

# *Record of Proceedings*

## Minutes of West Lafayette Village Council Regular Meeting

West Lafayette Village Council met in regular session on January 23, 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, Bo Fortune and Ron Lusk were present.

A motion was made by Ron Lusk and seconded by Brittany Howell to approve the minutes from the regular council meeting held on January 9, 2023. Roll call 6 yes.

Mayor Bordenkircher presented the State of the Village Address. See attached.

**Mayor's Correspondence:** Mayor Bordenkircher reported receiving a letter dated January 16, 2023 from the Coshocton Foundation regarding a grant request submitted for preliminary engineering studies for the proposed walking trails stating the request was not approved. Further grant opportunities will be pursued. A card was received to the Mayor and Council members from Charlene and Dan Smith thanking the Village for paving the alley behind their house. A letter dated January 13, 2023 from the Columbia Gas of Ohio was received. An invitation from the Village of Newcomerstown was received for an open house on February 9, 2023 from 4-7pm to celebrate the opening of their new offices located at 308 S. College St. Newcomerstown. A letter from the Ohio Municipal League was received containing the 2023/2024 Public Policy Agenda.

### **Citizens' comments:**

#### **Zoom Log-in**

<https://zoom.us/j/96595775556?pwd=eVJlY04yaFFmbU9GSElSRU9kNnRjQT09>

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

**Meeting ID: 965 9577 5556**

**Passcode: 571265**

### **Department Reports:**

**Fire:** See attached. Chief Gould reported meeting with the Public Safety Committee to discuss the use of lights and sirens on firefighters privately owned vehicles and provided an SOP document outlining the guidelines. Chief Gould requested approval from Council. A motion was made by Ron Lusk and seconded by Christie Maurer to approve the use of lights and sirens on privately owned vehicles as outlined in the SOP presented. Roll call 6 yes.

**Fiscal Officer:** Fiscal Officer, Amy Bourne, reported on the legislation being presented. Bourne stated that she has been meeting with the Mayor and Police Chief discussing the shortage of police officers in the department and brainstorming ideas of how to get applicants, as there have been none apply to date for the current opening. Ordinance 2023-04 contains changes to the Pay and Benefit ordinance. A \$2.00 per hour raise for all police officers and \$.75 for the



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Administrative Assistant was presented as well as increasing the Village contribution amount to the Police & Fire Pension by 5%. Resolution 2023-06 outlines the pickup resolution needed to send to Ohio Police & Fire to make the requested changes to contributions. There is currently a need to hire another full-time police officer due to the retirement of Captain Coutts and there have been no applicants to date. In order to be more competitive, the request for the pay increase is being made. Other changes in the Pay and Benefit ordinance are to allow employees to transfer "Paid Time Off" hours to other eligible employees as well as allowing Holiday Premium Pay to be paid for the full number of hours worked, rather than just the regular 8 Holiday hours. Mayor Bordenkircher also commented that the Village needs to be able to retain and recruit police officers and recognized that other area municipalities are also struggling. Bills were passed around for approval. Tax filing season is here, and residents are reminded that there is a mandatory filing if they have reportable income, even if they don't own anything. Filing deadline is April 18, 2023 and can be done on [www.RitaOhio.com](http://www.RitaOhio.com) .

**Police:** No report.

**Solicitor:** Village Solicitor, Joel Blue, reported having a conversation with Bob Weir regarding the Shurtz case. He stated that Weir has not yet withdrawn from the case as previously stated. The hearing is set for February 27, 2023 and it will go through mandatory mediation prior to the hearing.

**Village Administrator:** Village Administrator Tammy Hicks reported preliminary citations have gone out to property owners for items such as dilapidated structures, junk vehicles and unsightly/unsanitary properties. Anyone receiving those citations are free to call Tammy at the Village Administration office. A report from the CDC of Ohio was received for the Oak St. Storm sewer project, which was pushed back again and will not be advertised until the first two weeks of February, with it being awarded on February 22, 2023. The engineering for the remaining neighborhood revitalization projects will be advertised at the end of February and should be ready for early summer to begin. Ordinance 2023-05 includes some additional wording to the septage hauling ordinance to include "or wastewater hauler" wording.

## **Committee Reports:**

**Building and Property:** Chairman Bo Fortune reported meeting to discuss a property on 595 N. George St. pertaining to trash, yard waste and junk vehicles and approved the Village Administrator to work with Solicitor Joel Blue to move forward with the citations.

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

**Community Relations:** No report.

**Finance:** No report.

**Fire Dependency Board:** No report.

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**Ordinance:** Chairman Bo Fortune reported meeting on January 16, 2023 to discuss the Pay & Benefit ordinance and the Septic hauling ordinance, both being presented for their first readings this evening.

**Park Board:** No report.

**Planning Commission:** County Chairman, Rich Wheeler, reported the original meeting scheduled was changed to a date that he was unable to attend.

**Public Safety:** Chairman Bo Fortune reported meeting on January 16, 2023 to discuss the SOP presented by the Fire Department for the use of lights and sirens on private owned vehicles.

**Public Works:** No report.

**Records Retention:** No report.

**Rules:** No report.

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

**2023-04 AN ORDINANCE ESTABLISHING THE 2023 PAY AND BENEFIT SCHEDULE FOR THE VILLAGE OF WEST LAFAYETTE AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH AND DECLARING AN EMERGENCY** First Reading/Emergency

A motion was made by Bo Fortune and seconded by Ron Lusk to waive the three required readings for Ordinance 2023-04. Roll call 6 yes.

A motion was made by Ron Lusk and seconded by Christie Maurer to adopt Ordinance 2023-04. Roll call 6 yes.

**2023-05 AN ORDINANCE AMENDING PERMITTING AND REGULATING THE RECEIPT AND DISCHARGE OF APPROVED HAULED DOMESTIC AND/OR INDUSTRIAL/COMMERCIAL SEPTAGE AND/OR WASTEWATER AT THE VILLAGE OF WEST LAFAYETTE WASTEWATER TREATMENT PLANT, AND DECLARING AN EMERGENCY** First Reading/Emergency

**2023-06 OHIO POLICE & FIRE PENSION PICK-UP RESOLUTION OF THE COUNCIL OF THE VILLAGE OF WEST LAFAYETTE, COSHOCTON COUNTY, OHIO** First Reading/Emergency

A motion was made by Christie Maurer and seconded by Tim Cheney to waive the three required readings for Resolution 2023-06. Roll call 6 yes.

A motion was made by Ron Lusk and seconded by Bo Fortune to adopt Resolution 2023-06. Roll call 6 yes.



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## **Committee Meetings:**

**Building & Property-**

**Community & Business-**

**Community Relations -**

**Fire Dependency Board-**

**Finance-** February 13, 2023 at 6:30pm.

**Ordinance-**

**Park Board-**

**Planning Commission –**

**Public Safety –**

**Public Works-**

**Records Retention –**

**Rules –**

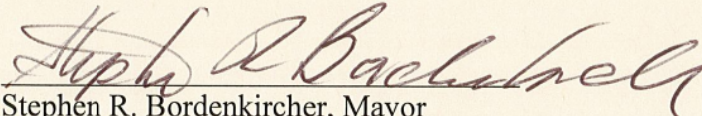
**Tax Review Board –.**

**Other Business:** Mayor Bordenkircher had no other business to report. Fiscal Officer Amy Bourne requested that Council approve the retro pay to the police officers that worked the holidays in Payroll 1 of 2023 for the full hours they worked. A motion was made by Bo Fortune and seconded by Tim Cheney to approve the retro pay to the police officers that worked the recent holidays to be paid the Holiday Premium Pay for the full hours they worked. Roll call 6 yes.

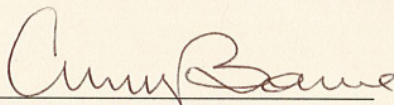
A motion was made by Christie Maurer and seconded by Brittany Howell to pay the bills. Roll call 6 yes.

A motion was made by Ron Lusk and seconded by Christie Maurer to adjourn until the next meeting on Monday, February 13, 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



While 2022 was met with many challenges brought by supply chain issues and inflation driven higher cost, it also brought much success to the Village as is detailed below.

The Fiscal Officer Amy Bourne put forth great efforts in accomplishing her tasks and her efforts are greatly appreciated. During 2022, she implemented Direct Deposit for all payroll and established Positive Pay to help prevent check fraud. She attended many trainings such as annual trainings for public treasurers with the Ohio Municipal League (OML), Ohio Association of Public Treasurers (OAPT) and many online trainings with OBM on the proper use and reporting of the ARPA money. Total ARPA money received to date is \$242,625.45. Amy also led the charge of implementing new technology updates and IT providers.

From a financial standpoint, we started 2022 with a carryover of \$2,039,909.05 and ended the year with a carryover of \$2,175,108.45 which is a 6.2% increase from the prior year due largely to Amy's attention to detail and sound financial management. The General Fund had a carryover of \$662,567 which is a 3.5% increase from 2021. The 2023 budget is \$2,164,269. Goals for 2023 include posturing for the 2021 & 2022 audit and to continue professional development with training.

The West Lafayette Police Department under the management of Chief Walters, consisted of the Chief, a Captain, one Corporal, one full time Patrolman, and three part-time Patrolmen. All officers at the police department are certified by the State of Ohio and are declared to be law enforcement officers of the State and conservators of the peace with the authority to arrest.

The 2022 Easter Egg Hunt was moved to the Ridgewood Football Field this year which gave a larger area for the 4,000 plus eggs to be spread. There was a record number of children that participated in the egg hunt. In May 2022 the 2021 Dodge Charger all-wheel drive cruiser was put into service. This replaced the Tahoe and returned the Police Department to 3 patrol cars. The Police Department utilizes a 2021 Chevy Silverado, 2021 Dodge Charger and a 2016 Ford Explorer to patrol the village.

In June, the Police Department held its first annual West Lafayette PD First Responders Block Party. This free event was held on Oak Street at Burt Park, and it was open to anyone who wished to attend. This event was geared toward getting the community together and neighbors coming out to visit with neighbors. There were grilled hotdogs, chips, bottled water, popcorn, slushies, and WL Fire Dept. made their famous French fries. Mike Bechtol's DJ service, a bounce house and balloonist were present to add to the fun. Several area businesses and churches donated to the event.

The Police Department hired 3 part time Officers, Nate Berry, Kevin Cichon, and Wesley Wallace. Ridgewood School District began talks with WLPD for a School Resource Officer. After a meeting with Superintendent Mike Masloski and then the School Board, a Memorandum of Understanding (MOU) was established, and the contract was in place. Corporal Jose' Hernandez was awarded the School Resource Officer. Corporal Hernandez attended a weeklong SRO training school near Cincinnati, Ohio and began his SRO duties in mid-August 2022. This created a full time Police Officer position opening; part time Police Officer Amanda Rossiter, who worked for over a year, accepted the full-time position.



The Police Department purchased a Fuji Police Bicycle. The bicycle will be utilized during the summer months by Corporal Hernandez during summer break from Ridgewood Schools. Corporal Hernandez will use the bicycle to patrol the village on a Tac shift. During this time there will be an officer patrolling in a marked cruiser.

In October, the Police Department joined forces with the West Lafayette Chamber of Commerce for the annual Halloween Party at Ridgewood Middle School Gymnasium. The Police Department provided the food, pumpkins, and gift bags for the party and organized the “real” judges for the Halloween costume contest. The local judges were Judge Blanchard, Judge France, and Magistrate Thornsley.

November 2022, the Police Department was deemed compliant with the standards as established by the Ohio Collaborative Community-Police Advisory Board. We thank the village voters for passing the renewal levy for police department wages.

Moving forward in 2023, the Police Department is looking forward to the annual Easter Egg hunt, WLPD First Responders Block Party and serving the residents of the Village of West Lafayette.

The Police Department’s annual report is available for review and are as follows; 4,217 calls for service, 295 reports taken, 58 traffic crashes, 334 traffic stops, 19 civil papers served, 4 warrants served, 14 OVI arrests, 131 misdemeanor arrests, and 4 felony arrests.

The West Lafayette Fire Department led by Chief Damon Gould currently has 21 members. The Department responded to 202 Calls for Service in 2022. The call Groups were as follows: Fire 44 calls, Overpressure, Explosion 1 call, Rescue & Emergency Medical 55 calls, Hazardous Condition, No Fire 37 calls, Service Call 11 calls, Good Intent Call 42 calls, False Alarm 9 calls, Severe Weather 3 calls.

Location of Calls: Village of West Lafayette 57, Lafayette Township 47, Linton Township 20, Oxford Township 33, White Eyes Township 16, and 29 Mutual Aid Calls. Firefighters volunteered 3,010 hours last year. Fire loss in 2022 was \$84,450.00.

Other significant activities completed in 2022, the 2022 Pierce Enforcer was placed in service on October 29<sup>th</sup>. The Firefighter’s Association completed several fund-raising activities. Through these activities we purchased a Hurst Strong-Arm Rescue Tool for the new engine, a powered hose rolling tool for large diameter hose, and a small John boat for flood water rescues. The Department received a Grant from the Coshocton Foundation of \$5,939.21 to purchase Milwaukee cordless tools for the new engine. We also received multiple other smaller donations too numerous to list.

I would like to thank Deputy Chief Hill and the Janusian Club for their continued Fire Prevention Outreach in the Ridgewood Schools. Instructional pamphlets and donated smoke detectors can allow the residents time to escape a burning structure.



We would also like to thank the citizens for their continued support of the department through our fund-raising activities and levy support. None of this would be possible without you. Thank you for helping us protect you!

The Village Administrator Tammy Hicks completed her first year with the village having completed many objectives. It was a productive year overall. Highlights of completed projects are as follows:

Sewer projects completed with ARPA funds: Indian Circle/7<sup>th</sup> St. Rear – Cost of \$35,000  
401 W. 5<sup>th</sup> St. – removing residential sanitary sewer lateral from high school lift station – cost of \$23,500.

#### Street Department

Leaf boxes collected- 61; Salt used- 25 tons; 16 Crosswalks repainted using thermoplastic paint that will last longer than latex paint- Cost of \$5020; Replaced sidewalks on Russell Avenue at a cost of \$30, 933; Resurfaced two sections of alleys with asphalt behind Main Street and behind Russell Avenue, at a cost of \$34,000; Repaired several catch basins throughout the village, added 3 new French drains; two at 5<sup>th</sup> and Plainfield Road, and one at Fair and 4<sup>th</sup>; Tree limbs and yard debris cleaned up at Waterworks Park; Paving completed through the OPWC on portions of 4<sup>th</sup> and Gay Streets. The Village was fortunate enough to have three summer employees through Job and Family Services, and also to hire a new permanent Street Department employee.

There were 15 Building Permits issued for the year, totaling \$817.70. There were 2 Sewer Tap Permits issued for the year, totaling \$1200.00 Issued invoices for \$1800 for mowing lawns that were in violation of the Weed and Grass Ordinance. Began making repairs on the street garage exterior, including painting. Hired a contractor for roof repair and inside repairs. Issued 22 preliminary citations for violations of code compliance. 30 letters for pool fence violations. The Ordinance committee has decided to revisit the ordinance regarding swimming pools. 41 letters for smoke test violations were issued because of smoke testing. Most have been corrected. A follow-up on the remaining is planned for this year.

The overall goal for 2023 is to be better than last year, to make as many improvements throughout the Village Infrastructure as possible. There are many projects planned. First, for the 2023 year, the focus will be on the two major grants and completing those projects. The Oak Street storm sewer system project has been trimmed down and will be completed in phases due to rising costs in materials. It will be going out for bid this month and awarded in February. The neighborhood revitalization grant projects are also going out for bid. The Sewer Outfall project is still yet to go out for bid due to unforeseen circumstances that arose last year. This project is expected to be ready to bid at the end of June.



Major issues were discovered in 2022 and will need to be addressed in 2023. Breaches exist in the sewer infrastructure at three different locations in the Village and must be repaired or replaced. Options for pipe lining are being considered, which is much more cost effective, but the Village must find funds to complete this project. There is also a sanitary line on the east end of town that must be moved. Plans are underway for this project, which needs to be completed as soon as possible. Grant options are being researched for funding.

Columbia Gas is completing its main line and service line replacement on the east side of the Village. Work has begun.

Lastly, several street department projects will be completed as well. Sidewalk replacement will continue this year, with the goal being to finish Russell Avenue. Alley paving will be complete on at least one section. Curb repairs also will be identified and completed. New Crosswalk striping with thermoplastic paint will be added throughout the Village. New street name signs and traffic signs will be installed by the Street Department. The Street Garage repair and remodel will be completed. Paving through OPWC includes portions on Kirk Street and Center Street.

A major focus will be on code compliance this year and getting properties cleaned up through communicating with residents and trying to find a sustainable solution for those who continue to violate the property codes. The goal is to address every property that has violations. With commitment and dedication to continuous improvement, all projects will be completed.

From the sanitary sewer system Nathan Gress has obtained his Class 2 license and is now the Village of West Lafayette's Back up Operator of Record. The Wastewater Treatment Plant treated 58 million gallons of raw sewage and sludge was belt pressed, and 263 wet tons of sludge was land applied in 2022. The revenue from treating waste from septic haulers in 2022 was \$5,074.50.

At the Wastewater Treatment Plant sludge digester valves were replaced. A new control panel was installed at the Rotary Screen. Heat trace lines around the clarifiers were fixed. An Infrared Thermal Scan was done by Hielscher Clarke on all electrical equipment, very few deficiencies were found and corrected. New VEGA radar meters were installed to track flows into and out of the plant.

The forced main system that runs from Pearl Valley Cheese to Fresno was jetted to maintain flow. Pearl Valley Cheese's lift station also had improvements made to its backup system.

Smoke testing was performed throughout the Village of West Lafayette Sanitary System. Very few deficiencies were found and corrected to reduce the infiltration of rainwater being treated at the Wastewater Treatment plant.

Thank you to the village council for their efforts throughout the year. A special thank you to all those unnamed village employees for your dedication and effort for the village.

A very special thank you to the Community Revitalization Committee headed up by council member Brittany Howell and members Jessie Tubbs, Andrea Schweitzer Smith, Kim Yoder, Matt Anderson, and Lori Cabot, ordinary citizens who stepped to the challenge, thinking outside the box and coming up with outstanding suggestions for improvement.

A thank you to the fine citizens of the Village of West Lafayette for making this a great place to live. We will continue with our efforts to be transparent with live streaming of council meetings and continue making Ohio's online check book available on our web site.

As we end 2022 and step into 2023 the challenges remain but so does the tenacity to see it through.

Respectfully Submitted,

Stephen R. Bordenkircher  
Mayor  
Village of West Lafayette, Ohio