

## MALVERN VILLAGE REGULAR COUNCIL MEETING

March 5, 2018

Page 1 of 3

Meeting opened with the Pledge of Allegiance.

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

Motion by Morena to approve the minutes from the regular meeting of February 21, 2018, second by Holmes. DeLong noted that there was a spelling error on “truck” under the street department and the total amount paid under the finance committee was incorrect. All council members approved of the minutes with the corrections made.

### **CITIZEN COMMENTS:**

Tom Williams was in attendance to discuss the baseball fields at the park. Williams serves as the president of the organization. He explained that there would be 9 teams total between baseball and softball with approximately 130 kids participating. In the past they have utilized the church, Mohawk, and high school baseball fields, but now they have outgrown those. DeLong reminded Williams that the baseball fields are leased by the school. The primary issue is that Field #1 is needed for the older teams, due to the size of the field and outfield fence distances needed. He explained that the back field would be ok, if the backstop could be pushed back to stretch the field out. Holmes reminded Williams that the pavilions would take precedent for parking. The parking near Field #1 will be mostly used by the pavilion rentals, where the fields further back would have access to more parking and less traffic. Burgess explained to Williams that Craig DeLong would be using Field #1 at the park because he has continuously used and maintained the field for 7 years. She also explained that the group had asked to use park fields for the 2017 season and council had trees removed and additional portable restrooms delivered, but then the fields were not used. Williams explained that his goal is to build a program and that he is not asking for control of the park. The coaches are willing to work together and share field. DeLong asked to meet with Williams and Benson to discuss the issue further and try to come to a resolution that will work for all parties involved.

**SERVICE DEPARTMENT:** Felton reported that they picked up concrete block to set up at the garage to separate the sand and gravel to help keep the service garage yard cleaned up. He is still working with the cold patch, the hot patch is not available, and he continues to check daily for the materials. He is doing the best he can with the material he is able to get to patch. He and Jamie worked to clean up the yard of the service garage. The new water truck is in and running well. They are working to get the truck stocked to have one good truck up and running. He also reminded council that he, Jamie, and Marcus would be attending the Hydrant/Valve training.

**PARK:** Morena reported that Kathy Ritter would like to continue with the Park Advisory Committee sponsored movie nights, like they had last year. Shirley would like to have the Old Fashioned Homecoming again. He reminded everyone that the park rentals are \$55, except there will be no charge for the Rabies Clinic and the Easter Egg Hunt. The next meeting will be March 22, 2018 at the Village Hall at 7:00.

**TAX ADMINISTRATOR:** Ring reported on behalf of the Tax Department. She introduced Hickman to council. Ring explained to council that tax collections were up for 2018 by \$17,304.67. Ring also reported that everything has been running smoothly and Hickman has been doing a great job.

**FISCAL OFFICER:** Ring provided the Fund Status Report, Receipts, and Payments (2/21/18-3/5/18). Ring also provided the current appropriation to actual and budgeted revenue reports to council for review. 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 reported that the first of three data extracts from our MITS system to RITA. They will analyze this data to start building our database with them and establish customer accounts. They will be sending out welcome letters to the Village residents in early June. Ring reported that everything was complete, and the medical insurance was in effect as of March 1<sup>st</sup>. Ring explained that she had contacted GoDaddy to submit the tax exempt certificate and they were able to upgrade the Village to a 5 year package for a total of \$1,114.65, but it is to their new website platform. Ring is going to work to redesign the website using the new builder. The web address will remain the same, but it will have a new updated look. The extra cost was an additional \$20.30, but there will be a significant savings by renewing for 5 years over the 3 year option presented at the last meeting. The 5 year savings will be approximately \$700.00.

**VILLAGE ADMINISTRATOR:** Benson provided the water report. He highlighted that water usage was back to a good level of approximately 321,000 gallons. There was a car accident on February 20<sup>th</sup>, and damaged the fence and he is waiting on a repair quote from Southway Fence, and the individual who hit the fence is willing to pay for the repairs. He also noted that the paperwork was submitted to the EPA for the lead and copper monitoring. He reported that he and Bob traveled to Columbus to pick up the new water truck. He has been working with Caldwell on the EPA report and responses for emergency situations.

## MALVERN VILLAGE REGULAR COUNCIL MEETING

March 5, 2018

Page 2 of 3

Benson and Murdock were in court for the Citrus Park issue. He reported that the courts have collected enough money to pay the current bill. He has received 5 letters of interest for Park Mowing. He also received a quote of \$1,500 for Street Sweeping. He stated that the Village should consider this to help keep the storm sewers clear. He is also looking into quotes to have Morges paved this year. He was contacted about the Community Cleanup. Barb Burgess stated that the Village should do this on their own, without teaming up with Brown Township. Benson noted that if we do this on our own, we should not accept tires because they are more difficult to dispose of. Thompson stated that she wanted to chair the committee for cleanup day. Benson explained that a decision needs to be made because the Carroll, Columbiana, Harrison County group needs to a commitment to set aside funding.

**MAYOR:** DeLong noted that the Furnaces were fixed at the Street Garage, but then stopped again. Additional repairs were made and they are up and running again. He also reported that the new water truck is nice and it will last the Village for a long time.

### **COUNCIL:**

Holmes reported that the Ordinance Committee met. In attendance were Holmes, Barb Burgess, Thompson, DeLong, Benson, and Ring. The Parking Ordinance was discussed and it was determined that it needs changed to specifically include no parking or blocking any alley at any time unless prior permission is obtained from Village Hall. The Committee also discussed the Employee Handbook and determined that Part-Time and Seasonal employees should not receive holiday or vacation benefits. Council should examine Caldwell's Ordinance separately at this time.

Thompson asked when Linda would resume working in the Park. Benson explained that when the weather improved and there was work to be done she would start picking up additional hours in the Park.

Phillips reported that she attended the Fire Meeting. The went to the South Station to see the new truck and were given a tour of the station.

### **PENDING BUSINESS:**

### **NEW BUSINESS:**

### **LEGISLATURE:**

Motion by Barb Burgess second by Holmes for the second reading of Ordinance 2-2018, An Ordinance regulating the keeping of animals within the Village of Malvern, Carroll County, Ohio. All council members approved.

Morena made a motion to suspend rule 731.17 to waive the three reading of Ordinance 6-2018, second Barb Burgess, all council approved. Motion by Barb Burgess second by Morena to adopt Ordinance 6-2018, An Ordinance amending the appropriations of various funds of the Village of Malvern, Carroll County, Ohio, for fiscal year 2018, and declaring it an emergency. All council members approved.

Barb Burgess made a motion to suspend rule 731.17 to waive the three reading of Resolution 2018-3, Resolution 2018-4, and Resolution 2018-5 as a non-emergency, second by Holmes. All council members approved.

Motion by Morena second by Barb Burgess to adopt Resolution 2018-3, a Resolution authorizing the Village Administrator to sell unwanted and unneeded Village of Malvern, Carroll County, Ohio, property at public auction. All council members approved.

Motion by Barb Burgess second by Morena to adopt Resolution 2018-4, a Resolution authorizing the Village Fiscal Officer to enter into an agreement with GoDaddy to renew the website for the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Holmes second by Morena to adopt Resolution 2018-5, a Resolution authorizing the Village Administrator to purchase a 2008 Ford F550 Utility Truck for use by the water and street departments of the Village of Malvern, Carroll County, Ohio. All council members approved.

**FINANCE:** Motion by Barb Burgess, second Holmes to pay the village bills from the appropriate funds for \$112,250.11 in vendor invoices, pre-approved 3/5/18; plus \$8,162.87 in payroll pre-approved by the Finance Committee and paid 3/8/18. All council approved.

### **QUESTIONS:**

**MALVERN VILLAGE REGULAR COUNCIL MEETING**

**March 5, 2018**

**Page 3 of 3**

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

**Next regular council meeting will be Monday, March 19, 2018 @ 7:00 p.m.**

---

Mayor

---

Fiscal Officer