

VILLAGE OF WINDHAM

YEAR 2003

MAYOR'S ANNUAL REPORT TO COUNCIL

OHIO REVISED CODE SECTION 733.41

WRITTEN AND DELIVERED BY C. JAMES MOORE, MAYOR

Water and Waste Water Infrastructure

The East Center St. a major sewer line improvement line project was delayed. The funding opportunity deadline for 2003 was missed and was therefore had to be resubmitted. We anticipate being approved in early 2004 for the 500,000.00 State Community Development Block Grant (CDBG) and the 855,000.00 U.S. Dept. of Agriculture Rural Development grant/ loan 60/40 split respectively. The loan portion is a low interest loan. Providing these funding sources are awarded council will authorize construction bids for this project. Once council accepts the best bid, projected construction will begin thereafter in 2004.

The South Main St. water line replacement project was delayed due to a shortage of water fund revenue necessary for the Village's match. A contractor bid was accepted by council however; the contractor was unwilling to wait until we had enough revenue for our match. Council approved advertising for new bids in December. A new bidder was selected and contracts have been signed by the contractor. We are now in the process of requesting the release of funds. Construction will begin as soon as all steps are taken.

Council passed a resolution in support of the Portage County Commissioners filing for a grant titled Community Distress. If awarded this grant will provide major infrastructure improvements. Water, sewer, sidewalks and lighting in the Maple Grove area where six (6) more single family homes will be built in 2004.

Council passed a resolution to use the Revolving Loan funds for infrastructure improvements (RLF) CDBG funds for infrastructure improvements. Providing all criteria is met with state approval.

The Army National Guard representatives will be meeting with us to explore the possibility of our water and sewer treatment plants providing water and sewer services to the National Guard's Ravenna training and logistics site, known as the Ravenna Arsenal. Running these lines to the Arsenal could possibly provide water and/or sewer services to areas in the Village where

residents do not have these services. This could also improve our chances of business and industry development.

A much needed new 4 wheel drive pick up truck was purchased from the water fund revenues for the water dept. This purchase included a snow plow attachment.

Police Dept.

We are maintaining five (5) full time officers, five (5) part time officers, four (4) auxiliary officers, two (2) full time dispatchers and nine (9) part time dispatchers. Our canine (Gunner) was certified in July 2003, to drug detection, search of aggressive and non aggressive subjects. We have four (4) police cruisers. Three of our cruisers were purchased new in the year 2000, were paid off in July 2003. In 2004 we plan to sell 2 of the 4 cruisers with the highest mileage and purchase two new ones if revenue in the General Fund is available.

Fire Dept.

A. The tax levy of Village and Township taxpayers for the large equipment fund has generated revenue which now exceeds 200,000.00 during the year 2003.

The following was approved to be used from the large equipment fund:

- 20,000.00 for the fire district match towards a FEMA grant application for a new Tanker truck. This grant was awarded on Nov. 28, 2003 in the amount of 178,200.00 to purchase a new tanker.
- 7,000.00 for 20 Motorola pagers
- 10,500.00 for a manual defibulator

B. An \$8,000.00 grant was awarded for protective gear and breathing apparatuses.

C. The Village continues to contract with Action Ambulance out of Warren to provide Emergency Medical Service (EMS) to handle EMS calls when the fire dept. personnel are not available to take EMS calls. Our dispatching record for 2003 shows that there were approximately 360 EMS calls for Village residents and approximately 121 for township residents.

- Of the 377 **Village** EMS calls we needed Action Ambulance 119 times, the Fire Dept. handled 233 times, Community Ambulance 7 times and Braceville 3 times and 1 life flight
- Of the 107 EMS calls to the township Hiram answered 47 calls and the fire dept. EMS handled 51 calls, action 1 call, Community Ambulance 5 calls, Braceville 1 call and 2 Life Flights
- The Village and township entered into an agreement in late 2002 to bill residents for EMS calls. The purpose was to generate enough revenue to provide the Village and Township residents with 24 hour 7 days a week Fire Dept. EMS coverage. The billing of residents has generated as of this writing about 34,000.00. However; the fire dept. is still far short of manpower EMT's needed to provide 24/7 emergency EMS coverage for residents. Only 2 additional EMT's were added to the fire dept. since the billing agreement took effect in Sept. 2002 nearly 17 months ago. With thorough discussion on this issue Village Council may have to consider another source to provide Village residents with 24/7 coverage emergency medical coverage. Of the 484 total EMS calls to the combined Village and Township in 2003, 78% (377 calls) were to our Village

New Civic Center Facility

- We had any opportunity to secure 1.5 million in a 60/40% grant/loan, with the loan a low interest loan. . Unfortunately, the Village could not afford the 40% grant and 1.5 million was only half of what is needed to build the facility designed, which would house the police dept. administration offices, library, senior citizens and youth centers. A letter was written to the Department of Defense to reiterate the needs of funds. The bases of the letter indicated that the arsenal prohibits the Village for growth and limits are revenue resources. To date no response has been received.

Council Members and Administration Changes

The following resignations were received and appointments made.

Council member Matt Darrin resigned and Mike Whan was appointed by council to serve the balance of that term expiring Dec. 31, 2003

- Council member Stacy Strausbaugh resigned and Cheryl Pyles was appointed by council to serve the balance of that term expiring Dec.31, 2005.
- Jess Starkey was elected Mayor on Nov.4, 2003

- Village Administrator Bob Meszaros resigned for Council and council accepted Mayor Moore's appointment of council member Mike Iwanyckyj to Village Administrator
- Council member Mike Iwanyckyj resigned from Council to take the Village Administrator position. Council appointed Jim Moore to begin serving on January 1, 2004 (after his term ended as Mayor) to serve the balance of Mike Iwanyckyj's council term.
- State Audit of the year 2002 was completed in May 2003
- Much like the 2000 and 2001 audits the 2002 state audit reported many findings and non-compliance citations.
- In 2001 we began a reorganization of the Village office and implemented procedures to address these problems. We have cleaned up many accounting problems. In 2002 many of the problems had been rectified and continued through 2003. We anticipate that after 2004 all departments will be cleaned up and running smoothly.
- In April 2002 Council hired a new Income Tax Administrator with a good background of experience.
- In 2002 council combined the positions of Village Treasurer and Village clerk and created an appointed position of Village Fiscal officer. The duties of Fiscal officer are the same as the Village clerk under Ohio Revised Code. However; the Fiscal officer serves at the will of Mayor and Council and must perform duties provided under Ohio Revised Code, Village Ordinances, and is accountable to State Auditing Procedures
- In October 2002 Village Clerk Rachel Barrett went on disability leave and later resigned effective March 31, 2003.
- In April 2003 council accepted the appointment of acting treasurer and utilities clerk Grace Krontiris to serve as the Village Fiscal officer. As a result of the administrative reorganization all delinquent bills for 1999, 2000, 2001 and 2003 were paid up in August. Accounting procedures were vastly improved and cost cutting measures and spending was implemented.
- For the 2003 State Audit forthcoming this year we expect a very good audit. As stated early the remainder of the infractions will be corrected during the 2004 calendar year, but ~~audit~~ ^{the Auditor} is aware that the time span needed to correct all problems.

Planning and Zoning

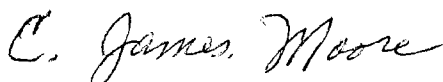
- In 2003 there was zoning application turned in to build 11 new homes. Six in the Maple Grove Apartments and five in the new homes to be built in 2004.
- Council passed a resolution for the planning and zoning committee to re-do the Village zoning maps and make a recommendation to council. The committee has completed the zoning maps and will be soon making a recommendation to council. The biggest changes in zoning will be in the Maple Grove area where multi-family will be drastically reduced. Single family homes and commercial zoning will replace the multi-family apartment areas.
- The drive thru on E. Center St. closed
- A Dollar General Store opened in the previous IGA building.
- The bar on N. Main St. by the turnpike opened under new ownership.

Streets and Sidewalk

A grant was submitted in December for repaving of several roads in the community. It will be several months before a decision is made on the awards.

The year 2003 proved to be a successful year despite the exuberant amount of challenges the Village faced. We were constantly looking for new and improved ways to enhance the Village. If a key word is needed to describe 2003, it would have to be “change.” As we all know, at times it is difficult to accept “change”, but “change” is what the Village of Windham needs to be more productive and provide better service to the residents of Windham. With “change” sometimes comes sacrifice. As mayor for the past four years, I feel that the Village has moved forward with the changes implemented. Some of the change has not always been popular with Residents or with Staff, but it was necessary to get the Village moving in a dynamic way. I forget who gave the quote but. “The only thing that remains constant is CHANGE.” It has always been my hope serving as the Mayor of Windham that our Village is a beautiful, productive and safe place to live.

Respectfully submitted,



C. James Moore

Former Mayor of Windham 1999 - 2003