

Village of Harveysburg

Village Council

July 26, 2021 – 7:00 PM

Present:

Dick Verga – Mayor
Pat Bennett – Councilman
Randy Caruthers – Councilman
Charles Juniel – Councilman
Jim Nelson – Councilman
Mark Tipton – Councilman / President of Council

Absent:

Steve Cochran – Councilman

Village Staff Present:

Mary Wilkie – Village Fiscal Officer
Richard Pottenger – Chief of Police

Visitors / Guests:

Kim Herberth – Village Resident, Earl Henrickson – Village Resident, Kevin Martin – Village Resident, Rick and Joyce Wilcox – Village Residents

This is a summary of the meeting of the Harveysburg Village Council held Monday July 26, 2022, at 7:00 PM. Upon request, a recording of the meeting is available for review.

Mayor Verga called the meeting to order at 7:00 PM

Motion made by Pat Bennet to excuse the absence of Steve Cochran. Second by Charles Juniel. Motion passed – 5 yea / 0 nay.

Disposition of Previous Minutes: Motion made by Pat Bennett to approve the minutes from July 12 Council. Second by Charles Juniel. Motion passed – 5 yea / 0 nay.

Mayors Report: Dick Verga

No progress on new Front Door project. Annexation of the Warfield properties is nearing completion, paperwork is working its way through the Warren County signature and acceptance process. The Ken and Loraine Street project is still behind schedule, construction workers are there this week and blacktop is to be placed sometime in the next two weeks. Parking lot at the Black School continues to be a source of consternation. Fiscal Officer Mary Wilkie inquired about the return of the money (was it \$800) that Warfield received for the tire removal which the Village had to take of at our expense. Mayor Verga responded that he will inquire.

President of Council Report: Mark Tipton

All topics for the meeting will be covered under new and old business.

Fiscal Officer: Mary Wilkie

Joe Nelson covers village office operations weekdays, Tuesday through Friday 8:00 AM to 10:30 AM. Joe handles all walk-ins, reviews emails, take payments and answer phones when office personnel are away.

Snow removal money was received from both Shepherds Ridge and Caesars Creek Estates subdivisions.

Motion made by Mark Tipton to approve up to \$600 for the repair of the red dump truck. Second by Charles Juniel. Roll Call vote – Bennett, Carruthers, Juniel, Nelson, Tipton – Aye, Nay – none. Motion passed.

Mr. Tipton requested that Council approve funds to have the gym and hallway floor tiles tested for asbestos. If testing reveals the tiles contain asbestos, a grant will be pursued for their removal. Motion made by Pat Bennett to approve up to \$100 for testing of floor tiles. Second by Charles Juniel. Roll Call vote – Bennett, Carruthers, Juniel, Nelson, Tipton – Aye, Nay – none. Motion passed.

Ms. Wilkie provided Council a list of 8 homes that are in arrears for trash pickup payments. Motion by Bennett to assess the property owners for all fees owed. Second by Nelson. Roll Call vote – Bennett, Juniel, Nelson, Tipton – Aye, Nay – none. Motion passed

Ms. Wilkie requested an emergency resolution for Harveysburg to accept the Warren County bond schedule to clear up the \$5 additional court fee issue.

Village Attorney Report: Mark Webb

Mayor's Court monies appear to not properly being paid to County & State. Ordinance to assess \$5 to Mayor's Court fees that are charge but have not been consistently assessed and/or distributed. Suggestion to Council that we adopt Warren County bond schedule.

Resolution for levy renewals and increases were sent to County Auditor. Auditor has sent back the certification of estimated tax revenue, next step is for Village to pass an emergency resolution 2021-014 (language identical to Resolution 2021-013) to proceed with the language to be sent to the Board of Elections on or before August 4, 2021.

Motion made by Jim Nelson to declare Resolution 2021-014 to be an emergency. Second by Bennett. Roll call vote – Bennett, Juniel, Nelson, Tipton – Aye, Nay – none. Motion passed.

Motion made by Jim Nelson that we pass Resolution 2021-014 and it be sent to the Board of Elections. Second by Bennett. Roll Call vote – Bennett, Juniel, Nelson, Tipton – Aye, Nay – none. Motion passed

Three major things to be cleaned up.

- 1) None of the license forfeitures or convictions have been entered since July 21, 2020. This involved 355 convictions.
- 2) Ashley is in the process in running thru the monthly figures regarding payments to Warren County and the State of Ohio. The last time the State was paid was May 2020. County was last paid in April and May of 2021. County was not paid in January or March of 2021 or December 2020. There was a partial County payment in August of 2020. Payments to the state were attempted and confirmation of such exists but payment was made using routing number.
- 3) Last issue - \$5 computer fee issue. Detail matching of payments with court system. Online system talks to Mayors court system. Handout by HPD says to add \$5 to fines. Should be built into system via court costs. Ashley recommends use of WC Bond schedule.

Approved 20 hours for Ashley. Need more \$\$ for Ashley. Motion made by Bennett to approve 40 additional hours for Clerk of Court. Second by Tipton. Roll call vote – Bennett, Juniel, Nelson, Tipton – Aye, Nay – none. Motion passed.

Ashely reports license forfeiters submitted. Audit of books – because money was not being paid to County and State. Final issue is with additional \$5 to Mayors Court fees in that they have been inconsistent not uniformly applied. We need to adopt Warren County bond schedule to avoid confusion and how to deal with surplus in Mayors court account.

Guests:

Mr. Henrickson was present to argue relief from paying permit fees for properties that are no longer in his name. These fees were not collected at the time of permit application and were discovered in an internal audit. The issue is to be discussed at the Planning and Zoning Commission meeting on July 27.

Old Business:

None.

New Business:

Mr. Tipton requested \$100 to have the gym and hallway floor tiles tested for asbestos. If testing reveals the tiles contain asbestos, a grant will be pursued for their removal.

Mr. Tipton introduced to Council an Ordinance from Waynesville that places restrictions on outdoor front yard and on-street parking in residential districts. It is intended that this zoning document can give rise to a similar change in Harveysburg zoning or development of an ordinance to better manage nuisance parking.

Mr. Tipton informed Council that Warren County Water and Sewer Department is considering location a fill station within the Village limits and is actively looking for a suitable location. Locations presented were behind old High School or at the Township Offices at the corner of Old 73 and Harveysburg road. Discussion held made it clear that the fill station should be on the outskirts of town to not draw heavily loaded vehicles onto our residential streets.

Mr. Tipton informed Council that the Warren County Health Department performed an exterior inspection of the old High School. Results of that inspection led to the Health Department condemning the building. See attached letter.

Mr. Tipton reports that we have an unpermitted demolition of a garage at 374 East Main Street. Multiple calls have been made to both PNC bank (note holder) and to the real estate listing agent to try to discuss a go-forward reconciliation plan. No one is returning calls.

Police: Chief Pottenger

See attached report.

Committees:

Community Relations
Finance

Grants
Planning and Zoning
Records
Trees

Motion to pay bills and accept the bank reconciliation was entered by Jim Nelson. Seconded by Charles Juniel. Roll Call vote – Bennett, Caruthers, Juniel, Nelson, Tipton – Aye, Nay – none. Motion passed.

Mr. Nelson made the motion to adjourn at 8:38 PM. Second by Juniel. Motion passed by voice vote.

Attest:

Mark Tipton, President of Council, covering for Clerk of Council

Mayor Richard Verga

Mark Tipton, President of Council

Steve Cochran

Randy Carruthers

Pat Bennett

Charles Juniel

Jim Nelson

July 26, 2021 Finance Meeting

2022 budget was turned in to the County Auditor.

The levy paperwork was turned in to WC Auditor. We received the Certificate of Estimated Property Tax Revenue back today. These originals must be turned in to the Board of Elections with another Resolution. I talked to Mark Webb about that today. I have a sample resolution that I sent him today that was used last year by Wayne Twp.

I have received payments for snow removal from both private subdivisions as of today.

The road dump truck needs repair. It was towed to Hopkins Motors in Lebanon. The estimate is \$467 to replace both cam sensors. They had to find the parts in California. We currently have funds in the Road Dept repairs and maintenance for the estimate.

Ashley is working out great as the interim Mayor's Court Clerk. She turned in hours of 19 for the last two weeks. She is catching up on the work and would not mind at all staying longer. She is working two evenings a week and then on Sundays to keep tickets put in the system within a three-business daytime frame. If we want to keep her long term, she would like to become an employee. Joe is covering the office for 2-3 hours in the mornings. He is usually on a computer for a few hours in the morning anyway updating stuff so now he is working from the Village office instead of the Council room computer. He is checking phone messages, emails, etc. and has a message notebook to pass them on. I come in most days, but the new hours are on the recording as to when someone is going to be in the office. The recording says the building is open 8-1 and any forms needed are available in the hall by the front door. Things seem to be running well and this set up is saving us a lot of money for the time being.

One thing Ashley is finding is that the Court states that they follow Warren County Bond Schedule, however an ordinance was passed in spring of 2019 to add \$5 to the computerization fund. This was charged inconsistently, and Ashley and I concur this is confusing and not necessary. I recommend just adopting the Warren Co Bond Schedule revised in July 2021 and eliminating the additional \$5. I have talked to Mr. Webb, and I think he is preparing a resolution for Council's review.

Mark Tipton wants approval to spend \$100 to get our floor tile tested for asbestos. He would have a grant he can apply for if tests positive.