

# *Record of Proceedings*

## Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on November 11, 2024 at 7:00 p.m. in the municipal building with Mayor Jessica Tubbs presiding.

### **Pledge of Allegiance**

### **Prayer**

**Roll Call:** Rich Wheeler, Brittany Howell, Jason Hursey, Adam Fisher and Christie Maurer were present. Police Chief Walters was also present. Councilman Tim Cheney was not present.

A **motion** was made by Jason Hursey and seconded by Adam Fisher to excuse Councilman Tim Cheney. Roll call 5 yes.

A **motion** was made by Jason Hursey and seconded by Adam Fisher to approve the minutes from the regular council meeting held on October 28, 2024. Roll call 5 yes.

**Mayor's Correspondence:** Mayor Tubbs reported receiving no correspondence.

**Citizens' comments:** No comments.

### **Department Reports:**

**Fire:** See attached.

**Fiscal Officer:** Fiscal Officer, Amy Bourne, reported that Ordinance 2024-39 will receive its third and final reading to retain Joel Blue as the Village Solicitor for the next 2 years, beginning January 1, 2025 through December 31, 2026. Resolution 2024-40 will receive its second reading authorizing the Village Administrator to file an application for an Ohio EPA Community and Litter Grant. Resolution 2024-41 will receive its second reading to update the Credit Card Use Policy with the proper card users. Ordinance 2024-42 will receive its second reading to establish the 2025 pay and benefit schedule for the village employees to include a 2% raise. Resolution 2024-43 will receive its second reading to support the United States Semi-quincentennial, America250-OH. Resolution 2024-44 will receive its second reading to add funds. For the Police department budget, \$12,000 is needed in the wages account and \$11,000 in the police & fire pension account to cover through the end of the year. Money is also needed in the General fund and Street fund to cover street light utilities through the end of the year. Ordinance 2024-45 will receive its second reading to adopt a stormwater maintenance and design manual for the village. Ordinance 2024-48 will receive its first reading to establish the permanent appropriations for fiscal year 2025. The October end of month cash summary and the final numbers for the 2025 budget was presented to the finance committee. A grant application was submitted to PEP for \$1,000 to be used towards panic buttons in the Administration office and was awarded. The work will be done by Lonestar. Bills were passed for approval.

**Police:** See attached. Chief Chris Walters read his letter of resignation as police chief, effective December 14, 2024. Chief Walters reported that Friday, November 15<sup>th</sup> will be Amy Medley's last day as she has been offered a full-time position with the court. Mayor Tubbs commended

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him and the department for their presence and work at the football tournament this past weekend and all the other work he has done for the village. A motion was made by Adam Fisher and seconded by Christie Maurer to approve the resignation of Police Chief Walters effective December 14, 2024. Roll call 5 yes.

**Solicitor:** Village Solicitor, Joel Blue, reported that we have had a lot of interesting questions. He reviewed some contracts for Tammy and looked into a question regarding doing business outside of the US.

**Village Administrator:** Village Administrator Tammy Hicks thanked Chief Chris for his service with the village and thanked Veterans for their service to our country. Leaf pickup continues with no particular schedule. They will continue to pickup until leaves are down where it is needed. Resolution 2024-46 is to authorize the Village Administrator and Fiscal Officer to sign contracts with Verdantas for the 2024 & 2025 sidewalk projects to include portions of Main St. down to Dollar General, Wall St., Union Ave. and the walking path connecting the high school to Union for 2024. The 2025 project includes sidewalks on S. Kirk to N. Kirk to Stewart and Oak to connect Waterworks Park. Safe Routes to School engineer is finalizing plans. A few changes have been made and will be meeting with them again next week to address drainage issues. Resolution 2024-47 is to authorize Village Administrator and Fiscal Officer to sign contract with Environmental Design Group to survey and engineer solution to the sewer pipe going through a storm sewer pipe on Ripple Lane. The bid opening for the Sewer Outfall project is set for Friday, November 15<sup>th</sup>. The Wastewater department reported a new electric manhole lifter installed on the front of the truck to reduce injuries. A new pump was installed in a basin and a new check valve. Both operators have attended continuing education courses to meet their license requirements. The septic revenue for October \$2,850 with year to date being around \$30,000, with only \$10,000 budgeted for 2024.

## **Committee Reports:**

**Building and Property:** No report.

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

**Community Relations:** Chairwoman Brittany Howell reported the Christmas parade will be December 7<sup>th</sup> at 12:30 lining up at the Living Faith Church. Anyone interested in being in the parade can contact Alicia Hunt at 740-202-0196. There will also be a craft show.

**Community Revitalization:** No report.

**Finance:** Chairwoman Brittany Howell reported the October end of month cash summary being presented. A motion was made by Christie Maurer and seconded by Jason Hursey to approve the October end of month cash summary. Roll call 5 yes.

**Fire Dependency Board:** No report.

**Ordinance:** Chairman Jason Hursey reported they are still reviewing the junk vehicle ordinance.

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**Park Board:** Chairwoman Christie Maurer reported receiving quotes for the rotary pavilion metal roof replacement and discussing monthly expenses for the splash pad. Eagle Ridge Golf Course would like to put in a 9-disc golf course at Waterworks Park and they will handle the installation and expenses. A motion was made by Christie Maurer and seconded by Adam Fisher to approve Eagle Ridge Golf Course to install a 9-disc golf course at Waterworks Park. Roll call 5 yes. Mayor Tubbs reported that there were discussions about moving the location of the soccer field. A motion was made by Christie Maurer and seconded by Adam Fisher to approve the relocation of the soccer field at Waterworks Park. Roll call 5 yes. Mayor Tubbs reported that We R WL would like to plant donated/sponsored trees around the soccer field. A motion was made by Christie Maurer and seconded by Jason Hursey to allow sponsored trees to be planted around the soccer field. Roll call 5 yes.

**Planning Commission:** Chairman Jason Hursey reported the local committee met on November 4<sup>th</sup> to discuss the vacation of an alley at the end of W. Wood Avenue, next to property owned by Kevin Wright. The Planning Commission voted 4-0 to approve the vacation of the property to Kevin Wright.

**Public Safety:** Chairman Adam Fisher reported discussing the PEP grant to be used for security additions to the Administration building. Chief Damon Gould reported that the current 6x6 Polaris is becoming unreliable and are in search of a new one. A quote was received for a 2025 CanAm Defender 6x6 and the Association would be purchasing a skid unit for it.

**Public Works:** Chairman Rich Wheeler reported the Village Administrator spoke to all items discussed during the committee meeting in her report.

**Records Retention:** No report.

**Rules:** No report.

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

**2024-39 AN ORDINANCE TO HIRE A SOLICITOR EFFECTIVE JANUARY 1, 2025 THROUGH DECEMBER 31, 2026** Third Reading

A motion was made by Christie Maurer and seconded by Adam Fisher to adopt Ordinance 2024-39. Roll call 5 yes.

**2024-40 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO FILE AN APPLICATION TO THE OHIO ENVIRONMENTAL PROTECTION AGENCY DIVISION OF ENVIRONMENTAL AND FINANCIAL ASSISTANCE TO PARTICIPATE IN THE OHIO EPA COMMUNITY AND LITTER GRANT PROGRAM** Second Reading/Emergency

**2024-41 A RESOLUTION REGARDING CREDIT CARD USE** Second Reading

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**2024-42 AN ORDINANCE ESTABLISHING 2025 PAY AND BENEFIT SCHEDULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH** Second Reading

**2024-43 A RESOLUTION OF THE VILLAGE OF WEST LAFAYETTE, OHIO, SUPPORTING THE OHIO COMMISSION FOR THE UNITED STATES SEMI-QUINCENTENNIAL (AMERICA250-OH)** Second Reading

**2024-44 A RESOLUTION TO AMEND THE 2024 PERMANENT APPROPRIATIONS ORDINANCE 2023-57, ADDING FUNDS** Second Reading/Emergency

**2024-45 AN ORDINANCE TO ADOPT THE STORMWATER MAINTENANCE AND DESIGN MANUAL FOR THE VILLAGE OF WEST LAFAYETTE, OHIO** Second Reading

**2024-46 RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO EXECUTE ALL DOCUMENTS NECESSARY WITH VERDANTAS FOR THE PURPOSE OF ENGINEERING SERVICES FOR SIDEWALK REPLACEMENT IN THE VILLAGE OF WEST LAFAYETTE** First Reading

**2024-47 A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO EXECUTE ALL DOCUMENTS NECESSARY WITH ENVIRONMENTAL DESIGN GROUP FOR THE PURPOSE OF ENGINEERING SERVICES FOR SEWER AND STORMWATER REHABILITATION CONCEPT PLANNING PROJECT IN THE VILLAGE OF WEST LAFAYETTE** First Reading

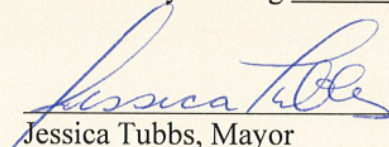
**2024-48 AN ORDINANCE TO MAKE PERMANENT APPROPRIATIONS FOR CURRENT EXPENSES AND EXPENDITURES OF THE VILLAGE OF WEST LAFAYETTE, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2025** First Reading/Emergency

**Other Business:** Mayor Tubbs reported that the General Expense levy did not pass and that there will be further discussions around the future.


A motion was made by Christie Maurer and seconded by Adam Fisher to pay the bills. Roll call 5 yes.

A motion was made by Adam Fisher and seconded by Jason Hursey to adjourn until the next meeting on Monday, November 25, 2024, at 7:00 p.m. Roll Call 5 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.

  
\_\_\_\_\_  
Jessica Tubbs, Mayor

Attest:

  
\_\_\_\_\_  
Amy Bourne, Fiscal Officer



WEST LAFAYETTE POLICE DEPARTMENT

MONTHLY ACTIVITY REPORT

MONTH: October 2024

<b>Calls For Service</b>	<b>575</b>
<b>Reports Taken</b>	<b>32</b>
<b>Felony Arrests</b>	<b>0</b>
<b>Misdemeanor Arrests</b>	<b>13</b>
<b>Juvenile Arrests</b>	<b>2</b>
<b>Traffic Stops</b>	<b>36</b>
<b>Traffic Crashes</b>	<b>2</b>
<b>OVI Arrests</b>	<b>1</b>
<b>Warrant Arrests</b>	<b>2</b>
<b>Civil Paper Service</b>	<b>6</b>
<b>Fuel Used</b>	<b>\$ 959.30</b>

*Chief of Police Christopher Walters*

**West Lafayette Fire Department Report**  
October, 2024

District	Date	Type	Activity	Code	Incident Type	Values Sum of Hours	Sum of Loss
650, Lafayette TWP	10/20/2024	Response Call	24-0166	142	Brush Fire	2.10	0.00
651, Lafayette TWP	10/14/2024	Response Call	24-00161	622	No Incident Found	1.87	0.00
652, Lafayette TWP	10/1/2024	Response Call	24-00158	111	Building Fire	1.50	0.00
659, Village of West Lafayette	10/13/2024	Response Call	24-00160	311	Medical Assist. Assist EMS Crew	2.00	0.00
660, Oxford TWP	10/18/2024	Response Call	24-00164	324	Motor Vehicle Accident With No Injuries	16.13	0.00
		Response Call	24-00165	631	Authorized Controlled Burning	1.27	0.00
661, Oxford TWP	10/23/2024	Response Call	24-00167	151	Outside Rubbish, Trash or Waste Fire	8.25	0.00
	10/24/2024	Response Call	24-00168	171	Cultivated Grain or Crop Fire	1.50	0.00
	10/25/2024	Response Call	24-00169	171	Cultivated Grain or Crop Fire	1.03	0.00
681, White Eyes TWP	10/16/2024	Response Call	24-00162	622	No Incident Found	1.30	0.00
	10/26/2024	Response Call	24-00169	322	Motor Vehicle Accident With Injuries	2.25	0.00
Out Of District	10/9/2024	Response Call	4043371	138	Off-Road Vehicle or Heavy Equipment Fire	4.90	0.00
	10/17/2024	Response Call	24-00163	111	Building Fire	15.33	0.00
	10/31/2024	Response Call	24-00170	141	Forest, Woods or Wildland Fire	6.85	0.00
<b>Grand Total</b>						<b>66.28</b>	<b>0.00</b>

October 2024: 14      Year-To-Date: 170      October 2024 Loss: \$0.00      Year-To-Date Loss: \$142,610.00

October 2023: 18      Year-To-Date 2023: 159      October 2023 Loss: \$85,000.00      Year-To-Date Loss 2023: \$233,050.00

Township	Per Call Payroll	Training Payroll	Total	Emergency Calls	Vehicle & Equipment Maintenance	In Person Training	On-Line Training	Special Detail	Totals
1	33			73					73
3	40			18					18
5	42			18					18
0	20			7					7
2	12			24					24
3	21			0					0
14	168			140					140
									176.78

Month	Per Call Payroll	Training Payroll	Total
November-23	\$1,210.00	\$770.00	\$1,980.00
December-23	\$770.00	\$190.00	\$960.00
January-24	\$1,896.00	\$40.00	\$1,936.00
February-24	\$1,812.00	\$75.00	\$1,887.00
March-24	\$1,059.00	\$150.00	\$1,209.00
April-24	\$1,380.00	\$125.00	\$1,505.00
May-24	\$2,364.00	\$95.00	\$2,459.00
June-24	\$1,188.00	\$0.00	\$1,188.00
July-24	\$684.00	\$70.00	\$754.00
August-24	\$564.00	\$105.00	\$669.00
September-24	\$1,344.00	\$0.00	\$1,344.00
October-24	\$878.00	\$850.00	\$1,728.00
<b>Totals</b>	<b>\$15,149.00</b>	<b>\$850.00</b>	<b>\$15,999.00</b>