

# *Village of Windham, Ohio*

## Minutes of the Regular Council Meeting

Held December 18, 2006

At 7:00 PM, the Honorable Mayor C. James Moore called the meeting to order and led in the Pledge of Allegiance.

Roll Call: Rachel Barrett – present, Jason DeBolt – absent,  
Sonya Edwards – present, Marian Garrett – present,  
Scott Garrett – absent, Jodi Minotti – present

Also present, Village Solicitor Mark Manlove, Maurice Hankins, Edward Perdian.

**The minutes of the October 16, 2006 Regular Council Meeting** were reviewed. Marian Garrett made a motion to accept after minor adjustments. Seconded by Sonya Edwards. Ayes: R. Barrett, S. Edwards, M. Garrett, J. Minotti. Nays: None. Motion carried.

**Village Fiscal Officer, Lloyd Billman**, stated that the traditional reports have been provided along with the report of Lori Lee on the Income Tax. Lloyd also provided a report showing the projected payroll annually based upon the current payroll.

**Village Council President Scott Garrett** came in at this time with the first point being entering executive session to discuss Council Personnel, Village Administrator Personnel and Legal Issues. Marian moved to enter into executive session at 7:12 PM which was seconded by Sonya. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: None. Motion carried. The council then returned and a motion was made by Marian and seconded by Sonya to return to regular session at 7:22 PM. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: None. Motion carried.

The resignation of Jason DeBolt was announced effective December 31, 2006. Sonya made a motion to accept the resignation. Rachel seconded the motion. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: None. Motion carried.

Scott announced that we will be seeking applications for the open Council seat vacated by Jason DeBolt. The last day to accept applications will be January 9, 2007. Scott moved and Rachel seconded the motion to accept applications. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: None. Motion carried.

**Rachel Barrett** presented the Dispatchers, Police, Fire and Rescue Squad (EMS) report for the month of November.

**Mayor Moore presented the Mayor's report to Council.** Mayor Moore announced the appointment of Maurice Hankins as Village Administrator effective December 21, 2006. Rachel moved and Sonya seconded the motion to accept the appointment. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried. Maurice said, 'this room needs some work' referring to the Council Chambers and 'this can't be the two best tables we have in the village'. This resulted in laughter from those present.

A letter dated November 22, 2006 to Jason DeBolt was presented.

A letter dated November 28, 2006 to Ronald Niemiec, Superintendent of Schools responding to his letter about the lack of police participation in the Homecoming Parade.

A letter dated December 12, 2006 along with documents sent to Title Professionals in Ravenna releasing the Village liens on the Cortland Bank and parcel at the site of the new Cortland Bank building. The Village lien was satisfied by a payment of \$23,550.00 repaid to the Village by N.D.S. from loans to tear down Apartment Buildings.

A letter dated December 14, 2006 to the Township Trustees and Township Fiscal Officer requesting information of insurance coverage on the Fire Station, equipment and Village Land as well as a request for an updated copy of the Trustees Ambulance billing agreement with the building company which provides the billing services for Ambulance calls.

The setting of date and time for January 2007 Council Meeting due to the regular date falling upon the Martin Luther King Holiday. Marian moved that we set the date for January 16, 2007 at 7:00 P.M. Sonya seconded the motion. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

A report was given by Chief Ed Perdian on the Police Department. He stated that the Department received close to \$8,226 which was deposited into the General Fund from forfeitures. He also said he is getting acclimated to the Department and to the Employees. 'You've got some good police officers here', he stated, 'and they have heart and he is proud to be working with them'. He also presented roofing quotes for the roof repair of the Police Department, Administration, Council Chambers, and Maintenance Garage. The lowest quote was brought in by Lamberts Roofing. The Chief is going to put together a program called Drug Sweep program beginning this summer when the drug activity is the highest. This would utilize an Ordinance which would have to be adopted by Council to permit a shakedown when there drug or drug paraphernalia on the person they can go ahead and make an arrest. Also, he spoke with Judge Osborne about possibly seizing property by forfeiture when there is a drug arrest. Otherwise, you are only chasing your tail with the drug addicts and pushers. You have to get them where it hurts. By sending out registered mail notices to landlords, 'We will take their property if we have to'. Mooreland Hills is providing a Police Cruiser fully equipped to us at cost.

**Finance Committee Report** by Marian Garrett. Marian passed out the Finance Meeting minutes. She said the Income Tax has had a good year. Lori has done a good job. Also, the committee has agreed that we would see what we could do about getting federal and state legislators in here because we are getting ready to spend a lot of money re-roofing this building because we don't have any choice. We will see if we can get the Department of Defense to come through with about four million dollars to build us a new Civil Center. It's not going to happen next year, but we have to get moving on it.

Marian moved for approval of Fiscal Officer's expenditures for November in the amount of \$344,347.95 with \$121,359.51 in checks and \$222,988.44 in charges. Scott seconded the motion. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Marian then moved for approval of the November Bank reconciliation with a reconciled all funds balance of \$637,845.86. Sonya seconded the motion. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Marian moved the adoption of 2007 temporary appropriations of \$3,579,460.58. Rachel seconded the motion. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Marian stated that we have been negotiating with the E.P.A. that started out at \$129,000.00 and they will settle for a \$10,000.00 payment. Marian moved and Sonya seconded the motion that we approve Lloyd to make that payment. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

New Resolution No. R-2006-12 authorizing the Fiscal Officer to begin monthly debt payments in January 2007 in the amount of \$500.00 from the Water Operating Fund to the Revolving Loan Fund for reimbursement of \$38,535.98. Marian moved and Scott seconded the adoption of the resolution. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

New Resolution No. R-2006-13 approving the purchase of a used Police Cruiser for \$3,650.00. Motion adopting the resolution was made by Marian and seconded by Sonya. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

New Resolution No. R-2006-14 authorizing Mayor and Village Fiscal Officer to enter into an agreement with the Roofing Company approved by Council to re-roof the Police Department, Administration Offices, Council Chambers and Maintenance Garages at a cost not to exceed \$20,000.00 from the Revolving Loan Fund. The motion adopting the resolution was made by Marian and seconded by Sonya. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Timber proceeds in the amount of \$1500.00 for some trees cut at the Well Fields entrance area by R. H. Logging. A motion was made by Marian to accept the payment of \$1500.00 to be placed in the general fund. Sonya seconded the motion. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Marian moved that we offer the roofing replacement contract to Lamberts Roofing who has come in with a low quote of \$17,150.00 with a 30 year warranty on materials and 15 year warranty on work. Sonya seconded. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

**Safety / Personnel / Rules (SPR) Committee Report** was given by Rachel Barrett. A meeting was held on November 14, 2006. Rachel moved for adoption of the contract with the Office of Public Defender with the Village of Windham for 2007. Sonya seconded the motion. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

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

**Utilities report by Scott Garrett.** Minutes were passed out. The hydrant on Maple Grove which needed to be replaced has been replaced. The five percent increase is automatic for water and sewer. A date for work session to develop a letter notifying the landlords to be responsible for the utility bills will be set at the January meeting.

Mayor Moore said that we will have a meeting with a representative of Congressman Tim Ryan and the Army National Guard Officers on January 8<sup>th</sup> at 1:00 PM about the Ravenna Arsenal.

**Streets and Sidewalks report by Sonya Edwards.** Resolution R-2006-15 for removing of existing 5 x 4 box culvert with precast structure just West of WilVerne Drive. Motion was made by Sonya to adopt the motion and seconded by Scott. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Resolution R-2006-16 for upgrading and replacement of ground mounted signs on various routes in Portage County. Motion made by Sonya and seconded by Rachel. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Estimates were passed out by Bill Pennington to clean out Wolfe Road and Horn Road storm sewers down to Parkman Road both sides. They were quoted by Triple Diamond.

**Housing Rental License Code.** Jack Murphy has submitted a proposal to upgrade the fees. Mayor Moore thinks this is a good idea. Mark Manlove feels more comfortable going with an ordinance on this. It is necessary to give the landlords thirty days notice to change their fees. Jack Murphy feels that it would probably be best to wait until January 2008 to enact this. This will be worked in the committee after a new chairperson has been appointed.

**Village Buildings and Properties by Jodi Minotti.** The Chief of Police had mentioned Dr. Nuttle's old house as a possible site for the Administrative Offices. This would be a historical building and grants could be obtained to refurbish it. Jodi would like to recommend that the Council Chambers could be moved over to the Community Building. The Police Department needs more evidence room.

**Planning and Zoning Commission by Sonya Edwards.** Michael Archon's Mylar has been signed and filed with the Village. Tom Denvir paid one hundred change of use fee for his Pizza and Sub shop in the old Barber Shop location.

**Parks and Recreations by Jodi Minotti.** Jodi said she is still trying to get an acceptable date and time for the meetings.

**Bicentennial Committee by Sonya Edwards.** She still needs help with creating a poster which represents Windham. Marian suggested she talk with Ms. St. John of the Historical Society.

**Economic Development and Long Range Planning by Scott Garrett** – No report.

**Tax Incentive Review Board by Marian Garrett** – No report.

**Records Commission by Marian Garrett** – No report.

**Solicitor report by Mark Manlove** – Mark said that right now since the beginning of 2005 we have filed 130 criminal and civil cases. There are 60 to 70 Lori is working on right now which have not been filed as yet. Lori is really doing an excellent job.

**Guest recognition** – none.

**Remarks by those wishing to address Council.** Nancy Packard wanted to thank the Police Department for a quick response on the break-in at the library and also thank Bill for the replacement of the light out back which will deter another break-in.

Marian moved and Sonya seconded and by unanimous vote the meeting was adjourned at 9:30 PM.

Respectfully submitted,

Lloyd C. Billman,  
Clerk of Council