

## MALVERN VILLAGE REGULAR COUNCIL MEETING

September 6, 2017

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Meeting opened with the Pledge of Allegiance.

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

Motion by Holmes to approve the minutes from the regular meeting of August 28, 2017. Second by Barb Burgess. All council members approved.

### **CITIZEN COMMENTS:**

**SERVICE DEPARTMENT:** Benson presented on behalf of the Service Department. Jamie fixed a leak on Gween. Also, the street department cleaned and organized the garage last week. They poured a concrete patch on Porter and will cover it with asphalt after the concrete sets. The timers at the tennis courts were reset, the lights are back on schedule.

Thompson asked if all of the lights downtown were going to be replaced, she said she noticed there was still a light out by Contini's. Benson reported that they had believed to have replaced all of the lights that were out, but would check into it further.

**PARK:** Ritter reported that the next park board meeting will be held on September 28<sup>th</sup> at 7:00 at the Village Hall.

**TAX ADMINISTRATOR:** Evans reported that she had received paperwork from the State of Ohio in regards to Tax Filers. She explained that the Village can obtain a report of everyone who filed a state return that reported under Malvern's zip code. She said the cost would be \$144.50. Holmes made a motion to purchase the document not to exceed \$145. Second by Barb Burgess, all council members approved.

Barb Burgess asked if Evans had found a record retention schedule to use. She said she was still working on it.

**FISCAL OFFICER:** Ring provided the Fund Status Report, Receipts (8/23/17-9/6/17), and Payments (8/23/17-9/6/17). Ring reported that the State had been in for the past week and the audit was progressing well. They anticipate to be done with on-site work early the next week. She also reported that the website was updated and minutes had been uploaded to date. Ring asked council if they wanted to proceed with a security camera system. Barb Burgess made a motion to purchase the 2 camera with DVR system for \$229.99. Second Ritter. Barb Burgess, Ritter, Holmes, Phillips approved, Thompson voted no.

Barb Burgess asked where we were in scanning ordinances, Ring reported that she wanted to move forward with the project during the next 2 weeks.

**VILLAGE ADMINISTRATOR:** Benson explained that there are ongoing issues with the Bridge street home, and services will need to be disconnected. He also reported that the generator maintenance contract was moving along and will be in place. Thompson asked Benson the date for paving, he explained that he was working with Central Allied and they were trying to get us booked. Benson also thank everyone for the work on the audit and working with the auditors while they are onsite, and everything is moving in a positive direction. He met with Mr. Diaz for the Traffic Control System as a backup for the traffic light. Benson is looking for solutions that are cost efficient. He also reported that the street department will be preparing for Dancing on the Bridge for the remainder of the week. They are working to get all of the mowing completed, parking/no-parking signs posted, and the screen on the bridge. He said Dancing on the Bridge provided new no-parking signs for them to hang. He also reported that he sent out more letter for junk vehicles. The trash has been getting cleaned up, and better maintained. Ritter asked if homeowners are able to put up "no parking on property" signs or block areas off. It was agreed that this can be done as long as it is their property and not public right away.

### **MAYOR:**

### **COUNCIL:**

Ritter explained that the local churches were wanting to set a date for Trick-or-Treat to order inflatables and make other arrangements. Council agreed to set Trick-or-Treat for October 26 from 5:30 to 7:00. DeLong asked if Benson would contact the Sherriff to let them know the details.

Barb Burgess made a motion for Executive Session for an Attorney conferences concerning pending or imminent court action. Second by Ritter and all council members approved. Council members, Benson, Murdock, Evans and Ring entered into Executive Session at 7:23. At 7:31, the council meeting resumed, with no action taken.

Phillips thanked the Street Department for fixing the hole on Porter.

**NEW BUSINESS:** A reminder that the Street Department will be flushing hydrants the week of September 11<sup>th</sup>.

**LEGISLATURE:** Motion by Ritter, second Barb Burgess for the 1<sup>st</sup> Reading of Ordinance 16-2017, an Ordinance amending the employment terms for the Fiscal Officer, to include limited supervision over the Village Tax Administrator. All council members approved.

Motion by Ritter, second Barb Burgess for the 1<sup>st</sup> Reading of Ordinance 17-2017, an Ordinance amending the employment terms for the Income Tax Administrator, to bring the position under limited supervision over the Village Tax Administrator. All council members approved.

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Motion by Ritter, second by Barb Burgess, to approve the 3rd reading of Resolution No. 2017-9, a Resolution approving a legal-services agreement for income tax collection. All council members approved. Motion by Barb Burgess, second by Ritter to adopt Resolution No. 2017-9. All council approved.

Motion by Thompson, second by Barb Burgess for the first reading of Resolution 2017-13, a Resolution authorizing the Village Administrator to enter into an agreement for engineering services relating to the water department. All council members approved.

Motion by Ritter, second by Barb Burgess for the first reading of Resolution 2017-14, a Resolution authorizing the Village Administrator to enter into a generator preventative maintenance service agreement for the water department. All council members approved.

Motion by Ritter, second by Barb Burgess for the first reading of Resolution 2017-15, a Resolution authorizing the Village Administrator to enter into a paving agreement for certain Village streets. All council members approved.

**FINANCE:** Motion by Barb Burgess, second Holmes to pay the village bills from the appropriate funds for \$31,199.48 in vendor invoices, pre-approved 9/6/17; plus \$8,554.83 in payroll pre-approved by the Finance Committee and paid 9/7/2017. All council approved.

**QUESTIONS:** Nancy – has there been any response from Lowery regarding the mowing at the Park? Barb Burgess – the next day there was someone out doing the trimming.

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

**Next regular council meeting will be Monday, September 18, 2017 @ 7:00 p.m.**

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Mayor

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Fiscal Officer