

Bowerston Village Council
Regular Meeting Tuesday, September 21, 2021

Attendance: Juliet, Karen, Polly, Paula and Jon. Jacquie, Janeen, Bart and Jenna. Melody was absent, notified Mayor prior to meeting.

Minutes: Paula made motion to approve regular August minutes and September special meeting minutes, as presented, Juliet seconded, unanimous.

Expenses: Polly made motion to pay bills as presented, Paula seconded, unanimous.

Personnel Committee

1. Paula reported that she wanted to have a personnel committee meeting, tomorrow at 9am was set.
2. Bart said that we need to hire a part time employee. Jon inquired if any experience is needed, no. Jacquie will put in the newspaper minutes. Bart has the authority to hire between meetings.

Council President Report

1. Paula reported that 3 copies of the contingency report is needed.

Loan/Grant Status Report

1. Conotton is not interested in Bowerston's water, EL Robinson is seeking other avenues.

Mayor's Report

1. Jacquie noted that the park building rental agreement has been updated to say "received by" now that we are asking people to print the form off of the website, so that Heidi can sign off on when money is received. She would like to get a combination lock box for distribution of the key, Bart would like to change the lock, will get both costs for the next meeting.
2. Jacquie reported One Call Now has been purchased and information given to Bart and Janeen. Bart noted that Justin has downloaded the app to his phone and will be taking the lead on the notification side of One Call.
3. Jon made motion to expend up to \$500 on a new community sign for Gateway Park, Paula seconded, unanimous.
4. Jacquie reported that she has submitted ordinance violations for Ordinance violations to Jenna. A discussion took place, Jenna will review.
5. Jon inquired how close to an alley you may have stuff on your property, is the electric pole a guideline. A discussion took place regarding the matter.

Utility Clerk Report

1. Janeen reported that in August there were 77 notices for late payment, but only 1 shut off. Amount collected was \$11,300.00 on delinquent accounts. So far in September there were 71 late payments as of the 17th, down to 51 now.

2. Janeen reported that the new water cards are in, they are much cleaner and easier to read.

Fiscal Officers Report

1. Resolution to amend appropriations in the amount of \$19,797.95 for American Rescue Plan Act monies. Paula made motion, Juliet seconded, unanimous.
2. Heidi reported that Bart has estimates for a salt shed, several quotes totaling \$15,000.00, and she has researched where this can be paid from, Paula moved to approved, Karen seconded, unanimous.

Village Administrator's Report

1. Bart reported that the salt shed should be complete in the next 5-6 weeks.
2. Paula inquired as to when Justin can purchase tools, he needs them, Heidi said that he can get them at any time, she would like him to wait until we get the credit card. Jacquie inquired if this is something the Justin can purchase and be reimbursed for. Heidi will advise how long it will take to get the credit card, reimbursement will be used if it will be in excess of one week.

Income Tax Administrator's Report

1. Janeen reported that collections are going well, she will have a quarterly report at the October meeting.

Solicitor's Report

1. Jenna noted to Council the updates that she has made to the Ordinance regarding utility deposits, to the make adjustments that Janeen asked for. Ordinance 2021-4, Jon made motion to suspend the rules and pass as an emergency, Paula seconded, unanimous by roll call. Paula moved to pass ordinance, Polly seconded, unanimous by roll call.
2. Jenna reported that she has completely updated the weed ordinance and added the language to charge a fee. First reading of Ordinance Was heard.
3. Jenna advised that Hein property issue is going to court.
4. Jenna advised that she is working on updating the ordinance to adjust water rates to businesses outside of the Village. A discussion took place regarding this matter. Janeen said that she feels all businesses should pay the same amount. Jenna suggested charging the same rate, but adding fees for the lift stations and amount of line.
5. Jenna advised that she is working on the camper ordinance.
6. Heidi reported that USA Bluebook items have been returned and we are no longer being billed for them. We have not received a clean statement yet.
7. Bart reported that he and Paula had recently met with the FD regarding their new addition. A discussion took place regarding this matter. Bart asked if the Village could waive their tap in fee and allow their contractor to do the work. Jenna said that she doesn't like the idea of waiving a fee that should be collected for future, Bart said that it would cost us more than the tap in fee to have the work done. Heidi asked if the FD being a nonprofit could be written into the contract. Jenna believes that it can. Paula suggested just reducing the tap in fee.
8. Paula made a motion to waive 50% of the tap in fee, Jon seconded, unanimous.

Old Business

1. Jacquie noted that Clean-up day is Saturday. Bart advised that Justin and the two CCMEP workers will be working that day. Neither Bart nor Jacquie will be available. Paula said that all Council members are encouraged to volunteer.

New Business

1. Jon made motion to set trick or treat on Sunday October 31, 4 to 6, Julie seconded, unanimous.
2. Paula noted that the park building will be used on November 2 for voting.
3. Paula told Council that she would like them to consider a clothing allowance for employees. She explained that it would be a reimbursement, and that there was an old ordinance for \$600 per year. Heidi reported that Scio allows \$400 per year for full time employees and \$200 for part time. Julie made a motion to approve the same for Bowerston, beginning in March of 2022, Polly seconded, unanimous by roll call vote.
4. Paula told Council that we need an ordinance for NSF checks. Janeen explained that we have recently had this issue and that she resolved. Jenna will create an Ordinance.
5. Janeen noted that the ordinance regarding deposits says "all", it should be those that were disconnected and reconnected and that she feels that all customers should have a deposit on the books, Scio charges a deposit of the minimum bill. Jenna suggested amending for existing customers to be grandfathered for a minimum deposit, new customers to pay the \$250. No action taken at this time.

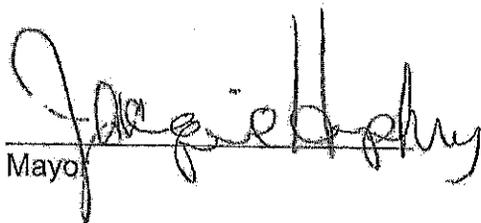
Executive Session

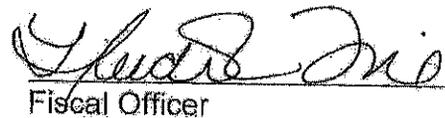
Juliet moved to adjourn to executive session to discuss litigation, Jon seconded, unanimous. 7:13.

Juliet moved to return to regular session, Karen seconded, unanimous. 7:41

Adjournment

Julie moved to adjourn, Jon seconded, unanimous. 7:41


Mayo


Fiscal Officer