**VILLAGE OF LOCKBOURNE COUNCIL MEETING MINUTES**

June 8, 2020

**1) CALL TO ORDER**

Mayor Christie Ward called to order the Regular Council Meeting of June 8, 2020 at 6:58 p.m. at the Lockbourne Village Hall, 85 Commerce Street, Lockbourne, Ohio. Attending were Village Administrator Elizabeth Jane McJunkin, Fiscal Officer Wendy Hastings, Deputy Administrator Rachel Ricker, and guests Lieutenant Holt and Deputy Hamilton.

**2) PLEDGE OF ALLEGIANCE**

Mayor Ward led the assemblage in the Pledge of Allegiance.

**3) ROLL CALL**

Bobbi Crouse P

Tony Grandstaff P

Susan Grandstaff P

Tammy Langley P

Mary Petty A

James Tiller P

**4) REVIEW OF MINUTES FROM COUNCIL MEETINGS**

**Regular Council Meeting Minutes April 13 and Special Council Meeting Minutes April 29, 2020:**

Council Member S. Grandstaff read the minutes. Council Member S. Grandstaff moved, Council Member Crouse seconded, Roll Call was conducted, and Council voted with 5 yes votes to approve the minutes as read, motion was carried.

**5) PRESENTATIONS/SPECIAL GUESTS**

**a. Franklin County Sheriff Report**

Deputy Hamilton informed Council that a speed trailer would be out next week. Council Member S. Grandstaff informed the Deputy that a white trailblazer speeds around town at night.

Mayor Ward informed the Deputy that there is a new Code Enforcement Officer and she has been working with the attorney about towing vehicles in the Village. There is no need for a contract, but Administration will need to investigate the Ordinances to see what the regulations are.

**b. Hamilton Twp. Fire Department Report**

None, as the Fire Department was not present.

**6) NEW BUSINESS**

**a. ADMINISTRATIVE**

i. Approval of 2020 Village Committees

As there is a new council member, Mayor Ward went through the revised Committee lists. Council Member S. Grandstaff, seconded by Council Member Crouse, Roll Call was conducted, and Council voted with 5 yes votes, motion was carried.

ii. Change of Ordinance Numbers

Ord No 02-2020 an ordinance repealing Ord No 17-2008 and to authorize the keeping of chickens in residential-zoned properties, subject to certain requirements is now Ord No 05-2020. Ord No 02-2020 is now the resolution authorizing the Village Administrator to enter into a working agreement/contract for services with the Franklin County Soil and Water District, and to declare an emergency.

The Emergency Declaration Ordinance for COVID-19 no longer exists.

iii. Amend Ord 04-2020 to include salary range of $600-900 for Deputy Administrator

Council Member S. Grandstaff made a motion to amend, seconded by Council Member Tiller, Roll Call was conducted, and Council voted with 5 yes votes, motion was passed.

iv. Q2 2020 Project Highlights

Mayor Ward explained that the Project Highlights shows what the Administration has done, and where the Village is headed.

v. Acceptance of Property Bids

Received one bid for 55 Commerce Street for $5700, with a cashier’s check for $1900 from John McJunkin and Brian Nance and one for 85 Landis Street for $15,100.50, with a cashier’s check for $5,033.50 from John McJunkin and Brian Nance. There were no bids received for 34/36 Commerce Street.

Ord No 12-2020 an ordinance to accept a bid for purchase of real estate located at 55 Commerce Street and declare an emergency.

Council Member Langley made a motion for passage, seconded by Council Member S. Grandstaff, Roll Call was conducted, and Council voted with 5 yes votes, motion was carried.

Ord No 13-2020 an ordinance to accept a bid for purchase of real estate located at 85 Landis Street and declare an emergency.

Council Member Crouse made a motion for passage, seconded by Council Member Tiller, Roll Call was conducted, and Council voted with 5 yes votes, motion was passed.

**b. VILLAGE REPORTS**

**i. MAYOR’S REPORT**

(See Mayor’s Report)

Mayor Ward informed Council there is a project at shafts four & thirteen for air quality improvements with the Intermodal. At shaft four, they need to pay income tax to the Village.

Mayor Ward informed Council that the County Engineers did a survey and study of the Spring Alley Ditch. They are unable to pay for any of the work because the Village does not fit any of the criteria, which means the Village will have to do the clean-up and grading ourselves.

Mayor Ward also informed Council that American Structurepoint has a design plan for the Magnolia Trail and Locke Meadow Park. They recommend moving around some of the park structures. There is potential grant money available. It has been recommended that the Administration get other bids for the project from other companies.

At the Old Schoolhouse, the bar top has been paid for by Rediscover Lockbourne. Some residents in town have donated a large table for the building.

**ii. ADMINISTRATOR’S REPORT**

(See Administrator’s Report)

Administrator McJunkin informed Council that a cable is being put in east of the Village, and they hit a sewer line. The Franklin County Sanitary Engineer’s Office fixed it.

Administrator McJunkin has been in communication with contractors for the Old Schoolhouse. She also informed Council that Russel Tree will be coming down and removing a large sycamore tree in the park that is over the lock and shelter house. The company may be able to clear out the locks as well.

There will be a meeting soon with the Ohio to Erie Canal Southern Descent Historic District – there are plans to create a driving tour between the communities.

**iii. FISCAL OFFICER’S REPORT**

Fiscal Officer Hastings informed Council that RITA is not participating in the subpoena program due to COVID-19. RITA can send out a delinquency letter to nonfilers who have not paid.

Council Member S. Grandstaff made a motion to send out allow RITA to send out the delinquency letters, seconded by Council Member Tiller, Roll Call was conducted, and Council voted with five yes votes, motion was carried.

Fiscal Officer Hastings has been working with RITA to stop the large payments that do not belong to the Village. They have a department who goes through these payments, but the Village is still receiving large payments.

Fiscal Officer Hastings went through the Fund Status.

**iv. MAINTENANCE REPORT**

Administrator McJunkin informed Council that Parks Maintenance Ricker did not have much to report, so he’s working around town, but both the truck and the side-by-side have had technical issues.

**v. CODE ENFORCEMENT OFFICER**

Deputy Administrator Ricker led a discussion on CEO policy.

**c. COMMITTEE REPORTS**

**i. Economic Development Committee**

Mayor Ward informed Council that the Committee did not meet.

**ii. Planning Commission**

Council Member Tiller informed Council that the Commission did not meet.

**iii. Safety Committee**

Council Member Grandstaff informed Council that the Committee did not meet.

Council Member T. Grandstaff donated Lockbourne signs for the Village.

**7) PUBLIC COMMENTS**

There were no public comments.

**8) READING OF ORDINANCES & RESOLUTIONS**

**a. First Reading**

1. **Ordinance No. 08-2020** to re-establish the village council general meetings schedule for the remainder of 2020 and to declare an emergency

This allows legislation to be read and passed at the second monthly Regular Council meeting.

Council Member S. Grandstaff made a motion to waive the 2nd and 3rd reading, Council Member Tiller seconded, Roll Call was conducted, and Council voted with 5 yes votes, motion was carried.

Council Member S. Grandstaff made a motion to for passage, Council Member Tiller seconded, Roll Call was conducted, and Council voted with 5 yes votes, motion was carried.

1. **Resolution No. 09-2020** authorizing the continued participation of a contraction administrative amendment between the Village of Lockbourne, Franklin County, Ohio and the Board of County Commissioners, Franklin County, Ohio / Franklin County Department of Economic Development & Planning regarding participation in the Franklin County, Ohio / Department of House and Urban Development (HUD) Entitlement Program
2. **Resolution 10-2020** to transfer monies within the general fund from the transfers out account 1000-910-910 and transfer said monies to the repairs and maintenance of buildings and land account 1000-730-431

Council Member S. Grandstaff made a motion to transfer monies, Council Member Tiller seconded, Roll Call was conducted, and Council voted with 5 yes votes, motion was carried.

Administrator McJunkin informed Council that the Village will forgo some plumbing work in the Old Schoolhouse until next year, in order to finish the first floor. $52,000 has been spent so far on the Old Schoolhouse. There are other purchase orders, and they will add up to $97,000 for the total project this year.

1. **Ordinance 11-2020** adopting an application to rent the community building at 206 Vause Street

**b. Second Reading**

There was no legislation in the second reading.

**c. Third Reading**

There was no legislation in the third reading.

**d. Tabled Legislation**

There was no tabled legislation.

**9) UPCOMING COMMITTEE MEETINGS & EVENTS**

Mayor Ward presented the upcoming meetings and events.

**10) ADJOURNMENT**

Council Member T. Grandstaff made a motion to adjourn, seconded by Council Member Langley, Roll Call was conducted and Council voted with 5 yes votes, motion was carried.

Adjourned at 8:34 p.m.

All formal actions of the Councilperson of the VILLAGE COUNCIL OF LOCKBOURNE, OH concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including section 121.22 of the Ohio Revised Code.

Christie Ward, Mayor

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Rachel Ricker, Deputy Administrator

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