

VILLAGE OF ADDYSTON, OHIO COUNCIL MEETING PROCEEDINGS NOVEMBER 15, 2021

Mayor Lisa Mear called the meeting to order at 7:00PM, all joined in the Pledge of Allegiance, call Of council found the following members present, Mr. Dan Pillow, Ms. Ann Pillow, Ms. Linda Martin, and Ms. Jackson. Also in attendance were Village Clerk Margaret Ann Dozier, Village Solicitor Robert G. Kelly. Department Heads included Acting Police Chief Don McWhorter, Maintenance Supervisor Dustin Struckman, and Addyston Water Board President Jason Fry, and volunteer camera man Marc Mear.

**Clerk's Report – Margaret Ann Dozier**

Presented the resignation letter of Audrey VonLuehtrre as Village Treasurer. A motion was made by Mr. Pillow, seconded by Ms. Jackson to accept the resignation, no discussion and Roll call vote: 4 Ayes motion carried.

Presentation of the November 1, 2021, council meeting minutes. A motion was made by Ms. Jackson, seconded by Ms. Martin to adopt the minutes as presented, discussion from Mr. Pillow that he was referring to "curb stops" at the parking not "speed bumps." Clerk Dozier commented that she would make the correction, no other discussion and Roll call vote: 4 Ayes motion carried.

Pay Ordinance 2021 11 C for biweekly payroll in the amount of \$9,635.01 issued on November 5, 2021. A motion was made by Ms. Jackson, seconded by Mr. Pillow to approve the payments, no discussion and Roll call vote: 4 Ayes motion carried.

Pay Ordinance 2021 11 D for monthly salaries in the amount of \$6,350.00 issued on November 15, 2021. A motion was made by Ms. Pillow, seconded by Ms. Jackson to approve the payments, no discussion, and Roll call vote: 4 Ayes motion carried.

Pay Ordinance 2021 11 E for accounts payable in the amount of \$12,900.57. A motion was made by Ms. Jackson, seconded by Ms. Pillow to approve the payments, no discussion and Roll call vote: 4 Ayes motion carried.

**Mayor's Monthly Financial Statement – Lisa Mear**

Court cost/fines to the village in the amount of \$3,494.00, sent into the State Revenue fund \$654.00, for other Revenue for indigent defense/victims of crime/drug law enforcement fund and indigent driver alcohol treatment fund \$24.00 for a total report of \$4,172.00. A motion was made by Mr. Pillow, seconded by Ms. Martin to adopt the report as read, no discussion and Roll call vote: 4 Ayes motion carried.

Clerk Dozier presented the UAN Financial Statement as of October 31, 2021. She explained that it was a little different from what council had received in the past, however the layout lists the account code, fund name, beginning balance, revenue, expenditures with an ending balance that is pooled as all funds. A motion was made by Mr. Pillow, seconded by Ms. Martin to adopt the UAN Financial Statement, no other discussion and Roll call vote: 4 Ayes motion carried. Clerk Dozier stated that she had an email from

TJ White of the Local Center for Government wants to stop by for a visit, and they agreed on the last of Monday of November which would be the 29<sup>th</sup> at 2:00PM if anyone wants to come and meet him. Mayor Mear asked about the date because of the audit review. She had two dates from Betsy Amend November 29<sup>th</sup> or November 30<sup>th</sup> she would let Betsy know to set for the 30<sup>th</sup> at 2:00PM here. Clerk Dozier read an email that she had received from Brent Beisel grandson of former Addyston resident Chloe Calvert, who wanted to have the house at 408 Three Rivers Parkway put on the list for demo houses. Mayor Mear referred the matter to the Housing Committee.

**Department Heads/Guests**

Mr. Jason Fry, Water Board President came before council to ask for help in purchasing a 2018 Ford truck from Haag Ford in the amount of \$33,330.00. He stated that Water Board has \$18,330 money

available with council's loan of \$15,000 the Board could purchase the truck outright and repay the council in monthly installs of \$1,000 for 15 months. Discussion on the truck could be purchased, how a bank loan would work, other options (refer to video tape)

A motion was made by Mr. Pillow, seconded by Ms. Jackson to authorize the loan of \$15,000.00 with \$1,000 monthly payments to the Addyston Water Board, no discussion and Roll call vote: 4 Ayes motion carried.

**Maintenance Department – Dustin Struckman**

He reported that the Maintenance Department work hours would be 7:00AM-3:30PM during the fall/winter months. The maintenance truck should be really on Tuesday he commented that the truck should get us through the next few months, and looking for a truck in the spring, he commented that flagpole at the park has been raised to its full height, the POW/MIA flag and light have been secured to the pole, he mentioned that the maintenance crew are working on the Christmas lights.

**Police Department – Don McWhorter**

He gave the numbers for the previous month. He commented that there had been another accident at Dining Lane, and on US-50 between Germany and Stoneking, believes the drivers fell asleep, he commented on the road buckling in several places. It was suggested that Mayor Mear contact the Department of Transportation about the accidents, the buckling of the road, and road signs. A motion was made by Ms. Jackson, seconded by Ms. Pillow that a "no left turn" out of Dining Lane on to US-50 be installed, discussion on other signs that were mentioned at the November 1, 2021, council meeting, and Roll call vote: 4 Ayes motion carried. Acting Chief McWhorter commented that he had contacted Capital Electric about the traffic light at US-50 and Germany Lane to get a Quote on replacement, he commented on adding a red-light camera.

Solicitor Kelly asked about the witnesses for the Pate hearing, Acting Chief, will check and let him know.

**Solicitor's Report – Robert G. Kelly**

He had prepared a policy for the Village Disaster Recovery Plan which upon adoption will become apart of the Village Policy and Procedure Manual. Upon review of the document a motion was made by Ms. Jackson, seconded by Ms. Martin that Village Clerk Margaret Ann Dozier, Mayor Lisa Mear, and Phil Hagen of Computer Repairs Service LLC be listed on the DRP no further discussion, and Roll call vote: 4 Ayes motion carried. Solicitor Kelly commented that he had also prepared a Credit Card Policy, he reviewed the policy with council stating that council should name the employees/officials authorized to use a credit card naming them in the minutes, he also explained council should review the credit cards usage every three months/quarterly specifying March, June, September, and December of each calendar year. A motion was made by Mr. Pillow, seconded by Ms. Jackson that Mayor Mear and Village Clerk Dozier meet to determine who the authorize users will be and bring the names back to council for approval, discussion, and Roll call vote: 4 Ayes motion carried. Solicitor Kelly commented that the Credit Card Policy would become a part of the Village Policy and Procedure Manual Article X- Miscellaneous Section 10. 8 Credit card usage (refer to video tape)

**Council Committee Reports**

**Streets/Housing/Community Development – Dan Pillow**

He completed the 2023-2024 Capitol Grant Application for Addyston Park, had the grant printed at Staples, and delivered twenty-two copies to the Cincinnati Business Committee, and a copy to Mayor Mear and Clerk Dozier should anyone want to review the application. He did note that he had added the village's contribution would be \$25,000 in-kind labor towards the Grant.

VILLAGE OF ADDYSTON, OHIO COUNCIL MEETING PROCEEDINGS NOVEMBER 15, 2021

He thanked the Maintenance Crew for getting the light, flagpole and flags up in the park. He commented that he had spoken to Bob at the Port Authority on the property at 32 Main Street he thought they were in the process of taking applications to tear the house down, and he hadn't heard anything on 269 Sekitan Avenue, discussion from Mayor Mear on the 32 Main Street property she will forward the emails to Mr. Pillow, Clerk Dozier asked to be included in the emails (refer to video tape).

**Finance Committee – Pam Jackson**

The committee met on November 4<sup>th</sup> to review the current budget and the State Auditor's audit adjustments, the committee agrees with council to hire a CPA to review the findings, discussed about transferring money from the savings to the Street fund due to the adjustment and paying back the Savings account as the Permissive receipts come into the village. Clerk Dozier did not have all the Treasurer's October receipts therefore could not provide a to date revenue report. The Committee met again on November 6<sup>th</sup> to review the current budget on purchasing a new maintenance truck, putting a new roof on the maintenance garage. The Committee recommends getting up dated Quotes with a current date on them and speak with the Maintenance Supervisor on the need of a new maintenance truck (refer to video tape).

**Laws and Contract Committee – Pam Jackson**

Meeting set for November 19, 2021, at 11:00AM to review Policy and Procedures.

**Council comments:**

Ms. Martin asked about the Building Inspector if he ever comes to the council meetings, and if there are updates on houses, businesses, etc. Discussion on the new roof being put on the property at 218 Main Street (old Methodist Church) council wanted to know if a permit was given for the work, the new owners are advertising on the front yard sign, there's talk about a parking lot going in where the side yard is (east side). Solicitor Kelly commented on commercial use having its own set of rules not the Property Management guidelines. Discussion of if the plans were submitted to the Village Planning Commission and if it was referred to the Zoning Committee (refer to video tape).

Mr. Pillow commented that he felt council should put it in the minutes that since Clerk Dozier has stepped and been doing the treasurer's job council authorize her doing the job until council decides something different. A motion was made by Mr. Pillow, seconded by Ms. Jackson to authorize Clerk Dozier to do the treasurer's position, no other discussion and Roll call vote: 4 Ayes motion carried.

As there was nothing further to come before the Addyston council a motion was made by Mr. Pillow, seconded by Ms. Jackson to adjourn, no discussion and Roll call vote: 4 Ayes motion carried. Minutes prepared by Margaret Ann Dozier, Village Clerk, the next regular council meeting will be on December 6, 2021.

  
Margaret Ann Dozier, Village Clerk

  
Lisa Mear, Mayor Village of Addyston