

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

April 4, 2022

The Village of Rushsylvania Council met in an Open, Public Advertised Meeting on Monday, April 4, 2022 at 7:00 P.M. Council Members present included Council President and Acting Mayor, Jason Miller, Jeremy Lowe, Tim Rader, Dave Harris, Trish Wilson, and Sarah Eagy. Fiscal Officer, Kathy Stierhoff, Solicitor, Zeb Wagner and Village Employee, Chris Coak, were present. Mayor, Phillip Wright, was absent.

Acting Mayor, Jason Miller, called the meeting to order. The Pledge of Allegiance and Roll Call were given.

Acting Mayor, Jason Miller, asked for the approval of the minutes and financial report.

Trish Wilson made a motion to approve the minutes of the March 7 meeting. Sarah Eagy seconded the motion. All members approved. Motion carried. Tim Rader made a motion to approve the financial report. Dave Harris seconded the motion. All members approved. Motion Carried.

The bills to be paid were then presented:

Phillip Wright	Mayor Salary	348.47
Zeb Wagner	Solicitor Salary	608.47
Kathy Stierhoff	Fiscal Officer Salary	664.81
Kathy Stierhoff	Mileage	175.50
Chris Coak	Village Employee Salary	1332.45
Tim Jones	Village Part Time Employee Salary	388.72
Sarah Eagy	Reimburse Post Cards/OML Training	196.86
AES Ohio	Electricity	230.05
All American Energy	Natural Gas	1228.23
CCA	1% Municipal Tax Withholding Feb/Mar	83.50
Fox Supply	Black Trash Bags	36.08
Key Supply Inc	Trash Bags	67.34
Miami Valley Lighting	Street Lights Usage	854.38
Northwest Ohio Auto Parts	Fix a Flat	14.55
Ohio Department of Taxation	State Tax Withholding	63.08
OPERS	Employee/Employer Withholding Feb/Mar	2004.87
PNC Bank		
Amazon	Printer Ink	215.66
Lowe's	Lighting Fixture	117.95
PNC Bank	Service Charge NSF	15.00
Rushsylvania One Stop	Gasoline Diesel	1071.79
Sedgwick	Retainer Services Workers Compensation	115.00
Shelly Materials	Stone for Alleys	16.73
Stolly Insurance Group	Fiscal Officer Bond	59.00
SV&E Refuse Service	Dumpster	60.00
Tractor Supply Credit Plan	Electric Supplies	31.45
Treasurer of State of Ohio	UAN Fees	381.00
US Treasury	Federal Tax Withholding	313.74
Verizon Wireless	Cell Phone	89.95

Trish Wilson made a motion to pay the bills. Jeremy Lowe 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 944,500, Gallons billed 696,400 at 74%. The well pump plumbing and well flow meter at the water plant were replaced. The curb valve and meter piping at 111 S Sandusky were replaced. The light above the meeting room was replaced. The water meter was replaced for the concession stand and broken gutters were repaired. A replacement Myers pump for the lift station on Miami Road was purchased. The salt spreaders and plows were removed from the dump truck and Dodge truck. The annual sludge report was submitted to the OEPA. No sludge needed to be sent off site. The plumbing was repaired on the sludge holding tank. New hangers were hung uptown for the upcoming Memorial Day. The water meter was replaced at 154 Walnut Street for possible issues and the billing at that address was adjusted. The silencer tank on the blower for sand filters at the water plant rusted and blew out. A spill protection dike was purchased for the diesel fuel tank to be installed at the waste water treatment plant. Parts will be ordered for the playground. Some of the pieces are no longer available and may need to look into other options. The village streets will be swept once the weather is dry enough. A new silencer will be installed on the blower at the waste water treatment plant. Benjamin Logan usually sends a group of students to complete cleaning and improvement projects at the park. The students will not be available until fall this year. Village hydrants will be flushed on April 13. The new diesel tank will be installed in the protection dike at the waste water treatment plant.

OLD BUSINESS

Council was updated on the work being done to sort the Village records for possible disposal of some old records. The recently passed Records Retention Schedule is being used to determine the need to keep records in storage. Approximately half of the records have been sorted and records requiring storage are being marked as to

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permanence or date they are able to be destroyed. Work will likely not be completed until June due to scheduling. Once this process is complete, the records commission will need to approve the work and a list of potential records to be shredded will be sent to the state for approval before any will be shredded by an approved business records shredding company.

Jason Miller updated Council on the Mitigation Grant. He met with Helen Norris, Director of the Logan County Emergency Management Agency, concerning the application for this grant. She advised against applying for funding for tree trimming as these requests are nearly always denied. Funding for a generator for the water plant will be pursued. She gave recommendations for verbiage and the inclusion of quotes for the preapplication process. This preapplication has been submitted and a reply was received stating that the village will be contacted some time in April concerning the status of the application. If the preapplication is approved, there will be additional documentation needed and another round of application process. Mrs. Norris has offered to help with this second round application if needed.

Chris Coak asked Council if they wished to go ahead with the tree trimming in the village without the grant monies. JT Tree Service has submitted a quote for \$6000.00 for removing low hanging limbs and a couple of dead trees. They will return on a regular or semiregular basis at a much reduced cost with the initial trimming being done. Mr. Coak was asked to request one or two additional quotes before a final decision is made.

Dave Harris reported that the old couches have been removed from 118 N Miami Street. The property would still need to be checked for other junk vehicles and debris.

NEW BUSINESS

Council Member, Sarah Eagy, presented Council with a quote from Village Tax Collections LLC for tax administration for the village. The village will be charged 7% of their tax receipts for this service. Fiscal Officer, Kathy Stierhoff, was asked to research the receipts and charges from CCA and send them to Council members to make comparison.

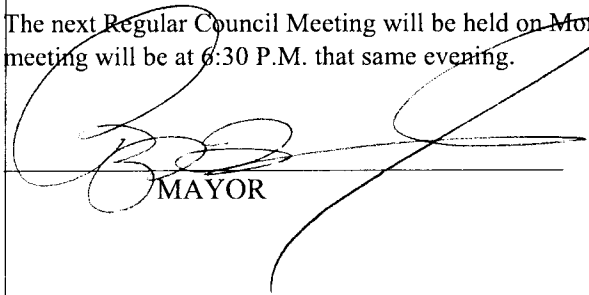
Council Member, Jeremy Lowe, presented Council with a view of the new web site he has developed. It currently has a tab to show Council members, Board of Public Affairs members, and staff. There is an events tab where any village wide events can be listed. There are also tabs for zoning information and how to contact village representatives. The yearly fee for the domain would be less than \$15.00.

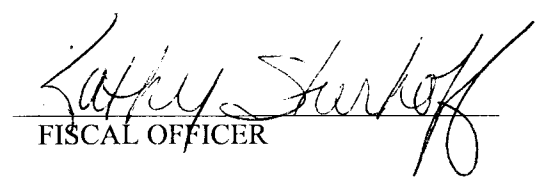
Council President, Jason Miller, informed council that 37 responses have already been received from the village survey. Responses are anonymous. He showed how the responses are presented on Google. These will continue to be collected and will be shared with Council to help inform future goals for the village.

Council Member, Sarah Eagy, presented information she received at the Ohio Municipal League local government officials training she attended. Items included a need for a records committee which the village has already formed with the Records Retention Commission. She asked if we were a charter village. The village is a statutory government. She shared questions about the Council's committees: what is their purpose, can they be changed per Council's wishes, how many members should be on each committee. Solicitor, Zeb Wagner, stated that he believes there are no legal rules on committees except that the media must be informed when they meet with date, time and what will be discussed. Due to the number of members of council, quorum, and meeting notice requirements only committee members should attend from committee meetings. No other members of council should be present. Committees are set up by the Council President, which would officially be the Mayor. Jason Miller asked if sample rules for committees could be found so that Council could adopt an official set of committee rules. Ms. Eagy asked about the Three Reading Rule and inquired as to why Council does not typically read ordinances three times. Mr. Wagner responded that council waives the notice and three reading rule requirements by super majority in most cases. The primary reason for this is a result of the amount of time it would take to pass required/necessary/time sensitive ordinances as a result of council only meeting once per month. She asked about abatements, exemptions, and TIFF's. Mr. Wagner stated that these are complex legal issues associated with development and tax abatements which may require outside counsel. Ms. Eagy presented information from the Rushsylvania Beautification Committee. They would like to donate two metal picnic tables for Memorial Park and asked if a trash can were available or if they would need to also donate a trash can for the area. Mr. Coak believes there may be an extra trash can, but he would need to check. BPA is concerned about an electric wire which hangs down in from of the Lion's Den. Chris Coak has talked to the power company and they have not fixed the wire. It was suggested that Ms. Eagy get the pole number and call with a complaint as a resident living near the wire.

No other business was presented, so Dave Harris made a motion to adjourn. Jeremy Lowe seconded the motion. All members approved. Meeting adjourned.

The next Regular Council Meeting will be held on Monday, May 2, at 7:00 P.M. The Board of Public Affairs meeting will be at 6:30 P.M. that same evening.


MAYOR


FISCAL OFFICER