

MINUTES FOR THE MAY 2, 2011, 2011 COUNCIL MEETING

Emilia Feldman Clerk of Council

Ron Garver called the meeting to order at 7:02 p.m.

Council members present: Ron Garver, Sheila Nelson, Randy Otis, Cory Coburn, Doug Eakins, Steve Johnston and Jim King. Also attending were Mayor Darlene Steele, Finance Director Jack Herrel and Clerk of Council, Emilia Feldman

Prayer by Ray Martin

Pledge of Allegiance led by Brandon Bear

Motion to adopt the agenda by Mrs. Nelson and seconded by Mr. King

Roll Call-All Yeas

Motion to adopt the minutes of the April 18, 2011 Council meeting by Mrs. Nelson and seconded by Mr. Otis

Roll Call-All Yeas

Recognition of Guests:

Good Neighbor of the Month Award – Mike Melfi

Mr. Melfi was nominated by Melissa Morris. She wrote that he is a fantastic neighbor because he helps her and other neighbors shovel snow, helps with house projects and always helps others when in need.

Proclamation from the Mayor- For WJYAA Coaches and Chief Gates for helping kids being drug and alcohol free.

New Auxiliary Officer Mallory Malone was sworn in by Mayor Steele and Sgt. McNeal.

Old Business (none)

- A. Second reading of Ordinance 11-024** amending Ordinance 92-068 of the Employee Handbook passed in 1992 by adding section XVII, a Travel and Meal Reimbursement Policy

Motion to amend policy by Mr. Coburn and Mrs. Nelson

Roll Call – All Yeas

Motion to adopt policy by Mr. King and Mr. Eakins

Roll Call – All Yeas

- B. Second reading of Ordinance 11-025** amending the Police Handbook policy 11.04, a Travel and Meal Reimbursement Policy.

Motion to amend policy by Mr. Otis and Mr. Coburn

Roll Call – All Yeas

Motion to adopt policy by Mr. Coburn and Mrs. Nelson

Roll Call – All Yeas

New Business:

Resolution 11-028, Implementing Sections 3735.65 through 3735.70 of the ORC, establishing and describing the amended boundaries of the West Jefferson Northern Community Reinvestment Area in the Village of West Jefferson and designating Housing Officer to administer this program.

Discussion: Mr. Sean Hughes explained the resolution regarding the community Reinvestment Area. Mr. Garver was concerned about two zone overlapping to which Mr. Hughes explained the owners on the property can choose. Side payments were also discussed and Mr. Hughes explained that they were no longer being done due to consistency issues. Mr. Ron Parsons was also present to answer questions and explain the map. Mr. Hughes noted that Project Competition has agreed to the SR 29 improvement agreements and funding formula.

Resolution 11-029 Amending Ordinance 10-101, the Village Pay Ordinance, Passed December 20, 2010

Discussion: This resolution was to hire a part time employee for the Water Department when Dorreen Snell retires on May 31. Mrs. Dorreen Snell was at council to explain the need for a full time person. She explained that this department does much more than water bills such as building and zoning permits, building and zoning payments, street department requests, mail for the building, swimming pool applications, employment applications etc. She explained to council the need for a full time assistant not a part time due to the extra responsibilities that have been put on the Water Department in the last 15 years. Miss Feldman also agreed and noted that the service to West Jefferson tax payers will not be what they deserve due to having only a part time assistant. Mr. Johnston said that we should have a full time employee assistant because the work load is clearly there as Mrs. Snell explained. Mr. King and Mr. Coburn agreed. Mr. Garver felt that the assistant should still be a part time position and Mr. Otis agreed. It was also discussed that Miss Feldman would take the full time position as Water and Sewer Clerk and remain Clerk of Council as a salary position of \$400.00 per month.

Motion by Mr. Otis and Mrs. Nelson

Roll Call

Yeas- Garver, Nelson, Otis, Eakins

Nays- Johnston, King, Coburn

Motion Passes

Ordinance 11-030 Authorizing a supplemental appropriation in the general fund in the amount of \$20,000.00.

Discussion: Jack talked to Debbie Chaffins, they need the appropriation for tax refunds. There was also some discussion about trucking companies getting refunds.

Motion by Mr. Otis and seconded by Mr. Eakins.

Roll Call – All yeas

Committee Reports:

Finance: A meeting will be scheduled.

Police: Chief Gates spoke about Drug Take Back day which is taking the place of Safety Day this year. It will be May 14 the same as opening day for baseball. A new police cruiser has also been ordered and should arrive at the end of May.

Employee Benefits: Met last week, need to schedule a follow up meeting for insurance rates.

Public Service: None

Development: Meeting will be Monday May 9th at Village Hall

Parks and Recreation: None

Special Events: Still accepting good neighbor awards.

Director of Finance Report: None

Director of Public Service Report: Absent- Mr. Otis said that Mr. Walker had mentioned that they will be paving 3 streets in June.

Director of Parks and Recreation Report: Absent

Mayor's Report and Recognition: The police department has reported more traffic on Town St. and Pearl St. due to construction on Main. Many people are going over the speed limit, and the Mayor also noted that there are not sidewalks in all of those areas.

Recognition of Clerk and Council: Miss Feldman noted that a wireless router had been purchased and Mr. Coburn has offered to help set it up in order to make sure it is secure connection.

Additional Business: Mr. King wanted to urge everyone to get out and vote on Tuesday. Mr. Eakins was wondering about direct payment on water bills.

Motion to pay the bills by Mrs. Nelson and seconded by Mr. Eakins

Roll Call- All Yeas

Motion to approve "Then and Now" Certificates over \$3,000.00 by Mr. Coburn and Mr. King

Roll Call- All Yeas

Motion to adjourn at 8:45 P.M. by Mr. Johnston and Mr. Eakins

Clerk of Council

President of Council