Minutes for the March 5th,2016 Special Council Meeting

Agenda: Regular Council Meeting agenda

Held at 10:00 am at the Town Hall on Division Street

1. Mayor Cooper calls council to order and roll call is taken. Present are G.Finger, P.Seeholzer, R. Ehrbar, and M.Feyedelem. Absent are D. Kaminski and J.Wolfe; both were excused at a previous meeting for February.

2. All rise and recite the Pledge of Allegiance to the Flag

3. Mayor Cooper thanks:

Ron Ehrbar and Mike Feyedelem for their work on the Safety Committee to put together a program with the EMS department; Village Administrator Scott Stevenson, Bobby Skeans, and Frank Dodson for taking down the Scheiber house in two days; in the Water Dept., B. Evans, T. Lange, and V.A. Stevenson in making a list of projects for 2016 and future years; the Fire Dept. for making a spot for the ambulance in their garage; Clerk Treasurer Brown, having had the exit conference with the State auditors for 2013 and 2014, and having no major problems in the annual reports; Chief Shawn Craig for his co-ordination in the Police department; Leslie Korenko for her work on the website; and Seaway Marina for keeping the gas pumps functioning this past winter. Many of the officers took their OPATA training during the winter months and everyone graduated.

4.0 Discussion and/or amendments to the 01-09-16 council minutes. Motion to accept the Minutes as presented made by Finger, second by Feyedelem; all in favor; motion carried.

5. Discussion of Pay Ordinance No. 1152 : Motion to accept the Pay Ordinance as written, made by Seeholzer, second by Finger; RC: G.Finger- yes, D. Kaminski (absent), P.Seeholzer- yes, J.Wolfe (absent), R. Ehrbar- yes, M.Feyedelem- yes; motion passed.

7. Committee Reports

7.A. Police- Chief Craig reports that since January 9th 5 reports have been filed; 400 department phone calls have been logged. The boat started running March 4th. During the winter during house checks only one house was found with windows open and one house without locked doors. The Elderly check program went well. House checks will continue until April 1st. Chief Craig asks for authorization from Council to make the following purchases: a police bicycle for his department and CCTV equipment, which was requested by Prosecutor Kaufmann, all cameras to be miked. **Motion to authorize the above mentioned purchases for the Police Department,** made by Feyedelem, second by Seeholzer; all in favor; motion carried.

7.B. Safety Committee- M. Feyedelem reports that the Committee held two meetings recently. On Jan. 28th the meeting included representatives from the Police, Fire, and EMS. All three departments discussed their future needs and plans and any issues that face their departments. On February 20, EMS representatives gave a presentation on their specific needs and a rough five year plan. The top priorities discussed were an ambulance; a cover for the secondary ambulance, both a roof and a slab; and an area for training which would make more space available in the clinic. The EMS department has a rough idea on prices for ambulances.

7.C. EMS- S. Devine says that Bobby Skeans has some prices on ambulances. Skeans says that they have been looking at used ambulances and they have found one they want to see in person: a 2004 type 3, 7.3 L diesel that has 44,000 miles on it with a price of $27,500. In a few weeks the company will have more ambulances available. The company is in Levittown, PA. The ambulance would come with a 14 day, 100% guarantee. The EMS Department wants to purchase a new ambulance in 5 years. If the blue squad is moved out, it must be covered, as that is said to be a stipulation in the St. V’s contract. Devine has a grant application that she wants to make to Local Government Safety Capital Grant Program. The grant requires a 10% local match. **Motion to authorize application to the Local Government Safety Capital Grant Program,** by Finger, second by Seeholzer; all in favor; motion carried. The EMT’s completed a refresher class successfully.

7.D. Fire Dept.-Chief Hostal reports that there was one fire call in January which was an illegal burn investigation. The volunteers are doing training this winter. The new fire truck should be here in April. The lettering will still need to be put on it.

7.E. Finance- R.Ehrbar reports that on January 21st the village had an audit exit conference for 2013 and 2014 audits. There was a Finance Committee meeting to discuss the Water Dept. finances with a guest from RCAP. The Finance Committee had the first meeting on 2016 appropriations and another meeting will be held to finalize the appropriations. Another meeting will be held to discuss a split in the monies in the Fire Fund to give a percentage to ambulance and EMS.

7.F. Lands & Buildings- G. Finger reports that the buildings are being reviewed.

7.G. Airport- Mayor Cooper reports that he will be going to Detroit on Monday to meet with the FAA to go over the 2016 plans. They will discuss a crack and seal coat project that is estimated by the FAA to cost $189,000. $9,400 would be a 5% local match. A design criteria has to be done first which has an estimated cost of $15,000. The village has to pay the money for the design phase up front and then file for reimbursal from the FAA. If the village waits for grant money to be available it will make it a September/October project and the village will not get it done. The target date will be September/October. **Motion to start the project,** made by Seeholzer, second by Finger; all in favor; motion carried. We have a low flying plane sign on the north side of the runway on Monaghan Road. We also need one on the south side of the runway approach at the road intersection. We also have three parking lots, A, B, and C. Parking lot A is a 24 hour lot. For B and C a permit is required. There are a lot of cars parked there now without permit stickers and they will be ticketed. Clerk brown comments that past Mayors have suspended the ticketing of cars in those parking lots while the boat is not running and that is why the cars are there, even though there is no provision for such a suspension in the code.

7.H. Planning Commission- G. Finger reports that the Commission reviewed the plan for expansion at West bay Inn. The Design Review Board may need to review it after elevations are available. It is yet to be determined if the actual property in question is located in the Historical zone. The project needs approvals from the State of Ohio and Erie County.

7.I. Design Review Board- G. Finger has nothing to report.

7.J. Board of Zoning Appeals- G. Finger has nothing to report.

7.K. Transfer Station- Clerk Treasurer Brown reports that the Transfer Station annual billing is being prepared.

7.L Village Administrator- Stevenson reports that the estimate to resurface another 350 feet of Division St. is $25,000. Richland is contacting the OPWC District Committee to see if they would accept that as part of the scope of the grant. The Kelleys Island Water Dept. has given the Erie County Health Dept. its support in its efforts to obtain funding to establish a lab that could perform harmful algal bloom sampling and analysis. Today is the first reading of legislation for an increase in water rates. There has not been a rate increase in 5 years. The current increase being requested will raise enough money to take care of current issues. The Water dept. has been in contact with the EPA about upgrades. The bid for the Lakeshore Drive project needs to be approved. The paving project will last about 2 to 3 weeks once it starts. The start date will depend on the weather. While Precision Paving is on the island the village may look at other paving projects, namely Fairview Lane, McGettigan Lane, Chapel, and a cul-de-sac. A meeting is scheduled with the Village Engineer to discuss Division St. paving and drainage and replacement of old water lines. Other projects can be added to the list for CT to research. CT found and sent the grant for EMS and Fire.

7.M. Streets & Sidewalks- Finger reports that a list of priorities was done in the past and it will be reviewed and updated. The list included many roads. Sidewalks need to be repaired and leveled out and that would be an assessed project. In the past Tom McNeal identified broken sidewalks. Wolfe may have a copy of the list.

7.N. Park Board- Finger says that the electric in the park will be reviewed for safety concerns as was brought to their attention by the Park Board.

7.O. Mayor’s Financial Report- Mayor Cooper reports that for January, 2016 the Court collected $473 in fines and costs. A check was paid to the Village for $312.20: $10 for the computer fund, $10 for the Court Improvement Fund, $3.00 for the Library Fund, and $289.20 for the General Fund. The State was paid $55: $9 for Victims of Crime, $3.50 for the division of criminal justice, $25 for the State indigent support fund, and a bond surcharge of $25. Erie County Municipal Court was paid $1.50 for their Indigent Drivers’ Alcohol Treatment fund. Bank expenses were $96.80, bond held was $775. The Court has paid $289.20 YTD to the Village General Fund.

7.P Legal- D. Lambros is on vacation.

7.Q Treasurer’s Report- C. Brown reports that Members of Council have the usual fund and treasurer’s reports in their Council papers. 2015 is closed, the Annual report was prepared, the financial report and the new summary electronic report was submitted and the Notes to the Financials were written and submitted to the State Auditor. The electronic submission was new last year and requires some additional financial work. The Notes to the Financials is a new report required this year. The complete Annual Report for 2015 is available for view at the Municipal Building during public hours. The 1099’s went out, the W2’2 went out, including the State and federal reports. All the usual business continued along with records searches to fulfill subpoena requests. One of the subpoenas requested records from 1990 to present. At least in one instance the office had to be closed while we went to the Town Hall archives to search for records. We are in the process of archiving the 2015 records. The CPI increase in wages was .1. Work on appropriations for 2016 has started. Two subpoenas were answered. Water dept. personnel will be taking education classes. The annual required State Auditor training for Clerk Treasurers will be held in Columbus during Holy Week. Brown is taking a 4 day vacation and upon returning will go straight to that conference. With travel time on and off island and connected with her vacation, the Clerk Treasurer will be out of the office about 10 or more days. Brown requests an Executive Session for personnel and land acquisition. Brown continues that she has asked the Solicitor for clarification regarding spending limits by various personnel. Member of Council have a list of obsolete equipment that she would like Council to act upon. **Motion to allow disposal of the equipment on the list,** made by Finger, second by Seeholzer; all in favor; motion carried. Brown received notice from the Ohio Municipal League about HB 56, regarding Criminal and Background Checks, and asks Police Chief Craig to advise her if the Clerk’s Office needs to change any procedures due to the bill. The Clerk was told that there may be a leak in the Town Hall roof and that the room that the north most steps lead down into may also have water leaks and she asks that research be made into those reported problems.

9. First Readings

**9.1 ORDINANCE NO. 2016-O- \_\_\_\_\_: AN ORDINANCE FIXING WATER RATES**

(INTRODUCED BY: MAYOR ARDEN COOPER)

10. Second Readings- none

11. Third Readings & Emergencies

Because only four members of Council are present, the following legislation received first readings only.

11.1 **ORDINANCE NO. 2016-O-\_\_\_\_: AN ORDINANCE ACCEPTING BIDS FOR THE LAKESHORE DRIVE RESURFACING PROJECT IN THE VILLAGE OF KELLEYS ISLAND.** (INTRODUCED BY: MAYOR ARDEN COOPER)

A First Reading was done.

11.2 **RESOLUTION NO. 2016-R- \_\_\_\_\_: A RESOLUTION HIRING PART-TIME SEASONAL POLICE OFFICERS IN**

**THE VILLAGE OF KELLEYS ISLAND AND DECLARING AN EMERGENCY.** (INTRODUCED BY: MAYOR ARDEN COOPER)

A First Reading was done.

11.3 **ORDINANCE NO. 2016-O- : AN ORDINANCE AMENDING ORDINANCE 2015-0-6 WHICH ESTABLISHED THE RATE OF COMPENSATION FOR THE CHIEF OF POLICE AND DECLARING AN EMERGENCY.** (INTRODUCED BY: MAYOR ARDEN COOPER)

A First Reading was done.

12. Items from the Mayor

12.1 Mayoral appointments requiring Council confirmation: Mayor Cooper has appointed Fred Ausflug to the open seat on the Planning Commission and Bob Maier as an alternate on the Planning Commission. Mayor Cooper indicates that James Erne’s seat on the Park Board terminates in 2018. June Campbell has been appointed by the Board of Education to a seat on the Park Board and Mayor Cooper appoints Don Huntley to a seat on the Park Board. Mayor Cooper asks Council to confirm his appointments. **Motion to confirm Mayor Cooper’s appointments to Planning Commission and Park Board,** made by Seeholzer, second by Finger; all in favor; motion carried.

12.2 ODOT report on the inspection of the Kelleys Island runway

13. Items from Council

13.1 Feyedelem says that the VFW has replaced all the flags in the village during the past month. Feyedelem asks for an executive session to include the Police Chief to discuss a personnel issue.

13.2 Ehrbar discusses the triathelon that All Sports wants to do this summer. When Ehrbar was Chief he was asked about it and both his department and EMS and Fire said that they had concerns because July is the busiest time of the year. All Sports said they would donate to the safety services but no money came to the village. The next year All Sports involved the Chamber of Commerce with the event and promised again to donate to EMS and the Police Dept. Eventually EMS received some money but it was difficult to get All Sports to follow through on their promise. The Chamber received some money but they do not want to support the event this year. Mayor Cooper says that he was asked by All Sports to support the event and he spoke with KI safety departments and they were not in favor of another event in July as it would stretch their departments too thin and therefore the Mayor’s Office could not support having the event. Mayor Cooper conveyed that information to the event sponsor on Put-In-Bay and the response was to ask council for their support. No decision of support for the event was forthcoming from members of Council.

14. Old Business

15. Public Participation

15.1 Leslie Korenko, 330 Beach Road, has comments on the All Sports event. Korenko continues that she thinks that the planned expansion of the West Bay RV park needs re-zoning as it is a substantial change to the property. Korenko asks what happened with the Solicitor re-working the Itinerant vendor section of KI codes. Clerk Brown says that Solicitor Lambros answered that by saying that it was a local decision and that a committee should meet on the topic and then send their recommendation to him after which he would write the legislation. Brown thought that Council indicated that the Finance Committee should review it.

16. New Business

16.1 2 letters from KI Chamber requesting road closures- council motion needed: KI Chamber of Commerce requests road closures, on 6-10-16 in the morning for the 34th 5K run and on July 15 and 16 for the street dance as part of Islandfest with music until midnight. **Motion to grant the two requests for temporary street closings,** made by Seeholzer, second by Finger; all in favor; motion carried.

16.2 A letter was received earlier from Jackie and Gary Finger about signs and golf carts and crosswalks. Mayor Cooper will distribute the items to the respective committees for discussion.

(11:25 am) Motion to enter an Executive Session for personnel and land acquisition, made by Ehrbar, second by Finger; all in favor; motion carried.

Motion to leave the Executive Session and return to open Council, made by Finger, second by Seeholzer; all in favor; motion carried.

**Motion to reimburse S. Krzynowek $ 202.70, half of the expense to replace personal eyeglasses due to damage done because of the sudden increase in the use carbon to treat the algae problem at the Water Dept. in 2015,** made by Finger, second by Ehrbar; all in favor; motion carried.

17. Motion to adjourn, made by Feyedelem, second by Ehrbar; all in favor; motion carried.

(adjourned at 12:10 pm)