

**Village of Commercial Point
Council Meeting Minutes
March 6, 2017**

Mayor Joiner called the meeting to order, followed by the Pledge of Allegiance. Fiscal Officer Hastings took roll call with the following members present: Mr. Sadler, Ms. Blevins, Mr. Townsend, Mr. O'Neil, Mr. Laxton and Mr. Geiger. Village Administrator Crego was also in attendance. Solicitor Hess and Engineer Grosse were absent.

Mr. Sadler made a motion, seconded by Mr. O'Neil to approve the January 9, 2017 Regular Council Meeting minutes. Village Administrator Crego asked the minutes reflect that it is not a couple hundred feet from the wellfield to the plant, it is 2600 feet. He also asked the correction that he is reviewing street with John Grosse, not John Thompson. Per the meeting video, the correction listed will include Village Administrator Crego and John to review the streets. No other changes to the January minutes. All in favor, motion approved. Ms. Blevins made a motion, seconded by Mr. Sadler to approve the February 6, 2017 Regular Council Meeting minutes. All in favor, motion approved. Mr. Laxton made a motion, seconded by Ms. Blevins to approve the February 20, 2017 Special Council Meeting Minutes. All in favor, motion approved.

Administrative Reports:

- A. Mayor's Report- Mayor Joiner covered the Mayor's Court report. A copy will be attached to approved minutes. He said he had a good conversation with a juvenile court judge. He discussed having kids with community service hours clean our park weekly. He said the judge has also volunteered them for additional light duties in the village as needed.
- B. Village Engineer Report- Engineer Grosse was not present. Village Administrator Crego said he had some reports. He said the Chestnut Commons phase 2 had a pre-construction meeting on March 2, 2017. He said everything went well, there are a few minor issues that needed addressed from phase 1. He said phase 2 will begin on March 13, 2017 concurrent with the schedule of the land development. He said the bids are out for the water tower and booster station. He said Intellwave has contracted with South Central Power to put their underground fiber optic in together. He said the well tower has been awarded and they had a pre-construction meeting with the contractor from Moody's. He said as soon as weather permits, they can begin. He said the IGA Market is moving forward with their plans. He said they had people come take soil samples so they know what they have to work with. He said we are expecting to have preliminary plans in the next two weeks. Mr. Laxton asked if their plans will be brought to council. Village Administrator Crego said anything that comes in which requires a contract or formal agreement will certainly be brought to council. He said anything they present for public information, he will keep council informed. Mr. Geiger asked if it was going to be a regular IGA or an IGA Express. Village Administrator Crego said it will not be like the IGA in Ashville. Mr. Geiger asked if it would be similar to Bubba's. Village Administrator Crego said it will be similar except for a larger building and intends to have the same type of services. Mr. Geiger asked since it is a big lot will there be room for a small strip mall. Village Administrator Crego said that is exactly what the developer said. He said the IGA people are looking to use the south end of it and the north end will be leased or sold. Mr. Sadler asked if it is the same developer for all of it. Village Administrator Crego said only the IGA is on the works right now for development. Mayor Joiner confirmed that the owner is the same. Village Administrator Crego said yes. Trustee Struckman asked if they are going to do anything to widen the road at the curve or the turn. Village Administrator Crego said yes, they must work with the county on one side and the village on the other. He said they have been in active conversation regarding expanding the road. Mr. Geiger said he thinks we must widen it and possibly put in a traffic light. Mr. O'Neil said skip that and put a roundabout in. Mr. Geiger said no we don't need a roundabout. Mr. O'Neil said that would be easy to get the semi's through. Mayor Joiner said we also must work with the state.

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- C. Village Solicitor's Report- Not present
- D. Police Department Report- Chief Jordan covered the police report for the month of February. He said a few points he wanted to mention, Officer Waas assisted the Pickaway County Sheriff's department and successfully administered Narcan to an overdose. He provided an update on the new cruiser. He said he was contacted by PAR, they were requesting what brand of radios we would like. He said this is an indicator that the car should be delivered within approximately a month. He said the repair of car 49, should be back by Friday March 10th. He said there will be legislation coming up regarding an additional 16-hour position for a police officer. He said he has gone through and screened the applicants. He said they have ordered the new car radios.
- E. Village Administrator- Village Administrator Crego said Johnathan and he have been able to spend a little time with the Pickaway County GIS coordinator. He said they have services that are compatible with the information we have and will merge very well. He said the GIS coordinator can take our information and put it into his program so Wendy will have access to it. He said basically we have gone from a potential cost to no cost with full support of Pickaway County GIS. He said we have not spent any money on snowplowing this month. He said this has not been a great month. He said earlier in the month we had a contractor that struck a main water line, which was not his fault. The line was not marked correctly. He said only 7 customers were without service. He said we have had had all kinds of switches and valves with issues. He said nothing has put us out of service. He said we had a rain episode last week. He said our capacity at the plant is at ½ million gallons. He said we were receiving inflow of 1.2 million gallons during the storm. He said when it happens we shut down the blowers and aerator. He said technically it was a violation and they notified the EPA. He said they were not alone due to the amount of rain. He said this is something that does not cause a lot of concern unless they have a track record of it. He said it did point out we have significant inflow and infiltration issues. He said the company they worked with last year is working with us again on this issue. He said last year there were two incidents where the water line on Welch road came apart. He said right now we have a leak and do not know where it is. He's hoping it holds together long enough that we can schedule next week to dig up the line. He said right now they will take the line out of service for the day and the residents of Chestnut will be notified. Mr. Geiger asked if they get the new digester, will it impact inflow. Village Administrator Crego said it will not give us more treatment capacity, it will give us more storage capacity. Mr. O'Neil asked since the system is getting older, instead of renting the meters to find the extra water, should we purchase something to monitor it going forward. He said this isn't going to be the last problem we have with a busted line leaking water. Village Administrator Crego said he has not thought about it in that way. He said his guess is they are high tech and expensive equipment as well as software. He said we would then need someone to read the software, but he will look into it. Village Administrator Crego said the biggest problem with our sewer lines is infiltration. Mr. O'Neil said in Franklin County they can put dye in the toilets to see if the aerator is connected to the sanitary. He asked if we have the power and authority to do this. Village Administrator Crego said yes, we can. He said typically this is not the biggest issues we have, but yes, we can.
- F. Fiscal Officers Report- Fiscal Officer Hastings covered the Fund Status as of 3/1/2017: General \$1,553,550.57, Street Construction Maint. & Repair-\$236,356.84, State Highway-\$28,319.25, Parks and Recreation -\$3,033.57, Permissive Motor Vehicle License Tax -\$7,549.88, Enforcement & Education -\$1,523.00, Housing Developments -\$76, 973.86, Water Operating -\$2,826,576.21, Sewer Operating -\$2,600,043.17, and Garbage Operating -\$29,325.84.

Legislative Reports:

- 1. Mark Geiger-Nothing to report

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2. Brad Laxton- Nothing to report
3. David Sadler- Nothing to report
4. Ben Townsend- Nothing to report
5. Scott O'Neil- Nothing to report
6. Becky Blevins-Nothing to report

Citizen Comments:

No Citizen comments. Mayor Joiner asked if the Zoning department had any comments. Mr. McCoskey said in the last couple months he has learned a lot. He said he is signing off on 13 houses in Chestnut Commons and two in Walker Point. He said business is going on, his goal is to get back with residents within 1-3 days after the application is turned in. He said he has not denied one yet. He said for the new Zoning Committee, he said his past work experience is not sitting around. He said people come in and expect to be served and although he has up to 30 days to review an application, his goal is 1-3 days. He said as he has gone along he has reviewed the book provided to him by Fiscal Officer Hastings. He said he has seen some inconsistencies. He addressed and advised the Zoning Committee there are no major issues to address. He said main changes are administrative issues. He said he is making this commitment to go through the manual and what he has learned and look at the inconsistencies. He would like to have all of this completed in 30 days. He said he believes one meeting can take care of the issues. He said he has met with the Chief Inspector of the Pickaway County Building Department and has a copy of their application with requirements as well as Ashville requirements. Mr. Sadler said they should probably touch base, he has last year's book with some inconsistencies they noticed last year.

Business Items:

- A. Employee Pay Schedule- Fiscal Officer Hastings said she updated page 2 and distributed to all council. She said she added the ranges Mayor Joiner sent via email to the Finance Committee. Mr. Sadler asked if they can change the effective dates of the pay. Fiscal Officer Hastings said it changes every year. Mr. Sadler said it does not have to change every year. He said he would like as an example April 1st. Fiscal Officer Hastings said the only reason she says the first pay date in April is every April the date will be different. Mr. O'Neil said it only has to be in effect once. Fiscal Officer Hastings said it could be in the middle of a pay week to update that. Mr. Sadler said the pay schedule not pay date is effective on such a date. He said we will not update the positions each year. Fiscal Officer said the approved date will go on the front of the Pay Schedule. Mayor Joiner said we do not need to do this each year, just this one time. Ms. Blevins clarified if he is asking for the initial effective date. Mr. Sadler said it is not about it actual payroll date. Fiscal Officer said that is where we put the date on the front of the schedule. Mr. Sadler said yes but he doesn't know which specific job changed. Mr. O'Neil said he understands that some positions may not change or stay the say. Mr. Sadler suggested putting April 1, 2017 on the positions have changed. Mr. O'Neil said as of now change all of them and as we make future changes, update it then. Mr. O'Neil asked if we should have any exemptions. As an example, if the Chief has 3 people out, can one PT do double duties. Fiscal Officer Hastings said yes, but we would never have 3 officers off at the same time. Fiscal Officer Hastings said we are leaving them at 16-hours but we have it covered if additional hours are needed. Mr. O'Neil asked if we should consider eliminating the PT Chiefs schedule. Mayor Joiner agreed. Mr. O'Neil asked if we ever see a need for a Fiscal Officer PT. Fiscal Officer Hastings said she can scratch that as well. Mr. O'Neil said he does not know what is involved in the Zoning Inspectors job, he asked if the range should be checked and looked at. Mayor Joiner said the other day he passed White Castles and they are hiring \$9.97 p/hour. He said the Inspector has a more complicated and

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- greater responsibility level. Fiscal Officer Hastings said he was looking at the Administrative Assistant salary. She said the Zoning Inspector receives a range. She said they receive a salary and fees for permits. Mr. O'Neil said it made him think of his salary when he discussed. Mr. McCoskey is spending time in here to learn the job. He said the pay is not important to him, but maybe for his future replacement. Mr. O'Neil made a motion to accept the Employee Pay Schedule, seconded by Mr. Sadler. Roll Call taken: Mr. O'Neil-yes, Mr. Townsend-yes, Ms. Blevins-yes, Mr. Geiger-yes, Mr. Sadler-yes, Mr. Laxton-yes. All in favor, motion approved.
- B. Additional Part-time Police Officer-Mayor Joiner said we all agree we need an additional part-time officer. Mr. O'Neil made a motion, seconded by Ms. Blevins to accept the additional part-time officer. Roll Call taken: Mr. O'Neil-yes, Mr. Townsend-yes, Ms. Blevins-yes, Mr. Sadler-yes, Mr. Geiger-yes, Mr. Laxton-yes. All in favor, motion approved.
- C. Committees:
- a. Safety Committee: Brad, Ben, Scott. Mr. O'Neil made a motion to approve, seconded by Mr. Laxton. All in favor, motion passed.
 - b. Street Committee: Mark, Scott, Becky. Mr. O'Neil made a motion to approve, seconded by Mr. Sadler. All in favor, motion passed.
 - c. Zoning Committee: Brad, Becky, David. Mr. Sadler made a motion, seconded by Ms. Blevins. All in favor, motion approved.
- D. Long/short term disability for Employees- Mayor Joiner said he brought this up as a value and benefit which is not expensive. He asked for the overall cost for the 6 employees. Fiscal Officer Hastings said it will cost \$3000 for everyone for the year. She said in the budget, there should be enough to cover. She said at most in December she may need to move minimal money. Mayor Joyner said Workman's comp will take care of anything associated with on the job injuries. He said this long/short term will handle as an example if someone has pneumonia and they run out of all the sick time, that would pick up. Mr. O'Neil asked what our sick leave policy and accrual rate are. Fiscal Officer Hastings said we can carry over a maximum of 400 hours. She said they are not called sick days, just personal days. Mr. O'Neil asked how many are allotted. Fiscal Officer Hastings said they receive 80 hours a year, with a maximum carry over of 400 hours. She said this is when you are a fulltime employee, after 1 year. Mr. Townsend asked if this is also vacation time. Fiscal Officer Hastings said no, it is separate. Mr. O'Neil asked if the long term/short term is 100% of their pay or a percentage. Mayor Joiner said he believes it is 80%. Mr. O'Neil thinks it is a good idea, but he would like to see the facts and numbers first. Fiscal Officer Hastings said it does not have to be voted on tonight, it was out as informational.

Legislation:

A. For third reading:

Resolution 48-2016 A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND/OR VILLAGE ADMINISTRATOR OF THE VILLAGE OF COMMERCIAL POINT TO EXECUTE THE NECESSARY CONTRACTS AND DOCUMENTS TO PURCHASE LAND ALONG STATE ROUTE 762 FROM THE TEAYS VALLEY BOARD OF EDUCATION FOR THE CONSTRUCTION OF A WATER BOOSTER STATION AND DECLARING AN EMERGENCY. **Fiscal Officer Hastings said we cannot move on this yet because we have not received the paperwork from Teays Valley.**

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Resolution 07-2017 A RESOLUTION TO MAKE PERMANENT APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF COMMERCIAL POINT, OHIO DURING THE FISCAL YEAR ENDING DECEMBER 31, 2017. **Mr. O'Neil motioned, seconded by Mr. Sadler. Roll call taken: Mr. Sadler-Yes, Mr. Geiger-Yes, Mr. Townsend-Yes, Mr. Laxton-Yes, Ms. Blevins-Yes, Mr. O'Neil-Yes. All in favor, motion approved.**

Fiscal Officer Hastings asked to amend the agenda to add Resolution 06-2017. It was left off by mistake. Mr. O'Neil made a motion to amend the agenda to add Resolution 02-2017, seconded by Mr. Townsend. All in favor, motion passed.

Resolution 06-2017 A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND/OR MAYOR OF THE VILLAGE OF COMMERCIAL POINT TO ENTER INTO A CONTRACT ON BEHALF OF THE VILLAGE OF COMMERCIAL POINT FOR THE SERVICE AND MAINTENANCE OF THE HVAC SYSTEM AT THE MUNICIPAL BUILDING. **Mr. Sadler made a motion, seconded by Mr. Geiger. Roll call taken: Mr. Laxton-Yes, Mr. Sadler-Yes, Mr. Townsend-Yes, Mr. O'Neil-Yes, Ms. Blevins-Yes, Mr. Geiger-Yes. All in favor, motion passed.**

B. For first reading:

Resolution 11-2017 A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND/OR MAYOR OF THE VILLAGE OF COMMERCIAL POINT TO ENTER INTO AN EXTENSION OF A RIGHT OF ENTRY AGREEMENT ON BEHALF OF THE VILLAGE OF COMMERCIAL POINT FOR THE EXAMINING AND TESTING OF PROPERTY FOR WATER SERVICE CAPACITY AND DECLARING AN EMERGENCY. **Fiscal Officer Hastings asked to waive the three readings on this due to the services starting next week. Mr. Geiger motioned, seconded by Mr. O'Neil to waive the readings. Roll call taken: Mr. Laxton-Yes, Mr. Sadler-Yes, Mr. Townsend-Yes, Mr. O'Neil-Yes, Ms. Blevins-Yes, Mr. Geiger-Yes. All in favor, motion passed. Mr. O'Neil motioned, seconded by Mr. Townsend to approve the motion. Roll call taken: Mr. Laxton-Yes, Mr. Sadler-Yes, Mr. Townsend-Yes, Mr. O'Neil-Yes, Ms. Blevins-Yes, Mr. Geiger-Yes. All in favor, motion passed.**

10. Mr. O'Neil motioned to dismiss into Executive Session at 7:51pm, seconded by Mr. Laxton. All in favor, motion passed.

Mr. Laxton motioned to resume the Council Meeting, seconded by Mr. Sadler.

11. Additional Items: nothing additional.

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Ms. Blevins motioned, seconded by Mr. Laxton to adjourn. All in favor. Meeting adjourned.

A handwritten signature in blue ink, appearing to be 'G. Joiner', written over a horizontal line.

Gary Joiner, Mayor

A handwritten signature in blue ink, appearing to be 'Wendy Hastings', written over a horizontal line.

Wendy Hastings, Fiscal Officer

*Minutes provided by Paula Baldwin, Administrative Assistant