

# VILLAGE OF BOLIVAR

## COUNCIL MEETING

October 4, 2021

The Bolivar Village Council met in regular session at the Bolivar Fire Department on Monday, October 4, 2021. The meeting was called to order by the mayor at 7:00 pm. The Pledge of Allegiance was said. Lloyd opened the meeting with a prayer. Bellinger, Finlayson, Lawver, Lloyd, Oberlin, and Vincent all answered to roll call.

The Mayor asked for a motion to accept the minutes of the September 7, 2021. Lawver moved, seconded by Lloyd. In a roll call vote, Finlayson, Lawver, Lloyd, Oberlin, and Vincent all voted yes. Bellinger was absent.

The Mayor read the bills for September 2021 which totaled \$46,600.27. Lawver moved, seconded by Vincent, to approve the bills. In a roll call vote, Finlayson, Lawver, Lloyd, Oberlin, and Vincent all voted yes.

### **PUBLIC SPEAKS –**

Chris Berens was present and requested a copy of the agenda. Maria had one for her. Chris asked when the toilet packets would be distributed. Hubble said she has this on her agenda for tonight and that they would be going out soon.

Mayor Lang ask if there were any corrections to the Agenda and there were none.

### **OLD BUSINESS – None.**

**MAYOR** – Mayor Lang stated that several residents have expressed that they would like to see the Village go back to having a newsletter. He said he would like to start the newsletter quarterly and invited all departments and council members to contribute. He also said he would like this open to all not-for-profits and churches in the Village, who could advertise any activities, events, etc. Mayor Lang said there will be no political or decisive comments allowed and he as the editor reserves the right to determine what is political or decisive and disallow the comments.

With the weather changing it is time to begin leaf vacuuming. Mayor Lang asked that all residents make sure their leaves are free of sticks and trash, and that they are raked all the way to the curb as the vacuum hose is only so long. Maria Ap noted the leaves should not be raked around mailbox posts, basketball hoop stands, etc.

The Village established November 1<sup>st</sup> as the deadline for all residents to express any concerns with the workmanship or installation of the meter at their residence. A letter has been drafted and will be sent to all residents. The Village will present all concerns to Spano and give them a reasonable time to address any repairs. The Village will then perform a final inspection and if no issues are discovered, the project will get final sign off. Mayor Lang stated that we are trying

to avoid any repairs going to the Village before final sign off. He encouraged resident to respond.

Mayor Lang said there are two levies on the ballot. Street Construction 2.9mil or .29cents per \$100 valuation. General Fund 1.9mill or .19cents per \$100 of valuation. He asked that everyone support these two renewal levies as this money are needed to continue improvements in the Village as the need arises. The Street Fund used the monies to pave Water and Sassafras Street this year.

Mayor Lang said leaf vacuuming will begin October 18, 2021. Village Administrator Hubble said the cleanup usually ends the week of Thanksgiving allowing maintenance time to install the snowplow on the truck. The past two years, leaves have fallen later pushing the end to the first week of December. All agreed the stop date will be contingent on the weather.

## **COMMITTEE REPORTS**

**FINANCE** –Vincent reported that there was a special finance committee work session on 9/162021. 5 specific items were advertised and discussed:

1. Proposed Police coverage (deferred discussion to this meeting agenda)
2. Proposed specific uses of the ARP funds which ½ have been received in the amount of \$50,804.27. The committee has started compiling a recommended list of uses for this money. The recommendations are mostly for water related issues as this is the only known contingency at present.
3. Staff raises for 2022.
4. Goal setting: Identifying and planning on monies for 2022 projects such as sidewalk and tree work.
5. Reasonable rates to charge non-responsive/compliant residents for cleanup work performed by Village maintenance department.

Vincent reported the committee met earlier this evening with Mr. Bellinger absent. Bills for September in the amount of \$46,600.27 has been reported.

Vincent stated the Village Fiscal Officer is amending the Village certificate to reflect \$10,000 received for the sale of the air compressor. The money will be split evenly between the general and capital funds.

Vincent reported the Fiscal Officer also has a Resolution **R 15-2021** with a variety of small amounts being reallocated to support current obligations. She stated this resolution is available in detail for anyone wishing a copy for review. Vincent made a motion to approve R15-2021. The motion was seconded by Lloyd. In a roll call vote, all were yes.

Vincent presented the following expenses requiring approval:

\$668.00 to Statewide for installation of items on the new Police Cruiser. Motion made by Vincent and seconded by Finlayson. In a roll call vote, all were yes.

\$677.50 to Leppo for the lift rental. Motion made by Vincent and seconded by Finlayson. In a roll call vote, all were yes.

Vincent reported the Village received a request from a resident to suspend their water and trash services from 11/1/2021 to 4/30/2022. This resident is not here in Ohio during the winter. Vincent made the motion to allow the suspension of the water and trash services and billing for the timeframe requested. The motion was seconded by Oberlin. In a roll call vote, all were yes.

Vincent said the Village has an invoice from GPD, the engineering firm for the water meter project. The amount of the invoice is \$14,606.75. Vincent said the work was for a variety of contingencies that arose during the project and that although this particular contractor is above and beyond what was expected, the total project remains within budget with no overruns. Vincent made a motion to pay the invoice and Lloyd seconded. In a roll call vote, all were yes.

Vincent briefed council that Nathan Davis from RCAP, the gentleman who met with the Village prior to the water meter project, has been invited back to assist with discussion in determining legitimate rates for water for 2022. He will attend the December council meeting.

Vincent said it was brought to our attention that there is a resident in Bolivar that has been sharply affected by COVID 19. He was hospitalized and is now in a rehabilitation facility. She proposed the Village entertain a resolution that would waive fees of water and trash for a 3 month period for residents impacted so harshly. She said council would have to establish some kind of application of proof of hospitalization in excess of 2 weeks. Vincent said there is only one resident that she is aware of that would qualify at this time. Solicitor Timberlake agreed this would be fine as a resolution but said parameters would need to be established for the , qualification. Mayor Lang suggested proof could be in the form of a hospital bill. A motion for a Resolution establishing a waiver of water and trash services billing for anyone showing proof of at least 2 weeks hospitalization for COVID 19 was made by Vincent and seconded by Finlayson. In a roll call vote, all were yes. **Resolution R-16-2021.**

Chris Berens spoke of a resident in need in the Village. She said they were required to move from a fully furnished apartment to one un-furnished and are in need of everything. Anyone having anything they would like to donate were asked to contact Pastor Mike at the Lutheran Church.

Vincent stated the Fiscal Officer reported that the Local Government Distribution from HB49 has been reduced from \$658.00 per month to \$400.00 per month which is a \$3000.00 annual reduction. She cautioned council to be mindful of all spending.

Vincent said there will be a Finance Committee work session on 10/18/2021 immediately following Street and Alley which meets at 5:30, so likely around 6:30pm. The meeting will be advertised.

Vincent turned discussion of Police coverage over to Chief Haugh. Chief Haugh said the work session brought to light that coverage with 4 part-time officers working one or two days per month was not provided adequate coverage. It was determined that 1 full time officer would better serve the community. This full-time officer will work 32 hours per week at a rate of \$15.00 per hour. Chief Haugh said this will eliminate the 4 part-time officers and only increase hours by 8 per week. Chief Haugh believes this will provide better efficiency and overall coverage for the community, and less liability to the Village. Mayor Lang stated the Policies and Procedures will need to be amended through Ordinance making 32 hours per week considered as full time, and

making all full time benefits available for 32 hours work per week. **Ordinance 25-2021** was given a motion to suspend all the rules and regulation by Vincent and seconded by Finlayson. In a roll call vote, all were yes. Motion to pass as an emergency was made by Lawver and seconded by Lloyd. In a roll call vote, all were yes. Ordinance passed.

Mayor Lang said an Ordinance to increase the wage of the full-time officer (Alex Thomas) to \$15.00 per hour is needed. **Ordinance 26-2021** was given a motion to suspend all rules and regulations by Lloyd and seconded by Vincent. In a roll call vote, all were yes. Motion to pass as an emergency was made by Lawver and seconded by Vincent. In a roll call vote, all were yes.

Council member Vincent requested authorization to purchase the IPAD that was purchased for her use with COVID funds in 2020. She will pay \$359.99 for the IPAD which is the cost the Village paid. Motion to allow this purchase was made by Finlayson and seconded by Lawver. In a roll call vote, all voted yes except Vincent who abstained.

**Planning Commission-** Bellinger was absent. Village Administrator Hubble stated that there was a Zoning Committee meeting held September 2, 2021. She said old business was discussed but no decisions were made. Hubble presented sample applications for both fence and pool permits for the Village. These were then brought to council. There was questions about the map on the Village website. Hubble spoke with Holly and learned the map on the website is the current.

**Safety-** Bellinger was absent. Mary Vincent stated the Safety Committee met on 10/4/2021. There were 57 calls for month of September. Vincent stated there was a discussion on what to do with the 2014 Dodge Charger patrol car. Committee discussed whether to keep with FT officer Thomas coming on board, or to sell. Charger has 66,000 miles, but the new engine only has 10,000. Will continue discussion on disposition of patrol cruiser.

There will be a Police Chief meeting hosted by Bolivar and Port Washington on 10/18/2021. This is a dinner event and will be held at Sublime Smoke.

Annual firearms qualification will be held 10/23/21.

Received check in the amount of \$2,365.84 from Wood Electric to outfit the new Police cruiser.

There was on-going discussion of the body cams. Cost is \$1,008.00.

Received comment from several residents about speeding in the Village. Police have increased presence in the area.

Vincent said there was a discussion to consider purchasing thin blue line flags to show our support of the police. She said we would like to have some available for National Police Week in early May. Discussion will continue.

Chief Haugh reported they are receiving complaints of speeders on East & Beucler. The area will have increased patrol.

Chief Haugh commented on purchase of AR-15. Fiscal Officer App will re-allocate the needed \$2,000.00 for purchase. App requested we amend resolution **R-15-2021** to include this \$2000 in additional Police operating supplies. Motion made by Lloyd and seconded by Vincent. In a roll call vote, all were yes.

**Street & Alley-** Lloyd reported that the trees have been removed at the Flickinger property and concrete work need to be done for the sidewalks. He said a contract with Mr. Flickinger was never memorialized at council and made a motion to approve Mr. Flickinger's contract to make sidewalk repairs. Vincent seconded the motion. In a roll call vote, all were yes. The resident as well as others have volunteered to assist with the concrete repairs, but one qualified worker will be needed. Lloyd stated the Village would like to contract with Mark Porter as an independent contractor, for this one project in the amount of \$210.00/\$30 per hour. **Resolution R-17-2021** was introduced and a motion was made by Lloyd and seconded by Finlayson. In a roll call vote, all were yes. Mr. Flickinger will cover the cost of concrete and mesh.

Lloyd reported the pole saw is not working properly. Kyle Porter located a coupling for repair.

Lloyd said the truck needs some major brake work. Total cost estimate is \$1446.66 from Ziegler. Lloyd made a motion to allow the expense to repair the truck. The motion was seconded by Finlayson. In a roll call vote, all were yes.

Reported hydrant flushing will be done on 10/15/2021. Leaf Vacuuming will begin 10/18/2021.

Lloyd explained the need to rent a scarifier for a day or two to fix trip hazards on Park, Poplar, and Canal streets. The cost is \$395 per day to rent. Lloyd made a motion to allow rental for two days in the amount of \$800. Finlayson seconded. In a roll call vote, all were yes.

Lloyd reported problem with Echo chainsaw and suggested it be sold on govdeals and the money used to replace. He said Kyle uses the chainsaw quite a bit and a new one is warranted for such use. Cost to replace is \$450. Lloyd made motion to list Echo Chainsaw on govdeals for no less than \$50.00. Oberlin seconded. In a roll call vote, all were yes. Purchase of new chainsaw held for November meeting discussion.

Lloyd discussed the two light poles at the Cherry Street parking lot that are in need of a lot of repair. Street & Alley will further discuss and present recommendation.

**Street Superintendent- Porter-** Kyle stated most has been covered by Robert in Street & Alley. He said he would like to get more brush hogging done near the reservoir before winter. Kyle will talk with Fire Department about the hydrants needing flushing. Mayor Lang said the signs for hydrant flushing will need to be put in place so the residents know when flushing will occur.

**Shade Tree – None.**

**Recreation – Lawver-** Nothing of significance to report. Mayor Lang said he and Hubble were approached at Village Hall by a church representative requesting use of the pee wee ball fields. Both Lang and Hubble said she will have to produce a Certificate of Liability Insurance before use could be granted. Hubble said the Village needs to make sure they are not liable if anything were to happen when young people are using the fields.

**Fiscal Officer – App-** None.

**Village Administrator – Hubble.** Reported work with Kyle to get the Village App See Click Fix up and running. Hubble reported See Click Fix is live now. Hubble said only residents of Bolivar will be able to use and submit work requests to the Village. This typically will be used to report non-emergency requests such as potholes, streetlights, abandoned vehicles etc. Will also keep residents updated on progress.

The meter project is basically complete except for a few housekeeping items. A walk though will be conducted. All concerns need to be reported now.

Zoning permits for fencing and pools are complete and will be presented to Zoning and then on to council.

Trash cans are still being left out longer than the allowed 24 hours. Civil citations may need to be issued to correct.

In the October mailing for the water bills, a trifold that includes the dye packets and directions for the toilet tanks will be included.

The Halloween Trick or Treat will be held October 31, 2021 from 5:30pm to 7:00pm. The Lions club will hand out candy bags outside the Tusky Valley Intermediate School during these hours until the candy is gone. Asking council to provide candy for the Lions Club in the amount of \$200 and the Police department in the amount of \$150.00. Chris Berens said she and Barb will donate the candy for the Police department.

Christmas on the Canal will be celebrated on November 13, 2021. There will be a parade down Main Street and ending at the Santa Claus house where the children can waive to Santa and Mrs. Claus. Cookies and hot chocolate packets will be handed out to the children. There was a discussion to close the streets for the parade at 2pm and re-open when parade is done. Hours of street closure tabled until the November meeting.

Hubble encouraged all members of council to complete their Cyber Security Training.

With regret Village Administrator resigned her position effective October 31, 2021 citing family obligations. See VA resignation letter.

Mayor Lang thanked Becky for all her hard work and service to the Village. He ask council for a motion to accept the resignation. Motion to accept VA resignation was made by Oberlin and seconded by Lawver. In a roll call vote, all were yes.

Mayor Lang said Finance Committee will discuss open position and possibly call a special council meeting to address.

Hubble encouraged council and the mayor to be mindful of all decisions and consider the recommendations from the Risk Management Report, that cost taxpayers 21K to get, when filling this positions. She said this position requires a lot of responsibility and commitment to the Village. Hubble said, "at the end of the day always remember you must answer to the taxpayers".

### **Law Director- Solicitor Timberlake**

**Third reading by title only** to include Veterans Day and Juneteenth to the policies and procedures manual. Motion by Finlayson and seconded by Vincent. In a roll call vote, all were yes. **Ordinance 27-2021.**

**2<sup>nd</sup> reading of an Ordinance** to edit the Policies and Procedures Manual regarding the use of the time clock. Title only.

**2<sup>nd</sup> reading of an Ordinance** to edit the Policies and Procedures Manual regarding employee insurance.

**2<sup>nd</sup> reading of an Ordinance** to increase the rate of pay for Kyle Porter, Street Superintendent by \$1.00 per hour.

**2<sup>nd</sup> reading of an Ordinance** to edit the rules and regulations governing zoning in the Village of Bolivar.

**1<sup>st</sup> reading of an Ordinance** by title only to grant 2% raise increases to all employees for 2022.

Mayor Lang stated there will be a Finance work session on October 18, 2021 at 6:30pm that will immediately follow the street & alley, shade tree, and parks & recreation committees.

The mayor asked for a motion to adjourn until the next regular council meeting on November 1, 2021, at 7:00 p.m. at the Bolivar Fire Department meeting hall. Motion to adjourn by Oberlin and seconded by Finlayson until November 1, 2021. In a roll call vote, all members present voted yes. The meeting adjourned.

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Mayor Tim Lang

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ATTEST: Maria A. App, Fiscal Officer

**Approved: November 1, 2021**