

MALVERN VILLAGE REGULAR COUNCIL MEETING

December 4, 2017

Page 1 of 2

Meeting opened with the Pledge of Allegiance.

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

Motion by Barb Burgess to approve the minutes from the regular meeting of November 20, 2017, Second by Holmes. All council members approved.

CITIZEN COMMENTS:

SERVICE DEPARTMENT: Felton reported that leaf cleanup is done. Over 24 loads were collected in town. The street department is working to patch roads now using a hot patch. He said it is a different product from what they usually use and requires them to put it down very fast and it is not as easy to work with. At this time, they were unable to get in the product that they are used to working with. He plans to start working on the alley ways again. The water truck was taken to Ruegg's and the fuel pump was repaired. The red snow plow truck is due for routine service and will be serviced on December 11th at Sarchione.

PARK: Barb Burgess reminded Council and the Press that the Park Advisory Committee was still looking for 2 volunteers to join the committee.

TAX ADMINISTRATOR:

FISCAL OFFICER: Ring provided the Fund Status Report, Receipts, and Payments (11/20/17-12/4/17). Ring reported that US Bank has no additional charge to add on the ACH service to facilitate direct deposit for employees. If we do move to implement it will eliminate printing 332 checks per year. She is still waiting to hear from Consumers regarding their proposal. Murdock did contact Ring to make sure she knew there had to be a notice of accepting bids prior to moving forward. Ashley met with Alana on her last day. She gave Ashley the passwords and showed her how to post into the MITS system. RITA will not be full service until July. Barb Burgess made a motion to place an ad for the Tax Administrator position through the end of February, if necessary. Second by Ritter, all council members approved. Ring also reported that she, Marcus, and Teri had reviewed the record retention policy and were starting to work through the forms to submit to the State to prior to destroying out of date items. Evans had everything well labeled and organized, so the tax items will be easy to process. Ring asked for council's approval to continue the Village's membership with the Ohio Municipal League for 2018 at a cost of \$450 annually, which is the same price as the 2017 membership. Barb Burgess made a motion to pay \$450 in dues to be a member of the OML, second Brittany Burgess. All council approved.

VILLAGE ADMINISTRATOR: Benson reported that in addition to working through the tax documents, he would like to work through the Police records to destroy all of the documents at one time. He also reported that DeeDee returned to work from her knee surgery. There was an issue at the water plant with the gate, it was stuck open, but has been repaired. He also asked council if they had decided on a course of action to for the water truck issue. He explained that the truck in Massillon was a good, solid vehicle with minor wear and tear, and was previously used by the railroad. Mayor DeLong suggested that council form a committee to review vehicles and make a decision. Benson also reported that Elsass will be in working on the heaters in the service garage. Also, half of the salt for the winter was delivered already. Benson sent pictures around for council to review regarding the trash situation at 223 Porter, there is a resolution that will be presented tonight to move forward with resolving the issue. He also explained that Central Allied provided him with a quote of approximately \$1,000 to stripe Carrollton Street, they would also include from the bridge to 183. Barb Burgess made a motion for Central Allied to complete the striping of Carrollton Street, not to exceed \$1,000. Second by Ritter, all council approved. Marcus reported that he received a letter from the Methodist Church today regarding the water break issue, but it was missing the supporting documentation that Murdock had requested they send with the letter. Benson will contact the Pastor to obtain more information and the supporting documentation. He explained that the tree on Water Street near the Fire Station is ready to come down, he plans on getting quotes to have it removed. The street department removed the old school signs. Also, the State has been seen in town completing surveying for possible crosswalks. At 7:27 Barb Burgess made a motion to go into executive session for eminent legal action. Council returned and the meeting resumed at 7:35 with no action taken. Barb Burgess asked if it was possible to put a four way stop in at the intersection of Porter and Carrollton due to the increased traffic because of the school.

MALVERN VILLAGE REGULAR COUNCIL MEETING

December 4, 2017

Page 2 of 2

Murdock said he would review the rules on what we would need to do in order to move forward with changing the intersection to a four way stop.

MAYOR: DeLong reminded the press that there is a vacant council seat, and anyone living within the Village limits can submit a letter of interest and/or a resume to the Village Hall. He also mentioned that Teri asked for a commercial rug for in front of the counter area to keep the carpet nice. Marcus will talk with Cintas and Ashley will look at Staples.

COUNCIL:

Holmes reported that he attended the Regional Planning meeting where the Waste District discussed the upcoming census. They are going to townships and villages to get them to participate. If public entities are unwilling to participate, they may face charges of \$1 per address. Marcus explained that we have been working with the county to ensure that everything is done correctly. Holmes also reported that the Ordinance Committee, including Tom, Barb, Kathy, Bob and Marcus met to discuss parking in the alley ways. The would like to update the ordinance to read that there will be no parking in alleys without prior approval from Village Hall on a case by case basis. They also discussed the Building Ordinance that reads that new building can be constructed 1 foot off of property lines. The committee would like to update the legislation to change the footage from 1 to 3 feet from the property line for buildings, pools, and driveways. Fences will remain at 18 inches from the property line.

Ritter reminded Council that something will need to be done with the Emergency Siren.

NEW BUSINESS:

LEGISLATURE:

Motion by Holmes, second by Barb Burgess to suspend rule 731.17 as a non-emergency, all council members approved. Motion by Holmes, second by Barb Burgess to adopt Resolution No 2017-20, a resolution recognizing that on November 29, 2017 Alana M. Evans resigned from her position as Income Tax Administrator for the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Holmes, second by Barb Burgess to suspend rule 731.17, all council members approved. Motion by Holmes, second by Barb Burgess to adopt Resolution No 2017-21, a resolution declaring that litter has been found on a certain property within the Village of Malvern, Carroll County, Ohio, that constitutes a detriment to public health, and therefore such litter must be removed, and declaring an emergency. All council members approved.

FINANCE: Motion by Barb Burgess, second Holmes to pay the village bills from the appropriate funds for \$10,917.97 in vendor invoices, pre-approved 12/4/17; plus \$8,665.15 in payroll pre-approved by the Finance Committee and paid 11/30/2017. All council approved.

QUESTIONS:

Nancy – what will be the cost savings for eliminating checks – approximately \$40.

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

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

Mayor

Fiscal Officer