

Minutes of Regular Council Meeting

Held March 24, 2020

At 7:00 p.m. the Honorable Mayor Scott Garrett called the meeting to order and led in the pledge of allegiance to the flag of our country.

Roll Call: Cheryl Belknap – present Lawrence Cunningham – present
Terrie Altieri – present Cindy Cale – present
Cheryl Taylor – present Sherri Pennington – present

Also present were: None

Mrs. Cale made a motion to approve the minutes of the February 25, 2020 Regular Council Meeting, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote.

Mrs. Cale made a motion to approve the minutes of the March 3, 2020 Special Council Meeting, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote.

Fiscal Officer Taylor gave the Financial Reports as follows: The Income Tax collected year to date February, 2020 was \$75,042.52. The expenditures for the month of February 2020 were \$200,209.82 in checks and charges. Check numbers 35889 through 35957 were paid from the primary checking account during February 2020 with check numbers 35890 and 35922, voided during the month. Direct Deposit Vouchers 53-2020 through 80-2020 and 85-2020 through 109-2020 were also paid during the month of February 2020. The all funds reconciled balance for February 2020 was \$1,516,882.27.

Village Council President's report by Terrie Altieri – Mrs. Altieri had nothing at the time.

Dispatchers Police, Fire and Rescue Reports for February 2020 by Cindy Cale – Mrs. Cale made a motion to accept the Police Dispatch Report (No Fire and Rescue Report because meeting was cancelled) for January 2020, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote.

Mayor's Communication by Scott Garrett – Mr. Garrett has nothing at the time.

Prior requests of guests to speak – None

Finance by Cindy Cale

Mrs. Cale made a motion to approve the Fiscal Officer's expenditures for the month of February 2020 as reported. Mrs. Taylor seconded this motion and it carried by a 6 – 0 vote.

Mrs. Cale made a motion to approve the all funds reconciled bank balance for February 2020 in the amount of \$1,516,882.27 as reported. Mrs. Pennington seconded the motion which carried by a 6 – 0 vote.

Mrs. Cale read Ordinance O-2020-5 **AN ORDINANCE APPROVING THE CERTIFICATE OF THE TOTAL AMOUNT FROM ALL SOURCES AVAILABLE FOR EXPENDITURES, AND BALANCES FOR DECEMBER 31, 2019 FOR THE VILLAGE OF WINDHAM, AND DECLARING AN EMERGENCY** and made a motion to suspend the rules, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote. Mrs. Cale made a motion to adopt Ordinance O-2020-5, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote.

Mrs. Cale read Ordinance O-2020-9 **AN ORDINANCE APPROVING AND ADOPTING THE PERMANENT APPROPRIATIONS FOR 2020 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 Mrs. Taylor and carried by a 6 – 0 vote. Mrs. Cale made a motion to adopt Ordinance O-2020-9, which was seconded by Mrs. Taylor and carried by a 6 – 0 vote.

Safety, Personnel, Rules (SPR) by Terrie Altieri

Mrs. Altieri read Ordinance O-2020-8 **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.** This was a first read.

Utilities by Cheryl Taylor

Mrs. Taylor read Ordinance O-2020-2 **AN ORDINANCE AUTHORIZING THE ABATING THE RENTS INITIALLY ESTABLISHED IN ORDINANCE O-2012-3 AND AMENDED BY THE ENACTMENT OF ORDINANCE 2012-49 AND ESTABLISHING THE AMOUNT OF RENT TO BE PAID BY THE WATER REVENUE FUND AND THE SEWER REVENUE FUND TO THE GENERAL FUND FOR USE OF MUNICIPAL PROPERTY ON WHICH THE WATER AND SEWER PLANTS ARE LOCATED.** This was a third read. Mrs. Taylor made a motion to adopt Ordinance O-2020-2, which was seconded by Mrs. Cale and carried by a 6 – 0 vote.

Mrs. Taylor read Ordinance O-2020-6 **AN ORDINANCE TO REVISE AND AMEND SECTION 927.04 OF THE VILLAGE OF WINDHAM UTILITY CODE TO REQUIRE LANDOWNERS OF RENTAL PROPERTIES TO BE RESPONSIBLE FOR PAYMENT OF WATER AND SEWER CHARGES INCURRED BY TENANTS.** This was a second read. Mrs. Pennington asked about changing the wording of the Ordinance so that landlords in existing rental agreements would not be affected by this until either a new tenant moves in or a new lease is signed. Mayor Garrett said he would direct Tom Reitz to make those changes.

Service Committee by Cheryl Belknap

Ms. Belknap read Ordinance O-2020-3 **AN ORDINANCE AMENDING SECTION 505.15, FARM ANIMALS, EXOTIC ANIMALS, REPTILES OR OTHER PETS PROHIBITED OF THE WINDHAM CODIFIED ORDINANCES.** This was a third read. Ms. Belknap made a motion to adopt Ordinance O-2020-3, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote.

Ms. Belknap read Ordinance O-2020-4 **AN ORDINANCE AMENDING SECTION 331.37 DRIVING UPON SIDEWALKS, STREET LAWNS OR CURBS, AND SECTION 351.03, PROHIBITED STANDING OR PARKING PLACES OF THE WINDHAM CODIFIED ORDINANCES.** This was a third read. Ms. Belknap made a motion to adopt Ordinance O-2020-4, which was seconded by Mrs. Cale and carried by a 6 – 0 vote.

Ms. Belknap read Ordinance O-2020-10 **AN ORDINANCE AUTHORIZING LEASE OF VILLAGE-OWNED PROPERTY TO HIGHEST BIDDER AND DECLARING AN EMERGENCY** and made a motion to suspend the rules, which was seconded by Mr. Cunningham and carried by a 6 – 0 vote. Mrs. Altieri asked about the wording of My Choice Solutions in the legislation and Cheree Taylor explained that the current lease is still under My Choice Solutions, however there is an agreement between My Choice Solutions and Picone Family Medicine for them to assume the current lease under My Choice Solutions, so in order for the Village to sign a new lease under Picone Family Medicine then the property has to be put out for bid again. Ms. Belknap made a motion to adopt Ordinance O-2020-10, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote.

Ms. Belknap read Resolution R-2020-4 **A RESOLUTION AUTHORIZING A CONTRACT WITH DONHAM ENGINEERING FOR ENGINEERING DESIGN AND CONSTRUCTION MANAGEMENT SERVICES FOR OHIO PUBLIC WORKS COMMISSION 2020 ROAD RESURFACING PROJECT AND DECLARING AN EMERGENCY** and made a motion to suspend the rules, which was seconded by Mrs. Taylor and carried by a 6 – 0 vote. Ms. Belknap made a motion to adopt Resolution R-2020-4, which was seconded by Mrs. Taylor and carried by a 6 – 0 vote.

Economic Development by Lawrence Cunningham – Mr. Cunningham had nothing at the time. Parks and Recreation by Sherri Pennington – Mrs. Pennington said she is continuing to work on the grant for a new basketball court.

Planning Commission by Scott Garrett – Mr. Garrett had nothing at the time.

Solicitor's Report by Tom Reitz – Tom Reitz was not in attendance so there was no report.

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Guest Recognition – None

Last Chance of Council to Speak on Any Subject – There was nothing at this time.

Council looked at the calendar for April 2020. The Committee meetings (Parks & Recreation and Committee of the Whole) will be Tuesday, April 14, 2020 at 6:00 p.m. The Council Meeting will be Tuesday, April 28, 2020 at 7:00 p.m. There will be a Zoning Board of Appeal Meeting on Tuesday, April 28, 2020 at 6:00 p.m. prior to the Council Meeting.

Mrs. Cale made a motion to adjourn the meeting which was seconded by Mrs. Altieri and by unanimous vote the meeting was adjourned at 7:17 p.m.

Respectfully submitted,



Cheree M. Taylor, Clerk of Council

Attest,



Scott Garrett, Mayor

**** NOTE: THESE MINUTES ARE SUMMARY BY DIRECTION OF COUNCIL ****

All Council & Committee Meetings will be held in Windham Council Chambers, unless otherwise noted.

