

Village of Windham, Ohio

Minutes of the Regular Council Meeting

Held September 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 – present
Sonya Edwards – present, Marian Garrett – present
Scott Garrett – present, Jodi Minotti – present

Also present, Village Solicitor Mark Manlove and Village Administrator Kevin Knight.

The minutes of the August 21, 2006 Regular Council Meeting were reviewed. Marian Garrett made a motion to accept. Seconded by Sonya Edwards. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: None. Motion carried.

Lloyd Billman presented the Village Fiscal Officer's Financial reports for August 2006 with the exception of the Bank Reconciliation. Lloyd apologized for not having a clean Bank Reconciliation but the difference is less than \$5000 and rather than showing an unknown adjustment for the month, would present the Bank Reconciliations for August 2006 and September 2006 at the October Council meeting. Marian stated that some of the unknowns from prior Bank Reconciliations which Lloyd inherited will require additional support to get them resolved.

Village Council President Scott Garrett stated that there seems to be some confusion about the issue we will be putting on the ballot. The Income Tax could not be targeted to the Police Department only. We aren't allowed to do that by law. The Property Tax Levy up for vote on November 7, 2006 can be targeted to the Police Department only if passed.

Rachel Barrett gave the Dispatchers, Police, Fire and Rescue Squad (EMS) reports for the month of August, 2006.

Mayor Moore presented the Mayor's communications. He announced the appointment of Michael Archon to serve on the Income Tax Board of Review for a four year term. This appointment must be approved by Council. Marian moved and Scott seconded this appointment. Ayes: R. Barrett, J. DeBolt, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Ayes: none. Motion carried.

Marian stated that the Mayor needs to make an appointment for an opening on the Enterprise Zone.

Mayor Moore shared that there will no longer be traffic court in the Village of Windham with the last day of court to be September 22, 2006. Future traffic court will be held at the Ravenna City Courts.

Miscellaneous letters and memo were sent out by the Mayor. The last of these was the letter to the EPA disputing the potential fines.

Mayor Moore stated that we are going to do the best we can with resolving the Protective Vests and the Police Department for a couple part-time officers with under one (1) year of service. Some federal grant funds and other funds donated from Laverne Belden will be used as long as such funds are available rather than general funds. All other full-time and part-time officers have protective vests.

The loan payment terms and amounts on the USDA – RD loan for the East Center Street and North Main Street Sewer lines was provided. For the first ten years we have to set aside 10% of the annual payment – this is around \$3700 per year to set aside. We must begin in December this year setting aside monthly funding for the \$3700 by December 2007. On the \$150,000 loan the annual payment is \$7,862; on the \$555,000 loan the annual payment is \$29,624. These annual payments will begin approximately December 2007 or January 2008.

A fall clean-up week date for Village Residents has not been set as yet.

A letter was received from the Portage County Health Department for the Village and Township to promote Flu Shots at a cost of \$22 and Pneumonia Shots at a cost of \$35 during the dates of October 16th through October 30th. Scott moved and Jason seconded that we participate in this. Ayes: R. Barrett, J. DeBolt, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Prior requests of guests to speak – Cindy Dragovich spoke about her concerns about the abandoned house on Bright Drive. Mayor Moore said the house has been sold at Sheriff's sale to the Mortgage Company. He believes it is now in the hands of HUD. Sonya stated that HUD has the home, but it has not been put on the market as yet. She said that she has been calling them every day. The insurance company can assist in the cost of cleanup efforts. Cindy said that it is very dangerous to have kids playing there because of rats, etc.

Finance Committee Report by Marian Garrett. Marian observed that some have brought in their Ordinance Books for updating by the office staff. She has not yet picked up the book of a former Village Administrator.

Payment of \$4959.59 to Drane Services for providing the 2005 and 2006 update pages for Ordinance Books is authorized as fund become available. A motion was made by Marian and seconded by Scott to authorize the expenditure. Ayes: R. Barrett, J. DeBolt, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Marian made a motion to approve August expenditures of \$485,522.98 (checks of \$106,341.72 and charges of \$379,181.26). This will be the single action to approve of the financial report this evening. Sonya seconded the motion. Ayes: R. Barrett, J DeBolt, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

The finance meeting minutes were provided.

Safety / Personnel / Rules (SPR) Committee Report was given by Rachel Barrett. The High School and Katherine Thomas Schools have been approved as emergency shelters. The Windham United Methodist Church would like the Fire Chief to review their site as a possible emergency shelter as they are above ground.

A request for bow hunting within the Village limits was received. A new Ordinance No. O-2006-19 amending Section 549.09 of the Codified Ordinances to permit such bow hunting was presented. Jason made a motion to suspend the rules on Ordinance O-2006-19. Jodi seconded the motion. Ayes: R. Barrett, J. DeBolt, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Motion to adopt Ordinance No. O-2006-19 was made by Rachel and seconded by Scott. Ayes: R. Barrett, J. DeBolt, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

The nuisance ordinance was deferred to the next safety committee meeting.

The Fire Department Roster was amended to add as reserve firefighters Sodonna Visher, Jessica Starkey, Jeromy Cothill and Cory Miller and adding as regular EMTs Richard Laskourski and EMT in Training Rachel Parina. Motion made by Scott and seconded by Jason to approve this amended roster. Ayes: R. Barrett, J. DeBolt, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Service Committees

Utilities report by Scott Garrett. Minutes were passed out. Roger Stier will be out in October for knee replacement surgery for some time. There is nothing to act upon at this meeting. They are still discussing how the RLF funds may be used. The E. Center Street Sewer project is running behind schedule. They have recently been working Fridays and weekends to catch up with the schedule to avoid running into a penalty phase.

Streets and Sidewalks – Sonya Edwards, Chair – Jason stated that he has been looking through the Ordinances about Trash restrictions. He said they go back to 1973 and there is a distance from the road that the trash can is supposed to be located. There is additional work which needs to be done in this area. Scott looked into why we cannot provide a Village Trash pickup. We will have to do all the billing and collection for this and run the risk of losing money if there are any defaults in payment.

Housing Maintenance Code – Jason DeBolt, Chair – Jason stated that we would like to give Bass Home Inspection a 60 days notice stating that their services are no longer required. This was subsequently changed to a 90 day notice. Jason made a motion and Scott seconded that 90 day notice be given to Bass Home Inspection as quickly as possible that we will be terminating their contract. We will need to advertise for applications for a new inspector. All of Bass Home records needed to be provided to the Village. A vote was taken as follows; Ayes: R. Barrett, J. DeBolt, S. Edwards, M. Garrett, S. Garrett, J. Minotti. Nays: none. Motion carried.

Jason looked into the responsibilities of the Zoning Inspector.

Village Buildings and Properties – Jodi Minotti, Chair – Jodi said they discussed tearing down the Administration / Police Department / and Maintenance building down and erecting a pole type building to house the Police Department and Administration Offices and open up a parking lot to be adjacent to the library and community building. A question was raised about the strength of a pole building. Kevin stated that they are very strong. Jodi stated that it would cost as much to fix this building up

Planning and Zoning Commission – Jason DeBolt, Chair – Met with Cortland Bank and the mylar was signed by Bob Cline and Jason DeBolt. The only question Jason and Bob had was in regard to the water runoff. Our sewer system is adequate to handle their needs. The title company ran into some snags and there will not be closing until the end of September. Kevin stated that they hoped to send out for bids next week. Jason stated that if you see someone putting up a fence look for their permit.

Parks and Recreation – Jodi Minotti, Chair – Mr. Hickman wants to have a meeting on Sunday evening. She is still trying to get them together.

Economic Development and Long Range Planning – Scott Garrett, Chair – No report.

Tax Incentive Review Board – Marian Garrett, Chair – No report.

Records Commission – Marian Garrett, Chair – No report.

Solicitor – Mark Manlove – No report.

Other Business – Mayor Moore stated that the Engineers for the Ravenna Arsenal met with Kevin and him at the Water Plant last Tuesday and they provided prints from the Army National Guard of 4.5 miles of Water and Sewer Lines. They are looking for the Village to provide Water and Sewer to them. They will handle the construction of the lines and ask the Village to take over the maintenance of the same after installed. They are in the preliminary stages right now and are interested in creating a Training Center for 300 engineering students inside the Village S. Main street entrance to the Arsenal. The first phase is anticipated to be completed by the end of February 2007. The amount of usage is anticipated to be 175,000 gallons of water per day. Kevin stated that they are projecting to have 3000 people employed there. Police, Fire and FEMA training may be taking place there as well.

Guest recognition – Roscoe Burkett expressed his concern about the current Building Inspections in the Village. He said both of his buildings should have been condemned and they were both passed. The current inspector goes through in five minutes and doesn't write any violations. Jason said that we are going to get this addressed and a new inspector will be employed and the quality of inspection will improve in Windham. Concerns were expressed about asbestos siding.

Jason Unger brought up concerns about 40 minute response time for EMS. The Village Police Department Dispatcher said they would try to get somebody out. It was explained that, because this is a volunteer unit, they try to get our local Fire Department to respond and we need two EMTs to show up for a transport. If they can't get two EMTs, they go to other mutual aid rescue departments until they can find somebody to answer the call. Our Fire Department EMTs sign up when they are available to take calls. There are periods of time when nobody signs up. The next choice is usually Hiram. The Mayor will check and see what happened the evening of August 29th and get back with Jason.

Jason also asked what we are going to do about teenagers pushing baby buggies in the middle of the street in the project. They are not using the sidewalks and are walking four people across. They will not move out of the way. They could be cited for child endangerment. Mayor Moore said he would check with the Police Department on this.

A motion was made by J. DeBolt and seconded by S. Garrett for adjournment. By unanimous vote the meeting was adjourned at 8:26 PM.

Respectfully submitted,

Lloyd C. Billman,
Clerk of Council