

AGENDA

VILLAGE OF HARVEYSBURG VILLAGE COUNCIL

February 12, 2018 – 7:00 P.M.

HARVEYSBURG VILLAGE CENTER

79 W. MAIN STREET

A. *CALL TO ORDER - (TIME: _____)*

B. *PLEDGE OF ALLEGIANCE / NATIONAL ANTHEM*

C. *MOMENT OF SILENCE*

D. *ROLL CALL*

1. *Motion to Excuse any absent members _____; 2nd _____ Vote _____*

E. *MINUTES*

1. *APPROVE 01/22/2018 – Motion: _____; 2nd _____ Vote: _____*

F. *MAYOR'S REPORT*

G. *PRESIDENT PRO-TEM REPORT*

H. *VILLAGE ADMINISTRATOR/STREETS & BUILDINGS REPORT*

1. Auditor meeting – policy updates
2. Street & Building Committee – update, County vehicle tax fund, roof leak, water leak and roadway report.

I. *PUBLIC COMMENTS ON THE AGENDA ITEMS – State your name*

J. *UNFINISHED/OLD BUSINESS*

K. *NEW BUSINESS*

L. *COMMITTEE REPORTS*

1. Police – Ordinance 2018-001 to approve, adopt & enact American Publishing's Ohio Basic Code, 2018 edition as the ordinances for the Village of Harveysburg. Motion _____ 2nd _____ roll call vote _____. Ordinance 2018-002 declaring Ordinance 2018-001 an emergency ordinance. Motion _____ 2nd _____ roll call vote _____.

2. Community Relations
3. Planning
4. Finance
5. Records
6. Grants
7. Tree Board

M. UNSCHEDULED/OPEN COMMENTS

1. Public comments – open/non-agenda items
2. Council comments

N. BILLS AND FINANCE – Motion to ratify & pay bills _____; 2nd _____ Vote/roll call _____

1. Pay Bills, warrant (check) register report
2. Bank Reconciliation
3. Monthly Report
4. Fiscal Officer Report – 2017 year end notes to the financial statements and Henkle notes
5. The need to sign Council, Committee Minutes and other *official* Village of Harveysburg documents - Auditors look at these documents!

O. RECESS TO WORK SESSION TO DISCUSS THE FOLLOWING: (THE PUBLIC IS INVITED.)

1. Broadband Internet service

P. EXECUTIVE SESSION

None

Q. ADJOURNMENT – (Time: _____)

1. Set date and time for next meeting as February 26, 2018 at 7:00 P. M.
2. Motion to adjourn _____; 2nd _____ Vote _____

RECORD OF PROCEEDINGS

HARVEYSBURG VILLAGE COUNCIL REGULAR MEETING

February 12, 2018

The regular second Monday of the month meeting of the Harveysburg Village Council was held pursuant to call, upon, the proper notice to the public, on February 12, 2018 at 7:02 PM at the Harveysburg Village Government Center, 79 West Main St., Harveysburg, OH 45032.

ROLL CALL: Mayor Verga, Council Members: Jim Nelson, Pat Bennett, Steve Cochran, Randy Carruthers, Trevor Rhoads and Charles Juniel. Village Staff: Village Administrator - Doug Trimble, Fiscal Officer and Clerk of Council – John Faulkner, Village Solicitor – Joe Lucas.

Guest attending tonight's meeting registered their names and addresses on a sign-in sheet provided by the Clerk of Council.

EXCUSED: None

The meeting was called to order by Mayor Verga, followed by the Pledge of Allegiance, National Anthem, Moment of Silence.

MINUTES

Minutes of the January 22, 2018 were approved. Mr. Bennett moved, Mr. Cochran seconded to approve corrected minutes. All members voted aye.

MAYOR'S REPORT

Mayor Verga began his report by encouraging the Village of Harveysburg citizens to attend the Massie Township trustee meeting on Tuesday. Citizens are welcome and encouraged to attend.

PRESIDENT PRO-TEM

Mr. Bennett's comments included reminding the Village Council of the Massie Township Trustees' meeting – February 13, 2018 at 6:30 pm. Fire/EMS services will certainly be on their agenda.

VILLAGE ADMINISTRATOR/STREETS & BUILDS

Mr. Trimble offered a multi-topic report to the Village Council ranging from a meeting with a representative of the State of Ohio-Auditor's Office, employee luncheon and Christmas gift during the Christmas Holiday. Mr. Trimble will ask Council to approve this request after receiving the Solicitor's favorable approval. Additional topics included the proposed revised

RECORD OF PROCEEDINGS

HARVEYSBURG VILLAGE COUNCIL REGULAR MEETING

February 12, 2018

purchasing policy, inventory policy, ordinance/resolution index, and follow-up for payroll covering the police officers. Mr. Trimble also reviewed the street and building committee meeting prior to council's meeting.

COMMENTS BY THE AUDIENCE/CITIZENS

Ms. Herberth commented about the roadway crack sealing program. Council discussed the comment and the program. No action item(s) were presented.

UNFINISHED BUSINESS

None

NEW BUSINESS

Village Solicitor Joe Lucas introduced Resolution R-2018-004 for the first reading. This resolution covers an updated/revised Policy for Purchasing Procedures. Second reading will be on February 26, 2018 and the third reading on March 12, 2018. Voting on the policy will follow.

COMMITTEE REPORTS

Police Department

An ordinance was introduced on the February 12, 2018 to Council, Ordinance 2018-001 to approve, adopt and enact the American Publishing's Ohio Basic Code, 2018 edition, as the ordinances for the Village of Harveysburg. Mr. Bennett moved and Mr. Nelson seconded to approve the ordinance. All members – Nelson, Cochran, Carruthers, Rhoads, Juniel and Bennett voted (roll call) aye to approve. Ordinance 2018-002 was then introduced declaring Ordinance 2018-001 an emergency ordinance. (The order of the ordinances was copied directly from American Publishing's memo sample.) Mr. Carruthers moved and Mr. Bennett second to approve the ordinance. All members – Nelson, Cochran, Carruthers, Rhoads, Juniel and Bennett voted (roll call) aye to approve.

Community Relations

None

Planning

VILLAGE OF HARVEYSBURG

RESOLUTION: R-2018-004

A resolution to adopt a Purchasing Procedure for Village employees;

WHEREAS, the Council has received the recommendation of the Village Administrator and Fiscal Officer;

Now, therefore, be it ordained by the Council of the Village of Harveysburg, Warren County, Ohio, two-thirds of all members elected concurring that:

Section 1: The Village of Harveysburg, in order to provide for the health, safety and welfare of the Village, and in order to provide accountability and create checks and balances in the expenditure of Village funds, hereby adopts the Purchasing Policies and Procedures attached as Exhibit A to this resolution.

Section 2: This Resolution was adopted in an open public session pursuant to section 121.22 of the Ohio Revised Code.

FIRST READING: February 12, 2018

SECOND READING: February 26, 2018

THIRD READING: March 12, 2018

DATE: _____

CLERK: _____

MAYOR: _____

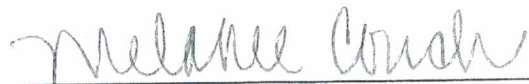
ORDINANCE NO. 2018-001

CERTIFICATION OF CODIFIED ORDINANCES

We, Richard Varga, Mayor, and Melanie Couch, Clerk of the Legislative Authority, of the Municipality of Harveysburg, Ohio, pursuant to Ohio Revised Code §§ 731.23 and 731.42, hereby certify that the general and permanent ordinances of the Municipality, as revised, rearranged, compiled, renumbered as to sections, codified and printed herewith in component codes and titles are correct as and constitute the Code of Ordinances for the Municipality of Harveysburg, Ohio.



Mayor



Clerk of the Legislative Authority

ORDINANCE APPROVAL

O-2018-001 CODIFIED ORDINANCES

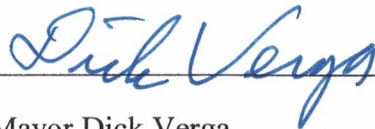
February 12, 2018



Fiscal Officer

02-12-18


Date



Mayor Dick Verga

02-26-18

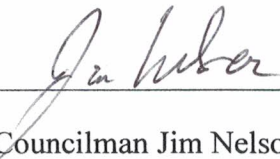
Date



President Pro-Tem Pat Bennett

2-12-18

Date



Councilman Jim Nelson

02-12-2018

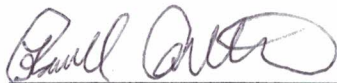
Date



Councilman Steve Cochran

2/12/18

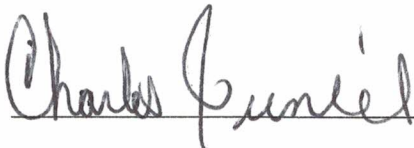
Date



Councilman Randy Carruthers

02/12/2018

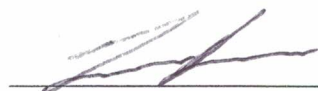
Date



Councilman Charles Juniel

FEB, 12, 2018

Date



Councilman Trevor Rhoads

2-12-2018

Date

ORDINANCE NO. 2018-002

AN ORDINANCE APPROVING, ADOPTING AND ENACTING AMERICAN LEGAL PUBLISHING'S OHIO BASIC CODE, 2018 EDITION, AS THE CODE OF ORDINANCES FOR THE MUNICIPALITY OF Harveysburg, OHIO, AND DECLARING AN EMERGENCY.

WHEREAS, the present general and permanent ordinances of the municipality are inadequately arranged and classified and are insufficient in form and substance for the complete preservation of the public peace, health, safety and general welfare of the municipality and for the proper conduct of its affairs.

WHEREAS, American Legal Publishing Corporation publishes a Code of Ordinances suitable for adoption by municipalities in Ohio.

WHEREAS, it is necessary to provide for the usual daily operation of the municipality and for the immediate preservation of the public peace, health, safety and general welfare of the municipality that this ordinance take effect at an early date.

NOW, THEREFORE, BE IT ORDAINED BY THE LEGISLATIVE AUTHORITY OF THE MUNICIPALITY OF Harveysburg, OHIO:

- Section 1.** American Legal Publishing's Ohio Basic Code, 2018 Edition, as reviewed and approved by the Legislative Authority, is hereby adopted and enacted. Any prior version of the Ohio Basic Code which may have been previously adopted by the municipality is hereby repealed as obsolete and is hereby replaced in its entirety by this Ohio Basic Code, 2018 Edition.
- Section 2.** One copy of American Legal Publishing's Ohio Basic Code, 2018 Edition, certified as correct by the Mayor and Clerk of the Legislative Authority, as required by Ohio Revised Code § 731.23, shall be kept in its initial form on file in the office of the Clerk of the municipality and retained as a permanent ordinance record of the municipality. The Clerk of the municipality is authorized and directed to publish a summary of all new matters contained in the Code of Ordinances as required by Ohio Revised Code § 731.23. Such summary is attached hereto and marked as "Exhibit A".
- Section 3.** All ordinances and resolutions or parts thereof which are in conflict or inconsistent with any provision of the Ohio Basic Code, 2018 Edition, as adopted in Section 1 hereof, are hereby repealed as of the effective date of this ordinance, except as follows:
- (A) The enactment of the Ohio Basic Code, 2018 Edition, shall not be construed to affect a right or liability accrued or incurred under any legislative provision prior to the effective date of such enactment, or an action or proceeding for the enforcement of such right or liability. Such enactment shall not be construed to relieve any person from punishment for an act committed in violation of any such legislative provision, nor to affect an indictment or prosecution therefor. For such purposes, any such legislative provision shall continue in full force notwithstanding its repeal for the purpose of revision and codification.

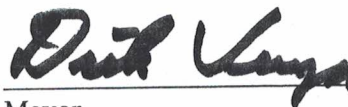
- (B) The repeal provided above shall not affect:
- (1) The grant or creation of a franchise, license, right, easement or privilege;
 - (2) The purchase, sale, lease or transfer of property;
 - (3) The appropriation or expenditure of money or promise or guarantee of payment;
 - (4) The assumption of any contract or obligation;
 - (5) The issuance and delivery of any bonds, obligations or other instruments of indebtedness;
 - (6) The levy or imposition of taxes, assessments or charges;
 - (7) The establishment, naming, vacating or grade level of any street or public way;
 - (8) The dedication of property or plat approval;
 - (9) The annexation or detachment of territory;
 - (10) Any legislation enacted subsequent to the adoption of this ordinance.
 - (11) Any legislation specifically superseding the provision of the Ohio Basic Code.

Section 4. Whenever reference is made in any documents, publications, or signs of the municipality, including but not limited to traffic tickets and traffic-control signs, to a section as it existed in a former edition of the Ohio Basic Code, the reference shall extend and apply to the section referred to as subsequently amended, revised, recodified, or renumbered.

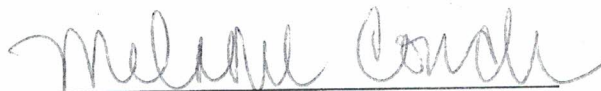
Section 5. This ordinance is declared to be an emergency measure necessary for the immediate preservation of the peace, health, safety and general welfare of the people of this municipality, and shall take effect at the earliest date provided by law.

Date Passed: 12-FEBRUARY-2018

Attest:



Mayor

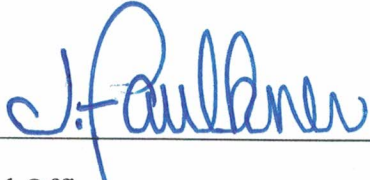


Clerk of the Legislative Authority

ORDINANCE APPROVAL

O-2018-002 ADOPTING O-2018-001 AS EMERGENCY ORDINANCE

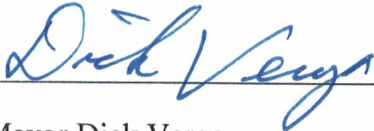
February 12, 2018



Fiscal Officer

06-FEB-2018

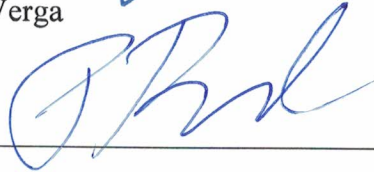
Date



Mayor Dick Verga

22-FEBRUARY-2018

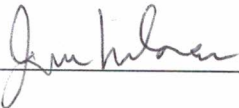
Date



President Pro-Tem Pat Bennett

2-12-18

Date



Councilman Jim Nelson

02-12-2018

Date



Councilman Steve Cochran

2/12/18

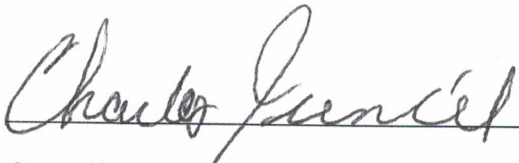
Date



Councilman Randy Carruthers

2/12/18

Date



Councilman Charles Juniel

2-12-18

Date



Councilman Trevor Rhoads

2-12-2018

Date

Harveysburg Village Council
Village Administrator Agenda
February 12, 2018

COUNCIL

MEETING WITH AUDITOR – Chief Pottenger, Fiscal Officer Faulkner, and myself met with the Auditor on January 31, 2018. The purpose of the meeting was to present an updated inventory listing regarding Harveysburg's assets and to discuss preparing a purchasing policy. Several issues were addressed by staff including using Village monies for the purpose of village sponsored events using village funds. Basically the auditor advised that using village funds for such events, with the Council's approval, is acceptable. The subject of employee gifts and luncheon around the Christmas holiday was also discussed. The question of whether village funds can be used to purchase Christmas gifts to employees and provide a Christmas luncheon is acceptable as long as the Village Solicitor indicates in writing that it is legal to do so, and that Council approves same.

EMPLOYEE LUNCHEON AND CHRISTMAS GIFTS - I am requesting our Village Solicitor check into the legality of providing our Village employees some type of Christmas gift and to provide a luncheon for our employees during the Christmas season. If same is legal, I am requesting Council approve same either in the form of a resolution or majority council vote.

ELDERLY OR HANDICAP ASSISTANCE – In the past, on few occasions, the Street Department Personnel has assisted the elderly or the handicap during bad weather conditions. I know of at least one incident where an elderly resident requested our help in clearing her driveway free of snow because she had a doctor's appointment. Our Street Department assisted her and she was able to keep her appointment. The Auditor has no problem with this along as Council is made aware of it. I am requesting that Council approve the assistance, on a case by case basis, of the elderly or handicap when the need arises. A vote is not necessary but I would like to know of any concerns you may have. I think this would be another way we can works towards being a resident friendly village.

Harveysburg Village Council
Village Administrator Agenda
February 12, 2018

submitted. A check will then be issued by the County Auditor to the village. See attached exhibit #1 for more information.

ROOF LEAK – During the last cold spell, the roof above the kitchen and back door entryway (near piano) developed a leak. Street personnel assessed the problem and determined it to be a flashing and gutter issue. The gutter was cleaned out and the flashing will be sealed with silicone as weather permits. The roof affected is a small metal covered section in the rear of the gym.

WATER LEAK – For several months the village has noticed water usage increasing slightly indicating a possible leak somewhere. Our Street personnel had checked many times over the course of several months to locate any leaks with negative results. In mid-January, water was observed gushing up from the meter pit in front of the building. Warren County Water was called and they discovered a leak adjacent to the water meter and immediately fixed the problem. Warren County did an excellent job and responded within 30 minutes.

DAMAGED ROADS – This winter has played havoc on our roadways. Because of the freezing and thawing, at least two major areas have been affected, Loraine Avenue and E. Main Street. The Main Street roadway seemed to happen overnight and appears to keep growing. The street buckled up slightly so at first we thought maybe a water leak had developed. Warren County Water came out two different times and they determined it was not a water leak. It appears to have been caused by freezing and thawing. Unfortunately Loraine Avenue is in bad repair and has been for quite some time. Even though we are working with our Engineer to help resolve the water problem in that area, the roadway just keeps getting worse. Last year, part of Loarine Avenue was paved and now it appears that more work needs to be done.

- **Notes:**

RECORD OF PROCEEDINGS

HARVEYSBURG VILLAGE COUNCIL REGULAR MEETING

February 12, 2018

None

Finance

None

Grants

None

Records

None

Tree Board

None

Fiscal Officer

Fiscal Officer Mr. Faulkner presented monthly bills and asked for a motion to ratify and approve payment of the bills. Mr. Bennett moved to approve, Mr. Carruthers seconded. A roll-call vote followed: Mr. Nelson, Mr. Cochran, Mr. Carruthers, Mr. Rhoads, Mr. Juniell and Mr. Bennett all voted yea. Motion passed.

Fiscal reports and records will be offered to Council during the February 26, 2018 meeting, the traditional reporting meeting. The Hinkle notes to accompany the year-end financial records are on schedule to be finished and attached when closing fiscal year 2017.

Fiscal Officer Faulkner asked Council members to sign minutes from Committees and Council records for the audit trail. Thanks Council members for responding.

COUNCIL WORK SESSION

Council recessed at 8:00 pm to a work session. V.A. Trimble introduced Joshua Thornton, Director of Marketing and Sales at Intelliwave Broadband. Joshua was accompanied to the council meeting by Jeremy Sites. Intelliwave is dedicated to bringing high speed internet to rural Ohio communities just like Harveysburg. Intelliwave conducted a survey of residents before coming to council for the presentation, there is interest in this kind of service. Mr. Thornton's presentation included technical details, operations, customer cost to subscribe and the Village's ownership of the water tower – for locating antennas for the service. Discussions followed from

RECORD OF PROCEEDINGS

HARVEYSBURG VILLAGE COUNCIL REGULAR MEETING

February 12, 2018

both council members and citizens attending. Solicitor Joe Lucas recommended to council that they recess to EXECUTIVE SESSION to discuss specific items.

EXECUTIVE SESSION

Councilman Mr. Bennett moved, seconded by Mr. Cochran to recess into executive session under the ORC 121.22 G8 to consider confidential information related to marketing plans, specific business strategy, production techniques provided in the work session. A roll-call vote followed: Mr. Nelson, Mr. Cochran, Mr. Carruthers, Mr. Rhoads, Mr. Juniel and Mr. Bennett all voted yea – time 8:45 pm. Council plus Mr. Trimble, Mr. Faulkner, Mr. Lucas and Mr. Tipton were invited to attend.

At 9:08 pm the council completed the executive session and returned to the open public meeting. Mr. Cochran moved, Mr. Carruthers seconded the return to open public meeting. A roll-call vote followed: Mr. Nelson, Mr. Cochran, Mr. Carruthers, Mr. Rhoads, Mr. Juniel and Mr. Bennett all vote yea.

ADJOURNMENT

Having concluded the agenda business, council set the date and time for their next meeting as February 26, 2018 at 7:00 P. M. at the Harveysburg Village Government Center, 79 W Main St. Harveysburg, OH 45032.

Mr. Nelson moved, Mr. Cochran seconded a motion to adjourn the meeting. All members voted aye. The meeting was adjourned at 9:14 PM.

Respectfully Submitted: John Faulkner, Clerk of Council

RECORD OF PROCEEDINGS

HARVEYSBURG VILLAGE COUNCIL REGULAR MEETING

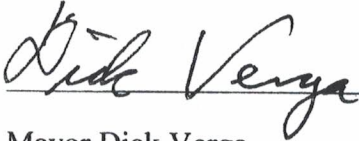
February 12, 2018



Fiscal Officer

31-JAN.-2018

Date



Mayor Dick Verga

02-26-2018

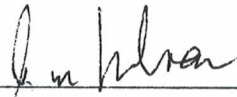
Date



President Pro-Tem Pat Bennett

2-12-18

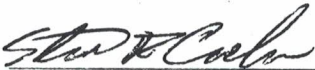
Date



Councilman Jim Nelson

02.12.2018

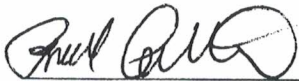
Date



Councilman Steve Cochran

2/12/18

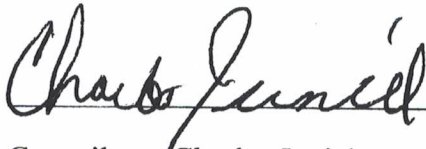
Date



Councilman Randy Carruthers

2/12/18

Date



Councilman Charles Juniel

2-12-18

Date



Councilman Trevor Rhoads

2-12-2018

Date

CITIZENS ATTENDING COUNCIL MEETING ON 12-FEBRUARY-2018

NAME:

ADDRESS (w/ CITY AND ZIP CODE - OUT-OF-TOWN GUEST) PHONE OR E-MAIL

Jeremy Sydes

145 Columbus Rd. Athens, OH 45701 out of town Intellwave 740-963-3333

Josh Thornton

" " jthornton@Intellwave.com

Mark Tipton

500 Main Waverly, OH 45032 513-460-3379

Kim Herberth

" " 513-897-1433

PLEASE WRITE/PRINT CLEARLY - THANK YOU...