

# RECORD OF PROCEEDINGS

## June 3, 2019 REGULAR MEETING

- Mayor Ken 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. Lewis, Mr. Huston, Mr. Koppinger, and Mr. St. Marie.
- Also in attendance were Village Solicitor Brian Ballenger, Administrator Kevin Gladden, and Fiscal Officer Julie Van Nest. Genoa Police Chief Brad Weis was absent.
- Mayor Harsanje Sr. asked for approval of the minutes from the regular Council meeting on May 20, 2019.
- Mr. Koppinger asked for a correction on page 2 under mayor's report, replacing his name with Mr. Huston's, as he was who had asked the question.

Mr. Diebert made a motion to approve the minutes as amended from the May 20, 2019 Regular Council Meeting; seconded by Mr. Koppinger.

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

Nay:

Abstained:

Motion carried

### ENGINEER'S REPORT – Kevin Gladden

- Mr. Hertzfeld, Engineer from C.T. Consultants submitted a report. (see attached)

### ADMINISTRATORS REPORT – Kevin Gladden

- Mr. Gladden reported he has been very busy working on the Homecoming.

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- Mayor Harsanje Sr. thanked the many volunteers for helping with homecoming, including the Genoa Homecoming Committee led by Brian and April Huston, Amanda and Mark Suckle, and many of those attending Council. Also Administrator Gladden, the Public Works crew, Chief Weis, Sgt. Mocniak, The Genoa Police Department and the other departments who stepped in and helped out. He also thanked the Allen Clay Fire Department for their help over the entire week end.

## FISCAL OFFICERS REPORT – Julie Van Nest

- Mr. Huston is reviewing invoices paid on, May 23, 2019 in the amount of \$284,768.74 and a check written out on May 25, 2019 in the amount of \$2500.00.
- Payroll and withholding taxes of \$37,048.95 were paid on May 24, 2019.

## MAYOR'S REPORT – Ken Harsanje Sr. – report attached

- Mayor Harsanje Sr. informed Council part time officer Allen Rombkowski did resign.
- The Mayor reported the Chief Weis and Sgt. Mocniak interviewed Samuel Kurp and would like to hire him as a part-time officer to help cut down on overtime.

Mr. Bittner made a motion to hire Samuel Kurp as a part-time Officer at \$13.00 an hour to help defray the cost of overtime; seconded by Mr. Lewis.

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

**Nay:** Mr. Huston, Mr. Diebert.

**Abstained:**

**Motion carried**

## COMMITTEE REPORTS

### ECONOMIC DEVELOPMENT – Mr. St. Marie – no report

- Mr. St. Marie stated he was preparing the minutes from the last meeting.

### STREETS & SIDEWALKS – Mr. Koppinger – no report

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UTILITIES - Mr. Diebert – no report

FINANCE/INSURANCE - Mr. Huston – no report

- Mr. Huston reminded Council of the Finance Committee Meeting scheduled for 6:30 pm on July 1, 2019.

SAFETY - Mr. Bittner

- Mr. Bittner provided Council with the minutes from the last Ottawa County Regional Planning Commission Meeting.

AD-HOC – Mr. Lewis – no report

PERSONNEL - Mr. Koppinger – no report

Mayor Harsanje Sr. asked if anyone would like to address Council.

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## ORDINANCE 18-2019

ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A REAL ESTATE EXCHANGE AGREEMENT THE GENOA BANKING COMPANY; AND DECLARING AN EMERGENCY.

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Mr. St. Marie made a motion that the rule requiring three distinct readings for Ordinance #18-2019 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Lewis. Roll call:

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

**Nay:**

**Abstained:**

**Motion carried.**

Mr. St. Marie made a motion to pass Ordinance #18-2019 as an emergency measure according to ORC section 731.30; seconded by Mr. Lewis. Roll call:

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

**Nay:**

**Abstained:**

**Motion carried.**

Mr. St. Marie made a motion to adopt Ordinance #18-2019; seconded by Mr. Lewis.

Roll call:

Mr. Diebert asked if the contract would be attached to the Ordinance, Mr. Ballenger stated it would.

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

**Nay:**

**Abstained:**

**Motion carried.**

- Mr. Ballenger explained the Resolution 19-2019 shows the options (.75 or 1.0) for the millage and (three or five) for number of years. These are yet to be decided. He stated this will allow the fiscal officer to contact the County to find out how much money will be brought up under those circumstances. Council will need to know by the next meeting which amount they would like to go with so an Ordinance can be prepared for the first reading in July, and then passed as an emergency by the first meeting in August.

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## RESOLUTION 19-2019

**A RESOLUTION DECLARING IT NECESSARY TO APPROVE A (.75 OR 1.0 ) MILL TAX FOR THE PURPOSE OF PROVIDING CURRENT EXPENSES OF OPERATING, MAINTAINING AND IMPROVING THE VILLAGE OF GENOA PARKS, AND REQUESTING THE OTTAWA COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE VILLAGE AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THAT RENEWAL LEVY; AND DECLARING AN EMERGENCY.**

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Mr. Lewis made a motion that the rule requiring three distinct readings for Ordinance #19-2019 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Huston. Roll call:

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

**Nay:**

**Abstained:**

**Motion carried.**

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Mr. Lewis made a motion to pass Ordinance #19-2019 as an emergency measure according to ORC section 731.30; seconded by Mr. Huston. Roll call:

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

**Nay:**

**Abstained:**

**Motion carried.**

Mr. Lewis made a motion to adopt Ordinance #19-2019; seconded by Mr. Huston. Roll call:

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

**Nay:**

**Abstained:**

**Motion carried.**

- Mayor Harsanje Sr. asked if anyone wished to address Council.
- Mayor Harsanje Sr. asked if there was any other business to bring forth.

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

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

**Nay:**

**Abstained:**

**Motion carried.**

With no further business of the Council, Meeting adjourned at 7:20 pm.

Audio recording available.

ATTEST:

  
Fiscal Officer

SIGNED:

  
Mayor

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

6-17-19

## Mayor's Report

Monday, June 3, 2019

6:00 pm Council of the Whole Meeting

7:00 pm Regular Council Meeting

- Wednesday May 22<sup>nd</sup> – Attended Homecoming Parade meeting to discuss parade registration line-up routes / etc.
- Thursday May 23<sup>rd</sup> – Attended Design Review Board meeting / to discuss business's request for upgrades.
- Monday May 27<sup>th</sup> – Attended Memorial Day Clay Twp. Ceremony.
- Friday May 31<sup>st</sup> / Saturday June 1<sup>st</sup> – Attended Genoa Homecoming Festivities and Entertainment

### UPCOMING MEETINGS AND EVENTS

- Thursday June 6<sup>th</sup> – Chamber meeting at Genoa Retirement Village / 7:30 am
- Tuesday June 11<sup>th</sup> – Friday June 14<sup>th</sup> – I will be attending the State Annual Mayors Conference in Columbus (if needed text me or call my cell 419-410-0868)

Monday June 17<sup>th</sup>. – Next Regular Council Meeting 7:00 pm.

# Village of Genoa

## *Engineer's Report to Council*

*CT Consultants, Toledo*

*Richard Hertzfeld, PE*

June 3, 2019

### Current Projects

#### Town Hall and Civic Theater Elevator Modernization

This project involves modernizing the existing hydraulic elevator and includes:

- New pump, motor, valve and tank
- New Controller
- New switches, operating panels, position indicators, call buttons, emergency lighting
- Improvements to the elevator equipment room, firer rated drywall, electrical upgrades
- Alternate bids will be taken to replace hydraulic cylinder and install a mini-split air conditioning unit

The engineer's estimate for the base bid is \$118,750, the project is funded with CDBG and State of Ohio grant funds

Project has been designed and a bid opening scheduled was held May 23<sup>rd</sup> by the Ottawa County Commissioners. We received two bids:

Davis and Newcomer: Base Bid - \$79,825 Alt 1 - \$10,900 Alt 2 \$32,000

Comte Construction: Base Bid - \$124,500 Alt 1 - \$ 3,500 Alt 2 \$29,000

We have recommended to the Ottawa Co. Commissioners that the project be awarded to Davis and Newcomer

The current scheduled construction completion date is August 30<sup>th</sup>, 2019

#### 2019 Misc. Waterline Replacement

This project will replace the existing undersized, and obsolete, 2" galvanized waterline in the north - south alley between 6<sup>th</sup> and 7<sup>th</sup> streets and between Cherry and Buckeye St.

A new 6" diameter water main, 6" valves and new residential services will be installed.

The engineer's estimate is approximately \$45,000

The topographic field survey and compilation of electronic base mapping has been completed.

Design plans are underway and will be completed in the next 30 days and project submitted for Ohio EPA review and approval.

Construction completion is anticipated for late summer fall 2019.

### 2019 Paving Program

This project involves the resurfacing of North Main Street from 9<sup>th</sup> St to the south side of 15<sup>th</sup> Street. This project is anticipated to include milling the existing asphalt pavement surface to a depth of 1 ½" and resurfacing with 1 ½" of new asphalt surface course material.

Areas that exhibit underlying deterioration will be removed and patched prior to the overlay.

It is anticipated that one way traffic will be maintained during construction and two traffic will be in operation during non-working hours.

The project has a budget of \$120,000 and will be designed to fall within this price.

Design plans are complete.

We are proposing to advertise for bids June 11<sup>th</sup> and 18<sup>th</sup> with a bid opening June 27.

The contractor will be allowed a window of 3 weeks to complete the project once work begins with construction scheduled for completion by Nov. 8, 2019.

### Funding Opportunities

Ohio Public Works Commission will be accepting applications for funding September 6.