

REGULAR COUNCIL MEETING  
VILLAGE OF GREENFIELD – September 15, 2020

Prior to the start of business, council member Mark Branham opened the meeting with prayer. Pledge of Allegiance was led by alternate council clerk Sherry Parker.

Council Chairman Phil Clyburn called the September 15, 2020 meeting to order at 7:31 p.m.

ROLL CALL: The following members answered to roll call: Kyle Barr, Eric Borsini, Phil Clyburn, Mark Branham, and Brenda Losey. Also, in attendance were: Village Solicitor Brian Zets and City Manager Todd Wilkin.

MINUTES: Mr. Barr made a motion to accept the September 1st regular meeting minutes as presented. Mrs. Losey seconded. Vote – yea 5, nay 0. Motion carried.

REPORTS OF PUBLIC OFFICIALS: Village Solicitor Brian Zets reported that if anyone has any questions about any of the legislation, he can answer them.

City Manager's Report: City Manager Wilkin made the following report: (1) Greenfield Citizen of the Month for September - Terry Wilson. Mr. Wilson has owned and operated the Karate studio here in Greenfield for nearly 30 years and has had a positive influence on many Greenfield children, parents, and families. Throughout his time here, he has given away bike helmets to first graders. The individual who recommended Mr. Wilson to receive this month's citizen of the month had the following to say about him: "Terry is one of the most kind and generous people I have ever met." (Mr. Wilson accepted his plaque from the city manager and was very thankful for the recognition). The village is now accepting nominations for October's citizen of the month. (2) Greenfield Employee of the Month for September – Charles Davis. The village recently posted pictures of Charles on our Facebook page showing him in action. The post has been viewed by approximately 5000 people and liked by almost 200 individuals. Charles is a hard-working employee who loves to smile. The village is very thankful for his demeanor and all of the hard work he does. (3) Food Truck Festival – A quick reminder that the festival is scheduled for October 2<sup>nd</sup> and 3<sup>rd</sup> here in Greenfield on S. Washington Street. (4) Yard Waste Site – Greenfield residents may bring their yard waste to the Waste Water Treatment Plant or WWTP on September 25<sup>th</sup>, from 12-4 pm, and again on September 26<sup>th</sup>, from 8-12 pm. Make sure to bring your compostable materials. (5) Clean Up Day – Greenfield will hold their annual clean-up day on October 10<sup>th</sup> from 9 am to 12 pm. The information will be posted on the Village's Facebook page that will explain the materials that will be accepted. The dumpster and garbage truck will be located on S. Washington Street by the railroad tracks across the street from Waddells. (6) Trick or Treat (Halloween) – There have been some questions about Trick or Trick for Halloween this year. The village would like to see all activities to play out as they have for years, however the

village is waiting on guidance from the Governor. Typically, Beggars night is set or suggested by Judge Greer for Highland County. (7) Community Improvement Corporation or CIC – The CIC has announced that they are receiving bids on 311 North Street and 425 Olive Street. There will be two walkthroughs scheduled for tomorrow, September 16<sup>th</sup>. The first inspection: 9/16/2020 from 2-3 pm for 311 North St. and 3:30-4:30 pm from 425 Olive St. -hosted by Mr. Clyburn. (8) Infrastructure Updates – During the last council meeting, council reviewed the application/loan the village is applying for through the EPA. Just to clarify some of the initial comments made during the last council meeting and provide a better understanding, the village has significant inflow and infiltration or I&I into our sanitary sewer, and one of those areas is South Street. The total project costs are approximately \$4.6 million, but while applying for the funds, we are also applying for \$3 million in loan forgiveness. We will be applying for a \$750,000.00 Critical Infrastructure Grant and an ARC Grant in the amount of \$250,000.00, so to remove 700,000 gallons of water, our total costs for the project could be around \$600,000.00. The village has an infrastructure issue for the fact that we are running on eight wells that are approximately six inches in diameter, and are more than 55 years old. In fact, our best running well is 70 years old. The new wells the village is looking at to purchase are 16 inches in diameter and the only question would then be where we would put a well like this. We also had the opportunity to use a camera on the 600 block of Lyndon Ave. and found tremendous I&I coming in from the citizen's laterals, which means their downspouts and basement drains need to be disconnected. The village is always planning for the future as this is vital for us to minimize our I&I to both expand and attract new businesses to our town, and we should have these costs soon. We do not want the EPA coming into Greenfield informing us that we need to expand our WWTP and thus waste millions of dollars not addressing the actual issue. (8) Discussion – Mr. Branham asked about the paving of Lyndon and Spring. City Manager Wilkin stated that the 600 block of Lyndon and another block of Spring will be paved this year (soon), and we are also wanting to fix the curbs as well as the 6<sup>th</sup> street loop. The City Manager then noted that bids for the paving of the rest of Lyndon to S. Washington St. and the rest of Spring St. will go into the budget for next year. Mrs. Losey wished to know how the village would pave 6<sup>th</sup> St. with school being in session. City Manager Wilkin explained that milling would take one day and it would only take one day to pave the block. We will also do our best to work around the school's schedule. Mr. Branham made an inquiry about a burnt house on Dickey and if there has been any word back from the Fire Marshall. City Manager Wilkin stated that the Fire Marshall stated that the fire was caused by arson, but has not determined who set the fire. A letter was also sent to the homeowners that just recently expired, and we will be following our ordinances in order to proceed with what we need to do next with the property. Mrs. Losey commented about a property located on N. Washington St. that has a section of its chimney almost gone. City Manager Wilkin stated that the village is currently working on this and has sent a letter to the homeowners, but we do not have a current update on the situation.

COMMUNICATION: Mr. Branham mentioned the Food Truck Festival and the fact that Greenfield really needs this right now. The festival will again be held on October 2<sup>nd</sup> and October 3<sup>rd</sup> and everyone really needs to do their best on getting the word out. Mr. Barr noted that he would like to schedule a committee meeting for this Saturday, September 19<sup>th</sup> at 10 am about the Michell's Park Skate Park on the 3<sup>rd</sup> floor of the City Hall Building. City Manager stated Greenfield owns where the old salt barn/building is (where the cell tower went up) and ideas about a community park, moving the skate park, and/or adding benches has been mentioned.

COMMITTEE REPORTS: Dr. Borsini stated on September 4, 2020, the Finance committee met at 1 pm. City Manager Todd Wilkin, Finance Director Mrs. Carolyn Snodgrass, Phil Clyburn, Eric Borsini, Department heads Rachael Crabtree, Tim Beech, and Tate Wagner were in attendance. Each department head presented a needs sheet request to the committee reflecting long term, short term, and wish list needs. These lists will allow the committee to better understand the needs of each department and be proactive as to what to plan for and allow in the budget for each department. We discussed items that were needed from each department and asked each department head to present a cost detail of the items needed at our next finance meeting. Expenses versus revenue were reviewed and all expenses were found to be within budgetary allowances.

LEGISLATION: Mrs. Losey provided second reading of Resolution No. 19-2020 – 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.

Mrs. Losey provided first reading of Ordinance No. 18-2020 – An Ordinance establishing blanket and super blanket purchase order amount limits as required by Ohio Revised Code 5705.41 (D)(3). City Manager Wilkin explained a little more about blanks versus super blankets as they pertain to purchase orders. Dr. Borsini moved to receive Ordinance No. 18-2020. Mrs. Losey seconded. Vote – yea 5, Clyburn, Branham, Losey, Barr, and Borsini; nay 0. Motion carried.

Mrs. Losey provided first reading of Ordinance No. 19-2020 – An Ordinance hiring Sherry Parker as Clerk of Council, beginning January 5, 2021. Mr. Branham commented that Roberta Karnes, the current Clerk of Council has had such a long history with the council and will be missed. He also noted Sherry is for sure an asset and council could not have asked for a better person to hire. Dr. Borsini moved to receive Ordinance No. 19-2020. Mr. Barr seconded. Vote – yea 5, Branham, Losey, Barr, Borsini, and Clyburn. Motion carried.

Mrs. Losey provided first reading of Ordinance No. 20-2020 – An Ordinance amending the 2020 Permanent Appropriations Ordinance No. 17-19 to include the newly created Local Coronavirus Relief Fund, increasing the Total Appropriations by

\$156,288.77 and providing the distribution of the fund, and declaring an emergency. City Manager Wilkin discussed what the funds will be used for and what council will approve through a scheduled special council meeting in the future. Mr. Clyburn moved to receive Ordinance No. 20-2020. Mrs. Losey seconded. Vote – yea 5, Losey, Barr, Borsini, Clyburn, and Branham; nay 0. Motion carried. Dr. Borsini moved to suspend the rule requiring three readings. Mr. Barr seconded. Vote – yea 5, Barr, Borsini, Clyburn, Branham, and Losey; nay 0. Motion carried. Dr. Borsini made a motion to adopt Ordinance No. 20-2020. Mr. Barr seconded. Vote – yea 5, Borsini, Clyburn, Branham, Losey, and Barr; nay 0. Motion carried. Ordinance No. 20-2020 was duly adopted.

ADJOURNMENT: Mrs. Losey moved to adjourn. Mr. Barr seconded. Vote – yea 5, nay 0. Motion carried. Meeting adjourned at 8:09 p.m.

Respectfully submitted,

Approved by Council this 6th day of October,  
2020.

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Sherry Parker, Alt. Clerk of Council

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Phil Clyburn, Chairman of Council