

VILLAGE HALL OF HARRISTOWN

August 22, 2016

The Village of Harristown Board of Trustees held their monthly meeting August 22, 2016. Trustees Lloyd Davis, Lana Drake, Evelyn Deverell, Becky Nave, Cody Endrizzi, Alan Ferriell, Don Estep, Budget officer Rick Laskowski, Treasurer Lana Drake and Attorney Weatherford were present. Mayor Ross called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

Minutes from last meeting

July 25, 2016 minutes-1st paragraph should read "mayor" not may. Should read "Ferriell". Motion by Trustee Deverell to approve minutes with above corrections. Endrizzi 2nd. Approved 6-0.

August 11, 2016 study session minutes- Trustee Deverell said the bid package by Mr. Harp omitted labor, should say included labor. Motion by Trustee Deverell to approve minutes with above corrections. Nave 2nd. Approved 6-0.

Visitors

Larry Cearlockt-discussed property at 5445 Jeanair Dr (owner is Brad Centola). He stated this property has never been taken care of; no mowing, garbage-trash removal, cars parked there over a year. Renters are there now and still not being taken care of; he had signatures of neighbors. Mayor Ross will get back with him on this issue. Attorney said the village would need to get with the owners, not the renters, Mayor said she went to the property and the grass is not over the limit; she had our men mow the ditch. Mr. Cearlock said the grass in the back yard is over the limit. Trustee Deverell questioned the property complaints discussed at last meeting. Mayor Ross said will discuss at next meeting. The property next to the post office has since been mowed and the Buxton property is mowed weekly and junk continues to be removed. Trustee Endrizzi questioned if Mayor will take someone with her when she talks to Mr. Centola? Mayor Ross said she will look at property and if needed, send letter to owner. Attorney Weatherford said can send letter to renter also. Trustee Endrizzi questioned if she talks to owner first or just send letter? Mayor stated she talks to homeowner first. Trustee Endrizzi said need to be consistent on this issue.

Authorize Paying of Bills

<i>General Fund</i>	<i>\$ 16,995.31</i>
<i>Water Fund</i>	<i>12,956.60</i>
<i>Sewer Fund</i>	<i>4,117.97</i>
<i>Payroll</i>	<i>10,958.36</i>

Treasurer Drake questioned breaking the CD's down to have them come due every couple months; Board thinks this is a good idea. Motion by Trustee Davis for Treasurer Drake to break CD's down in half as they come due. Endrizzi 2nd. Roll call: Endrizzi, yes; Ferriell, yes; Davis, yes; Nave, yes; Deverell, yes; Estep, yes. Approved 6-0. Trustee Davis questioned why the \$99 to Mike Holman for a prime Amazon account. They said anything bought thru Amazon will have free shipping and some items are cheaper. MFT still needs \$25,000 from the general fund; BO Laskowski will help Treasurer Drake with this. Treasurer wrote checks from sewer fund to MFT fund so she

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could write checks. Motion by Trustee Endrizzi to authorize the re-activation of the MFT account, that was previously closed. Davis 2nd. Roll call: Endrizzi, yes; Ferriell, yes; Davis, yes; Nave, yes; Deverell, yes; Estep, yes. Approved 6-0. Motion by Trustee Davis to open a TIF account at Scott State Bank. Deverell 2nd. Roll call: Endrizzi, yes; Ferriell, yes; Davis, yes; Nave, yes; Deverell, yes; Estep, yes. Approved 6-0. Trustee Endrizzi questioned who was executive overseer of TIF? Treasurer Drake said there has been little activity in TIF, \$5900 in account. Suggest making this part of treasurers job so don't have to pay an someone else to do it. Attorney will check to see if this can be done. Trustee Endrizzi believes it is not fair to dump this into Tammy's lap; TIF is slow now but hope it picks up. Tammy said she prefers not to do it but if instructed to to it, she will. Tabled until next meeting. Treasurer Drake distributed sheet showing what is needed for the auditor; they want to start as soon as possible. Trustee Estep questioned if there was an itemized list for the VISA bill? Tammy made copies for everyone. Trustee Endrizzi said we need to order eye/skin flush stations at all places where they are needed. Motion by Trustee Endrizzi to pay bills. Nave 2nd. Approved 6-0.

Treasurers Report

No report; there is a problem with the program.

Budget Officers Report

BO Laskowski discussed. Motion by Trustee Deverell to accept BO report. Endrizzi 2nd. Roll call: Endrizzi, yes; Ferriell, yes; Davis, yes; Nave, yes; Deverell, yes; Estep, yes. Accepted 6-0.

Engineer Report

2016 MFT Maintenance Program- Earl Walker completed oiling of streets.

Water Meter Bidding-bid opening is September 8, 2016 at 10:00 am. Bidding documents prepared. Need to add to bid meters must be compatible with our system; this bid will be published in the Herald and Review newspaper.

New Well-progress is being made on getting the test hole drilled. The following has been completed: the site has been staked, tree removal quote has been obtained, well driller has been contacted to advise on tree trimming requirements, site access and site layout confirmation of jurisdiction of roads and roadway easements in that area has been done; confirmed the well site is in a drainage district; have contacted Macon County planning/zoning on variance request procedure. Items to be completed: meet with well driller on site to confirm tree trimming needs for both test hole and well construction; get quote from well driller for test hole; quote for tree trimming; quote for culvert for access to site; contact township road commissioner on culvert installation; prior to test well, contact drainage district to confirm no issues with test pumping.

Grant writer-letter received-survey form did not have access to it on Friday; readiness has to have everything ready to go. Trustee Deverell questioned the MFT; widening of streets, should we think about that now? Mayor Ross requested Trustee Endrizzi and his committee met and discuss what streets need to be widened. Suggested to start in old Harristown.

Superintendents Report

Mike Holman not present; working on water leak.

Trustee Endrizzi questioned the letter received regarding on going issues at water plant.

Tammy was asked by village trustee to contact fire chief Gambrill about the issues.

Attorney Weatherford said the trustees/board are not responsible; they are bonded.

Trustee Davis said if a chlorine line needs replaced, it needs to be done.

Trustee Deverell reported on the study session held on 8/11/16. Sheets were filled out on priority items. Water meters, painting tanks/towers, water plant legs on brine tank were immediate priority items, well was immediate on the testing for a new one; software, there was no interest on it. Trustee Endrizzi stated OSHA items needs addressed first.

Trustee Deverell suggested getting the chlorine line and legs repaired. Motion by Trustee Davis to get the legs, chlorine lines done. Endrizzi 2nd. Roll call: Endrizzi, yes; Ferriell, yes; Davis, yes; Nave, yes; Deverell, yes; Estep, pass. Approved 5-1. Getting bids on water meters; will be test drilling well. Trustee Deverell wants to see if some of the items on the Pittsburgh Tank bid could be done by our maintenance men. Trustee Estep questioned the cost of cleaning out the tank; Mr. Harp said typically this goes with painting the water tower. Motion by Trustee Estep to get an estimate on each item from Pittsburgh Tank. Endrizzi 2nd. Approved 6-0. Trustee Endrizzi will get with Mike and see what he can do.

Old Business

Already discussed.

New Business

Bid for Village Hall improvements-scraping ceilings, painting, commercial carpet cleaning. Any interest in this? Yes, board would like bids. Mayor Ross will obtain these. Clerk Allen discussed upcoming election. Positions available, 3 (4yr) positions for Trustees, 1 (2yr) position for Trustee; 4 year term for Mayor, Clerk and Treasurer. First day to circulate petitions will be September 20, 2016.

Personnel Committee

All board members need to obtain, via on line, an open meetings act training certificate. Trustee Deverell asked all board members to look at the personnel policy manual.

Attorney

Mr. Weatherford did not have any notes regarding Nancy Waters requested water connection. Mr. Harp said the village is under EPA jurisdiction, provide service, cross property lines, village will have to install 6" water main and get an EPA water permit. EPA does not regulate water services; he doesn't know if EPA would check if it cost less and crossed property lines. Mr. Weatherford does not have an answer at this time; thinks better to take the extra steps now in case it grows; he will check on this. Tabled until next meeting.

Motion by Trustee Deverell to enter close session to discuss employee pay rates, Tim Eddy insurance, employees needed, Tim Houk work restrictions and request Mr. Byers be in attendance for Mr. Houk work restrictions. Endrizzi 2nd. Roll call: Endrizzi, yes; Ferriell, yes; Davis, yes; Nave, yes; Deverell, yes; Estep, yes. Approved 6-0. Entered

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closed session at 9:18 p.m. Returned to regular session at 10:18 p.m.

Motion by Trustee Deverell to pay Tim Eddy's insurance, for as long as he is employed here, not to exceed \$924/month, retroactive from June 14, 2016. Davis 2nd. Roll call: Endrizzi, yes; Ferriell, yes; Davis, yes; Nave, yes; Deverell, yes; Estep, yes. Approved 6-0.

Motion by Trustee Deverell to give Tim Eddy a \$2.00/hr raise for his work performance (\$16/hr), effective immediately, retroactive from June 14, 2016. Nave 2nd. Roll call: Endrizzi, yes; Ferriell, yes; Davis, yes; Nave, yes; Deverell, yes; Estep, yes. Approved 6-0. Trustee Deverell suggested hiring another full time employee in case an employee leaves. Trustee Estep not in favor, Trustee Nave is. Trustee Deverell believes another full time employee could help residents pickup brush and garbage. Trustee Estep said a part time person may be of value. Motion by Trustee Deverell to hire an additional full time position. Nave 2nd. Roll call: Estep, no; Endrizzi, no; Davis, no; Nave, yes; Deverell, yes; Ferriell, yes. Mayor Ross broke tie with a yes vote. Motion approved.

Trustee Ferriell questioned if we do an aptitude test for prospective employees? No, we do not. Motion by Trustee Deverell to obtain and require an aptitude test on future employees. Endrizzi 2nd. Estep abstain. Approved 5-1. Trustee Estep commented he would appreciate if things go thru the proper channels.

Motion by Estep to adjourn. Davis 2nd. Approved 6-0.

Meeting adjourned at 10:50 p.m.

Penny J. Allen
Clerk