

VILLAGE OF BOLIVAR COUNCIL MEETING Special Session December 16, 2015

The Bolivar Village Council met in a special session on **Wednesday, December 16, 2015** as advertised in the Times Reporter on December 15, 2015. Mayor Hubble called the meeting to order at 5:32 p.m. The Pledge of Allegiance was said. Lloyd opened the meeting with a moment of prayer. Cochran, Lang, Lapp, Lebold, Lloyd & Vincent all answered roll call.

At the start of the meeting, the clerk distributed an agenda to each of the council members, listing the items to be discussed as advertised.

Mayor Hubble began the meeting by turning it over to the clerk to discuss the first several items on the agenda. The clerk announced the first item on the agenda is getting moved down the list because appropriations need approved first. The clerk stated a motion needs made to approve amended appropriations to transfer \$400.00 from 1000-670-396 to line item 1000-725-343 to cover year end expenses. Lloyd motioned, seconded by Cochran to approve **Resolution R-15-2015**. In a roll call vote, all members voted yes.

An additional amended appropriation needs approved to transfer \$260.00 from line item 1000-715-391 to 1000-715-111 to cover council wages for the remainder of 2015. Lloyd motioned, seconded by Cochran to approve **Resolution R-16-2015 to amend appropriations**. In a roll call vote, all members present voted yes.

The next item is another request to amend appropriations within the general fund. The clerk recently spoke with Local Government Services in regards to properly coding the rental from Leppo Equipment for the purpose of renovating/hanging the Christmas decorations. The expense will need deducted from line item 1000-790-690. Money was not previously appropriated as it was the first time for this type of an expense. The appropriation request is to transfer \$475.00 from 100-740-344 to 1000-790-690. Cochran motioned, seconded by Vincent to approve **Resolution R-18-2015 to amend appropriations**. In a roll call vote, all members present voted yes.

The third item is a Resolution to amend the official certificate of estimated resources, certificate #6. The clerk updated the revenue budget to match the actual amounts received year to date. An itemized breakdown of the request, showing the balances submitted to the county was passed around for council to review. Vincent motioned, seconded by Lloyd to approve **Resolution R-19-2015 to amend estimated resources**. In a roll call vote, all members present voted yes.

The clerk brought up for discussion the 2016 temporary annual appropriations. This is the amount of money needed for the Village to get through the first quarter of the year. We are following the same pattern as last year; one line item is for personal services (wages) and the other line item that says "other" is for all other expenses in that fund. The clerk read the list of all funds to include the amounts for both personal services and other in each fund. The total 2016 temporary appropriations, including the \$80,000.00 in the Towpath Trail Fund is \$245,250.00. The permanent appropriations will be complete by February, but the temporaries need approved now in order to start the year. Cochran motioned, seconded by Lang to approve **Resolution R-17-2015 to approve 2016 temporary appropriations**. In a roll call vote, all members present voted yes.

At the last meeting, we had discussion about the health insurance premiums for 2016 but council did not vote yet to approve the expense. The new invoice was received for 2016 premiums to cover three (3) employees in the amount of \$2,517.42 per month. Lebold motioned, seconded by Lloyd to approve the health insurance. In a roll call vote, all members present voted yes.

The clerk announced there weren't any additional expenses to approve, as listed on the agenda, since appropriations were approved tonight. Next up is the discussion of insurance premiums for 2016.

Mayor Hubble introduced Maxine Elliott with Hammersmith Insurance to review the premiums and coverage for 2016. Packets were dispersed to the council members. The total premium, including \$183.00 for the loss of water coverage, is \$12,852.00. Without the additional rider, the premium would be \$12,669.00. This total includes the general liability, law enforcement, public official liability. Note, the 183.00 is specific coverage if the village has a failure to provide water and there is property damage to the resident/business. Maxine added, the premium for the basic package after additions and deductions of equipment is \$10.00. (2015 = 12,659.00)

Maxine continued to review the coverage's. The law enforcement deductible for lawsuits is \$15,000.00 and the public officials deductible is \$10,000.00. The clerk interjected, in regards to the public officials, the deductibles in the past few years have risen from \$2500.00 to \$5,000.00 now 10,000.00.

Lebold asked, after the 10,000.00, is there a cap? Maxine stated the maximum is 1,000,000.00. Lebold asked the police coverage. It was recapped the deductible for the police is \$15,000.00.

The clerk asked about the terrorism insurance. Maxine referred council to the last page. It is already included in the policy, but if council does not want it they can waive it. The cost to have it is only 100.00. Council did not opt to have it removed.

Lebold asked about coverage for the Towpath Trail. Maxine stated the Trail is shown as an additional insured on the policy. It comes under the General Liability policy. Lebold stated there is a law in the State of Ohio if someone gets hurt, no one is liable.

Lapp asked about some of the inexpensive property items listed. Council said it wouldn't make sense to insure small inexpensive items when the deductible is 500.00.

Lebold motioned, seconded by Lang to approve the 2016 insurance premiums with Hammersmith. In a roll call vote, all members present voted yes.

The next item on the agenda is the discussion of wages for public officials. Lloyd stated the current wage for council is at 80.00 per council meeting. The clerk deferred to council to review their options for the amount per meeting. There are several options council could discuss. One option is to raise the council meeting to 90.00 or 100.00. Another option is to leave the council rate at 80.00 and raise the committee meetings from 10.00 to 20.00 per meeting. Council could also wait until employee reviews are complete and get a raise at that time.

Committees are currently 10.00 per meeting and 15.00 for the chairperson. Council meetings are 80.00 per person; 85.00 for the president pro-tempore. Special meetings are currently 10.00 per meeting and 15.00 for the president pro-tempore. The clerk reiterated council has several options; they can increase the council meeting rate, the special session rate, and/or the committee

meeting rate. The clerk did not recommend increasing all three rates. One of the options needs decided by council to make it work.

There was discussion amongst council regarding options. The clerk stated there was an increase to council wages in 2004 and in 2008. There haven't been any increases since then.

There were several split views on what the rate should be for council. Since the village is in the Fifth District, we are unique to having the ability to table the discussion and approve later. On that note, increases can be retroactive if a decision is not met tonight. After further discussion, Lapp moved seconded by Vincent to table the discussion of council raises until January meeting. In a roll call vote, Cochran, Lapp, Lang, Lloyd & Vincent voted yes; Lebold voted no.

The Mayor's salary was the next item on the agenda. The clerk asked if that was going to be tabled along with the council wages? Lang moved, seconded by Cochran to increase the Mayor's salary to 600.00 per month. During council discussion, Lang stated he would like to see her wage to 600.00 so the Mayor will be eligible for a full service credit per month versus a partial credit with OPERS.

The solicitor interjected, council would need to suspend the rules to approve the wage increase by an Ordinance; **An ORDINANCE INCREASING THE RATE OF PAY FOR THE OFFICE OF MAYOR OF THE VILLAGE OF BOLIVAR AND SETTING A MINIMUM NUMBER OF HOURS FOR THAT POSITION, EFFECTIVE JANUARY 1, 2016, ESTABLISHING AN EMERGENCY.** Lang motioned, seconded by Cochran to suspend the rules. In a roll call vote, all members present voted yes to suspend the rules. Lang moved, seconded by Vincent to approve **ORDINANCE 0-31-2015** as an emergency. In a roll call vote, all members present voted yes.

The final item for discussion is the income tax review board. The Clerk reviewed the criteria in selecting the tax review board. Two (2) people have to be appointed by council and one (1) by the Mayor. Although there has been discussion amongst council to select individuals, no decision has been made yet. The Mayor announced she reached out to a few individuals in the community and they have all agreed to be on the review board. The Mayor gave council the names of those interested in being on the committee. The first candidate is Dante Mariani, who is a local business owner in Bolivar. He said he does not have a lot of time, therefore council will want to continue looking at alternatives for the position. The second candidate is Mary Locy. Mary is not only a realtor in Bolivar, but she has a history in finance. She worked for Huntington bank for a number of years. The third person, who the Mayor would appoint, is Cathy Leon. She does not live in the Village, but she does own a business in the Village. Cathy has also been very much invested in our Village. Further, members of the tax board do not have to reside within the village. Lloyd asked if they needed to be bonded. The Solicitor stated they would not need bonded since they aren't handling any money. The review board only looks at documents and files; not handle the money. The Solicitor also stated, this is a brand new type of committee, therefore there isn't any case law yet as to any liability issues.

The Mayor stated, the board would more than likely only be meeting quarterly and perhaps more often. She also stated their rate of pay would be \$25.00 as previously approved by an ordinance.

Lebold motioned, seconded by Cochran to suspend the rules. In a roll call vote, all members present voted yes. Lebold motioned, seconded by Lang to approve **AN ORDINANCE 0-32-2015 TO APPOINT DANTE MARIANI AND MARY LOCY AS TAX REVIEW BOARD MEMBERS; ESTABLISHING AN EMERGENCY.**

The Mayor asked if she needed to have approved by Ordinance, the individual she is appointing? Armstrong stated, although the guidelines are a little vague, it does not require an Ordinance or vote of council for her to appoint the third person.

The solicitor also interjected, that the meetings of the tax review board are not open to the public as stated in the tax code. Income tax records are not public records. No one from the public is allowed to attend the hearings or make a records request on income tax records.

If a hearing is set, and one of the members cannot attend due to a conflict of interest, illness, etc, a person may be appointed to temporarily serve on the board for the purpose of the hearing. However, best efforts will be made to coordinate the schedule of all members.

There being no further business, Lang motioned, seconded by Cochran to adjourn until Monday, January 4, 2016 at 7:00 p.m. In a roll call vote, all members present voted yes.

Meeting adjourned at 6:24 p.m.

Mayor Rebecca S. Hubble

ATTEST:

Maria A. App, Clerk Treasurer

Approved: January 4, 2016