

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

December 5, 2022

The Village of Rushsylvania Council met in an Open, Public Advertised Meeting on Monday, December 5, 2022 at 7:00 P.M. Council Members present included Council President, Jason Miller, Tim Rader, Trish Wilson, Sarah Eagy, and Chris Crumley. Mayor, Phillip Wright, Solicitor, Zeb Wagner, Fiscal Officer, Kathy Stierhoff, and Village Employee, Chris Coak, were present. Council Member, Jeremy Lowe was absent. Village Residents, Victoria Zupan and Michael Gibbs were also present.

Mayor, Phillip Wright, called the meeting to order.

The Pledge of Allegiance and Roll Call were given.

Mayor, Phillip Wright, offered the floor to the visitors in attendance. Michael Gibbs stated that he owned the property at 235 E Mill Street. He would like to donate the property to the village as it is located adjacent to the drive to the waste water treatment plant. Solicitor, Zeb Wagner, stated that an ordinance could be prepared to accept the property as a donation. An attorney would need to be hired to do a title search and to prepare a deed. He recommended that Council cover the cost of any work that needed to be done to complete the transfer of the property. Council President, Jason Miller assigned the search for an attorney to perform the title search to the Finance Committee. It is hoped to have all of the paperwork prepared for approval at the January meeting.

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

Trish Wilson made a motion to approve the minutes of the November 7 meeting. Chris Crumley seconded the motion. All members approved. Motion carried. Tim Rader 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:

Phillip Wright	Mayor Salary	348.47
Zeb Wagner	Solicitor Salary	617.12
Kathy Stierhoff	Fiscal Officer Salary	664.81
Kathy Stierhoff	Mileage	99.45
Chris Coak	Village Employee Salary	1360.34
Tim Jones	Village Part Time Employee Salary	356.37
AES Ohio	Electric	255.63
All American Energy	Gas	397.49
CCA	Municipal Tax Withholding	40.90
Gand L Company	Internet Service	25.00
Grand Rental Station	Lifts for Christmas Lights	356.77
Lowe's Home Centers Inc	Misc Tools and Supplies	170.82
Miami Valley Lighting	Street Lights Usage	854.38
Ohio Bureau of Workers Compensation	Installment Payment	1196.00
Ohio Department of Taxation	Ohio Tax Withholding	61.70
Ohio Municipal League	2023 Annual Dues	305.00
OPERS	Employee/Employer Withholding	981.63
PNC	Credit Card	
Amazon	Ink	123.83
Rushsylvania One Stop	Fuel	209.09
SV&E Refuse	Dumpster	76.25
Theresa Horsley	Mural Repainting	1000.00
Tractor Supply Credit Plan	Heater/Misc Supplies	141.95
Treasurer of State of Ohio	UAN Fees/Audit	721.30
US Treasury	Federal Tax Withholding	306.50
USA Bluebook	Gloves	181.36
Verizon Wireless	Cell Phone Service	90.10
Village of Rushsylvania	ARPA to General Fund	28585.29

Tim Rader made a motion to pay the bills. Trish Wilson 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 1,000,200, Gallons billed 730,600 at 73%. The leaf cage and billy goat leaf sucker were mounted for leaf pick up which took two weeks to complete. The plow and salt spreader were mounted on the dump truck. The toilet was repaired in the men's restroom at the shelter house. The outside heater and de-icer were set up around the clarifiers and clear well. A heater failed and was sent to Grand Rental for repairs. The new heater failed in the screen room. 1879 Electric replaced it with a single phase heater with enclosed controls that will operate more efficiently in the wet environment. The failed heater was called in for a warranty replacement. Parts were ordered to fix the automatic venting system that also may help with conditions in the screening room. The mental health signs procured by the Rushsylvania Methodist church were hung around the village. Annual village metrics were submitted to OEPA. Christmas lights and banners were hung downtown. The RAS pump #2 failed and was removed and replaced with a backup pump. The back up pump seal failed. Both pumps have been sent to Buckeye Pump for diagnosis and

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

rebuilding. The Bobcat skid steer and dump truck were greased. The valve actuator for the sand filters in the water plant were replaced. Salt will soon need to be purchased for winter usage. Parts will be ordered for the playground. The mower will be sent in for annual service. Preventive maintenance will be performed at the waste water treatment plant. The venting system will be replaced at the screen room. A hard line electric line will be run to the diesel tank at the waste water treatment plant.

Tim Rader inquired about the age of the mower. It is approximately 10 years old. Mr Rader thought it might be time to look into a new mower. Chris Coak will ask for pricing when Koenig Equipment performs the maintenance on the mower.

OLD BUSINESS

The Amended Water Fee Ordinance 1215-22 was presented to council. Tim Rader moved to suspend the rules for Amended Ordinance 1215-22 AN ORDINANCE AMENDING ALL PREVIOUS WATER AND SEWER RATES AND CHARGES ESTABLISHED BY ORDINANCE AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. Chris Crumley seconded the motion. Jason Miller, yes; Sarah Eagy, yes; Trish Wilson, yes. Motion carried.

Chris Crumley moved to approve Amended Ordinance 1215-22 AN ORDINANCE AMENDING ALL PREVIOUS WATER AND SEWER RATES AND CHARGES ESTABLISHED BY ORDINANCE AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. Jason Miller seconded the motion. Tim Rader, yes; Sarah Eagy, yes; Trish Wilson, yes. Motion carried

Council President, Jason Miller, stated that he found a few more noise ordinances to look over. He has sent his information to Solicitor, Zeb Wagner, to look over. Mr. Miller asked Mr. Wagner if he could possibly do a training on ordinance writing for any interested Council members. Mr. Wagner will look into setting something up for this.

Council looked over the draft of the Water and Sewer Billing Policy and Payroll Policy for the village. Solicitor, Zeb Wagner, will draft ordinances for passage of these policies at the January meeting.

NEW BUSINESS

Council was presented with the Village Insurance Proposal from Stolly Insurance. The premium for 2023 will be \$11,667.00. There were increases in property values on several Village buildings. Council recommended payment of the premium for 2023.

Fiscal Officer, Kathy Stierhoff, found a sample credit card policy which was sent to Council President, Jason Miller, to see if this were a policy the village could adopt. The Finance Committee met to discuss the policy on December 1. The Finance Committee recommended some changes in the sample policy, but felt overall it would work for the Village's use. Member, Chris Crumley, added some changes and edits. A discussion was held concerning the need for a Compliance Officer for the Village credit cards. Fiscal Officer, Kathy Stierhoff, was instructed to get more information about the Compliance officer, make the corrections to the credit card policy and send this information to Solicitor, Zeb Wagner, for an ordinance to be drawn up to approve the policy.

Council President, Jason Miller, expressed an interest in Ohio checkbook.com. He would like to invite a representative to explain the program to Council. After discussion, it was decided that Mr. Miller would reach out to request a representative meet with council either in person or via zoom to provide more information.

Member, Sarah Eagy, informed the board that the family of Christy Newman would like to plant a tree at the park in her memory. Council stated that the family is welcome to plant a tree if the family provides care to the tree until it is self sustaining. They also request that the family contact Chris Coak for the best locations for planting a tree for it to thrive and not interfere with any park activities or maintenance.

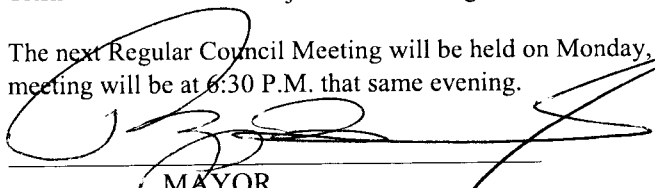
Fiscal Officer, Kathy Stierhoff, informed the board that membership to the LUC Regional Planning Commission is due to be renewed. Jason Miller expressed interest in remaining as the Council representative to this entity. Solicitor, Zeb Wagner, stated that LUC is working on the Village Zoning maps and ordinance.

Fiscal Officer, Kathy Stierhoff, also informed the board that the 2021 payroll for the Village will be audited Wednesday, December 7, by an auditor from the Bureau of Workers Compensation.

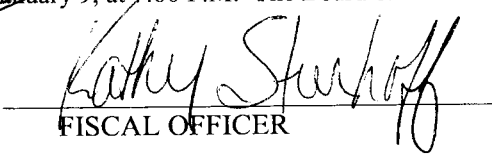
The end of year meeting to pay bills and approve the Temporary Appropriation Resolution for 2023 was set for Thursday, December 29, at 6:00 p.m.

Trish Wilson moved to adjourn the meeting. Tim Rader seconded the motion. All approved. Motion carried.

The next Regular Council Meeting will be held on Monday, January 9, at 7:00 P.M. The Board of Public Affairs meeting will be at 6:30 P.M. that same evening.



MAYOR



FISCAL OFFICER