

Carroll Village Council met in regular session on Tuesday, December 10, 2024, at 4:00 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 Fiscal Officer Crystal Roberts, Dennis Rose (Zoning/Property Maintenance Inspector), and Solicitor Jeff Feyko.

**Approval of Agenda**

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

**Visitors**

Gary Silcott and Tracy Shoults from DLZ Engineering.

**Visitors Comments**

Tracy gave an update on the grants and loans for the Phase 3 Sanitary Sewer project. Fairfield County was going to handle the administration of the RPIG, but won't be able to. The village will take over the administration of the grant. Fairfield County had a public hearing, but since the village is handling it now, the village has to have its own public hearing. Fairfield County will stay on board and help out.

**Approval of Minutes**

Will Burns made a motion to approve the council minutes from the November 12, 2024, seconded by Shelly Squibb, 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 November (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 November.

Adam Tippett made a motion to approve, seconded by Kevin Rinehart, roll call was all in favor.

**Committee Reports**

**Finance:** Did not meet.

**Service:** Did not meet.

**Safety:** Did not meet.

**Rules:** Did not meet.

(Council minutes from 12-10-24 continued on next page)

**Police Report**

A police report was given to council. Chief Brad McMenamain stated they hired a new police officer. He is taking his refresher training now and should be on the road for training in January. He wrapped up the grant for the body armor systems and the village has received the grant money from the Attorney General. The mayor asked if he signed the two-year agreement? The chief stated he did and uniforms have been ordered. Council member Kevin Rinehart asked if there has been any other applicants? The chief stated they did have one other, but they didn't pass the requirements. Chief said after the new officer is trained, he will start getting the word out for more applicants. He also mentioned that there has been an upswing in applicants wanting part-time positions, so he is hopeful.

**Zoning/Property Maintenance Inspector-** Dennis is retiring at the of the year, but is willing to stay on until we find someone to replace him.

**In Zoning:** Nothing new.

**In Property Maintenance:** Nothing new.

**Solicitor's Report**

There is one new piece of legislation on the agenda for this evening. Ordinance 2024-10 increasing water and sewer rates. He is requesting a motion to amend the ordinance to delete "in order to address penalty increase", it should not be in there. It needs to be passed as an emergency so that it takes effect January 1, 2025. The second piece of legislation on for its second read is Ordinance 2024-09 concerning the employee handbook. The three-read rule would need to be bypassed and the legislation has emergency language in it, in order to be effective January 1, 2025. Ordinance 2024-08 is up for the third and final read and is for the temporary appropriations.

The solicitor updated the council about the parcels on Carnes Road that want to annex into the village. He stated that one owner has signed and returned their agreement and the other has not. The solicitor asked how the council wanted to proceed with annexing the two parcels? The council stated they wanted to wait a little longer to annex both properties at the same time. The mayor asked if there was a time limit on the agreements? The solicitor stated there is no time limit, but he usually asks for the homeowner to respond within so many days. Kevin Rinehart asked that the homeowner that has already signed and returned their agreement to be notified that the village is going to wait a little longer to proceed. The solicitor stated he would notify them.

**Fiscal Officer's Report**

December 10, 2024

- Updated copy of Delinquent bills at the end of November, 2024, total of \$13,155.59 which includes the two customers that have been placed on taxes. There are 53 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 November, 2024 for R.I.T.A.
- Attended Safety Council Training on Tuesday, December 3, 2024
- Attended the UAN year end training is on Thursday, December 5, 2024.

The fiscal officer informed the council how the village notifies residents of a water break and boil alert. We post letters to the residents' doors and post at the five posting places in town. We are able to post to the village website and Facebook page. The fiscal officer contacted the software company the village uses for utility billing and the village is able to send emails through that system. Gary Silcott, the village's engineer stated that most likely it would be a small section of the village that would be affected if a line breaks and not the entire village. Council wanted to know if the local news stations could run that for the village, as well? The village will check into it.

**Mayor's Report**

- The chief already brought up the new officer. Hopefully, the new changes that have been made to the onboarding package will help bring in more candidates.
- The mayor is still working on getting the information from Earl Staffan concerning the zoning for the PUD.
- "A Christmas Carol" went really well. It seemed to be busy all day with the craft show and all the other activities around town.

Council member Shelly Squibb asked how many officers the police department currently has? The fiscal officer stated five and there are two other police officers that work as independent contractors for festivals and special events.

Council member Kevin Rinehart asked how many hours are covered in a week? The chief stated that all the officers are required to work 16 hours per week.

**Old Business**

Kevin Rinehart asked if the mayor had reached out to the superintendent concerning the 20-mph school zone sign flashing at odd times? The mayor stated he is aware of the superintendent's sentiment about it, but has not spoken to him personally. Kevin wanted to know if there was anyway to make the school maintain the light properly? Chief stated he was unaware of anything. Will stated there should be a way to require them to maintain the light properly. The mayor asked the solicitor if there was anything that could be done? The solicitor will check into it. Council member Kenny George stated he spoke with the superintendent a couple years ago about it and the superintendent stated he wasn't going to do anything about it.

**New Business**

Kevin Rinehart brought up letter sent to council from a business owner concerning the due date for the utility bills. The matter was discussed and the due date will remain the same, the 27<sup>th</sup> of every month, except for February is due on the 25<sup>th</sup> due to it being a shorter month. The village offers several different options for customers to pay their bill; ACH and online bill pay are available.

**Motions**

**Ordinances/Resolutions**

**First Read**

**Ordinance 2024-10**

**AN ORDINANCE AMENDING ORDINANCE 2023-10 (AN ORDINANCE INCREASING RATES CHARGES FOR WATER SERVICE AND SEWER SERVICE AND THE DECLARATION OF AN EMERGENCY) IN ORDER TO ADDRESS A PENALTY INCREASE, AND THE DECLARATION OF AN EMERGENCY**

- Adam Tippett made a motion to amend Ordinance 2024-10 to delete the line that reads "in order to address a penalty increase", seconded by Will Burns, roll call was all in favor.
- Will Burns made a motion to bypass the three-read rule, seconded by Adam Tippett, roll call was all in favor.
- Will Burns made a motion to adopt Ordinance 2024-10, as amended, seconded by Adam Tippett, roll call was 5 yays, and one nay.

**Second Read**

**Ordinance 2024-09**

**AN ORDINANCE AMENDING SECTION 4.5.1 (PAID TIME OFF [PTO]) OF THE EMPLOYEE MANUAL OF PERSONNEL POLICIES AND REGULATIONS AND THE DECLARATION OF AN EMERGENCY**

- Will Burns made a motion to bypass the three-read rule, seconded by Adam Tippett, roll call was all in favor.
- Adam Tippett made a motion to adopt Ordinance 2024-09, seconded by Will Burns, roll call was all in favor.

**Third Read**

**Ordinance 2024-08**

**TEMPORARY ANNUAL APPROPRIATIONS ORDINANCE OF THE VILLAGE OF CARROLL, OHIO, FOR 2025**

- Will Burns made a motion to adopt Ordinance 2024-08, seconded by Kevin Rinehart, roll call was all in favor.

**Resolutions**

**Tabled**

**Next Meeting**

The next regular meeting is scheduled for Tuesday, January 14, 2025, at 7:00 p.m.

**Adjournment**

There being no other business before council, Will Burns made a motion to adjourn, seconded by Kevin Rinehart, roll call was all in favor. Meeting adjourned at 4:34 p.m.

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Crystal L. Roberts Fiscal Officer

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Preston M. Barringer, Mayor