

MALVERN VILLAGE REGULAR COUNCIL MEETING

January 7, 2019

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Meeting opened with the Pledge of Allegiance.

ROLL CALL: Thompson, Hubbard, Brittany Burgess, Barb Burgess, Holmes, and Morena. Also in attendance were Benson, Murdock and Neading.

Motion by Barb Burgess to approve the minutes from the regular meeting of December 17, 2018, second by Morena. All council members approved.

Motion by Holmes, second by Barb Burgess to pass the standing rules of council. All council members approved.

Motion by Brittany Burgess, second by Hubbard to elect Barb Burgess as President of Council. A second motion was made by Barb Burgess to elect Holmes as President of Council, second by Morena. Votes for Barb Burgess were yes by Brittany Burgess, Hubbard, Thompson, Morena, Holmes with Barb Burgess abstaining from the vote. Votes for Holmes were yes by Barb Burgess and Morena, and no from Thompson, Hubbard, and Brittany Burgess. Barb Burgess was elected to serve as President of Council.

CITIZEN COMMENTS:

SERVICE DEPARTMENT: Felton provided the Service Department report. He noted there were three (3) water line breaks that have been repaired since the last meeting. He ordered chemicals and spare parts for the water plant. The service department took down the Christmas decorations.

PARK: Morena discussed the Garden Tractor Pulls. He talked with Sandy Tucker and she said she would like to meet to discuss locations and would contact Morena, but had not called back. DeLong noted he, Benson, and Felton looked at alternative locations that had access to water. Benson highlighted that everything is available and ready at the original front location and it may be a better idea to allow them to use the front location for 2019 and prepare a site further back in the park for future pulls. Thompson noted she had heard negative feedback regarding the tractor pulls. Holmes is concerned with the pulls being located in the front of the park. Morena will try to contact Tucker to see what they are wanting for 2019. Thompson asked about the dog park. Barb Burgess noted the Park Committee is in favor of the idea, but it does not seem like there is much interest. Thompson made a motion to not proceed with the dog park, second by Hubbard. All council members approved. Barb Burgess asked if council wanted to pursue a leash law. Council agreed they needed to develop the leash law. Murdock will pull examples to look at.

FISCAL OFFICER/TAX DEPARTMENT: Neading provided the Fund Status, Receipts, and Payments (as of 1/7/19) and the Appropriations/Revenue (as of 12/31/19 and 1/7/19). She highlighted she has been working through the End of Year Checklist for UAN to complete 2018 and transition to 2019. All bills were paid for 2018 that she had received. She left 2 purchase orders open for end of year, one for the camera project and the second for Status Control, she has not received the bill for the maintenance contract. She noted the Bank Statement was reconciled, Budgetary Information has been uploaded for 2019, Purchase Orders are in place for the first quarter 2019, Tax Forms – W2s, 1099 misc. were completed, the Hinkle Notes were completed, the Auditor of State Financial Statement notes are completed, and the Final Year End report was submitted on 1/7/19 to the State. She also reported the Annual Notice of Exemption Certification Request has been filed with the State, which we are required to file this annually, notifying the State that we only hold bank accounts and not investments. Neading also noted the BWC true-up reports were completed and paid. The website has been updated with personnel changes, committees, and minutes. She reported she received a letter from the Division of Liquor Control notifying the Village that Chadwick Investments is applying for the license for the North Reed Avenue restaurant. The Department is asking if the Village would like to call a hearing over the license or allow the transfer to proceed without a hearing. Barb Burgess made a motion to allow the transfer of the permit, second by Morena. All council members approved. Neading will submit the notice to the Division of Liquor Control. Neading also noted she viewed a webinar to view a product called Board Effect that would house all documents for meetings and could be used to manage all documents, however, the cost of the product was \$4,000 and would not be a reasonable expenditure.

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VILLAGE ADMINISTRATOR: Benson reported the water plant is operating well. He did note the Alarm Dialer is not working properly and Status Control can repair the dialer for \$1,300 for the parts and install. The system notifies if there is an issue with the SCADA system. He noted payroll was complete for Caldwell and Wise. He has been working with Derik and Teri on getting Tammy on board with the water department. Felton worked on the heater at the water plant. Shoemaker has been handling the backwash and water testing. Benson also noted that Asplundh was in town and wanted to take out some trees near the park. He reported the trees were in inactive lines that run to the old pumphouse which has not been used since the construction of the water plant. He asked that the trees not be removed, but that the lines be removed as they are not being used. He noted the Wallace property is cleaned up again for the time being. He also reported the Village needs an agreement with Brown Local to clarify the maintenance and upkeep of the sidewalks for the sidewalk project. He also highlighted that he has not heard any updates on the St. Francis Xavier Hall project.

MAYOR: DeLong asked Benson for the status of the Nichols property. Benson said he would contact the Health Department to try to figure out a plan. DeLong also asked Benson if the cameras had been installed. Benson expected the project to start soon. He will follow up to get a date. DeLong pointed out that the pine trees in the park still had not been removed by the school. Holmes asked if anything can be done with the old Hornets Nest. The tables outside look terrible and are rotting.

COUNCIL: Holmes expressed his disappointment with whoever stole the Christmas Tree from the front of Village Hall.

Thompson asked if we would be posting the ad for the Administrator position again. Thompson made a motion to repost the administrator job, second by Hubbard. Thompson, Hubbard, and Holmes voted yes. Brittany Burgess, Barb Burgess, and Morena voted no. DeLong was the deciding vote and voted no on the matter. Benson will continue as Village Administrator.

Morena reported he would not be able to attend Regional Planning for January, but Benson would be in attendance.

Hubbard reported the issue with the rotting tables at the Hornets Nest has been brought to her attention also. She asked if the jobs for the water positions were going to be posted. Benson explained that at this time the positions had been filled and everything has been moving forward. Jamie and Steve had been filling in out at the plant doing maintenance and necessary work. Tammy Hickman (Tax Administrator) has been observing to see if she would want to move forward with the plant operator position. If she chooses not to, the job will be posted.

LEGISLATURE:

Motion by Morena, second by Holmes for the second reading of Ordinance 20-2018, An Ordinance extending the contract for legal services for the Village of Malvern, Carroll County, Ohio. All council members approved.

FINANCE: Motion by Barb Burgess, second by Holmes to pay the village bills from the appropriate funds for \$21,040.63 in vendor invoices, pre-approved by the Finance Committee 12/17/18; plus \$7,227.32 in payroll pre-approved by the Finance Committee and paid 12/27/2018 and \$7,865.93 in payroll pre-approved by the Finance Committee and paid 1/10/19. All council members approved.

QUESTIONS: Thomas asked to clarify who Tammy was. Benson clarified Tammy Hickman, the current Tax Administrator. Thomas asked if she was filling the Wise position. Benson clarified that she is looking at filling the open position left by Wise.

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

Next regular council meeting will be Wednesday, January 23, 2019 @ 7:00 p.m.

Mayor

Fiscal Officer