

*Village of Windham, Ohio*  
**Minutes of the Regular Council Meeting**

Held February 26, 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,  
                      Matt McManus – present,                        Jodi Minotti – present,  
                      Linda Rininger – present,                        Phil Snyder – present

Also present, Village Solicitor Mark Manlove, Village Administrator Maurice Hankins, Fire Chief Clarence Simpson, Kelly Meszaros, Don Jakovich, Eric Breiding

**The minutes of the January 22, 2008 Regular Council Meeting** were reviewed. Rachel Barrett made a motion to approve the minutes. The motion was seconded by Phil Snyder. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, L. Rininger, P. Snyder. Nays: None. Motion carried.

**Village Fiscal Officer reports, Lloyd Billman.** The Fiscal Officer presented the expenditures for the month of January including checks, charges, etc of \$117,365.90 and the January Bank Reconciliation with an all funds reconciled balance of \$587,833.42 for the month. An up-to-date fund summary with corrections of the names of funds were distributed. The Fiscal Officer also asked for permission of council to attend the Local Government Officials Conference at Columbus in March this year.

**Village Council President, Phil Snyder** Phil commented that the Village is able to offer an excellent health benefit package this year with the assistance of the Mayor, Linda, Phil and Lloyd. He wanted to thank everyone who worked on it. He also wished to thank Marian Garrett for her assistance with the Audit.

**Phil Snyder presented the Dispatchers, Police, Fire and Rescue Squad (EMS) report** for the month of January 2008.

**Mayor Donham presented the Mayor's report to Council.** Mayor Donham announced he has appointed Herb Davis to be the Village Resident member on the Income Tax Board of Appeals and asked for Council's concurrence on the appointment. The motion was made by Phil and seconded by Rachel to approve the appointment. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, L. Rininger, P. Snyder Nays: None. Motion carried.

Mayor Donham presented the 2008 budgets and stated that we will be approving the appropriations during our March Council meeting.

Mayor Donham gave an update on the East Elementary School acquisition. He spoke to the school board and also Dann Timmons and said that the financials will be presented at our next finance meeting. He said he would see about putting together a package to acquire the School for an administration building and recreation center.

The March Council Meeting will need to be moved from the fourth Tuesday to the third Thursday March 20<sup>th</sup> and the members of Council had no objection. The public meeting for sewer rate increase will be held on Tuesday March 18<sup>th</sup> at 6 PM.

There were originally two requests from people to speak but both had to cancel. Jeff Buck who is running for Portage County Sherriff wasn't feeling well and could not be here. Bill Steiner from Portage County Recycling also couldn't be here this evening.

**Finance Committee Report by Linda Rininger.** Scott made a motion to approve the Fiscal Officers Expenditures for January of \$117,365.90 in checks and charges, etc. Check numbers 19776 through 19786, 19788 through 19825, 19827 through 19885 and 19887 through 19894 were paid during January. Check numbers 19787, 19826 and 19886 from the Primary Checking Account were voided during January. The motion was seconded by Rachel. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, L. Rininger, P. Snyder Nays: None. Motion carried.

Phil then made a motion to approve the January 2008 Bank Reconciliation with an all funds reconciled balance of \$587,833.42. This was seconded by Scott. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, L. Rininger, P. Snyder Nays: None. Motion carried.

Phil made a motion to adopt Resolution R-2008-10 A REOLUTION AUTHORIZING THE VILLAGE FISCAL OFFICER OF THE VILLAGE OF WINDHAM TO MAKE THE FOLLOWING TRANSFERS, RESPECTIVELY, TO THEIR RESPECTIVE DEBT SERVICE RESERVE FUNDS TO MEET CALENDAR 2008 DEBT SERVICE REQUIREMENTS DURING 2008 REPEALING RESOLUTION R-2008-5 AND DECLARING AN EMERGENCY. The motion was seconded by Matt. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, L. Rininger, P. Snyder Nays: None. Motion carried

Rachel then made a motion to adopt Resolution R-2008-11 A RESOLUTION AUTHORIZING THE VILLAGE FISCAL OFFICER TO MAKE THE FOLLOWING FUND BALANCE ADJUSTMENT BETWEEN THE GENERAL FUND AND THE SEWER DEBT SERVICE FUND TO CORRECT AN ERROR IN POSTING THREE DEBT SERVICE PAYMENTS OUT OF THE SEWER DEBT SERVICE AND DECLARING AN EMERGENCY. The motion was seconded by Scott. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, L. Rininger, P. Snyder Nays: None. Motion carried

Scott made a motion to adopt Resolution R-2008-12 A RESOLUTION AUTHORIZING THE VILLAGE FISCAL OFFICER OF THE VILLAGE OF WINDHAM TO MAKE THE FOLLOWING TRANSFER BETWEEN THE EAST CENTER STREET SEWER LINE FUND AND THE SEWER OPERATING FUND AND DECLARING AN EMERGENCY. The motion was seconded by Rachel. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, L. Rininger, P. Snyder Nays: None. Motion carried

Linda gave the first reading of Ordinance O-2008-4 AN ORDINANCE AMENDING SECTION 921.01 OF THE CODIFIED ORDINANCE OF THE VILLAGE OF WINDHAM TO INCREASE THE MINIMUM MONTHLY CHARGE SET FORTH THEREIN EFFECTIVE APRIL 1, 2008 (FOR THE MAY 1 BILLING) AND REFLECTING THE 5% INCREASE TO DATE DECLARING AN EMERGENCY AND REPEALING ALL PRIOR OTHER INCONSISTENT ORDINANCES.

Linda gave the third and final reading of Ordinance O-2007-17 (cremation of indigents). A motion was made by Phil and seconded by Scott to approve the Ordinance. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, L. Rininger, P. Snyder Nays: None. Motion carried

Rachel made a motion to approve the Fiscal Officer to attend the Local Government Officials' Conference to be held March 26 – 28, 2008 at the Hyatt Regency in Columbus, Ohio. The motion was seconded by Scott. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, L. Rininger, P. Snyder Nays: None. Motion carried

**Safety / Personnel / Rules Committee by Phil Snyder.** Phil said the minutes have been distributed.

Phil gave the third reading of Ordinance O-2007-18 repealing bow hunting in the Village of Windham. A motion was made by Scott and seconded by Rachel to adopt the Ordinance. Ayes: R. Barrett, S. Garrett, J. Minotti. Nays: M. McManus, L. Rininger, P. Snyder. Tie breaking vote by Mayor Donham was Aye. The ordinance passed.

Phil gave the second reading of Ordinance O-2008-2 AN ORDINANCE ADDING SECTION 155.14 TO THE CODIFIED ORDINANCE OF THE VILLAGE OF WINDHAM IN ORDER TO PROVIDE AN EDUCATIONAL INCENTIVE FOR FULL TIME VILLAGE EMPLOYEES DECLARING AN EMERGENCY AND REPEALING ALL PRIOR INCONSISTENT ORDINANCES.

Phil gave the second reading of Ordinance O-2008-3 AN ORDINANCE ADDING SECTION 155.051 TO THE CODIFIED ORDINANCE OF THE VILLAGE OF WINDHAM IN ORDER TO DEFINE SERVICE TIME AND EARNED TIME FOR VILLAGE EMPLOYEES IN ORDER TO CLARIFY VILLAGE POLICY DECLARING AN EMERGENCY AND REPEALING ALL PRIOR INCONSISTENT ORDINANCES.

Phil made a motion to adopt Resolution R-2008-13 A RESOLUTION AUTHORIZING THE MAYOR AND VILLAGE FISCAL OFFICER OF THE VILLAGE OF WINDHAM TO ENTER INTO AN AGREEMENT WITH ANTHEM BLUE CROSS/BLUE SHIELD FOR HEALTH INSURANCE WITH EMPLOYEE OPTIONS FOR DENTAL AND VISION FROM MARCH 1, 2008 TO FEBRUARY 28, 2009 AT AN ESTIMATED MONTHLY COST OF \$6536.35 AND DECLARING AN EMERGENCY. The motion was seconded by Linda. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, P. Snyder. Nays: L. Rininger. Motion carried.

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

**Utilities**

**Utilities report by Scott Garrett.** Ordinance O-2008-5 AN ORDINANCE AMENDING SECTION 923.03(C) OF THE CODIFIED ORDINANCE OF THE VILLAGE OF WINDHAM TO REMOVE THE INCOME REQUIREMENT FROM AND CHANGE THE MINIMUM AGE REQUIREMENT OF THE SENIOR CITIZENS DISCOUNT ON WATER CHARGES EFFECTIVE APRIL 1, 2008 DECLARING AN EMERGENCY AND REPEALING ALL PRIOR INCONSISTENT ORDINANCES. A motion to suspend the rules was made by Scott and seconded by Phil. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, P. Snyder. Nays: L. Rininger. Motion carried. A motion to adopt the ordinance was made by Scott and seconded by Phil. Ayes: R. Barrett, S. Garrett, M. McManus, J. Minotti, P. Snyder. Nays: L. Rininger. Motion carried.

The committee has discussed having the landlords taking over the payments of utilities.

**Streets and Sidewalks report by Jodi Minotti.** Jodi talked about overhanging branches and hedges which obstruct the sidewalks in the village. It was discussed that a notice could be sent out to owners to cut the overhanging branches and hedges by spring or the Village will cut them and bill the owners. She also mentioned that there is a curb box in the sidewalk on her street which protrudes above the sidewalk. There was additional discussion about garbage collection being handled by the Village and billed to owners. There are motor homes and trucks sticking out into the road which need to be addressed through planning and zoning in the long term. The short term solution is to call the police.

**Housing Rental License Code by Phil Snyder.** Phil had no report at this time.

**Village Buildings and Properties by Matt McManus.** Nothing to report at this time.

**Planning and Zoning Commission by Matt McManus.** Matt said there is no report for this month.

**Parks and Recreations by Matt McManus.** There was no quorum for the meeting. There is a desire to get the Hot Stove involved in the meetings..

**Bicentennial Committee by Kelly Meszaros** – Kelly said Charlene Badger is her new contact and announced a coloring contest in April, a parade on June 9<sup>th</sup> in Ravenna in the evening with Birthday cake and fireworks. She also said there will be a Cleveland Indians day on July 25<sup>th</sup> and a Blackstocking Game on August 2<sup>nd</sup>.

**Economic Development and Long Range Planning by Jodi Minotti.** – Nothing at this time.

**Tax Incentive Review Committee by Scott Garrett** – They are due to meet in March..

**Records Commission by Scott Garrett.** – No report at this time.

**Village Solicitor report by Mark Manlove.** – No report.

**Guest Recognition.**

Kelly Meszaros would like to publicly thank the police department for their help.

There being nothing further and all in agreement the meeting was closed at 8:22 PM.

Respectfully submitted,

Attest

Lloyd C. Billman, Clerk of Council

Robert W. Donham II, Mayor