

Village of Windham, Ohio
Minutes of the Regular Council Meeting
Held October 16, 2006

At 7:00 PM, the Honorable Mayor C. James Moore called the meeting to order and led in the Pledge of Allegiance.

Roll Call: Rachel Barrett – present, Jason DeBolt – absent,
 Sonya Edwards – present, Marian Garrett – present,
 Scott Garrett – present, Jodi Minotti – absent

Also present, Village Solicitor Mark Manlove and Village Administrator Kevin Knight.

The minutes of the September 18, 2006 Regular Council Meeting were reviewed. Marian Garrett made a motion to accept. Seconded by Rachel Barrett. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett. Nays: None. Motion carried.

Village Fiscal Officer, Lloyd Billman, recommended that Council read the distributed report of Lori Lee on the Income Tax progress report. Lloyd stated that Lori is doing an outstanding job. Bank Reconciliations for August and September were presented. The all funds balance for August was \$560,713.01 and for September the amount was \$611,278.48. Lloyd stated that there were less of the line items at the bottom of the reports to be resolved.

Village Council President Scott Garrett had nothing to report as President of Council.

Rachel Barrett had no Dispatchers, Police, Fire and Rescue Squad (EMS) reports to present.

Mayor Moore presented the Mayor's communications. After some discussion the date and time for Halloween was set for Monday, October 30, 2006 from 5:00 P.M. to 7:00 P.M. Scott moved and Rachel seconded that this be adopted as the correct time. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett. Nays: None. Motion carried.

The letter of Oct 5, 2006 from N.D.S. on the Community Distress Infrastructure was presented. The project will be delayed approximately 45 days because the state needs to do an environmental study.

A letter from the Ravenna City Mayor dated Oct 12, 2006 to attend an informative meeting concerning Fire Districts in Portage County was reviewed. The date of the meeting is October 24, 2006 at 5 P.M.

The Cortland Bank construction is set to begin October 17, 2006 with the Ground Breaking ceremony set for 2:00 P.M. on Friday, October 20, 2006.

A letter dated September 27, 2006 was sent to Housing Code Inspector George Basista of Bass Home Inspection and an ad was placed in the Record Courier for resumes for the Housing Code Inspector opening. Seven resumes were received which personnel committee will need to meet and review.

Mayor Moore has been communicating with Congressman Ryan's office concerning the extension of water and sewer to the Ohio Army National Guard in the Arsenal. There is to be a meeting toward the end of this month and no final decision has been made as yet.

There will be a Flu and Pneumonia Vaccines clinic on Tuesday, October 31, 2006 from 5:00 P.M. until 7:00 P.M. at the Fire Station.

The East Center and North Main Streets new Sewer line construction is complete with our last monthly construction meeting set for this Thursday, October 19, 2006. The project was to have been substantially complete as of September 15, 2006 and has now entered the liquidated damage stage.

A six day fall cleanup is being planned for Monday, October 23, 2006 through Saturday, October 28, 2006.

The resignation of Police Chief Jack DeSalvo has been received with the effective date of October 28, 2006. Jack has accepted a disability pension from the Ohio Police and Fire Pension Plan. Marian moved and Sonya seconded that we accept the resignation of Chief DeSalvo. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett. Nays: None. Motion carried.

An advertisement for Police Chief resumes will be placed in the Record Courier, Villager and the Warren Tribune. Rachel moved and Scott seconded that the Ad be placed. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett. Nays: None. Motion carried.

The Mayor announced the appointment of Stacy Brown who lives on Community Road to serve on the Village Enterprise Zone Tax Review Board. Scott moved and Marian seconded to approve the appointment. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett. Nays: None. Motion carried.

The police officers have expressed a desire to meet with the Safety Committee to discuss the possibility of working with K9s.

There was a first reading on new Ordinance O-2006-20 which approves the re-codifying of the Ordinance.

There were no prior requests of guests to speak.

Finance Committee Report by Marian Garrett. Marian stated that appropriations always need some modification at year end. She moved that Lloyd be authorized to make the modifications and bring them to Council at year end for approval. This was seconded by Scott. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett. Nays: None. Motion carried.

The Cortland Bank loan has been paid in full, and the Dangling Debt which stands at \$36,345.33 is to be reduced by \$8,000 per month beginning November 2006 until it has been cleared in full. Marian made the motion authorizing Lloyd to begin this process. Rachel seconded the motion. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett. Nays: None. Motion carried.

Marian moved and Sonya seconded the Fiscal Officer's expenditures of \$344,347.77 which was comprised of checks in the amount of \$122,729.17 and charges in the amount of \$221,618.60. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett. Nays: None. Motion carried.

Marian moved for acceptance of the August Bank Reconciliation with a reconciled balance of \$467,527.63 and September Bank Reconciliation with reconciled balance of 611,278.48. Scott seconded the motion for acceptance of August and September Bank Reconciliations. Marian stated that Lloyd is to be commended because he has really cleaned up the memo items and the few which remain were not part of his tenure but have been carried forward. The one real major area is March with an unknown variable of \$48,000 and another unknown of \$24,000. We need to get them cleaned up. Ayes: R. Barrett, S. Edwards, M. Garrett, S. Garrett. Nays: None. Motion carried.

Marian stated that we will be resubmitting a distressed loan grant.

During the finance meeting a discussion was held of the people who have their own ordinance books and the requirements for them when it comes to the very expensive updates for those books.

Safety / Personnel / Rules (SPR) Committee Report was given by Rachel Barrett. The meeting was held on October 10, 2006 and meeting minutes provided.

There was a first reading of new Ordinance O-2006-21 amending Article XI Committees of the Village of Windham. This consolidated the twelve committees into three and sets the date of Council Meeting as the third Monday of the month.

A letter was received from the Township Trustees that there is no agreement between the Village and the Township on the prior Fire agreement. This is back at square one.

Service Committees: (Utilities, Street & Sidewalks, Housing Code, Buildings & Properties)
Utilities report by Scott Garrett. Minutes were passed out. A recommendation was made that a letter be sent out to all property owners on East Center Street, North Main Street, Wolfe Road and Horn Road asking if there is an interest in extending Sanitary Sewer and/or Water Lines to their property with the costs to be born by the individual property owners.

There is a request from Kevin that we look at purchasing a Bobcat or Cat excavator.

Rental Fees vs. purchasing with regards to water meters was discussed and put on hold at this time.

The Meter Fund was created but never activated according to Marian. Mayor Moore said we could start putting the on/off fees in there as well. Marian asked that Lloyd research the records that a line item be created and revenues and appropriations for the Water Meter Fund.

Mayor Moore stated that with the new law coming January 1, 2007 regarding septic tanks in Portage County and there will be a lot of septic tanks which will need to be replaced. Scott stated that the average septic tank cost is in the area of \$20,000.

Streets and Sidewalks – Sonya Edwards, Chair – Sonya stated that she has started looking for grants involving the use of the Community Center and a program dealing with child obesity. A bird appeared and temporarily interrupted the proceedings at this point. Sonya continued with the explanation of how the program would work. One hour to one and a half hour program three times per week with a healthy snack provided by USDA. There would be an activity for the children.

Housing Maintenance Code – Jason DeBolt, Chair – no report.

Village Buildings and Properties – Jodi Minotti, Chair – no report.

Planning and Zoning Commission – Jason DeBolt, Chair – no report.

Parks and Recreation – Jodi Minotti and Jason DeBolt, Co-Chair – no report.

Bicentennial Committee – Sonya Edwards, Chair – Sonya stated that they are working on license plates at this time.

Economic Development and Long Range Planning – Scott Garrett, Chair – No report.

Tax Incentive Review Board – Marian Garrett, Chair – No report.

Records Commission – Marian Garrett, Chair – No report.

Solicitor – Mark Manlove – No report.

Guest recognition – none.

Executive Session – there were not a sufficient number of Council Members present to discuss the Fire District Negotiations.

Thursday, October 26th at 6:30 P.M. was set as date and time for Safety / Personnel / Rules Committee meeting.

There being nothing further to Council, by unanimous vote the meeting was adjourned at 7:51 PM.

Respectfully submitted,

Lloyd C. Billman,
Clerk of Council