

**Versailles Village Council Meeting  
Held at Community Room**

**January 8, 2020**

Prior to the meeting oaths of office were administered by Council Member Mr. Berger to newly elected Councilors, Todd Dammeyer and Jeff Beasley. Mr. Berger had administered the oath of office for Mayor Subler on December 31<sup>st</sup>.

Mayor Subler called the Council meeting to order at 7:04 p.m.

Roll call found the following Council Members present: Mr. Paulus, Mr. Berger, Mr. Dammeyer, Mr. Beasley, Mr. Griesdorn, and Mr. Steinbrunner. Also present was Village Administrator Hale, Fiscal Officer Ording, and Village Attorney Tom Guillozet.

Mayor Subler requested that the agenda be amended to add item 6. D. under new business, Consideration of Ordinance No. 20-02, an ordinance amending Ordinance No. 19-70, The 2020 Annual Appropriation Ordinance and declaring an emergency.

Mr. Beasley made a motion to approve the consent agenda which included the following items:

- Approval of Agenda as amended with the addition of Ordinance 20-02 under new business
- Approval of Minutes from the December 18, 2019 Regular Meeting
- Approval of expenditures as of January 8, 2020

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

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

Mayor Subler then announced the following committee appointments for 2020:

Facilities Committee	<b>Jeff Beasley - Chairperson</b> Cory Griesdorn Kent Paulus
Finance & Audit	<b>Kent Paulus - Chairperson</b> Jeff Beasley Mike Berger
Park Board	<b>Cory Griesdorn - Representative</b> Lance Steinbrunner – Alternate
Personnel & Policies	<b>Todd Dammeyer - Chairperson</b> Lance Steinbrunner Kent Paulus
Planning Commission	<b>Jeff Beasley - Representative</b> Mike Berger - Alternate
Tree Commission	<b>Lance Steinbrunner - Representative</b> Kent Paulus - Alternate
Street & Safety	<b>Cory Griesdorn - Chairperson</b> Todd Dammeyer Mike Berger
Cemetery Board	<b>Mike Berger - Representative</b> Todd Dammeyer – Alternate
Town Hall Property	Jeff Beasley Cory Griesdorn

Mr. Dammeyer made a motion to approve the Rules of Council for 2020, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Under old business, Mr. Paulus made a motion to have Ordinance No. 19-66, an ordinance establishing compensation for the Mayor and Council members be read by title only, for the third reading, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried. Village Attorney Guillozet read by title only for a third reading Ordinance No. 19-66. Mr. Steinbrunner made a motion to accept Ordinance No. 19-66, seconded by Mr. Berger. Vote: all yeas. Motion carried.

Under new business, Village Attorney Guillozet read by title only, the first reading of Resolution No. 20-01, a resolution authorizing the sale of certain vehicles and equipment not needed for any municipal purpose.

Next was consideration of full-time employment for Mr. Derek Meyer. Village Administrator Hale stated the Mr. Meyer has been a tremendous asset to the Electric Department and fully recommended his full-time employment. Mr. Paulus made a motion to approve regular full-time employment status of Mr. Derek Meyer as Electric Lineman I with the successful completion of the one-year probationary period, seconded by Mr. Berger. Vote: all yeas. Motion carried.

Village Administrator Hale stated that the Records Commission has been reviewing the Village's record retention policy. The policy in place is the recommended retention schedule for municipalities listed by the Ohio Historical Society. Within HB 153, the state requires the retention policy be approved through legislation and passed by Village Council. He also explained that there have been some discussions about emails. An email is a format on which a record is sent, received, or drafted. The content of the email determines which record series it belongs to and its appropriate retention period. To meet the requirements of the retention policy, each employee will download all emails to a thumb drive each year. The thumb drive will be held by the Fiscal Officer for 5 years. After 5 years, the information will be disposed of. Mr. Dammeyer made a motion to approve the recommendation from the Records Commission to amend the Village's record retention schedule and to create legislation. Mr. Griesdorn seconded the motion. Vote: all yeas. Motion carried.

Next for consideration was Ordinance No 20-02, an ordinance amending Ordinance No. 19-70, the 2020 Annual Appropriation Ordinance, and declaring an emergency. Ordinance No 20-02 was read by title only for the first reading. Mr. Paulus made a motion to have Ordinance No 20-02 read a second and third time, by title only and declared an emergency, seconded by Mr. Beasley. Vote: all yeas. Motion carried. Ordinance No 20-02 was read by title only a second and third time. Mr. Dammeyer made a motion to accept Ordinance No 20-02 as read, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Moving on to Administrative Reports, Village Administrator Hale distributed his Administrator's Report to members and reported on the following items: We have closed on the Old Locker Plant building and have officially sold it to current tenant Jim Spitzer, owner of Versailles Physical Therapy. We have had a meeting to discuss the power outage on New Year's Eve. The outage was caused by the DP&L system we depend on for power transmission failing. Unfortunately, we must depend on DP&L as to when they will reestablish power distribution to our system before we can restore power. We utilized One Call Now and Facebook to inform citizens of the ongoing situation. The Versailles Area Chamber of Commerce will be holding their annual banquet on Monday, January 27th beginning at 5:30 at the Stillwater Valley Golf Course. Meal tickets are available by contacting Matt Poepelman at 937-423-4965 or Email matt@cfpoepelman.com. Premier, a contractor of Vectren, is finally completing their work within the village. They will be removing the steel plates in the project area and filling the areas with hot mix out of Trenton, Ohio. We have concerns regarding their ability to get the hot mix all the way from Trenton to the village with it maintaining acceptable heat to compact correctly. We actually prefer they put in hot mix as opposed to cold patch which does not hold up as well, but it needs to be compacted correctly. We will allow them to use the hot mix because they will be returning to the Village in the spring to do work on other gas lines within the Village and have agreed to repair any areas we have concerns about at that time. Baumer Construction completed all of the contracted demolition work inside of the new Jackson St. Municipal Services Facility. The existing wall by the truck docks is down, the keg cooler is removed, and the refrigeration units have been taken down. In addition, street department personnel have nearly completed the removal of the several small rooms near the truck docks and are currently working to remove the storage cages to the south of the office area. Electric Dept. personnel are working to re-route conduit to an area where a new exit door will be located on north side of the building. They are also removing all of the refrigeration lines currently mounted to the ceiling. Kyle Francis will be meeting with Bob Ahrens to evaluate a potential ceiling mount radiant heat unit along with heat pumps for the new Municipal Building. Once the information is available the information/specs will be forwarded to Joey Boston with Efficiency Smart to determine if we are eligible for rebates. All but a couple of the Village computers have been updated to Windows 10. This update was necessary to maintain our network security. Village employees will be meeting with Denlinger Enterprises to discuss potential plans for development along Marker Road. This is all in the early stages and nothing definite has been determined. The Tree Commission will be meeting on Monday, January 13th to review a draft Emergency Storm Tree Response Plan. It is necessary to have a plan in place to receive any government assistance in cleanup should an emergency hit the Village. The Darke County CIC continues to work with the Darke County Health Department regarding regulations that the CIC feels are hindering new housing development. A meeting will be held this Friday with Dr. Terry Holman to discuss complaints and concerns. Eagon & Associates is preparing to send in a well site application to the OEPA and request for variance to perform a test bore north of the existing Well #9. This location does meet the isolation

radius requirement of 300' per the OEPA rules as it will be approx. 200' south of the railroad right-of-way. The 2000 Vermeer Trencher from the Electric Dept. has sold on GovDeals. The trencher brought \$10,110.00 which is better than we anticipated. Village Street Department personnel are currently working on replacing two water services under Heritage Court that were found to be leaking during the fall leak detection survey. The services are located at 72 Heritage Ct. and 189 Heritage Ct. Both services are original copper installed when the development was constructed in the late 1990's. We have had several services that have been replaced in this development due to bad copper. Brice Schmitmeyer with Access Engineering is currently working on the estimate for the 2020 Street Maintenance Project. He has completed some initial costs and we will be working with him over the next week or so to fine tune the project scope. Kyle Francis met with Mike Poling with Heritage Park to discuss the Klipstine Road Improvements Project that is slated for 2021 regarding the need for additional road right-of-way and sidewalks on the Heritage Park frontage. Kyle has been informed the park committee held a meeting and are open to granting the additional right-of-way and is supportive of the project. We will be contacting Access Engineering to proceed with the right-of-way dedication plat that will be needed for the area. The final day for leaf collection was Dec. 27th.

Chief Humphreys December Monthly Activity Report was distributed to Council members.

Committee and Board reports were as follows:

- Cemetery Board: meeting scheduled January 21, 2020 at 9:00 a.m.
- Tree Commission: meeting scheduled January 13, 2020 at 12:00 p.m.

With no further business to conduct Mr. Dammeyer made a motion to adjourn the meeting, Mr. Berger seconded the motion. Vote: all yeas.

Mayor Subler adjourned the meeting at 7:38 p.m.

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Jeffrey A. Subler, Mayor

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Kathy Ording, Fiscal Officer