

# Village of Windham, Ohio

## Minutes of Council Meeting

Held December 21, 2016

At 7:04 p.m. Honorable Mayor Deborah Blewitt called the meeting to order and led in the pledge of allegiance to the flag of our country.

Roll Call:       Sandy Patti – present                               Sheila Moore – absent  
                  Scott Garrett – present                             Phil Snyder – present  
                  Cheryl Taylor – present

Also present were: Thomas Reitz, Cheryl Belknap, Ryan Wagner, Matt Merchant, Tom Brett, Terry Bellows, Gail Belknap, and Eric Breiding.

Mr. Snyder made a motion to approve the minutes of the November 22, 2016 Council Meeting, which was seconded by Mr. Garrett and carried by a 4 – 0 vote.

Fiscal Officer Taylor gave the Financial Reports as follows: The Income Tax collected year to date November 30, 2016 was \$465,444.93. The expenditures for the month of November 2016 were \$154,169.67 in checks and charges. Check numbers 32713 through 32796 were paid from the primary checking account during November 2016 with no checks voided during the month. Direct Deposit Vouchers 501-2016 through 525-2016 and 529-2016 through 552-2016 were also paid during the month of November 2016. The all funds reconciled balance for November 2016 was \$1,362,569.93.

Village Council President's report by Phil Snyder – Mr. Snyder said that since it is the last meeting of the year, he just wanted to say to that he has enjoyed working with the current Council and they have accomplished a lot in 2016 and he looks forward to 2017. Mr. Snyder said Council needs to fill the vacant seat and he is confident that they will appoint someone to that seat that will work well with the current Council. Mr. Snyder said that the current Council worked very well together in 2016 and he looks forward to that continuing in 2017. Mr. Snyder also commended the Mayor on her accomplishments in 2016.

Dispatchers Police Report for November 2016 by Mr. Snyder – Mr. Snyder made a motion to accept the Police Report for November 2016, which was seconded by Mr. Garrett and carried by a 4 – 0 vote.

Mayor's Communication by Deborah Blewitt – Mayor Blewitt said she is currently working on her State of the Village Report and she hopes to have that done by January 2017. Mayor Blewitt said the second week in January there will be a Fire Board meeting. She explained the changes to the board, which are there will be one at large member, one Township Trustee, and one Village Council person. Mayor Blewitt said that she would like to appoint Cheryl Taylor as the Council Fire Board Member. Mr. Snyder made a motion to approve appointing Cheryl Taylor to the Fire Board for 2017. Mr. Garrett seconded this motion and it carried by 4 – 0 vote. The Mayor then began to address Linda Rininger's resignation from Council. Tom Reitz asked if the Village has received a written resignation from Mrs. Rininger. Mayor Blewitt said that there has been no written resignation given by Mrs. Rininger, however she did give her verbal resignation to Council at the November Council meeting. Mr. Reitz asked if that resignation is reflected in the November Council meeting minutes. Mayor Blewitt said no, that

Minutes of December 21, 2016 Council Meeting

Mrs. Rininger spoke with the other Council Members before the meeting started. Mr. Reitz said that he would like the record to reflect that Mrs. Rininger did give her verbal resignation to several Council Members at the November Council Meeting, stating that the resignation was effective immediately after the November Council Meeting. Mr. Snyder made a motion to accept Mrs. Rininger's resignation, which was seconded by Mr. Garrett and carried by 4 – 0 vote. Mr. Snyder recognized Mrs. Rininger's hard work while she was on Council and said it is imperative to get the vacant Council seat filled and he does know people that are interested in the Council seat. The Mayor said she would like to advertise the vacant Council seat.

Prior requests of guests to speak – None

Finance by Scott Garrett

Mr. Garrett made a motion to approve the Fiscal Officer's expenditures for the month of November 2016 as reported. Ms. Patti seconded this motion and it carried by a 4 – 0 vote.

Mr. Garrett made a motion to approve the all funds reconciled bank balance for November 2016 in the amount of \$1,362,569.93 as reported. Mr. Snyder seconded the motion which carried by a 4 – 0 vote.

Mr. Garrett read Resolution R-2016-43 **A RESOLUTION AUTHORIZING THE VILLAGE FISCAL OFFICER OF THE VILLAGE OF WINDHAM TO CREATE A THEN AND NOW PURCHASE ORDER(S) TO PAY OHIO EDISON AND DECLARING AN EMERGENCY.** This was a first read. Mr. Reitz explained that in order to suspend the rules you need three quarters of Council, which on a council of six, is five people. Mr. Reitz said any legislation that needs to suspend the rules first will have to be done as a first read tonight.

Mr. Garrett read Ordinance O-2016-27 **BEING AN ORDINANCE AUTHORIZING TRANSFERS AND APPROPRIATIONS FOR THE VILLAGE OF WINDHAM AS SET FORTH BELOW AND DECLARING AN EMERGENCY.** This was a first read.

Mr. Garrett read Ordinance O-2016-28 **AN ORDINANCE APPROVING AND ADOPTING THE TEMPORARY APPROPRIATIONS FOR 2017 FOR THE VILLAGE OF WINDHAM, CALLED FOR IN THAT BUDGET AND DECLARING AN EMERGENCY.** This was a first read.

Safety, Personnel, Rules (SPR) by Phil Snyder

Mr. Snyder read Resolution R-2016-38 **A RESOLUTION AUTHORIZING A CONTRACT WITH THE PORTAGE COUNTY PUBLIC DEFENDER FOR DEFENSE OF INDIGENT PERSONS CHARGED WITH CRIMINAL OFFENSES UNDER THE VILLAGE ORDINANCES AND DECLARING AN EMERGENCY.** and made a motion to adopt Resolution R-2016-38, which was seconded by Ms. Patti and carried by a 4 – 0 vote.

Mr. Snyder read Ordinance O-2016-25 **AN ORDINANCE ESTABLISHING CHAPTER 147 STREET/UTILITIES COMMISSIONER.** This was a second read.

Utilities by Scott Garrett – Mr. Garrett had nothing at the time.

Service Committee by Scott Garrett – Mr. Garrett had nothing at the time.

Minutes of December 21, 2016 Council Meeting

Economic Development by Phil Snyder – Mr. Snyder said that the market study is complete and he is looking forward to reading it, so that the Economic Development Committee has knowledge of what they are working with and getting ideas put into motion at the Committee meetings.

Parks and Recreation by Mr. Snyder – Mr. Snyder said that the Village of Windham had their annual House Decorating Contest and it was very successful, with many nicely decorated homes. Mr. Snyder announced the winners of the House Decorating Contest. First place was awarded to Kelly Zook. Second place was awarded to Kay and Kenny Friend. Third place was awarded to Rella and Bud Mullenax. The two Special Mentions were awarded to Billy Russell and Maryanne Angus. Ryan Wagner said he had a meeting with a representative from PEP, the Village's insurance, and the representative provided Ryan with a form that releases the Village of Windham from any liability. Ryan said he would like Tom Reitz to review this liability form and if Mr. Reitz agrees with it, Ryan would like to put this form in place when people rent the Community Center or facilities at the park.

Planning and Zoning by Deborah Blewitt

Mayor Blewitt read Ordinance O-2016-24 **AN ORDINANCE AMENDING THE WINDHAM VILLAGE ZONING ORDINANCE WITH RESPECT TO THE HEIGHT OF FENCES REQUIRED TO SECURE SWIMMING POOLS.** This was a second read.

Solicitor's Report by Tom Reitz – Mr. Reitz had nothing at the time.

Guest Recognition – Terry Bellows asked if any decision has been made by Council on her request to tie into the sewer system. Mayor Blewitt said that Council had discussed it; however no formal action or vote has ever taken place. Mayor Blewitt said that Council should bring this request to the Utilities Committee, with all pertinent information and costs. The Utilities Committee can then bring it to Council for a vote. Ryan Wagner explained the tie-in costs to Mrs. Bellows and then explained that the cost to the Village is going to be significant, so this is the issue that really needs to be looked into. Mrs. Bellows asked exactly the tie-in would be from her house. Ryan Wagner said he would have to double check that, but he thought the sewer line ran in front of her house. Mrs. Bellows asked if she got permission from the people that live behind her on Annette Drive, would she be able to tie-in to that sewer line. Tom Reitz said that he would not recommend the Village of Windham allowing Mrs. Bellows to do this even if the neighbor gave his okay. Gail Belknap asked how they are tearing the old project buildings without covering because of the asbestos. Mayor Blewitt said she believes that they remove the asbestos before they tear the building down. Ryan Wagner explained that the only asbestos in those buildings is in the shingles and the people that are taking these buildings down are licensed and bonded by the EPA. Mayor Blewitt said she spoke with gentlemen that tore down previous project buildings and she was told that the level of asbestos is very low in those buildings. Ryan Wagner explained that these buildings are being taken down by NDS, not the Village of Windham. Gail Belknap asked if there are going to be new buildings built after they are finished tearing down the old buildings. Mayor Blewitt said the Village has been talking to two different developers, the market study has been completed, and Mr. Garrett has been in contact with the Portage County Auditor about tax incentive programs for developers. Eric Breiding said that he actually drove one of the developers around town to look at vacant land. Eric said the developer was waiting on the market study, which he was going to drop off to the developer later this week. Eric said after the tour around town the developer showed great interest in developing in Windham. Gail Belknap asked if the new construction would be

Minutes of December 21, 2016 Council Meeting

duplexes or single family homes. The Mayor said she would like to see multi-unit buildings built and a senior living facility. The Mayor said the Village's main goal is to increase the population. Eric Breiding said the developer that he drove around town was interested in buildings multi- unit buildings, a senior living facility, and single family homes. Mayor Blewitt said she is very hopeful that developers will want to build on our vacant land, especially because the National Guard is still developing inside the arsenal and they are still in the running for the Missile Defense System. Terry Bellows suggested trying to get Head Start back in Windham. Gail Belknap said that was the biggest mistake the Village of Windham has made, was buying that Head Start building. Mayor Blewitt said that absolutely not the truth. The electrical in the current Administration Building is horrible, over half of the outlets do not work. Gail Belknap said that it would have been cheaper to just fix the current building. Mayor Blewitt said there are so many issues with the current Administration Building, that in order to fix them it would cost just as much or more than the New Administration Building, in order to bring the current Administration Building to code. Mr. Garrett said that if you look at other communities Administration Buildings, they cost anywhere from \$700,000 to \$1.5 million. Mr. Garrett said we paid less than \$200,000 for ours. Cheryl Belknap thanked the Lion's Club and Stoney's Pizza for putting the Parade of Lights information on their signs. Cheryl Belknap suggested including the Township in the House Decorating Contest next year. Mayor Blewitt said she already had plans to talk to the Township and see if they would do a House Decorating Contest the same time as the Village next year, that way all of Windham would be decorated. Mr. Snyder said that he would like to increase the amount of the prizes. Cheryl Belknap suggested that maybe we could charge the people that wanted to enter the contest \$10, like we did for the Community Yard Sale. Gail Belknap thanked everyone involved in putting on the Parade of Lights.

Last Chance of Council to Speak on Any Subject – Mr. Snyder asked about the little piece of property on South Main Street that Ivan Ward has been maintaining and has acquired about the Village signing over this property to him. The Mayor said that Council agreed that the Village should give this land to Mr. Ward. The Mayor asked Mr. Reitz to draft legislation in order to give that property to Mr. Ward. Mr. Reitz said he needs a legal description of the property, the legal name of the person the Village is giving the land to, and how Mr. Ward wants to take title. Council agreed that the property was of no use to the Village because it is too small. Ms. Patti asked about the repairs to siding on the Administration Building. Mr. Wagner said that he has not had a chance to get the supplies, but it is on his top priority list. Mrs. Taylor asked Ryan Wagner if there was a problem with the water this week because her water was brown. Ryan said he had a booster pump break for the pre-chlorine, but since then the pump has been replaced. Eric Breiding asked Council to purchase a new, used car to replace the unmarked police car. Eric said the cost would be somewhere around \$9,000. He is going to sell the old unmarked police car. Mr. Snyder made a motion to approve Eric Breiding purchasing a used unmarked police car, which was seconded by Mrs. Taylor. This motion carried by a 4 – 0 vote.

Council looked at the calendar for January. The Council Meeting will be Tuesday, January 24th, 2017 at 7:00 p.m. and the committee meetings will be the second Tuesday, January 10, 2017 and the third Tuesday, January 17, 2017. There will be an Organizational Meeting on Tuesday, January 10, 2017 at 6:00 p.m. and the Committee meetings will immediately follow. The January 17, 2016 Committee Meetings will start at 6:00 p.m.

Mr. Snyder made a motion to adjourn the meeting which was seconded by Mr. Garrett and by unanimous vote the meeting was adjourned at 7:59 p.m.

Respectfully submitted,

Attest,

Cheree M. Taylor, Clerk of Council

Deborah Blewitt, Mayor

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

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