

MALVERN VILLAGE REGULAR COUNCIL MEETING

March 19, 2018

Page 1 of 2

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 March 5, 2018, second by Brittany Burgess. Thompson, Barb Burgess, Phillips, Brittany Burgess approved, Holmes abstained.

CITIZEN COMMENTS:

James Lowery was in attendance. He wanted to thank council for the opportunity to mow the park for the last 25 seasons. At this time, he has decided to withdraw his name from the bids for the current season. He returned the key to the storage garage to Benson. Council thanked Lowery for his time.

SERVICE DEPARTMENT: Felton thanked council for the opportunity for himself, Jamie, and Marcus to attend the Hydrant and Valve training. They were able to learn a lot and it was a good session to attend. He also reported that Hot Patch was now available and they have put down 15 ton on several roads. They will continue to patch roads daily, as weather permits.

PARK: Morena reported the next meeting will be March 22, 2018 at the Village Hall at 7:00. Phillips asked if there was a baseball schedule set up. DeLong explained that he and Benson would be meeting with Tom Williams on March 20.

TAX ADMINISTRATOR:

FISCAL OFFICER: Ring provided the Fund Status Report, Receipts, and Payments (3/6/18-3/19/18). 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 reported that the conversion is going well and is running ahead of schedule. Currently, RITA is working through the data and Tammy has been able to provide them with some of the missing information. Ring also reported to council that the new website has been completed and launched. She asked council to look at the website and offered to make any changes or additions to the website as needed. Ring reported that she will be out of the office the week of April 9-13 to attend a banking conference. It is an off week for Council meetings and payroll, and she will carry her computer with her if anything comes up. Ring also discussed staying with US Bank at this time. When comparing the two banks, there is not much difference. She also said that she would move forward with the ACH agreements for Direct Deposit.

VILLAGE ADMINISTRATOR: Benson provided the water report. He reported that the next Regional Planning meeting was cancelled. He also reported that he would be out of the office Thursday and Friday for the Local Governments Conference. He has been working with the county on a Census for Mapping and Annexations. He also reported that he would be meeting with Valarie Mosser on the Census information that the county is working on compiling as a whole. He noted that he has two applicants for the seasonal position and asked for volunteers to interview. Barb Burgess and Holmes said they would be available, but they noted the importance of Marcus and Steve being involved, as they would be working closely with the employee. Benson intends to start Linda working in the park to clean up prior to the March 31st Community Easter Egg Hunt. He said once the weather breaks, Linda will start working more regular hours in the park. He reported Community Cleanup is May 12th from 8-2. The Village will not be accepting tires or paint. If there are individuals who need items picked up, it can be arranged with the Village Hall prior to cleanup day. He also reported that he met with Scott Bowling, superintendent of Malvern Schools, to make sure it was clear with the school about what the Village would be responsible for mowing at the park. He also discussed the baseball field situation with Bowling so he is aware of the use of the High School fields. Barb Burgess made a motion to enter into executive session for potential bids for mowing the park, second by Holmes, all council members approved. All council members, Benson, Murdock and Ring entered into executive session at 7:15. At 7:23 the meeting resumed. Barb Burgess made a motion to hire Enviroscaapes to mow the park for a total cost of \$21,828.31 for the 2018 season. Second by Holmes, all council members approved. Benson also reported that he had received quotes for the portable restrooms. It was discussed that we are currently with Miller. They charge a delivery fee for each restroom (\$15 for regular and \$20 for handicap) and the 28 day cost for regular units are \$60 and \$110 for handicap units. Ace Portable Restrooms, who we had before, submitted a quote and they have no delivery fees. Their cost is \$65 per month for the regular and \$105 per month for the handicap units. They are also willing to donate a large box for the cleanup day. Thompson made a motion to move forward with hiring Ace Portable Restrooms to supply the portable restrooms for the park. Second by Phillips, all council members approved. Benson also discussed that Sky Sweeping providing the street sweeping again. Their pricing remained the same as last year and for approximately \$1,500 we were able to get the curb streets cleaned. Barb Burgess made a motion to have Sky Sweeping complete the street cleaning not to exceed \$1,500. Second by Morena, all council members approved. Thompson inquired about the tree limbs caught in the lines downtown. Benson reported that he put in a work order with AEP to have them

MALVERN VILLAGE REGULAR COUNCIL MEETING

March 19, 2018

Page 2 of 2

removed. It is still not clear who is responsible, between the cable and electric company, but he is trying to get it cleaned up.

MAYOR: DeLong noted that he and Holmes would be attending the MCDF meeting on 3/20. DeLong also asked Benson to discuss the street closure request submitted by Newell Realty. Benson explained they would like to close a small part of Grant Street to hold an auction on May 12th from 7-3. This is the same day as the Community Cleanup, but it should not be an issue. Thompson made a motion to temporarily close the designated area on Grant Street for the Newell Realty Auction on May 12th from 7-3. Second Brittany Burgess, all council members approved. DeLong reported to council that he received a letter from ODOT regarding an open house in New Philadelphia, if anyone was interested he had a letter with the details.

COUNCIL:

Holmes noted that the Street Department has done good work patching holes. He also asked if there was any information on the Bell Store Annexation. Murdock explained that he had recently talked with their attorney. They still want to move forward with it, but they have to go through the County Commissioners also. Bell Store is the driving force, and we cannot do anything until they move forward on their end.

Thompson reported that Mr. Nichols passed away and she heard that the nursing home was now in control of the property.

Morena reminded council that he would be attending the OML Newly Elected Officer Training on Saturday 3/24.

PENDING BUSINESS:

NEW BUSINESS: DeLong noted that we should revisit the credit card issue. With travel and ordering, there is a need. It was openly discussed that the Village would only need one card. Ring noted that it could be locked in the safe and signed out when needed. Ring will talk with US Bank about the options for a Debit Card and a Credit Card.

LEGISLATURE:

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

Motion by Holmes second by Morena for the first reading of Ordinance 7-2018, an Ordinance amending the parking regulations for the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Morena second by Brittany Burgess for the third reading of Ordinance 8-2018, an Ordinance clarifying and amending the Paid Time Off provision in the Personnel Policies and Procedures for fulltime employees of the Village of Malvern, Carroll County, Ohio. All council members approved.

Murdock discussed that Ordinance 8-2018 would affect only one employee, and council will need to decide if he will be grandfathered under the previous terms, or if they would follow the new rules.

FINANCE: Motion by Barb Burgess, second by Holmes to pay the village bills from the appropriate funds for \$13,252.85 in vendor invoices, pre-approved by the Finance Committee 3/19/18; plus \$8,360.72 in payroll pre-approved by the Finance Committee and paid 3/22/2018. All council members approved.

QUESTIONS: DeLong asked Benson if we received payment for the water bill for Citrus Park. Benson reported that we did receive the current billed amount.

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

Next regular council meeting will be Monday, April 2, 2018 @ 7:00 p.m.

Mayor

Fiscal Officer