

## MALVERN VILLAGE REGULAR COUNCIL MEETING

July 17, 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. Also in attendance were Murdock and Ring. Benson was absent

Motion by Barb Burgess to approve the minutes from the regular meeting of July 5, 2017, second Brittany Burgess. All council members approved.

**CITIZEN COMMENTS:** Charm Woods attended the meeting to discuss the what is being done regarding the high grass at several properties in town. It was discussed that the lawns would be checked and letters would be sent to property owners. She also has a concern regarding the Nichols house that has been empty for approximately 5 years. She fears that something will happen, such as a fire. Barb Burgess asked Tom Holmes to ask at the next Regional Planning meeting if there is anything the county can do to help.

**SERVICE DEPARTMENT:** Barb Burgess asked Steve if something could be done at the Volleyball courts with all of the weeds coming up through the sand. Steve explained that there wasn't anything put down prior to the sand being put in the court. He said he would spray the weeds again. Eunice Thompson asked if the Street Department would be painting curbs this summer. Steve hopes to get it done this summer. Thompson suggested that the curbs through downtown be a priority. She also discussed properties with high grass, Steve explained that he would discuss the properties with Marcus, but letters would have to be sent before he could mow the properties.

**PARK:** Kathy reported that the next movie night in the park will be held Friday, July 21<sup>st</sup> at 8:30. The community yard sale will be held July 29<sup>th</sup> from 9-3. Spots will be \$5.00. Barb Burgess made a motion to liquidate unused office furniture at the park yard sale with funds being deposited to the general fund, second Ritter. All council members approved. Kathy reported the next park board meeting will be on July 27<sup>th</sup> at 7:00 at the Park.

**TAX ADMINISTRATOR:** Evans reported the Tax Department collected \$7,847.94. The Tax Collections are down approximately \$44,273.10 for the year. In 2016, the Village collected approximately \$33,000 from the school project. Also, Evans reported that the 3 primary withholding accounts are down from 2016. She sent out approximately 100 letters to non-filers. Evans reported that collections for July are looking better and hopes that the second half of the year will see improved collections.

**FISCAL OFFICER:** Ring provided the Fund Status Report, Receipts (7/6/17-7/17/17), and Payments (7/6/17-7/17/17). She also reported that she and Evans had completed the RITA cost estimate sheet and submitted the information. RITA expects to have a quote prepared for the next council meeting, the account representative was out of town the week of the 17<sup>th</sup>. She reported that the Auditor of State sent correspondence stating they had accepted Alger's report. The final audit should be released soon. She also noted that she spoke with Lauren Bowen from the State Treasurer's Office regarding the "Open Checkbook" project they are working on. Reporting is facilitated through UAN and helps provide public records to the community. Ring is going to look into the program more. She also mentioned that a letter from CompManagement had been received regarding the Hein case. They are seeking premium relief due to pre-existing conditions.

**VILLAGE ADMINISTRATOR:** Benson was not in attendance. Ring presented the following information. Benson is waiting for an additional quote for the paving project and expects to be able to move forward soon. He has also received qualifications from engineers for potential water line projects and is currently working on reviewing their information. Teri will be moving from the Water plant to Village Hall on July 28. She has vacation the following week, and starting August 7, all payments will be through Village Hall. Flightfest and Field of Flag events occurred and are complete. Marcus, Teri, and Ashley met with Mark from Computek to develop a plan to scan and organize the ordinances into workable files. Marcus wanted clarification in regards to park rentals and who would receive free rentals. Kathy explained that community events, such as a pet clinic would be free, but we would ultimately evaluate on a case-by-case basis by council and nobody should assume their rental should be free. Marcus has been watching online auctions for office furniture. There are schools that are selling off furniture that we could utilize, such as tables and chairs for a conference area. Marcus also checked the tree at 125 Canton St. He did not see any issues with the removal of the tree, but the property owner was not available when he was there. The property owner will need to attend the council meeting and get approval from council.

**MAYOR:** Mayor DeLong asked Steve Felton if any issues arose due to the road closures with the Field of Flags event. Felton said that there were no issues. He also asked Felton if the Street Department was able to proceed with spraying for mosquitos. Felton explained that they were going to be able to use the remainder of the spray they had and will work with the Department of Agriculture as we move forward. DeLong also complimented Steve and Jamie on their work for the new counter space that was constructed in Teri's new office.

**COUNCIL:** Barb Burgess reported that during Flightfest over 200 cars were parked at the park and a shuttle was running people to the actual location. She explained that nobody from the event had permission

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to use the park for parking. Marcus had talked with the event coordinator and she explained they wouldn't be parking at the park on Saturday, however they still did and continued to run the shuttle. In the future Council should be asked for permission to utilize the park for parking.

**NEW BUSINESS:** Village Council will have 4 council seats and the Mayor seat open for the upcoming election. Also, there are 2 park board seats to be filled.

**LEGISLATURE:** Motion by Ritter, second Barb Burgess for the 1<sup>st</sup> Reading of Ordinance 14-2017, an Ordinance to dissolve of the Village Park Board and replace with an Advisory Park Board, to align with the ORC 735.27. All council members approved.

Motion by Barb Burgess, second by Ritter to approve the 1<sup>st</sup> reading of Resolution No. 2017-6, a Resolution amending the rental policy for reserving a pavilion at the Park. All council members approved.

Resolution 2017-8, a Resolution giving Marcus Benson, Village Administrator, the authority to sign the approval documents with ODOT for the School Sidewalk Project, was read, but no action was taken.

Holmes mad a motion to Ratify the Tax Budget as presented by Resolution 2017-7, second Brittany Burgess. All council members approved.

**FINANCE:** Motion by Barb Burgess, second Holmes to pay the village bills from the appropriate funds for \$11,334.79 in vendor invoices, pre-approved 7/17/17; plus \$8,253.25 in payroll pre-approved by the Finance Committee and paid 7/13/2017. All council approved.

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

**Next regular council meeting will be Monday, August 7, 2017 @ 7:00 p.m.**

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Mayor

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Fiscal Officer