

**Village of Wellington
Council Minutes
April 2, 2012
Council Chambers**

PUBLIC HEARING REGARDING CHANGES TO CHAPTER 11 OF THE CODIFIED ORDINANCES RELATIVE TO CONDITIONAL USE PERMITS

Mayor O'Keefe opened the Public Hearing and requested roll call at 6:55 pm.

Roll Call: Denes – here, Dronsfield – here, Hyde – here, Maurer – here, Schneider – here, Wells – here;

Mayor O'Keefe stated the public hearing was regarding changes to Chapter 11 of the Codified Ordinance relative to Conditional Use Permits. The proposed changes are stated in Ordinance 2012-10. There was no discussion on the proposed changes. Motion by Schneider, 2nd by Hyde to adjourn the public hearing at 6:58 pm. Vote was taken, motion carried with all voting "aye".

I. Pledge of Allegiance: 7:02 p.m.

II. MAYOR O'KEEFE- ROLL CALL:

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

Others Present: Village Manager Pyles, Law Director Bond, Finance Director Shaw, Public Works Superintendent Box, Police Chief Rollins, Water/Wastewater Superintendent Rosemark, Zoning Inspector Furcron, and Clerk Gundert.

III. APPROVAL OF MINUTES-

Motion by Wells, 2nd by Dronsfield to approve the minutes of the March 19, 2012 meeting. Vote was taken, motion carried with all voting "aye".

Mr. Wells questioned whether the minutes from the joint meeting of Council, Township & Cemetery Board held on March 19, 2012, that were included in the packet tonight, needed to be approved by council. Those minutes will be approved at the next joint meeting in May. Mr. Wells recommended adding to those minutes that there was discussion of forming a separate cemetery district in the future.

IV. APPROVAL OF EXPENSES-

| | |
|----------------------|-------------------|
| 101 General Fund | \$ 46,848.71 |
| 208 Permissive Tax | 1,039.62 |
| 501 Water Fund | 15,615.25 |
| 502 Sewer Fund | 9,054.29 |
| 503 Electric Fund | 35,732.41 |
| 503 Power | 422,271.51 |
| 508 Consumer Deposit | 925.00 |
| Payroll | <u>101,040.21</u> |
| Total | \$ 632,527.00 |

Mr. Maurer had questions regarding expenses. Ms. Shaw answered the questions. Motion by Denes, 2nd by Wells 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 report
- **Clerk Gundert** – no report
- **Finance Director Shaw** – Ms. Shaw presented a recap of her monthly report. She is in the process of writing procedures for her department. She is reviewing our investments and outstanding debt. She researching whether it would be an advantage for the village to pay off the Police Pension Debt early as we are not earning much on our investments at this time. Council requested she bring information regarding this to the next Finance Committee Meeting. Signatures for check signing have been changed; Karen Webb and Tonya Smith have been removed. Steve Pyles and Karen Shaw have been added, along with the mayor for check signing. Ms. Shaw is training in the processing of income tax returns to assist in the tax office during tax season. Vanya Hales & Tonya Smith attended a one day CMI seminar regarding new products offered. Ms. Shaw may further research a new Utility Module for scanning invoices and payments and will bring the information to council at that time.
- **Law Director Bond-** no report
- **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. **Prairie State & AFEC** – Mr. Hyde commented that he appreciated the updated information regarding the Prairie State project included in Mr. Pyles’ reports. Mr. Pyles reported that both turbines are running at the Fremont Power Plant. As a result, the cost adjustment factor on utility bills has been very low. The cost adjustment should be a credit in the near future. **Solar Panel** – The information on the amount of electricity generated by the solar panels included in his Administrator’s report was also very informative to council. **Seasonal Employee Hiring** - Mr. Pyles has received a recommendation from Mark Rosemark to hire Michael Storrow as a Seasonal Employee for employment at the sewer plant at a rate of \$7.70 per hour. This would be a conditional offer based on his successful completion of pre-employment screening. Motion by Wells, 2nd by Schneider to hire Michael Storrow as a first year conditional seasonal hire at the sewer plant at a rate of \$7.70 per hour (minimum wage). Vote was taken, motion carried with all voting “aye”. **Public Works Superintendent Position** – The position of Public Works Superintendent was posted internally. There were four candidates who applied. Mr. Pyles & Mr. Box interviewed the candidates. It was their strong recommendation that Bob Brasee be appointed as Public Works Superintendent at a starting wage of \$59,500.00 per year. Motion by Denes, 2nd by Wells to hire Bob Brasee as Public Works Superintendent at a starting salary of \$59,500.00. Vote was taken, motion carried with all voting “aye”. **Resignation of Kevin Gott** – Mr. Pyles reported that he had received a letter of resignation from Electric Lineman Kevin Gott effective April 20, 2012. Mr. Gott had been employed with the Village for 17 years. Mr. Gott is leaving the village to pursue agribusiness on a full time basis. Motion by Hyde, 2nd by Maurer to regretfully accept the resignation of Kevin Gott. Vote was taken, motion carried with all voting “aye”. **Retirement of Kirk Gott** – Mr. Pyles reported that Electric Superintendent Kirk Gott is retiring effective April 27, 2012. Mr. Gott has been employed with the Village for over 34 years. Motion by Schneider, 2nd by Wells to regretfully accept the resignation of Kirk Gott, Electric Superintendent, effective April 27, 2012. Vote was taken, motion carried with all

voting “aye”. Mr. Pyles reported the positions of Electric Superintendent and Electric Lineman will be posted internally. He is hoping to have recommendations for new replacements at the next meeting.

VI. REPORTS OF COMMITTEE

- **Finance/Audit Committee** - Mr. Hyde reported that the Finance Committee minutes were included in the packets. The next meeting will be held April 16th after the council meeting.
- **Planning Commission** - Planning Commission will meet on Wednesday, April 4th at 8:30 am. This is actually the March meeting that was postponed. The April meeting will be held on April 25th at 8:30 am if there is business to conduct.
- **Fire Board** – The Fire Board will meet this Wednesday, April 4th at 7:00 pm at the Kelly Street Fire Station.
- **Police Committee** - Mr. Maurer the Police Committee will meet tonight after the council meeting. The agenda and minutes from the last meeting were in tonight’s packet.
- **South Lorain County Ambulance Board** – Mr. Maurer announced that the Ambulance Board will meet Tuesday, April 10, 2012 at 7:00 pm. Mr. Schneider will be attending that meeting as Mr. Maurer will be out of town for that meeting.
- **Public Works Committee** - Ms. Dronsfield reported that the Public Works Committee met prior to council tonight. The work is planned on the new soccer fields at the recreation park this summer. The dirt work and installation of drainage is scheduled to be completed this summer. Grass is scheduled to be planted this fall and hopefully the soccer fields will be ready to use in the spring. The committee also discussed a Westwood Walking Trail. The Village is working with the schools and Lorain County Health Department to create a walking path around the playground at Westwood School. The Health Department has a mini grant available to provide time & equipment for this project. A Boy Scout working towards his Eagle Scout badge will also assist with raising money for plantings for this project. Mowing of property was also discussed. Residents need to be aware that all grass must be mowed. If properties are in violation, the village will mow them and the residents will be charged for this service. Fees will be determined by the mowing contract which has not been determined at this time. Letter is sent prior to the Village mowing the yard. Residents are urged to keep their property mowed. Mr. Maurer also reminded residents that grass and leaves should not be blown into the streets. This is a citable offense and the police will be watching for this.
- **Utility Committee** – Ms. Denes reported that the utility committee met after council on March 19th. Minutes from the meeting were included in tonight’s packet. At the meeting, Mr. Pyles reported on his communication with Solarvision. We are still hoping that project will happen. The committee approved legislation to be written to participate in a wind proposal project with AMP Oho. Superintendent Gott updated the committee on a power outage at the industrial park, on a broken utility pole caused by the train derailment on Hawley Road and the fiber optics cable installation linking the hospitals together including the Binder Building here in Wellington. The next Utility committee meeting will be April 16th at 6:00 pm prior to the council meeting.
- **Main Street Board** - Ms. Denes the Main Street Board will meet Wednesday, April 11th at 8:00 am. They are sponsoring their annual Garden Gazebo walk on Saturday, May 12th.and are looking for historic homes to include in the tour this fall.
- **Ordinance Committee** – Mr. Wells reported that the Ordinance Committee will meet tonight after the police committee meeting. The committee will discuss Ordinance 2012-13 tonight regarding the changes in duties from a clerk treasurer to separate Clerk of Council and Finance Director positions.

VII. ORDINANCE AND RESOLUTIONS

- **ORDINANCE NO 2012-06**
AN ORDINANCE AMENDING RULE 9 OF SECTION 121.01 OF THE CODIFIED ORDINANCES **3rd Reading**
Motion by Hyde, 2nd by Maurer to approve the second reading of Ordinance No 2012-06 as read. Vote was taken, motion passed 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 **3rd Reading**
Motion by Hyde, 2nd by Wells to approve the second reading of Ordinance No 2012-10 as read. Vote was taken, motion passed with all voting “aye”.
- **ORDINANCE NO 2012-12**
AN ORDINANCE ENACTING A NEW SECTION 181.18 OF THE CODIFIED ORDINANCES RELATIVE TO THE COLLECTION OF UNPAID TAXES **1st Reading**
Mr. Maurer requested that the wording in this ordinance be changed from “city” to “village”.
- **ORDINANCE NO 2012-13**
AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE CODIFIED ORDINANCES TO SPECIFY THE DUTIES OF THE CLERK OF COUNCIL AND THE DIRECTOR OF FINANCE **1st Reading**

VIII. Old Business

- Mr. Pyles reported the Public Works department is making great progress on the gym renovations. The lift has been installed. The drywall and rough plumbing have also been installed. The renovations are scheduled to be completed by May 1, 2012.

IX. New Business

- Council members noted that they like the new monthly calendar format and would like to continue using that format. A correction was made on the calendar that was included in the packets tonight. April 28th is “Duke Pride Day” not “Pride Day”. The actual day for Pride Day will be May 19th, however the location has not been determined.
- Mr. Pyles reminded residents that the first Thursday of the month is the day that additional trash will be picked up. That is this Thursday, April 5th. Residents are reminded that trash can only be placed on the curb 24 hours in advance. Council requested that a reminder about the trash pickup, including the 24 hour notice, be put on the next utility bill if possible.

- X. Adjourn** Motion by Mr. Wells, 2nd by Mr. Hyde to adjourn. 7:25 p.m.

Clerk of Council

Mayor