

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

20

November 6, 2017

## REGULAR MEETING

- Mayor Harsanje, Sr. called the meeting to order at 7:00 p.m. and asked all 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. Diebert, Mr. Huston, Mr. Lewis, Mr. Reed, and Mr. St. Marie.
- Also in attendance were Village Solicitor Brian Ballenger, Genoa Police Chief Brad Weis, Fiscal Officer Julie Van Nest
- Mayor Harsanje Sr. asked for a motion to amend the agenda to include Ordinance # 62-2017.
- Mr. Lewis, made a motion to amend the agenda to include Ordinance #62-2017; Seconded by Mr. Bittner. Roll call:

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

Nay: 0

Motion carried.

- Mayor Harsanje Sr. asked for a motion to approve the minutes for the October 16th, 2017 Council of the Whole meeting.
- Mr. Diebert made a motion to accept the minutes for the October 16th, 2017 Council Of the Whole meeting; seconded by Mr. St. Marie Roll call:

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

Abstain:

Nay: 0

Motion carried.

- Mayor Harsanje Sr. asked for a motion to approve the minutes for the October 16th, 2017 regular Council meeting.
- Mr. Diebert made a motion to accept the minutes for the October 16th, 2017 regular Council meeting; seconded by Mr. Bittner. Roll call:

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

Nay: 0

Motion carried.

### ENGINEER'S REPORT – Kevin Gladden

- Mr. Gladden introduced Mr. Doug Nusser from Poggemeyer who presented the Engineer's report to council. The Engineer's report is attached.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

20 \_\_\_\_\_

## ADMINISTRATOR'S REPORT - Kevin Gladden

- Mr. Gladden reported they had been working on the Ordinance 62-2017 for the OMAP (Market Access Program). Ordinance 62-2017 includes a 37 page Electric rate service and a 57 page Bond anticipation notes for the OMAP
- Mr. Gladden stated they had issue recently with the water levels in the Village due to the amount of rain we've received.

## FISCAL OFFICERS REPORT – Julie Van Nest

- Ms. Van Nest stated she gave Brent Huston \$219,100 in invoices to review that were paid October 27<sup>th</sup>. Ms. Van Nest also mentioned she would be including in council packets the special check register, which will tell where every check is written and the amount.
- On October 27<sup>th</sup> payroll and withholdings was in the amount \$35,600.
- Included in Council packets was the Audit Committee minutes from the August 1<sup>st</sup> meeting, the minutes pertained to the issues and concerns from the Exit Audit. Mrs. Van Nest stated all issues had been addressed and rectified.
- Ms. Van Nest informed Council they would be presented with an Ordinance authorizing the Village Administrator to enter into an agreement with the Auditor of the State to use UAN software for finance and payroll. She stated it would save \$11,000 dollars per year and she would be going to training in Columbus in December.
- Mrs. Van Nest stated they hopefully would be looking at new software for taxes and utilities also, but that UAN did not offer it at this time.
- Council was provided the September financial reports, including the Genoa Bank Reconciliation, Month to Date Fund Balance Report, Year to Date Fund Balance Report, Revenue Balancing Summary Report, and Expense Balancing Summary Report.

## MAYORS REPORT – Ken Harsanje Sr. – Report Attached

## COMMITTEE REPORTS

### ECONOMIC DEVELOPMENT – Mr. St. Marie

- Mr. St. Marie stated on December 26 they would like to have a Christmas Parade at 6:00 pm. as well as a business and home decoration contest.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

20

## STREETS & SIDEWALKS - Mr. Bittner

- Mr. Bittner mentioned there were a few sidewalks around town that need to be addressed. Mr. Bittner, the Mayor, and Village Administrator will meet to discuss those.

## UTILITIES – Mr. Diebert

- Mr. Diebert stated he received information from Ms. Dufendock in regards to Utility debts, and he would be setting up a meeting with Mr. Ballenger to address having them officially written off, or removed from the books.

## FINANCE/INSURANCE - Mr. Huston

- Mr. Huston reported they were still working on Insurance renewals and should have something soon.

## SAFETY - Mr. Bittner – No Report

- Chief Weis thanked those people who helped pass out flyers for the Levy.
- Mr. Bittner stated he attended the Ottawa County Planning Commission meeting and there was no business effecting the Village.

## AD/HOC - Mr. Lewis

- Mr. Lewis stated they held an AD/HOC meeting prior to Council meeting and the main topic of discussion was the new building the Little League would like to build.

## PERSONNEL - Mr. St. Marie

- Mr. St. Marie reported they held a Personnel meeting prior to Council meeting and they have been informed Mr. Neff would not be returning to work at the Village after the 1<sup>st</sup>. of the year. Mike Thomas would be taking his position.
- Mr. St. Marie stated the Committee would be updating the Personal Policy.

## QUESTIONS: Mayor Harsanje Sr. asked if anyone wished to address Council.

Michelle Gruben who lives at 5<sup>th</sup> and Wilber asked why there were not any storm drains in her area. She also stated she was asking for suggestions on what she could do to elevate the problem of all the water running into her yard. She wondered if there was anywhere to run her sump pump other than a short distance from her house.

Mr. Gladden stated there were no storm drains because when that area was developed it was all rock. He reported all she can do is run the pump into the yard away from the building. Mr. Gladden informed Ms. Gruben that the area is below the flood plain and there was nothing they could do or tie into.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_

20 \_\_\_\_\_

**Ordinance #52-2017 is still tabled until a later date.**

**ORDINANCE # 52-2017** AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH THE GENOA LITTLE LEAGUE BASEBALL; FIRST READING.

-----

**ORDINANCE # 56-2017** AN ORDINANCE APPROVING THE RECODIFICATION, EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF GENOA, OHIO, AND DECLARING AN EMERGENCY.

Mr. Lewis made a motion that the rule requiring three distinct readings for Ordinance #56-2017 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Diebert. Roll call:

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

Mr. Lewis, made a motion to pass Ordinance #56-2017 as an emergency measure according to ORC section 731.30; seconded by Mr. St. Marie. Roll call:

Yeah: Mr. Lewis, Mr. St. Marie, Mr. Bittner, Mr. Diebert, Mr. Houston, and Mr. Reed.  
Nay:  
Motion carried.

Mr. Lewis made a motion to adopt Ordinance #56-2017; seconded by Mr. Bittner.  
Roll call:

Yeah: Mr. Lewis, Mr. Bittner, Mr. St. Marie, Mr. Diebert, Mr. Houston, and Mr. Reed.  
Nay:  
Motion carried.

-----

**ORDINANCE #57-2017** 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. Huston made a motion that the rule requiring three distinct readings for Ordinance #57-2017 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Lewis. Roll call:

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

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

20

Mr. Huston, made a motion to pass Ordinance #57-2017 as an emergency measure according to ORC section 731.30; seconded by Mr. Lewis. Roll call:

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

Nay:

Motion carried.

Mr. Huston made a motion to adopt Ordinance #57-2017; seconded by Mr. Lewis. Roll call:

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

Nay:

Motion carried.

---

**ORDINANCE #58-2017** AN ORDINANCE AUTHORIZING THE FISCAL OFFICER TO TRANSFER TWO THOUSAND SEVEN HUNDRED FIFTY SIX DOLLARS (\$2,756.00), FROM WATER FUND (601), THE SEWER FUND (602), AND THE ELECTRIC FUND (603), INTO THE EQUIPMENT DEBT FUND (305) AND DECLARING AN EMERGENCY.

Mr. Diebert made a motion that the rule requiring three distinct readings for Ordinance #58-2017 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, Mr. Reed, and Mr. St. Marie.

Nay:

Motion carried.

Mr. Diebert, made a motion to pass Ordinance #58-2017 as an emergency measure according to ORC section 731.30; seconded by Mr. Huston Roll call:

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

Nay:

Motion carried.

Mr. Diebert made a motion to adopt Ordinance #58-2017; seconded by Mr. Huston. Roll call:

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

Nay:

Motion carried.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

20

**ORDINANCE #59-2017** AN ORDINANCE SETTING THE ELECTRIC RATES FOR GENOA, OHIO AND REPEALING ALL PRIOR ORDINANCES PERTAINING TO THE ELCTRIC RATES AND DECLARING AN EMERGENCY.

Mr. Bittner made a motion that the rule requiring three distinct readings for Ordinance #59-2017 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Lewis. Roll call:

Questions: Mr. Diebert asked questions on setting the new rate amount and there was discussion on the new rate amount before proceeding.

Yeah: Mr. Bittner,

Nay: Mr. Lewis, Mr. Diebert, Mr. Huston, Mr. Reed, and Mr. St.Marie.

Motion failed

**ORDINANCE #60-2017** AN ORDINANCE TO AUTHORIZE THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE AUDITOR OF THE STATE TO ESTABLISH AND MAINTAIN A UNIFORM AND COMPATIIBLE COMPUTERIZED FINANCIAL MANAGEMENT AND ACCOUNTING SYSTEM KNOWN AS THE UNIFORM ACCOUNTING NETWORK (UAN) AND DECLARING AN EMERGENCY

Mr. Huston made a motion that the rule requiring three distinct readings for Ordinance #60-2017 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Lewis. Roll call:

Questions: Mr. Diebert questioned the reason for replacing existing software and Council discussed the reasons before proceeding.

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

Nay: Mr. Diebert

Motion carried.

Mr. Huston, made a motion to pass Ordinance #60-2017 as an emergency measure according to ORC section 731.30; seconded by Mr. Lewis. Roll call:

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

Nay: Mr. Diebert

Motion carried.

Mr. Huston made a motion to adopt Ordinance #60-2017; seconded by Mr. Lewis.

Roll call:

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

Nay: Mr. Diebert

Motion carried.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

20

**ORDINANCE #61-2017** AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE CLAY TOWNSHIP TRUSTEES FOR REVENUE SHARING IN THE EVENT THAT THE VILLAGE OF GENOA, OHIO ANNEXES PROPERTY WITHIN CLAY TOWNSHIP, OTTWA COUNTY, OHIO; AND DECLARING AN EMERGENCY.

Mr. St. Marie made a motion that the rule requiring three distinct readings for Ordinance #61-2017 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Diebert. Roll call:

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

Nay:

Motion carried.

Mr. St. Marie, made a motion to pass Ordinance #61-2017 as an emergency measure according to ORC section 731.30; seconded by Mr. Diebert. Roll call:

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

Nay:

Motion carried.

Mr. St. Marie made a motion to adopt Ordinance #61-2017; seconded by Mr. Diebert. Roll call:

**Questions:** Mr. Huston asked whether an Ordinance like this had just been passed recently. It was explained the recent Ordinance was pertaining to JEEDS.

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

Nay:

Motion carried.

---

**ORDINANCE #62-2017** AN ORDINANCE AUTHORIZING THE VILLAGE'S PARTICIPATION IN THE TREASURER OF OHIO'S MARKET ACCESS PROGRAM; AUTHORIZING THE PREPARATION AND FILING OF AN APPLICATION FOR THAT PROGRAM AND THE EXECUTION AND DELIVERY OF A STANDBY NOTE PURCHASE AGREEMENT WITH THE TREASURER, A LOAN AGREEMENT WITH AMERICAN MUNICIPAL POWER, INC., AND OTHER NECESSARY AND APPROPRIATE DOCUMENTS; AND DECLARING AN EMERGENCY.

Mr. Diebert made a motion that the rule requiring three distinct readings for Ordinance #62-2017 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Lewis. Roll call:

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

Nay:

Motion carried.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

20

Mr. Diebert, made a motion to pass Ordinance #62-2017 as an emergency measure according to ORC section 731.30; seconded by Mr. Lewis. Roll call:  
Questions: Mr. Gladden stated pg. 11 in contract attachment mentions an adoption that ended up being a first reading as of this time. Council discussed possible solutions. A decision was made to do a recall on Ordinance #59-2017 and follow through with Ordinance #62-2017.

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

Nay:

Motion carried.

Mr. Diebert made a motion to adopt Ordinance #62-2017; seconded by Mr. Lewis.

Roll call:

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

Nay:

Motion carried.

---

Mr. Lewis made a motion to recall Ordinance #59-2017 and pass as an emergency measure according to ORC section 731.30; seconded by Mr. St. Marie. Roll call:

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

Nay:

Motion carried.

**ORDINANCE #59-2017 AN ORDINANCE SETTING THE ELECTRIC RATES FOR GENOA, OHIO AND REPEALING ALL PRIOR ORDINANCES PERTAINING TO THE ELCTRIC RATES AND DECLARING AN EMERGENCY.**

Mr. Lewis made a motion that the rule requiring three distinct readings for Ordinance #59-2017 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Bittner. Roll call:

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

Nay:

Motion carried

Mr. Lewis, made a motion to pass Ordinance #59-2017 as an emergency measure according to ORC section 731.30; seconded by Mr. Bittner. Roll call:

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

Nay:

Motion carried.



RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

20

Mr. Lewis made a motion to adopt Ordinance #59-2017; seconded by Mr. Bittner.

Roll call:

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

Nay:

Motion carried.

- Mayor Harsanje Sr. asked if there was any further business.

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

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

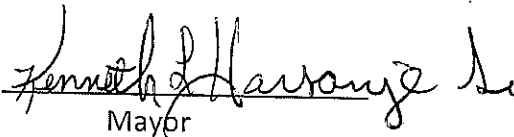
Nay:

Motion carried.

Meeting adjourned at 8:36 pm.

An audio recording of this meeting is available upon request.

ATTEST:   
Fiscal Officer

SIGNED:   
Mayor

APPROVED: 11-20-17

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

20