

ENTITY NAME: Village of Williamsport

MINUTES TITLE: Council and BPA Joint Meeting

BOARD NAME: Council and BPA

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 9/21/2020

START TIME: 7:00pm

END TIME: 8:34pm

MEETING LOCATION: 107 Green Street, Williamsport OH 43164

RECORD OF PROCEEDINGS: written

CALLED TO ORDER BY: Fiscal Officer Gayle Spangler

RECORD OF PROCEEDINGS

COUNCILMEMBERS ROLL CALL

NAME	PRESENT
Cindy Mayhugh	Present
Matt Fields	Present
Mary Beth Poe	Present
Tracey Garrett	Present
Pennie McCain	Present
Ron Lyle	Present

BPA ROLL CALL

NAME	PRESENT
Melissa Gartin	Present
Ben Bailey	Present
James Christman	Present

IN ATTENDANCE

NAME	VISITOR/EMPLOYEE	COMMENTS
Gayle Spangler, Fiscal Officer	Employee	
John Elliott	Mayor	
Caleb Hulbert	Holland Supply	
Kelli Albanese	Northeast Gas	
Gary Wright	Williamsport Deercreek EMS	
Ed Cox	Williamsport Deercreek EMS	

APPROVAL OF PREVIOUS MINUTES: Council

MOTION TO APPROVE MINUTES OF	8/17/2020
TYPE OF MEETING	Regular
MOTION TO APPROVE BY	Cindy Mayhugh
MOTION TO APPROVE SECONDED BY	Tracey Garrett
DISCUSSION	none
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matt Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO: 0

APPROVAL OF PREVIOUS MINUTES: BPA

MOTION TO APPROVE MINUTES OF	8/10/2020
TYPE OF MEETING	Regular
MOTION TO APPROVE BY	Melissa Gartin
MOTION TO APPROVE SECONDED BY	James Christman
DISCUSSION	none
VOTING ROLL CALL	VOTE
Ben Bailey	Yes
James Christman	Yes
Melissa Gartin	Yes
VOTING RESULTS	YES: 3 NO: 0

APPROVAL OF BILLS: Council

MOTION BY	Tracey Garrett
MOTION SECONDED BY	Ron Lyle
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matt Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes

Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO: 0

APPROVAL OF BILLS: BPA

MOTION BY	Melissa Gartin
MOTION SECONDED BY	Ben Bailey
VOTING ROLL CALL	VOTE
Ben Bailey	Yes
James Christman	Yes
Melissa Gartin	Yes
VOTING RESULTS	YES: 3 NO: 0

STATEMENT OF CASH as of 08/31/2020

MOTION BY	Ron Lyle
MOTION SECONDED BY	Tracey Garrett
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matt Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO: 0

BANK RECONCILIATION as of 08/31/2020

MOTION BY	Pennie McCain
MOTION SECONDED BY	Ron Lyle
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matt Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO: 0

PUBLIC INPUT:

- Caleb Hulbert from Holland Supply gave a presentation on an automatic meter reading system for natural gas. The solution has two major systems. The first is an AMR system that is a drive by system with data uploading to a vehicle. The AMI systems is a tower based system and allows data to be uploaded through the tower. The AMI system provides enhanced monitoring. Mr. Hulbert explained the Smart Point features and explained the Village's current meters are

compatible. Mr. Gary Wright asked if tapering with meters would set off alarms and that he currently turns them off and on. Kellie Albanese explained that only the Village has the authority to turn meters off and on. MS Albanese explained that the Ohio Utilities Commission could fine the Village for allowing non-authorized individuals to turn meters off and on. Mr. Hulbert explained that remote disconnect is available with the AMI system and a subscription allows for storage in the Cloud. Ms. Albanese stated utility clerk Marie Parrett could provide the addresses to compile a quote for the Village. Mr. Hulbert indicated to prepare a quote would cost \$500. Mayor Elliott said the Village could address it further when a cost is ascertained.

- Chief Gary Wright handed out a report on the 2020 Williamsport Deercreek EMS report. The squad currently has 12 volunteers. Chief Wright reported 292 calls as of August 31, 2020 with seven calls not answered. Four call were due to no staff, two calls were due to simultaneous runs, and three calls were due to multiple squad requirements. Each call costs approximately \$450 and insurance only reimburses \$150. The Village had a 138 calls and this recreates a shortage of approximately \$8000. Chief Wright indicated Medicare changed the rate and now pays \$85. Chief Wright indicated they have solicited various grants. The squad does not bill patients and accepts what the insurance pays as payment in full. Mayor Elliott suggested the Village pay \$38,000 in 2021 and \$40,000 in 2022. Fiscal Officer Spangler apprised Council the levy only generates \$34,000 each year. Councilperson McCain asked when the levy is up for renewal. Fiscal Officer Spangler will check with the County Auditor. Chief Wright will bring a new agreement to the next Council meeting.

OLD BUSINESS

TOPIC	Village Website
PRESENTED BY	Fiscal Officer Spangler
DISCUSSION	MS Spangler updated Council on the website going live. Council members need to sign up for e-lets. Marie Parrett will put notices on utility bills about the new website.

TOPIC	BPA lift station
PRESENTED BY	Mayor Elliott
DISCUSSION	The company to put the fencing up at the lift station will be coming on September 22, 2020 per Mayor Elliott. The fence will require a survey of the property. Mr. Bailey will check to see if a survey is recorded. Mr. Bailey indicated that an easement normally does not require a survey.

TOPIC	BPA meter replacements
PRESENTED BY	Melissa Gartin
DISCUSSION	The Mayor and BPA Chair Gartin updated Council that all broken meters have been replaced.

TOPIC	BPA gas meters
PRESENTED BY	Chair Melissa Gartin
DISCUSSION	Chair Gartin advised Council that Greg Hatfield has started to replace the broken gas meters.

NEW BUSINESS:

TOPIC	Pickaway County Sheriff's Department Report
	Mayor Elliott
	Mayor Elliott distributed the monthly report for Council's review.

TOPIC	Critical Infrastructure Grant
	Mayor Elliott
	The Mayor has not received word on whether the Village received the grant. The Village will have to address at least one of the items on the EPA project Listing to stay in compliance. BPA and Council agreed that Parker and Water should be done first with a cost of approximately \$27,000. Fiscal Officer Spangler will look at the available funds in the sanitary sewer fund 5201.

TOPIC	Social Security Executive Order
PRESENTED BY	Fiscal Officer Spangler
DISCUSSION	MS Spangler advised Council that President Trump issue an executive order allowing employees to defer the employee portion of Social Security. The monies would have to be repaid by April 2022. A motion was made to continue to pay social security by Council members.
MOTION TO	Approve
MOTION BY	Cindy Mayhugh
MOTION SECONDED BY	Matt Fields
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matthew Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO:
DISCUSSION	A motion was made by BPA to continue to pay Social Security.
MOTION TO	Approve

MOTION BY	Melissa Gartin
MOTION SECONDED BY	James Christman
VOTING ROLL CALL	VOTE
Melissa Gartin	Yes
James Christman	Yes
Ben Bailey	Yes
VOTING RESULTS	YES: 3 NO:

Legislation:

NUMBER	16-2020
TITLE	A RESOLUTION AUTHORIZING THE MAYOR OF WILLIAMSPORT TO APPROVE THE CONTRACT FOR THE UPDATE OF THE VILLAGE OF WILLIAMSPORT ZONING CODE
	Old Business Resolution
STATUS	1st Reading
MOTION TO	Waive
MOTION BY	Ron Lyle
MOTION SECONDED BY	Tracey Garrett
DISCUSSION	A resolution to allow the Mayor to enter into a contract to update the zoning code with Tom Spring LLP.
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matthew Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO:
MOTION TO	Approve
MOTION BY	Pennie McCain
MOTION SECONDED BY	Matt Fields
DISCUSSION	
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matthew Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes

VOTING RESULTS	YES: 6 NO:
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NUMBER	17-2020
TITLE	RESOLUTION ACCEPTING THE AMOUNT AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING TO THE COUNTY AUDITOR
	New Business Resolution
STATUS	1st Reading
MOTION TO	Waive
MOTION BY	Cindy Mayhugh
MOTION SECONDED BY	Ron Lyle
DISCUSSION	
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matthew Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO:
MOTION TO	Approve
MOTION BY	Ron Lyle
MOTION SECONDED BY	Pennie McCain
DISCUSSION	
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matthew Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO:

NUMBER	18-2020
TITLE	AN ORDINANCE AMENDING THE ANNUAL APPROPRIATION ORDINANCE IN STREET CONSTRUCTION FUND 2011 OF THE VILLAGE OF WILLIAMSPORT, OHIO
	New Business Resolution
STATUS	1st Reading
MOTION TO	Waive

MOTION BY	Tracey Garrett
MOTION SECONDED BY	Pennie McCain
DISCUSSION	A motion to suspend the rules.
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matthew Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO:
MOTION TO	Approve
MOTION BY	Matt Fields
MOTION SECONDED BY	Mary Beth Poe
DISCUSSION	
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matthew Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO:

NUMBER	
TITLE	A RESOLUTION AUTHORIZING A PORTION OF THE CORONAVIRUS RELIEF FUNDS (CRF) TO BE USED TO PROVIDE ECONOMIC SUPPORT TO LOCAL BUSINESSES IMPACTED BY COVID-19 AND DECLARING AN EMERGENCY.
	New Business Resolution
STATUS	1st Reading
MOTION TO	Waive
MOTION BY	Matt Fields
MOTION SECONDED BY	Tracey Garrett
DISCUSSION	A motion to hold for a second reading.
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matthew Fields	Yes
Mary Beth Poe	Yes

Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO:

NEXT SCHEDULED MEETING: Council

TYPE OF MEETING	<u>Regular</u>
DATE	<u>10/5/2020</u>
TIME	7:00pm
LOCATION	107 Green Street, Williamsport OH 43164
COMMENTS	

NEXT SCHEDULED MEETING: BPA

TYPE OF MEETING	<u>Regular</u>
DATE	<u>10/12/2020</u>
TIME	7:00pm
LOCATION	300 Ballard Ave, Williamsport OH 43164
COMMENTS	

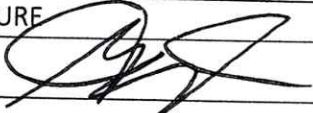
MEETING ADJOURN: Council

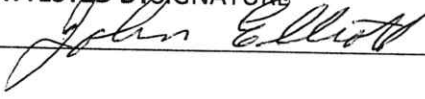
MOTION BY	Tracey Garrett
MOTION SECONDED BY	Cindy Mayhugh
VOTING ROLL CALL	VOTE
Cindy Mayhugh	Yes
Matt Fields	Yes
Mary Beth Poe	Yes
Ron Lyle	Yes
Tracey Garrett	Yes
Pennie McCain	Yes
VOTING RESULTS	YES: 6 NO: 0

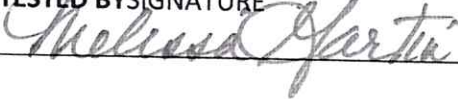
MEETING ADJOURN: BPA

MOTION BY	James Christman
MOTION SECONDED BY	Melissa Gartin
VOTING ROLL CALL	VOTE
Ben Bailey	Yes
James Christman	Yes
Melissa Gartin	Yes
VOTING RESULTS	YES: 3 NO: 0

MINUTES PREPARED BY

SIGNATURE	TITLE	DATE
	Fiscal Officer	10/5/2020

ATTESTED BY SIGNATURE	TITLE	DATE
	Mayor	10/5/2020

ATTESTED BY SIGNATURE	TITLE	DATE
	BPA Chair	10/12/2020