

MINUTES OF THE March 15, 2010 COUNCIL MEETING

Darlene Steele called the meeting to order at 7:15 p.m.

Council members present: Doug Eakins, Gene Sidner, Sheila Nelson, Randy Otis, Cory Coburn, Jim King, Darlene Steele. Also attending were Mayor Scott Hockenbery, Finance Director Jack Herrel, Parks and Recreation Director Jack McDowell, and Administrative Assistant/ Clerk of Council Kristina Eitel.

Prayer by Cory Coburn

Pledge of Allegiance led by Jim King

Motion to adopt the agenda by Sheila Nelson and seconded by Randy Otis.

Roll Call-All Yeas

Motion to adopt the minutes of the January 04, 2010 Council meeting by Jim King and seconded by Sheila Nelson.

Roll Call-All Yeas

Recognition of Guests:

A. Jim Sabin from the Madison County Sheriff's office attended the meeting to discuss reasons for the need to approve a one mill levy. He stated this would provide a long term solution to get the department back where it needs to be financially and allow him to replace the deputies he had to let go due to lack of funds. He also stated he would appreciate the Village's support.

B. Sean Hughes from the Madison County Chamber of Commerce read over Resolution 10-018, and Resolution 10-019 both are in regards to adopting a recommendation of the West Jefferson Tax Incentive Review Council. Discussions below.

Old Business:

Review resident concerns from last meeting. (None)

New Business:

Resolution 10-016, accepting the BID of \$13,980.00 from Midwest Building and Supply Co. for the construction of a shelter house at Westwood Park.

Discussion: Jack McDowell informed Council that he received six (6) BIDS out of the eleven (11) total packets that were picked up from several different contractors. He stated all six (6) BIDS matched our requirements but Midwest Building and Supply Company had the lowest BID as well as several excellent references and previous work experience.

Motion to adopt Resolution 10-016, by Sheila Nelson and seconded by Cory Coburn.

Roll Call-All Yeas

First reading of Ordinance 10-017, an ordinance adopting and approving a telephone, cellular phone, and pager service usage policy; authorizing an allowance for cell phone usage for certain employees and officials; repealing any and all resolutions and ordinances in conflict, and declaring an emergency.

Discussion: Cory Coburn discussed the need to have this ordinance, as it was recommended to Council by the auditors when they met last month. Council was told the Village will need to have a cell phone policy in place before reimbursements can be distributed to employees. Mayor Hockenbery responded by stating that any employee can be reimbursed for personal expenses incurred by working for the Village under current law. The Mayor also mentioned that this policy needs to be added into the regular employee handbook and the police department handbook, which this Ordinance does not do. He mentioned that if it is not done now, then when Council does it, this Ordinance would either be repealed at that time, or could be in conflict at some point in the future. Also, there is a cell phone policy for the current Village owned phones, which should also be incorporated into the employee handbook under the same section. The Mayor felt that the usage policy and any reimbursement policy should be done separately. Council and Mayor discussed several issues with the old and new policies and decided to table this Ordinance until the Finance Committee can meet to discuss this issue.

Motion to table Ordinance 10-017, by Doug Eakins and seconded by Jim King.

Resolution 10-018, adopting a recommendation of the West Jefferson Tax Incentive Review Council.

Discussion: Sean Hughes informed Council that they found Shui-Nan & Chiou Jeu, Chuang Trust and Duke Realty Ohio and DH West Jefferson LLC to be in compliance and recommended continuance of the agreement. He also mentioned that the W.J. Tax Incentive Review Council has created 243 jobs in a short amount of time and according to the agreement 400. They were given 20 years to create 400 jobs. Doug Eakins asked if the Village of West Jefferson were required to adopt a resolution concerning these CRA agreements, Sean Hughes replied, yes we are. Mayor Hockenbery mentioned that this is the first year Sean Hughes has does this for us, and that he is much more experienced and familiar with these procedures.

Motion to adopt Resolution 10-018, by Gene Sidner and seconded by Doug Eakins.

Roll Call – All Yeas

Resolution 10-019, adopting a recommendation of the West Jefferson Tax Incentive Review Council.

Discussion: Sean Hughes mentioned this agreement has retained 114 jobs out of the 100 jobs they agreed to retain. Along with this success, four (4) new positions have been created which was not originally included in the agreement.

Motion to adopt Resolution 10-019, by Sheila Nelson and seconded by Randy Otis.

Roll Call – All Yeas

Ordinance 10-020, authorizing a supplemental appropriation to the Water Operating Fund of \$10,000.00 and the Sewer Operating Fund of \$10,000.00

Discussion: Mayor Hockenbery stated that he spoke with Harold Walker (Director of Public Service), and that this money is needed to reimburse Westchester ABC Management Apartment Complex for errors made on the water and sewer meter readings over the past six (6) months. He also mentioned that this issue will be investigated further to prevent possible future mistakes.

Motion to adopt Ordinance 10-020, by Doug Eakins and seconded by Jim King.

Roll Call – All Yeas

Committee Reports:

Finance: None

Police: None

Employee Benefits: None

Public Service: Randy Otis mentioned that he read over a packet Harold Walker put together regarding purchasing a Dump Truck needed for the Street Department. Mr. Otis stated he is waiting to hear back from a gentlemen regarding a dump truck that is identical to the one Harold presented. At that time he will compare prices and warranties to see which would be the best deal for the Village. He also would like to look at this particular purchase for the future or possibly for next year. The Mayor agreed that we need one, and also agreed that it should wait until next year.

Development: None

Parks and Recreation: Sheila Nelson set up a meeting to be held on March 23rd, 2010 @6:00 p.m.

Special Events: Cory Coburn mentioned that he passed out minutes to council members from the last meeting. He also stated that if anyone has any questions they can contact him.

Director of Finance Report: Jack Herrel reviewed and summarized several reports to council. He stated that while some of the funds may seem like they are low, it is due to the Debt service payments being made at the first part of the year, and that these accounts will work back up after tax monies come in.

Director of Public Service Report: None

Director of Parks and Recreation Report: Jack McDowell mentioned that several things planned for the parks to begin depending on the weather. These items include planting the new trees and the Westwood Park shelter house project. He also stated he did receive the official letter from Metro Parks that states they are allowing the Village to use their employees and equipment to plant our trees.

Mayor's Report and Recognition: None

Recognition of Clerk and Council: Jim King wanted to know when Council will receive the new name plates for the Council Chamber desks. Mayor Hockenbery replied that he has sent the information over to the company he is working with, and plans getting these ordered this week. Jim King mentioned that in the Northwest News, they are reporting that several pools will not be opening including the West Jefferson Municipal Pool. He also asked how the Pool Superintendent position is coming. Mayor Hockenbery replied that this is not true, the pool will be opening and that he has received several applications that he will be reviewing to get this position filled as soon as possible. Mayor Hockenbery also mentioned that they did hire Alan Farley as the Village's new Street Superintendent. Doug Eakins also stated that he reviewed the employee handbook that he had, once he received the ordinance regarding the new Cell Phone Policy, and he wanted to know if there is updated version. Jack Herrel replied that there is and he has a copy. Mayor Hockenbery offered to make copies and get to council by this summer. He also stated that because we have a membership to the Ohio Municipality League (OML), that the Village has access to information regarding these types of policies and rules. Darlene reminded council to look over zoning books so this book can be adopted as soon as possible at a future council meeting.

Additional Business: None

Motion to pay bills by Doug Eakins and seconded by Jim King.

Voted by Acclamation of Council

Motion to approve Then and Now Certificates over \$3,000.00.

Discussion: Jack Herrel mentioned this motion is required whenever we have any bills that are over \$3,000.00 (we must include on record and council must approve).

Roll Call – All Yeas

Motion to adjourn at 8:38 p.m. by Sheila Nelson and seconded by Doug Eakins.

Voted by Acclamation of Council

Clerk of Council

President of Council