

# *Village of Windham, Ohio*

## Minutes of the Regular Council Meeting

Held September 23, 2008

At 7:00 PM, the Honorable Mayor Robert W. Donham II called the meeting to order and led in the Pledge of Allegiance.

Roll Call:      Rachel Barrett – present,                      Scott Garrett – present,  
                    Kelly Meszaros – present,                      Linda Rininger – present,  
                    Randy Slusher – present,                      Phil Snyder – present

Also present, Village Solicitor Mark Manlove, Police Chief Edward Perdian, Village Administrator Maurice Hankins, C. James Moore, Nancy Packard, Bruce Rininger, Dianne Roman, Audrey Roth, Denise Bly, Pat Schaefer, Barbara Edder

**The minutes of the August 19, 2008 Regular Council and September 9, 2008 Special Meetings** were reviewed. Phil Snyder made a motion to approve the minutes. The motion was seconded by Scott Garrett. Ayes: Mrs. Barrett, Mr. Garrett, Mrs. Meszaros, Mrs. Rininger, Mr. Slusher, Mr. Snyder. Nays: None. Motion carried.

**Village Fiscal Officer reports, Lloyd Billman.** The Fiscal Officer presented the expenditures for the month of August including checks, charges, etc of \$167,830.36. Check numbers 20986 through 21124 and 21126 through 21127 were paid from the Primary Checking Account during August. There were no checks voided during the month of August. A separate accounting of check number 21125 in the amount of \$450.00 was presented. The Fiscal Officer also presented the August Bank Reconciliation with an all funds reconciled balance of \$685,078.06 for the month. There also will be a resolution for Council to approve accepting the amounts and rates.

**Village Council President, Phil Snyder** Mr. Snyder announced changes to committee assignments with Kelly Meszaros replacing Rachel Barrett on Finance; Scott Garrett and Linda Rininger will continue on the Finance Committee. Utilities Committee will be Scott Garrett, Randy Slusher and Phil Snyder. Streets and Sidewalks will be Randy Slusher, Rachel Barrett and Phil Snyder. Housing Rental Code will consist of Phil Snyder as Chair, Randy Slusher and Rachel Barrett. Buildings and Properties will be Randy Slusher, Linda Rininger and Rachel Barrett as Chair. Safety Personnel and Rules Committee with Phil Snyder as Chair and Rachel Barrett and Scott Garrett also serving. Economic Development with Kelly Meszaros as Chair and Linda Rininger will serve on the Committee. News and Communications Committee will be Randy Slusher as Chair with Phil Snyder and Kelly Meszaros also serving. Parks and Recreation Committee will be Chaired by Kelly Meszaros. All other committees will remain the same.

Mr. Snyder said we are beginning to make some progress on the SOPs for the Police Department. We are also going to address some problems with Committee meetings being conducted in a more formal manner. Members of the Committee which is meeting are to be seated up front and all others seated in the audience.

Mr. Snyder said that he and Mr. Slusher have been working to publicize the Arts Alive program. They have been getting pictures to be publicized in the local newspapers. He then said that there is an interest by Claudette Rogers of Jobs and Family Services of Portage County presenting a program about Medicare on November 10<sup>th</sup> in Council Chambers.

**Dispatchers, Police, Fire and Rescue Squad (EMS) reports for August 2008 by Phil Snyder.**

Phil gave the monthly reports relating to both Police and Fire Departments. The Mayor said he was pleased for another month with complaints down over 40% from previous year with the same number of arrests.

**Mayor's Communication and Correspondence**

Mayor Donham said most of the last quarter of the year is devoted to planning for next year. He said that he is really pleased with our ability to balance the budget this year, to stay within our means and also to be able to increase the benefits that we have done for our employees and also to consider salary adjustments for next year.

The major things we are going to be looking at for the rest of this year and going into next year are: we have finally secured and delivered the earmark for the Ravenna Arsenal for the Water and Sewer lines so that money has now arrived so we can start the engineering. We are looking at a year of engineering before groundbreaking for construction.

Also this month we were able to announce that the County Commissioners, the National Guard, Tim Ryan's Office and the Village will begin lobbying the Ohio Turnpike Commission for a Turnpike exit in the Windham vicinity to better service the Ravenna Arsenal.

He also has been really pleased with the Police progress and the work they have been able to do with the budget they have.

We also have a blight ordinance for five more buildings to be removed.

We will also continue with our efforts to try to acquire the East Elementary School building through next year and what we think would make an excellent recreation center.

Road resurfacing project will continue to be studied for next year.

**Prior requests of guests to speak:** None.

**Finance Committee Report by Linda Rininger.** Mrs. Rininger read the Fiscal Officer's expenditures for the month of August 2008 of \$167,830.36 in checks, charges, etc. with check numbers 20986 through 21124, 21126 through 21127 paid from Primary Checking Account During August. Mrs. Rininger then asked if she could have a motion to approve the above expenditures. Mr. Garrett made a motion to approve and Mr. Slusher seconded the motion. Ayes: Mr. Garrett, Mrs. Meszaros, Mrs. Rininger, Mr. Slusher, Mr. Snyder. Nays: None. Abstain: Mrs Barrett. Motion carried.

Mrs Rininger then read the Fiscal Officer's expenditure for the month of August 2008 of \$450.00 in check number 21125. Mr. Snyder made a motion to approve the expenditure which was seconded by Mrs. Meszaros. Ayes: Mr. Garrett, Mrs. Meszaros, Mrs. Rininger, Mr. Slusher, Mr. Snyder. Nays: Mrs. Barrett. Motion carried.

Mrs Rininger read the Fiscal Officers August 2008 Bank Reconciliation with an all funds reconciled balance of \$685,078.06 and the following monthly reports for the month ending August 31, 2008: Fund Summary, Appropriation Summary, Revenue Summary, Payment Register, Charge Register, Expenditure Summary, Cash Summary by Fund and the following year-to-date reports through August 31, 2008: Cash Summary by Fund, Comparison of Budget versus Actual Receipts, Comparison of Disbursements and Encumbrances. Mrs. Barrett made the motion to approve and Mr. Snyder seconded the motion. Ayes: Mrs. Barrett, Mr. Garrett, Mrs. Meszaros, Mrs. Rininger, Mr. Slusher, Mr. Snyder. Nays: None. Motion carried.

Ordinance O-2008-19 was read by Mrs. Rininger: BEING AN ORDINANCE AUTHORIZING TRANSFERS AND APPROPRIATIONS FOR THE VILLAGE OF WINDHAM AS SET FORTH BELOW AND DECLARING AN EMERGENCY. Mr. Snyder made a motion to

suspend the rules which was seconded by Mrs. Barrett. Ayes: Mrs. Barrett, Mr. Garrett, Mrs. Meszaros, Mrs. Rininger, Mr. Slusher, Mr. Snyder. Nays: None. Motion carried.

Mr. Snyder then made a motion to adopt Ordinance O-2008-19 which was seconded by Mrs. Meszaros. Ayes: Mrs. Barrett, Mr. Garrett, Mrs. Meszaros, Mrs. Rininger, Mr. Slusher, Mr. Snyder. Nays: None. Motion carried.

Mrs. Rininger read Resolution R-2008-68 A RESOLUTION AUTHORIZING THE VILLAGE FISCAL OFFICER OF THE VILLAGE OF WINDHAM TO CREATE THE FOLLOWING THEN AND NOW PURCHASE ORDERS AS LISTED BELOW. Mrs. Barrett made a motion adopt the Resolution which was seconded by Mr. Snyder. Ayes: Mrs. Barrett, Mr. Garrett, Mrs. Meszaros, Mrs. Rininger, Mr. Slusher, Mr. Snyder. Nays: None. Motion carried.

Resolution R-2008-69 was read by Mrs. Rininger A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR AND DECLARING AN EMERGENCY. Mrs. Barrett made a motion to adopt the resolution which was seconded by Mr. Snyder. Ayes: Mrs. Barrett, Mr. Garrett, Mrs. Meszaros, Mrs. Rininger, Mr. Slusher, Mr. Snyder. Nays: None. Motion carried.

Resolution R-2008-70 was read by Mrs. Rininger A RESOLUTION BY THE COUNCIL OF THE VILLAGE OF WINDHAM ESTABLISHING A POLICY FOR ROUTINE AND NON-ROUTINE TRANSACTIONS. Mr. Snyder made a motion to adopt the resolution which was seconded by Mr. Slusher. Ayes: Mr. Garrett, Mrs. Meszaros, Mr. Slusher, Mr. Snyder. Nays: Mrs. Rininger. Abstain: Mrs. Barrett. Motion carried.

Mr. Snyder then made a motion to create purchase order 848-2008 in the amount of \$10,882.92 for Ohio Edison to pay electric bills during September 2008. The motion was seconded by Mrs. Meszaros. Ayes: Mrs. Barrett, Mr. Garrett, Mrs. Meszaros, Mrs. Rininger, Mr. Slusher, Mr. Snyder. Nays: None. Motion carried.

**.Safety / Personnel / Rules Committee by Phil Snyder.** Mr. Snyder said minutes have been passed out. He said that it was brought up that we need to pursue a grant for next year for the Police Department. We currently have an antiquated communications control box and will need to find a way to fund a replacement for this. He also would like to recognize that Don Miller was a member of the Windham Volunteer Fire Department and has fifty years of service with the department. On October 13<sup>th</sup> there is going to be a recognition for him and I hope we can make it meaningful for him.

It has come up before and needs to be addressed in a timely manner. There is a lot of things going on before and after school in the High School area, and it is the Safety Department's opinion that there should be a police presence which will go a long way to deter any unwanted activity. There is also a number of double parked cars on Bauer Avenue which need to be attended to.

We also have a situation with the change in polling places that the High School is the designated polling place for our November election. We will have a parking problem and school will be going on with school buses and children changing classes. With handicapped voters going to the polls, that is a long way to go, and we need to look into this situation.

Mr. Hankins tried to contact the Board of Elections and wondered why they didn't chose the East Elementary School. He was unable to get through to them.

Mr. Snyder said we need to start working a little more aggressively on the ambulance issues and first response and second response issues as well as call in order.

The Mayor said that the department is also looking at purchasing a new Fire Truck.

**Service Committees: (Utilities, Street & Sidewalks, Housing Code, Buildings & Properties)**

**Utilities**

**Utilities report by Scott Garrett.** Mr. Garrett said the minutes were passed out. Maurice had some good news to save the Village lots of water in doing a backwash. Maurice said that discharged water from the Sewer Plant which we put into Eagle Creek which is 97 percent pure, we are now able to reuse that water and recycle it back to the Chlorine injection system and the oxidation system to keep the foam down. We previously were using potable (drinking water) to do this and can save 400,000 to 600,000 gallons. We almost have the problem solved.

We assessed \$32,000 worth of unpaid water and sewer bills to the property owners from January 1, 2007 to July 31, 2008. Starting in August 1, 2008 we started a spread sheet for next year assessment on taxes.

We also will not turn the water on if the building has not been inspected and has passed.

**Streets and Sidewalks by Randy Slusher.** Bids will be opened up on September 26 at 2 P.M. We got the culvert in on the Wolf Road intersection. We have been discussing the purchase of old light posts from the old Geauga Lake Park.

**Housing Rental License Code by Phil Snyder.** Mr. Snyder read Resolution R-2008-71 A RESOLUTION BY THE COUNCIL OF THE VILLAGE OF WINDHAM "DECLARING A BLIGHT IN THE AREA OF MAPLE GROVE OF THE VILLAGE OF WINDHAM DUE TO VACANT AND DILAPIDATED STRUCTURES" IN ORDER TO HAVE UP TO 5 STRUCTURES RAZED AND DECLARING AN EMERGENCY.

Mr. Snyder moved the adoption of the Resolution and Mr. Slusher seconded the motion. Ayes: Mrs. Barrett, Mr. Garrett, Mrs. Rininger, Mr. Slusher, Mr. Snyder. Nays: None. Abstain: Mrs. Meszaros. Motion carried.

**Village Buildings and Properties by Kelly Meszaros.** Nothing to report at this time.

**Planning and Zoning Commission by Kelly Meszaros.** Nothing to report at this time.

**Parks and Recreations by Kelly Meszaros.** Nothing to report at this time.

**Bicentennial Committee by Kelly Meszaros** Mrs. Meszaros said that the legacy project and the time capsule are still scheduled.

**Economic Development and Long Range Planning by Randy Slusher** – Nothing to report.

**Village Solicitor report by Mark Manlove.** – Mr. Manlove said that at the next personnel committee a vacation time policy will be discussed.

**Guest Recognition.** C. James Moore asked if the Safety Personal Rules committee is going to be more aggressively involved with the Ambulance as to the amount charged per call. Mayor Donham said that he has had some discussions with the Township Trustees and the committee will be updated this next meeting. Mr. Snyder said that the entire committee needs to be more involved in this.

Mr. Moore then asked if the committee is going to be getting involved in the Fire Truck purchase. Mr. Snyder said they will be involved in that as well. Mayor Donham said that Trustees made a concerted effort to tell the firemen that they need to involve the Village in this process.

There being nothing further, Mr. Snyder made a motion to adjourn which was seconded by Mr. Garrett. All being in agreement the Council meeting was closed at 8:09 P.M.

Respectfully submitted,

Attest

Lloyd C. Billman, Clerk of Council

Robert W. Donham II, Mayor