

VILLAGE OF FORT RECOVERY COUNCIL MEETING AGENDA

May 4, 2020 ---- Regular Meeting – 7:30 PM
Held as a Virtual Meeting through Zoom

- 1. Call to Order / Roll Call**
- 2. Minutes from April 20, 2020 Regular Meeting**
- 3. Reports from Village Officials and Employees**
 - Mayor (Dave) –
 - Tax Department (Amanda) –
 - Police Department (Jared) –
 - Street Department (Jerry) –
 - Utility Department (Ryan) – aeration, misc.
- 4. Legislation**
 - RESOLUTIONS:
 - 2020-09: Amend 2020 Appropriations (E)**
 - 2020-10: Transfer \$70,000 from General Fund to Street (SCMR)Fund (E)**
 - 2020-11: Transfer \$3,772.03 from General Fund to Village Share-Project Fund (E)**
 - ORDINANCES:
 - 2020-04: None**
- 5. Fiscal Officer Report (Roberta)**
 - State Audit
- 6. Grants Administrator Reports (Kate)**
 - No Report
- 7. Attorney Report (Erin) –**
 - No report
- 8. Administrator Report (Randy)**
 - Project Updates
 - Broadway Street Reconstruction Project – CDBG funding
 - Utility Projects – Cooper Farm extension, water plant, Aeration
 - Misc.
 - Monument Park Lighting
 - Park Projects – shelterhouse repairs
 - Sidewalk policy
 - Budgetary - Adjustments
- 9. Council Member Reports**
- 10. Visitors / Press -**
 - Comments/questions from members of the public
- 11. Executive Session – none planned**
- 12. Pay Bills**
- 13. Adjourn**

Next meeting – May 18, 2020 @ 7:30 pm

ADMINISTRATOR REPORT

PREPARED ON May 1, 2020

1. PROJECT UPDATES

Cooper Farms Utility Extension

- All work completed and working on final testing of water. Cost will come in slightly less than the bid amount plus change order due to some items not completed. Everything should be finalized by the next meeting.

Broadway Street Reconstruction Project:

- The CDBG application was (re)submitted by Jared Ebbing's office (\$580,000 grants) and we still hope to receive a final approval soon. We were previously notified that we received the funding from OPWC (\$500,000 grant & \$250,000 loan 0%). Dominion Gas is getting set to complete a relocation of their gas line as weather allows. Choice One Engineering has completed the final details for the construction plans and will have bidding documents ready when needed.

Street Paving Projects:

- County will be doing both Flaler and Sharpsburg Road this summer with chip-seal, fog seal and centerline striping as approved at 4/20/20 meeting.

Utility Improvements:

- Working on the following:
 - Aeration – ADS will complete the installation of the system in the ponds as soon as the stay-at-home order is lifted and weather allows. If we have any issues with the existing aeration then we will push up and require installation ASAP. As of now all required testing limits from OEPA are being met.
 - Working on pricing and specs for the lime sludge press operation

2. TO-DO LIST AND MISCELLANEOUS

- **Monument Park Lighting** - I am again working with OHC on the final design requirements. Once received we will move forward to raise funds and get lights purchased.
- **Sidewalk Policy** – An updated policy (draft) has been included with the Dropbox info. I have listed some of the options we discussed at the previous meeting. More discussion on Monday.
- **Zoning Ordinance Amendments** - I am working on some changes / additions to the zoning ordinance and will be setting up a meeting with the Planning Commission as soon as we are able.
- **COVID-19** - We have decided to keep the office closed through this week and will reevaluate at the end of the week. We don't have great capabilities here to isolate people to a certain area and they can walk right up to desks, etc. We have added the permanent Drop Box outside the front door which will help (the temporary one was utilized often). We have provided masks and gloves to all employees but are not requiring they wear the masks at all times – only when they need to enter a home or business and if they are in close contact with anyone.
As indicated in the latest "Stay Safe" order from Dept. of Health – our parks and pool remain closed through the end of May. Thus, not sure what will happen with opening our pool or having any ball leagues this summer.
- **Budget 2020** - I will provide a quick update on some of the planned equipment / project expenses that were originally budgeted that we are putting on pause.

3. COMMITTEE AND BOARD REPORTS

| Committee/Board | Report |
|---------------------|--|
| Park Board | <ul style="list-style-type: none"> ○ Shelterhouse repairs ○ Hiring pool employees ? ○ FRYSO – meeting 5/6 |
| Zoning Board | <ul style="list-style-type: none"> ▪ none |
| Planning Commission | <ul style="list-style-type: none"> ▪ zoning changes upcoming |
| Cemetery Board | <ul style="list-style-type: none"> ▪ none |
| Tree Commission | <ul style="list-style-type: none"> ▪ none |
| Research Committee | <ul style="list-style-type: none"> ▪ street/sidewalk review – report in Drop Box |
| Finance Committee | <ul style="list-style-type: none"> ▪ none |
| Records Commission | <ul style="list-style-type: none"> ▪ next meeting in June |

4. UPCOMING MEETINGS

| Council/Committee/Board | Date | Time |
|-------------------------|------------------------------|---------|
| Council (TBD) | Monday, May 18 th | 7:30 PM |
| Park Board (TBD) | Monday, May 11 th | 7:00 PM |
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5. UPCOMING EVENTS

| Event | Date | Time | Location |
|------------------------------|-------------------------------|-----------|--------------|
| Maharg – Spring Clean-Up Day | Saturday, May 2 nd | 5:00 a.m. | Village wide |
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6. INCLUDED IN DROPBOX

- Agenda and Administrator Report
- Minutes from April 20, 2020 Regular Council Meeting
- Legislation –
 - RES # 2020-09: Amend 2020 Appropriations – tax refunds (E)
2020-10: Transfer \$70,000 from General to SCMR Fund (E)
2020-11: Transfer \$3,772.03 from General to Project Fund (lights) (E)
 - ORD # 2020-04: None
- Sidewalk – Draft policy for review and comment
- COVID-19 – Stay Safe Order 5-1-2020
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2020 BUDGETARY PLAN – EQUIPMENT & PROJECTS

Equipment:

Street Dept:

- Dump Truck w/ snow equip
(OR) Backhoe replacement \$ 75,000
- Brush Chipper \$ 25,000
- Street Lights – Broadway St \$ 10,000

Parks Dept:

- Leaf Vacuum \$ 4,000
- Shelterhouse Repairs \$ 4,000 ongoing
- Bollard Lights for Rec Trail \$ 5,000 purchased
- Tree Commission expenses \$ 3,000 ongoing

Utility Depts:

- Valves & Controls water plant \$ 23,000
- Aeration (\$180k – 2019) \$ 10,000 ongoing
- Utility Locator \$ 2,300 purchased
- Lime Press – Clean Lime Pond \$ 45,000
- Gear Drive – clarifier \$ 20,000
- Paint Clarifier / tanks \$ 7,500
- Fence – water plant \$ 9,000
- GIS System – asset management \$ 6,500 ongoing
- Sewer Camera \$ 17,000 purchased

Police Dept:

- Bullet Resistant Vest -3102 \$ 800
- MARCS Radios \$ 10,000 (grant)
- Misc. Equipment \$ 4,000 ongoing/purchased
- School / Speed Limit Signs \$ 10,000 purchased

Office/Administration:

- Copier \$ 10,000 (2021)
- Computer software/hardware \$ 10,000
- Village Hall – repairs \$ 3,000

Projects:

- Crack Seal Program \$ 20,000
- Cooper Utility Extension \$ 150,000 – nearly completed
- Storm projects \$ 50,000
- Broadway St – house removals \$ 25,000 – \$18,210 completed

If Grant Approved:

- *Broadway Street \$ 1,068,000
- *Elm Street \$ 497,000

Personnel:

Additional summer p/t help – water dept.

*NOTE: We have \$500,000 OPWC grant & \$250,000 OPWC 0% loan
We will get near \$ 600,000 CDBG grants or likely won't do the project