

**REGULAR COUNCIL MEETING  
December 15, 2020**

**PRESIDING:** Mayor Peter Wilson

**PRESENT:** Temple, Cox, Darcy Berg, Donnalley and Thomas  
**ABSENT:**

The regular meeting on December 15, 2020 was called to order at 6:30 with Mayor Peter Wilson presiding, the meeting was held on zoom.

Pastor John Hersch, Tobin Center Ministries, opened the meeting with prayer followed by the Pledge of Allegiance.

**MINUTES REGULAR MEETING NOVEMBER 24, 2020**

Cox made the motion to approve the minutes from the 11/24/2020 meeting.

Donnalley 2<sup>nd</sup>

All Ayes, with Darcy and Thomas abstaining  
Motion Passed

**APPROVAL OF BILLS**

Darcy made the motion to approve the payment of the bills in the amount \$120,630.17

Thomas 2<sup>nd</sup>

All Ayes  
Motion Passed

Darcy made the motion to pay payroll for PPE 11/28/20 in the amount of \$47,206.14

Berg 2<sup>nd</sup>

All Ayes  
Motion Passed

**GUEST (S)**

There were no guests present during the meeting. Mayor Wilson read a prepared statement thanking Council and all Board members and Village employees for their dedicated work throughout the year amid a pandemic. Mayor Wilson highlighted projects the Village was able to complete in addition to upcoming projects being planned. He also spoke about the grant money received; the Village received a total award of 1.8 million for projects being planned in the next couple of years with the biggest portion 1.4 million for the S Market/Grant St Bridge replacement.

**OLD BUSINESS:**

**RE: VILLAGE OF LISBON CONTAGIOUS DISEASE OUTBREAK POLICY**

Council man Berg reported that Solicitor Beech has reviewed the proposed Contagious Disease Outbreak Policy, he made some changes in accordance with State and Federal laws.

Thomas made the motion to adopt the Contagious Disease Outbreak Policy incorporating it into the current Policy and Procedure Manual for the Village.

Cox 2<sup>nd</sup>

All Ayes  
Motion Passed

**RE: VACANCY NOTIFICATIONS**

Zoning Inspector Zach Barkley reported to Council that he has completed the first round of inspections for the Village Vacant Building Ordinance. A list has been compiled and distributed to Council indicating who is in violation of the Ordinance. These property owners will be sent a certified letter informing them they are in violation of the ordinance; this is not a citation just a notice to begin the process. The letters will be mailed before the end of the week.

**RE: CEMETERY BOARD APPOINTMENT**

Mayor Wilson reported there were 7 letters of interest for the vacant Cemetery Board position, with the resignation of Barry James. He, Council women Donnalley and Thomas, along with Cemetery Board members Krotky and Cole interviewed 6 of the individuals. Mayor Wilson with the recommendation of the Cemetery Board members is requesting James Landfried be appointed to the vacant cemetery board seat.

Thomas made the motion to approve the appointment of James Landfried to the vacant seat on the Cemetery Board.  
Donnalley 2<sup>nd</sup>

All Ayes  
Motion Passed

#### **NEW BUSINESS**

#### **RE: ORDINANCE #2084-2020 – THE 2021 TEMPORARY APPROPRIATIONS**

Ms. Wonner reported these temporary appropriations are 25% of the proposed annual appropriations for spending during the 1<sup>st</sup> quarter or until the annual appropriation ordinance is passed. This will need to be passed as an emergency.

Berg made the motion to suspend the rules and regulations for passing of an Ordinance.  
Thomas 2<sup>nd</sup>

All Ayes  
Motion Passed

Cox made the motion to pass Ordinance #2084-2020 the 2021 temporary appropriations as an emergency.  
Darcy 2<sup>nd</sup>

All Ayes  
Motion Passed

#### **RE: ORDINANCE #2085-2020 – FIRST READING OF THE 2021 ANNUAL APPROPRIATIONS**

Ms. Wonner reported this is the initial appropriations before year end carry over balances may adjust the certificate of balances from the County Budget Commission, these appropriations should not change to much. She considered all projects which have been discussed through out the year for 2021 with anywhere from a 3% -15% increase in line items throughout the appropriations. The Finance Committee will meet after the new year to review the final appropriations.

Temple made the motion to pass the first reading of Ordinance #2085-2020 the 2021 Annual Appropriations.  
Donnalley 2<sup>nd</sup>

All Ayes  
Motion Passed

#### **RE: SPENDING CUT OFF DEC. 24<sup>TH</sup>/APPROVAL TO PAY BILLS UNTIL THE END OF THE YEAR**

Cox made the motion to approve the spending cutoff of December 24<sup>th</sup> unless an emergency and the approval to pay the bills until the end of the year.

Temple 2<sup>nd</sup>

All Ayes  
Motion Passed

#### **RE: OMEGA CONSULTING GRANT AND CLEAN OHIO TRAIL FUND**

Mayor Wilson is requesting approval to apply for an OMEGA Consulting Grant, the grant would be used only for consulting and planning there is no construction covered in these grants. The projects Mayor Wilson would like to have consulting and planning completed on are enhancing the downtown activity from the bike trail and possible sidewalks on N Market St from Vista Dr to Saltwell Rd.

Berg made the motion to approve the application for a planning and consulting grant application through OMEGA.  
Donnalley 2<sup>nd</sup>

All Ayes  
Motion Passed

Mayor Wilson discussed the Clean Ohio Trail Fund which is a 75% grant 25% matching funds for the possibility of trails at Willow Grove Park. There used to be trails at the park years ago, if possible, he would like to see these cleaned up and useable again. The Parks Committee agreed to look at this grant application for 2021, the deadline for application is February 1, 2021. There

was discussion on where the 25% matching funds would come from, the Western Reserve Conservatory Easement could be used if the Village moved forward with the easement.

#### **FISCAL OFFICER'S REPORT**

A November 2020 bank reconciliation, a November month end fund summary and a December 2020 fund summary were submitted to Council in their packets.

#### **STREET DEPARTMENT REPORT**

The report was submitted to Council in their packets. Mr. Oliver reported that leaf pick up season is officially over; the clutch had gone out on the leaf machine therefor the VACCON was used to finish up the leaves. This made the last of the pickup take much longer. The clutch will be repaired at the first of the year, Mr. Oliver is looking into replace with an OEM clutch instead of the standard clutch used in the past. They seem to be going out every two years. ODOT is nearing completion of the crosswalk project downtown, there were issues with finding the power supply. The new traffic light at the intersection of Lincoln Way and Jackson Street is up and operational. There was discussion on a camera instead of the proposed radar on the light to detect traffic. There was also discussion on the lights downtown and how they had been set in the past with timers. Mr. Oliver is going to check with ODOT on why the radar was not used and how the timing seems to work better with the downtown traffic lights. The eastbound lane at the intersection of Lincoln Way and Jackson will need to be repainted, the continuous right-hand turn has been eliminated. However, people are still trying to make it a double lane for the right turn, there is no right hand turn on red permitted at all with the new traffic lights.

#### **FIRE DEPARTMENT REPORT**

Chief Hall reported the new radios have been delivered. They are waiting to be scheduled for installation. The filters for the mask have not been delivered to date, however they should be here soon. The fire department in conjunction with the police department will be having a parade around town Saturday at 1pm with the arrival of Santa and Mrs. Clause, more details will be posted by the fire department after their meeting tomorrow night.

#### **PARKS DEPARTMENT**

Council man Berg thanked the Beautification Committee on behalf of the Parks Committee for all the decorations in the square, it looks like a Hallmark Card. Mayor Wilson thanked the Chamber of Commerce for moving forward with the reverse parade, admitting he had his doubts about having a parade. There were over 250 cars that went through the route.

#### **MISCELLANEOUS**

Council woman Donnalley ask if there has been any correspondence from Naffah (Lisbon Days Inn) concerning the unpaid bed tax. Ms. Wonner indicated she had sent three letters since Oct regarding the unpaid bed tax, to date there has not been anything paid or correspondence in response to the letters. She has a letter prepared to be sent certified when the vacancy letters are mailed at the end of the week.

With nothing further to come before Council the meeting on December 15, 2020 adjourned at 7:27 pm.

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Mayor Peter Wilson

**ATTEST:**

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Tracey Wonner Fiscal Officer