

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

October 12, 2023

The Village of Rushsylvania Council met in an Open, Publicly Advertised Meeting on Thursday, October 12, 2023 at 7:00 P.M. Council Members present included Council President, Jason Miller, Trish Wilson, Jeremy Lowe, and Chris Crumley. Mayor, Phillip Wright, Solicitor, Zeb Wagner, Village Employee, Chris Coak, and Fiscal Officer, Kathy Stierhoff were also present. Sarah Eagy and Tim Rader were absent. Visitors present: Bob and Susan Slagle and Herb Schrader.

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

Mayor Wright gave the floor to Bob and Susan Slagle, 268 S Sandusky Street. He had questions concerning the Electricity Aggregation. They had heard that residents would be automatically entered into the aggregation and would have to opt out if they chose not to join. Chris Crumley explained that it was correct that all residents who were not currently a part of another aggregation would be automatically placed in the aggregation if approved in November. However, all residents who are entered into the aggregation will receive a letter explaining their ability to opt out. He also stated that if the aggregation is approved in November, Aspen Energy will hold more informational meetings for residents to listen and ask questions.

BUSINESS

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

Jeremy Lowe made a motion to approve the minutes of the September 11 meeting. Chris Crumley seconded the motion. All members approved. Motion carried. Jason Miller made a motion to approve the financial report. Trish Wilson 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	81.88
Chris Coak	Village Employee Salary	656.99
Tim Jones	Village Part Time Employee Salary	172.12
All American Energy	Gas	104.95
Bellefontaine Examiner	Legal Notice Ordinances/Internet Tower Bid	113.22
Fox Supply	First Aid Kit	38.98
GandL Company	Internet Service	25.00
Leonards Automotive	Dump Truck Repair	11709.36
Miami Valley Lighting	Street Lights Usage	897.26
Ohio Dept of Taxation	State Tax Withholding	68.60
Ohio Labor Law Poster Service	2024 Posters	99.50
OPERS	Employee Employer Withholding	1067.59
PNC	Credit Card	
Rushsylvania One Stop	Fuel	269.46
Amazon	Folders/Ink	105.59
Root Lumber	Misc Supplies	19.28
PNC Bank	Safe Deposit Box Rent	194.13
RD Holder	K1 Kerosene	383.10
Sedgwick	TPA Administration Services	121.00
US Treasury	Federal Tax Withholding	319.34
Village of Rushsylvania	Municipal Income Tax Withholding	44.46
Village Tax Collections	Municipal Tax Collection Fees	374.89

CHRIS COAK REPORT

Water/Wastewater Superintendent, Chris Coak submitted a list of projects completed and work to be done. Gallons pumped 1,034,000, Gallons billed 896,600 at 87%. 1879 Electric replaced wiring from the circuit panel to the blower motor for the lagoon. The UV lighting was removed from the clear well for the winter. The water line was dug out at the demolished house at 235 E Mill Street and a meter pit and lid were installed on the existing line. Moody Concrete installed a concrete apron around the catch basin on Susie Street. Buckeye Power Sales performed annual service on the generator at the waste water treatment plant. The Verizon 4G phone line was replaced for emergency calls at the waste water treatment plant. The waste water treatment plant driveway was graded and graveled. The concession stand was winterized. A kerosene drum was delivered to the waste water treatment plant for winter heating. The disinfection by-product sampling for the water was completed. The dissolved oxygen probe was replaced for weekly sampling. An oil change and preventive maintenance were performed on the Ram pickup. Scrap metal was taken to Sims Brothers. New Christmas lights for downtown have been ordered. 1.3 tons of dried sludge cake was hauled to the landfill. New enzyme blocks were placed in all lift stations. Heaters in all village buildings were turned on and

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inspected. A water line was repaired at 146 S Sandusky Street. A full day of training will be completed on October 18 in Wilmington for continuing education. The IamGIS software will be renewed for 2024. This software is used for GPS and mapping for everything in the village. Hydrants will be flushed on October 23. A quote has been received for painting the Lions Community Room building. C&Y Painting has quoted the job at \$4,925.00. Mr. Coak would like to move forward with additional generator repairs with Buckeye Power Sales. He has received a quote of \$2,676.78 for the work. The water tower repair is now scheduled for November 9. Quotes have been received for both asphalt and concrete repair to the drive at the station downtown. Quality Paving quoted the asphalt paving at \$12,800.00. Bobcat Multi Works quoted the concrete at \$9,600.00. The asphalt will require the entire existing drive to be dug out to create a base sufficient to accommodate the dump truck. It would also need sealed regularly. Concerns were raised about the concrete cracking over time. The decision was tabled until the November meeting. Mr. Coak informed Council that paving work will begin October 13 for the Ohio Public Works Commission grant project. The village portion of the work will be covered by County sales tax funds. Trish Wilson asked about the hole in the street at the intersection of Miami Road and Sandusky Street. Mr. Coak will look into this.

KATHY STIERHOFF, FISCAL OFFICER

Mrs. Stierhoff reported on her meeting with Jeff Scholl from PNC Bank. The current CD has a very low interest rate. It will roll over January 22 so he will contact the village to move to a CD with much higher interest rate. Kathy Lamb, the Treasury Management Officer, suggested that the village move funds from the current checking account which automatically sweeps funds to cover checks to a savings and checking account. Most funds will sit in the savings where it is safer from fraudulent activity and the fiscal officer would need to manually transfer funds as needed to the checking account. We are currently receiving only .01% interest on the checking account. The new savings account would earn around 4% interest. The village would have to maintain a balance of \$30,000.00 to avoid fees on the new checking account.

She also suggested a debit block on the saving account which would notify the fiscal officer any time there was a debit to the savings account and it can be refused if it wasn't initiated by the village. This would cost \$15.00 per month. She suggested reducing the number of checks written by the village to avoid the possibility of a stolen check. Pinnacle is a program that will allow the village to make ACH payments to vendors and to officers and employees. These would require one person to initiate a payment and another to approve it. This can be the same person. Stop payments can also be initiated and have a lower fee. This has a fee of \$50.00 per month plus \$.75 per transaction. A basic version of Pinnacle will allow the fiscal officer to approve or deny checks that are sent to the bank for release of funds. This would have a fee of \$35.00 per month.

A new cash back credit card was also suggested. It would pay 1 1/2% interest on all purchases. The cash back would be automatically credited to the card every quarter. There are more items that can be controlled online for this card. The village can control the credit limits on the card online and can also control how the card is used (ie - only for fuel purchases). The card has no fee.

Rob Faught discussed the Clover online bill payment system. Fees for the payments are now charged to the customer. There is a \$99.00 set up fee and \$14.95 monthly maintenance fee to the village. There are added reports for the village and there is the ability to invoice the customers via email.

Council had some concerns with the Pinnacle program. The matter was tabled until the November meeting when members can look over the information provided by Mrs. Stierhoff.

Council was also given the breakdown for the Local Government Funds which will remain about the same as last year.

PHILLIP WRIGHT, MAYOR

Mayor Wright received an email from the Sheriff's Department which stated they couldn't give any specific times they could be in the village, but recommended high traffic times such as before and after school and work. He reiterated a statement by Jason Miller that we already pay taxes for coverage and should receive such. Chris Crumley suggested finding out what other entities in the county are receiving in coverage and if they are paying for extra coverage. He also stated that we now have a noise ordinance in place and can work on such measures to help increase the ability for these matters to be handled by the Sheriff's Department.

Camera options were also presented. He looked into Honeywell and ADT. These require hard wiring. The companies will come and set up cameras as needed. These come with monthly fees for monitoring. The Simplisafe program has wireless cameras though they must be near a wifi source. They also have fees for monthly monitoring, but can also be self monitoring. Jeremy Lowe stated there is an Arlo system, but it also needs to be near wifi. The Finance Committee will look into these security systems.

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The Planning Commission has been put together and should have their first meeting in November. They are just waiting for a member to respond with available dates.

Mayor Wright has been driving the village streets checking for any nuisance properties that need notification letters.

COMMITTEE REPORTS

Street Committee – As stated in Chris Coak’s report, paving on the streets with the Ohio Public Works Commission grant has begun.

Parks Committee – Trish Wilson stated that the Parks Committee would like to order a merry go round for the playground. The cost would be approximately \$4200.00. Jason Miller stated that the Finance Committee would like to develop a budget for the playground improvements.

Code Enforcement Committee – The property maintenance letter for 119 Rush Street has been presented by Solicitor, Zeb Wagner. It includes a statement giving the owner the option of signing over the property to the village free and clear of claims, liens, etc. Chris Crumley stated he felt that this was a good option to give the owner. Solicitor Wagner will sign, scan and send the letter to the fiscal officer to be delivered to the owner. Jason Miller questioned whether the structure should be inspected by a structural engineer and if it could possibly be registered as a historic building. Solicitor Wagner stated that a title search will have to take place before the property would be legally signed over to the village. Mayor Wright stated that he has received an email from the Ohio Department of Infrastructure that indicated there are project funds for infrastructure improvements such as sidewalks. He wonders if there are such funds for property improvements by the village.

Records Committee – Jeremy Lowe has fixed an issue with the “contact us” form on the village website. He recently learned that some village residents were having difficulty getting a message to send.

Ordinance Committee – There was no report from this committee.

Finance Committee – Jason Miller reported that the employee handbook is still in process. The village received two bids for a proposal to place internet antenna on the water tower. While both asked for a lease agreement of 10 years, each agreement had differences. The committee is not prepared to make a recommendation. They are waiting for Solicitor Wagner to look over the proposals. Solicitor Wagner stated that he has looked over the proposals and his only concern is the 10 year lease as the technology could become obsolete in that time frame. He asked the finance committee to submit to him their specific questions and he will get them information. Chris Coak stated that there will be people working on the water tower including himself and companies that do maintenance and may damage the equipment. He felt there should be language in a lease agreement that covers this.

RESIDENT COMMENTS

OLD BUSINESS

Chris Crumley reported that there is nothing new to report for the Electricity Aggregation. The educational meeting was held on Tuesday, October 10. There were some questions that were answered by the Aspen Energy representative. He assured residents that they could opt in and/or out of the aggregation at any time without penalty. It is the plan to bring the township and the village together into one aggregation once the township contract is to be renewed allowing for better rates.

Chris Coak stated there has been no word on the paving of County Road 9 extending into the village. Fiscal Officer Stierhoff stated that the County tax funds could be used for the village portion of that project.

The Zoning Board of Appeals is still in need of one more member. Jeremy Lowe will place a notice on the website asking for volunteers for this board.

NEW BUSINESS

A discussion was held concerning the need for an ordinance giving the mayor authorization to approve certain purchases. This will allow purchases to be made that are needed before the next meeting. Solicitor Wagner has the language for the ordinance and informed the board that he looked into two entities that have a \$15,000.00 and \$10,000.00 limit for their mayors respectively. Jason Miller stated that the finance committee had discussed this matter and felt a \$10,000.00 limit would be sufficient. Solicitor Wagner will

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draw up an ordinance giving the mayor this authorization and have the full time employee contact the mayor to authorize purchases. The ordinance will be addressed at the November meeting.

Jeremy Lowe moved to approve the Planning Commission which will consist of Mayor Wright, Council Member Chris Crumley, and residents Victoria Zupan, Adrianna Brogan, and Erica Caudill. Jason Miller seconded the motion. Trish Wilson, yes; Chris Crumley, yes. Motion carried.

LEGISLATIVE

Resolutions

Jeremy Lowe moved to pass on first reading Resolution 1241-23 ACCEPTING AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR. Trish Wilson seconded the motion. Chris Crumley, yes; Jason Miller yes. Motion carried.

Ordinances

Jason Miller moved to pass on first reading Ordinance 1242-23 AN ORDINANCE TO ENTER INTO A PURCHASE AGREEMENT WITH 1879 ELECTRIC LTD. FOR A VENTILATION SCREEN ROOM AND WIRE TO DIESEL FUEL TANK AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. Jeremy Lowe seconded the motion. Chris Crumley, yes; Trish Wilson yes. Motion carried.

Chris Crumley moved to pass on first reading Ordinance 1243-23 AN ORDINANCE TO ENTER INTO A PURCHASE AGREEMENT WITH BUCKEYE PUMPS FOR A PUMP REPAIR AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. Trish Wilson seconded the motion. Jeremy Lowe, yes; Jason Miller, yes. Motion carried.

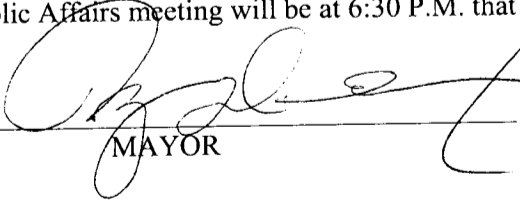
Trish Wilson moved to pass on first reading Ordinance 1244-23 AN ORDINANCE TO ENTER INTO A PURCHASE AGREEMENT WITH CORE & MAIN FOR AN INSPECTION CAMERA AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. Jeremy Lowe seconded the motion. Chris Crumley, yes; Jason Miller, yes. Motion carried.


Jason Miller moved to pass on first reading Ordinance 1245-23 AN ORDINANCE TO ENTER INTO A PURCHASE AGREEMENT WITH LEONARD'S AUTOMOTIVE INC. FOR A DUMP TRUCK REPAIR AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. Chris Crumley seconded the motion. Trish Wilson, yes; Jeremy Lowe, yes. Motion carried.

Chris Crumley moved to pass on first reading Ordinance 1246-23 AN ORDINANCE TO ENTER INTO A CONTRACT WITH LOGAN CONSTRUCTION LLC TO PROVIDE DEMOLITION SERVICES AND DECLARING AN EMERGENCY IN THE VILLAGE OF RUSHSYLVANIA, OHIO. Jason Miller seconded the motion. Trish Wilson, yes; Jeremy Lowe, yes. Motion carried

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, November 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