

**VILLAGE OF COMMERCIAL POINT  
SPECIAL COUNCIL MEETING MINUTES  
April 22, 2013**

Mayor Hammond called the meeting to order followed by the Pledge of Allegiance. Mayor Hammond then asked for a Moment of Silence to honor our Men and Women; Past and Present; for their Military Service to our Country and for the people affected by the bombing in Boston.

Ms. Gooden-Kinney took roll call with the following members present: Ms. Gooden-Kinney, Mr. Thompson, Mr. Wissinger, Ms. Evans, and Mr. Shelton. Engineer Grosse, Solicitor Hess and Chief Jordan were also in attendance. Mr. Cruz and Fiscal Officer Hastings were absent.

**Business Items:**

A. **Administrative Employee Guidelines** – Mr. Shelton made a motion, seconded by Mr. Wissinger to remove the discussion of the Administrative Guidelines from the table. A roll call vote was taken: Mr. Thompson – Yes; Ms. Gooden-Kinney – Yes; Ms. Evans – Yes; Mr. Shelton - Yes; Mr. Wissinger – Yes. The motion passed. The changes to the Employee Guidelines were discussed. On page 5, Mayor Hammond noted the addition of job titles. It was noted, not all of these positions would be filled however they needed to be listed in the guidelines for future use if necessary. On page 7, Mayor Hammond asked for the word “utility” be placed in front employees for holiday pay. He also asked for the personnel days to be moved back to 10 days for full-time and 5 for employees with less than 6 months. Mayor Hammond also is requesting that the personnel days can be carried over year to year with a maximum of 400 hours. This only applies to full time employees. Mr. Thompson asked why we were adding the category of “utility” employee to the paid holiday section and did not include all employees. He also asked if the Fiscal Officer gets paid for holidays since she is part time. Mr. Wissinger said the Fiscal Officer position is a salaried position and gets paid a set amount every pay period. Mr. Thompson asked if it was an issue to pay the part time police officers that work on a holiday. Mayor said it was brought to his attention last year by the Fiscal Officer on paying the police officers. The request was made for payment by the officers and the Ms. Hastings had never paid them prior to 2012. She said the intent was to pay the utility employees only when it was first established. Mayor Hammond reported the officers were paid in 2012 for the Holidays they worked since the guidelines did not differentiate between titles. Mr. Thompson feels the police officers are entitled to this holiday pay as well. Mr. Shelton agreed with Mr. Thompson that the word “utility” be removed from holiday pay. He also said this could be controlled by scheduling. Mr. Shelton made a motion, seconded by Mr. Thompson to remove the word “utility” from the holiday pay section and approve the document as presented. A roll call vote was taken: Mr. Thompson – Yes; Ms. Gooden-Kinney – Yes; Ms. Evans – Yes; Mr. Shelton - Yes; Mr. Wissinger – Yes. The motion passed.

B. **Administrative Employee Pay Schedule** – Ms. Gooden-Kinney made a motion, seconded by Mr. Wissinger to remove the discussion of the Administrative Pay Schedule from the table. A roll call vote was taken: Mr. Thompson – Yes; Ms. Gooden-Kinney – Yes; Ms. Evans – Yes; Mr. Shelton - Yes; Mr. Wissinger – Yes. The motion passed. Mayor Hammond reviewed the proposed changes in the pay schedule. He noted a pay range for the Police Department positions as well as the range for the full-time plant operator position. Mr. Thompson asked if Chief Jordan and Sergeant Murphy were going to be getting raises. Mr. Shelton said evaluations could lead to possible raises. Mr. Thompson wanted to make sure Chief Jordan and Sergeant Murphy were getting a raise. Mayor Hammond wants to have evaluations to make the right decision. Mr. Shelton made a motion, seconded by Ms. Evans to approve the Administrative Pay Schedule as presented. A roll call vote was taken: Mr. Thompson – Yes; Ms. Gooden-Kinney – Yes; Ms. Evans – Yes; Mr. Shelton - Yes; Mr. Wissinger – Yes. The motion passed.

C. **Sidewalk Project** – Engineer Grosse handed Council the bid tabulation from the sidewalk project. He said the low bid came from DL Smith Concrete and Design. Engineer Grosse recommends this contractor. He said the background check has been completed with no problems on the concrete work. Engineer Grosse said he would like to talk to the residents at the corner of St. Rt. 762 and Congress regarding the right away the Village has. Mr. Thompson asked how soon this project was going to start. Engineer Grosse said there was a pre-con meeting scheduled for next week. Ms. Gooden-Kinney made a motion, seconded by Mr. Thompson to award the contract to DL Smith as Engineer Grosse recommended. A roll call vote was taken: Mr. Shelton – Yes, Ms. Evans – Yes; Mr. Wissinger – Yes, Mr. Thompson – Yes; Ms. Gooden-Kinney – Yes. The motion passed.

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Legislation:

**Ordinance 02-2013** - AN ORDINANCE ESTABLISHING THE POSITION AND PAY SCALE FOR TWO PART-TIME POLICE OFFICERS WITHIN THE VILLAGE OF COMMERCIAL POINT POLICE DEPARTMENT AND RECONFIRMING THE POSITION OF POLICE CHIEF AND SERGEANT WITHIN THE VILLAGE OF COMMERCIAL POINT POLICE DEPARTMENT. Mr. Thompson made a motion, seconded by Ms. Gooden-Kinney to amend Ordinance 02-2013, Section 4, to remove the words “ compensated and” from the proposed language. A roll call vote was taken: Mr. Shelton – Yes, Ms. Evans – Yes; Mr. Wissinger – Yes, Mr. Thompson – Yes; Ms. Gooden-Kinney – Yes. The motion passed. Mr. Thompson made a motion, seconded by Ms. Gooden-Kinney to suspend the three readings. A roll call vote was taken: Mr. Shelton – Yes, Ms. Evans – Yes; Mr. Wissinger – Yes, Mr. Thompson – Yes; Ms. Gooden-Kinney – Yes. The motion passed.

**Resolution 04-2013** – A RESOLUTION ESTABLISHING A PUBLIC HEARING ON THE PROPOSED JOINT ECONOMIC DEVELOPMENT DISTRICT AND CONTRACT BETWEEN SCIOTO TOWNSHIP, PICKAWAY COUNTY, OHIO, THE CITY OF GROVE CITY, FRANKLIN COUNTY, OHIO, AND THE VILLAGE OF COMMERCIAL POINT, PICKAWAY COUNTY, OHIO. Solicitor Hess informed Council this Resolution is needed for Council to be able to host a Public Hearing meeting on the JEDD. He asked for the proposed document to be amended to list the meeting date as June 3, 2013 instead of May 15, 2013. He said the delaying of this Public Hearing could jeopardize the Village in being included in the JEDD. Grove City and Scioto Township already have their meeting dates set. Public is welcome at all meetings. Mr. Shelton made a motion, seconded by Ms. Gooden-Kinney to amend the meeting date from May 15, 2013 to June 3, 2013. A roll call vote was taken: Mr. Shelton – Yes, Ms. Evans – Yes; Mr. Wissinger – Yes, Mr. Thompson – Yes; Ms. Gooden-Kinney – Yes. The motion passed. Mr. Wissinger made a motion, seconded by Ms. Gooden-Kinney to suspend the three readings. A roll call vote was taken: Mr. Thompson – Yes; Ms. Gooden-Kinney – Yes; Ms. Evans – Yes; Mr. Shelton - Yes; Mr. Wissinger – Yes. The motion passed.

**Ordinance 01-2013** - AN ORDINANCE LIMITING ROAD ACCESS FOR COMMERCIAL AGRICULTURAL EQUIPMENT WITH IN SUBDIVISIONS LOCATED IN THE VILLAGE OF COMMERCIAL POINT, OHIO. There was discussion on adding the emergency language to this document. Mr. Thompson feels this ordinance does not qualify as an emergency. Mr. Shelton disagrees with Mr. Thompson especially since school will be out for the summer and you will have many children playing outside. Mr. Shelton made a motion, seconded by Ms. Evans to amend Ordinance 01-2013 to include the emergency language. A roll call vote was taken: : Mr. Shelton – Yes, Ms. Evans – Yes; Mr. Wissinger – Yes, Mr. Thompson – Yes; Ms. Gooden-Kinney – Yes. The motion passed. Mr. Shelton made a motion, seconded by Ms. Gooden-Kinney to suspend the three readings. A roll call vote was taken: Mr. Shelton – Yes, Ms. Evans – Yes; Mr. Wissinger – Yes, Mr. Thompson – Yes; Ms. Gooden-Kinney – Yes. The motion passed. Ms. Gooden-Kinney made a motion, seconded by Mr. Shelton to adopt Ordinance 01-2013 as amended. A roll call vote was taken: Ms. Evans – Yes, Mr. Shelton – Yes, Mr. Wissinger – Yes, Mr. Thompson – Yes. Ms. Gooden-Kinney – Yes. The motion passed.

At this time, there was a brief discussion regarding portable scales being used in the Village. Mayor Hammond informed Council that there are scales available to be used in our Village. Chief Jordan will be working on this. Mr. Thompson doesn't feel scales are needed in the Village.

Mr. Thompson made a motion, seconded by Mr. Shelton to adjourn the meeting. All members were in favor. The meeting adjourned.

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Joe Hammond, Mayor

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Wendy Hastings, Fiscal Officer

Minutes taken by Ms. Gooden-Kinney