

MALVERN VILLAGE REGULAR COUNCIL MEETING

October 2, 2017

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Meeting opened with a moment of silence for the victims of the Las Vegas shooting. The Pledge of Allegiance was then recited.

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

Motion by Holmes to approve the minutes from the regular meeting of September 18, 2017. Second by Ritter. All council members approved.

CITIZEN COMMENTS:

SERVICE DEPARTMENT: Steve Felton reported that the water leak on Robbins Road that ran under a citizen's driveway is fixed, but still needs to be patched. They attempted to fix a leak on S. Reed, but when they got to the pipe, they also found a gas leak. Columbia gas is working to correct the gas issue prior to allowing the Street Department to fix the water issue. They repaired a catch basin issue and will be working to install a new catch basin on Pleasant. They also got the parts to repair the hydrant that was hit on Coral Rd. and will be working on it. They also ordered a spare hydrant to have on hand, but it is backordered because they are manufactured in Texas and due to the Hurricane, they are behind schedule. He also thanked Benson for traveling to the auction and finding a new equipment trailer for the Village. He also thanked the citizen that cleaned the flower boxes in town. The street department collected two load of leaves on October 2nd. He also reported a pump issue that pumps the dirty water to the sewer plant, he explained that it needs to be re-wired to set up an alert system. Kathy asked where leaf clean-up began. Felton reported that they started across from the park and intend to make it through the majority of town each day, first thing in the morning. Time and weather permitting. She also asked Felton if we had received a part to fix the Fire Siren, he reported that we have not received it at this time.

PARK: Ritter reported that there is tentatively a movie night scheduled at the Damascus Church on the 28th. The park board meeting will be held on October 12th at Village Hall. She also reported that the extra portable restrooms will be removed at the end of October. Felton asked when the last rental of the season is, so he can shut off the water at the pavilions – Ritter reported that there is usually a football tailgate the last home football game, and after that the water can be turned off for the winter.

TAX ADMINISTRATOR: Evans reported that she will be out of the office October 3-4 for Vacation. She reported that we are down \$38,292.48 from 2016. She also reported that \$7,656.10 was collected in August. She explained to council that there was a \$0.06 difference from her report to the Fiscal Officer's report due to an error on a deposit. The Fiscal Officer reported based on the total deposit that the bank gave credit for. She has had about 25% of the non-filers respond to her letters, but there is still \$14,605.91 in outstanding payments. She has been trying to work with the legal counsel to start moving forward on some of the collection cases. Evan provided Murdock with updates that will need to be made to the Tax Ordinance for 2018.

FISCAL OFFICER: Ring provided the Fund Status Report, Receipts (9/19/17-10/2/17), and Payments (9/18/17-10/2/17). Ring reported that the cameras had been ordered, however, they were not wireless. They were returned and wireless options will be found. She also reported that the Budget Certificate for 2018 was received from the Carroll County Auditor and that she would like to start working through the appropriations for next year and would like to have final appropriations in place for the start of 2018 to avoid doing the temporary for the first 3 months. She also explained that she would like to have a Finance Meeting to discuss 2018 expected expenditures. The Finance Committee agreed to meet Wednesday, October 4th at 6:00 at the Village Hall. Ring also reported that the website was updated with new/updated tax forms, ordinances for grass, trash, and vehicles were added, and additionally the contractor registrations and building permits were uploaded. She also created a calendar to show park availability for 2018 that can be maintained and updated though out the year. Ritter asked Ring when the website expired, Ring reported that it is set to be renewed at the end of the year.

VILLAGE ADMINISTRATOR: Benson reported that Steve and Jamie created a new bulletin board for the bottom entrance. Minutes will be posted there now, as they will be easier to access. He also wanted to correct the hours that were posted in the paper – the billing office is open from 8-4, and the water treatment plant hours are 7:30-3:30. He reported that the Bridge Street demolition is almost complete. We will be receiving a check from State Farm, and as long as the clean-up is complete and satisfactory, we can pass the check on to the contractor. He reported that there was no Regional Planning for September. He also reported that he met with an electrician for back-up options for the traffic light. He said that the best option is to wire the light for a generator hookup. He also met with an engineer and RCAP in regards to future water projects. Barb Burgess asked Benson when Carrollton St. would be paved. Benson explained that he had spoken with Central Allied, and we are on their list, but no date has been set, and they are still anticipating getting it done this year.

MAYOR: Mayor DeLong

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COUNCIL:

Ritter wanted to confirm that Trick or Treat is the 26th. She had heard that dates had been confused and wanted to clarify.

NEW BUSINESS:

LEGISLATURE: Motion by Ritter, second Barb Burgess for the 3rd 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 Barb Burgess, second by Ritter to adopt Ordinance 16-2017. All council members approved.

Motion by Ritter, second Barb Burgess for the 3rd 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. Motion by Holmes, second by Brittany Burgess to adopt Ordinance 17-2017. All council members approved.

Resolution 2017-16, a Resolution authorizing the Village Administrator to purchase security system and bullet cameras for the Village. All council members approved. The Resolution will be updated to read that the Cameras will be purchased for Village Hall and then for the Street Department and Water Tower if the Mayor approves of the purchase, was tabled until wireless cameras could be found.

Motion by Holmes, second by Brittany Burgess to suspend rule 731.14. Motion by Holmes, second Brittany Burgess for the 1st reading of Resolution 2017-17, a Resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor. Motion by Holmes, second Brittany Burgess to adopt Resolution 2017-17.

Motion by Ritter, second by Barb Burgess to suspend rule 731.14. Motion by Ritter, second by Barb Burgess for the 1st reading of Resolution 2017-18, a Resolution authorizing the Village Administrator to purchase an equipment trailer for the Village. Motion by Ritter, second Barb Burgess to adopt Resolution 2017-18.

FINANCE: Motion by Barb Burgess, second Holmes to pay the village bills from the appropriate funds for \$19,685.05 in vendor invoices, pre-approved 10/2/17; plus \$8,852.62 in payroll pre-approved by the Finance Committee and paid 10/5/2017. All council approved.

QUESTIONS:

Nancy – was the cost of the trailer \$2,300? Yes.

Thomas – to clarify, the billing/administrative office is open from 8-4 and the water plant is 7:30-3:30. Yes.

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

Next regular council meeting will be Monday, October 16, 2017 @ 7:00 p.m.

Mayor

Fiscal Officer