

Village of Shawnee Hills Council

October 25, 2010

Mayor Monahan called the meeting to order at 7:00 p.m.

Council in Attendance: Charlie Callender, Kris Garren, James Gauldin and Mike McVan

Absent: Yvonne Clippinger and Mahesh Dalvi

Also Present: Administrator Ed Swanson, Fiscal Officer Shirley Roskoski and Solicitor Brian Zets

It was moved by Garren, seconded by Callender to approve the minutes of October 11, 2010 with the following amendments: on page 2, 8 lines down change the wording to read; He said he consulted with.. On page 3, 6 lines down change the word if to it and under the Engineer Section, 6 lines down change the word something to someone, on page 8, 2nd paragraph, when the Mayor said he sent out an email to hopefully clear the air that if and whatever we may decide to do isn't; encumbering future administrations and Council with excessive debt, Following that add: My intent is not to do that. Following vote on the motion was recorded: yea, 4; Callender, Garren, Gauldin and McVan. Nay, none. Chair declared the motion passed by a 4-0 vote.

It was moved by Callender, seconded by Gauldin that Resolution 41-2010 be tabled. Following vote on the motion was recorded: yea, 4; Callender, Garren, Gauldin and McVan. Nay, none. Chair declared the motion passed by a 4-0 vote.

It was moved by Gauldin, seconded by Garren to approve the agenda with the following amendment: Table Resolution 41-2010. Following vote on the motion was recorded: yea, 4; Callender, Garren, Gauldin and McVan. Nay, none. Chair declared the motion passed by a 4-0 vote.

Solicitor

Brian Zets said he received an email from Barry Thompson regarding the storm sewer line on his property asking him to confirm that the storm water line running across his property is part of the Village's storm water system. Brian said he sent an email to Mark Cameron and he will run this by Ed Swanson. He said he thinks we have answered this question previously but he will respond again. Brian said he also received a letter from Attorney Dan Connor, Darryl Sanders Attorney, which included accu-weather reports. He is apparently challenging the validity of the lightning strike, he is not really sure. He said he gave the easements for the Storm Sewer project to Kerry Boyle in his office and those have been drafted and they are on Brian's desk right now for his review. He is also working on the agreements with the City of Columbus.

Mayor Monahan said he received a public records request from Barry Thompson. We have done some other checking and the pipe that was installed on Barry's property was put in before we were even a Village, it was put in sometime in the 20's. We have two people that can talk to that and that pipe had nothing to do with the Village. Ed spent time up at Delaware County; it's not on their records either.

Village Administrator

Ed Swanson said that he, Brian and Mark Cameron had a conversation today, which we talked a little bit about at the last Council meeting, about the storm water project and the need for the easements from the City of Columbus. We need three easements for this year's project and one for future use. These easements are several weeks away from final approval by the City of Columbus and to get

Village of Shawnee Hills Council

October 25, 2010

started we need to have the City of Columbus grant the Village a Right of Entry so that we can start this storm water project. The Right of Entry will give us permission to put this pipe in on City of Columbus property. He told Council he would like to move forward with this project so he wanted to know if there were any objections from Council on starting this project. Mayor Monahan said he thinks we are good to go on this, as long as we have the Right of Entry. Brian said he has reviewed this and he is fine with starting the project with the Right of Entry and then getting the easements approved.

Council member Garren said she did not quite understand this, she said Columbus will get the sanitary sewer lateral and we would get the easements, is that correct. Ed said yes. She asked how does that benefit the City, getting that lateral. Ed said the lateral is already installed and it allows the City to connect Leatherlips Yacht Club to our sanitary sewer system and the City will not have to reimburse the Village the amount of money that was spent to install that lateral. Mayor Monahan said the City is under orders from the EPA to crush the septic tank and not use it and they were either going to have to put in port- a- johns or come up with the money to connect to our system. This makes it much more feasible to them.

Council member Gauldin said so long as we have the Right of Entry to install language ready to go so that when it gets approved, we can put a shovel in the ground, would Council then say we are all for us continuing this project. We are clear on that right. He said he does not want Ed or Administration or anybody to feel as though Council is holding back. So as long as we have that language we are all happy. Mayor Monahan said that was already decided as far as he was concerned, that we had made that decision. He said if we do not get the Right of Entry we are going to drop back 5 feet and keep this project going.

Council member Callender said at the last Council meeting we were looking at starting the project at a different point and hoping by the time we got to the point where we need to cross the easement all the paper work would be done, but what he has heard is that they want to start at the easement so Columbus has agreed to let us have Right of Entry. Ed said that is pretty much it, he just wanted to make sure everyone was on the same page, that everybody knew what was going on.

Police Chief

Chief Lefever said they had applied earlier in the year for a body armor grant and the Department did get approval for that grant. We will be getting reimbursed for 50% of the cost we spent this year on body armor. He said there are funds left over from this grant so he has applied for 100% reimbursement. He said he has been working with Shirley and met with the Mayor and met with Finance in regards to next year's budget and came up with some things that are needed and things that we would like to do and try to see where those types of things would fit in the budget, made a proposal and Finance has all of that information and he thinks it was a very productive meeting. Glad he was invited to be a part of that. Something else that he is looking at right now is comp time in the department, reviewing the comp time procedures, reviewing how much time is getting used, what we can do to cut that time down and the best way for some of the pools that were already in effect and were in effect before he came in, ways to minimize those pools down and get those down to a manageable level. This is definitely something he will be keeping in touch with the Mayor on.

Chief Lefever said the new cruiser should be on the road within 2 weeks. He said he will have 9 officers out on Halloween, two in each car, two at the crosswalk, one on the bike, one at the station and the others will be on foot.

Village of Shawnee Hills Council

October 25, 2010

Mayor Monahan suggested that the Village truck be placed near the crosswalk with its lights on for safety.

Chief Lefever informed Council that Sergeant Venrick just completed a Front Line Supervision class through the state of Ohio. This was a weeklong class at the Ohio Peace Officer Training Academy.

Communications

Mayor Monahan gave the following report:

I received a communication from The Council for Older Adults of Delaware County dated Oct. 11th 2010.

Once again we are pleased to honor our professional home care workers during National Home Care Appreciation Month. This year there is a celebration at the Center at 800 Cheshire Road Nov. 17th from 3PM to 5PM for anyone who would like to attend.

This will be in the Village office if anyone needs more information.

Mayor's Report

Mayor Monahan gave the following report:

MAYOR'S COURT REPORT

SEPTEMBER, 2010

\$3,073.00	BALANCE BROUGHT FORWARD
<u>DEPOSITS:</u>	
2,923.00	TRAFFIC RECEIPTS
103.00	DELAWARE COURT
3,026.00	TOTAL RECEIPTS
<u>DISBURSEMENTS:</u>	
248.00	TREASURER OF STATE
210.00	COMPUTER FUND
2,568.00	VILLAGE: GENERAL FUND
3,026.00	TOTAL DISBURSEMENT
3,073.00	<i>ADJUSTED - BALANCE BROUGHT FORWARD</i>
3,026.00	<i>DISBURSEMENTS</i>
10.00	<i>OUTSTANDING CHECK #1417, MARINO-17523</i>
37.00	BALANCE MAINTAINED IN CHECKING

RESPECTFULLY SUBMITTED,
JOYCE A. ARMSTRONG
MAYOR'S COURT CLERK

On October 18, I sent an email to Mahesh and Joe See.

Hi Joe and Mahesh I have been experiencing difficulties using the new email service. I normally blame myself and try to work through issues.

I have been hearing the same issues from others and would like to request a remedial training session in the evening at the office:

Create emails

Forward emails

Create folders

Etc.

If others have special requests please say so.

Thanks Joe and Mahesh!

Pat

Mahesh's response:

Village of Shawnee Hills Council

October 25, 2010

From: Mahesh Dalvi [mailto:mahesh.dalvi@shawneehillsoh.org]
Sent: Monday, October 18, 2010 9:34
To: 'Joe See'; Pat Monahan
Cc: 'Yvonne Clippinger'; 'Ed Swanson'; shirley.roskoski@shawneehillsoh.org
Subject: Re: need for some remedial training
Pat:

I am more than willing to conduct a quick training session either at a scheduled time for all of you to attend or arrange some quick 1:1 session. Let me know how you all want it. My eyes are much better now but will take until this weekend for me to fully recover.

Regards
Mahesh

Council member Callender said the Village website has not been updated. The names are not correct for the Council members. Mayor Monahan said he will get with Joe on that.

From: Carter, John H. (WaterShed Manager) [mailto:JHCarter@Columbus.gov]
Sent: Tuesday, October 19, 2010 10:29 AM
To: 'Pat Monahan'; Westerfield, Richard C
Subject: RE: Can we meet.

Good morning Pat,
Surprising as it may seem there has been little fanfare about the work such as we are doing at Glick Road. We have not had any ground breakings and I've not heard any mention of ribbon cuttings or dedications. I am glad to hear you are pleased and will note your willingness to participate should there be consideration of a ceremony to recognize this project.
With regard to the paving, I believe this will be accomplished the second or third week of November depending on weather. We have a preconstruction meeting planned for 11/2. Please give me an Email address for Ed Swanson if you would like him to be invited.
Assuming Monday afternoons are still good for you I will look at schedules and book the earliest possible Monday afternoon for a meeting to be held on site at Shawnee Hills.
John-----Original Message-----

From: Ed & Regina Swanson
Sent: Wednesday, October 20, 2010 7:43 AM
Subject: Fwd: Extension Request
Pat, this is confirmation that our grant for the delayed drainage work has been extended until June 2011. Ed.

From: **DeHart, Abbey** <Abbey.DeHart@pwc.state.oh.us>
Date: Tue, Oct 19, 2010 at 8:50 AM
Subject: Extension Request
To: "swanson@shawneehillsoh.com"
Hi Ed,
I got your request and it is approved. Thanks,
Abbey M. DeHart
Loan Officer/Program Representative

On last Wednesday evening Bill VanCura from the Business Advisory Committee, Charlie Callender and Jim Gauldin from the Service Committee and I met to update Bill on current activities in the Village.

Village of Shawnee Hills Council

October 25, 2010

We began discussions on the need for future Public Parking. After looking at the site and our discussion I agree the Church parking lot off of Hillcrest would be too disruptive to the residents and should not be considered for further negotiations.

Council member Gauldin suggested the possibility of utilizing the stubbed off streets we have. Services will look into this. We also asked Bill VanCura to take the public parking issue back to the Chamber since this is a mutual issue for the Chamber and the Village.

I suggested that a kiosk ATM would be a good addition to the Village for the convenience of our residents and the visitors to the Village.

We have a Fall Newsletter coming out this week and there are a few dates to note in the Newsletter:

- **Thursday Oct 28th** from 6PM to 8 PM Halloween Trick of Treat - be safe our Police will be out in force to help!
- **Nov 2nd** = Election Day please remember to vote
- **Nov. 13th (Sat)** come to the event and help us celebrate our Veterans with a special salute to the Korea War Vets = 11 AM at the Shawnee Hills Veterans Memorial on west Reindeer with lunch to follow at the Civic. Hope to see you there!
- **Dec. 11th 7PM** next to Hellas we will celebrate the 3rd annual Tree Lighting. It is a great event please plan to attend.

Planning and Zoning will meet Tuesday evening at 7PM and will consider an application to split the 12 lots at Shawnee Trail and E. Osage.

Legislative Actions

Third Reading- Ordinance 20-2010- Sponsored by Planning and Zoning – An Ordinance to amend Section 1113.11 of the Codified Ordinances of the Village of Shawnee Hills, Tree Preservation Overlay District. It was moved by Gauldin, seconded by Garren to pass Ordinance 20-2010. Following vote on the motion was recorded: yea, 4; Callender, Garren, Gauldin and McVan. Nay, none. Chair declared Ordinance 20-2010 passed by a 4-0 vote.

Third Reading –Resolution 37-2010 – Sponsored by Mayor Monahan and President Pro Tem Clippinger – A Resolution that the Village of Shawnee Hills will host an Employee Appreciation Dinner . It was moved by Garren, seconded by Gauldin to pass Resolution 37-2010. Following vote on the motion was recorded: yea, 4; Callender, Garren, Gauldin and McVan. Nay, none. Chair declared Resolution 37-2010 passed by a 4-0 vote. Mayor Monahan said this will be held on December 4 from 6-9 p.m.

Third Reading-Resolution 40-2010 – Sponsored by Mayor Monahan–A Resolution to increase the monthly salary for Joyce Armstrong, Mayor's Court Clerk for the Village of Shawnee Hills, Ohio. It was moved by Garren, seconded by Callender to pass Resolution 40-2010. Following vote on the motion was recorded: yea, 4; Callender, Garren, Gauldin and McVan. Nay, none. Chair declared Resolution 40-2010 passed by a 4-0 vote.

Second Reading- Ordinance 22-2010 – Sponsored by Mayor Monahan – An Ordinance to amend Section 147 of the Codified Ordinances of the Village of Shawnee Hills, Ohio. Mayor Monahan said this will remove that the Code Enforcement Officer will take minutes at the meeting and it adds that the applicant or his representative has to be present at the hearing. Brian asked if

Village of Shawnee Hills Council

October 25, 2010

someone will be taking the minutes. Mayor Monahan said the meetings are recorded and there is a section in the code that says records will be kept.

Second Reading – Resolution 42-2010 – A Resolution to hire Richard Ey as maintenance/backup snow plow driver for the Village of Shawnee Hills, Ohio. Council member Gauldin said he read through this again and he and Ed had a discussion earlier about this, in our employee manual we have provisions for regular part time employee and provisions for a project specific employee/seasonal. Which one of those will Richard be hired under? Mayor Monahan said good question, he does not know. Council member Gauldin said the regular part time employees are those employees who work less than the customary number of full time hours weekly, 40 hours, but in no event less than 10 hours and who maintain contiguous regular employee status. Regular part time employees are not eligible for paid vacation, holiday and paid sick leave. Regular part time employees are not eligible for insurance benefits, so that type of employee would at least have 10 hours per week. So the project specific employee/seasonal, those employees who work the number of hours specified in their contract and who maintain continuous regular employment status during the term of a specific time limited grant period. Project specific employees may or may not be eligible for all employee benefits depending on the type and length of contract. Council member Gauldin said so I guess we would write for each season or project a contract of some sort. Mayor Monahan said we would probably need some sort of language in the employee manual for a backup. He does not think this job is covered by either one. Council member Gauldin said it is hard to fit him into either one of these and in an emergency he would say, project specific/seasonal, because we could quickly write up a contract, so how can we do this. I do not want to table this resolution; I want it to continue so that we can get him in in a timely fashion. How do we get that added in so that we can make this work on our next reading? Mayor Monahan said what he thinks might be worthwhile between now and maybe the end of the first quarter something that looks like a contract. Can you do that Ed. Council member Gauldin said and then we will come back and change the employee manual and once that's done we can adjust him over. Council member Callender said so then this will be a contract to finish out the year. Mayor Monahan said he would probably give us a little more time than that, probably do it until next spring and then we can have the language in place. Council member Gauldin made a motion to amend Resolution 42-2010 Section 1 to say that Richard Ey is hereby hired as a backup maintenance and snow plow driver for the Village of Shawnee Hills, Ohio as a project specific employee/seasonal. Seconded by Callender. Following vote on the motion was recorded, yea; Callender, Garren, Gauldin and McVan. Nay, none. Chair declared the motion passed by a 4-0 vote.

First Reading- Ordinance 21-2010 – Sponsored by the Finance Committee – An Ordinance to reappropriate funds for current expenses and other expenditures of the Village of Shawnee Hills, State of Ohio, during the fiscal year ending December 31, 2010. It was moved by Callender, seconded by Gauldin amend Ordinance 21-2010 by removing the wording *and declare it an emergency*. Following vote on the motion was recorded: yea, 4; Callender, Garren, Gauldin and McVan. Nay, none. Chair declared the motion passed by a 4-0 vote.

First Reading – Ordinance 23-2010 – Sponsored by The Finance Committee – An Ordinance to appropriate funds for current expenses and other expenditures of the Village of Shawnee Hills, State of Ohio, during the fiscal year ending December 31, 2011.

Village of Shawnee Hills Council

October 25, 2010

First Reading – Resolution 44-2010 – Sponsored by Mayor Monahan and the Finance Committee – A Resolution to increase the rate of pay for Christopher Venrick, Police Officer for the Village of Shawnee Hills, Ohio

It was moved by Gauldin, seconded by Garren to pay the bills in the amount of \$173,271.52. Following vote on the motion was recorded: yea, 4; Callender, Garren, Gauldin and McVan. Nay, none. Chair declared the motion passed by a 4-0 vote.

It was moved by Garren, seconded by Callender to approve the following treasurer's report: General Fund 228,664.78, Street Fund 30,560.21, State Highway Fund 3,499.44, Enforcement and Education Fund 1,560.00, Mayor's Court Computer Fund 7,349.67, Fire Fund 165,396.83, Weed Fund 7,966.99, TIF Fund 4,088.81, Veteran's Memorial Fund 473.18, Building Expansion Fund 700.00, Capital Projects Fund 4,051.00, Sewer Operating Fund 88,381.14, Sewer Replacement Fund 14,000.00, Storm Sewer Fund 9,379.29, Debt Service Fund 86,819.63, Debt Service Reserve Fund 96,583.33 for a total of \$749,474.30. Following vote on the motion was recorded: yea, 4; Callender, Garren, Gauldin and McVan. Nay, none. Chair declared the motion passed by a 4-0 vote.

There being no further business, it was moved by Gauldin, seconded by Callender to adjourn until November 8, 2010. Following vote on the motion was recorded: yea, 4; Callender, Garren, Gauldin and McVan. Nay, none. Chair declared the meeting adjourned at 7:55 p.m.

Fiscal Officer

Mayor