

RECORD OF PROCEEDINGS

Minutes of

Minutes of Meeting
Glenford Village Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

July 2, 2013

Held

20

Present: Mayor Sheppard
Paul Currence
Jeff Ours
Steve Swinehart
Lance Sheppard
Linda Young
Brandon Fox
Linda Nicodemus

Visitors: Ryan Badger
Dakota Cumberledge

Absent: Sharon Phillips
Tom Phillips
Jamie Williams

Everyone stood and recited the Pledge of Allegiance.

Minutes of the last meeting were distributed. The Mayor Leonard Sheppard asked for corrections or additions to the minutes. Council President Lance Sheppard made the motion to accept the minutes as presented. Seconded by Council Member Jeff Ours. All present voted in favor and the motion carried.

Guests were introduced:

Brandon Fox made a report for the water superintendent; he also passed out the EPA reports. Discussion on the problems with the gun for reading the meters and possible solution such as:

- Replacing the meters with remote readers that could be picked up by an antenna on the water tower. This option could cost about \$60,000 about. It would eliminate reading meters and would directly feed into the computer. The reading could be accessed anytime to check for leaks or other problems. The cost per meter is about \$300 to replace the entire meter or \$150 per meter to replace the remote on each meter keeping the existing meter.
- Upgrade the wand and handheld receiver approximately \$6,000 to \$8,000.
- Replace the old DOS billing system - The problem last month was that the handheld read the reading but the system wouldn't accept them. Cost could be about \$10,000 - \$18,000. That will need to be done when the sewer is connected.

The village is replacing meters now more than ever do to the age of the system. Meters usually last about 20 years. We can expect more replacements the older the system gets. Linda Nicodemus stated that we would have to replace the handheld and computer software soon. We will have to budget more in replacements for the budget next year and a new software system. Ryan Badger stated that we could possibly get additional funding and will check on grant funds available. Mayor Sheppard stated that the system upgrade is necessary. Council agrees and will wait for Ryan to inform them on grants or funding available. Brandon stated that he could have a Representative come and present some information to Council and Council agrees.

Brandon Fox stated that he would be unable to do the Sewer Superintendent work because it would require more time than he is able to work. Mayor Sheppard stated that there is local interest in that position, but that would have to be advertised when the sewer system is being installed. The Council will have to decide if they want to combine two positions and create a Utilities Superintendent employed or continue as a contract position. If hired it would be additional costs of HR costs such as OPERS retirement cost and workers compensation.

Ryan Badger ADR Engineering submitted and discussed his report and congratulated the Village for the award of grants received in the past month and we were awarded OPWC and CDBG grants and loans. We will be going out for bid in September for the sewer project. He informed us the sidewalk is up for bids and will under construction soon. He asked about the easements and the Mayor stated that Jamie had them recorded but had problems with a couple.

Mayor Sheppard discussed the problems with our current pay structure and the hours that he put in going through all the past legislation and minutes to find what the pay is suppose to be. We have no current legislation just motion made during Council Meetings. Linda Nicodemus stated that the village needs to have pay ordinance to clarify and agrees with State Laws. Council discussed absences and paying if someone is in the hospital or an excused absence. Council President Lance Sheppard made a motion to have the Solicitor draft legislation to define Elected Officials pay. Council Member Jeff Ours seconded. All present voted in favor and the motion carried.

Mayor Sheppard discussed the Village Fiscal Officer and Utility Clerk position and pay. He stated that with the new requirements on this position and the additional responsibilities with the new sewer system the pay for these should be

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increased. Council and Mayor discussed the options and agreed that the Fiscal Officer position should increase by \$50 a month and they should make the position Public Utilities Officer and pay \$500 a month with \$250 from water and \$250 from sewer. Council Member Linda Young made a motion to draft legislation for the Fiscal Officer pay increase and creating a Public Utilities Officer position and pay. Seconded by Council Member Steve Swinehart. All present voted in favor and the motion carried.

Linda Nicodemus read Pay Ordinance 1024 and Council distributed and reviewed each voucher and invoice. Council President Lance Sheppard made a motion to pay the bills. Council Member Paul Currence seconded. All present voted in favor and the motion carried.

Old Business:

We passed a contract to Jeff, to give to the mower to check over and sign. Council discussed generator connected by Donny Gibson of Gibson Electric and getting our small one for the water and sewer online or through R.C.D. Sales.

Council President Lance Sheppard reported that the Auditor of State requires a letter from Councils regarding the audit finding for 2010 and 2011 and the action taken in response to those findings. Council agreed that Lance should respond for the village. He agreed.

New business:

Talked about having Clinton Young clean the creek out for \$100 and Council approved.

Movie Night was set for July 20th at 6 pm in Hoover Center. Sunday July 21 the Truth Project will begin. For 13 weeks the local Churches have reserved Hoover Center for this event.

Council President Lance Sheppard made a motion to adjourn seconded by Council Member Linda Young. All present voted in favor and the motion carried.

Leonard Sheppard
Mayor Leonard Sheppard

Linda Nicodemus
Linda Nicodemus, Fiscal Officer

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Glenford Village Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

August 6, 2013

Held _____ 20 _____

Present: Mayor Sheppard
Paul Currence
Sharon Phillips
Steve Swinehart
Lance Sheppard
Linda Young
Brandon Fox
Linda Nicodemus
Tom Phillips

Visitors: Bill McCormick

Absent: Jeff Ours
Jamie Williams

Everyone stood and recited the Pledge of Allegiance.

Minutes of the last meeting were distributed. The Mayor Leonard Sheppard asked for corrections or additions to the minutes. Council President Lance Sheppard made the motion to accept the minutes as presented. Seconded by Council Member Steve Swinehart and all present voted in favor and the motion carried.

Guests were introduced:

Brandon Fox introduced Bill McCormick of HD Supplies to discuss the water meters and the metering system. Mr. McCormick stated that the meter reading computer software is the most current software available. Although the meters themselves are old and we have begun replacing them more frequently due to the age which is about twenty years. He also discussed the new low lead policy with meters and that begins in 2014. He feels that the handheld unit is probably the item that is causing the miss reads and the reading transfer problems. The cost for the solution would be as follows:

- Replacing the meters and with remote readers could cost about \$60,000. The cost per meter is about \$300 to replace the entire meter or \$150 per meter to replace the remote on each meter keeping the existing meter.
- Upgrade the wand and handheld receiver approximately \$6,000 to \$8,000.

Mr. McCormick discussed different types and options that the Council could plan for in the 2014 budget. Council thanked Mr. McCormick and asked if he could put together a written cost for each of the different proposals. Council asks Linda Nicodemus to find out the water operations and maintenance fund balance.

Brandon Fox submitted his report and Council thanked him.

Ordinance 13-003 An ordinance to amend ordinance 13-001 and to provide adjustments of the annual appropriations for the fiscal year ending 12/31/13 and declaring an emergency. A motion to suspend the readings was made by Council President Lance Sheppard and seconded by Council Member Linda Young. All present voted in favor. A motion to adopt ordinance 13-003 was made by Council President Lance Sheppard and seconded by Sharon Phillips. All present voted in favor and the ordinance was passed.

Mayor Sheppard stated that the following ordinances were prepared by the Village Solicitor at the direction of the Village council the first two are just to clarify the pay of the elected officials of the village since all prior pay was just defined by motions made during previous council meeting.

Ordinance 13-004 An ordinance reflecting the pay of the Village of Glenford, Ohio Mayor. A motion to suspend the readings was made by Council President Lance Sheppard and seconded by Council Member Paul Currence. All present voted in favor. A motion to adopt ordinance 13-004 was made by Council President Lance Sheppard and seconded by Council Member Linda Young. All present voted in favor and the ordinance passed.

Ordinance 13-005 An ordinance reflecting the pay of the Village of Glenford, Ohio Council. A motion to suspend the readings was made by Council President Lance Sheppard and seconded by Council Member Paul Currence. All present voted in favor. A motion to adopt ordinance 13-005 was made by Council President Lance Sheppard and seconded by Steve Swinehart. All present voted in favor and the ordinance was passed.

Ordinance 13-006 An ordinance to increasing the pay of the Village Fiscal Officer and Village Utility Clerk of the Village of Glenford, Ohio. A motion to suspend the readings was made by Council President Lance Sheppard and seconded by Council Member Paul Currence. All present voted in favor. A motion to adopt ordinance 13-006 was made by Council President Lance Sheppard and seconded by Sharon Phillips. All present voted in favor and the ordinance was passed.

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Held

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Linda Nicodemus read Pay Ordinance 1025 and Council distributed and reviewed each voucher and invoice. Council President Lance Sheppard made a motion to pay the bills. Council Member Paul Currence seconded. All present voted in favor and the motion carried.

Mayor Sheppard discussed the storm damage to the shelter and Hoover Center. He has been in contact with the insurance company and they told him to have the repairs completed and submit the paid bills to the company for reimbursement. The Mayor was able to get the emergency help needed to get the trees removed and the power and phone service repaired at a cost of about \$8,150. We have a \$1,000 deductible although it may not be necessary in this type of claim.

Mayor Sheppard gave his updates on the sidewalk project and that the County was handling the whole project but that he is keeping on top of it. He also discussed the need to make sure that all the easements were filed. He hadn't heard from the Solicitor but hoped to soon.

Mayor Sheppard stated that the generator was installed at the pump house. He also stated that the contract was signed and needs to be notarized. Movie Night on July 20th at 6 pm in Hoover Center only had 6 in attendance. The Truth Project has begun and is well attended.

Council President Lance Sheppard made a motion to adjourn seconded by Council Member Paul Currence. All present voted in favor and the motion carried.

Lance Sheppard
Mayor Leonard Sheppard

Linda Nicodemus
Linda Nicodemus, Fiscal Officer

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Glenford Village Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

September 3, 2013

20

Present: Mayor Sheppard
Paul Currence
Sharon Phillips
Lance Sheppard
Jeff Ours
Tom Phillips

Visitors: Bill McCormick
Jeff Carr – ADR
Jack Swinderman Sr.
Jack Swinderman Jr.
Norma Jean Skinner
Kyle Montell
Mrs. George Montell

Absent: Linda Young
Steve Swinehart
Jamie Williams
Linda Nicodemus

Everyone stood and recited the Pledge of Allegiance.

Visitor Comments:

Resident Jack Swinderman Sr. stated that he was upset about the construction of the sidewalk project and that the contractor destroyed he's flowerbeds. He didn't feel that he had enough information and warning that the project was going to begin. The Mayor stated that it was in the newspaper and that the village has been working together with the school and county for two years on the grant for Safe Routes to School program. Jeff Carr discussed the Federal and State funding regulations, requirements and guideline. It is ADR's responsibility as the construction managers to make the contractor return the flowers beds and construction area back to the way they were prior to the construct. Mr. Swinderman Sr. will supply ADR with the pictures of the flowerbed to show the contractor what needs restored. He also stated that the sidewalk tilts toward the house. Mr. Carr stated that with the road being higher than the sidewalk the waters is running into the yards and we can't change the natural flow of the water but that he will look into it. He and other residents present asked that the village please use the water bill to let everyone know of up and coming projects and disruptions. Council President Lance Sheppard stated that we have a Facebook page, but we will begin trying to better our communication. Mr. Swinderman asked about the sewer connection and Mr. Carr stated that it will run from east to west and the individuals will be responsible for tapping into the main line.

Mrs. Montell asked about the sewer project and wonders where it's going to extend. If there is going to be any smell? Jeff Carr assured her by showing that plans and design. She then was wondering about a connection for property that she will be allowing her son to build on and if they would be able to connect. Mr. Carr stated that it could be done with a change order after the project begins since the property has the water connection and meter. She will begin to make pre-connection fee payments on her property.

Minutes of the last meeting were distributed. The Mayor Leonard Sheppard asked for corrections or additions to the minutes. Council President Lance Sheppard asked for a motion to approve. Council Member Jeff Ours made the motion to accept the minutes as presented. Seconded by Council Member Paul Currence and all present voted in favor and the motion carried.

Guests were introduced:

Jeff Carr with ADR submitted the reported and discussed the progress of the sewer project and that it would go out to bid next month. Once the bid is accepted and legislation is passed there will be a pre-construction meeting that will define a schedule, set up locations and other necessary project needs.

Mayor Sheppard gave the water report due to Brandon Fox being absent. The HD Waterworks quote and the need to purchase the handheld devise since our current one doesn't work properly most of the time. We can look to get a grant eventually but the handheld needs to be replace as soon as we can. Members discussed the options for our 2014 budget and possibly purchasing the handheld sooner. Council will discuss this at the committees meeting. The Mayor stated that it wouldn't be hard to replace the meters and in 2014 we must begin to replace them with no lead meters.

Village Administrator Tom Phillips stated that Paul Mullet did a great job cleaning the culvert and creek area out and that he submitted his information to the Mayor for reimbursement. Mayor Sheppard stated that the Council had approved the work two months ago.

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for reimbursement. Mayor Sheppard stated that the Council had approved the work two months ago.

A motion to pay Paul Mullet \$150 for cleaning out the creek at the park was made by Council Member Paul Currence and seconded by Council Member Jeff Ours. All present voted in favor.

Mayor Sheppard stated that September 17 - 23 is Constitution Week and is proclaiming those dates in the Village of Glenford as "Constitution Week".

Council President Lance Sheppard asked for a motion to pay the bills - Pay Ordinance 1026 and Council distributed and reviewed each voucher and invoice. Council Member Paul Currence made a motion to pay the bills. Council Member Jeff Ours seconded. All present voted in favor and the motion carried.

Mrs. Skinner discussed the possibility of a sidewalk for children to walk to school from her house to the school. The Mayor stated that he would look at possible grants in the future.

Council President Lance Sheppard gave information from the Village Solicitor regarding vehicles parking on the sidewalks along State Routes and that we don't have to pass legislation for that. But that we will need to work on enforcement and would need to contact the State Highway Patrol to come this way more frequently. The Village should develop a brochure to inform residents about the law. Mayor Sheppard stated that we have invested time and money for sidewalks and people just continue to destroy them by parking cars on them. Jamie is continuing discussions with the Highway Patrol in New Lexington. It is also a safety issue due to people walking on the road to go around the vehicles. Residents asked about 4 - wheelers and whether they are aloud on the road. Council Member Paul Currence stated that he was told that farmers are allowed to run them as a farming tool between properties. But it's all about enforcement and getting the Highway Patrol or Perry County Sheriff to patrol our area.

Mayor Sheppard stated that October 31st, 2013 from 5:30 to 7 pm will be Beggars Night in Glenford.

Movie Night on September 28th at 7 pm in Hoover Center it will be a children family movie "Wings".

Mayor Sheppard stated that he needs a motion to place an ADA handicap ramps on the crosswalk between the school and Hoover Center to allow safe crossing for the children to cross to come to the movies and other event held here.

A motion to put an ADA ramp for the crosswalk was made by Council Member Jeff Ours and seconded by Council Member Sharon Phillips. All present voted in favor and the ordinance was passed.

Council Member Jeff Ours made a motion to adjourn seconded by Council Member Paul Currence. All present voted in favor and the motion carried.

Mayor Leonard Sheppard

Linda Nicodemus, Fiscal Officer

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Minutes of Meeting
Glenford Village Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

October 1, 2013

Held _____

20 _____

Present: Mayor Sheppard
Paul Currence
Sharon Phillips
Lance Sheppard
Jeff Ours
Steve Swinehart
Linda Young

Visitors: Annabelle Currence
Frank Correll

Jamie Williams
Brandon Fox
Linda Nicodemus
Tom Phillips

Everyone stood and recited the Pledge of Allegiance.

Visitor Comments:

Resident and Mothers Club Member Annabelle Currence – asked if the Mother’s Club could have their Truck or Treat in the parking area at Hoover Center and use the fire ring for hot dogs? They would also like to show a free movie in Hoover Center. Council members agree and will schedule the event for October 31, 2013 at the same time as trick or treat and put it in the paper.

Minutes of the last meeting were distributed. The Mayor Leonard Sheppard asked for corrections or additions to the minutes. Council President Lance Sheppard made the motion to accept the minutes as presented. Seconded by Council Member Linda Young and all present voted in favor and the motion carried.

Brandon Fox submitted his monthly report and stated that he received the annual inspection review from the EPA and everything was good and there were two recommendations on the flushing process and tank overflow. The OEPA commended the Village for the initiative to install a generator at the booster station.. Somerset received the hydrant and we are waiting on the bill. The Mayor and Brandon repaired the pressure at the Little’s residence 4469 TWP Road 19. They were not at home so he hasn’t heard whether or not they are satisfied. He also submitted and discussed his budget for 2014. Council made a few changes and thanked Brandon for his hard work on both the inspection and the budget preparations.

Frank Correll property owner in the Village of Glenford discussed Patriot Homes tap fees and possible construction. Linda Nicodemus informed him that Patriot homes already pays for meters that should be on the properties and that it would just be a matter of locating them. He also brought up that the water contract with Perry County will be up in 2015 and the Mayor and Council stated that the Solicitor and Brandon Fox should find out when those negotiations will begin.

A motion to approve the Annual Tax Budget was made by Council President Lance Sheppard and was seconded by Council Member Jeff Ours. All present voted in favor.

A motion to suspend the readings for Ordinance 13-007 – an Ordinance to amend Ordinance 13-001 and to provide for adjustments of the annual appropriations for the fiscal year ending December 31, 2013 and declaring an emergency was made by Council President Lance Sheppard and seconded by Council Member Jeff Ours. All present voted in favor and the motion past.

A motion to adopt Ordinance 13-007 – an Ordinance to amend Ordinance 13-001 and to provide for adjustments of the annual appropriations for the fiscal year ending December 31, 2013 and declaring an emergency was made by Council President Lance Sheppard and seconded by Council Member Jeff Ours. All present voted in favor and the ordinance was passed

Linda Nicodemus read Pay Ordinance 1027 and Council distributed and reviewed each voucher and invoice. Council President Lance Sheppard made a motion to pay the bills. Council Member Linda Young seconded. All present voted in favor and the motion carried.

Old Business

Mayor Sheppard discussed the possible purchase of a new handheld meter reading system and Council asked Brandon to see if he could get one to try out. He stated that he would get in touch with HD Waterworks.

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Council Member Linda Young brought up that Eric Correll donated the movie night sign to the village. Council asked Linda to send a thank you note to him from the Village.

Council Member Jeff Ours stated that Grady Butler is complaining about John Wilson burning trash. Linda Nicodemus stated that the State EPA is the only agency that can grant open burning permits. If Mr. Butler wants action he will need to contact the Ohio EPA to file his complaint or the Township Fire Chief. Council Member Jeff Ours stated that he was not impressed with ADR as project managers for the construction and design for the new sidewalk. He also wants to make sure that the sewer project is handled better. Mayor Sheppard stated that the design for the sidewalks has been in the village office for two years and that Council had been given the opportunity to review them several time before the project was submitted.

Mayor Sheppard distributed a map of Glenford and the mowing area for next year's mowing contract. Council directed the Solicitor to create and bid proposal ad and specifications for the next Council meeting.

Mayor Sheppard stated that we need to replace the hot water tank at Shelly Park and Gordon's Plumbing had told Linda Young to contact him when we were ready. He also, asked about this winter's snow plowing. Council discussed that Licking Township was accepting bids for a dump truck and possibly Millersport. Council Member Jeff Ours stated that he would find out and go check the vehicle out.

Mayor Sheppard discussed purchasing the road salt from Speedway in Somerset. Council Agreed.

The Mayor would like to set posts to keep people from parking on the new sidewalks.

Council Member Jeff Ours is going to contact John Clouse in regards to mowing a creek bank when he mows his fence rows.

Gary Stone of Stone's Tree Service cut and ground the stump of the tree that was blocking the view at the intersection of Main and Broad Streets. He also, trimmed the remaining trees for free. Council Member Linda Young will send a thank you note.

Mayor Sheppard stated he had received compliments on the repairs and staining of the small shelter house at Shelly Park.

Council Member Jeff Ours asked about the crosswalk sign and who would replace it. Mayor Sheppard stated that the State will put it back up if we contact them.

Mayor Sheppard stated that the Highway Patrol has been out and monitoring the traffic through the village.

Mayor Sheppard stated that Westfield Insurance is still calling and stating that they have not received our loss form. Jamie Williams the Solicitor said she would call Julie.

Movie Night was packed to standing room only and it was a successful collaboration of advertising with the sign out front, Facebook page and new website. The next movie night is scheduled for October 12 & 26 at 7 pm.

Council Member Jeff Ours made a motion to adjourn at 9:55 pm and was seconded by Council President Lance Sheppard. All present voted in favor and the motion carried.

Mayor Leonard Sheppard

Linda Nicodemus, Fiscal Officer

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Meeting

Glenford Village Council

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ November 3, 2013 _____ 20_____

Present: Mayor Sheppard
Steve Swinehart
Sharon Phillips
Lance Sheppard
Jeff Ours
Linda Young
Brandon Fox
Linda Nicodemus
Tom Phillips

Visitors:

Absent

Paul Currence
Jamie Williams
Ryan Badger

Everyone stood and recited the Pledge of Allegiance.

Minutes of the last meeting were distributed. The Mayor Leonard Sheppard asked for corrections or additions to the minutes. Council President Lance Sheppard made the motion to accept the minutes as presented. Seconded by Council Member Steve Swinehart and all present voted in favor and the motion carried.

Brandon Fox submitted his monthly report and he borrowed a meter testing devise to find out what the problem is regarding miss reads. The issue is that several meters are defective and not the handheld. He then stated that it would be better to begin the meter replacement project instead of replacing the handheld. Council agreed and stated that the money appropriated should be used for the new meter purchase. Council asked what the options are for the old meters. Brandon stated that HD Waterworks would give them \$15 per meter and Linda Nicodemus stated that the Village of Hebron is scrapping theirs. She stated that she would find out how much the scrapping price is. The motor for the booster pump burnt up and needs to be replaced and the cost would be \$800.

A motion was made to purchase a new motor for booster station for \$800 by Council President Lance Sheppard and seconded by Jeff Ours. A present voted in favor and the motion past.

Mayor Sheppard discussed that Mr. Kaffenberger is building a new home on George Ice Road and we will be installing a $\frac{3}{4}$ inch water meter pit. We have one in stock for emergency repair but we will order one to keep one on hand.

Mayor Sheppard stated that Ryan Badger was unable to attend tonight's meeting but sent his report. Advertisements went out for the sewer project and the pre-bid meeting will be held here on November 12 with the bid opening on November 26 at 11:01 am. He also stated that the cost for the advertising would be about \$3,000 maybe more but that he wasn't sure. Linda Nicodemus stated that the cost to advertise was not preapproved by Council and the requirements are one daily circulation paper three times in the legal notice section. Ryan advertised in three daily circulation papers three times and she feels this was not necessary.

Council read Resolution 004-2013 and a motion to suspend the readings and accepted the amount and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor was made by Council President Lance Sheppard and seconded by Council Member Jeff Ours. All present voted in favor.

Linda Nicodemus received another phone call from Julie with Westfield Insurance regarding the bond for Pat Ayers and needing the paperwork. She completed them and had them notarized. They have now been processed and are on the ordinance to be appropriated. The money from OPWC for ADR's work on the sewer project has also been received and are added to the ordinance to allow for payment. A letter was sent to County Auditor Teresa Stevenson to amend our resources.

A motion to suspend the readings for Ordinance 13-008 – an Ordinance to amend Ordinance 13-001 and to provide for adjustments of the annual appropriations for the fiscal year ending December 31, 2013 and declaring an emergency was made by Council President Lance Sheppard and seconded by Council Member Linda Young. All present voted in favor and the motion past.

A motion to adopt Ordinance 13-008 – an Ordinance to amend Ordinance 13-001 and to provide for adjustments of the annual appropriations for the fiscal year ending December 31, 2013 and declaring an emergency was made by Council President Lance Sheppard and seconded by Council Member Linda Young. All present voted in favor and the ordinance was passed

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Linda Nicodemus read Pay Ordinance 1028 and Council distributed and reviewed each voucher and invoice. Council Member Jeff Ours made a motion to pay the bills. Council Member Steve Swinehart seconded. All present voted in favor and the motion carried.

Old Business

Mayor Sheppard stated the items listed for the Village Solicitor to address and Linda Nicodemus had received a message that she was unable to attend and would not be submitting a bill for the month.

1. Mowing bid Contract - The Mayor has made a map of the area to be moved and we have a blank contract so we need to begin advertising.
2. Utility Supervisor job specification - We need to get the EPA requirements for both positions so that we can advertise. Linda stated that ADR should be able to give us that information.
3. Northern Perry County Water contract - The Mayor found the original contract and the expiration date is 2035.

Council members discussed the needs and requirements of the position of Village Solicitor. They stated that due to the sewer project and other important issues coming in 2014 meeting attendance and consultation availability will be imperative for the business of the village to be accomplished. Linda Nicodemus stated that the Village of Hebron Solicitor supplies a new contract annually and is sworn in at the Annual Organizational meeting.

A motion was made by Council Member Linda Young to advertise for 2014 Village Solicitor proposals and seconded by Council Member Jeff Ours. All present voted in favor.

Council directed Linda Young to place an ad for proposal requests in the paper and on the website for next year. They stated that the current Solicitor should give them a new proposal too.

Mayor Sheppard asked Council Member Ours about the Licking Township Dump Truck with plow that was being sold. Council Member Ours stated that the body and frame was okay but the motor, transmission and rear end was junk.

Mayor Sheppard ask Village Administrator Tom Phillips to report on the sidewalk post and Tom stated that he has asked for quotes and hadn't received it back yet.

New Business

Linda Nicodemus received a letter from the Auditor of State announcing a one year VAN Hardware Surcharge holiday that will begin January 1, 2014 and run through December 31, 2014 saving the village \$600. The cost for the Computer and printer is \$50 a month. We will still have to pay the monthly software cost but this is a great help.

Council Member Linda Young discussed decorating Henderson Park again, Council was supportive. She also brought several drafts of the village seal and after Council deliberated and she will go back to Lake's End to make the adjustment and will have something by the next meeting. Movie Night is scheduled for November 2 & 16 at 7 pm.

Council Member Jeff Ours made a motion to adjourn at 9:55 pm and was seconded by Council President Lance Sheppard. All present voted in favor and the motion carried.

Lance Sheppard
Mayor Leonard Sheppard

Linda Nicodemus
Linda Nicodemus, Fiscal Officer

RECORD OF PROCEEDINGS

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Glenford Village Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

December 3, 2013

Present: Mayor Sheppard _____ 20 _____

Steve Swinehart
Sharon Phillips
Jeff Ours
Linda Young
Paul Currence
Linda Nicodemus
Tom Phillips

Visitors: None

Absent

Lance Sheppard
Jamie Williams
Ryan Badger

Everyone stood and recited the Pledge of Allegiance.

Minutes of the last meeting were distributed. The Mayor Leonard Sheppard asked for corrections or additions to the minutes. Council Member Steve Swinehart made the motion to suspend the readings and accept the minutes as presented. Seconded by Council Member Sharon Phillips and all present voted in favor and the motion carried.

Ryan Badger submitted his monthly report and discussed that the bids for the sewer project came in over 10 percent of the engineers estimate. He stated a few reasons that it might have went over (gravel needed could only be supplied by a company in Mt. Vernon and the depth of the tanks underground). ADR would like to review the bids and find the problem areas and rebid the project ASAP.

A Motion to allow ADR to advertise the bids for the sewer project not to exceed \$700 dollars was made by Council Member Jeff Ours and seconded by Council Member Steve Swinehart. All present voted in favor and the motion passed.

A motion was made to purchase a new motor for booster station for \$800 by Council President Lance Sheppard and seconded by Jeff Ours. A present voted in favor and the motion past.

Linda Nicodemus read Pay Ordinance 1029 and Council distributed and reviewed each voucher and invoice. Council Member Steve Swinehart made a motion to pay the bills. Council Member Paul Currence seconded. All present voted in favor and the motion carried.

Mayor Sheppard stated mowing bid specifications are ready to advertise and the mowing area map can be given to help contractor bid interested people can contact Tom Phillips or the Mayor for more information. Council Member Linda Young will inquire on advertising this and the solicitor opening.

Council Member Jeff Ours discussed the vehicles he reviewed for the Street Department and that most were not in good condition. The truck that Don Gibson brought for Council to look at tonight is in great condition and will serve our needs and the cost is \$4,500. Council Member and Streets Chair Paul Currence agreed. All Members present commented on the vehicle and its necessity for street plowing and other street department needs. VFO Linda Nicodemus stated that the Council appropriated \$20,000 in Street capital outlay that would be sufficient.


A motion was made by Council Member Paul Currence to purchase the 1991 Chevy Truck with plow from Don Gibson for \$4,500 and seconded by Council Member Linda Young. All present voted in favor.

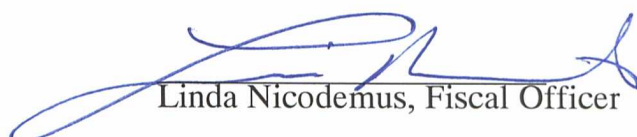
Council Member Linda Young discussed decorating Henderson Park again, Council was supportive and that the cost would be about \$150.

A motion was made to approve the purchase Christmas lights for the parks by Council Member Steve Swinehart and seconded by Council Member Jeff Ours. All present voted in favor and the motion passed.

Council Members congratulated Steve Swinehart on his newly elected position as a Hopewell Township Trustee and stated that he would be greatly missed and hard to replace.

Council Member Jeff Ours made a motion to adjourn at 8:46 pm and was seconded by Council Member Steve Swinehart. All present voted in favor and the motion carried.


Mayor Leonard Sheppard


Linda Nicodemus, Fiscal Officer

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Held

20

RECORD OF PROCEEDINGS

Minutes of Meeting

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Minutes of

Meeting

Minutes of Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Glenford Village Council

Special December 18, 2013

Held _____ 20 _____

Present: Mayor Sheppard
Steve Swinehart
Sharon Phillips
Jeff Ours
Linda Young
Paul Currence
Linda Nicodemus
Tom Phillips

Visitors: None

Absent

Lance Sheppard
Jamie Williams

Everyone stood and recited the Pledge of Allegiance.

Village Fiscal Officer Linda Nicodemus stated that she attended the Auditor of State yearend training and found that the Council needs to approve a temporary appropriations ordinance to pay bills in 2014 until the final appropriations are approved. Copies of the temporary appropriation ordinance were distributed and had been approved by Village Solicitor Jamie Williams prior to the meeting. Council discussed that they had not done this in the past. Mrs. Nicodemus stated that the old Village Fiscal Officer may not have done this but that now we need to do everything according to the Auditors standards.

Ordinance 13-009 – An ordinance to allow temporary appropriations to pay the bills beginning January 1, 2014 thru March 31, 2014 and declaring an emergency.


A motion was made by Council Member Sharon Phillips to suspend the readings for ordinance 13-009. The motion was seconded by Council Member Paul Currence. All present voted in favor.

A motion was made to approve ordinance 13-009 - An ordinance to allow temporary appropriations to pay the bills beginning January 1, 2014 thru March 31, 2014 and declaring an emergency was made by Council Member Jeff Ours and seconded by Council Member Linda Young. All present voted in favor and the motion passed.

Council Member Linda Young made a motion to adjourn at 6:25 pm and was seconded by Council Member Jeff Ours. All present voted in favor and the motion carried.



Mayor Leonard Sheppard



Linda Nicodemus, Fiscal Officer

RECORD OF PROCEEDINGS

Held _____ 20