

## VILLAGE OF NEW LEXINGTON COUNCIL MEETING

October 2, 2017

6:30 PM

MUNICIPAL BUILDING

The Village of New Lexington met in regular session with Mayor Ratliff presiding and the meeting being called to order at 6:30 PM. Council Members present were Dan Bethel, Susan Goodfellow, Kathy Chute, Jeff Danison, Richard Anderson and Susan Boyle. Also present were Finance Director Heather Rockwell, Police Chief Scott Ervin, Fire Chief Jordan Hollingshead and Administrator Bo Powell. Councilperson Fiore arrived late.

Councilperson Chute made a motion to approve the minutes for the September 18, 2017 meeting as read. Seconded by Councilperson Danison. All Council voted "yes". Motion carried.

Councilperson Bethel made a motion to approve the work session minutes from September 26, 2017 as read. Seconded by Councilperson Anderson. All Council voted "yes". Motion carried.

Corlyn Altier presented Council with an update on EMS billing. Altier also presented Council with a chart to show how the Affordable Care Act impacted self pays.

Finance Director Rockwell presented Council with the September 2017 Bank Reconciliation and the September 2017 Financial Reports.

Administrator Powell informed Council there will be a leaf drop off at the Public Service Garage from October 2, 2017 to November 30, 2017. All leaves must be bagged and tied. Powell stated a pre-construction meeting was held with Poggemeyer for the sanitary sewer project. Powell stated the project should be completed within thirty days providing they have good weather. Powell informed Council there are approximately 3-5 houses illegally hooked up to the Village sewer lines. Powell stated they were going to get a bid to use a camera to inspect between manhole seven and eight to verify if the residents are tapped into the Village sewer illegally.

Fire Chief Hollingshead presented Council with a Resolution for an EMS pay raise. Hollingshead stated he had a Resolution for Council to review for a new ambulance. Hollingshead informed Council the Fire/EMS will be having a spaghetti dinner on Saturday October 7, 2017 from 2:00 pm–7:00 pm at the fire house. Hollingshead stated he has received four quotes for a new ambulance.

Councilperson Chute reported on the Finance Committee meeting held on September 26, 2017. Chute stated the committee inquired about new businesses moving into the Dairy Queen and Pamida lots. The committee reviewed the sample Procurement and Purchasing Policy. The committee decided that an interoffice memo regarding the proper method for making a purchase should be combined into a Resolution including State of Ohio guidelines, an emergency clause and a requirement that purchases over \$2,500 must include two quotes from two different vendors.

Councilperson Chute reported on the Finance Committee meeting held on October 2, 2017. Chute stated the committee discussed a lawsuit between Ohio Municipalities and Ohio Department of Taxation. The cost for the Village to participate is a \$1000. A Resolution will need to be presented at the next Council meeting. The committee discussed advertising the position of Law Director in preparation of the December 31, 2017 contract expiration. Chute inquired about an update on the Municipal Building parking lot. Administrator Powell informed the committee he is waiting on a second quote. Chute stated the committee discussed water and sewer rate changes. Chute presented Council with a Resolution for a Procurement Policy.

Councilperson Boyle stated the preparations for the Fall Festival scheduled for October 7, 2017 are going well. Councilperson Boyle asked Administrator Powell if he received the information from the insurance company about liability if the festival would hold a hayride. Powell stated there are so many restrictions that he suggested not having the hayride. Boyle agreed they will not have a hayride at the Fall Festival.

Councilperson Goodfellow inquired if there is any information of a business going into the Pamida building and also why the Masterson Veterinary Clinic that was started has not been finished. Administrator Powell stated they spoke with some people in the Pamida building and at the current time there is no information of a business going into the building. Mayor Ratliff stated the brother of the current owner of the Dairy Queen has purchased the property.

Councilperson Goodfellow made a motion to go into executive session to discuss personnel with Council, Mayor Ratliff and Finance Director Rockwell present. Seconded by Councilperson Chute. All Council voted "yes". Motion carried.

Meeting adjourned for executive session.

Councilperson Goodfellow made a motion to come out of executive session. Seconded by Councilperson Danison. All Council voted "yes". Motion carried.

Councilperson Goodfellow stated no decision was made as a result of the executive session.

Councilperson Bethel made a motion to suspend the rules and read by title only Resolution No. 17-17 and declaring an emergency. Seconded by Councilperson Goodfellow. All Council voted "yes". Motion carried. Resolution No. 17-17: **A RESOLUTION RESETTING THE RATES OF PAY FOR THE FIRE DEPARTMENT AND EMERGENCY MEDICAL SERVICES PERSONNEL AND DECLARING AN EMERGENCY.** Councilperson Bethel made a motion to adopt Resolution No. 17-17 as read. Seconded by Councilperson Danison. All Council voted "yes". Motion carried.

Councilperson Chute asked Fire Chief Hollingshead if this was for 24 hour shifts, 7 days a week and if it was still a 6 month trial. Hollingshead stated yes and they would keep a close eye on the schedule.

Councilperson Chute asked if the Resolution Fire Chief Hollingshead presented to Council for review should first be advertised for bids because of the amount of the purchase. Hollingshead



stated anything over \$50,000 has to be bid. Councilperson Bethel asked if a Resolution was needed to receive bids. Finance Director Rockwell stated a Resolution to advertise for bids or a motion to advertise for bids is necessary. Rockwell also informed Council an amount is not approved until all bids are received. Councilperson Bethel stated he spoke with Peoples National Bank and they were willing to do a 10 year loan on a new squad. Hollingshead stated they have spent \$22,000 in repairs to Medic 10.

Councilperson Goodfellow asked if it was necessary for Resolution No. 17-18 covering the Procurement Policy to be an emergency. Fire Chief Hollingshead stated it is necessary because the Fire/EMS department is being audited for one of the grants they received. According to the grant this is one of the requirements for receiving the grant. Councilperson Chute stated an interoffice memo regarding the proper method for making a purchase was put in this resolution. Councilperson Bethel asked if Fire Chief Hollingshead could get permission to get bids. Rockwell stated anything over \$50,000 needs to be advertised with sealed bids opened in a public meeting. Once the bid has been decided it is brought back to Council in Resolution form and if a loan is required there must also be a Resolution for the loan. Administrator Powell will advertise for bids in the Tribune for two consecutive weeks.

Councilperson Bethel made a motion for Fire Chief Hollingshead to advertise for bids for a new ambulance. Seconded by Councilperson Goodfellow. All Council voted "yes". Motion carried.

Councilperson Chute made a motion to suspend the rules and read by title only Resolution No. 17-18 and declaring an emergency. Seconded by Councilperson Anderson. All Council voted "yes". Motion carried. Resolution No. 17-18: **A RESOLUTION FOR THE APPROVAL AND ADOPTION OF A PROCUREMENT POLICY AND DECLARING AN EMERGENCY.** Councilperson Chute made a motion to adopt Resolution No. 17-18 as read. Seconded by Councilperson Anderson. All Council voted "yes". Motion carried.

Mayor Ratliff entertained a motion to adjourn.

Councilperson Goodfellow made a motion to adjourn. Seconded by Councilperson Bethel. All Council voted "yes." Motion carried.

Meeting adjourned at 7:35 PM.

 sr.  
Mayor Kevin Ratliff

  
Council Clerk ~~Lisa Spohn~~ Acting