

# *Record of Proceedings*

## Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on March 13, 2023 at 7:00 p.m. in the municipal building with Mayor Stephen R. Bordenkircher presiding.

### **Pledge of Allegiance**

### **Prayer**

**Roll Call:** Rich Wheeler, Brittany Howell, Christie Maurer, Tim Cheney, Adam Fisher and Bo Fortune were present. Also in attendance were Police Chief Damon Chris Walters.

A motion was made by Tim Cheney and seconded by Brittany Howell to approve the minutes from the regular council meeting held on February 27, 2023. Roll call 6 yes.

**Mayor's Correspondence:** Mayor Bordenkircher reported receiving a letter from the Coshocton Public Health District Advisory Council stating they will be meeting on March 15, 2023 at 7:00pm. A request from the Coshocton Regional Medical Center for donations for the Fill the Backpack program.

**Citizens' comments:** None

### **Zoom Log-in**

<https://zoom.us/j/96595775556?pwd=eVJIY04yaFFmbU9GSEISRU9kNnRjQT09>

**Or Dial: 1-301-715-8592**

**Meeting ID: 965 9577 5556**

**Passcode: 571265**

### **Department Reports:**

**Fire:** See attached, read by Mayor Bordenkircher as Chief Gould was not present.

**Fiscal Officer:** Fiscal Officer, Amy Bourne, reported on the legislation being presented. Resolution 2023-09 is to update the list of authorized users for credit card use and will receive its third and final reading. Ordinance 2023-10 is to update various sections in the 2023 Pay and Benefit ordinance to reflect the Police Department change to 12-hour shifts and will receive its third and final reading. Ordinance 2023-11 is to update the Employee Handbook to reflect the changes to 12-hour shifts in the Police Department and will receive its third and final reading. Resolution 2023-14 is to state the appointment of Officer Kevin Cichon who has completed his 6-month probationary period with the Village. This will receive its first reading and is requested to waive the three required readings. Resolution 2023-15 is to authorize the Village Administrator and Fiscal Officer to enter into a contract with RA Ross & Associates for a new blower at the Wastewater plant and the Village Administrator will speak more to that during her report. Resolution 2023-16 is to add funds in the amount of \$11,500 to the Fire Fund to purchase wild fire turnout gear. The Fire fund has received \$10,500 for the recent sale of the 1986 mini pumper as well as a \$1,000 grant from the Million Dollar Round Table and would like to utilize those funds to purchase the turnout gear. The February month end cash summary was presented to the Finance committee this evening. A letter was received from RITA stating that there were



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471 administrative subpoenas sent out at \$1 each to residents who were not compliant with filing taxes with the Village. To date, \$6,780 has been received as part of that subpoena effort as residents have filed and come into compliance with paying taxes due. Tax filing deadline is April 18, 2023 and can be done at [www.RitaOhio.com](http://www.RitaOhio.com). Bourne attended the Community Relations committee last week and discussed hanging banners on Main St. to honor our Veterans. There will be a County-wide meeting tomorrow evening to discuss the project further. Bills were passed around for approval.

**Police:** See attached. Chief Chris Walters commented on Resolution 2023-14 regarding the appointment of Kevin Cichon saying that he has been doing a great job and has successfully completed his probationary period. The Easter Egg Hunt will be held on Sunday, April 2, 2023 at 2:00pm at the Ridgewood High School football field. The Chamber of Commerce will be assisting with filling the eggs.

**Solicitor:** Village Solicitor, Joel Blue, requested an Executive Session for later in the meeting.

**Village Administrator:** Village Administrator Tammy Hicks reported that William Albert Construction completed the new storm drain installation on Orchard St. by the fire station. They have also begun preparing for the sidewalk replacement on Russell Ave. and are working with the gas company, which is also doing work on Russell. The gas company is about finished with the entire project of installing new main and services lines in the Village. Resolution 2023-15 to purchase a new blower at the wastewater treatment plant and has a 10-12 week lead time before receiving the blower, so she is requesting that the three required readings be waived. There were 4 quotes received looking at replacing, repairing or rebuilding the blower and the best quote was RA Ross & Associates in the amount of

### **Committee Reports:**

**Building and Property:** Chairman Tim Cheney reported meeting on March 8<sup>th</sup> at 6pm and discussed four properties: 113 E. Union, 206 W. 7<sup>th</sup> St. Ext., 419 E. Main and 595 E. George. The committee agreed that the owners of these properties will be turned over to the Village Solicitor for litigation.

**Community & Business Development:** No report.

**Community Relations:** Chairwoman Brittany Howell reported meeting on March 6<sup>th</sup> at 6pm and discussed a Military banner program and the committee was in agreement with moving forward with the County-wide program.

**Finance:** Chairwoman Brittany Howell reported meeting March 13<sup>th</sup> at 6:30pm and reviewed the February month end cash summary, discussed money that is anticipated in April for the fire contracts and park fund, replacement tree solutions for the trees coming down on Russell Ave. and Sewer finance concerns. A motion was made by Bo Fortune and seconded by Christie Maurer to approve the February end of month cash summary. Roll call 6 yes.



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**Fire Dependency Board:** No report.

**Ordinance:** Chairman Bo Fortune reported meeting on March 7<sup>th</sup> at 6pm and discussed the junk vehicle ordinance, pool fencing and residents living in campers in the Village.

**Park Board:** No report.

**Planning Commission:** No report.

**Public Safety:** No report.

**Public Works:** Chairman Rich Wheeler reported meeting on March 7<sup>th</sup> at 7pm and discussed current and upcoming sewer projects and finances.

**Records Retention:** No report.

**Rules:** No report.

## **Introduction to ordinances and resolutions:**

### **2023-09 A RESOLUTION REGARDING CREDIT CARD USE Third Reading/Emergency**

A motion was made by Christie Maurer and seconded by Tim Cheney to adopt Resolution 2023-09. Roll call 6 yes.

### **2023-10 AN ORDINANCE ESTABLISHING 2023 PAY AND BENEFIT SCHEDULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH AND DECLARING AN EMERGENCY Third Reading**

A motion was made by Christie Maurer and seconded by Bo Fortune to adopt Ordinance 2023-10. Roll call 6 yes.

### **2023-11 AN ORDINANCE AMENDING THE EMPLOYEE HANDBOOK FOR THE VILLAGE OF WEST LAFAYETTE, OHIO AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH Third Reading**

A motion was made by Bo Fortune and seconded by Christie Maurer to adopt Ordinance 2023-11. Roll call 6 yes.

### **2023-14 A RESOLUTION STATING THE APPOINTMENT OF VILLAGE POLICE OFFICER KEVIN CICHON AND DECLARING AN EMERGENCY First Reading/Emergency**

A motion was made by Bo Fortune and seconded by Christie Maurer to waive the three required readings for Resolution 2023-14. Roll call 6 yes.

A motion was made by Tim Cheney and seconded by Christie Maurer to adopt Resolution 2023-14. Roll call 6 yes.



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**2023-15 A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO CONDUCT A PURCHASE WITH R.A. ROSS AND ASSOCIATES N.E. INC.** First Reading/Emergency

A motion was made by Christie Maurer and seconded by Tim Cheney to waive the three required readings for Resolution 2023-15. Roll call 6 yes.

A motion was made by Bo Fortune and seconded by Christie Maurer to adopt Resolution 2023-15. Roll call 6 yes.

**2023-16 A RESOLUTION TO AMEND THE 2023 PERMANENT APPROPRIATIONS ORDINANCE 2022-68, ADDING FUNDS** First Reading/Emergency

### **Committee Meetings:**

**Building & Property-**

**Community & Business-**

**Community Relations –**

**Fire Dependency Board-**

**Finance-**

**Ordinance-**

**Park Board-**

**Planning Commission –**

**Public Safety –**

**Public Works-**

**Records Retention –**

**Rules –**

**Tax Review Board –**

**Public Hearing –**

**Other Business:** Mayor Bordenkircher reported he will be making a presentation at the Elementary school at the After the Bell program and on March 23<sup>rd</sup> at the Middle School. Mayor Bordenkircher along with Fiscal Officer Amy Bourne will be attending the county-wide meeting regarding the Veteran banners in the Village tomorrow evening at City Hall. Mayor Bordenkircher complimented Ed Myers for all of the work being done on the old Arnold building on Main Street. The building is expected to hold some apartments and store fronts and is a big investment in the community and is much appreciated.

A motion was made by Christie Maurer and seconded by Bo Fortune to pay the bills. Roll call 6 yes.

A motion was made at 7:26 pm by Bo Fortune and seconded by Tim Cheney to go into Executive Session to discuss litigation and personnel with the Village Administrator and Fiscal Officer to remain. Roll call 6 yes.

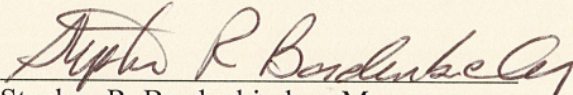
A motion was made at 7:42 pm by Bo Fortune and seconded by Christie Maurer to continue in open session. Roll call 6 yes. No action was taken.



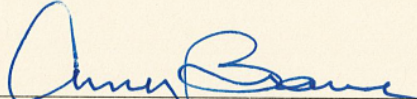
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A motion was made by Tim Cheney and seconded by Adam Fisher to adjourn until the next meeting on Monday, March 27, 2023, at 7:00 p.m. Roll Call 6 yes.

A full recording of this evening's minutes can be heard by visiting [www.westlafayettevillage.com](http://www.westlafayettevillage.com) and clicking on the recorded minutes tab.

  
Stephen R. Bordenkircher, Mayor

Attest:

  
Amy Bourne, Fiscal Officer





## February 2023 Fire Report

<b>Incident Type;</b>	<b>Fire</b>		
	131 Passenger Vehicle Fire		1
	142 Brush Fire		1
	143 Grass Fire		2
	<b>Rescue &amp; Emergency Medical Incidents</b>		
	324 Motor Vehicle Accident No Injuries		1
	<b>Hazardous Condition (No Fire)</b>		
	424 Carbon Monoxide Incident		1
	442 Overheated Motor		1
	<b>Service Call</b>		
	<b>Good Intent Call</b>		
	622 No incident Found		1
	631 Authorized Controlled Burning		1
	<b>False Call</b>		
	733 Smoke Detector Activation Malfunction		1
	<b>Weather</b>		

		February	Year-to-Date
<b>Call History;</b>	<b>Total</b>	<b>10</b>	<b>24</b>
	<b>Last Year</b>	<b>16</b>	<b>31</b>



**Location of Incidents;**

	<b>February</b>	<b>Year-to-Date</b>
Village of West Lafayette	3	5
Lafayette Township	2	8
Linton	2	3
Oxford	0	3
White Eyes	2	4
Out of District	1	1

<b>Activity;</b>	<b>Type</b>	<b>Firefighters</b>	<b>Hours</b>
	Emergency Calls	61	55.75
	Meetings	8	16
	Tools & Small Engines	7	21
	Vehicle maintenance	10	24
	SCBA Maintenance	8	16
	Training	59	112
	<b>Total Hours</b>		<b>244.75</b>

**Payroll;**

<b>November 2022</b>	<b>\$1,430.00</b>
<b>December 2022</b>	<b>\$1,480.00</b>
<b>January 2023</b>	<b>\$860.00</b>
<b>February 2023</b>	<b>\$610.00</b>

**Payroll YTD**            **\$4,380.00**

<b>Fire Loss;</b>	<b>February 2023</b>	<b>\$10,000.00</b>
	<b>Year-to-Date</b>	<b>\$46,500.00</b>
	<b>Last Year, Year-to-Date</b>	<b>\$7,500.00</b>





WEST LAFAYETTE POLICE DEPARTMENT

MONTHLY ACTIVITY REPORT

MONTH: February 2023

<b>Calls For Service</b>	<b>146</b>
<b>Reports Taken</b>	<b>24</b>
<b>Felony Arrests</b>	<b>0</b>
<b>Misdemeanor Arrests</b>	<b>8</b>
<b>Juvenile Arrests</b>	<b>5</b>
<b>Traffic Stops</b>	<b>3</b>
<b>Traffic Crashes</b>	<b>1</b>
<b>OVI Arrests</b>	<b>0</b>
<b>Warrant Arrests</b>	<b>1</b>
<b>Civil Paper Service</b>	<b>1</b>
<b>Fuel Used</b>	<b>\$796.79</b>

*Chief of Police Christopher Walters*