Motion carried.

Meeting adjourned at 7:30 pm.  
An audio recording of this meeting is available upon request.

ATTEST: \_\_\_\_\_ SIGNED: \_\_\_\_\_  
Fiscal Officer Mayor

APPROVED: \_\_\_\_\_