

## **Arcadia Village Council Meeting Minutes June 10<sup>th</sup>, 2024**

Arcadia Village Council met for the regular scheduled session on June 10<sup>th</sup>, 2024, at the Town Hall located at 104 South Gibson Street Arcadia, Ohio at 7:00 P.M. Mayor Brian Fink called the meeting to order. All present recited the Pledge of Allegiance to the Flag.

**Roll Call Attendance:** Mayor; Brian Fink. Voting Council Members: Stephanie Balderson, Donald Moses, Jenifer Bowman, Rhonda Dingelstedt, Aadam Duckett, and Angela Kimble. Village Administrator; Mark Bowman, Fiscal Officer; Amie Clouse and Solicitor; John Filkins.

**Executive Session:** Mayor Brian Fink asked the council to make a motion to go into executive session to interview solicitor John Filkins as well as new employees and wages. Mayor Fink included himself, the administrator, the fiscal officer and council. Rhonda Dingelstedt made a motion to go into executive session with the mayor, council members, the fiscal officer and the administrator to interview a solicitor, John Filkins. As well as, to discuss hiring employees and wages. Angela Kimble seconded the motion. All in favor motion carried. Roll call vote 6-0. Enter the executive session at 7:02 P.M.

Aadam Duckett made a motion to come out of executive session. Stephanie Balderson seconded the motion. All in favor. Motion passes 6-0. Executive session ended at 8:07 P.M.

Mayor Brian Fink asked for a motion to hire Michelle Hengstetler part time to occasionally cover for the utility clerk and clean the office at a rate of \$15.00 an hour. Stephanie Balderson made a motion to hire Michelle Hengstetler, part time at a rate of \$15.00. Rhonda Dingelstedt seconded the motion. All in favor. Roll call 6-0, motion carried.

Mayor Fink asked for a motion to hire Brett O'Conner, part time to assist the administrator at a rate of \$15.00 an hour. Stephanie Balderson made a motion to hire Brett O'Conner, part time at a rate of \$15.00 an hour. Angela Kimble seconded the motion. All in favor. Roll call, 6-0 motion carried.

Mayor Fink asked for a motion to rehire John Filkins as solicitor. Angela Kimble made a motion to extend Mr. Filkins contract through December 31, 2025. Aadam Duckett seconded the motion. All in favor. Roll call, 6-0, motion carried.

**Residents in Attendance:** Vicki Simon, Vi Fink, Nan Boone, Tom Ducat, Charlotte Hartman, Ron Hartman, Joseph Trout, Teresa Margraf, Carol Berning, Carol McDonald, Chester Balderson, Shelley Hill, Michelle Santa Cruz, Gilbert Santa Cruz, David S. Roberts Sr., Simone Santa Cruz, Seth Jacomet and Laurie Lucas.

**Visitors in Attendance:** No visitors in attendance.

**Minutes:** Mayor Brian Fink asked for a motion to forgo the reading of the May 13<sup>th</sup>, 2024 minutes. Rhonda Dingelstedt made a motion to forgo the reading of the May 13<sup>th</sup>, 2024 minutes. Jennifer Bowman seconded the motion. Roll call 5-1. One opposes. Motion passes.

Mayor Fink asked for a motion to accept the May 13<sup>th</sup> minutes as written. Rhonda Dingelstedt made a motion to accept the May 13<sup>th</sup> minutes. Angela Kimble seconded the motion. Roll call vote 5-1. Aadam Duckett opposed as he had not taken time to read the minutes. Motion carries.

**Bills:** Mayor Fink asked for a motion to pay the May bills. Stephanie Balderson made a motion to pay the May bills. Donald Moses seconded the motion. Roll call vote 6-0. Motion carried.

**Resident Concerns:** Carol McDonald wanted to notify council that the grass still needs mowed on the lots by her house. She explained that she has looked into who owns the property and stated Rising Timber, Ltd. are listed as the owners. Stephanie Balderson explained that she reached out to Tri Point homes as they own two of the lots and they are going to be mowing soon. Cook Investments owns the other lot. The village will look into this property. Mrs. McDonald also had concerns that at the special meeting on April 23, 2024 during an executive session that; what is discussed in executive session is not to be talked about outside of executive session. Council asked for more information. She explained it was about the fiscal position, Mrs. Clouse and Mrs. Berning. Mrs. Simon explained that Mrs. Berning handed a letter around to residents while council was in executive session and this is how the information was talked about. Another resident confirmed that they saw the letter that night. Mr. Bowman, Mayor Fink and Mr. Filkins confirmed that information in executive session should not be talked about.

Nan Boone wanted to confirm that the village was going to help her flooding situation on her property. Mayor Fink explained that the village is still planning on addressing this issue. Mr. Bowman explained that he has ordered the catch basin. He explained that it would be here this week. He may not get to it this week but he is going to work on it.

Carol Berning asked about the status of the solicitor position. Mayor Fink explained that his contract has been renewed until the end of 2025.

Joseph Trout also had a question concerning the solicitor. He asked how long Mr. Filkins had worked for the village and why it took him so long to answer a question that was asked at the last council meeting. Mr. Filkins stated approximately 30 years and asked what the question was. Mr. Trout could not recall the question but believes Mr. Filkins should know the answers quicker since he has been with the village for 30 years. Mr. Filkins explained that he tends to take his time and think before he speaks.

Shelley Hill asked if Brett O'Conner will be driving village equipment. Mr. Bowman explained that he will not be driving at this time. Mrs. Hill also thanked Mayor Fink for asking Mr. Bowman to monitor the school kids leaving school in the afternoon, it has helped.

David Roberts asked about the storm sewer problems in the village. He's also concerned about the mosquitoes near his property. Mr. Roberts explained that the problem has gotten a lot worse. Mr. Bowman explained that he has contacted Bugner's to jet out storm sewer lines and he is going to work on getting catch basins cleaned out. This should help Mr. Roberts with his problem. Mr. Bowman also explained that anyone can contact him with a problem. Mr. Roberts also explained to the council that he is concerned about the safety in the community. He recommended that the village place cameras around town to improve safety. Mr. Roberts recently had a camper stolen from his property. He did not feel as if the sheriff contract was helping. Mayor Fink explained that we would talk to the sheriff department to see if we could get some coverage in the evening hours. Mayor Fink also explained that we would consider the cameras. He explained that he has cameras for his property and recommended Mr. Roberts consider this.

Teresa Margraf had concerns about not reading the minutes at the council meetings. She also stated that she checked the website for current minutes a couple of days ago, and they were not updated. Aadam Duckett and Stephanie Balderson explained that the minutes were updated weeks ago. Mrs. Margraf also addressed the storm sewer. She recommended that the village consider putting a storm sewer project on a levy to fund this improvement. She

gave some history about the storm sewer and projects that have been completed. Mrs. Margraf was concerned about the legislation that was presented last meeting addressing restrictions to

council meetings. She explained that meetings are for the public and they should have a chance to speak. Mrs. Margraf also asked for more volunteers to help with the fireworks celebration on June 30<sup>th</sup>.

Michelle Santa Cruz explained that she has a lot of concerns about the behavior at council meetings. She stated that Mayor Fink was elected by the residents and council needs to support him and work with him to improve the village.

Vicki Simon explained that the village has mosquito pucks and could that be put in areas where they are needed. Mrs. Clouse explained that the county does put them in our catch basins and she had just recently been contacted about it. Mrs. Clouse also explained that the county will be spraying for mosquitoes for the 4<sup>th</sup> of July event. Mrs. Simon also asked about a resolution that was passed during last month's council meeting. She did not see anywhere in the minutes where it had been discussed earlier. She wanted to know when they were discussed. She was concerned about an email with the legislation that council members and the mayor received. She believed this constituted a quorum. She explained that in Columbus they have a training class for council members, the clerk and the mayor that council may consider attending. She was also concerned about legislation being passed as an emergency. She did not understand why it was a hurry to pass, and did not feel like residents had any say if they passed as emergencies.

Laurie Lucas had concerns about the executive session being at the beginning of the meeting and expecting residents to wait outside. She also mentioned that residents also were outside in the rain at a special meeting in April. She was concerned about residents that are not able to wait outside for the amount of time they are waiting for the executive session to end. She doesn't understand why it changed to the beginning of the meeting instead of the end. She wanted to know whose decision it was to have it at the beginning. Mr. Bowman understood Mrs. Lucas' concerns and explained that he would talk with Mayor Fink and discuss the executive session moving to the end of the meeting. Mrs. Clouse explained that the current executive sessions at the beginning was due to interviewing solicitors at the beginning of the meeting so they could leave the meeting and it is unusual to have it at the beginning of a meeting.

**Guest concerns:** no guest concerns.

**Administrator Report:** Mark Bowman prepared the reports for receipts and expenditures for May 2024:

	<u>Receipts</u>	<u>Expenditures</u>	<u>Gain/Loss</u>
Water	\$27,865.30	\$20,509.76	+\$7,355.54
Sanitary Sewer	\$10,158.04	\$13,108.45	-\$2,950.41
Electric	\$48,469.59	\$50,572.07	-\$2,102.48
36 delinquent accounts:	\$9,462.22		

0 residents were disconnected for nonpayment.

**Water:** Mr. Bowman explained that water testing in town and at Red Hawk has been normal. He has also been flushing hydrants.

**Sanitary Sewer:** The pump station is working properly.

**Electric:** No power outages this month.

**Streets:** Mr. Bowman explained that he has been putting the new red and white street signs up around town. Mr. Bowman has been cleaning the compost area and picking up sticks around town. Mr. Bowman explained that he and Jason Mattox have also been putting up the

brackets for the veterans' flags that will be going up soon. Mr. Bowman would like to look into new side walks around town. He also would like to see Main Street paved next year, and possible Vine Street. We can apply for OWPC to help pay for the project.

**Other:** Mr. Bowman reported that Arcadia Cares Day along with Arcadia's Dump Day went well. He explained that residents utilized 3 dumpsters, and Mr. Mattox took a load in the dump trailer as well.

Mr. Bowman made recommendations for adjustments to fees for utility services. He recommended a minimum fee of \$50.00 for filling pools. There is not a fee for this service at this time and the bulk water rate often does not cover the cost of employees completing the service.

Mr. Bowman also explained that a disconnect or reconnect fee for water and electric is \$15.00. Mr. Bowman recommended raising the rate and separating the charge for each utility. His recommendation was \$150.00 per the utility being turned on and off. Mr. Bowman explained that if he needs to call someone in to disconnect utilities it can cost a couple hundred dollars. He would like the service to cover costs.

Next, Mr. Bowman explained that the cost for an electric upgrade and a new service is currently \$250.00. He recommended increasing the electric upgrade cost to \$550.00, and new service to \$1250.00. Mr. Bowman presented council with an invoice from Hancock Wood to disconnect a service at the pole, the cost was \$471. Other factors are the cost of supplies increasing.

Mr. Bowman explained that the cost to bore underground for water taps is \$2250.00. Our service fee is \$800.00 in town. Mr. Bowman recommends raising this rate to \$2000.00 to cover costs. Supplies without a need to bore underground is over \$1000.00.

Mr. Bowman explained that he is interested in purchasing a radar speed sign. Mr. Golden has agreed to purchase a sign and Mr. Bowman will install it. Mr. Bowman explained that the cost to purchase two instead of one of these solar signs was worth the extra cost. He would like to install the additional sign where it is most effective and may be moved if a different area would benefit from the sign. Mr. Bowman also informed council that the school is going to purchase a sign for where the school crossing guard is. Mr. Bowman also got the deaf children at play sign installed on Brown Road and Farmers Lane.

Mr. Bowman also had contracts with Climavision and Amplex on his report and handed this topic over to Mr. Filkins.

**Solicitor Report:** Solicitor John Filkin asked for some clarity on the agreement with the school regarding the Resolution 2024-G to purchase and install the radar speed signs. Mr. Bowman explained that the school would reimburse the village? for one of the signs and that the signs came as a pair. He also explained that one would be stationary where the crossing guard currently helps students cross State Route 12. This is the one that that school will pay for. Mr. Bowman would like to utilize the second sign in areas around town that the sign may benefit from. This sign can be mounted and can be moved to a different location if it seems more helpful. Mr. Filkins also inquired who would own and maintain the signs. Mr. Bowman explained that the village will own and maintain the signs.

Mr. Filkins addressed the Amplex contract. The last meeting council tabled the Amplex contract to decide if they would move forward with the compensation from Amplex through pole rental or free internet service. Mr. Bowman explained that he recommended utilizing the free internet service. This would cover the town hall, the community center and possibly the water tower and pump stations communication. Council discussed if there was a need to move forward quickly or if it could be tabled until next month's meeting. Mr. Bowman explained that it would be acceptable to wait and he will contact Amplex to confirm their timeline. Mr. Filkins will have legislation for this at the July meeting.

Mr. Filkins then addressed the concerns with the Climavision contract. Climavision is a weather alert system that will be placed on the water tower. All of the concerns seem to be addressed. Mr. Filkins asked for the timeline of the project. Mr. Bowman explained that this

project was a few months out. Mr. Filkins recommended having the legislation prepared for the next council meeting.

Mr. Filkins also addressed Mrs. Simon's concerns about legislation that was not discussed. He addressed Resolution 2024-B to purchase a master meter. 2024-E was also discussed. Mr. Filkins presented Ordinance 2024- 6 to reinstate Mark Bowman was addressed at the special meeting in open session. Ordinance 2024-7 to establish a purchasing agreement and spreadsheet were made in open session. Mrs. Simon clarified that she was talking about the Ordinance to hire Mrs. Clouse as the Fiscal Officer. She did not see this in the open session. Mr. Filkins explained that he does send out potential legislation in emails to council and the mayor to consider recommendations or changes. Mrs. Simon specifically stated that Mayor Fink stated in the May meeting that he had not seen this legislation. Mr. Filkins explained that the council makes these decisions and he did email the mayor separately when he noticed the oversight of missing him in the email. He did not willfully keep this information from him and agreed with Mrs. Simon that he should be included in the decisions that are being made.

**Fiscal Officers Report:** Fiscal Officer, Amie Clouse prepared the following reports for the council: Appropriation Status, Revenue Status, Cash Summary by Fund, and the year-to-date monthly fund balance.

<u>For May</u>	<u>Beginning Balance</u>	<u>Ending Balance</u>
General fund:	\$355,132.51	\$356,431.06
Streets:	\$224,672.34	\$221,512.78
Highway:	\$14,164.68	\$14,422.13
Storm Sewer:	\$110,918.68	\$110,803.10
Permissive Tax:	\$6,700.00	\$6,895.63
ARPA CoronaVirus:	\$50,385.79	\$50,385.79
Heart and Soul:	\$57,351.69	\$54,812.99
Water:	\$188,127.04	\$195,482.58
Sanitary Sewer:	\$247,755.00	\$244,804.59
Electric:	\$992,861.22	\$990,758.74
Enterprise Deposits:	\$18,597.97	\$19,197.97
Enterprise Improvement:	\$103,911.68	\$105,047.68

Mrs. Clouse explained that the village has around \$50,000 in ARPA funds. She recommended that council agree to use \$35,000 for the street project that will be completed this summer. The remaining amount she recommended be used for sidewalks that need repaired in town. She asked Mr. Filkins to write resolutions to approve using the ARPA funds for these projects. Council agreed to have the legislation prepared for the July meeting.

Mrs. Clouse also addressed the OWPC grant to complete a street project in 2025. The streets that we recommended the village apply for is North Main from State Route 12 to South Street. We would also like to complete the area on South Main Street from State Route 12 to Brown Road, then Brown Road from South Main Street to State Route 12. If possible, Vine Street may be on the list. Mrs. Clouse explained that she would ask Doug Cade from the County Engineering office to get some updated quotes and report to council next month. Mrs. Clouse explained that she felt comfortable applying for a cost to the village being around \$100.00. She also explained that, at this point, this is the last year of this program, the state may renew the program but it has not been renewed at this time.

**Mayor's Report:** Mayor Brian Fink presented Resolution 2024-G to direct the administrator to purchase and install two radar speed signs. Stephanie Balderson made a motion to pass Resolution 2024-G. Rhonda Dingelstedt seconded the motion. Roll call, 6-0. Motion carried. Mayor Fink explained that he would like to see the infrastructure committee meet to look at sidewalks that they thought should be repaired. Mr. Bowman also recommended residents call if they had concerns about sidewalks.

Mayor Fink asked for a motion to suspend the rules to pass Ordinance 2024-8 declaring an emergency. Rhonda Dingelstedt made a motion to suspend the rules and pass 2024-8 as an emergency. Donald Moses seconded the motion. Roll call 6-0. Motion carried.

Mayor Fink asked a motion to pass Ordinance 2024-8 for the employment of John Filkins as the village solicitor through December 2025 and declaring an emergency. Stephanie Balderson made a motion to accept Ordinance 2024-8. Angela Kimble seconded the motion. Roll call, 6-0. Motion carried.

Mayor Fink asked for a motion to pass Resolution 2024-B to pay the invoice for a new master meter at the water pump station using ARPA funds. The date the resolution was passed needed to be revised to the current date. Donald Moses made a motion to accept resolution 2024-B with revisions. Rhonda Dingelstedt seconded the motion. Roll call vote, 6-0. Motion carried.

Mayor Fink presented Resolution 2024-E to direct the administrator to contract with Industrial Technologies to purchase and install a new pump at the water pump station located on Route 12. Stephanie Balderson made a motion to accept resolution 2024-E. Jenifer Bowman seconded the motion. Roll call 6-0. Motion passes.

**Old Business:** Mayor Fink explained that there were not any updates to the open positions for the variance committee or building inspector. Mrs. Balderson asked if the residents that got letters for trash and vehicles have complied. Mayor Brian Fink explained that most residents have complied and that he is working with those that remain. He stated that Mr. Nault has been working on his property. Mrs. Balderson requested the list of residents that received a notice. Mrs. Clouse explained that she has this information on a spreadsheet in the office, she would get it for council.

Aadam Duckett stated that the new council members had questions about being sworn in at a council meeting. Angela Kimble and Jennifer Bowman were sworn in to council on January 3<sup>rd</sup>, 2024. They were sworn in by Mayor Brian Fink at the Town Hall. They agreed that stating this in the minutes would be sufficient.

**New Business:** Angela Kimble updated council and residents about some of the activities that will be at the Breyman Arcadia 4<sup>th</sup> of July Celebration. She asked everyone to share the event and take flyers. Mrs. Kimble stated that it should be lots of fun.

**Adjourn:** Mayor Brian Fink asked for a motion to adjourn. Rhonda Dingelstedt moved to adjourn the meeting. Stephanie Balderson seconded the motion. Roll call 6-0. All in favor, the meeting was adjourned at 9:27 p.m.

---

Fiscal Officer, Amie Clouse

---

Mayor Brian Fink