

MALVERN VILLAGE REGULAR COUNCIL MEETING

February 21, 2018

Page 1 of 3

Meeting opened with the Pledge of Allegiance.

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

Motion by Morena to approve the minutes from the regular meeting of February 5, 2018, second by Holmes. All council members approved.

CITIZEN COMMENTS:

Mr. Lowery was in to discuss the park mowing. He reminded council that his quote he submitted for the 2017 mowing season was for 2017 and 2018. He inquired about other quotes being submitted. Benson informed Mr. Lowery that the Village would be openly accepting quotes for the 2018 park mowing and also that the building located in the park that Mr. Lowery had utilized in the past was not longer part of the contact and the Village would resume utilizing the storage space.

SERVICE DEPARTMENT: Felton reported that 100 tons of salt were delivered, which was the remainder of what the Village had ordered for the year. He also reported that the new window was installed in the backhoe in addition to the new hydraulic cylinder. Truck #1 was taken in for new brakes and we replaced the motor on the salt spreader. Truck #2 is currently in getting a new turbo. The street department has put down 9 ton of cold patch, the usual hot patch is still not available. He also reported that he received a call from a resident living on Morges due to the condition of the roads. Felton reported that they have worked on the road, but the truck traffic is tearing the road up. He will continue to work to solve the issues with the condition of the road.

PARK: Barb Burgess reported that the next park advisory committee meeting would be February 22, 2018 at the Village Hall at 7:00. DeLong reported that he received notice that there were two interested residents, Kathy Ritter and Natalie DeLong. Barb Burgess made a motion to elect Kathy Ritter and Natalie DeLong to the Park Advisory Committee, second by Morena. All council members approved.

TAX ADMINISTRATOR: Ring reported on behalf of the Tax Department. Tammy Hickman has been actively working since Thursday, February 8th. She spent five hours on Sunday, February 11th working on the MITS system trying to get acquainted with the system. She has been able to get caught up on posting payments and reconcilements. She is working towards cleaning up the system and sending tax forms. She is working on getting to set office hours, but at this time it looks like she will be in on Mondays and Thursdays, but we are trying to determine exactly what hours will work best.

FISCAL OFFICER: Ring provided the Fund Status Report, Receipts, and Payments (2/6/18-2/21/18). Ring included the meeting minutes from the conference calls with RITA. She reminded council that calls were every Monday at 11:15 if anyone would like to join the call. Ring also reported that US Bank has joined the Ohio Pooled Collateral System through the State of Ohio. This allows the Village to logon to the State's website and verify that our public money is collateralized sufficiently. The bank is required to secure Village deposits that exceed \$250,000.00. This is something most Ohio banks are moving to due to the extensive requirements that are required if you do not. Ring reported that her bond is up for renewal, and she is working with Whitaker to get it renewed. She also reported Tammy's paperwork has been submitted to have her bonded. Ring explained that the Village received a Boundary and Annexation Survey from the US Census Bureau, the Village was able to request new maps through this to verify the accuracy of the data. Ring also reported that the website is up for renewal in April. The total cost for a 3 year renewal will be \$1094.35, which includes \$611.64 for the website, \$359.64 for email, and \$56.97 for the Domain. Barb Burgess made a motion to renew the website with GoDaddy for \$1094.35, second Holmes. All council members approved. Phillips asked Ring is she had more information regarding Direct Deposit. Ring said that she would have more information soon, now that the Tax position has been filled. Thompson asked if Tammy could attend the next meeting to meet with council and the press. Ring said it wouldn't be a problem and she would work it out with Tammy.

VILLAGE ADMINISTRATOR: Benson provided the water report. He highlighted that water usage was back to reasonable levels since repairing the two large breaks. Wise also provided in her report that the water department has been working on 3 EPA reports and the Lead/Copper report for 2017. She also reported the RCAP maps had been installed on the computer at the water plant to help with line mapping. He has been working with Chuck Caldwell on an asset liability contingency plan. The RCAP mapping that we have has made this much easier. He reported that the Steve and Jamie went to the Citrus park to assist with line locations. Also, he reported that there was a car that hit the fence by the Water Plant, there were no injuries and he is working with Southway Fence to repair the poles that were damaged. Marcus and Steve are working on creating a bulk water depot to sell bulk water safely. The system will have the appropriate valves and shutoffs to prevent contamination. Benson reported that he has located a Columbia Gas Fleet Truck for sale near Columbus. It is a 2 wheel drive, 2008 F550, diesel, with an on board compressor selling for approximately \$17,000. Benson also presented that the Village has older, unused

MALVERN VILLAGE REGULAR COUNCIL MEETING

February 21, 2018

Page 2 of 3

equipment that he would like to take to the Kiko Spring auction. Holmes made a motion to proceed with purchasing the 2008 F550 Truck, not to exceed a total cost of \$18,000, second Morena. All council members approved. Holmes made a motion to sell excess, unused equipment at the Kiko March 31st Spring Consignment Auction at Marlboro, second Morena. All council members approved. Benson updated council on the 223 Porter property. The county has also been working on the property issue. Currently, the property owner's son believes the Nursing Home owns the property and that he is not permitted to go onto or take anything from the property. The son is willing to clean up the property, if he can get permission to do so. At this time, the county and village are unable to find proof as to who is in control of the property. On March 6th, Marcus, Steve, and Jamie will be attending a training on hydrants, valves, and pipes offered by the Ohio Rural Water Association. Benson would like to revisit the handbook with Part-Time and Seasonal Employee benefits in regards to Holiday and Vacation Pay. The Ordinance Committee including Thompson, Holmes, and Barb Burgess will meet on Monday, March 5 at 5:30 to discuss the handbook. Benson also explained that we need to revisit the ally and street parking, when we reworked the Ordinance it stated streets and highways. The Ordinance Committee said they would look at that during the committee meeting. Thompson reported to Benson that there is a trailer by the creek, near E. Porter, with a door open, and could be a potential issue with animals.

MAYOR: DeLong asked if Morena was registered for the Newly Elected Officials Seminar, Ring reported that he was registered. DeLong asked Benson if lunch was provided during the training, Benson said lunch was included. DeLong also reported that the gas line at the Service Garage was installed and one furnace is up and running.

COUNCIL:

Holmes reported he attended the MCDF meeting last week. They have added a few new trustees. They discussed new projects they want to work on, including replacing the flagpole. They also are going to maintenance the brick planters at Village Hall. They discussed establishing a maintenance fund for the upkeep of completed projects.

Barb Burgess asked if DeLong could contact the new park members to tell them about the meeting on the 22nd.

Morena reported Regional Planning was cancelled. He also asked if anyone had applied for the seasonal job. Benson said that there was currently one application. Morena said he had two individuals interested and would tell them to come to Village Hall.

PENDING BUSINESS:

NEW BUSINESS:

LEGISLATURE:

Motion by Holmes second by Barb Burgess for the first reading of Ordinance 2-2018, An Ordinance regulating the keeping of animals within the Village of Malvern, Carroll County, Ohio. Holmes, Barb Burgess, Thompson, Morena Yes, Phillips No. Murdock will expand section 5, definition of animals.

Barb Burgess made a motion to suspend rule 731.17 to waive the three reading of Ordinance 3-2018 (non-emergency), second Holmes, all council approved. Motion by Holmes second by Morena to adopt Ordinance 3-2018, An Ordinance providing medical insurance to certain fulltime employees of the Village of Malvern, Carroll County, Ohio. All council members approved.

Holmes made a motion to suspend rule 731.17 to waive the three reading of Ordinance 4-2018 (non-emergency), second Morena, all council approved. Motion by Morena second by Holmes to adopt Ordinance 4-2018, An Ordinance employing and setting the employment terms for Tammy L. Hickman, as Income Tax Administrator, for the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Holmes second by Morena to suspend rule 731.17, all council members approved. Motion by Holmes second by Morena to adopt Ordinance 5-2018, An Ordinance amending the Income Tax Code of the Village of Malvern, Carroll County, Ohio, by adopting Ohio R.C. 718.80 through R.C. 718.95, as an emergency. All council members approved.

FINANCE: Motion by Barb Burgess, second Holmes to pay the village bills from the appropriate funds for \$13,188.52 in vendor invoices, pre-approved 2/21/18; plus \$8,961.97 in payroll pre-approved by the Finance Committee and paid 2/22/18. All council approved.

MALVERN VILLAGE REGULAR COUNCIL MEETING

February 21, 2018

Page 3 of 3

QUESTIONS: Nancy – is the GoDaddy cost an annual cost? Ring explained that it was for all 3 years. Nancy also asked if the animal ordinance passed. DeLong explained that it did, with Arlene voting no, and all other present members voting yes.

Carol Brawley asked if the tree near the Dairy Queen would be cleaned up by the Village or if the Village was not responsible. Steve said that he had not seen it, but he would clean it up.

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

Next regular council meeting will be Monday, March 5, 2018 @ 7:00 p.m.

Mayor

Fiscal Officer