

Bremen Village Council

Meeting Minutes May 11th, 2020

Meeting was called to order March 23rd, 2020. By Mayor Anthony Taylor at 7:02p.m.

Pledge

Roll Call: Mayor Taylor: Aye Todd Wesaw –via teleconference, Toni Harper- Aye, M. Chris Cunningham-**Absent**, Tad Moyer-via teleconference-Aye, Debbie Wolfe-Aye, Connie Moyer-Aye.

Staff present, Ron Stephens, Village Administrator: Lisa Burnworth, Village Fiscal Officer: Volunteer, Tracy Shahan for live video feed via Facebook. No visitors due to COVID-19

Approval of prior minutes: **Motion** to approve minutes for council meeting on April 13th, 2020 made by Harper Second by C. Moyer. **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. **Motion passed.**

Mayor Report:

Mayor Taylor received and read the resignation of Councilman M.Chris Cunningham. C.Moyer made the motion to regretfully accept the resignation of M. Chris Cunningham. Second by Wolfe. **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. **Motion passed.**

Finance Committee Report (Chairwoman Moyer): Committee minutes presented. Chairwoman Moyer reviewed the minutes regarding the tree plan and history. Subsequent discussions have occurred with Councilman Moyer and both committees will reach a plan moving forward. New item brought forward to Council regarding a capital improvement for the water treatment plant. The estimate for installation for an automatic dialer when problems occur at the plant when no one is on duty. The completed project will be approximately \$15,000.00 . The project can be phased in over a period of time and this 1st phase would cost \$3,697.00 The Fiscal Officer and Administrator have recommended moving forward with the project and using funds from the Water Treatment Plant, Capital Outlay fund (5101-539-500). Finance Chair agrees and recommends to Council to accept minutes and move forward with estimate. Motion by Harper, Second by T. Moyer. **Roll Call:** Wesaw yes, Harper yes, T Moyer yes, Wolfe yes, C. Moyer yes. **Motion passed...**

Planning and Zoning Report (Chairman Wesaw): Minutes presented and prepared by committee member B. Montgomery. Council reviewed the minutes that were presented earlier in the day and had some questions and change request. Motion by C. Moyer to accept with changes, second by Harper. **Roll Call:** Wesaw yes, Harper yes, T. Moyer yes, Wolfe yes, C. Moyer yes. **Motion passed.**

Zoning Committee recommends to appoint Scott Snider to a vacant seat on the zoning committee. Motion by Wesaw, Second by Harper. **Roll Call:** Wesaw yes, Harper yes, T. Moyer yes, Wolfe no, C. Moyer no. **Motion passed**

Vacate alley which extends SE from Mulberry Street through Rushcreek Feed and Supply. Much discussion occurred that was passionate about the role of the committee. Mayor Taylor felt a brief recess was necessary in order. Meeting recessed for a brief period at approximately 8:16 p.m.

Returned to meeting at approximately 8:30p.m.

Administrative Process (Councilwoman Harper): Harper: Motion to accept Administrative Process minutes made by Harper. Second by Wolfe. **Roll Call:** Wesaw yes, Harper yes, T. Moyer yes, Wolfe yes, C. Moyer yes. **Motion passed.** In addition, Councilwoman Harper provided copies of prior meeting minutes that need to be added to the website, which had been approved.

Motion to accept updates to section 9 of the employee handbook as distributed by the committee and displayed on the screen by Harper. Second by C. Moyer. **Roll Call:** Wesaw yes, Harper yes, T. Moyer yes, Wolfe yes, C. Moyer yes. **Motion passed.**

Motion to accept updates to section 13.1 of the employee handbook as distributed by the committee and displayed on the screen **by Harper. Second by Wesaw.** Discussion regarding specific # of hours by Councilman Moyer **Roll Call:** Wesaw yes, Harper yes, Moyer yes, Wolfe yes, C. Moyer yes. **Motion passed.**

Parks and Pool (Councilwoman Wolfe): Councilwoman Wolfe extended apology for difficulty in getting minutes distributed with changes that were requested. Experiencing technical problems. Councilwoman advised that minutes contain information about free library project, which Dan Rutherford wishes to pursue. Councilwoman expressed concern about maintaining the project over time. Discussion occurred regarding various projects and Mayor Taylor stated committee responsibility to move forward or deny project. If the minutes presented allow to move forward with the project that would be recommendation of the committee and Council, will either pass or fail the recommendations and the minutes of the committee. **Motion** to accept minutes made by **Harper. Second by T. Moyer. Roll Call:** Wesaw No, Harper yes, Moyer yes, Wolfe yes, C. Moyer yes. **Motion passed.**

Economic Development (Councilman Wesaw): No meetings or minutes due to COVID-19

Safety and Infrastructure (Councilman Cunningham) No minutes, no meeting

Tree Board: (Councilman Moyer) Arbor Day Celebration May 25th 5:30p.m. No meeting or minutes to present

Economic Development (Councilman Wesaw): No minutes, no meeting

Village Administrator

Streets: Improved scheduling of shop and duties

Met with paving contractor (McKee) for one of several bids

Hustler mower at Foltz Ag for repair

Water: Discussion with Rushville Mayor, Solicitor and Council regarding billing issues. Zoom meeting scheduled for Wednesday.

Manual control valve issue on softener.

Wastewater: Met with and reviewed plans and possible engineering firms at WWTP

Administration: Approved zoning applications

Pool inspection 5/8/2020, scheduling interviews, received chlorine for pool

Now using Sunoco cards for fuel purchases. Savings to Village approx.\$800.00 per year

Purchased a diesel fuel tank for all off road equipment. Further reducing taxable fuel expenses

Fiscal Officer Report

BWC Covid19 related refund of 2018 premium in the amount of \$3,239.12. Funds split between each department

Have received 4 unemployment claims in the past week totaling \$11,155.38 in benefits. Appeals filed on 3 of 4.

Pitney Bowes Purchase Power rewards utilized to pay for postage. Savings of \$50.00 on \$800.00 of purchased postage.

Lydia and Lisa negotiated Ricoh copier lease with ComDoc for a new C8055 Xerox machine. Additional speed, Monthly fee from \$447.85 to \$333.03. (60-month agreement).

Software license for GAS (government accounting solutions) utility upgrade \$3,500.00 committed on 9/16/19

The work has been completed but not installed.

April Bank Reconciliation presented

Payments totaling \$75,532.05. Payment listing from 4/14/20-5/11/20

Blanket Purchase Orders 49-2020 through 50-2020 along with regular purchase order 59-2020 presented for signatures.

Interfund transfer of funds in the amount of 2041-320-420 (Parks) to 2041-320-440

Interfund transfer in the amount of \$2000.00 from General Fund #1000-910-910 to Agency fund #9201-931-0000. Overpayment of municipal tax from Worthington Industries

Motion: C. Moyer: Second: Wolfe Roll Call: Wesaw yes, .Harper yes, T. Moyer yes, Wolfe yes, C. Moyer- yes. **Motion passed**

Old Business:

Rushville Water matter update- Mayor Taylor is advising to return funds with a letter requesting correct payment. **Motion: Harper: Second: C. Moyer Roll Call:** Wesaw yes, .Harper yes, T. Moyer yes, Wolfe yes, C. Moyer- yes. **Motion passed**

3rd Reading of Ordinance 2020-3(Establishing Sewer Rates): **Motion: Wesaw : Second: Wolfe Roll Call:** Wesaw yes, .Harper yes, T. Moyer yes, Wolfe yes, C. Moyer- yes. **Motion passed**

3rd Reading of Ordinance 2020-4 (procedures for delinquent accounts): **Motion: Wesaw : Second: Wolfe Roll Call:** Wesaw yes, .Harper yes, T. Moyer yes, Wolfe yes, C. Moyer- yes. **Motion passed**

New Business:

Resolution of Zoning Compliance Fees (zoning) **Motion: Wesaw : Second: Wolfe Roll Call:**
Wesaw yes, .Harper yes, T. Moyer yes, Wolfe yes, C. Moyer- yes. **Motion passed**

Repeal of Ordinance 3-12-17(zoning fees): Pass as emergency, waive 3 reading requirement.
Motion: Wesaw : Second: Wolfe Roll Call: Wesaw yes, .Harper yes, T. Moyer yes, Wolfe yes, C. Moyer-
yes. **Motion passed**

CBDG grant request from Cenell Boch: Councilwoman Wolfe will be attending meeting on behalf
of the village.

Park's corn hole and horseshoe schedule: Ron will provide updated schedule.

CT Engineering invoice and documentation: Mayor explained the current issues and expressed
concern that the project is not 81% complete as identified to the OWDA. Mike Carder has called from CT
Engineering requesting funds. We have asked for specific work diaries and project hours in order to be
able to confirm in an audit matter. Mayor Taylor, Ron, and Lisa will be addressing the matter.

Need to advertise for the open Council seat. In the agreed upon 5 locations.

Motion to Adjourn C. Moyer Second: D. Wolfe at 9:38 p.m.

Anthony M. Taylor

Mayor

Lisa A. Burnworth

Fiscal Officer