

Arcadia Village Council Regular Meeting Minutes, July 13th, 2015

Arcadia Village Council met for Regular Session on July 13th, 2015 in council chambers at 104 Gibson St. Arcadia, Ohio. At 7:00 p.m. Mayor Ebersole called the meeting to order. All present recited the Pledge of Allegiance to the Flag. Those in attendance were: Village Administrator, Jeff Hanna, Utility Clerk Teresa Margraf, and Fiscal Officer, Jackalyn Honaker
Voting Council Members who were present: Tom Pessell, Matthew Tesnow, James Risner, Marla Moses, Jennifer Bowman was absent.
Guests present were Rick Aurand, Jeremy & Teri Noel, Lyle Keller, Chuck Tesnow, Guy Johnson, Verne Snyder, Denny Tesnow and Chet Balderson (who arrived mid meeting).

A motion was made Tom Pessell to accept the June 8th, 2015 minutes as written and James Risner second the motion. Roll call vote 5 – 0 motion carried.

Agenda Changes – none

Guest's Concerns – Guy Johnson and Lyle Keller wanted to relate their discussion with the Hancock Soil and Water Conservation District concerning N. Main & Gibson, North of Joslyn regarding water issues. Mr. Johnson asked what part does the village have in all that old petition tile that runs by the village. It was explained that that drainage tile is only on a very small part of the village to carry run off water. When Lyle Keller came to the meeting in 2011 he was asked to get more estimates for the work that needed to be done. He never returned to the council concerning that. Mr. Johnson stated that several of the property owners were willing to pay their part but he hadn't got hold of all the owners. The county told these gentlemen that they will come in next week and try to verify the problem and open what they can. Mr. Hanna explained that he had gone in and talked to Mr. Gary Tuttle at Soil and Water and was told that it is a petition tile and each property owner is in charge of maintaining their part. Prior Mayor, Verne Snyder, added that the village only provides surface water to that tile. Jeff Hanna stated that if the county comes in and jets the tile to clear or check for problems then we are on the right track. The Mayor asked that any estimates be brought to the August meeting.

Jeremy and Teri Noel were present to inquire if a section of the unimproved alley between Peters Street and unimproved Monroe street adjacent to their property could be closed. He provided a map to the council showing the area he was referring to. They would like to add a building but haven't really decided on size, etc. After much discussion and with most Council members feeling it wouldn't cause a problem it was set aside until next month while the area is checked for utilities and right-a-ways. Mr. and Mrs. Noel will be back then.

Administrator's Report – Jeff Hanna gave the village administrator's report. (copy enclosed) for the month of June 2015 there were 47 delinquent accounts amounting to \$ 8,470.38 and there were no disconnects. Under Water 1.) Ord 2015-09 Water tower surcharge cannot be read as Mr. Filkins is not present.

Mayor Ebersole read Resolution 2015-A, a resolution directing the clerk to certify delinquent water accounts to the Hancock County Auditor for collection. Tom Pessell made a motion to accept Resolution 2015-A and Marla Moses second the motion. Roll call vote 5 – 0 motion passed.

Mayor Ebersole read Resolution 2015-B, a resolution directing the clerk to certify delinquent sanitary sewer accounts to the Hancock County Auditor for collection. James Risner made a motion to accept Resolution 2015-B and Rhonda Dingelstedt second the motion. Roll call vote 5 – 0 motion passed.

Mayor Ebersole read Resolution 2015-C, a resolution directing the clerk to certify delinquent electric accounts to the Hancock County Auditor for collection. James Risner made a motion to accept Resolution 2015-C and Marla Moses second the motion. Roll call vote 5 – 0 motion passed.

Mayor Ebersole read Resolution 2015-D, a resolution directing the clerk to certify failure to comply accounts to the Hancock County Auditor for collection. James Risner made a motion to accept Resolution 2015-D and Marla Moses second the motion. Roll call vote 5 – 0 motion carried.

Fiscal Officer’s Report – Ms. Honaker presented the reconciliation report for June 30th, 2015, and passed it around for signatures. She also passed the June 30th, 2015 cash summary report by fund and the June 30th, 2015 appropriation report.

James Risner made a motion to pay the bills and Tom Pessell second that motion. Roll call vote 5 – 0 motion passed.

Cash Summary by Fund for June 2015:

<i>Funds</i>	<i>Beginning Balance</i>	<i>Receipts</i>	<i>Expenditures</i>	<i>Ending Balance</i>
<i>General Fund</i>	\$ 311,720.03	\$ 4358.49	\$ 7,208.85	\$ 308,869.67
<i>Street Construction</i>	\$ 208,443.02	\$ 2,359.27	\$ 1,510.10	\$ 209,292.19
<i>State Highway</i>	\$ 10,670.94	\$ 191.43	\$ 142.24	\$ 10,720.13
<i>Storm Sewer</i>	\$ 27,279.90	\$	\$ 789.25	\$ 26,490.65
<i>Water Operating</i>	\$ 231,934.50	\$ 20,861.56	\$ 63,546.15	\$ 189,249.91
<i>San Sewer Operating</i>	\$ 88,030.25	\$ 9,206.47	\$ 6,524.76	\$ 90,711.96
<i>Electric Operating</i>	\$ 329,393.34	\$ 41,267.01	\$ 36,611.62	\$ 334,048.73
<i>San Sewer Debt</i>	\$ 3,905.39	\$ 0.00	\$ 00.00	\$ 3,905.39
<i>Enterprise Deposits</i>	\$ 12,837.27	\$ 300.00	\$ 300.00	\$ 12,837.27
<i>Enterprise Improvement</i>	\$ 51,101.06	\$ 969.90	\$ 0.00	\$ 52,070.96
Totals:	\$ 1,275,315.070	\$ 79,514.13	\$ 116,632.97	\$ 1,238,196.86

Solicitor’s Report – none

Mayor’s Report – a.) Recommendation regarding the power-cost adjustment miscalculation. Following is report she gave and requested that it be in the minutes.

“Due to the oversight with the power cost adjustment over the past approximately 41 months, it is my recommendation as the Mayor of the Village of Arcadia that we acknowledge the monetary losses that were incurred due to this error, note it in the minutes, and continue on from this date forward. There are several reasons why I am recommending this to the Council: First and foremost, the electric department is a Not-for-Profit enterprise, and therefore we are not out to make monies; we are merely here to be able to offer a service to our customers and maintain our system in a working and manageable order. Second, if the enterprise account was desperate for the monies, then we should recover the monetary amount; however, at this point in time the expense to recover the monetary amount outweighs the recovery. Next, recovering this amount would be very timely and costly. It is loosely estimate that it would cost the Village approximately \$ 11,519.58 and the shortage is an

approximate \$ 37,840.23. Therefore the Village would only recover an approximate \$ 26,320.65.

41 hours *\$13.38 = \$ 548.58

41 disks used for recover * 1 hour per disk – 41 hours to restore/
Recalculate/and apply each individual account provided each disc works properly

300 hours * \$ 13.28/hour = \$ 3,984.00 to find the amount of \$ owed/customer

50 hours * (3000 minutes) * \$ 13.38 = \$ 669.00 this is for file maintenance to retype

And reissue all of the bills at 10 minutes/person @ 300 customers

10 hours X \$ 75.00 = \$ 750.00 (software consultant)

Software technician stated it would take approximately 20 hours of time to work on this project

His hourly rate since we have a contract is \$ 75.00/hour

hourly rate for companies without contracts are \$ 150.00/hour

we have already used part of our 20 hours on our contract; therefore we would have to pay for part of the support, we are estimating approximately 10 hours would have to be paid support.

\$ 10.00 * 391 hours = \$ 3,910.00 Hire Sue Decker @ \$ 10.00/hour for the same number of hours to run the office that Teresa will be out of the Office.

\$ 21.20 * 40 hours = \$ 848.00 time Village Administrator has already spent on this issue trying to figure out the monies lost and/or how much each group would be affected

\$ 75.00 * 2 HOURS = \$ 150.00 Scott Weiging and John Courtney from Courtney and Associates helping figure out cost adjustments and spreadsheets that have been created

\$ 66.00 * 10 hours = \$ 660.00 Mayor's time calculating formulas, checking monetary amounts, gathering data

Lastly, it would be an immense hardship for the community since we are a low-to-moderate community and the repayment of this debt would be a one-time charge that would not be able to be broken down over a period of time for those individuals that would need it.

It is my recommendation that we as a Village need to document this issue internally – the amount of money that was lost as well as the kilowatt *charge/customer and the amount that should have been paid – and then note this in the minutes and note it as a loss.

The Village is aware of this issue and is choosing to document this internally as a loss to the Village of Arcadia; it has been corrected as of April 2015. I would like for this report to be noted in the minutes exactly as stated. There has been much research completed to come up with these figures, and it would be in the best interest of the Village of Arcadia and its residents to note the loss of \$ 37,840.23 since to recover these funds the Village would recover only an approximate monetary amount figuring to \$ 26,320.65 due to the cost prohibitive factors in the amount of \$ 11,519.58.

Stephanie A. Ebersole
Mayor of the Village of Arcadia

Mr. Hanna has spoke to Mr. Courtney again and he still feels that the council can just vote to let it go. He recalled other villages having this problem.

Ms. Honaker asked if Mr. Filkins has blessed that type of decision. Mr. Hanna has contacted Mr. Filkins but not heard back from him yet (he on vacation). Ms. Honaker also asked if the administrator or the mayor had discussed this with our auditor. The Mayor said that she will contact for advise on this situation.

Under b.) Recommendation for the house and garage with asbestos siding on North Street – The Mayor had contacted Lee Swisher, then Dave Shultz – then called EPA – then called Aleta Foust and there is possibly a way to get grant monies to help with these situations. The Village is still waiting to hear back from the owner.

Old business – on the agenda - Personnel Policies and Procedures Handbook is

finished continue going over and making changes – plan a special meeting to complete.

New business – a.) Rather than a cost for software upgrade for the website to become compatible for residents to read an Adobe pdf file of their bill online when it is e-mailed out to residents and possible security issues; there is a better option where residents could receive an e-mail alert to let them know that their bill is available and ready to be paid – this is a free service to the Village.

b.) Infrastructure committee needs to work with the Village Administrator in order to see what needs to be completed in order to solidify a property maintenance code for the Village. As an example Mr. Hanna explained that properties need to be kept up another words if a building needs painted they need to be notified. It will also be a question as to who would police these rules.

Committee Reports –

a.) Infrastructure – haven't met

b.) P.R.P.R. – James Risner and Marla Moses reported they have met and discussed The National Night Out in Findlay and all activities will be taking place there.

c.) Finance – haven't met

Matt Tesnow made a motion to adjourn and Marla Moses second that motion.

Meeting adjourned.

Fiscal Officer, Jackalyn Honaker

Mayor, Stephanie Ebersole