

REGULAR COUNCIL MEETING
VILLAGE OF GREENFIELD – OCTOBER 20, 2020

Prior to the start of business, Pastor Mike Anderson of the First Presbyterian Church opened the meeting with prayer. Pledge of Allegiance was led by Clerk Roberta Karnes and Alternate Clerk Sherry Parker.

Council Chairman Phil Clyburn called the October 20, 2020 meeting to order at 7:30 p.m.

ROLL CALL: The following members answered to roll call: Kyle Barr, Phil Clyburn, and Mark Branham. Also, in attendance were: Village Solicitor Brian Zets and City Manager Todd Wilkin. Chairman Clyburn made a motion to excuse Eric Borsini for he is attending the Paint Creek Fire District Board meeting as the Village Council representative. Mr. Barr seconded the motion. Vote – yea 3, nay 0. Motion carried.

MINUTES: Mr. Barr made a motion to accept the October 6th regular meeting minutes as presented. Mr. Branham seconded. Vote – yea 3, nay 0. Motion carried.

Mr. Branham made a motion to accept the October 6th special meeting minutes as presented. Mr. Barr seconded. Vote – yea 3, nay 0. Motion carried.

Brenda Losey joined the meeting (via virtual “GoToMeeting”) at 7:34 p.m.

REPORTS OF PUBLIC OFFICIALS: Village Solicitor Brian Zets reported having several conversations with the Finance Director, City Manager and Clerk in preparing of the legislation this evening. There are ten (10) pieces of new legislation before council. Mr. Zets commended village council for being in the forefront of other municipalities in establishing the CARES Act funds and having it in place for allowable expenditures.

City Manager’s Report: City Manager Wilkin made the following report: (1) *Home & Garden Award* – City Manager Wilkin presented the 2020 Fall Home and Garden award to William & Lakrisha Wheaton at 936 Spring Street. Mr. & Mrs. Wheaton did a tremendous job decorated their home, and many of their neighbors nominated them for this award. Again, we want to thank Ms. Susan Howland for making the door hanger plaque recognizing the Wheaton’s for their hard work. (2) *Citizen of the Month Award* – this month’s award went to First Presbyterian Pastor Mike Anderson. Mr. Anderson is a very caring individual and has been a positive

influence on many youths here in Greenfield. Mike recently started an outdoor hiking group that has brought many people into or around Greenfield to show off our magnificent beauty. He has also partnered with us in our efforts to build a hiking trail to Tremer's Arch in the Paint Creek Lake Region. Mike was also asked to explain the anniversary of the First Presbyterian Church. Mike explained that the church was to celebrate it's 200th Anniversary this month. However, due to the COVID-19 pandemic they have decided to postpone it until October of 2021. Mr. Anderson informed council that Rev. Crothers founded the church where the Traveler's Rest is now and he is buried at the Pioneer Cemetery located just behind.

(4) *October Employee of the Month* – This month's Employee of the Month is Roberta Karnes. Mrs. Karnes is very patient, considerate and a pleasure to work with daily. She deals with hundreds of calls every week; she has years of notes recorded and maintained and she has always done so with a smile on her face. The employees that nominated her appreciate her willingness to help and the caring nature she extends is very peaceful.

(5) *G3 Contest* – The G3 Pumpkin Carving Contest will be held this weekend on the city hall lawn.

LEGISLATION: Mrs. Losey provided third 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). Mr. Barr moved to adopt. Mr. Branham seconded. Vote – yea 4, Clyburn, Branham, Losey, Barr; nay 0. Motion carried. Ordinance No. 18-2020 was duly adopted.

Mrs. Losey provided third reading of Ordinance No. 19-2020 – An Ordinance hiring Sherry Parker as Clerk of Council, beginning January 5, 2021. Mr. Branham moved to adopt Ordinance No. 19-2020. Mr. Barr seconded. Vote – yea 4, Branham, Losey, Barr, Clyburn; nay 0. Motion carried. Ordinance No. 19-2020 was duly adopted.

Mrs. Losey provided first reading of Resolution No. 22-2020 – A Resolution authorizing and directing the City Manager, or his designee, to prepare and submit an application to participate in the Ohio Public Works Commission (OPWC) Stage Capital Improvement and/or Local Transportation Improvement Program(s), to execute all contracts and other documents necessary to accomplish the same, and declaring an emergency. Mr. Clyburn moved to receive Resolution No. 22-2020. Mr. Branham seconded the motion. Vote – yea 4, Losey, Barr, Clyburn, Branham; nay 0. Motion carried. Mr. Branham moved to suspend the rule requiring three readings. Mr. Barr seconded. Vote – yea 4, Barr, Clyburn, Branham, Losey; nay 0. Motion carried. Mr. Branham moved to adopt. Mr. Barr seconded. Vote – yea 4,

Clyburn, Branham, Losey, Barr; nay 0. Motion carried. Resolution No. 22-2020 was duly adopted.

Mrs. Losey provided first reading of Resolution No. 23-2020 – A Resolution authorizing and directing the City Manager to execute an agreement with Commercial Cleaning Solutions, Inc. and declaring an emergency. Mr. Clyburn moved to receive Resolution No. 23-2020. Mr. Branham seconded. Vote – yea 4, Branham, Losey, Barr, Clyburn; nay 0. Motion carried. Mr. Clyburn moved to suspend the rule requiring three readings. Mr. Barr seconded. Vote – yea 4, Losey, Barr, Clyburn, Branham; nay 0. Motion carried. Mr. Barr moved to adopt. Mr. Clyburn seconded. Vote – yea 4, Barr, Clyburn, Branham, Losey; nay 0. Motion carried. Resolution No. 23-2020 was duly adopted.

Mrs. Losey provided first reading of Resolution No. 24-2020 – A Resolution authorizing and directing the City Manager to execute an agreement with Atomic Computers and Design and declaring an emergency. Mr. Clyburn moved to receive Resolution No. 24-2020. Mr. Barr seconded. Vote – yea 4, Clyburn, Branham, Losey, Barr; nay 0. Motion carried. Mr. Branham moved to suspend the rule requiring three readings. Mr. Barr seconded. Vote – yea 4, Branham, Losey, Barr, Clyburn; nay 0. Motion carried. Mr. Barr moved to adopt. Mr. Branham seconded. Vote – yea 4, Losey, Barr, Clyburn, Branham; nay 0. Motion carried. Resolution No. 24-2020 was duly adopted.

Mrs. Losey provided first reading of Resolution No. 25-2020 – A Resolution authorizing and directing the City Manager to execute an agreement with Stantec Consulting Services, Inc. to upgrade the Water and Wastewater Treatment Plants' computers/software and declaring an emergency. Mr. Clyburn moved to receive. Mr. Branham seconded. Vote – yea 4, Barr, Clyburn, Branham, Losey; nay 0. Motion carried. Mr. Branham moved to suspend the rule requiring three readings. Mr. Clyburn seconded the motion. Vote – yea 4, Clyburn, Branham, Losey, Barr; nay 0. Motion carried. Mr. Branham moved to adopt. Mr. Barr seconded. Vote – yea 4, Branham, Losey, Barr, Clyburn; nay 0. Motion carried. Resolution No. 25-2020 was duly adopted.

Mr. Branham provided first reading of Ordinance No. 21-2020 – An Ordinance amending the 2020 Permanent Appropriations Ordinance No. 17-19 to include the second distribution of the Local Coronavirus Relief Fund, increasing the total appropriations by \$164,178.85, and declaring an emergency. Mr. Clyburn moved to receive. Mr. Barr seconded. Vote – yea 4, Losey, Barr, Clyburn, Branham; nay 0. Motion carried. Mr. Barr moved to suspend the rule requiring three readings. Mr.

Branham seconded. Vote – yea 4, Barr, Clyburn, Branham, Losey; nay 0. Motion carried. Mr. Branham moved to adopt. Mr. Clyburn seconded. Vote – yea 4, Clyburn, Branham, Losey, Barr; nay 0. Motion carried. Ordinance No. 21-2020 was duly adopted.

Mr. Branham provided first reading of Ordinance No. 22-2020 – An Ordinance amending the 2020 Permanent Appropriations Ordinance No. 17-19 by increase and distribution of the 101-General Fund and certain Other Funds and declaring an emergency. Mr. Clyburn moved to receive. Mr. Branham seconded. Vote – yea 4, Branham, Losey, Barr, Clyburn; nay 0. Motion carried. Mr. Branham moved to suspend the rule requiring three readings. Mr. Barr seconded. Vote – yea 4, Losey, Barr, Clyburn, Branham; nay 0. Motion carried. Mr. Barr moved to adopt. Mr. Clyburn seconded. Vote – yea 4, Barr, Clyburn, Branham, Losey; nay 0. Motion carried. Ordinance No. 22-2020 was duly adopted.

Mr. Branham provided first reading of Ordinance No. 23-2020 – An Ordinance amending Section 2 of Ordinance No. 24-16 (Public Service Director Pay Allocation) and declaring an emergency. Mr. Clyburn moved to receive. Mr. Branham seconded. Vote – yea 4, Clyburn, Branham, Losey, Barr; nay 0. Motion carried. Mr. Branham moved to suspend the rule requiring three readings. Mr. Barr seconded. Vote – yea 4, Branham, Losey, Barr, Clyburn; nay 0. Motion carried. Mr. Branham moved to adopt. Mr. Barr seconded. Vote – yea 4, Losey, Barr, Clyburn, Branham; nay 0. Motion carried. Ordinance No. 23-2020 was duly adopted.

Mr. Branham provided first reading of Ordinance No. 24-2020 – An Ordinance amending Section 1 of Ordinance No. 25-08 (Finance Director/Auditor Pay Allocation) and declaring an emergency. Mr. Clyburn moved to receive. Mr. Branham seconded. Vote – yea 4, Barr, Clyburn, Branham, Losey; nay 0. Motion carried. Mr. Barr moved to suspend the rule requiring three readings. Mr. Clyburn seconded. Vote – yea 4, Clyburn, Branham, Losey, Barr; nay 0. Motion carried. Mr. Branham moved to adopt. Mr. Barr seconded. Vote – yea 4, Branham, Losey, Barr, Clyburn. Motion carried. Ordinance No. 24-2020 was duly adopted.

Mr. Branham provided first reading of Ordinance No. 25-2020 – An Ordinance amending Section 1 of Ordinance No. 26-16 (City Manager’s Administrative Secretary Pay Allocation) and declaring an emergency. Mr. Clyburn moved to receive. Mr. Barr seconded. Vote – yea 4, Losey, Barr, Clyburn, Branham; nay 0. Motion carried. Mr. Barr moved to suspend the rule requiring three readings. Mr. Branham seconded. Vote – yea 4, Barr, Clyburn, Branham, Losey; nay 0. Motion

carried. Mr. Branham moved to adopt. Mr. Barr seconded. Vote – yea 4, Clyburn, Branham, Losey, Barr; nay 0. Motion carried. Ordinance No. 25-2020 was duly adopted.

Mr. Branham provided first reading of Ordinance No. 26-2020 – An Ordinance amending Section 1 of Ordinance No. 28-16 (City Manager Pay Allocation) and declaring an emergency. Mr. Branham moved to receive. Mr. Barr seconded. Vote – yea 4, Branham, Losey, Barr, Clyburn; nay 0. Motion carried. Mr. Clyburn moved to suspend the rule requiring three readings. Mr. Barr seconded. Vote – yea 4, Losey, Barr, Clyburn, Branham; nay 0. Motion carried. Mr. Branham moved to adopt. Mr. Clyburn seconded. Vote – yea 4, Barr, Clyburn, Branham, Losey; nay 0. Motion carried. Ordinance No. 26-2020 was duly adopted.

OLD BUSINESS: Inquiry was made to the Office of Budget Management about CARES Act money being used for new or renovated sidewalks. This would be for the area of the Library (11th Street). Mr. Wilkin reported that the state did not feel it justifiable and that it would be very difficult to audit.

Mr. Wilkin gave an update on the town clock. The old clock controller was upgraded but the controller is unable to work due to needing an electric upgrade and Cleve Bartley has been contacted to install the upgrade.

NEW BUSINESS: Council gave more discussion on different ideas to expend Cares Act dollars. Mr. Wilkin stated that the Village still has approximately \$160,000 remaining in Cares Act money. One other thought came about the City Hall HVAC System which has recently been seen by our contract engineer. The system is 20 years old and our make-up air units are not working. On a daily bases, this building is where we have a good number of people working, public going in and out of, as well as having inmates in the town jail. The air units are not making proper exchange of air making it at risk to virus. Jared Warner, Commission of the Highland County Health Department, is concerned about the number of people the building has involved. The make-up air units having issues every week, and there not being proper exchange of air making it at risk to virus. He highly recommends the replacement of these units. It was also noted that the water-cooling system is not working well either. Lengthy discussion was held by members of Council, concluding that health issues is what the Cares Act dollars are to be used for. Village Solicitor Zets is to look into if council could pass emergency legislation for this unique situation. An emergency contract situation may not require council to prepare for proper bidding process.

ADJOURNMENT: Mr. Barr moved to adjourn. Mr. Branham seconded. Vote – yea 4, nay 0. Motion carried. Meeting adjourned at 8:23 p.m.

Respectfully submitted,

Approved by Council this 3rd day of
November, 2020

Roberta Karnes, Clerk of Council

Phil Clyburn, Chairman of Council