

ORGANIZATIONAL MEETING OF THE COUNCIL OF THE VILLAGE OF SILVER LAKE

Tuesday, January 3, 2017

7:00 p.m.

The Village of Silver Lake Council met in a regular session on Tuesday, January 3, 2017, at Silver Lake Village Hall, 2961 Kent Road, Silver Lake, Ohio.

Mayor Hovey called the meeting to order at 7:00 p.m.

Mayor Hovey led the Pledge of Allegiance.

Chief Conley introduced two new part-time police officers, Cory Kuzyk and Paul Ondecker.

Mayor swore in both officers.

The following members were present and responded to roll call: Mrs. Karen Fuller, Mr. Christopher Scott, Mrs. Betsy Meyer, Mr. Gerald Jones, Mr. William Church, Mrs. Carol Steiner, Mr. Matthew Plesich

Roll call of Council - 7 members present

Mayor Hovey asked for nominations for President of Council.

Mr. Church moved and Mrs. Fuller seconded to nominate Mr. Gerald Jones. There being no further nominations, Mayor asked for a voice vote. All members of Council signified their approval by saying aye.

With Mr. Jones now presiding, nominations for Vice-President of Council were taken.

Mrs. Fuller moved and Mr. Scott seconded to nominate Mrs. Steiner. There being no further nominations, Mr. Jones asked for a voice vote. All members of Council signified their approval by saying aye.

Mr. Jones appointed a Committee on Committees and Seating consisting of himself, Mrs. Steiner and Mr. Scott.

Mr. Jones recessed the Council meeting at 7:05 p.m. for the Committee to meet.

Mr. Jones reconvened the Council meeting at 7:10 p.m.

Seating will remain the same, and the 2017 Council Committees will be as follows:

Finance and Appropriations Committee:

Mr. Scott, Chairman

Mr. Church, Vice-Chairman

Mrs. Steiner, Member

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Public Improvements Committee:

Mrs. Fuller, Chairman

Mr. Plesich, Vice-Chairman

Mrs. Betsy Meyer, Member

Personnel and Public Affairs Committee:

Mrs. Steiner, Chairman

Mrs. Fuller, Vice-Chairman

Mrs. Betsy Meyer, Member

Planning, Zoning and Insurance Committee:

Mr. Church, Chairman

Mr. Scott, Vice-Chairman

Mr. Plesich, Member

Mr. Jones asked if there were any additions or corrections to the minutes of the December 19, 2016, Council meeting.

There being no additions or corrections, the minutes were approved as corrected.

Mr. Jones asked Mr. Sean Housley, Clerk-Treasurer, for the reading of any pending legislation that is up for first reading.

RESOLUTION NO.: 1-2017 A RESOLUTION AUTHORIZING THE PAYMENT OF CERTAIN CLAIMS \$77,917.25.

Mr. Jones assigned Resolution No.: 1-2017 to the Finance & Appropriations Committee.

RESOLUTION NO.: 2-2017 A RESOLUTION EXPRESSING THE INTENT OF THE VILLAGE OF SILVER LAKE IN 2017 TO DISPOSE OF, ADVERTISE AND/OR SELL SURPLUS, UNNEEDED OR OBSOLETE PROPERTY, INCLUDING MOTOR VEHICLES VIA AN INTERNET AUCTION, PURSUANT TO SECTION 721.15 OF THE REVISED CODE AND DECLARING AN EMERGENCY.

Mr. Jones assigned Resolution No.: 2-2017 to the Finance and Appropriations Committee.

Second reading: None

Third Reading: None

Comments from the audience:

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Christine Middleton, 3117 Harriett Road, said the presentation by Beck Energy on December 19, 2016, was not on the agenda, and she wanted to get some more information about it. How he presented? Was he invited? Did he solicit? Why is he not on the agenda?

Mr. Jones said it was a last-minute thing and he didn't get put on the agenda this is a business meeting and that was all in the Falls News Press and it's in the minutes. Council approved him coming in to speak.

Ms. Middleton I just know there was no name or information. I know that I have to request to be on the agenda two weeks in advance and I am a resident so I made sure I followed the process. I don't even think he's a resident.

Mr. Jones said that Council has the authority to permit somebody to come in and speak.

Ms. Middleton said she heard through social media that this is not being considered at this time. Since it's not being considered, are we telling him to take a hike or?

Mr. Jones said he did not want to get into a big discussion about this tonight. I don't know anything about this social media you're talking about. There will be more discussion on it. We are at the very, very early stages of talking to him. If there is anything done, according to him, it will be later this year.

Ms. Middleton asked if it is going to be on the agenda.

Mr. Jones said if he wants to come in, we will put him the agenda the next time Council discusses the matter.

Ms. Middleton states it's just hard when she doesn't know what's going on. She is going on and reading the agenda and reading the minutes. But when they're not on the agenda I don't know what's going on.

Mr. Jones invited Ms. Middleton to attend any Council meetings the first and third Mondays of each month.

Mr. Heydorn states people speak, like for instance, you're not on the agenda, are you?

Ms. Middleton states yeah but I'm a resident.

Mr. Heydorn said there are times when anybody can speak to Council, whether they're a resident or non-resident and that's all they're doing is speaking. It's an open forum. If something becomes an item of business, which they're going to pursue then it turns into legislation. Legislation is always on the agenda. Before it is passed, there is plenty of notice in the paper and on the bulletin board. Before they can do anything that be considered an item of business it will go through the

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total procedure and he makes sure of that. Anyone can come speak, and Mr. Beck just came to speak to Council.

Ms. Middleton asked if there will be requests from other vendors.

Mayor said Council will meet to discuss whether that is something they want to pursue. If they decide to pursue it, then there will be legislation that is written up and publicized. There has been nothing on the agenda yet except this gentlemen coming in and telling us he would like to drill a well; what do you think? We haven't even talked about it yet.

Ms. Middleton asked if she could come in next time and sell Girl Scout cookies.

Mr. Heydorn said this is not a subject to be mocked. We do our very best to follow procedure. It is my job to make sure they follow the law. They will follow the law, and you will have no more right than the law allows you, but you will have that right, guaranteed.

FINANCE AND APPROPRIATIONS COMMITTEE – MR. CHRISTOPHER SCOTT

RESOLUTION NO.: 1-2017

Mr. Scott asked if there were any questions on any of these payments.

Mrs. Meyer asked if the Service Department gets a clothing allowance, as there is a payment for a Carhartt jacket. Mr. Lipan said we provide cold weather gear.

Mrs. Meyer also asked about a payment for six tires. Mr. Lipan said that was for our big dump truck. I always wait until the end of the year so we have fresh tires for the winter.

Mrs. Fuller asked how many prisoners were housed at the City of Macedonia. Chief Conley said he would get that information for the next meeting.

There being no further questions, Mr. Scott said this Resolution would be brought out for adoption this evening.

RESOLUTION NO.: 2-2017

Mr. Scott asked Mr. Housley if there was anything he wanted to explain.

Mr. Housley said this is boilerplate legislation.

There being no questions, Mr. Scott said this Resolution would be brought out for adoption this evening.

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Finance and Appropriations Committee – Mr. Scott

Mr. Scott stated **Resolution No.: 1-2017** was discussed in Committee and is ready for adoption.

Motion to adopt by Mr. Scott, seconded by Mr. Church

Roll call on adoption: Yes 7 No 0

Mr. Scott stated **Resolution No.: 2-2017** was discussed in Committee and is ready for adoption.

Motion to suspend the rules by Mr. Scott, seconded by Mrs. Steiner

Roll call on suspension: Yes 7 No 0

Motion to adopt by Mr. Scott, seconded by Mr. Church

Roll call on adoption: Yes 7 No 0

REPORTS OF VILLAGE OFFICIALS

Mayor Hovey reported he is asking Council to schedule a meeting to discuss the gas well and the draft of deer legislation.

Chief Conley has made a good argument for me, because of the different demands being made on the Police Department, he would very much like a full-time police secretary. I concur with him. I will let him speak to it in his report.

Dennis Stoiber will be here at the next meeting to discuss draft legislation for impervious surfaces. From that point we will pursue it if you want to go forward. That would take three readings and a public meeting.

I am in the process of asking the Mayor’s Association what they pay their Village attorney. It’s my opinion our attorney is underpaid. I will gather some facts and show them to you and very likely could have a resolution for you next meeting asking for an increase for Mr. Heydorn.

Mr. Robert Heydorn, Village Solicitor, reported the Mayor and I had a meeting with Dennis Stoiber regarding the legislation regarding impervious surfaces.

Mr. Church asked if anyone had touched base with Hudson.

Mayor said he looked at Hudson and Cuyahoga Falls and other cities across the country.

Mr. Heydorn said Mr. Stoiber is referring to the footprint of the house, not the total square footage.

Chief John Conley reported he has mentioned this idea in the past to the Mayor. The work load of the police department secretary has increased tremendously over the last few years. Currently

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our secretary, Sharon Pulley, has been with us for 3 ½ years. I started her at \$10.00 per hour and incrementally raised her through the normal process we have here. A couple years ago she was working 25 hours a week. Then we ran into a situation where we had to deal with the additional data from our in-car cruiser videos. At that time the Mayor authorized an additional 10 hours per week, which she had utilized to keep up on the records retention portion of that. Also, in the last couple years we have received several grants so she could work on other projects for the Police Department, such as the Policies and Procedures manual. In the next few weeks we hope to go online with the body cameras. Once we start that she will be overwhelmed with the amount of work she will have to do.

I spoke to the Mayor last summer about it and I think now is the time to do it. I took the pay scale Step B of the 2009 Administrative Clerk position starting at Step 1 of \$13,617.8. That was my starting point that I hope to start Sharon at full-time. She has been here 3 ½ years. I prepared a pay scale for 16 steps with a 2% increase each. The year before I got here, in 2010 we had 2,279 calls for service. In 2016 we had 5,549. In the last five years we have doubled that amount of calls. Those calls are anything from a traffic stop, to a barking dog, an incident report, accident report, complaint. Everything has to be documented. Each call generates paperwork that needs to be entered. I need more help in the Police Department.

Mr. Church confirmed that when the Chief says full-time, we're taking her from 25 hours to 40 hours officially. Chief Conley said yes. She would be working 40 hours a week.

Mr. Church asked what the starting salary would be. Chief said it would be Step 1, \$28,000 annually.

Mr. Jones asked if she would need benefits. Chief said yes, she would be eligible for medical, vacation days and sick time.

Ms. Fuller At this point she is at \$12.00 an hour? Chief said yes, she is at \$12.00 an hour.

Mayor said the additional cost for the year for that position including medical benefits would be \$15,855.

Chief Conley said right now she is doing 30-35 hours per week. This would increase her to 40 hours per week.

Mr. Church asked about grant money. Chief said the last grant was for her to complete the editing of the new training manuals for the police department, started on 8/21/16 covering 105 hours but just on that project. As of 12/24/16 she still had 26 hours left of grant sponsored time.

Ms. Steiner said except that now she will be being paid at a higher rate, so it won't go quite as far.

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Chief Conley states with 26 hours left, we have another project she will be working on. She won't complete it in those 26 hours, but she'll get started on it.

Mrs. Fuller asked if the Chief could bring in a part-timer to work under the grant. You are only getting an extra 5 hours per week. But it's going to cost \$15,000 a year but it sounds like she's going to get really buried. Is 5 hours really going to give her time to complete her job? Or could you bring someone in under the grant time? Chief said he could look at that for the next grant, as this grant process is almost over. What he is proposing is for Sharon to be full time just for her to do the regular normal police department work that she does.

Ms. Fuller said that's going to take 40 hours a week so when will the grant work get done? Chief states the grant work is all done but 26 hours and she could get that done before the end of the month on the next project she's starting. I did not want to get this started until the first pay period of February. We received over \$10,000 reimbursement for overtime costs in 2016 through a grant. The highest we ever received was \$3,000 - \$4,000. I attribute that to officer Dave Childers who did the paperwork on that grant.

Mr. Church asked Mayor about the \$15,000 difference that was stated earlier wanting to know if that was based off of a 25-hour work week versus a 40-hour work week with benefits is \$15,000.

Ms. Steiner said plus it's additional money per hour.

Mr. Church asks if anything over 25 hours a week, is she being paid extra. Chief states, no it's straight rate.

Mr. Jones confirmed with Chief Conley that she is working 30-35 hours a week right now. Chief said she is working 30-35 hours, yes.

Mr. Jones asks why she isn't working 35 all the time.

Mr. Heydorn states that if she is working 35 or more then she has to be a fulltime employee.

Mr. Scott asked why not just hire another part-time person.

Chief said because he has invested 3 ½ years in training this employee who understands the data and the record management of this system. I don't know how to enter data into the AS-400 system. That's not my job. My job is to hire people with the talent to do it. For 3 ½ years she has been doing it, and she's a very good employee.

Mayor states he very seldom sees her here longer than 32 hours a week. If she is regularly working 30 hours and that means, we would be hiring someone to work for 10 hours a week. It's going to be very hard to find someone that only wants to work 10 hours a week and being committed to do

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the job and stay here. I'd like to not have a revolving door.

Mr. Church asks what the total amount of money she was paid in 2016.

Chief states \$18,988 is very close to the amount.

Mayor states he has \$19,697.

Mr. Church confirms we're looking at an additional \$9,000 plus benefits.

Mrs. Fuller said that a second person could also be trained, if she can't do it and she's out for 6 weeks and the Chief can't do it and Lieutenant Justice can't do it, who's going to do it?

Mr. Scott right and if she takes another job then we're back at square one, plus we have to throw in the fact that she is going to get vacation time. She doesn't have vacation time now. I'm not saying that that's a bad thing for a full-time person but that's hours taken away from the hours worked.

Mrs. Steiner said something bothers me about the way we do things today to hand out part-time jobs to people. To think that she's put in 3 ½ years, done a great job, and then we hire somebody else part-time, that doesn't sit well with me.

Mr. Church agreed with Mrs. Steiner. She is a dynamic person, who the Chief trusts and who at some point wants to earn a fulltime position. I think she's earned that.

Mrs. Fuller asked if a full-time job was her goal. Chief said yes, he had discussed it with her.

Mrs. Fuller states that she does agree with Mrs. Steiner, but you have to look at the whole picture. That requires looking at two part-timers or what works best for the Village. So, Chief, we hire her fulltime and she's a good person and we like her and she breaks a leg, then she's sick and she's out for 6 weeks or 8 weeks or 2 months, who's doing her job? Who is your redundancy down there to do her job? Because you've got to have some somewhere.

Chief said he doesn't have a answer for that, but he has a need right now for a full-time person. As opposed to planning ahead.

Mr. Church states you have to be very careful with that in terms of working with human beings. He could always find help at that point if it was ever needed.

Chief states that when Margaret left, we were sitting still in the water and had to fill that vacancy at that time. We hired Heather. Then when Heather left, we had to fill that vacancy and we hired Sharron. So, we always move forward and fill those gaps. It takes us a while to catch up.

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Mr. Heydorn asked what prevents Chief Conley from training anyone else that's on the staff. Mr. Housley is going to try to get some help at some point and time, right? A part-timer?

Mr. Housley states she started today.

Mr. Heydorn asked why she can't be double trained even though she's not going to be doing it in the future.

Ms. Fuller There's no reason she can't, it was just a question that was brought up. It's something that should be addressed.

Mayor agrees that it is something that should be addressed. But whether she is part-time or full-time, we are not any different than we have been for the last 3 ½ years. I don't think it has any bearing on the position. But it does bring to light that was should be cross training and we do need to get someone down there a few hours a day or a few hours a week to learn something.

Chief Conley states that he agrees. But right now, he has a need that he needs addressed. There's definitely a need there, clerical wise.

Mr. Scott asked what the starting vacation amount is.

Chief said two weeks is the normal starting vacation, but she has previous time from other government employment which might make it three weeks.

Mr. Scott said I think it's something for us to think about.

Mayor said we will probably bring it forward as an ordinance and it doesn't have to be passed on first reading. Council can do whatever you want; accept or reject it. That's your decision.

Mrs. Steiner asked if solicitors need to register. Chief said they need to register with us and we provide them with documentation.

Mrs. Meyer asked if it is Ohio law that a motorist is supposed to carry insurance. Chief said either insurance or a bond. Chief said when the report is filed with the State of Ohio, the Bureau of Motor Vehicles can set sanctions against an individual for not having insurance. There is no actual specific citation. Sanctions are done by the Bureau of Motor Vehicles, who will suspend his license and require proof of insurance to get his license plates, etc.

Mr. Mark Lipan, Service Director, reported we will be picking up Christmas trees from January 9-20, 2017, for recycling.

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Meter installation will be starting again on January 9, 2017. I am looking to have them done by March 1, 2017. We have 140 to install.

Mrs. Meyer asked about the firewood stacked up. Mr. Lipan said it is used for the pavilion.

Chief Conley also reported our reserve officer, Dave Ferrell, he's been with the Village for 4 years and tendered his resignation today.

Mr. Sean Housley, Clerk-Treasurer, reported we are reconciling 2016 before we close the year. I am hoping to be finished tomorrow and have 2017 up and running by Thursday.

Miscellaneous Business

Mr. Jones suggested if Dennis Stoiber is going to come, we do it before the regular meeting, in a Committee of the Whole meeting from 6:00 p.m. – 6:45 p.m.

Mr. Jones suggested we set a time for the first meeting in February to discuss the deer legislation and the gas well.

Mrs. Steiner asked if we would need public hearings if we would proceed with the gas well.

Mr. Heydorn said it is not a zoning issue. The State of Ohio has the right to grant a license regardless of what your local zoning is. We own this property and whether or not we let somebody drill is a matter of giving them some real estate right. Whether we have to put that out to bid may be an issue. It's more or less a case of a contract or mineral rights than it is a question of zoning.

Mrs. Steiner said we probably will not be required to have public hearings, but I think we can assure everyone they will have plenty of opportunity to come talk about it.

Mrs. Fuller said you have to be careful with social media. There were comments in there about greed, and all politicians are alike and not to be trusted. The man came and gave a presentation. It's in our minutes. The minutes contain the presentation made by Mr. Beck. Minutes are available on our website, but there is a backlog. That is public record. You can get them.

Mr. Heydorn added Council cannot take any business that affects the outside world in any way unless it's by legislation. The law is very clear about what you have to do to establish legislation.

Mrs. Fuller said she took offense to the word "greed" on social media. As a Council we are responsible for the fiscal security of this Village. If someone is going to present us with a way of making some money for the Village, it is our responsibility to look at it seriously.

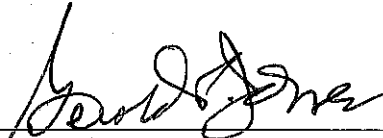
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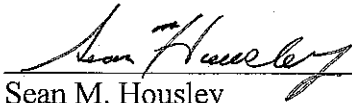
There being no further questions or comments, Council adjourned at 8:06 p.m., until the next regular meeting of Council on Tuesday, January 17, 2017, at 7:00 p.m. A Committee of the Whole meeting will be held at 6:00 p.m.

APPROVED:



Mr. Gerald P. Jones, President of Council

ATTEST:



Sean M. Housley
Clerk-Treasurer

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prepared by: Darlene Peticino