

Regular Meeting of Bethesda Village Council

September 7, 2023

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

Roll Call

Present: Mayor Samantha Burkhead, Jay Van Horn, Ruth Saffell, Cindy Foose, Carol Merritt, Rod Miller, Officer Ricky Burkhead, Solicitor Shaheen

Absent: Zach Gaston, Administrator Dirk Davis

Guest(s)

Bob Flanagan

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. Rod Miller made a motion to approve the August meeting minutes, seconded by Carol Merritt, Ruth Saffell - Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes, Jay Van Horn - Yes.

Regular Council Meeting Minutes

Bob Flanagan asked for a moment of silence since he passed last week.

Rick presented the administrator's monthly report to council:

- Zac Gust has the rooms set up ready for the new phone system.
- No update about the park's historical society application.
- Dirk asked for an update on council's decision to fix the camera system. Dirk stated that Zac has presented quotes several times and no decision has been made. The quote from Zac is \$5,693.98. Rod stated that we need to keep the cameras outside of the city building running. Jay stated that the park and fire department use the cameras the most. Jay recommended that council sit down with the park board and fire department and see what they need fixed for it to work for them. Rod Miller made a motion to fix the camera system outside of the city building and to remove all camera equipment from inside the city building and if possible to allow Chris Storm to use some of that equipment for the evidence room security, seconded by Jay Van Horn, Ruth Saffell - Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes, Jay Van Horn - Yes.
- Water numbers have been good, down around 45-55k a day.
- Second Street has been paved by Parnell and they did a really nice job.
- There were quotes given for different options on Old Gym Road for council to review. Cindy Foose made a motion to pave with 3" depth from Main Street to Second Street, seconded by Rod Miller, Ruth Saffell - Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes, Jay Van Horn - Yes.
- The street sweeper has engine issues and will need towed to be fixed. Council agreed to fix the sweeper.

Solicitor Michael Shaheen presented Ordinance 2023-3 for approval with emergency measure. This is an update to the water billing unit structure to correct it to be billed by 100 gallons instead of 10 gallons due to the water program system not being capable of billing by the 10 gallons. Rod Miller made a motion to suspend the rules, seconded by Cindy Foose, Ruth Saffell - Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes, Jay Van Horn - Yes. Ruth Saffell made a motion to approve Ordinance 2023-3, seconded by Cindy Foose, Ruth Saffell - Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes, Jay Van Horn - Yes. Mr. Shaheen presented Resolution 2023-5 which authorizes the payment of \$5,000 to the Heritage Architectural Association for the creation of a historical district which will include the entire park area and lake. Cindy Foose made a motion to approve Resolution 2023-5, seconded by Carol Merritt, Ruth Saffell - Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes, Jay Van Horn - Yes. Mr. Shaheen sent a letter to Cindi Henry and received confirmation that the liens have been placed on the requested properties for the 2023 tax year. Mr. Shaheen presented a draft of the bylaws for the Bethesda Police Boosters Charity. Mr. Shaheen asked what the situation was with the Zach Mason water line. Council discussed that the village installed this line with Zach's supplies and it was to be turned over to the village after one year. A group of individuals on the road got together and purchased the materials so that the village could supply them water.

Regular Meeting of Bethesda Village Council (Continued)

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Mayors Samantha Burkhead stated trick or treat will be on Halloween at 5:30PM and that the Christmas parade would be on December 9th at 6:00PM. Samantha invited everyone to come to the park the week before Halloween and carve pumpkins.

Police Chief Chris Storm stated that there were 20 traffic stops and eight citations. Two calls were made for assistance to a suicidal female, six out of town assists were made, and eight business checks. Chris stated that there are two other people that would like to be on the auxiliary force.

Rod Miller presented a building permit for 112 Gail Avenue for a fence. Rod made a motion to approve the permit, seconded by Cindy Foose, Ruth Saffell - Yes, Rod Miller – Yes, Cindy Foose – Yes, Carol Merritt – Yes, Jay Van Horn - Yes. Rod suggested that maybe the different groups having these community picnic days, could get together and have one big picnic in the year rather than 4-5 small ones.

Jay Van Horn stated that on August 11th the fire department was awarded \$280,952 to purchase a new brush truck. Jay stated that the fire department members went to Lafferty to look at their brush truck to get ideas on what they would like to have.

Fiscal Officer Burkhead stated that he has been very busy keeping up with filings for all of the grants that the village has received. Rick stated that he received \$20,000 for an ARPA EMS Transport Grant which has no guidance on how it is to be used yet. Rick stated that the first responder retention program has been reimburse for first and second quarter payroll. Rick stated that the filings for these take a good bit of time but ultimately at the end of the two years it will mean an extra \$210,000 in payroll for the EMS that we got for free.

Mr. Shaheen requested an executive session to discuss litigation.

Rod Miller made a motion to go into executive session to discuss personnel and potential litigation, at 7:12 p.m., seconded by Cindy Foose, Jay - Yes, Ruth - Yes, Cindy – Yes, Carol – Yes, Rod – Yes.

At 7:20 p.m. Mayor Samantha Burkhead declared executive session over.

It was decided that the November meeting will be on November 15th which is the third Wednesday.

Motion to pay bills by Cindy Foose, 2nd by Ruth Saffell, with a unanimous vote.

Motion to adjourn by Ruth Saffell, 2nd by Cindy Foose, with a unanimous vote.

The next meeting will be Thursday October 11th, 2023 at 6:30 P.M.

Mayor Samantha Burkhead

Fiscal Officer Ricky W. Burkhead Jr.