

McDONALD VILLAGE COUNCIL
WEDNESDAY, JUNE 20, 2018
REGULAR COUNCIL MEETING

Visitors: Andrew Kitchens, Cliff DeZee, Ken Miner, Joe Dugan, Odell Houston, and Logan Sturgeon

Staff: Fiscal Officer Robin DeBow, Fire Chief Todd Stitt, Police Chief Bill Woodley, Solicitor Douglas W. Ross, and Office Manager Char McCracken

1. The June 20, 2018 meeting of McDonald Village Council was called to order by President Pro Tem Ray Lewis at 6:10 p.m. *

* Mayor Puckett was absent due to working overtime out of town

Roll call:

Mr. O'Brien – present

Mr. Seitz – absent *

Mr. Fisher – present

Mr. Harvey – present

Mr. Lewis – present

Mr. Bradley – present

* Mr. Seitz is on vacation

2. Pledge of allegiance

One minute of silence in remembrance of American troops serving throughout the world and the recitation of the Lord's Prayer.

3. Approval of the May 16, 2018 council minutes.

It was moved by Mr. Fisher to approve the May 16, 2018 minutes as mailed:

Roll call:

Mr. Fisher – aye

Mr. Harvey – aye

Mr. Bradley – aye

Mr. O'Brien – aye

Mr. Lewis – aye

Motion carried.

4. Adoption of agenda:

It was moved by Mr. Fisher to accept the agenda as presented:

Roll call:

4. Adoption of agenda cont'd.

Mr. Fisher – aye
Mr. Harvey – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Lewis – aye

Motion carried.

5. Mayor's report – Mr. Lewis stated that the Mayor is working overtime out of town and believes this is the first meeting the he has missed since becoming Mayor. Mr. Lewis gave the monthly court report as follows: For the month of May, Mayor's Court had computer fund \$310, costs \$701, additional costs \$39, fines \$1803, Niles Municipal Court fines \$117.66, parking tickets \$120, reports, \$5, law enforcement fund \$3 for a grand total of \$3098.66.

M. Lewis read a letter of resignation from Officer Chris Sable.

It was moved by Mr. Fisher to accept the resignation of Special Patrolman Chris Sable.

Discussion: Mr. Lewis thanked Office Sable for his service to the community, it was greatly appreciated.

Roll call:

Mr. Fisher – aye
Mr. Harvey – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Lewis – aye

Motion carried.

Mayor read a letter of resignation from Fiscal Officer Robin DeBow.

Mr. Bradley stated he came on board this year and he has nothing but stellar praise for Mrs. DeBow and what she does and her ability to explain things to me so I can understand how and why the fiscal department works. I also have been connected to her while she has been training our new fiscal officer and we can't express how fortunate we've been to have her in that position and to bring our new fiscal officer up to speed. You have my gratitude.

5. Mayor's report cont'd.

It was moved by Mr. Fisher to accept the resignation of Fiscal Officer Robin DeBow effective at the end of tonight's meeting and also we will retain her service going forward as needed to train the new VFO at her current hourly rate.

Discussion: Mr. Fisher stated he was against the combination of duties that created that position in the first place. She did make me eat those words in the fact that she has done an exemplary job in that position. That is something that I don't say, I wouldn't just say that for anybody that is the fact. I saw you learn on the job and then I saw you start teaching us all about the things we need to start doing here in the Village. When you came on it is probably the first time we have balanced everything to the penny. When you came on board the State Auditors had nothing to say to us the last several years. That speaks to the job you have done here. For those people that don't know in the community we have a very small staff and a lot of the burden of running this Village falls on her shoulders and we can speak enough on the job she has done. You will be sorely missed. I'm sure your predecessor wonders what shoes he has to fill. We appreciate all you have done here. I'm going to miss you.

Mr. Harvey stated I've been on here since 2006 and when Rocky and Don left and we combined the positions to Fiscal Officer and made it fulltime. With all the knowledge and funding that goes in and out, the Auditors, the more you can have available when they ask the less money it costs us. When they come in she is organized and gave them everything and when the smoke settles you hear that she has had a perfect audit. Those are rare and in between. It speaks volumes for her job and what she does for us. The job comes with a lot of responsibility. Her door is open and she will explain anything to you with common sense. She is working on the transition and for him to watch that and see that it is a great credibility. It is not an easy task. Thank you for your service.

Mrs. DeBow stated you are in good hands. Rick balanced May to the penny with the bank. It was flawless.

Mr. Lewis stated I think it is, one very commendable that you are willing to help out moving forward. Most folks when they leave an employer they are going to say ok I give you my two weeks. The fact that you are willing to help us out moving forward for an extended period of time is beyond appreciated by everyone here. The duties that you have done beyond your roll have been second to none. I just have to say that you will be missed by everyone in this room, one as a co-worker and two as a friend. We wish you all the best.

5. Mayor's report cont'd.

Mrs. DeBow stated thank you and I want to let you know it has been a pleasure working with every single one of you. Thank you so much.

Roll call:

Mr. Fisher – aye
Mr. Harvey – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Lewis – aye

Motion carried.

Mr. Lewis stated we have two appointments to the Police Department as special patrolmen, Mr. Brian Dobbins, who couldn't make it this evening, and Mr. Logan Sturgeon. Chief Woodley has vetted these individuals.

It was moved by Mr. Fisher to approve the appointments of Brian Dobbins and Logan Sturgeon as special patrolmen for the McDonald Police Department.

Roll call:

Mr. Fisher – aye
Mr. Harvey – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Lewis – aye

Motion carried.

Mr. Lewis stated we have an appointment of Village Fiscal Officer. This position has been vetted. The Mayor did an extensive number of interviews and one candidate rose to the top and it is Mr. Rick Sebastian. He comes to the Village with over 31 years of experience. He is used to handling budgets that are much larger than ours. He is really taking on the task and grasping the job. If we could have Council's approval of the Mayor's appointment.

It was moved by Mr. Bradley to confirm the appointment of Rick Sebastian as Fiscal Officer.

Discussion: Mr. Bradley stated he comes with tremendous references and I appreciate him being here.

Roll call:

5. Mayor's report cont'd.

Mr. Bradley – aye
Mr. Harvey – aye
Mr. Fisher – aye

Mr. O'Brien – aye
Mr. Lewis – aye

Motion carried.

At this time the oath of office was issued to Mr. Sebastian and Mr. Sturgeon.
A round of applause was given to both.

Mr. Lewis stated that the Mayor has recommended that Mr. Jack Haney represent us at NOPEC and asked Council for confirmation.

It was moved by Mr. Fisher to confirm the appointment of Jack Haney as the Village's representative to NOPEC.

Discussion: Mr. Fisher stated NOPEC is our electric provider. Mr. Haney is on the Board of Directors for NOPEC. He is a great asset.

Roll call:

Mr. Fisher – aye
Mr. Harvey – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Lewis – aye

Motion carried.

Mr. Lewis stated that we do need a RITA Council of Government representative from Council.

It was moved by Mr. Harvey to nominate Mr. Brian Fisher to that position.

Discussion: Mr. Bradley stated Mr. Fisher would be an excellent choice to that position.

Roll call:

Mr. Harvey – aye
Mr. Lewis – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Fisher – abstain

6. Report of Village Officials:

Motion carried.

Village Administrator Thomas Domitrovich – Mr. Domitrovich in on vacation so there is no report.

Police Chief Bill Woodley gave his end of the month report as follows: For the month of May, the Police Department had 217 calls from the 911 center. They investigated 49 formal complaints, conducted 64 traffic stops resulting in 38 traffic citations, made 8 criminal arrests, responded to 6 animal complaints, 11 alarm drops, 6 parking complaints, 3 suspicious activity calls, 2 suspicious person call, 3 suspicious vehicle calls, 3 stand by calls, 27 medical calls, and conducted 3 residential security checks. The department completed 2 hours of continued police training for May. They also completed the daily training bulletins. They participated in the click it or ticket campaign. They presented a \$200 scholarship to Malina Mitchell and Braeden Poole.

Chief Woodley asked Council's permission for the FOP to use the park for their annual car show on July 29. Mr. Harvey will bring it up under Park and Buildings.

He wished Robin DeBow the best in her future endeavors. She will be missed. He welcomed Mr. Rick Sebastian who will do a fantastic job.

He thanked Mayor and Council for the appointments, they were greatly needed.

Fire Chief Todd Stitt gave his end of the month report as follows: For the month of May, the Fire Department answered a total of 31 calls; 23 EMS and 8 Fire.

He also stated that the contract with Lane Life Trans is expiring and he is working on a renewal agreement.

Solicitor Ross bid Robin farewell. She has done one heck of a job as Fiscal Officer and you will be missed personally and professionally. Other than that no report.

7. Committee reports:

President Pro Tem Mr. Lewis reported on tonight's Caucus where the following items were discussed: agenda, Fiscal Officer's report, Council minutes,

7. Committee reports cont'd.

legislation, resignations, appointments, council representative to RITA, committee meetings, NOPEC, and codification of ordinances.

Park & Buildings Mr. Harvey stated Park and Buildings met last evening at 6:18 p.m. We discussed music in the park which will begin in July. We've had a great response from our businesses. Also discussed was the Relay for Life and its success. It has expanded this year and we look forward to having them back next year. They also discussed the updates to the concession stand and the expanded hours at the splash pad. The Historical Society asked for permission to use the Community Room during the festival to display their artifacts.

It was moved by Mr. Harvey to allow the Historical Society to use the Community Room during the festival.

Roll call:

Mr. Harvey – aye
Mr. Lewis – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Fisher – aye

Motion carried.

It was moved by Mr. Harvey to allow the Fire Department Social Organization to use the park grounds for the Firefighter's Festival from June 27 through June 30.

Roll call:

Mr. Harvey – aye
Mr. Lewis – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Fisher – aye

Motion carried.

It was moved by Mr. Harvey to allow the FOP to use park grounds for their annual Thunder in the Park car show.

Discussion: Mr. Bradley stated that car show is one of the most well received in the whole area. We have the most beautiful setting where you can take your cars in and park them in the shade. You can sit in a chair and visit with people and you don't cook. I think it is a wonderful thing that the Village does.

7. Committee reports cont'd.

Roll call:

Mr. Harvey – aye
Mr. Lewis – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Fisher – aye

Motion carried.

Mr. Harvey stated the Woodland Park summer program is in full swing now. There is a lot of activities for children to enjoy.

Safety Committee Mr. Seitz – In his absence, Mr. Lewis chaired the Safety meeting last evening. They discussed the appointments of the new officers and two appointments in the Fire Department, Emily Grdinich as a volunteer and Andrew Garris as an EMT. Mr. Lewis asked confirmation.

It was moved by Mr. Harvey to confirm the appointment of Emily Grdinich and Andrew Garris.

Roll call:

Mr. Harvey – aye
Mr. Lewis – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Fisher – aye

Motion carried.

Mr. Lewis gave a shout out to Chief Stitt that the call volume continues to increase and thank goodness he (Todd) has taken the role of chief and really developed the roster of the department. At this time last year, we were struggling to find anyone to go on a call. Now we have you guys continually at the department so we greatly appreciate that. Your leadership is definitely showing.

With regards to Chief Woodley, I know it has been a stressful few weeks in finding some part-time officers. For those of you that didn't realize he's been operating three men short.

Chief Woodley stated it's more than that we are down to one part-time officer.

7. Committee reports cont'd.

Mr. Lewis continued one, I commend you for managing the schedule especially with summer vacations. Two, I want to commend the guys on the department for handling the extra work. They are doing a great job. Your leadership is showing and shining through so thank you.

Mr. Lewis stated they also discussed the need to look into some new police cars. I know we've had some break downs of our current fleet. Some of the cars are over one hundred thousand miles. Since committee meeting last night we had another breakdown and another this morning before Safety Day.

Safety will meet July 17.

Mr. Bradley commented I think the community doesn't realize how fortunate we are to have the leadership we have. We have a Fire Department that is coming around and a Police Department that has good leadership. They have had their hands tied with the lack of manpower that is just continual. I think our two safety officers here need the credit due them.

Finance & Capital Improvement Mr. Lewis stated they met last evening and had a brief discussion regarding budgetary meetings for 2019. Based on the fact that Mrs. DeBow is coming back into town to help Mr. Sebastian. We are setting the date of Thursday, July 12, for meetings with the department heads. If you miss it you miss out.

We have a second read of the alternative tax budget. Robin good luck, you will be missed.

Mr. Harvey stated we had some serious discussions on getting a part-time secretary over there. We are looking into filling that as soon as possible. There is a lot of work going on over there.

Service Committee Mr. Fisher reported that Service met last evening and discussed several things that carried over on the agenda such as Niles sewer agreement. When the Village Administrator gets back there are several of us that are planning on having a meeting over there with some of their officials on the cost proposal rates. The Fiscal Officer, Finance Chair, and I are going to get together this summer and review our health care policy. With their knowledge of health care, we are going to study this and hopefully it will go more smoothly.

7. Committee reports cont'd.

Our road repaving project at Parkside will start taking place shortly after July 1. We talked about the Ohio Edison franchise agreement in detail and will continue to discuss. We talked about the garbage contract which isn't due until April of next year, details will follow.

Tonight, for legislation we do have an ordinance to amend the office manager position. A brief overview of the ordinance clearly defines what those duties are to include Mayor's secretary, Clerk of Courts, Secretary to Council, and also hire, schedule and supervise the secretary/receptionist and administrative assistant with the approval of Mayor and Council. It needed changed over the years to avoid a conflict where multiple people felt it was their position to have dominion over that office so we are just cleaning up some language. I ask that we move forward.

It was moved by Mr. Fisher to authorize the codification of ordinances with the Walter Drane Company.

Discussion: Mr. Fisher stated this is business that we handle every year. We have ordinance books that need updated every year as laws passed from the State of Ohio and the Village so we have a current record of what we are operating under.

Roll call:

Mr. Fisher – aye
Mr. Harvey – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Lewis – aye

Motion carried.

Service Committee will meet July 17.

Solicitor Ross stated our representative from Ohio Edison had recently retired and our new representative has received a draft copy of the agreement.

Planning Commission Mr. Bradley stated Planning did not meet this month. However, there are some issues before Planning where the Mayor needs to appoint another member since Mr. Guarino has retired. The commission will then elect a representative to the Board of Zoning. Mr. Bradley stated he didn't know when they would be meeting but when he hears from the Mayor he may adjust that.

7. Committee reports cont'd.

Community Chest Mr. O'Brien – no report.

8. Remarks from persons or groups present: none

9. Old Business:

A) Ad Hoc Committee – Mr. Bradley stated they met May 25 and he presented a copy of the minutes from the meeting. It entailed having the court reopened. The minutes reflected the comments from the attendees. There were 20 people in attendance. He is going to hold off on the request to have the Ad Hoc Committee disbanded until July when the Mayor is here. I think we accomplished what we were going to accomplish.

10. New Business: none

11. Legislation:

A Second reading of a Resolution Adopting The Alternative Tax Budget Of The Village Of McDonald, Ohio, For The Fiscal Year Beginning January 1, 2019, And Submitting Same To The Trumbull County Auditor.

It was moved by Mr. Bradley that the resolution passed second reading as read.

Roll call:

Mr. Bradley – aye
Mr. Harvey – aye
Mr. Fisher – aye

Mr. O'Brien – aye
Mr. Lewis – aye

Motion carried.

B First reading of an Ordinance Amending The Duties Of The Position Of Office Manager For The Village Of McDonald, Ohio.

It was moved by Mr. Fisher that the ordinance pass first reading as read.

Discussion: Mr. Fisher stated as discussed before this is just a clarification of an ordinance that was written some twenty-five, thirty years ago.

Roll call:

11. Legislation cont'd.

Mr. Fisher – aye
Mr. Harvey – aye
Mr. Bradley – aye

Mr. O'Brien – aye
Mr. Lewis – aye

Motion carried.

12. Fiscal Officer's report:

Mrs. DeBow reported that the bills for the Fiscal Officer's report total \$136,646.87.

I, Robin DeBow, Fiscal Officer of the Village of McDonald, Ohio do hereby declare that the bills are true and correct and the money is in the bank to pay them.

It was moved by Mr. Bradley to accept the Fiscal Officer's report and pay all bills.

Roll call:

Mr. Bradley – aye
Mr. Harvey – aye
Mr. Fisher – aye

Mr. O'Brien – aye
Mr. Lewis – aye

Motion carried.

13. Miscellaneous: Mr. Lewis said, Mr. Sebastian we appreciate you being here and we look forward to working with you and I know you will do a great job.

Mr. Fisher stated that Mrs. DeBow pointed out, because she misses very few details, that the Alternative Tax Budget will be read as an emergency at the next meeting. By the time the County sends us the paperwork to take care of this it doesn't give us the time to take care of business. Rather than have to have an emergency meeting we are going to read it as an emergency that date so it becomes law that day. It is a formality, it is a piece of business that comes every year.

Mr. Harvey stated Park and Buildings will also meet July 17.

14. Adjournment

The meeting was adjourned on a motion by Mr. Harvey at 6:59 p.m. All voted aye.

Mayor

Attest to:

Fiscal Officer