

# RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 644-224-3338 FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

January 22, 2024

The Village of Rushsylvania Council met in an Open, Publicly Advertised Meeting on Monday, January 22, 2024 at 6:30 P.M. Council Members present included Council President, Sarah Eagy, Chris Crumley, Trish Wilson, Jeremy Lowe, Tim Rader, and Sarah Jane Cunningham. Mayor, Jason Miller, Solicitor, Zeb Wagner, Village Employee, Chris Coak, and Fiscal Officer, Kathy Stierhoff were also present. Visitors present: Vicky Erdy, Bethan Miller, Sariah Miller, Tom Zupan, Clay Eagy, Kandy Jacobs, and Erica Caudill.

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

Solicitor, Zeb Wagner, administered the oath of office to Board of Zoning Appeals members Bethan Miller, Vicky Erdy, Clay Eagy and Tom Zupan.

Solicitor Wagner administered the oath of office to newly elected Council members Jeremy Lowe and Chris Crumley.

Tim Rader moved to appoint Erica Caudill and Kandy Jacobs to the Board of Public Affairs. Sarah Eagy seconded the motion. Jeremy Lowe, yes; Trish Wilson, yes; Chris Crumley, yes. Motion carried. Solicitor Wagner administered the oath of office to Ms. Caudill and Ms. Jacobs.

Mayor Miller stated that his resigned Council seat needs to be filled. Three residents requested to be considered for the seat with one of the three rescinding his request. Vicky Erdy addressed Council stating that she lives in town and wants to be involved in the community. She wants to make the village better and get more people in the meetings. She is concerned that some residents feel they aren't "good enough" to attend meetings. Sarah Jane Cunningham addressed Council and stated that she has lived in Rushsylvania and Rushcreek Township all her life. She got involved in Council meetings when there were issues with the ducks she kept on her property, but found she enjoyed hearing what is going on in the village. She would like to see the downtown area improved. She served as clerk in the past.

A discussion was held by Council. It was pointed out that Ms. Cunningham had received the third most votes in the general election by residents. It was also pointed out that Ms. Erdy would have to resign from the Board of Zoning Appeals and another member would need to be found for that board if she were appointed to Council. Jeremy Lowe moved to appoint Sarah Jane Cunningham to the empty Council seat. Chris Crumley seconded the motion. Tim Rader, yes; Trish Wilson, yes; Sarah Eagy, yes. Motion carried. Solicitor Wagner administered the oath of office to Ms. Cunningham.

Mayor Miller read two Mayor Proclamations recognizing the years of service from Phillip Wright as Mayor and Troy Rader as member of the Board of Public Affairs.

Chris Crumley moved to elect Sarah Eagy as President of Council for 2024. Trish Wilson seconded the motion. Jeremy Lowe, yes; Tim Rader, yes; Sarah Jane Cunningham, yes; Sarah Eagy, yes. Motion carried.

Tim Rader moved to elect Chris Crumley as Vice President of Council. Sarah Eagy seconded the motion. Jeremy Lowe, yes; Trish Wilson, yes; Sarah Jane Cunningham, yes; Chris Crumley, yes. Motion carried.

A discussion was held concerning the committees. Sarah Eagy questioned what the Ordinance Committee's role was. Solicitor Wagner stated that the city of Bellefontaine has a rules committee that takes care of everything but whatever the finance committee covers such as zoning amendments, barking dogs, junk cars, etc. He suggested combining the ordinance committee and the code enforcement committee into a Rules Committee. Mayor Miller suggested an emergency committee for weather emergencies or issues with the Logan County EMA. Solicitor Wagner suggested forming a Safety Committee which takes care of those issues and issues such as coverage from the Sheriff's Department, signs, speed limits, etc.

Sarah Eagy moved to establish the following committees for 2024:

- Streets Committee – Tim Rader, Jeremy Lowe
- Parks Committee – Sarah Eagy, Tim Rader
- Audit Committee – Trish Wilson, Chris Crumley
- Finance Committee – Chris Crumley, Sarah Eagy
- Rules Committee – Sarah Jane Cunningham, Trish Wilson
- Safety Committee – Jeremy Lowe, Sarah Jane Cunningham

Mayor Miller and President Eagy urged the committees to meet regularly preferably once a month and report to Council. Mayor Miller offered to share the information he used to contact the newspaper and radio.

**BUSINESS**

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Mayor, Jason Miller<sup>4</sup>, asked for the approval of the minutes and financial report.

Chris Crumley made a motion to approve the minutes of the December 20 meeting and December 28 swearing in of the Mayor. Trish Wilson seconded the motion. All members approved. Motion carried. Trish Wilson made a motion to approve the financial report. Sarah Jane Cunningham 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	866.99
Kathy Stierhoff	Fiscal Officer Salary	664.81
Kathy Stierhoff	Mileage	117.90
Chris Coak	Village Employee Salary	717.29
Tim Jones	Village Part Time Employee Salary	168.00
AES Ohio	Electric	301.38
Bellefontaine Examiner	Legal Notice Meeting Change/Council Mtg	30.82
GandL Company	Internet Service	25.00
Kleem Inc	Solar Powered Radar Signs	7515.00
Miami Valley Lighting	Street Lights Usage	897.26
Ohio Bureau of Workers Compensation	Premium Installment	1224.00
Ohio Dept of Taxation	State Tax Withholding	100.83
Ohio Utilities Protection Service	811 2024 Governmental Assessment	100.00
OPERS	Employee Employer Withholding	1080.31
PNC	Credit Card	
Rushsylvania One Stop	Fuel	155.05
USPS	Postage	270.00
Amazon	Paper and Ink	149.13.
RD Holder	Diesel	1746.12
Stolly Insurance Group	Insurance Premium 2024	11736.00
SV&E Refuse Service	Dumpster	76.25
US Treasury	Federal Tax Withholding	690.46
Village of Rushsylvania	Municipal Income Tax Withholding	73.44
Village Tax Collections	Municipal Tax Collection Fees	483.54

Jeremy Lowe moved to pay the bills as presented. Sarah Eagy seconded the motion. All members approved. Motion carried.

## CHRIS COAK REPORT

Water/Wastewater Superintendent, Chris Coak, submitted a list of projects completed and work to be done. Gallons pumped 1,052,000, Gallons billed 861,800 at 82%. The high service pump #1 was removed and replaced with a spare pump. High service pump #1 was taken to Lima Armature for a rebuild diagnostic. A speed limit sign was replaced on CR 113. The lagoon pump was pulled multiple times for debris in the pump. The blades will be taken for sharpening to see if that clears up the problem. Bobcat Multiworks was called in to clean out the RAS pit at the waste water treatment plant to prepare for a new pump. A new emergency purchase RAS pump was installed in the waste water treatment plant pit after removing the temporary pump. The snow plow and salt spreader were installed on the dump truck. An RCAP training class was completed on water tower maintenance theory. The woods motor coupling burned up on the high service #2 pump in the water plant. It was replaced with a coupling on hand. Two more were purchased for future use. The lighting on the salt spreader was replaced. Logan Construction was able to tear out the asphalt that was creating a high crown on the alley between Miami Street and Stewart Street. It was replaced with 80 tons of gravel and smoothed down. This was a significant savings from repaving the alley. If the gravel does not hold up, then there will be a base for asphalt in the future. The diesel fuel tank at the waste water treatment plant was filled for winter operations. A&I Fence Company tore down the existing gate at the water plant and replaced it with a reverse operating gate. This will clear the drive to the adjacent property which was recently purchased. Bobcat Multiworks dumped four loads of sewage at the lagoon in the waste water treatment plant. Brightspeed repaired the broken phone line to the water plant. A broken meter lid was repaired at 308 W Mill Street. The rebuilt chopper pump will be installed at the RAS pit at the waste water treatment plant. Preventive maintenance will be performed at the waste water treatment plant. A check valve may need replaced in the lagoon pump. The gravel will be graded at the park entrance.

## KATHY STIERHOFF, FISCAL OFFICER

Fiscal Officer, Kathy Stierhoff, supplied Council with a written report of several items. The Bureau of Workers Compensation sent a notice in November that the village was being terminated from the One Claim Plan and the village needed to look for other options for coverage due to training not adequately completed. Mrs. Stierhoff had completed the training and had asked the BWC representative for confirmation documentation. The representative was contacted concerning this notice and informed that there had been an error on the part of BWC and it had been corrected. The village is in training

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compliance for fiscal year 2024. Training for 2025 must be completed by September of 2024. It is recommended that the new fiscal officer ask for written confirmation from the representative each year once hours are completed.

Council will need to set a representative to LUC for 2024 to include with the updated officials list. Chris Crumley volunteered to be the LUC representative for 2024.

Mrs. Stierhoff has spoken with Helen Norris of the Logan County EMA concerning the EMC Cybersecurity email. Ms. Norris stated that Logan County would have to sign up for the training service before it would be offered to other local governments. She will advise if Logan County does so.

Mayor Miller read a resignation letter from Fiscal Officer, Kathy Stierhoff effective as soon as a replacement can be found and preferably January 31, 2024. Mayor Miller will post the job description. Tim Rader suggested the position could possibly be split with a fiscal officer and utility clerk. Solicitor, Zeb Wagner, advised it would be best to hire a fiscal officer and an assistant fiscal officer with the duties listed for the assistant.

JASON MILLER, MAYOR

Mayor Miller stated that the Planning Commission has met and discussed possible changes to the Zoning Ordinance. Chris Crumley added that the process that needs to be followed was discussed and Mr. Bodenmiller informed of the tools that the Logan Union Champaign Regional Planning Commission has to offer for assistance. The committee will meet again on January 21.

Mayor Miller also presented the Mayor's Annual Report. He began with an introduction to himself and what led to a desire to serve the village. All decisions he makes are based on his family and his faith. He moved to the Village of Rushsylvania in 2005. He served on the Republican Central Committee as a representative for Rushsylvania. He was Jim Jordan's campaign chair to run for Ohio Representative. He served on the Rushsylvania Ball Association and served as treasurer. His children, Ammon and Sariah, attended Benjamin Logan and are currently students at Brigham Young University. His wife, Bethan, works for Preventative Awareness Support Services. Mayor Miller currently works at NEX Transport, now NX Automotive Logistics, in the human resources department. His vision for serving the village is 1) Respect 2) Openness 3) Transparency. His priorities are 1) Making the Village park the crown jewel of the community. 2) Creating a strategic plan for the village with input from the community 3) Getting the Village records reported in Ohio Checkbook giving the community access to where the tax dollars are being spent. His goals are 1) Being a part of Ohio Checkbook by the end of the first quarter 2) Having a strategic plan in place by the end of the second quarter 3) Having a plan for the park by the end of the second quarter. His objectives are 1) A monthly scorecard to measuring the effectiveness of the plans and 2) Securing grant funding opportunities. In conclusion, he stated that he thinks of the process through the story of Stone Soup. With a "stone" to get things started and small contributions from members of the community, a "soup" can be created with the best plan for the Village.

## COMMITTEE REPORTS

Street Committee –

Parks Committee – Trish Wilson stated that the committee needs to find out when to order the new equipment for the playground. Sarah Eagy stated that the light the park event downtown went well. The Ball Association has found that the concession stand roof is in bad shape. Jeremy Lowe suggested asking them to get three quotes for the work. The Association is willing to work with Council to get it repaired or replaced. Some of the lights on the back field need to be replaced. Chris Coak stated that it may be cheaper to replace the lights with LED fixtures. The old bulbs are hard to find and getting expensive. He will talk to the light company and see what they can do along with prices.

Code Enforcement Committee – Chris Crumley stated that they are working through the Property Maintenance Ordinance to make it work more efficiently for the village. Solicitor Wagner stated that criminal action has been initiated for the property at 119 Rush Street.

Records Committee –

Ordinance Committee –

Finance Committee – Mayor Miller stated that the committee still needs to look into cameras for the park and downtown. The committee received an update that the ODOT grant to update sidewalks would cost the village \$192,000.00. It is possible to continue to pursue the grant for just one side of the street if

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desired. The committee is looking at pursuing smaller grants to show the village is serious about grant funding. Sarah Eagy stated that even if the village gets approval for the ODOT grant Council could make a decision about whether to go forward with the grant.

## RESIDENT COMMENTS:

### OLD BUSINESS

Chris Coak informed the board that he has been contacted about the CR 9 paving project asking if the Village is still interested in paying to extend the paving to SR 274. He stated that the Village is interested.

Tillman Infrastructure LLC, who is wishing to install a cell tower behind Roberts Machine would like a public hearing regarding the tower. Solicitor Wagner stated that they would need to apply for a Conditional Use Permit to be approved by the Board of Zoning Appeals. The Board has been formed, but needs to hold an organizational meeting.

Chris Coak is working with Preferred Tank and Tower to make a list of the most important repairs needed for the water tower. The company stated that it would cost \$120,000.00 to do the most important repairs. Mr. Coak is asking for a breakdown of cost per repair item. Doing a wax coating on the inside would save money, but it will be difficult to find a company that still does wax coating. An epoxy coating would be costly, but would be more durable and last much longer. Chris Crumley asked if an epoxy coating was preferred by Council would there be time to search for grant funding to pay the cost. Mr. Coak felt there was some time to do that.

Mayor Miller asked the Finance Committee to review the Byhalia antennae tower contract before the end of the month so the contract could be finalized.

### NEW BUSINESS

Chris Crumley moved to approve the compensation for Village officials and employees. Mayor \$4800.00 per year; Council Chair \$42.00 per meeting; Council Member \$40.00 per meeting; Board of Public Affairs Chair \$42.00 per meeting; Board of Public Affairs Member \$40.00 per meeting; Full Time Employee \$22.00 per hour; Part Time Employee \$13.00 per hour. Sarah Jane Cunningham seconded the motion. Jeremy Lowe, yes; Tim Rader, yes; Trish Wilson, yes; Sarah Eagy, yes. Motion carried.

Jeremy Lowe asked that the compensation for the Council and Board of Public Affairs be raised for future terms. Mayor Miller asked the Finance Committee to research what other villages are paying their board members so Council can consider this.

The meetings for 2024 were set for the first Monday of each month except September which will be moved to September 9 due to the Labor Day holiday.

Chris Coak asked if the employee handbook was being completed. Mayor Miller stated that they will need to get back into the handbook.

A discussion was held concerning the letter from Solicitor Wagner. In looking over the prebill for the village it was noted that he has spent 71.6 hours since the beginning of this contract. His contract is based on 48 hours. As a result his firm needs to bill the village for \$7430.00 for the extra hours. Jeremy Lowe asked if the village could get a report of hours on a monthly basis so they can make adjustments where possible. Solicitor Wagner stated that there were extra hours used this year for extra work on the tax ordinance and the fact that meetings are running longer. Jeremy Lowe moved to pay the \$7430.00 fee to Thompson, Dunlap, & Heydinger, Ltd. Sarah Eagy seconded the motion. Tim Rader, yes; Trish Wilson, yes; Sarah Jane Cunningham, yes; Chris Crumley, yes. Motion carried.

Mike Wroten from the Rushsylvania Lions Club reported to Chris Coak that the range hood over the sausage cooking area was not working properly. Mr. Coak has checked into it. The Lions have a contractor that can make repairs. When checking on the range hood, Mr. Coak discovered that the heat in the Lions Community Room and Library was not working. He has asked Reliant Mechanical to come check it.

## LEGISLATIVE

### Resolutions

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## Ordinances

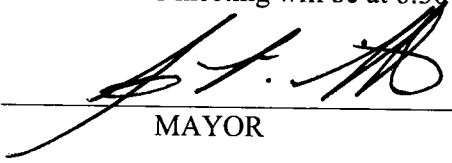
Ordinance 1258-24 APPROVING THE PLAN OF OPERATION AND GOVERNANCE FOR THE MUNICIPAL ELECTRIC AGGREGATION PROGRAM OF THE VILLAGE OF RUSHSYLVANIA, OHIO, AND DECLARING AN EMERGENCY was presented to Council. Jeremy Lowe asked what would happen if the rules were not suspended. Chris Crumley stated that it would just cause a three month delay in getting the aggregation started. Aspen Energy will then have to register with PUCO, wait for approval, and get bids from suppliers. He stated that the voters approved the measure and informational meetings were held.

Chris Crumley moved to suspend the rules for Ordinance 1258-24 APPROVING THE PLAN OF OPERATION AND GOVERNANCE FOR THE MUNICIPAL ELECTRIC AGGREGATION PROGRAM OF THE VILLAGE OF RUSHSYLVANIA, OHIO, AND DECLARING AN EMERGENCY. Sarah Eagy seconded the motion. Jeremy Lowe, yes; Trish Wilson, yes; Sarah Jane Cunningham, yes; Tim Rader, yes. Motion carried.

Sarah Eagy moved to pass Ordinance 1258-24 APPROVING THE PLAN OF OPERATION AND GOVERNANCE FOR THE MUNICIPAL ELECTRIC AGGREGATION PROGRAM OF THE VILLAGE OF RUSHSYLVANIA, OHIO, AND DECLARING AN EMERGENCY. Trish Wilson seconded the motion. Jeremy Lowe, yes; Chris Crumley, yes; Sarah Jane Cunningham, yes; Tim Rader, yes. Motion carried.

No other business was presented, so Tim Rader made a motion to adjourn. Chris Crumley seconded the motion. All approved. Meeting adjourned.

The next Regular Council Meeting will be held on Monday, February 5, at 7:00 P.M. The Board of Public Affairs meeting will be at 6:30 P.M. that same evening.

  
MAYOR

  
FISCAL OFFICER