

RECORD OF PROCEEDINGS

December 7, 2020 REGULAR MEETING

- Mayor Thomas Bergman called the meeting to order at 7:00 p.m. and asked all to stand for the Pledge of Allegiance to the Flag.
- Mayor Bergman asked for the roll call:
- Council members in attendance included, Mr. McPherson, Mr. Diebert, Mr. St. Marie, Mrs. Huston, Mr. Huston, and Mr. Lewis.

Also, in attendance were Village Administrator Kevin Gladden, Solicitor Brian Ballenger and Fiscal Officer Julie Van Nest.

- Mr. Diebert made a motion to amend the Agenda to add Ordinance 38-2020, Temporary appropriation: seconded by Mr. McPherson.

Yeah: Mr. Diebert, Mr. McPherson, Mr. St. Marie, Mr. Lewis, Mrs. Huston, and Mr. Huston.

Nay:

Abstain:

- Mayor Bergman asked for approval of the minutes from the regular Council meeting on November 16, 2020.

Mr. McPherson made a motion to approve the minute as amended from the November 16, 2020 regular Council meeting; seconded by Mr. Diebert.

Yeah: Mr. McPherson, Mr. Diebert, Mr. St. Marie, Mr. Lewis, Mrs. Huston, and Mr. Huston.

Nay:

Abstain:

ENGINEERS REPORT – Mr. Gladden report attached

ADMINISTRATORS REPORT – Mr. Gladden

- Mr. Gladden reported that Public Works had experienced their first snow storm and water leak of the year, remarking everything went well except that the backhoe would need serviced. The Village obtained an estimate from Murphy Tractor for \$8,000.
- Mr. Gladden stated since the backhoe was 10 years old, they would probably be trading it in to lease a new one. He also informed Council that the bucket truck that went down last year would cost \$15,000 to repair, so they will be looking at a Municipal lease on the bucket truck as well.
- Mr. Diebert asked if the Town Hall Blue Spruce tree would have Christmas lights strung on it this year? There was discussion on the fact that the tree was getting old and had some issues concerning its longevity. The Mayor stated an anonymous doner has paid for a new Norway Spruce tree that has been planted outside of Town Hall.
- Mayor Bergman commented for the record they did not have the Christmas parade due to several reasons, one being Chamber of Commerce was not in favor of doing so due to Covid-19.

RECORD OF PROCEEDINGS

FISCAL OFFICERS REPORT – Ms. Van Nest

- Mr. Huston is reviewing invoices paid in the amount of \$48,109.66 on November 6, 2020, \$10,871.00 on November 10, 2020, \$101,002.68 on November 13, 2020, and \$55,434.83 on December 2, 2020.
- Payroll and withholding taxes of \$35,583.56 were paid on November 6, 2020, \$39,766.60 on November 20, 2020, and on December 4, 2020 \$95,905.43 was paid for Longevity, Vacation, Sick, hazard pay, and Regular payroll.
- Ms. Van Nest gave Council, Mayor, and the Village Administrator the September and November, 2020 financial statements and reports, consisting of Bank Reconciliation and Outstanding Checks, Year to date Fund Summary, Year to date Fund Status, Year to date Revenue Status, Year to date Appropriation Summary, and bank statements from Genoa Bank, Huntington Bank, First Federal Bank, and Star Ohio
- Ms. VanNest received the audit paperwork for 2018-2019. She stated because of Covid-19 the auditors are requesting the Village not have an Audit Exit meeting allowing them to wrap up everything by the end of year.
- Ms. VanNest informed Council there were four items from the Audit they found issue with consisting of, a payment of \$2,600 that needed moved from the General Fund to the Capital Improvement Fund, making deposits in a timely fashion, which has already been corrected by an Ordinance, the Quarry fees not being charged properly, and not enumerating Executive Sessions properly.
- Ms. Van Nest informed Council that we were granted a 30% rate reduction from Medical Mutual for month of December saving the Village \$6,000 to \$7,000 dollars.

Mr. Huston made a motion to waive the Audit Exit meeting; seconded by Mr. Diebert.

Yeah: Mr. Huston, Mr. Diebert, Mr. McPherson, Mr. St. Marie, Mr. Lewis, and Mrs. Huston.

Nay:

Abstain:

- Mr. Diebert ask Ms. Van Nest about two invoices she paid, one for \$780.00 and the other for\$380.00. Ms. Van Nest looked up the invoices stating the \$780.00 was for a communications maintenance contract and the \$380.00 was for 10 boxes of gloves, both for the Police department.

RECORD OF PROCEEDINGS

MAYORS REPORT – Mayor Bergman

- Mayor Bergman stated they had received one application already for the Police Chief vacancy, and the position which has been posted online at indeed.com is set to close on January 1, 2021.
- The Planning commission has approved an update of the Genoa Thoroughfare Plan and Subdivision Regulations. Council will hold a Public Hearing and an ad has been put in the paper for Tuesday January 18th @ 6:00 pm.
- Mayor Bergman mentioned he would like to sit down this winter to discuss what they can do to improve the Economic Development strategy for the Village.
- Mayor Bergman spoke with Elmore Mayor Rick Claar on the ribbon cutting ceremony for the North Coast Inland Trail, both feel it would be wise to wait until Spring maybe pair with Arbor Day.
- Mayor Bergman spoke about the idea of placing a mural on the side of the Administration Building facing Washington St. and that Chamber mentioned they would like to lead the way in fundraising for it.

ECONOMIC DEVELOPEMENT - Mrs. Huston – no report

STREETS AND SIDEWALKS - Mr. McPherson

- Mr. McPherson stated the letter about mailboxes that is to be distributed throughout North Buckeye and North Superior Street has been finalized and will be sent out in the next week or two.

UTILITIES - Mr. Diebert

- Mr. Diebert stated they held a Utilities Committee meeting prior to Council to discuss the Public Works improvement design manual and garbage collection.

Mr. Diebert made a motion to have the Village Solicitor draft an Ordinance amending Chapter 941 of the Genoa Ordinance titled Garbage and Rubbish Collection; seconded by Mr. Huston.

Yeah: Mr. Diebert, Mr. Huston, Mr. McPherson, Mr. St. Marie, Mr. Lewis, and Mrs. Huston.

Nay:

Abstain:

Mr. Diebert made a motion to have the Village Solicitor draft an Ordinance adopting Genoa's Public Works improvement design manual; seconded by Mr. Huston.

Yeah: Mr. Diebert, Mr. Huston, Mr. Lewis, Mr. McPherson, Mr. St. Marie, and Mrs. Huston.

Nay:

Abstain:

FINANCE AND INSURANCE - Mr. Huston

- Mr. Huston informed Council they held a Finance Committee meeting prior to Council where they discussed the need to delay the first pay period of the year from January 1 to January 4, 2021 due to how many pay periods were figured into the budget for the year.

RECORD OF PROCEEDINGS

Mr. Huston made a motion to move payroll from Jan. 1, 2021 to Jan 4, 2021; seconded by Mr. Diebert

Yeah: Mr. Huston, Mr. Diebert, Mr. St. Marie, Mr. McPherson, Mrs. Huston and Mr. Lewis.

Nay:

Abstained:

- Mr. Huston reported they had received another \$1,500 dollars of C.A.R.E.S money which would be appropriated for the Covid salaries for Leeann, Mike, and Todd.

Mr. Diebert made a motion to re-invest a Village CD that is terminating December 11, 2020, with Premier Bank for a term of 18 months at a rate of .40%; seconded by Mr. McPherson.

Yeah: Mr. Diebert, Mr. McPherson, Mr. St. Marie, and Mr. Lewis.

Nay:

Abstained: Mr. Huston, and Mrs. Huston

- Ms. Van Nest stated she was still working on the employee's Health Insurance.

SAFETY - Mr. St. Marie

- Mr. St. Marie presented the minutes from the Safety Committee meeting on Monday, Nov. 30, 2020.

Mr. St. Marie made a motion to draft an Ordinance updating Chapter 137. of the Genoa Codified Ordinance, removing 137.05 B, moving up 137.06 and adding the attached update; seconded by Mr. Huston.

Yeah: Mr. St. Marie, Mr. Diebert, Mr. Huston, Mr. McPherson, Mr. Lewis and Mrs. Huston

Nay:

Abstained:

Mr. St. Marie made a motion to draft an Ordinance updating Chapter 139 of the Genoa Codified Ordinance, removing all old sections and replacing them with the attached description "How the Village Select a Police Chief"; seconded by Mr. Huston.

Yeah: Mr. St. Marie, Mr. Diebert, Mrs. Huston, Mr. McPherson, Mr. Lewis and Mr. Huston

Nay:

Abstained:

AD HOC - Mr. Lewis – no report

- Mr. Lewis asked if the North Coast Inland Trail was complete and Mr. Gladden replied no, not at this time due to the bridge being blocked off.

PERSONNEL – Mr. St. Marie

- Mr. St. Marie informed Council they held a Personnel Committee meeting prior to Council where they discussed employee's benefits.

RECORD OF PROCEEDINGS

Mr. St. Marie made a motion to amend the Personnel employees benefit package for all new employee to a 5year/5% pay for the cost of OPER pick-up package; seconded by Mr. McPherson.

Yeah: Mr. St. Marie, Mr. McPherson, Mr. Diebert, Mr. Huston, Mr. Lewis and Mrs. Huston

Nay:

Abstained:

ORDINANCE 35 -2020

ORDINANCE AMENDING TITLE THREE-LEGISLATIVE CHAPTER 121 OF THE GENOA CODIFIED ORDINANCE TITLED COUNCIL FOR THE YEAR 2020; AN DECLARING AN EMERGENCY.

Mr. Diebert made a motion to pass Ordinance #35-2020 as an emergency measure according to ORC section 731.30; seconded by Mr. Huston. Roll call:

Yeah: Mr. Diebert, Mr. Huston, Mr. Lewis, Mrs. Huston, Mr. McPherson and Mr. St. Marie.

Nay:

Abstained:

Mr. Diebert made a motion to adopt Ordinance #35-2020; seconded by Mr. Huston. Roll call:

Yeah: Mr. Diebert, Mr. Huston, Mr. McPherson, Mr. St. Marie, Mrs. Huston, and Mr. Lewis.

Nay:

Abstained:

ORDINANCE 37 -2020

AN ORDINANCE AUTHORIZING THE FISCAL OFFICER OF THE VILLAGE OF GENOA, OHIO TO MAKE SUPPLEMENTAL APPROPRIATIONS TO THE 2020 PERMANENT APPROPRIATIONS; AN DECLARING AN EMERGENCY

Mr. Huston made a motion that the rule requiring three distinct readings for Ordinance #37-2020 be dispensed with in accordance with O.R.C. section 731.17; seconded by Mr. Diebert. Roll call:

Yeah: Mr. Huston, Mr. Diebert, Mr. McPherson, Mr. Lewis, Mr. St. Marie, and Mrs. Huston.

Nay:

Abstained:

Mr. Huston made a motion to pass Ordinance #37-2020 as an emergency measure according to ORC section 731.30; seconded by Mr. Diebert. Roll call:

Yeah: Mr. Huston, Mr. Diebert, Mr. Lewis, Mrs. Huston, Mr. McPherson, and Mr. St. Marie.

Nay:

Abstained:

Mr. Huston made a motion to adopt Ordinance #37-2020; seconded by Mr. Diebert. Roll call:

Yeah: Mr. Huston, Mr. Diebert, Mr. St. Marie, Mr. McPherson, Mrs. Huston, and Mr. Lewis.

Nay:

Abstained:

RECORD OF PROCEEDINGS

ORDINANCE 38 -2020

ORDINANCE AN ORDINANCE TO MAKE TEMPORARY APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF GENOA, OHIO, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2021; 1ST. READING

Mayor Bergman asked if anyone wished to address Council.

Mr. McPherson made a motion to go into Executive Session per O.R.C Section 121.22 Subsection G1 to consider employment of Public employee; seconded by Mr. Diebert. Roll call:

Yeah: Mr. McPherson, Mr. Diebert, Mr. St. Marie, Mr. Huston, Mrs. Huston and Mr. Lewis.

Nay:

Motion carried.

Council entered Executive Session at 7:47 pm

Council exited Executive Session at 8:02 pm. No Action was taken

Mr. McPherson made a motion to adjourn the meeting; seconded by Mr. Huston

Yeah: Mr. McPherson, Mr. Huston, Mr. Diebert, Mr. St. Marie, Mrs. Huston and Mr. Lewis.

Nay:

Abstained:

The next Regular Council Meeting will be Monday December 21, 2020 at 7:00 pm.

With no further business of the Council, Meeting adjourned at 8:05 pm.

Audio recording available.

ATTEST:  SIGNED: 
Fiscal Officer Mayor

APPROVED: 12.21.2020
As corrected

Village of Genoa

Engineer's Report to Council

*CT Consultants, Toledo
Richard Hertzfeld, PE*

Dec. 7, 2020

Current Projects

CDBG Funding Application

The Village has been awarded \$70,000 of CDBG funds, through Ottawa County, to replace curb ramps within the Village.

We have completed the surveying and the base mapping and are scheduled to proceed with design in the next few weeks.

9th St Sanitary Sewer Pump Station – OPWC Application

This project has been awarded grant and loan funding by the Ohio Public Works Commission. We anticipate grant funding in the amount of \$240,000 and loan funding in the amount of \$120,990 for a total of \$360,990 approximately 70% of the total estimated project cost of \$520,990. We anticipate the Village borrowing the remaining 30% local share from the Ohio Water Development Authority (OWDA).

The Design is 90% complete, the electrical design work should wrap up this week.

Advertising for Bidding – Dec, 2020

Awarding Construction Contract – Dec, 2020

Construction – Jan, thru March 2021

Sanitary Sewer Rate Study

We will begin work on updating the existing Village sanitary sewer rates and rate structure in January. This study will review past practices, identify future capital improvements, review water consumption records and trends, review fees collected, meet with Village officials to review priorities and options and make recommendations necessary to enable the Village to re-structure water and sanitary sewer rates, if necessary, to provide the necessary revenue to meet future expenses.

Multi-use Path Extension to Washington St.

We have prepared a conceptual alignment and construction cost estimate for extending the North Coast Inland Trail from its termini to Washington St. Awaiting direction on proceeding with application for funding and design.

2021 Paving Program

The 2021 Paving Program will consist of repaving the remainder of N Main St and the paving of several alleys.

We anticipate bidding the project in January – February 2021.

Potential Future Projects:

Elevated Water Storage Tank Inspections

On hold: After approval to proceed by the Village Administrator we complete our review of the reports prepared by Nelson Tank and Engineering Consultants after the inspection of the two elevated water storage tanks. NTEC has identified some deficiencies in the paint, due to aging, and other non-structural deficiencies. We will finish our review of these reports after authorization to proceed.

Rehabilitation of four existing sanitary sewer pumping stations

Second St Pump Station

Two (2) Stations on SR 51

Pump Station at the High School