Minutes for the September 8,2016 Regular Council Meeting

Held at 7:00 pm at the Town Hall on Division Street

1. Mayor Cooper calls council to order and roll call is taken. Present are J.Wolfe, R. Ehrbar, M.Feyedelem, G.Finger, D. Kaminski, and P.Seeholzer.

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

4.0 Discussion and/or amendments to the 08-11-16 council minutes. Motion to accept the Minutes as presented, made by Seeholzer, second by Feyedelem; all in favor; motion passed.

4.5 Discussion and/or amendments to the 09-02-16 council minutes. Motion to accept the Minutes as presented, made by Wo;fe, second by Seeholzer; all in favor; motion passed.

5. Discussion of Pay Ordinance No. 1160 : Motion to accept the Pay Ordinance as written, made by Ehrbar, second by Seeholzer; all in favor; motion passed.

7. Committee Reports

7.A. Police- Chief Craig

7.B. Safety Committee- M. Feyedelem reports that on August 26th they had a meeting whose main topic was the canine unit. The Safety Committee and Mayor Cooper recommend the reinstitution of the canine unit in the Police Dept.

7.C. EMS- S. Devine

7.D. Fire Dept.-Chief Hostal

7.E. Finance- R.Ehrbar reports no meeting was held.

7.F. Lands & Buildings- G. Finger

7.G. Airport- P.Seeholzer reports no meeting was held.

7.H. Planning Commission- G. Finger

7.I. Design Review Board- G. Finger reports no meetings.

7.J. Board of Zoning Appeals- G. Finger reports no hearings.

7.K. Transfer Station- D. Kaminski

7.L Village Administrator- Stevenson

7.M. Streets & Sidewalks- J. Wolfe

7.N. Park Board- James Erne

7.O. Mayor’s Financial Report- Mayor Cooper

7.P Legal- D. Lambros

7.Q Treasurer’s Report- C. Brown reports that members of Council have the usual fund and treasurer’s reports in their paperwork. There is a resolution that we need to pass tonight but was not included on the agenda. It is the resolution to accept the budget commission rates and amounts. Brown asks Council to pass it at this time.

**RESOLUTION 2016-R- 6 : RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.**

Motion to suspend the three reading rule, made by Kaminski, second by Seeholzer; RC: J.Wolfe-yes, Ehrbar- yes, M.Feyedelem yes, G.Finger- yes, Kaminski- yes, P.Seeholzer-yes; Motion passed.

Motion to adopt, made by Ehrbar, second by Feyedelem; RC: J. Wolfe-yes, Ehrbar- yes, M.Feyedelem yes, G.Finger- yes, Kaminski- yes, P.Seeholzer-yes; Motion passed.

Brown continues that two items of concern have surfaced that have caused problems in the office and are impeding getting work done. The first is matching receipts with some invoices. Part of the problem is because the ferry boat company has changed their system and the statements have less information on them but employees have also not been turning in their receipts timely. Giving receipts to the office is very important for the ferry fees and also gasoline receipts. When no printed receipt is available from Seaway Marina, we count on the employee writing up a receipt and giving it to us. By statute monies must be brought to the Treasurer’s Office within 24 hours of receipt. Brown says that she is making a rule that all receipts must be brought to the Treasurer’s Office within 24 hours of the expenditure also. Failure to comply with this rule will cause a letter of non-compliance to be issued and put into the employee’s personnel file. When it is time for an employee’s raise, those non-compliance letters will be available for consideration. A memo will be issued to all employees about the receipts. Kaminski asked the Solicitor if Brown needed support from Council to make that rule and Solicitor Lambros replied that Brown is an independently elected official and that she can make rules affecting her area without approval.

The second problem occurred around numerous errors in the OPWC application. The Treasurer has certain certifications that she must make in the application process. The Treasurer needs to review an application before being able to make those certifications. Brown had to request to see the application multiple times from multiple people and no one had the application even though two meetings had been held about the application and council passed legislation last Friday to make the application without the relevant paperwork showing the amount of the local match. Therefore the local match dollar amount also is not in the legislation. CT was preparing the application and they were called to request a copy for the Treasurer. CT then called Brown and said that the project cost was incorrect in the application and needed to be revised upward. This occasioned more discussion. This morning Brown received a copy of the legislation. If individual council members were told numbers before they voted last week on legislation for this project, the financials have changed. Brown thinks that by Council’s rules, requests for grants and legislation should be complete before they come to the council table. Since this grant problem consumed time that had not been planned for, Brown did not have time to check the Council rules today, but she will research it. Brown asks Council to require complete information before passing authorizations, even if that is not already in the Rules for Council.

Brown says that the FAA and ODOT grant acceptances were mailed.

The completed OPWC paperwork went to CT today also.

9. First Readings - none

10. Second Readings- none

11. Third Readings & Emergencies-

11.1 **ORDINANCE NO.. 2016-O- 18 : AN ORDINANCE ENACTING AND ADOPTING THE 2016 S-20 SUPPLEMENT TO THE CODE OF ORDINANCES FOR THE VILLAGE OF KELLEYS ISLAND, OHIO, AND DECLARING AN EMERGENCY.** (Introduced by Mayor Arden Cooper)

Motion to suspend the three reading rule, made by Finger, second by Seeholzer;

RC: J.Wolfe-yes, Ehrbar- yes, M.Feyedelem yes, G.Finger- yes, Kaminski- yes, P.Seeholzer-yes; Motion passed.

Motion to pass as an emergency, made by Finger, second by Seeholzer; RC: J.Wolfe-yes, Ehrbar- yes, M.Feyedelem yes, G.Finger- yes, Kaminski- yes, P.Seeholzer-yes; Motion passed

11.2 **ORDINANCE NO. 2016-O- 19 : AN ORDINANCE ADDING A DEFINITION FOR THE TERM FOUNDATION TO THE DEFINITIONAL SECTION 152.004 OF THE KELLEYS ISLAND ZONING CODE.** (Introduced by Mayor Arden Cooper)

Motion to suspend the three reading rule, made by Finger, second by Wolfe; RC: J.Wolfe-yes, Ehrbar- yes, M.Feyedelem yes, G.Finger- yes, Kaminski- yes, P.Seeholzer-yes; Motion passed.

Motion to pass as an emergency, made by Finger, second by Feyedelem; RC: J.Wolfe-yes, Ehrbar- yes, M.Feyedelem yes, G.Finger- yes, Kaminski- yes, P.Seeholzer-yes; Motion passed.

11.3 **ORDINANCE NO. 2016-O- 20 : AN ORDINANCE AMENDING CERTAIN PARTS OF CHAPTER 78 ENTITLED “PARKING SCHEDULES” OF THE KELLEYS ISLAND CODIFIED ORDINANCES.** (Introduced by Mayor Arden Cooper)

Motion to suspend the three reading rule, made by Seeholzer, second by Ehrbar; RC: J.Wolfe-yes, Ehrbar- yes, M.Feyedelem yes, G.Finger- yes, Kaminski- yes, P.Seeholzer-yes; Motion passed.

Motion to pass as an emergency, made by Kaminski, second by Wolfe; RC: J.Wolfe-yes, Ehrbar- yes, M.Feyedelem yes, G.Finger- yes, Kaminski- yes, P.Seeholzer-yes; Motion passed.

12. Items from the Mayor

12.1 The Erie County Auditor and his staff will be here tomorrow to test a new GIS system. They will be driving around in vehicles with cameras. There will be about 24 to 28 of them and they will be meeting at the Town Hall.

13. Items from Council- none

14. Old Business- none

15. Public Participation for people interested in addressing council. – none

16. New Business

16.1 request from Lake Erie Islands Water Trail: When asked, Solicitor Lambros indicates that the Village has control of the land between the end of the pavement on Woodford Road and the lake. **Motion to include the eastern end of Woodford Road in the Lake Erie Islands Water Trail,** made by Ehrbar, second by Seeholzer; all in favor; motion passed.

16.2 Police Chief Craig asks about the purchase of the canine. The Treasurer asks him if the Village is writing the check or if he has a separate account for his Association donations and if he will be writing the check. Chief Craig says “yes”.

17. Motion to adjourn, made by Finger, second by Wolfe; all in favor; motion passed.

(adjourned at 7:35 pm)