

Village of Shawnee Hills Council Orientation Meeting Minutes

January 10, 2018

Mayor Monahan called the meeting to order at 6:00 p.m.

Council in Attendance: Mary Gates, Douglas Gil, Dan Mathews, Renee Matney, Jeff Stacy and Robert Thatcher

Also Present: Fiscal Officer Shirley Roskoski, Administrator Steve DeBolt, Solicitor Brian Zets and Engineer Chris Tebbe

Orientation

Mayor Monahan started the orientation session off with the following:

Vision – Growth will occur – both commercial and residential, drainage, signage, bike connector
Safety- Number 1 priority. We need to make sure it's good growth.

Communications – respond in a timely manner, communications are a public record

Committees- three members on a committee please give a detailed report at the council meeting as that will be your minutes of the committee meeting

Fiscal Responsibility- we are responsible for the finances of the village, majority of funding comes from taxes

Legislation – is adopted in two ways, three readings or emergency measure

Meeting Operations- follow the council rules, inform the Mayor, President Pro Tem and Fiscal Officer if you cannot make a meeting.

Solicitor Brian Zets passed out his bio to the council members. He talked about the open meetings act and records retention. He instructed council to not engage in discussion of village business outside of an open meeting of council and to use the village email account for all correspondence and to not text as a means of communications as that also falls under the public records act.

Chris Tebbe talked about his role as the Village Engineer and discussed drainage issues, the annual report we have to do in regards to drainage and the village's MS4 permit. He also talked about the court order the village has to comply with in regards to sanitary sewers and keeping the ground water out of the sanitary sewer lines. The village has until 2024 to complete a list of items for this at a cost of approximately \$221,000.00.

Chief Baron also passed out his bio and discussed: The Department Mission, Task Specific Funds, PD Revenue Sources, Department Changes, Approved staffing levels, Rank structure, current staffing levels, shift requirements, Countywide participation, information provided to council, Safety Committee, Incident Response, Encounters with the Police Department, Items we are firm on, opportunities to be active, current projects and long-term goals.

Fiscal Officer Shirley Roskoski discussed: Where does the Money come from, the annual budget, reappropriations, the treasurer's report given to council each meeting, the revenue summary report and the appropriations summary report.

Administrator Steve DeBolt talked about the current staff and the 50 years of experience combined that they have and gave a brief description of the jobs that they do. His schedule is part time and he is usually here Monday, Tuesday and Thursday. His role, he feels, is kind of like the buffer between the Mayor and Staff, the buffer between residents and our code, and the buffer between contractors and getting something done. He discussed his responsibilities as described in the ORC, drainage issues, educating people as to what the codes are. He also discussed that everything we do is governed by the Village's Codified Ordinances and the Ohio Revised Code.

Planning Session

Mayor Monahan asked Council to let him know what they would like to see the village work on in the coming future. The following was brought up: arch entrance signs, LED street lighting, employee manual, business mix, storage for village use, sidewalks, public awareness, return of the Dam Jam, annexation

Adjournment

There being no further business, it was moved by Stacy, seconded by Gates to adjourn. Following vote on the motion is recorded: yea, 6; Gates, Gil, Mathews, Matney, Stacy and Thatcher. Nay, none. Chair declared the meeting adjourned at 9:00 p.m.