

**RECORD OF PROCEEDINGS
VILLAGE OF FORT RECOVERY COUNCIL**

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held

March 16, 20 20

CALL TO ORDER: President Dave Kaup called to order the Regular Council Meeting on March 16, 2020 at 7:30 pm at the Village of Fort Recovery Council Meeting Room to conduct regular business.

Roll call was conducted with the following Council members Present: Erik Fiely, Cliff Wendel, Luke Knapke, Greg Schmitz, Scott Pearson and Al Post.

Also Present: Randy Diller, Roberta Staugler, Erin Abels, PG Jellison, Jared Laux, Neal Spencer, Renee Muhlenkamp and Leslie Gartrel.

Reports to Council: VA Report, February Police, Tax and Finance Report.

Renee Muhlenkamp was present to conduct a Fair Housing presentation. This is a requirement of the village receiving CDBG funding. Anyone that feels they have been discriminated against can contact the Mercer County Fair Housing Department. Normally they handle Landlord / Tenant complaints. If they receive a complaint from tenants not fixing necessary items such as a hot water heater, or other broken items, they suggest to them that the Municipal Court can place their rent in escrow until improvements are made. The tenant can then tell Muni Court to pay the landlord when repairs have been made. There is no charge for the tenant to use this service. Fair Housing also prohibits against those such as banks that won't give a mortgage or a real estate agent that won't sell to individuals because they are trying to keep certain people out of an area. Anyone that receives CDBG funds for real estate utility extensions and critical infrastructure such as on Broadway Street need to be aware that Fair Housing is a service that is available to their residents. CDBG funding includes funds from the Community Housing Improvement Program (CHIP).

Low to moderate income (LMI) homeowners can apply for housing improvement for up to \$2,000 for necessary home repair and homeowners can apply for rehab money for \$35-\$42,000 to bring their home up to code. Tenant based rentals that are in the 60% LMI can apply to receive payment for a couple months' rent when they are homeless and may need the initial deposit and rent for up to a couple thousand dollars. The Mercer County home repair funds have been spent for the year; they will apply for funding beginning in May and are hoping to receive \$400,000 for the coming year.

Minutes: Wendel made a motion to approve the March 2, 2020 minutes, Knapke seconded the motion. Vote all yes.

Mayor: Do we have a committee assignment to approve? **Diller:** Dan Schoen was on the Tax Review Committee and has moved out of town. Chad Guggenbiller has agreed to take the position. **Post made the motion to replace Dan Schoen with Chad Guggenbiller as the Citizen Representative on the Tax Incentive Review Committee, this motion was seconded by Schmitz. Vote all yes.**

Mayor: The Chamber held their annual Citizen of the Year Banquet which was very nice.

Chief: The monthly stats are in drop box; also included was an order directive to FR police officers, an informational guide for law enforcement dealing with the CORVID-19 Virus and a copy of a Facebook post. We are limiting guests and going to places as much as we can in hopes to offer protection to keep officers from getting sick. We are out patrolling but taking more precautions. **Pearson:** Do you have disposable masks? **Laux:** I received a shipment of safety glasses in today which we are using if a citizen shows signs of illness. If they are hacking, sneezing we would put on masks and safety glasses. We are not going on squad runs unless we feel comfortable.

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RESOLUTIONS/ORDINANCES

RES 2020-04: A RESOLUTION DECLARING NECESSARY 2.5 MILL GENERAL EXPENSE LEVY RENEWAL. Pearson made a motion to suspend the rules seconded by Schmitz. Vote all yes. Post made a motion to pass the resolution which was seconded by Knapke. Vote all yes.

RES 2020-05: A RESOLUTION AMENDING 2020 APPROPRIATIONS. Pearson made a motion to suspend the rules seconded by Schmitz. Vote all yes. Schmitz made a motion to pass the resolution which was seconded by Pearson. Vote all yes.

Erin Abels: Nothing to report.

Diller: Income tax report is in drop box for council to review. In light of what has been happening in the world we will just need to see how the next few months will go.

Kate is working with Jared on a JAG LE Grant request to replace radios. Hopefully it comes thru. We will also be submitting the Park Board annual request to the Fort Recovery Community Foundation asking for 4 or 5 small projects totaling \$20,000. There is also a new safety grant from Bureau of Workers Comp; we are looking at possibly applying for a trench box to be used when holes are dug to protect the workers.

Utility: Shinn Brothers are moving along with the Sanitary line, if it actually rains more this week they will jump back and start on the water line. They said they will try to keep working as much as they can. They were down 13' deep and on the west the sanitary line was 8' - 6' deep; not far to go. The water line won't take near as long. Shinn's submitted a pay request. Randy, Ryan Lefeld of Choice One and the county gave final approval for \$47,000 which is a request mostly for materials. We have not expended any money yet.

Broadway Street: The demo is completed; it went really well. Frontier submitted an OUPS notice today to relocate some poles that will take care of all public utilities.

Aeration: We have completed everything we had to do. All the necessary changes have been made and ADS is scheduled to be here March 30th to begin the finishing installation.

Monument Park: Randy received the paperwork with approval for the style from the state. The pricing for lighting was reasonable. We can now go after funding which people have offered to make. We may request money from the Historical Society. There will be four lights with lamps similar to our street lights that have LED lights. This will help as they are on street light contract and will cut the village expense.

Sidewalk: The research committee met tonight. Council will receive the details in a memo before the next meeting spelling out what was discussed by the committee, then council can decide how to proceed.

Ball Diamond Improvement Grant. This grant should be completed soon. They ran into a paperwork issue with DPL.

Diller: You may have noticed at Kaup Pharmacy they have two emergency parking signs on the Wayne St side of the pharmacy. If you have any symptoms, they ask that you please call and they will come out to your car to help you. We provided some pylon signs for the parking spots. Now the parking is less of issue because restaurants are operating on carry-out basis only. Knapke: Can we put a sign by Brick Street for older people to park? Diller: That is how Kaup's requested the Emergency Parking be put up. It is a service we need to keep in our community. Fiely: Should we mark some for Brick Street carryout parking? Diller: I have not asked, no one is there for a long term. I also understand North End is closing and not offering carryout. Neal: The Library is closing that will leave some available parking also. Diller: Yes, there should be parking available. We received the annual letter that local business liquor licenses will be renewing in June. If we do not have any

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complaints, we do not need to take any action. Council had no objections to any businesses holding the current licenses. Mayor Kaup did sign a request to allow for the TREX liquor license for Casey's recently, so this is in the process.

Tax Incentive Review: We currently have three Enterprise Zone Agreements outstanding with J & M Mfg. It was the 8th, 6th and 5th reviews; we are close to the end of one of them. It is good news and bad news for them as the real estate taxes will kick in. As you can see in the minutes, employment is staying steady at about the 150 mark for the year, the lowest point a few years back was at about 60 employees. Things are going good and steady. Scott was anticipating a good year. Hopefully the current virus situation does not affect the farming industry too much. We have verified their investment requirements. The only thing we can look at now is the total employment and their payroll. Wages are as much now as what it was with 185 employees because of time and more recent hires are a little higher paying people like engineers. We are happy about that for them and us. At the end of day, the committee made the recommendation to continue the abatements, so we will need a motion and second to recommend continuance of the abatement from the FR Village Council. **Fiely made a motion to extend the J & M Mfg. Enterprise Zone Agreements for an additional year, this was seconded by Knapke. Vote all yes.** Diller: They are solid part of our community and at the end of the day the pay is close or back to what it was.

Street / Sidewalks: We will get together before the next meeting. The Street Committee did not come up with a new priority list. We looked at Sharpsburg Road, Black Eagle Drive and the concrete road into Community Park. These are the three main streets we looked at. Our thinking right now is to hold steady, wait to see what will come with Broadway Street and our final costs and see how things shake out in the next 3-8 months. Nothing is in the shape that it has to be replaced. We will keep an eye on them try to do the best we can, it will be a Council decision to make.

Park Lights: We are waiting on the final electrical installation.

Rec Trail: Jury is still out on the new solar lights, we may need to put more in. You can see where you are going now. Fiely: I had someone compliment on the lights already. Diller: I did too. We can push them together and add more if we need to.

Park & Pool: Hiring: The Park employees have been hired and will be coming to work as we need them. Pool: We are still taking applications. Now is the chance to apply.

Important Dates: April 6th is the next scheduled Council Meeting and the Park Board is April 13th, we will play by ear, if we feel the need to cancel, we will.

COVID 19: How will we handle it from the Village perspective? Randy sent out a memo to employees; to limit contact with the public and to use PPE and do it right. The water department has fitted masks. The street department does not have masks but they don't normally have a reason to go into homes. For any employee that has a sickness, we will be lenient and ask that they don't come to work. The advantage for public employees is that they have plenty of sick time. We have talked about different things, one being FRYSO and how to handle diamonds, as of today they decided to follow the school rules. We are not unlocking the park restrooms yet since the park is not being used. We will most likely be canceling the pavilion reservations in the near future and offer a refund or to reschedule.

Randy recommend that we close our office to the public. We will come to work but lock the doors. To keep our employees healthy as much as others we will work on someday to have an outside drop box to put envelopes in. We will also work on a permanent drop box solution. We will advertise tomorrow, if they need to sign up for water, we will work with them. We will get information out to the public in the morning. Part of me thinks it is a little overkill but with the condition Italy is in, we would rather be safe than sorry. Wabash is offering public WIFI at the pavilion that residents may access from their car. We appreciate

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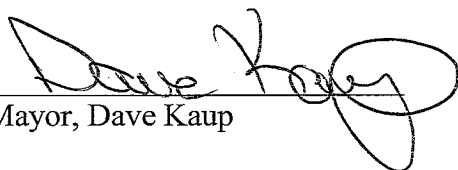
Wabash offering this service. We have tried to order more emergency supplies to have on hand.

We have a request from the Fort Recovery Harvest Jubilee committee to close the 100 block of N. Wayne Street (brick street area) for the annual "Taste of Fort Recovery" event to be held on Wednesday, June 17, 2020 **Fiely made a motion to authorize the closing of the 100 block of N. Wayne Street for the purpose of the "Taste of Fort Recovery-Beer & Wine Tasting" event to be held by the Fort Recovery Harvest Jubilee from 1:00 pm until 11:00 pm on Wednesday, June 17, 2019. This motion was seconded by Schmitz. Vote all yes.**


Poll Council: Nothing to report.

Council reviewed invoices #29306 to #29352 including then and now certificates, inter-departmental transfers and memo expense 200018 to 200021. Wendel made a motion to approve as presented, this was seconded by Knapke. Vote all yes.

Fiely made a motion to adjourn the meeting, seconded by Knapke. Meeting adjourned at 8:20 pm.



Mayor, Dave Kaup



Roberta Staugler