

COUNCIL MEETING

February 14, 2012

Mayor Coate led Council and the public in the Pledge of Allegiance.

The invocation was given by Rev. McQuarrie of the Transfiguration Catholic Church.

Mayor Coate called the meeting to order.

Present were: Mayor Coate; *Councilmembers:* Fred Francis, Debbie Miller, Jason Tinnerman, Scott Fogle, Ora Ashley, and Susan Willis. *Also present were:* Manager Kline, Law Director Sell, and Clerk Cantrell. *Absent:* None.

The following Certificate of the Clerk of the Council to the presiding Officer of the Council of the Municipality of West Milton was read: The undersigned certified that all requirements to notice and notification has been done or attempted to be done in compliance with Council Rule III.

Dated: February 14, 2012

Signed: Linda L. Cantrell CAP-OM
Clerk of Council

MOTION TO EXCUSE ABSENT COUNCILMEMBERS

No one was absent from this meeting.

MINUTES

Fred Francis made a motion, seconded by Susan Willis to adopt the January 3, 2012, Council Meeting Minutes. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* None. *Minutes adopted.*

Ora Ashley made a motion, seconded by Susan Willis to adopt the January 24, 2012, Council Workshop Meeting Minutes. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* None. *Minutes adopted.*

OTHER MINUTES

There were no other minutes at this time.

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

ORDINANCES AND RESOLUTIONS

Emergency Ordinance CM-12-01

Emergency Ordinance CM-12-01 was introduced by Council and read by Law Director Sell, AN ORDINANCE TO APPROPRIATE FUNDS NECESSARY FOR THE VARIOUS DEPARTMENTS AND OFFICES OF THE MUNICIPALITY OF WEST MILTON, OHIO, FOR THE YEAR 2012 AND DECLARING AN EMERGENCY.

Debbie Miller made a motion, seconded by Scott Fogle to amend *Emergency Ordinance CM-12-01* to reflect a twenty-five thousand dollar (\$25,000.00) change to update West Milton's Codified Ordinances. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None.*

Fred Francis made a motion, seconded by Scott Fogle to adopt *Emergency Ordinance CM-12-01*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Emergency Ordinance CM-12-01 adopted.*

Manager Kline stated the Municipality of West Milton's Codified Ordinances have not been updated since 2005. He stated he has requested a quote from American Legal Publishing as to the cost to publish and update the Municipality's Codified Ordinances. Mr. Kline stated he would like to change the General Fund by twenty thousand (\$20,000.00) to twenty-five thousand dollars (\$25,000.00) to cover the update of the Codified Ordinances.

Resolution CM-12-02

Resolution CM-12-02 was introduced by Council and read by Law Director Sell, RESOLUTION TO AUTHORIZE A PAY INCREASE FOR FULL-TIME EMPLOYEES FOR THE YEAR 2012. Ora Ashley made a motion, seconded by Jason Tinnerman to adopt *Resolution CM-12-02*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Resolution CM-12-02 adopted.*

This resolution reflects a pay increase of three and one-half percent (3.5%) to the employees and an adjustment or increase to the wages paid to the Fire Personnel which reflects the State minimum wage laws.

Ordinance CM-12-03

Ordinance CM-12-03 was introduced by Council and read by Law Director Sell, AN ORDINANCE AMENDING SECTION 30.03 OF THE CODIFIED ORDINANCES OF THE MUNICIPALITY OF WEST MILTON. The public hearing for *Ordinance CM-12-03* will be held on March 13, 2012, at 7:30 p.m. in Council Chambers of the Municipal Building.

This Ordinance will amend the start time of the workshop meetings from 7:00 p.m. to 7:30 p.m.

Resolution CM-12-04

Resolution CM-12-04 was introduced by Council and read by Law Director Sell, A RESOLUTION AUTHORIZING THE PURCHASE OF A POLICE CRUISER FOR THE WEST MILTON POLICE DIVISION. Susan Willis made a motion, seconded by Fred Francis to adopt *Resolution CM-12-04*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Resolution CM-12-04 adopted.*

This Resolution authorizes the purchase of a 2011 Dodge Charger properly outfitted for the Police Department.

Emergency Ordinance CM-12-05

Emergency Ordinance CM-12-05 was introduced by Council and read by Law Director Sell, AN ORDINANCE AUTHORIZING THE MUNICIPAL MANAGER TO ENTER INTO AN AGREEMENT FOR SERVICES TO BE PROVIDED BY THE DIRECTOR OF LAW AND TO DECLARE AN EMERGENCY. Debbie Miller made a motion, seconded by Susan Willis to adopt *Emergency Ordinance CM-12-05*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Emergency Ordinance CM-12-05 adopted.*

This Emergency Ordinance approves an agreement between the Municipality of West Milton and Shipman, Dixon, and Livingston to have Charles Sell serve as the Municipality's Law Director.

Resolution CM-12-06

Resolution CM-12-06 was introduced by Council and read by Law Director Sell, A RESOLUTION AUTHORIZING THE PURCHASE OF LABOR AND MATERIALS TO INSTALL CARPET IN THE MUNICIPAL BUILDING. Ora Ashley made a motion, seconded by Fred Francis to adopt *Resolution CM-12-06*. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None. Resolution CM-12-06 adopted.*

This Resolution authorizes the purchase and installation of new carpeting for the Municipal Building.

MUNICIPAL MANAGER

- 1) Swearing in of New Police Officer –
Manager Kline swore in Todd R. Daley as the Municipality of West Milton's newest Police Officer. Officer Daley is a graduate of Sinclair's Police Academy and is working to obtain a Bachelor's degree in Criminal Justice.

- 2) Fourth of July Parade Committee –
Officer Stevens has agreed to serve on the Fourth of July Parade Committee. Councilmembers Willis and Francis and Mayor Coate also agreed to serve on the committee.

- 3) Website Update –
Manager Kline stated the website would not be up and running soon as he had stated in the Council Workshop Meeting. He stated he is getting bids to do a website for the Municipality. Mr. Kline stated he would like to brainstorm during the February Workshop Meeting as to what should be included on the website.

- 4) Logo –
Manager Kline gave each Councilmember a copy of the new logo for the Municipality of West Milton. He would like to have the logo painted on the wall of Council Chambers.

- 5) Safe Routes to School –
 Manager Kline stated he would give Council ideas of how the Safe Routes to Schools project should be expanded at the February Workshop Meeting.

- 6) Police Department –
 Manager Kline stated he wants to introduce ideas to update the Police Department at the February Workshop Meeting.

- 7) Workshop Meeting –
 A Council Workshop Meeting will be held on Tuesday, February 28, 2012, at 7:00 p.m. in Council Chambers. Manager Kline would like to discuss adjusting various fees charged by the Municipality at the Workshop Meeting.

- 8) Police Personnel –
 Manager Kline stated he and Chief Kimmel would like to discuss their concerns about the retention of Police Personnel at the February Workshop Meeting.

- 9) I&I –
 Manager Kline stated Tim Swartztrauber will be preparing a worksheet for Council's review about the Sanitary Sewer problem. This information will be discussed at the March Workshop Meeting.

- 10) Council Priorities –
 At the January 24, 2012, Workshop Meeting Vice Mayor Tinnerman stated he would like to discuss Council priorities for the coming year. Manager Kline stated he would like to dedicate time to discuss not only the coming year but Council's priorities for the next four years.

COMMENTS FROM CITIZENS

There were no comments from citizens at this time.

COMMENTS FROM COUNCIL

There were no comments from Council at this time.

EXECUTIVE SESSION

Mayor Coate made a motion, seconded by Fred Francis to adjourn into an Executive Session as provided by Section 4.12(5)(a) to consider a personnel issue. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None.*

Council adjourned into Executive Session at 8:19 p.m.

Fred Francis made a motion, seconded by Debbie Miller to reconvene out of Executive Session. After a roll call vote, the motion passed unanimously. *Abstain: None. Absent: None.*

Council came back into session at 8:43 p.m.

ADJOURNMENT

Fred Francis made a motion, seconded by Ora Ashley to adjourn the meeting. The meeting adjourned at 8:44 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Michael Coate II
Mayor

February 14, 2012

COUNCIL WORKSHOP MEETING

February 28, 2012

Mayor Coate called the meeting to order.

Present were: Mayor Coate; *Councilmembers:* Ora Ashley, Deborah Miller, Fred Francis, Jason Tinnerman, and Scott Fogle (*entered the meeting at 7:37 p.m.*). *Also present were:* Manager Kline, Law Director Sell, Ben Herron, Tim Swartztrauber, Chief Kimmel, and Clerk Cantrell. *Absent:* Willis.

The following Certificate of the Clerk of the Council to the presiding Officer of the Council of the Municipality of West Milton was read: The undersigned certified that all requirements to notice and notification has been done or attempted to be done in compliance with Council Rule III.

Dated: February 28, 2012

Signed: Linda L. Cantrell CPS/CAP
Clerk of Council

FALL FLING FESTIVAL

PJ Wertz stated she is in over her head and that she needs help with the Fall Fling Festival. She stated she would like to put everything in the park. Ms. Wertz stated she knows that alcohol is not permitted in the park; but that it would only be for one day and that she obtains a permit for just one day each year for the Fall Fling Festival. Ms. Wertz explained all the problems she has encountered doing the Fall Fling Festival and gave solutions as to how she thinks they can be avoided in the future.

Councilmember Tinnerman stated the festival is great and he did not want to see it go away. He asked Ms. Wertz what help she needed. Ms. Wertz asked Council to consider letting the festival be held in the park. Council will discuss Ms. Wertz's request at the next Council Meeting. Councilmember Tinnerman requested that Manager Kline pull the Ordinance to see what disallows beer in the park.

COUNCIL ORIENTATION

Manager Kline stated he would like to have Council orientation on Saturday, March 10, 2012, starting at 9:00 a.m. He stated Chief Kimmel, Ben Herron, Tim Swartztrauber, and the Fire Department would be sharing information with the Councilmembers.

FEE ADJUSTMENTS

Manager Kline gave each Councilmember a copy of the current fee and recommended fee structure for their review. Various items were discussed as to the current fees and recommended changes to the fees. Tim Swartztrauber explained the process of turning off a delinquent water account and how much is involved in turning these accounts off and back on again. Manager Kline stated he would like to see the Municipality's cost covered.

Councilmember Fogle came into the meeting at 7:37 p.m.

Councilmembers will review the information and discuss potential changes to the fees at the March 13, 2012, Council Meeting.

WEBSITE BRAINSTORMING SESSION

Manager Kline asked Council to do a brainstorming session as to what they would like to see on the Municipal website.

The following items were suggested:

Pages

Welcome page

Contact information for Municipal staff:

Mayor

Councilmembers

Administrative

Municipal Departments

Council bios with photos

Administration page

Police and Fire pages

Permits and Zoning maps information page

Charter

Minutes/Agendas

Ordinances and Resolutions

List of businesses, churches, and parks

Military memorial page

What there is to do in West Milton

Schools information

Demographics

Watch Council Meetings on website

Tabs

Government
 Business (*sponsors website links*)
 Community – calendar (*include organizations, sports, etc.*)
 Information for new residents (*FAQs for services*)
 Mayor/Municipal Manager welcome letter
 Council – future vision – economic development
 Public Access station – WMPA

Manager Kline stated he wants to work on the structure of the website in the next few weeks. He stated he wants to get the essential information on the site and grow from there.

WASTEWATER I&I REPORT

Manager Kline gave each Councilmember a Wastewater I & I Report for their review. Mr. Kline stated Tim Swartztrauber would be discussing this information with Council at the March Workshop Meeting.

WATER DISCUSSION

Manager Kline gave each Councilmember a copy of the Water Agreement Among Troy, Miami County, and West Milton dated 2003 for their review. He also gave each Councilmember a copy of the Water Fact Finding Committee Rules – Revised 10-11-99 for their review. It was discussed how it came about that West Milton needed to look for a new water source. EPA did not want West Milton in the river because of the nitrate levels. EPA, Council, and residents of West Milton wanted the Municipality out of the river. A Fact Finding Committee was established. The committee talked to Dayton, Union, Tipp City, Vandalia, and Troy about supplying West Milton with water. Union does not treat their water. An engineering firm was paid to do a study. Negotiations took place with Tipp City, Vandalia, and Troy. Troy had water and West Milton had to go get it. The Councilmembers at that time decided that Troy was the best option. Law Director Sell stated that for years Council wanted to keep the Water Plant; but could not do so any longer. Manager Kline stated he would like to propose to John Applegate of Union that West Milton and Union apply for an innovation grant to see if it would be feasible for Union and West Milton to do a joint water project. It was discussed whether to try and go back to Troy and renegotiate the water rates. It was also discussed possibly talking to Englewood, Greenville, and Covington regarding a water project.

PUBLIC COMMENTS

Don Martin of West Milton stated West Milton does not have a backup water system and he believes there should be a backup system. Mr. Martin stated Mr. Applegate from Union offered West Milton a backup water system; but that Mr. Applegate wanted to annex to Garland Road on the east side. Tim Swartztrauber stated, "It would be worse for us to hook into that water than not having any water."

ADJOURN INTO SPECIAL COUNCIL MEETING

Ora Ashley made a motion, seconded by Fred Francis to adjourn into a Special Council Meeting. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* Willis.

ADJOURNMENT

Fred Francis made a motion, seconded by Debbie Miller to adjourn the meeting. The meeting adjourned at 8:38 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Michael Coate II
Mayor

SPECIAL COUNCIL MEETING

February 28, 2012

Mayor Coate called the meeting to order.

Present were: Mayor Coate; *Councilmembers:* Ora Ashley, Deborah Miller, Fred Francis, Jason Tinnerman, and Scott Fogle. *Also present were:* Manager Kline, Law Director Sell, Chief Kimmel, and Clerk Cantrell.
Absent: Willis.

The following Certificate of the Clerk of the Council to the presiding Officer of the Council of the Municipality of West Milton was read: The undersigned certified that all requirements to notice and notification has been done or attempted to be done in compliance with Council Rule III.

Dated: February 28, 2012

Signed: Linda L. Cantrell CPS/CAP
Clerk of Council

EXECUTIVE SESSION

Debbie Miller made a motion, seconded by Fred Francis to adjourn into an Executive Session as provided by Section 4.12(5)(a) to consider the appointment, employment, promotion, structure, and compensation of public employees within the Division of Police. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* Willis.

Council adjourned into Executive Session at 8:38 p.m.

Fred Francis made a motion, seconded by Debbie Miller to reconvene out of Executive Session. After a roll call vote, the motion passed unanimously. *Abstain:* None. *Absent:* Willis.

Council came back into session at 9:34 p.m.

ADJOURNMENT

Fred Francis made a motion, seconded by Debbie Miller to adjourn the meeting. The meeting adjourned at 9:35 p.m.

Linda L. Cantrell CAP-OM
Clerk of Council

Michael Coate II
Mayor

