

**Village of Spencerville
Council Meeting Minutes
January 13, 2014**

The Spencerville Village Council met in regular session on Monday, January 13, 2014, at 7:00 p.m. in Council chambers with Mayor John P. Johnson presiding. The meeting was initially scheduled for January 6, 2014, but due to inclement weather was re-scheduled. The Mayor led the pledge of allegiance. Prior to the meeting being called to order Mayor Johnson administered the oath of office to new term council members John Miller, Phil Briggs and John Medaugh. Responding to roll call was Mike Bice, John Miller, Phil Briggs, John Medaugh and Greg Hover.

P. Briggs moved to approve the minutes of the December 16, 2013, meeting and J. Miller seconded the motion. P. Briggs yea, J. Miller yea, M. Bice pass, J. Medaugh pass, G. Hover yea. 3 yeas, 2 nays, motion passed.

J. Miller moved to accept the December financial statement from the Clerk/Treasurer and M. Bice seconded the motion. Roll was called; motion passed unanimously.

Good of the Village

Greg Knestrick of Peterman and Associates of Findlay, Ohio was in attendance to answer any questions Council had regarding hiring the firm as the Construction Administrator (CA) for the balance of the water treatment plant project. Adm. Chapman said he is confident that Peterman and Associates will be able to step in and provide the assistance the Village needs for the project. Chapman also brought to Council's attention that the OEPA is concerned that the Village does not have a Resident Project Representative (RPR) on site for the project. They are not requiring the RPR and the Village will not be penalized for not having the RPR. Peterman and Associate's proposal showed an hourly rate for CA services and separately showed an hourly rate for RPR. The legislation on the agenda for consideration is for CA services only. Chapman explained that if Council does consider hiring RPR services, there would be less need for CA services so that cost would be lower. RPR services are billed at a lower hourly rate than CA services. Chapman said if Council agrees to hire Peterman and Associates tonight as CA and decides later to use them as RPR separate legislation would be needed. The Mayor said that more discussion could take place when the legislation is presented.

Resident Greg Leidy submitted a letter of interest to the Mayor and Council to fill the vacant council seat. Leidy is a life-long resident and has served on the local fire department and various other organizations. Mayor Johnson told Council that they have thirty days from January 1, 2014, to fill the vacancy. M. Bice moved to appoint Greg Leidy to the open Council seat, J. Miller seconded the motion. Roll was called; motion passed unanimously. The Mayor administered the Oath of Office to Mr. Leidy.

Ordinances/Resolutions

Resolution #14-01 In Support of the Lima-Allen County Regional Planning Commission Serving as the Metropolitan Planning Organization for the Allen County, Ohio Study Area and to Declare an Emergency

J. Miller moved to suspend the rules and pass #14-01 on its first reading as an emergency and P. Briggs seconded the motion. Adm. Chapman explained that this legislation is basically a formality and the LACRPC services are ongoing but ODOT likes to have the legislation presented each year as a reminder to communities that the LACRPC acts as the MPO. The Village pays an annual membership fee for the services. Roll was called; motion passed unanimously.

Resolution #14-02 To Authorize and Direct the Mayor to Enter into an Agreement for Professional Construction Administration Services for the Water Treatment Plant Project and to Declare an Emergency

M. Bice moved to suspend the rules and pass #14-02 on its first reading as an emergency and J. Miller seconded the motion. J. Miller supported Adm. Chapman's recommendation that Peterman and Associates is a good choice. The Mayor asked if there were any questions about an RPR. Discussion ensued and J. Miller asked if Chapman was comfortable without an RPR on site. Chapman said he was comfortable without an RPR and that he has been around Kirk Brother's superintendent and feels he's paid attention to details. Miller asked if there comes a time when Chapman isn't comfortable without an RPR later into the project would Peterman and Associates be willing to step into that roll. Mr. Knestrick told Council that his firm would be flexible and do what Council wanted but he made clear to Council that Peterman and Associates would not be responsible for work done prior to them coming on as RPR. Chapman asked Mr. Knestrick, as CA, if they would be willing to conduct a minor inspection on an hourly basis without entering into a contract for the RPR to which Knestrick replied they would be willing to do so but reiterated that if they would be hired as RPR on a specific date they would not be responsible for work done prior to that date. With discussion ending roll was called; M. Bice yea, J. Miller yea, G. Leidy pass, P. Briggs yea, J. Medaugh yea, G. Hover yea. 5 yeas, 1 pass, motion passed.

M. Bice moved to pay bills in the amount of \$6004.22 and P. Briggs seconded the motion. Roll was called; motion passed unanimously.

Old Business

The Mayor told Council that he and Adm. Chapman met with a law firm last Friday to discuss the position of legal counsel to the Village Council.

M. Bice asked Adm. Chapman if he anticipated any large expenses for the swimming pool this year. Chapman responded that there is a pump repair that hasn't come in and couldn't recall the price but expects it to be a capital expense; other than that routine expenses at this point.

J. Miller revisited the issue of Chief Cook's remaining vacation leave from 2013 being carried over to 2014 and Mayor Johnson said he would see that legislation is prepared.

New Business

A copy of Council Rules was distributed to Council members for their review. No changes were made at this time.

Mayor Johnson established the 2014 Committees as follows:

Finance:	Chair Greg Hover, John Miller, John Medaugh
Utilities:	Chair John Medaugh, Greg Hover, Phil Briggs
Safety/Streets:	Chair John Miller, Mike Bice, Greg Leidy
Bldgs/Grds/Rec.:	Chair Phil Briggs, Mike Bice, Greg Leidy

G. Hover nominated John Miller as Council President Pro-Tempore and G. Leidy seconded the motion. Roll was called; motion passed unanimously.

Mayor Johnson informed Council that Heather Pavel would attend Mayor's Court Clerk training on March 20th and 21st at a cost of \$50.00 in Hilliard.

A discussion ensued regarding the parking at the corner of S. Broadway and Second Streets on the north side of the American Legion and south side of the old Canal Stop. Adm. Chapman drew a diagram explaining where the public right of way is; it abuts both buildings. The corner (diagonal) space at the old Canal Stop property, which is now owned by Vern Gales, is private property; however the south side from the wall of the building out is public right of way. Public parking cannot be prohibited in the public right of way. Complaints have been received about Mr. Gales telling people they cannot park on the south side of his property. Striping of parking spots was suggested. The problem has been referred to the Safety/Streets committee.

Police Report

Chief Cook reported that during the recent snow storm our roads fared better than other communities. There was a partial power outage in the Village for about 4-5 hours and the big concern was at Roselawn Manor. Cook said he will have a 2013 statistics report for Council at the next meeting. He also said that he will not be hiring a full-time officer for a while yet because he would like to hire from his part-time staff and needs time to evaluate performances.

Administrator's Report

Adm. Chapman presented a written report to Council which was also discussed.

Chapman distributed a 10 year long term capital improvement plan to Council for their review. He said this plan is a requirement for some funding sources for the Village.

Houses located at 210 S. College and 205 S. Elizabeth Streets have been approved for demolition for the Moving Ohio Forward Grant project. The timeframe for this is not currently known.

Chapman and Bill Becker will be attending water distribution training in Lima on January 30th at a cost of \$60.00 each for contact hours for water certifications.

We have received an insurance claim check for \$13,600 for the WWTP generator that was damaged in a storm in 2013. Our deductible is \$1000.00; total cost of generator repair is \$14,600 and work will be completed on Jan. 14th.

Preliminary Engineering Plans for the 4th St. Culvert replacement project have been submitted to ODOT by Kohli and Kaliher. The project year is 2017.

Poggemeyer Design Group submitted an updated data sheet, project summary, technical specifications and revised drawings for the WTP project to the OEPA for their review. The plans were assigned to a reviewer on Jan. 6th.

The final exhibit for the OEPA WSRLA loan for the water distribution study has been signed by the Mayor and sent to OEPA to close out this project. The loan is a 5 year, 0% loan with semi-annual payments of \$2553.70.

Due to the amount of snowfall on Jan. 2nd, the water bills were estimated. They were mailed about a day later than normal because of the holiday and inclement weather and some customers haven't received their bills. Chapman encouraged residents to call if they haven't received their bill.

WTP is showing higher than normal water usage and leak detection services will perform a survey of the system. Village crews believe the leak is in the alley behind the business district along the east side of the canal. Town wide leak detection has been performed every other year; Chapman would like to change that to annually.

Forty tons of road salt was ordered; a significant amount has been leftover from previous years.

Chapman reminded residents that it is the homeowner's responsibility to see that they have an operable master shut-off valve in their home. This enables the homeowner to shut their water off immediately if they have a leak rather than wait for a Village employee to arrive to do it for them. Many calls are being received for the Village to shut off water and most of them are after hours which results in the Village paying overtime to employees. Chapman explained that the shut off valve before the water meter is solely for the Village to use to disconnect customers for non-payment or perform maintenance on the water meter.

Consideration is being given to setting up a Facebook account for use by the Utilities Department for notification purposes only. Although we have a website with the same information Chapman and the Mayor feel this is a good idea. A concern expressed was giving residents the venue to make derogatory comments on the Facebook account; J. Miller offered that they can be removed by the administrator of the account.

Committee Reports

There were no reports and no meetings scheduled at this time.

Other

Because the next scheduled Council meeting falls on Martin Luther King Day, the Council meeting was moved to Tuesday, January 21st at 7:00 p.m.

Mayor Johnson reminded Council and the public that there is a vacancy on the Planning Commission and to let him know if anyone is interested. The next PC meeting is February 4, 2014, at 6:00 p.m. in Council chambers.

John Miller agreed to continue to act as the Council representative for the CIC.

The meeting was adjourned at 8:35 p.m.

APPROVED: _____
John P. Johnson, Mayor

ATTEST: _____
Dawn R. Bailey, Clerk/Treasurer