

LEESBURG VILLAGE COUNCIL
8/16/2018
Mayor Freddie Snyder

Mayor Freddie Snyder called the regular August session of the Leesburg Village Council to order on Thursday, August 16, 2018 at 7:00 P.M. in the Leesburg Municipal Building. No invocation was given and John Michael led all present in the Pledge of Allegiance to the Flag.

ROLL CALL:

Present: Council Members

Mr. John Michael ☒

Ms. Shawn C. Priest ☒

Mr. Chris Runyon ☒

Mr. Morgan Sheppard ☒

Mr. Richard Tolle ☒

Mr. Scott Willey

Also Present:

Police Chief Shane Nolley ☒

Fiscal Officer Tracy Evans ☒

Solicitor Fred Beery ☒

Also attending: Haylee Johnson, Jeremy Jones, Blythe Pelham, Steve Bush, Alice Teeters and Rick Mason.

I. CONSENT CALENDAR:

a. Morgan Sheppard moved and John Michael seconded to approve the minutes for the July 19, 2018 council meeting. Roll call vote 5-0. Motion carried.

1. Shawn Priest moved and Chris Runyon seconded to approve the minutes for the August 2, 2018 special council meeting with corrections. Roll call vote 5-0. Motion carried.

b. Council reviewed the bills paid in July 2018. John Michael moved and Shawn Priest seconded the bills be approved. Roll call vote 5-0. Motion carried.

II. PRIVILEGE OF THE FLOOR:

Ms. Haylee Johnson and Mr. Jeremy Jones – requested permission to place a single wide home at the front of the vacant lot located at 337 South Street, or a doublewide at the back of the vacant lot. After discussion, Council informed Ms. Johnson and Mr. Jones that if a doublewide is placed on the property, no variance is needed. However, if they choose to go with the singlewide home, they would need to return to Council for discussion and get a variance on the current ordinance in place regarding trailers.

Ms. Blythe Pelham – just observing

Mr. Steven Bush – just observing

Mr. Rick Mason – wanted to know the progress of the four way stop at Kennedy Blvd. Mayor Snyder informed Mr. Mason this topic would be discussed during the Committee Meeting section.

Ms. Alice Teeters – representing the Depot Committee informed Council they had a public meeting on July 24, 2018 that had a nice turn out. The Committee is currently waiting on an offer from CSX and in the process of completing the paperwork for a 501C3.

III. LEGISLATION:

RESOLUTION NO. 18-04

A RESOLUTION TO AUTHORIZE AND DIRECT THE FISCAL OFFICER TO TRANSFER SEWER PAYMENT FUNDS RECEIVED FROM HIGHLAND, OHIO, TO COVER EXTRAORDINARY EXPENSES AND TO INCREASE APPROPRIATIONS IN THE SEWER FUND RETROACTIVE JULY 19, 2018.

Chris Runyon moved and Morgan Sheppard seconded to approve Resolution No. 18-04. Roll call vote 5-0. Motion carried.

IV. COMMITTEE REPORTS:

Councilman John Michael, Chairman of the Personnel Committee reported the committee met on Thursday, August 2, 2018. Those present were Chairman John Michael, Shawn Priest and Scott Willey. The purpose of the meeting was to discuss a vacation policy for part time police officers. After discussion, Council decided to table this topic to discuss further.

Councilman Shawn Priest reported the Public Grounds Committee met on Monday, August 13, 2018. Those present were Chairman Richard Tolle, Chris Runyon, Shawn Priest and Mayor Freddie Snyder. The purpose of the meeting was making an intersection of Kennedy and Miller a four way stop. The Public Grounds Committee recommended placing two new stop signs where Kennedy intersects Miller.

*Morgan Sheppard moved and Richard Tolle seconded to accept the Public Grounds Committee recommendations. Roll call vote 5-0. Motion carried.

V. REPORT OF CITY OFFICIALS:

Report of Fiscal Officer Tracy Evans:

- Passed around monthly reports for Council to sign.
- Asked Council if they had a chance to review Article 40 - Policies and Procedures for Credit Card Use that was tabled last month. Councilman Morgan Sheppard requested that “No employee of the Village shall profit against rewards or points earned from use of a credit card”.
 - *Richard Tolle moved and Shawn Priest seconded to add Article 40, with the above-added verbiage, to the Employee Handbook. Roll call vote 5-0. Motion carried.
- Requested reimbursement for \$79.02 for Income Tax Clerk Dorothy Vance.
 - *Chris Runyon moved and Morgan Sheppard seconded to approve Dorothy Vance’s reimbursement for \$79.02. Roll call vote 5-0. Motion carried.
- Presented Council with a request from Diana Fordyce for the Village to participate in the Power Pack lunch program for the students at Fairfield Schools for the upcoming school year. The Village donated \$500 last year and Mrs. Fordyce requested the same donation this year.
 - *Shawn Priest moved and Chris Runyon seconded to donate \$500 to the Power Pack Program. Roll call vote 5-0. Motion carried.
- Requested and Income Tax Refund in the amount of \$31.00
 - *John Michael moved and Shawn Priest seconded to approve the Income Tax refund for \$31.00. Roll call vote 5-0. Motion carried.

Report of Police Chief Shane Nolley:

Chief Shane Nolley reported that for the month of July 2018, there were 520 calls for service. Hours worked were as followed: Chief Nolley-152 regular, 13.25 overtime; Officer Stephens-152 regular, 11.00 overtime; Officer Brady-93 regular, 8.00 overtime; Officer Michael – 83.00 regular, 12.00 overtime; Officer Cottrell-112.00 regular, 6.00 overtime and Officer Dawson – 30 regular, 4.00 overtime. There was 1 Traffic Crash Report, and 30 Offense Reports. Arrest Information: Arrests - 9, Traffic Citations -3, and Warning Citations - 4. Police vehicle information: Unit 1 – 2017 Police Interceptor – 828 miles driven, Unit 2 - 2005 Ford Explorer – 596 miles driven, Unit 3 - 2015 Police Interceptor – 1,362 miles driven. Repairs: \$0.00 and Training: \$0.

Additional Information from Chief Nolley:

- The Police Department has 90 active case reports.
The departments total reports received for the month of July 2018 were 30, an increase of 6 reports from July 2017.
- Officer Dawson has started his training and worked a special detail during the 5K Glow Run on July 27, 2018.

Report of Utility/Streets Department:

- Picked up 100+ tires around the Village on tire pick up day.
- Two sewer pumps down.
- Side streets paved.
- Repaired two water leaks.

Report of Income Tax Administrator Dorothy Vance:

- Mayor Snyder reported for Mrs. Vance that \$50,239.06 was collected for the month of July 2018.

Report of Mayor Freddie Snyder:

- Mayor Snyder updated Council on the drainage ditch located beside Councilman Willey's property. Mayor Snyder stated McCarty has sent us a \$4,500 proposal for the engineering services. Mayor Snyder also talked to Environmental Engineering and they will draw up the plan for the Village at no cost. In addition, there may be some CDBG funds available for ditch curbing. Councilman Chris Runyon asked about completing the drainage problem in stages. Solicitor Beery stated we could have some liability if the project is not completed in phases. In addition, Solicitor Beery stated you could not use taxpayers' dollars on private property unless you have a comprehensive plan to repair the entire village. Solicitor Beery stated the first step is to complete the engineering on the project, and then apply for the grant. Councilman Priest stated she believed that Miller Street should be addressed as well. Council asked Mayor Snyder to get estimates on a phased plan from the north side of St. Rt. 28 all the way to the creek from Environmental Engineering. In addition, Council would like each phase ranked in severity, or even if each phase is necessary. Solicitor Beery stated if the Village would pay for all the repairs, we would have to implement a storm sewer fee on every residents bill to help pay for debt service.

VI. OLD BUSINESS:

- Brokaw Building – Received an estimation of demolition for \$49,825. Estimation of repairs will be given later.

- George Phillips property – Received estimation of demolition for \$44,950.00 for both properties including cleaning of both lots. Estimation of repairs will be given later.
- Coyote Manufacturing – Fiscal Officer Tracy Evans read a letter she prepared to send to Coyote from Administrator Campbell and asked Council if this letter addressed their issues. Council stated yes and instructed Fiscal Officer Evans to mail the letter.
- Drainage Ditch on St. Rt. 28 – See notes under Mayor Snyder.

MISCELLANEOUS:

- Councilman Sheppard asked that “other business” be added under “old business” on the agenda.
- Shawn Priest moved and John Michael seconded to adjourn at 9:04 PM. Roll call vote 4-0 with Councilman Tolle dismissing himself at 8:30 PM. Meeting adjourned.