

MALVERN VILLAGE REGULAR COUNCIL MEETING

January 3, 2018

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Meeting opened with the Pledge of Allegiance.

ROLL CALL: Mayor DeLong, Thompson, Barb Burgess, Phillips, and Holmes. Brittany Burgess, absent. Also in attendance were Benson, Murdock and Ring.

Motion by Barb Burgess, second by Holmes to pass the standing rules of council. All council members approved.

Motion by Thompson, second by Holmes to elect Barb Burgess as President of Council. Thompson, Phillips, and Holmes approved, Barb Burgess abstained.

CITIZEN COMMENTS: Michael McCort was in attendance to express his interest in the open council seat.

SERVICE DEPARTMENT: Benson reported on behalf of the Service Department. Benson reported that the Service Department had worked on a water break on Grant Street for several hours during the day. He also reported that they had helped install baseboards in the lower level offices in addition to installing a new sink in the restroom. They have been working on routine maintenance on the vehicles. They have also been keeping up with the snow and ice. Benson reported they received an estimate of \$250 for a new globe for the light on the bridge. Steve was able to repair the cracked globe; a new would be kept as a spare. Holmes agreed that the Village should purchase a spare. Benson will order the new globe. The Service Department has completed pump maintenance at the Water plant due to lines freezing up in the extreme cold. The Water plant has had computer issues recently. Benson explained we are going to work with the companies that did the original install when the plant was constructed. This should ensure things are being repaired properly. He also reported that the Village still has plenty of salt reserves. He also reported that there is an issue with the heat in the garage not working properly with the subzero temperatures. DeLong stopped by the garage several times over the weekend to relight the furnaces. Mr. Elsass explained that it has been an ongoing issue due to gas being taken directly from the well. He explained there is not enough pressure to withstand the demand. We may have to look at installing a gas line to prevent future issues. Benson also reported that the garage door at the service garage has been installed.

PARK: Barb Burgess reminded Council and the Press that the Park Advisory Committee was still looking for 2 volunteers to join the committee.

TAX ADMINISTRATOR: Ring reported that November and December both balanced and posted to UAN and the MITS systems. She also reported that overall for 2017, the Village collected \$28,891.94 less than what was budgeted.

FISCAL OFFICER: Ring provided the Fund Status Report, Receipts, and Payments (12/5/17-12/18/17). Ring reported that she placed the ad with the review, which will run for 2 weeks for less than \$200, which included an online posting on ohiojobfinder.com. She also posted an ad for the Tax Administrator position on Starkjobs.com for \$149, which will be posted for 30 days. She explained that there was a notice from Workers Compensation that Hein was seeking settlement in his case. CompManagement recommended that we reject the settlement. Murdock agreed with their recommendation. If we did decide to settle, it could drive our annual premiums up. Ring reported that the Village received a notice from the Carroll-Columbiana-Harrison Solid Waste District notifying us that the Carroll County Christmas Tree Recycling Program began 12/26 and will run through 1/31. Trees can be disposed of at the Tennis Courts at the Park for the Village, at the Marina for Lake Mohawk, and the main site for Carroll County is at the Carroll County Fairgrounds. Ring reported to Council that she has been working through the End of Year Checklist for UAN to complete 2017 and transition to 2018. In doing so, all bills were paid for 2017 that we had received, the Bank Statement was reconciled, all of the Budgetary Information has been uploaded for 2018, Purchase Orders are in place for 2018, and Tax Forms – W2s, 1099 misc. were completed and distributed. Ring reported that she would like to purchase all of the stamps for the Village before the rate increase. Save \$65 by purchasing now. Both postcard and first class stamps are going up \$0.01 on January 21 – but both are available in forever stamps. The stamps will be locked in the safe until they are needed. Ring asked Council if it would be acceptable to keep 12 months of minutes on the website as we move forward. Council agreed that if someone needed minutes from further back, they could be requested. DeLong asked Ring what she had heard back from the Banks, Ring asked if she could pull all the information together for a comparison for the next meeting.

VILLAGE ADMINISTRATOR: Benson reported that he received a letter from the Methodist Church detailing the costs they experienced with the water line break. He also has received correspondence from Kidder, but their situation has not changed.

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MAYOR: DeLong reported that he received a call, and there is interest in installing a skate park in the Village Park. There are grants available through the Tony Hawk Foundation to help with cost. This is something that had been looked into before, but the cost of liability insurance was too high. We will contact Whitaker to see if anything has changed on the insurance side. DeLong also reported that his nephew works for AEP and is going to let him know if a bucket truck becomes available for purchase. Holmes mentioned that he contacted someone regarding a F450, but never heard anything back. DeLong also reported that the sirens in the park were going off due to the cold weather and the breaker was shut off to stop the siren. He explained that we will need to start to look at options to replace the safety siren. DeLong explained that the committees from 2017 will remain in place until the Council seat is filled. He also explained that he had received a few letters of interest and that we would not need to wait until the end of the month to hold interviews. Barb Burgess and Holmes will interview the individuals who have expressed interest. He just wanted to remind everyone that whoever is selected would need to re-run in the fall and be elected. He reiterated that the Park Advisory Board still needs two volunteers. He also noted that he received a phone call at Village Hall regarding comments made to citizens from Village Officials. He reminded everyone that we need to carry ourselves properly, and make sure that we are not saying anything that would reflect poorly on council or village employees.

COUNCIL:

Phillips thanked the service department for their work on the lower level offices – they look great.

PENDING BUSINESS:

NEW BUSINESS:

LEGISLATURE:

Motion by Barb Burgess, second by Holmes for the second reading of Ordinance 21-2017, an Ordinance prohibiting “golf carts” from operating on the streets, alleys, and highways of the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Barb Burgess, second by Holmes for the second reading of Ordinance 22-2017, an Ordinance amending the Holiday Leave provision in the Personnel Policies and Procedures for fulltime employees of the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Barb Burgess, second by Holmes for the second reading of Ordinance 23-2017, an Ordinance amending the parking regulations under the “parking ordinance” for the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Holmes, second by Barb Burgess for the second reading of Ordinance 24-2017, an Ordinance amending the placement requirements for buildings and structures under the “construction permit” ordinance, Ordinance 15-2013, of the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Barb Burgess second by Holmes to suspend rule 731.17. Motion by Holmes second by Phillips to adopt Resolution 2018-1, A Resolution declaring that litter has been found on certain property within the Village of Malvern, Carroll County, Ohio, that constitutes a detriment to public health, and therefore such litter must be removed, and declaring an emergency (408 East Porter Street and at 117 South Reed Street). All council members approved.

Motion by Holmes second by Barb Burgess for the first reading of Resolution 2018-2, a Resolution declaring the intent of the Village of Malvern, Carroll County, Ohio, to pay the Malvern United Methodist Church for the costs it incurred in repairing its customer service line. All council members approved.

Benson will contact the church to make sure they are willing to sign the release.

Murdock also explained that Council needed to establish an Ordinance to set council meetings to include what happens when a meeting falls on a Holiday. He will have an Ordinance for the next meeting.

FINANCE: Motion by Barb Burgess, second Holmes to pay the village bills from the appropriate funds for \$59,803.60 in vendor invoices, pre-approved 1/3/18; plus \$7,696.95 in payroll pre-approved by the Finance Committee and paid 12/28/17. All council members approved.

QUESTIONS:

ADJOURNMENT: Motion by Thompson, second Phillips to adjourn. All council members approved.

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Next regular council meeting will be Wednesday, January 17, 2017 @ 7:00 p.m.

Mayor

Fiscal Officer