

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 Busse, Fiscal Officer Ording, and Village Attorney Tom Guillozet. Visitor was Carol Marsh, reporter for the Greenville Daily Advocate & The Early Bird.

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

- Approval of Agenda
- Approval of Minutes from the June 23, 2021 Regular Meeting
- Approval of expenditures as of June 23, 2021

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

Scheduled under old business, Village Attorney Guillozet read by title only, the first reading of Ordinance No. 21-28, an ordinance revising and adopting an updated hourly employees compensation table for the Village of Versailles and declaring an emergency. Mr. Paulus made a motion to read Ordinance No. 21-28 a second and third time, by title only, and declared an emergency. Mr. Dammeyer seconded the motion. Vote: all yeas. Motion carried. Ordinance No. 21-28 was read by title only, a second and third time. Mr. Paulus made a motion to accept Ordinance No. 21-28, seconded by Mr. Berger. Vote: all yeas. Motion carried.

Moving on to new business, Resolution No. 21-29, a resolution adopting a Tax Budget for the Village of Versailles for the fiscal year commencing January 1, 2022, submitting the same to the County Auditor, and declaring an emergency was read by title only, a first reading. Mr. Dammeyer made a motion to read Resolution No. 21-29 a second and third time, by title only, and declared an emergency. Mr. Beasley seconded the motion. Vote: all yeas. Motion carried. Resolution No. 21-29 was read by title only, a second and third time. Mr. Dammeyer made a motion to accept Resolution No. 21-29, seconded by Mr. Beasley. Vote: all yeas. Motion carried.

Resolution No. 21-30, a resolution accepting the annexation of a 15.025-acre tract of land, more or less, owned by Kyle L. Goubeaux, Andrea S. Goubeaux, Harold J. Pohl and Debra R. Pohl and adjacent road right-of-way dedications into the Village of Versailles, Ohio and declaring an emergency was read by Village Attorney Guillozet by title only, a first reading. Mr. Paulus made a motion to read Resolution No. 21-30 a second and third time, by title only, and declared an emergency. Mr. Beasley seconded the motion. Vote: all yeas. Motion carried. Resolution No. 21-30 was read by title only, a second and third time. Mr. Beasley made a motion to accept Resolution No. 21-30, seconded by Mr. Berger. Vote: all yeas. Motion carried.

Next, Resolution No. 21-31, a resolution accepting the annexation of a 1.205-acre tract of land, more or less, owned by Brian J. Heitkamp and Mechelle L. Heitkamp into the Village of Versailles, Ohio and declaring an emergency was read by Village Attorney Guillozet by title only, a first reading. Mr. Paulus made a motion to read Resolution No. 21-31 a second and third time, by title only, and declared an emergency, seconded by Mr. Beasley. Vote: all yeas. Motion carried. Resolution No. 21-31 was read by title only, a second and third time. Mr. Beasley made a motion to accept Resolution No. 21-31, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Village Attorney Guillozet then read by title only, the first reading of Ordinance No. 21-32, an ordinance amending Ordinance No. 20-80 The Annual Appropriations for 2021, and declaring an emergency. Mr. Paulus made a motion to read Ordinance No. 21-32 a second and third time, by title only, and declared an emergency, seconded by Mr. Berger. Vote: all yeas. Motion carried. Ordinance No. 21-32 was read a second and third time by title only. Mr. Dammeyer made a motion to accept Ordinance No. 21-32, seconded by Mr. Beasley. Vote: all yeas. Motion carried.

Next was consideration of Resolution No. 21-33, a resolution authorizing the Fiscal Officer to advertise for bids for the Homer Street Pump Station Replacement Project and declaring an emergency. Village Attorney Guillozet read by title only, the first reading of Resolution No. 21-33. Mr. Dammeyer made a motion to read Resolution No. 21-33 a second and third time, by title only, and declared an emergency. Mr. Berger seconded the motion. Vote: all yeas. Motion carried. Resolution No. 21-33 was read by title only, a second and third time. Mr. Beasley made a motion to accept Resolution No. 21-33, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

The next two Resolutions were for the authorization for the Village Administrator of the Village of Versailles, Ohio to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program(s) and to execute contracts as required and declaring an emergency. Resolution No. 21-34 is legislation to apply for funds for the North Central Area Waterline Replacement Project and Resolution No. 21-35 is to apply for funds for the Klipstine Road Improvements Project. Village Attorney Guillozet read by title only, the first reading of Resolution No. 21-34. Mr. Paulus made a motion to read Resolution No. 21-34 a second and third time, by title only, and declared an emergency. Mr. Beasley seconded the motion. Vote: all yeas. Motion carried. Resolution No. 21-34 was read by title only, a second and third time. Mr. Paulus made a motion to accept Resolution No. 21-34, seconded by Mr. Berger. Vote: all yeas. Motion carried. Village Attorney Guillozet then read by title only, the first reading of Resolution No. 21-35. Mr. Paulus made a motion to read Resolution No. 21-35 a second and third time, by title only, and declared an emergency. Mr. Beasley

seconded the motion. Vote: all yeas. Motion carried. Resolution No. 21-35 was read by title only, a second and third time. Mr. Paulus made a motion to accept Ordinance No. 21-35, seconded by Mr. Berger. Vote: all yeas. Motion carried.

Next was consideration of the acceptance of a \$10,000 grant from the Greater Versailles Area Foundation towards the purchase of a new Lucas Chest Compression System. EMS Administrator Harvey had presented a cost breakdown showing the total cost of the device at \$17,468.45. With the \$10,000 grant, the Village share is \$7,468.45. Mr. Dammeyer, with appreciation, made a motion to accept the \$10,000 grant, seconded by Mr. Beasley. Vote: all yeas. Motion carried.

Next under new business was consideration of a recommendation from the Personnel & Policies Committee for proposed changes to the Personnel Policy Manual. Mr. Dammeyer stated to Council that the committee met on July 7<sup>th</sup> to review updates to the manual that were presented by Village Administrator Busse, Assistant Village Administrator Francis, and Fiscal Officer Ording. Village Administrator Busse reviewed with Council the proposed amendments to include training reimbursement updates, the addition of Hepatitis A Vaccines paid by the Village, and moving Section 4-13 to Section 3.08 Training. Other changes discussed with Council was employee vacation time. The current policy allows an employee to carry forward 40 hours to the next anniversary year. Village Administrator Busse stated that currently, employees are cashing in vacation hours not used in excess of the 40 hours carry forwarded. The proposal is to allow employees to carry forward 80 hours into any subsequent anniversary year. On completion of the pay period, including the employee's anniversary date, any vacation time from the previous year beyond 80 hours would be forfeited. Employees would not be eligible for payout of unused vacation time with the exception of separation in good standing or death of the employee. Village Administrator Busse also discussed with Council the new federal holiday, Juneteenth. Members agreed to discuss the Village's possible observance of the holiday in December. Mr. Paulus made a motion to accept the recommendation from the Personnel & Policies Committee for legislation to be prepared with the proposed changes to the Personnel Policy Manual, seconded by Mr. Beasley. Vote all yeas. Motion carried.

The Personnel & Policies Committee also recommended to Council updates to the Village's Credit Card Policy. Fiscal Officer Ording explained that the State Auditors office had provided guidelines for the use of Village credit cards and requires approved legislation. The policy ensures that credit cards are being monitored for allowable charges and defines the authorized users. Mr. Paulus made a motion approve the recommendation from the Personnel & Policies Committee and to prepare legislation for the updated policy, seconded by Mr. Berger. Vote: all yeas. Motion carried.

The last item of new business was consideration of a recommendation from the Personnel & Policies Committee to create job descriptions for the Assistant Village Administrator, Assistant Swimming Pool Manager, and Swimming Pool Concession Worker. Village Administrator Busse explained that there were no position descriptions for these jobs. Mr. Paulus made a motion to approve the recommendation from the Personnel & Policies Committee for the creation of the job descriptions for the Assistant Village Administrator, Assistant Swimming Pool Manager, and Swimming Pool Concession Worker, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

With all scheduled business complete, Mr. Dammeyer made a motion to enter into Executive Session to consider the employment of a public employee. Mr. Steinbrunner seconded the motion. Vote: all yeas. Motion carried. Members entered Executive Session at 7:50 p.m. Members returned from Executive Session at 8:00 p.m.

Upon returning from Executive Session, Mr. Paulus made a motion to authorize the Village Administrator to make an offer to a candidate for employment, seconded by Mr. Beasley. Vote: all yeas. Motion carried.

Moving on to Administrative Reports, Village Administrator Busse distributed his Village Administrator's report to members and reported on the following items: The concrete drives have been repaired by the Street Department for two of the four homes along Klipstine Rd that had concrete driveways removed as part of the Klipstine Road water and sewer extensions. Tom's Construction has completed the Virginia Street reconstruction and paving. All seeding has been completed. Residents have been asked to assist in watering the new grass to help it get established. The Electric Department has completed the installation of the Virginia Street light bases and will be completing the street lighting withing the next couple of weeks. The Electric Department has relocated poles along Maple Street to allow for the street project curbs and sidewalks. The Electric Department replaced a broken pole at 10117 State Route 121. The wiring of the new fuel system is complete. We are waiting on the installer to complete the installation. We hope to have this completed by the end of the month. The transformer has been replaced at Kamp Pallets office area. We have begun working on the primary electric relocation at Midmark in front of the new Tech Center. This work will take about three weeks to complete. We received our siting approval for Well #11 which will replace Well #8 as we previously discussed. Quinter Well Drilling has ordered the screen for the new well and will be scheduling the drilling work. Eagon is currently corresponding with the Ohio EPA on the Reed Road property. We received the notification of a Community Parks Improvement Program grant award from the Darke County Park District in the amount of \$7,261.55. This money is to be used to purchase a 14' X 24' sunshade to be installed at the pool this fall. We received updated pricing. The cost is now \$7,841.29 including shipping. I am requesting that Council approve the purchase of the sunshade for the pool so that we can get it on order. Mr. Griesdorn is looking into the possibility of a local carrier picking the sunshade up at the factory saving the Village several hundred dollars in shipping costs. Private swim lessons are currently in progress. Group swim lessons will be offered July 19 through July 22 and July 26 through July 29 daily from 6:15 – 7:00 PM. The cost is \$25.00 for pool pass holders and \$40.00 for non-pass holders. A Community pool party has been scheduled for July 25 from 5 – 8 PM. Admission is \$1.00 for pool pass holders and \$2.00 without a pool pass. I am currently working with Sensus on a licensing agreement for

water/electric meter radios. I hope to have this ready for approval at our next Council meeting. Mr. Guilliozet has requested some clarifications and minor changes to the contract. Once the agreement is approved, we will be installing some test radios at various locations. We have received the award notification for the \$350,000 0% Loan from OPWC we applied for. These funds must be used to purchase and install an automated water meter reading system for the Village. We anticipate being ready to advertise for bids this fall and begin the installation after the first of the year. ODOT will be milling and resurfaced St Rt 185 beginning Monday, July 19, 2021. This project begins just west of our municipal services building and runs west to St Rt 127. As part of this project, they will be replacing curb ramps inside the project area at Catalpa Drive and Baker Road. The playground surface material has been ordered and will be delivered to Ward Park later this week. Assistant Village Administrator Busse has obtained a labor only quote from PAB Construction for repairs to the Hubert Drive and Kathline Court. The labor only quote from PAB is Construction is \$20,944.00. The estimated cost to the Village for concrete is \$8,710 for a total cost of \$29,654.00. We have budgeted a total cost of \$35,000 for repairs this year. We are recommending awarding the work to PAB Construction because they are already working on Maple Street in the village and did a great job on a similar street repair project last year. Mr. Dammeyer made a motion to approve PAB Construction for the concrete repairs to Hubert Drive and Kathline Court for a total cost of \$29,654, seconded by Mr. Paulus. Vote: all yeas. Motion carried.

Fiscal Officer Ording reported that information has been received about items in the state operating budget, Sub. HB 110 that contain provisions which could reduce Municipal Income Tax collections through payroll withholdings. Police Chief Bolin received notification from the Ohio Attorney General's office information about HB 337. The bill would create a one-time bonus payment for first responders. The bill would provide a bonus to first responders who have been continuously employed as a responder since March 1, 2021 and in good standing. The bonus payments are from the bill that appropriates \$82,736,500 of funds derived from the American Rescue Plan Act of 2021. Lastly, she reported that the American Rescue Plan Act (ARPA) Fund application process is now available for Non-Entitlement Units of Local Government. The Village of Versailles would receive a total of \$268,162.71. This would be distributed as \$134,081.36 in 2021 with the remaining \$134,081.36 to be received in 2022. The guidelines for the use of funds have been released and will need to be followed if the Village chooses to receive the funds. Mr. Paulus made a motion for the Fiscal Officer to apply for Village funds through the American Rescue Plan Act (ARPA), seconded by Mr. Dammeyer. Vote: all yeas. Motion carried.

Village Attorney Guilliozet reported that there has been a case where a Municipality was challenged with their use of the Consent Agenda. He stated that the Consent Agenda is to be used only for routine items and decisions that are likely to be noncontroversial.

Committee and Board reports were as follows:

- Planning Commission – met July 6<sup>th</sup>. Council members were provided a written recommendation from the Planning Commission to hold a Public Hearing to consider the rezoning for Edgewood at Versailles Phase No. 1. Lots 1-20 from the current zoning of R2 to Residential PUD.
- Board of Zoning Appeals – met July 6<sup>th</sup> to consider a variance application filed by Thomas and Christal Huber, 265 Reed Avenue for the reduction in the required front yard setback to remove and reconstruct a wood deck.
- Cemetery Board – meeting July 20, 2021 at 9:00 a.m.
- Park Board – meeting July 22, 2021 at 5:00 p.m. at Ward Park
- Tree Commission – met July 14<sup>th</sup> to discuss proposed removal of 6 trees between Greenlawn Ave and Jackson St along the east side of N. West St. for roadway and powerline clearance.

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

Mayor Subler adjourned the meeting at 8:30 p.m.

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Jeffrey A. Subler, Mayor

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Kathy Ording, Fiscal Officer