

# RECORD OF PROCEEDINGS

May 7, 2018

## 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. St. Marie, Mr. Bittner, Mr. Diebert, Mr. Huston, Mr. Koppinger, and Mr. Lewis.
- Also in attendance were Village Solicitor Brian Ballenger, Administrator Kevin Gladden, Genoa Police Chief Brad Weis, and Fiscal Officer Julie Van Nest.
- Mayor Harsanje Sr. asked for a motion to approve the minutes of the Council meeting on April 16, 2018.

Mr. Huston asked for a correction in the Fiscal Officers report, second bullet, adding the words "and payroll" between (payroll withholding).

Mr. Diebert made a motion to accept the minutes as amended, for the Regular Council meeting on April 16, 2018; seconded by Mr. Koppinger. Roll call:

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

**Nay:**

**Abstained:**

**Motion carried**

Mayor Harsanje Sr. asked for a motion to approve the minutes of the Council of the Whole meeting on April 16, 2018.

Mr. Diebert made a motion to accept the minutes as amended, for the Council of the Whole meeting on April 16, 2018; seconded by Mr. Koppinger. Roll call:

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

**Nay:**

**Abstained:**

**Motion carried.**

### FISCAL OFFICERS REPORT – Julie Van Nest

- Ms. Van Nest stated Brent Huston Finance Chair, is reviewing bills paid on April 22nd in the amount of \$244,781.00 and bills to be paid on May 8th of \$71,108.00.
- Ms. Van Nest reported she paid Payroll and Payroll withholding taxes on Friday the April 27th of \$35,255.00.
- Ms. Van Nest gave Council, Mayor, and Village Administrator the March financial statements consisting of March Bank Reconciliation, Year to date Appropriation Status, Year to date Revenue Status, Year to date Fund Status, and March payment listing of checks sent.
- Ms. Van Nest stated in March they spent \$1,041.00 in election costs for the Genoa Police Levy that was put on the ballot in November.

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- Ms. Van Nest mentioned she would like to make reservations for the North West Ohio Mayor's Association Dinner in Pemberville on May the 30th. She asked Council to please let her know if they planned to attend by May 21<sup>st</sup> as reservations are due by May 22<sup>nd</sup>.
- Ms. Van Nest reminded Council to let her know if they plan to attend the OML Summer Regional Conference series on August 17<sup>th</sup> in Findley.

**MAYORS REPORT** – Ken Harsanje Sr. – report attached

## **COMMITTEE REPORTS**

**ECONOMIC DEVELOPMENT** – Mr. St. Marie – no written report

- Mr. St. Marie stated Economic Development Committee met at 6:00 pm to discuss the sale of several Village properties, specifically the property behind the Library.
- Mr. St. Marie made a motion to approve Mr. Gladden having an appraisal done to the Village property on S. Railroad and the Village property on 13<sup>th</sup> St. behind the Brunner Campus; seconded by Mr. Huston. Roll call:

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

**Nay:**

**Abstained:**

**Motion carried**

**STREETS & SIDEWALKS** - Mr. Koppinger

- Mr. Koppinger stated they held a Streets & Sidewalks Committee meeting prior to Council meeting to discuss three topics.
- First they discussed security systems including, ordering signs to be placed in the areas of vandalism, cameras which they plan to investigate vendors and cost, protecting the camera with possibly barbwire fencing, and location and placement of cameras.
- Second topic was <sup>Tractors</sup> ~~Trackers~~ and Trailers parking in the Village, it was agreed there was enough existing laws to address any violations so there is no need to create a new Ordinance to address it. No further action will be taken to address ~~Trackers~~ <sup>Tractors</sup> and Trailers parking in the Village.
- Third topic was on vehicles blocking the sidewalk. The decision was made to allow the Genoa Police Dept. to enforce the existing Ordinance.

**UTILITIES** - Mr. Diebert – no written report

**FINANCE/INSURANCE** - Mr. Huston – no report

- Mr. Huston mentioned they held an Investment Committee meeting prior to Council meeting to discuss Investments, due to a couple CD maturing this month.
- Mr. Huston stated they had decided to wait on one of the CD's until next meeting.

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- Mr. Huston requested an Investment Committee meeting for 6:45 on May 21<sup>st</sup> to discuss the second CD.

Mr. Huston made a motion to authorize the Finance Department to look into changing the CD at Huntington Bank from a 24 month to an 18 month term, pending it is beneficial to the Village; seconded by Mr. Koppinger. Roll call:

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

**Nay:**

**Abstained:**

**Motion carried:**

## SAFETY - Mr. Bittner

- Mr. Bittner stated they held a Safety Committee Meeting prior to Council meeting to discuss parking on sidewalks within the Village. No action was taken at this time.

## AD/HOC - Mr. Lewis

- Mr. Lewis announced he and Township Trustee Mr. Tom Bergman are now members of the newly founded Ottawa County Active Transportation Group, whose primary goal is to establish bike paths throughout the County.
- Mr. Lewis requested an AD/HOC meeting for May 21<sup>st</sup>. at 6:30 prior to the Council meeting.

Mayor Harsanje Sr. requested a Council of the Whole meeting at 6:15 on May 21<sup>st</sup>. to interview for a part-time Genoa Police Officer.

## PERSONNEL - Mr. Koppinger – no report.

- Mayor Harsanje Sr. informed Mr. Koppinger that Council planned back in December to update the Personnel Policy after the first of the year. He asked Mr. Koppinger to meet with his committee and start that process.
- Mr. Koppinger requested a Personnel Meeting at 6:46 pm on June 4th.

## ENGINEER'S REPORT – Kevin Gladden

- Mr. Gladden reported the 2<sup>nd</sup> Street Pump Station reconstruction had been completed. It was gutted, resprayed, sealed, had new pumps installed, and is back in service.
- Mr. Gladden mentioned there was still changes for structures on the Washington Street Reconstruction and Storm Sewer Project. The contract with B. Hill's Excavating has been signed and the project should be starting in the next couple of weeks.

## • ADMINISTRATOR'S / ZONING REPORT - Kevin Gladden

- Mr. Gladden informed Council he had applied with Ottawa County for a \$50,000 Community Block Development Grant. This grant will be for the Town Hall elevator which would supplement the money the Village will receive from the Capital Improvement Grant which is coming from the State budget.

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- Mr. Gladden received calls and complaints pertaining to issues with the condition of the grass on Diamond 4, which he stated was out of shape due to the wet spring. Mr. Gladden reported work had started on Diamond 1 and Diamond 4 to get them in shape, and as long as the weather does not interfere they should be ready.
- Mayor Harsanje Sr. informed Mr. Gladden that a motion had been passed to allow him to obtain appraisals for the Village properties on S. Railroad Street and on 13<sup>th</sup> Street.
- Mr. Gladden noted the properties need to be recorded and split with a quick claim deed.
- Mr. Ballenger stated he would be taking the paper work to the County the next day to be recorded.

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

Mr. Joel Hirt 1504 Superior Street, Mr. Hirt is speaking on behalf of the Genoa American Legion. He asked the Village Council for monetary support as well as joining them for their Memorial Day Service on May 28<sup>th</sup>. He stated they will have Kevin son, Sy Gladden as guest speaker along with two bands, and artillery. Mr. Hirt presented Council with paperwork about the service.

**Mr. Huston made a motion to Adjourn; seconded by Mr. Koppinger. Roll call:**

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

**Nay:**

**Abstained:**

**Motion carried.**

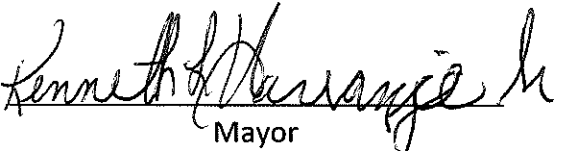
With no further business of the Council, Meeting adjourned at 7:26 pm.

Audio recording available.

ATTEST:

  
Fiscal Officer

SIGNED:

  
Mayor

APPROVED:

5-21-18  
as amended