

REGULAR MEETING Minutes
Village of Put-in-Bay Council
Tuesday, February 11th, 2020
9:00 AM

Mayor Dress called the meeting to order at 9:03 am.

Susan Anderson was present by telephone.

Roll: Berry; present; McCann; present; Market; absent, Faris; present; Boyles; present, Koehler; absent.

*Boyles would like it noted in the minutes that Koehler has not been present for two meetings with out a valid excuse.

ORD: 1209-19 Amending Chapter 866- Taxicabs

Faris moved to withdraw Ord. 1209-19. Seconded by Berry

Roll: Boyles; yes, McCann; yes, Faris; yes, Boyles; yes. Motion Carries.

ORD: 1240-20 Amending Chapter 866

Faris moved to introduce Ord. 1240-20; AN ORDINANCE AMENDING AND RESTATING IN TOTAL CHAPTER 866 OF THE CODIFIED ORDINANCES REGULATING TAXICABS, AS AMENDED.

Boyles expressed a few concerns regarding the inspections of the cabs and their requirement to gain a permit. In order to apply for a permit, all vehicle information is needed; therefore, the purchase of a vehicle does not guarantee a license to operate; and with inspections done by the PIB police department, it is not required to bring the application along. Therefore, vehicles listed on applications are not vehicles being inspected. Boyles would recommend that inspections be passed before a license is issued. Would like to see language cleaned up. Legal council will review and recirculate.

ORD: 1241-20 Modifying Ord. 1222-19

Boyles moved to introduce Ordinance 1241-20; AN ORDINANCE MODIFYING THE TERMOF THE PREVIOUSLY ESTABLISHED TEMPORARY MORATORIUM ON THE ACCEPTANCE, PROCESSING AND APPORVALS OF NEW APPLICATIONS AND RENEWAL APPLICATIONS FOR BUSINESS LICENSES FOR MOBILE OR FIXED INTRAVENOUS THERAPY BUSINESSES.

ORD: 1242-20 Revised Housing Agreements

Berry moved to introduce Ordinance 1242-20; AN ORDINANCE APPROVING REVISED EMPLOYEE HOUSING AGREEMENTS FOR THE VILLAGE OF PUT-IN-BAY, OHIO.

Fiscal Officer to clarify, the changes are in reference to the terms of the contract, NOT the rental rates.

ORD: 1243-20 Capital Cost Recovery Agreement

Boyles moved to introduce Ordinance 1243-20; AN ORDINANCE APPROVING AND ADOPTING A REVISED CAPITAL COST RECOVERY AGREEMENT.

Mayor Dress stated the minutes would need to be amended to reflect Koehler being absent for that meeting.

Boyles moved to approve the amended minutes from January 7th, 2020 to reflect Koehler's absence for the meeting. Seconded by Berry.

Roll: Berry; yes, McCann; yes, Faris; yes, Boyles; yes. Motion Carries.

FINANCIALS:

Berry moved to approve January Financial Statements including: (T&N/Bills/PO's over 3K/Supplemental Appropriations/Mayor's Court). Seconded by Boyles.

Roll: Berry; yes, McCann; yes, Faris; yes, Boyles; yes. Motion Carries.

Boyles moved to approve 2020 Purchase Orders retroactive to January 1st, 2020. Second by Faris.

Roll: Berry; yes, McCann; yes, Faris; yes, Boyles; yes. Motion Carries.

Faris moved for bills to be paid. Seconded by McCann.

Roll: Boyles; yes, Faris; yes, McCann; yes, Berry; yes. Motion Carries.

Faris moved to approve Fremont Fence invoice for \$12,195.00. Seconded by McCann.

Roll: Boyles; yes, Faris; yes, McCann; yes, Berry; yes. Motion Carries.

PRESIDENT PRO-TEMPORE:

Faris moved to reappoint Boyles as the 2020 President Pro-Tempore. Seconded by Berry.

Roll: Boyles; yes, Faris; yes, McCann; yes, Berry; yes. Motion Carries.

Boyles moved to approve fiscal officer Splashtop monthly fee of \$5.00/month (\$60/year). Seconded by Faris.

Roll: Boyles; yes, Faris; yes, McCann; yes, Berry; yes. Motion Carries.

Faris moved to approve Fiscal Officer to attend LGA Conference April 8th - 10th, 2020 and 2020 Fraud Training May 18-19, 2020.

Roll: Voice; all yes. Motion Carries.

Berry moved to approve the changes for the Marina Operators Liability Policy. Boyles seconded.

Roll: Boyles; yes, Faris; yes, McCann; yes, Berry; yes. Motion Carries.

Faris moved to approve "Carryover" from 2019 police operating to be reallocated into police capital improvement fund - \$53,476.59 total. Seconded by Boyles.

Roll: Boyles; yes, Faris; yes, McCann; yes, Berry; yes. Motion Carries.

Berry moved to approve the Police Department purchase of 2 golfcarts in the amount of \$12,200.00 total. Seconded by Boyles.

Roll: Boyles; yes, Faris; yes, McCann; yes, Berry; yes. Motion Carries.

Faris moved to approve installation of lights and sirens on two new golf carts for \$2,800.00 each/ \$5,600.00 total. Boyles second.

Roll: Boyles; yes, Faris; yes, McCann; yes, Berry; yes. Motion Carries.

Faris moved that the purchase of the golf carts and the installation of the lights and sirens be expended from the Law Enforcement Capital Improvement Fund. Seconded by Boyles.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Boyles moved to approve the purchase and installation of new security cameras for the Police Department; totaling \$12,756.08 to be expended from the Law enforcement Capital Improvement fund. Faris second.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Mayor suggested multiple quotes for future purchases for Police Department.

Boyles moved to approve the onetime fee of \$2,450.00 for Digital Evidence Tracking System for the police department. Berry seconded.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Boyles moved to approve Sewer Impact Fee transfer of \$44,441.78 to 3301 Bayview Ave for the remaining debt service payments. Faris seconded.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Records Commission Meeting: tentatively scheduled for March 3rd, 2020 after the Workshop session.

Faris moved to approve 2020 Drug Task Force Contribution of \$750.00. Boyles second.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Berry moved to approve Real Property Invoice for 248 Erie Street: \$1,278.91 and \$3,036.57 for the house and the remaining property. Seconded by Boyles.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

*Legal council stated 2019 payments are still in the appeal process.

Faris moved to update the bank signature forms to reflect the removal of Paula Ladd, adding Judy Berry. Boyles second.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Faris moved to approve 8.5% of total dock revenue 2019 (\$34,130.07) to go to Dock Capital Improvement per Ordinance 1121-15. Berry Seconded.

Roll: Boyles; yes, Berry; yes, McCann; yes, Faris; yes. Motion Carries.

*Boyles questioned the legality of granting earned time in advance. Legal states there is no issue other than if employee chooses to terminate employment after time is granted; therefor being paid for time not earned. The discussion of drafting an agreement is an option.

Boyles moved to approve Karen Goaziou vacation advance request; 5 days/40 hours advance in March rather than April per her anniversary. Berry Seconded.
Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Boyles moved to approve Chief Riddle to roll over 73 hours of unused vacation time from 2019 to 2020. McCann seconded.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Utility Rules and Regulations Update: Nothing to be approved at this time. Legal will have ready for March meeting.

Boyles moved to approve the Walter-Haverfield invoices. Seconded by Berry.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

*Discussion of the purchase of MBL pass and flight tickets took place.

Village Administrator clarified that Mr. Mendoza is requesting one MLB pass, and 3 books of flight tickets, which will be deducted from his pay each paycheck.

Legal Council suggested a village policy be implemented that specifies terms and conditions. A payroll deduction agreement is to be signed by employee.

Boyles moved to approve the purchase of MBL pass and 3 books of flight tickets contingent upon a payroll deduction agreement be signed by the employee. Seconded by McCann.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Mayor suggested a Rule and Ordinance Committee meeting be established to further facilitate the agreements for the policy and procedure manual.

Council would like to see a sketch of the plans for the A-1 finger dock project that will take place. Concerns of winter weather and ice and what it may have on the structure of the dock.

Faris moved to approve up to \$6,500.00 for A-1 finger dock maintenance. Berry seconded.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Village Administrator clarifies that the cost of this project is \$6,530.00.

Faris rescinds his previous motion and moved the amount to be spent not exceed \$6,590.00. Berry seconds.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Village Administrator submitted 3 different quotes for a tractor for the utility department. The Kubota is \$19,031.43, and most favored.

The purchase would be split between water, parks, sewer and townhall parks capital improvement funds.

Boyles moved to approve the purchase of the tractor, and for the expenditure to be made out of water, sewer, townhall, and parks capital improvement funds. Faris seconded.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

Legal council will draft amendments for Ordinance 1217-19 Establishing and Setting Dock Fees to reflect the following changes; Section 6: “from the second Friday in April until the second Friday in May, and then again from the second ~~Friday~~ **SUNDAY** in October through the end of October. And the increase dockage day rates to mirror B-dock day rates. (see handout).

Boyles moved to direct legal counsel to redraft Ordinance 1217-19. Seconded by Faris.

Roll: Faris; yes, McCann; yes, Berry; yes, Boyles; yes. Motion Carries.

*Discussion lead by Village Administrator on DEFA. Explained there are project deadlines, and funding deadlines for the Sybil Road project. Asking for the application be sent by Poggemeyer to DEFA for 0% financing for Poggemeyer’s engineering fees. The contract will be for \$20,000.00 for the design and the permit to install. The Sewer Impact Fee would finance the project on its own, install the sewer line, and then assess the customers.

Boyles questioned the easement agreement. Village Administrator will obtain an executed copy of the easement agreement signed by Mr. Cerny.

Faris moved to approved Poggemeyer to submit the application for 0% financing to DEFA, and the project does not exceed \$25,000.00. McCann seconded.

Roll: Boyles; yes, Berry; abstain, McCann; yes, Faris; yes.

PUBLIC PARTICIPATION:

Joy Urge:

Inquired about water and sewer on Sybil road.

Michelle O’Donnell:

Status on the approval of the hanging kick bag for Taekwondo.

Mayor encourages council to approve the installation.

No action was taken.

LEGAL REPORT:

Correspondence was sent to IV Joint regarding their right to appeal, and that council was considering changes to the moratorium. No response from other party yet.

REPORTS:

Chief of Police:

January Report:

Vests were ordered and expended out of the police operating fund. Will receive reimbursement check.

Chief asked that the prior approval of the Ray's Electronics' Invoice come out of the law Enforcement Capital Improvement Fund. This expenditure is for the existing repeater to be moved to the new water tower location.

Faris moved that council reconfirm the purchase to come out of Fund 2092. Berry seconded.

Roll: Boyles; yes, Berry; yes, McCann; yes, Faris; yes. Motion Carries.

Administrator:

January Report

Explanation on why the Townhome are designated to Water and Sewer employees only.

Fiscal Officer:

January Report

Time clock discussion: will ask legal to draft up a time clock policy for who is responsible for clocking in; all employees or just hourly employees.

Boyles moved for all employees to use the time clock to record starting and ending times of work, for the next upcoming pay period, February 17th, 2020. McCann seconded.

Roll: Boyles; yes, Berry; yes, McCann; yes, Faris; yes. Motion Carries.

COUNCIL BUSINESS:

Boyles:

Status of phase 2 for the Lakeview/Victory loop.

Village Administrator explained that materials have been purchased, and a small segment needs to be completed.

Faris:

Status of the Village's interest in selling/leasing a portion of the Erie Street property to the park.

Berry:

Has Village reached out to ODOT on what can be done about the high-water damage, and rehabilitation of the damage done already to the road? Future plans to limit traffic on 357 during high water months.

Boyles moved to adjourn the regular meeting. McCann seconded.

Voice Vote: all yes.

Meeting adjourned at 10:55 am.

Mayor, Chief and V.A. met with the Township Trustees on the cost of police protection for Bash on the Bay 2020.

***Council may enter into Executive Session to discuss Pending and Imminent Litigation.
ORC 121.21***

Mayor

Date

Attest

Date