

**Village of South Bloomfield Council Meeting
Minutes
November 7, 2016**

Council members present: Jill Roese, Aaron Thomas, Tom Ramsay, Doug Burke, Donna Schaffer, Debbie Jones and Matt Pettibone, Mayor

Staff: Joe Allen, Administrator and Ken McCoy, Chief of Police

Meeting called to Order at 7:00 pm. By Matt Pettibone with the Pledge to the flag.

Approval of Minutes October 18, 2016 Council Meeting:

Donna made motion to waive the reading and approve October 18, 2016 minutes, and motion second by Doug. Mayor called for a vote: Jill, Debbie yes, Aaron yes and Tom yes, motion carried. Donna made a motion to approve the October 18, 2016 minutes and Debbie second the motion. Matt called for a vote: Aaron yes, Doug yes, Tom yes and Jill no, motion carried.

OPEN FORUM-TIME FOR RESIDENTS

OLD BUSINESS

Ordinance 2016-24 Planning & Zoning Amendment (Third Reading)

Whereas the Village Council found it necessary to amend the Planning and Zoning book established by Ordinance 2016-21 and therefore amend Article XXVIII and add Article XXX.

Tom made a motion to approve the Ordinance 2016-24 for third reading and Jill second the motion. Matt called for a vote: Debbie yes, Aaron yes, Donna yes and Doug yes, motion carried.

Ordinance 2016-25 Health Insurance (Second Reading)

The Village Council desires to be fair to employees of the Village with regard to health insurance contributions and the Finance Committee recommended that the Village continue to pay 80% of the cost and employees shall pay 20%.

Donna made a motion to approve the Ordinance 2016-25 for second reading and Doug second the motion. Matt called for a vote: Debbie yes, Jill yes, Aaron yes and Tom yes, motion carried.

NEW BUSINESS:

Promotion of Sergeant Dauberman to the Position of Lieutenant. Sergeant Dauberman was selected via interview process and will be sworn into the office of Lieutenant in Mayor's office tomorrow at 2:00 pm

Resolution 2016-03 One Time Vacation Buy Back for Law Enforcement Officers

There have been some village employees who have been unable to take their allotted vacation time due to circumstances beyond their control, which has created an overage of hours that may not be rolled into the following benefit year.

Therefore, be it resolved that the Village of South Bloomfield that Chief McCoy and Sergeant Wells shall be permitted to sell back to the village the excess vacation time at their normal rate of pay.

Donna made a motion to approve the Resolution 2016-03 and Debbie second the motion. Matt called for a vote: Doug yes, Jill yes, Aaron yes and Tom yes, motion carried.

Employee Handbook Revisions Approval

- Military Pay Change, Tom made suggestion on change
- Timekeeping Reporting change
- Clothing purchase form for Utility and Street Departments, Matt will create form for next meeting

Mayor Update:

2014-2015 Regular Audit Results:

- **2014-2015 Regular Audit Results:**
 - Three Findings total
 - Purchasing without a PO
 - Recommendation: Blanket PO or Then and Now PO
 - Expenditures in excess of the Appropriation
 - Recommendation: Result of 2012 Adjustments
 - Expenditures in excess of the certificate of Resources
 - Recommendation: Need to Update Certificate of Resources more often
 - Adjustments to the General Fund made -\$4330.00
 - Revenue was misclassified to the GF
 - Special Audit on Revenue only is pending

Christmas Tree for Park and Tree Lighting Ceremony Event

- Purchasing 1 Norway Spruce Tree, 20-25' tall for \$2500 for Park, from Big Trees, Inc. from Columbia Station, Ohio
- Delivered next week, Planting using 90" tree spade, Includes staking and mulching tree
- One year replacement warranty
- Donna will be calling a meeting for those who are interested to meet to develop a plan for purchasing lights and creating the event. This meeting will be 11/10/17 at 6:30 pm

Jill asked if there has been any progress on the Non-profit status for the park events. Matt noted that Mr. Rishel tied up with the Brock property issue. Have been able to stop the state from taking over the property and have talked to the county Commissioners about turning the property over to the Village.

Jill and Aaron met to discuss the baseball diamond subject earlier this evening, prior to the Council Meeting. Matt asked that they report their recommendations at the next All committee meeting which will be at 6:00 pm on 11/22 prior to next council meeting.

Standard Reports submitted

1. Bills need reviewed and approved
2. Appropriation Status
3. Revenue Status
4. Fund Ledger

Motion to pay bills:

Doug motions to pay bills, Aaron second the motion. Matt called for a vote: Tom yes, Debbie yes, Donna yes and Jill yes motion carried

Motion to Adjourn

Aaron motions to adjourn, Doug second the motion. Matt called for a vote: Donna yes, Jill yes, Debbie yes and Tom yes, motion carried at 7:31 pm.

Second Meeting
November 22nd, 2016 at 7:00 pm

Submitted by:  Approved by: 
Iris L. Darst, CFO Matt Pettibone, Mayor