

# RECORD OF PROCEEDINGS

Minutes of

Meeting

## VILLAGE OF SABINA REGULAR COUNCIL MEETING

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Thursday, August 25

Held

20

22

Mayor Ben Collings opened the regular Council meeting on Thursday, August 25, 2022 at 7pm. The meeting started with the Pledge of Allegiance lead by Ty Baker followed by prayer that was lead by Mayor Collings. Next, roll call was taken with all members present. Mayor Collings called the meeting to order.

**Minutes:** Mayor Collings asked the Council if there was any changes, corrections or additions to the August 11<sup>th</sup> minutes. Abe Arnold went over a few errors that he thought needed changed. Mayor Collings entertained a motion to approve the August 11<sup>th</sup> minutes with approved changes. Next, Mayor Collings asked if there was any changes, corrections or additions to the August 18<sup>th</sup> minutes. Abe Arnold made a motion to table the minutes until after Council goes through the rest of the information in the Council meeting. Second motion to table the August 18<sup>th</sup> minutes was made by Vicki Mongold.

**Persons Before Council:** Paul Fear made an appearance before Council to discuss the property on Sherman Street that he had previously brought to Council before. Mr. Fear stated that he was told four months ago that the issue would be addressed and nothing has been done. He asked for a time- frame of when it would be done. Rob Dean stated he would look at the issue. Mayor Collings stated that it would be looked into next week.

**Mayors Report:** This week is one of the first weeks in several months that we have not been critically short-handed. The utility billing office has been able to return to normal hours which will be more convenient for residents. I would like to thank Lyndsay once again for filling in up there while others were out. Two of our utility department assistants have also signed up for classes to become certified operators at our wastewater and water treatment plants. The Village has long needed additional, certified employees and am excited for their desire to obtain these licenses. They will have to pass exams to be certified, but starting classes is an important first step.

After taking into consideration the recommendations of the Infrastructure Committee, biking around to look at some streets, and discussions with the Village Administrator, I have compiled a list of streets and other areas to pave. The list includes a repair on North Street, repaving an alleyway between East Mound and Park Street, Krebs Drive, Oak Street, and the driveway in front of the Village's garage North College Street as well as sidewalk reconstruction in front of the Village's garage there. Since it is late in the season, I am recommending we put the timeline out into early next spring to ensure affordable bids are received. This Friday at 10:00 am we will be opening the bids for the South Howard Street water main project – let us hope they are more in line with the estimates than the first round.

I am also working with Rob and Steve on formalizing a policy on brush pickup around the Village. This is something that is still done, but it is largely ad-hoc and relatively unknown to many residents. Providing brush pickup is important to help residents maintain their properties and safe streets with clear views for pedestrians, cyclists, drivers, and anyone else using Village streets and alleyways. I have also been working with Clinton County Community Action to have a pool party on August 27 from 5:00-7:00 for seniors in the county. If you or any seniors that you know want to attend but do not have transportation, please reach out to the Senior Center to arrange transportation.

The pool will remain open through Labor Day for the first time in a while. I want to thank Angie, the pool manager, and all the staff for working to keep the pool open. While I am glad it has not been as hot as it was back in June, I hope we have a few more hot days to enjoy the pool before the end of the season.



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Abe stated that he believes there is an ordinance for the brush pick up the first Monday of every month and that the brush has to be bundled. Abe said he would look into finding the ordinance and possibly setting up a infrastructure meeting.

**Village Administrator:** Rob Dean informed the Council that Jonathan Brown will be taking the sewer class in person to try to obtain his licenses. And that JR Irwin will be taking the water class online to try to obtain his licenses also. Rob said that the starter in the lift van was repaired. Rob said he spoke to a tree trimmer for the tree between Grand Ave. and Florence St. He said he has not yet received the bid yet but that it was estimated to be in the \$4,000 range. Rob stated that the sewer inspection report is not completed yet. He informed Council that the grass on Mound St. was mowed. Rob also stated that the assessment was completed for all the mowing that was completed over the summer. Mayor Collings told the Council that there is two different estimates for the water tower. One bid is to sandblast the tower which would be a better option and make the tower last longer and this would last for 20-30 years.

The other bid is just a recoat and would only last an average of five years. Rob stated that new poles got put up behind the sewer plant. He informed Council that the cost for that was already included on the bill list from Mid-State Electric he believes for \$12,667. Also, Allied is supposed to come do work such as new filter legs, supports and change a couple of valves. That cost should be around \$14,000. Rob stated that Steve Canner was supposed to work on the lead and copper sites but dropped the ball on that. He stated the EPA wants the Village to do all new sites. Rob stated he has a building permit that was previously approved by Council and the citizens has decided they wanted to add a prebuilt garage. Abe said he needs to check the ordinance for the property lines and needs to see permission form the neighbors. Mayor Collings entertained a motion to either approve or table the building permit. Motion to approve the building permit with additions as along as 4 foot and with written approval from the neighbors. First motion was from Peggy Sloan. Second motion was from Bruce Gottschalk. There was four Council members against the motion to approve, with two in favor. Motion for additional approval failed. Rob stated the citizens do have their phone number listed so he can give them a call.

**Police Chief:** Chief Grehl said he is having issues with the phones in the police department. He said that after one or two rings the phones ring into the Clinton County Sheriff office. John asked where we were on the phone system that was supposed to be put in prior. Also, one issue he stated he is having is the police department only has one line. Mayor Collings said he would see if he could find the contact person from where they had discussed a new phone system previously with Spectrum. Chief Grehl also said he has an issue with the bill list with Aaramak. He stated that they are not dropping off any rugs to the police department but yet is being billed for them. Chief Grehl also said the K9 car is getting repaired due to the transfer case going out.

**Law Director:** Nothing

**Bill List:** BILL LIST FOR AUGUST 25, 2022:

CLINTON COUNTY HEALTH DEPT.	\$460.00
MEDICAL MUTUAL	\$34,675.45
OPERS (PENALTIES)	\$833.15
PREMIER	\$3,037.26

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PAULEY'S NAPA	\$13.29
WILMINGTON EXPRESS CARE	\$62.73
OHIO POLICE & FIRE	\$50.00
GREENFIELD PEST CONTROL	\$45.00
MODERN LEASING	\$149.29
WARREN COUNTY GARAGE	\$240.89
PCI SERVICES	\$1,599.13
MID-STATE ELECTRIC	\$12,657.29
BURNHAM & FLOWERS	\$115.00
AES	\$5,850.16
ARAMARK	\$667.78
MASI	\$6,596.15
BONDED CHEMICALS	\$1,885.00
ACE HARDWARE	\$1,140.00
BARRETT BEAM	\$507.81
LILY BEERS	\$54.21
ADRIANA BENITEZ	\$395.74
JONATHAN BROWN	\$1,055.11
STEVE CARROLL	\$1,093.56
ANGIE COLLOM	\$593.38
JORDON COLLOM	\$306.45
NANCY CORNELL	\$11.61
REBECCA CRAMER	\$906.51
DEVON CRUSE	\$1,422.30
ROBERT DEAN	\$1,425.09
LYNDSAY EAST	\$411.13
RANDY FAIR	\$989.73
JOHN GREHL	\$1,295.97
JOHN IRWIN	\$977.01
ALEXIS LANMAN	\$308.25



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BRIAN NOAH	\$1,414.99
CHASTITY PINKERTON	\$1,406.25
JUSTIN ROBINSON	\$1,235.32
AUBRIE SIMPSON	\$555.80
BAYLIE SIMPSON	\$331.15
CURTIS SINGLETON	\$349.32
MYTHIAS STUCKEY	\$310.94
THADDEUS STUCKEY	\$213.46
CHARISSA SUMMERS	\$790.12

**Fiscal Officer:** Vicki Mongold asked about Nancy's payroll. Mayor Collings explained that Nancy uses any hours that she has banked. Vicki also asked how much Randy's uniforms cost. Mayor Collings stated that he was not 100% sure but he was estimating them to be around \$3.00. Mayor Collings said if no more questions then he would entertain a motion to pass the bill list. First motion was by Peggy with second motion by Bruce to approve the bill list.

**Appropriations & Budgets:** Vicki Mongold stated she had a meeting on August 17 to discuss pay raise for Steve's promotion to street supervisor. Vicki stated that she needs to get Steve's current pay amount and would like to have that information to schedule her next meeting over the subject on August 30 at 6pm.

**Audit/Internal Processes:** Abe Arnold informed the Council that he had a meeting on August 17 over Records Retention documents that the law director previously passed out. Abe said that during this meeting it was brought up about any unclaimed property. Abe said he believes that the Village has a lot of unclaimed items. Chief Grehl said they have a lost and found with items. Abe stated that he thinks there needs to be something stated in the documents for record retentions for unclaimed property. Abe gave the final draft to the law director to submit for final approval. David Henry, the law director said that the Council needs to do an ordinance for a records committee before he submits it. Abe stated he would set a meeting for August 30 at 6:30pm for the ordinance for records retention. Abe next informed the Council that the second part of his meeting was to review the additional changes mentioned during the Council reviews for the proposed ordinance for the bylaws to establish conduct for Council. Abe discussed what needs to be done if a member cannot attend a Council meeting and also who needs to attend the meetings. He also stated that the committee meetings need to be posted within 24 hours of the meeting. He feels that 24 hours is not enough time. He also stated that he would like the meeting posted on the alert system.

**Economic/Community Development:** Beth Grehl stated that she would like to schedule a meeting on August 30 at 7pm.

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**Employee Relations/Police/Public Health:** Peggy Sloan stated that there was a meeting held at the fire house on August 16. Peggy stated that there was 27 people registered for the blood drive. She also said the runs was down quite a bit, which she believes is a good thing.

**Infrastructure/Development:** Bruce Gottschalk stated he had nothing to report. Vicki asked if you have to have a building permit for a wheelchair ramp. Abe, Bruce and David told her no that there does not need to be a building permit for that.

**Public Heath/Well Being/Recreation:** Ty Baker stated that he held a meeting on August 18. He stated that Beth would like to plan an activity in early October. Beth said it would be a Halloween bash/parade. There would be prizes for the top three floats and also a chili cook-off, apple bobbing along with other activities. Beth stated that maybe it would tie into the trunk or treat. Ty stated that he would like to give the vendors for trunk or treat an incentive and let them set up for free. Ty scheduled his next meeting to discuss it further for August 30 at 7:30pm.

**Ordinances/Resolutions:** There was a motion to remove ordinance to establish bylaws for Council from the table. First motion was by Abe Arnold with the second motion from Vicki Mongold.

There was a first read on an ordinance to establish bylaws to conduct council meetings in the Village of Sabina, Clinton County, Ohio.

Next there was a resolution accepting and agreeing to the terms of the contracts for consultation services and account reconciliation assistance from the state auditor. Peggy Sloan made a motion to wave the three reads. Ty Baker was the second motion. All Council was in agreement. Mayor Collings stated the resolution passed.

The next resolution was accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor.

The following resolution discussed was the resolution agreeing to reimburse Angie Collom for training and certification courses related to the safe operation of the Sabina Community Pool.

Abe Arnold made a motion to remove the table on the August 18<sup>th</sup> minutes. Bruce was the second motion to remove the table. Abe made a motion to approve the minutes from August 18<sup>th</sup> with the second motion from Peggy.

**Council Comments:** Mayor Collings stated that he thinks it is important for the guys being out to be identifiable so therefore he thinks the Village employee shirts is a good thing. He also believes he thinks the prices are reasonable.

(Rob Dean asked to be excused from the meeting. Mayor Collings made a motion to excuse Rob. All Council was in favor. )

Mayor Collings made a motion to approve two short sleeve and two long sleeve shirts for the Village employees. Beth made the first motion to approve the shirts. Second motion was made from Vicki.



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Abe stated his Council comment is about Mike Bigelow. Abe is concerned about Mr. Bigelow still not completing his sewer lateral test. Abe said that Mr. Bigelow is over his three month limit that was allotted to him. Beth suggested to invite Mr. Bigelow to the next Council meeting so he can voice his opinion on the situation and his side of the story as to why the lateral test have not been completed. Then after that the Council can decide what they would like to do next.

Ty Baker asked about the Nature Works grant. Beth asked if Chastity could order the items if she has a copy of what is needed.

Beth asked why Shirley is the one paying bills in UAN and not Chastity. Mayor Collings emphasized that Shirley is trying to get the past due bills caught up so she can then focus on training Chastity.

Beth asked about an incident where Officer Cruse was not covered on the dental insurance. Mayor Collings stated that there was not a form filled out for the dental and vision in Office Cruses folder when it was turned in. Beth wanted reassured that the rest of the employees in the Village was covered. Mayor Collings stated that it was not a Village issue but an employee issue and the other employees are covered.

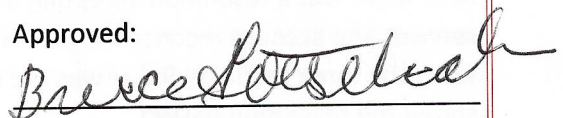
**Adjournment:** All business before the Council being addressed they Mayor asked for a motion to adjourn. Beth Grehl made the motion to adjourn. Second motion was made from \_\_\_\_\_ to adjourn the meeting.

Attest:

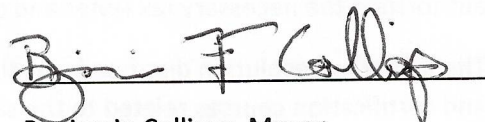
  
Nancy Cornell, Fiscal Officer

DAVID M. HENRY, LAW DIRECTOR

Approved:



Bruce Gottschalk, President of Council



Benjamin Collings, Mayor