

VILLAGE OF MOUNT STERLING, OHIO

MINUTES OF COUNCIL MEETING FOR DECEMBER 10, 2018

The meeting was called to order by Mayor Martin at 7:00 pm

Attending the meeting roll call was taken all council meeting present

: Mayor Billy Martin
 Fiscal Officer- Courtney Bricker
 Council Member-Lowell Anderson
 Council Member Tom Ward
 Council Member David Timmons
 Council Member Becky Martin
 Council Member Tammy Vansickle

Village Solicitor-Mark Pitstick
 Council Member- Pres. Pro Temp Rebecca Burns
 Utility Clerk- Misty Vance (absent)
 Sheriff- Jack Dill

Mayor Martin announced that at the beginning of each meeting council will be led by prayer. Pastor Jim Blankenship opened meeting with a prayer. Next visitor presentation had to be cancelled due to traffic Amanda Hampton was to report on suicide prevention, presentation will be rescheduled for another time.

Motion to approve minutes from council meeting from November 14, 2018

Ordinance: N/A		Resolution: N/A	
Motion	David		
2 ND	Becky		
Voice Vote		YES	NO
	Lowell	X	
	Tom		X
	David	X	
	Rebecca		X
	Tammy		X
	Becky	X	
Result of Vote:	Passed:	X	Failed:

COMMENTS/DISCUSSION:
**Tom stated a point of order on ordinances, resolutions and minutes Tom advised that minutes needed to be amended as it does not fully "recite" meeting. Tom voiced the quotes that were missing. Courtney advised that opinions and quotes are not required to be included in minutes and that she would contact State Auditor's office to confirm. Tom advised that legislation was not received on time per rules and that additional time was needed to review. Courtney advised that an email was sent to all of council on 12/6/18 explaining the legislation and that it could not be created due to Mr. Pitstick was on vacation and why comments were not sent back to Courtney then. Mr. Pitstick advised that council had the right to table legislation if they did not have time to review for voting*

**Voting was taken and tied on the approval of the minutes and Mayor Martin elected for approval.*

Sheriff's Report:

Jack Dill- No report

Village Solicitor:

Mark Pitstick – No report

Utilities Clerk:

Misty Vance- (absent) Mayor Martin read Misty's report. Misty thanked all the customers on their kind words and encouragement and thanked the community for their positive thoughts and feedback. That we are a team and need to work together. Water dept has processed over \$900,000 YTD. Continuing to work on delinquent accounts as there is around \$4500 still outstanding. Mayor Martin reminded everyone on the water ordinance that was passed that deposit is non-refundable and that there is a \$50.00 reconnection of services. Mayor also voiced that the town has several manual meters not radio meters. Since there are a lot of manual meters most are read as an estimate. A new program will be used so that a ticket is given to those residents that must include their meter numbers for an actual read. They can also call in their meter number as this program will be enforced in 2019. Mr. Timmons asked how long it would take to have all radio reads in place. Courtney advised once grant is approved that council approved earlier, we can then determine how to spend.

Village Administrator/Fiscal Officer/Clerk of Council:

Courtney Bricker- Courtney reported that she had set up a training/demonstrate for the village employees on how to repair water meters. In the past the employees have taken water meters and have thrown them away, this would save the village money if the employees had proper training on how to repair. Ohio Rural Water allowed the village to use a water leak detection device to identify the water loss around the village, there were 3 problem areas found. Results from the state auditor's office has published online the reporting on accounting methods for the fiscal emergency. Courtney voiced that there are responsibilities for corrections for the Fiscal Officer, Council and Water Dept. The budget for 2019 budget has been approved by the state and that finance chair will schedule a work session to review the budget. Courtney advised that she will be coming to council on items that could be possibly sold from the old water plant. A commission meeting was held on 12/10/18 at 10:00am a good report was voiced that the revenues were above what was expected and below in expenditures. The Crawford ditch project will start 12/11/18. The street sweeper was out and picked up a lot of leaves around town. A sewer grate repair will be completed on E Columbus. A pot hole on N London seems to a nuisance please forward all comments and concerns to ODOT. Courtney reminded audience to please read new water ordinance and if copies are needed to send records of request. Courtney also voiced that she will speak with the Mayor on the Village Administrator tasks that she had been handling. Courtney advised council that the financial reports to be discussed were from the Nov. 26 cancelled meeting as well as today's meeting, both dates of reports will be motioned together for approval. Courtney went to explain the details on all the reports and offered questions by council. Courtney also mentioned that she has changed the dates of the reports to allow the numbers to tie back to the month end reconciliation report.

Motions for Acceptance of Financial Reports:

Motion to accept Appropriation Status Report

Ordinance: N/A		Resolution: N/A			
Motion	Becky	COMMENTS/DISCUSSION: Courtney discussed report details. (approval from Nov. 26 cancelled meeting reports as well as current reports)			
2 ND	Rebecca				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy	X			
	Becky	X			
Result of Vote:	Passed:	X	Failed:		

Motion to accept Payment Listing Report

Ordinance: N/A		Resolution: N/A			
Motion	David	COMMENTS/DISCUSSION: Courtney discussed report details and that there were 2 checks paid to Courtney and Misty those were for monies that were owed for the deductions of social security as they were set up being deducted medicare, s.s, OPERS in error by payroll company. (approval from Nov. 26 cancelled meeting reports as well as current reports)			
2 ND	Rebecca				
Voice Vote	YES			NO	
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy			X	
	Becky			X	
Result of Vote:	Passed:			X	Failed:

Motion to accept Receipt Listing Report

Ordinance: N/A		Resolution: N/A			
Motion	Tammy	COMMENTS/DISCUSSION: Courtney discussed report details (approval from Nov. 26 cancelled meeting reports as well as current reports)			
2 ND	Becky				
Voice Vote	YES			NO	
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy			X	
	Becky			X	
Result of Vote:	Passed:			X	Failed:

Motion to accept Cash Summary by Fund Report

Ordinance: N/A		Resolution: N/A			
Motion	Rebecca	COMMENTS/DISCUSSION: Courtney discussed report details (approval from Nov. 26 cancelled meeting reports as well as current reports)			
2 ND	Tom				
Voice Vote	YES			NO	
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy			X	
	Becky			X	
Result of Vote:	Passed:			X	Failed:

Motion to accept Revenue Status Report

Ordinance: N/A		Resolution: N/A			
Motion	David	COMMENTS/DISCUSSION: Courtney discussed report details (approval from Nov. 26 cancelled meeting reports as well as current reports)			
2 ND	Tammy				
Voice Vote	YES			NO	
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy			X	
	Becky			X	
Result of Vote:	Passed:			X	Failed:

Motion to accept RITA Reports

Ordinance: N/A		Resolution: N/A			
Motion	David	COMMENTS/DISCUSSION: Courtney discussed report details (approval from Nov. 26 cancelled meeting reports as well as current reports)			
2 ND	Tom				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy	X			
	Becky	X			
Result of Vote:	Passed: X	Failed:			

Motion to accept Comparison of Budget and Appropriated

Ordinance: N/A		Resolution: N/A			
Motion	David	COMMENTS/DISCUSSION: Courtney discussed report details (approval from Nov. 26 cancelled meeting reports as well as current reports) Lowell raised question that the approval requested was for last meeting minutes how do the financial reports get approved with the voiced "no" from members? Mr. Pitstick advised the minutes were approved with Mayor tie. Rebecca- Advised there was no concern with the financial reports but questioning of the details contained in minutes.			
2 ND	Tom				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy	X			
	Becky	X			
Result of Vote:	Passed: X	Failed:			

Motion to accept bank reconciliation from November 2018

Ordinance: N/A		Resolution: N/A			
Motion	Lowell	COMMENTS/DISCUSSION: Courtney discussed report details			
2 ND	Tammy				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy	X			
	Becky	X			
Result of Vote:	Passed: X	Failed:			

Lowell raised question if the budget for 2019 was completed could the budget be placed on 1st reading. Mr. Pitstick responded that due to the fiscal emergency the state auditors have to sign off on the budget first then council.

Mayor Martin Report: Mayor Martin advised that the next scheduled council meeting that is scheduled for Dec. 24 has been cancelled due to it being on Christmas Eve. The next scheduled council meeting will be in Jan. 2019 and because of

that the Mayor asked for voting of a new President Pro Temp of council for 2019. Motions were taken to nominate David Timmons and Rebecca Burns for 2019 Pres. Pro Temp. A motion was then taken to close the nominations for Pres. Pro Temp. and roll call was taken.

Motion to close nominations for Pres. Pro Temp.

Ordinance:	N/A	Resolution:	N/A
Motion	Becky	COMMENTS/DISCUSSION:	
2 ND	Lowell		
Voice Vote		YES	NO
	Lowell	X	
	Tom	X	
	David	X	
	Rebecca	X	
	Tammy	X	
	Becky	X	
Result of Vote:	Passed:	X	Failed:

Motion to nominate David Timmons for Pres. Pro Temp for 2019

Ordinance:	N/A	Resolution:	N/A
Motion	Becky	COMMENTS/DISCUSSION:	
2 ND	Lowell		
Voice Vote		YES	NO
	Lowell	X	
	Tom		X
	David	X	
	Rebecca		X
	Tammy		X
	Becky	X	
Result of Vote:	Passed:	X	Failed:

Motion to nominate Rebecca Burns for Pres. Pro Temp for 2019

Ordinance:	N/A	Resolution:	N/A
Motion	Tammy	COMMENTS/DISCUSSION:	
2 ND	Tom		
Voice Vote		YES	NO
	Lowell		X
	Tom	X	
	David		X
	Rebecca	X	
	Tammy	X	
	Becky		X
Result of Vote:	Passed:		Failed: X

Mayor Martin congratulated David Timmons on Pres. Pro Temp. as this would be his last year on council. Advised that the committees will be created for the first meeting in Jan. 2019.

Committee Reports:

Finance: (Council Member Rebecca Burns reporting): Confirmed with Courtney that the budget was returned back from the state auditors on 12/10/18 and that it is critical for council to review the budget she asked for a work session to be held on 12/12/18 at 2:00pm to review 2019 budget and make recommendation. Mr. Pitstick voiced that per ORC budget has to be voted on during three regular scheduled meetings. Courtney advised she has already confirmed with auditor's office that it could be passed as an emergency or passed in 3 special council meetings.

Pleasant Township: (Council Member Becky Martin reporting) Township will be buying a new tractor in 2019. Working on budget and a comprehensive plan for the township

Sterling Joint Ambulance District (Squad): (Council Member Lowell Anderson reporting) Met last week no meeting in Nov. Passed the minutes for Nov. and Dec, hired 2 volunteers

Tri-County Fire District: (Council Member Tom Ward reporting) Met on Nov. 29 siding on fire house is complete. New tanker will cost additional 5% due to tariffs and will collect additional info to avoid additional cost. Fire house had singles that have been blown off due to weather, when weather breaks will need to evaluate roof if repairs are needed. One firefighter is out on a hip replacement and a volunteer was asked to fill in making a motion to adjust pay and keep as temporary upon his return. Next meeting Dec. 27

Water/Wastewater (Utilities): (Council Member Rebecca Burns reporting) No report

Streets: (Council Member Rebecca Burns) No reports

Record of Retention: (Council Member Lowell Anderson reporting) No report

Parks and Recreation: (Council Member Rebecca Burns) No reports

Nuisance and Abatement: (Council Member Tammy Vansickle) Thanked the residents for their corporation in 2019, thanks those who were on committee and those that were not. Hoped that the next committee keeps up the work in which they started.

Block Watch: (Council Member Tom Ward) Held meeting Nov. 15 thanked them for helping with Halloween and keeping kids safe. No meeting in Dec. next meeting will be held Jan. 17. Mayor Martin advised that he has heard several good comments about the block watch

Ordinance/Resolutions:

Resolution 2018- 64: Motion to suspend the rules on resolution authorizing Courtney Bricker, Fiscal Officer to make adjustments between funds and declaring an emergency

Ordinance: N/A		Resolution: 2018-64			
Motion	David	COMMENTS/DISCUSSION: *Tom voiced no due to not having the time to review			
2 ND	Becky				
Voice Vote				YES	NO
	Lowell			X	
	Tom		X		

	David	X		
	Rebecca	X		
	Tammy	X		
	Becky	X		
Result of Vote: Passed: x Failed:				

Resolution 2018- 64: Motion to place resolution on 1,2,3 readings authorizing Courtney Bricker, Fiscal Officer to make adjustments between funds and declaring an emergency

Ordinance: N/A Resolution: 2018-64				
Motion	Rebecca	COMMENTS/DISCUSSION:		
2 ND	Becky			
Voice Vote		YES	NO	*Tom voiced no due to not having the time to review
	Lowell	X		
	Tom		X	
	David	X		
	Rebecca	X		
	Tammy	X		
	Becky	X		
Result of Vote: Passed: x Failed:				

Resolution 2018- 64: Motion to adopt resolution authorizing Courtney Bricker, Fiscal Officer to make adjustments between funds and declaring an emergency

Ordinance: N/A Resolution: 2018-64				
Motion	Becky	COMMENTS/DISCUSSION:		
2 ND	David			
Voice Vote		YES	NO	
	Lowell	X		
	Tom		X	
	David	X		
	Rebecca	X		
	Tammy	X		
	Becky	X		
Result of Vote: Passed: x Failed:				

Ordinance 2018- 65: Motion to suspend the rules on ordinance amending the 2018 budget increasing the appropriations to increase line item 5201-541-399-0000 for the purpose of repairs to the Crawford ditch during the fiscal year ending December 31, 2018 and declaring an emergency

Ordinance: 2018-65 Resolution: N/A				
Motion	Lowell	COMMENTS/DISCUSSION:		
2 ND	David			
Voice Vote		YES	NO	
	Lowell	X		
	Tom		X	
	David	X		
	Rebecca	X		
	Tammy	X		
	Becky	X		
Result of Vote: Passed: x Failed:				

Ordinance 2018- 65: Motion to place ordinance on 1,2,3 readings amending the 2018 budget increasing the appropriations to increase line item 5201-541-399-0000 for the purpose of repairs to the Crawford ditch during the fiscal year ending December 31, 2018 and declaring an emergency

Ordinance: 2018-65		Resolution: N/A			
Motion	Lowell	COMMENTS/DISCUSSION: *David and Lowell voiced that they were glad this project will be getting completed			
2 ND	Rebecca				
Voice Vote				YES	NO
	Lowell			X	
	Tom				X
	David			X	
	Rebecca			X	
	Tammy	X			
	Becky	X			
Result of Vote: Passed:		x	Failed:		

Ordinance 2018- 65: Motion for passage on ordinance amending the 2018 budget increasing the appropriations to increase line item 5201-541-399-0000 for the purpose of repairs to the Crawford ditch during the fiscal year ending December 31, 2018 and declaring an emergency

Ordinance: 2018-65		Resolution: N/A			
Motion	Lowell	COMMENTS/DISCUSSION:			
2 ND	Becky				
Voice Vote				YES	NO
	Lowell			X	
	Tom				X
	David			X	
	Rebecca			X	
	Tammy	X			
	Becky	X			
Result of Vote: Passed:		x	Failed:		

Round Table:

David- Thanked Pastor Jim leading prayer, provided a quote from Abraham Lincoln. Had a great time and turn out at the tree lighting event. Good to see community getting together. Since being voted as new Pres. Pro Temp he hopes that he will do a great job.

Tom-

Rebecca-

Lowell-

Tammy- No nuisance and abatement meeting will be held in Dec.

Becky- Mentioned that resident Mr. Mason came to a council meeting asking for the dedication of the alley behind the gazebo as Timmons Way. She went to say that the family is the most decorated solider of the community and wanted to recognize them. Mr. Pitstick advised for a motion to allow him to draft legislation dedicating the alley. David shared a

few stories on his family. Motion taken 1st by Becky then a roll call all council members in favor to draw legislation for passage next council meeting. David excused him self in the vote due to it being his family.

Becky also thanked everyone in the community, council members and administration who assisted with the Christmas in the Village. Saturday events were cancelled due to weather. Rescheduled events are for Dec. 21 at 6:00pm, welcomed all to join. Judging of house lighting will also be Dec. 21

Mayor Martin-

Public Comments/Questions:

Pastor Jim Blankenship asked what the Crawford ditch project was for as he resides on Cliffview. Mayor Martin and Mr. Anderson explained the continuous flooding in the area as well as the INI at the sewer plant and a collection of trash that has been seen.

An audience member asked Mr. Pitstick if there were any ethics on how council members treat other council members. His reply was respect.

Rebecca voiced that the ORC rule states that the first meeting in January a new Pres. Pro Temp is elected, she was curious why it was held during this meeting and not in January? She processed to state that this is not following ORC as she was not aware of ORC until now. Mayor Martin advised given approval by council that it was allowed. Mr. Pitstick advised that the outcome will be the same and roll call was taken, he also advised he will check with auditors tomorrow to confirm validation of election.

A member of audience Mr. Vansickle questioned Mr. Pitstick's knowing of an outcome of a vote would be the same/different. Mr. Pitsick advised he would not argue with resident. Another question was asked in regards to ORC that Fiscal Officer must reside in village limits once hired. Courtney voiced that a resolution was passed when former Fiscal Officer (F.O) that had passed away that it was not required that F.O must claim residency within the village furthermore, that this legislation was reviewed and validated at the state. In addition, resident voiced if his tax money pays for after hours of the Mayor/Water Clerk he was advised no, finance committee approves timecards and no overtime was issued. Becky Martin advised resident he was out of line. Another audience member questioned Courtney's tone towards council as Becky responded that Courtney's tasks and job title has been attacked and everyone needs to work together as it is embarrassing that other people are engaging in this behavior. Rebecca went to say that it is being looked into on what the alternatives would be to reduce the cost to residents/businesses, that this has caused resistances and challenges among. Courtney then added that ORC does not state Village Administration duties are to be handled by F.O and those were not questioned by council while her performing those tasks. That communication among council is not happening. Mayor Martin advised that Courtney took him to a dairy farm to possibly sell water, also Mayor Martin advised that he is speaking with a grocery store owner and they do not like the undeceive decision making that happens in Mt. Sterling but will still continue to look for a supplier.

Meeting adjourned by Mayor Martin at 8:17 pm

Respectfully submitted:

Courtney Bricker, Fiscal Officer/Clerk of Council

William Martin, Mayor

VILLAGE OF MOUNT STERLING, OHIO
MINUTES OF SPECIAL COUNCIL MEETING FOR DECEMBER 14, 2018

The meeting was called to order by Mayor Martin at 2:09 PM

Attending the meeting: Mayor Billy Martin
 Council Member- Pres. Pro Temp Rebecca Burns (absent)
 Fiscal Officer- Courtney Bricker
 Council Member-Lowell Anderson (absent)
 Council Member Tom Ward
 Council Member David Timmons
 Council Member Becky Martin
 Council Member Tammy Vansickle

Village Solicitor-Mark Pitstick (absent)

Motion to excuse Lowell Anderson and Rebecca Burns from meeting

Ordinance:	N/A	Resolution:	N/A		
Motion	David	COMMENTS/DISCUSSION:			
2 ND	Tammy				
Voice Vote				YES	NO
	Lowell				
	Tom			X	
	David			X	
	Rebecca				
	Tammy	X			
	Becky	X			
Result of Vote:	Passed:	X	Failed:		

No executive session was held

Ordinance/Resolutions:

Ordinance 2018-66: Motion to place on 1st reading on ordinance to approve 2019 budget and make appropriations for current expenses of the village of Mount Sterling, Madison County, Ohio during fiscal year ending December 31, 2019

Ordinance:	2018-66	Resolution:	N/A		
Motion	David	COMMENTS/DISCUSSION:			
2 ND	Tom				
Voice Vote				YES	NO
	Lowell				
	Tom			X	
	David			X	
	Rebecca				
	Tammy	X			
	Becky	X			
Result of Vote:	Passed:	X: 1 st reading	Failed:		

**Becky wanted to confirm that this was not reviewed by finance committee but Courtney worked with auditors on the completion.*

Mayor Martin advised 2 other special meetings will be held for 2,3 readings

Round Table:

David- Received several great compliments on the possible naming of Timmons's Way

Tom- Asked to confirm parade- will be held on Dec. 21

Rebecca-

Lowell-

Tammy-

Becky- Wanted to thank the American Legion for the donation for almost all the money for Christmas in the Village event. Also looking for volunteers and the determination of prizes

Mayor Martin-

Meeting adjourned by Mayor Martin at 2:18pm

Respectfully submitted:

Courtney Bricker, Fiscal Officer/Clerk of Council

William Martin, Mayor

VILLAGE OF MOUNT STERLING, OHIO
MINUTES OF SPECIAL COUNCIL MEETING FOR DECEMBER 17, 2018

The meeting was called to order by Mayor Martin at 2:01 PM

Attending the meeting: Mayor Billy Martin
 Fiscal Officer- Courtney Bricker
 Council Member-Lowell Anderson
 Council Member Tom Ward
 Council Member David Timmons (absent)
 Council Member Becky Martin
 Council Member Tammy Vansickle

Village Solicitor-Mark Pitstick (absent)
 Council Member- Pres. Pro Temp Rebecca Burns

Motion to excuse David Timmons from meeting

Ordinance:	N/A	Resolution:	N/A		
Motion	Becky	COMMENTS/DISCUSSION:			
2 ND	Tom				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David				
	Rebecca	X			
	Tammy	X			
	Becky	X			
Result of Vote:	Passed:	X	Failed:		

No executive session was held

Ordinance/Resolutions:

Ordinance 2018-66: Motion to place on 2nd reading on ordinance to approve 2019 budget and make appropriations for current expenses of the village of Mount Sterling, Madison County, Ohio during fiscal year ending December 31, 2019

Ordinance:	2018-66	Resolution:	N/A		
Motion	Tammy	COMMENTS/DISCUSSION:			
2 ND	Rebecca				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David				
	Rebecca	X			
	Tammy	X			
	Becky	X			
Result of Vote:	Passed:	X: 2 nd reading	Failed:		

Round Table:

David-

Tom-

Rebecca-

Lowell- Advised the pot hole by railroad track washed out again. Asked Courtney about the process on the Crawford ditch, Courtney advised still working on should be finishing up.

Tammy-

Becky- Reminded community of the parade Dec. 21 at 6:00pm line up on New St. Also, reminded everyone that library is sponsoring a play Mr. Scrooge is free event at 1:00 12/20/18.

Mayor Martin- On 12/18/19 at 2:30 Mayor has called works session to discuss carryover for sick/vacation time for village employees as well as a discussion on super blankets. On 12/19/18 a special meeting will be held to pass the legislation of what was recommended. Council determined 9:00am would be the best time to hold special meeting on 12/19/18. Courtney added that the current policy does not allow carry over, she then went to explain that employees maybe taking the rest of the year off with no back up plan. Courtney stated that if employees wish to go to another government entity, they are allowed to carry sick time, cannot stop the accruing. She felt this was important to the Village to determine this before end of the year. Rebecca offered a earlier time to best accommodate members and that these items are important.

Meeting adjourned by Mayor Martin at 2:13pm

Respectfully submitted:

Courtney Bricker, Fiscal Officer/Clerk of Council

William Martin, Mayor

VILLAGE OF MOUNT STERLING, OHIO
MINUTES OF SPECIAL COUNCIL MEETING FOR DECEMBER 18, 2018

The meeting was called to order by Mayor Martin at 2:02 PM

Attending the meeting: Mayor Billy Martin
 Council Member- Pres. Pro Temp Rebecca Burns (absent)
 Fiscal Officer- Courtney Bricker
 Council Member-Lowell Anderson
 Council Member Tom Ward Village Solicitor-Mark Pitstick (absent)
 Council Member David Timmons (absent)
 Council Member Becky Martin
 Council Member Tammy Vansickle

Motion to excuse David Timmons and Rebecca Burns from special council meeting

Ordinance: N/A		Resolution: N/A			
Motion	Tom	COMMENTS/DISCUSSION:			
2 ND	Lowell				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David				
	Rebecca				
	Tammy	X			
	Becky	X			
Result of Vote:	Passed:	X	Failed:		

No executive session was held

Ordinance/Resolutions:

Ordinance 2018-66: A motion to place ordinance on 3rd reading to approve 2019 budget and make appropriations for current expenses of the village of mount sterling, Madison County, Ohio during fiscal year ending December 31, 2019

Ordinance: 2018-66		Resolution: N/A			
Motion	Lowell	COMMENTS/DISCUSSION:			
2 ND	Tammy				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David				
	Rebecca				
	Tammy	X			
	Becky	X			
Result of Vote:	Passed:	X 3 rd reading	Failed:		

Ordinance 2018-66: A motion for passage on ordinance to approve 2019 budget and make appropriations for current expenses of the village of mount sterling, Madison County, Ohio during fiscal year ending December 31, 2019

Ordinance: 2018-66		Resolution: N/A			
Motion	Lowell	COMMENTS/DISCUSSION:			
2 ND	Becky				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David				
	Rebecca				
	Tammy	X			
	Becky	X			
Result of Vote: Passed: X		Failed:			

Round Table:

David-

Tom-

Rebecca-

Lowell- Recognized the nice day and temperatures

Tammy-

Becky-

Mayor Martin-

Meeting adjourned by Mayor Martin at 2:06 PM

Respectfully submitted:

Courtney Bricker, Fiscal Officer/Clerk of Council

William Martin, Mayor

FINANCE WORK SESSION

MINUTES OF WORK SESSION DECEMBER 18, 2018

The meeting was called to order by Mayor Martin 2:33 PM

Attending the meeting:

Council Member- Pres. Pro Temp Rebecca Burns (ABSENT)	Fiscal Officer- Courtney Bricker
Council Member-Lowell Anderson	Mayor- William Martin
Council Member Tom Ward	
Council Member David Timmons (ABSENT)	
Council Member Becky Martin	
Council Member Tammy Vansickle	

Motion to excuse David Timmons and Rebecca Burns

Ordinance:	N/A	Resolution:	N/A			
Motion	Tom	<i>COMMENTS/DISCUSSION:</i>				
2 ND	Tammy					
Voice Vote					YES	NO
	Lowell				X	
	Tom				X	
	David					
	Rebecca					
	Tammy				X	
	Becky				X	
Result of Vote:	Passed:				X	Failed:

Discussion: Mayor Martin introduced Courtney to discuss the topics on the agenda, super blankets, and carry over of sick/vacation time for 2019. Courtney explained to council the difference between super blankets (recurring bills) and regular blankets (3month expiration/supplies). Courtney advised that it was recommended by the state auditors to utilize the use of blanket certificates. She advised that this has been mentioned to the finance committee about using this process and it was agreed. This also eliminated extra time for the finance committee to have to come in and sign PO's more often then needed. Courtney felt that blanket PO's should have a threshold of \$3000 so that there is still a control by Fiscal Officer, finance committee and council that spending is still should be monitored and to stop the departments for spending all that was budgeted or appropriated. Courtney did advise the budget was approved for the entire year to spend all monies but would like to see another control on adding a threshold before next money can be spent. Lowell asked if passing of resolution will there be any super blankets/blanket certificates used for 2018. Courtney replied that the last sending of the bills have already been approved by finance and will not be sending checks due to the closing of the year. Tammy mentioned that Courtney is good at providing invoices on what is being paid within the blanket PO's. A recommendation was motioned by 1st Tammy and 2nd Tom, a role call was taken all in favor to only allow Courtney to have a resolution created for the super blankets, threshold on regular blankets. Courtney also addressed council and advised that finance committee works with Courtney on all big purchases. Lowell mentioned that this action was never brought to council in the past on asking this. Courtney replied that state auditors wanted the village to establish these as best practices.

Courtney advised a resolution was passed at the beginning of 2018 (res. 2018-05) in regards to establishing new HR rules for employees. She advised that the employee manual needed to be reviewed and possible changes that needed to be made in order for the village to operate better. Resolution 2018-05 is set to be enforced Jan. 1 2019 that sick/vacation time could not be carried over next calendar year. At the time there was a lot abuse of sick/vacation time in the past using both sick/vacation to cover times off. Courtney also mentioned that being a government municipality this rule could not apply for the removal of sick/vac. time. Mayor stated that this rule could not be made as this was based on past employment from coming from a private sector and budget is much different from a government entity. Courtney did also provide to council the research did on other municipalities policies (Leesburg, S. Charleston) and explained their polices. Courtney also advised policy is can not be supported as sick time could be carried over to another government job we could not stop or lost their accrued time. Courtney also mentioned that maybe a threshold could be added on sick time ex: retirement. Courtney advised that the village needs to be responsible in these scenarios that the pay out is not large for the village. Courtney also stated that she would not want employees to be using the several hrs. of sick if they know it will be lost and still have a village to operate. Becky asked how is time accrued at what rate currently, Courtney provided the current rate for time per employee handbook. Only a recommendation to determine if employees can carry over sick/vac. time. We cannot stop their accrued time. Courtney reiterated that employee manual does need to be reviewed and possibly changed. Lowell asked who developed policy Mayor and Courtney created due to abused policies quickly. Lowell was surprised that Mark allowed it to go through. Courtney asked for a recommendation to only eliminate the part of resolution 2018-05 part of sick/vac. time not allowing time to be carried over to next calendar year. Courtney also explained the rest of the policies that works very well. Tom asked what is maximum sick time from Jan-Dec. Courtney advised it depends on hrs. worked and years of service on vacation. Tom advised the recommendation is allowing them to have a cushion until their sick time is accrued if they get sick. Courtney corrected and advised that the recommendation is that they can carry all of their time over. Courtney explained a scenario, Lowell stated that the state of Ohio allows any employee 5 days over the village's policy. Courtney said she cannot not confirm Lowell's comment is true. Tom questions that after several hrs. earned that one day an employee can call off using all time at once. Courtney advised that village's current policy states if they call off in 3 consecutive days and using sick time a doctor's note is required. Becky stated that employees should be able to use their sick and vacation time when they want to use it. Becky made 1st motion to recommend that the sick/vac time be carried and accrued over to next calendar year. Lowell 2nd. Tom asked if this has to be done now? Courtney advised that the calendar year is stated on resolution as there is no time to review entire manual before Dec. 31. Roll call was taken all in favor.

Meeting was adjourned at 3:21 pm

Respectfully submitted:

Courtney Bricker, Fiscal Officer/Clerk of Council

William Martin, Mayor

VILLAGE OF MOUNT STERLING, OHIO
MINUTES OF SPECIAL COUNCIL MEETING FOR DECEMBER 19, 2018

The meeting was called to order by Mayor Martin at 9:01 AM

Attending the meeting: Mayor Billy Martin
 Fiscal Officer- Courtney Bricker
 Council Member-Lowell Anderson
 Council Member Tom Ward
 Council Member David Timmons
 Council Member Becky Martin
 Council Member Tammy Vansickle

Village Solicitor-Mark Pitstick (absent)
 Council Member- Pres. Pro Temp Rebecca Burns

Motion to excuse Becky Martin from special meeting

Ordinance: N/A		Resolution: N/A	
Motion	David	COMMENTS/DISCUSSION:	
2 ND	Rebecca		
Voice Vote			
	Lowell	X	
	Tom	X	
	David	X	
	Rebecca	X	
	Tammy	X	
	Becky		
Result of Vote:	Passed: X	Failed:	

No executive session was held

Ordinance/Resolutions:

Resolution 2018-67: A motion to suspend rules on resolution amending resolution no. 2018-05 and declaring an emergency

Ordinance: N/A		Resolution: 2018-67	
Motion	Tom	COMMENTS/DISCUSSION:	
2 ND	Rebecca		
Voice Vote			
	Lowell	X	
	Tom	X	
	David	X	
	Rebecca	X	
	Tammy	X	
	Becky	X	
Result of Vote:	Passed: X	Failed:	

**David asked if it could be explained due to his absence. Courtney explained that in res. 2018-05 would be amending only to remove a section of the resolution allowing employees to carry over sick/vacation time in a calendar year. Tom was able to provide a copy of res. 2018-05 to David.*

**Becky entered into meeting at 9:04am. A motion to allow Becky to enter meeting was 1st motioned by Rebecca and 2nd by David. Roll call was taken and all in favor*

Resolution 2018-67: A motion to place resolution on 1,2,3 readings amending resolution no. 2018-05 and declaring an emergency

Ordinance: N/A		Resolution: 2018-67			
Motion	Tom	COMMENTS/DISCUSSION:			
2 ND	Tammy				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy	X			
	Becky	X			
Result of Vote: Passed: X		Failed:			

Resolution 2018-67: A motion to adopt resolution on amending resolution no. 2018-05 and declaring an emergency

Ordinance: N/A		Resolution: 2018-67			
Motion	David	COMMENTS/DISCUSSION:			
2 ND	Becky				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy	X			
	Becky	X			
Result of Vote: Passed: X		Failed:			

Mayor Martin advised was a resolution to correct an oversight. Mayor Martin also advised Courtney and Mayor will be reviewing and making corrections to employee handbook and will present to council to make suggestions as well.

Resolution 2018-68: A motion to suspend the rules on resolution allowing Courtney Bricker to create super blanket purchase orders for matters requiring recurring payments, also allowing the creation of threshold for regular blanket purchase orders and declaring an emergency

Ordinance: N/A		Resolution: 2018-68			
Motion	Rebecca	COMMENTS/DISCUSSION:			
2 ND	Tom				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy	X			
	Becky	X			
Result of Vote: Passed: X		Failed:			

**Courtney explained the purpose of creating super blankets for recurring bills as well as \$3000 threshold on regular blanket PO's. David asked if signatures are required, Courtney advised special PO's are required to sign but most all will not need signatures unless asked. This was the state auditors recommended.*

Resolution 2018-68: A motion to place resolution on 1,2,3 reading allowing Courtney Bricker to create super blanket purchase orders for matters requiring recurring payments, also allowing the creation of threshold for regular blanket purchase orders and declaring an emergency

Ordinance: N/A		Resolution: 2018-68			
Motion	David	COMMENTS/DISCUSSION:			
2 ND	Tammy				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy	X			
	Becky	X			
Result of Vote: Passed: X		Failed:			

Resolution 2018-68: A motion to adopt resolution allowing Courtney Bricker to create super blanket purchase orders for matters requiring recurring payments, also allowing the creation of threshold for regular blanket purchase orders and declaring an emergency

Ordinance: N/A		Resolution: 2018-68			
Motion	Tammy	COMMENTS/DISCUSSION:			
2 ND	Tom				
Voice Vote				YES	NO
	Lowell			X	
	Tom			X	
	David			X	
	Rebecca			X	
	Tammy	X			
	Becky	X			
Result of Vote: Passed: X		Failed:			

Lowell: State auditors asked to pass this resolution but this type of resolution had been passed years ago. Courtney replied that the auditors felt that the legislation was not correctly executed. Lowell advised years ago a resolution was not needed and as a clerk I could exercise this policy. Courtney advised that with fiscal emergency and that rule is safe and new members are aware of policy and it is followed. Established by ORC. Courtney added that approving the budget allows Fiscal Officer to pay and use monies at any time. But Courtney feels that the finance and council should have control limiting the spending. Is part of best practice as this was presented by auditors

Rebecca: added that she liked seeing the legislation and what restrictions are in place and that there is a limit and policy.

Mayor Martin mentioned that the employees appreciate the passing of legislation as this was a concern of the employees of the carry over time.

Round Table:

David-

Tom- Wished everyone a Merry Christmas and safe and Happy New Year

Rebecca-

Lowell-

Tammy-

Becky-

Mayor Martin-

Meeting adjourned by Mayor Martin at 9:17 AM

Respectfully submitted:

Courtney Bricker, Fiscal Officer/Clerk of Council

William Martin, Mayor