

MALVERN VILLAGE REGULAR COUNCIL MEETING

August 28, 2017

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Meeting opened with the Pledge of Allegiance.

ROLL CALL: Mayor DeLong, Thompson, Barb Burgess, Phillips, and Brittany Burgess. Ritter entered at 7:12, Holmes entered at 8:09. Also in attendance were Benson, Murdock and Ring.

Motion by Barb Burgess to approve the minutes from the regular meeting of August 7, 2017 with a correction to the passing of Resolution 2017-8, minutes stated that Resolution was approved, but no action was taken. The minutes should read that the Resolution was passed. Second by Brittany Burgess. All council members approved.

CITIZEN COMMENTS:

Robert Fonte of Stark Parks presented plans on the development of the "Sandy Valley Trail." Stark Parks is working to create a trail that will run from East Sparta, through Magnolia and Waynesburg, into Malvern and then connect to Minerva. Stark Parks has over 110 miles of trail in the Stark County region and is continually working to expand. He also presented on current projects the organization has been working on, such as Fry Park in East Sparta, Whitaker Park outside of Waynesburg, and the various trail systems throughout Stark County. Stark Parks has been able to acquire grant money to fund large portions of their projects. At this time, they were looking to present information, but this trail project is in the 2-5-year horizon for the organization. Michael Chiurco was also in attendance and as a volunteer for Stark Parks, expressed his interest in the trail coming through Malvern.

SERVICE DEPARTMENT: Benson presented on behalf of the Service Department. Steve will be on Vacation the Week of August 28th. Benson reported the traffic light has been fixed. East Canton came down with their bucket truck and helped replace the bulb in the traffic light. The hydrant on S. Reed and Grant street was replaced. The street department worked on the driveway up to the water tower to smooth the surface. Also, they repaired the street lights throughout town that were burnt out. The 550 truck had to be taken to Andy's Garage for alternator repairs. They responded and cleaned up a tree that was down in one of the alleys. When the storm knocked out the power on the 23rd, they responded and brought out stop signs to turn the light into a 4-way stop to prevent any additional issues. Benson reported that he wants to look into a backup system for the light for the future to prevent major traffic problems and ensure safety. He also reported that when the power was out, the backup generator for the water plant did come on, but then there was a belt and pump issue. Repairs were made to the generator that day, and there were no long term problems caused from the issues. On August 28th, meters were read. The week of September 11th, the Street Department will be flushing hydrants. On September 25th they will be spraying for mosquitos. Also, starting in the end of September or early October, the Village will be doing leaf pick up. The leaves must be to the end of the curbs and there should not be trash mixed in with the leaves. Thompson asked Benson about acquiring better road signs. Benson explained that he wanted to look into getting more and better barricades and road closure signs. He also explained that we need more safety lights on our Village trucks. Thompson recommended talking with ODOT in Carrollton to see what they available for signs. Thompson also asked Benson if he knew what Jamie was working on, near Gween Drive. Benson reported that there was standing water and Jamie was trying to determine if it was from a water leak or other source.

PARK: Ritter reported that the summer movie nights went well. At the last Park Board meeting they discussed possibly purchasing a projector for future movie nights. Also, the school had borrowed the bleacher set from the Park for Football season, and the Park Board has asked they be returned to the park. The Park Board also discussed hosting future movie nights throughout the fall and winter, but they needed to talk with the Church to coordinate schedules prior to setting anything else up.

TAX ADMINISTRATOR:

FISCAL OFFICER: Ring provided the Fund Status Report, Receipts (8/8/17-8/22/17), and Payments (8/8/17-8/22/17). Ring reported that the Digital camera was working well and that going forward we would be able to have time stamped documentation of properties. She also presented options for security cameras for the Street Garage and Village Hall. Council will review the options and make a decision at a later time.

VILLAGE ADMINISTRATOR: Benson provided the Water Department Report for review. The report detailed an issue with the heater in the basement, McGarvey is preparing an estimate for repairs. Also, there was a boil alert for August 8th when the hydrant was exchanged. Rich Goebler, a licensed water plant supervisor, covered Chuck's vacation. There was an issue after the power outage that caused the computer system at the water plant to go into "demo" mode. Status Control was contacted and the system was repaired. Benson reported that the Variable Drive estimate provided at the previous meeting did not include the installation charge. The Resolution Chad prepared is accurate and provides the installation charge. RITA contacted Benson to schedule a facility tour. Benson and Ring plan to set up an appointment in September. Marcus and Jamie attended the RCAP field days training in Carrollton where they were shown various demonstrations with tools that are available for water related repairs. Benson was approached by a citizen in regards to the rules of having golf carts in town. Bob and Marcus went through town to look at junk vehicles and trash on various properties. He also sent a letter to 316 Grant St. regarding the structure on the property. On August 24th he met and signed the necessary documents with ODOT for the School Sidewalk Project. He is working with the County in collecting Census data, the local governments are going to work together on the Census information and submit together. Benson also asked if Council wanted to proceed with the Paving Project. Thompson made a motion to approve Central Allied to pave Carrollton street from going East from Porter to the Village Limits at a cost of \$32, 619. Second by Barb Burgess, all council members approved. Benson also asked if any council members had any interest in reviewing the engineers' qualifications prior to moving forward with potential water projects. Council told Benson to continue to move forward with the engineer of his choice. Benson also reported that he attended the Regional Planning meeting and discussed possible actions to take with the problem home in town. He is talking with the Health Department, but will continue to move forward with the issue. It was also discussed that there are two problem AEP electric poles on Wicker Road that need addressed.

MAYOR: Mayor DeLong said that State Farm is sending a check for the clean-up of the property that burnt the week of August 21st. He also discussed the issue with the generator at the Water Plant. He explained that when the generator was originally installed, there was a maintenance agreement in place where the company would come out and test the generator and provide routine maintenance to

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ensure it was running properly. He explained to council that the cost to reinstate the agreement would be approximately \$1000 per year. Barb Burgess made a motion to renew the contract for regular generator maintenance not to exceed \$1000 per year. Second by Ritter, all council approved. DeLong also asked if we should consider looking into a small generator for Village Hall to keep operations up and running in the event of a power outage. He also reported that Marcus signed off on the Little Library Project completed by the local eagle scout. He discussed that Marcus and Steve met with Alan regarding the setup for Dancing on the Bridge. He also explained that the junk car that has been left in the park needs to be removed. Marcus is looking into getting it scrapped. Mayor DeLong also addressed that Marcus is the Village Administrator and when someone wants something completed, they are to go to Marcus, not to the individual department. Marcus is responsible for coordinating employees and prioritizing jobs. If Marcus is not available, Bob needs to be contacted and he will assign tasks.

COUNCIL: Holmes reported that he has received complaints about the mowing at the park. He explained that the trimming was not be completed regularly. He walked the park and noticed that grass was high around playground equipment and that it was not being cut back along the creek. He said that it needs to be checked on more regularly and maybe we should review the Lowery contract to make sure that he includes the trim work with his services.

Thompson reported that the lights near the basketball and tennis courts were on throughout the night. DeLong stated the lights were on timers and probably were off of their normal times since the power outage. The timers will be checked. Also, Thompson has a business owner approach her regarding the idea of a "Clean-up Day" and expressed their willingness to help if the Village wanted to think about having a clean-up day.

Ritter explained that the fire sirens had not gone off the last two fires in town. She explained that it is a known issue and it will be addressed. Also, she thanked everyone for their help with the fire downtown.

Barb Burgess made a motion for Executive Session for the Compensation of a Public Employee, with possible action taken. Second by Ritter and all council members approved. Council members, Benson, Murdock and Ring entered into Executive Session at 8:23. At 8:40, the council meeting resumed. Barb Burgess reported that Council discussed the Street and Water Departments. Burgess explained that Jamie Shoemaker is planning to pursue his water license and has shown interest in focusing on the Water Department. Burgess made a motion to move Jamie from the Street Department to the Water Department. Second by Holmes, all council members approved. Barb Burgess made a motion to give Teri Foster, DeeDee Wise, Jamie Shoemaker, and Steve Felton \$1.00 per hour raises, effective the next pay period. Second by Holmes, all Council members approved. Burgess also addressed that the audit finding from Alger and Associates identified that the Fiscal Officer is responsible for overseeing the Tax Administrator. Chad will update the Ordinance for the next meeting.

NEW BUSINESS: Ring is going to check on the Salt Contract that was signed in the spring to see when the street department should expect delivery.

LEGISLATURE: Motion by Holmes, second Ritter for the 3rd 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 Holmes, second by Ritter to adopt Ordinance 14-2017. All council members approved.

Motion by Holmes, second by Barb Burgess to suspend rule 731.17 for the 1st reading of Ordinance No. 15-2017, an Ordinance amending the appropriation of various funds for the Village. All council members approved. Motion by Ritter, second by Barb Burgess to adopt Ordinance No 15-2017. All council members approved.

Motion by Ritter, second by Barb Burgess, to approve the 3rd reading of Resolution No. 2017-6, a Resolution amending the rental policy for reserving a pavilion at the Park. All council members approved. Motion by Ritter, second by Barb Burgess to adopt Resolution No. 2017-6. All council members approved.

Motion by Barb Burgess, second by Ritter, to approve the 2nd reading of Resolution No. 2017-9, a Resolution approving a legal-services agreement for income tax collection. All council members approved.

Motion by Ritter, second by Barb Burgess, to waive the three readings (non-emergency) of Resolution No 2017-10, a Resolution approving the purchase of chlorine metering heads and panels for the Water Department, not to exceed \$4,300. All council members approved. Motion by Ritter, second by Barb Burgess to approve Resolution No. 2017-10. All council members approved. Motion by Holmes, second by Ritter to adopt Resolution 2017-10. All council members approved.

Motion by Ritter, second by Barb Burgess, to waive the three readings (non-emergency) of Resolution No 2017-11, a Resolution approving the purchase and installation of a variable frequency drive for the Water Department, not to exceed \$7,300 for parts and \$600.00 for labor. All council members approved. Motion by Ritter, second by Barb Burgess to approve Resolution No. 2017-11. All council members approved. Motion by Ritter, second by Barb Burgess to adopt Resolution 2017-11. All council members approved.

Motion by Holmes, second by Barb Burgess to suspend rule 731.17 for the 1st reading of Resolution 2017-12, a resolution regarding trash on personal property within the Village limits. All council members approved. Motion by Ritter, second by Barb Burgess to adopt Resolution 2017-12.

FINANCE: Motion by Barb Burgess, second Holmes to pay the village bills from the appropriate funds for \$7,144.62 in vendor invoices, pre-approved 8/22/17; plus \$8,872.85 in payroll pre-approved by the Finance Committee and paid 8/24/2017. All council approved.

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QUESTIONS: Thomas: Will Jamie still do work for the Street Department? Yes, he will be primarily water, but will still help with Street.

Nancy: Are all employees who are getting raises full time? Yes. Can Ashley provide the new salary figures after the meeting? Yes.

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

Next regular council meeting will be Wednesday, September 6, 2017 @ 7:00 p.m. Due to Labor Day.

Mayor

Fiscal Officer