

VILLAGE OF ANNA
REGULAR SESSION OF COUNCIL
March 8, 2016 – Council Chambers - 7:00 P.M.

Present – Members: Jennifer Shoffner, Cindy Naseman, Laura Lentz-Fogt, Richard Eshleman, Kathleen Eshleman, Gary Strasser, and Mayor Mark Pulfer

Staff: Village Administrator/Fiscal Officer Nancy Benroth, Fire Chief Tim Bender, and Public Works Superintendent Tyler Shuster

Guests: Joel Krannenburg, Troy Kies, and Ted Poepelman (7:30)

Mayor Pulfer called the meeting to order with roll call followed by opening prayer and the pledge of allegiance.

Shoffner moved; seconded by Strasser to approve the minutes from the February 23, 2016 regular meeting. Roll call- all yeas.

R. Eshleman moved; seconded by Naseman to approve the payment of bills. Naseman asked that Solicitor Lowe's invoices for the Puckett case be submitted to our liability insurance carrier to see if they will cover them. We've asked him to stay involved. The lawyers directly handling the case are Dinkler Prenger. Roll call- all yeas.

Naseman moved; seconded by Strasser to approve the Income Tax statement. Roll call- all yeas.

Agenda was approved by verbal vote with additions.

Poepelman wanted to know if a decision had been made concerning the leasing of the farm land. He was informed that it will be discussed at the next Public Works meeting.

Legislation:

Third Reading- ORDINANCE NO. 1689-15 AN ORDINANCE UPDATING CERTAIN JOB DESCRIPTIONS FOR THE EMPLOYEES OF THE VILLAGE OF ANNA, OHIO.

K. Eshleman made a motion; seconded by Shoffner to adopt Ordinance No. 1689-15. Roll call- all voted yea.

Third Reading- ORDINANCE 1692-16 AN ORDINANCE ESTABLISHING THE POLICY FOR SEWER CONNECTIONS TO THE VILLAGE SEWER SYSTEM IN THE VILLAGE OF ANNA, OHIO.

R. Eshleman made a motion; seconded by Strasser to adopt Ordinance No. 1692-16. Roll call- all voted yea.

Third Reading- ORDINANCE NO. 1693-16 AN ORDINANCE SETTING PERMANENT APPROPRIATIONS FOR THE VILLAGE OF ANNA, OHIO FOR FISCAL YEAR 2016.

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R. Eshleman made a motion; seconded by Shoffner to adopt Ordinance No. 1693-16. Roll call- all voted yea.

Second Reading- ORDINANCE NO. 1694-16 AN ORDINANCE CREATING A FUND FOR THE HOLDING IN TRUST UNCLAIMED FUNDS AS REQUIRED BY THE OHIO REVISED CODE SECTION 9.39.

Second Reading-RESOLUTION NO. 815-16 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT AND ACCEPT FUNDS FROM THE OHIO DEPARTMENT OF NATURAL RESOURCES RECREATIONAL TRAILS PROGRAM.

Second Reading- RESOLUTION NO. 816-16 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE NATUREWORKS GRANT PROGRAM AND APPROPRIATING FUNDS FOR THE PROJECT.

Second Reading-RESOLUTION 817-16 A RESOLUTION PROVIDING FOR THE DEPOSIT OF MUNICIPAL FUNDS.

Reports:

Mayor's Report: Police stats are available. February fines were \$1,460 with \$450 being sent to the state. Pulfer attended the Mayor's meeting and improvements were discussed concerning all the area municipalities and that there is a real estate company raising money for the Special Olympics that is held in our area. He encouraged all to attend the Olympics. It is the last Saturday in April. Sidney- Father's Day celebration and in September a Civil War weekend with a re-enactment.

Administrator/Fiscal Officer Report: Manuals have been updated. Benroth has been gathering quotes to replace the copier. She was under the impression that when the lease expired the machine could be purchased for \$1. She was misinformed and to purchase it would cost \$2,155.82. That's too expensive for a 5 year old copier. A comparative new model cost around \$3,795.00. Benroth worked on the budget and made requested amendments. She is still providing information for the Puckett case to Dinkler Prenger. The Water Contingency Plan has been updated. The new trucks are in and decals are being applied. We are waiting on the final paperwork for the Crew Cab which is being leased. An older computer and printer have been set up in the lobby for residents to pay their utility bill online using a credit or debit card. We have received \$600 from the St. Jacob's Foundation for trees in the park.

Police Chief Report: Chief Evans left to go on a call.

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Fire Chief Report: The yearend report was passed out.

The Finance/Personnel Committee Report: Office uniforms were discussed. Step increase for salaries will be re-visited and the police department provided a 5-year budget.

Public Works Committee Report: Naseman asked that items for the next agenda be given to her by next Thursday.

Safety/Refuse Committee Report: The ¼% levy was discussed and it was recommended to make it a renewal and the funding going to the General Fund so that it can be dispersed as needed. Chief Evans presented documents to purchase a 2015 cruiser. Anna Athletics has approached Strasser and they would like to volunteer as Halloween safety crossing guards at the intersections in town. They want to become more community active.

Park & Recreation Committee Report: The 2016 park events were reviewed and the committee is doing a tree donation fund raising event. Donations can range from \$100-\$200. The cost will include the plague. A gospel songfest is trying to be organized for Labor Day Sunday.

Planning Commission Report: Nothing to report

Old Business:

- A. Office Uniforms-If the employees pay a portion, they can't be mandated to wear them. Shoffner made a motion; seconded by K. Eshleman to provide office shirts for the employees. The full-time employees will be allotted \$125 and the part-time employee will be allotted \$75. Once purchased they will be mandated to be worn. Roll call- all yeas. This allotment will be reviewed annually. Anna's basic colors of black, white, green, gray and yellow will be permitted. A style must be agreed upon by the employees so they match each other. Any color of pants can be worn.
- B. Levy-The Safety Committee recommends doing a ¼% - 5 year renewable levy and the funds to be earmarked for the General Fund so that it can be used as needed. If spent wisely, the people may be more inclined to renew. If passed this way, it cannot be joined to the fire levy.

New Business:

- A. Ohiocheckbook.com-Pulfer will find out what other municipalities will be joining at the next Mayor's meeting. Budgetary currently uses the UAN accounting system from the state, so the requirement only mandates uploading certain files. Council felt that this was a good project for transparency and advised Benroth to proceed with it. If the process becomes more difficult than expected, she is to let Council know and stop the process. A motion was made by R. Eshleman; seconded by Strasser to enroll in Ohiocheckbook.com. Roll call- all yeas.

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- B. Qualifications Based Selection for Professional Services. Currently they are written in a narrow scope and Benroth was asked to expand them for all professional services. She will update them and bring them back to Council for review.
- C. Liquor License-R.R. Takhar-608 E. Main Street- Council had no objection for the renewal of the liquor license.
- D. Police Cruiser- The white crown Vic has had \$2,000 of repairs done in 2016 already. It is recommended to replace it before the expenses become too absorbent. Chief Evans was able to locate two Dodge Chargers that were ordered and not picked up from a dealership. One is a V-6 and the other a V-8. Their pricings are \$22,357.00 and 23,697.00 respectively. They are both 2015 models and have only been driven for demonstrations. Chief Evans will be asked to get another quote from a different agency and quotes for other equipment that will be needed to make a cruiser road ready. It will be discussed at the next Safety/Refuse Committee meeting.

Executive Session:

K. Eshleman made a motion; seconded by Shoffner to enter into executive session to discuss the Fiscal Officer position and possible land purchase. Roll call- all voted yea.

Council resumed regular session and no action was taken.

Naseman made a motion; seconded by Lentz-Fogt to adjourn.

Adjournment

Time: 8:38 p.m.

Mark Pulfer, Mayor

Nancy L. Benroth, Fiscal Officer