

## MALVERN VILLAGE REGULAR COUNCIL MEETING

May 7, 2018

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Meeting opened with the Pledge of Allegiance.

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

Barb Bugess noted a spelling error on alley. Motion by Morena to approve the minutes from the regular meeting of April 16, 2018, with the spelling correction, second by Barb Bugess. All council members approved.

### CITIZEN COMMENTS:

**SERVICE DEPARTMENT:** Felton reported that the water has been turned on at the Park. All the nets are up at the Park. The Street Department has put down approximately 25 ton of patch in April. Four water leaks were repaired. They also repaired three benches at the park and completed repairs on some of the playground equipment. Hydrant flushing will be completed May 14 – 18. Cleanup day will be on Saturday May 12. They have been working on grading the alleys. Scott, the new seasonal help, is doing great. Thompson inquired about Scott. Felton reported that Scott Locke is a Malvern resident.

**PARK:** Morena provided the notes for the Park Advisory Committee. He noted the Old Fashion Days will be held June 23<sup>rd</sup> from 12-6pm in the Park. Shirley is currently working on sending letters for vendors. The committee is having a meeting on May 9<sup>th</sup> at 6:00 at Village Hall to further discuss the event. Jerry Tinlin from Carrollton attended the meeting to introduce himself, and his band “Liberty Bridge Band,” which plays country and rock music. They would like to play at the Old Fashion Days from 3:00-6:00 and accept crowd donations for their performance. They would like to get their name out. Mark Tucker contacted Village Hall about holding a garden tractor pulling contest, similar to a tractor pull. The Park board is going to look more into the contest and when it could be done. The Committee will be showing “Boss Baby” on June 8<sup>th</sup> for the first of three movie nights. Craig DeLong reviewed the projectors and would like to move forward with purchasing the Epson VS250 for \$319.95. The projector will be used at the movie nights. Jim Woods offered to donate pop for the movie nights, and Barb Burgess contacted Bell Stores about a donation to be used for the movie nights. Mowing has begun in the park and all of the wooden bleachers have been replaced. Community Development is looking into equipment for the park, such as a merry go round or teeter totters. Angela Lambert would like to plant flowers around the Malvern sign at the park. The Committee will be meeting May 9<sup>th</sup> at 6:00 at the Village Hall to discuss the Old Fashioned Days. The next regular meeting will be May 25<sup>th</sup> at 7:00, at the Park, weather permitting.

**FISCAL OFFICER/TAX DEPARTMENT:** Ring provided the April Income Tax Report. Ring noted that revenue was up approximately \$12,000 from 2017. Ring provided the Fund Status, Receipts, and Payments as of 5/9/18. She also provided the appropriations status and revenue status reports. Ring noted Council needed to determine who they would like to have as the delegate and alternate for RITA. They would be responsible for attending the annual meeting on behalf of the Village. Council determined Ring should be the delegate and Teri Foster should be the alternate. Ring also reported the calls with RITA have resumed. They are currently working to prepare a mailing to notify all residents of the conversion. They also completed the second data extract which they are using to construct their database. Ring finally noted that she is working with UAN and US Bank together on the payroll process.

**VILLAGE ADMINISTRATOR:** Benson provided council with the Water Department report. He highlighted that Caldwell has been working on the Backflow Inspection required by the EPA, the lab was cleaned, the floors were scrubbed and waxed by Finishing Touch, the USDA Inspection is May 9<sup>th</sup>, and the Consumer Confidence Report has been approved by the EPA and will be distributed soon. Benson noted the Citrus Park case has been assigned to a receiver. They think they are going to work on making repairs. Benson noted that he would like to rent a robot to check the status of the tank. He also intends to look at the lines on top of the hill to check on the status of those lines and work on improving water pressure. He also noted that he attended a Pesticide Certification Renewal Seminar in Columbus. Benson does not have a date for the Paving or Street Sweeping at this time. He met with a representative to get information and pricing on sewer grates, and casting supplies to work on standardizing parts. He has not been able to contact the individual who hit the fence at the water park. He did send a certified letter on April 16<sup>th</sup>. He would like to move forward with cleaning up some of the properties that have trash. Murdock will prepare resolutions for council to proceed with the trouble properties. Benson has been working with the Boy Scouts on cleaning trees and limbs. He also wanted to remind everyone

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that there could be discolored water with the hydrant flushing. He reported that he will be attending Regional Planning on the 15<sup>th</sup>. He also noted that Steve received new flags and is currently looking to upgrade the poles.

**MAYOR:** DeLong asked if everything was ready for cleanup day. Thompson reported that she had two community service helpers and a truck for the day. Barb Burgess noted that she would be getting food for breakfast and Betty would be making lunch. Thompson asked Benson if there had been any calls to schedule items to be picked up. Benson had two individuals call to schedule. He also noted that Burwell is going to be driving a truck around to pick up. Mayor DeLong asked the paper to remind individuals to not blow grass into the roads, it is hard on the catch basins. He also asked Felton to check on the slide at the park. Someone removed the blocks at the bottom of the slide. The service department will try to fabricate a bracket to attach the slide.

### **COUNCIL:**

Phillips asked if it was acceptable for the preschool to put signs out for enrollment. Benson noted that would be ok.

### **PENDING BUSINESS:**

### **NEW BUSINESS:**

### **LEGISLATURE:**

Motion by Barb Burgess, second by Morena to suspend Rule 731.17, all council members approved. Motion by Barb Burgess, second by Morena to adopt Resolution 2018-8, A Resolution declaring the employment of a seasonal laborer in the Service Department, the Village of Malvern, Carroll County, Ohio (Scott Locke). All council members approved.

Motion by Barb Burgess second by Brittany Burgess for the second reading Resolution 2018-10, A Resolution establishing a credit card policy and designating authorized cardholders and credit and purchase limits for the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Barb Burgess, second by Morena to suspend Rule 731.17 as a non-emergency, all council members approved. Motion by Barb Burgess, second by Morena to adopt Resolution 2018-12, A Resolution declaring the Village of Malvern's intent to donate \$100.00 to the American Legion for the purchase of American Flags. All council members approved.

Motion by Barb Burgess, second by Morena to suspend Rule 731.17 as a non-emergency, all council members approved. Motion by Barb Burgess, second by Morena to adopt Resolution 2018-13, A Resolution authorizing the Village Administrator to enter into a paving agreement for certain streets within the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Morean second by Barb Burgess to suspend rule 731.16, all council members approved. Motion by Morena second by Barb Burgess to adopt Resolution 2018-14, A Resolution Authorizing Participation in the ODOT Winter Contract (018-19) for Road Salt. All council members approved.

Motion by Barb Burgess, second by Morena to suspend Rule 731.17, all council members approved. Motion by Barb Burgess, second by Morena to adopt Ordinance 10-2018, an Ordinance setting the pay rate and job duties for Teri Foster, an Administrative Assistant, for the Village of Malvern, Carroll County, Ohio. All council members approved.

**FINANCE:** Motion by Barb Burgess, second by Morena to pay the village bills from the appropriate funds for \$24,120.35 vendor invoices, pre-approved by the Finance Committee 5/7/18; plus \$8,335.18 in payroll pre-approved by the Finance Committee and paid 5/3/2018. All council members approved.

**QUESTIONS:** Nancy – what will be the special meeting for the Park Committee? Morena explained that Shirely wanted to meet to discuss the progress of the Old Fashioned Days. Nancy – Teri will be an administrative assistant now? Barb Burgess noted that it was discussed at the previous meeting during executive session, but there was no action taken. Nancy asked if Teri was being replaced as

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Water Clerk. Barb Burgess clarified that it would be all inclusive. Foster would continue her duties as Water Clerk, but has also been helping with all departments.

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

**Next regular council meeting will be Monday, May 21, 2018 @ 7:00 p.m.**

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Mayor

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Fiscal Officer