

REGULAR COUNCIL MEETING  
VILLAGE OF GREENFIELD – April 20, 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 April 20, 2021 meeting to order at 7:30 p.m.

ROLL CALL: The following members answered to roll call: Kyle Barr, Eric Borsini, Phil Clyburn, Amie Ernst, and Brenda Losey. Also, in attendance were: City Manager Todd Wilkin and Village Solicitor Hannah Bivens.

MINUTES: Mr. Barr made a motion to accept the April 6th regular meeting minutes as presented. Mrs. Losey seconded. Vote – yea 5, nay 0, Motion carried.

Mrs. Losey made a motion to accept the April 14<sup>th</sup> special meeting minutes as presented. Mr. Barr seconded. Vote – yea 5, nay 0, Motion carried.

INTRODUCTION OF PERSONS APPEARING BEFORE COUNCIL: Mr. Ron Coffey (representing the Tree Commission) presented to council about upcoming Arbor Day. Last year (2020) marked the seventh consecutive year for Village of Greenfield as a Tree City USA Community. On Friday, April 30<sup>th</sup> beginning at 10:00 a.m. at the city hall building the Tree Commission plans to give away Norway Spruce seedlings, Red Dog wood seedlings, Red Oak seedlings, Tulip Tree seedlings, Swamp White Oak Seedlings, and other seedlings for free (on a first come, first serve basis) until they run out.

A proclamation for Arbor Day was read by Mr. Barr in observance of the day and given to Mr. Coffey. Chairman Clyburn thanked the Tree Commission.

City Manager Wilkin recognized the winner of the Citizen of the month for April, Mr. William “Bill” Roller. Mr. Roller was recently introduced to the council through his artwork provided to G3 to help them with their cleanup campaign. Bill has brought significant awareness to and about Greenfield through the books he has written. We know Mr. Roller will continue to do good things for Greenfield.

REPORTS OF PUBLIC OFFICIALS: Village Solicitor Hannah Bivens reported that the village is working in creative ways to approach the blighted properties within our community. The City Manager and Village Solicitor Bivens recently attended

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the Highland County Landbank monthly meeting to discuss a potential collaborative effort involving certain properties that have been identified as only having tax assessments encumbering them. These property owners are in a position to remove themselves from any attachment to their properties. We are currently trying to work with the Highland County Landbank who has the statutory authority to wipe out the tax liens, so that we can properly remediate these properties to put these properties back into productive use. Village Solicitor Biven's next step is to contact Attorney Grey Vanzant (who represents the Landbank in Hillsboro) and work with him on trying to find a way that we can either partner with the Landbank as a city or with the CIC to help move that process for the properties we have identified in that situation. The other things we have been working on are both up for legislation tonight are the Code of Conduct for our Council and a Social Media Policy so that we have specific guidelines in place for the use of village authorized social media outlets.

City Manager Todd Wilkin reported the following: (1) *Employee of the Month* - The employee of the month for April is Mr. Mark Hamilton. Mr. Hamilton has been with the police department for a couple of years. Every day he continues to learn and create a positive impact within our community. He was recently nominated for employee of the month by an anonymous citizen who he helped through a situation. If you see Officer Hamilton on the road, wish him well, and be encouraged by his positively infectious smile. (2) *Cleanup Day* - G3 Cleanup day is this Saturday from 9:00 – 12:00. We will have dumpsters at the railroad tracks on South Washington. In conjunction with G3's efforts to clean up our town, we will also be opening our yard waste site at the WWTP (187 Lost Bridge Rd.). So, bring your trash to South Washington Street and then take your compostable yard waste debris to the WWTP. Through these efforts, we will have a spring-cleaning event throughout town. (3) *Economic Development Director* - We have had the pleasure of being involved in the interviews for a new Highland County Economic Development Director. Mr. Clyburn is involved in this process as well, and we are happy that we have been allowed to assist the county in its search for the right candidate. (4) *Paving* - We received road paving bids last week and had the opportunity to sit down with the two contractors that bid on the work. The difference between the two bids was approximately \$46k. The lowest bid was from Cox paving, and we are planning to award the work to them to pavement several areas of town. We hope to get on the schedule for May, but we need the council to pass legislation giving us the authority to execute their contract. (5) *Recreation Committee* - Last week, we met with the Recreations Committee and Mitchell Park Group; significant progress and movement are being made to ensure the league is booming this year and for years to come. I can't speak highly enough

of the volunteers for their involvement and dedication. (6) *Arbor Day* - Last week we had the tremendous pleasure of going to all the Greenfield school's first-grade classes and handing out trees for Arbor Day. This year we handed out Norwegian Spruce trees, and the kids seemed highly excited when they got to pose as trees for the pictures. (7) *Highland County Landbank* - Last week we met with the Highland County Landbank to work on several buildings in town. We have a few opportunities where the property owner may want to quitclaim deed the property to the Village. In the past, the Village would receive the deed; then, the county auditor removed any special assessments from the property or past taxes. Moving forward, we want the County Landbank to be the agent to remove the old tax assessments and then transfer the property to the Greenfield CIC. (8) *Blight Issues* - On Friday, we met with Hillsboro's SSD and economic development office to discuss ideas about blight issues and how we handle those situations in Greenfield. We appreciated the discussion and partnership we share in our county with several municipalities. We are so much better as a county and region when we are working together. We've all heard the phrase, "a rising tide lifts all boats," and we will effectively raise the tide for Greenfield, Highland County, and our region through collaboration and development of a successful workforce development plan and strategy. (9) *Industrial Round Table* - We held an Industrial Round Table Meeting on Thursday to discuss one of our number one priority, the Workforce. The round table meeting was a success, and I can't wait to build upon the efforts laid out in this meeting. The question presented to the group was how do you explain Workforce without using the word Workforce. A key goal is for Greenfield to be a catalyst while also acting in a supportive role for our local industrial partners to ensure jobs remain available for our citizens. My biggest takeaway was the need for our local schools, business, and local government to partner together to change the dialogue we are engaged in providing to students and future leaders of tomorrow. (10) *Credit Card Convenience Fee* - Starting May 1, 2021, we will be applying a convenience fee on all credit card transactions within the water and sewer offices. We currently charge a convenience fee on all credit card transactions except when consumers call in their payment over the phone. Starting on May 1, 2021, we will no longer accept or create "deals" for water and sewer payments. Currently, we have several consumers that call in every month to develop minimum payment deals. This is a practice that has been done for years but isn't in our current legislation and is an issue with the State Auditor's office. We will also be removing any previously stored credit card information, and no payments will be made for any consumer by a Village employee. All of these changes are to protect the Village and the property owners. Discussion was held.

City Manager Wilkin also mentioned a few additional changes that will need to be made in the Water & Sewer Department in the near future. First, if we continue to mail out postcard bills to our Water & Sewer customers, they will have to be mailed from Hillsboro due to a couple of issues with the Greenfield Post Office. Another change would include getting rid of our old plotter printer and getting a regular letter printer. This way we can create a "Village Voice" or updated letter of what projects we are currently working on and other such notifications or happenings in Greenfield to include with resident's Water & Sewer bills every month. We are also looking at getting a folding machine along with an envelope stuffing machine to allow the office to work more efficiently. Discussion was held.

Chairman Clyburn asked if the Gateway water system has helped cut down resident's water bills. City Manager Wilkin responded that the system has been tremendous overall, even though we do have one Gateway system right now that is currently giving us some "fits." The Water & Sewer Department employees check the Gateway system twice a day for leaks and call residents if they have a leak, so that has cut down on a lot of "wasted" dollars as well as water. The Gateway that we are currently having the issue with right now is on the water tower and we are probably not picking up about 80 reads right now because of that. So, we are currently working on trying to get that Gateway fixed as soon as possible.

COMMUNICATIONS: Mrs. Losey announced that Jimmy Jones will be bringing back the Daryle Unger & Peanut Kids Fishing Derby this year and the date is set for Saturday, June 5<sup>th</sup> (Rain date will be Saturday, June 12<sup>th</sup>).

Village Solicitor Bivens provided information about an attorney representing Flagway Inc. Flagway Inc. currently has a D-1 liquor permit, and they are wanting to transfer in a new C-2 and C-2x liquor permit from one of their other locations to the 1119 Jefferson St. Council will need to approve this request in order for them to move forward with this request. (Flagway Inc. has submitted an Economic Development TREX form for council to sign for approval). Discussion was held. An Ordinance Committee meeting will be set at a later date time to discuss and make the decision on whether or not to approve the TREX form.

LEGISLATION: Mrs. Losey provided the first reading of Resolution No. 12-2021 – A Resolution authorizing the acquisition of a dump truck for use by the street department, and declaring an emergency. Dr. Borsini moved to receive Resolution No. 12-2021. Mr. Barr seconded. Vote – yea 5, Ernst, Losey, Barr, Borsini, Clyburn; nay 0. Motion carried. Dr. Borsini moved to suspend the rule requiring three readings. Mrs. Ernst seconded. Vote – yea 5, Losey, Barr, Borsini, Clyburn, Ernst; nay 0. Motion carried. Dr. Borsini moved to adopt Resolution No. 12-2021.

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Mrs. Ernst seconded. Vote – yea 5, Barr, Borsini, Clyburn, Ernst, Losey; nay 0. Motion carried. Resolution No. 12-2021 was duly adopted.

Mrs. Losey provided the first reading of Resolution No. 13-2021 – A Resolution adopting a social media policy for the Village of Greenfield, and declaring an emergency. Dr. Borsini moved to receive Resolution No. 13-2021. Mrs. Losey seconded. Vote – yea 5, Borsini, Clyburn, Ernst, Losey, Barr; nay 0. Motion carried.

Mrs. Losey provided the first reading of Resolution No. 14-2021 – A Resolution establishing a Village of Greenfield, Ohio Village Council Code of Conduct, declaring an effective date, and declaring an emergency. Dr. Borsini moved to receive Resolution No. 14-2021. Mr. Barr seconded. Vote – yea 5, Clyburn, Ernst, Losey, Barr, Borsini; nay 0. Motion carried.

Mrs. Losey provided the first reading of Ordinance No. 10-2021 – An Ordinance amending the 2021 permanent appropriations Ordinance No. 33-2020 by increase and distribution of various funds for the purpose of accommodating pay raises and declaring an emergency. Dr. Borsini moved to receive Ordinance No. 10-2021. Mrs. Ernst seconded. Vote – yea 5, Ernst, Losey, Barr, Borsini, Clyburn; nay 0. Motion carried. Dr. Borsini moved to suspend the rule requiring three readings. Mrs. Losey seconded. Vote – yea 5, Clyburn, Ernst, Losey, Barr, Borsini; nay 0. Motion carried. Mr. Borsini moved to adopt Ordinance No. 10-2021. Mr. Barr seconded. Vote – yea 5, Losey, Barr, Borsini, Clyburn, Ernst; nay 0. Motion carried. Ordinance No. 10-2021 was duly adopted.

Mrs. Losey provided the first reading of Ordinance No. 11-2021 – An Ordinance providing for the issuance of \$265,000 of bonds by the Village of Greenfield, Ohio, for acquiring and improving real property, and declaring an emergency. Dr. Borsini moved to receive Ordinance No. 11-2021. Mrs. Ernst seconded. Vote – yea 5, Barr, Borsini, Clyburn, Ernst, Losey; nay 0. Motion carried. Dr. Borsini moved to suspend the rule requiring three readings. Mrs. Losey seconded. Vote – yea 5, Borsini, Clyburn, Ernst, Losey, Barr; nay 0. Motion carried. Dr. Borsini moved to adopt Ordinance No. 11-2021. Mr. Barr seconded. Vote – yea 5, Clyburn, Ernst, Losey, Barr, Borsini; nay 0. Motion carried. Ordinance No. 11-2021 was duly adopted.

Mrs. Losey provided the first reading of Ordinance No. 12-2021 – An Ordinance authorizing the acquisition of four police vehicles for use in the police department, from the state of Ohio, department of administrative services, state purchasing, and declaring an emergency. Dr. Borsini moved to receive Ordinance No. 12-2021.

Mrs. Ernst seconded. Vote – yea 5, Ernst, Losey, Barr, Borsini, Clyburn; nay 0. Motion carried. Dr. Borsini moved to suspend the rule requiring three readings. Mr. Barr seconded. Vote – yea 5, Losey, Barr, Borsini, Clyburn, Ernst; nay 0. Motion carried. Dr. Borsini moved to adopt Ordinance No. 12-2021. Mrs. Ernst seconded. Vote – yea 5, Barr, Borsini, Clyburn, Ernst, Losey; nay 0. Motion carried. Ordinance No. 12-2021 was duly adopted.

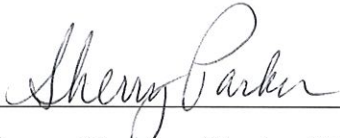
OLD BUSINESS:

Chairman Clyburn mentioned that David Moon passed away recently. He was a member of the Jaycees and helped with the renovation of the armory for our village, so we just wanted to take a moment to thank him.

ADJOURNMENT: Mrs. Losey moved to adjourn. Mr. Barr seconded. Vote – yea 5, nay 0. Motion carried. Meeting adjourned at 8:27 p.m.

Respectfully submitted,

Approved by Council this 4th day of  
May 2021



Sherry Parker, Clerk of Council



Eric Borsini, Vice-Chairman of Council