

## MINUTES FOR THE NOVEMBER 7 2011, 2011 COUNCIL MEETING

Emilia Feldman Clerk of Council

**Ron Garver** called the meeting to order at 7:00 p.m.

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

**Prayer** by Doug Eakins

**Pledge of Allegiance** led by Cory Coburn

**Motion to adopt the agenda** by Mr. Otis and seconded by Mr. King

*Roll Call-All Yeas*

**Motion to adopt the minutes** of the October 17, 2011 Council meeting by Mrs. Nelson and seconded by Mr. Coburn

*Roll Call-All Yeas*

### **Recognition of Guests:**

**Fire Chief Houk-** Chief Houk wanted to thank the Village, Harold Walker and the Water Department for working with the Fire Department to check and flush hydrants. This process should be done twice a year. Chief Houk estimated over 150 man hours were put into this process. Mr. Walker added that three hydrants are currently being fixed.

### **Rep. Bob Hackett-**

Mr. Hackett presented the Village with a proclamation for the Downtown Enhancement Project. Mr. Garver read the proclamation and Mayor Steele noted that many store owners were concerned about their businesses during the project. We had our grand reopening and ribbon cutting to kick off the shopping season. She also noted that we are very fortunate to be able to fix up our town and without having to cut out other services.

### **New Business: (next available number 11-066)**

**A. Resolution 11-066**, approving the recommendation of the Planning and Zoning Commission to accept the final site plan to Project Silo.

*Discussion:* Justin Muller attended the meeting and wanted to thank the Village for the work on this project.

**Motion** by Mr. King and seconded by Mr. Coburn

*Roll Call – All Yeas*

**B. Motion to go into Executive Session** to discuss personnel issues pertaining to leave of absence and legal matters pertaining to agreements at 7:30 p.m.

By Mr. Coburn and seconded by Mr. Johnston

*Roll Call – All Yeas*

**C. Motion to return from executive session** at 9:15p.m.

By Mrs. Nelson and seconded by Mr. King

*Roll Call – All Yeas*

**D. Motion** that states the Employee Handbook for non Police Department employees, supersede the police Department Handbook in terms of calculation of overtime, vacation/sick time towards pay, and leave of absence, until such time Council reviews and amended the Police Department Handbook by Mr. Coburn and seconded by Mr. Otis

*Roll Call – All Yeas*

**Committee Reports:**

Finance: Mr. Herrel gave out the Mayor’s Budget for council to review

Police: None

Employee Benefits: Meeting will be set up

Public Service: Meeting Monday November 14 at 4:00pm downstairs.

Development: None

Parks and Recreation: Will contact Jack McDowell

Special Events: Looking for good neighbor nominations. Thanks to Mayor and Council for helping with the ribbon cutting on Main St.

**Director of Finance Report:** None

**Director of Public Service Report:** None

**Director of Parks and Recreation Report:** Absent

**Mayor’s Report and Recognition:** The Mayor has gone to several meetings regarding Project Silo. The Mayor and Council will host a Thanksgiving Dinner on November 12 at 2:00pm at the First Baptist Church.

**Recognition of Clerk and Council:**

Miss Feldman noted that the website now had a correct map of the four wards of West Jefferson as well as a listing of all the streets in each ward. There is also a link on both the homepage and council page that leads to our codified ordinances.

Mr. Eakins wanted to encourage everyone to go and vote tomorrow.

**Additional Business:** None

**Motion to pay the bills** by Mr. Coburn and seconded by Mr. Otis

*Passed by Acclimation of Council*

**Motion to approve “Then and Now” Certificates over \$3,000.00** by Mrs. Nelson and seconded by Mr. Johnston

*Passed by Acclimation of Council*

**Motion to adjourn** at 9:33pm by Mr. Eakins and seconded by Mr. King

*Passed by Acclimation of Council*

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Clerk of Council

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President of Council