

January 10, 2022

Council President Mr. Martin called the January 10, 2022 meeting to order at 7:31 PM. The roll was called with the following members present: Mrs. Dennis, Mr. Ferguson, Mr. McClead, Mr. Millhone, Mr. Null, Mr. Ruth and Mr. Wallace present. Also, present was Mayor Lorentz, Safety-Service Director Mrs. Hoblitzell, City Auditor Mrs. Nolan, City Law Director Mr. Webster, City Treasurer Mrs. Cassady and Clerk of Council Mrs. Meredith.

Council President Mr. Martin asked that everyone please rise for the Prayer and remain standing for the Pledge of Allegiance. Mr. Ruth gave the invocation and led us in the Pledge of Allegiance.

Mr. Ferguson made a motion to accept the minutes of December 13, 2021, as presented and by-pass the reading. A vote was taken with members of council present voting aye.

Mr. Ruth made a motion to accept the minutes of December 23, 2021, as presented and by-pass the reading. A vote was taken with all members of council present voting aye.

Mrs. Dennis made a motion to correct the January 1<sup>st</sup>, 2022 minutes. The correction was to the 4<sup>th</sup> Paragraph, 1<sup>st</sup> line. Changed Mrs. Dennis to Mr. Null nominated Mr. Ferguson as Council President Protem. Mrs. Dennis made a motion to accept the minutes with the change. A vote was taken on the corrected minutes with all members of council present voting aye accept Mr. Null whom voted nay.

Council President Mr. Martin stated that before we go any further there was a brief discussion a few minutes ago about the committee assignments. We since have clarification on the committee assignments. Mr. Martin asked for a motion to accept the committee assignments as assigned. Mr. Ferguson made a motion to accept the committee assignments assigned. A vote was taken with all members of council present voting aye.

There has been some discussion of the appointment of the Council Clerk. Council President Mr. Martin appointed Kimberly Meredith as Council Clerk and asked for a voice vote by council. A voice vote was taken with all members of council present voting aye.

### **Reports of City Officials:**

The Service Director and I met with the County Commissioners to discuss the upcoming forced main project. The Commissioners have agreed to contribute \$200,000 toward the construction. This is far more cooperation than ever before

resolving these issues. They have also caught up on the overages above the agreed monthly bill.

One of our officers was involved in a car accident. The cruiser at this time appears to be totaled but, our officer is ok. This was one of our newest interceptors.

A local gentleman has contacted my office wanting to resurrect the CERT. Having discussed this with both the Police Chief and Fire Chief we will schedule a meeting in the near future.

The Civil Service Commission is gearing up for a test. Our list is at this point depleted so we will advertise and test for Laborer, Water Sewer Operator and Police Officer.

On your desk is the email I sent everyone directing them to fill out the ethics form for the State of Ohio. This is a required exercise.

Safety-Service Director Mrs. Hoblitzell reported that we are still working on the design of 2<sup>nd</sup> line for the force main from the county meter pit to West Street.

Kathy Davis with the Water and Soil Conservation District will be doing her annual inspections at the water, sewer and street departments on Thursday.

Bret Allphin and Sam Tuten from Sixmo have the BRE plan complete and ready to implement. This is one of the line items in the Burton Plan (Strategy 9). The press release will be ready to put in the paper, on Facebook and on the city's website. If you have never seen the Burton Plan and would like to have a copy, please let me know and I will email a copy to you. So far Strategy 2: New Website is complete, Strategy 10: Natural Gas Supply will be complete this week, Strategy 9: BRE plan will be complete this week (this is a continuous record keeping item, but the plan is complete. Strategy 3: Funding for Brownfield Revitalization is currently being worked on. Strategy 4: Review and revise zoning regulation, currently working with the zoning task force and would like to ask Paul Wallace to be a part of this task force since he is the Planning/Zoning Chair. Mr. Wallace accepted the appointment.

Advertisement for bids for the water line replacement for Farson Street was in the paper this week. No one bid the last time it was advertised because of the increase in materials and the bids would exceed 10% of the engineers cost estimate.

City Auditor Mrs. Nolan reported that this past week we worked thru IT matters setting up new Passwords for the Accounting software as well as a working email. Bank signature changes for myself as well as Jackie have been made. Workers Compensation was calculated and paid. Multiple purchase orders and requisitions were signed for the new year. Time was spent reviewing Bank Reconciliation procedures as well as Budget. Truly appreciate Lisa's patience and perseverance with training.

Today, I observed Payroll procedures. Tomorrow will be reviewing the second piece of payroll.

An article to accept Software bids was ran December 29, January 5, January 12 under the Classified of the News and Sentinel. Bids must be received no later than 3PM January 26, and will be opened at 3PM January 26, 2022.

The Treasurer's Report and The Utility Adjustment Report for December are on the back table and need councils' approval as well as the Year-to-Date Treasurer's Report.

Mr. Martin asked if anyone had the opportunity to look at these items. Since they are on the back table we will need to extend to the next meeting.

Mrs. Cassady and Mrs. Nolan both stated that the reports had been emailed to all members of council.

Mr. Martin stated that since everyone had received copies of the Treasurer's Report do, we have a motion to accept? Mrs. Dennis made a motion to accept the Treasurer's Report as presented. Discussion followed regarding the two CHIP Accounts. Fund 311 and Fund 312, A vote was taken with all members of council present voting aye.

Mr. Martin stated that since no one has had the opportunity to look at the Year-to-Date Treasurer's Report we will hold until the next meeting of council to approve. Mrs. Nolan stated that it was sent with the December Treasurer's Report. There were two reports sent. It was decided to wait to approve the Year-to-Date Treasurer's Report at the next meeting.

City Law Director Mr. Webster reported that the State of the City Report would be given at the next meeting. The statistics regarding the Municipalities will be discussed at the next meeting. Mr. Webster stated that he met today with the County Auditor in regards to the fire levy. He started to process however it hasn't been published. The auditor has to give us the information and the total evaluation for the city. We can't collect anymore money then we were collecting before. The Levy will show 1.75 mil. On the renewal you can't receive the increase evaluation to collect more money. The second piece of legislation will be to place on the ballot. In talking to the auditor, the primary will be the first week in February. Both pieces of legislation will need to be on the agenda for the next meeting so we can get it passed. If we don't pass it at the next meeting, we may have to have special meetings in order to do so. The passed legislation will have to be the Auditor's Office as well as the Board of Elections prior to that date. The Auditor just got the numbers in this week. We will get it to you just as quick as we can. Hopefully you will have it by the end of the week. It will be processed as a renewal instead of a new piece on the Levy.

Council President Mr. Martin asked anyone giving a report should pass their report along to the Council Clerk so it can be part of her records.

City Treasurer Mrs. Cassady stated that council has already voted on the December's Treasurer's Report.

### **Communication and Petitions –**

President of Council Mr. Martin reminded all members of council that if you have not completed the Sunshine Law Course please do so. There is three that have not yet completed. Mr. Martin stated you go on the Attorney Generals website to complete

the course. Once completed it will allow you to print out a certificate.

You will all start receiving emails. Several have told me that they have received bogus emails. Once your name goes on the website you will start receiving these bogus emails. Be sure you look at the originating address.

Mr. Martin assigned the ODOT Legislation to Mr. Ruth's committee.

Mr. Martin assigned CHIPS Legislation to Mr. Ferguson's committee.

Mrs. Hoblitzell stated that the ODOT Legislation for resurfacing has to be back to them by February 1<sup>st</sup>, 2022. Mr. Martin stated no worries!

### **Reports of Standing Committee –**

Finance/Audit Committee Mr. Ferguson asked when the CHIPS Legislation was due back. Is there a deadline? Mayor Lorentz stated that he didn't think there was a deadline. Mr. Ferguson called a committee meeting for January 24<sup>th</sup>, 2022 at 6:30PM for the purpose of discussing Fleet Management Enterprise (information has been placed on your desk) a three-page questions and answer sheet and the 2022 Budget. I will get copies to council by the end of the week. Mr. Martin asked Mr. Ferguson if he wanted to remove the CHIPS legislation from the agenda this evening since there was not a deadline. According to Mr. Ferguson he would go ahead and have the first reading.

Mr. Null asked Mr. Ferguson if his meeting would take the entire time from 6:30-7:30 on January 24<sup>th</sup>, 2022. Mr. Ferguson told Mr. Null that it would take every bit of that time plus more.

Mr. Ferguson stated that he would be having Finance/Audit Committee meetings at 6:30 PM prior to the regular council meetings from now until probably March.

Mr. Null stated that he would schedule his meeting on an off day.

Mrs. Dennis, Police and Fire Committee reported that she had the opportunity of meeting with the Police Chief today and was informed how I could serve the police department. I have no other report at this time.

Mr. Martin stated that he did talk to the fire chief today and he is available on Mondays from 8-4. Mr. Martin stated that we will call and set up a meeting with him.

Mr. Ruth, Streets, Sidewalks and Storm Sewer had no report.

Mr. Millhone had no report for the Utilities Committee.

Mr. McClead, Parks and Recreation Committee had no report.

Mr. Wallace, Planning and Zoning Committee had no report.

Mr. Wallace, Economic Development Committee had no report.

President of Council Mr. Martin stated that before he asked for Mr. Null's, Rules Committee report he had received a request from the Safety Service Director Mrs. Hoblitzell to take a look at the Ohio Revised Code Section 731.25 regarding posting of passed legislation. We need to find what is available for posting. Mr. Null stated that he had no report. I will be calling a meeting as we have some issues that need resolved. One being that our Safety-Service Director is not a resident of the City of Belpre and according to State Law you must be a resident. I'm not fond of having to do this however it is my responsibility. I planned on calling a meeting for January 24<sup>th</sup>, 2022 before our next meeting of council however that time has been taken. Mrs. Hoblitzell stated that she is looking for something in Belpre.

**Persons Appearing Before Council – Agenda items only.** none

**Unfinished Business:** - none

**NEW BUSINESS:**

Mr. Ruth brought before council for first reading **A RESOLUTION AUTHORIZING THE CITY OF BELPRE TO ENTER INTO A CONTRACT WITH STATE OF OHIO, DEPARTMENT OF TRANSPORTATIONS FOR RESURFACING OF WASHINGTON BOULEVARD (S.R.618) PID NO. 108115.** A vote was taken with all members of council present voting aye.

Mr. Ruth moved to suspend the rule of council on three different days to allow for the second and third readings of **A RESOLUTION AUTHORIZING THE CITY OF BELPRE TO ENTER INTO A CONTRACT WITH STATE OF OHIO, DEPARTMENT OF TRANSPORTATIONS FOR RESURFACING OF WASHINGTON BOULEVARD (S.R.618) PID NO. 108115.** Mr. Null stated that he wasn't in favor of the emergency clause in the legislation. In this case, since the legislation was handed to us late, I feel that it is necessary to have all three readings. For future, I do not like the emergency clause. I feel that the public should have the opportunity to participate. A vote was taken with all members of council present voting aye.

Mr. Ruth brought before council for second and third readings of **A RESOLUTION AUTHORIZING THE CITY OF BELPRE TO ENTER INTO A CONTRACT WITH STATE OF OHIO, DEPARTMENT OF TRANSPORTATIONS FOR RESURFACING OF WASHINGTON BOULEVARD (S.R.618) PID NO. 108115.** Mr. Ferguson asked where the \$331,000 was located. According to Safety-Service Director Mrs. Hoblitzell it is located with the County Engineer with our municipal fund that he keeps for us. According to Mrs. Hoblitzell there is more than the \$331,000 in that fund. There is approximately \$385,000 in that fund. Mr. Ruth stated that he read if additional funding is needed it would have to come back to council for approval. A vote was taken with all members of council present voting aye.

Mr. Ruth moved this be Resolution #1, 2022-2023 and duly passed. A vote was taken with all members of council present voting aye.

Mr. Ferguson brought before council for first reading **A RESOLUTION AUTHORIZING THE CITY OF BELPRE TO ENTER INTO A COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM PARTNER AGREEMENT**. Discussion followed. Mr. Null asked the mayor how long we have participated in the CHIPS Program. According to the Mayor it has been probably 12 to 14 years. Probably 12 years to be safe. A vote was taken with all members of council present voting aye. This will lie over until the next meeting of council.

#### **PERSONS APPEARING BEFORE COUNCIL:**

Gary Paschen 1010 Florence Street addressed an issue at the end of Florence Street where the road slopes to the North. Water ponds in this area almost to the point of getting into the adjacent duplex. Mr. Paschen presented council with a diagram map of the standing water off of Florence Street. Safety-Service Director Mrs. Hoblitzell stated that they were going to add a basin with the line running to Matheny's and tie into an existing line. Any questions can be directed to Dave Shaffer. Mr. Shaffer can let you know the schedule.

Shala Greathouse with the Belpre Fire Department, Inc., Belpre EMS reported that the department has had 124 calls in December. They now have 10 EMT's, 2 Advanced EMT's and 9 medics. It takes 1 ½ minutes out the door once a call comes in and an average of 6 ½ minutes to arrive at the scene. We have added a second truck outside of the contract with the city. We run it from 9AM to 9PM. This helps with any second or third call that might come in when our initial truck is out on a call.

Mrs. Dennis asked if council needed to vote on creating a City Council Facebook Page. She was informed that council did not need to vote on it. Each member of council was asked if they were in agreement. All members were in agreement.

#### **Adjourn:**

Mr. Ruth made a motion to adjourn. Mr. Ruth withdrew his motion as Mr. Null had a question regarding posting places.

Mr. Null questioned the location of posting places within the City of Belpre. At one time there were boxes for the posting of legislation however they rotted and were removed. We need to find out what is legal for posting. Mrs. Hoblitzell asked Mr. Webster how many locations we needed to post legislation. Mr. Webster stated that he would have to look at the Ohio Revised Code before he could give her an answer.

Mr. Ruth made a motion to adjourn at 8:24PM. A vote was taken with all members of council present voting aye.

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President of Council Mr. Martin

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Clerk of Belpre City Council Mrs. Meredith