

SARDINIA VILLAGE COUNCIL MEETING

DATE OF MEETING: March 9, 2020

Roll Call:

Art Hoovler Present
Dustin Puckett Present

Juanita Watson Present
Beth Dotson Present

Seth Cooper Present
Bill North Present

Council reviewed the minutes from the February 10, 2020 Regular Meeting. *Motion to accept the minutes was made by Juanita Watson. Dustin Puckett seconded the motion. All yeas. Motion passed.*

Council reviewed the bills to be paid and bank reconciliations for February. *Motion to pay the bills was made by Juanita Watson. Seth Cooper seconded the motion. All yeas. Motion passed.*

Audience:

- John Adkins with the Phoenix Center presented to Council information about treatment center they are opening in Mt. Orab. He described how this treatment center came to be as well, what services they will provide, where their funding comes from as well as their combined year of experience. It is a 56-bed residential treatment center serving Brown and Clinton Counties. The out-patient services will begin in April and plans are for the residential services to begin in May or June. Most of their clients will be court ordered. They will be creating 30 to 35 jobs for the area.

Police Department: Chief Jim Lewis

- Tickets written for the January 30 court date totaled 24 – 1 for Driving Under suspension. 21 of the tickets were written on SR 32. 2 reports were taken. Tickets written for the February 27 court date totaled 22. 14 of the tickets were on SR 32. 6 reports were taken.
- Mayor Townes and Chief Lewis had a meeting with Justin Conley, Commander of the Brown County Major Crime and Drug Task Force. They discussed how the Task Force operates. Chief Lewis updated Council on 2 investigations that started in Sardinia and were then tied to larger drug trafficking investigations. One of those investigations was traced back to Mexico.
- One of our officers hit a utility pole that was lying along the drive at the park while he was on patrol in the Tahoe. The estimate from Belcher's Body Shop for the repairs is \$1,203.90. The SUV will go to be repaired on March 23.
- The following officers were present and Chief Lewis introduced them to Council: Dennis Varnau, Matt Breidis and Greg Thatcher.

Committee Meeting:

- **Finance:** Art Hoovler – Chair
 - They propose an amendment to the Income Tax Ordinance to eliminate the quarterly estimated tax payments and allowing the residents to pay once per year. This will help eliminate penalties and late fees to residents who only pay once each year. Payment will be due April 4th of each year.
 - The Administrator and Utilities computers need to be replaced. The quote from Dell includes a laptop for the Administrator and a desktop and monitor for the Utilities. The total cost is \$2,033.07.
 - It was suggested that all employees except the Mayor's Court Clerk be hourly employees, not salaried. This will eliminate any discrepancies on the yearly totals to be paid. This is a suggestion that came about due to the audit.
 - We would like to look into networking the computers in the building and need to find an IT specialist to have on call for emergency repairs, etc. Tom Mayes will get the contact information for the person they use in his office to Karen.
 - We are in need of a heavy duty trailer to haul the mini excavator to job sites. Rob has found a heavy duty low-boy trailer with newer tires for \$3,250. There was discussion about the necessity of the trailer and the price.
 - Finance Committee recommends Home Tech Home Improvement to replace the gutters on the Town Hall. The cost is \$3,900.00.
 - They reviewed and approved the 2020 Final Appropriations. We will need to pass an Ordinance tonight to adopt.
 - *Seth Cooper moved to purchase the needed computers at a cost of \$2,033.07. Bill North seconded the motion. All yeas. Motion passed.*
 - *Bill North moved to purchase the trailer for the mini excavator at a cost of \$3,250.00. Juanita Watson seconded the motion. All yeas. Motion passed.*
 - *Art Hoovler moved to proceed with replacing the gutters on the Town Hall at a cost of \$3,900. Seth Cooper seconded the motion. All yeas. Motion passed.*

- **Economic Development:** no report
 - Mayor Townes informed Council that she has been in contact with Spectrum Services about getting their service in the Village. They are working on contracts for the poles at this time and hope to have service to the Village sometime this summer if all goes as planned.
- **Public Safety:** Beth Dotson, Chair
 - They reviewed the applications for the 32-hour part time police office. There were 4 qualified applicants. Interviews were held on March 5, 2020. Public Safety Committee members, Mayor Townes, Chief Lewis, Sergeant Dailey and Sergeant Spitznagel all participated in the interview process. Only 2 applicants were interviewed. They would like to recommend Roger Helton for the position. Chief Lewis gave Council a summary on Mr. Helton so they would be better informed for making their decision. *Mayor Townes appointed Roger Helton as a 32-hour per week part time officer with his beginning pay being \$13.00 per hour. Beth Dotson confirmed the appointment. Dustin Puckett seconded the appointment. All yeas.*
- **Public Works:** Juanita Watson, Chair
 - They went over the updates to the Employee Personnel Manual and Handbook.
 - There was discussion on amending the Utility General Provisions Ordinance to include the installation of sewer shut-off valves as well as charging any property that has a sewer tap at least the minimum charge whether the utility account is active or not.
 - They reviewed and approved the 5-year water purchase contract with Brown County Rural Water.
 - They discussed the termination of an employee. Council was aware of the situation.

Administrator: Ty Pack

- **Sewer Line Relocation Project:** We received a quote from Unger Construction for moving the high pressure sewer line for the bridge replacement project that will take place this summer. It is for directional boring under the creek. The cost estimate is \$13,600. *Art Hoovler moved to approve Unger Construction to move the sewer line at a cost of \$13,600. Seth Cooper seconded the motion. All yeas. Motion passed.*

Mayor: Tina Townes

- **Resolution 1441-20:** 5-year water purchase Contract with Brown County Rural Water. Mayor Townes read the title of Resolution and declaring it an emergency. *Art Hoovler moved to suspend the rules. Bill North seconded the motion. All yeas. Motion passed. Art Hoovler moved to adopt resolution 1441-20. Bill North seconded the motion. All yeas. Motion passed.*
- **1st Reading of Village Employees Handbook Update Resolution:** Mayor Townes read title of said Resolution. This will serve as the first reading.
- **Ordinance 1267-20:** Mayor Townes read title of said Ordinance and declaring it an emergency: This is an amendment to Ordinance 1256-19 to correct a drafting error on an employee rate of pay. This is a result of the audit. *Seth Cooper moved to suspend the rules. Juanita Watson seconded the motion. All yeas. Motion passed. Bill North moved to adopt Ordinance 1267-20. Juanita Watson seconded the motion. All yeas. Motion passed.*
- **Ordinance 1268-20:** Mayor Townes read title of said Ordinance and declaring it an emergency. This is setting the rate of pay for Tim Mock as suggested by the audit. *Seth Cooper moved to suspend the rule. Beth Dotson seconded the motion. All yeas. Motion passed. Bill North moved to adopt Ordinance 1268-20. Seth Cooper seconded the motion. All yeas. Motion passed.*
- **Ordinance 1269-20:** Mayor Townes read title of said Ordinance and declaring it an emergency. This will change all of the employees that were salaried employees, except the Mayor's Court Clerk, to hourly employees as recommended from the audit. *Bill North moved to suspend the rules. Beth Dotson seconded the motion. All yeas. Motion passed. Seth Cooper moved to adopt Ordinance 1269-20. Juanita Watson seconded the motion. All yeas. Motion passed.*
- **Ordinance 1270-20:** Mayor Townes read title of said Ordinance and declaring it an emergency. This is the Final Appropriation for 2020 Budget. *Art Hoovler moved to suspend the rules. Juanita Watson seconded the motion. All yeas. Motion passed. Art Hoovler moved to adopt Ordinance 1270-20. Bill North seconded the motion. All yeas. Motion passed.*
- **1st Reading of Ordinance Amending Ord 1229-17:** Mayor Townes read title of said Ordinance. This is an amendment to Ordinance 1229-17 requiring minimum sewer fee on all sewer taps – active and inactive. This will serve as the first reading.
- **1st Reading of Ordinance adding subsection 50.111:** Mayor Townes read title of said Ordinance. This will add subsection 50.111 to the General Provision for Utility & Billing. This will require the installation of sewer shut off valves. This will serve as the first reading.

- **1st Reading of Ordinance Amending Ordinance 1166-11:** Mayor Townes read title of said Ordinance. This is an amendment to Subsection 50.11 of the General Provision for Utility & Billing Ordinance and will make property owners liable for payment on past due account balances if the property owners allows the tenant an extension. This will serve as the first reading.
- **Public Work Employee:** Mayor Townes asked permission from Council to advertise for a general laborer employee for the Public Works Department. *Juanita Watson moved to advertise for the open position. Beth Dotson seconded the motion. All yeas. Motion passed.*
- **Other:**
 - Beth Dotson stated that the Sardinia Buckeyes 4-H Club is looking for community service projects. There was discussion as to what would be allowed. They would not be able to clean in the Cemetery nor paint any of the uptown buildings. It would have to be limited to Village property. Tom Mayes suggested the 4-H Club come up with some ideas for Council to review and then we would have to check with the insurance company to make sure it was allowable.
 - Art Hoovler asked if the gate at the sewer plant has been repaired. Ty Pack stated that is it fixed and working properly.
 - Bill North asked if there has been any solution to the repairs that need to be made to the road adjoining the railroad tracks. Ty Pack stated that he has been in contact with Jacob from the railroad to see if we can work something out to get it repaired.

Mayor Townes asked for a motion to adjourn. *Seth Cooper moved to adjourn the meeting. Beth Dodson seconded the motion. All yeas. Motion passed.*

PASSED

4/13/2020

Karen G Miller
Karen G. Miller, Fiscal Officer

Tina Coday Townes
Tina Coday Townes, Mayor