

VILLAGE OF ADDYSTON COUNCIL MEETING AUGUST 15, 2022

Mayor Lisa Mear called the regular session of the Addyston Village council to order at 7:00 PM, all joined in the Pledge of Allegiance. Roll call found the following council members present; Mr. Dan Pillow, Mr. Ron Pugh, Ms. Ann Pillow, Mr. Al Glick and Ms. Pam Jackson, Ms. Jennifer Anderson was absent. A motion was made by Mr. Pillow, seconded by Mr. Pugh to exceed Ms. Anderson from the meeting, no discussion and Roll call vote: Five (5) Ayes motion carried. Also present were Village Clerk Margaret Ann Dozier, Village Solicitor Robert G. Kelly, Police Officer Michelle Tenbrink and Street Commissioner Dustan Struckman.

Clerk's Report – Margaret Ann Dozier

July 18, 2022, council meeting minutes. Mr. Pugh made a motion, seconded by Mr. Glick to adopt the minutes as presented to council, no discussion and Roll call vote: Five (5) Ayes motion carried.

August 2, 2022, special council meeting minutes. Ms. Jackson made a motion, seconded by Ms. Pillow to adopt the minutes as presented to council, no discussion and Roll call vote: Five (5) Ayes motion carried.

August 8, 2022, Special council meeting minutes. Mr. Pugh made a motion, seconded by Ms. Jackson to adopt the minutes as presented to council, no discussion and Roll call vote: Five (5) Ayes motion carried.

Pay Ordinance 8-A-2022 in the amount of \$13,222.93 for biweekly payroll paid on 7-28-2022.

Mr. Pugh, seconded by Ms. Jackson to pay the bills, no discussion and Roll call vote: Five (5) Ayes motion carried.

Pay Ordinance 8-B-2022 in the amount of \$13,068.15 for biweekly payroll paid on 8-12-2022.

Ms. Jackson, seconded by Ms. Pillow to pay the bills, no discussion and Roll call vote: Five (5) Ayes motion carried.

Pay Ordinance 8-C-2022 in the amount of \$8,948.12 for monthly salaries paid on 8-15-2022.

Ms. Pillow, seconded by Mr. Pugh to pay the bills, no discussion and Roll call vote: Five (5) Ayes motion carried.

Pay Ordinance 8-D-2022 in the amount of \$11,603.01 for accounts payable. Mr. Pugh made a motion, seconded by Mr. Glick to pay the bills, no discussion and Roll call vote: Five (5) Ayes motion carried.

UAN June 2022 Bank Reconciliation and bank statements.

Beginning balance all funds \$327,471.20 receipts/revenue \$96,864.42 and expenditures \$158,220.95 for an ending balance of all funds \$266,114.67. Mr. Pugh made a motion, seconded by Mr. Glick to adopt the financial statements as presented to council, no discussion and Roll call vote: Five (5) Ayes motion carried.

Sekitan Road Stabilization Project

The Village advertised for a RFQ and received only one from the CD Consultants. Mayor Mear will contact Shawn Riggs the Village Engineer and report back to council on the next step in the application.

Village Cybersecurity Plan – the Village Clerk and Mayor.

2020-2021 AUDIT – To afford a penalty the village needs to establish a "cybersecurity plan". Mayor Mear and Village Clerk Dozier met with the village IT Technician regarding developing a plan.

Mayor Mear explained what Mr. Hagan suggested the plan would upgrade all the village computers to Microsoft 365 Business Standard and establish a "cloud backup file" and incorporate the current email addresses into the new software therefore changing the email addresses for a monthly cost from GMAIL.

Mr. Pugh made a motion, seconded by Mr. Pillow to go with the suggestion of the village IT to develop a Cybersecurity Plan, no further discussion and Roll call vote: five (5) Ayes motion carried.

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Clerk Dozier stated that she had included a UAN Year to Date Appropriation Report and UAN Year to Date Revenue Report for council within each council packet.

Mayor's Report – Lisa Mear

Mayor stated that she would like to appoint Heather Gerhard to the Planning Commission. Mr. Pillow made a motion, seconded by Mr. Pugh to accept the nomination of Ms. Gerhard to the Village Planning Commission, discussion Clerk Dozier wanted clarification on who she was because she thought her last name was Elliott. Clarification was that Ms. Gerhard goes by that last name, no other discussion and Roll call vote: Five (5) Ayes motion carried.

Mayor stated that Police Chief Eric Pennington had met his six (6) month probationary period as of August 15, 2022, and she was recommending him for permanent employment with the Village of Addyston. Mr. Pugh made a motion, seconded by Mr. Glick that the village hire Mr. Eric Pennington as permanent employee for the Village of Addyston, no discussion and Roll call vote: Five (5) Ayes motion carried.

Mayor stated she was recommending Police Officer Michele Tenbrink to fill the vacant full-time position in the police department at the current hourly rate of pay with a six-month probationary period. Mr. Pugh made a motion, seconded by Mr. Pillow to hire Michele Tenbrink as a full-time Police Officer for the Village of Addyston with a six-month probationary period, with a starting salary the same as the former full-time employee (\$21.51 per hour) no other discussion and Roll call vote: Five (5) Ayes motion carried. Mayor provided council with a copy of Ordinance on commercial vehicle parking for their reference as the police department had a lot issues with that matter.

Solicitor's Report – Robert G. Kelly

Mr. Kelly prepared an Ordinance authorizing the Mayor and Village Clerk to sign an agreement for the State of Ohio to provide snow and ice removal on State Highways in the Village of Addyston. Mr. Pillow made a motion, seconded by Mr. Pugh to suspend the rules, read the Ordinance by title only three times and declare an emergency, no discussion and Roll call vote: Five (5) Ayes motion carried.

Mr. Kelly prepared an ORDINANCE AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ADVERTISE FOR BIDS FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR SEKITAN ROAD STABILIZATION. Mr. Pugh made a motion, seconded by Mr. Pillow that the rules be suspended, and the Ordinance be read by title only three times and declared an emergency, no discussion and Roll call vote: Five (5) Ayes motion carried.

1st, 2nd, and 3rd READING: ORDINANCE AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ADVERTISE FOR BIDS FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR SEKITAN ROAD STABILIZATION. Mr. Pugh made a motion, seconded by Ms. Pillow to adopt the Ordinance as read, no discussion and Roll call vote: Five (5) Ayes motion carried

ORDINANCE NO. 2022 15 ORDINANCE AUTHORIZING THE MAYOR AND VILLAGE CLERK TO ADVERTISE FOR BIDS FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR SEKITAN ROAD STABILIZATION.

Solicitor's Report – continued

Mr. Kelly stated that he had prepared an ORDINANCE AUTHORIZING THE VILLAGE CLERK TO ADJUST THE ACCRUED VACATION TIME FOR THE VILLAGE ADMINISTRATIVE ASSISTANT, ERIN SALAZER.

Mr. Pugh made a motion, seconded by Mr. Pillow that the rules be suspended, and the Ordinance be read by title only three times and declare an emergency, discussion, Ms. Jackson, Finance Chairman stated that the Village Clerk had contacted PAYCOR in regard to the Ms. Salazar's vacation leave accrual rate. PAYCOR had made a mistake in the accrual rate which the Village

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Clerk corrected upon speaking with PAYCOR. PAYCOR had emailed a statement on the mistake and that it had been corrected, no other discussion and Roll call vote: Five (5) Ayes motion carried.

1ST, 2ND AND 3RD READING: ORDINANCE AUTHORIZING THE VILLAGE CLERK TO ADJUST THE ACCRUED VACATION TIME FOR THE VILLAGE ADMINISTRATIVE ASSISTANT, ERIN SALAZER. Mr. Pillow made a motion, seconded by Mr. Pugh to adopt the Ordinance as read, no discussion and Roll call vote: Five (5) Ayes motion carried.

ORDINANCE NO. 2022-16 ORDINANCE AUTHORIZING THE VILLAGE CLERK TO ADJUST THE ACCRUED VACATION TIME FOR THE VILLAGE ADMINISTRATIVE ASSISTANT, ERIN SALAZER

Mr. Pugh made a motion, seconded by Mr. Pillow that the rules be suspended, and the Ordinance be read by title only three times and declared an emergency, no discussion and Roll call vote: Five (5) Ayes motion carried.

Mr. Kelly stated that he had prepared an Ordinance for the Mayor and Village Clerk to sign an agreement with the State of Ohio for Snow and Ice Removal. Mr. Pugh made a motion, seconded by Mr. Pillow that the rules be suspended, and Ordinance be read by title only three times and declared an emergency, no discussion and Roll call vote: Five (5) Ayes motion carried.

1ST, 2ND and 3RD READING: AN ORDINANCE AUTHORIZING THE MAYOR AND VILLAGE CLERK TO SIGN AN AGREEMENT FOR THE STATE OF OHIO TO PROVIDE SNOW AND ICE REMOVAL ON STATE HIGHWAYS IN THE VILLAGE OF ADDYSTON. Mr. Pugh made a motion, Ms. Jackson seconded the motion to adopt the Ordinance as read, no discussion and Roll call vote: Five (5) Ayes motion carried.

ORDINANCE NO. 2022-17 AN ORDINANCE AUTHORIZING THE MAYOR AND VILLAGE CLERK TO SIGN AN AGREEMENT FOR THE STATE OF OHIO TO PROVIDE SNOW AND ICE REMOVAL ON STATE HIGHWAYS IN THE VILLAGE OF ADDYSTON.

COUNCIL COMMITTEE REPORTS

Street Maintenance/Community Development – Dan Pillow, Chairman

Mr. Pillow gave an update report on the Memorial benches for the park, he stated the Clerk Dozier mentioned that the VFW Charities was looking into giving a small donation to the bench project. If that donation were used for the bench cement foundations it would reduce the cost of the bench to the family or persons wanting to sponsor a bench.

Ms. Jackson's had the first order for the Snow family. The adult swings have been ordered with an anticipated arrival date between eight to ten weeks. Mr. Pillow made a motion, seconded by Mr. Pugh that the Water Board investigate the water service issues at Mr. Arnold Young's resident, no discussion and Roll call vote: Five (5) Ayes motion carried. Mr. Pillow stated the Mayor Mear had sent out a RFQ on the electric services at the park, discussion on the cost, and Engineering, Duke Energy and coming in off Church Street. Mr. Pillow stated he was approached by Mr. Arnold Young who is upset about his water pressure the matter was referred to the Water Board.

Laws and Contracts – Ron Pugh, Chairman

He would like to schedule a meeting to review the proposed updated Village Policy and Procedures Manual, and contract for phone system. He will let Clerk Dozier know when the meeting is scheduled so she can post it.

Special Events Committee – Pam Jackson, Chairman

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The committee met on August 2nd to discuss a fall event for the village. The committee recommends a Music in the Park event on Saturday, October 8th between 5pm-11pm. The Village Park and Playground Committee will sponsor/sale food and refreshments and have bike raffles to raise funds for the park. The Village to hire a couple of bands to play music round the electric service from the firehouse, cost would be around \$1,200.00. The committee wants this to be a family style event to encourage residents to get involved with the new park. Mr. Pugh made a motion, seconded by Ms. Jackson to use the funding from the We Thrive Fund after a brief discussion on the We Thrive Fund, and Roll call vote: Five (5) Ayes motion carried.

Finance Committee - Pam Jackson, Chairman

The committee needs to review the police budget to cover the increases of the position for the Sergeant and the Lieutenant, and council will need to have an Ordinance drawn up as proof for the State Auditors. She plans to schedule a finance committee meeting and will let Clerk Dozier know the date and time for the posting.

Department Heads:


Police Department – Chief out sick – Mayor Mear gave the report.

The Chief is recommending Chris Hochscheid for the Lieutenant position at the current salary. Mr. Pillow made a motion, seconded by Mr. Pugh to have Solicitor Kelly to prepare an Ordinance designating Chris as Addyston Police Lieutenant with a probationary period of six months with the salary being the current hourly rate, no discussion and Roll call vote; Five (5) Ayes motion carried. The Police Chief is recommending Ryan Welch as Sergeant with a six-month probationary period with the salary being the currently hourly rate. Mr. Pillow made a motion, there was no second motion died lack of second.

Mr. Pugh made a motion, seconded by Ms. Jackson to have the Solicitor prepare an Ordinance amending the hourly rate for the Village Police Lieutenant and Village Police Sergeant positions, no discussion and Roll call vote: Five (5) Ayes motion carried.

Street, Maintenance Department – Dustan Struckman nothing to report.

As there was nothing further to come before the Addyston Village Council Mr. Pugh made a motion to adjourn, seconded by Mr. Pillow, no discussion and Roll call vote; Five (5) Ayes motion carried. Minutes prepared by Margaret Ann Dozier, Village Clerk. The next regular session of council will be Monday, September 18th, 2022.


Margaret Ann Dozier, Village Clerk
Ohio


Lisa Mear, Mayor Village of Addyston,