

LOUDONVILLE VILLAGE COUNCIL

September 8, 2020

Loudonville Village Council met for a regular meeting on Tuesday, September 8, 2020 at 6 p.m. via teleconference. (Zoom Meeting ID: 86324534685) Mayor Stricklen called the meeting to order. Answering roll call were Mr. Bill Welsh, Mr. Tom Young, Mr. Jason Van Sickle, Mr. Tom Gallagher, Mrs. Cathy Lance, and Mr. Matt Young. Also in attendance at the meeting were Village Administrator Curt Young, Fiscal Officer Elaine Van Horn, Fire Chief Mike Carey, Theatre Director Sally Hollenbach, and Village Solicitor Thom Gilman. The following guests joined the meeting: Loudonville Times Reporter Jim Brewer, Kenny Libben, Stacy Stricklen, and Ethel Reynolds.

CONSENT ITEMS:

Council Minutes – August 17, 2020 Regular Meeting: Councilman Gallagher moved the minutes be approved as presented. Second by Councilman Matt Young. A roll call upon said motion resulted as follows:

Tom Gallagher, yes; Matt Young, yes; Bill Welsh, yes;
Tom Young, yes; Jason Van Sickle, yes; Cathy Lance, yes. Motion carried.

Monthly Financial Report – August 2020: Councilman Matt Young moved to approve the August monthly financial report. Second by Councilwoman Lance. A roll call upon said motion resulted as follows:

Matt Young, yes; Cathy Lance, yes; Bill Welsh, yes;
Tom Young, yes; Jason Van Sickle, yes; Tom Gallagher, yes. Motion carried.

Monthly Mayor's Court Report – August 2020: Councilman Welsh moved to accept the August Mayor's Court Report. Second by Councilwoman Lance. A roll call upon said motion resulted as follows:

Bill Welsh, yes; Cathy Lance, yes; Tom Young, yes;
Jason Van Sickle, yes; Tom Gallagher, yes; Matt Young, yes. Motion carried.

DEPARTMENTAL REPORTS:

Rumpke Fall Cleanup: Administrator Young reminded Council that the fall clean-up is scheduled for October 14 and 15.

Youth Building Attic Insulation: Administrator Young reported that the roof of the Youth Building might have to be removed in order to insulate the ceiling at an estimated cost of \$6,000, which includes the insulation, and new sheeting. He commented that costs for building materials have greatly increased in the last short period of time. He noted that the new roof was scheduled to be installed next week. He stated that the simple route would be to proceed with the roof as planned and install the furnace without the air conditioning. Councilman Tom Young suggested purchasing window air conditioners. Councilman Gallagher questioned the installation of the new heating system without proper insulation, suggesting possible increased heating costs. Administrator Young noted that there has been an on-going problem over the years with people who use the building and open the windows during the winter months and then leave them open after they are done using the building. Councilman Van Sickle suggested moving ahead with the roof replacement as scheduled, with Councilman Welsh concurring.

Norfolk Southern Railroad Crossing Repairs: Administrator Young reported that Norfolk Southern has begun the repairs to the North Market Street crossing. Mayor Stricklen commented that he felt Norfolk Southern has taken a more aggressive approach to the repairs this time, noting they had removed a considerable amount of blacktop.

Fire Department Breathing Air Compressor & Fill Station: Fire Chief Carey reported that the new equipment will be installed this week, and asked Council for approval to sell the old unit on GovDeals. Councilman Tom Young moved to approve the sale of the old unit on GovDeals. Second by Councilwoman Lance. A roll call upon said motion resulted as follows:

Tom Young, yes; Cathy Lance, yes; Bill Welsh, yes;
Jason Van Sickle, yes; Tom Gallagher, yes; Matt Young, yes. Motion carried.

Income Tax E-File Software: Fiscal Officer Van Horn asked Council to consider approving an upgrade of the Village income tax collection software to provide for the ability to offer E-Filing to Village taxpayers, noting the expense falls within the State and Federal guidelines as set-forth for the use of the CARES Act funds. She reviewed two quotes she obtained, one for an upgrade of the current Civica CMI software for \$85,585 and one for software from The Baldwin Group for \$15,500. She noted that the Village

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currently uses the Baldwin Group Mayor's Court software and is pleased with their support. She noted that the annual support fee that the Village currently pays for the Civica CMI tax software is about \$2,500, which would increase to about \$8,500 with the new Authority Tax software. She noted that the annual support fee for the Baldwin Group MITS software would be about \$2,500. Councilman Matt Young moved to approve the purchase of the Baldwin Group MITS software at a cost not to exceed \$15,500 from the Coronavirus Relief Fund. Second by Councilman Gallagher. A roll call upon said motion resulted as follows:

Matt Young, yes; Tom Gallagher, yes; Bill Welsh, yes;
Tom Young, yes; Jason Van Sickle, yes; Cathy Lance, yes. Motion carried.

Open & Transparent Government Award: Solicitor Gilman advised Council that the Village was recently awarded the Highest Achievement in Open and Transparent Government Award as part of the Auditor of State's biennial audit of the Village, and expressed appreciation to Fiscal Officer Van Horn for her efforts. He also noted that the Police Chief and Fire Chief do an outstanding job adhering to public records laws and records requests.

Theatre Livestreaming System: Theatre Director Sally Hollenbach asked Council to consider the purchase of a system to livestream events, including Village Council meetings. She reviewed a proposal to purchase the IOS devices required to run the Switcher Studio software at a total cost of \$6,663, as well as software yearly subscription of either \$374 or \$588 depending on which subscription would best suit the Village's needs. She noted she has been using a trial version of the software, which she stated provides a very professional look with a relatively easy system to put together. She noted that the capabilities of the system would provide for many opportunities for the community to stream live shows, council meetings, and other events. Director Hollenbach stated that while she is becoming familiar with the trial version, she noted that she is still learning about the many capabilities of the system and excited for the possibilities for its use. Council discussed which subscription would be best for the Village, with Councilman Matt Young suggesting Director Hollenbach consider purchasing a multi-year subscription with the CARES Act funds. Councilman Welsh moved to approve the purchase of a livestreaming system at a cost not to exceed \$6,663 for the equipment and \$374 for the Switcher Studio Essentials Subscription. Second by Councilwoman Lance. A roll call upon said motion resulted as follows:

Matt Young, yes; Cathy Lance, yes; Bill Welsh, yes;
Tom Young, yes; Tom Gallagher, yes; Jason Van Sickle, yes. Motion carried.

Mayor Stricklen commended Director Hollenbach for her tenacity during the heart of the pandemic to revamp the programming and operations to adhere to the protocols that were set in place by the CDC and State of Ohio. Councilman Welsh concurred, expressing appreciation for the dedication she has shown.

LEGISLATION:

RESOLUTION 34-2020

**A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND
CERTIFYING THEM TO THE COUNTY AUDITOR**

VOTE TO SUSPEND THE RULES

Councilman Welsh moved to suspend the rules of the law, which require an ordinance to be read on three different days, for Resolution 34-2020. Councilman Matt Young seconded the motion. A roll call upon said motion resulted as follows:

Bill Welsh, yes; Matt Young, yes; Tom Young, yes;
Jason Van Sickle, yes; Tom Gallagher, yes; Cathy Lance, yes. Motion carried.

ADOPTION VOTE

Councilman Welsh moved that Resolution 34-2020 be passed as read. Second by Councilman Matt Young. A roll call upon said motion resulted as follows:

Bill Welsh, yes; Matt Young, yes; Tom Young, yes;
Jason Van Sickle, yes; Tom Gallagher, yes; Cathy Lance, yes. Motion carried.

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**RESOLUTION 35-2020
A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO ADVERTISE FOR
BIDS FOR A CONTRACT FOR STREET SURFACE PAVING AND DECLARING AN
EMERGENCY**

VOTE TO SUSPEND THE RULES

Councilman Welsh moved to suspend the rules of the law, which require an ordinance to be read on three different days, for Resolution 35-2020. Councilwoman Lance seconded the motion. A roll call upon said motion resulted as follows:

Bill Welsh, yes; Cathy Lance, yes; Tom Young, yes;
Jason Van Sickle, yes; Tom Gallagher, yes; Matt Young, yes. Motion carried.

ADOPTION VOTE

Councilman Welsh moved that Resolution 35-2020 be passed as read. Second by Councilwoman Cathy Lance. A roll call upon said motion resulted as follows:

Bill Welsh, yes; Cathy Lance, yes; Tom Young, yes;
Jason Van Sickle, yes; Tom Gallagher, yes; Matt Young, yes. Motion carried.

OLD BUSINESS:

Food Truck Permits: Councilman Tom Young stated he was confused with regard to the ordinance that regulates food trucks, questioning why food trucks on private property do not require permits. Councilman Gallagher stated he thought the Village did not control food trucks on private property. Councilman Tom Young stated he understood the ordinance to read all food trucks in the Village of Loudonville would be regulated and wanted a clarification. Solicitor Gilman stated he recalled discussion by Council that those on private property would not require a permit and noted he would look back at the minutes and also discuss it with Chief Taylor.

Cruiser Rebranding: Councilman Tom Young stated he did not agree with the Police Department using the funds they received from the sale of vehicles from the impound lot to rebrand their police vehicles. He questioned passing Ordinance 33-2020 as an emergency, and then using the funds used to rebrand the vehicles. Fiscal Officer Van Horn attempted to explain to Councilman Tom Young that Ordinance 33-2020 increased the appropriations in the Police Fund by the amount received from the sale of impound lot vehicles, and further explained the corresponding increase in the estimated revenue on the amended certificate. Councilman Tom Young stated he and Councilwoman Lance had said at a previous meeting they were not in favor of expending funds on the police cruiser rebranding at this time. Councilman Matt Young stated that when he suggested the rebranding of cruisers, he was asking about using unappropriated, carryover funds, and was in favor of the Chief utilizing funds from the sale of impounded vehicles. Fiscal Officer Van Horn stated that increasing the amended certificate by the new revenue and increasing the appropriation for the same amount does not have a negative effect on carryover funds balances. She further noted that the Police Chief has authority to spend within his appropriated operating budget as approved by Council and encouraged Councilman Tom Young to talk with Chief Taylor directly if he feels that he is not properly managing his budget. Mayor Stricklen praised Chief Taylor for taking initiative to cover the cost of the rebranding without having to use carryover funds. He further stated he was not in favor of micromanaging the department heads, and noted that the cost to rebrand the cruisers was a small amount. Councilman Tom Young stated that he "likes Chief Carey's approach better" than Chief Taylor's approach, noting Chief Carey "came in and asked."

Additional Cares Act Funds: Councilman Tom Young stated he had received a letter from Senator Larry Obhof indicating that there could be a third round of funding available. Councilman Tom Young then stated that he heard that the Ashland County Commissioner approved the purchase of four new sheriff cruisers with the Cares Act funding and asked if the Village could also purchase a cruiser using the Cares Act funds. Solicitor Gilman stated he would be hesitant to follow what another entity is doing, and further commented that while he did see in the news that the cruisers were purchased to transport someone who is potentially ill, he was not familiar with their reasoning nor would he make a judgment on their purchase. He further explained that if a Department Head or Council wants to make a purchase using the Covid grant, they discuss their request with the Fiscal Officer and Solicitor using the Federal and State guidelines. He noted that each purchase must be consistent with those approved within the guidelines or the funds may have to be repaid. Councilman Tom Young stated if additional funds are received and cannot be used by the departments, the Village could consider sub-granting the funds to other entities in the community.

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Youth Building Electrical Upgrades Quote: Councilman Tom Young reviewed a quote he received from Dessenberg Contracting LLC to replace the lights, electric panel, exit sign and three outdoor lights at a cost of \$3,850. He noted that the quote, dated 2/25/20, was still acceptable as written per Mr. Dessenberg. Councilman Tom Young moved to approve the upgrades to the Youth Building electric and lighting at a cost not to exceed \$4,000. Second by Councilwoman Cathy Lance. A roll call on said motion resulted as follows:

Tom Young, yes; Cathy Lance, yes; Bill Welsh, yes;
Jason Van Sickle, yes; Tom Gallagher, yes; Matt Young, yes. Motion carried.

NEW BUSINESS:

Park Usage Request Revised Dates – Fair Food Truck Rally: Council considered a request from Kenny Libben to revise the dates for the previously approved Fair Food Truck Rally from Friday and Saturday, October 9 and 10, to include Thursday, October 8. Councilman Gallagher moved to approve the revised dates for the Fair Food Truck Rally, to be held October 8 - 10. Second by Councilman Tom Young. A roll call upon said motion resulted as follows:

Tom Gallagher, yes; Tom Young, yes; Bill Welsh, yes;
Jason Van Sickle, yes; Cathy Lance, yes; Matt Young, yes. Motion carried.

Park Usage Request – Community Volunteer Day: Council considered a request from Councilman Matt Young for September 26 for a Community Volunteer Day in the four quadrants of Central Park. Councilman Matt Young stated he planned to work with volunteers to perform some maintenance around the parks including but not limited to edging the sidewalks, clean-up the fountain, and pull weeds in an effort to get people invested in Central Park. He stated that while the Maintenance Department does a great job, he thought it would be one less project for them. Mayor Stricklen asked Councilman Matt Young to meet with Maintenance Superintendent Burkhart prior to the Volunteer Day to discuss what he has planned, especially regarding fountain maintenance. Councilman Gallagher moved to approve the request. Second by Councilwoman Lance. A roll call upon said motion resulted as follows:

Tom Gallagher, yes; Cathy Lance, yes; Bill Welsh, yes;
Tom Young, yes; Jason Van Sickle, yes; Matt Young, abstain. Motion carried.

Park Usage Request – Appleseed CMHC/RCDV Safe Haven Silent Witness Project Display: Councilwoman Lance moved to approve the request from Appleseed Community Mental Health Center for their Silent Witness Project Red Silhouette display for Domestic Violence Awareness Month for October 16 through October 23, 2020 in the fountain quadrant of Central Park. Second by Councilman Gallagher. A roll call upon said motion resulted as follows:

Cathy Lance, yes; Tom Gallagher, yes; Bill Welsh, yes;
Tom Young, yes; Jason Van Sickle, yes; Matt Young, yes. Motion carried.

CLAIMS ORDINANCE 2020-17:

Claims Ordinance 2020-17 was presented for approval. Councilman Tom Young moved to approve Claims Ordinance 2020-17. Second by Councilman Van Sickle. A roll call upon said motion resulted as follows:

Tom Young, yes; Jason Van Sickle, yes; Bill Welsh, yes;
Matt Young, yes; Tom Gallagher, yes. Motion carried.

ADJOURN: With no further business to be brought before Council, Councilman Gallagher moved the meeting be adjourned at 6:56 PM. Second by Councilman Welsh. A roll call upon said motion resulted as follows:

Tom Gallagher, yes; Bill Welsh, yes; Tom Young, yes;
Jason Van Sickle, yes; Cathy Lance, yes; Matt Young, yes. Motion carried.

Fiscal Officer

Mayor