

**Village of Commercial Point
Committee of the Whole Minutes
January 23, 2017**

Mr. Sadler called the meeting to order. Fiscal Officer Hastings took roll call with the following members present: Mr. Sadler, Mr. Townsend, Mr. Geiger, Mr. O'Neil, Ms. Blevins, and Mr. Laxton. Mayor Joiner and Solicitor Hess were also in attendance.

Mr. Sadler asked if there were any changes or corrections to the December 19, 2016 Council of the Whole Meeting Minutes. No changes or corrections requested. Mr. Sadler asked for all in favor of approval. All in favor, motion passed.

Solicitors Report: Solicitor Hess said he had an opportunity to discuss the time extension of the wellfield agreement. He said we have an agreement in place that will get us through the end of May. He said it is within the budget that council discussed. He said it will be broken up in two portions. He said if we have it completed by May 1, 2017 then we would pay them \$1000. He said past that would be an additional \$1000. Solicitor Hess said he and Chief Jordan have had a few conversations over the last couple months. He said currently we have an ordinance about dogs and dangerous animals. He said the State of Ohio indicated that Pit Bull breeds were a vicious breed. He said in 2012 the Ohio Revised Code changed that and discarded the specific Pitt Bull designation. He said we are still permitted, and most villages still have the Pitt Bull designated remaining. He said the only village he has found that has changed it is the city of Newark. Solicitor Hess said the issue has come up with individuals that have Pitt Bulls or mixed breeds. He said he and Chief Jordan have discussed it and want to know if council wants to keep the current ordinance specific to Pitt Bulls or do we want to align our statues with the Ohio Revised Code. He said it has been a question that has come up. Mr. Laxton asked what he meant by "it has come up"? Solicitor Hess said they have receive questions from residents such as, are they allowed to have a Pitt Bull, or a dog will get out and the resident will call in the description of a Pitt Bull.. He said Pitt Bull owners are typically aware of the laws and want to know where we stand. Mr. Geiger said he thinks it is more of the potential. He said if the Pitt Bull is aggressive the potential of injury is higher due to their bite. He said he knows of one complaint because two Pitt Bulls got loose, jumped his fence and at the time his small dog was out and there were also children in his yard. The dog was acting aggressively towards them. He said fortunately the kids and small dog ran back into the house. Mr. Sadler asked the council if they want to pursue removing the ordinance. Mr. Laxton asked do they want to discuss removing or changing it. Solicitor Hess said it is something they just wanted to bring to council's attention if they wished to discussed it.

Mayors Report: Mayor Joiner said we are moving forward with the expansion at 762 and Welch road. He said everything is going well for the development. Mr. Sadler asked if council was aware of this. Mayor Joiner said yes, they have discussed it. Mr. Geiger said it was a brief discussion. Mayor Joiner said a local convenience store will be going in on that location. He said there has already been work completed. Fiscal Officer Hastings said it is already zoned B1. Mayor Joiner said they have a part-time officer spot that has been funded in the temporary budget and he would like to fill it asap. He asked that council discuss it tonight. He said we are growing and new parcels in the developments have already sold. Fiscal Officer Hastings said we have received prepaid tap fees for 29 lots. She said water will be in exchange for the water tower and we have zoning for 8 lots. She said there is some hesitation because some of the water lines have

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not been approved yet. She said nothing will move forward until the sanitary and water lines have been approved by Utility Superintendent John Thompson, then they can start. Mayor Joiner said they will be living in their homes by July 2017. He said with that, he would like to see a part-time officer be approved and fulltime added in August. He said he will leave it up to Village Administrator Crego to discuss the Waste Water Treatment facility for a special resolution. Mr. Sadler confirmed we have two fulltime officers, two part-time officers and this position would be for an additional officer. Mayor Joiner said yes, a 16-hour position. Mr. O'Neil asked if the position is already there and funded. Mayor Joiner said yes. Mr. O'Neil said unless he is wrong then council is not needed to do anything. Fiscal Officer Hastings said they are because the money is in the temporary budget that covers three 16-hour officers. She said if they do not approve for another 16-hour officer for the permanent budget, the money can be removed. She said she would like to see a motion made with a 2nd and vote to approve for that position in the February meeting. She said the position is there and money is in the temporary budget but would like to see something in writing. Mr. O'Neil said it make sense; but he does not see where it is needed. He said the position is there. Mr. Geiger asked if a third position is already created. Fiscal Officer Hastings said if you look in the Employee Guidelines it already states 16-hour position. Mr. Geiger confirmed it is just a budget issue. Fiscal Officer Hastings said yes, she wants to make sure when they roll over to the permanent budget, then the money is there. Mr. O'Neil said that is still a temporary thing, after a month they can still pull they money out. Mr. O'Neil does not think there needs to be a motion. Mr. Sadler said yes it does. Mr. Laxton said it is not a question on whether they can hire one or not, it is whether council wants to approve to have it permanently in our funds. He said that is what Fiscal Officer Hastings is asking. Fiscal Officer Hastings said it does not require legislation, it just needs to be a motion and a vote, however it cannot happen tonight, it has to happen in the February meeting. Solicitor Hess said the Mayor can appoint Police Officers and the Council votes to confirm in 6 months. He said the ability to pay falls in the council wheel house. Mr. Sadler said they can wait until the permanent budget in April correct. Mayor Joiner said he does not want to wait, he wants to fill it now. Mr. O'Neil said if the temporary budget is finished he cannot see us taking the money out. Mayor Joiner said the money is there and he does not understand why they are getting so caught up in this discussion. He said they are bringing it to the council as courtesy and to get their blessing. He said we have the money and it has already been discussed so pushing it until April does not make sense. He would like to get someone in here and trained and ready to go by June. Mr. Sadler said it is their discretion how to fund it and by bringing them in under a temporary budget puts them on the hook to say we will not let someone go that we just brought in. Mayor Joiner said they will not let them go anyways. He said they will approve it on the regular budget so there is no reason to let them go. Mr. O'Neil said that is his point, why do we need a motion. Mr. Sadler asked why he said it is funded, because we have money left over. Mr. Townsend said it is funded in the temporary budget not the permanent budget. Mayor Joiner said it was already in the 2016 budget, we just chose to wait until 2017 to bring them on. Fiscal Officer Hastings said it is in the temporary budget for 2017 which is the first three months. Mr. Sadler confirmed that we did not budget it in the 2016. Fiscal Officer Hastings said correct we did not budget it in the 2016. She said we had 2 fulltime and 2 16-hour positions as of August 1st. Becky Blevins confirmed we need to vote for budget reasons. Fiscal Officer Hastings said correct. She said she does not want to bring someone on then come when it comes time to approve the budget, council does not approve that position. Mayor Joiner said with having an additional officer helps

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because when Kevin Kelly goes out on Military leave, that puts us short an officer. He said this gives us flexibility to fill his hours or cover when someone is on vacation. He said he needs this position to help fill in the gaps. He said they are doing about 400+ call a month. He said we are starting to see a lot come this way and we need the additional officer. He said it is now up to council to approve. Mayor Joiner said there is more than enough money to cover another 16-hour position. Mr. Geiger asked if he has already received applicants. Mayor Joiner said he would like to use the current reserve officers that have shown a good track record and give them the opportunity to migrate into that position. He said Mr. Maynard would be slotted for the new PT position. He is young, military veteran and is engaged into our community. He said how he would see using him that when he finishes his job at Ohio Health, have him come and cover the school shift. Mr. Geiger asked if we have considered in the summertime using a bicycle for the officers. Mayor Joiner said we have three bicycles. Mr. Geiger asked if we have considered using them. Mayor Joiner said they have to attend specialized training so we need to get funding to send the officers. He said he and the Chief have discussed it. Fiscal Officer said we do have money for the training. She said the Commercial Point Men's Club has donated approximately \$480 for the training. Mayor Joiner said he believes the Chief has some leads on some people to come in and do that training. Chief Jordan said he was contacted by Scioto Elementary School and they wanted to know if we have an Officer fund. He told them no but we have some programs that we would like to implement like the bicycle program. They are going to donate all proceeds from their annual 5K race fundraiser. He said the teacher he spoke to, her husband is an Officer with the training academy and he trains the bicycle patrol for Columbus. He said there is more to it than just jumping on the bike and go. He said it is a week long course. He said he thinks the community would like it. Mayor Joiner would like to have it up and started by June 1st, 2017. Mayor Joiner said body cameras are in. Officers are starting to wear them. Mr. Sadler asked if they are on all of the time. Mayor Joiner said it will be mandatory that they wear them and are on all of the time. Mr. O'Neil asked if they are going to be on them while they are in their car. Mayor Joiner said no, they are on their person and activated on traffic stops. Mr. O'Neil asked if we have the money in the temporary budget for the bike training, uniforms, etc. Mayor Joiner said yes.

Engineer's Report: -Engineer Grosse was not present. Village Administrator Crego said he would like to bring a resolution to council next month. He said in the 1970's John Kaiser had the vision to bring public utilities to the village. He said in the 1980's he over saw the planning and construction of the sewer and water facility. He said in the 1990's he oversaw the purchase of the land where the complex is located now. He said in the 2000's when he was not mayor he was asked to be Village Administrator. He said today we have a complex that serves over 5000 people and is the finest in the state. He would like to bring a resolution to dedicate the utility complex to the John H Kaiser Utility Complex of Commercial Point. He asked council to entertain the idea. Solicitor Hess said he will need to do some research on that. In a previous situation, he is aware of, it was not allowed by the county. He said there is way to do it but maybe not the way it was stated. Village Administrator Crego asked how council wants him to communicate with them and at what level? He asked what they expect in the way of reports. He said he would like to send them an email this week.

Mr. Sadler asked Mr. McCoskey if there is anything zoning related he would like to discuss. Mr. McCoskey said he approved 8 houses in Chestnut Commons.

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Mr. Sadler asked who does our website. Fiscal Officer Hastings said the host does. She said we do need updates to it.

Additional Items:

- a. Employee Pay Schedule-Fiscal Officer Hastings said the only update is Village Administrator Crego is asking for a 3% increase on the maximum amounts allowed for the utility staff. Mr. Sadler asked council thoughts. Mr. Sadler asked the last time they had a raise. Village Administrator Crego said two years ago Joe Hammond gave John Thompson a raise which maxed him out. He said this year the number 2 man had \$.83 left and he is now maxed out. He said the number 3 man is just \$1.00 above starting. Fiscal Officer Hastings said he will be taking his water test which will move him up. Village Administrator Crego said we are about 20% behind their maximums of other communities. He said it is no secret that each month they receive other recruiting calls from other villages but they have stayed. Mr. O'Neil said this 3% will increase their scale then their raises will be based on this. Mr. O'Neil asked if we are 20% behind for everyone or just utility. He asked if we are going to look into this, are we going to look village wide? Village Administrator said obviously yes but that is a discussion for the Finance Committee. Mayor Joiner said right now the Safety services are not at max, there is a good margin if he wants to increase the pay. He said what they are talking about tonight, John Thompson is at the max and Fiscal Officer Hastings will be there soon. Mr. O'Neil confirmed our Police Chief is not maxed out. Mayor Joiner said he is not, he just went fulltime and there is room as well as he is receiving benefits. He said whereas Utility Superintendent Thompson does not have that flexibility. Mr. O'Neil said rather than doing strictly comparisons, should we consider a company to do a wage study. He said instead of playing catch up, we can be the leader for once. Mr. Sadler asked aren't we already doing that when we compare ourselves to Ashville and South Bloomfield. Village Administrator Crego said if he had to comment he would say he is not too concerned what Toledo is paying because he won't lose people to Toledo, but he will Ashville. Becky Blevins confirmed that Village Administrator Crego has already done what the rate study would. Village Administrator Crego said yes, but he knows he won't lose someone to farther cities. Mayor Joiner said the council has done a tremendous job getting us where we are today. He said we just want to increase the ceiling to be able to give raises as needed or deserved. Mr. O'Neil asked when they would have something for them. He said to be honest he has not read through the material due to scheduling. Mr. O'Neil is asking when he will do the comparison. Village Administrator Crego said he did not understand what Mr. O'Neil was asking. Mayor Joiner said there is a disconnect somewhere. He said basically they are asking council to approve an increase to the pay scale. Village Administrator said the pay scale is in the book. Mr. O'Neil said on the 2017 we are looking at the new numbers. Village Administrator Crego said correct. These have not been approved yet and this is what they are seeking approval on. Mr. O'Neil asked if this was the only changes made. Fiscal Officer Hastings said right now those are the only ones who needed it. She said there is room in the others pay scales to move. Mr. O'Neil said take the 3% out, they are asking council to approve as written with no changes

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anywhere else, but if we are comparing everything else, we need to look at everything. Village Administrator Crego said he understands but all he is asking is in February are his changes. Mr. O'Neil is not against doing this. He said we need to make the document complete for the entire village. Mr. Sadler said we update this every year. Mr. O'Neil said he understands but why not do it now and only once. Mr. Sadler asked if Mr. O'Neil wants a Compensation Committee. Mr. O'Neil said yes. Mr. O'Neil said instead of taking one line and approving then next month do another line, do it across the board. Mr. Geiger said that is not what the Budget Committee does. He said they go over everything in the budget. Mr. O'Neil said this is not the budget. Mr. Geiger said this is a large part of the budget. Mr. O'Neil said if we are going to do the budget based on these numbers, then if a couple months later they want to increase these numbers they will have to go back to the budget and move money. Mr. Geiger said the utility department has reached their ceiling, which is the point of this discussion. He said the other departments still have room for increases so there is no need for an extra committee or discussion. Mr. O'Neil said it was brought up comparing to other areas and he thinks we need to compare across the board. Mr. Sadler said he is in favor of giving the 3%. Fiscal Officer Hastings said she will have the motion in the February meeting.

- b. Council Rules-Mr. Sadler said this is a follow up. He asked if anyone wanted to pursue having an attendance policy for council. Mr. Sadler asked Solicitor Hess if we are allowed to do this. Solicitor Hess said yes. He said in the book it discusses attendance we have just never put it in the minutes if someone's absence was excused or not excused. Mr. O'Neil asked what the penalty is if they are not excused. Solicitor Hess said there are ways to ask for someone to be removed if they fail to do their duties. Fiscal Officer Hastings said we can add a penalty clause if they miss so many meetings. Solicitor Hess said he believes it is already in the revised code. He said we can state the expectations in the book that so many missed in a period of time the council can enforce it. Mr. Sadler asked if it is something big enough where we need to address it. Mr. Laxton said it sounds like it is already in place. Mr. Sadler said no, half in place. Solicitor Hess said it is pretty broad language. He said he would suggest keeping it as written and have council monitor themselves. Mr. Geiger agreed with Solicitor Hess.

Mr. O'Neil said Chief Jordan has been working with an officer on a block watch program for Commercial Point. He said there will be startup money needed. He asked if there is anything in the temporary or have ready for the permanent budget. He said he is thinking items for the community. He asked Chief Jordan to explain. Chief Jordan said for public relations, etc. He said he would like to do more events in the community. He said Officer Writsel would like to set up a block watch if we have enough community involvement. He said the police department to initiate then turned over to the community to run. He said there will be minimum expense such as signage, community events such as National Night Out where the police department goes out to community, possible cook out. He said it is more involvement in the community. He said it also allows them to better educate the community on issues and what to do to avoid issues, etc. Mr. Sadler confirmed it is a community outreach. Mr. Sadler suggested putting it in his budget.

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He said there is no guarantee it will be approved but something they will discuss. Mayor Joiner said it was an idea presented to him and he thinks it is a great idea for us to begin with. He said we do not want to run vigilante groups. Mr. O'Neil said from his understanding the Police department is ready to move forward with an initial meeting. Chief Jordan said Officer Writsel is interested in setting the meeting up for February. He said he will be in attendance but it is Officer Writsel's meeting. He said this is a way to see the interest in it. Mr. O'Neil said if he is willing to do it, we do not want to send letters to Southern Point because that is not our area, that is the Sheriff. Mr. Geiger asked if we could possibly do something with the Sheriff helping. Chief Jordan said he may go to them for guidance but he would like to keep here. Mr. Geiger said not for us but for Southern Point because they need help. Mr. O'Neil said he is not against helping them but we need to start here first. Chief Jordan said if Southern Point would come for guidance he would not turn them away. Mayor Joiner said he does not feel we are ready for a February 7 meeting. He said we would like Solicitor Hess to review everything before we roll it out. Mr. Geiger said he thinks it is a good idea. Mr. O'Neil said if we do this, is there any opposition to putting them in the water bills. Fiscal Officer Hastings said yes. She said if we do that will have to do them for other organizations. She said hopefully in March we will be on the new billing system and not have to stuff all the invoices. Mr. O'Neil thinks if we do something with the village that it does not set a precedence for other groups. Mayor Joiner said to Fiscal Officer Hastings point, we go to Muni-Link, he is not opposed to Officer Writsel coming in and sending the paperwork himself. Mr. O'Neil said if someone gets a digital water bill they are probably on Facebook. He said if they do not, they are probably not on Facebook, if this is the case we hit both avenues by posting it on Facebook and then insert it in the water bills. Mr. Sadler asked if we wanted to hit the HOA's and see if they want to spearhead the project. Fiscal Officer Hastings said she suggest we take the flyer and post it on the local business and local development posting boards so that everyone will see it vs sending it out in the water bills. Fiscal Officer Hastings said we can use NIXLE, but it would also go to Scioto Township. Village Administrator Crego said it doesn't have too. Fiscal Officer Hastings said her group contains Scioto Township because we do not have many who know to sign up from the village. Mr. O'Neil asked how many names we have on NIXLE. Fiscal Officer Hastings said hers is only CP Water and the only thing she sends out are water related items. Mr. O'Neil asked if we have a CPPolice name. Fiscal Officer Hastings said no. Mr. O'Neil asked if we can add more or change names. He asked if our name should just be Village of Commercial Point. Mayor Joiner said he is not as familiar with NIXLE, but they have discussed adding an administrator to it in her absence. Mr. O'Neil thinks we need at a minimum three people who should be on NIXLE. Mayor Joiner said initially we did not want too many hands in the pot. He said this is a learning process. Fiscal Officer Hastings said she is still learning it, but she does not think it is out there yet that the village has its own. Mr. O'Neil asked if we should add to our employee guidelines for using NIXLE. He said other social media has been used in the past by officials. Fiscal Officer Hastings said yes, but that was their personal page. Mr. O'Neil said he understands that but there have

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been inappropriate things have come out of officials in the past. He said maybe we need to modify our current policy on using social media.

Mr. Geiger motioned to adjourn, Ms. Blevins seconded. All in favor. Meeting adjourned.

A handwritten signature in black ink, appearing to read "D Sadler", written over a horizontal line.

David Sadler, President of Council

A handwritten signature in blue ink, appearing to read "Wendy Hastings", written over a horizontal line.

Wendy Hastings, Fiscal Officer

*Minutes provided by Paula Baldwin, Administrative Assistant