

Village of Windham, Ohio

Minutes of Regular Council Meeting

Held August 24, 2021

At 7:00 p.m. the Honorable Mayor Scott Garrett called the meeting to order and led in the pledge of allegiance to the flag of our country.

Roll Call: Cheryl Belknap – present Lawrence Cunningham – present
 Terrie Altieri – present Cindy Cale – present
 Cheryl Taylor – present Sherri Pennington – present

Also present were: Tom Reitz, Debbie Blewitt, Tom Brett, Erik Breiding, Tom Brett, John Harris, and Denise Bly.

Mrs. Cale made a motion to approve the minutes of the July 17, 2021 Special Council Meeting, which was seconded by Mrs. Pennington and carried by a 6 – 0 vote.

Mrs. Cale made a motion to approve the minutes of the July 27, 2021 Regular Council Meeting, which was seconded by Mrs. Pennington and carried by 6 – 0 vote.

Mrs. Pennington made a motion to approve the minutes of the August 10, 2021 Special Council Meeting, which was seconded by Ms. Belknap and carried by a 6 – 0 vote.

Fiscal Officer Cheree Taylor gave the Financial Reports as follows: The Income Tax collected year to date July 31, 2021 was \$308,899.38. The expenditures for the month of July 2021 were \$184,511.68 in checks and charges. Check numbers 37157 through 37216 were paid from the primary checking account during July 2021 with no checks voided during the month. Direct Deposit Vouchers 396-2021 through 425-2021 and 431-2021 through 455-2021 were also paid during the month of July 2021. The all funds reconciled balance for July 2021 was \$1,889,698.95.

Village Council President's report by Lawrence Cunningham – Mr. Cunningham said the paving projects still need finished and there's a problem with the fused being blown at the well fields. Debbie Blewitt said we can replace the wire where we are having the problem for about \$1600.

Dispatchers Police, Fire and Rescue Reports for July 2021 by Cindy Cale – Mrs. Cale made a motion to accept the Police, Fire, and Rescue Reports for July 2021, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote.

Mayor's Communication by Scott Garrett – Mr. Garrett said we need to keep the COVID situation on the radar and maybe keep Zoom on the backburner.

Prior requests of guests to speak – John Harris from the Portage County District Library addressed Council. He updated Council on the programs the county libraries have been offering for the past 8 months. John Harris updated the Council on what the libraries would like to offer in the future, including hours of operation and he told Council they will be putting a one mill levy on the ballot this year and it is a new levy.

Finance by Cindy Cale

Mrs. Cale made a motion to approve the Fiscal Officer's expenditures for the month of July 2021 as reported. Mrs. Altieri seconded this motion and it carried by a 6 – 0 vote.

Mrs. Cale made a motion to approve the all funds reconciled bank balance for July 2021 in the amount of \$1,889,698.95 as reported. Mrs. Taylor seconded the motion which carried by a 6 – 0 vote.

Mrs. Cale read Ordinance O-2021-16 **AN ORDINANCE AUTHORIZING AND APPROVING THE SALE OF 9621 E. CENTER STREET, WINDHAM, OHIO TO PICONE FAMILY MEDICINE, LLC.** Passed on the first read. Mrs. Cale made a motion to suspend the rules, which was seconded by Mrs. Taylor and carried by a 6 – 0 vote. Mrs. Cale made a motion to adopt Ordinance O-2021-16, which was seconded by Mrs. Taylor. Mrs. Altieri asked if there was an easement to get back to the Community Building and Debbie

Blewitt said she believes the Village has an easement with the school because they own part of the parking lot but she will check on that and get it taken care of if we do not have an easement. Chief Breiding said the Village owns some of the parking near the road. Mr. Reitz said in the legislation there is wording that protects the Village until this can be researched and just don't sign the contract until it is verified. Mrs. Cale amended her motion to adopt Ordinance O-2021-16 to make the approval subject to resolution of the area transferred for parking, which Mrs. Taylor seconded and accepted the amendment to the motion. This motion carried by a 6 – 0 vote.

Safety, Personnel, Rules (SPR) by Terrie Altieri

Mrs. Altieri read Resolution R-2021-11 **A RESOLUTION OF THE VILLAGE OF WINDHAM AUTHORIZING THE ADOPTION OF THE PORTAGE COUNTY MULTIJURISDICTIONAL HAZARD MITIGATION PLAN.** This was a third read. Mrs. Altieri made a motion to adopt Resolution R-2021-11, which was seconded by Mrs. Cale and carried by a 6 – 0 vote.

Utilities by Cheryl Taylor

Mrs. Taylor read Ordinance O-2021-11 **AN ORDINANCE AUTHORIZING THE ABATING THE RENTS INITIALY ESTBLISHED IN ORDINANCE O-2012-3 AND AMENDED BY THE ENACTMENT OF ORDINANCE 2012-49 AND ESTABLISHING THE AMOUNT OF RENT TO BE PAID BY THE WATER REVENUE FUND AND THE SEWER REVENUE FUND TO THE GENERAL FUND FOR USE OF MUNICIPAL PROPERTY ON WHICH THE WATER AND SEWER PLANTS ARE LOCATED.** This was a third read. Mrs. Taylor made a motion to adopt Ordinance O-2021-11, which was seconded by Mrs. Cale and carried by a 6 – 0 vote.

Mrs. Taylor read Resolution R-2021-15 **A RESOLUTION AUTHORIZING THE VILLAGE FISCAL OFFICER OF THE VILLAGE OF WINDHAM UNDER SECTION 735.29 OF THE OHIO REVISED CODE TO CERTIFY THE FOLLOWING SUMS TO THE PORTAGE COUNTY AUDITOR TO BE ASSESSED AND COLLECTED AS DELINQUENT WATER/SEWER RENTS TOTALING \$132.41 AS SET FORTH HEREIN AND DECLARING AN EMERGENCY** and made a motion to suspend the rules, which was seconded by Mrs. Cale and carried by a 6 – 0 vote. Mrs. Taylor made a motion to adopt Resolution R-2021-15, which was seconded by Mrs. Cale and carried by a 6 – 0 vote.

Mrs. Taylor read Resolution R-2021-16 **A RESOLUTION AUTHORIZING THE MAYOR AND THE FISCAL OFFICER TO ENTER INTO A COOPERATIVE AGREEMENT FOR CONSTRUCTION OF THE WINDHAM VILLAGE WTP PHASE II IMPROVEMENTS PROJECT BETWEEN THE VILLAGE OF WINDHAM AND THE OHIO WATER DEVELOPMENT AUTHORITY AND DECLARING AN EMERGENCY** and made a motion to suspend the rules, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote. Mrs. Taylor made a motion to adopt Resolution R- 2021-16, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote.

Service Committee by Cheryl Belknap

Ms. Belknap read Resolution R-2021-10 **A RESOLUTION AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH THE WINDHAM EXEMPTED VILLAGE SCHOOL DISTRICT TO SELL ROAD SALT.** This was a third read. Mrs. Belknap made a motion to adopt Resolution R-2021-10, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote.

Ms. Belknap read Resolution R-2021-17 **A RESOLUTION AUTHORIZING THE VILLAGE FISCAL OFFICER UNDER SECTION 715.261 OF THE OHIO REVISED CODE TO CERTIFY THE FOLLOWING SUMS TO THE PORTAGE COUNTY AUDITOR TO BE ASSESSED AND COLLECTED AS DELINQUENT HOUSING LICENSE FEES TOTALING \$19,611.00 AS SET FORTH HEREIN AND DECLARING AN EMERGENCY** and made a motion to suspend the rules, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote. Ms. Belknap made a motion to adopt Resolution R-2021-17, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote.

Ms. Belknap read Resolution R-2021-18 **A RESOLUTION AUTHORIZING THE VILLAGE FISCAL OFFICER OF THE VILLAGE OF WINDHAM UNDER SECTION 715.261 OF THE OHIO REVISED CODE TO CERTIFY THE FOLLOWING SUMS TO**

THE PORTAGE COUNTY AUDITOR TO BE ASSESSED AND COLLECTED AS TAXES FOR THE MOWING OF LOTS CONTRACTED BY THE VILLAGE OF WINDHAM TOTALING \$2750.00 AS SET FORTH HEREIN AND DECLARING AN EMERGENCY and made a motion to suspend the rules, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote. Ms. Belknap made a motion to adopt Resolution R-2021-18, which was seconded by Mrs. Altieri and carried by a 6 – 0 vote.

Ms. Belknap read Ordinance O-2017-17 **AN ORDINANCE AMENDING SECTION 555.02, NOTICE TO CUT GRASS OR WEEDS, OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WINDHAM.** This was a first read.

Economic Development by Lawrence Cunningham – Mr. Cunningham said we have several street lights not working. Debbie Blewitt said they were here on Monday to fix them but she would double check to make sure they were all fixed.

Parks and Recreation by Sherri Pennington – Mrs. Pennington said work continues on the Fall Fest and she is looking for volunteers for the activities.

Planning Commission by Scott Garrett – Mr. Garrett had nothing at the time.

Solicitor's Report by Tom Reitz – Mr. Reitz said he received a letter from the Ohio Civil Rights Division stating the Robert Neal's appeal was not within their jurisdiction. The Judge recommended a dismissal and Mr. Neal has 10 days to appeal this dismissal, so there is nothing to be done at this time. Mr. Reitz said the Open Meeting Law was overridden by executive order and a house bill during the pandemic to allow municipalities to hold their meetings via Zoom, however that house bill has expired, so the Village cannot hold meetings via Zoom currently.

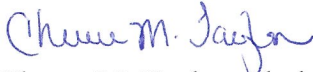
Guest Recognition – Denise Bly asked about Ordinance O-2021-17 and the sending out of one letter for grass cutting. Denise Bly asked about the property tax assessments and if this was the best way to collect the money. Mr. Reitz said yes, this is the most economical way for the Village to collect this money because if the landowner does not pay their property taxes then after 3 years they become delinquent and the county can take the property and the Village does not have to pay their legal counsel to collect this money. Denise Bly asked what improvements were being made in Phase II Water Improvements. Debbie Blewitt said there will be updates to multiple wells, updates to the SCADA system, 31 new fire hydrants, valves will be replaced, and compressors will be replaced.

Last Chance of Council to Speak on Any Subject – Mrs. Cale asked when the floor upstairs in the Administration Building would be fixed. Debbie Blewitt said they believe the floor is defective and are going after the manufacturer. Mike Downey will be taking pictures and temperatures and doing the reports for the paving project next week because Debbie Blewitt will be on vacation. Debbie Blewitt said we should be hearing something in September about the Critical Infrastructure Grant that she applied for. The water boxes were repaired by our employees, but the funds came out of the grant project for the road paving.

Council looked at the calendar for September 2021. The Committee meetings (Parks & Recreation and Committee of the Whole) will be Thursday, September 16, 2021 at 6:00 p.m. The Council Meeting will be Tuesday, September 28, 2021 at 7:00 p.m.

Mrs. Taylor made a motion to adjourn the meeting, which was seconded by Mrs. Cale and by unanimous vote the meeting was adjourned at 8:01 p.m.

Respectfully submitted,


Cheree M. Taylor, Clerk of Council

Attest,


Scott Garrett, Mayor

**** NOTE: THESE MINUTES ARE SUMMARY BY DIRECTION OF COUNCIL ****
All Council & Committee Meetings will be held in Windham Council Chambers, unless otherwise noted.

