

**Village of Wellington  
Council Minutes  
March 7, 2012  
Council Chambers**

**I. Pledge of Allegiance: 7:00 p.m.**

**II. MAYOR O'KEEFE- ROLL CALL:**

Council President Sandy Denes-present	Councilman Steve Maurer-present
Councilwoman Helen Dronsfield-present	Councilman Hans Schneider-absent
Councilman Jeff Hyde-present	Councilman Guy Wells-present

Others Present: Village Manager Pyles, Law Director Bond, Public Works Superintendent Box, Electric Superintendent Gott, Zoning Inspector Furcron, and Deputy Clerk Gundert.

**III. APPROVAL OF MINUTES-**

Motion by Wells, 2<sup>nd</sup> by Schneider to approve the minutes from the February 21<sup>st</sup> meeting. Vote was taken, motion carried with all voting "aye".

**IV. APPROVAL OF EXPENSES-**

101 General Fund	62,406.37
208 Permissive Tax	4,381.66
401 Capital Outlay Fund (Courtland Street)	516,715.06
501 Water Fund	23,235.14
502 Sewer Fund	13,402.71
503 Electric Fund	28,380.05
Power	440,960.07
505 Cable	5,707.20
508 Consumer Deposit	8,025.00
Payroll	<u>88,049.28</u>
Total	\$1,191,262.54

Ms. Denes had questions regarding some of the expenses. Mr. Pyles answered the questions. Motion by Wells, 2<sup>nd</sup> by Denes to approve the expenses. Vote was taken, motion carried with all voting "aye".

**V. COMMUNICATIONS FROM MAYOR, COUNCIL AND VILLAGE OFFICIALS:**

- **Mayor O'Keefe** – no report
- **Police Chief Rollins**-no representative present
- **Deputy Clerk Gundert** - nothing
- **Law Director Bond**- no report

- **Finance Director Shaw-** Mr. Pyles reported that Ms. Shaw was attending a conference in Columbus and was unable to attend tonight. Her report was included in the packet. Ms. Denes questioned the purchase of a new computer server. The costs were included in the budget. Mr. Pyles explained that the present server had failed twice to backup the financial data so a new server was a necessity to protect the financial files of the Village.
- **Village Manager Pyles - Staff Reports** - Staff reports were included in the council packet. He stated that he or the superintendents present would be happy to answer any questions.
- **Meeting in Columbus** - Mr. Pyles reported that he, Mayor O'Keefe, Councilman Hyde, Public Works employee, Bob Brasee, Fire Chief Wetherbee, Firefighter Ethan Little, Water Supervisor, Greg Frenk had gone to Columbus to meet with the EPA and then Governor Kasich. They were invited as representatives of all the departments that contained the gasoline spill. The representatives received recognition for the wonderful job they did containing the gasoline spill. Mr. Pyles gave a recap of their day in Columbus. **Tiger Grant** – While in Columbus, Mr. Pyles had the opportunity to speak to the director of ODOT regarding the grade separation project. ODOT is pursuing a federal Tiger Grant which is federal stimulus money for use on projects such as the grade separation. If this money is received, they could break ground on the grade separation project by September 2013. Mr. Pyles requested a letter of support for ODOT to use the Tiger Grant money on the grade separation project. Motion by Maurer, 2<sup>nd</sup> by Wells to authorize the council president to write a letter of support for the application of a Tiger Grant. Vote was taken, motion passed with the following votes: Denes - yes, Dronsfield – no, Hyde – yes, Maurer – yes, Schneider – yes, Wells – yes. Letter is needed by Friday.

## VI. REPORTS OF COMMITTEE

- **Finance/Audit Committee** - Mr. Hyde reported that the Finance Committee will meet after the February 21<sup>st</sup> Council Meeting and all were invited. **Vacation for Finance Director Shaw** – Mr. Pyles requested a motion from council to approve vacation time for Finance Director Designee Shaw. The vacation time would be 40 hours immediately with the addition of 80 hours at the end of probation. In 2013 she would receive 120 hours of vacation until 15 years of service when it would be increased to 160 hours per the policy manual Motion by Wells, 2<sup>nd</sup> by Schneider to approve vacation time for Finance Director Shaw. Vote was taken, motion passed with all voting “aye”.
- **Fire District** – Mr. Hyde reported that the Fire Board was meeting tonight. He is unable to attend due to the council meeting also being tonight. The minutes from the Fire Board meeting should be in the next council packet.
- **Police Committee** - Mr. Maurer announced that the committee will meet immediately after tonight's Council Meeting. Agenda was in the packet.
- **South Lorain County Ambulance Board** – Mr. Maurer announced that the Ambulance Board will meet Tuesday, March 13, 2012 at 7:00 p.m. at the Ambulance headquarters. The April meeting will be held April 10, 2012. Mr. Maurer will be out of town for that meeting and Mr. Schneider will be attending.

- **Public Works Committee** - Ms. Dronsfield reported that the Public Works committee met tonight prior to the council meeting and discussed the following topics: **2012 Project List** – The committee reviewed a list of 2012 projects that the public works department slated to be completed this year. **Box Resignation** – The committee received the resignation of Bob Box, Public Works Superintendent, who is retiring effective April 20, 2012. A Job description will be needed to fill the position of Public Works Superintendent. A motion by Ms. Dronsfield, 2<sup>nd</sup> by Wells to accept the job description for Public Works Superintendent as written by Mr. Pyles.. Vote was taken, motion carried with all voting “aye”. **Sewer Cleaning Truck** – The committee discussed the purchase of a Jet Sewer Cleaning Truck. Legislation will be prepared for the purchase to be on the agenda of the next council meeting. **Summer Help** – The committee reviews Mr. Box’s list of the summer help he would like to hire this summer. Job openings will be posted on the Village’s website and in the Wellington Enterprise newspaper. Employment will begin in May. Applications will be available online at the village website or the 3<sup>rd</sup> floor of the town hall in the clerk’s office. All summer employees will be drug tested before being hired. Ms. Dronsfield thanked the council members for agreeing to postpone the council meeting so that members could attend the varsity boys’ basketball tournament game.
- **Utility Committee** – Ms. Denes reported that she had arranged a meeting with Mark Stewart, County Auditor, the Cemetery Board and the township trustees to be held at 6 pm on Monday, March 19<sup>th</sup>. This meeting will explain the millage mistake that was discovered in the state audit of the county auditor’s department. This is when the utility committee was scheduled to meet. The utility committee meeting may have to be moved to after the council meeting that evening depending on how long the meeting with the county auditor lasts. Minutes from the last utility committee were in the packets.
- **Main Street Board** - Ms. Denes announced that Main Street will meet be held on Wednesday, March 14, 2012. Ms. Denes complimented Mr. Pyles his efforts with ODOT and the Tiger Grant.
- **Ordinance Committee** – Mr. Wells reported that the Ordinance Committee will meet tonight after the police committee meeting. The proposed planning commission ordinance will be on the agenda.

## VII. **ORDINANCE AND RESOLUTIONS**

- **ORDINANCE NO. 2012-02**  
AN ORDINANCE ENACTING A NEW CHAPTER 165 OF THE CODIFIED ORDINANCES RELATIVE TO PERSONAL INFORMATION SYSTEMS. **3<sup>rd</sup> Reading**  
Motion by Hyde, 2<sup>nd</sup> by Denes to approve Ordinance No. 2012-02 as read. Vote was taken, motion carried with all voting “aye”.
- **ORDINANCE NO 2012-06**  
AN ORDINANCE AMENDING RULE 9 OF SECTION 121.01 OF THE CODIFIED ORDINANCES **1<sup>st</sup> Reading**

- **ORDINANCE NO. 2012 – 08**  
AN ORDINANCE AUTHORIZING PAY INCREASES FOR VARIOUS VILLAGE EMPLOYEES AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE **1<sup>st</sup> Reading**  
Council questioned when the raises would be effective. In order to be effective with the first pay in April, this ordinance must be approved as an emergency tonight. Motion by Mr. Wells, 2<sup>nd</sup> by Mr. Maurer to suspend the rules. Vote was taken, motion carried with all voting “aye”. Motion by Mr. Wells, 2<sup>nd</sup> by Ms. Denes to approve Ordinance No. 2017-08 as read and as an emergency. Vote was taken, motion carried with all voting “aye”.
- **ORDINANCE NO 2012-09**  
AN ORDINANCE AUTHORIZING AN AGREEMENT WITH POGGEMEYER DESIGN GROUP, INC. FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH DOWNTOWN ADMINISTRATIVE/PLANNING ASSISTANCE, AND PROVIDING FOR AN IMMEDIATE EFFECTIVE DATE **1<sup>st</sup> Reading**  
Mr. Maurer questions why this agreement was for 3 years when the CDBG grant was for 2 years. Mr. Pyles explained that the grant ran for 2 years then an extra year to finish all paperwork. Motion by Mr. Wells, 2<sup>nd</sup> by Ms. Denes to suspend the rules in order for Poggemeyer to immediately begin administration of the grant. Vote was taken, motion carried with all voting “aye”. Motion by Mr. Wells, 2<sup>nd</sup> by Mr. Schneider to pass Ordinance No 2012-09 as read and as an emergency. Vote was taken, motion carried with all voting “aye”.
- **ORDINANCE NO 2012-10**  
AN ORDINANCE AMENDING SECTIONS 1115.02(138), 1121.01, 1125.02, 1127.03, 1131.03, 1133.03, 1135.03, 1137.03, 1139.03, 1141.03, 1143.03, 1161.04, 1164.04, AND 1175.02 OF THE CODIFIED ORDINANCES, TO CLARIFY THE PROCEDURES FOR APPROVAL OF CONDITIONAL USES IN THE ZONING ORDINANCE **1<sup>st</sup> Reading**

VIII. **Old Business-** none

IX. **New Business**

- Mr. Hyde requested information be brought to the next finance meeting regarding all cell phone contracts for the Village. He thought costs were high and he would like to see if the Village could save money in any way.

X. **Adjourn** Motion by Mr. Maurer, 2<sup>nd</sup> by Ms. Dronsfield to adjourn. 7:25 p.m.

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Deputy Clerk

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Mayor