

REGULAR COUNCIL MEETING
February 25, 2020

PRESIDING: Mayor Peter Wilson

PRESENT: Temple, Darcy, Cox, Berg, Donnalley, Thomas
and Beech

ABSENT:

The regular meeting on February 25, 2020 was called to order at 6:30 with Mayor Peter Wilson presiding.

Rev. Dr. Mary Jo Bruinooge opened the meeting with an opening prayer followed by the Pledge of Allegiance.

MINUTES REGULAR MEETING FEBRUARY 11, 2020

Cox made the motion to approve the minutes from the 2/11/20 meeting.

Thomas 2nd

All Ayes

Motion Passed

APPROVAL OF BILLS

Darcy made the motion to approve the payment of the bills in the amount of \$34,292.47 and payroll for PPE 2/8/20 in the amount of \$44,646.33.

Thomas 2nd

All Ayes

Motion Passed

GUEST (S)

Rachel Ketterman, Director of Columbiana County Job & Family Services, was present to ask permission to place 544 spinning flowers in the square for observation of Child Abuse Prevention during the month of April. The 544 represents the number of child abuse cases investigated during the year 2019. The spinning flowers would be placed April 1st for one month or until the Village would need them removed for mowing if that is before the end of April.

Cox made the motion to permit the CCJFS place 544 spinning flowers in the gazebo square as presented.

Thomas 2nd

All Ayes

Motion Passed

The Regional Income Tax Agency (RITA) was present at the meeting to present to council and those in attendance the services available to the Village and residents if the Village were to enter into a contract with RITA. Council and those in attendance were given a power point presentation which explained what RITA is and how they function in the capacity of a regional tax collection company for a municipality. Matt Mau representing RITA spoke on each slide and the role RITA would play if the Village would enter into a contract with them to collect the village income tax. After the presentation Mayor Wilson opened the floor to those in attendance for any questions. Melissa Hiner questioned if there was an initial set up fee, there is no cost to set up or join from RITA. There could be cost to the Village from the current software provider though. She questioned the 3% retainer RITA and how that works. RITA will retain 3% of the municipality collections on a monthly basis, the collections are than reconciled with collections based on cost than if needed a refund is given or the additional cost is withheld from the next collection date, for the year end reconciliation. Melissa than questioned if the retainer could be more than 3%, this could be but only by the municipality's choice, RITA standard is to only withhold 3%. The yearly cost for most municipalities is less than the 3% being withheld on a monthly basis. Melissa questioned the quarterly filing requirements and how that works with penalty and interest. This is outlined in HB 5 and the Ohio Revised Code which approximately 2 years ago all municipalities in the State of Ohio were required to put into their local ordinance. Melissa questioned the distribution dates, which are the 1st business day of the month and then the 10th of the month. Tammy Roberts ask for a clarification on a misconception that she has heard and believes others believe it to be true. She has heard that a Village resident would be required to pay more than the 2 % Village Income Taxes; you would pay the required 2% plus an additional 3% as a retainer. This is not the case the 2% is the only amount that is required to be paid. The 3% is what is withheld from the collections as a retainer; this is not an additional cost. She has also heard that there have been issues with municipalities receiving their funds, which have gone to other municipalities by mistakes. RITA officials assured this has not happened. The filing date requirement was also questioned. The deadline to file is always April 15th, this would only change if the Federal and State filing deadline changed. Kim Fowler, Salem Ohio questioned why someone would be required to pay penalties and interest throughout the year if the

deadline is April 15th to file. This could happen if that person is required to pay quarterly taxes as outlined in the local ordinance, HB5 and the Ohio Revised Code. The municipality and RITA if given the authority have the ability to waive any penalties and interest. Mayor Wilson after questions from those in attendance than ask Council if they had any questions. Council President Thomas asks how quarterly estimates work. The taxpayer estimates these when they file their yearly taxes, they can be modified throughout the year with no documentation. Mrs. Thomas than explained that if this is the case and at yearly filing time the taxpayer had not paid enough throughout the year the taxpayer could be liable for any penalties and interest from the quarters where enough was not paid. Mrs. Thomas explained there could be fees from our current software provider along with the cost of having a tax liaison in the village to handle any questions and work directly with RITA. Mrs. Thomas ask who this liaison should be, Mr. Mau explained that each municipality handles this differently. It can be a current staff member, some municipalities keep a tax administrator and others just put a sign up with the RITA contact information. Councilman Berg verified the training process for the liaison. There are two ways to complete training neither have a cost to the village, online training or onsite training. He also ask if the Village were to waive penalties and interest This is something that RITA would do, the process on how to waive is set up in the paperwork signed by the Village. Councilwoman Donnalley verified that if your employer takes the required 2% for the Lisbon Income tax a person would not be liable to complete quarterly payments. This is the case. Councilman Cox discussed the customer services numbers and how if the rate of the wait time how many people would need to be working to accomplish the estimated wait time of 4 1/2 minutes which is approximately 50 people at all times. The taxpayer calling in has the option to talk to either a live representative or a voice activated system. Mr. Cox discussed the success of the non compliance filings. Hoi Black who is the Fiscal Officer in Wellsville stated that when they went with RITA their non compliance/non filing totaled approximately \$189,000.00 within a year that was down to approximately \$89,000.00. Council man Darcy asks how filing works for residents who do not have computer or access to internet since forms are not mailed out. The resident can call to request a form, just send in their w2's to which RITA will complete the form than send for signature or they can come into Village hall to pick up a form. Mr. Darcy went over a few of the optional services. The non filer option is no cost; the legal services are a cost of \$35.00 per hour that can be shared with any other municipality who is in court the same day. Council woman Temple questioned if the Village wanted to have a tax amnesty day is this possible. RITA is committed to be available for such a day in the first year. This type of day could also be shared with other municipalities in the area. Mayor Wilson and Council thanked RITA for coming to the council meeting along with those who participated in the question and answer.

OLD BUSINESS:

RE: RESOLUTION NO. 2062-20 ODNR GRANT APPLICATION FOR THE WILLOWGROVE BRIDGE

Temple made the motion to pass resolution 2062-20 a resolution authorizing the Mayor to sign the grant application for an ODNR grant application for the Willow Grove Bridge.
Donnalley 2nd

Council President verified that this was only to apply correct and did not include the location or construction of the bridge. Mayor Wilson confirmed this is only to complete the grant application with no specifics on location.

All Ayes
Motion Passed

RE: SECOND READING ORDINANCE NO. 2059-20 2020 PAYROLL ORDINANCE

Berg made the motion to pass the second reading of Ordinance No. 2059-20 the 2020 payroll ordinance.
Cox 2nd

All Ayes
Motion Passed

NEW BUSINESS

RE: PART TIME SEASONAL MAINTENANCE WORKER CLASSIFIED

Thomas made the motion to authorize a classified be placed in the local newspapers for Part time seasonal workers in the Village including the Cemetery to be listed in the classified.
Cox 2nd

There was some discussion with Barry James Chair of the Cemetery Board on if they had someone in mind for their position and the status of the current part time maintenance worker. Mr. James indicated he did have some one inquire about the position

but was not sure if they would apply or not based on the wage. The current part time worker has talked about retiring this summer.

All Ayes
Motion Passed

RE: QUOTE SELCTUS CONSULTING TEN NEW COMPUTERS

The current computers in the Village including those in the police department are on Windows 7 which is no longer able to be updated and is not compliant with some programs.

Cox made the motion to purchase 10 new computers for Village Hall, which includes 5 for the Police department at a cost of \$1,023.80 each for a total cost of \$10,238.00.

Donnalley 2nd

All Ayes
Motion Passed

RE: COUNCIL MEETING WITH THE CEMETERY BOARD

The Cemetery Board is requesting the annual meeting with Council be held March 19th 5:00 pm in Village Hall, the meeting date and time were confirmed by Council.

RE: HRING OF PART TIME POLICE OFFICER

Cox made the motion to hire Mitchell Sauerwein as a part time police officer.

Berg 2nd

All Ayes
Motion Passed

RE: ANNUAL MAINTANCE SERVICE AGREEMENT FOR RECORDER SYSTEM IN POLICE DEPARTMENT

Donnalley made the motion to approve the service agreement for the recording system with Interaction Insight GLR Inc dba Stephen Campbell & Associates at a cost of \$2,300.00 for the year.

Thomas 2nd

All Ayes
Motion Passed

RE: CHAMBER OF COMMERCE DATES

Cox made the motion to approve the following dates and times for events being sponsored by the Chamber of Commerce. May 16th 1-4 pm annual Cupcake Crawl and Concerts on the Square June 27th, July 25th and August 15th, all events held in the gazebo.

Thomas 2nd

There was some discussion on the use of the PA system. The system was left open during the Christmas season where it was rained and snowed on. Jim Oliver was able to dry the system out, however there needs to be more accountability for those who are using the system. Currently the person who comes to get the microphone for the system only signs the microphone out than back in when it is returned. Council will look into possibly a deposit and an agreement to be signed when the system is being used.

All Ayes
Motion Passed

RE: RESOLUTION NO. 2063-20 A RESOLUTION TO ACCEPT THE ONE OHIO MEMORANDUM OF UNDERSTANDING FOR THE OPIOID LITIGATION

Cox made the motion to pass resolution no. 2063-20 a resolution to accept the MOU for the One Ohio Opioid Litigation.

Berg 2nd

All Ayes
Motion Passed

Motion Passed

FISCAL OFFICER'S REPORT

The financial reports were distributed to council in their packets all reports are available for review prior to the meeting. Ms Wonner reported that the Village received a reimbursement check from the County Engineers Officer for the OPWC grant used for the paving in 2019 in the amount of \$16,619.11; this reduced the total cost of paving Beaver, Jefferson, Spruce and Grant for the Village to \$16,929.51. The income tax additional rate has been certified to the Ohio Dept of Taxation and Ohio Business Gateway, along with the ordinance being posted on the Village website. The yearly SAMS registration expires on March 30, 2020; the application is being started for the renewal.

Temple made the motion to approve the Fiscal Officer's report.
Donnalley 2nd

All Ayes
Motion Passed

MAYOR'S REPORT

The Mayor's report was distributed to council in their packets.
Temple made the motion to approve the Mayor's report.

Thomas 2nd

All Ayes
Motion Passed

STREET DEPARTMENT REPORT

The street department report was distributed to council in their packets. The reclaimer program offered through the County Engineer's office was explained. A preliminary list of proposed streets was distributed to council for review for the chip and seal in 2020. Hayes Lawn Care submitted a quote for the 2020 mowing, the quote stayed the same as 2019 pricing. This may change though if the BPA decides not to include the well field mowing for the season. Mr. Oliver asks if this is not included could SR 154 mowing be added to the mowing for 2020.

Temple made the motion to approve the Street Department report.

Cox 2nd

All Ayes
Motion Passed

FIRE DEPARTMENT

There was not report this meeting. The next Safety meeting is scheduled for March 3rd 4:30 pm at the station.

PARKS DEPARTMENT

Committee Chair Berg reported that the sandbox for the Eagle Scout project still has yet to be started, the Scout turns 18 in early March. Mr. Berg said that Mrs. Blackburn has tried to call him a few times. The deadline for the Eagle Scout project for the Memorial at Willow Grove is March 11th. This project is nearing completion. BPA Chair Bill Hoover spoke to council concerning the amount of water the pool has been losing the past several years with the estimated cost being approximately \$10,000.00 per season. Mr. Hoover explained that the department can't continue to absorb that type of loss for the pool on a regular basis. Mr. Berg replied the committee is looking at options to have the pool inspected than formulate a plan on how to proceed.

ZONING

The most recent zoning applications were distributed to council in their packets.

MISCELLANEOUS

Chamber Wine about Town March 3rd

Eagles Chili Cook off March 7th

With nothing further to come before Council the meeting on February 25, 2020 adjourned at 8:25 pm.

Mayor Peter Wilson

ATTEST:

Tracey Wonner Fiscal Officer