

RECORD OF PROCEEDINGS

Minutes of

Meeting

Village of Sabina Regular Council

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Thursday, September 22

22

Held

20

Mayor Ben Collings presiding opened the regular Council meeting on Thursday, September 22, 2022 at 7pm. The meeting started with the Pledge of Allegiance led by Peggy Sloan, followed by prayer which was led by Mayor Collings. Next, roll call was taken. All Council members except for Bruce Gottschalk was present. Abe Arnold made a motion to excuse Bruce Gottschalk from the Council meeting, with a second motion from Vicki Mongold.

Minutes: Mayor Collings asked the Council if there was any changes, corrections or additions that need to be made to the September 8 2022 minutes. Abe Arnold had found two errors that need to be corrected. Mayor Collings entertained a motion to approve minutes from September 8, 2022 with the corrections. Peggy Sloan made the motion to approve the September 8, 2022 minutes with approved changes. Second motion was from Ty Baker.

Persons before Council: None

Mayors Report: Fall is officially here and there will be several things happening in the Village. Councilor Grehl is working on a Halloween type event and parade early in the month which sounds like it will be a great time. Councilor Baker and the committee he chairs is also working on "trunk or treat" for October 29th. Meanwhile, the county has set trick or treat for October 31st so there should be plenty of opportunities to get some candy and get out to enjoy the fall weather. Thanks to the East Clinton High School art students and their teacher, we are also expecting there to be some new artwork around town.

Last week Lyndsay and I met with a representative from IBI group to discuss project options and potential funding sources for our water. This person works with communities like Sabina to help them navigate these types of projects and, fortunately, provides this service at no initial cost. From this discussion we learned more about various grants and loans including the Community Development Block Grants (CDBG). Unfortunately, we do not currently qualify for CDBG funding due to the Village's income classification. We are close to qualifying though and are already working on becoming eligible. Addressing the needs of our water system will be a long-term project. The need for a new plant, water tower painting, electric read meters, and general maintenance are estimated to cost several million dollars all together. It may seem daunting but ignoring infrastructure problems will only make them worse in the future.

Steve and Lyndsay also recently wrapped up the lead and copper sampling of our water for the EPA. This was a big task since neither had done it before, but they handled it very well and appreciate all the work they put into it. The samples have now been sent to the lab and we are on schedule to meet the deadline for their submission to the EPA. Steve has also been signed up for an ODOT training seminar on road and street signage. ODOT offers several short training options, and we hope to take full advantage of the resources available to us.

At last week's staff meeting we talked about the ongoing problems with both the bucket van and our vac truck. We have considered potential replacements but have not yet moved forward on any. After talking with the staff, I recommend the Village purchase a tow-behind jetter/vactor. This would be less expensive and provide us with the ability to perform light storm and sewer drain cleaning. We also need a new bucket van soon. This is needed for a variety of reasons, but the most important is being able to replace traffic lights when they eventually go out.

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Village Administrator: Rob Dean presented two building permits to Council, which is as follows:

- 1.) 225 N. Jackson Street. Nelson Grimm was present and spoke to Council. Abe Arnold stated as long as the document is notarized he believes it should be okay. Mayor Collings made a motion to approve the permit with the contingency of the document being notarized. Vicki Mongold made the motion to pass the permit. Second motion was from Ty Baker.
- 2.) 158 N. Howard Street. There was no issues with this permit. Peggy Sloan made the motion to pass the building permit. Second motion was from Beth Grehl.

Next, Rob Dean discussed the water tower estimates that had been received. The first estimate would last anywhere from 23-25 years which would include sandblasting. The estimate for this project was \$412,400. The second estimate was for an overcoat, which would approximately last an average of five years. The cost of this project was \$57,808. Council agreed to do the overcoat of the water tower. Abe Arnold made a motion to approve the overcoat/repainting of the water tower. The second motion was from Ty Baker.

Rob asked if the bids for the trash needs to be in the Wilmington News Journal. It was in agreement to go with the the current contract guidelines/specifications for the new

bids.

Rob stated that Allied has been at the water plant replacing valves and bolts that are rusted and also been doing some maintenance. He stated that they also replaced a main valve and they had to drain the filters.

Rob informed Council that JR Irwin and Jonathan Brown have started their water/sewer classes.

Rob also confirmed that the bucket truck was repaired. He also said he will not be in town the day of the parade so the barricades will be put out on Friday afternoon. Rob said the pool should be good for the winter after they have turned the water off and winterized it with antifreeze.

Rob also stated that there was a new valve put in and a new meter pit on Orchard Avenue. He stated that he made a map from where Gordon Plumbing had been out and marked the area.

Next, Rob asked to go into executive session to consider employment of a public employee or official.

Abe Arnold made the motion to go into executive session to consider employment of a public employee or official. Second motion was from Ty Baker. Executive session started at 7:29pm.

Motion from Abe Arnold was made to end the executive session and return to regular session at 7:40pm. Second motion to end executive session and return to regular session was made by Vicki Mongold.

Police Chief: Chief John Grehl stated that he got the contract from Spectrum for the new phone system. He stated the pool is \$28.50/month, sewer plant is \$28.50/month and the municipal building is \$417.00/month for a 60 month term, for a total of \$474.00/month. That includes 12 phones total with voicemail, wiring and 17 connections. There will be a one-time charge for the pool for \$70, the sewer plant for \$700 and the municipal building for \$3100.

Law Director: David Henry provided a new record retention form that needs to go to the Ohio Historical Committee. David stated once they approve it, it will then be sent to the auditor's office for their approval. David stated that again, we need to come up with a records retention committee which would be an executive officer, legal director, a member of Council and an outstanding member of the community.

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Bill List: Mayor Collings presented the bill list to Council. Peggy Sloan made a motion to pay the bills. Second motion was made by Ty Baker.

Bill List 9/24/2022

<u>Vendor</u>	<u>Amount</u>	<u>Department</u>
Justin Robinson	\$160.48	Police
Sandra Arrasmith	\$150.00	Fiscal
OPERS	\$17,954.18	
Andy Kenney	\$150.00	Water
Aflac	\$893.61	
Medical Mutual	\$25,747.87	
W.H. Waddell LTD	\$1,000.00	
Miami Chemical	\$1,645.00	Pool
LexiPol	\$263.20	Police
Daner Business Solution	\$707.98	Fiscal
Groves Tires	\$322.00	Police
OSHP Leads	\$1,200.00	Police
Galls	\$182.16	Police
Pauley's Napa	\$13.29	Police
Melvin Stone	\$197.91	Street
Clinton County Health Department	\$630.00	Water/Sewer
Mid-State Electric	\$12,859.29	
VSP	\$240.43	
Jonathan Brown	\$80.64	Sewer
CPE	\$96.50	
AES	\$9,016.01	
Shirley Rittenhouse	\$2,600.00	Fiscal
Auto Specialty	\$1,556.34	Police
Accentix	\$29.95	Police
AIM	\$226.00	

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Bonded Chemicals	\$3,458.00	
Chrisman H2O	\$18.00	
Greenfield Pest Control	\$45.00	
Miami Products	\$922.50	
Modern Leasing	\$325.10	Police
MAS Modern Marketing	\$139.41	Police
Scadata	\$62.50	
Dave Powers	\$28.00	
Nutrien Ag	\$148.98	
Baker Electronics	\$250.00	
Complete Restoration	\$28,904.00	Water
AES (Street Lights)	\$30,506.40	
Andy Kenney	\$48.44	Payroll
Becky Cramer	\$915.61	Payroll
Rob Dean	\$1,804.04	Payroll
Jonathan Brown	\$1,157.27	Payroll
Steve Carroll	\$1,279.56	Payroll
Devon Cruse	\$1,502.80	Payroll
Lyndsay East	\$547.09	Payroll
Randy Fair	\$1,592.90	Payroll
John Grehl	\$1,804.67	Payroll
John Irwin	\$1,036.62	Payroll
Brian Noah	\$1,625.03	Payroll
Chastity Pinkerton	\$1,368.05	Payroll
Justin Robinson	\$1,664.96	Payroll
Charissa Summers	\$969.34	Payroll
Total	\$159,909.94	

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Fiscal Officer: Mayor Collings stated that Shirley has signed her contract. Shirley and Chastity are still catching up on bills and trying to work on taxes. He stated that they are working back and forth and trying to catch up on chunks of items in the office.

Appropriations & Budgets: Vicki Mongold had a meeting on 9/21/2022 from 6:30pm-6:45pm over the pay rate for Steve's promotion to street supervisor.

Audit & Internal Processes: Abe Arnold had a meeting on Wednesday, September 13, 2022 from 7:05-7:20pm over records retention and council meeting bylaw ordinance. Abe stated that the first portion of the meeting they created the records retention ordinance document. The second portion of the meeting they reviewed the changes of wording mentioned during the August 25, 2022 council meeting to the bylaws ordinance document for the final reading of the ordinance.

Economic & Community Development: Beth Grehl had a meeting on Wednesday, September 13, 2022 from 6:30-6:45pm. The topic of their discussion was letters to bring business to our community. Beth stated they were given a final draft of the letter to bring business to our community by Abe Arnold. Beth presented a copy to Council for approval so the committee can proceed to meet with or send the letters out to business owners. Beth stated the committee went over the letter and was happy with it and all the details that were given and it should help with making a reasonable decision.

Employee Relations & Police: Peggy Sloan stated she had a meeting at the firehouse on 9/20/2022. Peggy said there will be a blood drive on 10/10/2022. She also said that the Sabina Moose Lodge donated \$900. Peggy informed Council that the Polaris that was ordered should be in within the next 4-6 weeks. Peggy also said there was 53 runs in the month of August and 40 runs currently in the month of September. Peggy said the next meeting will be October 18, 2022.

Infrastructure & Development: Nothing

Public Health/Well Being/Recreation: Ty Baker had a meeting on 9/21/2022 from 7:03-7:18pm. The topic was Trunk or Treat. Ty said he reached out to the principal of Sabina Elementary and was granted approval to use the school parking lot. He will be reaching back out for clarification about the grass lot for vendors. Ty stated that the church event is that same day also, (October 29th) from 3-6pm. Ours will be from 2-5pm. Ty said they pulled away from the housing contest and would like to do a trunk contest for the best decorated trunk. He also said he would like to run an ad in the newspaper if possible. He also said he will be reaching out to several pages on the internet. Ty scheduled a meeting at 6pm on 10/4/2022 to further discuss the final details for Trunk or Treat.

Ordinances & Resolutions: Mayor Collings presented the 3rd read for resolution #1171- Resolutions accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor. Peggy Sloan made a motion to pass resolution #1171. Second motion to pass resolution #1171 was made by Abe Arnold.

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Mayor Collings presented the 3rd read for resolution #1172-Resolution agreeing to reimburse Angie Collom for training and certification courses related to the safe operations of the Sabin Community Pool. Abe Arnold made a motion to pass resolution #1172. Second motion to pass resolution #1172 was made by Bruce Gottschalk.

Mayor Collings presented the 3rd read for ordinance 2022-11-Ordinance to establish bylaws to conduct council meetings in the Village of Sabina, Clinton County, Ohio. Abe Arnold made a motion to pass ordinance 2022-11. Second motion was by Beth Grehl.

New Business: Mayor Collings expressed his interest in the bonds and faithful performance coverage policy. Mayor Collings stated that USI recommended the Village to switch to this policy to have more of a blanket coverage and to move people in and out more easily.

There was a first read for Ordinance to establish records retention for the Village of Sabina, Clinton County, Ohio.

Public Comments: None

Council Comments: Abe Arnold asked when and who is taking down the Military banners. Mayor Collings stated he would talk to Diane to see what she wants to do.

Abe Arnold suggested we do a preventative maintenance every few months at the park to inspect chains, bolts, etc. for liability reasons. Chief Grehl suggested getting a big screen TV and putting it in the police department to have cameras hooked to so they can watch the surveillance and pull footage if needed.

Vicki Mongold asked were we are at with ordering of the park equipment. Mayor Collings stated that he put Lyndsay on that project but she has had many other important projects going on at the time.

Vicki Mongold asked if we post ordinance on the message board.

Beth Grehl asked if the acting fiscal officer should be at the Council meetings. Mayor Collings stated that he explicitly stated in Chastity's interview that she would not have to be in attendance to the meetings unless she was promoted to the title of fiscal officer.

Beth Grehl asked if there was any further information on Nancy and her situation and position as the fiscal officer. Mayor Collings stated that Nancy has provided the Village with a check to cover her withholdings for the rest of the year. Mayor Collings also said he is exploring options as is Nancy. Mayor Collings would like to have an executive session at the next meeting to discuss those options.

Beth Grehl reminded Council of the Monster Mash parade on 10/1/2022.

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Adjournment: All business before the Council being addressed the Mayor asked for a motion to adjourn. Ty Baker made the motion to adjourn. Vicki Mongold was the second motion for adjournment of the Council meeting.

Attest:

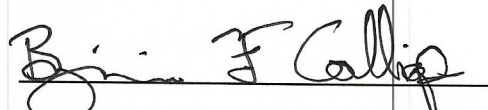

Nancy Cornell, Fiscal Officer


DAVID M. HENRY, LAW DIRECTOR

Approved:



Bruce Gottschalk, President of Council


Benjamin Collings, Mayor