

# RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held

20

## RECORD OF PROCEEDINGS

### 13<sup>TH</sup> REGULAR COUNCIL MEETING

JULY 12, 2022

The 13<sup>th</sup> Regular Council Meeting was called to order by Mayor Timothy N. Tarbet after the Lord's Prayer & Pledge of Allegiance were said.

Guests: Fire Chief Aaron Stoller

All Council Members present.

Fire Chief Stoller reported that they have received bids to replace the fire station roof. The bids range from \$51,000 to \$71,000. and the bid should be awarded soon. They are working to see if a federal earmark grant can move its purpose or if they need to return it. The EMS grant amount is down this year to \$787.41.

Motion to approve the Minutes of the 12<sup>th</sup> Regular Council Meeting held June 28, 2022 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to approve the financial statement for the month of June was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion to approve the bills totaling \$363,935.84 for the month of June was made by Councilwoman Jordan seconded by Councilman Boldizar. All voted yea.

Administrator: Administrator Turske reported that he is working on 2 ODNR grants. The Carroll County grant will be to install a parking lot in Rotary Park. They will have to remove a piece of play equipment and relocate the basketball court for this lot. The Stark County grant will be to replace the metal car type piece of play equipment and replace it with a new one, if the grants are successful. Village Council is discussing placing 2 handicap spots downtown on catty-cornered spots in front of Greenport Financial and Holland's Restaurant. RCAP will be doing a service line survey starting this month. This is going to help with future grant funding. He asks that residents please participate as it helps everybody. Administrator Turske is waiting on one more quote to replace the Brock Pavilion in Municipal Park. He hopes to have something by next meeting. He also had a request to hold another DORA event on August 12 from 12-9 pm for the Darla Summer alley art reveal. There will be no road closure.

Since the Service Director was on vacation, Administrator Turske reminded everyone that we usually begin spraying for mosquitoes in August, but please call Village Hall if there are mosquitoes and we can begin sooner. Columbia Gas is continuing their pipeline work and he asks drivers to be mindful of them and their work. The Street Department is prepping a tennis court so they can begin lining the court with pickleball lines. Mayor Tarbet asked if there was a replacement net on order and Administrator Turske answered that they are going to try a conversion kit first.

Service Director: On Vacation

Law Director: No report

Mayor: No report

Old/New Business

Ordinance No. 25-22 an ordinance enacting sections 735.01 through 735.08 and 735.99 of the codified ordinances of the Village of Minerva, Ohio regulating food trucks in the Village. Second Reading

Administrator Turske said that the trucks will be monitored by our Zoning Inspector. He will follow up with trucks if there are complaints and he will inform them ahead of time of the regulations. Mayor Tarbet asked if there was any update on the ice cream truck that goes around. Fire Chief Stoller said it would qualify as a food truck vendor. Councilman Meadows noted that this would not take place until the beginning of the year so we have time to get out literature to food truck vendors. He is hoping to entice them to come to town more often. Councilman Boldizar expressed his concern that this will have vendors say they're not coming. This isn't a big revenue boost for us at \$50.00 per truck per year, so he doesn't understand the reason for it. Chief Stoller responded that these food trucks pay fees all over the place and this fee replaces part of the income tax they should be paying. Mayor Tarbet said they are paying anywhere they go anyway. Councilman Boldizar believes we will not get enough revenue to outweigh them not coming. Now people can't hire a food truck for graduation parties, etc. without them having to pay the fee. Fire Chief Stoller said that a truck could potentially not have a food truck license all year long unless we regulate and check it with the fee, and that seems scary. Councilwoman Jordan said so if they pay then they're legit. Administrator Turske said that we can try it and if it turns people away, we can re-evaluate it.

Motion to hear second reading of Ordinance No. 25-22 was made by Councilman Kishman seconded by Councilwoman Jordan. 4 yeas and 1 nay from Councilman Boldizar.

Motion to approve second reading of Ordinance No. 25-22 was made by Councilman Meadows seconded by Councilman Kishman. 4 yeas and 1 nay from Councilman Boldizar.

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Ordinance No. 27-22 an ordinance amending Section 1 of Ordinance 10-09 to modify the video service provider fee in the Village of Minerva, and declaring it an emergency.

Administrator Turske explained these are the franchise fees that the ORC determined back in 2009 that municipalities could request up to 5% of those fees. However, we are only at 3%. He is recommending that we increase the amount to the 5%. This is current revenue that goes in to our park fund. Councilman Boldizar asked if they could say no and Law Director Battista responded that the ORC says it can be 5%, so no, they really can't. And this is a cost of doing business.

Motion to hear first reading of Ordinance No. 27-22 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

Motion to approve first reading of Ordinance No. 27-22 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to suspend statutory rules of Ordinance No. 27-22 and have second and third readings by title only and for passage was made by Councilwoman Jordan and seconded by Councilman Boldizar. All voted yea.

Motion authorizing the payment of \$10,000.00 to the Minerva Arts Council as part of the Art Council's required local match for the 2021 Visit Canton Grant that was awarded to the Minerva Arts Council was made by Councilman Meadows seconded by Councilwoman Jordan. Administrator Turske explained that Council discussed this previously but a motion was never made. This would be our contribution for the Matt Kress Mural and the Darla Summer Alley art projects. All voted yea.

Motion authorizing the write-off of a tax debt that is uncollectable because it is beyond the statute of limitations in the amount of \$1,004.96 was made by Councilman Meadows seconded by Councilman Kishman. Finance Director Patti Willoughby explained that former Income Tax Clerk Pam Jenkins had been working with the taxpayer but we could not determine then if the documents were ever submitted and now it is beyond the collectable statute. All voted yea.

Motion approving a DORA event on August 12, 2022 from 12-9 pm for the Darla Summer alley art reveal was made by Councilwoman Jordan and seconded by Councilman Kishman. Councilman Boldizar asked if this includes the lighting. Administrator Turske said they had originally said it would but he was unsure. Councilman Meadows said this does not include lighting at this time. All voted yea.

Administrator Turske praised Naturescapes for their work with the landscaping around Village Hall. It looks great.

Motion to approve the appointment of Dan Weiss to the Park Board was made by Councilman Kishman and seconded by Councilman Boldizar. He will be taking the position of Rob Yeagley. Linda O'Brien is the Village Administrator's appointment to the Board. She will be taking Bob Clark's position. All voted yea.

Councilman Meadows thanked everyone who attended and supported the ROXY fundraiser. It had a nice turnout. The funds raised will go towards emergency lighting and paint for the ROXY.

Mayor Tarbet said the gas line project has not become overly burdensome yet. He commends them for their work and diligence. The Haas Museum clock is up and running so thank you to those that supported it and the people at the museum.

Fire Chief Stoller said the fire hydrants in Fry and McDaniel Allotments have been painted by the 4-H Club. They will do the McKinley/Plain St. area on August 13. Mayor Tarbet asked that after they're completed, he would like to have them at a Council meeting.

Fire Chief Stoller said that the planning commission has some items for its August discussion: garage sale signs, street signs, and commercial dumpsters in residential areas. He asked how to set up and pay his taxes since RITA has taken over. Finance Director Patti Willoughby said they should be up and running tomorrow and you will be able to create an account. Mayor Tarbet asked that we put out a reminder. Planning commission members are Aaron Stoller, Nate Meadows, Joe Ellis, Megan Eckstein and Tim Tarbet.

Motion to move in to Executive Session at 8:13 pm was made by Councilman Meadows seconded by Councilman Boldizar. Law Director Clark Battista is invited to the session. All voted yea.

Motion to come out of Executive Session at 10:38 pm was made by Councilman Kishman seconded by Councilman Meadows. All voted yea.

Ordinance No. 28-22 An Ordinance amending Section 1 of Ordinance No. 17-21 to modify the established position titles and number of employee positions in the Village of Minerva, and Declaring an Emergency

Motion to hear first reading of Ordinance 28-22 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Administrator Turske explained that Council tasked him to hire a firm to do a wage study. They are creating the positions of water department operator, wastewater department operator and street department operator. They are also omitting the tax clerk as a position.

Motion to approve first reading of Ordinance 28-22 was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion to suspend statutory rules and have second and third reading by title only and for passage of Ordinance 28-22 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

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Ordinance No. 29-22 An Ordinance amending Section 2 of Ordinance No. 17-21 to establish compensation rates for full-time and part-time employees of the Village of Minerva, and Declaring an Emergency.

Motion to hear first reading of Ordinance 29-22 was made by Councilman Kishman seconded by Councilwoman Jordan. Administrator Turske explained this is the actual wage ordinance. All voted yea.

Motion to approve first reading of Ordinance 29-22 was made by Councilman Kishman seconded by Councilman Boldizar. All voted yea.

Motion to suspend statutory rules and have second and third reading of Ordinance 29-22 by title only and for passage was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Ordinance No. 30-22 An Ordinance Establishing a Length of Service Increase Program For all Full-Time Employees to Include Salaried Employees, Except For The Village Administrator, and Declaring It an Emergency

Administrator Turske explained this is for time based incentive pay commonly known as longevity.

Motion to hear first reading of Ordinance 30-22 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to approve first reading of Ordinance 30-22 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to suspend statutory rules and have second and third reading by title only of Ordinance 30-22 and for passage was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion to adjourn was made by Councilman Kishman seconded by Councilman Boldizar. All voted yea.

The next Regular Council Meeting will be July 26, 2022.

Attest

Patricia Willoughby, Acting Clerk of Council

Timothy N. Tarbet, Mayor