

Regular Council Meeting
08/13/2020
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.

Mayor requested additions to the agenda: 1). New Business: D. Street Department; 2). Executive Session toward end of meeting. Chad asked that Finance Committee have the opportunity to present report. Mayor agreed to add the report after Guest Speaker.

HOLLON/(VIDEO CUT OUT): Motion to accept agenda with suggested changes. All voted yea.

APPROVAL OF MINUTES

Minutes from 07/09/2020, 07/14/2020, 07/22/2020 and 07/28/2020 meetings were presented to Council.

HOPKINS/SIMPSON: Motion to approve minutes from 07/09/2020, 07/14/2020, 07/22/2020 and 07/28/2020 meetings as presented. All voted yea.

APPROVAL OF BILLS/ADJUSTMENTS

Bills and adjustments were presented to Council.

ADJUSTMENTS FOR 2020 APPROPRIATIONS
PRESENTED TO COUNCIL 08/13/2020

FUND/DEPT	UAN ACCT #	FUND
GENERAL FUND LANDS/BUILDINGS SPPLS	1000-730-400	\$3,200.00
TOTAL GEN FUND		\$3,200.00
PD OPERATING FUND OPERS	2906-110-211	(\$2,000.00)
PD OPERATING SUPPLIES-UNIFORMS	2906-110-420-0002	\$2,000.00
CORONAVIRUS RELIEF FUND OTHER FINANCING USES	2052-990-990	\$66,302.28
LEGACY FUND ROOFING GRANT CAPITAL OUTLAY	2907-730-500	\$65,400.00
FANCY STREET PROJECT ENGINEERING SERVICES	4911-800-346	\$1,067.50
SOLID WASTE PERSONAL SERVICES (SALARIES)	5601-561-100	\$1,410.05
SOLID WASTE CONTRACTUAL	5601-561-300	(\$931.46)
SOLID WASTE SUPPLIES	5601-561-400	(\$478.59)
TOTAL OTHER		\$132,769.78
TOTAL GEN FUND+OTHER		\$135,969.78

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

GUEST SPEAKERS

Phil Blankenship, Health Insurance Agent of Record, spoke on the best option for health insurance renewal for the Village. He stated the current carrier had the best quote compared to others. Phil explained the quote for renewal line by line to Council. He explained there would be a 4% renewal increase which he expressed that in the current health insurance market he believed this was a very reasonable increase.

Phil reviewed the executive summary for the plan that was recently received and stated this would be sent on a monthly basis going forward for Council to review. He discussed different options to go forward with retention funding to the Employee Trust Fund. Reilly stated he believed common consent during the Finance Committee meeting to fund at 50% given the current data. Phil agreed this would probably be the best option and then if it appears the

Employee Trust Fund is continuing to retain or gain funds, funding could be decreased to a lesser percentage if needed. Mayor thanked Phil for explaining the executive summary for Council. Resolution 2020.014 was introduced to Council.

GEPHART/BRUMBAUGH: Motion to adopt Resolution 2020.14, Resolution Renewing Contract with Employee Benefit Service Center as the Village of Blanchester's Third-Party Administrator. Roll call was made. All voted yea.

Mayor stated that open enrollment should be made mandatory for employees whether or not they choose to enroll in the plan. This allows employees to understand what the plan offers and covers. Phil mentioned he would be willing to meet with employees that might be working during 3rd shifts if needed. Phil also advised that if the employee is a male, it would be beneficial to have the spouse there to hear the benefits. Ram asked for confirmation that there were no changes to the employee's withholding and deductibles on the renewal of the plan. Phil confirmed everything was consistent with the former plan. Ram thanked all involved in helping to get the plan renewed with no cost change for the employees.

FINANCE COMMITTEE UPDATE

Chad gave an update on the Finance Committee meeting and confirmed that the committee was recommending the extension of the 5-year Rumpke contract as well as the renewal of health insurance with the proposed plan presented by Phil at that meeting.

HOPKINS/HOLLON: Motion to accept 5-year Rumpke contract removal pending there are no changes when presented. Roll call was made. All voted yea.

OLD BUSINESS

Mayor reviewed the Phase 1 Cherry Street Project. He stated the agreement needed to be signed for the Choice One contract to begin funding options for the Phase 2 Cherry Street Project. Ram explained funding for the local portion of \$80,000 would be split 50/50 between Street and Water Departments. Paul Daniels agreed there were no concerns moving forward with the project. Reilly asked the Mayor to tell Nick Selhorst thank you for his help.

HOPKINS/SIMPSON: Motion to allow Mayor to sign agreements with Choice One and OPWC. Roll call was made. All voted yea.

NEW BUSINESS

Resolution 2020.015 was introduced to Council by the Mayor. Mayor shared resolution via screen sharing on Zoom. Reilly stated Jeff had been able to stay within budget by allowing a new company do the mowing for the Village.

HOLLON/BRUMBAUGH: Motion to adopt Resolution 2020.015, Resolution to Make Return of Nuisance Property Mowing to the County Auditor. Roll call was made. All voted yea.

Resolution 2020.016 was introduced to Council by the Mayor.

HOLLON/SIMPSON: Motion to adopt Resolution 2020.016, Resolution Accepting the 2021 Local Government Alternative Formula. Roll call was made. All voted yea.

Resolution 2020.017 was introduced to Council by the Mayor.

BAUER/BRUMBAUGH: Motion to adopt Resolution 2020.017, Resolution Authorizing Mayor John Carman to Prepare and Submit an Application to Participate in the OPWC State Capital Improvement and/or Local Transportation Improvement Program(s) and to Execute Contracts as Required. Roll call was made. All voted yea.

Discussion took place regarding the possible purchase of a track hoe to be used by multiple departments and how payment would be split for the purchase. Chad requested a trailer being considered to be purchased. Paul Daniels stated that the Water Department already has one in possession.

HOLLON/BAUER: Motion to purchase state bid track hoe not to exceed \$76,000 (Split costs between Street, Water and Sewer Funds). Roll call was made. All voted yea.

SOLICITOR

None.

FISCAL OFFICE

Jewelie mentioned department budget meetings were starting to take place and she was waiting to hear back from some departments for scheduling their meetings.

MAYOR

Mayor shared pictures of park benches proposed to be purchased from the Parks Department for the new playground equipment at the Municipal Building. Parks would be purchasing 6 benches to be placed around the playground accordingly.

BRUMBAUGH/HOLLON: 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, Andrew, Jewelie, and Paul to meeting. Roll call was made. All voted yea. Meeting recessed at 8:02 PM.

Roll call was made. Meeting resumed at 8:15 PM.

Mayor shared the BPA recommendations.

HOLLON/SIMPSON: Motion to accept recommendations from the BPA (Exhibit A). Roll call was made. All voted yea.

HOLLON/BAUER: Motion to accept recommendation to remove Paul Daniels from probation and move to Step B effective 8/16/2020 (Exhibit B). Roll call made.

HOLLON/HOPKINS: Motion to appoint Paul Daniels as Street Commissioner (Exhibit B). Roll call was made. All voted yea.

BAUER/HOLLON: Motion to move Fiscal Officer from Step C to Step D effective pay period beginning 8/16/2020 (Exhibit B). Roll call was made. All voted yea.

HOLLON/GEPHART: Motion to approve Street Commissioner's recommendation to move Rick Jones from Step E to Step I (Exhibit B). Roll call was made. Hopkins voted no; all others voted yea.

HOLLON/HOPKINS: Motion to adjourn. Meeting adjourned at 8:21 PM.

Approved: September 10, 2020

Mayor: John M. Cannon

Attest: Jewelie Carter

MEMORANDUM

Date: August 13, 2020
To: The Honorable Mayor and the Village Council
From: The Trustees of the Board of Public Affairs
Subject: Employee Pay Raises

At the August 6, 2020 meeting, the Board of Trustees of Public Affairs (BPA) approved and voted to recommend the Council:

1. To approve the employees for a pay raise as shown below:
 - Boyd, Robert from step: W-2-D to W-2-E
 - Horner, Jared from step: W-2-F to W-2-G
 - Moore, Wayne from step: W-1-I to W-1-J
 - Shaw, Michael from step: W-3-G to W-3-H
 - Smith, John from step: W-3-H to W-3-I

With Council's approval, these raises will become effective from the next full pay period following the date of approval by the Council in August 2020.

Respectfully,
Board of Public Affairs

MEMORANDUM

Date: August 13, 2020
To: Village Council
From: Mayor John Carman
Subject: Approval of Employee Position, Pay Rate and Raises

Mayor recommendations to village council for approval:

1. Paul Daniels
 - a. Remove Paul off probation effective 8/16/2020
 - b. Move Paul from **Step A to Step B** effective 8/16/2020
2. Appoint Paul Daniels as Street commissioner
 - ***Except in villages that have provided for the appointment of a village administrator under section 735.271 of the Revised Code, a street commissioner shall be appointed by the mayor of a municipal corporation and confirmed by the legislative authority thereof for a term of one year. The appointment of a street commissioner shall include a probationary period of six months.***
 - ***Recommend the 6-month probation for Street Commissioner appointment be waived (consider time served) under employment probation period.***

3. Jewellie Casteel

- a. I had a discussion at the BPA Board meeting about Jewellie Casteel's pay raise and the Board has agreed with Mayor recommendation to give her a step/merit raise which moves her from **Step C to Step D**
- b. Raise will be effective first full pay period following approval.

Recommendation of Street Supervisor

4. Rick Jones – Provisional Labor
 - a. Increase from **Step E to Step I**
 - b. Raise will be effective first full pay period following approval.

