Council November 27, 2023

Present for t this regular meeting of the Village of West Liberty was Mayor McKelvey, Mr. Spriggs, Mr. Hoffman, Mrs. Hostetler, Mrs. Zerkle, Ms. Kauffman, Mrs. Griffith, and Clerk Boyd. Absent: None. Guests: Linda Vernon and Tami Cox along with Andrew Blount and Jeremy Levan.

Meeting was opened with Pledge of Allegiance and Lord’s Prayer.

Guest Linda Vernon and Tami Cox were here from West Liberty Business Assoc. Heather Chamberlain was sick she could not attend. They want to be sure how important the Village Council and Mayor, Fire Department, Police Department are to the WLBA and working together for all the events. WLBA needs support from all to make sure the events go smoothly. Linda Vernon said the WLBA are now a 501 (3) c and want to give back to EMS and Fire dept. They have been talking about getting a grant for a possible community center with kitchen, bingo, VBS, etc. They want council or Mayor to keep coming to the business assoc. meeting. The next meeting is December 6th at Mad River Farm Market.

A MOTION was made by Mrs. Griffith seconded by Mr. Hoffman to approve the minutes of November 13, 2023 as written/corrected. Recycling is sold local should said Recycling is sold in North America. Motion Carried.

Jeremy LeVan asked about the project on Sidney St. and when AES will hook up. Clerk Boyd said Mr. Amlin said at the Board meeting; Rabenstein Electric was waiting on AES. Mr. Levan said AES said they were waiting on Rabenstein. Clerk will have Mr. Amlin follow up with Rabenstein.

Holdren Brothers is making the Civic display sign holder/backboard. A letter for churches and civic organizations will be sent. No council members had any corrections.

The Overtime exempt salary employee’s policy and procedure was read by all council members. No changes were made. Ms. Kauffman asked what was the purpose of changing the policy. Mayor McKelvey said the supervisors want to come and go. Clerk Boyd was concerned with abusing it. She also talked about her office being open certain hours and other supervisors have someone to cover them. The clerk does not and her office is not open 40 hours per week but with meetings on certain weeks she will put in more than 40 hours. How will she take flex time? A MOTION was made by Ms. Kauffman seconded by Mr. Hoffman to approve the overtime exempt salary employee policy/procedure. Motion Carried. Clerk will send to all supervisors.

Planning commission will discuss AirBnbs and zoning -currently allowed in only B1 and B3 (zoning allows for orderly development in the village); some are in R1 and 2.

Mrs. Griffith said Jim Long contacted her about the curb and gutter payments. This was talked about when the project started. The solicitor suggested 1 year and when assessed they will have another year to pay monthly. Actually, residents get 2 years to pay for curb and gutter.

Mrs. Griffith asked council members to nominate Patty for open Council seat in January. She plays a big part for this council and shows up to everything. She knows other names have been thought about but Ms. Kauffman is experienced.

Mrs. Griffith gave an update on Columbus Street Bridge. CMT is applying for the TAP grant again. There was a chili, ham/beans, and beef noodles dinner last Friday with a bake sale at the fire department. They made $515.00 and will be having more fundraising soon.

Mayor McKelvey wants to thank Patty, Levi and Wade Kauffman and Cindee for decorating the light posts for Christmas downtown. Council member asked why the street department doesn’t do this along with the troop banners. They feel other Village street departments do these sorts of things. Volunteers should not have to do this and what if they are hurt. A MOTION was made by Mrs. Zerkle seconded by Mrs. Hostetler directed the Mayor to tell street supervisor to take down troop banners soon and put up brackets throughout the winter. Motion Carried.

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Mr. Hoffman would like to schedule a work meeting to organize and explain to new Mayor and council members the projects, issues, etc.

Mrs. Zerkle will be gone January 23 thru March 23.

A MOTION was made by Mrs. Griffith seconded by Mr. Spriggs to approve the following bills in the amount of $144421.33. Motion Carried. Mrs. Griffith is still concerned with police department Overtime and ARP will be deposited in General fund.

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|  |  |  |
| Wex Bank | gasoline | 987.05 |
| IRS | WH MC EMP MC | 1487.57 |
| Lee Deloye | 78 reg 8 hol 2 OT 2 SL | 1594.07 |
| Bill Detrick | salary | 1425.82 |
| Darren Dunham | 8 hrs | 112.60 |
| Hodge Hager | 7 hrs | 100.54 |
| Mark Nelson | 72 reg 8 hol 3 OT | 1254.25 |
| Shane Oelker | salary | 1711.30 |
| John Puckett | 77 reg 8 hol 3 OT 3 pers | 1243.65 |
| IRS | WH MC EMP MC | 1724.67 |
| Berry Digital | emails police | 71.91 |
| IRS | WH MC EMP MC | 788.59 |
| Darin Leach | salary | 1324.13 |
| Jill McKelvey | salary | 357.62 |
| Rick Miller | salary | 311.84 |
| Chris Moell | solicitor | 550.45 |
| Steve Rabenstein | salary | 830.16 |
| Scott Woodruff | salary | 569.43 |
| Brian Snider | 55 reg 12 SL 8 hol | 1132.44 |
| Derek Thurman | 56 reg 8 hol | 825.39 |
| Ohio Child Support | for Puckett | 198.80 |
| Cintas | uniforms | 200.70 |
| CT Communications | phones | 404.12 |
| Paula Cronkleton | cleaning | 100.00 |
| Cherokee Run Landfill | 31.51 TN | 2104.57 |
| Village of West Liberty | ARPA funds | 94199.48 |
| Midwest Radar | calibration | 90.00 |
| Choice One | Columbus St. | 1068.41 |
| RD Holder | fuel | 1171.26 |
| Missy Hughes | events | 171.56 |
| Champaign Cty Chamber | membership | 160.00 |
| GoGov | APP | 2880.00 |
| Quill | toner police | 126.99 |
| Solomon's Garage | oil change | 59.46 |
| Anthem | medical | 5585.07 |
| Civista | health savings | 3624.97 |
| Anthem Life | life ins | 43.75 |
| O'Reilly Auto | oil cap etc. | 108.34 |
| Duff Quarry | stone | 592.45 |
| P S & L | loan police bldg. | 2201.26 |
| TSC | pants and boots | 278.46 |
| AES | electric library | 89.83 |
| AES | electric purple heart | 28.90 |
| AES | electric | 310.94 |
| RVS software | utility software | 793.12 |
| Shelley Materials | OPWC paving | 8434.45 |
| Cont 11 27 23 |  |  |
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| Logan Cty Chamber | membership | 180.00 |
| NAPA | leaf machine | 33.26 |
| AES | electric dodge | 27.70 |
| Levans Excavating | Vac truck | 750.00 |

Clerk Boyd said money appropriated for a specific item still must be approved by Council and provide an invoice and a purchase order; it is not money due or refunded; Council appropriates AND approves all spending under the oversight of the Fiscal Officer. The Police department has over spent their budget. Their budget was $430,000 and have 5 full time officers and still does not have 24/7 coverage. Mrs. Zerkle would like to have an audit with this department. She doesn’t understand why they can not stay within the budget. A MOTION was made by Mrs. Zerkle seconded by Mrs. Griffith to increase their budget by $50,000 from the contingency fund but to decrease budget next year by $50K or whatever they go over this year. Motion Carried. 6-0.

Clerk Boyd gave all council members a list of things spent from contingency funds. Some of them needed to be moved to the appropriate line items. A MOTION was made by Mrs. Griffith seconded by Mr. Hoffman to moved $10882.07 out of contingency to appropriate line item and keeping $89,390.50 will stay in contingency. Motion Carried. 6-0

Mr. Spriggs asked if Council/Village will contribute $70,000 for Lions Park restroom - matching funds with Lions for to be released with a purchase order …must be careful that amounts requiring public bidding is done properly. Mr. Spriggs has been talking with Mr. Harr from Lions Club and they both understand bidding process will need to be done.

Clerk Boyd asked if Missy Hughes, her secretary can get 32- hours of vacation because Derek Thurman of street department received 40 hours on his 1st day of working with the village which is inconsistent policy. Mrs. Hughes was working PT with the Village for a year before going to FT. Mrs. Zerkle said Mr. Thurman came from a OPERS position came with vacation time. Clerk Boyd said Mrs. Hughes also came from OPERS position. Mr. Hoffman said it needs to be revisited going forward.

A MOTION was made by Mrs. Griffith seconded by Mrs. Hostetler to hire Reliant to do maintenance on the A/C and heating units in the amount of $850.00. Motion Carried.

Mrs. Zerkle attended Safety Meeting. A Safer Way located in Bellefontaine was there and will educate businesses how to stay safe and will survey the company/business.

Mayor, Mrs. Griffith, Ms. Kauffman and Clerk met with Angel Payne and Mr. Weinerman to discuss recycling. They suggested sending out Recycling survey out to residents and business owners. We could potentially pick up our own recycling two different times of the month but continue to charge $5-$6 for pick up; cardboard one day and co-mingles (aluminum, glass, and plastics) a different day then deliver to the LCSWD (no charge) with our new trash truck (it would need rinsed out before using but we are doing that already), Trash truck would be used more than 8 times a month. We will get a quote from Rumpke for curbside pickup recycling. We are looking at different options.

Last leaf pickup will be November 30th.

Street department will clean catch basins. They had to call Kellys Septic to unclog a catch basin – it had tree roots in it and that’s why we don’t plant trees in the boulevard, said Mr. Detrick.

Mr. Thurman is working out great, the new employee.

The next Parks and Recreation meeting will be December 7th.

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Mayor McKelvey asked if she could keep her email until after Solar Eclipse /Moonshade Festival in April to complete it and the Historical marker grant. She also asked if she can buy her tablet. A MOTION was made by Mr. Hoffman seconded by Mrs. Hostetler to allow Mayor McKelvey to keep her email address. Motion Carried.

A MOTION was made by Mrs. Griffith seconded Mr. Spriggs to allow Mayor to purchase her tablet for $50.00 5-0 Mrs. Hostetler abstained. Motion Carried.

Columbus Street Bridge Committee will be host for Cookies and Cocoa with Santa next year. They had a bake sale and soup dinner at firehouse before the parade. They made $515.00.

Important Dates

November 29 -MCC Thrift Business of the Month

December 6 - Council manning the Recycling Center for the elderly and disabled from 4-6 pm

Last Council meeting of year December 11

A MOTION as made by Mr. Hoffman seconded by Ms. Kauffman to adjourn at 8:59 PM. Motion Carried.

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Clerk/Treasurer Cindee M. Boyd Mayor Jill C. McKelvey