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**RECORD OF PROCEEDINGS**

Minutes of the Silverton Village Council Meeting

Held Thursday, August 18, 2011

The Council of the Village of Silverton met for a business meeting in Council Chambers at 6860 Plainfield Road at 7:00 pm on Thursday, August 18, 2011. Mayor John Smith called the meeting to order.

**OPENING REMARKS:**

Mayor Smith led a moment of silent prayer, followed by the Pledge of Allegiance.

**ROLL CALL:**

**Elected Officials:**

* John Smith, Mayor Present
* Willa Garner, Council Absent
* Shirley Hackett, Council Present
* Mark Quarry, Council Present
* Frank Sylvester, Council Present
* Idella Thompson, Council Absent
* Dottie Williams, Council Present

**Also present:**

* Steve Husemann, Interim Village Manager
* Bryan Pacheco, Village Solicitor
* Meredith George, Clerk of Council
* Tom Peterson, Finance Director

Mrs. Williams motioned to excuse Mrs. Garner and Mrs. Thompson. Mr. Sylvester seconded the motion. Motion carried by a unanimous voice vote.

**APPROVAL OF MINUTES FROM PRIOR MEETINGS:**

Mayor Smith presented the minutes from the July 21, 2011 Council Meeting and the August 4, 2011 Workshop. Mr. Quarry motioned for approval of the minutes with any necessary corrections and was seconded by Mrs. Williams. Motion carried by a unanimous voice vote.

**MAYOR’S COMMENTS AND GUESTS:**

1. Mayor Smith introduced Mr. Dave Minich of Plattenburg and Associates LLC, who was present to give a summary of the 2009 &2010 audits. Mr. Minich reported that everything is in order with Silverton’s books.

**PUBLIC COMMENT:**

None.

**OLD BUSINESS AND GENERAL COMMENTS:**

None.

**NEW BUSINESS AND COMMITTEE REPORTS:**

1. Village Manager’s Report
	1. *State Auditor – David Yost*

Mr. Husemann reported Ohio Auditor of State David Yost was in Silverton this morning. Mr. Yost met with Mr. Husemann to discuss the sharing of government resources. Mr. Husemann reported it was a very good meeting.

* 1. *Municipal Building Improvements*

Mr. Husemann reported that the budgeted renovation items are now complete. The projects went over about $1700, which was due to the asbestos removal. Six additional projects need to be completed: flooring in the downstairs restrooms, ceiling in the outer offices, police awning, carpeting on the admin side, ceiling in the back offices, and the cleaning of the outside of building. Mr. Husemann stated he will start to gather bids for the bathroom floors and drop ceiling in the admin area to bring back to Council.

* 1. *Building Use Policy*

Mr. Husemann changed the building use policy to allow for food and drink for “village sponsored” events only when a Village employee or Council member is present. Mr. Husemann stated this is a better policy than banning food and drink all together. Mrs. Williams motioned to accept adopt the building use policy, including allowing food and drink at village sponsored events. Mr. Sylvester seconded the motion. Motion carried by a unanimous voice vote.

* 1. *Domain Name*

Mr. Husemann reported the new domain name information was presented to Council in June. Generally, there is no rule of thumb. Mr. Husemann recommends leaving “village” out of the new domain name in case Silverton reverts back to city status in the future. Council was in agreement.

* 1. *Credit Union Signage*

Mr. Husemann informed Council that the Village may need to apply to the BZA for a sign variance at the Credit Union. Mr. Husemann reported that the real estate agreement between Silverton and the Credit Union requires the Village to install a sign in the shared parking lot area. The variance would be for the size of the sign, as the code only permits a 3 square foot sign. A 20 square foot sign would be more appropriate. Mr. Pacheco stated he was not sure if the Village would need the variance. Mr. Pacheco will look into it and get back to Mr. Husemann. Mr. Sylvester asked about the landscaping in the lot. Mr. Husemann stated there is a landscaping plan that will be put into place when the weather cools off a bit.

* 1. *Water Main/Gas Main Replacement Updates*

Mr. Husemann reported the majority of the gas main replacement work on Montgomery Road will take place in the sidewalk. The project will be underway soon.

The water main replacement project should start any day. The project will begin at the railroad tracks on Montgomery at Highland. Then the project will move north to Plainfield Road and end at South Avenue.

There will be some construction at Montgomery and Stewart while they do service tie-ins for the new school. This is only expected to take a couple of days.

* 1. *Urban Forestry Board*

The Urban Forestry Board is busy working on the next Tree City USA Growth Award. The board is working with on Ohio urban forester to identify all publicly owned trees and make sure they are in good shape. The service department will be notified of any trees that are in need of attention.

* 1. *HURC*

Mr. Husemann reported that HURC is rehabbing the house located at 6752 Placid Place as part of the NSP funding program. Mr. Husemann mentioned the vacant lot on Stewart Road. Mr. Quarry suggested it be used at an entry to any redevelopment that goes in where the existing school building is.

* 1. *Council Retreat*

Mr. Husemann reported that the Council retreat will take place at the Municipal Building on Tuesday, August 30.

1.10 *Business Reception*

Mr. Husemann reported that the attendees at the business reception were enthused about the event. It was a good networking opportunity. Mr. Husemann suggests having another one in 3-4 months.

1.11 *Miscellaneous*

Mr. Sylvester reported that there is a tree branch lying on a power line at Plainfield and Woodford. Mr. Husemann will look into it.

1. Clerk of Court Report

Mrs. George gave the July 2011 Mayor’s Court report. Mr. Quarry motioned to approve the report and was seconded by Mr. Sylvester. Motion carried by a unanimous voice vote.

1. Budget Report

Mr. Peterson gave the July 2011 Budget Report. Mr. Quarry motioned to approve the report and was seconded by Mrs. Williamson. Motion carried by a unanimous voice vote.

1. Committee Reports

Mrs. Williams – Fire Board Report – Mrs. Williams reported that the Fire District is applying for a grant to provide air packs for the department. Each pack is $6000 and the department is in need of 15 of them. Mrs. Williams reported that she was elected Vice-President of the board. The next board meeting is October 11, 2011 at 4:30 p.m.

Mr. Sylvester reported the Planning Commission met and approved the Phase I of the Belkenton project. Phase II will most likely be presented to the Planning Commission in October.

**INTRODUCTION AND READING OF NEW LEGISLATION:**

Mr. Quarry motioned to table Ordinance 11-3344 and was seconded by Mrs. Williams. Motion carried by a unanimous voice vote.

Mrs. George gave the first reading of Ordinance 11-3345 An Ordinance Amending Section 91.73 of the Municipal Code of Ordinances to Read as Follows in Exhibit A.

Mrs. George gave the reading of Resolution 11-611 A Resolution Extending the Employment Contract for Interim Village Manager and Providing for Compensation and Benefits of the Interim Village Manager. Mr. Sylvester motioned for passage and was seconded by Mrs. Williams. A roll call vote was taken. All members present voted aye. Motion carried.

Mrs. George gave the reading of Resolution 11-612 A Resolution Granting Director of Transportation Authority to Maintain State Highways, Apply Standard Longitudinal Pavement Markings and Erect Regulatory and Warning Signs on State Highways Inside Village Corporation, and Giving Consent to the Plowing of Snow and Use of Abrasives for Ice Control Under the Supervision of the Director of Transportation, State of Ohio.

Mrs. Williams motioned for passage and was seconded by Mr. Quarry. A roll call vote was taken. All members present voted aye. Motion carried.

**MOTION TO RETIRE TO EXECUTIVE SESSION:**

Mr. Quarry motioned to retire to Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee per ORC 121.22(G). Mrs. Hackett seconded the motion. A roll call vote was taken. All members present voted aye. Motion carried.

**MOTION TO ADJOURN MEETING:**

Motion to adjourn was made by Mrs. Williams and seconded by Mr. Quarry. All present voted in favor. Motion carried.

The meeting adjourned at 9:27s p.m.

Respectfully submitted,

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Meredith L. George

Clerk of Council

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John A. Smith

Mayor