

NEW LONDON VILLAGE COUNCIL
Regular Meeting – Tuesday, May 26, 2020 @ 7 p.m.

Mayor Toby Thomas called the meeting to order. He then gave the invocation followed by the Pledge of Allegiance.

Roll call was then taken with the following members present: Myers, Cooke, Gullett, Willis and Steve Ball. Jennifer Ball-excused absence.

Also present: Chief Marko, Steve Bond, Shawn Pickworth, Ellen Simmons, and Lynn Phillips.

Toby Thomas then asked for approval of the agenda. Cooke made a motion to approve the agenda. Myers seconded the motion. Roll call - All ayes; no one opposed.

The minutes from the April 27, 2020 regular meeting were then presented for approval. Willis made a motion to approve the minutes. Steve Ball seconded the motion. Roll call - All ayes; no one opposed.

Toby Thomas asked for any public questions or statements.

Toby Thomas explained that someone was supposed to be calling in during the meeting to discuss the Dairy Bar at the Recreation Park. He stated they could call in at any time and included the number they should call on.

Ellen Simmons reported that the library had opened on May 12th. It is open six days a week with limited hours. The first hour after opening is set aside for senior citizens and other at risk individuals. The staff are all wearing masks. They are requesting that everyone coming in to the library wear a mask but it is not mandatory. Ellen Simmons also announced that the side door of the library facing the Memorial Park was permanently closed for safety reasons. She then stated they were working on possibly having a summer reading program. For now, people are coming in and getting their materials and leaving. There are no meetings or anything like that. Lastly, Ellen Simmons commended the village on the work that had been done on Euclid, Miner and Prospect Streets.

Toby Thomas stated they were going to move on even though the individual wanting to discuss the Dairy Bar had not called in yet. He stated they were still welcome to call in at any time. No one ever called in.

Toby Thomas then called for a report from the Administrator.

Shawn then reported the following.

Water

- Park Avenue Water Main Replacement Project – We have received a PTI from the OEPA. Also, we sent an application to the State for all the funding agencies to review to see what they could offer the Village as far as funding this project. We got a good response from several of them, one was CDBG, Critical Infrastructure Funding. If you remember, this is the funding that we applied for originally and was denied. I got an email from a person from this funding stating that our project would be a good fit for this funding. I emailed back that this funding had been our first choice and were denied. Now that we have the PTI and are shovel ready, it seemed to make a difference. So, we reapplied and from what it sounds like we have a good chance of getting funding. This will be a \$500,000.00 grant with a \$47,000.00 match if needed.

- GIS Project – project continues.
- Tower Improvement Project – Phase 2 for the project is 98% complete. All that is left is some cement work at the base of the tower. While the tower was down, we had the inside inspected for warranty work from the project last year. The inspectors came back with some items that they recommend we have addressed before we put it back into service. The contractor who did the work has been contacted and will be on site later this week or next to address the issues.
- Train 4 – crew is still in the process of getting this train to run as expected. We found out that the wrong material was used in a layer of the media. The contractors seem to believe that this layer doesn't make that much of a difference, so we are in the process of collecting the data to prove that it does make a difference. We expect that the tanks will have to be emptied again and the correct media reinstalled. Once this happens, we believe this train will operate as it should.
- Water Main – a leak was repaired on West Main Street right in front of the new Fisher Titus Medical Office.

Wastewater

- Wastewater Treatment Plant Project – getting ready to submit plans to the OEPA for PTI approval.

Storm Sewers

- Crews have been out cleaning some storm sewers.

Sanitation

- Spring Clean-up – the Village collected an additional 97.41 tons of trash the month of April. Landfill fees cost an extra \$5,260.00.

Street

- Potholes – with the crazy up and down temps. and the amount of moisture that is under the road we are going to have a lot of potholes. Please feel free to contact our office if you see one that is not getting addressed. 419-929-4091.
- Crews have been out patching potholes.
- Prospect/Euclid/Miner Road Project – this project is complete.
- Catch Basin – Catch Basin on West Main Street has been replaced.

Other

- Columbia Gas Project – project is in full swing. Ours crews have been busy with locates, catch basin cleaning & storm sewer cleaning.

- Office reopening – the plan is to reopen our office to the public starting June 1, 2020 at 8:00 am. We have installed some safety barriers like you see at a lot of other businesses.

Mayor Toby Thomas shared that he wanted to restart the search for the new police chief.

Stuart Cooke felt that they should wait to restart the search until after the first of the month. He would like the interviews to be held before the council meetings. He also wanted to discuss going back to two meetings per month.

Janice Myers asked that since they had already set up four interviews previously she wondered if they could go ahead with those.

Stuart Cooke added that in the past, the police chief had not been part of the interview process, but he would like Chief Marko to be involved in the interviews for the new police chief. He feels he would have good insight since it is not just about being on patrol, but also about administrative skills.

Steve Ball thought they should only schedule two interviews at a time in order to get them in before the regular council meeting starts.

Toby Thomas thought that they may be able to do a zoom interview with the ones that live further away.

Steve Bond stated that in order to hold interviews before the regular council meeting with all of the members of council, they would need to call a special meeting and then go into executive session. After the interviews were complete they would go back into regular session and adjourn the special meeting. Then they could begin the regularly scheduled council meeting.

Stuart Cooke stated that he thought since two of the applicants were local residents, they should start with the applicants that lived further away. The local applicants could be scheduled at any time.

Council discussed the situation and Toby Thomas determined they would schedule a special council meeting for 6 p.m. before the regular council meeting on June 8, 2020. They scheduled the meeting and Toby stated he would see who was available to meet with council at that time but at least the meeting would be scheduled.

Toby Thomas then stated he wanted to encourage everyone to continue to do what they can especially with social distancing. He believes that has been a big help in controlling the virus. He added that he appreciates the golf course and how they are doing things to try to keep people apart. He knows that it isn't easy but we need to keep encouraging people to keep their distance. Toby Thomas concluded by stating the Thomas family appreciated the village allowing them to use the recreation park earlier that day for Shirley Thomas' drive by viewing.

Toby Thomas then asked for a report from the Police Chief. Chief Marko stated he did not have anything unless someone had something for him.

Toby Thomas asked Shawn Pickworth if John Chapin had given him anything to report for the fire department. There was nothing.

Toby Thomas then asked if Jennifer Ball had given Steve Ball anything for the ambulance. There was nothing.

Shawn Pickworth stated that Bob James had asked him to share something on zoning. Bob James was able to acquire contact information from Tax Ease, LLC who was contracted through the county and is in the process of taking over several properties in New London. Bob James sent a letter to Tax Ease, LLC with a list of properties that are in violation of the zoning ordinance in New London. The letter stated that Tax Ease, LLC would have 30 days to bring the properties up to code or they would be turned over to the New London Police Department for criminal prosecution.

Toby Thomas asked Shawn Pickworth if Megan Sherlund had given him a report to share for the recreation department.

Shawn Pickworth shared the following report from Megan Sherlund.

1. Hire New Employees, Grace Popa, Morgan Bednar & Zoe Farnsworth. I have had the Chief do an employment background check and all three came back acceptable.
2. Memorial Day was a successful weekend for the reservoir.
3. Can we add a cleaning fee of \$25 to the fee list for the Hileman Building that would be utilized when people use the building for something similar to a drive through showing for a funeral?
4. Health Department will be out tomorrow to do testing on the beach area and approve the swimming permit for 2020. The 2019 permit is good until May 31, 2020
5. I need a motion on roofs over decks at the campground. These roofs will need to have plans submitted prior to building, and will have to follow Ohio building code except they will have to be anchored **only** to the deck and not the ground for fast removal if needed.
6. Softball and T-Ball should be starting in June so we need to figure out a plan for the concession stand. Council was given 2 proposals at the last meeting. Can we have a discussion on those and a decision made in regards to the concession stand for the 2020 season.

Janice Myers asked how many hours a week the three new employees would be working.

Shawn Pickworth answered that they would work around 20-25 hours per week.

Janice Myers then asked what the hours of the reservoir office was and she wanted to verify that it was open seven days a week.

Shawn Pickworth replied that the office was open seven days a week from 8 a.m. to 8 p.m. He also added that they wanted to have enough employees so that the same person didn't have to work every weekend.

A short discussion ensued and then Toby Thomas asked if someone would like to make a motion to allow the part-time employees to be hired.

Stuart Cooke made a motion to allow Megan Sherlund to hire Grace Popa, Morgan Bednar and Zoe Farnsworth as part-time seasonal reservoir office staff at \$9 per hour. Steve Ball seconded the motion. Roll call – All ayes; No one opposed.

Steve Ball made a motion to bring the matter about deck roofs back to the table because they had previously tabled it. Willis seconded the motion. Roll call – All ayes; No one opposed.

Steve Ball commented that he thinks the proposal is good. He thinks as long as they include it in the campground rules it would be fine. The camper would need to submit a proposal for the roof and it would also have to be inspected.

Janice Myers made a motion to allow roofs over decks at the reservoir campground. Gullett seconded the motion. Roll call – All ayes; No one opposed.

Toby Thomas asked Shawn Pickworth if there was anything else for the parks that should be discussed.

Shawn Pickworth stated that council needed to make a decision about what they wanted to do about the concession stand out at the park.

Stuart Cooke commented that he thought Shawn Pickworth and the Recreation Committee should make the decision about that.

It was determined that Shawn Pickworth and the Recreation Committee would make that decision.

Toby Thomas asked Shawn Pickworth if the Health Department had given permission to open up beaches.

Shawn Pickworth stated they had been given permission but the Health Department would like everyone to continue following social distancing rules.

Toby Thomas then presented Ordinance 2020-12 An Ordinance Amending Various Provisions of the Income Tax Code to Incorporate Revisions Already Adopted in the Ohio Revised Code. Second Reading. Steve Ball made a motion to approve the second reading. Gullett seconded the motion. Roll call – All ayes; No one opposed.

Toby Thomas then presented Ordinance 2020-13 An Ordinance Amending the 2020 Annual Appropriations Ordinance to Make Appropriations for Certain Expenses and Declaring an Emergency. Emergency Reading. Myers made a motion to suspend the rules to allow Ordinance 2020-13 to be passed on an emergency measure. Willis seconded the motion. Roll call: Jennifer Ball, Absent; Cooke, Yes; Myers, Yes; Willis, Yes; Steve Ball, Yes; Gullett, Yes. Cooke made a motion to approve the emergency reading. Myers seconded the motion. Roll call – All ayes; No one opposed.

Toby Thomas then presented Ordinance 2020-14 An Ordinance Authorizing Agreements with Special Counsel and Chicago Title Agency of Huron County, Inc., in Connection with the Wastewater Treatment Plant Upgrades Project, and Declaring an Emergency. First Reading. Myers made a motion to approve the first reading. Gullett seconded the motion. Roll call – All ayes; No one opposed.

Ordinance 2020-15 An Ordinance Authorizing the Village administrator to Execute an Agreement for and Participate in the Ohio Water/Wastewater Agency Response Network. First Reading. Gullett made a motion to approve the first reading. Willis seconded the motion. Roll call – All ayes; No one opposed.

Toby Thomas then presented Resolution 2020-03 A Resolution in the Matter of Determining Emergency Management Service for the Political Subdivision of the Village of New London. Second Reading. Steve Ball made a motion to approve the second reading. Gullett seconded the motion. Roll call – All ayes; No one opposed.

Toby Thomas then called for Old Business.

Stuart Cooke stated he thought council should get back to their regular schedule of two meeting a month.

Steve Ball thought they could go back to two meetings a month but should still keep the same format of keeping the meetings closed to the public.

Toby Thomas asked Mr. Bond his opinion because he thought there may be new rules in June.

Mr. Bond replied that there was a possibility that by June there could be new rules but right now there were not so they should keep the same format.

Toby Thomas then called for New Business.

Toby Thomas stated that he had noticed that Bill Curtis was still listed on three committees as a member of council. He wanted to see what council would like to do. He was on the Audit Committee. Toby Thomas asked Mr. Bond if they could just substitute Adam Gullett's name in place of Bill's or if they needed to do something special.

Mr. Bond replied that they could just change the name to Adam Gullett.

Toby Thomas then asked Steve Ball about the Recreation Committee. Bill Curtis had been on the committee as a council member.

Steve Ball answered that there was nothing in the ordinance that stated council members had to be on the committee so he didn't think anything needed to be done with that committee.

Toby Thomas stated that the other committee Bill had been on was the Monument Board. He was on the board as a council member.

Steve Ball volunteered to take the place of Bill Curtis on the Monument Board.

Stuart Cooke made a motion for Steve Ball to replace Bill Curtis as the member of council on the Monument Board. Myers seconded the motion. Roll call – All ayes; No one opposed.

Steve Ball asked Shawn Pickworth if he needed a motion to apply for the CDBG Grant.

Shawn thought that would be a good idea.

Steve Ball made a motion to allow the Village Administrator to apply for CDBG, Critical Infrastructure Funding. Cooke seconded the motion. Roll call – All ayes; No one opposed.

Steve Ball stated that according to the Ohio Revised Code if council does not vote to approve a member of council's absence as excused, their pay would need to be docked. He asked that Jennifer Ball's absence be marked as excused.

Steve Ball made a motion to allow Jennifer Ball's absence to be excused. Gullett seconded the motion. Roll call – All ayes; No one opposed.

Shawn Pickworth stated that there was a group at the reservoir campground that wanted permission to hold chicken BBQs over the summer to raise money for the sewers at the campground.

Council was okay with it and it was determined that no motion would need to be made to allow it.

Toby Thomas then presented the monthly bills for approval under Schedule A. Myers made a motion to approve the bills as presented. Steve Ball seconded the motion. Roll call - All ayes; No one opposed.

Toby Thomas then presented the Then and Now bills for approval under Schedule B. Cooke made a motion to approve Schedule B. Steve Ball seconded the motion. Roll call – All ayes; No one opposed.

Steve Ball made a motion to approve vouchers 69-112 for payments dated May 12, 2020. Willis seconded the motion. Roll call: Steve Ball – yes; Jennifer Ball – absent; Willis – yes; Gullett – yes; Cooke – abstain; Myers – disqualify herself.

Steve Ball made a motion to enter into executive session to consider the discipline of a village employee. Gullett seconded the motion. Roll call: Jennifer Ball, Absent; Steve Ball, Yes; Cooke, Yes; Myers, Yes; Willis, Yes; Gullett, Yes.

Cooke made a motion to return to regular session. Myers seconded the motion. Roll call: Jennifer Ball, Absent; Steve Ball, Yes; Cooke, Yes; Myers, Yes; Willis, Yes; Gullett, Yes.

Stuart Cooke made a motion to terminate Steven Kwiatkowski due to unreported absence from work for five or more days. Gullett seconded the motion. Roll call – All ayes; No one opposed.

Steve Ball made a motion to allow the Village Administrator to start the process to hire a replacement for Steven Kwiatkowski. Willis seconded the motion. Roll call – All yes; No one opposed.

Cooke made a motion to adjourn. Gullett seconded the motion. Roll call - All ayes; No one opposed.



Nancy Howell
Fiscal Officer



Toby Thomas
Mayor