**Village of South Charleston**

**Commission Meeting**

**November 21, 2023**

**5:00 P.M.**

Members Present: President Stucky, Vice President Sweeney, Commissioner Rogers, Village Manager Trecia Waring, Clerk Jessica Hiser and Chief Brian Redish

Guest:

1. **Call to Order and Pledge of Allegiance**
2. **Roll Call**
3. **Addition or Corrections to the Minutes**

* None
* President Stucky motion to approve the minutes and with a second from Vice President Sweeney and a vote of 3/0, the motion is approved.

1. **Discussion of the Bills**

* President Stucky asked about the A&B bill and that is for Huntington Road
* President Stucky motioned to approve the bill list and with a second from Commissioner Rogers and a vote of 3/0, the motion is approved.

1. **Action Items**

* Resolution 10-2023
* A RESOLUTION SUPPLEMENTING CERTAIN LINE ITEMS AND AMENDING THE BUDGET ACCORDINGLY AND DECLARING AN EMERGENCY.
* This resolution is to allow appropriations for an increase in insurance premiums as well as payroll.
* President Stucky motioned to approve the resolution and with a second from Vice President Sweeney and a vote of 3/0, the motion is approved.

1. **Village Manager Report**

* The new concrete on the ramp has been treated. They cleaned up brush along the creek at pool property. We have been approved for the ODNR Natureworks Grant from Clark County but it needs to be confirmed by the State. They have started the water and sewer line replacement at the splash pad area. They also cleaned out the pump room and will freshen it up before running new water lines and a backflow and meter. The will be removing the big sand filter and will be running new electric. She put the concrete plans in the packets and will coordinate with the concrete contractor and the splash pad contractor. She had televac out to locate, clean and camera the sewer line and hydrovac water valve to make sure water line is in working order. Once all of the documents are approved then we will start the process. We are also sweeping the streets as much as possible. We will work on the streets with the heaviest debris and then work our way to the other streets. As you know the street sweeper leaves a snail trail so we have to take several passes to clean up one street. There has also been some cemetery work with straightening and leveling old stones. It is an ongoing project but they will continue making the strides. Clark County sent and unsafe structure letter to Charters. He then reached out to them and stated that he will have broken windows boarded up and will report when building is secured. He also explained to them that he is working with an architect. The Highmiller property was looked at by the county and they stated “Subject property appears to be secure. The roof is questionable. It appears to have a sag but unable to verify any opening…. It’s an eyesore, but would require a closer examination to warrant orders for an un-safe structure.” She did ask about the closer inspection and he stated that if there is electrical power to the building and ceilings are falling in or roof caved in that it is cause for concern but his right of entry is limited in that regard. He suggested the Fire Department to request entry into the structures, then if fire department invites county to tag along, they would have a better idea of the issues. She did send him a few pictures from the window of the garage showing the gapping hole in the roof but he only restated his previous comment. She also put in their packets the attorney letters for sidewalk repairs for Charters and Spahr property if they agreed. She will authorize her to go ahead and send those out. The commissioner agreed to send the letter. She is also working on some new wording about Ordinances and property maintenance to keep properties in more maintained order. President Stucky asked about the process for the State to verify out Grant. Trecia said she asked about that as well and was told there are usually no issues or grants taken back. He said that the street sweeper is doing good but he would like to see 41 looking really nice for Christmas in South Charleston. President Stucky would also like for the Fire Department called to gain access to the Highmiller property. Chief said it would need to be a fire inspector most likely and he know some in the city he will make contact with them and have them take a look.

1. **Clerk Report**

* She has been working on the employee’s insurance renewal. There is no cost increase but we are making changes to streamline it. She sent out shut off notices and there were 138 sent out. We currently are siting at 75 still unpaid bills. We are waiting until after the Holiday for shut off allowing them longer to pay. She will begin decorating Town Hall next week with the 5 & 6 grade student council on Wednesday in the morning.

1. **Chief’s Report**

* He gave his calls of service report. They are preparing for Christmas in South Charleston. They will be using the same parade route as the Heritage Parade. And the festival will be from 12-7 this year. He is still dealing with nuisance and some investigations. We also have a rise in juvenile issue. President Stucky was asked about the Community Club having to pay for officers. Chief explained that we charge the Heritage Festival for extra officers so they would only be paying for partial of the extra officers. Jessica said that it about a 70/30 split with the Village paying the 70% of the cost of the officers. President Stucky also asked about the increase in the number of citations. He said we are giving tickets to about 67% of the people that are pulled over for speed. He doesn’t want the Village to get known as a speed trap. Chief explained that he does realize that we are giving the majority of people a ticket but when he reviews all of the tickets most of the tickets that are written are for 15 mph over the posted speed limit. He has seen an increase in speed since 2020. President Stucky asked about Med and Fire runs do we have to attend or get dispatched or is it more of a courtesy. Chief said it is more of a courtesy. He also asked about the special detail duty and Chief explained that there have been issues at Yamada and if the issue continue and we need to post an officer over there we will have Yamada pay for the officer. President Stucky also asked for an update on the new police department. He said the crops just came off the field so waiting on a survey.

1. **New Business**

* President Stucky was asked by the Community Club about the Commissioners riding in the Christmas in South Charleston Parade. Commissioner Rogers will be out of town but President Stucky and Vice President Sweeney will be in the parade.

1. **Old Business**

* President Stucky wanted to discuss the street repairs for next year. He would like to see bids for Mound Street and Jamestown Road. The part of Jamestown Road from Sprague to Village limits is really bad. Trecia will put those in for estimates for the street repair. He also asked if there is any update on a grant for the Sidewalks in Houston Park. Trecia said she has not had any luck but will work on it the first of the year.

1. **Public Comments**

* None

1. **Executive Session**

- None

1. **Motion to Adjourn**

President Stucky motioned to adjourn the meeting and with a second from Vice President Sweeney and a vote of 3/0, the meeting is adjourned.

Meeting Adjourned at 5:53.

ATTEST: APPROVED:

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Jessica N Hiser/Clerk Samuel Stucky/President

I HEREBY CERTIFY THAT THE FOREGOING IS ATRUE AND CORRECT COPY OF THE MINUTES AS TAKEN FROM THE FILES OF THE CLERK FOR THE VILLAGE OF SOUTH CHARLESTON COMMISSION