

**VILLAGE OF ALEXANDRIA REGULAR COUNCIL MEETING  
MINUTES - DECEMBER 17, 2024**

Mayor Sean Barnes called to order the Village of Alexandria Regular Council Meeting of December 17, 2024 at 7:00 pm. The Pledge of Allegiance was recited.

**Council Member Roll Call:** Jeff Baer, Andrew Bottar-Dillen, Herb Lower, Cari Meng, Mike Miller, Kelly Reed. All council members were present.

**Village Representation Present** - Mayor Sean Barnes. Solicitor David Ball, Fiscal Officer Carol Gissinger, Village Zoning Inspector Jacob Brooks, Police Chief- Dan Bunting:

Village Administrator-Vacant

The minutes from the December 3, 2024, Regular Council Meeting were read.. Jeff Baer made a motion, seconded by Cari Meng, to approve the December 3, 2024 Regular Council Meeting Minutes. All voted in favor and the Chair declared the motion carried.

**Public Hearings/Communications-** No public hearings or communications were presented.

**Legislation-**

**1<sup>st</sup> Reading Resolution**

**A RESOLUTION PROVIDING FOR SUBMISSION OF AN AMENDMENT TO VILLAGE INCOME TAX, STATING THE RATE OF INCOME TAX, THE PURPOSE OF THE INCOME TAX, THE DATE OF THE ELECTION AT WHICH THE QUESTION IS TO BE PUT BEFORE THE VOTERS AND DIRECTING THE BOARD OF ELECTIONS TO CONDUCT THE ELECTION.**

**1<sup>st</sup> Reading Ordinance**

**AN ORDINANCE TO AMEND VILLAGE OF ALEXANDRIA ORDINANCE NO. 2019-06, EXHIBIT A, SECTION 1 AUTHORITY TO LEVY TAX; PURPOSE OF TAX, AND SECTION 3 IMPOSITION OF TAX, TO PROVIDE FOR AN INCREASE IN THE INCOME TAX IN THE AMOUNT OF ONE-HALF OF ONE PERCENT (0.50%) COMMENCING JANUARY 1, 2026 FOR THE PURPOSE OF PROVIDING FUNDS FOR THE GENERAL MUNICIPAL OPERATIONS OF THE VILLAGE OF ALEXANDRIA**

**Questions/Discussion:**

- The resolution addresses placing the tax amendment on the ballot, while the ordinance outlines the specific rate changes and ballot language
- The ballot for the May 6th election requires submission of paperwork by February 5, 2025.
- Can we check with RITA to see if tax monies can be collected prior to January 1, 2026? Dave and Carol will check to see what the soonest allowable date to start collection of the increased amount.

**AN ORDINANCE NO. 2024-10 AN ORDINANCE TO INCREASE THE SALARY OF THE WATER BILLING CLERK**

Andrew Bottar-Dillen made a motion, seconded by Mike Miller to suspend the readings of **ORDINANCE NO.2024-10**. All voted in favor and the Chair declared the motion carried

Andrew Bottar-Dillen made a motion, seconded by Mike Miller, to pass **ORDINANCE NO. 2024-10**. Jeff Baer, Andrew Bottar-Dillen, Herb Lower, Cari Meng and Mike Miller voted yes; Kelly Reed voted no. The Chair declared the motion carried.

**AN ORDINANCE NO. 2024-11 AN ORDINANCE PROHIBITING “U” TURNS, AND DECLARING AN EMERGENCY**

Jeff Baer made a motion, seconded by Mike Miller, to suspend the readings of **ORDINANCE NO.2024-11**. All voted in favor and the Chair declared the motion carried.

Mike Miller made a motion, seconded by Jeff Baer, to pass **ORDINANCE NO. 2024-11** . All voted in favor and the Chair declared the motion carried.

**AN ORDINANCE NO. 2024-12 AN ORDINANCE APPROVING THE 2024 REVENUE BUDGET AND SETTING APPROPRIATIONS UNTIL APRIL 1, 2024 FOR THE VILLAGE OF ALEXANDRIA OHIO, AND DECLARING AN EMERGENCY**

Mike Miller made a motion; seconded by Andrew Bottar-Dillen to suspend the readings of **ORDINANCE NO.2024-12**. All voted in favor and the Chair declared the motion carried.

Questions/Discussion:

- Updated copies of the Draft 2025 Appropriations spreadsheet was provided to council members to reflect the salary increase expense for the Water Clerk, the police information, and increased contingencies in the General Fund.
- A permanent appropriations ordinance should be created in January, February, or March, 2025. Council has until April 1st to make it official.
- Has the Museum sent in budget information? Not yet but there will probably be no change until Spring.

Cari Meng made a motion, seconded by Andrew Bottar-Dillen, to pass **ORDINANCE NO. 2024-12** All voted in favor and the Chair declared the motion carried.

**A RESOLUTION NO. 2024-23 AUTHORIZING THE SALE OF SURPLUS VILLAGE PROPERTY INTERNET AUCTION AND DECLARING AN EMERGENCY IN THE VILLAGE OF ALEXANDRIA**

Jeff Baer made a motion, seconded by Andrew Bottar-Dillen, to suspend the readings **RESOLUTION NO.2024-23**.All voted in favor and the Chair declared the motion carried.

Questions/Discussion: David will supply clarification on these questions for the next meeting.

- Can we set a reserve price for items such as the Crown Victoria or the truck? Reserve pricing is set by the Village Administrator or Acting Village Administrator.
- What happens if the reserve is not met? Can it go to the next highest bidder?
- Do we want to set a reserve or do we just want to unburden ourselves of the equipment?
- This resolution, when passed, is effective immediately. Will we need to have another resolution for the 2025 year (starting January)?

Jeff Baer made a motion, seconded by Mike Miller, to pass **RESOLUTION NO. 2024-23**. All voted in favor and the Chair declared the motion carried.

## **Village Officer Reports**

**Administrator's Report** – The Mayor's report covers Administrative notes.

### **Fiscal Officer's Report- Carol Gissinger**

There is new UAN accounting software this week. Pay stubs will not be emailed from the Village but check stubs email most likely will come from NoReply at UAN or the State. Carol will have more details in the future.

### **Solicitor's Report – David Ball**

- The firm prepared legislation presented at this evening's meeting.
- They are researching the ways police can enforce the new parking regulations.

### **Mayor's Report- Sean Barnes**

- He has been filling in on the administrative role in absence of a Village Administrator. There were two candidates from the posting , one local and one in Dayton.
- Sean is searching for an IT Management Network.
- He is investigating the Documents and Records Log In problems and is hoping to have all moved to SharePoint in the future.
- MORPC has approved the membership application.
- The Environmental Design Group is researching grants for renovating Village Offices to make it fully functional.
- The purchase of the Granville Street Building has only been tabled and is still up for discussion. The owner is still making improvements to bring it up to code.
- Sean was asked to write an Op Ed for the JAG group.
- JAG Water and Sewer Group is still working on a Master Plan.
- A new permit was filed for PET Run. A meeting at the Church of Christ on Moots Run will be held on January 23<sup>rd</sup>. Everyone is encouraged to attend. It is in the best interest of the Village to have a lot of people at this meeting.
- He has been working on EA Violations and Asset Management Plan with Fiscal Officer Carol Gissinger and Water Administrator Jack Liggett.

### **Zoning Inspector Report – Jacob Brooks**

Jacob was contacted regarding a permit request for a BORE Project on Main Street to install a communication conduit (fiber optics) within the Village right-of-way. Upon reviewing the records, he determined that the Zoning Code does not address permits or regulations for right-of-way use for this purpose. In his research, he identified that the municipalities of Granville, Pataskala, and Johnstown include permit language and a fee schedule for such situations. For example, Johnstown charges a \$240 fee per permit. Moving forward, the Village should consider developing a fee schedule and requiring applicants to submit detailed plans.

### **Questions/Discussion:**

- Who should be responsible for developing a fee schedule and reviewing submitted plans: the Village Council or the Zoning Commission?
- The project would likely involve sidewalk work and could potentially impact water lines.
- Who would be responsible/pay for repairs
- How might this affect businesses on Main Street?
- A decision cannot be made until a plan is submitted for review.

### **Police Department – Dan Bunting**

- All officers have completed State mandated training. A reimbursement check from the State for training costs will be sent to the Village, probably in January.
- Officers participated in traffic control for the Santa Parade and Brunch and the Tree Lighting. Special thanks to those officer volunteers.
- A firearms qualification course has been set up.
- Dan presented an opportunity from ESU Pursuits to finance a new 5-year vehicle lease (\$50,000 plus an additional \$20,000 for equipment) with no payments due for a year. After 5 years the Village would own the vehicle and all of the equipment. The expense would come out to about \$13,000 to \$14,000 per year.

#### Questions/Discussion:

- Can we get an estimate on paper so we can look at State or Federal available grants. Grants are available through Balderson's office.
- Mayors Court is January 8<sup>th</sup>. Will Jeannette Gunn be here? Sean was looking for a temporary magistrate.

### **Committee Reports-**

#### **Finance Committee-Mike Miller**

No report at this time. Mike is working on minutes.

#### **Public Safety-Cari Meng**

The next meeting is January 7, 2024.

#### **Service-Jeff Baer**

The next meeting is December 19, 2024 at 5:30 p.m. Agenda includes the Backflow document.

#### **Planning Commission – Sean Barnes**

A two-hour MORPC workshop will be held on January 8<sup>th</sup> at the Village Office in place of the regular Planning Commission meeting. Everyone is invited to attend.

### **Old Business - None**

### **New Business**

The Merger Commission is working on creating a Charter for a merged Village/Township.

In light of the Village Administrator vacancy, adopting a Charter-style government is proposed as a more sustainable long-term governance model.

- A charter is a document that spells out the powers, duties and structures of government and the rights of citizens. It is often compared to constitutions at the local level.
- A charter provides a municipality with maximum control over its organizational structure, administrative procedures and other matters of local concern. Municipalities without a charter operate in the generic framework imposed by state law, thus are limited in using Ohio's municipal home rule authority.
- One scenario would be having the Mayor selected by Council for 2 years. This would entail hiring a Village Manager and refocusing spending for the hiring of one. One such proposal would be to offer \$50,000 per year for 20 – 30 hours per week in the office. (St. Alban's Township pays their Administrator approximately \$100,000 per year.) A professional Village Manager would oversee maintenance of the Village, searching for grants, submitting and be in charge of the daily running of the Village. This is a significant undertaking, and currently, the responsibility falls disproportionately on the Mayor.

- By adopting a charter, residents can tailor the structure and procedures of their municipal government to address the specific needs and preferences of the local community.

Next steps, if Council wants to go in the direction of a Charter style Village government, would be:

1. Research and create a charter. The Council and Solicitor would be responsible for creating a charter or a Charter Commission of Council and residents could be created. Most of Ohio's larger cities – ones with populations of 50,000 or more – have charter governments, and a rising number of villages are also adopting charter governments. Several surrounding communities (example – Sunbury) already have a charter style and their charters can be seen online. The council's action item is to research the charters of other municipalities before the next meeting.
2. Put on the May or November ballot. If we want it on the May ballot, the charter will need to be ready before February 5, 2025.

**Citizen Comments (3-minute time limit)**

There are some lights out on the Village tree.

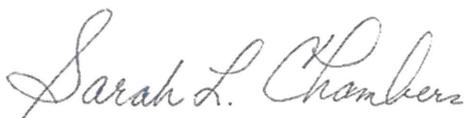
**Meeting Announcements**

Planning Commission Meeting January 8, 2025 at 5:30pm  
Safety Committee Meeting January 7, 2025 at 5:30pm.  
Public Service Meeting December 19, 2024 at 5:30pm  
Regular Council Meeting January 7, 2025 at 7pm.

**Adjournment**

Mike Miller made a motion, seconded by Cari Meng to adjourn the council meeting. All voted in favor and the Chair declared the motion carried. The meeting was adjourned at 8:53 p.m.

Respectfully submitted,



Sarah Chambers  
Village Secretary

January 7, 2025

Certified:



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Sean Barnes, Mayor

Jan. 7, 2025  
Date