

Record of Proceedings

Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on June 10, 2024 at 7:00 p.m. in the municipal building with Mayor Jessica Tubbs presiding.

Pledge of Allegiance

Prayer

Roll Call: Rich Wheeler, Brittany Howell, Tim Cheney, Adam Fisher, Christie Maurer and Jason Hursey were present.

A motion was made by Jason Hursey and seconded by Tim Cheney to approve the minutes from the regular council meeting held on May 28, 2024. Roll call 6 yes.

Mayor's Correspondence: Mayor Tubbs reported receiving no correspondence.

Citizens' comments: No comments.

Zoom Log-in

<https://zoom.us/j/96595775556?pwd=eVJIY04yaFFmbU9GSEISRU9kNnRjQT09>

Or Dial: 1-301-715-8592

Meeting ID: 965 9577 5556

Passcode: 571265

Department Reports:

Fire: See attached. Chief Gould introduced Gannon Unger, father is Mike Unger that has been on the WL VFD for several years, stating that he has applied with the fire department and will be starting classes tomorrow evening for his volunteer firefighters card. Chief Gould asked for approval to add Gannon Unger to the fire department. A motion was made by Adam Fisher and seconded by Jason Hursey to add new fireman, Gannon Unger to the fire department. Roll call 6 yes.

Fiscal Officer: Fiscal Officer, Amy Bourne, was not in attendance. Mayor Tubbs reported that an alternate delegate for the RITA RCOG (Regional Congress of Government) needs to be designated to replace prior Mayor Stephen Bordenkircher. A motion was made by Jason Hursey and seconded by Adam Fisher to approve Jessica Tubbs to be the alternate delegate for the RITA RCOG. Roll call 6 yes.

Police: See attached. Chief Walters reported that Officer Carbajal submitted his 3-week notice of resignation for full-time employment effective June 10, 2024. He will remain on the roster as a part-time officer. Officer Amanda Rossiter will be replacing his full-time position. The First Responders Block Party will be held on Saturday, June 29th from 4-7pm at the village Nazarene church. An application was submitted for the annual bullet-proof vest program. The vests should be replaced every 5 years. Mayor Tubbs reported that Resolution 2024-24 is on the table to officially appoint Captain Eckelberry and Officer Wheeler. Chief Walters reported that both

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officers have completed their probationary period and are doing very well and is recommending them to be appointed with the village police department.

Solicitor: Village Solicitor, Joel Blue, was not in attendance.

Village Administrator: Village Administrator Tammy Hicks reported property code violation reminder letters were sent to some property owners at 700 block of S. Center St. for trash, 600 block of N. Kirk St. for trash and fence violation, 321 Main St. for vehicles and nuisance property, 100 W. Main St. for weeds, 400 block of E. Main for high grass, and 500 block of N. George for trash. Residents are encouraged to check the village website for the most recent ordinances. Hicks will be walking the whole completed sidewalk project with the engineer and contractor Friday morning and will be discussing any issues found to be resolved. The Statements of Qualifications ad was placed to find an engineer for all of the different infrastructure projects needed. There were 6 firms that submitted an SOQ and all were scored and Environmental Design Group out of Newark was selected. A motion was made by Jason Hursey and seconded by Adam Fisher to authorize the Village Administrator to move forward with contract negotiation with Engineer Designs. Roll call 6 yes. Another ad will be placed for engineers for sidewalks that will be paid for out of the income tax levy monies in the 203 Street Repair fund. The project will include sidewalks on Main St. to Dollar General, on Wall from Main to Oak and Oak to W. 5th St. through the school practice field as well as a couple of other small areas. Hicks met with the engineer and contractor that did the work for the Neighborhood Revitalization grant to look at the grass around the parking lots due to all of the settling and they are going to speak with the subcontractors about getting the issue resolved. It will most likely be later in the summer before it is addressed. The ad for bids for the sewer outfall project ran for the 2nd time last week and the bid openings will be June 21st at 11am in Council Chambers. The Wastewater Treatment Plant reported the following:

They assisted the high school in getting their lift station fixed. The sludge hauling was completed. They have been spraying weeds at the plant as well as the lift stations. There have been power issues and backups at the rotary screen that needed addressed. There has been a change in the lab used due to issues not receiving the reports in time to report to the EPA as necessary. They will no longer be using Coshocton Environmental and have switched to Ream & Haager Laboratories in Dover. Estimates are being gathered for cleaning out the sand filter and comparing the cost of renting equipment and doing the work in-house. Septic hauling in May brought in \$2,091. Year-to-date is roughly \$13,000 and last year for the entire year was \$6,400. January through June 2023 the electric ran roughly \$30,00 and comparing to this year at \$24,000, showing a savings of \$6,000 so far this year. The checking of the Pearl Valley lift station has been reduced from 5 days per week to 2 days per week. The blowers have been maintenance in preparation for the upcoming sewer outfall project.

The Street department has 2 summer workers from JFS that started this week through August 2nd. The plan is to clean the dirt and weeds off of the street in preparation for painting the curbs as well as filling pot holes. Hicks thanked Rotary for planting the flowers that are displayed on Main St. and the Chamber for painting the eat stand...it looks very nice.

Committee Reports:

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Building and Property: Chairman Tim Cheney reported discussing 401 E. Main St., 300 E. 5th St. and 525 W. Main St regarding high grass.

Community & Business Development: Chairwoman Christie Maurer reported discussing putting together a Welcome to New Businesses packet to pass out to new business to assist them in things that need to be done.

Community Relations: Chairwoman Brittany Howell reminded residents of the First Responders Block Party on June 29th.

Community Revitalization: Chairwoman Brittany Howell reported meeting on May 30th and discussed ODNR grant being applied for on behalf of the village and the other projects on the wish list such as the splash pads, walking paths around the ball diamonds, welcome signs, fitness centers.

Finance: Chairwoman Brittany Howell reported meeting and discussed ways for all departments to cut costs. The May end of month cash summary was emailed to everyone prior to the meeting for review. A motion was made by Brittany Howell and seconded by Tim Cheney to approve the May end of month cash summary. Roll call 5 yes. Cheney abstained.

Fire Dependency Board: No report.

Ordinance: Chairman Jason Hursey reported meeting and discussing the ordinances overall and that there is a need to review ones that are not enforceable and ways to be more consistent with the enforcement of them. Mayor Tubbs reported receiving a phone call regarding trees being planted recently in the right-of-way and feels they need to be removed. Hicks is working on getting the issue resolved. Hicks reported the ordinance 2024-16 for the pay and benefits will receive its third and final reading as well as resolution 2024-17 to transfer funds, resolution 2024-20 authorizing the adoption of the alternative method of calculating the LGF, and resolution 2024-21 regarding the park usage. New tonight is ordinance 2024-23 to do a lot split on Memco and resolution 2024-24 to appoint officers Eckelberry and Wheeler.

Park Board: Chairwoman Christie Maurer reported that UTV signs at the park were discussed and that 5 would be needed. Dog waste stations were also discussed and the need for 4 of them, 3 at Waterworks and 1 at Burt Park. A destination for the splash pad was discussed in order to move forward with the grant process. A motion was made by Jason Hursey and seconded by Adam Fisher to approve purchasing 5 signs to prohibit UTV/ATV at the parks. Roll call 6 yes. A motion was made by Jason Hursey and seconded by Christie Maurer to approve placing 3 dog waste stations at Waterworks Park and 1 dog waste station at Burt Park that will be sponsored by We R WL. Roll call 6 yes. A motion was made by Jason Hursey and seconded by Tim Cheney to approve applying for a grant for a splash pad at Waterworks Park. Roll call 6 yes.

Planning Commission: Local Chairman Jason had nothing to report.

Public Safety: Chairman Adam Fisher reported discussing the stop signs at intersections. A total of 66 signs would be needed. The village has the signs, but posts are needed and are very

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costly and are looking at more estimates to get at a better rate. When they are received, they will be installed in phases due to the shortage of "Change in Traffic Pattern" signs on hand. Bug spraying will begin next week and residents are asked to not park on the street due to potential damage to car clear coat from the spray. The surplus of cats in the village was discussed and looking for solutions. A bullet proof vest grant was submitted.

Public Works: Chairman Rich Wheeler reported meeting and discussing the creation of the Storm Sewer Utility Fund and village wide trash service and looking to put both of those items on the ballot this fall. No motions were made, only roll call to approve adding the storm sewer utility and village wide trash service to the ballot this fall. Roll call 6 yes.

Records Retention: A meeting needs to be scheduled.

Rules: A meeting needs to be scheduled.

Introduction to ordinances and resolutions:

2024-16 AN ORDINANCE ESTABLISHING 2024 PAY AND BENEFIT SCHEULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH Third Reading

A motion was made by Jason Hursey and seconded by Adam Fisher to adopt Ordinance 2024-16. Roll call 6 yes.

2024-17 A RESOLUTION TRANSFERRING FUNDS FROM UNCLAIMED FUNDS (10) TO THE GENERAL FUND (101) Third Reading

A motion was made by Jason Hursey and seconded by Adam Fisher to adopt Resolution 2024-17. Roll call 6 yes.

2024-20 A RESOLUTION AUTHORIZING THE ADOPTION OF AN ALTERNATIVE METHOD OF APPORTIONING THE LOCAL GOVERNMENT FUND Third Reading/Emergency

A motion was made by Jason Hursey and seconded by Adam Fisher to adopt Resolution 2024-20. Roll call 6 yes.

2024-21 A RESOLUTION REGARDING VILLAGE PARK USAGE, REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT HEREWITH Third Reading

A motion was made by Jason Hursey and seconded by Adam Fisher to adopt Resolution 2024-21. Roll call 6 yes.

2024-23 AN ORDINANCE TO SPLIT A PART OF TWO LOTS PRESENTED BY BAKER SURVEYING, LLC AND DECLARING AN EMERGENCY First Reading/Emergency

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A motion was made by Jason Hursey and seconded by Adam Fisher to waive the three required readings for Ordinance 2024-23. Roll call 6 yes.

A motion was made by Tim Cheney and seconded by Adam Fisher to adopt Ordinance 2024-23. Roll call 6 yes.

2024-24 A RESOLUTION STATING THE APPOINTMENT OF VILLAGE POLICE OFFICER MORGAN ECKELBERRY AND AUSTIN WHEELER AND DECLARING AN EMERGENCY
First Reading/Emergency

A motion was made by Jason Hursey and seconded by Adam Fisher to waive the three required readings for Resolution 2024-24. Roll call 6 yes.

A motion was made by Tim Cheney and seconded by Brittany Howell to adopt Resolution 2024-24. Roll call 6 yes.

Committee Meetings:

Fire Dependency Board-

Planning Commission (Local) –

Records Retention –

Revitalization –

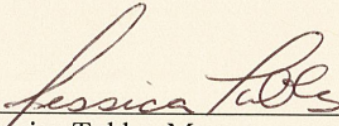
Tax Review Board –

Other Business:

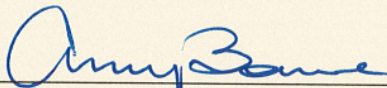
A motion was made by Jason Hursey and seconded by Adam Fisher to pay the bills. Roll call 6 yes.

A motion was made by Adam Fisher and seconded by Jason Hursey to adjourn until the next meeting on Monday, June 24, 2024, at 7:00 p.m. Roll Call 6 yes.

A full recording of this evening's minutes can be heard by visiting www.westlafayettevillage.com and clicking on the recorded minutes tab.



Jessica Tubbs, Mayor

Attest: 

Amy Bourne, Fiscal Officer

West Lafayette Fire Department Report
May, 2024

Code	Date	Incident Type	Incident Number	District	Apparatus Total	Total Loss
111	5/13/2024	Building fire	240513-122712-WLVFD600	Mutual Aid to Company 3	2	\$0.00
	5/23/2024	Building fire	240527-053313-WLVFD600	660, Oxford Twp	5	\$85,000.00
131	5/13/2024	Passenger vehicle fire	240513-021932-WLVFD600	682, White Eyes Twp	2	\$0.00
163	5/17/2024	Outside gas or vapor combustion explosion	240507-060116-WLVFD600	Mutual Aid to Company 1	3	\$25,000.00
311	5/3/2024	Medical assist, assist EMS crew	240520-050243-WLVFD600	651, Lafayette Twp	3	\$0.00
322	5/3/2024	Motor vehicle accident with injuries	240505-051318-WLVFD600	661, Oxford Twp	1	\$0.00
	5/8/2024	Motor vehicle accident with injuries	240518-141409-WLVFD600	652, Lafayette Twp	4	\$0.00
	5/9/2024	Motor vehicle accident with injuries	240510-153337-WLVFD600	664, Special Box - Ravens Glenn & Unusual Junction	5	\$0.00
	5/10/2024	Motor vehicle accident with injuries	240510-044340-WLVFD600	661, Oxford Twp	2	\$0.00
	5/20/2024	Motor vehicle accident with injuries	240520-090754-WLVFD600	651, Lafayette Twp	2	\$0.00
	5/23/2024	Motor vehicle accident with injuries	240524-023536-WLVFD600	660, Oxford Twp	3	\$0.00
	5/26/2024	Motor vehicle accident with injuries	240527-063436-WLVFD600	651, Lafayette Twp	3	\$0.00
	5/27/2024	Motor vehicle accident with injuries	240531-062424-WLVFD600	650, Lafayette Twp	2	\$0.00
323	5/18/2024	Motor vehicle/pedestrian accident (MV Ped)	240520-124833-WLVFD600	650, Lafayette Twp	3	\$0.00
324	5/17/2024	Motor vehicle accident with no injuries.	240519-033826-WLVFD600	681, White Eyes Twp	3	\$0.00
352	5/16/2024	Extrication of victim(s) from vehicle	240517-030224-WLVFD600	650, Lafayette Twp	3	\$0.00
444	5/15/2024	Power line down	240519-030935-WLVFD600	660, Oxford Twp	2	\$0.00
445	5/23/2024	Arcing, shorted electrical equipment	240527-060742-WLVFD600	659, Village of West Lafayette	2	\$0.00
	5/26/2024	Arcing, shorted electrical equipment	240527-061618-WLVFD600	660, Oxford Twp	2	\$0.00
	5/26/2024	Arcing, shorted electrical equipment	240527-062342-WLVFD600	659, Village of West Lafayette	2	\$0.00
	5/26/2024	Arcing, shorted electrical equipment	240527-064419-WLVFD600	659, Village of West Lafayette	2	\$0.00
611	5/11/2024	Dispatched & canceled en route	240520-125857-WLVFD600	Mutual Aid to Company 4	2	\$0.00
	5/12/2024	Dispatched & canceled en route	240516-145132-WLVFD600	650, Lafayette Twp	1	\$0.00
	5/16/2024	Dispatched & canceled en route	240517-011659-WLVFD600	674, Village of Plainfield	2	\$0.00
622	5/3/2024	No incident found on arrival at dispatch address	240520-130553-WLVFD600	664, Special Box - Ravens Glenn & Unusual Junction	2	\$0.00
	5/23/2024	No incident found on arrival at dispatch address	240527-055819-WLVFD600	659, Village of West Lafayette	2	\$0.00

Year-To-Date: 26 Year-To-Date: 101 Year-To-Date Loss: \$110,000.00 Year-To-Date Loss: \$117,000.00

May 2023: 22 Year-To-Date 2023: 82 May 2023 Loss: \$80,250.00 Year-To-Date Loss 2023: \$130,550.00

Township		Monthly Activities	FF Count	Hours
4	19	Village of West Lafayette	198	124.15
8	26	Lafayette Township	8	8
8	22	Oxford Township	6	9
1	14	Linton Township	25	125
2	6	White Eyes Township	24	35
3	14	Out of District	4	8
26	101	Totals	265	309.15

West Lafayette Fire Department Report
 May, 2024

	Per Call Payroll	Training Payroll	Total
November-23	\$1,210.00		\$1,210.00
December-23	\$770.00		\$770.00
January-24	\$1,896.00	\$190.00	\$2,086.00
February-24	\$1,812.00	\$40.00	\$1,852.00
March-24	\$1,059.00	\$75.00	\$1,134.00
April-24	\$1,380.00	\$150.00	\$1,530.00
May-24	\$2,364.00	\$125.00	\$2,489.00
June-24			\$0.00
July-24			\$0.00
August-24			\$0.00
September-24			\$0.00
October-24			\$0.00
	\$10,491.00	\$580.00	\$11,071.00



WEST LAFAYETTE POLICE DEPARTMENT

MONTHLY ACTIVITY REPORT

MONTH: April 2024

Calls For Service	486
Reports Taken	36
Felony Arrests	0
Misdemeanor Arrests	12
Juvenile Arrests	0
Traffic Stops	40
Traffic Crashes	7
OVI Arrests	1
Warrant Arrests	0
Civil Paper Service	4
Fuel Used	\$ 944.65

Chief of Police Christopher Walters