

Richwood Village Council Regular Meeting – Agenda 12/23/2024

1. Pledge of Allegiance 7:00 pm

2. Call to order and Roll Call

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

7:10pm

3. Meeting Minutes from regular meeting 12/09/024

Motion to approve Minutes:

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

4. Warrants and electronic payments dated 12/23/2024

Motion to approve Warrants

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

5. Introduction of Visitors

6. Legislation:

- Resolution 11012024 2025 Temporary Budget (third reading)

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

yes

7. Mayor's Report:

8. Administration Report

- Street/Utility
- Police
- Finance
- Zoning

9. Old Business:

10. New Business:

11. Adjourn

Motion PM Second JH

Vote: RB \_\_\_\_\_ PM \_\_\_\_\_ VB \_\_\_\_\_ DR \_\_\_\_\_ JH \_\_\_\_\_ BP \_\_\_\_\_ Time: 8:57

Next Council meeting Monday, January 13th at 7pm

**December 9, 2024**  
**RICHWOOD VILLAGE COUNCIL**

Following the Pledge of Allegiance, the regular meeting of Richwood Village Council was called to order by Mayor Scott Jerew on December 9, 2024 at 7:00 pm.

Mayor Jerew called for attendance. Council members present were, Donald Ridgeway, Brad Plotner, Jackie Hamilton, Von Beal, Pat Morse and Reddy Brown. Village Administrator Monte Asher, Sarah Sellers Fiscal Officer, Julie Spain, Solicitor (virtual), Police Chief, Jim Hill and Zoning Officer Marion Bump.

Pat Morse moved and Brad Plotner seconded a motion to approve the regular meeting minutes from 11/25/24. Motion passed unanimously

Von Beal moved and Reddy Brown seconded a motion to approve the warrants. The motion passed with Brad Plotner abstaining.

Visitors:

- Shauna Chapman gave council an update on this year's Farmers Market. They had more success than last year and would like to continue to use the park shelter house next year for the markets.
- Joe Akerman asked council to explain the definition of a dwelling unit. Solicitor Spain stated the legal definition for a dwelling unit for Mr. Ackerman. He then asked, how does council feel about green space with zoning? Reddy Brown gave his opinion that previous council had carefully thought the different zoning areas for R1, R2 and R3 codes, with some variation, depending on the character of the space.

Legislation:

- Reddy Brown moved and Pat Morse seconded the motion to enter into executive session to discuss personnel pay and insurance. Motion passed 6-0 at 7:16 pm
- Reddy Brown moved and Jackie Hamilton seconded the motion to return to regular session at 7:30. Motion passed 6-0.
- Reddy Brown moved and Pat Morse seconded the motion for Ordinance 10282024 Vacant Property and Building Registration; third and final reading. Motion passed 5-1 with Brad Plotner voting no.
- Von Beal moved and Reddy Brown seconded the motion for Ordinance 11012024, 2025 Temporary Budget; second reading. Motion passed 6-0.
- Von Beal moved and Brad Plotner seconded the motion for Resolution 12092024 authorizing the use of electronic fund transfers for the payment of village obligations. Motion passed 6-03

Mayor's report:

- Stated the Christmas parade was amazing, there was a very nice crowd and he appreciated all the help from everyone.

**Street / Utility report:** Administrator, Monte Asher – report attached

Long discussion regarding zoning building regulations on difference acreage and lots in the village. Also, when a retention pond should be included in plans and who regulates it, approves and checks it due to concerns with storm drainage and runoff. All agreed a plan is needed, more acres have been sold.

**Police report:** Police Chief, Jim Hill – report attached

Plonter requested more police run throughs at the fairground for the auction of big farm equipment starting Wednesday, auction on Thursday.

**Finance report:** Fiscal Officer, Sarah Sellers. Report attached

**Zoning report:** Zoning Officer, Marion Bump. Report attached

#### **Old Business:**

- Pat Morse asked Monte Asher if there was an update on tearing down the abandoned houses. Asher stated that he has not heard anything yet.
- Reddy Brown stated the Planning Commission will meet to discuss changing zoning for the Opera House on the 16<sup>th</sup> at 5pm and the committee will then give council a recommendation.
- Brown announced parade winners, TCI and NU Bus drivers; and stated that Hayden Stofcheck would like to continue to announce the parade. There were more entries this year.

#### **New Business:**

- Monte Asher requested council to review quote for IWorq software for the water and sewer departments for Eric and staff to be able to perform multiple tasks. After council review, there were more questions regarding the quote. No vote
- Von Beal moved and Reddy Brown seconded the motion to approve a 3% raise for police officers and 2% raise to Police salary staff. As well as to continue with the same insurance as 2024, with United Health Care for employee insurance with the minimal rate increase. Motion passed 6-0.

Pat Morse moved and Brad Plotner seconded a motion to adjourn at 8:23 pm. The motion passed unanimously.

Next meeting is Monday, December 23rd, 2024 at 7pm.

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Mayor

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Fiscal Officer



**Payment Listing**

December 2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
817-2024	12/05/2024	12/21/2024	CH	GOOGLE SERVICES	\$432.00	O
818-2024	12/04/2024	12/21/2024	CH	QUENCH	\$45.90	O
819-2024	12/19/2024	12/21/2024	CH	OHIO EPA	\$1,662.72	O
820-2024	12/19/2024	12/21/2024	CH	Ohio Bureau of Worker's Compensation	\$495.43	O
821-2024	12/11/2024	12/21/2024	CH	UNITED HEALTH CARE	\$13,888.97	O
822-2024	12/06/2024	12/21/2024	CH	Treasurer of State of Ohio	\$876.00	O
Purpose: UAN FEES						
823-2024	12/06/2024	12/21/2024	CH	REPUBLIC SERVICES	\$144.46	O
27559	12/23/2024	12/23/2024	AW	MASI Environmental Services	\$488.84	O
27560	12/23/2024	12/23/2024	AW	HERITAGE COOPERATIVE	\$1,275.58	O
27561	12/23/2024	12/23/2024	AW	Brown Supply Co.	\$76.88	O
27562	12/23/2024	12/23/2024	AW	American Legal Publishing Corp.	\$465.00	O
Purpose: ANNUAL WEB HOSTING FEE						
27563	12/23/2024	12/23/2024	AW	HAMILTON'S GARAGE	\$100.00	O
27564	12/23/2024	12/23/2024	AW	LOGAN-UNION-CHAMPAIGN	\$1,995.20	O
Purpose: 2025 FEES						
27565	12/23/2024	12/23/2024	AW	Shinn Bros Inc	\$168,597.00	O
Purpose: WATER TREATMENT PLANT PROJECT - LOAN PROCEEDS						
27566	12/23/2024	12/23/2024	AW	J & J SCHLAEGEL, INC	\$360,000.00	O
Purpose: FRANKLIN ST P3 PROJECT - LOAN PROCEEDS						
27567	12/23/2024	12/23/2024	AW	TRACI PAVER	\$500.00	O
Purpose: FARMERS MARKET - SOCIAL MEDIA / ADMIN						
27568	12/23/2024	12/23/2024	AW	SHAUNA CHAPMAN	\$2,640.50	O
Purpose: REIMBURSEMENT - 140.50 2024 FARMERS MARKET - MANAGER						
27569	12/23/2024	12/23/2024	AW	BMF REPORTING COMPANY	\$150.00	O
Purpose: COURT REPORTING - 2 BZA MEETINGS						
27570	12/23/2024	12/23/2024	AW	CERTIFIED LABS & SERVICE, INC.	\$7,095.30	O
Purpose: SEWER - NEW PUMP						
Total Payments:					\$560,929.78	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$560,929.78	

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

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

## 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) Working with Eric for Bob Fisher to dump our sludge from sewer plant
- 4) I am working with Eric on service line inventories for EPA Mailers Done, **Still coming back in.**
- 5) **PTO on bucket truck went out and repaired by Hamilton Garage**
- 6) **Pickens, Camera Landon Rd. found no tiles running into sewer, but found one lateral open. We put a cap on it and covered**
- 7) **ODOT is boring 47 & 37 today. Will be getting info for Access Engineering**
- 8) See updated project report attached

## Village of Richwood

### Planned Projects for 2024

Date December 23rd 2024

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

Village of Richwood  
Finance Report: 12/23/2024

- 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) **Nina Jackson-worked with her in person all day today.**
- 2025 Budget - Working on temporary budget, due Dec 31<sup>st</sup>.
- **November Bank Reconciliation almost complete. Will have done by end of week.**

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