

Village of South Bloomfield Council Meeting
Minutes
April 22, 2014

Council members present: Jill Roesse, Roger Hopkins, Stephen Nicklas, Matt Pettibone.

Council members excused: Jane Ramey and Rick Sowers.

Mayor Wilson sent text message, not able to attend

Pledge to the flag

Approval of Minutes: April 7, 2014 Council Meeting: Motion was made by Roger to suspend reading of minutes, Stephen seconded the motion. Matt called for vote: Matt yes, and Jill yes, motion carried. Matt asked for any corrections or additions? Jill made motion to approve April 7, 2014 minutes, second by Roger. Matt called for vote: Matt yes, Steve yes motion carried.

Old Business:

Third Reading Pickaway County Hazard Mitigation Resolution 2013-06 (Mayor)

Roger made motion, Stephen second to accept as third reading. Matt asked for questions or comments, Matt called for vote: Matt yes, and Jill yes, motion carried.

BPA New Appointment (Mayor)

Tabled. Mayor has not decided on new appointment

Online Payments (CFO)

CFO presented information from Softline Financial, dba UBMax Utility billing system for their eNETPAY web-based technology for accepting credit card payments. When a customer receives a printed bill or an email bill, they either click on a link to pay online or write a check. If they choose to pay online, the system will determine if there is any charge to the customer for a convenience fee, if so, the customer will verify their acceptance. Once approved it will print a receipt for the customer, automatically apply the payment to the customer's account, provide a report for the utility and transfer the payment directly to the Village bank account for deposit. Fees involved are based on the dollar amount of the payment, for a minimum fee of \$3.00 to maximum of \$15.00 for payments up to \$1000 payable by the customer.

There is a contract agreement to be signed that has been reviewed by the CFO. There is no additional cost or fees applied to the Village of South Bloomfield. Stephen asked about length of contract, the Village of South Bloomfield can terminate the agreement for any or no reason, but notice is required to be given by certified mail.

Stephen made a motion to approve this agreement and Jill second the motion. Matt called for vote: Matt yes, Roger yes motion carried. President of Council directed the

CFO to have the Mayor sign the agreement or if not available, the council president will sign the agreement.

Website (Stephen)

See new business below for new Ordinance 2014-06

Building Inspector (Mayor) (tabled to ordinance committee)

Dale Hoover or the Mayor not here but the CFO distributed the past three years of data on P&Z fees and amounts paid to Dale Hoover for Council review.

Stephen asked a question about past ordinances as to which ones apply currently. There are two ordinances that hire Dale as zoning inspector (1998-01) as a flat fee, and Ordinance 1999-34 building inspector as percentage to hire him, with no end date.

Kelly offered to give Stephen P&Z book to review rules and procedures.

Jill asked if Ashville has approved hiring him on the \$500 per month salary. Kelly said yes, Ashville has agreed and Dale was talking to Harrison and Walnut townships about spreading out a share of the expense. Gary Albright zoning inspector, there is a ordinance relating to his salary also, but he is retiring soon.

Park Commissioner (Mayor)

Ordinance established to rid of Park Commissioner.

Gary agreed to open the park for event at the last meeting but now he is not available.

Matt suggested that the Mayor handle the events for the park.

Stephen noted that the Council can appoint a recreation board 5 members. Jill said we have a Park committee. Board would have control.

Kelly mentioned what if the Mayor doesn't show up to open the park for paid reservations? Matt said to send email to Council and the Mayor if there becomes an issue.

Kelly also mentions about baseball diamonds, telling first come first serve.

Stephen said he is all for Park Manager, but they would have to be an employee.

The person mayor appointed as Park Commissioner has moved out of S. Bloomfield.

Council has control of the Park, if agree to Park Manager or Volunteer.

Maybe should send to solicitor if Council can appoint Park Commissioner or Manager.

Ray Cobb stated that he could possibly open for the next reservation 4/27/14.

Jill asked Kelly who has Keys, Ragan handed his keys to Mayor,

Stephen asked about Street Commissioner, we don't have one and problem is Mayor has to appointment those commissioners.

Matt noted that we need to recall mayor or set up a Village Administrator. That position would take care of BPA, Park, Street and other administrative issues. It is in Village Officers Handbook from the State Auditors' Office that Council can set up this process. Matt said we cannot continue to run the village the way it has been for the last year. Roger and Stephen both say they are all for Village Administrator. Roger wants Village Administrator added to the next Council Meeting.

Solicitor Issues (Matt)

Matt will review current issues with Solicitor and give report at next meeting.

Ohio Municipal League Dues (Mayor)

Ohio Municipal League Dues (Mayor) removed from agenda at last council meeting.

Community Development Block Grant

Jill Roesse volunteered to review the documents and report back to the council. She stated that it was for new building development projects but it is too late to apply for the process, the application is due by 4/30.

Question or comments from Residents

NEW BUSINESS:

Resolution 2014-02 Official Website (Stephen)

Village shall take ownership of website: www.southbloomfieldoh.com

And become the official website for the Village of South Bloomfield.

Roger made a motion to accept Resolution 2014-02 for first reading, Stephen second,

Matt called for vote: Matt yes, and Jill yes, motion carried.

Ordinance 2014-06 Website Policy (Stephen)

Village of South Bloomfield will assign duties related to management of its web presence to the Technology Committee and CFO will be responsible for the storing, securing and record keeping of who had access to the account credentials.

Stephen made a motion to accept Ordinance 2014-06 for first reading, Jill second,

Matt called for vote: Matt yes, and Roger yes, motion carried.

Ordinance 2014-07 Immediate Family

This Ordinance added Foster/Adopted Mother, Father, Brother, Sister or Child as immediate family. By recognition of Foster/Adopted family members the Bereavement policy is affected, and as legal guardian employees would be entitled to three days leave vs. one day as policy stands now. Stephen mentioned that Federal Law and FMLA Federal Law recognizes Foster/Adopted family members and felt it was a good idea for

the Village of South Bloomfield to do so also. Iris Darst CFO requested to add Foster/Adopted Grandchild to this policy also. Jill made motion to accept Ordinance 2014-07, and Stephen second motion. Matt called for vote: Matt yes, and Roger yes, motion carried.

Ordinance 2014 - 08 Vacation Carryover

Vacation carryover maximum is 40 hours per employee handbook. At March 18th council meeting, Roger made a motion to retroactive create a resolution to allow employees not to lose vacation time not carried over for previous year to ordinance committee. This new Ordinance reads that if the employee's vacation leave exceeds forty (40) hours at the end of a year the employee may sell back up to but not exceeding forty (40) hours. So therefore, employees can only carry over one week, but can cash out or sell back 40 hours.

Bryan Cline stated that this forcing employees to hurt village, by having to leave village without coverage. This policy screws the employee who is trying to help the village. Stephen asked about contingency plan. Bryan has to cover for vacation because we don't have coverage. Bryan feels that Council gives no communication and no voice from employee's opinion before they decide to create a new policy. Bryan doesn't like someone speaking for him without communicating directly with him personally.

Matt stated that due to the way the handbook is written, you lose all of the extra time. So if you have suggestions, then please go ahead and voice them. Bryan asked why employees cannot roll over 80 hours? Stephen said we would have to reevaluate, but if we increase it this year, we would have the same issue next year, wanting to increase to 120 hours. Roger stated that he doesn't want anyone to lose vacation

Matt noted that when it comes to salary employees, budgeted for set salary of 55,000 /yr, ends up paying out 57,000 because of cashing out vacation. The Village of South Bloomfield just doesn't have the money in the budget to cash out more vacation.

Matt made a motion to accept Ordinance 2014-08 for first reading, Jill second, Matt called for vote: Stephen yes, and Roger yes, motion carried.

Farm Land Lease

CFO noted that the notice has been placed in the Circleville Herald to take sealed bids on Farm land to be opened by Council at the May 20th meeting.

COMMITTEE REPORTS

Finance Meeting April 30th

Streets, Plow Truck, Cruiser, Wells Fargo
Insurance Bill

Motion to pay bills:

Motion to pay bills made by Matt, and Stephen second. Matt called for vote: Roger yes, Jill yes. Motion carried.

Stephen brought up water/sewer info sheet for website, asked in council had reviewed it and do they want to have it placed on the website? Roger mentioned that he should have Joe review the sheet before posted. CFO will place a copy for Joe in his mail box.

Motion to Adjourn was made by Stephen and Roger second, Matt called for vote: Matt, yes, Jill. Motion carried. Meeting adjourned at 8:25 pm

Next Meeting 5/5/2014