

MALVERN VILLAGE REGULAR COUNCIL MEETING

August 17, 2020

Page 1 of 3

Meeting opened with the Pledge of Allegiance.

ROLL CALL: DeLong, Barb Burgess, Thompson, Wackerly and Hubbard. Morena and Brittany Burgess were absent. Kaltenbaugh and Neading were also in attendance.

Motion by Barb Burgess, second by Thompson to approve the minutes from the regular meeting of August 3, 2020. All council members approved.

CITIZEN COMMENTS:

SERVICE DEPARTMENT:

PARK:

FISCAL OFFICER/TAX DEPARTMENT: Neading provided the Fund Status, Receipts, and Payments (as of 8/17/20). Neading included a spreadsheet detailing items she had found to use the COVID funds the Village has received through the CARES Act. Neading would like to continue working with council on identifying how they would like to proceed with using the funds. Items included touchless faucets, hand dryers, bottle fill stations, and more. It was discussed if funds need to be spent prior to October 31st or December 31st. Neading was going to reach out to the county for clarification. Neading further discussed she would like to look into finding ways to reduce costs. In reviewing the Cintas account, Neading suggested purchasing rugs and cleaning them regularly and additionally providing a clothing allowance once a year for employees instead of providing uniforms. Barb Burgess noted the Village could look into purchasing a rug cleaner/carpet scrubber to keep the rugs clean. There have been complaints regarding the uniforms in the past. Neading is going to further review the terms of the Cintas agreement and see if it can be cancelled at this time. Neading reported that she updated the website to include Kaltenbaugh and updated council meeting information.

VILLAGE ADMINISTRATOR: Kaltenbaugh noted the cleaning of the well at the water treatment plant was progressing. The well had been pumped out and cleaned. Also, several parts were replaced at that time. He spoke with Pathmaster regarding the traffic light, they anticipate having all of the necessary parts by the end of the month. He noted paving should begin the beginning of September. Neading will put the information on the website. DeLong asked if no parking signs could be posted also. It was further discussed that an updated quote was obtained to put the lights and light bar on the new truck. It will cost approximately \$950 to install the additional lights. Barb Burgess made a motion to accept the updated light quote not to exceed \$1000, second by Hubbard. All council members approved.

Thompson discussed that the Fire Hydrant near her house was not working properly earlier this year and asked if it was going to be repaired. Kaltenbaugh said he would look into it further. She also noted that the service employees were not wearing the appropriate reflective gear when mowing and they need to wear the proper safety gear when working. She also noted a home on E. Porter needs to be sent a violation letter for trash, as the trash is starting to move onto the sidewalk

Wackerly discussed that he had a complaint about the water on 2nd Street, the water has a smell and is discolored. Kaltenbaugh will look into it, he believes it could be due to the recent water line break on E. Porter and the lines being stirred up, but will look further into it. Wackerly asked if the tower had also been cleaned. Kaltenbaugh explained that it had not, and would be something that would need to be scheduled soon to be completed in 2021.

MAYOR: DeLong provided council with Shoemakers report for the Service and Water Departments. Shoemaker ordered a load of sand to fill holes. He had to take Truck #1 in for brake issues which were repaired. Ruegg's also noted the back tires needed to be replaced and will cost approximately \$1,400 to replace the four (4) back tires. Wackerly made a motion to purchase four (4) new rear

MALVERN VILLAGE REGULAR COUNCIL MEETING

August 17, 2020

Page 2 of 3

tires not to exceed \$1,500, second by Thompson. All council members approved. He also noted that truck #1 was fluid coated to help protect the body of the truck from rusting. Barb Burgess asked if Carrollton Street could be drag patched, meaning the sides of the street get coated with asphalt, as the edges have more pot holes than the center of the road. Kaltenbaugh said he could ask for a quote. Both hydraulic cylinders on the backhoe have been repaired and the backhoe is running well. Shoemaker would like to start painting the curbs and estimates the cost will be approximately \$1500 to paint all curbs. It was discussed that there is paint left from last year and that they should use what they have now and see how far it goes. Wackerly asked if the edger had been purchased. DeLong reported that they had purchased one from Kohmans. It was also discussed that the county paved Robertsville Road. Crowls asked Shoemaker if the Village would allow them to close Main Street when truck deliveries came in. Council determined it would be inconvenient to close Main Street, but if they wanted to close the side street or the street next to Village Hall as the trucks could pull into the lot Crowl's own, it would less inconvenient to the residents. Shoemaker noted the dip in the road was patched with approximately 5 yards of concrete like material, 2 yards of gravel, and 2 yards of grindings to prevent future sinking. He also noted they repaired a leak on E. Porter where a T connection going to a hydrant had a hole in it. The repair was very difficult and resulted in a section of water being shut off to complete the repair. Richard Sheets aided the Village in the repairs to the line. Overall, the repairs to the line took approximately 14 hours to complete. Overall, the water plant is running well and consumption remains steady.

DeLong discussed the lease with the school and asked if council had any suggestions for an updated lease. Wackerly asked if the school could be responsible for the paving of the drive as compensation for use of the facilities. DeLong believes the paving should be a joint venture with the village, school, and sewer department. Barb Burgess asked if the lease could include a 30 day notice to the village for any changes or work being completed in the park. DeLong discussed that the school has access to the building near the stadium and as part of the previous agreement, the village was to have access to the building and also, the school was responsible for the upkeep and at this time he is unsure if the heat or air works in the space. Neading asked if it was possible to include a flat annual rate which would cover the costs of the taxes. Council agreed that a committee should be formed to further discuss the lease that can be presented to the school. The committee will be comprised of Barb Burgess, Hubbard, and Wackerly.

COUNCIL: Thompson discussed looking into replacing certain curbs within the village, as some of the curbs are looking rough. She also noted the beauty shop was getting a new roof and asked if they had obtained a permit. Kaltenbaugh noted that Foster handled the permit. Thompson welcomed Kaltenbaugh to the village.

Barb Burgess would like to hold a meeting with the committee to further discuss the school lease at 6:00 on September 9th, prior to the council meeting. She would also like to hold a meeting for the Ordinance and Annexation committee at 6:30, following the school lease discussion.

DeLong asked Hubbard to discuss the conversation from the previous meeting regarding the Fire Department. She noted the department wanted the township and village to donate the buildings to them. The township had agreed they would donate the building if the village would also donate their building.

Wackerly welcomed Kaltenbaugh.

LEGISLATURE:

Motion to suspend rule 731.17 Barb Burgess, second by Wackerly for Ordinance 10-2020. All council members approved. Motion by Barb Burgess, second by Hubbard to adopt Ordinance 10-2020, An Ordinance establishing the employment terms for the Village Administrator of the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion by Barb Burgess, second by Wackerly for the first reading of Ordinance 11-2020, An Ordinance amending the vacation leave in the Personnel Policies and Procedures for fulltime employees of the Village of Malvern, Carroll County, Ohio. All council members approved.

Motion to suspend rule 731.17 Barb Burgess, second by Hubbard for Resolution 2020-12. All council members approved. Motion by Barb Burgess, second by Thompson to adopt Resolution 2020-12, A Resolution "writing off" certain uncollectable water bills owed to the Village of Malvern, Carroll County, Ohio. All council members approved.

MALVERN VILLAGE REGULAR COUNCIL MEETING

August 17, 2020

Page 3 of 3

FINANCE: Motion by Barb Burgess second by Thompson to pay the village bills from the appropriate funds for \$11,873.14, pre-approved by the Finance Committee 8/17/20 all council members approved; and payroll pre-approved by the Finance Committee for \$6,813.49 paid on 8/20/20. All council members approved.

QUESTIONS:

ADJOURNMENT: Motion by Wackerly, second Hubbard to adjourn. All council members approved.

Next regular council meeting will be Wednesday, September 9, 2020 @ 7:00 p.m. at the Malvern Village Hall.

Mayor

Fiscal Officer