

# REGULAR

March 21, 2022

The regular meeting of council, open to the public, was called to order by Mayor Dennis Finley at 7:30 P.M. with the following council members present: Sword, Scheibe, Johns, Nussbaum and Rabatin.

Posthumous recognition by Mayor Finley of the service and contributions made to the Village of Dalton by the late Dee Rodi-Barbera in the roles of Council Member and Mayor.

The Pledge of Allegiance was recited and a moment of silence was observed.

## **Guests**

Solicitor Kendra Carpenter, Jim Bucklew, Marty Boggs, Chief Downs, Christy McCune

Village Council Appointment to open seat. Two residents meet the deadline (Friday, March 18, 2022 by noon) to submit letters of interest. A third resident emailed his interest to the Mayor, however, the email was not submitted by the published deadline and was received on Monday, March 21. After discussion by Council Members, the third application cannot be considered since it was not submitted on time.

In response to questions by Council, Mr. Boggs explained that he had previously ran for a position on Council last fall but was not elected. He continues to have an interest in serving the residents of the community on Council. Mr. Boggs has been a member of the Dalton community for many years and feels that he would bring common sense, life skills and transparency to Council.

Mr. Bucklew previously completed a two-year term as a Council Member and ran for reelection last fall. While not reelected, Mr. Bucklew has a continued interest in serving the residents of Dalton as a Council Member and will bring two years of previous experience and related knowledge of ordinances, resolutions and Sunshine Laws to the position.

After both residents spoke, a roll call vote was taken and tallied. Mr. Bucklew received 5 out of 5 votes. Mayor Finley thanked both resident for their interest and swore Mr. Bucklew in to fill the open term as a member of Dalton Village Council.

## **Public Participation**

Johns made motion to accept and approve the February 21, 2022 minutes, second by Scheibe. All council members voted yes.

## **Committee Assignments and Reports**

### **Finance**

Finance committee is considering two proposals for the property and liability insurance. Douglas insurance presented proposals from Ohio Plan (current carrier) and the Public Entities Pool (PEP) of Ohio. This year, Ohio Plan increased some plan coverage limits and reduced annual premiums from \$30,588 to \$26,691. Annual premiums for PEP's proposal are \$23,904. Mr. Douglas, our broker, indicates the plans are apple to apple with some differences to keep in mind such as the bond structure (individual bonds vs faithful performance) and claims date processing. Both carriers are available to present plans to council next week and PEP has provided a list of current clients for references. Current coverage expires end of March.

Council asks the fiscal officer to contact current clients for references. If there are no red flags, fiscal officer has permission to move forward with the PEP proposal.

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Motion by Johns to authorize the fiscal officer to contact 3-5 current PEP clients for references and to move forward with the decision to select PEP as the carrier provided there are no negative referrals or red flags. Seconded by Sword; all council members voted yes.

Motion to accept and approve payments and invoices made by Sword, seconded by Rabatin.

Questions by Council Member Nussbaum:

- o EFTPS payment (Mandatory payroll tax payment): Would like to see a breakdown of fund accounts comprising the payment.
- o Bankcard merchant fees? Credit card payment fees for utilities, permit, rentals processed by credit card.
- o Does the Village have a credit card policy? Employees must sign out and sign back in credit cards and submit receipts for their purchase.
- o Payment to EWFD for medical/emergency supplies purchased through the fire dept. Thank the Village for working with EWFD for this purchase.
- o Does the Village have a fuel policy authorizing use by employees? Red Rover Cards are assigned to Street, BPA and Police and purchases track back to the department who used the card. Last month the Village applied for a fleet account through Marathon (Bell Stores) as a backup source for fuel. This account is set the same way. Primary cards are assigned to Department supervisors and may purchase fuel or operating supplies from the Bell Stores. Secondary cards are assigned to Village vehicles restricting purchases to fuel only. No individual employee cards assigned, cards assigned to vehicles. Question concerning spending limits on the credit account.
- o Western Reserve Psychological Associates? Police department employee psychological assessments as needed, no contract.

After discussion, all council members voted yes to pay the bills.

### **Fiscal Officer**

Bank balance as of 2/28/2022 is \$1,676,864.05. Receipts totaled \$168,029.86; Payments totaled \$179,359.11. A payment listing is attached. February tax receipts: 69,384 and utility receipts: \$63,436.

Received an American Recovery Act Funds distribution of \$394.77.

Govdeals.com – Police department is interested in selling obsolete equipment and supplies on the site.

CCA will be onsite Saturday, March 26 from 9-1 for resident muni tax preparation services by appointment. CCA will prepare tax returns for residents if they complete a form and send their tax documents by mail. Service provided by CCA contact for residents who have questions or need assistance has exceeded expectations.

Text alert system through Utility billing software is up and running. Setting up residents and non-residents for the service to receive texts, emails, or voice calls.

Ohio Municipal Clerk Association training Thursday, March 24 – Public meetings

Charles Harris 2020-2021 audit will start in the next couple of weeks. Gathering reports for them.

New system purchased to record meetings for website to improve quality of recordings.

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### **BPA**

Committee is considering an increase to tap fees. With increases in time and material costs, the Village needs to re-evaluate rates.

Handbook revision will include new tap fees, ability of village to recoup costs of taps, defined who is responsible for sewer maintenance and tap work. Will be presented to council in ordinance form for approval at next meeting.

Agri-Sludge contract is under review to reduce number of labor hours necessary at the plant.

Alarm system continues to work well, allowing off-site monitoring of operations.

Residents who will be building on Henry/Arnold streets attended BPA meeting today regarding sewer tap.

### **Public Safety**

#### **East Wayne Fire District**

Council Member Bucklew reported the board met in March. The report is the building grant for addition to Station 1 looks to be approved, but no signature at the state yet. Other meeting topics include: a discussion about starting wages, rate increase for fiscal officer

Council Member Johns reported he has heard concerns that starting wages at EWFD are \$10 per hour. This is not a competitive rate and may be why it is difficult to attract applicants. Our job as council is to assist in financing, not to run, the department. Recommend a starting rate of \$15.00/hour and \$20.00/hour for senior employees.

Wage scales were established based on the income generated from the levy.

Other considerations should be an employee bonus for mutual aid runs. Look for creative ways to compensate/attract/retain employees.

Fiscal officer for EWFD received a pay raise recently.

Presented to option of EWFD invoicing the Village monthly for the \$72,000 payment the Village makes in lieu of twice per year. This would allow for a steady cash flow. Resolution 9-20 established the semi-annual payment schedule but should be revised. Mayor Finley recommends Public Safety Committee review and revise Resolution 9-20 and bring back to Council for approval at next meeting.

Council Member Nussbaum recognized Council Member Johns for filling in at the last EWFD board meeting.

Council Member Sword recognized Council Member Rabatin for obtaining the EWFD job description for the Chief position to clarify responsibilities of staffing and mutual aid policies.

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Motion to suspend the rules made by Nussbaum to allow Chief Downs to speak on mutual aid, second by Johns. All voted yes.

Chief Downs explained that mutual aid times vary by department. For EWFD, from the time of dispatch, if no one acknowledges the call in 4 minutes, it is re-toned. If no response in 2 minutes, it is dispatched to mutual aid. System documents who is going on a run as we are a countywide dispatch system.

Council Member Sword would like to know how the Village would know that its money is being utilized for staffing as opposed to being used for general expenses. Council Member Rabatin will follow-up with EW's Fiscal Officer. Council Member Nussbaum pointed out that for last year as by August, EWFD had spent about \$84,000 at Station 1 for staffing alone. \$192,000-\$193,00 is the budgetary staffing plan for the year. This year for the month of February, EWFD has paid an average of 38 hours per day in staffing wages. Council Member Sword requested additional verification.

In response to additional questions concerning staffing and mutual aid process, Chief Downs invited members of Council to attend next month's EWFD Board meeting where the questions could be addressed with Chief Nussbaum and EWFD Board.

Mayor Finley would support a combined meeting also inviting Marshallville.

Village's at large position on EWFD is now open with the appointment of Mr. Bucklew to Council. Village Council will request letters of interest by Village residents interested in being considered to fill the remainder of Mr. Bucklew's term. Will advertise and request letters by Friday noon, April 15, 2022. Candidate will be elected at the Council meeting on April 18, 2022.

Council Member Nussbaum recognized EWFD for its actions in containing the large structure fire which occurred in the Village recently, as well as the number of runs in February.

### **Police Chief**

Request a safety committee meeting to discuss posting obsolete items for sale on GovDeals.com website and an update on the new cruiser.

Date and time for the committee meeting set for Meeting is scheduled for Tuesday, March 29 @ 7:00 p.m. at the police station.

### **Street and Park**

Spring Clean-up will be held Friday, April 8 from 10:00 a.m.- 6:00 p.m. and Saturday April 9 from 8:00 a.m.-2:00 p.m. at Village Green Park, behind Historical Society at old tennis court parking lot area. Council had previously voted to spent up to \$12,000 to hold this event.

Event is for Village residents only. 40-foot dumpsters will be set up for the event Thursday night/Friday morning and police presence will be maintained during the

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event to assist with control of traffic. Residents may be asked to show proof of residency to participate.

Village employees will assist residents with loading material in dumpsters. Village employees will direct the event. Request participation and support of council members. Access to area restricted Friday night.

A motion to approve Village Clean up Days to be held on Friday April 8 from 10-6p and Saturday April 9 from 8-2p made by Sword, seconded by Nussbaum. All Council Members voted yes.

Expect Parks to reopen first week of April, weather permitting.

Dalton High School girl's softball will be using field at Mill Street park initially until the new field is finished.

Discussed asphalt prices and options for any paving this year.

Salt shed erected this week.

Proposed changes to fence ordinance will be posted to shared drive for review.

### **Planning Commission**

Did not meet.

### **Mayor's Report**

Fines for month of February were \$391.50

Village reviewed solar fields last year and cost of batteries are prohibitive.

Lift Station almost complete, sewer line installation underway. Work is being inspected and being completed to standards.

P Graham Dunn park project is in permitting stage to make sure stormwater runoff is handled correctly.

Emergency Management meeting held in Dalton Tuesday March 29.

### **RESOLUTION 22-02**

#### **A RESOLUTION AUTHORIZING PARTICIPATION IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2022 AND DECLARING AN EMERGENCY**

A motion was made by Sword and seconded by Bucklew to suspend the rule requiring a resolution be read on three separate occasions and that Resolution 22-02 be accepted and passed as an emergency measure by title only. All council members voted yes.

A motion to accept Resolution 22-02 by title only was made by Sword and seconded by Scheibe. All council members voted yes.

### **ORDINANCE 22-03**

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**AN ORDINANCE OF THE COUNCIL OF THE VILLAGE OF DALTON, OHIO, REPEALING  
ORDINANCE NO. 21-16 AND ESTABLISHING JOB TITLES AND CLASSIFICATIONS, AND A  
WAGE RATE SCHEDULE FOR THE TITLES AND CLASSIFICATIONS AND DECLARING AN  
EMERGENCY.**

A motion was made by Sword and seconded by Johns to suspend the rule requiring a resolution be read on three separate occasions and that Ordinance 22-03 be accepted and passed as an emergency measure by title only. All council members voted yes.

A motion to accept Ordinance 22-03 by title only was made by Sword and seconded by Bucklew. All council members voted yes.

Expense Reimbursement Policy – Finance Committee will review and propose employee travel expense reimbursement for the Village

American Rescue Plan Funds Resolution 21-07 may be revised because of recent developments in the final rule. We will rely on county revision if a revision is made to our existing resolution.

A motion was made by Nussbaum and seconded by Rabatin to go into executive session at 9:04 p.m. for the purpose of discussing a pending or eminent court action. All council members voted yes. Solicitor and Fiscal Officer will attend.

A motion was made by Sword and seconded by Johns to return to regular session at 9:20 p.m. All council members voted yes.

### **New Business**

Council Member Nussbaum asked whether the Village reports on OhioCheckbook. Fiscal Officer Miller will research and report at next meeting.

Council Member Nussbaum is researching property annexation. Would like to request approval of council to seek assistance from solicitor and auditor to compare financial aspects of types of annexation. We currently have a pending annexation request that can be researched.

### **Old Business**

Agri-Sludge cost analysis is being done, will be presented by the May deadline.

Council Member Sword is requesting a depreciation schedule in conjunction with the budget.

Motion by Nussbaum and second by Rabatin to adjourn. All council members voted yes.

Meeting adjourned at 9:31 p.m.

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Mayor Dennis Finley

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Council President Patrick Sword

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Fiscal Officer Neena Miller