**VILLAGE OF LOCKBOURNE COUNCIL MEETING MINUTES**

December 14, 2020

**1) CALL TO ORDER**

Mayor Christie Ward called to order the Regular Council Meeting, of December 14, 2020 at 7:08 p.m. virtually via Microsoft Teams. Attending were Village Administrator Elizabeth Jane McJunkin, Fiscal Officer Wendy Hastings, Deputy Administrator Rachel Ricker, and Parks Maintenance Jeff Ricker.

**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) APPROVE AGENDA** – **REVIEW & APPROVAL OF MINUTES FROM REGULAR COUNCIL MEETING OF NOVEMBER 9, 2020 AND WORKING COUNCIL MEETING OF NOVEMBER 23, 2020**

Council Member S. Grandstaff made a motion to approve the minutes, seconded by Council Member Langley, Roll Call was conducted, and Council voted with 5 yes votes, motion was carried.

**5) PRESENTATIONS/SPECIAL GUESTS**

**a. Franklin County Sheriff Report**

None, as the Franklin County Sheriff was not present.

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

None, as the Fire Department was not present. Chief Shillingburg is retiring, Wade Edwards is the Interim Fire Chief. The Fire Department is looking to fill the position in the next few months.

**6) NEW BUSINESS**

**a. ADMINISTRATIVE**

**i. Lockbourne Historical Hall Rental Agreement**

Administration made changes that includes name change and an addition of hourly rate on Mondays-Thursdays, based on feedback from Council. Council Member Crouse made a motion to make the proposed changes, seconded by Council Member Langley, Roll Call was conducted, and Council voted with 5 yes votes, motion was carried.

**ii. Locke Meadow Park Plan**

American Structurepoint had submitted the park plan based on feedback from the Open House and received surveys. Council will look through to see if there are any changes needed and will vote on the plan later.

**iii. Clean Ohio Fund – Round 15**

Mayor Ward sent a preliminary application on Friday for this grant, which would clean up Spring Alley Ditch. American Structurepoint and Administrative staff will present the application on January 6th to find out if the Village qualifies. If it does, the Village will send the final application March 19th. The Village will know if we are approved April 26th. The funding will be available in July. The Village will use the plan from the Franklin County Engineers Office for final application. The Village is requesting S120,000, which means the Village has to come up with local match of $20,000. The Village will be looking for funding from several sources, but the local match will be in the budget for 2021.

**iv. Village Properties – Sale (19 Commerce, 34-36 Commerce, 55 Commerce)**

There was discussion on the bid process for sale of Village Properties. Administration received a notice from bidders of 55 Commerce Street to withdraw their bid.

Mayor Ward shared that the trees for Veterans Park are supposed to be planted either Wednesday or Thursday this week. The design shows two trees on the south side near alley, four trees on west side that were supposed to be between sidewalk and curb. Two trees will have to be moved to ensure they do not affect any of the development, like the gazebo.

**b. VILLAGE REPORTS**

**i. MAYOR’S REPORT**

(See Mayor’s Report)

**ii. ADMINISTRATOR’S REPORT**

(See Administrator’s Report)

Administrator McJunkin informed Council that the propane tank has been moved at the Hall. New spigots are going into the Hall and Municipal Building. She is looking into putting the Historical Hall on the National Register and the Ohio Historical Register.

**iii. FISCAL OFFICER’S REPORT**

Fiscal Officer Hastings went through the Fund. She shared with Council she received a notice from the Ohio Department of Taxation regarding a refund of $6,600 through the state. She is going to check to be sure the reimbursement needs to be made. She has 30 days to respond from December 8th.

Fiscal Officer Hastings shared that the final payment of one sewer loan should be paid off in July.

Mayor Ward shared that staff has been going through goals and objectives, and Administrator McJunkin and Fiscal Officer Hastings will go through water/sewer/trash fees.

**iv. MAINTENANCE REPORT**

Parks Maintenance Ricker informed Council that he’s been reaching out to people for the park project. He put up Christmas lights and is looking into purchasing more lights for the Veterans Park for next year.

**v. CODE ENFORCEMENT OFFICER**

(See Code Enforcement Officer’s Report)

Mayor Ward shared the Environmental Court is not scheduling cases until February.

Council Member Crouse informed CEO Ricker there is a white car with flat tires on Williams.

**c. COMMITTEE REPORTS**

**i. Economic Development Committee**

Council Member S. Grandstaff informed Council that the Committee is looking into creating a Strategic Plan for Economic Development which will include how to market trails, the Historical Hall and the Village as a whole. The Committee made a list of companies to reach out to for rental of Hall and a list of different target audiences to rent it out to.

**ii. Planning Commission**

Mayor Ward informed Council that there was application to remove mobile home and add a modular at 15 Williams. The Commission did not approve, they needed more information and diagrams. The Commission will review the application again at the January meeting.

**iii. Safety Committee**

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

**7) PUBLIC COMMENTS**

There were no public comments.

**8) READING OF ORDINANCES & RESOLUTIONS**

**a. First Reading**

1. There was no legislation in the first reading.

**b. Second Reading**

a. There was no legislation in the second reading.

**c. Third Reading**

i. Resolution 23-2020 authorizing temporary 2021 appropriations.

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

**d. Tabled Legislation**

i. There was no tabled legislation.

**9) OLD BUSINESS**

a. Truck Parking in Village

There have been more complaints in town about large semi-truck parking on public streets.

Administrator McJunkin sent the regulations for truck parking from two municipalities - Obetz and Canal Winchester. She asked Council to read them. Council asked the Planning Commission to review and provide a recommendation and/or ordinance.

**10) UPCOMING COMMITTEE MEETINGS & EVENTS**

Mayor Ward presented the upcoming meetings and events.

Council Member S. Grandstaff suggested keeping meeting virtual until numbers go down. The next meeting, December 28th, will be virtual. Council and staff will reassess based on Franklin County’s level.

**11) ADJOURNMENT**

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

Adjourned at 8:20 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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**Action Items:**

Council to sign Fund Status on the desk.

Council to look through Parks Plan, determine if any changes need made, and vote on plan at the next meeting.

Planning Commission to review parking ordinances of Canal Winchester and Obetz.

Fiscal Officer Hastings to check reimbursement of $6,600.

CEO Ricker to check white vehicle with flat tire on Williams.