

MALVERN VILLAGE REGULAR COUNCIL MEETING

July 5, 2017

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Meeting opened with the Pledge of Allegiance.

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

Motion by Holmes to approve the minutes from the regular meeting of June 19, 2017, second Barb Burgess. All council members approved.

CITIZEN COMMENTS: Reverend Wally Anderson presented the map for the Field of Honor. The Rotary is requesting two sets of road closures. On Wednesday, July 12th, the flags will be marched from the Damascus Church to the field. They would like to have W. Main from the Damascus Church to Plain Street closed and also Plain Street to the Malvern United Methodist Church closed for approximately 10 minutes, starting at 1:00 pm. They are also requesting to have the alley at the field closed from Wednesday, July 12 through Saturday, July 16. The alley will reopen at midnight, as to not interfere with Sunday morning church traffic. Also, the Rotary members will be able to move the road closed signs to the side of the road, per council's request. Council approved of the road closures.

SERVICE DEPARTMENT: Benson reported the street department has completed patch work on Morges Road. Friday, June 30, there was a catch basin that plugged at the north end of Reed. Marcus and Jamie were able to clean it out, but it had sent a lot of mud and debris down the road and also caused flooding in some yards. The Brown Sewer District has a truck that is able to clean the catch basins, it could be something for the Village to look into and get on a maintenance schedule to have the basin cleared out regularly. Elsass is looking into repairing the furnace at the Street Garage instead of replacing it. Also, there has been a delay in the mosquito spraying. They are unable to get information back from the company who completed the safety check that told the Village they were no longer able to use the product that had been previously used.

PARK: Barb Burgess reported that the movie night in the park went well. They had approximately 35 kids attend. The Park Board did a walkthrough of the park and made a list of what needs to be done in the park. July 21 is the next movie night. The next park board meeting will be held July 27 at 7:00 at the park.

TAX ADMINISTRATOR: Evans reported the Tax Department collected \$6,670.78 for the month of May. Year-to-date, tax collections have decreased by \$29,767.93. June collections are not looking much better and we will continue to fall in revenues. July collections started strong, school money has come in and that will help. Evans estimates that there are 150-175 non-filers, and of those only 25 have filed for extensions. She is going to work with Teri to see if they can identify how many of those individuals are retired. She will then work to send letters to those still needing to file. She also explained that a lot of the larger withholdings have seen decreases for the current year. Evans currently is working on \$11,909.21 in outstanding payments. She has handed 5 delinquent accounts over to Chad Murdock to take legal action against. She has 11 payment plans, that most are paying as agreed upon. She expects to run a comparison to see if she can identify exactly where the large difference is. She also noted that under the 20-day rule, if a business is working within Village limits for less than 20 days, they do not need to file. Barb Burgess noted that we should start looking into the Regional Income Tax Agency, and obtain a quote due to some health issues that have come up. Ring will contact RITA and start the process. Evans might be out of the office 7/11 due to a previously scheduled appointment, but will provide more information at that time.

FISCAL OFFICER: Ring provided the Fund Status Report, Receipts (6/20/17-7/5/17), and Payments (6/20/17-7/5/17). She also reported the new UAN laptop has been transitioned over without any issues. The old UAN computer was donated to the Village by the State and is going to be used in the Mayor's Office. The Financial Report for OWDA, that must be completed annually, has been completed and will be provided to the Water Department for review prior to submission. Joe Matics asked to be refunded his park rental fee, due to cancelling his rental (reservation date 7/23/17). Barb Burgess made a motion to refund the \$45 fee to Joe Matics, second by Holmes. All council members approved. Ring reported that all of the 2nd Quarter filing and quarterly payments have been completed and submitted.

VILLAGE ADMINISTRATOR: Benson provided council with the report from the Water Department. They have installed the Hydrant Markers. They responded to alarms due to storms knocking out the power at the tower and shutting down the mudwell pump, they were able to reset and get back online. They started the process of testing for lead and copper. The testing will take place July 10-12. Benson reported that the OWDA loan information was completed for their desktop analysis, and the Village will not be subject to any penalties or fees. He also mentioned that the Village needs to revisit the Lowery Lease Agreement for the garage at the park, the lease has not been updated since 2011. He reported that there was a good raise in the water rates for June. Colfor increased to approximately \$13,000. With the increase in revenues it may be a good time to review the street and water employee pay scales. He also reported that he will be out of the office July 17-19. Thompson reported to Benson that she has a citizen at 125 Canton St. who needs to remove a tree from the curb-line, the tree roots are starting to push the sidewalk. Benson explained that he would talk to the citizen, and reminded everyone that these matters still have to come to council for final approval.

MAYOR: Mayor DeLong provided a letter from B&M Ambulance in response to Quad. He asked that members of council read it on their own. He also reported that he, Marcus, and Mr. Bowling (Brown Local Schools Superintendent) met with Mr. Gurney from ODOT regarding the Sidewalk Safety project for the school. The project will total approximately \$263,000. It will provide sidewalks, lighting, and crosswalks from Sandy Street to the School. If the project would see cost overruns, they would eliminate portions of the project instead of running over. ODOT would report to council prior to moving forward with any overruns – if council would approve the overrun, the Village could be responsible for paying for the additional work. The project is expected to start in July 2019. At this time the Village needs an Ordinance approving Marcus to have the authority to sign the ODOT contract to move forward on the project. He will be the contact for the project as it progresses. Bob has all of the required documents from ODOT.

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COUNCIL: Holmes discussed he has heard several complaints over the parking on South Porter. There are No Parking signs posted, but there is a large gap between the signs. The street parking is causing some congestion on the street. He asked if the street department could place another sign to help with the problem.

Barb Burgess reported that funds have been appropriated for paving for the current year. Benson has obtained one quote at this time for the paving of Carrollton Street. Barb Burgess made a motion for Benson to acquire additional quotes, and award the job to the lowest quote for the repaving of Carrollton Street, not to exceed \$35,000. Holmes second, all council approved.

LEGISLATURE: The 1st Reading of Resolution 2017-7, an Resolution adoption the 2018 Budget for the Village. Motion by Barb Burgess, second by Holmes to suspend rule 731.17. A motion by Barb Burgess, second Holmes, to adoption Resolution 2017-7. All council members approved.

FINANCE: Motion by Barb Burgess, second Holmes to pay the village bills from the appropriate funds for \$14,228.73 in vendor invoices, pre-approved 7/5/17; plus \$8,430.49 in payroll pre-approved by the Finance Committee and paid 6/29/2017. All council approved.

QUESTIONS: When will we get the Audit back? Answer: We are unsure, but hoping soon. Is the Sidewalk Project part of the school? Answer: Yes, it is called "Safe Route to School."

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

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

Mayor

Fiscal Officer