# RECORD OF PROCEEDINGS

## September 4, 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. Bittner, Mr. Diebert, Mr. Huston, Mr. Lewis, Mr. Koppinger and, Mr. St. Marie.

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

- Corrections to the minutes were made on page 3, 11th bullet, changing the word is to it.

- Mr. Lewis made a motion to accept the minutes as amended from the August 20, 2018 Regular Council meeting; seconded by Mr. Bittner.

  **Yeah:** Mr. Lewis, Mr. Bittner, Mr. Diebert, Mr. Huston, and Mr. Koppinger.
  **Nay:**
  **Abstained:** Mr. St. Marie abstained due to vacation.
  **Motion carried**

**ENGINEER'S REPORT** – Kevin Gladden

- Mr. Gladden reported Phase III of the Washington Street Storm Sewer Project is complete including the final paperwork.

- Poggemeyer Design will submit to Ohio EPA on behalf of the Village an application for 0% financing on the Waste Water Lagoon project and an application with the Ohio Public Works Commission regarding the Waste Water Lagoon.

**ADMINISTRATOR'S / ZONING REPORT** – Kevin Gladden

- Mr. Gladden stated Miller Pipeline will be doing a major gas line replacement project between 4th and 6th Street, covering Washington, Main, and West St. At present they are mapping out the project. Mr. Gladden will meet with Columbia Gas on Wednesday.

- Mr. Gladden informed Council at the Generation Station it was reported we had a leaking radiator in one of the units that will need repaired, and in Unit 3 one of the fan motors (100 HP) has stopped working so that unit will be down until the fan can be replaced.

- Mr. Gladden explained, AMP wanted to send the motor to Cincinnati and have CAT replace it at a cost of $46,000 for the new motor, and $18,000 to have it removed.

- Mr. Gladden worked with Bennett Electric in Norwalk who will rewind the motor for $16,500, and Industrial movers from Findley will take it out and put it in for $3,200. The Village will pay for this because the administration chose not to go through the JV project, they chose to fund the installation of the generators themselves.

- Mr. Gladden mentioned on the holiday weekend there was a major water main break on 4th between Cherry and Buckeye Street. Mr. Gladden complimented Public Works for responding quickly, isolating and getting it repaired as fast as they did.

**FISCAL OFFICERS REPORT** – Julie Van Nest absent, Mr. Huston reported

- Invoices were paid in the amount of $64,526.19 on August 8, $1,400.00 on August 10th, $188,791.11 on August 13th, $2,003.79 on August 17th, and $200,369.35 on August 27th, 2018. Mr. Huston stated he was currently reviewing these invoices.

- Payroll and withholding taxes of $35,635.54 were paid on August 3rd, $36,310.91 on August 17th, and $37,093.34 on August 31st. 2018.

- Council was given June financial statements consisting of Bank Statement from Genoa Bank, Huntington Bank, First Federal Bank, and Star Ohio Bank, June Bank Reconciliation, Year to date Fund Status, Payment Listings for the month of June, Appropriations Status, and Year to date Revenue Status.

- Mr. Huston stated Ms. Van Nest needed the Bank Reconciliation for June signed by the Finance Committee, and she needs recorded who and how they voted on the Resolution for the Park Levy.

- Mr. Huston mentioned he spoke to Ms. Van Nest about Appropriations and he would like to schedule a Finance Committee meeting before the next council meeting.

- Mr. Lewis asked about the number of checks that were made out to personal individuals, and Mr. Gladden stated they were for tax refunds or utility deposit returns.

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

**COMMITTEE REPORTS**

ECONOMIC DEVELOPMENT – Mr. St. Marie, no report

- Mr. St. Marie asked Mr. Gladden if the property on South Railroad St. was up for bid.

- Mr. Gladden replied, it has been posted and to meet the 30 day requirement the bids were due on September 9th. Mr. Gladden stated he had not received any bids so far.

STREETS & SIDEWALKS - Mr. Koppinger

- Streets and Sidewalks held a meeting prior to the Council where they narrowed the list to the more serious issues. Mr. Koppinger stated he will meet with Mr. Gladden to go over addressing them.

UTILITIES - Mr. Diebert – no written report

FINANCE/INSURANCE - Mr. Huston, no report

- Mr. Huston scheduled a Finance meeting for September 17, 2018 @ 6:00 pm to review appropriations.

SAFETY - Mr. Bittner / Chief Weis

- Chief Weis reported they had applied for a grant to help obtain new police vests.

ADHOC – Mr. Lewis

- Mr. Lewis reported that he and Mayor Harsanje Sr. attended the Ottawa County Active Transportation Group meeting where they reviewed their Plan (wish list) which includes the bike routes and walking paths in the County.

- Mr. Lewis also state he received a letter from ODOT inviting them to a meeting of the State Wide Transportation Improvement Program scheduled for September 26th at the District 2 Offices on Poe Rd. in Bowling Green from 3 to 6 pm.

PERSONNEL - Mr. Koppinger

- Mr. Koppinger reported they held a Personnel Meeting prior to the Council Meeting where they discussed and resolved the issue of being docked 15 minutes pay when less than 8 min. late, which is not allowed due to the payroll practice of rounding time to 15 minutes.

- Mr. Koppinger stated they were also looking into the full time status of an employee.

- A personnel committee consisting of Village employees has been formed and will continue to meet on a as need basis.

- Mayor Harsanje Sr. mentioned that Ottawa County Overdose awareness day was held on Friday August 31st at the Ottawa County Courthouse. The County decided to write a Proclamation that was read and then signed by all the Mayors.

  Mr. Lewis made a motion to give Administrator/Pubic Works Director Kevin Gladden a 3% raise effective September 10, 2018; seconded by Mr. Bittner. Roll call:

- Mr. Lewis asked if the raise was taken from various accounts and Mr. Gladden confirmed that it did.

  **Yeah:** Mr. Lewis, Mr. Bittner, Mr. St. Marie, Mr. Diebert, Mr. Koppinger, and Mr. Huston.
  **Nay:**
  **Abstained:**
  **Motion carried.**

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**ORDINANCE 17-2018**

**AN ORDINANCE AUTHORIZING THE FISCAL OFFICER OF THE VILLAGE OF GENOA, OHIO TO MAKE SUPPLEMENTAL APPROPRIATIONS TO THE 2018 PERMANENT APPROPRIATIONS, SECOND READING (READ BY MR. HUSTON)**

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**ORDINANCE 20-2018**

**AN ORDINANCE AUTHORIZING THE FISCAL OFFICER TO TRANSFER TWO THOUSAND SEVEN HUNDRED FIFTY SIX DOLLARS ($2,756.00), FROM WATER FUND (5101), THE SEWER FUND (5201), AND THE ELECTRIC FUND (5301), INTO THE EQUIPMENT DEBT FUND (3401) AND DECLARING AN EMERGENCY.**

Mr. St.Marie made a motion that the rule requiring three distinct readings for Ordinance #20-2018 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. Lewis, Mr. Koppinger, and Mr. Huston.
**Nay:**
**Abstained:**
**Motion carried.**

Mr. St. Marie made a motion to pass Ordinance #20-2018 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. Lewis, Mr. Koppinger, and Mr. Huston.
**Nay:**
**Abstained:**
**Motion carried.**

Mr. St. Marie made a motion to adopt Ordinance #20-2018; seconded by Mr. Diebert. Roll call:

- Mr. Diebert asked if this was to make the quarterly payment on the truck. Mr. Gladden replied yes, then Mr. Diebert asked if they couldn't just pass an Ordinance allowing all payments to be made when due. Mr. Gladden answered no, due to the fact we don't know what the fund balances will be when the payments are due.

**Yeah:** Mr. St. Marie, Mr. Diebert, Mr. Bittner, Mr. Lewis, Mr. Koppinger and Mr. Huston.
**Nay:**
**Abstained:**
**Motion carried.**

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Prior to reading Ordinance 21-2018 Mr. Gladden explained to Council what this Ordinance was for. He explained it was to assess delinquent utility bills to the taxes of the property owners who were responsible for the utility bill.

**ORDINANCE 21-2018**

**AN ORDINANCE PROVIDING FOR SEWER ASSESSMENTS UPON LOTS AND LANDS IN THE VILLAGE OF GENOA, OTTAWA COUNTY, OHIO, FOR THE 2018 TAX YEAR; AND DECLARING AN EMERGENCY.**

Mr. Diebert made a motion that the rule requiring three distinct readings for Ordinance #21-2018 be dispensed with in accordance with O.R.C. section 731.17; seconded by; Mr. Huston. Roll call:

- Mr. Lewis asked if the Ordinance heading was correct in saying "in the Village of Genoa" since some of the properties were not in the Village.
- Mr. Gladden stated it is what was used in the past, but maybe they should rephrase it.
- Mr. Ballenger mentioned it could be changed to "in the Village or serviced by the Village of Genoa".

**Yeah:** Mr. Diebert, Mr. Huston, Mr. Bittner, Mr. Lewis, Mr. St. Marie, and Mr. Koppinger.
**Nay:**
**Abstained:**
**Motion carried.**

Mr. Diebert made a motion to pass Ordinance #21-2018 as an emergency measure according to ORC section 731.30; seconded by Mr. Huston. Roll call:

**Yeah:** Mr. Diebert, Mr. Huston, Mr. Bittner, Mr. Lewis, Mr. Koppinger, and Mr. St. Marie.
**Nay:**
**Abstained:**
**Motion carried.**

Mr. Lewis made a motion to amend Ordinance #21-2018 to read "in the Village or serviced by the Village of Genoa"; seconded by Mr. Huston. Roll call:

**Yeah:** Mr. Lewis, Mr. Huston, Mr. Bittner, Mr. Diebert, Mr. Koppinger, and Mr. St. Marie.
**Nay:**
**Abstained:**
**Motion carried.**

Mr. Diebert made a motion to adopt Ordinance #21-2018; seconded by Mr. Huston. Roll call:

**Yeah:** Mr. Diebert, Mr. Huston, Mr. Bittner, Mr. Lewis, Mr. Koppinger and Mr. St. Marie.
**Nay:**
**Abstained:**
**Motion carried.**

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**RESOLUTION 22-2018**

**A RESOLUTION DECLARING IT NECESSARY TO DESIGNATE BICYCLE ROUTES IN THE VILLAGE OF GENOA, IN COOPERATION WITH A PROJECT THAT WAS INITIATED BY AASHTO TO UNITE THE US AND STATE BIKE ROUTE SYSTEM, AND IN COOPERATION WITH THE OHIO DEPARTMENT OF TRANSPORTATION; AND DECLARING AN EMERGENCY.**

Mr. Lewis made a motion that the rule requiring three distinct readings for Resolution #22-2018 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Koppinger. Roll call:

**Yeah:** Mr. Lewis, Mr. Koppinger, Mr. St. Marie, Mr. Bittner, Mr. Diebert, and Mr. Huston.
**Nay:**
**Abstained:**
**Motion carried.**

Mr. Lewis made a motion to pass Resolution #22-2018 as an emergency measure according to ORC section 731.30; seconded by Mr. Koppinger. Roll call:

**Yeah:** Mr. Lewis, Mr. Diebert, Mr. Bittner, Mr. Huston, Mr. Koppinger, and Mr. St. Marie.
**Nay:**
**Abstained:**
**Motion carried.**

Mr. Lewis made a motion to adopt Resolution #22-2018; seconded by Mr. Diebert. Roll call:

**Yeah:** Mr. Lewis, Mr. Diebert, Mr. Bittner, Mr. Huston, Mr. Koppinger, and Mr. St. Marie.
**Nay:**
**Abstained:**
**Motion carried.**

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Mayor Harsanje Sr. asked if there was any further business to be brought forward.

Mr. Bittner made a motion to adjourn; seconded by Mr. Huston. Roll call:

**Yeah:** Mr. Diebert, Mr. Huston, Mr. Diebert, Mr. Lewis, Mr. Koppinger, and St. Marie.
**Nay:**
**Abstained:**
**Motion carried.**

With no further business of the Council, Meeting adjourned at 7:40 pm.

Audio recording available.

ATTEST: Jewel Vanhest SIGNED: Kenneth Harsanje Sr.
Fiscal Officer Mayor

APPROVED: 9-17-18

September 4,, 2018

# Mayor's Report

- Tuesday Sept. 4th
  6:30 pm Personnel Committee Meeting
  6:45 pm Streets and Sidewalks Committee Meeting
  7:00 pm Regular Council Meeting

- Thursday Aug. 23rd – Attended the Experience Ottawa county at Put-In-Bay

- Tuesday Aug. 28th – Attended and assisted with Genoa Chamber Super Cruise in Car Show

- Wednesday Aug. 29th – attended the Active Transportation Plan Meeting in Port Clinton

- Monday Aug. 3rd – Labor Day Holiday

- Tuesday Sept. 4th – Attended Genoa Merchants Meeting

**UPCOMING MEETINGS AND EVENTS**

- Thursday Sept. 6th – Genoa Chamber Meeting/Rayz 7:30 am

- Thursday Sept. 13th – Law Enforcement Hall of Fame 11:30 am Maumee

- Friday September 14th – Ottawa County Wellness Walk Put-In-Bay

  - Monday September 17th – Next Regular Council Meeting 7pm