

**Village of Commercial Point  
Council Meeting Minutes  
February 19, 2018**

Mayor Joiner called the meeting to order, followed by the Pledge of Allegiance. Fiscal Officer Hastings took roll call with the following members present: Mr. Townsend, Mr. Thompson, Ms. Wolfe, Mr. Moore, Mr. Grassel and Mr. O'Neil. Village Administrator Crego and Utility Superintendent Thompson were also in attendance.

Mr. Townsend made a motion, seconded by Ms. Wolfe to approve the February 5, 2018 Council Meeting minutes. All in favor, motion approved. Mr. O'Neil abstained.

Administrative Reports:

- A. Mayor- Nothing to report
- B. Village Engineer – Not present
- C. Village Solicitor's- Solicitor Hess said he has sent the legal description to Hess Farms regarding the wellfield. He said he believes there should be no further delays and hopes to have the office sign off by the next council meeting.
- D. Police Department- Chief Jordan said he has pulled previous year expenditures for vehicle repairs and wanted to do a comparison across the board to see what we are spending for repairs and to keep the vehicles maintained. He said some have age and are getting expensive with repairs. He said he would like to put together a cost analysis for council to look at to see if it is worthwhile to continue the repairs.
- E. Village Administrator- Village Administrator Crego said the Zoning review board has been meeting and will have a new ordinance to present within the next several weeks.
- F. Zoning Inspector's- Not present
- G. Fiscal Officers- Nothing to report

Legislative Reports:

- 1. Ben Townsend- Nothing to report
- 2. Scott O'Neil-Nothing to report
- 3. Jason Thompson- Mr. Thompson said the Safety Committee will meet Thursday February 22, 2018 at 6:30 pm.
- 4. Laura Wolfe-Nothing to report
- 5. Bruce Moore-Nothing to report
- 6. Aaron Grassel-Nothing to report

Citizen Comments:

No comments

Business Items

- A. Reserve Officer Pay-Mr. Townsend said we currently pay \$125 per month. Chief Jordan confirmed that reserve officers are paid \$125 per month for 16 hours per month. He said they are required to work the 16 hours in order to be paid. He said basically the pay is reimbursement for their expenditures to be here. He said if you look at it as hourly it is \$7.81 an hour. He said if you look at the cost of the bullet proof vest, duty gear, fire arm and uniform expenditures, it helps to reimburse them to come and help serve the village. Mr. Townsend asked if this is typical of other departments. Chief Jordan said it depends where you look. He said he is not sure what Asheville or South Bloomfield does. He said Franklin County issues uniforms, Columbus issues vest, firearms and equipment

**Village of Commercial Point  
Council Meeting Minutes  
February 19, 2018**

needed. He said he believes Grove City also issues all equipment needed. He said other departments also have the opportunity to work extra duties such as directing traffic, working OSU games and have the ability to make additional money. He said we do not have those opportunities. Ben asked if those special events are paid by the private company and not out of the city budget. Chief Jordan said correct, but the uniforms and equipment comes out of the local budget. Mr. Townsend asked if we as a village has ever discussed the possibility of us supplying some of the equipment such as a vest? Chief Jordan said paid officers receive a yearly clothing allowance to use as needed. He said the village issues a vest to paid officers. He also discussed the prices of uniform pieces. Mr. O'Neil asked if this conversation is about increasing the reserve officer pay. Mayor Joiner said the conversation is if our procedure of pay is a normal practice and if we are in line with other departments. He asked if \$125 too much to pay? Mr. O'Neil said he thinks it is fine considering if you look at the cost of them leaving to other places and needing to be replaced. He said what we pay per hour is a steal. Mr. Moore asked how long the officers tend to stay with us? Chief Jordan said he has 5 reserve officers, once which does not take money, the other officers range from 3 months to 1 year. He also has a few applicants. He said he does not keep a large pool. Ms. Wolfe confirmed that we do not supply them with anything. Chief Jordan said the only benefit we provide aside from the money, is their certification. Ms. Wolfe asked if this is normal for other villages our size? Chief Jordan said he is not sure what Ashville or South Bloomfield does. He said he know South Bloomfield tends to have a high turnover rate. He said Ashville typically run 2 cars per shift which we do not. He said we currently have 5 reserve officers, 2 of them are receiving the pay because they have been there and 2 are not because they are fairly new. Mr. Thompson asked what his ideal number is. Chief Jordan said it is up to council, he would like all together 6, not including Captain Thatcher. Mr. Moore asked what the policy is on how long they need to be here to receive pay. Chief Jordan said there is not a policy in effect. He said they came on last year and it was not put in because it was not in the budget. He said with this year, they are budgeted for 4 reserve officers. Mr. O'Neil said if they pick up extra shifts or time, they still are only paid \$125 a month. Chief Jordan said they have to put in at least 16 hours a month to be paid. Mr. Townsend asked when they come in if they run an extra cruiser. Chief Jordan said no, they ride with another paid officer. He said they used to run their own car. He said the reserve officer is basically your back up unit. Mr. Grassel asked if reserves receive any additional training we pay for? Chief Jordan said they have to do the same training paid officers do. Mr. Grassel said we are looking at about \$2500 cost in equipment purchases and it doesn't seem logical to provide that to them at that cost when we will lose the uniform and vest. He said it doesn't seem financially smart for us to incur that cost. Chief Jordan said when you look at taking equipment back, you do not know what shape it is in. Fiscal Officer Hastings asked if we are sticking with the 4 reserve officers we have budgeted? Mr. Moore asked if we can make it where the pay starts 4-6 months after their start date. This way shows their initiative to stay with the village. Mr. O'Neil said instead of putting a time limit on it, he would like to see it when they finish their training with the village. Chief Jordan said if he

**Village of Commercial Point  
Council Meeting Minutes  
February 19, 2018**

would throw out a number he would like to see after 90 days they will begin to receive pay. Mr. Moore said asked about the taser training. Chief Jordan said it is a min 6 hour course and each year taser gives a min standard which he exceeds. He also would like to look at additional training. He also would like to offer a village wide training to all village employees, a CPR First Aide training. He said he would like to take a look at Professional development classes for his officers and his self. Mayor Joiner said he believes this will be a challenge for the Safety Committee to help develop training initiatives and general orders that are specific. Mr. O'Neil said the Safety Committee can definitely discuss it but should they discuss a line for a policy development line?. Mr. Townsend said he does not think the Safety Committee should be developing policy for the police department. Mr. O'Neil said it isn't but it is going to discuss different companies and avenues to take. He said if there is a company that does this for a living that is insured and has lawyers, we should consider it. Mayor Joiner asked Mr. O'Neil to take point on that project to see what kind of prices are out there and see what is available for us. Mr. Townsend asked Chief Jordan his thoughts on this? Chief Jordan said he and Solicitor Hess had discussion a few years ago about this issue. He said he believed it was a company called Nexus, he said they were recommend to him by other departments. He said he contacted them and he liked their concept in working with you. He said he is open for it but at the time the administration at the time closed the door on it. He said he does not know why. Solicitor Hess said at that time our insurance company was willing to pay a portion of the cost. Chief Jordan said he believes it was 50% of the cost because it knocked their liability down. He said it will not be cheap but he looks at it as an insurance policy. Solicitor Hess said he believes he still has the emails on it and will look for them. He said they had a pretty good website that laid everything out. Mr. O'Neil asked if he liked it. Solicitor Hess said yes he did. Mr. O'Neil asked if he would recommend it? Solicitor Hess said based on his opinion back then yes. Chief Jordan said he believes it was about \$3000-\$4000 but that was before the Ohio Insurance Plan kicked in. Mayor Joiner said part of the research is what is our return on investment. He said what are we getting for the money we pay. Mr. O'Neil said the Safety Committee can discuss it Thursday, if Solicitor Hess finds anything before then to please send it over to them. Chief Jordan feels it would be good to do it now vs down the road when we are desperate. He said he feels we have a good policy and procedural manual now, but they change all of the time. Mr. Grassel asked if they would be able to get a copy of the policy procedural manual before the safety committee meeting. Chief Jordan said yes. Mr. O'Neil asked if this company takes our current manual and goes from that or do they start over. Solicitor Hess said he believes they start fresh. Chief Jordan said he believes we could send them our current policy book and point out which policies we like and build from there. Mayor Joiner asked if we want to continue to pay the 4 officers or 5? Mr. Thompson said he would like to see us pay 6 reserve officers as requested by Chief Jordan. Mr. Grassel said from a scheduling standpoint, 6 would good to help accomplish goals. Chief Jordan said 6 would give him a good base.

Legislation

**Village of Commercial Point  
Council Meeting Minutes  
February 19, 2018**

For First Reading:

**Ordinance 2018-01** AN ORDINANCE ACCEPTING THE FINAL PLAT OF CHESTNUT COMMONS SUBDIVISION, PHASE III. Solicitor Hess said they believe the booster station could be online as early as next week. He said they really want that online before they pass this phase. If it goes online, they may ask at the next council meeting to waive the readings and pass the ordinance. If it is not, they will not ask for it to be waived. Mr. O'Neil asked if everything else is in place? Mayor Joiner said everything else is in place, the only big hold up is the booster station. Utility Superintendent Thompson said the next week date is the first he has heard. He asked if it is full integration or just on. Terry Andrews said that is just to get it fired up to get the circulating pump in operation. He said he knows the contractors have been trying to track Dan down. Utility Superintendent Thompson said for definition, it would be running, not finished. Terry Andres said correct. Mr. O'Neil asked if the connection waterline was finished? Utility Superintendent Thompson said it is in, but not pressure tested yet. Mr. O'Neil asked if it will affect pressure. Utility Superintendent Thompson said no. Mr. O'Neil asked how much time they will need to test the new station? Utility Superintendent Thompson said there will are always bugs to work out. He asked Terry if they have a schedule for the electric. Terry said they ran cable today and South Central Power is behind due to weather, hopefully by next week.

For Second Reading:

**Resolution 05-2018** A RESOLUTION TO MAKE PERMANENT APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF COMMERCIAL POINT, OHIO DURING THE FISCAL YEAR ENDING DECEMBER 31, 2018

**Additional Items:**

Mr. O'Neil said he and Fiscal Officer Hastings spoke about having a separate line in the budget for the water tower maintenance fee. He is wondering if they need one to show how much comes in, where its going and what it is for. Village Administrator Crego said we know how much has been collected. Fiscal Officer Hastings said on the revenue side we know but on the expenditure side it is coming out of contractual. Mr. O'Neil said he is thinking eventually someone is going to ask where it is and what it is for. He thought we need to show it in the budget where it is being expensed. He wondered others thoughts. Fiscal Officer Hastings said her purpose in putting in contractual is because we have a contract. Mayor Joiner said he wanted to clarify, we have a line item showing the money coming in, any type of expenses we should have a corresponding line item that shows monies being expensed out. Mr. O'Neil said yes. Fiscal Officer Hasting's said her issue with it for the first year is last year we had already paid \$150,000 towards the contract. She said we have a 10

Village of Commercial Point  
Council Meeting Minutes  
February 19, 2018

year contract with a set dollar amount that we have to pay within that 10 years. She said \$150,000 was already paid last year with nobody paying into it, so this year we will show the revenue coming in but we will not have enough revenue coming in to cover that additional \$150,000 payment. She said maybe going forward after we collect for a year, that might be something worth doing. Mayor Joiner said it also will show in the Ohio Checkbook expenditures. Fiscal Officer Hastings said expenditures do, not the revenues. She said she needs to see if 2017 is posted yet since the annual financials were just submitted. Mr. O'Neil asked if we know when the new website will be ready. Fiscal Officer Hastings said she is thinking maybe a couple more weeks. She said she has not received the latest updates. She said the last she saw it looks good. She is excited to get Muni-link hooked up to it. Mr. O'Neil asked if it will allow people to pay online and see their usage. Fiscal Officer Hastings said yes, you can receive the bill online and see all history. Mr. Thompson asked if the third reading will be on the budget next meeting. He asked with the change tonight with the reserve officers, when will they be able to see the completed budget. Fiscal Officer Hastings said they are at that point. She said what they presented in the resolution, is the final budget. She said if they need to discuss anything, they need to do it now. She said everything has to be ready to go by April 1<sup>st</sup>, so she likes to have it completed by March 1<sup>st</sup>. Mayor Joiner encourages council to review the information Fiscal Officer Hastings send and send questions to her as needed.

Ms. Wolfe motioned to adjourn, seconded by Mr. Thompson. All in favor. Meeting adjourned.



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Gary Joiner, Mayor



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Wendy Hastings, Fiscal Officer

\*Minutes provided by Paula Baldwin, Administrative Assistant