

Village of Gettysburg Council Record of Proceedings

Minutes of Council Meeting held at 3:00 PM Thursday, January 9, 2014

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The regular January meeting of the Gettysburg Village Council was called to order by Mayor Jason Lance following the Pledge of Allegiance. Council members present were: Norman Warner, Brett Clark, Robert Williams, Patsy Riley, and John Archey. Others present were Village Commissioner Vern Eikenberry, and Clerk Patricia Baker. Solicitor James Detling was absent. Two citizens were present: Karla Harmon and Doug Sutton.

MINUTES OF THE PREVIOUS MEETING: A motion to approve the minutes as written was made by Patsy Riley; seconded by John Archey. The motion passed.

BILLS: Norman Warner had a question regarding the leaf collection cost of \$2,000. He stated that they have always done a good job in the past; however, the last couple of years have not been as good. Patsy said that she did not see any postings about when it was going to be this past year at all. Norman said that there were 2 or 3 streets in his area that they didn't get to until after the leaves had blown away. The council members did not feel that they got their money's worth this past year. Patsy reported that they did not know they were collecting the leaves and Galen did not rake that first leaf. Norman noted that a lot of people raked their leaves, then they would blow away, and they would have to rake them together again. Norman also said that in previous years there was a lot more people involved in the collection, but now there is only Larry Green and Ted Hicks taking care of it when they can. It was decided by council to address this issue before the next leaf collection in the fall. The cost of \$2,000 was made as a motion for a donation to the Lions Club by the council a few years back. A motion to pay the bills was made by Norman Warner; seconded by Brett Clark. The motion passed.

SHERIFF'S PATROL: No sheriff's patrol. Norman Warner asked what the status was on the Sheriff's Patrol. The mayor told him that he fired them. Ms. Harmon said that over the years the council has fired and hired and fired and hired the patrol. Mayor Lance explained to the new council members about the PRIDE program that is currently in force in Huber Heights. It is their version of a citizen's patrol. The patrol was costing the village approximately \$1,800 for 60 hours of patrolling each month. Although the mayor said that he respects their position, he doesn't feel as though we were getting our money's worth. Norman Warner agreed that the patrol was a waste of money. Mayor Lance said that if we can get the sheriff's office to work with us regarding any type of citizen's patrol, then it should work for our needs. Norman said that in years past there were men that volunteered to walk the streets to keep an eye on things, but the sheriff's department called Norman, who was mayor at the time, and told him to get the vigilantes off the streets. However, there were never any problems other than with the sheriff's department. Council does agree that our own police department would be too expensive to initiate and maintain.

CITIZEN COMMENTS: The citizen that was present, Doug Sutton, was here just to observe and to watch the powers that be.

MAYOR'S REPORT: (1) Mayor Lance reports that he has not had a chance to do anything about the citizen's patrol. (2) He also reported that he learned to plow snow over this past weekend. Mayor Lance said that when we have snow there is an ordinance that states there is to be no parking on East Main Street, Bridge Street, Corwin Street, and Clay Street. Mayor Lance said that there are signs all along East Main Street that state "Snow Removal Route – No Parking." Patsy Riley said to call the sheriff. Mayor Lance stated that the sheriff does not enforce our ordinances. The ordinance states that if there are more than 2 inches of snow, residents are not to park on those streets. Some suggestions regarding the cars that are still parked on the main streets are plowing them in or tow the vehicles away. Mayor Lance suggested mailing out a copy of the ordinance, then have the vehicles towed after notifying the resident that their vehicle will be towed. Norman said that he would plow the school parking lot so residents could park their cars there to get them off the streets. (3) Mayor Lance said that he and John Archey attended the January meeting of the Board of Public Affairs held on January 4. He said that the township trustees refuse to pay the late fees. After a short discussion, it was discovered that the council and board members are both on the same page as far as the late fees are concerned. Both the village council members and board members believe that the township trustees should pay the late fees if they are late paying their bills. Deanna is to pull the ordinances and resolutions to see if there is anything in them that excuse the trustees from paying the late fees before any action is taken. She has also called the other villages in Darke County to see if they have a township building in that village and whether or not the trustees pay late fees if they are late. Patsy Riley stated that there is no ordinance that states that they do not have to pay late fees. Patsy said that deleting the late fees was done as a courtesy, but that council never actually voted that the trustees did not have to pay late fees – at least not since she has been on council. Mayor Lance explained that the water bill comes out right after the trustees have their meeting. Norman said that the trustees meet twice a month. The trustees have said that they only meet once a month. Norman said that they are the only township in the county that meets once a month then. However, they say that they meet and approve payment of their bills before they receive their water bill; because of that, they don't believe they should be charged the late fees. Mayor Lance said that he just recently found that the trustees are about the only ones that still send their payment to the bank instead of sending it to us. The girls at the bank would then give the payments to Deanna when she goes in to do the banking. We have already told them that all they have to do is pay a double payment and they would not have to deal with late charges anymore. Once we have the research that we need, Mr. Detling can then send the trustees a letter regarding this issue.

SOLICITOR'S REPORT: Absent.

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VILLAGE COMMISSIONER'S REPORT: (1) Vern reported that he did get part of the Christmas decorations put up around town and will take them down as soon as he can, weather permitting. He also said that he discovered some wiring issues. When 3-Way came out to repair the damage done to some of the wires, they must have crossed the wires. (2) He then reported that we had lots of rain on the 21st and we got a lot of water dumped into the sanitary system because of that. He told council that in a 24-hour period we got 187,000 gallons of water instead of the normal 25,000 gallons to Bradford. He did say that it has been dropping down since then. He said that he talked to Craig Knapke about it and he has some suspicions about what is causing the water to get into the sanitary system, but still isn't sure how to alleviate the problem. He said he got a call in the middle of the night, both pumps were running, and it was coming up in the wet well. He said it ran that way for about 4 hours before he started getting the alarms. He will be trying to locate where some of the water came from and see what can be done. (3) He also reports that since we have gotten the ice and snow, there have been some slide offs and a couple of signs need to be repaired. He did pick up more salt today. (4) He also reported that there is some orange stuff in the parking lot at the office building. He said that if you look at it, it is paint from the water tower. Norman stated that that has happened before. Vern states that the village has a contract with Leary Construction and will let them know. (5) The bike path sign that was knocked over last month has been repaired. Vern still has a street sign that needs repair on Short Street. (6) Vern also reports that there is a storm tile blown out at the corner of John & High Streets by the stop sign. He has a skid over the hole. Mayor Lance asked Vern about when all the rain was going on what is involved on Brown Street just past Bob Williams's house coming down there behind the guy across the street. The water was pooling and backing up, coming across the street, and running right into the basement of the house on the corner. Mayor Lance said that if he lived there, he would be upset about that. Mayor Lance didn't know if we need to get the engineers involved or just run a pipe under the street right there, but something should be done. Vern will look into it. Norman suggested having Jim Surber come to see what needs to be done. After some discussion, Vern said that he has talked with Craig Knapke about the problem. His thought was to go around to the different manholes and measure what the flows are at different times and check it every week. After a heavy rain, he would check again to try to determine where the extra water is coming from. A lot of the water was coming from the south, which is approximately 3 times more than from the north. He said he looked each way at the manholes and didn't see nearly that much water either way. This is the first time Vern has seen anything anywhere near this kind of flows. (7) Vern states that he will make some sort of bracket to hang the Christmas decorations on at The Cardinal Center after they determine where the decorations will be stored. Patsy Riley said that she is out of replacement bulbs, but she will get some ordered. Vern left the meeting at approximately 8 p.m.

COMMITTEE REPORTS: Although Mayor Lance left his notes at home, he did appoint several council members to committees. However, he will give his final appointments at the next meeting scheduled on February 13, 2014. He did state that in the future the committee reports will be removed from the agenda unless there is some pertinent information that needs to be acted on by council.

STREETS/STORM SEWERS: John Archey, Chair. John will pick his own committee.

POLICE: Brett Clark, Chair. Inactive at this time.

PDI: Norman Warner, Chair. This committee is in charge of the decorations – checking to make sure the lights work, etc. Patsy Riley

ADA/HOSPITALITY: Patsy Riley, Chair. Nothing.

BOARD OF PUBLIC AFFAIRS: Minutes attached.

PARK BOARD: Minutes attached.

ZONING BOARD: Karla Harmon, Chair. Members: Brett Clark, Patsy Riley, Robert Williams. The first task that Mayor Lance wants done is to have the zoning book updated and/or modified since most of the ordinances used are archaic. He suggested using a copy of Bradford's zoning book to emulate. They also need to work with Jim Detling to update the ordinances. They need to find a citizen to act as Zoning Commissioner also. Karla said that she has a couple of citizens in mind to ask to be on the board.

RECORDS COMMISSION: Patsy Riley, Chair. Nothing.

THE CARDINAL CENTER COMMITTEE: Mayor Lance said that he met with the Friends of The Cardinal Center last night to discuss their purchasing the building from the village. They checked with Greenville National Bank who has the loan note with the building as collateral. He stated that he spoke with Sam Suter who had no problem with the village beginning a process like this as long as they are listed in the contract as the first to pay. After some discussion, the proposed selling price of the building is \$95,000. The heating system will be in the range of \$50,000 installed; the building, \$45,000. The village paid \$39,000 so there is a little margin of profit. Immediately after the signature of the agreement, they are proposing paying 25% of their revenue to go towards the utilities and they will also take over the maintenance as far as lawn mowing and upkeep, that type of thing. Just taking over the maintenance is going to save the village somewhere in the realm of \$2,500 per year. Their guesstimation of income will be go a good ways in covering the utilities. For the first year, the village will not require a principle payment based on their getting started, getting revenue, getting generated. In year 2, they will start making a consistent payment, which will be reviewed on a yearly basis. However, if they have a good income, they will have the option to

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start making payments on the principle. The village will not be charging them interest during this process, which will take approximately 20 years to complete. Mayor Lance told the Friends of the Cardinal Center that we want to see them succeed in this endeavor. It is the center of town, the tallest building in town, and this will keep the building in good repair. Mayor Lance also said that they have some good fund raisers scheduled, grants lined up, and are in the process of getting liability insurance. Mayor Lance also told members of council that there is a \$50,000 grant that they can apply for, but the village cannot own the Cardinal Center to be eligible, which is the reason for the contract to sell. If they can get that grant, then the money can be used to pay off the heating system. Mr. Sutton will take this information back to the members of the Friends where the items discussed can be tweaked. There may be some other giving and taking before it is concluded, however. Mayor Lance asked if there were any comments from any of the council members. Norman Warner said that he is more than willing to work with it to get it out of the village's hand and into the hands of the Cardinal Center to keep the people from having to pay for something that they didn't get to vote on. He is also in favor of selling to the Friends of The Cardinal Center. He does not want to see the village lose money that it has already spent, and would like to see the village get that money back. Norman asked Brett for an estimate of the money that has been put into the building thus far. Brett told him that that amount was probably \$10,000. But the benefits of increased property values and more revenue into the village are also a plus. Norman is more concerned about making sure that we get it out of the village's hands. Mayor Lance said that his take on the situation was that the village should not become long-term landlords. The long-term plans are to develop the classroom side of the building to cottage industries and small businesses, such as barber shops, dance studios, etc. He said that there are other places that are doing the same thing, such as in Harrod, Ohio, and Oklahoma. Mayor Lance also believes that the Friends group will grow as the word gets out. Mayor Lance also believes that the village and council should work with the Friends group to help them any way we can. Karla Harmon wanted to know if they have approached any of the corporations in the area, such as BASF, MidMark, Synergy about naming rooms in exchange for donations. Doug Sutton, the President of the Friends group, told her that yes they have discussed that possibility. He also told her that they are in the infancy stage and are applying for grants, trying to get their exempt status, taking baby steps to get it up and started. Is it a venue where weddings can happen. However, there will be no alcohol allowed. Karla said that that in itself may put a damper on things since that is what a lot of people want. They know that, but Adams Township is dry. On a large scale, she wanted to know if it was somewhere they could have the wedding, the reception, all of it. Patsy Riley said that she has church people and German Baptist people wanting to come in, but they have to keep the gym floor safe so they need to get a cover. She said that they have volleyball, bad minton, and people wanting to use it, but they have to get it clean and they need chairs for 200 people to use it for the alumni. She told John Dillon that she guarantees that if the alumni uses it, there will be 250 people if not more because they are all wanting to come. Mayor Lance said that we will get them tables and chairs. She also said that they have a grant to buy tables and chairs and a dolly. Mayor Lance asked Patsy if she has people who want in there why are they not calling the office. Patsy said that is because we don't yet have what they need. They need tables and chairs and we don't have them. Mayor Lance said that there are tables standing over there. Patsy said yes there are some, but not enough to set big groups. Another thing she was told that they didn't want to come in if there wasn't any heat. Once she tells them that they have the heat in the building, they have tables for this many and this many chairs, they are going to start coming. Mayor Lance told her not to discourage the people from using the building, to which she said she wasn't, but to tell those people to call the office and put their name on the book. She said that she told them that she would let them know when they have tables and chairs and when they have heat because that is what they want. Mayor Lance again told her to tell them to call the office, that she is not the one handling the rentals. Mayor Lance then asked Brett Clark to give the committee report. Mayor Lance appointed the following council members to this committee: Brett Clark, Chair. Members: Patsy Riley, Karla Harmon. (1) Brett Clark told council that a gym floor covering will cost approximately \$2,000. He also said that they made a couple of changes to the Use Agreement, which includes wearing appropriate shoes and not being allowed to hang on the rims. (2) Brett Clark reported that the Friends of The Cardinal Center received a \$1,500 grant from Darke Rural Electric Cooperative for chairs, which will purchase 72 folding chairs and a chair dolly. (3) Mary McEldowney told the committee that they should be hearing the results of the Lydia Shaurer and Ketrow grant requests sometime this month. (4) Bolyard's has started preliminary work in the Cardinal Center; full work has been delayed by the plan approval process. (5) Brett reports that the delay in the new heating system installation is causing a greater expense in temporary heating rental and use of electricity than expected. Removal of old radiators, piping, and heaters for recycling should help defray some of the additional expense. (6) Mayor Lance scheduled to meet with the Friends of the Cardinal Center representatives on January 8 to begin discussions regarding the purchase of the Cardinal Center by the Friends of The Cardinal Center. (7) **Recommendations:** Approve up to \$1,500 from Youth Fund to purchase volleyball equipment and basketballs for use in the Cardinal

know according to Brett Clark. However, we just don't know because we are so far behind.

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Center; Approve Cardinal Center Use Agreement; Approve use of Darke Rural Electric Grant Funds for chairs purchase. **(8) Motions:** A motion to approve up to \$1,500 from the Youth Fund to purchase sports equipment for use at The Cardinal Center was made by John Archey; seconded by Norman Warner. The motion passed. A motion to approve the Use Agreement for The Cardinal Center was made by Norman Warner; seconded by Karla Harmon. The motion passed. A motion to approve the Darke Rural Electric Grant money to purchase chairs and dolly and to give Brett Clark leeway to make the best decision was made by John Archey; seconded by Robert Williams. The motion passed.

OLD BUSINESS:

1. John Archey asked Patricia if she had made copies of the Bylaws with the changes made for each of the board members. She did not. She will have copies for each member by the next meeting.
2. Patricia told the council members that the visiting clerk from Celina is to be here on Friday, January 10, 2014, to help her with the bank reconciliation for August. Local Government Services had come in earlier in the month to help work on it also. The representative that they had sent told her that the village would be under fiscal management until the bank reconciliations were up-to-date and the General Fund was no longer at a negative balance. The rep also told Patricia that it was not anything to be worried about, they would just make sure that the bank reconciliations were done each month and the funds were active. Norman Warner wanted to know how we got to a negative balance of \$14,000 in the General Fund. Patricia explained that she still has not gotten August to reconcile, that she has had problems with the reconciliations all year long. She explained that she has had another clerk from Pitsburg over to help her with them. Karla Harmon wanted to know how the General Fund got that way and Norman Warner wanted to know what the total negative balance is so far. He also wanted to know how we were paying the bills. Patricia told them that for the time being, UAN had put a code into the software to allow her to go ahead and pay them. Brett commented that the figures they had were pretty much useless. Brett said that the school fund went from \$18,000 to \$13,000. Patricia had no idea how that happened. Karla wanted to know if the mayor or any of the members of the council knew what is in the General Fund right now, what the total negative balance is right now. Brett said we don't even know what the actual balance is right now. Patsy said that from what she understands we are not broke, we have bookkeeping problems that doesn't stem from what Patricia is doing. We use the UAN system through the state, for payroll, for paying bills, etc., and it works, but she hasn't been able to balance the books as far as bank reconciliations. Patsy explained that Denise Hangen from Pitsburg, who is the Fiscal Officer for Franklin Monroe Schools to come help, and she can't even do it. Patsy said that UAN is working with everything but our figures, the rest is not. They can't figure out what's wrong. Patsy continued by saying that Patricia was paying things, buying things, paying things because we thought we had the money. That's why council borrowed \$5,000 to get the plumbing done so they could get the Cardinal Center up and running, not knowing they didn't have it. The school was not purchased with a negative balance. Mayor Lance said that even though it is posted that the office will be closed, he wouldn't be taking any time off until we get this figured out. Patricia told him that she is here on most days off. Mayor Lance said that if the appropriations are not done, we can't do anything. Norman Warner said he didn't understand how they can allow us to pay the bills if the General Fund is in the negative and there's nothing in the bank. Patricia again explained that the only thing she could get from UAN was to download the worksheet and watch the tutorial for reconciling the bank statements. Norman Warner is wondering how the bills are to be paid if the General Fund is negative. Patsy Riley said that Esther always said that the budget had to be done the first or the second month of the year – it had to be balanced, it had to be budgeted, it had to be approved so the bills and such can be paid. Patsy said that from August on we have nothing, but what can happen (by her daughter being an auditor for many, many years) is if we don't have a budget and don't have our books balanced, we can be considered inauditable. She said that they will give you so much time to get your books in order, but if you don't you won't get any money. Karla wanted to know why it has taken this long; do we have to use the UAN system because obviously it isn't working. Patsy said that it works everywhere but the bookkeeping. Brett said it stands for Universal Network Accounting. Patsy said we checked into a different accounting system, but we can't afford it. The \$13,000 that is now in the School Fund should be in the General Fund for all we know according to Brett Clark. However, we just don't know because we are so far behind. John Archey wanted to know how Patricia came about getting someone to come and help. Patricia said that Denise had went as far as she could go and suggested that I call the Local Government Services, which she did. Patricia received 4 hours of help with the bank recs at no charge. We are closer to reconciling, but he suggested that Patricia call Denise to help figure out where we are still off, so Denise came and we worked 7 hours on it and still are no closer to reconciling August's statement. Patricia stated that she works late and comes in on her days off and most times only makes about \$4 an hour. Karla Harmon wanted to

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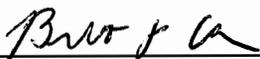
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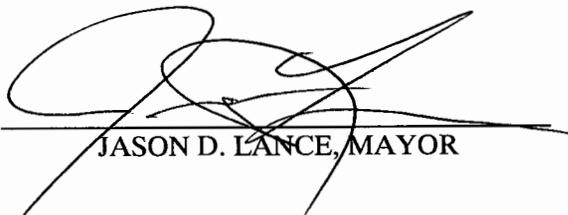
know that when we get our affairs in order and know exactly how much we have in each account, is it beyond Patricia's ability to be able to do the books on my own. Patsy Riley said that by the time Local Government Services gets done babysitting us, they will either know that she can do the books or they are going to tell us that she can't. Norman Warner wanted to know where the money came from to pay the bills. Brett Clark told him that the money is in the account, but the funds don't show it. Mayor Lance said that basically the money was taken from other places and we had to get a code so that could happen. Norman said that the General Fund has many different line items and when you need to move it from here to there you have to do that by ordinance. Mayor Lance said that we did that last month. Both Karla and Norman wanted to know how we knew what we moved. Mayor Lance said that he has no idea. Patsy then said that Patricia last month had said that she could balance the statement by hand. That Patricia had said that by hand it was balancing, but when she put it in the computer, it wasn't balancing. Patricia said she did not say that, to which Patsy said that we have a problem. Norman agreed and said that we are going to have more than babysitters in here. Norman said that eventually it will hit the courthouse in Greenville and it is going to be in the papers and everywhere. Karla also added mishandling of funds. Patsy then told council about North Star being inauditable because the town didn't do what they should and money was going whoosh, whoosh, whoosh, they were doing this, that, or another, and this person needed to know how to do this or the town was going to be inauditable then they found a bunch of stuff that went on that should not have went on. It was in the paper. Patsy feels that we need that person down here to help Patricia get straightened up. Another thing she was concerned about was going out and spreading the word about existing problems that are going on cause then you have people talking and first thing you are going to hear is a certain name from a long time ago and we don't want that to happen. She said to be careful what you go out and say because it just goes like wildfire in Gettysburg. Karla doesn't understand how it got this far in the first place. Mayor Lance said that they have been waiting on Denise and.... Norman said you can't wait. A month is long enough. John Archey said it has been discussed at every meeting we had and we were told by Patricia that she could not get any help from them. Norman said that that is the time that you jump up and do what you need to do to get her help – whatever you have to do. Patsy said that you just have to keep calling until you get the help that you need ... just keep calling. Norman wanted to know if anyone called the State or the State Auditor. The Auditor said to contact Local Government Services. Patricia said she was told to download the worksheet and watch the tutorial – that's the only thing they can do. Norman said that that is not all that they can do – wait until they come in and audit you and you will see how much they can do. Mayor Lance said he would make a few calls also. Karla wanted to know if the solicitor has been involved in this issue to help put pressure on someone to get their help. Mayor Lance said that no, it is more his role to do that than the solicitor's role.

NEW BUSINESS:

1. Mayor Lance welcomed the new council members. The first order of business was to introduce Karla Harmon as interested in filling the vacant seat of council. After the introduction, Mayor Lance invited the council members to ask her any questions that they wanted regarding her interest in the council seat, and then get her sworn in and on the council before the actual meeting started. John Archey began by asking her the reason she wanted to be on council. She answered that she had been on the council before, but she was busy with her church, her family, and life in general, and eventually became overwhelmed and decided not to run for council again. Now, however, her children are grown and she now has more time to devote to other matters and wants to be involved in the community again. Patsy Riley then asked her if she has any goals for the Village of Gettysburg. Ms. Harmon told her that she doesn't have any goals at this point in time because she doesn't know what is currently going on, but says she wants what is good for the village. No one had any other questions for Karla. John Archey made a motion to invite Karla Harmon to serve on council; seconded by Patsy Riley. The motion passed. Mayor Lance then swore her in.
2. The second order of business was to elect a President of Council. Patsy Riley nominated John Archey and made a motion to elect him as President of Council; seconded by Norman Warner. The motion passed.

ADJOURNMENT: A motion to adjourn the meeting was made by John Archey; seconded by Karla Harmon. The motion passed.


BRETT P. CLARK, CLERK/TREASURER


JASON D. LANCE, MAYOR

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Minutes of Emergency Council Meeting held at 3:00 PM Friday, January 31, 2014

PRESIDING: Mayor Jason Lance

PRESENT: Brett Clark, Councilmember; John Archey, Councilmember; Patsy Riley, Councilmember; Karla Harmon, Councilmember; Bob Williams, Councilmember; Norman Warner, Councilmember; James Detling, Village of Gettysburg Attorney

ABSENT: Patricia Baker, Clerk/Treasurer

PURPOSE: Review of Patricia A. Baker's performance as clerk/treasurer and state of village bookkeeping/finances.

CALL TO ORDER/PLEDGE OF ALLEGIANCE: Mayor Lance called the meeting to order at 3:00PM and led the council in the Pledge of Allegiance.

CLERK/TREASURER RESIGNATION: After initial remarks, Mayor Lance informed council that prior to the meeting Patricia Baker had submitted her resignation as clerk/treasurer. After discussion, it was determined that only one copy of the letter should be kept in Patricia's file. Jason then read the letter to council. After reading the letter, Jason noted some disagreement with Patricia characterizations of their conversations. He also noted that December's transactions have not yet been reconciled and the difficulty in proceeding with the current state of the accounting. In further discussion Karla Harmon noted that after checking, Patricia's problems started with the beginning of her term in April 2012. She further stated that after reviewing the minutes, she disagreed with the way in which Mayor Lance handled the situation when Patsy Riley first brought issues to council's attention and that she considered the mayor just as responsible for the current bookkeeping problems as Patricia. Mayor Lance accepted a portion of the responsibility, citing inexperience as a contributing factor. Jason also stated that Patricia had consistently misled council about the depth of her problems. Karla indicated that the issue should have been caught and was easy to investigate. She stated that she was able to receive the information she needed in a single day with one phone call. John Archey defended council and reiterated Jason's characterization of Patricia's conduct. Brett Clark acknowledged that council should have acted sooner but didn't because a third party had supported Patricia's claim that the problems were caused by the accounting software. After discussion, council agreed that neither software nor a lack of training was the primary cause of the bookkeeping problems. Patsy noted that Patricia performed well in her secretarial duties. Further discussion included the usefulness of previous reporting and concerns about W-2s being issued in time and the lack of temporary appropriations. Norman Warner inquired about 2014 estimated monies due from the county.

MOTION 1: Norman Warner moved that Clerk/Treasurer Baker's resignation be accepted effective immediately.

SECOND: John Archey

RESOLVED: Motion 1 was carried.

NEXT STEPS: Council discussed tax reporting obligations and process and qualifications for replacement of clerk/treasurer position. James Detling explained the option for converting the position of an elected clerk/treasurer to fiscal officer. There was further discussion regarding dispersion of funds due the Fire Department.

Mayor Lance indicated he would like to appoint Brett Clark as clerk/treasurer. Brett tendered resignation of his council position effective immediately.

MOTION 2: John Archey moved that council accept Brett's resignation.

SECOND: Bob Williams

RESOLVED: Motion 2 was carried.

Mayor Lance appointed Brett Clark as clerk/treasurer and there was discussion of steps to certify appointment and clerk/treasurer wages. Mayor Lance then indicated he would like to move into executive session.

MOTION 3: Norman Warner moved that council move into executive session.

SECOND: Patsy Riley

RESOLVED: Motion 3 was carried.

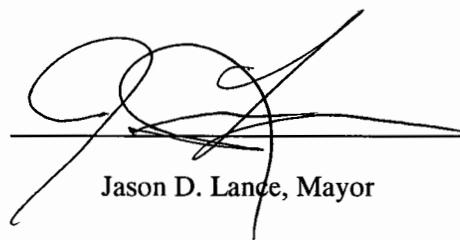
Following executive session council discussed desirability of retaining assistant's position for water bills and start of clerk/treasurer term. It was determined that Brett would officially assume the clerk/treasurer position as of February 1, 2014.

OTHER DISCUSSION: Also discussed was the township water bill late fees issue, the desirability of changing check writing to require two signatures, and officials' obligations in regards to the paying of late fees.

ADJOURNMENT: Norman Warner moved for adjournment. Karla Harmon seconded. Motion to Adjourn was carried.



Brett P. Clark, Clerk/Treasurer



Jason D. Lance, Mayor

RECORD OF PROCEEDINGS

Minutes of

VILLAGE OF GETTYSBURG COUNCIL MONTHLY

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

FEBRUARY 13, 2014

Held _____

Present: John Archey, Councilmember
 Patsy Riley, Councilmember
 Robert Williams, Councilmember
 Norman Warner, Councilmember
 James Detling, Village Solicitor
 Jason Lance, Mayor
 Brett Clark, Clerk/Treasurer
 Paula Harshbarger, Citizen
 Chris Miller, Citizen

CALL TO ORDER—Mayor Jason Lance called the meeting to order at 7:00 PM and led those present in the Pledge of Allegiance.

APPROVAL OF MINUTES

Motion 1: Karla made the motion to approve the minutes of the January 9, 2014 meeting. Robert Williams seconded. The motion carried.

Motion 2: Norman Warner made the motion to approve the minutes of the January 31, 2014 special meeting. John Archey seconded. The motion carried.

FILLING OF COUNCIL POSITION—Resident Chris Miller presented himself as a candidate to fill the seat vacated by Brett Clark. After Discussion, John Archey motioned to appoint Chris Miller as councilmember. Robert Williams seconded. The motion carried. Jason Lance administered the Oath of Office and Chris Miller took his seat.

CLERK/TREASURER'S REPORT—(1) Brett explained the current financial situation regarding the negative balance in the general fund and the position of the village in the status of fiscal monitoring. There was further discussion about the availability funds to replenish the general fund. (2) Brett noted the receipt of a Thank You note and donation from the fire department for use of the Cardinal Center. (3) There will be a Local Government Services Conference March 5-6 (4) Brett suggested someone attend the Mote & Associates planning workshop (5) Brett noted that Deanna Hess is competent and pleasant to work with but is not needed for as many hours as she had been working. (6) Brett reported on income from Cardinal (7) Norman Warner inquired as to the status of the state grant opportunity through Rep. Richard Adams.

APPROVAL OF BILLS—(1) There was discussion about the process of paying the bills and whether bills need approval since expenses are already appropriated (2) Mayor Lance discussed moving to multi-party checks. Council further discussed payment processes.

Motion 3: Motion to move to two-party checks made by Norman Warner. Seconded by Karla Harmon. The motion carried.

Motion 4: Motion to approve bills made by Robert Williams. Seconded by John Archey. The motion carried.

CITIZEN'S COMMENTS

Paula Harshbarger inquired as to the situation with the change of the village clerk position, errors with the water bills, clarification on Cardinal Center position, and also promoted the Humane Society's capture spay/neuter program.

COMMISSIONER'S REPORT

(1) Vern indicated that he had 2-3 tons of salt remaining. (2) Vern discussed flooding problems (3) James Thobe was used for ½ hour.

SOLICITOR'S REPORT

(1) Mr. Detling explained actions to be taken regarding township water bill payment and has called the township attorney, Margaret Hayes. He is waiting for a response (2) Brett asked for Mr. Detling's opinion of whether snow plowing could be considered street maintenance. Mr. Detling indicated that he thought it could. (3) Brett also inquired as to whether the village would have any liability in

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BEAR GRAPHICS 800.325.8094 FORM NO 10148

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regards to the gentleman who voluntarily plows the sidewalks and bike path with his 4-wheeler, Mr. Detling indicated that the village would not be held liable in the event of a mishap.

OTHER REPORTS:**Streets—No Report****Storm Sewer—No Report****PDI—No Report****ADA/Hospitality—No Report****Cardinal Center**

Brett reported that: (1) the Darke County and Greenville Auditor's looked at several rooms to assess their suitability as a remote/emergency office (2) the center has started to generate revenue. (3) The first set of furnaces in the gym is now operational. (4) two grants were received for door repairs and painting. (5) interest in the center seems to be increasing. **Additional Discussion:** Mayor Lance inquired about the Friends of the Cardinal Center; Patsy Riley explained some of the activities and fundraisers being planned by the Friends

Motion 5: Motion to increase money available for Volleyball set from \$1,500 to \$1711.55 made by Karla Harmon. Seconded by Robert Williams. The motion carried.

from Youth Fund 2012

Motion 6: Motion to approve expenditure of grant money (Lydia M. Schauer Foundation & Ketrow Foundation) for designated purposes made by Norman Warner. Seconded by John Archey. The motion carried.

Park Board—No minutes submitted**Board of Public Affairs—Minutes attached****Zoning Board—No Report****OLD BUSINESS**

1. **Bank Reconciliation—No Discussion**
2. **Township Late Fees— See solicitor's report item 1**
3. **Cardinal Center Volleyball Equipment— See Cardinal Center report Motion 5**

NEW BUSINESS

1. **Deanna Hess Pay Increase—Council agreed to refer matter to Board of Public Affairs**
2. **Finance Committee — Mayor Lance will convene the committee and defined the group as the mayor, council president, clerk, Karla Harmon, and Norman Warner, chair**
3. **Cardinal Center Grants—See Cardinal Center report Motion 6**
4. **Resolution 01-2014 Temporary Appropriations**
The motion to approve Resolution 01-2014 was made by Karla Harmon. John Archey seconded. Norman Warner, Yes; Karla Harmon, Yes; Chris Miller, Yes; Robert Williams, Yes; John Archey, Yes; Patsy Riley, Yes. Resolution passed.
5. **Resolution 02-2014 Transfer of Funds pending approval of Jim Puthoff, Local Government Services**
The motion to approve Resolution 02-2014 was made by Norman Warner. Second by Karla Harmon. Norman Warner, Yes; Karla Harmon, Yes; Chris Miller, Yes; Robert Williams, Yes; John Archey, Yes; Patsy Riley, Yes. Resolution passed.

Adjournment: Patsy Riley moved to adjourn. Robert Williams seconded. The motion carried and the meeting adjourned at 9:30 PM

Brett P Clark

BRETT P CLARK, CLERK/TREASURER

Jason D. Lance

JASON D. LANCE, MAYOR

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VILLAGE OF GETTYSBURG COUNCIL MONTHLY

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

March 13, 2014

Held

PRESENT: Jason Lance, Mayor
 Brett Clark, Clerk/Treasurer
 Vern Eikenberry, Village Commissioner
 Norman Warner, Councilmember
 Karla Harmon, Councilmember
 Chris Miller, Councilmember
 Robert Williams, Councilmember
 John Archey, Councilmember
 Patsy Riley, Councilmember

ABSENT: James Detling, Village Solicitor

CALL TO ORDER: Mayor Jason Lance called the meeting to order at 7:00 PM and led those present in the Pledge of Allegiance.

APPROVAL OF MINUTES: Karla Harmon asked for clarification to state which fund (Youth Fund) increase to expenditure for new volleyball equipment was attributed. John Archey moved that the minutes be approved with Karla's clarification. Robert Williams seconded. The motion carried.

MAYOR'S REPORT: Jason attended Darke County EMA meeting. He was given a survey to be filled. The topic of the meeting had to do with community resources for responding to disaster. Jason suggested that the previous emergency contingency plan be located (if exists) and reviewed.

CLERK/TREASURER'S REPORT: Brett :**(1)**recapped earlier discussion that changes will be made to make sure that the village more closely follows the procedures for PO's. He also stated that he would present an ordinance at the next meeting to place guidelines on amounts allowed for blanket certificates. He explained that blanket certificate is a type of PO that can apply to more than one purchase for the same vendor; **(2)** explained that it is illegal to make a payment without a PO.**(3)** explained that he is required to have 8 hours of training per year; **(4)** indicated that correct procedure was not followed for the advance made to the Gettysburg School Fund; **(5)** explained that funds cannot be transferred from a more restricted fund to a less restricted fund and funds that are transferred must be used for a similar purpose as the originating fund; **(6)** indicated that the overall trend for fund revenues is following a downward trend. Discussion followed regarding prospects of the Cardinal Center. Norman Warner asked how the General Fund got to a positive balance. Brett explained that \$6,400 was able to be added from other funds where expenditures were not made according to appropriations and part of the advance from the Gettysburg School was paid back from loan monies; **(7)** Jason inquired whether trash collection fees charges were increased with the new contract. Brett indicated that fees were not going to be changed for the time being. **(8)** Brett indicated that he thinks extra money posted market fund may actually be money from a CD that was never added to software. He was also contacted by the visiting clerk who helped Patricia with information about adjustments in the reconciliations. Reconciliation for current month not finished due to appropriations not being adequate to finish posting some payments. **(9)** In response to questions, Brett stated that the state auditor had not made contact to schedule an audit yet and the village is still under fiscal watch and being monitored by Jim Puthoff.

APPROVAL OF BILLS: Karla asked for clarification of phone and DP&L bill amounts. Brett indicated that amounts were all services grouped together. He also explained the new payment listing presented to council. Norman inquired as to the difference between the park and Cardinal in regards to property tax. ~~Brett indicated that he thought~~ Patsy Riley moved the bills be accepted as presented. Norman Warner seconded. The motion carried.

CITIZEN'S COMMENTS: None

COMMISSIONER'S REPORT: **(1)** Most time spent clearing streets and storm drains **(2)** Straightened several street sign posts and need to put one back up **(3)** There is still some salt left and may be returning some **(4)** Projects being paid for from general fund has been delayed. Chris Miller inquired as to how much of mowing should be paid from general fund. There was further discussion on proper sources for expenditures **(5)** Painting on water tower will be covered under warranty

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SOLICITOR'S REPORT: None**OTHER REPORTS:****Streets**—John Archey reported that is a large dip on Park St at end of Marvin St**Storm Sewer**—No Report**PDI**—No Report**ADA/Hospitality**—No Report**Cardinal Center**— (1) Friends of the Cardinal Center renting chairs for Gettysburg Alumni Banquet (2) Dick & Gloria Hahn purchased tables for use (3) Volleyball equipment ordered (4) Brett indicated that he should no longer participate on the committee and recommended that a board be formed which would involve citizens. Jason asked Patsy and Karla to return next meeting with a recommendation (5) The Friends are hosting an Easter Bazaar April 12**Park Board**—No minutes submitted- There was discussion about original formation of the Park Board and their relation/authority pertaining to the village.**Board of Public Affairs**—Minutes distributed**Zoning Board**—No Report**OLD BUSINESS:****NEW BUSINESS:**

1. **Request for climbing rope**- A request was made by a citizen for the old climbing rope in the school. Council declined request and would like to keep it.
2. **Resident income survey** – Mayor Lance brought information to council from Craig Knapke that the village needs to complete a new survey to become eligible for future Community Development Block Grants. Council decided to proceed with the survey
3. **2014-01 Permanent Appropriations Ordinance:** Brett explained that the appropriations will need to be adjusted, but need to be passed to replace the temporary appropriations in place. He also explained that in the future, permanent appropriations can be made without having temporary appropriations done. He explained that the permanent appropriations as presented are setup to keep the villages expenditures within available resources with priority on required expenditures. He noted that the main difference from past is that the commissioner's wages are now distributed among the funds where his services are performed instead of almost all from the general fund. Council reviewed the appropriations and accounts. Brett indicated that the Gettysburg School Fund would have the most changes in future supplemental appropriations. Council's main questions were to clarify the targets of accounts relating to wages. Brett indicated that he had some concerns about the revenue and expenses for the water and sewer operating funds. Karla asked for clarification and Brett explained that the revenues didn't appear that they would meet expenses, but he needs to spend a little more time checking the fund history.

Patsy Riley moved that Ordinance 2014-01 be approved. Karla Harmon seconded.

Votes:Norman Warner, Yes; Karla Harmon, Yes; Chris Miller, Yes; Robert Williams, Yes; John Archey, Yes; Patsy Riley, Yes. The motion carried.

Jason Lance read the ordinance a second time. Karla Harmon moved that Ordinance 2014-01 be approved. John Archey seconded. **Votes:**Norman Warner, Yes; Karla Harmon, Yes; Chris Miller, Yes; Robert Williams, Yes; John Archey, Yes; Patsy Riley, Yes. The motion carried.

Jason Lance read the ordinance a third time. Robert Williams moved that Ordinance 2014-01 be approved. Chris Miller seconded. **Votes:**Norman Warner, Yes; Karla Harmon, Yes; Chris Miller, Yes; Robert Williams, Yes; John Archey, Yes; Patsy Riley, Yes. The motion carried and Ordinance 2014-01 was adopted.

4. **2014-02 Vectren Franchise Agreement Ordinance:**

Karla Harmon moved to approve Ordinance 2014-02. John Archey seconded. Norman

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Warner, Yes; Karla Harmon, Yes; Chris Miller, Yes; Robert Williams, Yes; John Archey, Yes; Patsy Riley, Yes. The motion carried.

Norman Warner moved to suspend the three-reading rule and have second and third readings by title only. John Archey seconded. **Votes:** Norman Warner, Yes; Karla Harmon, Yes; Chris Miller, Yes; Robert Williams, Yes; John Archey, Yes; Patsy Riley, Yes. The motion carried.

After second/third reading John Archey moved approve the ordinance. Robert Williams seconded. **Votes:** Norman Warner, Yes; Karla Harmon, Yes; Chris Miller, Yes; Robert Williams, Yes; John Archey, Yes; Patsy Riley, Yes. The motion carried. Ordinance 2014-02 was approved.

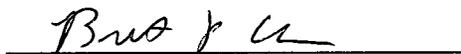
- 5. 03-2014 Resolution to Consolidate Accounts** – Brett explained how the process to spend funds from the Youth Fund was unnecessarily cumbersome. Brett also explained that a related fund was setup as the wrong type and will need to be transferred as well.

Norman Warner moved to suspend the three-reading rule and have second and third readings by title only. Chris Miller seconded. **Votes:** Norman Warner, Yes; Karla Harmon, Yes; Chris Miller, Yes; Robert Williams, Yes; John Archey, Yes; Patsy Riley, Yes. The motion carried.

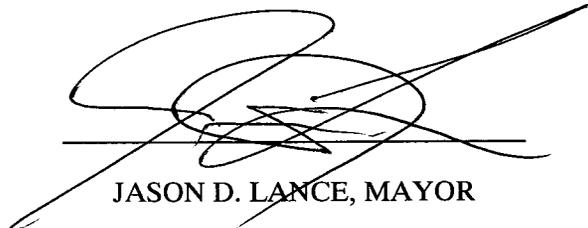
Norman Warner moved that council approve Resolution 03-2014 Resolution to Consolidate Accounts. Patsy Riley seconded. **Votes:** Norman Warner, Yes; Karla Harmon, Yes; Chris Miller, Yes; Robert Williams, Yes; John Archey, Yes; Patsy Riley, Yes. The motion carried.

After second/third reading Norman Warner moved accept the resolution. Chris Miller seconded. **Votes:** Norman Warner, Yes; Karla Harmon, Yes; Chris Miller, Yes; Robert Williams, Yes; John Archey, Yes; Patsy Riley, Yes. The motion carried.

ADJOURNMENT: Norman Warner moved that the meeting be adjourned. Karla Harmon seconded. The motion carried and the meeting adjourned at 9:28.



BRETT P CLARK, CLERK/TREASURER



JASON D. LANCE, MAYOR

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Minutes of VILLAGE OF GETTYSBURG COUNCIL MONTHLY Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

April 10, 2014

Held _____

PRESENT: Jason Lance, Mayor
 Brett Clark, Clerk/Treasurer
 Vern Eikenberry, Village Commissioner *Absent APC*
 Norman Warner, Councilmember
 Karla Harmon, Councilmember
 Chris Miller, Councilmember
 Robert Williams, Councilmember
 John Archey, Councilmember
 Patsy Riley, Councilmember
 Tom Hill and several members, Gettysburg Fire Department
 Craig Knapke, Access Engineering Solutions
 James Detling, Village Solicitor

CALL TO ORDER: John Archey called the meeting to order at 7:00 PM and led those present in the Pledge of Allegiance.

APPROVAL OF MINUTES: Norman Warner noted an error in typing to be struck out. Patsy Riley moved that minutes be approved with the correction. Robert Williams seconded. The motion passed and the minutes were approved.

MAYOR'S REPORT: Jason spoke with Rep. Buchy about the \$75,000 grant for the Cardinal Center and how it would be dispersed. Rep. Buchy didn't really know, but recommended that village stay in contact with Rep. Adams office and prepare documentation that explains how the money would be spent. John Archey asked who would administer funds. Jason indicated that he thought the village would and that the priorities in spending should be in areas that lowers the financial liabilities.

CLERK/TREASURER'S REPORT: (1) Found no evidence so far of Resolution to increase salaries for council. (2) Received 1st half property tax settlement-had a problem with special assessments for water bills. Due to the convoluted process of tracking bills and lack of training for Deanna in the process, several accounts were inadvertently double bills. This wouldn't have been a problem except that some actually paid the overdue amount and now we need to issue credit or refunds. (3) Deanna Hess is officially done. Her last day was March 31. (4) Have been contacted by the state auditor. There are reports to file. (5) Jim Puthoff has been in contact and has reviewed month's reports. (6) Reconciliations are now caught up to the current month – adjusting factors are now less than \$600 – down from \$2,718. (7) Received bill for underpayment and two notices of overpayment from the IRS on the same day. We have received one refund check since that time. (8) First reference to Park found in minutes is March 2004 as item for reports. (9) Received notice from Jim Puthoff that they would like to remove us from fiscal monitoring – they need some more documentation first. (10) It appears that the \$8000+ difference from actual balance in Greenville Federal Money Market fund is an entry error when creating the account in the UAN software. (11) CD account at GNB appears to the amount from Greenville Federal account that is in the UAN software. The account however shows the amount as >\$36,000 when the CD that was closed and reopened at GNB was slightly more than \$10,000. (12) New council members need to fill out and W-4s ASAP and let me know what they would like to do with OPERS participation. (13) A renaissance group interested in using the Cardinal Center would like know to if it would be permissible to set up an area to shoot. Brett was directed to tell the group to check with the Sheriff's department about legality. Insurance issues would also have to be worked out.

BILLS REVIEW: Karla Harmon moved to accept the bills as presented. Norman Warner seconded. The motion carried.

CITIZEN'S COMMENTS: None

COMMISSIONER'S REPORT: (1) Returned a little over 3 ton of salt to the county garage for credit. That will be applied to purchase of salt next fall. (2) Had a couple incidents where sewage pumps were plugged with debris. Required cleaning pumps and valves. (3) Called Bill Kessler about fence around generator at base of water tower. He said that wasn't in plan but could be done. I told it

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should be. (4) Mowers are serviced. Old John Deere had a leak in the transaxle that had gotten worse last fall. I dropped the transaxle and replaced the shift shaft seal. So far, seems to have stopped the leak. (5) Cleared several blocked storm drains. One by Chris Hall and one by Christopher Clark is going to require more attention. (6) During the last rainstorm, we had water backed up again at Auld St and running over Brown St. It appears the main tile from the north end of town may be partially or completely blocked between the collection box just south of the bike path and the collection box just south of Auld St. The box south of Auld St. has the grates full of debris. I cleaned them last fall but since then the debris has been either frozen or under water. Will clean that as soon as I can safely do it. I'm guessing that the Brown St problem is related to the blockage to the blockage in the tile. The 8 in. tile running through the low area between John and Brown St. has a drop in the low area. That drop is open. That tile is supposed to feed into the main tile from the north. I will investigate further.

SOLICITOR'S REPORT: Jim Detling asked for a copy of the Vectren Franchise Ordinance. Brett said he would get him one of the two copies as council had inadvertently passed it twice. Jim also inquired about the Adams Township water issue. He talked to Margaret Hayes about the idea of preparing contract for monthly payment of the minimum usage for a specific date. Jason said that he had talked to Scott Crist and that part of the problem had been that he had been sending payments to the bank instead of to the village. He wasn't aware at the time the bank no longer collected water bill payments. The trustees may be willing to pay 2013 late fees, but would like to have 2014 fees removed. John Archey voiced his opinion that the trustees should be treated the same as everyone else. Jason asked Jim to draft an agreement.

OTHER REPORTS:**Streets**—none**Storm Sewer**—none**PDI**—none**ADA/Hospitality**—none**Cardinal Center**—Patsy said the preparations were under way for the Easter bazaar being sponsored by the Friends of the Cardinal Center.**Park Board**—Minutes distributed and on file**Board of Public Affairs**—Minutes distributed and on file

Zoning Board—Karla Harmon praised Patsy Riley's efforts in trying keep the town looking nice. She said the methods used were improper or illegal. Karla urged a resolution to create an ordinance enforcement officer. Karla outlined the procedure that the officer would use to contact those in violation of ordinances and what notification letters should contain. One of the reasons for the procedure would be to prevent the possibility of a lawsuit. Karla cited a recent example in Richmond, IN. Jason asked Karla how she arrived at her recommendation. Karla explained that in the past, the village had a zoning officer who's position was eliminated but without resolution. She also indicated that ordinance enforcement is not the same as zoning. John asked if she wanted to separate ordinance and zoning. Karla said yes. Norman Warner affirmed that position. Karla stated that after much research that ordinance enforcement must be consistent and implemented without bias. Jim Detling affirmed Karla's concept. Discussion followed about the quality of the ordinances. John Archey suggested the ordinances should be thrown out and rewritten. Brett stated that it had been done before. Jason stated that the ordinance enforcement position needs clarification. Karla stated that there is no basis for the zoning chair to enforce ordinances. Jason suggested that the position being suggested is a code enforcement officer. There was further discussion regarding the quality of the ordinances. Jason indicated that actively monitoring the village for violations is not council's job. His position is that the village should respond to complaints, but not engage in activity that would breed ill will with residents. Jason asked that a proposal for a code enforcement officer be brought for the next council meeting. There was discussion about how other communities handle enforcement. Chris Miller stated that the village needs to focus attention on the landlords. Jason wondered how the village can enforce ordinances without police or a mayor's court. Jim stated that one method would be to file collection action against the violator, but often the violator does not have the means to pay and is not a property owner. Jason asked Jim about a resource. Jim said options were limited. Jason said that Paul Wagner had mentioned something about issuing a citation. Jim said he would

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have to talk to Paul. Jason asked for zoning board meeting to start the process to further address the issue.

OLD BUSINESS:

1. **Income Survey**— Craig Knapke passed out folders to council with information about his company, Access Engineering, to help acquaint the new council members the types of services they provide and explained a little bit about role in previous projects. Craig then explained the need for the resident income survey for the purpose of receiving grant funds. He explained that a random list of residences would need to be provided, which he would expect Brett to help with. He expects that we would need approximately 130 responses based on the previous survey. After an initial mailing, which would include a letter explaining the need to respond and possible projects, it would be determined if a second mailing were needed or an in-person visit. Most need two mailings and some door to door visits to complete. Craig would prefer the materials, but in person visits should be performed by local people. Must be at 51% low to moderate income to qualify. Survey must be completed within three months. Door to door visits must follow guidelines to avoid bias and be documented. Those that refuse to respond would automatically be considered not low-moderate income. Mailings would originate within village and return to Darke County grants office. Craig gave an overview of a sample income survey. It is too late for grants this year, but surveys are good for five years. Craig explained his ideas for grant the process, which could result in \$800,000 to \$1,000,000 in funding for projects. He estimates the second phase of Main Street would cost \$550,000. Craig inquired as to possible projects in addition to Main St. Jason suggested repair of the large tiles in the yard behind his house and also problems with drainage across Brown St. Jason also asked if the project at the Cardinal Center would fall into Access's area of expertise. Craig indicated that it was not, but he could make recommendations for companies that would be interested.

NEW BUSINESS:

1. **Gettysburg Fire Department**— Annual report presented to council (on file) Fire Chief Tom Hill also indicated that the contract between the village and fire department need to be reviewed and updated. He also explained the current charges and the process of "soft" billing. John Archey indicated that council would pursue the matter. Patsy asked about Careflight's billing. Tom indicated that Careflight billed independently of the fire department through Miami Valley Hospital. The fire department also asked for permission from council to build a training simulator next to the fire house. Jason asked if it would present a problem for Careflight to land. Tom indicated it would not. Jason also asked about location. Tom indicated that they would follow zoning regulations. The fire department would take whatever precautions were necessary to keep the area secure. They would also take care to make sure that the use of simulator would not cause a disturbance for the neighbors in the vicinity of the firehouse. Tom indicated that it would probably be used once a month April through November. Tom asked about possible issues with zoning and Jason indicated that he speak to Karla Harmon (Zoning Chair) and may want to contact the county building regulators. John Archey asked if the trainer would be used by other fire departments. Tom said that could happen, but only in a combined exercise with Gettysburg Fire Department. Council expressed general support for the project.
2. **Audit type selection** – Regulatory or OCBOA(Other Comprehensive Basis of Accounting) – Brett explained that the council needed to decide type of audit is done on the village books. The OCBOA is considered to be a superior method, but would be approximately \$2,000 more than the regulatory. Regulatory is considered adequate for the state auditor's purposes, but would include a notice stating something to the effect that it is inferior. Norman Warner moved that village use the regulatory method. John Archey seconded. The motion carried.
3. **Resolution 04-2014 Supplemental Appropriations** — Brett explained that adjustments were made to correct for mistakes in the original appropriations and to adjust expenditure of newly available funds. Patsy asked why one of the youth funds was still there when she understood the money would be transferred. Brett explained that although the money should be transferred, it was not an immediate need and the fund was of a type that he thought he

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should consult with Jim Puthoff before proceeding.

Motion to pass first reading of Resolution 04-2014 was made by Karla Harmon. **Seconded** by Robert Williams. **Roll call vote:** Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Patsy Riley, yes; John Archey, yes; Robert Williams, yes.

Motion to suspend the rules and have the second and third readings by title only was made by Norman Warner. **Seconded** by Karla Harmon. **Roll call vote:** Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Patsy Riley, yes; John Archey, yes; Robert Williams, yes.

Motion to pass second reading was made by Norman Warner. **Seconded** by John Archey. **Roll call vote:** Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Patsy Riley, yes; John Archey, yes; Robert Williams, yes.

Motion to pass third reading was made by John Archey. **Seconded** by Karla Harmon. **Roll call vote:** Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Patsy Riley, yes; John Archey, yes; Robert Williams, yes.

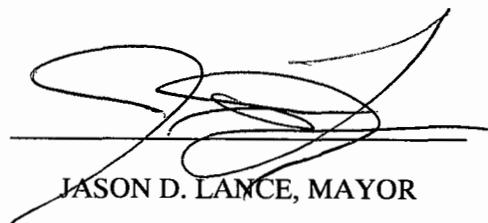
Resolution 04-2014 passed.

4. **Office Access** — Brett stated that Patsy said that she had a key once that gave her access to the office and he wanted clarification from council about who should have access. Jason indicated that for the time being access should be restricted to the mayor, clerk, and village commissioner.
5. **Grant Clerk authority to manage GNB VISA account** – Brett explained to council that Greenville National Bank needed documentation to show that he had authority to add or remove users from the VISA account. Chris Miller a moved that Brett be given authority to manage the Greenville National Bank VISA account. Robert Williams seconded. The motion carried.
6. **Cardinal Center Rm 114 continuing rental request** – Michael Mellott, a photographer, inquired about room rental on an ongoing basis and Brett was unable to give him answer. After discussion about whether a for-profit business could use what is considered a non-profit area of the building, it was decided that Patsy would consult with commercial building regulator, Bob Bowman.

ADJOURNMENT: John Archery moved that the meeting be adjourned. Robert Williams seconded. The motion carried and the meeting adjourned at 9:37PM.



BRETT P. CLARK, CLERK/TREASURER



JASON D. LANCE, MAYOR

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VILLAGE OF GETTYSBURG COUNCIL MONTHLY

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

MAY 8, 14
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Held _____

PRESENT: Jason Lance, Mayor
 Brett Clark, Clerk/Treasurer
 Vern Eikenberry, Village Commissioner
 Norman Warner, Councilmember
 Karla Harmon, Councilmember
 Chris Miller, Councilmember
 Robert Williams, Councilmember
 John Archey, Councilmember
 Patsy Riley, Councilmember
 James Detling, Village Solicitor

CALL TO ORDER: Mayor led the council in the Pledge of Allegiance and called the meeting to order at 7:00 PM

APPROVAL OF MINUTES: Vern Eikenberry noted that April minutes recorded that he was present when in fact he was absent. As an aside, John Archey asked for clarification about whether the \$75,000 Capital Grant awarded by the state was brought to council. Brett indicated that council was informed as to the process that was ongoing although perhaps the process should have been formalized with a resolution. John asked if we know how the money is being disbursed. Mayor indicated that no one really knows yet how that process will. John then suggested that the topic should be revisited later in the meeting. John Archey moved to approve the April 10 minutes. Norman Warner seconded. The motion passed.

MAYOR'S REPORT: Nothing.

CLERK/TREASURER'S REPORT: (1) Received estimate for mosquito fogging. Recommend not to enter into contract at this time due to funds status (2) Electronic recycling is coming up (3) Received notice of a class action lawsuit regarding derivatives. (4) June 7th is document shredding day Patsy inquired about records commission. Brett does not think that the clerk is responsible for convening the commission. Brett will look for information (5) Taxes assessed on Cardinal Center and small parcel is due partially because of intended use and because exemption has never been applied for. (6) Funds are all currently positive. Typical month expenditures are greater than revenues with larger amounts coming in periodically. (7) Appropriation status is looking fairly good. Currently expenditures are generally running below what was expected. There are some areas which may be adjusted with a supplemental. There is some cushion at this point but we still need to be cautious with expenditures. (8) Finance committee needs to recommend limits for ordinance to define limits on blanket certificates.

BILLS REVIEW: Norman Warner expressed his concern that the fund activity report did not meet his needs for review. Patsy Riley said she would like the fund name attached to the fund numbers.

Motion: Patsy Riley moved to accept the bills as presented. Robert Williams seconded. The motion carried.

CITIZEN'S COMMENTS: None

COMMISSIONER'S REPORT: (1) Repaired East garage door bottom panel damaged by wind. (2) Repaired bent street sign post at Main & Short (3) Cleaned storm sewer collection boxes south of Auld St. and south of bike path, which seemed to reduce the amount of water running on surface through that swale (4) Has questions for Norman & Paul about how water running under the bike is supposed to get into the tile (5) Talked to Bill Reiman from Leary construction about the water tower. It will be another 4-6 weeks before they can get to the tower to fix the paint. The tower will need to be drained. Tower drain needs tile repaired two places, one at the corner of John & High. There may be a problem with the drain line where sanitary sewer line crossed it. (6) Anna Fair on Brown St. says that the tile in the low part under Auld St. is broken. Water has flooded her basement 3 times this last winter. Water has flooded over Brown St. twice. Easements may be required to dig. Maps do not

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agree on location of line. (7) Need a new belt for the chipper. Belt may cost \$150. Council discussed chipping for the community. Currently, Vern does not have time.

SOLICITOR'S REPORT: (1) Jim met with the zoning board and had a productive meeting. (2) He has written an ordinance to revise a previous ordinance, which may be presented. (3) A question about whether property upkeep undertaken by the village could be placed on a resident's water bill came up. After doing some research and talking to Tom Peosi(sp?) (Versailles/Yorkshire), Tom indicated that the village can place an assessment on real estate taxes but not create a charge on the water bill. Jason asked who would be responsible for charge. Jim said ultimately, it is the responsibility of the property owner. Brett asked if we can bill before assessing property taxes. Patsy said that is what has normally been done. Mayor Lance asked whether Jim whether he had any ideas as far as enforcement is concerned. Jim indicated that Gettysburg and many similar sized villages do not have the resources necessary to put any teeth in enforcement. Jim suggested that the procedure may that an initial letter is sent by the village and then a follow up from the village attorney, if there is no response. Continuing discussion centered on frustrations with the lack of enforcement ability. Jason voiced concerns that the village ordinances need to be organized and clearly understandable. Karla suggested that the village should replace the current ordinances by adopting the most recent version of the Ohio Basic Code.

OTHER REPORTS:**Streets—nothing****Storm Sewer—nothing****PDI—nothing****ADA/Hospitality—none**

Cardinal Center—Report distributed. *Discussion:* Patsy highlighted the success of the Easter Bazaar. She is getting quotes for mowing. There was some discussion who was responsible for paying for the mowing. Brett noted that the current funds were insufficient to pay all the current obligations. He suggested that the discussion be dropped until after the next Friends of the Cardinal Center meeting.

Park Board—Minutes distributed. *Discussion:* Jason suggested having a joint meeting with the Park Board. There are members of the board who are upset about Vern and James being paid for their services from the park funds. Chris asked how the Park received its revenue. He was revenues were derived from rental use, donations, and grants. Jason was also concerned how use of the ball field was being policed. Jason noted that there seems to be an underlying issue and suggested that a member of council should be on the park board. There was also discussion about the perception that the Cardinal Center and the Community Park are in competition. Jason suggested that the Park Board and Cardinal Center Board meet for a discussion. Chris noted the dedication of the members of the Park board. Brett suggested that the Park Board could be involved in more recreational areas than just the park. Jason indicated that he could see a park district being created.

Board of Public Affairs—Minutes distributed. *Discussion:* Trash contract will be up in December.

Zoning Board— (1) Zoning board met and discussed more effective ways to enforce ordinances. (2) Jim Detling looked into the possibility of assessing on water bills and it cannot be done (3) Recommended adopting the Ohio Basic Code as ordinances.(4) There were three ordinances that could be used now – lawn mowing, swimming pool, and Jim corrected the one relating to campers in a paved driveway by removing the word “paved”. (5) Discussed the idea of getting a new Ohio Basic Code. *Discussion:* John Archey mentioned that we don't have an up to date copy. Jason asked how often they were published. Jim Detling thought that they were probably updated annually. Jason clarified that the basic code is not itself law and is different than the Ohio Revised Code. Jim mentioned that many municipalities adopt the code as their ordinances. Brett mentioned that the village has done this in the past. Karla indicated that it was done away with. There was general discussion on the cancellation of ordinances and the most appropriate way of updating them. Jim asked if the village had an “Ordinance Book.” There was general agreement that part of the problem is that there isn't an easily referenced source. Chris Miller stated that we needed to adopt an entire book. Jim agreed as right now, the ordinances are so disorganized. Jason stated that purchasing an updated Ohio Basic Code seems to be a necessity. John Archey reiterated the continued problem with enforcement.

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Motion: Karla Harmon moved to purchase a current Ohio Basic Code book. Chris Miller seconded. The motion carried.

Norman Warner initiated further discussion about the process of sending letters to violators. There was agreement that council would be responsible for issuing the notice of violation and the mayor would be the signatory. Regarding the issue of campers, Chris Miller also interjected that council needs to be sensitive to the situation that may be causing the violation. Jason agreed. **1:28**

OLD BUSINESS:

1. **Ordinance Enforcement** — Karla asked if she should try to enforce ordinances while the village is in the process of creating new ordinances. Jason said yes, as long as the ordinance is still in effect.

NEW BUSINESS:

1. **Water Bill Payment Policy** – Brett presented an updated policy, which he was asked to create by the Board of Public Affairs. The changes are meant to address current issues with water payments and enforcement. Problems addressed include timing with residents income and treating everyone as equally as possible particularly in locations where water cannot be shut off. Jason inquired how it works in regards to property owners. Brett said that the bill goes to the person who's name is on the bill though a policy statement indicates that all bills are to go to owner who are responsible for delivery them to their tenants in a timely fashion. Brett said that he is not comfortable sending bills to the property if their name is not the name on the account because of the potential for abuse. Brett said that Board of Public Affairs has reviewed the policy and liked it. Norman asked who was responsible for the bill if the resident moved out. Brett indicated that property owner is responsible. John asked if there were a lot of "turn-offs". Brett said that he Vern to turn off 10 this last month. There was some confusion about whether adoption was a village or Board of Public Affairs responsibility.
2. **Darke County Parks Improvement Grant Program Statement or Responsibility** – Brett explained that Resolution 05-2014 had to be passed for the Park Board to apply for a grant from the Darke County Parks District.

Mayor Lance read Resolution 05-2014

Motion to pass the first reading made by Chris Miller. Seconded by Karla Harmon. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert William, yes; John Archey; yes; Patsy Riley, yes. The motion carried.

Motion to declare an emergency and have the second and third readings by title only made by Norman Warner, seconded by John Archey. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert William, yes; John Archey; yes; Patsy Riley, yes. The motion carried.

Mayor Lance read Resolution 05-2014 a second time by title only.

Motion to pass the second reading made by Norman Warner, seconded by John Archey. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert William, yes; John Archey; yes; Patsy Riley, yes. The motion carried.

Mayor Lance read Resolution 05-2014 a third time by title only.

Motion to pass the third reading made by Norman Warner, seconded by Chris Miller. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert William, yes; John Archey; yes; Patsy Riley, yes. The motion carried.

Resolution 05-2014 passed this date May 5, 2014

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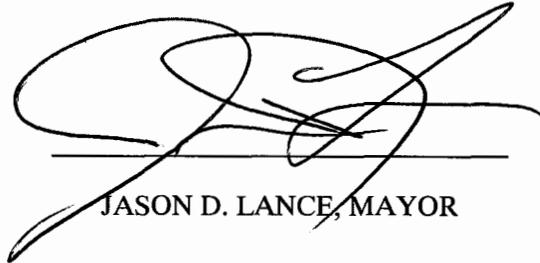
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3. **Tax Budget-** Brett explained that the annual tax budget will due by July 20. It requires a public hearing a month before submittal. Brett suggested that the finance committee should get involved in the process. Jason said that they would address it in their upcoming meeting.
4. **Electric Supplier Contract** – Brett explained that the village contract with DPL Energy is expiring and we need to have something in place before it automatically renews. The village has been contacted by Aspen Energy and would like to quote on supplying electric service. Brett will get a quote.
5. **Misc** – (1) Brett mentioned that OPERS confirmed that councilmembers paid on a per meeting basis were no longer eligible to contribute to OPERS. (2) He also mentioned that the cable franchise agreement with Time-Warner would be expiring soon and that Time-Warner would be divesting in its interest in Ohio and will be replaced by Charter Cable. (3) Chris Miller expressed his concern about his ability to perform his duty when he often must arrive late to meetings. Council expressed support as he was making the effort to do a good job. (4) John asked Jason what he had done about Paul Wagner bringing trash into town and putting it behind his building (for pickup). Jason said that he needed to talk to John Dillon about policy. Jason wondered if the village should have a commercial rate. There was general consensus that it was not proper to bring trash into town from other locations, but it does not currently cost the village additional money.

ADJOURNMENT: John Archey moved that meeting be adjourned, Karla Harmon seconded. The meeting adjourned at 9:28PM.



BRETT P. CLARK, CLERK/TREASURER



JASON D. LANCE, MAYOR

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JUNE 12, 2014

Held _____

PRESENT: Jason Lance, *Mayor*
 Brett Clark, *Clerk/Treasurer*
 Vern Eikenberry, *Village Commissioner*
 Norman Warner, *Councilmember*
 Karla Harmon, *Councilmember*
 Chris Miller, *Councilmember*
 Robert Williams, *Councilmember*
 John Archey, *Councilmember*
 Patsy Riley, *Councilmember*
 James Detling, *Village Solicitor*

ALSO PRESENT: Diana Spittle, Doug Sutton, Esther Clark, Eloise Hatfield, Ron Hatfield, *Representatives*
Friends of the Cardinal Center
 Anna Fair, *Citizen*
 Craig Knapke, *Access Engineering*

CALL TO ORDER: Mayor led the council in the Pledge of Allegiance and called the meeting to order at 7:00 PM

APPROVAL OF MINUTES: Karla Harmon moved that the minutes of the May council meeting be approved as written. Robert Williams seconded. The motion carried.

MAYOR'S REPORT: Jason spoke to folks living in the camper on Park St. and that situation was a hardship case, but would be resolved within the next 30 days.

CLERK/TREASURER'S REPORT: Report distributed

BILLS REVIEW: Karla Harmon moved the bills be approved as presented. John Archey seconded. The motion carried.

CITIZEN'S COMMENTS: Anna Fair commented on the problems of flooding in basement. She has never had problems before now. Vern indicated that he is working on the problem. (see item 6 Commissioner's Report)

COMMISSIONER'S REPORT: (1) New John Deere mower was damaged by unknown object on Park St. It has been repaired. (2) Second mower's alternator bearings locked and has been repaired at less cost than replacement assembly recommended by the dealer. (3) Repaired tile at John & High St (4) Cleaned storm sewer collection box south of Auld St. (5) Found tire that Patsy Riley saw in drain at Cardinal Center ball field. It washed under Main St and will be removed when it is safe to do so. (6) Talked to county engineers about flooding on Brown St and their records aren't better than ours. Will have to dig to get a camera in the tile and will proceed from there. (7) Belt is ordered for the chipper and is less expensive than expected.

Further Discussion: (1) Norman Warner reminded Vern about trimming needing to be done on Clay St. (2) Karla Harmon asked about whether tires were being dumped by the garage. Vern said some were dumped but most were from the Cardinal Center. Karla offered to call someone about disposal and was advised to call Krista Foreman at Solid Waste Management.

SOLICITOR'S REPORT: Mr. Detling received a call from Patsy Riley regarding a bill from Idding's Glass that Brett has not paid. Brett indicated that he didn't pay it because he was concerned it violated the purchase procedures that he is required to follow and could potentially be held personally liable for the expense. The council indicated that the bill should be paid if at all possible. Brett will ask the auditors if there is a way to make the payment within the rules.

OTHER REPORTS:

Streets—nothing

Storm Sewer—nothing

PDI—nothing

ADA/Hospitality—nothing

Cardinal Center—nothing

Park Board—Minutes distributed

Board of Public Affairs—Minutes distributed.

Zoning Board—(1) The Denlingers on Factory St did not have a permit(not specified) and were dealing with the issue (2) Ordinance for supplementing basic code regarding campers and paved driveway is ready for approval (*action tabled per Chris Miller objection that village was already going to deal with ordinances as*

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whole) (3) Regarding person lawnmowers and another person with tires on property. Karla referenced a Versailles Village Ordinance and asked if Gettysburg could do something similar. Jim Detling said that we could, but the problem of collection of bills would still be a problem. He will speak to Tom Peosi.

OLD BUSINESS:

1. **Electric Supplier Contract** – Brett presented a proposed contract Direct Energy for several properties (Cardinal Center, Office, Grinder Pump) for .06732 /kh, which is less than DPL Energy's price. The price however changes on a daily basis due to market conditions.

Motion to accept supplier contract made by Norman Warner, seconded by Karla Harmon. The motion carried.

2. **Resident Income Survey** – Craig Knapke received list of appropriate addresses properties from Brett, which has been randomized and is now ready to go.
3. **Ohio Basic Code** – Brett reported that he has not purchased a new copy of the code due to the cost. A single copy costs \$450 or five for \$795 and it appears to be an annual subscription. There was discussion about whether one could be purchased used or borrowed from another village. Sharing or adoption of the Ohio Basic Code without purchase is prohibited by the publishers purchase subscription.
4. **Previous Question about Council Salary Increase** – Brett found support in minutes for council pay raise to \$40. Brett questioned whether a raise was valid through motion or whether it should be done via resolution or ordinance.

Motion to rescind the pay increase made by Norman Warner, seconded by Karla Harmon. The motion carried.

NEW BUSINESS:

1. **Resolution 07-2014 OPWC application** – Craig Knapke inquired about OPWC projects, he was informed that there were not many currently in the pipeline and encouraged to submit and application. Craig presented a scenario in which the village could receive funding for completing the Main Street Project. Grant request for 500,000, 260,000 0% loan with \$270,000 locally through Community Development Block Grant for possible funding of up to \$1,030,000. The phase of this project is estimated to cost around \$700,000. It is a similar funding package as previous projects. OPWC application is due by July 1st. Application to CDBG is due in June of next year with the award in September. Craig recommended passage of the resolution if the council was agreeable to the plan.

Motion to pass first reading of Resolution 07-2014 made by Karla Harmon, seconded by Chris Miller. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The first reading passed.

Motion to suspend the rules and have the second and third readings by title only made by Norman Warner, seconded by Karla Harmon. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass the second reading by title only made by Norman Warner, Seconded by Karla Harmon. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass the third reading by title only made by Norman Warner, Seconded by Robert Williams. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried and Resolution 07-2014 passed.

Further Discussion: Norman Warner expressed his concern that this portion of the Main Street Project be better planned than the previous one and also said he wasn't satisfied with the grass area on the south side or the width of the street. Craig indicated that there would be opportunities for input on the planning before construction began.

2. **Resolution 06-2014 Supplemental Appropriations** – Brett presented the resolution for supplemental appropriations and indicated that some minor corrections were made for Medicare amounts, changes were made to allow the expenditure of the donation by the Friends of the Cardinal Center, and also to allow for possible expenses by Vern for digging to repair tile.

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Motion: Karla Harmon moved to pass the first reading of Resolution 06-2014. John Archey seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The first reading passed.

Motion to suspend the rules and have the second and third readings by title only made by Norman Warner, seconded by Chris Miller. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass second reading by title only made by Norman Warner, seconded by Robert Williams. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass third reading by title only made by Norman Warner, seconded by Karla Harmon. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried and Resolution 06-2014 passed.

- 3. 2015 Tax Budget** - The proposed 2015 as prepared by the finance committee was presented to council. Brett indicated that there would probably be some minor changes made to the final version. One change already made was an addition to show an expenditure for the health department of \$1,650.

4. Ordinance 2014-03 Blanket Certificate

Motion: Karla Harmon made a motion to pass the 1st reading of Ordinance 2014-03. John Archey seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The first reading of Ordinance 2014-03 was passed.

5. Resolution 08-2024 Transfer of Funds

Norman Warner made a motion to pass the 1st reading of Ordinance 2014-03. Patsy Riley seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The first reading of Resolution 08-2024 passed.

- 6. Friends of the Cardinal Center – Agreement request for donations to apply towards purchase**
Representatives of the Friends of the Cardinal Center presented a request that the village would credit any donations they made toward center towards the eventual purchase of the building. Mayor Lance indicated that he would not be opposed to the idea, but thought that there should be a meeting between members of council and the Friends to discuss their positions regarding the center. A meeting was scheduled for June 16th.

- 7. Request for reimbursement for meat products community picnic** - The village received a request from the Park Board to pay for the meat products for the community picnic as it has done in the past.

Motion: Chris Miller moved that the village pay for the picnic meat products. Karla Harmon seconded. The motion carried.

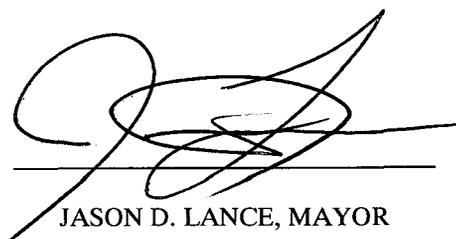
- 8. Fire and EMS replacement Levy** - Brett explained two current levies were expiring and he would be presenting resolutions at the next meeting for renewal.

Pre-Adjournment Discussion: (1) John Archey voiced his concern that the Friends of the Cardinal Center would be involved in raising matching funds for the capital grants (2) John also inquired about whether the village would be able to do street repairs. Brett indicated that there are funds available.

ADJOURNMENT: Motion to adjourn made by Norman Warner, seconded by Karla Harmon. The motion carried and the meeting was adjourned at 8:45PM.



BRETT P. CLARK, CLERK/TREASURER



JASON D. LANCE, MAYOR

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Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

JULY 10, 2014

Held _____

PRESENT: Jason Lance, *Mayor*
 Brett Clark, *Clerk/Treasurer*
 Vern Eikenberry, *Village Commissioner*
 Norman Warner, *Councilmember*
 Karla Harmon, *Councilmember*
 Chris Miller, *Councilmember*
 Robert Williams, *Councilmember*
 John Archey, *Council President*
 Patsy Riley, *Councilmember*
 James Detling, *Village Solicitor*

CALL TO ORDER: Mayor led the council in the Pledge of Allegiance and called the meeting to order at 7:00 PM.

APPROVAL OF MINUTES: Karla Harmon moved that the minutes of the June council meeting be approved as written. Robert Williams seconded. The motion carried.

BILLS REVIEW: Karla Harmon asked if the Cruise-In plaques were paid from the Park fund. Brett said that they were. Norman Warner noted the bills list included Board of Public Affairs bills and asked if the board saw their bills and if they approved. Brett said that the BOPA bills were left in the list partly because it is more convenient to leave them and partly because council should be aware of those expenses. Brett indicated that BOPA does see and approve their bills. Karla Harmon moved the bills be approved as presented. John Archey seconded. The motion carried.

CITIZEN'S COMMENTS: None

MAYOR'S REPORT: (1) Jason received a number inquiries about the community picnic. He noted that the turnout was very low. Jason suggested bringing back the fireworks and has talked to an acquaintance that works for a fireworks provider and Mayor Bowers (Greenville). He also suggested bringing back a version of the village festival and has gotten a positive response from Tom Hill and the Greenville Marching Band. Jason also talked to the Friends of the Cardinal about participating. Brett indicated that the Friends are interested but don't want to compete with the Park Board. Jason also stated that he has gotten feedback suggesting that there would be better attendance if the activities happened within the town. Jason cited Northstar as an example and Norman also mentioned Ansonia. (2) Jason was contacted by Patricia Baker about water bill dispute and wanted Jason to have penalties removed. Jason stated that he did not have the power to have charges removed. Brett stated that Patricia appealed to the Board of Public Affairs and the board ruled against her.

SOLICITOR'S REPORT: Jason asked Jim to check on 104 Auld and 215 Corwin and is wondering why it is taking so long to resolve the situation. Chris asked if Vern could mow 215 Corwin and Brett that he could. Vern mentioned that it has been mowed in the past. The condition of the yard has caused problems. Jim asked if the taxes were delinquent and Chris asked if the utilities were delinquent. Brett said that both were delinquent. Jason mentioned the old lumberyard next to his house as also being a problem. Jim said that he would look into it.

COMMISSIONER'S REPORT: (1) Got a belt for the chipper and tried start, but it has a fuel problem (2) Tried to clean storm drain drops at Chris Hall's and Chris Clark. Was unable to clean Chris Hall's completely, but was able to open up Chris Clark's. (3) Repaired grate on the collection box at Cardinal Center ball field. It had been pried off and thrown into the bottom. It is not chained and locked and so far there are no indications of further problems (4) Removed tire from under Main St. (5) Repaired wiring at flasher on Main St, but need to order new flasher unit (6) Called in Erisman Excavating for tower problem flooding on Brown St. Tile at tower had blown out is fixed, but there is still probably a blockage below, a riser has been installed to prevent tile being blown out again. Found tile under Brown St. full of roots. The tile is about 10 feet deep. Estimate to run a new line would exceed \$3,000. In the meantime, root killer will be added to see if that will open up the tile. A riser was also added so a T could be put in to drain water across the ground. (7) Marked streets for pothole repair and will call Wagner, Walls Bros., and Cooper for estimates. (8) Suggest that another catch basin be added to the property at Chris Miller's to alleviate ponding where the drain is set too high.

CLERK/TREASURER'S REPORT: (1) Audit is well under way. Due to the state of the books, the auditors have increased their estimate of time to 188 hours. Typical time for a village of Gettysburg's size is around 150 hours. Hourly rate is billed at \$41/ hour. Added cost is \$1,558.00. The auditors are satisfied with the current situation, but there will be a lot of negative remarks on the final report. (2) Did the webinar about the capital grant for the Cardinal Center. The value of the building might be able to be used for the local matching funds. The funds must be used for cultural aspects of the facility. The webinar have been downloaded for additional

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viewing. (3) Revenue is more than what was estimated in General fund and Street funds. (4) Appropriations – commissioners salary from street fund is going to be used up soon and need to decide whether to appropriate more from Streets or use General Fund. (5) Notification of fraud reporting system form needs to be signed. (6) Records Commission – need to schedule two meetings (7) Bank recs from last month's meeting were not reviewed or signed. Current bank rec is not completed because Brett decided to wait on auditor's comments (8) Looking for other work (9) Brett has decided that he needs to start looking for other employment as the current clerk's salary does not meet his income needs. Jason asked how much Brett would need to stay in the position. Brett said he would need \$1,800/month. In general discussion, Karla and Chris voiced the opinion that amount of money requested would be fair considering the workload and responsibility of the position. Karla also noted that she thought it would difficult to find a qualified person to fill position at the current rate. Jason asked how to proceed. Brett said the position would have to be converted a fiscal officer. Norman noted that pay for the elected clerk has to be adjusted between terms. Jim asked when the current term ended was told it would be March 31, 2016. Jason asked Brett how long does council have to make a decision and Brett said he would like to have the matter settled by September. Jim said he would research to see what the exact process needs to be. Norman thought that Brett would have to resign; council would convert the position, and then rehire him. John asked if the clerk's salary was also paid from the Board of Public Affairs and if Brett had talked to them. Brett said that yes, BOPA contributes, but hasn't talked to them yet. Norman said it was based on a percentage and thought that BOPA should have the larger percentage. Jason asked whether the fiscal officer would be an annual contract. Brett said it would whatever was agreeable between parties with the advantage of the village having the ability to fire the officer if it were necessary. Jason asked Jim to look into finding a base contract.

OTHER REPORTS:

Streets—John said he and Norman were going to review the pothole repairs that Vern had marked and prioritize them.

Storm Sewer—nothing

PDI—nothing

ADA/Hospitality—nothing

Cardinal Center—nothing

Park Board—Minutes distributed

Board of Public Affairs—Minutes distributed.

Zoning Board— Karla asked for direction regarding the ordinances since adopting the current version of the Ohio Basic Code is not a good option. Brett wondered whether there was very much difference between the current version and the 2003 version. Jim thought there some minor differences. Council discussed the value of pursuing the adoption of the new version when there isn't a mechanism in place to enforce the ordinances that are already adopted. Chris suggested that it may be more of a matter of communication than enforcement.

OLD BUSINESS:

1. **2015 Tax Budget** – Brett said he made a couple of changes to account for the Cardinal Center capital grant and converted it into the format required by the county auditor. Karla Harmon moved that the 2015 Tax Budget be approved. Robert Williams seconded. The motion carried.
2. **Resident Income Survey** –Brett presented the survey to council so that they knew what the residents would be receiving and encouraged council to fill out their surveys and submit them.
3. **2nd Readings Ordinance 2014-03**
Motion: Karla Harmon moved to pass the 2nd reading Ordinance 2014-03. Chris Miller seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.
4. **2nd Reading Resolution 08-2014**
Motion: Norman Warner moved to pass the 2nd reading of Resolution 08-2014. Karla Harmon seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.
5. **Iddings Invoice** – Brett asked the auditors if the village could pay the Iddings Glass invoice without having a PO issued. The auditors said yes, but not with the invoice as written as there is too little detail. The issue may be dead as Iddings is apparently out of business.

NEW BUSINESS:

1. **Basketball rims and metal nets for Cardinal Center outside court**— As the court sees a lot of use and the current rims are not in good condition and cloth nets do not last very long, Jason suggested they should be replaced with sturdy new rims and chain nets. Chris asked what the condition of the

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BEAR GRAPHICS 800-325-8094 FORM NO. 10148

JULY 10, 2014

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- backboards is. They are in OK condition. John Archey moved that new rims and nets be purchased using money from the Youth Fund. Chris Miller seconded. The motion carried.
2. **Resolution 09-2014 Current Expense Levy & Resolution 10-2014 Fire and EMS Levy** – Brett explained that Resolutions 09-2014 & 10-2014 were necessary to place renewal levies on the November ballot. Both levies represent a substantial amount of revenue for the village and the fire department.

Resolution 09-2014 RESOLUTION DECLARING IT NECESSARY TO LEVY A RENEWAL OPERATING LEVY IN EXCESS OF THE TEN MILL LIMITATION AND REQUESTING CERTIFICATION OF COUNTY AUDITOR

Motion: Karla Harmon moved to pass the first reading of Resolution 09-2014. Robert Williams seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The first reading passed.

Motion to declare an emergency and suspend rules and have the second and third readings by title only made by Norman Warner, seconded by Karla Harmon. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass second reading by title only made by Norman Warner, seconded by John Archey. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass third reading by title only made by Norman Warner, seconded by John Archey. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried and Resolution 09-2014 passed.

Resolution 10-2014 RESOLUTION DECLARING IT NECESSARY TO LEVY A RENEWAL OPERATING LEVY IN EXCESS OF THE TEN MILL LIMITATION AND REQUESTING CERTIFICATION OF COUNTY AUDITOR

Motion: Robert Williams moved to pass the first reading of Resolution 10-2014. Karla Harmon seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The first reading passed.

Motion to declare an emergency and suspend the rules and have the second and third readings by title only made by Norman Warner, seconded by Karla Harmon. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass second reading by title only made by John Archey, seconded by Robert Williams. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass third reading by title only made by Karla Harmon, seconded by Chris Miller. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried and Resolution 10-2014 passed.

3. **Special Meeting for Board of Elections and "Then & Now" Resolution validating Refuse rate increase to \$15.26 for beginning of 2013.** – Brett explained that once the county auditor certified Resolutions 09-2014 & 10-2014, council would have to pass a couple more resolutions to be filed with the Board of the Elections by August 6th for the levy renewals to appear on the November ballot. The state auditors also asked for a resolution to validate the trash collection increase in 2013 since no official record of the increase had yet been found. – (A special meeting was scheduled for Thursday, July 24). Brett also noted that the trash was not done correctly. The Board of Public Affairs is not supposed to enter into contracts greater than \$15,000 without council approval. Jason that was partially his fault as he was not aware of that rule and directed the board to proceed.
4. **Resolution 11-2014 Supplemental Appropriations**— Brett said some changes needed to be made because of the park has been awarded grant money to purchase playground equipment. There will also increases for auditing fees from the Water Operating Fund and Sewer Operating Fund.

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Held

JULY 10, 2014

Motion: Karla Harmon moved to pass the first reading of Resolution 11-2014. Chris Miller seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The first reading passed.

Motion to suspend the rules and have the second and third readings by title only made by Norman Warner, seconded by Karla Harmon. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass second reading by title only made by John Archey, seconded by Karla Harmon. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass third reading by title only made by Robert Williams, seconded by Chris Miller. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried and Resolution 11-2014 passed.

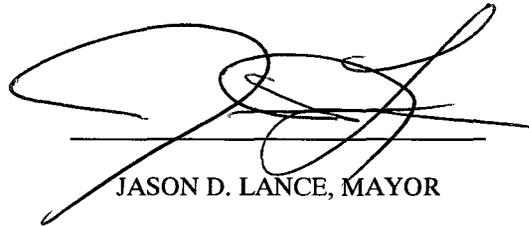
5. **Red Cross Use of Cardinal Center**— Patsy explained that a Red Cross representative looked at the building and would like for to be available for use as an emergency shelter. Brett said that there would be no cost to the village and the Red Cross carries its own insurance. The Friends of the Cardinal Center will help with any volunteer needs. Patsy Riley moved that the Cardinal Center be made available to the Red Cross as an emergency center. Karla Harmon seconded. The motion carried.

Pre-Adjournment Discussion: Norman asked if Brett could provide a monthly income/expense report for the Cardinal Center. Brett said that he could.

ADJOURNMENT: Motion to adjourn made by John Archey, seconded by Robert Williams. The motion carried and the meeting was adjourned at 8:55PM.



BRETT P. CLARK, CLERK/TREASURER



JASON D. LANCE, MAYOR

RECORD OF PROCEEDINGS

Minutes of

VILLAGE OF GETTYSBURG COUNCIL SPECIAL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

JULY 24, 14
20

Held

PRESENT: Jason Lance, *Mayor*
 Brett Clark, *Clerk/Treasurer*
 Vern Eikenberry, *Village Commissioner*
 Norman Warner, *Councilmember*
 Karla Harmon, *Councilmember*
 Robert Williams, *Councilmember*
 John Archey, *Council President*
 Patsy Riley, *Councilmember*
 James Detling, *Village Solicitor*

CALL TO ORDER: Mayor led the council in the Pledge of Allegiance and called the meeting to order at 7:00 PM

BUSINESS:

1. Resolution 12-2014: RESOLUTION DECLARING NECESSITY FOR A VILLAGE OF GETTYSBURG TAX LEVY FOR RENEWAL OF FUNDS FOR CURRENT EXPENSES OF THE VILLAGE AND CERTIFICATION TO THE BOARD OF ELECTIONS

Brett explained that revenue from this levy is approximately \$8,890, will be placed on the ballot in November 2014 and as renewal does represent an increase and so is likely to pass.

Motion to pass first reading of Resolution 12-2014 made by Karla Harmon, seconded by Patsy Riley. Roll call: Norman Warner, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The first reading passed.

Motion to declare an emergency and suspend the rules and have the second and third readings by title only made by Norman Warner, seconded by Karla Harmon. Roll call: Norman Warner, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass the second reading by title only made by Karla Harmon, Seconded by John Archey. Roll call: Norman Warner, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass the third reading by title only made by Patsy Riley, Seconded by Robert Williams. Roll call: Norman Warner, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried and Resolution 12-2014 passed.

2. Resolution 13-2014 : RESOLUTION DECLARING NECESSITY FOR A VILLAGE OF GETTYSBURG TAX LEVY FOR RENEWAL OF FUNDS FOR OPERATION OF THE FIRE DEPARTMENT AND EMERGENCY MEDICAL SERVICES CERTIFICATION TO THE BOARD OF ELECTIONS

Motion: Robert Williams moved to pass the first reading of Resolution 13-2014. Karla Harmon seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The first reading passed.

Motion to declare an emergency and suspend the rules and have the second and third readings by title only made by Norman Warner, seconded by Karla Harmon. Roll call: Norman Warner, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass second reading by title only made by John Archey, seconded by Patsy Riley.

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BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held

JULY 24, 2014

Roll call: Norman Warner, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

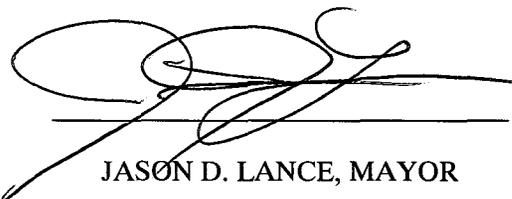
Motion to pass third reading by title only made by John Archey, seconded by Karla Harmon. Roll call: Norman Warner, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried and Resolution 13-2014 passed.

- 3. Clerk/Treasurer to Fiscal Officer** – Jim Detling reported that there is a statutory provision which allows a conversion from clerk/treasurer to fiscal officer when a vacancy exists. Brett would have to resign and then council would have to pass by 2/3 vote an ordinance combining the clerk/treasurer into the appointed position of fiscal officer. Council would then have to pass another ordinance to convert clerk/treasurer to fiscal officer to be certified and sent to the Board of Elections. Jason asked if Brett would have to be out of office for a period of time. Jim said that there is no waiting period. The mayor would appoint the fiscal officer and then council would have to approve that choice by a 2/3 vote. Norman asked if there was term. He was told that the position did not have a set term. Norman then asked how wages would be handled. Jim said that terms of employment would be mutually agreed upon in a contract set by ordinance. Patsy inquired as to why council was exploring the change to fiscal officer. Jason explained that Brett was going to resign because the current wage does not meet his income needs. (the only way to increase the pay at this time is to convert the position) Jim suggested that council needs to look at the affordability of pay increase before proceeding. Brett explained that even if he can't be paid at the rate he needs and resigns, the conversion to fiscal officer would allow the council more flexibility in finding qualified person as they would not be restricted to village residents. Norman thought that fiscal officer should live in the village. Karla and Jason thought it would difficult to find someone willing to move even at the wage that Brett was asking for. Jason also thought a non-resident might be more objective. Jason asked if the village could afford it. Brett indicated that he thought it probably could. Brett suggested he meet with the finance committee to examine the issue. Norman asked when they could meet (The finance committee meeting was set for July 31). Jim asked when Brett's current term ends. He was told the term ended March, 31 2016. John asked if we knew how much money we would have available. Brett indicated that we didn't know precisely but we had a good idea since we had already worked through the 2015 tax budget. Jason asked how the current salary was allocated. Brett explained that 80% came from the village with 10% coming from the water fund and 10% from the sewer fund. There was general agreement that current allocation was not appropriate.
- 4. Audit Arrangement Increase** – Brett presented an updated letter of arrangement with the state auditor reflecting an increase in the cost of the audit of \$1,640, bringing the total audit cost to \$9,348. Jason asked if the village would receive a report or being given presentation. Brett said the village would get a report that and would need to respond to issues raised by the auditor. Patsy said her recollection was that the auditor would meet with the mayor and the clerk.
- 5. Totman** – Brett said that he has received complaints about the yard at 215 Corwin and asked whether council wants village personnel to mow it or hire a contractor. Council indicated that Vern should take care of it.

ADJOURNMENT: Motion to adjourn made by Patsy Riley, seconded by Karla Harmon. The motion carried and the meeting was adjourned at 7:45PM.



BRETT P. CLARK, CLERK/TREASURER



JASON D. LANCE, MAYOR

RECORD OF PROCEEDINGS

Minutes of

VILLAGE OF GETTYSBURG COUNCIL SPECIAL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

August 5, 14
20

Held _____

PRESENT: Brett Clark, *Clerk/Treasurer*
 Norman Warner, *Councilmember*
 Karla Harmon, *Councilmember*
 Chris Miller, *Councilmember*
 John Archey, *Council President*
 Patsy Riley, *Councilmember*

CALL TO ORDER: John Archey called the meeting to order at 7PM.

BUSINESS: Brett explained that Resolutions to be passed were additional requirement from the Board of Elections to place levy renewals on the ballot for November, 2014 and were due no later than August 6, 2014.

1. RESOLUTION 14-2014: A RESOLUTION TO PROCEED WITH THE RENEWAL OF THE TAX LEVY FOR CURRENT EXPENSES FOR THE VILLAGE OF GETTYSBURG AND DECLARING AN EMERGENCY

Motion: Chris Miller moved to pass the first reading of Resolution 14-2014. John Archey seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; John Archey, yea; Patsy Riley, yea. The first reading passed.

Motion to declare an emergency and suspend the rules and have the second and third readings by title only made by Norman Warner, seconded by Chris Miller. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass second reading by title only made by Norman Warner, seconded by Chris Miller. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass third reading by title only made by Patsy Riley, seconded by Norman Warner. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; John Archey, yea; Patsy Riley, yea. The motion carried and Resolution 14-2014 passed.

2. RESOLUTION 15-2014: A RESOLUTION TO PROCEED WITH THE RENEWAL OF THE TAX LEVY FOR FIRE DEPARTMENT AND EMERGENCY MEDICAL SERVICES FOR THE VILLAGE OF GETTYSBURG AND DECLARING AN EMERGENCY

Motion: Patsy Riley moved to pass the first reading of Resolution 14-2014. Karla Harmon seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; John Archey, yea; Patsy Riley, yea. The first reading passed.

Motion to declare an emergency and suspend the rules and have the second and third readings by title only made by Norman Warner, seconded by Karla Harmon. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

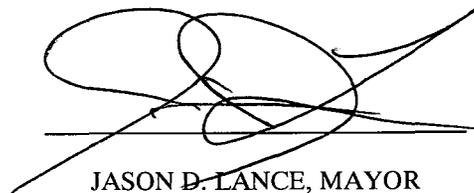
Motion to pass second reading by title only made by Karla Harmon, seconded by Chris Miller. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass third reading by title only made by Karla Harmon, seconded by Chris Miller. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; John Archey, yea; Patsy Riley, yea. The motion carried and Resolution 15-2014 passed.

ADJOURNMENT: Motion to adjourn made by Norman Warner, seconded by Karla Harmon. The motion carried and the meeting was adjourned at 7:06PM.



BRETT P. CLARK, CLERK/TREASURER



JASON D. LANCE, MAYOR

RECORD OF PROCEEDINGS

Minutes of

VILLAGE OF GETTYSBURG COUNCIL MONTHLY

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

AUGUST 14, 2014

Held _____

PRESENT: Jason Lance, *Mayor*
 Brett Clark, *Clerk/Treasurer*
 Vern Eikenberry, *Village Commissioner*
 Norman Warner, *Councilmember*
 Karla Harmon, *Councilmember*
 Chris Miller, *Councilmember*
 Robert Williams, *Councilmember*
 John Archey, *Council President*
 Patsy Riley, *Councilmember*
 James Detling, *Village Solicitor*

CALL TO ORDER: Mayor led the council in the Pledge of Allegiance and called the meeting to order at 7:00 PM.

APPROVAL OF MINUTES: Norman Warner moved that the minutes of the July 10, 2014 council meeting be approved as written. Karla Harmon seconded. The motion carried.

Patsy Riley moved that the minutes of the July 24, 2014 council meeting be approved as written. Robert Williams seconded. The motion carried.

Norman Warner moved that the minutes of the August 5, 2014 council meeting be approved as written. Karla Harmon seconded. The motion carried.

BILLS REVIEW: Karla asked about the Tracfone payment. Vern said it was the best and most economical solution for his needs. He also pays towards minutes and time to make up for any personal use. Karla Harmon moved the bills be approved as presented. John Archey seconded. The motion carried.

CITIZEN'S COMMENTS: None

MAYOR'S REPORT: None

SOLICITOR'S REPORT: Helped Brett with the Tax Levy Renewal Resolutions to meet requirements of the Board of Elections. (2) Did additional research on converting from a Clerk/Treasurer to Fiscal Officer and have documents to help in the process (3) Called Margaret Hayes regarding 104 Auld. Waiting on a response. *Discussion: Brett asked if there was any progress on an agreement with the township regarding their late fees. Council rehashed the issue.*

COMMISSIONER'S REPORT: (1) Water tower developed a leak. It has been repaired and has also been painted. Drain line to tower is blocked. Riser that was installed allowed it to be drained. (2) Knocked down weeds at 215 Corwin and bush hogged lot by old lumber yard. There were problems with the tractor, which have been repaired. (3) Chipped brush pile by water tower (4) Trimmed limbs by Clay St. (5) Boarded up broken door and window at 104 Auld. (6) Discovered a broken tile by office, which has created a hole. The area has been taped off (7) Received quotes from Wagner and Cooper Blacktop for pothole repairs and paving. Potholes: Cooper quoted \$4,900 for 100 sq yd and Wagner at \$5,990 at 152 sq yd. Paving Park Ave Section(Mary to Esther): Cooper \$6,500; Wagner \$7,310. Wagner also suggested chip-n-seal which would be a cheaper option (for paving). *Discussion: Question was asked whether the village could afford both the pothole and paving. Brett said it may be possible, but would not recommend it as it would be cutting it close with regard to available funds. Norman and Vern indicated that the chip-n-seal method was inferior and would not recommend it. It was decided put off the paving portion for the time being. Chris asked whether the village could repair the potholes. Norman said that the village would not be able to do a quality repair. Vern was concerned about whether Cooper's estimate for the amount was accurate. There was also concern about using a new company, although John thought that Cooper did a very good job at Norcold. Karla Harmon moved that Vern clarify the quote with Cooper and report back to the Street Committee for a final decision. Robert Williams seconded. The motion carried.*

CLERK/TREASURER'S REPORT: Report distributed. Additional: (1) Should be receiving a rebate from Bureau of Worker's Compensation. (2) Need to order some toner

OTHER REPORTS:

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VILLAGE OF GETTYSBURG COUNCIL MONTHLY

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

AUGUST 14, 2014

Held

Streets—nothing**Storm Sewer**—nothing**PDI**—nothing**ADA/Hospitality**—nothing

Cardinal Center—report distributed. Additional: Chris Miller asked when the Cardinal Center would be taken off the village's hands and also expressed concern about the center expenses based on the report that was distributed. Patsy said that the Friends of the Cardinal Center wanted to take over the center, but weren't ready yet. Chris was also cautioned that the current report reflected only the previous month's activity. Jason noted that he didn't think the Friends didn't have a good understanding of council's position or the village's financial situation. He also cautioned Patsy to remember her role on council and that her activity with the Friends seems to make it difficult for her to be impartial in matters concerning the Cardinal Center.

Park Board—Minutes distributed

Board of Public Affairs— Minutes distributed. John Archey wanted to make sure that the Board of Public Affairs was aware that they needed to start the process of a procuring new trash collection contract. He was informed that bid notices have been placed in the Early Bird and that Brett would be sending out bid letters to prospective contractors.

Zoning Board— Nothing**OLD BUSINESS:**

1. **Clerk to Fiscal Officer** - Karla Harmon made a motion to move into executive session to discuss personnel issues. John Archey seconded. The motion carried and council entered executive session at 8:53PM. Council came out of executive session at 9:40.
2. **3rd Readings Ordinance 2014-03**
Motion: Norman Warner moved to pass the 3rd reading Ordinance 2014-03. Karla Harmon seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.
3. **3rd Reading Resolution 08-2014**
Motion: Robert Williams moved to pass the 3rd reading of Resolution 08-2014. John Archey seconded. Roll call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

NEW BUSINESS:

1. **Street Lighting Contract** – Miami Valley Lighting has sent a new 5-year contract (2015-2019). There would be a 1.5% increase in 2016 and another 1.5% in 2018. Current yearly cost is approximately \$12,000. Jason asked if there were any other companies available for same service. Chris thought that conversion to LEDs would be a savings. Brett suggested that MVL would already be converting to LED if it was feasible because it would improve their bottom line. Brett will investigate.
2. **Christmas Lights** – Patsy Riley asked that council approve the purchase replacement bulbs for the Christmas decorations. Brett indicated that the cost would be small and should not be a problem. Chris Miller moved to allow the purchase. Karla Harmon seconded. The motion carried.
3. **Supplemental Appropriations Resolutions 16-2014**- The main purpose of the supplemental is make it possible for Brett to record the 2nd half tax settlements appropriately. There are also changes so that payments can be made for village natural gas, postage, street lights, pothole repairs, and auditor's fees.

Motion to pass the first reading made by Karla Harmon, seconded by John Archey.

Roll Call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea.

Motion to suspend the rules and have second and third readings by title only made by Norman Warner, seconded by Karla Harmon.

Roll Call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea.

Motion to pass the second reading by title only made by Karla Harmon, seconded by Robert Williams.

RECORD OF PROCEEDINGS

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VILLAGE OF GETTYSBURG COUNCIL MONTHLY

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

AUGUST 14, 2014

Held _____

Roll Call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea.

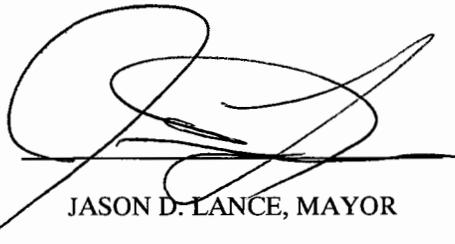
Motion to pass the third reading by title only made by Robert Williams, seconded Karla Harmon.
Roll Call: Norman Warner, yea; Karla Harmon, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea.

Resolution 16-2014 passed.

ADJOURNMENT: Motion to adjourn made by John Archey, seconded by Robert Williams. The motion carried and the meeting was adjourned at 9:42 PM.



BRETT P. CLARK, FISCAL OFFICER



JASON D. LANCE, MAYOR

RECORD OF PROCEEDINGS

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VILLAGE OF GETTYSBURG COUNCIL MONTHLY

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

AUGUST 14, 2014

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RECORD OF PROCEEDINGS

Minutes of

VILLAGE OF GETTYSBURG COUNCIL SPECIAL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

SEPTEMBER 3, 14
20

Held _____

PRESENT: Jason Lance, *Mayor*
 Brett Clark, *Fiscal Officer*
 Norman Warner, *Councilmember*
 Karla Harmon, *Councilmember* (late arrival 7:15)
 Robert Williams, *Councilmember*
 John Archey, *Council President*
 Patsy Riley, *Councilmember*

CALL TO ORDER: Mayor led the council in the Pledge of Allegiance and called the meeting to order at 7:05 PM

BUSINESS:

1. Ordinance no. 2014-04 : an ordinance to combine the duties of the position of clerk/treasurer into the appointed office of village fiscal officer during period of vacancy

Jason presented Brett's resignation as Clerk/Treasurer dated August 31, 2014 noting that this created a vacancy enabling council to convert the Clerk/Treasurer position to Fiscal Officer. (This change allows the salary to be adjusted to a more appropriate level and allows council to exercise more rigorous oversight of the position. Further legislative action will be required to certify the change to the Board of Elections)

Motion: Chris Miller moved to pass the first reading of Ordinance 2014-04. Robert Williams seconded. Roll call: Norman Warner, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The first reading passed.

Motion to declare an emergency and suspend the rules and have the second and third readings by title only made by Norman Warner, seconded by John Archey. Roll call: Norman Warner, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass second reading by title only made by John Archey, seconded by Chris Miller. Roll call: Norman Warner, yea; Chris Miller, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass third reading by title only made by Robert Williams, seconded by John Archey. Roll call: Norman Warner, Chris Miller, yea; yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried and Ordinance 2014-04 passed.

Jason appointed Brett Clark as Fiscal Officer with compensation set at \$1400 per month for expected working hours to be approximately 26 per week. Motion to approve the appointment made by Chris Miller, seconded by Robert Williams. The motion carried unanimously.

Norman Warner moved that the fiscal officer's salary be funded 60% from the General Fund and 40% from the Board of Public Affairs funds with allocations to be determined by the Board of Public Affairs. Chris Miller seconded. The motion carried unanimously.

2. Resolution 17-2014 : a resolution authorizing the village fiscal officer of the Village of Gettysburg to certify the following sums to the darke county auditor to be assessed and collected as delinquent water/sewer/refuse/debt retirement rents totaling \$5,007.96 as set forth herein and declaring an emergency

Motion: Chris Miller moved to pass the first reading of Resolution 17-2014. Robert Williams seconded. Roll call: Norman Warner, yea; Chris Miller, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The first reading passed.

RECORD OF PROCEEDINGS

Minutes of

VILLAGE OF GETTYSBURG COUNCIL SPECIAL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held

SEPTEMBER 3, 2014

Motion to declare an emergency and suspend the rules and have the second and third readings by title only made by Norman Warner, seconded by Patsy Riley. Roll call: Norman Warner, yea; Chris Miller, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

Motion to pass second reading by title only made by John Archey, seconded by Robert Williams. Roll call: Norman Warner, yea; Chris Miller, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried.

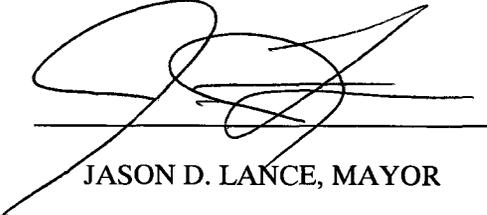
Motion to pass third reading by title only made by Patsy Riley, seconded by Karla Harmon. Roll call: Norman Warner, yea; Chris Miller, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea. The motion carried and Resolution 17-2014 passed.

- 3. Situation at 126 Ruth St.** – Several council members expressed concern that an individual (after a domestic dispute) has taken up residence at 126 Ruth and has not provided for electric or water services. Jason will follow up with the health department.

ADJOURNMENT: Motion to adjourn made by Patsy Riley, seconded by Karla Harmon. The motion carried and the meeting was adjourned at 7:40 PM.



BRETT P. CLARK, FISCAL OFFICER



JASON D. LANCE, MAYOR

RECORD OF PROCEEDINGS

Minutes of

VILLAGE OF GETTYSBURG COUNCIL MONTHLY

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

SEPTEMBER 11, 2014

Held _____

PRESENT: Jason Lance, *Mayor*
 Brett Clark, *Fiscal Officer*
 Vern Eikenberry, *Village Commissioner*
 Norman Warner, *Councilmember*
 Karla Harmon, *Councilmember*
 Chris Miller, *Councilmember*
 John Archey, *Council President*
 Patsy Riley, *Councilmember*
 James Detling, *Village Solicitor*
 Craig Knapke, *Access Engineering*

ABSENT: Robert Williams, *Councilmember*

CALL TO ORDER: Mayor led the council in the Pledge of Allegiance and called the meeting to order at 7:00 PM. Jason noted the anniversary of the September 11, 2001 terrorist attack and asked for a moment of silence in remembrance of the victims.

APPROVAL OF MINUTES: Karla Harmon moved to approve the August 14, 2014 Council meeting minutes. Seconded by Norman Warner seconded. The motion carried.

Karla Harmon moved to approve the September 3, 2014 Special Council Meeting minutes. Seconded by John Archey. The motion carried.

BILLS REVIEW: Patsy Riley asked for clarification about who pays for the porta pottie. Brett said that it was paid out of the park fund. Jason noticed in the Park Board minutes that they were concerned about the electric bill. Vern indicated that the bill seemed to correspond appropriately with the use of the facility. Karla Harmon moved to approve the bills as presented. Seconded by Norman Warner. The motion carried.

CITIZEN'S COMMENTS: None

MAYOR'S REPORT: (1) Met with directory of economic development (Mark Saluk) regarding the school and he (Mark) was interested and upbeat about the project and would be getting back to us. (2) Contacted the Health Department about the situation at 126 Ruth St and was told that it was legal to occupy a residence without water or electricity. They would take a more active interest if there were complaints from neighbors.

SOLICITOR'S REPORT: (1) Updated documents for clerk/treasurer conversion to fiscal officer for the 9/3 special meeting (2) Prepared draft agreement for village and Adams Township to resolve utility billing issue *Additional discussion:* Jason asked if there was anything that could be done about the old lumberyard as he believed it was becoming a hazard. Jim said that the quickest resolution would be a tax sale.

COMMISSIONER'S REPORT: (1) Talked to Cooper Asphalt who said he stand behind his quote. Re-measured the potholes and Cooper was very close. Finding was reported to Street Committee and was directed to use Cooper. The job was completed the following Monday. (2) Branches were trimmed on Short St. (3) Replaced flasher in light on Bridge & Main (4) Registered tires for recycling and will be take in on 9/25 (5) Repaired storm tile by Council House (6) Worked on riser at Brown St, still needs work. It is taking water and will treat with it more root killer (7) Flags have been set at half-mast for 9/11.(8) Ash tree by debris pile is dying and needs to be taken down. (John said he would be willing to take it down.) *Additional discussion:* Patsy said that the christmas decorations are ready to go with exception of one with a plug to be repaired and the yellow on the curb at the Cardinal Center needs to be removed or covered per instructions from Jim Surber. Norman asked about the quality of cut by State Route 36. Vern said that he was aware of the problem and thought it might the antiscalp wheels and would investigate. Norman also asked about the pile of brush and indicated that he thought that village shouldn't allow anyone but the village to pile brush there. Patsy thought that the village had allowed it as a courtesy to residents. Karla Harmon moved to forbid the dumping of brush for non-village purposes on the brush pile. Norman Warner seconded. The motion

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VILLAGE OF GETTYSBURG COUNCIL MONTHLY

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BEAR GRAPHICS 800 325-8094 FORM NO 10148

Held

SEPTEMBER 11, 2014

passed.

FISCAL OFFICER'S REPORT: (1) Haven't heard from the auditor's yet *Additional: Karla asked about the difference in amounts for fund status of the Cardinal Center on different reports. Brett said to keep in mind that reports created on different days would have different amounts if transactions occurred in the intervening period.*

OTHER REPORTS:

Streets—nothing

Storm Sewer—nothing

PDI—nothing

ADA/Hospitality—nothing

Cardinal Center—Brett had a meeting with Comprehensive Health Network. They are very interested in using Room 117 as a senior center on a regular basis up to five days a week. Karla asked if prices were discussed. Brett said not specifically, but they referenced the established rates during the conversation. Patsy asked if they had done this sort of thing before. Brett said that they had. Chris asked if the prices were rates to deal with different situations. Jason said that he thought that the rate set were comparable to other facilities. Karla said that the prices have been adjusted for specific situations. Chris suggested that the Friends of the Cardinal Center should have more control over the facility. Patsy recognized the work that Terry Miller and Jerry Hoschaurer did to repair the roof and clean the gutters.

Park Board—Minutes distributed

Board of Public Affairs— Minutes distributed.

Zoning Board— Nothing

OLD BUSINESS:

1. **Street Lighting Contract-** Brett said that he tried to look into alternatives for the Miami Valley Lighting(MVL) for street lighting and discovered that this was not feasible as MVL most likely owns the lights. Brett cited a case between the city of Englewood and MVL. As this is the case, the only course of action is for council to approve the lighting agreement as presented or go without street lights. Karla Harmon moved to approve the Miami Valley Lighting contract. Chris Miller seconded. The motion carried.
2. **Income Survey Update-** Craig Knapke handed out a status for the income survey. With 94 surveys returned, we are 39 surveys short of the required amount. Patsy wondered if the lack of response was due to a misunderstanding or sense of privacy. Craig said it could be either. He said at this point, it is time to go door to door, which would also be an opportunity to explain the purpose. Several members of council noticed addresses on the list of non-return addresses that they thought had submitted their surveys. Craig said to disregard the list and he would check with Jeff Marshall (Darke County Grants) and he would send a corrected list no later than Monday (9/15). Craig suggested that when contacting residents to have them fill out the survey, place it in an envelope, write the address on outside, and return it to the surveyor.
3. **Township utility agreement** – Jason said that the agreement should alleviate the problem the village and township had regarding late fees. Brett noted that the agreement mentioned set fees and asked what would happen if rates changed. Jim Detling indicated that the agreement foresees that occurrence and would trigger a procedure to update the agreement. Karla Harmon motioned to approve the Township Utility Agreement. Chris Miller seconded. The motion passed.

NEW BUSINESS:

1. **Resolution 18-2014 Supplemental Appropriations-** Changes in appropriations are mainly to make it possible to pay the fiscal officers salary and distribute the Fire and EMS property tax money. There are also several adjustments to medicare items to bring them in line with the actual expenditures.

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Minutes of VILLAGE OF GETTYSBURG COUNCIL MONTHLY Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

SEPTEMBER 11, 2014

Held _____

Motion to pass the first reading of Resolution 18-2014 made by Chris Miller. Seconded by Karla Harmon. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

Motion to declare an emergency and the second and third readings of Resolution 18-2014 by title only made by Norman Warner. Seconded by Karla Harmon. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

Motion to pass the second reading of Resolution 18-2014 by title only made by Chris Miller. Seconded by Karla Harmon. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

Motion to pass the third reading of Resolution 18-2014 by title only made by John Archey. Seconded by Chris Miller. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

The motion carried and Resolution 18-2014 passed.

2. **Accept Budget Commission Rates** –The village has received the estimate for 2015 from Local Government Distribution. The percentage (2.53%) is the same as 2014 but the amount of \$32,520.06 is about \$1,300 more. The county has allocated 95% of the expected funds so the amount may increase. The council needs to pass a motion and a resolution (provided by the county auditor) to accept the funds for 2015.

The motion to accept the 2.53% allocation from the county was made by Patsy Riley. Seconded by Karla Harmon. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

Motion to pass the first reading of Resolution 19-2014 ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR made by Chris Miller. Seconded by John Archey. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

Motion to declare an emergency and the second and third readings of Resolution 19-2014 by title only made by Norman Warner. Seconded by Karla Harmon. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

Motion to pass the second reading of Resolution 19-2014 by title only made by Chris Miller. Seconded by Karla Harmon. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

Motion to pass the third reading of Resolution 19-2014 by title only made by Patsy Riley. Seconded by John Archey. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

The motion carried and Resolution 19-2014 passed.

3. **Park Propane Prepay Contract**- The Park Board recommended accepting a prepay propane contract with Harvest Land Coop to lock in propane costs for the upcoming winter for the purpose of saving costs and avoiding fluctuations in the price of fuel. The contract would

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purchase 500 gallons of propane at 1.849 per gallon. Norman Warner motioned to approve entering into the contract. Chris Miller seconded. The motion carried.

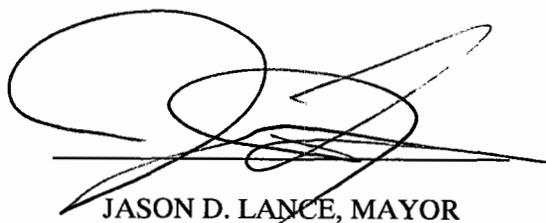
4. **Basketballs/Scoreboard lights.**- Patsy said that the Friends of the Cardinal Center purchased a the old Greenville High School scoreboard for the Cardinal Center. The scoreboard is in good condition but needs light bulbs. The Friends have asked if the village could purchase the lights with money from the Gettysburg Youth Fund (Roger Wehrley funds). Basketballs and a ball rack are also needed. Karla Harmon moved that LED bulbs, 6 basketballs, ball rack, and scoreboard installation be paid for from the Gettysburg Youth Fund. Chris Miller seconded. The motion carried.
5. **Streets-** John Archey noted that the debris and weeds in the streets were making them look pretty bad. Council agreed with John's assessment. In regards to spraying for weeds, discussions centered on the commissioner's responsibilities and licensing requirements for spraying with the desire for the work to be performed by the village. John and Norman indicated that this issue needs to be resolved over the winter. Karla asked if the streets could be cleaned yet this year.

PRE-ADJOURNMENT: John Archey asked if anyone else had received a letter from the county auditor regarding property values and new what it was about. Most of the council had also received the letter and indicated their property values within Gettysburg went down.

ADJOURNMENT: Norman Warner motioned to adjourn. Karla Harmon seconded. The motion carried and the meeting adjourned at 8:40PM.



BRETT P. CLARK, FISCAL OFFICER



JASON D. LANCE, MAYOR

RECORD OF PROCEEDINGS

Minutes of VILLAGE OF GETTYSBURG COUNCIL MONTHLY Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

OCTOBER 9, 2014

Held _____

PRESENT: Jason Lance, *Mayor*
 Brett Clark, *Fiscal Officer*
 Vern Eikenberry, *Village Commissioner*
 Norman Warner, *Councilmember*
 Karla Harmon, *Councilmember*
 Chris Miller, *Councilmember*
 John Archey, *Council President*
 Patsy Riley, *Councilmember*
 Craig Knapke, *Access Engineering*

ABSENT: Robert Williams, *Councilmember*
 James Detling, *Village Solicitor*

CALL TO ORDER:

Mayor led the council in the Pledge of Allegiance and called the meeting to order at 7:00 PM.

APPROVAL OF MINUTES:

Karla Harmon moved to approve the September 11, 2014 Council meeting minutes. Seconded by Norman Warner seconded. The motion carried.

BILLS REVIEW:

Karla Harmon moved to approve the bills as presented. Seconded by Norman Warner. The motion carried.

CITIZEN'S COMMENTS: None

MAYOR'S REPORT: None

SOLICITOR'S REPORT: None

COMMISSIONER'S REPORT:

(1) Placed no dumping sign at brush pile (2) Trimmed trees around town to avoid problems with the snow plow. *John asked whether trees were on private or village property. Vern said that they were on private property but were overhanging the right of way. Jason mentioned that there were problems with lilacs at Capasso's blocking visibility at corner.* (3) Some small trees taken down at Route 36 culvert (4) Put new anti-scalp wheels on the John Deere mower, which has improved the cut (5) Worked with Jerry Downer to resolve issue with salt in water system, which took 4-5 days (6) Spoke to several people about how to remove/cover the yellow curb at the school with no conclusion as to the best way to proceed (7) Getting to close to date that stop signs need to meet new reflectivity and other requirements. *Discussion: Norman asked who checking to see that signs meet requirements. Vern wasn't sure how that was going to be done. Norman said that changing the signs will have to be done, but the requirement isn't really necessary. Jason said he thought requirements have more to do with liability than actual safety.* Chris Miller moved to purchase the needed signs. Karla Harmon seconded. The motion carried. (8) Disposed of old tires. *Discussion: It was noted that there are problems with refuse such as tires being placed in the recycling bins.*

FISCAL OFFICER'S REPORT:

(1) Trash bids will be submitted by Rumpke & Republic. Total of solicitations- Best Way has a no complete agreement and PC Disposal was acquired by Rumpke (2) Received Basketballs, storage rack, and LEDs for scoreboard (3) Cardinal Center documents in packet. Fitzwater's mowed beyond the purchase orders available even though they were advised at the beginning of the season that they needed to have a PO to be guaranteed payment. (4) Contacted auditors and it sounds like we have results in time for November meeting (5) Need birthdates for Ohio hiring reports – Robert, Chris, Karla, Norman (6) Larry Green stopped by to confirm that the village wanted leaf pickup done. He was told that money has been appropriated. He will get back to us regarding the scheduling.

OTHER REPORTS:

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Held

Streets—nothing**Storm Sewer**—nothing**PDI**—nothing**ADA/Hospitality**—nothing**Cardinal Center**—nothing**Park Board**—Minutes distributed

Board of Public Affairs— Brett reported that minutes were available because the board had to reschedule its meeting due to conflicts. Rumpke is supposed to be presenting at proposal at the next meeting and Republic is supposed to be sending a proposal as well. Also, the board will be reviewing utility bill adjustments as the water operating fund needs to increase its revenue. It is likely that the bills can be reallocated so that residents won't see an increase.

Zoning Board— Nothing**OLD BUSINESS:**

- 1. Income Survey-** Craig Knapke reported that the income surveys are complete and the village does qualify for CDBG (Community Development Block Grants). Craig asked Jason to certify the survey, which Jason did. Regarding the OPWC (Ohio Public Works Commission) application, Craig mentioned that the village is being considered by the district for small government funds with a decision expected in September of 2015. Some changes have been made to the application which lowers the amount of the villages expected contribution. Craig needs signatures from Jason & Brett. Brett asked if we should get council approval for the changes first. Karla Harmon moved to accept the changes. Chris Miller seconded. The motion carried. Per Craig's comments regarding the timeline, OPWC funding would become available July 1, 2015. County level CDBG applications are due April and decisions made late May early June. CDBG community revitalization applications would due in June with decisions made in September. If everything falls into place then the Main St project would be completed during the construction season in 2016. The revitalization project funds can tie into other needs as well. There must be five public meetings scheduled to collect input from citizens. There was discussion that communication about the purpose of the surveys needed to be better as several residents didn't understand the value/reason to return a survey. The history and benefits of the projects completed through this process needs to be presented at the public meetings.

NEW BUSINESS:

- 1. Sale of desks and scrap-Cardinal Center-** Patsy said that were a number of desks and scrap from the removal of pipes that were part of the old heating system and would like permission to sell them as they aren't needed. Karla Harmon moved to allow the sale of the items. Norman Warner seconded. The motion carried.
- 2. Insurance Update – Hylant Group -** The Hylant Group has presented their proposal for the village insurance renewal for the coming year. The addition of the Cardinal Center property is the only substantive change from the previous year. Hylant valued the property at 3.6 million, which will increase overall costs by approximately \$2,300. Brett said that when talking to the Hylant representative, it didn't appear they would be willing to making any adjustments that would bring the cost down further (Hylant's underwriters originally valued the property at 7.2 million). The village is in the middle of a 3-year contract with Hylant. Norman Warner moved to accept the renewal proposal. Karla Harmon seconded. The motion carried.
- 3. Supplemental Appropriations –** Brett explained that he had to make some small changes for medicare withholdings due to a miscalculation. A change was also made to the Water Operating so that salt could be ordered. The school fund was also changed so that bills can be paid when expected revenue comes in. Karla asked how bills would be paid with the fund balance as low as it is. Brett said that they wouldn't. He doesn't think the UAN software would let him if he tried and he would not take fund into a negative balance if it did. The calendar of events has started to fill up for November, December, January, and February and

RECORD OF PROCEEDINGS

Minutes of VILLAGE OF GETTYSBURG COUNCIL MONTHLY Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

OCTOBER 9, 2014

Held _____

revenue is expected to be able to cover most of the monthly expenses. Jason asked money comes back directly from the bazaars hosted by the Friends of the Cardinal Center. Patsy said no, but the friends pay a lot of bills. Brett indicated that the friends activities have not been treated that same as normal rentals due to their unique role in supporting the center. They have contributed around \$6,000 towards the center's expenses thus far.

Motion to pass the first reading of Resolution 20-2014 made by Karla Harmon. Seconded by Patsy Riley. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

Motion to declare an emergency and the second and third readings of Resolution 20-2014 by title only made by Norman Warner. Seconded by Karla Harmon. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

Motion to pass the second reading of Resolution 20-2014 by title only made by John Archey. Seconded by Patsy Riley. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

Motion to pass the third reading of Resolution 20-2014 by title only made by Karla Harmon. Seconded by John Archey. Roll Call Vote: Norman Warner, yes; Karla Harmon, yes; Chris Miller, yes; Robert Williams, absent; John Archey, yes; Patsy Riley, yes.

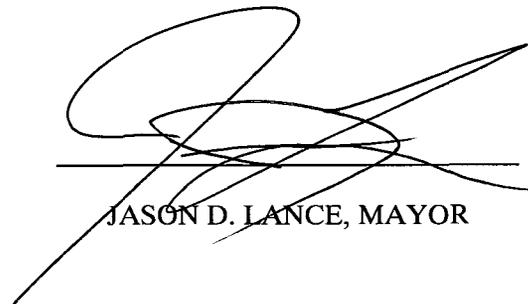
The motion carried and Resolution 20-2014 passed.

PRE-ADJOURNMENT: Karla mentioned that she had been told that drug dealers from Dayton have been coming to Gettysburg trading off at the school because they know that there is not a regular sheriff's patrol in town. Council discussed the issue and other related issues regarding crime in town. No actionable conclusions were reached.

ADJOURNMENT: Norman Warner motioned to adjourn. John Archey seconded. The motion carried and the meeting adjourned at 8:25PM.



BRETT P. CLARK, FISCAL OFFICER



JASON D. LANCE, MAYOR

RECORD OF PROCEEDINGS

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Minutes of

VILLAGE OF GETTYSBURG COUNCIL MONTHLY

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

NOVEMBER 13, 2014

Held

PRESENT: Jason Lance, *Mayor*
 Brett Clark, *Fiscal Officer*
 Norman Warner, *Councilmember*
 Karla Harmon, *Councilmember*
 Robert Williams, *Councilmember*
 John Archey, *Council President*
 Patsy Riley, *Councilmember*
 James Detling, *Village Solicitor*

ABSENT: Chris Miller, *Councilmember*
 Vern Eikenberry, *Village Commissioner*

GUESTS: Esther Clark, *Citizen*

CALL TO ORDER

Mayor Lance led the council in the Pledge of Allegiance and called the meeting to order at 7:00 PM.

APPROVAL OF MINUTES

John Archey motioned to accept the minutes of the October 9, 2014 regular meeting. Karla Harmon seconded. The motion carried.

BILLS REVIEW

Karla Harmon motioned to approve the October 8 through November 12 payments. Robert Williams seconded. The motion carried.

CITIZEN'S COMMENTS

Esther Clark was concerned about things she had heard about the recycling bin and upcoming trash collection contract. She talked to Krista Fourman at Solid Waste Management to get some more information. Krista is trying to organize a coalition of villages to get better prices for trash collection. Esther distributed some informational handouts that she received from Krista. Esther was curious to know status of the trash collection contract. Jason stated that the village had finally received a proposal from Rumpke after some delay. Jason voiced his frustration that Rumpke had little to no competition because they own the local transfer station. Jason also heard from another citizen who had concerns about the possible changes in service. Jason indicated that he was open to joining with other villages. Esther asked if council would like Krista to appear at the next council meeting to present more information. Council was in agreement that they would like to receive more information and that Krista was welcome to appear.

MAYOR'S REPORT

(1) Jason went to the Park Board with his proposal for bringing back a version of the Gettysburg Festival. The Park Board's response was somewhat ambivalent. Jason also talked to the Fire Department about organizing a parade of some sort. The Greenville High School marching band has been tentatively scheduled and would play the Gettysburg School fight song. He would like to get the Friends of the Cardinal Center involved. They would be able to use this as a fundraiser opportunity. He would like to see this become an annual event that the whole community would participate in. (2) In regards to concerns raised about issues of drugs in town, Jason talked to a law enforcement officer who asked to remain anonymous. He indicated that Gettysburg is not "off the radar." If there is suspicious activity noticed at an address, it should be reported. They now have a detective who is more enthusiastic about pursuing these problems.

SOLICITOR'S REPORT

(1) Jim indicated that the recent ballot issues passed (2) Jim said he was contacted by Brett about Jerry Downey. Brett explained to council that Jerry wished to retire for purposes of insurance and then rehire after 60 sixty days. He also wanted to work in that period for "free" and then be reimbursed for that time after being rehired. Jerry said that he had talked to the EPA and OPERS and said that arrangement was OK with them. Brett said that the state auditors told him that the arrangement was not recommended due to liability issues. Jim said that he knew several people who

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did retire and rehire, but did not know the process. Council discussed some possible options for Jerry's compensation without paying for the donated time. Jim also mentioned that the Department of Labor might have some issues with Jerry's proposal. Brett said that Jerry's contract has some problems that need to be addressed.

COMMISSIONER'S REPORT:

(1) New (stop) signs have been received and will start to be installed in the next week. (2) Christmas decorations have been put up. (3) Plow and spreader are on the dump truck. Salt will be picked when needed. Salt prices will be higher than last year and supplies may be limited.

FISCAL OFFICER'S REPORT:

(1) Post audit meeting was completed. Although things were a mess, the auditors are happy with the current situation. All adjustments were completed. Audit recommendations include recording the reason for executive sessions in minutes. (2) There are some reconciliation issues (\$75.20 adjusting factor) that the auditor recommended be fixed (fund balance adjustment). There is also a problem with calculated and prior balances that needs to be addressed. **Motion: Norman Warner moved that Brett proceed with the proposed adjustments. Seconded by Robert Williams. The motion carried.** (3) Correction to reported contract approval amounts for Board of Public Affairs. It was reported that the council must approve any contract over the amount of \$15,000. The correct amount is \$50,000 (4) Purchased calendaring software to save the cost over paper ones. The new software will post changes to the village website automatically and will handle multiple calendars for different venues. (5) After communicating with Fitzwater's, Brett determined that the extra mowing was an honest mistake and recommended that they be paid. There is also an outstanding amount due (\$2,884) on the new furnaces at the Cardinal Center and an emergency repair(\$408) by 3 Way Electric on the fire alarm. Brett recommended voiding an advance paid back to the General Fund through an improper procedure to make funds available for these expenses.. Brett suggested he would not do this unless the General Fund passed a "stress test." Karla asked if voiding the transaction would affect the General Fund. Brett said it would. Norman inquired about the distribution of the borrowed \$75,000. Brett said that approx. \$52,000 went towards the heating system, some went to paying off the land contract with Tom Batelle and the remainder stayed in the school fund. Patsy asked if testing was reversible. Brett said it was. **Motion: Patsy Riley moved that Brett perform the stress test and if a positive result, then void the advance of \$3,800 and pay the outstanding bills on the Cardinal Center. Karla Harmon seconded. The motion carried with John Archey abstaining.** Karla asked if there were any additional bills coming that council was not aware of. Brett said that there was a bill for repair of a furnace for damage caused by bird working its way through the air intake and into a motor. Karla asked on whose authority the repair was made. Brett said he ordered the repair because there was an event about to occur and the furnace needed to be working. Karla expressed the thought that these sorts items should come through council. (6) Brett was also informed by the auditors that requests for amended certificates should be approved by council. Brett told them that would be impractical at times due to the meeting schedule and they suggested that council could appoint someone to make the approval. Jason suggested that Norman fill that role as he is the finance committee chair. **Motion: John Archey moved that the chair of the finance committee be given authority to approve requests for Amended Certificates of Estimated Resources. Robert Williams seconded. The motion carried.** (7) Brett said that until his position is more fully defined by a contract or official document, he is going to interpret his duties as defined by the Village Officers Handbook. He will perform duties outside of the description that he thinks are a matter of practicality, but he does not consider himself a secretary and he does not wish to do other peoples work.

OTHER REPORTS:

Streets—John brought up the subject leaf collection. The leaf collection has been done in a haphazard fashion and the publicity was inadequate. Jason wondered if the village could collect the leaves for less money. Patsy said that it was a money maker for the Lions Club. Norman said that the quality of collection has declined quite a bit. John Archey said he talked to Ted Hicks and it is becoming harder and harder to do with membership declining. John told Ted that council would be

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discussing the issue. It was suggested that the village might be able to purchase some of the equipment and the village could collect the leaves at a lower cost.

Storm Sewer—nothing

Finance Committee- Norman asked Brett if the committee needed to meet. Brett said that they needed address 2015 appropriations before the next council meeting. Norman asked if Brett would set them up or if the committee would do the entire appropriation. Brett said he would prepare a recommendation for the committee to review and approve. The meeting was tentatively set for Tuesday, November 25.

PDI—nothing

ADA/Hospitality—nothing

Cardinal Center—(1) The Friends of the Cardinal Center are ready for the Christmas Bazaar coming up Saturday. (2) Patsy said that they are almost ready to get into the east end of building. Karla said that they wouldn't be able to anything in there until it was handicapped accessible. Brett said that the building does not fall under the ADA requirements and that as far he knew the only real holdups were the heating system and code analysis needing to be done. (3) Norman asked about some strange looking lines in the Cardinal Center fund activity. Brett explained that those were caused by adjustments required by the audit results and had no effect on actual balances. (4) Upward Sports (Pleasant View Church) is tentatively scheduled, negotiating on pricing is ongoing. Jason expressed his concern that the Pleasant View representative may not be a completely reliable partner.

Park Board—Minutes distributed

Board of Public Affairs—*Minutes distributed*

Zoning Board— (1) There is a resident in the old Flour Barrell location, but no signs of business activity. (2) There are piles of gravel at the grain elevator location on Bridge St. Jason speculated that they would be spreading the gravel in the drive after harvest time. (3) Lavy's Corner Mart wants to move their sign. Darke County needs a letter from the village saying its OK to move the sign. Mary Lavy called neighbors to see if there would be any problems. There were no objections. There was some doubt as to whether village zoning covered this situation and Jason suggested that the common sense approach be for council to decide the issue. **Motion: Karla moved that Lavy's be permitted to move their sign. Robert Williams seconded. The motion carried with John Archey voting in opposition.** Brett will prepare the letter for the Darke County Building Regulators.

OLD BUSINESS:

No old business

NEW BUSINESS:

1. **Rumpke Refuse Proposal** – Tabled per discussion during Citizen's Comments
2. **Supplemental Appropriations**
 Prior to discussion of resolution Brett presented information from the Ohio Revised Code that indicates council was using a more cumbersome process when waiving the three reading rule than was needed. The code requires only the reading of the title of the resolution unless an entire reading is required by vote of council and suspending the rule does not require votes on repeated readings of the title. Brett explained that changes in the general fund were made so that he could record expenses that were deducted by the auditor from property tax settlement. He also increased amount required for auditor fees and council related expenses. Increases were offset as much as possible by decreasing accounts where funds appropriated were greater than needed. Patsy asked if there were funds available for salt. Brett said that there was in the Streets Maintenance Fund but noticed an error when Karla was clarifying which account the funds were in. Brett will correct. Brett also noted that he increased the amount available to pay Vern for plowing. Adjustments were also made in the Special Revenue fund so that funds due to the Fire Department could be paid. The Gettysburg School fund was adjusted so that payment of bills could be made. Adjustments to Board of Public Affairs related funds were made to correct salary issues.

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Norman Warner moved to suspend the three-reading rule for Resolution 21-2014. Patsy Riley seconded. Roll Call Vote: Norman Warner, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea; Chris Miller, absent.

Norman Warner moved to pass Resolution 21-2014 with corrections. Patsy Riley seconded. Roll Call Vote: Norman Warner, yea; Karla Harmon, yea; Robert Williams, yea; John Archey, yea; Patsy Riley, yea; Chris Miller, absent.

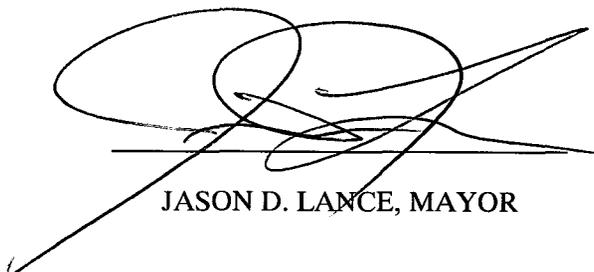
- 3. Zoning/Planning Conference** – Jason mentioned that a zoning/planning conference was coming up in December and that several of the sessions might be beneficial. He suggested that council take advantage of more training opportunities. He asked that council approve paying registrations for two to attend the conference. Brett said that there were adequate funds (up to \$150) available to pay the conference expenses. **Motion: Patsy Riley moved that the mayor and one other person be allowed to attend the conference. Karla Harmon seconded. The motion carried.**

Additional Discussion: Vern is currently working without a contract or job description. Brett said that according to the Village Officers Handbook that his position is supposed to be reappointed on an annual basis. Brett suggested that representatives of council should meet with Vern in an annual review process to address council priorities/concerns and receive feedback from Vern. John said that the position shouldn't need a contract and thinks a job description would be adequate.

ADJOURNMENT: Patsy Riley moved that the meeting be adjourned. John Archey seconded and the meeting was adjourned at 9:08



BRETT P. CLARK, FISCAL OFFICER



JASON D. LANCE, MAYOR

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PRESENT: Jason Lance, *Mayor*
 Brett Clark, *Fiscal Officer*
 Norman Warner, *Councilmember*
 Karla Harmon, *Councilmember*
 Robert Williams, *Councilmember*
 Chris Miller, *Councilmember*
 Patsy Riley, *Councilmember*
 Vern Eikenberry, *Village Commissioner*
 James Detling, *Village Solicitor*

ABSENT: John Archey, *Council President*

GUESTS: Krista Fourman, *District Director Darke County Solid Waste District*
 Craig Knapke, *Access Engineering*

CALL TO ORDER

Mayor Lance led the council in the Pledge of Allegiance and called the meeting to order at 7:00 PM.

APPROVAL OF MINUTES

Norman Warner moved to approve the minutes of the November 13, 2014 regular council meeting. Chris Miller seconded. The motion carried.

BILLS REVIEW

Karla Harmon moved to approve the bills paid for the period 11/13/2014 to 12/10/2014 as presented. Robert Williams seconded. The motion carried.

CITIZEN'S COMMENTS

None

MAYOR'S REPORT

(1) Went to Zoning and Planning Conference – best session was “10 Things a Board Should Never Do.” The principles apply to council. Some areas covered included: No exparte communications, disclosing conflict, failure to build a good record. The biggest thing was violation of open meeting laws particularly pertaining to email communications. Also covered were failure to prepare, following records rules, improper motion practice, and expression of personal opinions. There were also some engineering firms represented at the conference that we should keep on the radar for future projects
 (2) A meeting is scheduled for Jan 10 at 9am to organize a “homecoming/festival” for end of June. The meeting will be held at the council house.

SOLICITOR'S REPORT

(1) After consulting with Tom Guillozet (Versailles Village Solicitor) about Jerry Downey's retire/rehire proposal, (Jim) recommended to Board of Public Affairs not to accept Jerry's proposal due to liability and legal requirements to advertise for the position. (2) Will be resigning as village solicitor at the end of February. Recommend Matt Perrin (Hanes Law Firm) as a possible replacement.

COMMISSIONER'S REPORT:

(1) Picked up a load of salt. The cost was less than expected but we were asked to conserve (2) Made minor repairs to snow plow (3) Wind damage to two Christmas decorations and fascia and spouting on garage (4) All but one of the new stop signs up and will start on the speed limit signs (5) Need new hooks for flag pole at the Cardinal Center. Also need two new flags (6) Mrs. Fair had water back up in basement again. Jason asked if we know what the problem is. Vern said it was being caused by roots in the tile, which is quite deep to dig out. Estimate to dig from Erisman is \$3000. (7) Have been working with the interim water operator (Dane Nagel) who came from Versailles.

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Additional: Patsy asked if Vern would be plowing out the parking lot at Cardinal Center. Vern said he could.

FISCAL OFFICER'S REPORT:

(1) Per discussion at the November regular meeting, the General Fund was "stress tested" to see if voiding the advance pay back from the Gettysburg School Fund would create any problems for meeting expenses. All expected payments for the month of December into mid-January were simulated with good results. The advance was then voided and the remaining bills for the furnace installation, 3-way Electric, and Fitzwater's were paid. (2) Brett attended the Planning and Zoning Conference with Mayor Lance since no council members were available. The conference was informative. The major drawback, however, is that it was geared towards larger cities. Of particular interest were some ideas that were presented that may be helpful when the business wing of the Cardinal Center becomes active. Also, a presentation on Dublin, Ohio zoning was interesting (and nightmarish). Dublin had a population of 618 in 1970 and grew to about 43,000 by 2013. (3) Brett will file form DTE 23 requesting property tax exemption for the Cardinal Center by the December 15 deadline. (4) Reconciliation for November has been completed. Adjustments were made per November's meeting discussion and the reconciliation was achieved with no adjusting factors. Fund balances can now be considered accurate. There is a small discrepancy with a balance on one investment (about \$11) which will be corrected for December's reconciliation. (5) Brett met with the Finance Committee on December 2nd to present recommendations for the 2015 Appropriations Budget.

OTHER REPORTS:

Streets—nothing

Storm Sewer— nothing

Finance Committee-nothing.

PDI—nothing

ADA/Hospitality—nothing

Cardinal Center—(1) Christmas Bazaar sponsored by the Friends of the Cardinal Center was a success. There were 37 vendors and over 400 people in attendance. (2) There are problems with the external lights. For safety reasons, want to have 3-way electric to troubleshoot. Repairs if necessary will most likely be paid for by the Friends of the Cardinal Center.

Park Board—Minutes distributed

Board of Public Affairs—Minutes distributed.

Zoning Board— nothing

OLD BUSINESS:**1. Rumpke Refuse Proposal**

- a. **Krista Fourman**- Krista presented information about an effort she is spearheading to build a consortium of villages and townships that could negotiate as an individual unit for lower trash rates. This will be possible next year when Best Way's no compete agreement with Rumpke expires. She urged the Gettysburg to hold off on a new agreement with Rumpke until then. She also noted that the Preble County landfill is opening up to a wider area and may be a viable alternative to Rumpke in Darke County.

- b. **Brent Ball, Rumpke Representative**—Cancelled due to family commitment

2. **Craig Knapke – Main Street Phase II**- OPWC application forwarded to the State of Ohio District 11. Application will score a 67. All projects scoring above a 60 in last five years were funded. OPWC would provide \$500,000 in grant and \$530,000 in loans. Will now apply for CDBG(Community Development Block Grant) revitalization (\$300,000) and Darke County allocation (\$40,000-\$50,000) to help cover the loan portion. This would mean total grant funds available would be approx. \$850,000. The project is estimated to cost \$800,000. The CDBG Neighborhood Revitalization Grant can also be used for other projects that would

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benefit the village as well .The grant application is due June 26, 2015. Four public meetings must be held before due date to get community input on what projects would be most important. Tentative schedule for meetings would have them one hour before regular council meetings. 1st meeting will introduce eligible activities and an interest survey. 2nd meeting will review and identify activities. Remaining will identify specific locations. Cost estimates will be done for projects. Meeting scheduled for Feb 12, March 12, Apr 9 and May 7. Contract for cost of application has been prepared (not to exceed \$6,000) and needs to be signed.

- 3. Storm Drain Pipe Repair** – (See above item 6 Commissioner’s Report) Chris Miller asked if there were funds available in the Streets Fund to make the repair. Brett said he wasn’t sure if the Streets Maintenance and Construction Fund could be used for storm drain repairs. After discussion, council reached the conclusion that since water to the storm drains are fed from the street that it would be allowable for the Streets Fund to be used to pay for the repairs. **Motion:** Norman Warner moved that Vern proceed with the repair to the storm drain pipe causing the flooding at Anna Fair’s residence. Chris Miller seconded. The motion passed.

NEW BUSINESS:

- 1. Ordinance 2014-05 Water Rate** – Rebalances rates between the water operating and debt retirement.

Motion: Norman Warner moved to suspend the three reading rule so that Ordinance 2014-05 could take effect by February 1, 2015. Chris Miller seconded. Roll Call: Norman Warner, Yea; Karla Harmon, Yea; Chris Miller, Yea; Robert Williams, Yea; Patsy Riley, Yea; John Archey, absent

Motion: Karla Harmon moved for passage of Ordinance 2014-05. Robert Williams seconded. Roll Call: Norman Warner, Yea; Karla Harmon, Yea; Chris Miller, Yea; Robert Williams, Yea; Patsy Riley, Yea; John Archey, absent

- 2. Ordinance 2014-06 2015 Permanent Appropriations**

Motion: Norman Warner moved to suspend the three reading rule so that Ordinance 2014-06 could take effect by January 1, 2015. Karla Harmon seconded. Roll Call: Norman Warner, Yea; Karla Harmon, Yea; Chris Miller, Yea; Robert Williams, Yea; Patsy Riley, Yea; John Archey, absent

Motion: Chris Miller moved for passage of Ordinance 2014-06. Robert Williams seconded. Roll Call: Norman Warner, Yea; Karla Harmon, Yea; Chris Miller, Yea; Robert Williams, Yea; Patsy Riley, Yea; John Archey, absent

- 3. Resolution 22-2014 Supplemental Appropriations Reallocations**

Motion: Norman Warner moved to suspend the three reading rule so that Resolution 22-2014 could take effect in a timely manner. Chris Miller seconded. Roll Call: Norman Warner, Yea; Karla Harmon, Yea; Chris Miller, Yea; Robert Williams, Yea; Patsy Riley, Yea; John Archey, absent

Motion: Karla Harmon moved for passage of Resolution 22-2014. Robert Williams seconded. Roll Call: Norman Warner, Yea; Karla Harmon, Yea; Chris Miller, Yea; Robert Williams, Yea; Patsy Riley, Yea; John Archey, absent

- 4. Temporary Water Superintendent Contract**-Brett presented a Memorandum of Understanding to contract with Dane Nagel to perform the duties of the water superintendent while a replacement for Jerry Downey (retired) is found.

Motion: Norman Warner moved to approve the Memorandum of Understanding. Chris Miller Seconded. Roll Call: Norman Warner, Yea; Karla Harmon, Yea; Chris Miller, Yea; Robert Williams, Yea; Patsy Riley, Yea; John Archey, absent

ADJOURNMENT: Karla Harmon moved that the meeting be adjourned. Robert Williams seconded and the meeting was adjourned at 8:50

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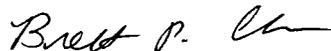
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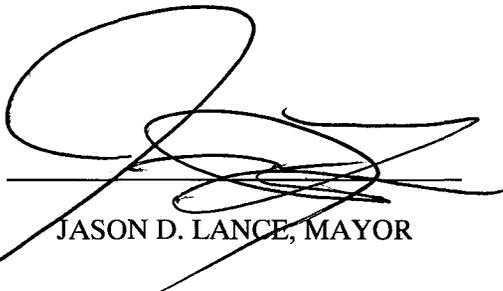
BEAR GRAPHICS 800.325.8094 FORM NO. 10148

Held

DECEMBER 11, 2014



BRETT P. CLARK, FISCAL OFFICER



JASON D. LANCE, MAYOR