

**Versailles Village Council Meeting
Held at EMS Facility**

January 10, 2024

Prior to the meeting oaths of office were administered by Mayor Dammeyer to newly elected Councilors, Karla Dieringer and Erin Shaffer

Mayor Dammeyer called the Council meeting to order at 7:03 p.m.

Roll call found the following Council Members present: Mr. Paulus, Mr. Griesdorn, Mr. Steinbrunner, Mr. Gigandet, Mrs. Dieringer, and Ms. Shaffer. Also present were Village Administrator Francis, Fiscal Officer Ording, and Village Attorney Tom Guillozet.

Mr. Steinbrunner made a motion to accept the consent agenda items which included approval of the following:

- Approval of Agenda
- Approval of Minutes from December 27, 2023 Regular Meeting and December 30, 2023 Special Meeting
- Approval of List of Expenditures for January 10, 2024

Mr. Gigandet seconded the motion. Vote: all yeas. Motion carried.

Under public discussion, Mr. Gigandet made a motion to appoint Mr. Paulus as Council President Pro-Tempore, seconded by Mr. Griesdorn. Vote: all yeas with Mr. Paulus abstaining from vote.

Mayor Dammeyer then announced the following committee appointments for 2024:

Facilities Committee **Ralph Gigandet - Chairman**
Lance Steinbrunner - Member
Karla Dieringer - Member

Finance & Audit **Kent Paulus - Chairman**
Cory Griesdorn - Member
Erin Shaffer - Member

Park Board **Cory Griesdorn -Rep**
Ralph Gigandet – Alt.

Personnel & Policies **Cory Griesdorn - Chairman**
Kent Paulus - Member
Erin Shaffer - Member

Planning Commission **Kent Paulus - Rep**
Cory Griesdorn - Alt.

Tree Commission **Erin Shaffer - Rep**
Karla Dieringer - Alt.

Street & Safety **Ralph Gigandet - Chairman**
Lance Steinbrunner - Member

Karla Dieringer - Member

Cemetery Board

Ralph Gigandet - Rep

Lance Steinbrunner - Alt.

Town Hall Property Board

Cory Griesdorn

Ralph Gigandet

Next for discussion was consideration to amend the Rules of Council. Mayor Dammeyer requested that the Pledge of Allegiance and an invocation be added to Rule 8 – Order of Business. A copy of the invocation was provided to Council members for their consideration. Mr. Steinbrunner made a motion to approve the amendments to the Rules of Council, Rule 8 – Order of Business, adding the Pledge of Allegiance and invocation after the roll call, seconded by Ms. Shaffer. Vote: all yeas. Motion carried.

Next, under old business, Mr. Paulus made a motion to have Resolution No. 23-78, a resolution authorizing the sale of certain vehicles and equipment not needed for any municipal purpose read by title only a third time, seconded by Mr. Gigandet. Vote: all yeas. Motion carried. Village Attorney Guillozet read Resolution No. 23-78, by title only a third time. Mr. Gigandet made a motion to accept Resolution No. 23-78 as read, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

The first item of new business Mr. Paulus made a motion to approve the appointment of Mrs. Alisha Apple to the Assistant Fiscal Officer position for a six-month probationary period, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Next Village Administrator Francis reviewed with Council Members the proposed plans for the 2024 Street Maintenance Project and the North East Street Reconstruction Project. The plan includes paving of Fairview Avenue, West Main Street/Grand Avenue, North East Street, along with reconstruction of North East Street. Village Administrator Francis explained that the plans will be contingent upon the cost of asphalt. He requested authorization to enter into a contract for professional engineering services with Access Engineering Solutions, LLC for the 2024 Street Maintenance Project, and the North East Street Reconstruction Project. Mr. Griesdorn made a motion to authorize the Village Administrator to enter into the contract with Access Engineering, seconded by Mr. Gigandet. Vote: all yeas. Motion carried.

Mr. Paulus made a motion to authorize the Village Administrator to enter into a Utility Agreement with Ryan & Elizabeth McNeilan, located outside of the Village Corporation limits, seconded by Mr. Griesdorn. Vote: all yeas. Motion carried.

With all new business complete, Mr. Steinbrunner made a motion to enter into Executive Session to consider the employment and compensation of a public employee(s), seconded by Mr. Gigandet. Vote: all yeas. Motion carried. Members entered Executive Session at 7:22 p.m. The Executive Session ended at 8:08 p.m.

Upon returning to the regular meeting, Mr. Paulus made a motion to authorize the Chief of Police to negotiate an offer for employment for a Police Officer position, seconded by Mr. Griesdorn. Vote: all yeas. Motion carried. Mr. Paulus made a motion to authorize the Chief of Police to offer a promotion to a Police Officer, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Moving on to Administrative Reports, Mr. Francis distributed his Village Administrator's Report to members and reported on the following items: Well #2's pump failed late on the evening of Jan. 4th. The pump was pulled the morning of Jan. 5th and found that the lead wire to the pump had shorted out. The motor was replaced and the well put back into service that afternoon by plant operators. I reached out to Eagon & Associates last week to have them update the original 2019 Ground Water Report tables and graphs on the

Village's existing two wellfields along Swamp Creek near the treatment plants. This information will be used to determine what modifications and improvements to the existing wells will be needed once the new Reed Rd. wellfield comes online so that all wellfields can be utilized in a sustainable and efficient manner. Additionally, they are looking at our well log information from 2023 to advise us on any items that we can do now to get additional water production and prevent well pump damage such as replacing larger pumps with smaller ones in certain wells to avoid cavitating. Village Solicitor Guillozet has prepared a purchase agreement with Bohman Trucking, Inc. for the purchase of a semi tractor and milk hauling tanker to haul portable bulk water in an emergency per the recent council approval. I am working through the final details currently with Steve Bohman and hope to finalize the sale either late this week or first of next week. Shinn Bros., Inc. began last week installing new 8" raw water main along Reed Rd. They had already completed a directional bore pipe installation under Burns Rd. and a driveway near Long Rd. the week prior. Crews are currently working northbound on Reed Rd. having started at Industrial Parkway. Please note that 2" flushing hydrants that are to be installed as part of this project are painted a violet color. This is the OSHA standard color for non-potable water which raw well water is until treated per Ohio EPA rules. These 2" hydrants were required by the Ohio EPA and are for flushing purposes only, not fire protection. Shinn Bros. continues to work on the new pool filtration building. The building is currently framed and steel roofing being installed. The new Reed Rd. wellfield generator had start-up on Jan. 5th with Stateline Generator. The generator is now operational for the wellfield site. Scott's Electric will be working with Electro Controls to finish the final wire terminations. Electro Controls will be working to finish the programming and preparing the controls to operate the two new well pumps. We are likely a month or so yet from having utility power ready for the site from the Village electric system. All of the new PLC's have been installed at the WWTP by Electro Controls as part of the multi- year project to do so. These replacements were needed to replace the aging PLC's that are required to run various pumps and systems throughout the plant to treat wastewater. The replacement of the water plant PLC's are next with all equipment having been ordered. I attended the Versailles Area Chamber of Commerce meeting on January 3rd. Preparations are underway for the 2024 Chamber Banquet. In discussions with utility/administrative office personnel, former Mayor Subler, and current Mayor Dammeyer, I am proposing to change the Village Utility/Administrative Office hours to 7:30AM- 4:00PM Monday through Friday. The current office hours are 8:00AM-4:30PM. This proposal is being made to better accommodate our diverse customer and resident base. For a resident or utility customer who works an 8:00AM-5:00PM job such as an office worker, they cannot make it to the utility office to sign any documents or get answers to questions during the week. With opening thirty minutes earlier, these folks would have a better opportunity to meet with office personnel if needed. A person who works a factory-type position typically gets off earlier in the afternoon and can still make it to our office before 4:00PM. Additionally, our drive thru sees many utility customers coming through to drop payments between 7:30AM and 8:00AM on their way to work. Our Street, Electric, Water, and Sanitary sewer field employees start at 7:00AM each day and work until 3:30PM. By changing the office hours, this puts our customer service hours more in line with our field employees to better assist our residents and utility customers. In discussions with other office personnel, all were in favor of starting thirty minutes earlier. We are also seeing an increase in online utility bill pay that will likely only continue going forward and involve less window customers at the office. I am proposing to start the new hours Monday, February 12th. The notice of office hour change would be included in the Progress Report that is included with the utility invoices that will go out towards the end of January. We will also advertise this multiple times in the Versailles Policy and Facebook in addition to posting on the Village website. Electric Dept. personnel have been working on the Reed. Rd. three-phase improvements project installing hardware and completing the final tie-ins for the remaining overhead conductors. A final conduit bore is still needed at the Reed Rd./Pitsenbarger curve/intersection to connect the new overhead extension area to the existing pole line rebuild. Electric Dept. personnel have removed several bad fluorescent light fixture ballasts and retrofitted fixtures with new LED tube bulbs at the Fire/EMS station in between Christmas and New Years. The new LED tube bulbs are more efficient than the old T-8 fluorescent fixtures and last longer. The Street Dept. has finished an extension of approximately 135 lineal feet of 18" storm sewer and two catch basins along Baker Rd. near the Vista Dr. intersection. This extension is aimed at alleviating flooding near the intersection during heavy rain events. The Greenlawn Substation was turned off for testing and maintenance as part of the Village's operations and maintenance program this past Tuesday,

Jan. 2. Utility Instrumentation Services was contracted by the Village to perform this triannual maintenance and testing. No major issues were found with a full testing report to be provided to the Village at a later date. The substation was placed back online Friday, Jan. 5th. The Village collected and recycled 134.36 tons of cardboard in 2023. Cardboard has been of no value for some time. October, November, and December 2023 were the first months where we started to receive revenue again for recycled cardboard material. The 1995 Leroi towable air compressor will be listed on the GovDeals.com auction website Wednesday, Jan. 10th with bidding open until January 25, 2024 at 4:00PM.

Village Attorney Guillozet reported that a partial payment has been received from Seger Trucking's Insurance Company for damages done to the Village's fiber optic lines.

Committee and Board reports were as follows:

- Planning Commission – met January 3rd to review the proposed signage package for the new Greenville National Bank branch at 16 Marker Rd. and a proposed lot split request by Bob and Joan Ruschau, 637 Woodland Dr. The proposed signage package as submitted was approved by the planning commission with a recommendation to the BZA regarding a ground-mount, on-premise sign that includes an electronic message board. The proposed lot split by Bob and Joan Ruschau was tabled to allow further information to be obtained regarding front setback requirements as outlined in Section 528 of the Village's Zoning Code.
- Board of Zoning Appeals – meeting January 17, 2024 at 6:30 p.m. to review sign variance requests for Versailles Dental, 460 Marker Rd., and the new Greenville National Bank branch, 16 Marker Rd.
- Cemetery Board – meeting January 16, 2024 at 9:00 a.m.
- Park Board – met December 28th - it was announced that the Versailles Youth Girls Softball Program has received a donation from Platty's Doors who will be providing and installing a new overhead concession stand door. Additionally, Mr. Larry "Rabbit" Hemmelgarn was present at the meeting to announce to the board that he is wishing to make a donation towards a future resurfacing project at the Ward Park Tennis Courts.

Mr. Paulus congratulated the newly sworn in council members, Mrs. Dieringer and Ms. Shaffer along with Mr. Dammeyer as new Mayor.

With no further business to conduct, Mr. Gigandet made a motion to adjourn the meeting; Mr. Steinbrunner seconded the motion. Vote: all yeas. Motion carried.

Mayor Dammeyer adjourned the meeting at 8:34 p.m.

Todd M. Dammeyer, Mayor

Kathy Ording, Fiscal Officer