

Regular Council Meeting

02/11/2021

7:00 PM

Meeting held via Zoom teleconference and streamed live on the Village of Blanchester Facebook page

Gary Bauer, Harry Brumbaugh, Don Gephart, Chad Hollon, Reilly Hopkins, and Richard Simpson were present. Mayor John Carman presided over the meeting.

**APPROVAL OF AGENDA**

Mayor pointed out that under New Business for the Safe Routes to Schools there was a resolution available at that time (Resolution 2021.006). Reilly also requested to add Broadway Parking Lot Project under New Business.

**HOPKINS/HOLLON: Motion to accept agenda as presented. All voted yea.**

**APPROVAL OF MINUTES**

Minutes from 01/28/2021 meeting were presented to Council.

**HOLLON/HOPKINS: Motion to approve minutes from 01/28/2021 meeting as presented. All voted yea.**

**COMMITTEE REPORTS**

February 4, 2021 Finance Committee meeting report was presented by Chad Hollon. Chad specified that the CARES Act had allowed the Village to reallocate police payroll salaries. He confirmed the committee had agreed they would like to recommend Council minimize the amount of 2021 monthly transfers from the General Fund to the PD Operating Fund by the amount of CARES Act funds that were reallocated in 2020. Chad indicated this change would not reduce the PD appropriations. Chad included there were discussions of a UAN reconciliation opt-in, but stated since regular reports were being distributed to and signed by Council, there really was no need to opt-in to the new procedure. Mayor reminded Council members there were 2 end of month reports remaining to be completely signed by Council members at their earliest convenience.

**HOPKINS/GEHART: Motion to reduce monthly transfer appropriations from General Fund to PD Operating Fund by amount CARES Act was able to reallocate payroll salaries in 2020 (- \$313,000 total for year). Roll call was made. All voted yea.**

**APPROVAL OF BILLS/ADJUSTMENTS**

Bills and adjustments were presented to Council.

**ADJUSTMENTS FOR 2021 APPROPRIATIONS  
PRESENTED TO COUNCIL 02/11/2021**

FUND/DEPT	UAN ACCT #	FUND
<b>TOTAL GEN FUND</b>		<b>\$0.00</b>
STREET CAPITAL OUTLAY	2011-610-500	\$6,954.28
STATE HIGHWAY CAPITAL OUTLAY	2021-620-500	\$604.72
WATER DEPOSIT REFUNDS	5781-599-610-5101	\$4,650.00
SAFE ROUTES TO SCHOOLS ENGINEERING SERVICES	4912-800-346	\$48,425.90
CHERRY ST PHASE 1 PROJECT ENGINEERING SVCS	4905-800-346	\$1,185.00
CHERRY ST PHASE 1 PROJECT CAPITAL OUTLAY	4905-800-500	\$315.00
<b>TOTAL OTHER</b>		<b>\$62,134.90</b>
<b>TOTAL GEN FUND+OTHER</b>		<b>\$62,134.90</b>

**HOLLON/GEHART: Motion to approve bills/adjustments as presented. Roll call was made. All voted yea.**

**GUEST SPEAKERS: KARIE NOVELS, HYLANT ADMINISTRATIVE SERVICES**

Mayor introduced Karie Novesl from Hylant Administrative Services who reviewed the upcoming renewal proposal with liability insurance for the Village. She explained there was a 2% inflationary increase for the property coverage, and the Village's loss ratio has improved significantly, causing the renewal premium compared to last year's had decreased overall by >\$500. She reviewed the bond renewals to be due with no cost change. Discussion took place regarding cyber liability and the recommendation to increase coverage against cyber risks and threats. Fiscal Officer expressed the importance of employees backing up Village files on external hard drives to protect against certain cyber threats. Karie informed Council of cyber training available through Hylant for Village employees and shared cost for possible increase of cyber coverage.

Mayor introduced Resolution 2021.004. Reilly requested Council discussion to continue regarding Cyber Security liability coverage.

**HOLLON/BAUER: Motion to adopt Resolution 2021.004, Resolution Renewing the contract with Hylant Group for Liability Insurance Coverage, Roll call was made. All voted yea.**

**OLD BUSINESS**

Mayor stated he had updated the Employee Handbook to include the recently agreed to Sick Leave Carryover Policy from other entities.

**HOLLON/BRUMBAUGH: Motion to amend sick leave carryover policy in Village Employee Handbook. Roll call was made. All voted yea.**

**NEW BUSINESS**

Mayor introduced Resolution 2021.002, confirming Katie had reviewed the legal services contract both with the Village and with the BPA and had no changes. He stated that there was an option to change the number of years of the contract if needed. Ram stated that the BPA Board had made a decision to renew their contract to the same number of years that Council decided to go with on their contract.

**HOPKINS/HOLLON: Motion to adopt Resolution 2021.002, Resolution to Contract for Legal Services for the Village of Blanchester for a period of 2 years effective April 1 2021 – March 31, 2023. Roll call was made. All voted yea.**

Mayor reintroduced Ordinance 2021.003. Discussion took place over the language of the document, focusing on the full-time hours of the Mayor in particular.

**HOPKINS/HOLLON: Motion to place Ordinance 2021.003, Establishing the Salary for the Mayor, Council and the Board of Public Affairs, on second reading. Roll call was made. All voted yea.**

Mayor introduced Resolution 2021.005.

**HOLLON/BRUMBAUGH: Motion to adopt Resolution 2021.005, Allowing Fiscal Officer to Process 2021 Transfers from the Water Operating Fund (5101) and Permissive Tax Fund (2101) to Cherry Street Phase 1 Project Fund (4905). Roll call was made. All voted yea.**

Mayor announced there was a bid opening for the Cherry Street Project in January with a large number of prospective bids. The lowest bid was a local contractor with \$304,097; highest bid was \$405,351. Mayor requested to be allowed to sign Notice of Award with Panetta Excavating for the project.

**BRUMBAUGH/BAUER: Motion to allow Mayor to enter into contract agreement with Panetta Excavating for Cherry Street Project. Roll call was made. All voted yea.**

Resolution 2021.006 was introduced by Mayor. Katie explained the legal details of the resolution in depth. Harry stated he still felt after further research he felt this sidewalk would

be useless and would rather see the sidewalks placed on Columbus, the north side of Baldwin and Grove Streets.

**HOLLON/GEPHART: Motion to adopt Resolution 2021.006, Resolution of the Intent to Appropriate Temporary Easements South of the Southerly Line of E. Baldwin Street for the Village of Blanchester SRTS 2022 Project. Roll call was made: BAUER, GEPHART, HOLLON, HOPKINS: YEA; BRUMBAUGH, SIMPSON: NO. Motion passed.**

Reilly stated he had been in discussions with utilities and other departments regarding a potential parking lot project on Broadway. Lengthy discussions took place regarding how to fund the project (\$37,500), parking complications, and probable implications to impending businesses. Project discussion was tabled.

**SOLICITOR**

None.

**FISCAL OFFICE**

Jewelie announced the 2020 Annual Financial Report had been filed with the state.

**MAYOR**

Mayor announced he had sought some bids for the heating ducts to be rerouted following the replacement of the A/C last year. Bids were taken to put in 2 ea. 8" runs to the Chief's Office fed from 12" supply Air, 4 ea. 8" runs to the Patrolmen's Office fed from 12" supply air, and reconnect 2 ea. 8" runs to Fiscal Office, including all labor and materials to complete including diffusers.

**BAUER/SIMPSON: Motion to allow Mayor to contract with Tribble to place remaining ducts not to exceed \$4,675. All voted yea.**

**HOLLON/BRUMBAUGH: Motion to recess to executive session pursuant to 121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official inviting Mayor, Solicitor, Fiscal Officer, Assistant Fiscal Officer, Street Commissioner, Ram Reddy, and Tom Lee to meeting. Roll call was made. All voted yea. Meeting recessed at 8:19 PM.**

**Roll call was made. Meeting resumed at 8:42 PM.**

Recommendation from BPA Board was introduced to advance Robin Hillard to Step A-4-L effective first full pay period following approval.

**HOLLON/GEPHART: Motion to accept BPA Board recommendation to advance Robin Hillard from step A-4-J to A-4-L effective pay period beginning 02/14/2021 (Exhibit A). Roll call was made. All voted yea.**

**BAUER/BRUMBAUGH: Motion to adopt revised PD union pay scale effective pay period beginning 2/14/2021 (Exhibit B). Roll call was made. All voted yea.**

**GEPHART/HOLLON: Motion to move Rick Jones to full-time status at Step B Street Foreman effective pay period beginning 02/14/2021. Roll call was made. All voted yea.**

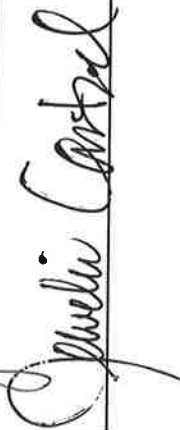
**HOLLON/: Motion to adjourn. Meeting adjourned at 8:45 PM.**

Approved: February 25, 2021

Mayor:



Attest:





## EXHIBIT A

### MEMORANDUM

Date: February 11, 2021  
To: The Honorable Mayor and the Village Council  
From: The Trustees of the Board of Public Affairs  
Subject: Employee Pay Raise

At the February 4, 2021 meeting, the Board of Trustees of Public Affairs (BPA) discussed and voted to recommend the Council to approve the following employee for a pay raise as shown below:

- Robin Hillard from step: A-4-J to A-4-L

With the Council's approval, this pay raise will become effective next first full pay period following the Council Meeting on February 11, 2021.

Respectfully,

Board of Public Affairs

Cc: James Bowling, Board Chairman  
Jewelie Casteel  
Kimberly Leath  
Donna Johnson



APPROVED BY COUNCIL 02/11/2021

	A	B	C	D	E	F
PATROLMAN	\$ 18.83	\$ 20.22	\$ 20.65	\$ 21.51	\$ 22.74	\$ 23.37
CORPORAL	\$ 19.87	\$ 21.04	\$ 21.38	\$ 22.01	\$ 23.32	\$ 23.97
SERGEANT	\$ 20.37	\$ 21.88	\$ 22.34	\$ 22.63	\$ 23.93	\$ 24.77

EXHIBIT B

