

# *Record of Proceedings*

## Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on May 13, 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. Chief Chris Walters, Chief Damon Gould and Todd Shroyer from EMS were also present.

A motion was made by Jason Hursey and seconded by Brittany Howell to approve the minutes from the regular council meeting held on April 22, 2024. Roll call 6 yes.

**Mayor's Correspondence:** Mayor Tubbs reported receiving emails from a couple of residents regarding the Safe Routes to Schools sidewalks and expressed they are not happy at all with having sidewalks on 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> streets and do not want to have them installed.

**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 provided a thumb drive to the Village Administrator with pictures of all the fire engines. Chief Gould reported that he will be soon declaring one of their boats as surplus in order to sell and replace with a new one.

**Fiscal Officer:** Fiscal Officer, Amy Bourne, reported Ordinance 2024-16 Pay and Benefit ordinance will receive its first reading. Updates were made to add wording for School Resource Officers (SRO) to receive an additional \$.50 per hour pay. Currently Officer Hernandez is the SRO as well as the Field Training Officer and receives an additional \$.50 per hour for FTO. The SRO position does not allow for any additional pay although specialized training and certification is required. Officer Hernandez will be losing the FTO title since his SRO title does not permit him the time needed to do training. Officer Bishop will be going to FTO training school in June and will be awarded that title upon passing and earn the additional \$.50 per hour. The intent is to award Officer Hernandez the additional \$.50 per hour for the SRO position. Resolution 2024-17 will receive its first reading and is to request approval to transfer funds from the 910 Unclaimed Funds fund to the 101 General Fund. Per the village Unclaimed Funds policy, checks that have not been cashed live in the 910 Unclaimed fund for 5 years and can then be moved to the General Fund. There are 2 checks that have hit the 5-year mark in the amounts of \$11.80 and \$11.82, totaling \$23.62. Resolution 2024-18 is to add funds to the 263 Drive to



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Succeed Grant fund. The village was awarded the grant in the amount of \$98,335 and needs to be appropriated as we are beginning to receive applications for the schooling and invoicing that need paid. It is requested that the three required readings be waived in order to pay the invoices in a timely manner. Resolution 2024-19 will be addressed by the Village Administrator. Resolution 2024-20 to adopt an alternative method of apportioning the local government fund. The County Auditor's office has requested this resolution be passed in acceptance of the new calculation method that will use the past 5 years average for the next 5 years, which will give a solid revenue figure to use for budgeting purposes. This resolution will go three readings but does contain the emergency clause so that it will be in effect as soon as it is signed in order to meet the July 10<sup>th</sup> deadline to the County Auditor. RITA is kicking off the annual non-filing program with letters and administrative subpoenas being sent to all residents that are not compliant. The program will first send letters to the residents at no charge to the village and for those that do not respond and come into compliance with filing and paying, they will receive an administrative subpoena. The cost of the subpoena is \$1 each. We typically enter into this program every other year. When in the program in 2022, there were 482 subpoenas sent with over \$9,800 collected. A motion was made by Jason Hursey and seconded by Christie Maurer to enter into the RITA subpoena program for 2024. Roll call 6 yes. The West Lafayette Masonic Lodge 602 had a pancake breakfast a couple of weeks ago and \$382 collected was donated to the village to go towards projects at the Waterworks Park. Bourne reported working with the City of Coshocton regarding discrepancies found in the calculation process of money sent for sewer sales to the village. An error was found in how the pool fill and other sewer credits were being figured into the amount sent to the village which resulted in over \$23,000. Bills were passed around for approval.

**Police:** See attached. Chief Walters announced that the First Responders Party will be held on June 29, 2024 from 4-7pm at the Living Faith Church of the Nazarene again this year with free food and many emergency vehicles on display.

**Solicitor:** Village Solicitor, Joel Blue, reported answering questions regarding the parks and being able to lease/rent the facilities and according to ORC, it is allowed. He also spoke with Mayor Tubbs regarding the annexation of the Wetlands since it is now village owned property. The offer of annexation will be made to neighbors of the wetlands.

**Village Administrator:** Village Administrator Tammy Hicks reported that resolution 2024-19 is being presented to approve Then & Now purchase order 24244 for T.R. Snyder in the amount of \$21,565 due to contingent projects done as part of the Russell Ave. sidewalk project. The original purchase order was created only for the amount that the contractor bid and did not include contingencies. Grass notices have been issued for high grass and weeds for those taller than 7 inches. Residents have 5 days to cut the grass and if not, the village will cut it at \$100 per hour plus a \$100 administrative fee each time it is mowed. Residents are asked to not blow cut grass into the streets and in the storm drains. Property code violations that were issued on W. 7<sup>th</sup> St. and W. Railroad St. have either been resolved or are being worked on. The Wastewater department provided a monthly report on current work and projects. Pearl Valley lift station is working properly now after having been rebuilt. Pearl Valley are now adding a substance to keep the PH more neutral to assist with the buildup in the lines. Another generator needed repairs. Frye Farms is hauling sludge out of the basins this week. Revenue has increased with



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the bulk septic being accepted and brought in over \$3,800 last month. The Street and Wastewater employees completed their training for spraying weeds. Spraying for mosquitos will happen soon. Hicks will be taking a test to be able to spray for them very soon to be able to use the mosquito sprayer given to the village by the City of Coshocton.

## **Committee Reports:**

**Building and Property:** No report.

**Community & Business Development:** Chairwoman Christie Maurer reported a new business going in with Renegade Tattoo. The building where Mint Ivy was located is under contract. The old Quality Brake and Tire is for sale.

**Community Relations:** Chairwoman Brittany Howell reported that the frog hunt last week was successful and there are still 29 frogs that have not been turned in. They can be turned in at Haarmans Pallets for a prize. The Yellow Flag Sales seemed to be very successful despite the weather. The Chamber is painting the eat stand on May 17<sup>th</sup> & 18<sup>th</sup> if anyone would like to help. Yippee Kayak will be holding a river cleanup on July 13<sup>th</sup>. There is a “Buy the Yard By the Yard” program for the soccer field at Waterworks Park that will begin on June 1<sup>st</sup> that will be operated by Tim Tubbs

**Community Revitalization:** Chairwoman Brittany Howell reported that the next meeting will be at the end of May.

**Finance:** Chairwoman Brittany Howell reported meeting and reviewing the April end of month cash summary. The Park Fund is slightly in the negative but a check from the Park levy is expected any time. The sewer fund is looking better and in the positive now. Thank you to the Masonic Lodge for the donation made to the Waterworks Park. A motion was made by Christie Maurer and seconded by Brittany Howell to approve the April end of month cash summary. Rolle all 6 yes.

**Fire Dependency Board:** No report.

**Ordinance:** Chairman Jason Hursey reported discussing the sewer credit and removing the pool fill credits in the future. The new park use ordinance was discussed regarding the use of all the park facilities and the reservation fees that will be implemented.

**Park Board:** Chairwoman Christie Maurer thanked the Masonic Lodge for the pancake breakfast donation of the \$382 for the Waterworks Park.

**Planning Commission:** Local Chairman Jason Hursey reported meeting on April 30, 2024 and discussed the vacation of alleys next to Christie Timmons on E. Russell, the loop alley between Christie Nys and Judd Bone on E. Main and a parcel at the end of Wood St. Annexation was also discussed regarding a request by Clark Smith at S. Oak to annex his land as well as the Wetlands property. In the meantime, letters will be sent to the neighboring residents to see if there is any interest of also being annexed. River Glenn Estates was also discussed as a potential to annex as



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well as a few properties on Plainfield Rd. Letters will be sent to residents in the areas of 7<sup>th</sup> St. Rear, the Welker Addition, E. Main and E. Russell, Hal Kar and CR 124, the remainder of Johnson Rd. and River Glenn Estates to gauge interest. A motion was made by Jason Hursey and seconded by to send the interest letters out to the areas in the village looking to be annexed. Roll call 6 yes. Another Planning Commission meeting is scheduled for May 21, 2024 at 6:00pm. Mayor Tubbs reported that a letter has been received from Christie Timmons signed by her neighbors regarding the vacation of their alley and Christie Nys is working with Judd Bone to get a petition for the vacation of their alley. A motion was made by Jason Hursey and seconded by Adam Fisher to vacate the alley on E. Russell next to Christie Timmons. Roll call 5 yes. Brittany Howell abstained. A motion was made by Jason Hursey and seconded by Tim Cheney to vacate the alley between Chrisina Nys and Judd Bone on E. Main St. Roll call 6 yes. Rich Wheeler reported that the County Planning Commission has a meeting next Monday.

**Public Safety:** Chairman Adam Fisher reported discussing installing stop signs at N. Oak and Park St. because of the influx of cars and kids in the area. Also looking at other intersections in town that should have stop signs installed. There was discussion about the blinking stop signs at Kirk and Main next to the upcoming daycare and possibly getting better and brighter blinking stop signs. There have been residents expressing concerns about the Safe Routes to School sidewalks and some that do not want them at all. The purpose of them is to get children off of the streets. Surveys were sent to the residents back in 2019 and the majority of them wanted new or replaced sidewalks which is the reason there has been a push on sidewalks the past couple of years. A motion was made by Adam Fisher and seconded by Jason Hursey to install 4-way stop signs at N. Oak and Park. Roll call 6 yes.

**Public Works:** Chairman Rich Wheeler reported that there was discussion regarding starting a new storm water utility fund to help with the expansion of storm water lines in the village.

**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** First Reading

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

**2024-18 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 Tim Cheney to waive the three required readings for Resolution 2024-18. Roll call 6 yes.

A motion was made by Christie Maurer and seconded by Jason Hursey to adopt Resolution 2024-18. Roll call 6 yes.



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## **2024-19 A RESOLUTION TO APPROVE PURCHASE ORDER 24244 TO T.R. SNYDER CONSTRUCTION, INC., A “THEN & NOW” PURCHASE ORDER First Reading/Emergency**

A motion was made by Christie Maurer and seconded by Jason Hursey to waive the three required readings for Resolution 2024-19. Roll call 6 yes.

A motion was made by Tim Cheney and seconded by Brittany Howell to adopt Resolution 2024-19. Roll call 6 yes.

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

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

### **Committee Meetings:**

#### **Fire Dependency Board-**

**Planning Commission (Local) – May 21, 2024 at 6:00pm**

**Records Retention –**

**Revitalization –**

**Tax Review Board –**

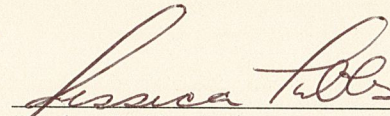
**Other Business:**

**Citizens’ comments:** Todd Shroyer from EMS was present to answer questions regarding the recent failure of the EMS levy. He stated that it will be on the ballot again this fall. They spoke last week to legislators and that EMS in Ohio is not considered essential and there is no requirement that anybody provide EMS, which means they have no General Fund. If the Sheriff’s department or Fire department want a raise, they can dip into the General Fund. If EMS wants a raise to keep employees leaving for higher wages there are only 2 options: increase billing or raise property taxes. Medicare and Medicaid do not pay very much for reimbursement. The increase in property taxes is only \$35 per year per \$100,000 property value. They have already begun cutting expenses by not replacing employees that are retiring. The Warsaw station is closing most evenings leaving them not covered.

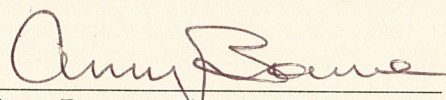
A motion was made by Jason Hursey and seconded by Adam Fisher to pay the bills. Roll call 6 yes.

A motion was made by Adam Fisher and seconded by Jason Hursey to adjourn until the next meeting on Monday, May 28, 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.

  
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Jessica Tubbs, Mayor

Attest:

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



Code	Date	Incident Type	Incident Number	District	Apparatus Total	Total Loss
142	4/15/2024	Brush or brush-and-grass mixture fire	240415-154514-WLVFD600	Out Of District	3	\$0.00
143	4/9/2024	Grass fire	240409-154353-WLVFD600	660, Oxford Twp	2	\$0.00
	4/13/2024	Grass fire	240415-103738-WLVFD600	670, Linton Twp	4	\$0.00
311	4/17/2024	Medical assist, assist EMS crew	240502-051116-WLVFD600	659, Village of West Lafayette	2	\$0.00
	4/20/2024	Medical assist, assist EMS crew	240421-123448-WLVFD600	663, Oxford Twp	1	\$0.00
	4/23/2024	Medical assist, assist EMS crew	240424-043652-WLVFD600	672, Linton Twp	4	\$0.00
322	4/27/2024	Motor vehicle accident with injuries	240502-050305-WLVFD600	651, Lafayette Twp	3	\$0.00
324	4/10/2024	Motor vehicle accident with no injuries.	240414-074536-WLVFD600	651, Lafayette Twp	2	\$0.00
444	4/2/2024	Power line down	240402-090914-WLVFD600	662, Oxford Twp	2	\$0.00
	4/11/2024	Power line down	240412-032357-WLVFD600	672, Linton Twp	3	\$0.00
462	4/14/2024	Aircraft standby	240414-065110-WLVFD600	659, Village of West Lafayette	3	\$0.00
521	4/1/2024	Water evacuation	240401-111658-WLVFD600	670, Linton Twp	3	\$0.00
	4/3/2024	Water evacuation	240403-060357-WLVFD600	650, Lafayette Twp	2	\$0.00
551	4/3/2024	Assist police or other governmental agency	240403-053752-WLVFD600	670, Linton Twp	2	\$0.00
	4/16/2024	Assist police or other governmental agency	240419-035740-WLVFD600	661, Oxford Twp	2	\$0.00
554	4/2/2024	Assist invalid	240403-045520-WLVFD600	659, Village of West Lafayette	2	\$0.00
611	4/28/2024	Dispatched & canceled en route	240502-045021-WLVFD600	Mutual Aid Newcomerstown	3	\$0.00
622	4/4/2024	No incident found on arrival at dispatch address	240408-044420-WLVFD600	661, Oxford Twp	3	\$0.00
	4/13/2024	No incident found on arrival at dispatch address	240413-092627-WLVFD600	659, Village of West Lafayette	2	\$0.00
	4/18/2024	No incident found on arrival at dispatch address	240419-110945-WLVFD600	673, Linton Twp	4	\$0.00
812	4/2/2024	Flood assessment	240402-085156-WLVFD600	659, Village of West Lafayette	4	\$0.00
April 2024: 21			Year-To-Date: 75		April 2024 Loss:	\$0.00
					Year-To-Date Loss:	\$7,000.00
April 2023: 20			Year-To-Date 2023: 60		April 2023 Loss:	\$300.00
					Year-To-Date Loss 2023:	\$50,300.00

Township		
5	15	Village of West Lafayette
3	18	Lafayette Township
5	14	Oxford Township
6	13	Linton Township
0	4	White Eyes Township
2	11	Out of District
21	75	Totals

Monthly Activities	FF Count	Hours
Emergency Calls	115	95.25
Meetings	10	20
Vehicle Maintenance	18	36
In Person Training	18	44.5
On-Line Training	26	26
Special Detail	7	16.5
Totals	194	238.25

Month	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			\$0.00
June-24			\$0.00
July-24			\$0.00
August-24			\$0.00
September-24			\$0.00
October-24			\$0.00
	\$8,127.00	\$455.00	\$8,582.00



WEST LAFAYETTE POLICE DEPARTMENT

MONTHLY ACTIVITY REPORT

MONTH: April 2024

<b>Calls For Service</b>	<b>367</b>
<b>Reports Taken</b>	<b>24</b>
<b>Felony Arrests</b>	<b>0</b>
<b>Misdemeanor Arrests</b>	<b>10</b>
<b>Juvenile Arrests</b>	<b>0</b>
<b>Traffic Stops</b>	<b>35</b>
<b>Traffic Crashes</b>	<b>1</b>
<b>OVI Arrests</b>	<b>2</b>
<b>Warrant Arrests</b>	<b>1</b>
<b>Civil Paper Service</b>	<b>4</b>
<b>Fuel Used</b>	<b>\$ 968.68</b>

*Chief of Police Christopher Walters*