

REGULAR COUNCIL MEETING  
VILLAGE OF GREENFIELD – January 5, 2021

Prior to the start of business, Brenda Losey opened the meeting with prayer. Pledge of Allegiance was led by council clerk Sherry Parker.

Council Chairman Phil Clyburn called the January 5, 2021 meeting to order at 7:30 p.m.

ROLL CALL: The following members answered to roll call: Kyle Barr (virtual GoToMeeting), Phil Clyburn and Brenda Losey. Chairman Clyburn made a motion to excuse Council member Eric Borsini from this evening's meeting as well as Mark Branham from this meeting and the Special meeting held on December 29, 2020. Brenda seconded. Vote – yea 3, nay 0. Motion carried. Also, in attendance were: City Manager Todd Wilkin and Finance Director Carolyn Snodgrass.

MINUTES: Chairman Clyburn made a motion to accept the December 15th regular meeting minutes as presented. Mr. Barr seconded. Vote – yea 2, nay 0, abstain 1; Mrs. Losey abstained. Motion carried.

Mark Branham arrived to the meeting at 7:31 p.m.

Mr. Barr made a motion to accept the December 29<sup>th</sup> special meeting minutes. Mrs. Losey seconded the motion. Vote – yea 3, nay 0, abstain 1; Mr. Branham abstained. Motion carried.

REPORTS OF PUBLIC OFFICIALS:

Finance Report – Finance Director Snodgrass reported preliminary figures for December, 2020 as follows: MTD expense for December \$478,564.36; YTD expense for 2020 \$4,686,161.67; MTD revenue for December \$609,062.24; YTD revenue 2020 \$5,142,758.96; Bank balance as of 12/31/2020 \$3,395,371.45; Law Enforcement Tax Balance 12/31/2020 \$75,646.95; General Fund Balance 12/31/2020 \$442,049.65; Unencumbered General Fund Balance 12/31/2020 \$421,361.50. Preliminary figures for December, 2019 were also included on her report for comparison. Mrs. Losey moved to approve the December Finance Report. Mr. Barr seconded the motion. Vote – 4 yea, nay 0. Motion carried.

City Manager Todd Wilkin reported the following: (1) *Note of Appreciation* – I wanted to start my report by thanking everyone for a great 2020 year. There have

been some trying times and difficult decisions, and many changes, but there have been several positive achievements when we look back on the year. (2) *Gateway System* – One major milestone was the gateway systems being installed and reported to the water office daily. I have had the opportunity to help out in the water office a few times this year, and I had the pleasure of informing several citizens they had water leaks. This system has saved thousands of gallons of water, and I would not be afraid to say it has saved thousands of dollars for the consumers who have had leaks. (3) *Pavement Projects* - Another milestone is we laid new pavement on Mill Street, Spring Street, Lyndon Street, and 6<sup>th</sup> Street. This is just the start of many paving projects we want to get completed in 2021. (4) *Blighted Homes* - We tore down three vacant and blighted buildings that were an eyesore for the community, and we are still working on several more. This is one of the tasks we have placed in the hands of our new law director Ms. Hannah Bivens. So look for additional blighted buildings to be demolished or renovated in 2021. (4) *Position Changes* - Speaking of Ms. Bivens, she is working on legislation that will be presented to the council at the next meeting naming Mr. Gary Lewis as the new Finance Director and naming Ms. Carolyn Snodgrass as the new Finance Director Assistant and Water and Sewer Office Assistant. These changes are not a surprise, and it has been something we have been planning for over the past two years. (5) *Finance Update* - We want to thank Ms. Snodgrass for her diligent work over the past year. It hasn't been an easy year in the financial department, but you can see we are a good team and have great people working hard every day to protect the taxpayer dollars. You should notice on your Statement of Cash report that the 2021 carryover for the General Fund is over \$421,000.00. That is an increase of over \$132,000.00 from last year and an increase of \$222,264.15 from the 2018 carryover into 2019. Finances are essential to the decisions we make for our community. With our fantastic team's assistance, we have accomplished so much work and increased our financial standing. (6) *New Village Employee* - We will be adding a member to our team starting January 18, 2021, to work in the water and sewer office. Ms. Shawna McCoy will be taking over the reins for Ms. Beverly Giffin, who is set to retire in February. We want to welcome Ms. McCoy and also thank Ms. Giffin for her outstanding service. She has been with the Village for almost ten years and she has been a true asset to our community. (7) *Old Council Chambers Project* - Over the next several weeks, we will be renovated the old council chambers to create two additional offices and, more importantly, a new evidence room. The current evidence room is full, and because our police department continues to do good work for the community, we are collecting more and more evidence that needs to be stored. (8) *Christmas Tree Drop Off* - The yard waste site will be open this Friday from 12:00 – 4:00 and then again on Saturday from 8:00 – 12:00 to receive yard waste

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materials but, more importantly, dead Christmas trees. The yard waste site is located off of Rapid Forge road at the Waste Water Treatment Plant. (9) *Zoning* - We have had two open meetings regarding our new zoning code, and a few recommendations have been presented, and we have communicated them to our zoning advisor for correction. We should have the amendments for the next council meeting for consideration and approval. (10) *Ohio Valley Regional Development Commission* - We submitted two proposals to OVRDC this week to help us with two traffic studies in town. One at the intersection of Mill Street and North Washington, and the other would be in front of the old Shopko building, HCCAO new offices here in Greenfield. We are concerned with the motorists' safety and welfare in these areas, and we would like to understand if traffic lights are warranted or a change in the traffic pattern at these locations. (11)

*Questions/Discussion* - Several council members seem to not be receiving emails, please make sure to leave your laptops in the administrative office so we can correct these issues. I also wanted to mention and to answer Mr. Branham that the Fifth St. crossing (lights are flashing) will be corrected as I was able to reach out to Indiana-Ohio Railroad earlier this evening. (12) *In Closing my Report* - Again, I want to thank the village council, the village employees, all of our volunteers, and social groups that have worked hard throughout 2020 to make Greenfield a wonderful community. I believe we have much to build upon from last year's successes.

LEGISLATION: Mrs. Losey provided second reading of Resolution No. 30-2020 – A Resolution authorizing and directing the City Manager execute an agreement with Stantec Consulting Services Inc. to prepare plans and specifications for the Phase 1 Sewer Improvement Project, prepare bid documents for this project, and then administer the bid process. Discussion held.

Mrs. Losey provided second reading of Resolution No. 31-2020 – A Resolution authorizing and directing the City Manager execute an agreement with Stantec Consulting Services, Inc. to prepare plans and specifications for the Phase 1 Water Improvement Project, prepare bid documents for this project, and then administer the bid process.

Mrs. Losey provided second reading of Ordinance No. 32-2020 – An Ordinance repealing Part Eleven (Planning and Zoning Code) of the Codified Ordinances of the Village of Greenfield and creating, establishing, and adopting the new The Village of Greenfield Land Development Code, Part Eleven, its sections and subsections. Discussion held.

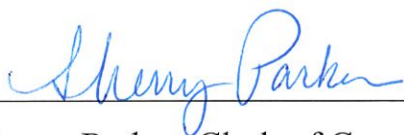
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NEW BUSINESS: Mr. Branham wanted to mention that we said goodbye to our former Village Solicitor during the last regular council meeting but wanted to say hello to our new Village Solicitor Hannah Bivens. City Manager Wilkin stated that Hannah Bivens new hire start date was January 1, 2021. Mr. Branham noted that Hannah Bivens just happens to be present (in the audience) for the council meeting this evening.

ADJOURNMENT: Mrs. Losey moved to adjourn. Mr. Branham seconded. Vote – yea 4, nay 0. Motion carried. Meeting adjourned at 7:50 p.m.

Respectfully submitted,

Approved by Council this 5th day of  
January, 2021



Sherry Parker, Clerk of Council



Phil Clyburn, Chairman of Council