

Carroll Village Council met in regular session on Tuesday, July 9, 2024, at 7:00 p.m. Mayor Preston Barringer called the meeting to order with the Pledge of Allegiance.

Roll Call

Members of Council present were Linda Dattilo, Will Burns, Kenny George, Shelly Squibb, Kevin Rinehart and Adam Tippett. Also, in attendance were Solicitor Jeff Feyko, Fiscal Officer Crystal Roberts, and Dennis Rose (Zoning/Property Maintenance Inspector).

Approval of Agenda

Will Burns made a motion to approve the agenda, seconded by Kevin Rinehart, roll call was all in favor.

Visitors

David Leffler, Dawn Wyne, Jeff Craig, and Lacey Kraner from the Carroll Community Festival.

Visitors Comments

Lacey Kraner from the Carroll Community Festival came to council to request street closures for the festival. They would like to close Center Street down on Thursday, August 8 starting at 5:00 p.m. The rest of the streets will be closed from 8:00 am on Friday until approximately midnight on Saturday. Lacey asked Lt. Romine when the NO PARKING signs would be put up. Lt. Romine responded a few days prior to the festival.

Council member Adam Tippett requested that an extra mosquito spray be scheduled for that week. The mayor stated he would contact the Health Department.

Council member Will Burns suggested that Lacey contact the Lions Club to let them know she is using the parking lot for the festival. Also, Will asked Lacey if the festival would be putting up the road closed signs and the barricades. She stated, yes.

Adam Tippett made a motion to allow all street closures, seconded by Shelly Squibb, roll call was all in favor.

The Designated Outdoor Refreshment Area (D.O.R.A.) was discussed next. Fiscal Officer Crystal Roberts informed the council that she needed to know what size of cup, what the cup is to look like, what do they want printed on the cup, is the village purchasing the cups and selling them to the establishments, or do they want the establishments to purchase their own cups, is the village providing the DO's and Don'ts of DORA signs, or will the establishments be purchasing them themselves? The council discussed and decided that the cup would be a 16-ounce clear cup with the Designated Outdoor Refreshment Area, the village logo, and the establishments name printed on the cup. The village would provide the design for the establishments, so they will all be the same. The village will also provide the establishments with a D.O.R.A. Do's and Don'ts sign for them to post outside of their building. It is the establishments responsibility to purchase their own cups.

Will Burns made a motion to approve all the requirements for D.O.R.A., seconded by Shelly Squibb, roll call was all in favor.

Approval of Minutes

Adam Tippet made a motion to approve the council minutes from the June 11, 2024, seconded by Will Burns, roll call was all in favor.

Approval of Bills, End of Month Reports, and Mayor's Monthly Statement

Each member received copies in their packet of computer-generated Management Reports for end of June (original to be signed by the Council and Mayor); Primary Checking Account Reconciliation (to be signed by Council and Mayor); paid bills and/or due bills. Also, included was the Mayor's Monthly Statement for the month of June.

Adam Tippet made a motion to approve, seconded by Will Burns, roll call was all in favor.

Committee Reports

Finance:

Monday, July 8, 2024

6:30 p.m.

Members: Will Burns-Chairperson, Adam Tippet, and Shelly Squibb. All were present.

Fiscal Officer Crystal Roberts was present. Mayor was absent.

Visitors present: None

On the agenda was to discuss backhoe, grants and loans for Sanitary Sewer Project, new business, old business, and any other business brought before the committee.

Will Burns discussed possibly adding the cost of a backhoe into a grant or a loan that involves a project in order to pay at a lower interest rate. The mayor was not available to answer questions about the grants/loans for the Sanitary Sewer Project. Will is going to contact Gary about the possibility to do this. The committee was in agreement if this is a possibility.

Old Business

Fiscal Officer Crystal Roberts asked if it was ok to send payment to Bloom Township for the tornado siren, even if they don't pursue a grant for the repair. The committee stated that council already approved the payment to go ahead and pay.

New Business

The committee discussed Mike McCafferty's position. Mike is in the hospital and not sure when he will be able to return. They would like to keep his position available to him, if possible. This issue will be sent to the Rules Committee to see what the Employee Handbook states.

Adam Tippet made motion to adjourn, seconded by Shelly Squibb, roll call was all in favor.

Meeting adjourned at 6:45 p.m.

Service: Did not meet.

Safety: Did not meet.

Rules:

Monday, June 24, 2024

6:00 p.m.

Members: Adam Tippett-Chairperson, Linda Dattilo, and Shelly Squibb.

Fiscal Officer Crystal Roberts was present.

Visitors Present: Will Burns

On the agenda was to review the Employee Manual and Public Records Policy.

The meeting was called to order by Chairperson Adam Tippett, roll call was done by Fiscal Officer Crystal Roberts. Adam Tippett and Linda Dattilo were present, Shelly Squibb was absent.

The committee reviewed the Employee Manual; several changes were made. Added to the employee manual was Section 4.5.1 add *Vacation time and PTO time are one in the same, and not a separate benefit (see section 7.4 Vacation Time). Section 7.4 Vacation; added in this section was *only one person per department can be off at a time, unless there is an emergency and is approved by the Department Head. The Fiscal Officer and the Village Administrator time off is to be approved by the mayor, or President Pro Tem in the absence of the mayor. Also added in this section *A two weeks' notice is required to be given and approved by the Department Head, mayor, or President Pro Tem, in the absence of the mayor.

The Public Records Policy was updated. The hours of operation were changed from 10:00 a.m.-4:30 p.m. to 10:00 a.m.-4:00 p.m. The term Clerk-Treasurer, Mary E. Dawson was changed to Fiscal Officer, Crystal Roberts. The cost per page was changed from 10 cents to 25 cents per page. Compact Disc are no longer provided, a flash drive will be provided by the village at the cost of a minimum of \$10.00, depending on the amount of GB that is required, cost may be more. The village does not accept flash drives from an outside source.

Linda Dattilo made a motion to adjourn the meeting, seconded by Adam Tippet, roll call was all in favor.

Police Report

Lt. Romine from the police department was present to give the report. Lt. Romine reported that they are having issues with the reporting system that they use through the Fairfield County Sheriff's Department.

Council member Kevin Rinehart stated it seems like we are really low on officers. Lt. Romine responded with yes, we are. Kevin asked what we needed to do to fix the problem? Lt. Romine stated that no one wants to do the job and all departments are running low on prospects. Other departments are offering better benefits. The mayor suggested that this subject be sent to the Safety Committee to review.

Zoning/Property Maintenance Inspector

Will Burns suggested that someone should notify anyone who has a dumpster on the streets to sweep up the area after the dumpster is removed, in order, to clean up any debris that was left behind.

Adam Tippet asked Dennis about the older violations that were still on the report? Dennis stated that the property maintenance violation for the tree cleanup has been taken care of, he just hasn't taken it off of his report, yet. Dennis has spoke with the owner of Wise Auto and they are talking about remodeling the property. Wise Auto needed to know if they needed blueprints for the project. Toole was contacted and Wise Auto has been notified they do have to have blueprints submitted.

Shelly Squibb asked about the trampoline. Dennis stated it was still there and it was up to the village if it stayed there, or not. The homeowner was complaining that he mows it and he doesn't see why he can't leave it there. Will Burns stated he doesn't see an issue with it staying there, the homeowner does mow it. Will just wants to make sure they can get back there and spray for mosquitoes, and also that the property owner understands that just because he mows it and the trampoline is there is does not become his property.

Kevin Rinehart asked about the email concerning the abandoned vehicles. The fiscal officer stated it was taken care of. The chief notified them of the village ordinance concerning abandoned vehicles.

61 Canal Street was mentioned about all the vehicles. Dennis stated he spoke with the tenant and he is aware of what needs taken care of.

There were complaints of other abandoned vehicles. Dennis stated that he can't do anything without a complaint form, all violations have to be complaint driven. Please submit a form and he will look into it.

Dennis is still attending the Fairfield County Zoning meetings. They have put out the first draft of the zoning code and it was sent to him. He printed it out and it is approximately 240 pages. The next meeting is July 25, 2024. They will be discussing the first draft at this meeting.

Visitor and resident Dawn Wyne asked Dennis about 70 Lock Street? He was supposed to have 120 days to cleanup. Dennis stated he spoke with the property owner and the property owner stated he had a farmer that was going to come clean it up and would be done in two to three weeks. Dennis stated he gave him three weeks to get it cleaned up. Dawn stated it is already past the deadline and the debris is on village property and cannot be mowed.

In Zoning: Nothing new.

In Property Maintenance: 50 Mill Alley and 61 W Canal St were sent property maintenance violations.

Solicitor's Report

There is no report or legislation for the evening.

Fiscal Officer's Report

Fiscal Officer's Report for Council
July 9, 2024

- Updated copy of Delinquent bills at the end of June, 2024, total of \$11,721.17

which includes the two customers that have been placed on taxes. There are 38 delinquent customers. Customers that have not paid by the due date for delinquent bills will receive a tag on their door for shut-off. They have until 11:00 a.m. the following day to get their account up to date. Current dates for due date/tag/shut-off are updated monthly on the Penalty Transaction Log received the evening of council meetings. Attached is copy of updated payments.

- Each member has a report for June, 2024 for R.I.T.A.
- The Carroll Business Association is requesting to replace benches in the Canal Basin Park and Bessie Benson Park. They have several sponsors ready to donate each bench.
- Attended Safety Council Training today.
- Debbie and I are working on DORA.

The Carroll Business Association have several sponsors for benches to be placed in the parks. They would like councils' approval to continue with this project. There are several benches that need replaced in the parks. The fiscal officer asked the council if the village would like to purchase/sponsor a bench? Kevin Rinehart wanted to make sure that it was not an ethical issue for the village to sponsor a bench. Solicitor Jeff Feyko, stated that it is not an ethical issue to do so. The fiscal officer stated that the village would purchase a bench and there would be a plate attached stating it was donated by the Village of Carroll. Jeff stated it is for public use and not for personal use, so there is no ethical issue.

Will Burns made a motion to allow the Carroll Business Association to continue with the bench project and for the village to purchase one of the benches, seconded by Kevin Rinehart, roll call was all in favor.

Mayor's Report

- Mayor wanted to notify everyone that there will be an annual inspection on the traffic lights in the village
- We have received grants from different entities for the Sewer Sanitary Project. The village will have to take out a small loan to cover the rest of the project. We may or may not have to use that loan. This will include a couple of lift stations. The mayor is hoping that all the grants/loans are enough to finish the project in its entirety. The mayor signed off on the papers to get the project started. BIDS are set to go out in September. Will Burns would like to see if we can include the purchase of a backhoe in the project. Everyone is fine with this if it makes since and is allowed. The mayor emailed the map to the fiscal officer and she can forward that on to the council.
- The mayor asked the village administrator to start cleaning up the streets for the festival.
- The Real Church donated picnic tables at the Canal Basin Park and also put playground mulch down. The mayor approved this project. They use it frequently with the LIFEWISE program and needed more picnic tables.
- Mike McCafferty works in the maintenance department for the village. He was in a serious accident and in ICU. The fiscal officer asked the mayor if we could put a link to his Go Fund Me Page on the village's Facebook page. The mayor stated it was fine to put a comment on our page to let everyone know the family has a Go Fund Me page and where they can find the page, but not to post the actual Go Fund Me page.

Old Business

Council member Shelly Squibb asked if anyone had heard any more about the dog from the dog attack. No one has heard any updates on the dog situation. Council member Kevin Rinehart asked the fiscal officer if she responded to the email about ordinances and abandoned vehicles. Fiscal officer stated she forwarded the email to the chief, he responded to the business owner. Also, the business owner was able to speak to the tenants that owned the vehicles and they cooperated in moving them.

New Business

Will Burns asked if there was any update on the property on Carnes Road that wanted to annex into the village and hook up to the water. Solicitor Jeff Feyko stated that it is on his radar and he is preparing the annexation agreement.

Ordinances/Resolutions

First Read

Second Read

Third Read

Tabled

Next Meeting

The next regular meeting is scheduled for Tuesday, August 13, 2024, at 7:00 p.m.

Adjournment

There being no other business before council, Adam Tippett made a motion to adjourn, seconded by Shelly Squibb, roll call was all in favor. Meeting adjourned at 8:08 p.m.

Crystal L. Roberts Fiscal Officer

Preston M. Barringer, Mayor

(Council minutes from 07-09-24 continued on next page)