

AVILLAGE OF ALEXANDRIA REGULAR COUNCIL MEETING
SEPTEMBER 17, 2024
MINUTES

Mayor Sean Barnes called to order the Village of Alexandria Regular Council Meeting of September 17, 2024, at 7:02 p.m. The Pledge of Allegiance was recited.

Roll Call:

Council Members Present – Jeff Baer, Andrew Bottar-Dillen, Herb Lower, Cari Meng, Mike Miller, Kelly Reed.

Village Representation –

Present: Mayor Sean Barnes, Solicitor David Ball, Fiscal Officer Carol Gissinger, Village Administrator-Lisa Homan, Police Chief Dan Bunting, Village Secretary Sarah Chambers.
Absent – Zoning Inspector Jacob Brooks

Citizens Attending – Jessica Voit

Meeting Minutes for the Regular Council Meeting 9-3-2024

The minutes from the Regular Council Meeting held on September 3, 2024, were read, and approved with a minor amendment to the draft minutes. The amendment changed the wording Council Members to “all Village Employees” are required to participate in the Fraud Training. The motion to approve the amended minutes was made by Jeff Baer and seconded by Cari Meng. The motion carried unanimously.

Public Hearings/Communications-

Review Rules of Council as it relates to meeting posting requirements.

RULE 4 – REGULAR MEETINGS

Regular meetings of the Council shall be held at the Council Chambers at the Alexandria Village Building, 4 West Main Street, Alexandria, Licking County, Ohio 43001, on the first (1st) and third (3rd) Tuesday of each month at 7:00 pm and such other times or places as may be ordered by Council. When a regular meeting falls on a legal holiday, then the meeting shall be held on the immediately following Thursday of that week at 7:00 pm or such other time as Council may determine. Notice of all regular and special meetings will be posted at five (5) locations within the village at least twenty-four (24) hours preceding the meeting.

The first (1st) meeting of the month shall be considered a routine council meeting and shall follow the established agenda. This shall give Council an opportunity to get up to speed with the daily activities occurring within the village. Village Officials will be expected to provide updates during this meeting. **The second (2nd) meeting of the month shall follow an agenda, and also shall be considered a council meeting.** Legislation may be voted on by council during this meeting if it has been discussed in a previous council meeting

Sean stated that 2/3 of the members are required to amend a Rule of Council. Mike Miller made a motion to amend council rules to designate sites for posted meetings to be on the front door of the Village Office, at the Post Office, at the Library, on the Village Website and on the Village

Calendar and Jeff seconded. The vote passed with 5 members for and one abstention by Herb Lower.

Legislation-

ORDINANCE No. 2024-05 AN ORDINANCE ADOPTING A PROCEDURE FOR REPAIR AND REMOVAL OF CERTAIN FIRE DAMAGED STRUCTURES AND NOTIFYING THE OHIO DEPARTMENT OF INSURANCE OF SAID ADOPTION; AND DECLARING AN EMERGENCY

Jeff Baer made a motion, seconded by Mike Miller, to suspend the readings of **ORDINANCE NO. 2024-05**. The motion was passed unanimously. The Chair declared the motion carried.

Questions Discussion

Whose responsibility is it to contact the insurance company after the loss?

- According to Jessica Voit, of the State Insurance Commissioner's Office, insurance companies are required by Ohio Revised Code to check with the municipality when there is a fire loss.
- David Ball thanked Jessica Voit for her assistance with this Ordinance.
- David Ball also mentioned, and Jessica concurred, this applies to substantial fire loss that exceeds 60% of the coverage limit. The Village would hold the money.
- There is no regulation for uninsured property.
- The ordinance is not retroactive but would take effect immediately on passage.
- Mike Miller asked if a signed copy of the ordinance could be emailed to Jessica at her office. She said it would be posted on the State Insurance Commission's website upon receipt and she would send a Receipt Received email.
- Andrew asked if this would apply to any other types of losses. Jessica said no.

Andrew made a motion, seconded by Mike Miller, to pass ORDINANCE NO. 2024-05. The vote was unanimous and the Chair declared the motion carried.

ORDINANCE NO. 2024-06 AN ORDINANCE REGULATING USE OF RESIDENTIAL STREETS; AND DECLARING AN EMERGENCY

Mike Miller made a motion, seconded by Andrew Bottar-Dillen, to suspend the readings of **ORDINANCE NO. 2024-06**. The motion passed unanimously. The Chair declared the motion carried.

Questions/Discussion

What is the purpose of this Ordinance?

- Prevention of through truck traffic, specifically for Granville and North Liberty streets.
- The ordinance does not apply to delivery trucks (e.g., Amazon, Fed Ex, UPS making deliveries within the Village)
- The ordinance does not apply to farm trucks.

How would this be enforced?

- Enforcement has not been outlined at this time.
- Next steps will be to be add as New Business at the next meeting after passage of this ordinance would be to require signage and create a fee schedule for enforcement.

What happens in case of emergency?

- The Village Administrator could issue a temporary permit in extreme circumstance (e.g., closure of State Rt. 37 within the Village Limits)

Cari Meng made a motion, seconded by Mike Miller to pass ORDINANCE NO. 2024-06
Five members voted for the ordinance with one abstention by Herb Lower. The Chair declared motion carried.

Village Officer Reports

Administrator's Report – Lisa Homan

Lisa completed her first two weeks as Village Administrator. She reported that there were 19 Water/Sewer accounts past due in August. Main Street Paving was completed on 9/17/2024. They had enough leftover paving materials to pave the drive to the Sewer plant. Thanks to Jim Jasper for his hard work on this project.

Fiscal Officer's Report- Carol Gissinger

Fraud Training- There are a few employees who still need to complete the Fraud Training before the 9/28/2024 deadline.

The audit deadline has been extended to October 31, 2024.

Solicitor's Report - David Ball

David has been working on the two pieces of legislation discussed at this meeting. He and Chip Moats have been reviewing the Zoning Code from the Planning Commission.

Mayor's Report- Sean Barnes

Sean attended the Framework meeting. Alexandria was recognized for efforts in planning

Zoning Inspector Report – Sean Barnes for Jacob Brooks

Jacob will be meeting with Lisa to familiarize himself with records. The EPA inspection of the Sewer Treatment Plant will happen on September 25th. This inspection takes place every 5 years.

Police Department – Dan Bunting

All but one of his officers has completed the Fraud Training. One cruiser is down, but it should be back in operation this week.

Committee Reports-

Finance Committee- Mike Miller

Mike presented a financial statement for August. Appropriation talks will begin in October and finish in December. Plans are being made for the levy passing or not passing. We need to be prepared either way. What is advertising for the levy going to look like? See New Business.

Public Safety- Cari Meng

Parking: per Mayor Barnes's summer email, returning this to Council for final review. 2023 Council approved the plan Safety Committee created last year, but we want to ensure 2024 Council is aware of the plan before Mr. Ball creates a parking resolution.

- Cari passed out a handout of pictures from the 2023 Safety Committee Presentation. She said this is ready for a resolution to be created.

Questions/Discussion

Should any parking spots be eliminated, specifically the spot behind the Loading Zone beside the Post Office?

- A former committee recommended that spot be removed and the Council did not approve that.
- Should that spot be an egress spot?

What about signs?

- The former Village Administrator purchased a lot of signs and posts. Some have been put up but many have not.
- We need a larger Parking sign pointing visitors to the parking lot behind the museum.
- Can this be added to the Safety Committee recommendation.

Extension of 15-minute parking designation.

- Two in front of Ragamuffins.

The spot in front of Happy Dogs should be changed to a 2-hour time limit instead of 15 minutes.

Recommendations are that parking enforcement would be from 6 a.m. to 6:00 p.m. Signs should state the time limit. (Current signs say 8:30 a.m. to 5:30 p.m.)

Can the signs have a QR code, similar as to what Columbus has?

- We would prefer not to do that. There should be clear signs for people to know the limitations.

How much detail should be included in the resolution?

- Cari and David will work together to work on wording for a resolution.

American Legal Publishing: Our understanding is that American Legal Publishing is used broadly across various departments (e.g., zoning, finance, administration, legislation, etc.) and thus it is reasonable to charge these costs to the village's general fund rather than the PD operating fund.

- Per recommendation of the Safety Committee, agree to change the costs to the General Fund instead of the Police Fund. Council agrees to move costs to General Fund in a vote 5 for and one abstention by Herb Lower.

Fund transfer from PD Wage to Operating for Ballistic Vests: Safety Committee reached an impasse while discussing transferring funds from the PD Wage fund to Operating. We had community input as well, and thus would like to return the final discussion and vote to Council.

- The requests for additional vests is tabled. Note: Grant deadline is November 30, 2024.

Can we require a certain number of hours?.

- We currently do not have mandatory hours.
- Dan's hours are capped
- Sean has reviewed officer hours, which for most of the officers is very low.

Can we give Dan more hours?

- A smaller roster of officers would allow for an increased number of hours for Dan and more coverage for the community. Look at when doing appropriations.
- The 6-month probationary term ends for our new officers is October 2, 2024. Recommendations need to be made no later than October 1, 2024.
- Personnel matters to be discussed between the Mayor and the Police Chief. The Mayor makes a recommendation to Council.

Service-Jeff Baer

The committee met on Thursday, September 10th, 2024. Carrie identified a TAP (Transportation Alternative Plan) 80/20 grant for improving walkability and livability in the Village. The committee identified some areas that would qualify for grant money. Examples of use of grant money are:

- Several sections of sidewalks on South Main Street are in extremely poor condition. They would like to see what it would cost to fix in order to submit for the grant.
- Extending sidewalks to the T. J. Evans Trail? Possibility of getting matching funds from T. J. Evans Foundation?
- Planting street trees on the south side of Main Street.

Sean shared that ODOT is taking applications for TAP grants for replacement and new sidewalks starting October 1st. They will help with the application process. Sean has already had discussions with the T. J. Evans Foundation about partnering in helping with sidewalk access to the T.J. Evans Trail.

Planning Commission

The Planning Commission is continuing with weekly workshops until the Zoning Code has been reviewed.

Old Business - None

New Business-

Discussion on a town hall for the tax levy.

- Held at the Library on two dates - October 8th and October 29th from 6:00 – 8:00 p.m.
- Sean and 2 Council members should attend. Carrie and Mike volunteered.
- Suggestions for advertising –Village Newsletter (Cari will email draft to the Village Council members), water bill enclosure, fliers, door to door,
 - Water bills cannot be used for any political purposes, so no flyer in the water bill.
- Handouts during Trick or Treat from the Village office. Ideas include glow sticks, temporary tattoos (Jessica will research costs and report back to Sean), reflector stickers, attached to an informational card about the levy. Jessica Voit has volunteered to come to the Village Office from 6 – 7:30 to pass out treats for Trick or Treat..

Jim Jasper will be painting a crosswalk across Main Street (while 37 is shut down) at Northridge in front of Hawks Nest.

Citizen Comments (3-minute time limit) – Jessica Voit

Regarding the structure on Main Street belonging to the Museum and currently occupied by a private business, Jessica is concerned that the property is not being leveraged for an appropriate rent. She expressed concern about the low rent being charged.

- Sean explained the building is part of the Museum property. The hair salon has a contract that is in effect until 2025 or 2026 which will not be renewed and after that the building, which is in extremely bad condition, will probably be torn down.
- Sean explained that the building is under the control of the Museum Board.

Andrew asked if the building could be returned to control of the Village.

- Jessica asked if the Museum Board could be disbanded, the building returned to control of the Village, and reinstated, all in one minute.

- Sean said he was sure the Museum Board would all resign if that happened and that the hair salon has a contract. A question was asked why the Council is afraid of the Museum Board resigning and some people said they were not afraid of that. The number of hours the museum was open was also discussed.

Because the comments went over the 3-minute limit, the discussion was tabled. It will be put on the agenda for the October 1st meeting and discussion of an amendment to take away oversight of the building from the Museum Board.

Meeting Announcements

Planning Commission Meeting September 18, 2024, at 5:30 p.m.

Safety Committee Meeting Tuesday, October 1 at 5:30 p.m., prior to the Council meeting

Regular Council Meeting October 1, 2024, at 7:00 p.m.

Service Committee – 2nd Thursday of every month at 5:30 p.m. –next meeting is October 10th

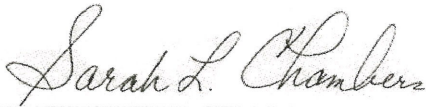
Adjournment

Jeff Baer made a motion, seconded by Cari Meng to adjourn the council meeting.

The vote was unanimous and the Chair declared motion carried.

The meeting was adjourned at 8:53 p.m.

Respectfully submitted,



Sarah Chambers
Village Secretary

Date



Sean Barnes
Chairperson/Mayor

10/1/24

Date