

Village of Windham, Ohio

Minutes of Council Meeting

Held December 16, 2015

At 7:03 PM Honorable Mayor Robert W. Donham II called the meeting to order and led in the pledge of allegiance to the flag of our country.

Roll Call:	Rachel Barrett – present	Deborah Blewitt – present
	Scott Garrett – present	Phil Snyder – present
	Linda Rininger – present	Cheryl Taylor – present

Also present were: Jim Moore, Patty Moore, Sheila Moore, Sheila McDaniel, Eric Breiding, Tom Brett, Kay Friend, and Tom Likavke.

Mayor Donham had a couple of minor corrections to the minutes from the November 24, 2015 Council Meeting. He asked if anyone else had any concerns about the minutes from that meeting. Mr. Snyder said that council operates under Robert's Rules and this only requires the fiscal officer to put action items that are voted on in the minutes and not all of the discussion about these items. Mr. Snyder said he ran off a copy of Robert's Rules and highlighted the section that discusses this for everyone on council. Mr. Snyder made a motion to put into effect that only the action items be included in the minutes. Mr. Garrett seconded this motion. The Mayor said that the minutes should reflect the major points and if someone wants the specific details, then they can always refer to the audio tape. Tom Reitz said that minutes that only reflect action items does not meet the requirements of the Ohio Revised Code. The Ohio Revised Code requires summary minutes, which should be enough for a citizen to know what happened in the meeting if they did not attend. After Tom Reitz explained this, Mr. Snyder amended his motion to say that the minutes should just be a brief summary so that citizens know what was discussed in the meetings. Mr. Garrett seconded this motion. This motion passed by a 5-1 vote, with Mrs. Barrett being the dissenting vote. The Mayor then went through the corrections that he had to the minutes from the November 24, 2015.

Mr. Snyder made a motion to approve the minutes, as amended, of the November 24, 2015 Council Meeting, which was seconded by Mr. Garrett and carried by a 5 – 1 vote, with Mrs. Barrett being the dissenting vote.

Fiscal Officer Taylor gave the Financial Reports as follows: The Income Tax collected year to date November 30, 2015 was \$449,082.53. The expenditures for the month of November 2015 were \$177,053.27 in checks and charges. Check numbers 31695 through 31777 were paid from the primary checking account during November 2015 with two checks, numbers 31709 and 31721, voided during the month. Direct Deposit Vouchers 505-2015 through 529-2015 and 534-2015 through 557-2015 were also paid during the month of November 2015. The all funds reconciled balance for November 2015 was \$1,317,594.07.

Village Council President's report by Deborah Blewitt – Ms. Blewitt had nothing at this time.

Dispatchers Police, Fire and Rescue Report for November 2015 by Deborah Blewitt. Mr. Snyder made a motion to accept the reports which was seconded by Ms. Blewitt. This passed by a 6 – 0 vote.

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Ms. Blewitt made a motion to appoint Larry Kulhman as the Village representative to the Joint Fire District Board effective January 1, 2016 for a two-year term. This was seconded by Mr. Snyder and carried by a 5 – 1 vote, with Mrs. Rininger being the dissenting vote.

Mayor's Communication by Rob Donham – Mr. Donham appointed Sheila Moore to the Economic Development Committee. Mr. Snyder made the motion to accept this appointment and it was seconded by Mr. Garrett and carried by a 6 – 0 vote.

The Mayor appointed Sheila Moore to the Parks and Recreation Committee. Mr. Snyder made the motion to accept this appointment and it was seconded by Ms. Blewitt and carried by a 6 – 0 vote.

Ms. Blewitt made a motion to appoint Cheryl Belknap to the Parks and Recreation Committee. This was seconded by Mr. Snyder and carried by a 6 – 0 vote. Both the Mayor and Mr. Snyder said they were very happy to see Shelia and Cheryl come aboard to these committees.

Prior requests of guests to speak – None

Finance by Scott Garrett

Mr. Garrett made a motion to approve the Fiscal Officer's expenditures for the month of November 2015 in the amount of \$177,053.27 in checks and charges with check numbers 31695 through 3177 paid from primary checking during November 2015 with two checks, numbers 31709 and 31721, voided during the month. Direct Deposit Vouchers 505-2015 through 529-2015 and 534-2015 through 557-2015 were also paid during the month of November 2015. Mr. Snyder seconded the motion which carried by a 6 – 0 vote.

Mr. Garrett made a motion to approve the all funds reconciled bank balance for November 2015 in the amount of \$1,317,594.07 and the following monthly reports distributed to Council for the month ending November 30, 2015: Fund Summary, Expenditure Summary, Cash Summary by Fund and the following Year to Date Reports through November 2015: Cash Summary by Fund, Comparison of Budget and Appropriated. Mr. Snyder seconded the motion which carried by a 6 – 0 vote.

Mr. Garrett read Resolution R-2015-30 **A RESOLUTION AUTHORIZING THE VILLAGE FISCAL OFFICER OF THE VILLAGE OF WINDHAM TO CREATE A THEN AND NOW PURCHASE ORDER(S) TO PAY OHIO EDISON AND DECLARING AN EMERGENCY** and made motion to suspend the rules, which was seconded by Mr. Snyder and carried by a 6 – 0 vote. Mr. Garrett made a motion to adopt Resolution R-2015-30, which was seconded by Mr. Snyder and carried by a 6 – 0 vote.

Mr. Garrett read Ordinance O-2015-15 **BEING AN ORDINANCE AUTHORIZING TRANSFERS AND APPROPRIATIONS FOR THE VILLAGE OF WINDHAM AS SET FORTH BELOW AND DECLARING AN EMERGENCY** made a motion to suspend the rules, which was seconded by Ms. Blewitt and carried by a 6 – 0 vote. Mr. Garrett made a motion to adopt Ordinance O-2015-12, which was seconded by Ms. Blewitt and carried by a 6 – 0 vote.

Mr. Garrett read Resolution R-2015-29 **A RESOLUTION AUTHORIZING THE MAYOR AND THE FISCAL OFFICER TO ENTER INTO AN AGREEMENT FOR TELEPHONE SERVICES WITH TIME WARNER CABLE, INC.** This is a second read.

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Mr. Garrett read Ordinance O-2015-16 **AN ORDINANCE APPROVING AND ADOPTING THE TEMPORARY APPROPRIATIONS FOR 2016 FOR THE VILLAGE OF WINDHAM, CALLED FOR IN THAT BUDGET AND DECLARING AN EMERGENCY** and made a motion to suspend the rules, which was seconded by Mr. Snyder and carried by a 6 – 0 vote. Mr. Garrett made a motion to adopt Ordinance O-2015-16, which was seconded by Mr. Snyder and carried by a 6 – 0 vote.

Mr. Garrett read Ordinance O-2015-17 **AN ORDINANCE AMENDING THE CURRENT PAY ORDINANCE TO ESTABLISH AND REVISE THE SALARIES AND WAGES OF FULL-TIME AND PART-TIME EMPLOYEES WITHIN THE VILLAGE OF WINDHAM, COUNTY OF PORTAGE AND STATE OF OHIO, REPEALING ALL PRIOR INCONSISTENT ORDINANCES AND DECLARING AN EMERGENCY.** Mr. Garrett asked if this ordinance was speaking to the request of the Police Chief. Mayor Donham confirmed this. Mr. Garrett made a motion to suspend the rules, which was seconded by Mr. Snyder. The motion to suspend the rules failed by a 4 – 2 vote, with Mrs. Rininger and Mrs. Barrett being the dissenting votes.

Mr. Snyder made a motion to enter executive session to discuss employee compensation, which was seconded by Mr. Garrett and carried by a 6 – 0 vote, at 7:32 p.m.

Mr. Garrett made a motion to return from executive session, which was seconded by Mr. Snyder and carried by a 6 – 0 vote, at 7:35 p.m.

Mrs. Rininger made a motion to reconsider Ordinance O-2015-17, which was seconded by Mr. Garrett and carried by a 6 – 0 vote.

Mr. Garrett made a motion to suspend the rules for Ordinance O-2015-17, which was seconded by Mr. Snyder and carried by a 6 – 0 vote. Mr. Garrett made a motion to adopt Ordinance O-2015-17, which was seconded by Mr. Snyder and carried by a 6 – 0 vote.

Mr. Garrett made a motion to move January 1, 2016 payday to December 31, 2015 due to the fact that January 1, 2016 is a holiday and the bank and office will be closed. This was seconded by Mr. Snyder and carried by a 6 – 0 vote.

Mr. Garrett read Resolution R-2015-31 **A RESOLUTION AUTHORIZING AN AGREEMENT WITH MDI STUDIO'S, LLC AND DECLARING AN EMERGENCY** and made a motion to suspend the rules. This was seconded by Mr. Snyder and carried by a 6 – 0 vote. Mr. Garrett made a motion to adopt Resolution R-2015-31, which was seconded by Mr. Snyder and carried by a 6 – 0 vote.

Safety, Personnel, Rules (SPR) by Deborah Blewitt – Ms. Blewitt had nothing at this time.

Utilities by Scott Garrett – Mr. Garrett said that Mrs. Barrett had something for Utilities. Mrs. Barrett wanted to make a motion to have legislation drafted to repeal section 921.014 of Ordinance O-2013-16 for 2016. She said what that does is freeze the rates for the 5% increase on the sewer rates. Mayor Donham said that we need to look at that at the January committee meeting before legislation is drawn up.

Service Committee by Scott Garrett – Mr. Garrett had nothing at this time.

Economic Development by Linda Rininger – Mrs. Rininger had nothing at the time.

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Parks and Recreation by Mr. Snyder – Mr. Snyder commented on the huge success of the parade of lights and the Christmas celebration. Mr. Snyder also announced the winners of the house decorating contest. First place was Kelly Zauch on Community Drive. Second place was Bud and Rella Mullenax on Spring Drive. Third place was Greg Jones on East Center Street. Honorable mention was Brian and Billy Russell on Horn Road. The other Honorable mention was Carl and Maryanne Angus on Spring Drive. The Mayor and Mr. Garrett also commended everyone on the fine job that was done with the Parade of Lights and the Christmas celebration.

Planning and Zoning by Deborah Blewitt – Ms. Blewitt had nothing at the time.

Solicitor's Report by Tom Reitz—Mr. Reitz reported that there are five properties in the Village, that are now owned by the Village, that the Village does not have to pay property taxes on.

Guest Recognition – None.

Mr. Garrett said he has had conversations with people in the community and he wanted to know if there was something Council could do, such as a plaque, to recognize Maruf Awad and all of the things he has done for our community over the years. The Mayor said that the staff would work on this. The Mayor explained Maruf's story and how he came to own a business in Windham. The Mayor commended him for all the things he has done for this community over the past three decades.

Mr. Snyder made a motion to accept Mrs. Barrett's resignation, which was seconded by Ms. Blewitt and carried by a 5 – 0 vote, with Mrs. Barrett abstaining. The Mayor thanked Mrs. Barrett for her service to the Village for the past 34 years. The Mayor said when he took over the position of Mayor at 26 years old, there were several people along the way that helped shape him into the Mayor and person he is today. Maryann Garrett, Maurice Hankins, Jim Moore, and Rachel Barrett were the top four people that impacted the Mayor the most. The Mayor said that even though he and Mrs. Barrett did not always agree, that helped him more than anything. The Mayor said that he would miss Mrs. Barrett. And the dedication that she has for this Village is unrivaled. Mr. Garrett also said that he felt privileged to have served on Council with Mrs. Barrett. Mr. Snyder commended Mrs. Barrett on her ability to make you consider the other side of an issue. Ms. Blewitt thanked Mrs. Barrett for her service. Jim Moore said he had the pleasure of going to school with Mrs. Barrett and to watch her serve as the Clerk of Council and then serve as a Council Member. Jim said she is quite a woman and a good friend.

Council then looked at the calendar for January. They decided to have the Organizational Meeting on January 13, 2016, with the committee meetings following the Organizational Meeting, starting at 6:00 p.m. and the council meeting to Wednesday, January 27, 2016.

Mr. Snyder made a motion to adjourn the meeting which was seconded by Mrs. Barrett and by unanimous vote the meeting was adjourned at 8:02 PM.

Respectfully submitted,

Cheree M. Taylor, Clerk of Council

Attest,

Robert W. Donham II, Mayor

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**** NOTE: THESE MINUTES ARE SUMMARY BY DIRECTION OF COUNCIL ****
All Council & Committee Meetings will be held in Windham Council Chambers, unless
otherwise noted.