

Regular Meeting of Bethesda Village Council

December 8, 2021

Mayor Samantha Burkhead called the meeting to order, Samantha led the Pledge of Allegiance.

Roll Call

Present: Fiscal Officer Ricky Burkhead, Carol Merritt, Ruth Saffell, Jordan Castello, Rod Miller, Cindy Foose, Solicitor Michael Shaheen, Mayor Samantha Burkhead, Administrator Dirk Davis, Jay Van Horn, Police Chief Chris Storm

Absent:

Guest(s)

Stephanie Castello, Phil Castello, Chuck Little, Bill Cox, Zach Gaston, Joel Braido

Reports

The Fiscal Officer E-Mailed Fund Status, Cash Summary by Fund, Fund Ledger, Payroll, Receipt Register & YTD Appropriation status reports to Council Members, Administrator, Fire Chief & Mayor. Jay Van Horn made a motion to approve the November meeting minutes, seconded by Cindy Foose, Jay Van Horn - Yes, Ruth Saffell - Yes, Jordan Castello – Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes.

Regular Council Meeting Minutes

Joe Braido came to council to discuss the VFW parking lot purchase. Joe stated that he has a surveyor come out and identify the parcels before the deed was made. Joe stated that it was revealed to him that where people were actually parking is actually an alley. Joe stated that his building needs to have some sort of parking and he understands that we do not want to encumber the land we are purchasing. Joe stated that there is a guide wire behind the building where AEP has an easement. Joe asked that 17 feet of the alleyway be vacated so that there can be parking for his building and this is in the middle of the AEP easement. Solicitor Shaheen clarified that the property we are discussing is the alley and not the property we are purchasing. Joe stated that was correct. Joe stated that he would pay for the survey to have 17 feet of the alley identified so that the village could vacate it and he can use it for people to park. Cindy asked if this will create any issues with other residents wanting old alleys vacated. Dirk stated that the status quo is that we never close an alley but stated that this is only a partial closure. Solicitor Shaheen confirmed that there would be no building and only parking on this property. Joe agreed that this would be only used for parking. Joe stated that he never would have spend money to renew the building if there wasn't going to be any parking for it. Jay Van Horn made a motion to vacate 17 feet of the alley and to proceed with the purchase of the other lots subject to the completion of the survey showing what we are currently assuming, seconded by Jordan Castello, Jay Van Horn - Yes, Ruth Saffell - Yes, Jordan Castello – Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes.

Joe asked of the alley that was to be vacated near the house he built on Spring Street. Michael will follow up. Joe asked about the property on Oak Street that he would like to acquire. Jordan stated that the inspector was just there and the next stop is to force their hand with the ordinances in place.

Administrator Dirk Davis presented his monthly report:

- Dirk informed council that the paving on Gail is complete. Dirk stated that he hopes everyone has had a chance to go up and look at it. Cindy stated that the entry onto Gail from Maple looks very rough. Dirk stated that the road had to be choked down and was not able to widen it due to a resident concern. Cindy stated that her issue had nothing to do with the width but the quality of the pavement. Dirk stated that it looked like it was base pavement. Dirk stated that Pikes said that next summer they will top it and make it look better. Dirk thanked Jimmy and Byron for their work on the drainage.
- Liberty Lane work began on 12/07 and it was completed today. Morris construction cost is \$4,600 and the village purchased all of the supplies. The project upgraded to a 36" culvert pipe and large stone was placed on the east and west banks in order to prevent any erosion. Dirk will have a final total cost at the next meeting. Dirk stated that we will replace the fill on the road with 10" of concrete and some asphalt after the ground has time to settle. Dirk stated that he worked up a deal with Brian Loase to trade 100 tons of 304 stone for 100 tons of grindings from Maple Avenue when it is paved next year.
- We were informed by OMEGA today that we were denied both HB 168 grant applications. Dirk will forward Trina's email.
- Brad Mason has done a lot of work on the Christmas street lights. Brian installed new LED bulbs and we have 15 renewed candles. There are 9 other fixtures that need renewed. Dirk stated that we spent \$1,600 of the estimated \$5,000 to renew these. Dirk stated that we saved several thousand dollars by fixing the old lights.
- There is no update on the street garage floor project timing.
- Samantha asked about the EPA violation notice. Dirk explained the situation. Dirk stated that there is no violation and it is a communication problem where the EPA is not receiving what we are sending them. Dirk stated that this is very frustrating and it makes us look bad but the information is being sent to them. The violation notice pertained to the water contingency report for the water system. Dirk stated that we on constantly updating this plan. Dirk stated that he appreciates Samantha sending him the emails when she receives them.
- Everything has been sent to POP insurance for the 2022 renewal. Dirk asked to add the M16s and possibly the cannon at the memorial plaza.

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Solicitor Shaheen stated that he sent a letter to Belmont regarding changes that Dirk would like to the street sweeper agreement and Belmont is in agreement with those changes. Michael discussed the water fowl ordinance for the park. Michael was asked to make an amendment to where the time frame enforcement would be from April 1st through October 1st. Michael stated that this is the second proposed water fowl ordinance. Rod Miller made a motion to declare tonight the first reading, seconded by Cindy Foose, Jay Van Horn - No, Ruth Saffell - No, Jordan Castello – No, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – No. Michael stated that original ordinance is still pending with two readings. Samantha stated that the park has tried many options to get rid of the geese and ducks and nothing seems to work. Rick mentioned that we are about to spend \$40,000 to redo the entire ball field at the park and it will be a shame for the geese to immediately destroy it. Solicitor Shaheen presented Resolution 2021-16 which is the hiring of a Mayor's Court Clerk effective immediately. Mayor Samantha Burkhead recommended Jessica Perkins for the position. Cindy Foose made a motion to confirm the appointment, seconded by Rod Miller, Jay Van Horn - Yes, Ruth Saffell - Yes, Jordan Castello – Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes. Solicitor Shaheen stated that it was important for him to be at the next meeting to swear in the new council and he asked that the meeting be held on Tuesday January 11th. Council agreed to the regular meeting change. Ordinance committee will be the same evening.

Fiscal Officer Burkhead asked to approve the use of Heather at Mr. Shaheen's office to retype the employee handbook. Ruth Saffell made a motion to hire her for this one time job, seconded by Rod Miller, Jay Van Horn - Yes, Ruth Saffell - Yes, Jordan Castello – Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes. Rick asked council if they wish to give a uniform allowance this year for the employees. Cindy Foose made a motion to allow \$200 for part time workers and \$400 for full time workers, seconded by Carol Merritt, Jay Van Horn - Yes, Ruth Saffell - Yes, Jordan Castello – Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes.

Mayor Samantha Burkhead stated that the Christmas decorating contest will be judged the weekend before Christmas. Samantha congratulated Jessica Perkins as we now have a new official mayor's court clerk. Samantha asked if we have a rain date for the Christmas parade. Jordan stated that we will hold the parade rain or shine. Samantha stated that the employee Christmas dinner will be on December 17th at 6:30 and we need a head count on who all is coming. This will be a covered dish side.

Police Chief Chris Storm stated that there were a few assists last month, and a vandalism report filed. Chris stated that the registrations for shop with a copy have been sent out to businesses. There has been \$4,860 that has been donated to shop with a cop and 30 kids have registered so far. Chris stated that Chick Fillet has offered to feed with kids while they shop.

Rod Miller presented a building permit for Chuck Cumberledge who is tearing down a shed and building a larger one. Jay Van Horn made a motion to approve the permit, seconded by Cindy Foose, Jay Van Horn - Yes, Ruth Saffell - Yes, Jordan Castello – Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes. Rod presented a building permit for Brian Martin putting up a fence on the property line. All neighbors involved have agreed to the fence. Cindy Foose made a motion to approve the building permit, seconded by Carol Merritt, Jay Van Horn - Yes, Ruth Saffell - Yes, Jordan Castello – Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes.

Jay Van Horn stated that a new ceiling and LED lighting has been installed at the firehouse. Jay stated that there are four new volunteers we have completed fire certifications. Those people are Brian Mason, Zach Mason, Danielle Strickland, and Mike Rogers.

Chuck Little thanked Jordan for everything she has done on council. Jordan read a letter that she wrote to council and she stated that it was a privilege to work for the village and thanked the residents for a chance to serve.

Jay Van Horn made a motion to go into executive session to discuss Personnel at 7:34 p.m., seconded by Carol Merritt, Jay - Yes, Ruth - Yes, Jordan - Yes, Cindy – Yes, Carol – Yes, Rod - Yes.

At 8:17 p.m. Mayor Samantha Burkhead declared executive session over.

Rick informed council that there was a phishing scam that happened recently where an email was received by Rick that appeared to be from Dave Green requesting a change to his direct deposit account. Rick asked for a copy of a voided check. A voided check was sent to him that has Dave's name on it. Rick stated that he has spoke to the bank and the insurance company and will be working with both to find a solution. Rick stated that in the mean time he has paid Dave and changed his account number back to the correct account. Rick stated that going forward direct deposit account changes can only happen with written letter and handed to him in person.

Council discussed the changes to the 2022 housekeeping ordinance. The new wage rates are as follows and are effective 12-26-21. Byron \$18/hr, Jimmy \$20/hr, Dave \$44/hr, Teresa \$355/wk, Rob \$12/hr, Rick \$2,100/Mo, Michael \$1,100/mo. Cindy Foose made a motion to suspend the rules, seconded by Jordan Castello, Jay Van Horn - Yes, Ruth Saffell - Yes, Jordan Castello – Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes. Jordan Castello made a motion to approve Ordinance 2021-8 which is the 2022 housekeeping ordinance, seconded by Cindy Foose, Jay Van Horn - Yes, Ruth Saffell - Yes, Jordan Castello – Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes.

Motion to pay bills by Ruth Saffell, 2nd by Jordan Castello with a unanimous vote.

Motion to adjourn by Carol Merritt, 2nd by Jordan Castellp, with a unanimous vote.

The next meeting will be Tuesday January 11th, 2022 at 6:30 P.M.