

Richwood Village Council Regular Meeting – Agenda 12/09/2024

1. Pledge of Allegiance 7:00 pm

2. Call to order and Roll Call

Reddy Brown Y Pat Morse Y Von Beal Y Donald Ridgeway Y Jackie Hamilton Y Brad Plotner Y

3. Meeting Minutes from regular meeting 11/25/024

Motion to approve Minutes:

Motion PM Second BP Vote: RB Y PM Y VB Y DR Y JH Y BP Y

4. Warrants dated 12/09/2024

Motion to approve Warrants

Motion VB Second RB Vote: RB Y PM Y VB Y DR Y JH Y BP AB

5. Introduction of Visitors

- Shauna Chapman – Farmers Market

6. Legislation:

- Enter into executive session to discuss personnel pay and insurance.

Motion: RB Second PM Vote: RB Y PM Y VB Y DR Y JH Y BP Y Time: 7:16

- Return to regular session

Motion: RB Second JH Vote: RB Y PM Y VB Y DR Y JH Y BP Y Time: 7:30

- Ordinance 10282024 Vacant Property and Building Registration (third/final reading)

Motion: RB Second PM Vote: RB Y PM Y VB Y DR Y JH Y BP N

- Resolution 11012024 2025 Temporary Budget (second reading)

Motion VB Second RB Vote: RB Y PM Y VB Y DR Y JH Y BP Y

- Resolution 12092024 authorizing the use of electronic fund transfers for the payment of village obligations.

Motion VB Second BP Vote: RB Y PM Y VB Y DR Y JH Y BP Y

7. Mayor's Report:

8. Administration Report

- Street/Utility
- Police
- Finance
- Zoning

9. Old Business:

10. New Business:

- Monte Asher – iWorq cost proposal for water and sewer plant

11. Adjourn Motion PM Second BP

Vote: RB _____ PM _____ VB _____ DR _____ JH _____ BP _____ Time: 8:23pm

Next Council meeting Monday, December 23rd at 7pm

Following the Pledge of Allegiance, the regular meeting of Richwood Village Council was called to order by Mayor Scott Jerew on Nov 25 at 7:00 pm.

Mayor Jerew called for attendance. Council members present were Reddy Brown, Pat Morse, Von Beal, Donald Ridgeway, Jackie Hamilton, and Brad Plotner. Police Chief Jim Hill, Village Administrator Monte Asher and Zoning Officer Marion Bump were present. Solicitor Julie Spain was present. Clerk and Financial Officer Sarah Sellers was not present. Reddy Brown recorded meeting minutes.

Pat Morse moved and Donald Ridgeway seconded a motion to approve the regular meeting minutes from 10/28/24. Motion passed unanimously.

Von Beal moved and Reddy Brown seconded a motion to approve the warrants dated 11/12/24 and 11/25/24. Voting to approve were Reddy Brown, Pat Morse, Von Beal, Donald Ridgeway, Jackie Hamilton. Brad Plotner abstained to vote. The motion passed by majority.

Visitors:

- Justin North, lights at the park committee president. Justin requested that Council allow turning on the lights as soon as possible. He explained that most of the lights are now power saving LED lights. Levi Lookabaugh explained why the lights might be turned on Dec 7 per usual custom after the Christmas parade. Reddy Brown moved and Pat Morse seconded a motion to turn on the lights Wednesday night 11/27 for residents to enjoy during Thanksgiving, then plan to turn them off and on again on Dec 7 after the parade for the ceremony. Voting to approve was unanimous.
- Carolyn Van Dyne from Richwood Library explained holiday library activities.

Legislation:

- **Ordinance 10282024 Vacant Property and Building Registration (second reading).** Reddy Brown proposed changes per Village Solicitor. Reddy Brown moved to accept with noted changes and Pat Morse seconded the motion. Reddy Brown, Pat Morse, Von Beal, Donald Ridgeway, Jackie Hamilton voted to approve and Brad Plotner voted to not approve. Motion passed by majority.
- **Resolution 110124 2025 Temporary Budget (first reading).** Von Beal moved and Reddy Brown seconded a motion to approve the resolution. Voting to approve were Reddy Brown, Pat Morse, Von Beal, Donald Ridgeway, Jackie Hamilton and Brad Plotner. The motion passed by majority.

Mayor's report:

- BZA will meet 12/3/24 at 6pm at 153 N. Franklin to hear Conditional Use and Variance applications. Vallerie Plotner was appointed to the BZA by Mayor Jerew.
- December 7 Christmas Parade leaves NU elementary at 4pm.
- RABA to hold holiday event uptown 12/12/24 at 5pm to 7.30pm. Council agreed that the lot across Franklin from the library can be used for Horse and wagon rides.

26,574⁰⁰

- ODNR Natureworks awarded \$26,000 to Richwood Village for various projects.

Administration report:

Street / Utility report read by Village Administrator Monte Asher. Bold items reported.

Police report read by Chief Jim Hill. Report attached. Bold items reported.

Zoning report by Zoning Officer, Marion Bump. Report attached. Bold items reported.

Finance report Introduced by Mayor Jerew. Report attached.

Old Business:

- **Monte Asher – Pickleball Courts-recommendation letter.** Access Engineering recommended via letter that Village accept the bid from J & J Sclaegel, Incas as the low bidder and enter into a contract for the bid amount of \$206, 951.06. Von Beal moved and Reddy Brown seconded a motion to approve the resolution. Voting to approve were Reddy Brown, Pat Morse, Von Beal, Donald Ridgeway, Jackie Hamilton and Brad Plotner. The motion passed by majority.
- Reddy Brown presented an update on the Opera House project. Brown reminded that the Opera House is be put up for sale, with deed restrictions. Brown informed that listing was almost ready to proceed. An outstanding item is zoning. Brown explained that the Opera house is currently in an area zoned R2 (residential). As the deed restrictions prohibit the new owner from residential use, B3 makes more sense. Von Beal moved and Donald Ridgeway seconded a motion to create an ordinance to change the zoning. Voting to approve were Reddy Brown, Pat Morse, Von Beal, Donald Ridgeway, Jackie Hamilton and Brad Plotner. The motion passed by majority.

New Business:

- Von Beal-Handout from State Auditor; debt from private financial institutions explained.
- Monte Asher – John Deere Quote for brush cutter. Asher confirmed that the purchase is in the budget for this year, fully funded. Von Beal moved and Reddy Brown seconded a motion to approve the resolution. Voting to approve were Reddy Brown, Pat Morse, Von Beal, Donald Ridgeway, Jackie Hamilton and Brad Plotner. The motion passed by majority.
- Richwood Park property policy presented by Monte Asher and Jim Hill. Will send to Village Solicitor for advisement for future consideration.

Von Beal moved and Pat Morse seconded a motion to adjourn. The motion passed unanimously at 8:07pm.

Next meeting is Monday, 12/9/24 at 7pm.

Payment Listing

December 2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
27535	12/09/2024	12/09/2024	AW	MASI Environmental Services	\$503.80	O
27536	12/09/2024	12/09/2024	AW	AUNALYTICS, INC	\$15.00	O
27537	12/09/2024	12/09/2024	AW	RONA PENIX	\$300.00	O
27538	12/09/2024	12/09/2024	AW	PLOTNER HARDWARE	\$692.51	O
27539	12/09/2024	12/09/2024	AW	JULIE SPAIN LAW	\$2,327.30	O
27540	12/09/2024	12/09/2024	AW	VERIZON WIRELESS	\$200.85	O
27541	12/09/2024	12/09/2024	AW	Roy Tailor Uniform	\$150.97	O
27542	12/09/2024	12/09/2024	AW	RICHWOOD AUTO AND TRUCK, LLC	\$336.50	O
27543	12/09/2024	12/09/2024	AW	OHIO MUNICIPAL CLERKS ASSOCIATION	\$40.00	O
Purpose: 2025 MEMBERSHIP DUES						
27544	12/09/2024	12/09/2024	AW	Charles E Harris & Associates Inc	\$9,800.00	O
Purpose: PARTIAL 2022-2023 AUDIT FEES						
27545	12/09/2024	12/09/2024	AW	Marysville Journal Tribune	\$19.00	O
Purpose: BZA LEGAL NOTICE						
27546	12/09/2024	12/09/2024	AW	AG-PRO	\$51.88	O
Purpose: PARTS - FUEL PUMP						
27547	12/09/2024	12/09/2024	AW	OHIO CHAMBER OF COMMERCE	\$500.00	O
Purpose: HEALTH BENEFIT PROGRAM						
27548	12/09/2024	12/09/2024	AW	HAMILTON'S GARAGE	\$300.00	O
Purpose: BUCKET TRUCK						
27549	12/09/2024	12/09/2024	AW	OHIO MUNICIPAL ATTORNEYS ASSOC.	\$350.00	O
Purpose: 2025 MEMBERSHIP DUES						
27550	12/09/2024	12/09/2024	AW	PV BUSINESS SOLUTIONS	\$298.50	O
Purpose: 2025 OSHA COMPLIANCE						
27551	12/09/2024	12/09/2024	AW	GOLDEN RULE CREATIONS	\$278.94	O
Purpose: RPD SHOULDER EMBLEMS						
27552	12/09/2024	12/09/2024	AW	EDGE TECHNOLOGY	\$550.00	O
27553	12/09/2024	12/09/2024	AW	Pat's Print Shop	\$65.00	O
Purpose: RPD BUSINESS CARDS						
27554	12/09/2024	12/09/2024	AW	D M SERVICES	\$151.25	O
Purpose: REPAIRS TO BACK HOE						
27555	12/09/2024	12/09/2024	AW	FUBAR FABRICATION	\$500.00	O
Purpose: WELDING REPAIRS						
27556	12/09/2024	12/09/2024	AW	JOHN DEERE FINANCIAL	\$79.98	O
27557	12/09/2024	12/09/2024	AW	NOFZIGER DOORS	\$255.00	O
27558	12/09/2024	12/09/2024	AW	Tom Ross Automotive	\$897.76	O
Purpose: 2019 F350 TIRES						
Total Payments:					\$18,664.24	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$18,664.24	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Village Services

- 1) Regular maintenance – change trash, repair alleys, fix pot holes, lift stations, mowing, collecting lawn bags and chipping (seasonal), OUPS, clean catch basins, replacing water meters as needed.
- 2) Main Sewer line on E Ottawa Street has a hole in the line. all parts order.
- 3) **All Christmas lights are up**
- 4) Working with Eric for Bob Fisher to dump our sludge from sewer plant
- 5) I am working with Eric on service line inventories for EPA Mailers **Done, and coming back in.**
- 6) **Replaced 7 GFI in Street Lights**
- 7) **Repaired Dump truck lights and Large Trailer Lights**
- 8) **Repaired backhoe Fuel pump**
- 9) **Christmas parade was awesome**
- 10) See updated project report attached

Village of Richwood

Planned Projects for 2024

Date December 09th 2024

- 1) New Well waiting on EPA for test drills
- 2) Sewer Plant Up Grade Bidding 2025
- 3) Uptown parking lot. Access is working with union county
for grant our cost will be \$22,733
- 4) North Franklin Street Phase #4 **waiting funding**
- 5) New Water Plant **Clear well going up**

Richwood Police Department/Council Report 12/09/2024

- **Thanks to EMA for their assistance with the Christmas Parade. Thanks to Councilman Pat Morse for riding with Chief Hill and passing candy. Thanks to Union County Sheriff Mike Justice for joining in parade as well.**
- **Just a reminder about the Stuff-A-Cruiser on this upcoming Saturday, 12/14, 10A-2P at the Municipal Building. 10A-2P for drop off (new toys/clothes/canned food). Distribution on 12/14 from 3P-6P and 12/15 from 2P-6P. If unable to make the event, drop offs at municipal building and Dollar General.**
- **All officers have completed their annual Continuing Professional Training hours required by the state for 2024 and a report has been submitted to the state.**
- **Off. Geer attended the NHTSA/A.R.I.D.E. (Advanced Roadside Impaired Driving Enforcement) training on 12/3 & 12/04.**

Village of Richwood
Finance Report: 12/09/2024

- Payroll: biweekly 12/06 and 12/20; biweekly and monthly)
- All withholdings, Taxes - Federal, School and State. Retirement - OPERS and OP&F are paid and current
- Working on 2018 and 2019 audit (on-going)
- State audit for 2022 and 2023 (requested another extension) **Moving forward, CPA firm has been sold, working with Nina Jackson again.**
- 2025 Budget - Working on temporary budget, due Dec 31st.
- **October Bank Reconciliation**
- **Village Christmas Lunch, Friday, December 20th @ 12:00pm**

Star Ohio: November interest: \$8,385.80 YTD interest: \$90,057.65 Rate: 4.86%
Bulk Water: YTD revenue: \$7,193.00

CASE ACTIVITY REPORT

Village of Richwood
153 N. Franklin Street
Richwood, OH 43344
740-943-3315



Date from: NOV 25 2024 To : DEC 09 2024

- | | | |
|------|------------------------|----------|
| 1) | Certified letters sent | <u>0</u> |
| 2) | Pending cases | <u>1</u> |
| 3) | Active cases | <u>0</u> |
| 4) | Cases on hold | <u>2</u> |
| 5) | Zoning permits | <u>0</u> |
| 6) | Demolition permits | <u>6</u> |
| 7) | Inspections | <u>4</u> |
| 8) | Zoning complaints | <u>0</u> |
| 9) | _____ | _____ |
| 10) | _____ | _____ |

Marion Beup
Zoning Enforcement Officer