

# VILLAGE OF BOLIVAR COUNCIL MEETING April 2, 2018

The Bolivar Village Council met in regular session on **Monday, April 2, 2018**. Mayor Hubble called the meeting to order at 7:02 p.m. The Pledge of Allegiance was said. Lloyd opened the meeting with a moment of prayer. Gettan, Lang, Lapp, Lebold, Lloyd and Vincent answered to roll call.

Lloyd moved, seconded by Vincent to accept the previous meeting minutes, bills paid and financials. In a roll call vote, all members present voted yes.

The Fiscal Officer read the bills for the month of March totaling \$51,208.64. Lapp moved, seconded by Lang to approve the bills. In a roll call vote, all members present voted yes.

There were no corrections or additions to the agenda.

**PUBLIC SPEAKS:** - none

**MAYOR HUBBLE** – Areloine Howenstine will be celebrating her 100th birthday. There will be an open house for her on Saturday, April 14th from 2-4pm at St. Paul's Lutheran Church. Everyone is invited; cards are welcome but no gifts.

**FINANCE:** - Vincent reported the finance committee met this evening at its regular time of 6pm. The committee discussed adding cell phones at a cost of 35.00 per line, per month. These phones would be available to the Mayor, Fiscal Officer and Sergeant. Vincent moved, seconded by Lebold to approve the expense. In a roll call vote, all members present voted yes. The Fiscal Officer added the cost of the phones were only .99 per phone. It was also noted, these phones are add-on's as the Street Super and Police Chief already have a phone as well as a general patrol phone.

The committee also discussed the reviewing of qualifications for design engineers which is the first step in the water meter project. The firms have submitted their qualifications in writing. The firms include: GPD, Civil Design and Hammontree. The Mayor will contact each of them and invite to the May council meeting to give a 10 minute presentation and an opportunity for questions and answers. At that point they will get rated before going into the next phase of selecting an engineer to move forward with the project itself.

Vincent moved, seconded by Lloyd to rescind Resolution R-2-2018 which was originally approved in March to reallocate monies. In a roll call vote, all members present voted yes.

The committee also discussed the OCEAN intake form. When working with federal funds for the downtown project, there needs to be a specific list of people to authorize the draw downs. At this point in time, the Fiscal Officer, Mayor and Administrator would be listed, in that order. The Village never had to deal with this before, but since it involves federal funds, this form needs completed.

Gardner reviewed the form with the Fiscal Officer. The form was initially approved in December with the Village and ARC; however, no one with the Village has been designated yet on the form regarding draw downs. Gardner said it will need voted on since they will be handling the funds. It would need approved as a Resolution stating which people can sign for the release of the federal funds.

Vincent moved, seconded by Lang to approve a **RESOLUTION, R-3-2018, AUTHORIZING DRAW DOWN PREPARATION AND SIGNATURE AUTHORITY FOR FEDERAL GRANT FUNDS**. In a roll call vote, all members present voted yes. Lang asked if those individuals would be the signees. Gardner said they would be authorized to sign to disperse the grant funds. Lang asked if it's specified how many people have to sign off. The Fiscal Officer pointed out to the Solicitor the OCEAN form with the designated categories to authorize.

The Fiscal Officer is authorized to approve the draw down; but all three signers will need to sign for a disbursement.

Finance had additional discussion regarding increasing the water rates for the out of town rates and the homestead rates. It is the recommendation of finance to increase the out of town rate from \$95.63 per quarter to \$120.00; as well as increasing the homestead rate of \$70.50 per quarter to 79.00 per quarter.

Gardner added there was a first reading last month; this will be a **second reading** by title only for AN ORDINANCE APPROVING THE WATER RATES FOR OUR OUT OF TOWN USERS AND HOMESTEAD RATESE FOR THE VILLAGE OF BOLIVAR.

Vincent stated there have been several discussions amongst several committees in regards to the Village of Bolivar share for contributing to the composting located at the township building. Finance recommends authorizing \$1,250.00 to be split equally amongst the general fund and street fund. Vincent moved, seconded by Lebold to approve the expense. In a roll call vote, all members present voted yes. Vincent added for clarity for both the residents of the village and the township that the village has specific costs for our resources for the equipment and labor to pick up the compost from village residents weekly and haul out to the township bay.

Vincent deferred the cruiser repairs to the Chief. Haugh reported we received a bill that was much higher than originally quoted. Sgt. Hilty talked to Parkway; the bill is going to be recalculated. He reported they received the cruiser and after one day the motor blew up again. They had to tear the motor apart; photograph it and submit it to Dodge. The department will be without the cruiser for approximately another month.

The Police Department has additional needs that were discussed in safety prior to finance. They are requesting a jump box in the amount of \$100.00 to assist residents. Vincent moved, seconded by Lloyd to approve the expense. In a roll call vote, all members present voted yes.

Vincent deferred to Gettan to discuss the cruiser tires. Gettan made a motion, seconded by Vincent to approve four new tires including mounting and balancing for the Ford Explorer for up to \$650.00. In a roll call vote, all members present voted yes.

Gettan noted the safety committee would like to re-hire Rachel Tolley as the crossing guard. Gettan moved, seconded by Lang to suspend the rules. In a roll call vote, all members present voted yes. Gettan moved, seconded by Lang to approve **AN ORDINANCE, O-12-2018, TO HIRE RACHEL TOLLEY AS A CROSSING GUARD; ESTABLISHING AN EMERGENCY**. In a roll call vote, all members present voted yes.

**PLANNING** – Lebold reported Zoning didn't have their monthly meeting on March 1, 2018. In addition, the public hearing scheduled for March 19, 2018 was cancelled due to an error. Due to a conflict of schedules, Lebold is requesting the zoning meeting on April 5 to be moved to Thursday, April 12, 2018.

**SAFETY** - Gettan reported the police had 107 calls for the month of March. She reported the police department received free printers for the cruiser. They have already been installed. The printers can be used to print out citations directly; the department still needs to complete training on them.

The Sandusky training for Haugh and Hilty is an active shooter response team training. The cost is 300.00 for the training and \$400.00 for the hotel; totaling 700.00 for both Haugh and Hilty. The mileage and food would need approved at a later date. Gettan moved, seconded by Lloyd to approve the \$700.00 expense. In a roll call vote, all members present voted yes.

**CHIEF** – none

**STREET & ALLEY** - Lapp reported the committee met on March 19th at 5:30. He reported Franks will be attending the Ohio Utility Protection training on April 10.

Lapp reported the Mayor has received complaints regarding the trash cans on Sassafras Alley which is past the 24 hour timeline. The Street committee recommends imposing a fine. The Mayor added the biggest problem is we have ordinances in place with no penalty; a letters are sent and they get thrown in the trash. There needs to be some kind of fine. Gardner said the Ordinance can get amended; asking if they thought of an amount. Lebold asked if the new zoning book has something to address this issue. Gardner said the trash can ordinance was its own ordinance and not part of the zoning book.

The Mayor added, the resident that complained requested she drive down the alley to see the cans. The Mayor stated she did drive down the alley and there are cans all along the street; which was on a Monday. There were cans completely filled with trash spilling onto the ground. This has been a problem throughout the village. There needs to be an established fine prior to sending a letter. Franks asked if the cans can be placed on Canal Street vs. on the Alley. Perhaps the Village can contact Kimble to see if there's a way to change the route. The most problematic area is between Plains Street to Poplar.

It was concluded the topic will go back to committee for additional discussion. Perhaps the committee can check with other municipalities to see what they charge.

There was also discussion between the Chief and Gardner regarding the parking fines and the ordinance previously approved. Stemming from the parking fine topic, Gardner added we would not need to take people to court to collect on the parking tickets. We could certify to the BMV those who have unpaid tickets and they will make them pay it when they renew.

In other news, Lapp reported the lights behind the businesses on Canal Street are now working. Lapp added that Graef is still working on the logistics for the feral cat's project. The no parking signs on Sassafras Alley are also up.

Lapp added the Ohio Erie Canal is having their bike ride on June 9-10. They are requesting directional signs for the ride to be posted. Lapp moved, seconded by Lebold to approve the signs. In a roll call vote, all members present voted yes.

Lapp stated the Tree City USA banquet will be on April 24 at Ashland University at a rate of 25.00 per person. The Mayor, Lang and Franks would like to attend. Gettan moved, seconded by Vincent to approve 75.00 for the Tree City USA banquet. In a roll call vote, all members present voted yes.

Lapp stated that Franks reported that Chop Chop Tree Service is no longer permitted to perform work in the Village. Lang asked if it required a vote of Council. Lang moved, seconded by Lapp to no longer allow them to perform work within the Village of Bolivar. Gettan asked what happened with this company. Franks said they performed work for a resident on Water Street; the resident beside them allowed the company to come through his yard with the understanding if they tore anything up they would fix it. When the company left, they left ruts in his yard and damaged one of his trees. The resident has come down to the Village and spoke with myself (Franks), Sergeant Hilty and the Fiscal Officer. He has attempted making phone calls to Chop Chop and they are not responding to him. Franks went on to report he has talked about it with the Fiscal Officer as well as Haugh and Hilty and all were in agreement "we don't want that in town". Franks went on to state, if they are going to do that to one person within the village they will do it to others. He added that he has contacted the City of Dover and they actually have some issues with Chop Chop; namely a cease and desist order.

The Mayor interjected there is a first and a second, there needs to be a vote. The Fiscal Officer clarified the motion is to not allow Chop Chop Tree Service to work within the Village limits. In a roll call vote, all members present voted yes.

Lebold asked about the property on Grand Avenue on the back side of Hennis. They have a sink hole in their front yard. It's about 2-3' deep. Franks said he talked to the property owner and they have contacted their insurance company and its being resolved.

Lapp had one more item in regards to Bechtol's property; he deferred to Franks. Franks said he has talked to Karen and assured her they will get the railroad ties in and fixed up. Thereafter, Franks will get the prices to App to get it submitted for reimbursement.

**STREET SUPERINTENDANT / ADMINISTRATOR** - Franks reported he received the insurance from the Baseball Association and forwarded to App. He is still waiting on the Soccer Association. Composting was supposed to begin on April 16. Franks talked to the Township and learned it may not open yet but he will know soon. Once it's open, it will be every Monday.

Hydrant flushing will be on Friday, April 27 at 7am at the North end of town. The water may be discolored that day.

**SHADE TREE** – none

**RECREATION** - Lebold said there was still a balance of approximately \$1,000.00 in the trail fund. Once the weather straightens out he would like to continue with some fencing.

**FISCAL OFFICER** – none

**LAW DIRECTOR** – Gardner reviewed the contract for the Asset Management Plan with RCAP and due to the cost, it will need approved as an Ordinance since it is a contract. The Mayor added council has approved it; it's a cost of \$20,000.00. The Mayor stated she can move forward with funding to receive half as a loan and half as a grant. Initially RCAP said they wouldn't even be able to look at it until August and its due in October. The Mayor added she just received an email from Pam Ewing with RCAP and she said they have openings for us to go ahead and submit the contract; they will be able to begin the process sooner vs. later. The Asset Management is something that is being required by the EPA. Gardner added it specifically states in the contract the scope of services are based upon the ones that were issued on January 16, 2018 of this year.

Lang moved, seconded by Lapp to suspend the rules. In a roll call vote, all members present voted yes. Lang moved, seconded by **Lapp to approve AN ORDINANCE, O-13-2018, CONTRACTING WITH WSOS COMMUNITY ACTION COMMISSION; AND DECLARING AN EMERGENCY.** In a roll call vote, all members present voted yes.

Gardner presented the **second reading** by title only of an ORDINANCE TO EDIT ARTICLE 3 OF THE POLICIES AND PROCEDURES MANUAL which pertains to the additional job descriptions. This will be revisited again next month.

There being no further business, Lebold moved, seconded by Gettan to adjourn until the next regularly scheduled council meeting on Monday, May 7, 2018. In a roll call vote, all members present voted yes.

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Mayor Rebecca S. Hubble

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ATTEST: Maria A. App, Fiscal Officer

Approved: May 7, 2018