

CITY OF WILLARD
BOARD OF ALDERMAN
REGULAR MEETING
June 13, 2011

Board present: Alderman Trapp-present, Alderman Roggensees-present, Alderman Hemphill-present, Mayor Keltner-present, Alderman Magee-present, Alderman Vincent-present, Alderman Simmons-present.

Also present: City Clerk, Dale Duvall; CFO, Karen Robson; Director of Development, Randy Brown; Parks and Recreation Director, Kevin McDonald; Emergency Management Director, Stacy Winters; Finance Clerk, Gaytha Yates; Public Works Director, Justin Reaves; Chief of Police, Tom McClain; and Willard Reserve Officer, Bill Lingenfielser.

Also in Attendance: Shane Shoeller, Barbara Cosby, Hannah Trapp, Cathy Jiz, Michael Jiz, Lucille Murray and Sam Baird,

Laura Scott of the Cross Country Times was also in attendance.

Tom Keltner led the Pledge of Allegiance.

State Representative, Shane Shoeller presented a Plaque from the House of Representatives for the service and contributions of former Willard Mayor Joe Cosby who had recently passed away. Joe's widow, Barbara Cosby, daughters Cindy Trapp and Cathy Jiz, granddaughter Hannah Trapp and son-in-law Michael Jiz were present to accept the plaque.

Call to Order

Mayor Tom Keltner called the meeting to order.

Roll Call

City Clerk, Dale Duvall did the roll call. Alderman Trapp-present, Alderman Roggensees-present, Alderman Hemphill-present, Mayor Keltner-present, Alderman Magee-present, Alderman Vincent-present, Alderman Simmons-present.

Agenda Amendments/Approval of Agenda

City Clerk, Dale Duvall notified the Mayor that the 2nd reading of the Conceal and Carry Ordinance needed to be started from 1st reading again. This was due to the addition of the City Administrator and City Attorney as those allowed to conceal and carry. **Motion** made by Alderman Vincent and seconded by Alderman Hemphill to approve the agenda with the above change. Alderman Vincent-I,

Alderman Magee---I, Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I. All votes aye. Motion carried.

Approve the Minutes of the Special Meeting on June 2, 2011

Alderman Roggensees asked that the minutes be changed to reflect that the motion of the Board was to instruct the City Clerk to have the draft of the agenda emailed to the Board on the Monday prior to the meeting. The final packet would be emailed by the close of business on the Thursday prior to the meeting and the hard copy would be in the Aldermen's boxes at City Hall on Friday morning, prior to the meeting. Alderman Roggensees noted that the maximum amount to be spent on the utility reading units, software and training was \$25,000 not \$20,000 as was reflected in the draft of the minutes. Dale stated that she would make the change. Alderman Vincent also asked for clarification of the Board's motion regarding the change of the recycling hours. City Clerk, Dale Duvall stated that she would change the motion in the minutes to reflect the change in recycling centers hours to Wednesday-Saturday, 8-5 p.m. **Motion** made by Alderman Simmons and seconded by Alderman Hemphill to approve the minutes, of the special meeting on June 2, 2011 with the above changes in verbiage. Alderman Vincent---, Alderman Magee---I, Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I. Five votes aye. One Abstention due to absence. Motion carried.

Citizen Input- None

Financial Report-CFO Karen Robson

- a. **April Financial Statements-** **Motion** made by Alderman Simmons and seconded by Alderman Vincent to approve the April financial statements. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- b. **May Outstanding Bills-** **Motion** made by Alderman Hemphill and seconded by Alderman Magee to pay the outstanding bills. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- c. **May Utility Adjustment Report-** **Motion** made by Alderman Simmons and seconded by Alderman Trapp to accept the adjustment report. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.
- d. **Tiger Trucks-** Karen stated that the item was being removed due to an alternate option to be brought to the Board soon.

Questions for Department Heads

Alderman Vincent asked Justin about the road patching progress. Justin stated that Public Works has been busy crack sealing the roads.

Alderman Vincent asked Randy Brown about the nuisance violations and if common sense was being used on the larger agriculture fields. Randy stated that staff follows the ordinance and that yes, common sense is used in each case.

Alderman Vincent asked Kevin if the pool admission prices were comparable to other Cities locally. Kevin stated that the City pool prices were indeed comparable.

Alderman Vincent asked Dale for clarification on the date of permitted fireworks sales in her report. Dale stated that the July 2nd was a misprint and that it should read July 5th.

Alderman Roggensees and Alderman Hemphill expressed concern to Kevin over the pool being closed on Memorial Day, July 4th and Labor Day. Kevin explained that those three days are so slow that the Parks Dept. ends up losing money. He also told the Board that the closing on Monday's is so that maintenance can be done on the pool, that it is a slow day typically and that the Parks Dept and the former Board had approved those closings. Kevin was instructed by the Board to bring the numbers from the past two years of attendance and operation costs on these days to the Board for further evaluation for 2012.

Alderman Vincent asked Kevin to keep a record of any complaints regarding the pool being closed on those days.

Alderman Roggensees stated that ideally he would like the pool to be open the same hours of operation as surrounding cities when the financial situation permits.

Aldermen Hemphill asked Justin about the progress on the painting of the fire hydrants. Justin stated that that has been put on the back burner due to the crack packing of the roads and meter reading. Justin stated that flow testing had been done a couple of months ago and that the hydrants would be painted in the next couple of months.

Safety Manual- This item was postponed so that Alderman Vincent could obtain and read the manual.

Springfield/Willard Animal Control Agreement- Motion made by Alderman Simmons and seconded by Alderman Vincent to approve the Mayor to sign the annual agreement. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

1340 AM/ WAC 2011 Trade Proposal – Kevin explained to the Board that this is a yearly trade that is done with the radio station. The WAC gets free 30 second advertisements in exchange for 284 general admission passes and 6 season passes for the pool.

Alderman Roggensees asked Kevin to approach the station and ask if the City of Willard amenities could be added to the spots. Kevin said that he would check with the radio station to see if that was possible.

Alderman Simmons asked if there was any way to track the listening audience of the radio station. Kevin stated that it could only be tracked by those that tell City staff that they heard the advertisement. **Motion** made by Alderman Simmons and seconded by Alderman Vincent to approve the Mayor to sign the annual agreement. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

CONCEAL AND CARRY ORDINANCE (1ST READING)

ORDINANCE # 11-08

BILL #110711

AN ORDINANCE ESTABLISHING THE AUTHORITY FOR THE MAYOR, THE CITY ADMINISTRATOR, THE CITY ATTORNEY, ALL CITY DEPARTMENT HEADS AND THE BOARD OF ALDERMEN TO CARRY CONCEALED WEAPONS ON ALL CITY OF WILLARD PROPERTY AND IN ANY CITY BUILDINGS.

Dale Duvall informed the Board that due to the City Administrator and the City Attorney being added to the ordinance that the first reading would need to be read again with the above changes.

First read was conducted by Dale Duvall, in its entirety. **Motion** made by Alderman Hemphill and seconded by Alderman Magee to approve the first read. Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I, Alderman Hemphill-I, Alderman Vincent-I, Alderman Magee-I. All votes aye. Motion carried.

Old Business

Aldermen Hemphill stated that he had received positive feedback from citizens on the city-wide garage sale.

Alderman Hemphill asked Karen on the progress on the postage meter situation. Karen stated that she is meeting with companies and hopes to have information at the next Board meeting.

Attorney Reynolds informed the Board that the alcohol ordinance should be ready to be brought to the Board in July.

Aldermen Magee stated that he believed that a plan regarding the pool and the financial situation associated with it needed to be dealt with by the Board. The Mayor informed the Board that due to the stormwater/park tax in Greene County sunsetting, Kevin and Karen were getting numbers together to be able to bring to the Board to discuss.

Adjourn - Motion made by Aldermen Simmons and seconded by Aldermen Hemphill to adjourn the open session and open the executive session. Alderman Vincent-I, Alderman Magee-I, Alderman Simmons-I, Alderman Trapp-I, Alderman Roggensees-I,

Alderman Hemphill-I. All votes aye. Motion carried.

Mayor Keltner asked all city staff to leave the room except Kevin McDonald, the City Attorney, the Board and himself.

Dale Duvall, City Clerk

Tom Keltner, Mayor of Willard