

MALVERN VILLAGE REGULAR COUNCIL MEETING

August 3, 2020

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Meeting opened with the Pledge of Allegiance.

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

Motion by Barb Burgess, second by Brittany Burgess to approve the minutes from the regular meeting of July 6, 2020. All council members approved.

CITIZEN COMMENTS: Mr. Scott, Brown Local School District Superintendent, was in attendance. Mr. Scott wanted to introduce himself to council and discuss the upcoming year. At this time, Brown Local is expecting approximately 25% of students to be attending school in a virtual capacity. Students will be able to change the method of learning from online to in classroom or vice versa for each nine (9) week period. Scott and Mayor DeLong met in July and discussed various upcoming projects. Scott is happy to be in Malvern and is looking forward to working with Village Council.

Barb Burgess made a motion to enter into executive session for the employment of a public employee or official, second by Brittany Burgess. All council members approved. At 7:11 PM, DeLong, all council members, and Neading entered into executive session. At 7:28 the meeting resumed. Barb Burgess made a motion to hire Derik Kaltenbaugh as the Village Administrator and Certified Water Treatment Plant Operator at a salary of \$38,000 per year, second by Brittany Burgess. All council members approved. Barb Burgess made a motion to amend the current policies and procedures for vacation to be changed from 1, 3, 8, 15 years to 1, 3, 5, 10 years earning 1 week, 2 weeks, 3 weeks, and 4 weeks respectively. Second by Brittany Burgess. All council members approved.

SERVICE DEPARTMENT:

PARK: Hubbard asked about the lights in the park, DeLong said he would discuss it with his report from Shoemaker. It was also discussed that there are several low hanging branches around the walking track. DeLong noted he will let Shoemaker know. Joe Columbo reached out to discuss holding a birthday party at the park on August 30th, it was explained to him that the Village is not doing park rentals at this time. Council agreed that they do not want to proceed with rentals, and anyone utilizing the pavilion area would be doing so at their own risk.

FISCAL OFFICER/TAX DEPARTMENT: Neading provided the Appropriations Status, Revenue Status (as of 7/31/20), RITA report (July), Fund Status, Receipts, and Payments (as of 8/6/20). She noted the Village is doing well financially and needs to continue to control the budget. She discussed the Village has received funding from the CARES Act and now needs to work with council to determine the best course of action to spend the funds. Money needs to be used to help prevent the spread of COVID-19. She highlighted that she had some ideas such as the electrostatic cleaning machines that could be used at each building and in the park area, a touchless bottle filler for the park area to dispense water, and necessary cleaning products. She explained if the funds were not spent by the Village, at the end of the year money would go back to the county. She also noted that she needs to resubmit the appropriations to the county to use the funds, and the ordinance will be covered later in the meeting. Neading discussed the State of Ohio, through the auditor are offering free courses online. She provided a listing of the available courses and explained that she would be taking courses to complete her necessary hours for the year.

Thompson asked how everything was going with RITA. Neading explained things are going well, collections continue to be steady, but are down from the previous year due to COVID. She further explained that she doesn't have regular contact with them unless there is a question or issue.

VILLAGE ADMINISTRATOR:

MAYOR: DeLong provided council with Shoemakers report for the Service and Water Departments. Shoemaker would like to rent the vac truck for a day to clean catch basins in town. Additionally, he believes it will help with heavy rains and drainage in some

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areas. Wackerly made a motion to allow Shoemaker to rent the vac truck for one day to clean catch basins, second by Hubbard. All council members approved. The service department has been working on grading alleys in town. The plaques have been installed in the park. Shoemaker would like to purchase an edger to remove grass and weeds from the curbs prior to painting. Barb Burgess made a motion to allow Shoemaker to purchase an edger, not to exceed \$300, second by Wackerly. All council members approved. DeLong discussed two dead pine trees in the park that need to be removed. Council agreed that there are other trees in the park and would like to determine which trees need removed and get a quote on removal of all trees at one time. The water truck needed both batteries replaced and Shoemaker also purchased a new battery charger for the garage, the old charger no was no longer operational. It was discussed that the area the sewer repair was completed will need to have a concrete cap to prevent future sinking, and the service department is going to move forward with the cap prior to the Main Street paving project. DeLong discussed the lights in the park and explained half of the lights are working. Pauli Electric has been working to identify the issues, label breakers, remove the old pole, and remove the old transformers in the park. Shoemaker requested to have Truck #1 clear coated to help protect the paint and preserve the body. Wackerly made a motion to have Truck #1 clear coated, second by Hubbard. All council members approved. DeLong reported that he met with Mr. Scott, Brown Local's Superintendent. They discussed the lease for the park, which expired in March, but due to the COVID issues, it was agreed that the expired lease would be followed until an updated lease was able to be completed. DeLong provided the school with copies of previous lease agreements dating back to the 1980s for their review. DeLong also provided council with copies of previous lease agreements with the school and asked council to review and make suggestions to a new lease. DeLong provided council with a listing of other topics discussed with Mr. Scott, some topics included street lights, snow removal on the new sidewalks, and Sycamore Road. DeLong explained they plan to meet periodically and maintain contact. DeLong also noted Athletic Director, Mr. Tucci, was present and provided a listing of athletic projects. DeLong further discussed that water shut offs are permitted to resume. He explained Foster had worked to make contact with all but two (2) of the delinquent customers and was able to arrange payment plans with them. The two (2) customers she was unable to contact were a property owner on Gween and one who lives out of state and the property is now a rental. DeLong also discussed he checked on the Pryor property, where a water leak had been repaired, and determined the Village would repair the cracks in the concrete drive caused by the repairs. DeLong noted the Township might be selling a chip and seal machine in the future and asked if the Village would be interested. It was determined the Village would wait to see if they were selling it and make the determination at that time. DeLong reported the service department had worked on grading the parking lot at the Water Treatment Plant, and in the future would like to pave the lot, it is not large enough for trucks to deliver and get turned around. The service department repaired two (2) water leaks. Shoemaker noted that there is a spot and switch on the new truck for additional flashing lights and asked if he could get the additional safety lights added on. Council determined the additional safety lights should be added on. DeLong discussed that several repairs have been made to the backhoe and it is in much better condition. It would be very costly to replace the machine, and the repairs should last for several years. DeLong discussed that he has received several letters of complaints, one being an issue between property owners, another regarding Sycamore Road, a third regarding mowing at the park, and lastly a letter regarding excessive signage in town, specifically regarding yard sales. DeLong asked that citizen report any street light outages to Village Hall, each pole has a unique number, and if a citizen provides the number, Foster will submit the outage. AEP typically waits until they have several lights to repair before coming out.

COUNCIL: Thompson asked if the weeds that have been sprayed along the streets will be cleaned up. DeLong expects the service department to go either weed eat or edge the areas and then clean up the remaining weeds. Thompson also discussed a car that has been parked on Grant for multiple years without being moved. She also noted there is a house on Porter near McCort that has a very strong odor coming from the property. DeLong noted he would have the new administrator send letters.

Barb Burgess noted that the Crowl Auto property is looking rough and has not been tended to in quite some time.

Hubbard discussed that there are a lot of people driving very fast through town, and noted that drivers need to slow down.

Wackerly discussed that if the paving at the park were to occur in the future, it should be a joint venture with the Village, School, and Sewer Department as all three (3) groups utilize the road. DeLong noted that it was among the topics discussed with Mr. Scott.

LEGISLATURE:

Motion to suspend rule 731.17 by Wackerly, second by Brittany Burgess for Ordinance 5-2020. All council members approved. Motion by Barb Burgess, second by Brittany Burgess to adopt Ordinance 5-2020, an ordinance amending the appropriations of various

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funds of the Village of Malvern, Carroll County, Ohio, for fiscal year 2020, and declaring an emergency. All council members approved.

FINANCE: Motion by Barb Burgess second by Brittany Burgess to pay the village bills from the appropriate funds for \$6,329.99, pre-approved by the Finance Committee 7/19/20 and \$9,317.96, pre-approved by the Finance Committee on 8/3/20; and payroll pre-approved by the Finance Committee for \$5,669.09 paid on 7/23/20, and \$5,369.44 paid on 8/6/20. All council members approved.

QUESTIONS: DeLong and council discussed the council meetings and determined that regular, twice a month, council meetings should resume.

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

Next regular council meeting will be Monday, August 17, 2020 @ 7:00 p.m. at the Malvern Village Hall.

Mayor

Fiscal Officer