

## SARDINIA VILLAGE COUNCIL MEETING DATE: September 12, 2022

### Roll Call:

Bill North-Present                      Dustin Puckett-Present                      Angela Lyons-Present  
Anna Turner-Present                      Peggy Vance-Present                      Ashlie Webster-Present  
Tom Mays, Solicitor-Present, Amy Mason, Administrator-Present

The council reviewed the minutes from August 29, 2022. *A motion was to accept the minutes as written by Dustin Pucket, Second by Peggy Vance, all yea votes from council.*

The bills were not available for review. Will be reviewed on the next meeting.

### Audience:

Beth Dotson had discussions regarding where the Fire Department will park for Trick or Treat. Mayor discussed a not-for-profit that was being developed to benefit the Village. Shawna will be the President, Ashlie Webster will be Vice-President, Jim Schroeder will be the Treasurer/Secretary. This will benefit the downtown portion of Sardinia.

### Police Department:

Chief Lewis gave a report to the council to review. He reviewed the requirements by the State for 24 hours of continuing education. SSCC offered classes. One officer has completed his requirements, Chief Lewis has 8 additional hours needed. All officers must be completed by December 31, 2022. Sixteen hours are required in specific topics, officers can choose between other classes for the last eight hours.

### Administrator:

- The mayor has requested that I become a notary and I will be taking the class on Tuesday.
- Wednesday I will be attending an economic development meeting at SSCC with Senator Johnson. They have invited all the counties in his district to discuss economic development. Each county will be presenting projects and proposals.
- Meet with OVRDC in Waverly today. They are over the Appellation communities and the funding available. They are over the 5 million dollars the governor has set aside for economic development. There is potential with funding if we have a detailed strategic plan.
- Angel Hamlin presented a letter of resignation effective immediately. Her last day was on Friday.
- We have had several citizens call in and complain about high water bills. I began researching this on Friday. We have made significant billing errors with the data entry of the conversion of meters. We have 88 customers that could have been underbilled and approximately that many customers overbilled. This is a conversion error and not a meter issue. We will be revising citizen's account. I have determined the issues but have not been able to correct the issues.

The mayor does not want to charge late fees when bills are not correct and when bills were received late. *A motion was made to extend the September deadline for late payment fees to October 1, 2022, for all utilities since the bills were received late. The motion was made by Bill North, seconded by Ashlie Webster, yea by all council members.*

The mayor discussed the problem with utility billing. There are two consultants, Rob with Beacon and John with Gassy that Amy Mason has access to help resolve the issue. Amy Mason will be cross trained. The understanding for the next month is that Amy will work with Rob from Beacon to put the meters in and enter the bills correctly. That will give us the time to hire the utilities clerk. This process could take 1-2 months. To correct and train someone, we will need 2-3 months. We need someone who has worked as a utility clerk in the State of Ohio. We will work with consultants to find a good candidate. The mayor proposes 20 hours a week at \$15.00 an hour. The mayor will work with the administrator, Bill North, and Angela Lyons.

- Email and communication with the council. An email address has been set up for employees and each council member. Example: [amason@villageofsardinia.com](mailto:amason@villageofsardinia.com). We must be cautious of the Sunshine law. The council can communicate directly with the administrator, but they cannot communicate with all members because it becomes a meeting which must be public.

Peggy Vance expressed a disinterest in using email and prefers using text messages. The solicitor expressed a reminder when receiving village information on a cell phone, you can be sued for access to your cell phone. Peggy Vance requested a text message when an email is sent.

#### **Committee Reports:**

A finance committee meeting was requested by Amy Mason on September 22, 2022, at 6pm. An economic committee meeting was requested by Amy Mason on September 20, 2022, at 6pm. The rest of the committees will meet in October as scheduled. This information will be posted in the Village at the regular places.

#### **Mayor:**

- Discussion was had about when to schedule trick or treat in Sardinia. *A motion was made Dustin Pucket to schedule trick or treat on Saturday, October 29<sup>th</sup> from 6-7:30pm. A second was made by Anna Turner. Bill North abstained, Angela Lyons abstained, all other yea votes.*
- The mayor will appoint Peggy Vance as a liaison for the Eastern Joint Fire District. This is a board level appointment who will report back to the council. All council members voted yea to the appointment.
- Anyone running an event in the town, information can be sent to the mayor or the administrator to help publicize the event. If roads need to be closed, meet with the police and fire departments. The council does not run these events and tax dollars are not used for that. We can help to promote the events though.
- October 12, 6:30pm-8pm we are doing a visit with the mayor at the Sardinia Perk. Anyone is welcome to come and discuss any issues. If the council is going to attend, notify the mayor so that council members' attendance can be staggered and not all at the same time.
- At the last meeting, Jayme Eldridge was contracted to update the financial records. She has been in the village. We are struggling to resolve the June deposits. Once the accounts are reconciled, she will be able to begin working on budget planning. She will be working with Karen Mills this evening on the phone to work through the deposits.
- Per the Solicitor, the council needs to assign people to become check signers. Payroll is due on Friday. Recommendation was made to have three signers and have two signers sign every check until we have a permanent fiscal officer. A motion will need to be made tonight. A special meeting will need to be scheduled to approve the minutes and the

signers be added to Peoples Bank. *A motion was made to add Jim Schroeder, Bill North, and Anna Turner to the village banking account, two signers will be required for all checks during this time. The motion was made by Angela Lyons, seconded by Puckett, yea by all council members.*

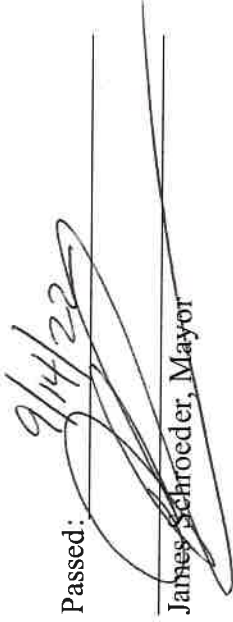
- A special meeting was scheduled for Wednesday, September 14<sup>th</sup>, 2022, to approve the minutes of this meeting. Notification to the public will be made in the routine locations in Sardinia.
- A second reading of the Ordinance to adjust the rates of the trash collection.
- A resolution was presented to rectify the overpayment of 125 Main Street. The customer received double billing. The resolution also allows for the correction of the August billing statement. *A motion was made to approve the resolution presented to issue a check for overpayment to the owner of 125 Main Street, Sardinia, Ohio 45171 by Anna Turner, seconded by Peggy Vance, yea by each council member. Res. # 1465-22.*
- Roundtable discussions were had by council members.
  - Ashlie Webster updated the committee of a job scavenger hunt on Tuesday at the Brown County Fairgrounds from 1-3pm. Donations for baskets are accepted for prizes for the students.
  - Anna Turner stated the pastor at The Church of Christ was willing to have the Christmas parade end at their church and offer refreshments. Discussions were had about the distance of their church from the parade. He offered the youth of the church to assist Sardinia in beatification projects. Traditionally, Tina has overseen the parade. Mr. Townes stated that she was still planning on organizing this event. A date has already been set for the second Saturday of December.
  - Angela Lyons, Peggy Vance, Dustin Pickett and Bill North did not have any topics to discuss.

**Zoning:**

Questions were asked about the zoning appeals board. Tom Mayes reviewed the decision of the zoning appeals board. The company could come to council and ask the zoning to be amended to include a treatment facility. The zoning ordinance is available for review on our website. Ashlie Webster resigned from the zoning appeals board on September 1<sup>st</sup> and was sworn in as a council member on September 2, 2022.

*A motion was made to adjourn the meeting by Peggy Vance, seconded by Dustin Puckett, yea votes by all members. Meeting adjourned at 8:31pm.*

Passed:

9/14/22  
  
James Schroeder, Mayor