



COUNCIL AGENDA

Monday, April 5, 2021 - 7:00 pm
Waynesville Municipal Building

- I. Roll Call
- II. Pledge of Allegiance
- III. Mayor (for purposes of acknowledgements)
- IV. Disposition of Minutes of Previous Meetings
March 15, 2021 at 7:00 p.m.
- V. Public Recognition/Visitor's Comments (A five minute per person time limit will be allowed each speaker unless more time is requested and approved by a majority of council)
 - Zack McDaniel from Talbert House Prevention Services
 - Sharon Jewell, 722 Joycie Lane, rules on Airbnb within the Village of Waynesville
- VI. Old Business
- VII. Reports
 - Standing Council Committees
 - a) Finance Committee
 - b) Public Works Committee
 - c) Special Committees
 - Village Manager's Report
 - Finance Director's Report
 - Police Report
 - Law Directors Report
- VIII. New Business:

Legislation:

Reading of Ordinances and Resolutions:

First Reading of Ordinances and Resolutions:

ORDINANCE 2021-013

ADOPTING SECTION 50.107 OF THE WAYNESVILLE CODIFIED ORDINANCES RELATED TO CLOSED/INACTIVE WATER ACCOUNTS

Second Reading of Ordinances and Resolutions:

Tabled:

ORDINANCE NO. 2021-008

AUTHORIZING A HEALTH INSURANCE PLAN FOR VILLAGE EMPLOYEES

IX. Executive Session

X. Adjournment

Next Regular Council Meeting:

April 19, 2021 at 7:00 pm

Upcoming Meetings and Events:

Public Works Committee Meeting, April 5, 2021 @ 6:00 p.m.

Finance Meeting, April 22, 2021 @ 5:00 p.m.

**Village of Waynesville
Council Meeting Minutes
March 15, 2021 at 7:00 pm**

Present: Mayor Earl Isaacs
Mr. Brian Blankenship
Mr. Chris Colvin
Ms. Joette Dedden
Mr. Zack Gallagher
Mr. Troy Lauffer
Mrs. Connie Miller

Village Staff Present: Jeff Forbes, Law Director; Chief Gary Copeland, Village Manager and Safety Director; Jamie Morley, Clerk of Council

CLERK'S NOTE- This is a summary of the Village Council Meeting held on Monday, March 15, 2021. Due to Covid-19, this meeting was a teleconference using Zoom which is allowable by Ohio SB 365.

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Mayor Isaacs called the meeting to order at 7:06 p.m.

Roll Call – 7 present

Chief Copeland led the Pledge of Allegiance and Mr. Blankenship led Council in a moment of prayer.

Mayor Acknowledgements

Mayor Isaacs stated he was glad spring is coming.

Disposition of Previous Minutes

Mrs. Miller made a motion to approve the minutes of March 1, 2021 as written and Mr. Blankenship seconded the motion.

Motion – Miller
Second – Blankenship

Roll Call – 7 yeas

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Public Recognition/visitor's comments

None

Old Business

None

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Reports

Finance

The Finance Committee will meet this Thursday on March 18th at 5:00 p.m. through Zoom.

Public Works Report

Next meeting will be April 5, 2021 at 6:00 p.m. and the public is encouraged to attend.

Special Committee Report

None

Village Manager Report

- Planning the April 5th, Council meeting to be in person at the government center.
- Asking Council to make an amendment to Ordinance 2021-012 tonight to double the quoted amount to include new fencing around the well field. There was an incident Friday, where a contractor had left the wellfield gates open for about 15 minutes. An individual was within the wellfield and fled when the contractor returned. They took over \$2,000 of the contractor's tools and his jacket which included keys to the wellfield. The locks had to be rekeyed. For this reason, would like to include extra fencing around this area along with cameras. Trail cameras have been installed and extra patrols have been issued. Currently researching cameras to be placed around Village property.
- Old leaf truck sold on Govdeals.com. The Village will receive \$6,050.
- The new leaf truck has been logood.

- Well 7 is currently down. Provided quotes from two vendors in Council packets. There is an ordinance tonight on the agenda as an emergency to accept the quote from Boone to have the well cleaned and motor replaced. The motor is 40-horse powered as the current electrical wiring will not support anything larger. Would like to rewire the wells as part of the future wellfield upgrades.
- The water distribution station should be completed by the end of March.
- Moving forward with updating the codified ordinances with American Legal. This will include ORC Codes through 11/20 and all passed ordinances from 2020.
- Spoke with Ms. Gallagher from Cook-Jones Road about the possibility of providing water to the area. Originally referred her to the County for help, but they stated they no longer offered this service. After researching the process, explained that she would need to get a petition signed by at least 50% of all households that the water line would go by with the understanding that they would be responsible for funding the waterline. This project most likely will be over \$500K, the project would be funded by a bond company and household property taxes would be assessed over the course of 20 years to pay for waterline. Ms. Gallagher stated she had surveyed households about 10 years ago but there was not enough interest. She will try again and if she gets over 50% to commit, the next step would be to have a meeting at the government center to go over costs and start getting an engineer involved and finding a bond company to fund the project.
- An ordinance on tonight's agenda to approve the rehabilitation and repainting of Ferry Tower. Choice One went over all the bids and provided a letter recommending L&T Painting. They had the lowest bid at 165K and met all the specifications. There will also be the cost of about 20K to 30K for a professional inspector. Asking to approve this ordinance as an emergency to get the project underway.
- Choice One has reviewed the paperwork submitted by Mr. Hoffman on filling in the land at the corner of Route 73 and 42. Choice One stated the paperwork was from the study that FEMA does every 10 years on flood plains. Mr. Hoffman is going to provide the Stantech study stating this will not affect the wellfield.
- Street Department has started filling in potholes.
- Provided flyer for recycle rally occurring April 26.
- Ms. Morley and I will be attending a Zoom meeting on Thursday to begin the process to redo the Village's web site.
- The Village should be receiving money from the American Rescue Plan. There are directives on how to spend the money

and one of the options is to use the funds on water infrastructure projects. Depending on the amount received, possibly look into the new water treatment plant at the wellfield.

- Will be on vacation from March 25 – April 1 and ask Council to appoint Lt. Bledsoe as acting Village Manager during that time.

Police Report

- February calls for service and Mayor's Court report have been provided.
- The Warren County Sheriff will attend the April 19th Council meeting.
- Received a check for \$336.75 from cost recovery.
- Three officers attended the funeral for ODNR Officer Jason Lagore, who died in line of duty.

Mr. Colvin asked Chief Copeland what would happen to the new pump being installed in Well 7 when the wiring to the wells get upgraded. Chief Copeland stated that the upgrade will not be soon, and it is imperative to get Well 7 up and running. The bigger pumps with more horsepower require larger voltage wires. If the wiring to the wells is upgraded and larger horse powered pumps are installed, it could be used as a backup pump. Mr. Colvin asked if the Village is in violation because Well 7 is not running. Chief Copeland stated that the Village is not in violation as Well 8 is running fulltime to compensate, but Well 8 is primarily there to serve as a backup well and not meant to run fulltime. Mr. Colvin asked what the time frame is to start the electrical upgrades to run new wiring to the wellheads. Chief Copeland stated he would like this started next summer.

Financial Director Report

None

Law Report

None

New Business

Ms. Dedden made a motion to appoint Lt. Bledsoe as Acting Village Manager from 3/25/2021 to 4/1/2021 and Mr. Gallagher seconded the motion.

Motion – Dedden
Second – Gallagher

Roll Call – 7 yeas

Legislation

First Reading of Ordinances and Resolutions

Ordinance No. 2021-010

Authorizing the Village Manager to Enter into a Contract with L&T Painting, Inc. in an Amount Not to Exceed \$165,780 for the Ferry Road Water Storage Tank Painting Project as an Emergency

Mr. Gallagher made a motion to waive two-reading rule for Ordinance 2021-010 and Mrs. Miller seconded the motion.

Motion – Gallagher
Second – Miller

Roll Call – 7 yeas

Mr. Colvin made a motion to adopt Ordinance 2021-010 as an emergency and Mr. Gallagher seconded the motion.

Motion – Colvin
Second – Gallagher

Roll Call – 7 yeas

Mr. Colvin asked about the timeframe for the completion of the project. Chief Copeland stated there will be a preconstruction meeting to determine the timeframe of when the project will be started. The project should only take 3 to 4 weeks but should not occur during the hot months.

Ordinance No. 2021-011

Authorizing the Village Manager to Enter into a Contract with Boone Water Systems, Inc. and Declaring an Emergency

Mr. Gallagher made a motion to waive two-reading rule for Ordinance 2021-011 and Mr. Blankenship seconded the motion.

Motion – Gallagher
Second – Blankenship

Roll Call – 7 yeas

Mr. Blankenship made a motion to adopt Ordinance 2021-011 as an emergency and Mr. Gallagher seconded the motion.

Motion – Blankenship
Second – Gallagher

Roll Call – 7 yeas

Mr. Colvin wanted to ensure the public that it may appear that Council is rushing through ordinances, but the work and due diligence has been discussed and planned in subcommittees. Chief Copeland also stated that it was important to have Well 7 repaired as quick as possible.

Ordinance No. 2021-012

Authorizing the Village Manager to Enter into a Contract with Ashlee Fence Enterprises, Inc. and Declaring an Emergency

Mrs. Miller made a motion to amend Ordinance 2021-012 to the amount of \$17,550 and was seconded by Ms. Dedden.

Motion – Miller
Second – Dedden

Roll Call – 7 yeas

Mrs. Miller made a motion to waive two-reading rule for Ordinance 2021-012 and Mr. Colvin seconded the motion.

Motion – Miller
Second – Colvin

Roll Call – 7 yeas

Mr. Gallagher made a motion to adopt Ordinance 2021-012 as an emergency and Mr. Colvin seconded the motion.

Motion – Gallagher
Second – Colvin

Roll Call – 7 yeas

Second Reading of Ordinances and Resolutions

Ordinance No. 2021-008

Authorizing a Health Insurance Plan for Village Employees

Ms. Dedden made a motion to table Ordinance 2021-008 in order to compare the quote from United Healthcare and Mr. Blankenship seconded the motion.

Motion – Dedden
Second – Blankenship

Roll Call – 7 yeas

Tabled Ordinances and Resolutions

Executive Session

None

Ms. Dedden made the motion to adjourn at 7:42 p.m. and all were in favor.

Date: _____

Jamie Morley, Clerk of Council

ORDINANCE 2021-013

**ADOPTING SECTION 50.107 OF THE WAYNESVILLE CODIFIED ORDINANCES
RELATED TO CLOSED/INACTIVE WATER ACCOUNTS**

WHEREAS, Chapter 50 of the Waynesville Codified Ordinances provides for public utilities rules and regulations; and

WHEREAS, in order to preserve the efficient operation of the Village utility billing department, Council has determined that it is now necessary to enact certain regulations related to dormant water accounts.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Waynesville,
_____ members elected thereto concurring:

Section 1. That section 50.107 of the Waynesville Codified Ordinances is hereby adopted as set forth herein:

50.107 CLOSED/INACTIVE WATER ACCOUNTS

(A) A water account shall be deemed to be closed if there is no activity of any sort, including but not limited to no usage fees or capital improvement charges being incurred, for a period of ninety (90) days from the issuance of the final bill.

(B) The outstanding balances in any closed water accounts which have a credit or debit balance under the value of \$5.00 shall be written off.

Section 2. That all other provisions of Chapter 50 of the Waynesville Codified Ordinances shall remain in full force and effect except as expressly modified herein.

Section 3. That this Ordinance shall be effective from and after the earliest period allowed by law.

Adopted this _____ day of _____, 2021.

Attest: _____
Clerk of Council

Mayor

ORDINANCE NO. 2021-008

AUTHORIZING A HEALTH INSURANCE PLAN FOR VILLAGE EMPLOYEES

WHEREAS, Council for the Village of Waynesville has always desired that all regular full-time employees be covered by medical insurance; and

WHEREAS, Council further desires to authorize health insurance for the period beginning May 1, 2021 and ending April 31, 2022.

NOW, THEREFORE, BE IT ORDAINED by the Village Council of the Village of Waynesville, _____ members elected thereto concurring that:

Section 1. That the Council for the Village of Waynesville hereby authorizes and approves the health insurance plan set for in Exhibit A, attached hereto and incorporated herein by reference, for the period beginning May 1, 2021 and ending April 31, 2022.

Section 2. That the Village Manager is further authorized to execute any and all documents necessary for the administration of this program.

Section 3. That the Finance Director is hereby authorized to make any and all payments as required by the plan.

Section 4. That this Ordinance shall be effective from and after the earliest period allowed by law.

Adopted this _____ day of _____, 2021.

Attest: _____
Clerk of Council

Mayor

PUBLIC WORKS COMMITTEE MEETING –

March 1, 2021 –

MEMBERS PRESENT: Zachary Gallagher, Chris Colvin, Troy Lauffer

GUESTS PRESENT: Connie Miller, Brian Blankenship, Joette Dedden, Earl Isaacs, Linda Keifer, David Nation

STAFF PRESENT: Chief Copeland, Jamie Morley

1. Meeting called to order at 6:00 PM by Mr. Gallagher.
2. Quorum was achieved – Three members were present.
3. Mr. Colvin made a motion to approve minutes of the February 1, 2021 meeting as written and was seconded by Mr. Lauffer.

3 Yeas

4. At this time, Mr. Gallagher asked the guests if there was anything they wanted addressed at tonight's meeting. Mr. Nation, residing in Victoria Place, stated that he was disappointed in the lack of snow plowing of the streets within the Victoria Place subdivision during last week's snowstorms. He stated that it appeared that the plow had only come down once or twice during the snow fall. Ms. Keifer added that she had to use four-wheel drive to make it up the hill to get out of the subdivision. Chief Copeland indicated this was addressed on page two of his Council report. Chief Copeland said due to the storms out west, there was a shortage of salt and unfortunately the Village only had enough to salt the hills on major thoroughfares in the Village and not neighborhood streets. He also added that Victoria Place had been plowed several times, including by himself. The street department was working around the clock and several police officers pitched in to help plow the roads. This was an unusual storm with snow followed by ice and then more snow, which just compressed the snow and froze over. Victoria place is not a heavily traveled street, so without the traffic to help melt the snow and break up the ice, it was very hard to scrape the ice. Ms. Keifer said she understood that it was an unusual amount of snow and ice but felt the road was still bad three days after the storms subsided. Chief Copeland stated that there is an order for 100 ton of salt pending. Mr. Gallagher thanked Mr. Nation and Ms. Keifer for their input and suggested that somehow the public be better informed of situations such as this. Chief Copeland felt the staff did a great job and this was just unusual circumstances. Ms. Keifer and Mr. Nation stated that the purpose of them voicing their concerns was to make them aware of the issue. Mr. Nation appreciated the explanation and wanted to ensure this was not the norm.
5. Chief Copeland went over projects going on throughout the Village.
 - a. Old leaf truck, 1991 F-450, has been placed on Govdeals.com and the bids are up to \$2,000. The auction ends March 4 at 6:00PM. He would like to see this money used to

fence the frontage of the maintenance area with a 132-foot chain link fence. There have been lots of people dumping in the back without permission. This will help secure Village property from theft and vandalism. The Committee agreed that this would be a good way to utilize the funds from the sale of the truck and to secure the property.

- b. Well 7 is offline and currently out of service. The motor has burnt up. Besides replacing the motor and cleaning the well, possibly looking to increase the size of the wire and replace the soft starts with a VFD (Variable Frequency Drive). VFD will increase the bid by about 5K but will preserve the life of the motor. Getting a quote from Layne and Boone, with rough estimates about 25K – 35K to clean, replace motor, and VFD. Well 7 is a very important well. Chief Copeland stated that Public Works may want to consider as a future capital improvement project going from a water pumping station to a water plant. This would include a standpipe tower that would help store backup water and disseminate chlorine.
- c. Warren County Block Grant has been approved by the Commissioners for the full amount of 35K. Looking to start the project in May or June once the funds are received. This is to install sidewalks along Franklin from Fifth Street to Lytle/Dayton. Will start to contact the residents and contractor (Joey Niece of Ed's Concrete) to get this project underway.
- d. Ferry Tower painting and rehabilitation project opened the bids, and they came in between 165K to 271K. The Village had planned for 300K to 350K. Choice One is now reviewing the bids. The plan is to have an ordinance for Council at the next meeting to accept Choice One's recommended bid. Mr. Gallagher wanted to ensure the bids included not just painting but fixing and repairing the tower. Chief Copeland stated that this was all included in the scope of the work and they are ensuring the bids cover all scopes of the work. Once they have reviewed the bids, Choice One will provide the Village with a recommendation letter.
- e. Provided a map for an access easement to the Village's property behind Bowman Park between the Mill Race and Miami Valley River. The map shows an access easement off Corwin Road. Therefore, no bridge will be needed to access this property. This property will most likely be the site of the next well as water seems to be cleaner closer to the Mill Race.
- f. The filling in of the property at 42 and 73 is being reviewed by Choice One.
- g. Water distribution center should be completed by the end of March.
- h. Still waiting to see if the Village is selected for the Small Business Grant for Phase IV project, Third Street water line replacement and resurfacing project.

6. Mr. Colvin made a motion to adjourn at 6:53 PM and all were in favor.

Jamie Morley
Clerk to Council