

Record of Proceedings

Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on November 25, 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, Jason Hursey, Tim Cheney and Adam Fisher and Christie Maurer were present.

A motion was made by Jason Hursey and seconded by Adam Fisher to approve the minutes from the regular council meeting held on November 11, 2024. Roll call 5 yes. Councilman Tim Cheney abstained.

Mayor's Correspondence: Mayor Tubbs reported receiving a thank you note from Head Start and a picture of her reading The Big Cheese to the kids.

Citizens' comments: No comments.

Department Reports:

Fire: No report.

Fiscal Officer: Fiscal Officer, Amy Bourne, reported that Resolution 2024-40 will receive its third and final reading authorizing the Village Administrator to file an application for an Ohio EPA Community and Litter Grant. Resolution 2024-41 will receive its third and final reading to update the Credit Card Use Policy with the proper card users. Ordinance 2024-42 will receive its third and final reading to establish the 2025 pay and benefit schedule for the village employees to include a 2% raise. Resolution 2024-43 will receive its third and final reading to support the United States Semi-quincentennial, America250-OH. Resolution 2024-44 will receive its third and final reading to add funds. For the Police department budget, \$12,000 is needed in the wages account and \$11,000 in the police & fire pension account to cover through the end of the year. Money is also needed in the General fund and Street fund to cover street light utilities through the end of the year. Funds are needed in the 210 fire fund in the amount of \$15,000 to go towards a purchase of a 2025 Can-Am 6x6. Additional property tax revenue was received for the 218 Police Levy fund in the amount of \$161.12 and needs to be appropriated in order to spend before the end of the year. Ordinance 2024-45 will receive its third and final reading to adopt a stormwater maintenance and design manual for the village. Resolution 2024-46 will receive its second reading authorizing the Village Administrator and Fiscal Officer to enter into agreements with Verdantas for sidewalk projects. Resolution 2024-47 will receive its second reading authorizing the Village Administrator and Fiscal Officer to enter into agreements with EDG for a sewer project. Ordinance 2024-48 will receive its second reading to establish the permanent appropriations for fiscal year 2025. Updates were made to the budget to include updated health insurance premiums and the annual payments for a new police cruiser that will be purchased in December. Ordinance 2024-49 will receive its first reading authorizing the issuance of \$61,089.80 of bonds to purchase a 2024 Ford Explorer for the police department and the upfit kit. The current police truck will be transferred to the Street Department as they are in

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need of a new vehicle. The request will be made to waive the three readings and pass this evening. Resolution 2024-54 will receive its first reading authorizing the Village Administrator and Fiscal Officer to submit an application for the READY Local Government grant in the amount of \$50,000 for capacity building. The grant proceeds will be used to purchase a push camera for the sewer department, additions to the finance software, a cyber-security review, and possibly tablets for the council members. The request will be made to waive the three readings due to the December 9th deadline to submit the application. The Village Administrator and Fiscal Officer had the opportunity to participate in a grant training program to learn how to write and administer federal grants this past summer. As part of that process, a \$50,000 capacity grant is available to those participating in the training and the instructors will assist throughout the process. Resolution 2024-51 will receive its first reading authorizing the Fire Chief and Fiscal Officer to purchase a 2025 Can-Am Defender 6x6 from Addy Polaris for \$37,661.76. The three readings will be requested to waive. Bills were passed for approval.

Police: No report.

Solicitor: Village Solicitor, Joel Blue, reported that during the month of December, he will not be available to attend the meetings held on December 9th and 16th.

Village Administrator: Village Administrator Tammy Hicks commended the Street Department for saving the new LED Stop sign that was run over last week. They were able to fix it and reinstall it. The person that hit the sign is going to pay to have it replaced. The Christmas decorations were put up last week on Main St. and Burt Park will be done later this week. The Wastewater department assisted the Street department with the decorations. Leaf pickup will continue through December 6th and after that, residents are able to bag the leaves and set on the curb strip for pick up. Meetings were held with the engineers for the Safe Routes to School project to discuss correcting some drainage problems in the new sidewalk area. An extension will be requested for the SRTS and TAP grant to address the issues. A motion was made by Adam Fisher and seconded by Jason Hursey to approve making the request for an extension for the SRTS and TAP grant projects. The sewer outfall project bid opening will be tomorrow. Research has begun to understand what needs to be done to initiate the village wide trash collection services. A meeting was held with Nathan Davis with RCAP to discuss the sewer rate study process. The rate study is at no cost to the village and is funded by the EPA. They requested reports for the last 5 years of revenues, expenses, customer usage, and current sewer rates to assist in a 5-year projection for establishing sewer rates.

Committee Reports:

Building and Property: Chairman Tim Cheney reported discussing the ongoing mold issues in the Village administration building and police department and the possibility of a new building.

Community & Business Development: No report.

Community Relations: Chairwoman Brittany Howell reported the Christmas parade will be December 7th at 12:30 lining up at the Living Faith Church. There will also be a craft show.

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Community Revitalization: Chairwoman Brittany Howell reported she will be reaching out to the current committee members to determine if they want to continue serving on the committee and if there is a need to recruit new members. Meetings for 2025 will be established.

Finance: No report.

Fire Dependency Board: No report.

Ordinance: Chairman Jason Hursey reported discussing the junk vehicle ordinance and revising some of the wording regarding storage of unused vehicles and long-term parking on public streets.

Park Board: Chairwoman Christie Maurer reported getting quotes for construction of the splash pad. Supplies are being purchased for the rotary pavilion metal roof. Eagle Ridge has applied for grant funding for the disc golf course. We R WL is applying for funding for the soccer field. Once the field is installed, another round of trees and benches will be sold. Work is being done on grants for mosquito control.

Planning Commission: Chairman Jason Hursey reported work is still being done on planning for a sub-division on the south side of Oak St. County chairman Rich Wheeler reported attending a meeting and discussing the storm water study grant not being funded.

Public Safety: Chairman Adam Fisher reported progress is being made with obtaining panic buttons for the village administration office and council chambers and will be going with a new company, Verkada, for the installation. There were discussions about the purchase of a new police vehicle and a 6x6 for the fire department. Both pieces of legislation will be presented for approval of those purchases.

Public Works: Chairman Rich Wheeler reported the Village Administrator spoke to all items discussed during the committee meeting in her report.

Records Retention: No report.

Rules: No report.

Introduction to ordinances and resolutions:

2024-40 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO FILE AN APPLICATION TO THE OHIO ENVIRONMENTAL PROTECTION AGENCY DIVISION OF ENVIRONMENTAL AND FINANCIAL ASSISTANCE TO PARTICIPATE IN THE OHIO EPA COMMUNITY AND LITTER GRANT PROGRAM Third Reading/Emergency

A motion was made by Christie Maurer and seconded by Jason Hursey to adopt Resolution 2024-40. Roll call 6 yes.

2024-41 A RESOLUTION REGARDING CREDIT CARD USE Third Reading

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A motion was made by Christie Maurer and seconded by Jason Hursey to adopt Resolution 2024-41. Roll call 6 yes.

2024-42 AN ORDINANCE ESTABLISHING 2025 PAY AND BENEFIT SCHEDULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH Third Reading

A motion was made by Christie Maurer and seconded by Adam Fisher to adopt Ordinance 2024-42. Roll call 6 yes.

2024-43 A RESOLUTION OF THE VILLAGE OF WEST LAFAYETTE, OHIO, SUPPORTING THE OHIO COMMISSION FOR THE UNITED STATES SEMI-QUINCENTENNIAL (AMERICA250-OH) Third Reading

A motion was made by Jason Hursey and seconded by Tim Cheney to adopt Resolution 2024-43. Roll call 6 yes.

2024-44 A RESOLUTION TO AMEND THE 2024 PERMANENT APPROPRIATIONS ORDINANCE 2023-57, ADDING FUNDS Third Reading/Emergency

A motion was made by Christie Maurer and seconded by Adam Fisher to adopt Resolution 2024-44. Roll call 6 yes.

2024-45 AN ORDINANCE TO ADOPT THE STORMWATER MAINTENANCE AND DESIGN MANUAL FOR THE VILLAGE OF WEST LAFAYETTE, OHIO Third Reading

A motion was made by Jason Hursey and seconded by Christie Maurer to adopt Ordinance 2024-45. Roll call 6 yes.

2024-46 RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO EXECUTE ALL DOCUMENTS NECESSARY WITH VERDANTAS FOR THE PURPOSE OF ENGINEERING SERVICES FOR SIDEWALK REPLACEMENT IN THE VILLAGE OF WEST LAFAYETTE Second Reading

2024-47 A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO EXECUTE ALL DOCUMENTS NECESSARY WITH ENVIRONMENTAL DESIGN GROUP FOR THE PURPOSE OF ENGINEERING SERVICES FOR SEWER AND STORMWATER REHABILITATION CONCEPT PLANNING PROJECT IN THE VILLAGE OF WEST LAFAYETTE Second Reading

2024-48 AN ORDINANCE TO MAKE PERMANENT APPROPRIATIONS FOR CURRENT EXPENSES AND EXPENDITURES OF THE VILLAGE OF WEST LAFAYETTE, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2025 Second Reading/Emergency

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2024-49 AN ORDINANCE AUTHORIZING THE ISSUANCE OF \$61,089.80 OF BONDS FOR THE PURPOSE OF PAYING THE COST OF ACQUIRING A POLICE CRUISER AND ALL RELATED EQUIPMENT AND NECESSARY APPURTENANCES THERETO, AND DECLARING AN EMERGENCY First Reading/Emergency

A motion was made by Jason Hursey and seconded by Christie Maurer to waive the three required readings for Ordinance 2024-49. Roll call 6 yes.

A motion was made by Tim Cheney and seconded by Brittany Howell to adopt Ordinance 2024-49. Roll call 6 yes.

2024-50 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER OF THE VILLAGE OF WEST LAFAYETTE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE READY LOCAL GOVERNMENT GRANT PROGRAM AND DECLARING AN EMERGENCY First Reading/Emergency

A motion was made by Christie Maurer and seconded by Jason Hursey to waive the three required readings for Resolution 2024-50. Roll call 6 yes.

A motion was made by Christie Maurer and seconded by Adam Fisher to adopt Resolution 2024-50. Roll call 6 yes.

2024-51 A RESOLUTION AUTHORIZING THE FIRE CHIEF AND FISCAL OFFICER TO SIGN AND EXECUTE ALL DOCUMENTS NECESSARY WITH ADDY POLARIS FOR THE PURCHASE OF A 2025 CAN-AM DEFENDER 6X6 AND DECLARING AN EMERGENCY First Reading/Emergency

A motion was made by Christie Maurer and seconded by Adam Fisher to waive the three required readings for Resolution 2024-51. Roll call 6 yes.

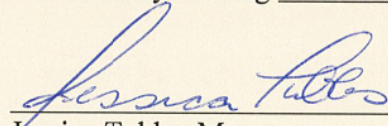
A motion was made by Christie Maurer and seconded by Adam Fisher to adopt Resolution 2024-51. Roll call 6 yes.

Other Business: Discussions were had regarding rescheduling the 2nd council meeting in December since it falls close to Christmas. A motion was made by Jason Hursey and seconded by Christie Maurer to change the 2nd meeting in December from December 23rd to December 30th at 7pm. Roll call 6 yes.

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, December 9, 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