

# *Record of Proceedings*

## Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on March 11, 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. Fire Chief Damon Gould, Police Chief Chris Walters and Ptl. Aaron Carbajal were also present.

A motion was made by Jason Hursey and seconded by Adam Fisher to approve the minutes from the regular council meeting held on February 26, 2024. Roll call 5 yes. Councilwoman Maurer abstained.

**Mayor's Correspondence:** Mayor Tubbs reported receiving a letter from Leadership Coshocton County regarding an upcoming presentation on the impact of Leadership Coshocton County for all alumni and employers on Thursday, April 18<sup>th</sup> at 12:00pm at Wiley Companies. A letter from the Coshocton Public Health District for the District Advisory Council meeting was received. Mayor Tubbs will be in attendance on March 12, 2024 to represent the Village.

**Citizens' comments:** None

### **Zoom Log-in**

<https://zoom.us/j/96595775556?pwd=eVJlY04yaFFmbU9GSEISRU9kNnRjQT09>

**Or Dial: 1-301-715-8592**

**Meeting ID: 965 9577 5556**

**Passcode: 571265**

### **Department Reports:**

**Fire:** See attached. Village Administrator, Tammy Hicks, requested that Chief Gould review the burning ban rules. Chief Gould stated that statewide there is no burning allowed from 6am-6pm through the end of May. Chief Gould also reminded residents that with the recent time change forward to change batteries in their smoke detectors. If someone can't afford batteries or a smoke detector, they can reach out to one of the firefighters and they will be taken care of.

**Fiscal Officer:** Fiscal Officer, Amy Bourne, reported that Resolution 2024-02 will receive its third and final reading to request certification of millage from the county auditor in order to renew the Village Current Expense levy that is a 5-year levy for 3 mills, which brings in roughly \$68,000 to the General Fund. Ordinance 2024-05 will receive its third and final reading to regulate trees in the village. The listing of approved trees will be removed from the ordinance and a link will be provided on the website as it is an extensive list and does change. Ordinance 2024-06 will receive its third and final reading and is to adopt the 2024 version of the Ohio Basic Code. Resolution 2024-07 is for the annual authorization for the Village to sell obsolete

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municipally owned property by internet auction during calendar year 2024 and will receive its third and final reading. Ordinance 2024-08 will receive its third and final reading that establishes the sewer rates and wording was removed that prohibited sewer taps within a manhole. Ordinance 2024-12 will receive its second reading and pertains to a rate change in the hauled domestic septage received in the Village. Resolution 2024-13 will receive its first reading to add funds. The Fire Department would like to have money appropriated in order to place bids on fire equipment being auctioned off from the Newcomerstown Fire Department. In the 250 HB168, 251 OPWC and 260 ARC funds, the anticipated grant money needs to be added to account for the Sewer Outfall project that is about to begin. In the 261 CDBG NRG and 262 CDBG CI funds, the remaining pass-through money needs appropriated to account for the remaining invoices paid in late January by the County. The February end of month cash summary was presented to the Finance committee this evening. There was also discussion regarding the Sewer fund and continuing to watch it closely. The 2023 Annual Financial Report is completed and uploaded to the state and is available for review in the Village Administration building during regular business hours. Bills were passed around for approval.

**Police:** See attached. Chief Walters reminded everyone that the annual Easter Egg Hunt is on Sunday, March 24<sup>th</sup> from 1-3pm at the football field, followed by a party in the middle school gymnasium. Amy Medley, the Administrative Assistant, started a new job at the Common Pleas Court today and will be working with them Monday through Thursday and still here with the village on Fridays. In collaboration with the Coshocton Driver Training School, the village has applied for a grant to help families pay for the driver training school. Chief Walters reported that on March 2<sup>nd</sup>, Ptl. Aaron Carbal was dispatched to a residence for a well-being check late in the evening, was directed to the garage where he could see through a window that a woman was standing on a chair with a cord around her neck. Ptl. Carbajal busted in the door and saved the woman's life. She was taken to an institution in Columbus for help. Chief Walters presented Ptl. Aaron Carbajal with a life award and a metal was also ordered.

**Solicitor:** Village Solicitor, Joel Blue, had nothing to report.

**Village Administrator:** Village Administrator Tammy Hicks reported that next week the construction crew will be back to begin working on the Russell Ave. sidewalks. Repairs at the Pearl Valley lift station continue. Hicks requested that several items be declared as surplus so that she can dispose of them. Items include small miscellaneous items that are no longer able to be used at the Wastewater department. A motion was made by Adam Fisher and seconded by Jason Hursey to declare the wastewater items as surplus. Roll call 6 yes. Hicks mentioned that she has already been hearing from property owners that mosquitos are getting bad. She stated that the City of Coshocton will not begin spraying for them until about June, so residents need to be proactive in preventing their breeding such as not allowing any standing water on their property, disposing of trash and empty cans. April 20, 2024 from 9am-3pm, We R WL is sponsoring a clean up day and will be placing dumpsters across the street for residents to bring large items and other trash and possibly tires for disposal.

### **Committee Reports:**

**Building and Property:** No report.

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**Community & Business Development:** No report.

**Community Relations:** Chairwoman Brittany Howell reported that the Easter egg hunt will be March 24<sup>th</sup> and eggs will be stuffed on March 14, 2024 at 6:30pm.

**Community Revitalization:** Chairwoman Brittany Howell reported that they met on March 11, 2024 to discuss new ideas for the village. Items discussed were creating viewing stations in the wetlands, dog park, sand volley ball pit, utilizing Burt Park more, and village entrance signs.

**Finance:** Chairwoman Brittany Howell reported meeting this evening and reviewed the February end of month cash summary. The sewer fund and resolution to add funds was also discussed. A motion was made by Christie Maurer and seconded by Tim Cheney to approve the February end of month cash summary. Roll call 6 yes.

**Fire Dependency Board:** No report.

**Ordinance:** No report.

**Park Board:** No report.

**Planning Commission:** No report for Local. County Representative Rich Wheeler reported there will be a meeting Monday, March 18, 2024.

**Public Safety:** Chairman Adam Fisher reported meeting on March 4, 2024 and discussed adding crosswalks in front of Circle K, Plainfield Rd. at the Mills and in front of the French Press Café. The loss of water in February was also discussed. The age of some of the water lines needs to be researched and possibly replaced. Adding hydrants at the Welker addition was discussed and new ones in Fairview Manor, but those are the responsibility of Coshocton. Possible funding for a new building was discussed.

**Public Works:** No report.

**Records Retention:** No report.

**Rules:** No report.

Mayor Tubbs reported recently attending training for new officers through the Ohio Municipal League and learned that technically if 2 of the 3 committee members talk to each other about village business, that is considered a meeting because it is a quorum. To avoid those situations, the committees would need to be increased to 5 members, which would make 3 a quorum and easier to avoid conflict. Mayor Tubbs suggested that all of the committees meet as a group, 1 hour prior to each Council meeting to discuss items on the agendas. Each committee chair would still be in charge of their committee and report during the council meeting. This would also free up all the other evenings and everyone will be involved and in the loop of what's going on.

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## **Introduction to ordinances and resolutions:**

### **2024-02 A RESOLUTION FOR CERTIFICATION OF MILLAGE FOR RENEWAL OF TAX LEVY FOR THE VILLAGE OF WEST LAFAYETTE, OHIO Third Reading**

A motion was made by Christie Maurer and seconded by Rich Wheeler to adopt Resolution 2024-02. Roll call 6 yes.

### **2024-05 AN ORDINANCE TO REGULATE TREES AND ESTABLISH OFFENSES RELATED TO TREES, REPEALING ORDINANCES IN CONFLICT THEREWITH Third Reading**

A motion was made by Jason Hursey and seconded by Christie Maurer to adopt Ordinance 2024-05. Roll call 6 yes.

### **2024-06 AN ORDINANCE APPROVING, ADOPTING AND ENACTING THE AMERICAN LEGAL PUBLISHING'S OHIO BASIC CODE, BEGINNING IN 2024 AND AS AMENDED IN PERPETUITY, AS THE CODE OF ORDINANCES FOR THE VILLAGE OF WEST LAFAYETTE, OHIO; REPEALING ORDINANCES IN CONFLICT THEREWITH, AND DECLARING AN EMERGENCY Third Reading/Emergency**

A motion was made by Christie Maurer and seconded by Adam Fisher to adopt Ordinance 2024-06. Roll call 6 yes.

### **2024-07 A RESOLUTION AUTHORIZING THE SALE BY INTERNET AUCTION DURING CALENDAR YEAR 2024 OF MUNICIPALLY OWNED PERSONAL PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE, OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED, PURSUANT TO OHIO REVISED CODE SECTION 721.15(D) Third Reading**

A motion was made by Tim Cheney and seconded by Adam Fisher to adopt Resolution 2024-07. Roll call 6 yes.

### **2024-08 AN ORDINANCE ESTABLISHING SEWER RATES, AND SEWER REGULATIONS FOR THE VILLAGE OF WEST LAFAYETTE, OHIO, AMENDING ORDINANCES AND RESOLUTIONS IN CONFLICT HEREWITH Third Reading**

A motion was made by Jason Hursey and seconded by Christie Maurer to adopt Ordinance 2024-08. Roll call 6 yes.

### **2024-12 AN ORDINANCE AMENDING PERMITTING AND REGULATING THE RECEIPT AND DISCHARGE OF APPROVED HAULED DOMESTIC AND/OR INDUSTRIAL/COMMERCIAL SEPTAGE AND/OR WASTEWATER AT THE VILLAGE OF WEST LAFAYETTE WASTEWATER TREATMENT PLANT Second Reading**

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## **2024-13 A RESOLUTION TO AMEND THE 2024 PERMANENT APPROPRIATIONS ORDINANCE 2023-57, ADDING FUNDS First Reading/Emergency**

A motion was made by Christie Maurer and seconded by Rich Wheeler to waive the three required readings for Resolution 2024-13. Roll call 6 yes.

A motion was made by Rich Wheeler and seconded by Tim Cheney to adopt Resolution 2024-13. Roll call 6 yes.

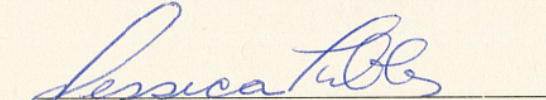
**Committee Meetings:**  
**Fire Dependency Board-**  
**Planning Commission –**  
**Records Retention –**  
**Revitalization –**  
**Tax Review Board –**

**Other Business:** Mayor Tubbs had no other business to discuss.

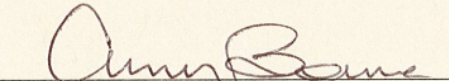
A motion was made by Jason Hursey and seconded by Adam Fisher to pay the bills. Roll call 6 yes.

A motion was made by Adam Fisher and seconded by Jason Hursey to adjourn until the next meeting on Monday, March 25, 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](http://www.westlafayettevillage.com) and clicking on the recorded minutes tab.

  
\_\_\_\_\_  
Jessica Tubbs, Mayor

Attest:

  
\_\_\_\_\_  
Amy Bourne, Fiscal Officer

Code	Date	Incident Type	Incident Number	District	Apparatus Total	NFIRS Number	Total Loss
111	2/1/2024	Building fire	240207-080426-WLVFD600	Mutual Aid to Company 4	3	26	\$0.00
121	2/9/2024	Fire in mobile home used as fixed residence	240211-044454-WLVFD600	Mutual Aid to Company 4	2	29	\$0.00
131	2/24/2024	Passenger vehicle fire	240224-111610-WLVFD600	651, Lafayette Twp	3	41	\$6,000.00
142	2/9/2024	Brush or brush-and-grass mixture fire	240211-050553-WLVFD600	Out Of District	3	30	\$0.00
	2/10/2024	Brush or brush-and-grass mixture fire	240211-051540-WLVFD600	Mutual Aid Baltic Fire	4	31	\$0.00
	2/21/2024	Brush or brush-and-grass mixture fire	240221-095604-WLVFD600	671, Linton Twp	5	38	\$0.00
153	2/10/2024	Construction or demolition landfill fire	240210-015537-WLVFD600	650, Lafayette Twp	3	28	\$0.00
311	2/20/2024	Medical assist, assist EMS crew	240221-111732-WLVFD600	659, Village of West Lafayette	2	39	\$0.00
324	2/16/2024	Motor vehicle accident with no injuries.	240218-043831-WLVFD600	650, Lafayette Twp	2	34	\$0.00
	2/16/2024	Motor vehicle accident with no injuries.	240218-044758-WLVFD600	650, Lafayette Twp	3	35	\$0.00
	2/16/2024	Motor vehicle accident with no injuries.	240218-050615-WLVFD600	650, Lafayette Twp	2	37	\$0.00
	2/21/2024	Motor vehicle accident with no injuries.	240224-093913-WLVFD600	650, Lafayette Twp	2	40	\$0.00
	2/24/2024	Motor vehicle accident with no injuries.	240229-002944-WLVFD600	664, Special Box - Ravens Glen	3	43	\$0.00
444	2/7/2024	Power line down	240210-015459-WLVFD600	683, White Eyes Twp	2	27	\$0.00
611	2/17/2024	Dispatched & canceled en route	240218-042038-WLVFD600	659, Village of West Lafayette	1	32	\$0.00
	2/17/2024	Dispatched & canceled en route	240218-042838-WLVFD600	Mutual Aid Newcomerstown	2	33	\$0.00
622	2/16/2024	No incident found on arrival at dispatch address	240218-045737-WLVFD600	661, Oxford Twp	2	36	\$0.00
631	2/4/2024	Authorized controlled burning	240205-014450-WLVFD600	664, Special Box - Ravens Glen	2	25	\$0.00
733	2/28/2024	Smoke detector activation due to malfunction	240228-044115-WLVFD600	659, Village of West Lafayette	2	42	\$0.00
<b>February 2024: 19</b>							<b>February 2024 Loss: \$6,000.00</b>
							<b>Year-To-Date Loss: \$6,500.00</b>
<b>February 2023: 10</b>							<b>February 2023 Loss: \$10,000.00</b>
							<b>Year-To-Date Loss 2023: \$46,500.00</b>

Township		Monthly Activities	FF Count	Hours
3	8	Village of West Lafayette	151	139.75
6	9	Lafayette Township	10	19
3	6	Oxford Township	23	52
1	7	Linton Township	8	26
1	3	White Eyes Township	22	22
5	9	Out of District	27	48.27
19	42	Totals	241	307.02

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WEST LAFAYETTE POLICE DEPARTMENT

MONTHLY ACTIVITY REPORT

MONTH: January 2024

<b>Calls For Service</b>	<b>362</b>
<b>Reports Taken</b>	<b>27</b>
<b>Felony Arrests</b>	<b>1</b>
<b>Misdemeanor Arrests</b>	<b>8</b>
<b>Juvenile Arrests</b>	<b>0</b>
<b>Traffic Stops</b>	<b>37</b>
<b>Traffic Crashes</b>	<b>9</b>
<b>OVI Arrests</b>	<b>0</b>
<b>Warrant Arrests</b>	<b>2</b>
<b>Civil Paper Service</b>	<b>0</b>
<b>Fuel Used</b>	<b>\$ 643.85</b>

*Chief of Police Christopher Walters*