

# *Record of Proceedings*

## Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on October 14, 2024 at 7:00 p.m. in the municipal building with Mayor Jessica Tubbs presiding.

### **Pledge of Allegiance**

### **Prayer**

**Roll Call:** Rich Wheeler, Tim Cheney, Brittany Howell, Jason Hursey, Adam Fisher and Christie Maurer were present. Fire Chief Damon Gould, Police Chief Chris Walters, Police Captain Morgan Eckelberry and Mark Hiner were also present.

A motion was made by Jason Hursey and seconded by Christie Maurer to approve the minutes from the regular council meeting held on September 23, 2024. Roll call 5 yes. Councilman Adam Fisher abstained.

**Mayor's Correspondence:** Mayor Tubbs reported receiving a petition from Kevin Wright to vacate a portion of an alley on the north side of the village and will be presented to the Planning Commission soon.

**Citizens' comments:** Mark Hiner, running for Ohio State Representative addressed Council to answer any questions. He commented that he understands that the village has a water issue that needs discussed and offered to remain after the meeting to discuss further.

### **Department Reports:**

**Fire:** See attached. Fire Chief Damon Gould reported that hose testing will be done at Waterworks Park on Tuesday and Wednesday. Next month, council appointments need to be made for the Fire Dependency Board for 2025. Chief Gould requested approval for 3 new members to join the fire department. Jared Danner has moved here from Iowa and is in the process of getting his training transferred from Iowa and has a Level 1 certification. Kraig Todd is currently taking a 36-hour class for certification and Matthew Woods will be signed up for the next 36-hour class. A motion was made by Jason Hursey and seconded by Adam Fisher to approve the 3 new members to the fire department. Roll call 6 yes.

**Fiscal Officer:** Fiscal Officer, Amy Bourne, reported that Ordinance 2024-36 will receive its third and final reading to authorize the Fire Chief, Mayor and Fiscal Officer to sign fire contracts with the area townships for 2025. Resolution 2024-37 will receive its third and final reading and is to add funds in the amount of \$290,000 in newly created Safe Routes to School fund to account for design engineering work done by ADR & Associates and utilizing grant funding. The Police Levy Fund 218 also needs funds added in the amount of \$590.19 to account for the additional levy money received. Resolution 2024-38 will receive its second reading authorizing the Village Administrator to apply for the Land and Water Conservation Fund program through ODNR. Ordinance 2024-39 will receive its first reading to retain Joel Blue as the Village Solicitor for the next 2 years, beginning January 1, 2025 through December 31, 2026. The

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September end of month cash summary was presented to the Finance committee. The 2025 budget will be presented at the next committee meeting. Zac Mills, resident of the village on E. Main St., recently realized that he has been charged for village sewer services since July 2021 and he has a septic and does not receive those services. He is requesting a refund. There was an error in the entry of accounts when they were transferred to the City of Coshocton and he was marked with sewer service in error. Coshocton produced a report showing how much he has paid since July 2021, totaling \$795.15. A motion was made by Adam Fisher and seconded by Christie Maurer to approve refunding Zac Mills his sewer payments made. Roll call 6 yes. Health insurance for the village employees was discussed and potentially moving to a new carrier offered through the Ohio Municipal League pool, which could save the village roughly \$51,000 per year. Quotes are being received for a security system for the village administration office and council chambers and looking to use Lonestar. A grant through PEP will be applied for to cover \$1,000 of that expense. Chief Walters will be leaving at the end of this year to be Sheriff of Coshocton and he will be gone in December for training. In his absence, it has been recommended that Captain Eckelberry be temporarily promoted to cover the Chief position and receiving an additional \$1/hour, per the pay and benefit ordinance. Solicitor Joel Blue commented that the Mayor can appoint Eckelberry to that position with the advice and consent of the Council. Ordinance 2021-57 states that the Chief does not need to reside within the village limits. Bills were passed for approval.

**Police:** See attached.

**Solicitor:** Village Solicitor, Joel Blue, reported the village will not be able to move forward with the annexation as discussed since the village has no power any longer to compel the annexation of the properties that were discussed.

**Village Administrator:** Village Administrator Tammy Hicks reported Ordinance 2024-35 was passed at the last meeting and that included removal of wording that allows pool credits. Starting in 2025, pool fill credits will no longer be approved. Chief Gould reported that there is still a burn ban for October and November from 6am – 6pm. There are only small cooking fires that are permitted in the village. No other burning is permitted, especially the burning of trash. The Safe Routes to School route will be walked to make sure there are no other changes to the plan. Construction will not begin until late 2025 or early 2026. The sewer outfall bid openings has been extended again to November 15, 2024 due to waiting to hear on the HB 165 grant extension deadline. The Wastewater department reported that there was over \$2,000 collected from the septic hauling and the year-to-date figures look great. Ryan Cottrell was awarded the Wastewater Operator of the Year by the Ohio Rural Water Association and was presented at the annual meeting last week. Congratulations!

**Committee Reports:**

**Building and Property:** No report.

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

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**Community Relations:** Chairwoman Brittany Howell reported We R WL hosted a Red Hot Chili Pepper Chili Cookoff on October 15<sup>th</sup> at Burt Park. The first place winner was the West Lafayette Fire Department, second place went to the West Lafayette Police Department and third place went to Nikea Campbell. The Chamber Halloween party will be on October 26<sup>th</sup> from 2-4pm with Trick-or-Treating the same day from 5:30-7pm. There have been many improvements to the boat ramp by the River Glenn Estates with the volunteer work being done by We R WL, Ryan Cottrell, Morgan Eckelberry and Vic Allen. Picnic tables, trash cans and other beautification to the area is yet to come.

**Community Revitalization:** No report.

**Finance:** Chairwoman Brittany Howell reported meeting and reviewing the September end of month cash summary. A motion was made by Brittany Howell and seconded by Christie Maurer to approve the September end of month cash summary. Roll call 6 yes.

**Fire Dependency Board:** No report.

**Ordinance:** No report.

**Park Board:** Chairwoman Christie Maurer reported discussing the ODNR land and water grant application, updates on the splash pad at Waterworks Park and updates to the Park Use & Release form to include wording related to food trucks. Fiscal Officer, Amy Bourne reported that since the implementation of the new Park Use & Release form and charging for the use of the shelters, there has been over \$600 received year to date compared to around \$100 per year prior. The additional money will be very helpful for maintenance and upkeep of the parks. Recently there have been new locks purchased to replace broken ones in the bathrooms.

**Planning Commission:** No report.

**Public Safety:** Chairman Adam Fisher reported discussing the Safe Routes to School plans and the walk through. The engineering plans call for new stop signs at Wall & Union and Oak & 6<sup>th</sup> streets and will be part of the SRTS installation, not something done by the village. Keys for the village buildings have been collected. A paving issue reported by a resident on Russell Avenue was discussed. Paving was done by the County on 3 blocks on Kirk St. and 2 blocks on S. Center by Small's Paving. They will be back to do striping, crosswalks and adding berms along some of the recently paved areas.

**Public Works:** Chairman Rich Wheeler reported discussing the RCAP rate study, an update on the sewer outfall project and AEP changing the streetlights over to LED's as they burn out. A storm water maintenance plan is being created for new construction and sub-divisions. There will no longer be pool fill credits given. Mayor Tubbs commented that an ordinance may be presented at the next council meeting regarding the storm water maintenance plan and asked council members to fully review the plan that was emailed to them and note any questions or changes that need to be made.

**Records Retention:** No report.

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**Rules:** No report.

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

**2024-36 AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR, FISCAL OFFICER AND FIRE CHIEF TO SIGN FIRE CONTRACTS** Third Reading

A motion was made by Christie Maurer and seconded by Tim Cheney to adopt Ordinance 2024-36. Roll call 6 yes.

**2024-37 A RESOLUTION TO AMEND THE 2024 PERMANENT APPROPRIATIONS ORDINANCE 2023-57, ADDING FUNDS** Third Reading/Emergency

A motion was made by Jason Hursey and seconded by Christie Maurer to adopt Resolution 2024-37. Roll call 6 yes.

**2024-38 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION FOR THE LAND AND WATER CONSERVATION FUND PROGRAM THROUGH THE OHIO DEPARTMENT OF NATURAL RESOURCES AND DECLARING AN EMERGENCY** Second Reading/Emergency

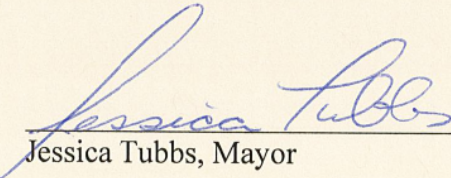
**2024-39 AN ORDINANCE TO HIRE A SOLICITOR EFFECTIVE JANUARY 1, 2025 THROUGH DECEMBER 31, 2026** First Reading

**Other Business:** None to report.

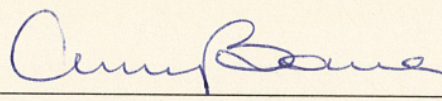
A motion was made by Jason Hursey and seconded by Adam Fisher to pay the bills. Roll call 6 yes.

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

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

Attest:

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



WEST LAFAYETTE POLICE DEPARTMENT

MONTHLY ACTIVITY REPORT

MONTH: September 2024

<b>Calls For Service</b>	<b>455</b>
<b>Reports Taken</b>	<b>28</b>
<b>Felony Arrests</b>	<b>3</b>
<b>Misdemeanor Arrests</b>	<b>9</b>
<b>Juvenile Arrests</b>	<b>1</b>
<b>Traffic Stops</b>	<b>18</b>
<b>Traffic Crashes</b>	<b>9</b>
<b>OVI Arrests</b>	<b>1</b>
<b>Warrant Arrests</b>	<b>0</b>
<b>Civil Paper Service</b>	<b>0</b>
<b>Fuel Used</b>	<b>\$ 833.32</b>

*Chief of Police Christopher Walters*

**West Lafayette Fire Department Report  
September, 2024**

Code	Incident Type	Incident Date	Incident Number	Address	District
111	Building fire	09/30/2024	4040412	20996 Township Road 157 Road, West Lafayette, OH 43845	652, Lafayette TWP
141	Forest, woods or wildland fire	09/21/2024	4035617	17TME0512967570, Warsaw, OH, 43844	671, Linton TWP
142	Brush or brush-and-grass mixture fire	09/12/2024	4033277	19090 County Road 7, Coshocot, OH, USA	652, Lafayette TWP
143	Grass fire	09/03/2024	4032972	22921 County Road 254, West Lafayette, OH 43845, US	660, Oxford TWP
143	Grass fire	09/15/2024	4033903	205 East 5th Street, West Lafayette, OH, USA	659, Village of West Lafayette
143	Grass fire	09/21/2024	4035597	21467 Slate Route 751, West Lafayette, OH, USA	Out Of District
311	Medical assist, assist EMS crew	09/26/2024	4037811	301 East E Railroad Street, West Lafayette, OH 43845	659, Village of West Lafayette
322	Motor vehicle accident with injuries	09/21/2024	4035647	18173 Township Road 121, Newcomerstown, OH 43832, US	651, Lafayette TWP
322	Motor vehicle accident with injuries	09/23/2024	4036240	US Route 36, West Lafayette, OH	681, White Eyes TWP
324	Motor vehicle accident with no injuries.	09/17/2024	4034433	57745 County Road 5, West Lafayette, OH, USA	660, Oxford TWP
522	Water or steam leak	09/20/2024	4035578	24694 Township Road 252B, Newcomerstown, OH, USA	Out Of District
611	Dispatched & canceled en route	09/15/2024	4033626	54110 Township Road 172 Road, Fresno, OH 43824	683, White Eyes TWP
611	Dispatched & canceled en route	09/19/2024	4035421	22375 Township Road 105, Newcomerstown, OH, USA	657, Special Box, Ridgewood School Complex
622	No incident found on arrival at dispatch address	09/05/2024	4035005	113 East Railroad Street, West Lafayette, OH, USA	659, Village of West Lafayette
622	No incident found on arrival at dispatch address	09/23/2024	4036569	27630 Ohio 93 Highway, Fresno, OH 43824	660, Oxford TWP
733	Smoke detector activation due to malfunction	09/19/2024	4035402	225 West Union Street, West Lafayette, OH, USA	661, Oxford TWP
733	Smoke detector activation due to malfunction	09/29/2024	4039894	221 West Main Street, West Lafayette, OH, USA	659, Village of West Lafayette
733	Smoke detector activation due to malfunction	09/30/2024	4039971	602 Johnson Street, West Lafayette, OH, USA	657, Special Box, Ridgewood School Complex

September 2024: 18

Year-To-Date: 156

September 2024 Loss: \$0.00  
Year-To-Date Loss: \$142,610.00

September 2023: 20

Year-To-Date 2023: 141

September 2023 Loss: \$1,500.00  
Year-To-Date Loss 2023: \$148,050.00

Township		Monthly Activities	FF Count	Hours
5	32	Village of West Lafayette	112	90.33
3	37	Lafayette Township	21	42
4	37	Oxford Township	21	38.5
1	20	Linton Township	21	49
1	10	White Eyes Township	25	25
2	18	Out of District	0	0
16	154	Totals	200	244.83

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	\$2,364.00	\$125.00	\$2,489.00
June-24	\$1,188.00	\$95.00	\$1,283.00
July-24	\$684.00	\$0.00	\$684.00
August-24	\$564.00	\$70.00	\$634.00
September-24	\$1,344.00	\$105.00	\$1,449.00
October-24		\$0.00	\$0.00
	\$14,271.00	\$850.00	\$15,121.00