

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

January 9, 2023

The Village of Rushsylvania Council met in an Open, Publicly Advertised Meeting on Monday, January 9, 2023 at 7:00 P.M. Council Members present included Jason Miller, Sarah Eagy, Tim Rader, Trish Wilson, Jeremy Lowe, and Chris Crumley. Mayor, Phillip Wright, Solicitor, Zeb Wagner, Fiscal Officer, Kathy Stierhoff, and Village Employee, Chris Coak, were present. Also present were visitors Michael Gibbs, Aaron Smith, and Victoria Zupan,

Mayor, Phillip Wright, called the meeting to order. The Pledge of Allegiance and Roll Call were given.

Mayor Wright requested nominations for President and Vice President of Council.

Council Member, Sarah Eagy, made a motion to nominate Jason Miller. All members approved. Motion carried. Jason Miller accepted the duties.

Chris Crumley made a motion that Sarah Eagy be nominated as Council Vice President. All members approved. Motion carried. Sarah Eagy accepted the duties.

Mayor Wright asked for recommendations for 2023 Committees. After a short discussion the committees listed below were formed. Sarah Eagy moved to adopt the following committees for 2023. Jason Miller seconded the motion. All members approved. Motion carried.

- Streets Committee
- Parks Committee
- Records Committee
- Finance Committee
- Ordinance Committee
- Code Enforcement Committee

Mayor Wright asked for recommendations for the 2023 Committee Members. The members listed below were chosen for each committee. Chris Crumley moved to approve the committee members. Sarah Eagy seconded the motion. All members approved. Motion carried.

- Streets: Chair, Tim Rader, member, Jeremy Lowe
- Parks: Chair, Trish Wilson, member, Tim Rader
- Records: Chair, Jeremy Lowe, member Chris Crumley
- Finance: Chair, Jason Miller, member, Sarah Eagy
- Ordinance: Chair, Sarah Eagy, member, Jason Miller
- Code Enforcement: Chair, Chris Crumley, member, Trish Wilson

Mayor, Phillip Wright, offered the floor to Aaron Smith who was in attendance representing the LUC Regional Planning Commission. He wanted to offer information pertaining to updating the Village's Zoning Ordinance and map. He first suggested that while Council was setting up committee's for the new year that they appoint a member of Council to the Planning Commission which must be formed to suggest the updates to the Zoning Ordinance. Council determined that Chris Crumley would represent Council on the Planning Commission. The Village's Planning Commission must consist of the Mayor, a representative of Council, two village residents, and one member of the public that may or may not reside in the village. Members of the Planning Commission would rotate on 2 year, 4 year and 6 year terms. Once a Zoning Ordinance is completed by the Planning Commission, there would need to be a public hearing on the Ordinance. Council must give 30 days notice in the local paper for the public hearing. At that point there must be three readings at Council meetings. At the third reading, Council may vote on the final version of the Ordinance. There will be a 30 day window after passage for the Zoning Ordinance to become effective. The Zoning Ordinance and Zoning Map must have separate public hearings and readings for passage. Mr. Smith will give any help needed through this process.

Mr. Gibbs stated that he was in attendance to hear updates on the tax correction ordinances and his offer to donate property to the village. He wanted to thank the village for their efforts to correct the tax assessments from 2020. Ms. Zupan was in attendance as an observer.

Mayor, Phillip Wright, asked for the approval of the minutes and financial report.

Jeremy Lowe made a motion to approve the minutes of the December 29 meeting. Trish Wilson seconded the motion. All members approved. Motion carried. Chris Crumley made a motion to approve the financial report. Sarah Eagy seconded the motion. All members approved. Motion Carried.

The bills to be paid were then presented:

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Phillip Wright	Mayor Salary	348.47
Zeb Wagner	Solicitor Salary	617.12
Kathy Stierhoff	Fiscal Officer Salary	664.81
Kathy Stierhoff	Mileage	102.38
AES Ohio	Electric	1696.64
GandL Company	Internet Service	50.00
Ohio Department of Taxation	State Tax Withholding	102.93
OPERS	Employee/Employer Withholding	1067.95
Treasurer Logan County	Salt	422.50
US Treasury	Federal Tax Withholding	669.45
Village of Rushsylvania	1% Mun Inc Tax (Village Tax Collections)	70.07

Tim Rader made a motion to pay the bills. Chris Crumley seconded the motion. All members approved. Motion carried

Water/Wastewater Superintendent, Chris Coak submitted a list of projects completed and work to be done. Gallons pumped 1,178,000, Gallons billed 923,500 at 78%. A new phone system was ordered from Verizon and installed for the Waste Water Treatment Plant. The old system will no longer be supported. Air bleed valve was replaced on the HSP2 at the water plant. The sewer line was repaired at 128 Railroad Street. The storm sewer line needed to be rerouted. The RAS pump at the waste water treatment plant was removed and replaced with a new pump. Mr. Coak suggested replacing the grinder pump with a chopper pump which would cost \$1100.00 dollars more but would last longer and work more efficiently. It will take 2-3 months to receive the pump as it is built in Sweden. The John Deere mower was sent to Koenig Equipment for annual service. The Rush Truck mobile tech came to diagnose the power loss in the dump truck. A clamp on the intercooler piping needed to be replaced. The clarifier at the waste water treatment plant froze from the extreme cold over Christmas and broke the shear pin for the clarifier drive. It was removed and replaced and the clarifier drive was retimed. An outside heater on the clarifier failed. Two new units were purchased and the broken units were taken to Grand Rental Station for repairs. A broken discharge pipe was replaced on the high pressure relief valve at the water plant. Water was shut off at 162 W Mill and 163 W Mill for broken water lines due to frozen pipes. Water was shut off at 117 S Stewart due to extreme fire damage to the residence. The mini CAS pump controller at the waste water treatment plant lift station was removed and replaced. The Lions Den sewer line was plugged and had to be jetted out. Christmas lights and banners were removed downtown. The lights will need to be replaced next year as nearly all of the bulbs have gone bad and it is difficult to find replacements. A new sign was hung uptown with the village website address on it. Broken chain was replaced on the jungle gym at the park playground. The company that the playground equipment was purchased from will be contacted to send a representative to inspect the playground and list what needs to be repaired and/or replaced. Preventive maintenance will be performed at the waste water treatment plant and the water plant. A venting system will be developed for the screening room. The hard line electric still needs to be run to the diesel fuel tank.

Tim Rader asked Chris Coak if he had looked into the cost of a new John Deere mower. Mr. Coak stated that he spoke with Koenig Equipment and the existing mower is a 2012 Z930 model. Koenig will give the Village \$2500.00 for the mower. The comparable new model would cost \$13,133.00. They would sell it to the Village for \$10,210.00. With the trade in, the cost would be \$7,710.00. The next larger model would cost \$8,053.00 after trade in. The quotes were given to the Finance Committee to go over and decide which is the better purchase. Mr. Coak informed that there was a February 1 deadline on the quote and our next meeting isn't until February 6. He will contact Koenig Equipment and ask if they will extend the quote until Council has a chance to meet in February. Solicitor, Zeb Wagner, informed Council that an ordinance will be needed to purchase a new mower.

OLD BUSINESS

Council President, Jason Miller informed the board that Smith, Smith and Montgomery were contacted for assistance in a title search for the property at 235 E Mill Street. Kylee Vermillion is the attorney working on the search. It will cost \$450.00 for a title search to be completed. She was to give an update before the meeting, but no information has been received. Mr. Miller was reminded that a survey also needed to be completed. Mr. Miller will contact a survey company to complete this part of the process.

Council President, Jason Miller updated the board on the Noise Ordinance. A draft ordinance was provided to Council for consideration. The draft ordinance specifies times for noises to be prohibited, penalties for noncompliance, and noise exemptions. Jeremy Lowe suggested that some of the noise categories are still too vague. Other members agreed. Mr. Miller assigned the draft ordinance to the Ordinance Committee for editing. He requested that Council members send any suggestions to his email by January 23 to be passed on to the committee for consideration.

Fiscal Officer, Kathy Stierhoff, updated the board on the Workers Compensation audit. The only finding in the audit was that the Zoning Officer needs to be added to the reporting whether that position is contracted or employed.

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Council President, Jason Miller, stated he has received no reply from checkbook.com so that item will be discussed when he received more information.

NEW BUSINESS

Jeremy Lowe moved to suspend the rules for Ordinance 1227-23 AN ORDINANCE ESTABLISHING AND PROVIDING FOR 2023 COMPENSATION FOR THE MAYOR, PRESIDENT OF COUNCIL, COUNCIL MEMBERS, AND BOARD OF PUBLIC AFFAIRS, AND DECLARING AN EMERGENCY. Trish Wilson seconded the motion. Tim Rader, yes; Chris Crumley, yes; Sarah Eagy, yes; Jason Miller, yes. Motion carried.

Trish Wilson moved to approve Ordinance 1227-23 AN ORDINANCE ESTABLISHING AND PROVIDING FOR 2023 COMPENSATION FOR THE MAYOR, PRESIDENT OF COUNCIL, COUNCIL MEMBERS, AND BOARD OF PUBLIC AFFAIRS, AND DECLARING AN EMERGENCY. Tim Rader seconded the motion. Jeremy Lowe, yes; Chris Crumley, yes; Sarah Eagy, yes; Jason Miller, yes. Motion carried.

Chris Crumley moved to suspend the rules for Ordinance 1223-23 A RESOLUTION TO CORRECT TAX ASSESSMENTS LEVIED AGAINST CERTAIN PROPERTIES BY THE VILLAGE OF RUSHSYLVANIA, OHIO BY PRIOR VILLAGE ACTION AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. 109 N Sandusky Street Jeremy Lowe seconded the motion. Tim Rader, yes; Trish Wilson, yes; Sarah Eagy, yes; Jason Miller, yes. Motion carried.

Trish Wilson moved to approve Ordinance 1223-23 A RESOLUTION TO CORRECT TAX ASSESSMENTS LEVIED AGAINST CERTAIN PROPERTIES BY THE VILLAGE OF RUSHSYLVANIA, OHIO BY PRIOR VILLAGE ACTION AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. 109 N Sandusky Street Tim Rader seconded the motion. Jeremy Lowe, yes; Chris Crumley, yes; Sarah Eagy, yes; Jason Miller, yes. Motion carried.

Chris Crumley moved to suspend the rules for Ordinance 1224-23 A RESOLUTION TO CORRECT TAX ASSESSMENTS LEVIED AGAINST CERTAIN PROPERTIES BY THE VILLAGE OF RUSHSYLVANIA, OHIO BY PRIOR VILLAGE ACTION AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO 112 N Miami Street Jeremy Lowe seconded the motion. Jason Miller, yes; Trish Wilson, yes; Sarah Eagy, yes; Tim Rader, yes. Motion carried.

Jason Miller moved to approve Ordinance 1224-23 A RESOLUTION TO CORRECT TAX ASSESSMENTS LEVIED AGAINST CERTAIN PROPERTIES BY THE VILLAGE OF RUSHSYLVANIA, OHIO BY PRIOR VILLAGE ACTION AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO 112 N Miami Street Tim Rader seconded the motion. Chris Crumley, yes; Trish Wilson, yes; Sarah Eagy, yes; Jeremy Lowe, yes. Motion carried.

Chris Crumley moved to suspend the rules for Ordinance 1225-23 A RESOLUTION TO REMOVE OVERCHARGED TAX ASSESSMENTS LEVIED AGAINST CERTAIN PROPERTIES BY THE VILLAGE OF RUSHSYLVANIA, OHIO BY PRIOR VILLAGE ACTION AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO 133 S Miami Street Sarah Eagy seconded the motion. Tim Rader, yes; Trish Wilson, yes; Jeremy Lowe, yes; Jason Miller, yes. Motion carried.

Tim Rader moved to approve Ordinance 1225-23 A RESOLUTION TO REMOVE OVERCHARGED TAX ASSESSMENTS LEVIED AGAINST CERTAIN PROPERTIES BY THE VILLAGE OF RUSHSYLVANIA, OHIO BY PRIOR VILLAGE ACTION AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO 133 S Miami Street Chris Crumley seconded the motion. Sarah Eagy, yes; Trish Wilson, yes; Jeremy Lowe, yes; Jason Miller, yes. Motion carried.

Chris Crumley moved to suspend the rules for Ordinance 1226-23 A RESOLUTION TO REMOVE OVERCHARGED TAX ASSESSMENTS LEVIED AGAINST CERTAIN PROPERTIES BY THE VILLAGE OF RUSHSYLVANIA, OHIO BY PRIOR VILLAGE ACTION AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO 275 S Sandusky Street Trish Wilson seconded the motion. Tim Rader, yes; Sarah Eagy, yes; Jeremy Lowe, yes; Jason Miller, yes. Motion carried.

Tim Rader moved to approve Ordinance 1226-23 A RESOLUTION TO REMOVE OVERCHARGED TAX ASSESSMENTS LEVIED AGAINST CERTAIN PROPERTIES BY THE VILLAGE OF RUSHSYLVANIA, OHIO BY PRIOR VILLAGE ACTION AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO 275 S Sandusky Street Sarah Eagy seconded the motion. Chris Crumley, yes; Trish Wilson, yes; Jeremy Lowe, yes; Jason Miller, yes. Motion carried.

Tim Rader moved to suspend the rules for Ordinance 1221-23 AN ORDINANCE ADOPTING WATER AND SEWER BILLING POLICIES AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. Chris Crumley seconded the motion. Jeremy Lowe, yes; Trish Wilson, yes; Sarah Eagy, yes; Jason Miller, yes. Motion carried.

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Sarah Eagy moved to approve Ordinance 1221-23 AN ORDINANCE ADOPTING WATER AND SEWER BILLING POLICIES AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. Jason Miller seconded the motion. Jeremy Lowe, yes; Trish Wilson, yes; Tim Rader, yes; Chris Crumley, yes. Motion carried. The Water and Sewer Billing Policy is posted in the Record of Ordinances Book along with this ordinance.

Chris Crumley moved to suspend the rules for Ordinance 1222-23 AN ORDINANCE ADOPTING CREDIT CARD POLICIES AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. Trish Wilson seconded the motion. Jeremy Lowe, yes; Tim Rader, yes; Sarah Eagy, yes; Jason Miller, yes. Motion carried.

Jeremy Lowe moved to approve Ordinance 1222-23 AN ORDINANCE ADOPTING CREDIT CARD POLICIES AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. Chris Crumley seconded the motion. Trish Wilson, yes; Tim Rader, yes; Sarah Eagy, yes; Jason Miller, yes. Motion carried. The Credit Card Policy is posted in the Record of Ordinances book with this ordinance.

The meeting schedule for 2023 was discussed. Meetings will be held on the first Monday of each month with the following exceptions: April 10, July 10, and September 11. Council President, Jason Miller suggested meeting twice a month. Solicitor, Zeb Wagner, will check the ORC for information concerning villages meeting twice a month. He informed the board that the solicitor will only be in attendance the first meeting of each month and that Mr. Coak would only need to attend one meeting as well. If the board intends to pursue this change, the Ordinance Committee will need to work on putting this in the form of an ordinance for Council.

Solicitor, Zeb Wagner, has a sample employee handbook that DeGraff uses. Council needs to have a regular update of employee payroll per the recent audit by the State Auditor. Council would like to create an employee handbook to satisfy this requirement and to have all responsibilities and compensation for employees in handbook form. The handbook will be tailored to fit Rushsylvania and satisfy ORC requirements. Once the handbook is complete, it will need to be adopted by ordinance and back dated to January 1 to cover 2023.

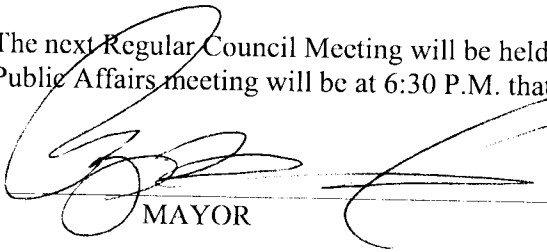
Fiscal Officer, Kathy Stierhoff, informed the board that it was brought to her attention that former clerk, Diane Rader, is still listed on the village's bank signature card. The bank suggests putting a second signer on the card along with the Fiscal Officer. Mayor, Phillip Wright, will sign at PNC bank to be included as a signer.

Fiscal Officer, Kathy Stierhoff, informed the board that the existing Public Records Request Ordinance needs to be updated to include the appointing of a Records Custodian per the recent audit by the State Auditor. The current ordinance was adopted in 2009 so Solicitor, Zeb Wagner, suggested sending the ordinance to the Records Committee to decide if any other updates are needed.

Village Resident, Victoria Zupan, expressed her interest in being appointed to the Planning Commission.

No other business was presented, so Trish Wilson made a motion to adjourn. Jason Miller seconded the motion. All approved. Meeting Adjourned.

The next Regular Council Meeting will be held on Monday, February 6, at 7:00 P.M. The Board of Public Affairs meeting will be at 6:30 P.M. that same evening.


MAYOR


FISCAL OFFICER