

**REGULAR COUNCIL MEETING
March 12, 2024**

PRESIDING: Mayor Peter Wilson

PRESENT: Temple, Darcy, Cox, Donnalley, Hiner, Smith & Beech

ABSENT:

The regular meeting on March 12, 2024, was called to order at 6:30 with Mayor Peter Wilson presiding.

Mayor Wilson opened the meeting with prayer followed by the Pledge of Allegiance.

MINUTES REGULAR MEETING FEBRUARY 27, 2024

Darcy made the motion to approve the minutes from the 2/27/24 regular meeting.

Donnalley 2nd

All Ayes

Motion Passed

APPROVAL OF BILLS

Darcy made the motion to approve the bills in the amount of \$26,256.58 and payroll for PPE 3/2/24 in the amount of \$68,3790.17

Temple 2nd

All Ayes

Motion Passed

GUEST (S):

Kathy Close, Spruce St, was present to complain about the condition of the ditch, alley, trees, people parking on the sidewalk and loose dogs in her area. The mayor told her the street department would be in her area to clean the catch basins and look at the ditch.

OLD BUSINESS:

RE: RESOLUTION NO. 2184-2024 GRANT ST BRIDGE AGREEMENT AND UPDATE

Mayor Wilson spoke about the funding sources for the required \$212,778.54 to be put into the escrow account, \$203,500 the county has committed to the village in ARPA funds, the remaining \$9,278.54 will come from the general fund. The needed documentation will be sent to the village from the county. Fiscal Officer Wonner will work with the bank on opening the account and completing the required documentation. The total estimated cost by ODOT is 3.5 million dollars, the village has a \$125,000.00 SIB loan and \$245,360.00 OPWC grant. To date ODOT has had 3 companies request bid books.

Temple made the motion to approve Resolution No. 2184-2024

Smith 2nd

All Ayes

Motion Passed

RE: 2ND READING ORDINANCE NO. 2183-2024 – PAYROLL ORDINANCE

Hiner made the motion to approve the second reading of Ordinance No. 2183-2024

Donnalley 2nd

All Ayes

Motion Passed

RE: 2024 CDBG

Jon Vollnogle from Howell's and Baird Engineering per the Mayor has been asked to update the figures on paving E. Washington St and Roy Faulk is updating figures on Race Rd. The original figure to mill only from SR 164 to E Lincoln Way was \$275,000.00. The village is looking to only pave from SR 164 to the stop sign at Pritchard. This area may not be eligible for CDBG funding if not a designated low to moderate income area in the village. The only documented area without completing another survey is south of and including the Washington St area.

RE: 2024 CHIP AND SEAL

It was reported that during the council of the whole committee the chip and seal was discussed, it was suggested that it should not be done until the proper preparations could be completed. It might be best to do all preparations the year before the actual chip and seal.

Hiner made the motion to not do and chip and seal in 2024 and revisit in 2025.

Cox 2nd

All Ayes

Motion Passed

RE: EMS 911

It was reported that as requested from the council of the whole meeting that if a letter could be sent to the EMA regarding the rotation call out of the EMS 911 by the Fiscal Officer to send a letter with the requested rotation matching the intown rotation of North Star, West Point EMT and Lifeteam. The letter was sent as requested to the Columbiana County EMA director.

RE: SIGNS ON THE SQUARE UPDATE

It was reported from the council of the whole meeting that all sign request for the square be directed to zoning which has a section on temporary signage.

NEW BUSINESS

RE: LISBON AREA CHAMBER OF COMMERCE – JOHNNY APPLESEED

Council received a letter from the Lisbon Area Chamber informing them that the dates for the 2024 Johnny Appleseed Festival is September 21st and 22nd. When asked Chief Abraham stated he has received the necessary paperwork for street closing.

RE: SOCIAL MEDIA POLICY

Council woman Donnalley reported a draft social media policy was distributed in everyone's packet which was completed by Solicitor Beech. Council woman Hiner ask if the village were allowing a comment section on the page, Solicitor Beech reported that with the police and fire departments having their own pages if the policy stated no comments allowed this would cover those two pages also. The intent of those pages is to permit comments. It was decided that on the informational only Facebook page each person who has the capability to post would need to mark their post on comments. The Board of Public Affairs will utilize the same page. Council women Donnalley and Temple, Mayor Wilson, BPA chair Hoover and SR water plant operator Chris Peterson will have the capability to post

on the page. Ryan Berg will be creating the page given him an administrator role, Council woman Donnalley and Income Tax/Administrative Assistant Crane will also have an administrator role.

Donnalley made the motion to approve the social medial policy as presented
Temple 2nd All Ayes
Motion Passed

This policy and the records retention policy will be added to the policy and procedure manual. The updates and signature page will be given to each employee to add to their book and return the signature page.

RE: POLICE DEPARTMENT

The 2023 annual report was distributed to council in their packets. Chief Abraham highlighted a few areas the department had 2,927 complaints/miscellaneous calls; the dispatchers logged 26,699 phone/radio calls up from 2022. The traffic citations for the year totaled 404, non-traffic citations were 181 and warnings were 1,075 all up from 2022. Chief Abraham attributed the increase to the addition of K9 Otis. K9 Otis has also contributed to the amount of Drug Task Force cases the village officer assigned to the DTF had 44 cases the next highest officer had a total of 28 cases for the year. K9 Otis is trained to detect all drugs except for marijuana per Chief Abraham. Vandalism cases were up from 2022 to 28, this led to a discussion on the amount of vandalism at the parks. Mayor Wilson hopes with the new street lights and updating camera lens this number will decrease. Chief Abraham also reported that in his 25 years with the village, the village had their first murder. He commented this is not something you want, and the department did have a suspect in custody in less than 12 years. The first suspect is scheduled to be sentenced tomorrow with the other to be sentenced the 22nd of this month. Mayor Wilson thanked and commended the chief and his department on their work.

Chief Abraham reported that Officer Jordin Campbell is progressing well, he would like to promote him to full time.

Cox made the motion to promote Officer Jordin Campbell to full time
Hiner 2nd All Ayes
Motion Passed

Chief Abraham requested approval to send K9 handler Officer Shaffer to a training in the Carolina's by BlueLine K9 training for 3 days. He ask that the village pay the cost of the training in the amount of \$330.00 and 3 nights stay \$326.00. An outline of the classes was distributed in the council packets. When asked if K9 Otis would be attending, he will not this is for handlers only. Officer Shaffer will pay for travel and his meals.

Cox made the motion to approve the training request
Darcy 2nd All Ayes
Motion Passed

Chief Abraham requested approval to hire Ryan Burcaw as a part time officer.

Cox made the motion to hire Ryan Burcaw as a part time officer.
Darcy 2nd

Mayor Wilson ask who Mr. Burcaw knew in the department as he indicated on his application. Chief reported that he and Officer Campbell attended the academy together.

All Ayes
Motion Passed

RE: STREET DEPARTMENT

Council man Cox presented a quote for 7 garage doors at the street department from J Andrews Doors in the amount of \$22,588.00. This includes remote openers and hardware. The concrete work will not be done in 2024 and revisited at a later date. There will though need to be some work done around the garage to stop the water from coming in, GW Dailey will be providing a quote to remove 6-8 inches of dirt and level. Mr. Cox feels this will be around \$5,500.00. The man door will need to be replaced at approximately \$1,500.00. Mr. Cox will bring those quotes to council when he receives them.

Hiner made the motion to approve the purchase of the garage doors as presented in the amount of \$22,588.00 from capital improvement.

Temple 2nd

All Ayes

Motion Passed

Picture of the 2005 GMC 7500 and the 2005 Ford F450 were distributed to council in their packets. The 7500 has not been used by the department in 2 years, the F450 is a money pit according to Mr. Cox. He would like to sell both on GovDeals.

Hiner made the motion to have a resolution prepared to sell each vehicle on GovDeals

Donnalley 2nd

All Ayes

Motion Passed

RE: ODOT PAVING PROJECT

A letter from Compass Infrastructure Group was received by the village informing the village of a ODOT paving project from the intersection of SR 30 and SR 154 (Jackson St) south on SR 30 to SR 11 in Madison Township. The section of SR 30 from Carter Lumber to the bridge will be paved. There are 2 catch basins in need of repair or replacement along the section in town.

RE: RESOLUTION NO. 2185-2024 – EASEMENT WITH SCOION HOLDINGS FOR NE PRESSURE PROJECT

Hiner made the motion to approve Resolution No. 2185-2024

Temple 2nd

All Ayes

Motion Passed

Sr. Plant Operator Peterson reported there are about 5 easements that are still needed.

FISCAL OFFICER'S REPORT

The following financial reports were submitted to council: the February bank reconciliation, the February month end fund summary and most current March month end fund summary. All vouchers were presented prior to the meeting for review and signatures. Ms. Wonner reported that she met with Mr. Passas from Equitable Advisor. The company specializes in retirement planning they work with other municipalities in the area and the Lisbon School District. This service is no cost to the village and would be another tool for employees to plan for retirement. Mr. Passas hopes to have all the necessary paperwork completed and be able to meet with those interested in May.

STREET DEPARTMENT REPORT

The street department report was distributed to council in their packets.

PARKS COMMITTEE

Council woman Donnalley reported from the parks committee meeting that opening day has been set for May 25th. A few changes were discussed for the pool this upcoming year, during pool checks there will be no one permitted in the pool and these checks will be once an hour for 10 minutes. There will also be a zero tolerance policy enacted on the first violation the person will be sent home for the day on the second violation banned for the remainder of the summer. The cost for businesses or nonprofits to rent the pool for the day to offer a free swim will be increased from \$250.00 to \$400.00 for the day and only Monday through Friday. Council had no issue with these changes all signage will be updated to reflect these changes. Willow Grove is set to open April 1st. Council woman Temple reported that she and Council woman Donnalley have scheduled an informational session 5:30 Wednesday night Dunkin Donuts for anyone interested in the pool manager job, they have 10-12 who have said they will be attending. A job description and application will be available. An updated job description was presented to council after some discussion a few changes were recommended: Council man Cox would like to have a life guard certification be a requirement for the manager not just an option. He feels with scheduling and pool parties the manager should have this. If you do not know the job you cannot effectively supervisor other lifeguards can. Council President Hiner would like this position to be responsible for scheduling and coordinating all activities including pool parties and to work closely with the Fiscal Officer to monitor the pool budget. Fiscal Officer Wonner requested that the pool manager be responsible for making all daily bank deposits.

Donnalley made the motion to approve the updated pool manager job description as discussed
Cox 2nd

All Ayes
Motion Passed

Council man Cox presented from the meeting that the playground equipment the village received from the school needs more repairs than first thought. In the interim price a new unit for the same amount of what repairing, and installation could cost around \$17,000.00 - \$18,000.00

The fenced area closest to the snack shack needs to be installed properly with new post set. Esterly Fence provided a cost of \$2,275.00. There are other sections that still need to be painted black to match. He is waiting on a cost for this in addition to a cost to add a small retaining wall in the area near the pickle ball courts to help with laying water.

He presented to council a quote in the amount of \$6,499.00 to purchase a duel headed remote commercial pool sweeper. Dolphin Supply is who manufactures this sweeper they are one of the top rated companies.

Hiner made the motion to purchase the sweeper at a cost of \$6,499.00 from the capital improvement fund
Temple 2nd

All Ayes
Motion Passed

Council woman Temple reported the pickle ball courts have been set up. During the parks meeting it was discussed to purchase new nets. Mr. Cox had a quote in the amount of \$1,682.00 for the post nets and necessary parts. He is going to keep looking before asking for approval there are 2 courts at the park. Ms. Temple mentioned that the courts need repairs and painting. A quote will be brought back to council for this. Mr. Cox also talked to the new head volleyball coach about the sand volleyball court at the park. A regulation court is 26.6x58.3 and it is recommended that sand go an additional 10 feet around the playing area. Mrs. Blackburn was excited and said that yes, the team would like to have that accessibility. Mr. Cox will bring quotes back to council for discussion. It was also reported the caulking to repair the leak has been ordered with the work being done when weather permits.

Chris Peterson who is the Certified Pool Operator for the village explained how chemicals were ordered and used in the past. He has talked to a new company who at no cost would provide a bulk chemical tank for the liquid chemicals, the village would have to commit to a certain amount of chemical and term of contract to receive a discounted bulk rate. He will bring the information to council when he has it. The current building will need some modifications to install the bulk tank.

BPA REPORT

Bill Hoover, BPA Chairman reported the NE Pressure project continues to move forward. Reporting that if someone goes past and you see no one working the company doing the work is from South Dakota so they work for one week and the employees get to go home for a week. The board picked the color for the new water tower they wanted to go with Lisbon blue at first, however this color does not last long with the sun. It was decided on white to go with the black lettering that will say Lisbon. He hopes to be able to make the "L" the flying "L" used by the school.

ZONING APPLICATIONS

The most current zoning applications were distributed to council in their packets. Mr. Barkley reported he will be going around town for his vacant building checks.

MISCELLANEOUS

Council President Hiner wanted to publicly thank Randy Crothers for help in obtaining the American Flag and State Flag for the flagpole at Village Hall, the Lisbon VFW Post 411 donated the American Flag, and the Ohio State Flag was donated by the American Legion Post 131 in Leetonia donated the American Flag.

With nothing further to come before council, Mayor Wilson adjourned the March 12, 2024, meeting at 8:00 pm.

Mayor Peter Wilson

ATTEST:

Tracey Wonner, Fiscal Officer