

RECORD OF PROCEEDINGS

Minutes of

Regular

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, May 12, 20 20

The Pandora Village Council met in Regular Session on Tuesday, May 12, 2020 at 7:00 PM at the Arthur-Lugibihl Community Center, with Mayor, Jeremy Liechty, presiding.

Meeting location was changed to follow social distancing guidelines as a result of the Coronavirus Pandemic.

Members Present: Burkholder, Fricke, Gray, Eisenbach, Braidic
Members Absent: Tadena

The meeting was opened with the Pledge of Allegiance.

Motion was made by Mr. Eisenbach, seconded by Mrs. Braidic, to approve the April 28, 2020 minutes. Voting: All Yea.

Mr. Rob Fawcett, with UIS Insurance, was present to discuss with Council the renewal information for the village's property and liability insurance. Equipment coverage was discussed as to replacement coverage versus actual cash value coverage. It was the consensus of Council to have the Village Administrator, Mayor, and Mr. Gray review the equipment listing and determine which type of coverage would be best for each piece of equipment. Once this determination is made, Mr. Fawcett will be contacted to have the policy updated.

Motion was made by Mr. Fricke, seconded by Mr. Gray, to approve the bills as presented: Total non-payroll of \$17,533.16 and payroll of \$17,221.69 for a total of \$34,754.85. Voting: All Yea.

Motion was made by Mr. Burkholder, seconded by Mr. Gray, to approve the Fund Summary, Bank Reconciliation and Bank Balance Reports for April, 2020. Voting: All Yea.

Motion was made by Mr. Eisenbach, seconded by Mr. Fricke, to approve the Revenue and Appropriation Summary Reports for April, 2020. Voting: All Yea.

ORDINANCE NO. 594-2020: AN ORDINANCE APPROVING, ADOPTING, AND ENACTING AMERICAN LEGAL PUBLISHING'S OHIO BASIC CODE, 2020 EDITION, AS THE CODE OF ORDINANCES FOR THE MUNICIPALITY OF PANDORA, OHIO. Motion was made by Mr. Fricke, seconded by Mrs. Braidic, to adopt Ordinance No. 594-2020 as read for its third and final reading. Voting: Burkholder-Nay; Eisenbach-Aye; Gray-Aye; Fricke-Aye; Braidic-Aye.

RESOLUTION NO. 2020-681: A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A FIRE DAMAGE INSURANCE CLAIM FUND IN COMPLIANCE WITH ORDINANCE NO. 524-2010 PROVIDING THAT IN CERTAIN FIRE LOSSES, THE INSURANCE COMPANY SHALL TRANSFER FROM THE INSURANCE PROCEEDS OF A FIRE LOSS TO THE FISCAL OFFICER OF THE VILLAGE OF PANDORA, OHIO, A CERTAIN PORTION OF THE INSURANCE PROCEEDS AS SECURITY AGAINST THE TOTAL COST OF REMOVING, REPAIRING, OR SECURING THE DAMAGED BUILDING AND THAT SAID FUNDS BE PROPERLY DISTRIBUTED IN ACCORDANCE WITH OHIO REVISED CODE SECTION 3929.86, AFTER THE VILLAGE ADMINISTRATOR HAS VISUALLY INSPECTED SAID REPAIRS. Motion was made by Mr. Fricke, seconded by Mr. Eisenbach, to adopt Resolution No. 2020-681 as read. Voting: All Yea.

Fiscal Officer, Kimberly Reese, presented to Council an amendment to the 2020 Certificate of Estimated Resources and Appropriation Resolution. This amendment added the above approved Fire Damage Insurance Claim Fund with a budget of \$21,180.00 and reallocated \$500.00 in the General Fund. Motion was made by Mr. Burkholder, seconded by Mr. Gray, to approve the amendment as presented. Voting: All Yea.

Council conducted the quarterly review of Procurement and Credit Card accounts currently held by the village as well as the listing of employees that have issued cards on these accounts. Council

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President, Mr. Fricke, signed off on the Procurement Card account and Mayor Liechty, signed off on the Credit Card account.

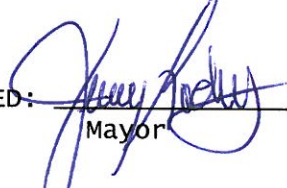
Fiscal Officer, Kimberly Reese, reviewed with Council;(1) information regarding COVID-19 Economic & Budgetary Impacts that was received from the Auditor of State as well as information from the Ohio Municipal League. (2) Mrs. Reese also informed Council that the village received a letter from the Ohio Public Works Commission stating that the July, 2020 loan repayments are being deferred due to the coronavirus pandemic. No payments will be accepted until January, 2021 which at that time if the village chooses, two payments can be made as part of the January, 2021 billing cycle. The village currently has two loans with OPWC and makes payments of \$14,923.38 semi-annually.(3) The village received a premium refund check in the amount of \$2,687.82 from the Ohio Bureau of Workers' Compensation which was equal to approximately 100% of the premium from the 2018 policy year. Checks were issued by BWC to help ease the financial pressures that organizations may be experiencing amid the COVID-19 pandemic.

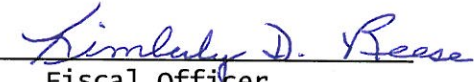
Council discussed the following items: (1) Annual Town-wide Trash Day will be held again this year. Village Administrator, Rick Morrison, will check schedules and determine a date. (2) It was the consensus of Council to waive late fees for the April water/sewer bills that are due on May 15th due to the coronavirus pandemic. Late fees were previously waived for the March bills due April 15th.

Village Administrator, Rick Morrison, reported on the following: 1) May 18th will begin the lift station replacement project. 2) Received a quote in the amount of \$12,745.00 for the needed stone work repair for the entrance columns and bell tower at the Park. This contractor will also prepare a quote for concrete work around the bell tower, the needed bus garage drain repairs, and will look at the open shelter house to determine what repairs are needed there. 3) Received two quotes for replacing the doors on the Park restrooms. The doors will now swing out for safety reasons which will also require the door jamb to be changed according to one of the quotes. Mr. Morrison is currently waiting on a formal written quote from the one contractor. It was the consensus of Council to approve the replacement of these doors with the door jamb change, at a cost of approximately \$4,000.00 once this is confirmed in a written quote. 4) Received a second quote on window replacement at the Municipal Building in the amount of \$20,750.00. 5) Joe and Ryan have begun to GIS water pits on Jefferson Street. These have been painted blue to show up better on the pictures. 6) Tentative date for the car show this year will be on Friday, August 14th with Ted Fest being held on Saturday, August 8th.

Council discussed that the Arthur-Lugibihl Community Center 501c-3 board is looking into purchasing liability insurance for weight room activities as they are now selling annual memberships to use the facility. Motion was made by Mr. Burkholder, seconded by Mr. Fricke, to approve the ALCC 501c-3 board to purchase liability insurance for weight room activities with the provision that a spotter be present during the use of free weights. Voting: All Yea.

With no further business to discuss, the meeting was adjourned upon a motion by Mr. Fricke, seconded by Mr. Burkholder. Voting: All Yea.

SIGNED: 
Mayor

SIGNED: 
Fiscal Officer

The Records Commission Committee met following the Council meeting. Present: Jeremy Liechty-Chairman, Kimberly Reese-Secretary, Rick Fricke, Rick Morrison, Scott Basinger.

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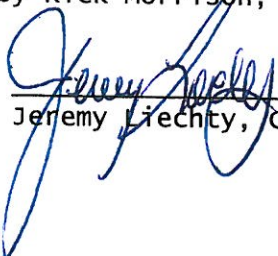
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Committee discussed records retention and disposal schedules, also discussed regulations regarding Executive Sessions of Council and Public Records requests.

Diana Braidic, Rick Fricke, Jeremy Liechty, Scott Basinger, and Kimberly Reese have all registered for Public Records Training on September 3, 2020 at the Putnam County Educational Service Center. Council members that have elected to not attend this training will be provided with information regarding future trainings and/or online training information.

With no other business to discuss, the meeting was adjourned upon a motion by Rick Morrison, seconded by Rick Fricke.

SIGNED: 
Jeremy Liechty, Chairman

SIGNED: 
Kimberly D. Reese, Secretary