

RECORD OF PROCEEDINGS

Minutes of

Meeting

Village of Sabina Regular Council

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

20

May 26th,

22

Mayor Benjamin Collings presiding opened the regular council meeting on Thursday, May 26, 2022 at 7:00pm. Pledge of Allegiance was lead and a prayer by Mayor Collings.

Minutes: Mayor Collings presented the council with minutes from April 28 and May 4. Mayor Collings asked council if they had any changes they wanted to make to the April 28 minutes. Peggy Sloan made motion to pass the minutes from April 28. Vicki Mongold made motion to table the minutes with Ty Baker being second to motion to table the minutes.

Mayor Collings asked if there was any concerns or comments about the May 4 minutes. Abe Arnold stated that the May 4 date was wrong and will need to be corrected to May 12. Abe Arnold also voiced his opinion on the concern that the May 4 minutes should state that the April 28 minutes was tabled. Also, that Vicki Mongold motioned for the April 28 minutes to be tabled and Ty Baked second that motion. Mayor Collings asked if there was any other concerns with that specific set of minutes. No other corrections per council was made so therefore Mayor Collings motioned to approve the minutes from May 4 with the corrections of the date and insertion of the tabled minutes from Apri 28th.

There was no one appearing before council.

Mayor Report: Mayor Collings reported the final preparations for the pool has been ongoing and the pool is almost ready for opening with the projected date to be May 28. Mayor Collings stated they will be picking up concession products on Friday, May 27 and that the lifeguard chairs have been ordered. Mayor Collings also let the council know that the inspection is scheduled for Friday, May 27. Mayor Collings stated that he met with Wayne Cannon about the LMI survey. Mr. Cannon suggested that council go door to door. Mr. Collings also stated that the water financial statements have been sent to the environmental engineer. Mayor Collings also attended the economic development workshop. Mayor Collings said that after the meeting he spoke briefly with the executive director who has interest in meeting one on one to see how he can help the Village. Mr. Collings stated he may possibly be able to help us with the infrastructure. Mayor Collings shared with council that he set down with the Fiscal assistant, Chastity Pinkerton to try to get a game plan as far as her training goes. Chastity is going to call some traveling clerks to get availability and pricing.

Village Administrator: Village Administrator Rob Dean shared how helpful his assistant Lyndsay has been and how very beneficial she has been to him. Mr. Dean stated he hired two new employees, John Irwin and Jonathan Brown. Rob stated that the park bathrooms have been opened and his crew put up a few flags for the Memorial weekend. Mr. Dean also thanked the volunteers for hanging the military banners.

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Police Chief: Chief John Grehl shared with the council that he has two interested candidates for the positions on the police department but they want no less than \$18.00/hr. One candidate is very knowledgeable in grants. Mr. Grehl said he would like to get the starting pay raised by \$1.50/hr to be more competitive with the surrounding villages and counties. Chief Grehl stated that last year in 2021 he had \$51,000 paid out in overtime. As of this year he currently has paid out \$23,000 in overtime. Chief Grehl believes hiring two people will bring him to full staff and also cut out his overtime and his own holiday pay which is over \$60+/hr. Abe Arnold stated he has no issue with that.

Law Director: Mr. Henry stated he had spoken with Shane Breckel and is waiting on the email certification of proof of the levy passing.

Fiscal Officer: Mayor Collings presented the council with the bill list. There was questions concerning the AES bills and also Modern Leasing. There was also concern for pay of a public employee. Mr. Collings recommended going into executive session to discuss it. Peggy Sloan motioned to table the bill list. Vicki Mongold was second to motion tabling the bill list. Mayor Collings entered the motion to go into executive session to discuss the compensation of a public employee. Executive session started at 8:16pm and ended at 9:01pm. Abe Arnold motioned for the executive session to end with Vicki Mongold being second to motion and to re-enter back into regular session. There was a motion from Bruce Gottschalk to untable the bill list with Abe Arnold seconding the motion. Mayor Collings entertained motion to pay bills. Beth Grehl motioned to pay the bill list with second motion by Ty Baker.

Appropriations and Budgets: Vicki Mongold stated she held a meeting. Vicki Mongold, Beth Grehl, Ty Baker and Rob Dean attended the meeting. The topic of discussion was the pay raise for employees and they are still working on it. Vicki stated he is hoping Abe will have it finalized at next meeting.

Audit/Internal Process: Abe Arnold stated to council that he had a meeting on May 18. The subject of the meeting was work instruction. The meeting started at 6:05pm and adjourned at 6:20pm. Chairperson Mr. Arnold called meeting in session. The meeting opened by expressing the need to have work instructions from all departments. Abe Arnold stated the need to provide tools to train new employees and to provide steps to achieve function to things that are critical to the Village. Mr. Arnold also stated the reviewed samples of formats. He suggested using the snip it tool to take screenshots from computer to use as a reference for employees to know exactly how to do the job. Mr. Arnold also stated they discussed what departments to start with in the meeting. And that the goal is to have each department complete these by the end of the year. Mr. Arnold would like to the Mayor and Village Administrator to instill the importance of the cooperation of the need for these documents so that way there is no slack from anyone about why we are doing this. Vicki Mongold will handle the Fiscal office, Beth Grehl will handle the water department and Abe Arnold will hand the sanitary sewer department.

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Economic/Community Development: Beth Grehl had no meeting but states she would like to schedule a meeting. Beth scheduled the meeting for Wednesday, June 8 at 6pm. The topic of discussion will be development.

Employee Relations/Police/Public Health: Peggy Sloan stated she had a meeting at the firehouse on May 17. Peggy informed council that the Moose Lodge made a donation in the amount of \$249.30. Peggy said the next blood drive will be held on June 25. Peggy stated there was a total of 62 runs in the month of April and as of May 17 there has already been 34 runs so they believe the runs are slowly increasing.

Infrastructure/Development: Bruce Gottschalk informed council he had a meeting on May 4 The meeting started at 7:40pm and ended at 8:20pm. Bruce said the main concern was Sherman Street with water getting into the sewer. Also, Central Avenue has a section of sewer pipe missing. Bruce also was asking for more information on storm drains. Rob Dean stated they did look at the storm drains. Mr. Gottschalk asked when the meeting with Choice One would be held. Rob Dean stated he is shooting for May 31 at 9am but still needs to get confirmation back with that date.

Public Health/Well Being/Recreation: Ty Baker stated he held a meeting on May 18 from 6:45pm-7:17pm with Vicki, Bruce, David, Rob, John and Ty in attendance. The topic of the meeting was Truck or Treat. Ty said they discussed vendors and would also like to collaborate with the church. Ty would also like to get in contact with the school to see if they can hold the event on the school grounds. He also stated they need to find out when the county is having there Trick or Treat. And they are also in agreement to not have a rain date.

Ordinances and Resolutions: Mayor Collings brought forth the 2nd read for the importance on increasing pay rates on Village of Sabina, Clinton County, Ohio Step System. Mayor Collings asked if council had any questions, comments or discussions. There was no comments from the council. Next was the the ordinance to reclassify position of administrative assistant to a class 4 employee in the Village of Sabina Personnel Policy and Procedure Manual. Vicki Mongold made a motion to postpone this ordinance. Second motion to postpone this ordinance was made by Bruce Gottschalk.

Public Comments: Charissa Summers asked if there was going to be a family fun day this year. Vicki Mongold stated there will not be a family fun day this year but they are on track to have one next year. Abe Arnold suggested a community bonfire be held at the park to burn all the unwanted wood.

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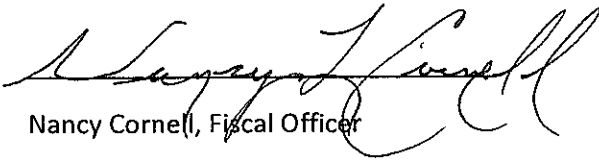
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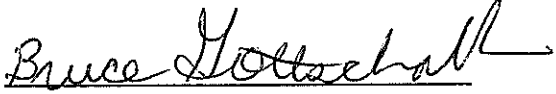
Council Comments: None

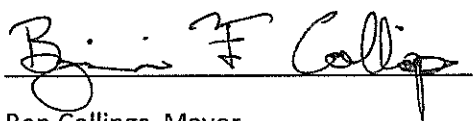
Adjournment: All business before the council being addressed the Mayor asked for a motion to adjourn. Meeting adjourned at 9:26pm.

Attest:


Nancy Cornell, Fiscal Officer

Approved:


Bruce Gottschalk, President of Council


Ben Collings, Mayor