

**Village of Covington Ohio
Record of Proceedings
Covington Village Council Meeting
December 14, 2009**

Covington Village Council met in regular session on Monday, December 14, 2009 at 7:00 p.m. in the Covington Government Center with the following members present: Marc Basye, R. Scott Tobias, Doris Beeman, Dick Rice, Edward L. McCord and Ann Bell. Mayor Donna Kay Dewey presided at the meeting. Lenee Brosch Attorney, from the law firm of Shipman, Dixon & Livingston was also present.

Pledge of Allegiance was given to the flag.

Police Chief Lee Harmon presented two auxiliary police officer candidates to Council: Russell McNeal and Mike Morgan. McNeal is 33 years of age, is a member of the Shelby County Sheriff's Department but would leave there to come here. Morgan is 27 years of age, has worked at Miami County Sheriff's Office in incarceration department and was laid off.

Motion was made by Basye and seconded by Beeman to accept recommendations of Chief Lee Harmon for appointment of Russell McNeal as Auxiliary Certified Officer on one year probation. Roll call: all ayes.

Motion was made by Basye and seconded by Rice to accept recommendations of Chief Lee Harmon for Mike Morgan to be appointed as Auxiliary Certified Officer on one year probation. Roll call: all ayes.

Minutes of November 23rd were approved as written.

Motion was made by Rice and seconded by Tobias for transfer of \$150,000 from the Income Tax Fund to the General Fund. Roll call: all ayes.

Motion was made by McCord and seconded by Bell for payment of bills. Roll call: all ayes.

The Mayor pointed out income tax collections are down %69,736.40 from the same time last year. Questioned was Kerry going out of business and Precision Aero leaving town.

Water and sewer plans for Walnut Street Phase I project have been approved by Ohio EPA. Project schedule will have to be sent to OPWC after taking to Dick Klockner, Engineer and Doug Christian, Miami County Engineer.

Motion was made by Rice and seconded by Beeman to enter into contract with Comp Management to administer Workers Comp program. Roll call: all ayes.

Motion was made by Rice and seconded by McCord to enter into contract with Miami County Public Defender Commission for fee of \$826.88. Roll call: all ayes.

Tobias said Planning and Zoning Board have discussed including PVC in specifications for Water and Sewer Department. Jeff Shields, Planning Board member, has already gotten copy of Miami County Specifications.

Motion was made by Tobias and seconded by Basye to include the PVC class and material specifications for water mains at the recommendation of the Planning and Zoning Board. Roll call: all ayes.

McCord said he has talked with the in=coming Council members and the out-going members about next year's meetings being held the first and third Monday of each month with the first meeting being the business meeting and the second meeting being a Work Session. Work Session would be attended by Department Heads and the entire Council could discuss any and all topics. There would be no vote at Work Session unless specifically talked about one topic. Work Sessions would also begin at 7:00 p.m. Brosh said she has Habitat's meetings on the 3rd Monday of each month so she didn't know if she could make it Work Session. McCord said if Council is not voting on anything he didn't know if it would be necessary for her to attend.

Motion was made by McCord and seconded by Rice for Council meetings in 2010 to be held the first and third Monday of each month at 7:00 p.m. with business meeting being held the first meeting and a Work Session on the second meeting with no voting. Roll call: all ayes.

Motion was made by Rice and seconded by Tobias to place Ord. 09-11 for 2010 Temporary Appropriations on First Reading. Roll call: all ayes.

Motion was made by Tobias and seconded by McCord for Ord. 09-11 to pass First Reading. Roll call: all ayes.

Ordinance Committee Report by Beeman:

Cell phone policy: Payment would be made to those designated persons on a monthly basis, not quarterly, with payment not to exceed \$480.00 annually.

Purchase Order Policy: Department Heads make request for item. Fiscal Officer verified if monies are there; Department Heads bring back the receipt to Fiscal Officer.

Tobias said he has had a difficult time getting quotes for computer equipment. He said he was having difficult time where policy states x number of quotes. Rice said it could be left up to Council; Council could talk about it. Number of quotes must be received when possible. Council could discuss when not possible.

McCord said two people may bid on item or sometimes there could be only one. "When possible" could be included; we tried to get there. People would know we are trying to get the best equipment at the best price when possible. Council can't make people give quotes.

Tobias said this does give an option. Revision will be "when possible". Brosh said if something bid out and didn't get three, then Council has attempted to get competitive bids; three if possible.

Motion was made by Beeman and seconded by Rice for designated persons to receive \$40.00 monthly for cell phones (\$480.00 annually) when Verizon contract expires. Roll call: Basye, yes; Beeman, yes; Rice, yes; McCord, abstain; Bell, yes.

Credit Card Use Policy: On second line it should read requisition form is submitted, not purchase order. Motion was made by Beeman and seconded by McCord to accept Credit Card Use Policy with change as so noted. Roll call: all ayes.

Time Clock Policy: all employees will be required to use time clock with PayCor; when Village is done with PayCor, they will still use time clocks.

Motion was made by Rice and seconded by Beeman to accept Time Clock Policy. Roll call: all ayes.

Police Chief lee Harmon had no report for tonight's meeting.

Fire Chief Bill Westfall had no report for meeting.

Bob Kendig, Street Superintendant, informed Council Siler Beeman is up for stop raise effective December 16th: Kendig recommended it to Council

Motion was made by Tobias and seconded by Bell Siler Beeman receive next step raise per Kendig's recommendation. Roll call: Rice, yes; McCord, yes, Bell, yes; Basye, yes; Tobias, yes; Beeman, abstain.

Ray Kimmel, BPS Superintendant, thanked McCord for taking water/sewer tour. He invited Council members to call him if they would like tour.

Motion was made by Rice and seconded by Beeman for an Executive session at 7:40 citing ORC 121:22. Roll call: all ayes.

Motion was made by Rice and seconded by Tobias to adjourn from Executive Session into regular session at 8:05 with no action taken as result of Executive Session. Roll call: all ayes.

Year end meeting will be held December 28th. Tobias asked computers be placed on December 28th agenda. Rice asked this be held off until new fiscal officer is appointed to get their input.

Tobias said he has been trying to get IT Person
Rice will call Chris Haines.

Tobias said he is getting information about hardware, installation with one company capable of doing one thing, and another company doing something else. Companies don't do IT work.

Rice said Haines may be able to take care of this.

It was suggested just inner-netting BPS and Street Department. Anything they do could be done by email. Network could be between Police Clerk and Fiscal Officer.

McCord said he would like Council to meet with BPA to discuss some issues they have.

There will be a meeting on January 16th at 9:00 a.m. to discuss trash collection. Basye will try to have Best Equipment have truck here. Recycling is also being looked into; Rumpke can do recycling for \$2.30 to \$3.00 per household. This would be one man, one truck. This will be discussed at January 16th meeting.

Council will meet with BPA on January 19th at 7:00 p.m.

Meeting adjourned at 8:20 with motion from Bell.