

**Gambier Village Council
Regular Meeting
April 1, 2024**

Council Present: Rakia Faber, Liz Forman, Alison Furlong, Morgan Giles, Natalie Wright
Absent: Kaitlin Sockman

Also, attending: Leeman Kessler, Mayor; RC Wise, Village Administrator; Diane Steinmetz, Fiscal officer; Clint Bailey, Solicitor; Ian Smith, Kenyon College; Elizabeth Bonaudi, resident; Jim Lenthe, resident; Jim Cantrell, Food Truck vendor; Lucas Flynn, Kenyon Collegian; Grant Richey, Knox Pages.

Virtual, attending: Alec Wood, resident.

Mayor Kessler called the Meeting to Order at 7:00 pm

Open to the Audience

Rick Cantrell, food truck operator, just here to see about the changes occurring with the ordinance.

Ian Smith, Kenyon College, lots of things coming up. Next week Board meeting and the inauguration of our new President, will be lighting up Old Kenyon and sounding the bell.

Mayor's Report

See Addendum

Council Forman, wanted to point out that Doug Mclarnan was a major person in getting the trail put in along with the gardens.

Administrator's Report

See Addendum

Leadership Knox asking if they could place a few banners on the poles in the community park, on the power poles, would be to promote stroke awareness and Diabetes awareness.

Discussion over the Fiber updates, per VA Wise the delay is currently due to AEP approval to utilize their poles.

Council Faber, question over the Kokosing Sewer Project and submitting the information to Troy Balderson.

Fiscal Officer's Report

See Addendum

Approve motion to transfer funds within the General fund for the establishment of the EV station fund lines.

Rakia Faber Y

Liz Forman S-Y

Alison Furlong Y

Morgan Giles Y

Kaitlin Sockman ab

Natalie Wright M-Y

Solicitor's Report

Was not able to complete the Food Truck ordinance update, but we will be discussing further tonight.

Committee Reports

Streets & Utilities Committee – Monday, March 18th

See Addendum for meeting minutes

Discussion over how Small's will be the company transporting the gravel and asphalt for the roundabout project, and that they will be traveling more within the Village limits. Primarily Monday through Friday with an occasional Saturday.

Mayor Kessler, do we know when the next info session will be with ODOT? Do we have enough information to hold a meeting with the public?

VA Wise, I think we do have enough information now for us to be able to complete an FAQ for the residents.

Mayor Kessler, then we are looking at mid-month for the townhall meeting.

Council Forman, requested that VA Wise send the information on how to submit support for the traffic study for Duff street and Acland areas.

Discussion over the Water Tower sediment clean out, recommended to go with a diver this time.

Buildings & Grounds Committee – Monday, March 25th

See Addendum for meeting minutes

Council Forman, is there a limit on the number of boxes for residence to bring for the Shred-it day? VA Wise, no we did not set a limit and there will be no charge.

Discussion over the possible Community Center updates.

VA Wise noted that the day after the committee meetings a new leak was noted in the library area, the roof people will be back out to investigate that.

Library, Programming & Events Committee – Monday, March 18th

See Addendum for meeting minutes

Discussion over the table that will be out for information on the roundabout, including the route for the detour during the 43022-day event.

Day of service with Kenyon will be on the 10th of April.

Public Safety & Personnel Committee- Monday, March 18th

See Addendum for meeting minutes

Discussion over traffic concerns at the start of the roundabout project, and possibly requesting Deputy Fritz patrolling certain areas during those first several weeks and then again during August when schools start back up.

Council Faber, could we possibly redo the crosswalk lines before the roundabout project starts to help make them stand out more for drivers.

Elizabeth Bonaudi, resident, is it possible to put in place any temporary stop signs?

General discussion amongst council on where and how best to do this option.

Rt. 308 stop at Chase, Gaskin & Wiggin. VA Wise stated that ODOT said there will be 6 different message boards stating when the road closer will be.

Regional planning, no major updates.

KSAT, not much currently.

Zoning, two new businesses coming into town. A Salon will be in the middle so closer to the Deli, the Bakery will be closer to Brooklyn. The Salon is hoping to be in and open by August Marlow Salon (hair, nails & Massage) & Birds of a Feather Bakery & Boutique.

Council Business:

(Motion = M / Second = S) (Yes=Y / No=N / Abstain=A / Absent=ab)

Approval of March 4 Council Meeting Minutes

Rakia Faber <u> Y- </u>	Liz Forman <u> S-Y </u>	Alison Furlong <u> Y </u>
Morgan Giles <u> M-Y </u>	Kaitlin Sockman <u> ab </u>	Natalie Wright <u> Y </u>

Approval of March 2024 Bills Paid

Rakia Faber <u> S-Y </u>	Liz Forman <u> Y </u>	Alison Furlong <u> M-Y </u>
Morgan Giles <u> Y </u>	Kaitlin Sockman <u> ab </u>	Natalie Wright <u> Y </u>

1. Ordinance 2024-03 Ordinance to establish benefits and residence requirements for the Village of Gambier's Fiscal Officer. – 3rd Reading

Rakia Faber <u> Y </u>	Liz Forman <u> Y </u>	Alison Furlong <u> M-Y </u>
Morgan Giles <u> Y </u>	Kaitlin Sockman <u> ab </u>	Natalie Wright <u> S-Y </u>

Approval of Ordinance 2024-03:

Rakia Faber <u> M-Y </u>	Liz Forman <u> Y </u>	Alison Furlong <u> Y </u>
Morgan Giles <u> Y </u>	Kaitlin Sockman <u> ab </u>	Natalie Wright <u> S-Y </u>

2. Ordinance 2024-04 Ordinance to amend Codified Ordinance section 52.60 in regards to establishing rates and charges for the use and service of the municipal water system – 3rd Reading

Rakia Faber <u> Y </u>	Liz Forman <u> Y </u>	Alison Furlong <u> M-Y </u>
Morgan Giles <u> Y </u>	Kaitlin Sockman <u> ab </u>	Natalie Wright <u> S-Y </u>

Approval of Ordinance 2024-04:

Rakia Faber <u> Y </u>	Liz Forman <u> S-Y </u>	Alison Furlong <u> M-Y </u>
Morgan Giles <u> Y </u>	Kaitlin Sockman <u> ab </u>	Natalie Wright <u> Y </u>

3. Resolution 2024-06 A Resolution establishing rates and charges for the electric vehicle charging station and declaring an emergency – 1st Reading

Rakia Faber <u> S </u>	Liz Forman <u> </u>	Alison Furlong <u> </u>
Morgan Giles <u> </u>	Kaitlin Sockman <u> ab </u>	Natalie Wright <u> M </u>

Declare an emergency and suspend the rules for 3rd reading vote:

Rakia Faber <u> Y </u>	Liz Forman <u> Y </u>	Alison Furlong <u> M-Y </u>
Morgan Giles <u> Y </u>	Kaitlin Sockman <u> ab </u>	Natalie Wright <u> S-Y </u>

Approval of Resolution 2024-06 as amended:

Rakia Faber <u> M-Y </u>	Liz Forman <u> S-Y </u>	Alison Furlong <u> Y </u>
Morgan Giles <u> Y </u>	Kaitlin Sockman <u> ab </u>	Natalie Wright <u> Y </u>

Discussion over the amounts within the Ordinance and the amount to charge for motorists sitting too long beyond the time needed to charge their vehicle, using the spot as a parking space instead of using the space to charge.

Decided to provide a 10-minute grace period after the full charge is complete.

4. Ordinance 2024-07 Food Truck Ordinance

Clint was unable to update the physical wording of the Ordinance prior to the meeting, council discussed how they will be amending the Ordinance for written review during the May meeting.

Proposing that the wording within the Ordinance also include the zoning ordinance verbiage for light and noise.

Rick Cantrell, Food Truck owner, provided his insight into the lights and noise that can occur and the difficulties over reducing the sound from the generators. General discussion over noise issues.

Discussion over the length of time the trucks can get permits for and the time of day they are permitted during those days.

Possible one day a week to have an event of multiple trucks, but determining where to have and if the students would travel to that location. Continued discussion of changing the location for the Food Trucks.

Mayor Kessler, are there specific items we want Solicitor Bailey to include in the updated ordinance? Violators of not getting the permit should be banned for 3 to 6 months too coming to the Village at all. Do agree with the First come first serve for getting the permits.

Solicitor Bailey read over the portion of the current Ordinance over the limit of only 2 days per week per Food Truck. Then the limitation of only one during the weekdays and two during the Weekend.

Council Forman, should we change it to all week long only two food trucks allowed, instead of the breaking out of weekday & then weekend.

Balancing the days out more, so encouraging the Food trucks to come in on the days that the brick-and-mortar businesses are closed, such as Sundays & Mondays.

Is there still interest in increasing the permit cost? Council Forman, I think we should keep it where it is.

Will also change the verbiage to allow for evenings during the week, instead of the current from 8am – 2pm. Solicitor Bailey, what are the ideal hours? Rick Cantrell, 5-11pm during the week would work well.

Solicitor Bailey will write up the ordinance and it will be taken to the Streets & Utilities committee for review before bringing to full Council.

5. Engineering for Duff Street Waterline

Rakia Faber Y

Liz Forman M-Y

Alison Furlong S-Y

Morgan Giles Y

Kaitlin Sockman ab

Natalie Wright Y

VA Wise stated this means that we will be using Village funds and can begin the project before July 1st.

6. Street Closure for 43022 Day – April 27th from 8am – 3pm
 Rakia Faber __Y__ Liz Forman __Y__ Alison Furlong __M-Y__
 Morgan Giles __Y__ Kaitlin Sockman __ab__ Natalie Wright __S-Y__

Closing Gaskin between Wiggin Street and Brooklyn.

7. Handbook Updates
 Rakia Faber __S-Y__ Liz Forman __Y__ Alison Furlong __M-Y__
 Morgan Giles __Y__ Kaitlin Sockman __ab__ Natalie Wright __Y__
8. Dumpster Day – May 4th
 Rakia Faber __Y__ Liz Forman __Y__ Alison Furlong __M-Y__
 Morgan Giles __Y__ Kaitlin Sockman __ab__ Natalie Wright __S-Y__

April Meetings:

Records Commission - Wednesday, April 10th, noon

Planning & Zoning Commission - Tuesday, April 16th, 7:30 p.m.

Shade Tree Commission - Friday, April 19th, 10 a.m.

Library, Programming & Events Committee-Monday, April 29th 4:30 p.m.

Buildings & Grounds Committee-Monday, April 29th 5:30 p.m.

Streets & Utilities Committee-Monday, April 29th 6:15 p.m.

Public Safety & Personnel Committee- Monday, April 29th 7 p.m.

Communication & Technology Committee

Strategic Plan Steering Committee -

Finance & Income Tax Committee -

Next Council meeting - Monday, May 6 at 7:00 p.m.

Roundabout FAQ dates – April 22nd at 7:00 pm

General discussion among council for how to get the word out, do we hold more than one, flyers where?
 Apartment/renters how do we get the information to them. Sending the information to Wiggin Street school to share with parents.

Submit Questions by the 15th so that research can be completed on topics beyond general knowledge.

The meeting was adjourned by Mayor Kessler at 8:46 p.m.

March 2024 Bills Paid

UTILITIES	
American Electric Power	5,075.04
Constellation NewEnergy - <i>electric costs</i>	3,512.05
AT&T - Firstnet	231.76
Campus Auto - <i>Fuel purchases</i>	509.52
Walmart - <i>Fuel purchases</i>	239.72
CenturyLink (<i>aka Brightspeed</i>)	361.83
CenturyLink (<i>aka Lumen</i>)	475.65
Cintas Corp	206.29
Energy Cooperative	40.87
Ohio Cumberland Gas Co.	671.98
Republic Services	158.69
Rumpke	3,686.62
Spectrum	299.99
US Bank Equipment Finance	565.47
Village of Gambier (<i>water billing</i>)	351.14
CONTRACT SERVICES (Monthly)	
Advanced W&WW Operations (<i>formerly Agri-Sludge Inc</i>)	3,800.00
Cardmember Services - Zoom Meetings	17.15
Division of Water & Wastewater	42,138.74
MASI Laboratories	1,259.15
Miami Products & Chemistry	1,864.00
Sheriff of Knox County	2,745.01
Advanced Auto Parts	30.50
Advanced W&WW Operations (<i>formerly Agri-Sludge Inc</i>)	22,000.00
Cardmember Services	268.65
Amazon - Tree Commission	193.65
OH Rural Water - exam review	75.00
Cold Stream Farm	271.05
Clearfork Valley Electric	1,900.00
G.R. Smith and Company	43.30
Knox County Media LLC	160.98
Knox County Clerk of Courts	15.00
Lowe's	568.33
National Auto Fleet Group	56,955.00
Ohio Gov Finance Officers Association	40.00
Pump Doctor	1,461.13
Sedgwick	235.00
Tractor Supply	57.90
Verdantas LLC	4,406.95
Income Tax refunds - Individual	457.85
Income Tax refunds - Business	658.31
Reimbursement	799.50
Clothing Allowance(s)	127.05
Payroll	39,962.18
OPERS	0.00
Medicare	579.45
Social Security	155.00
United Healthcare Ins	9,129.66

Addendum
Regular Board Meeting
April 1, 2024

CONTENTS:

1 – Village of Gambier Mayor’s Report

2 – Village Administrator’s Report

3 – Fiscal Officer’s Report

4 – Buildings and Grounds Committee Minutes

5 - Library and Programming Committee Minutes

6 – Streets and Utilities Committee Minutes

7 – Public Safety and Personnel Committee Minutes

8 – Approved Ordinances and Resolutions

(For signed & dated copies please contact the Fiscal Officer)



Mayor's Report

Gambier was honored to take part in and be the location for the annual Knox County Chamber of Commerce Awards Dinner. This is always a fantastic opportunity to connect with county partners and celebrate success. As we prepare to welcome new businesses to the village, we are grateful for the support provided by the Chamber and all our business partners throughout the county.

Administrator Wise and I attended the first all day Knox County Open Space Symposium put on by the Area Development Foundation and Kenyon College's Office for Community Partnerships. We spoke with and heard from representatives from ODNR, local conservation boards, park managers, and agricultural partners about how to protect and invest in open spaces during an expected period of development and growth. Slides from the symposium are available for those interested.

I am honored to announce that I have been elected to the executive committee of the Mayors Association of Ohio and will serve along with mayor Starr of Mount Vernon to represent the interests of Gambier and Knox County while making connections and nurturing friendships across the state.

Residents and visitors can expect to see ODOT at the 229-Wiggin intersection removing trees from the hillside in preparation for the roundabout construction. They do not anticipate needing to close the road during this work but be mindful in case they take the road down to one lane as they work. This is not the start of the full construction which is anticipated to close the intersection from around May 28 to November of this year.

The village lost a great friend in Doug McLarnan who served both in official and unofficial capacities and left a profound impact on this community. We are saddened at his loss and grateful for his work and legacy.



VILLAGE ADMINISTRATOR'S REPORT APRIL 2024

WATER RATE ORDINANCE

The water rate increase ordinance is up for third reading tonight. The increase matches the percentage increase Mt. Vernon passed on to us last year. The ordinance also contains a clause to address future increases.

RESOLUTION SETTING ELECTRIC VEHICLE STATION CHARGES

With the village now bearing monthly maintenance charges and the electric bill for the electric vehicle station, Streets and Utilities Committee are recommending the village start charging motorists for this service. The resolution lays out the charges we could begin charging, that if sessions and energy use stay the same, would help the village recover both the energy and maintenance costs. A 12-month look-back report developed from ChargePoint's data is included in today's packet. The recommendation is to pass the resolution as an emergency so the charges to motorists can begin as soon as possible.

EMPLOYEE HANDBOOK UPDATES

Compensatory time is mentioned in the current employee handbook but not well defined on its applicability. Public Safety and Personnel Committee reviewed the suggested updates which include a concept of limited unpaid time off if the employee requests it. The recommendation is to approve the updates as presented.

ENGINEERING PROPOSAL FOR DUFF STREET WATERLINE PROJECT

District 17 of the Ohio Public Works Commission has recommended our Duff Street Waterline Replacement project get funded in Round 38. We can't encumber expenses for which OPWC will reimburse us until after the contract is signed by July 1. However, we can start engineering and design work for the project, using our own money, so that when the OPWC contract is in place, bidding and construction can be done this summer and fall. The OPWC funding would be \$116,000 in a grant and \$80,000 in a 20-year interest-free loan. The village has set aside about \$110,000 in local funds.

WORK UNDERWAY FOR ROUNDABOUT CONSTRUCTION

Preliminary field work has started as Ohio Department of Transportation prepares for the construction of the roundabout and shared use path. Message boards will be put in place two weeks prior to the closure, ODOT told us at the pre-construction meeting last month. Shelly & Sands is the general contractor on the \$3.2 million project which includes the roundabout and a shared use path along SR 308. We were told Small's will be providing the asphalt and concrete so local truck traffic can be expected during the five-month construction period. The contractor will be working with the village to schedule the waterline replacement changeover at a time when our typical usage is lower. The closure is planned for May 28 through Nov. 15.

CORPO RECOMMENDS \$99,200 FOR VILLAGE ENGINEERING WORK

Central Ohio Rural Planning Organization recommends giving the village \$99,200 in engineering funds to design a way to connect the Kokosing Gap Trail with Wiggin Street via Duff and Acland. There is a public comment period that must be submitted by 5 p.m. April 19. CORPO will then consider final approval on May 6. We are one of six projects in a six-county area moving forward in the second round of dedicated funds for Fiscal Years 2024-25. If given final approval, the projects will be added to the Transportation Improvement Program. To make public comments on the recommended transportation projects, e-mail CORPO@morpc.org or send regular mail to Mary Turner, Senior Planner, Mid-Ohio Regional Planning Commission, 111 Liberty St., Suite 100, Columbus, OH 43215.

KOKOSING SEWER PROJECT REQUEST SENT TO CONGRESS

Sen. Sherrod Brown sought requests for Congressionally Directed Spending. The village submitted the Kokosing Drive sanitary sewer project on March 22 for Fiscal Year 2025. Cong. Troy Balderson's office has also reached out to us asking for projects to put in the federal budget and we have until April 12 to submit our request to his office. We have letters of support from ADF, MORPC and Knox Public Health to bolster our request. This project has been turned down several times by the Ohio Department of Development.

AMERICAN ELECTRIC POWER RAISING RATES

American Electric Power sent us notice last week that rates will be changing on electric bills as they want to change the rates for transmission, generation and distribution services. AEP states the transmission rate will go up \$10 a month for a home using 1000 kilowatt hours and the distribution service rate will rise \$1.50 a month. They plan to lower the distribution charge but only for those not in a municipal aggregation program or choose not to have AEP supply their electricity. The three-page notice is included in today's packet.

ARBOR DAY OBSERVANCE APRIL 26

Tree Commission is planning an Arbor Day observance on Friday, April 26. This year's ceremony will be on the Brooklyn Street side of Wiggin St. Elementary as we will plant appropriate trees that will look nice and yet be easier for the school to maintain. The observance of Arbor Day is one of four annual requirements to maintain Tree City USA status. We received word last month from the Arbor Day Foundation that our 2023 application was approved for the 17th consecutive year.

FIBER PROJECT DELAYED AGAIN

We received word last week that the installation of fiber to village facilities has been pushed back from April 15 to July 31.



**Village of Gambier
Fiscal Officers report
April 1, 2024**

Fiscal Officer financial reports for Council review:

- 1) Reconciliation report for March 2024 – *will be provided during the Council meeting if available.*
- 2) Fund Cash Report – As of March 29th
- 3) Revenue Statement – As of March 29th
- 4) Expense Statement – As of March 29th

REPORTING YEAR	2024	BEGINNING			ENDING	ENCUMBERED	AVAILABLE	
FUND	FUND DESCRIPTION	BALANCE	REVENUE	EXPENSE	BALANCE	AMOUNTS	BALANCE	
A01	GENERAL FUND	1,518,027.35	94,222.95	79,136.20	1,533,114.10	269,489.59	1,263,624.51	MTD
		1,505,616.76	241,482.66	213,985.32	1,533,114.10	269,489.59	1,263,624.51	YTD
B01	STREET MAINTENANCE	122,273.55	2,206.84	212.90	124,267.49	13,503.21	110,764.28	MTD
		118,054.37	7,432.47	1,219.35	124,267.49	13,503.21	110,764.28	YTD
B02	STATE HIGHWAY MAINTENANCE	6,688.83	177.60	74.27	6,792.16	907.93	5,884.23	MTD
		6,696.05	567.53	471.42	6,792.16	907.93	5,884.23	YTD
B08	COUNTY PERMISSIVE TAX	0.00	0.00	0.00	0.00	0.00	0.00	MTD
		0.00	0.00	0.00	0.00	0.00	0.00	YTD
B09	MUNICIPAL MOTOR VEH. LIC. TAX	13,433.33	110.00	0.00	13,543.33	0.00	13,543.33	MTD
		13,227.76	315.57	0.00	13,543.33	0.00	13,543.33	YTD
B11	ARPA - 2021 GRANT	40,667.90	0.00	0.00	40,667.90	40,667.90	0.00	MTD
		40,997.50	0.00	329.60	40,667.90	40,667.90	0.00	YTD
D01	CAPITAL IMPROVEMENT	24,603.40	861.19	861.19	24,603.40	4,900.00	19,703.40	MTD
		25,048.90	7,700.56	8,146.06	24,603.40	4,900.00	19,703.40	YTD
E01	WATER REVENUE	386,591.16	34,298.70	47,625.56	373,264.30	317,108.80	56,155.50	MTD
		414,449.32	107,785.57	148,970.59	373,264.30	317,108.80	56,155.50	YTD
E02	SEWER REVENUE	931,947.23	32,113.58	40,009.67	924,051.14	223,453.73	700,597.41	MTD
		916,216.87	106,548.92	98,714.65	924,051.14	223,453.73	700,597.41	YTD
E06	STORMWATER	291,830.00	4,056.95	738.23	295,148.72	9,790.27	285,358.45	MTD
		280,526.16	15,613.65	991.09	295,148.72	9,790.27	285,358.45	YTD
G05	LEPLEY-METCALF TRUST FUND	359.68	0.00	0.00	359.68	0.00	359.68	MTD
		359.68	0.00	0.00	359.68	0.00	359.68	YTD
	GRAND TOTAL ALL FUNDS MONTH-TO-DATE	3,336,422.43	168,047.81	168,658.02	3,335,812.22	879,821.43	2,455,990.79	MTD
	GRAND TOTAL ALL FUNDS YEAR-TO-DATE	3,321,193.37	487,446.93	472,828.08	3,335,812.22	879,821.43	2,455,990.79	YTD

REPORTING YEAR	2024	ESTIMATED	M-T-D	Y-T-D	UNCOLLECTED	PERCENT
REVENUE #	REVENUE DESCRIPTION	REVENUE	REVENUE	REVENUE	BALANCE	COLLECTED
A01-A-114-00	INCOME TAX	850,000.00	86,718.71	205,220.22	644,779.78	24.14%
A01-A-115-00	LODGING TAX	90.00	0.00	26.61	63.39	29.57%
A01-B-121-00	LOCAL GOVERNMENT	26,654.76	3,293.32	10,185.05	16,469.71	38.21%
A01-B-123-00	CIGARETTE	45.00	0.00	0.00	45.00	.00%
A01-B-125-00	LIQUOR	2,500.00	0.00	324.80	2,175.20	12.99%
A01-B-154-00	CEMETERY	3,000.00	0.00	400.00	2,600.00	13.33%
A01-E-151-40	REFUSE COLLECTION	5,500.00	255.00	765.00	4,735.00	13.91%
A01-E-151-50	RECYCLING INCOME	300.00	0.00	0.00	300.00	.00%
A01-F-161-00	FINES FORFEITURES COURT	10,000.00	450.00	2,970.00	7,030.00	29.70%
A01-F-162-00	PERMITS	7,000.00	2,907.92	4,452.92	2,547.08	63.61%
A01-F-162-10	PERMITS - CONDITIONAL USE	500.00	0.00	0.00	500.00	.00%
A01-H-181-00	SALE OF FIXED ASSETS	0.00	0.00	20.00	-20.00	*****
A01-H-182-00	INTEREST	20,000.00	0.00	15,293.64	4,706.36	76.47%
A01-H-183-00	CONTRIBUTION	0.00	0.00	0.00	0.00	.00%
A01-H-184-00	RENTAL VENDING OTHER	5,000.00	595.00	1,695.00	3,305.00	33.90%
A01-H-191-00	REIMBURSE	5,000.00	3.00	129.42	4,870.58	2.59%
A01-I-191-00	TRANSFERS - NON-REVENUE	0.00	0.00	0.00	0.00	.00%
A01-X-560-00	ADVANCE IN LOAN REPYMT	0.00	0.00	0.00	0.00	.00%
	GENERAL FUND FUND SUB TOTAL	935,589.76	94,222.95	241,482.66	694,107.10	25.81%
B01-B-124-00	MOTOR VEHICLE LICENSE FEE	3,000.00	346.73	830.56	2,169.44	27.69%
B01-B-126-00	GASOLINE EXCISE TAX	15,000.00	1,860.11	5,317.03	9,682.97	35.45%
B01-B-182-00	INTEREST	50.00	0.00	1,284.88	-1,234.88	2569.76%
	STREET MAINTENANCE FUND SUB TO	18,050.00	2,206.84	7,432.47	10,617.53	41.18%
B02-B-124-00	MOTOR VEHICLE LICENSE FEE	320.00	0.00	39.23	280.77	12.26%
B02-B-126-00	GASOLINE EXCISE TAX	1,200.00	177.60	457.89	742.11	38.16%
B02-B-182-00	INTEREST	25.00	0.00	70.41	-45.41	281.64%
	STATE HIGHWAY MAINTENANCE FUND	1,545.00	177.60	567.53	977.47	36.73%
B08-B-128-00	COUNTY LICENSE FEE	0.00	0.00	0.00	0.00	.00%
	COUNTY PERMISSIVE TAX FUND SUB	0.00	0.00	0.00	0.00	.00%
B09-B-143-00	MUNICIPAL MOTOR VEHICLE LICENS	1,200.00	110.00	315.57	884.43	26.30%
	MUNICIPAL MOTOR VEH. LIC. TAX	1,200.00	110.00	315.57	884.43	26.30%
B11-D-141-00	ARPA 2021 GRANT	0.00	0.00	0.00	0.00	.00%
	ARPA - 2021 GRANT FUND SUB TOT	0.00	0.00	0.00	0.00	.00%
D01-D-141-00	OPWC PROJECT CQ36-37Y	0.00	0.00	0.00	0.00	.00%
D01-D-141-20	OPWC PROJECT DUFF ST	0.00	0.00	0.00	0.00	.00%
D01-D-141-30	EPA - H2OHIO GRANT	12,500.00	0.00	0.00	12,500.00	.00%
D01-D-141-40	CORPO SHARED USE PATH	30,014.08	861.19	7,700.56	22,313.52	25.66%
	CAPITAL IMPROVEMENT FUND SUB T	42,514.08	861.19	7,700.56	34,813.52	18.11%
E01-E-155-10	WATER RENTS	420,000.00	34,298.70	103,167.71	316,832.29	24.56%
E01-E-155-20	WATER TAPS	2,500.00	0.00	0.00	2,500.00	.00%
E01-E-182-00	INTEREST	2,000.00	0.00	4,617.86	-2,617.86	230.89%

REPORTING YEAR	2024	ESTIMATED	M-T-D	Y-T-D	UNCOLLECTED	PERCENT
REVENUE #	REVENUE DESCRIPTION	REVENUE	REVENUE	REVENUE	BALANCE	COLLECTED
E01-E-193-00	GF LOAN	0.00	0.00	0.00	0.00	.00%
	WATER REVENUE FUND SUB TOTAL	424,500.00	34,298.70	107,785.57	316,714.43	25.39%
E02-E-155-10	SEWER RENTS	421,785.00	32,113.58	97,436.96	324,348.04	23.10%
E02-E-155-20	SEWER TAPS	2,500.00	0.00	0.00	2,500.00	.00%
E02-E-155-30	OTHER FEE	0.00	0.00	0.00	0.00	.00%
E02-E-182-00	INTEREST	2,000.00	0.00	9,111.96	-7,111.96	455.60%
E02-I-192-00	TRANSFER IN	0.00	0.00	0.00	0.00	.00%
	SEWER REVENUE FUND SUB TOTAL	426,285.00	32,113.58	106,548.92	319,736.08	24.99%
E06-E-159-10	STORMWATER FEE	47,000.00	4,056.95	12,417.55	34,582.45	26.42%
E06-E-182-00	STORMWATER INTEREST	300.00	0.00	3,196.10	-2,896.10	1065.37%
	STORMWATER FUND SUB TOTAL	47,300.00	4,056.95	15,613.65	31,686.35	33.01%
G05-H-182-00	INTEREST	0.15	0.00	0.00	0.15	.00%
	LEPLEY-METCALF TRUST FUND FUND	0.15	0.00	0.00	0.15	.00%
	GRAND TOTAL	1,896,983.99	168,047.81	487,446.93	1,409,537.06	25.70%

REPORTING YEAR	2024	APPROPRIATION	CARRY OVER	M-T-D	Y-T-D	ENCUMBERED	UNENCUMBERED	
EXPENSE #	EXPENSE DESCRIPTION	AMOUNT	AMOUNT	EXPENSE	EXPENSE	AMOUNT	AMOUNT	PERCENTAGE
A01-1-A-211-00	LAW - SALARY & WAGES	25,000.00	0.00	0.00	1,894.68	0.00	23,105.32	92.42%
A01-1-A-212-00	LAW - BENEFITS	3,500.00	0.00	0.00	292.72	0.00	3,207.28	91.64%
A01-1-A-230-00	LAW CONTRACT	130,000.00	0.00	2,969.97	3,486.97	87,978.03	38,535.00	29.64%
A01-1-A-240-00	LAW OPERATION & MAINTENANCE	12,000.00	864.00	115.39	1,257.93	4,140.07	7,466.00	58.04%
A01-1-A-250-00	LAW CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A011A02 DEPARTMENT SUB TOTAL		170,500.00	864.00	3,085.36	6,932.30	92,118.10	72,313.60	42.20%
A01-1-C-230-00	STREET LIGHTS CONTRACT	25,470.00	0.00	1,972.42	6,196.76	17,253.24	2,020.00	7.93%
A01-1-C-240-00	STREET LIGHTS O & M	300.00	0.00	0.00	0.00	0.00	300.00	100.00%
A01-1-C-250-00	STREET LIGHTS CAPITAL	30,000.00	0.00	0.00	0.00	0.00	30,000.00	100.00%
A011C02 DEPARTMENT SUB TOTAL		55,770.00	864.00	1,972.42	6,196.76	17,253.24	32,320.00	57.07%
A01-1-D-230-00	KC EMERG MANAGEMENT	750.00	0.00	0.00	0.00	0.00	750.00	100.00%
A011D02 DEPARTMENT SUB TOTAL		750.00	864.00	0.00	0.00	0.00	750.00	46.47%
A01-1-E-230-00	SCH ZONE LIGHTS CONTRACT	472.00	0.00	34.11	102.02	268.98	101.00	21.40%
A01-1-E-240-00	SCH ZONE LIGHTS O & M	400.00	0.00	0.00	0.00	0.00	400.00	100.00%
A01-1-E-250-00	SCH ZONE LIGHTS CAPITAL	825.00	0.00	0.00	0.00	0.00	825.00	100.00%
A011E02 DEPARTMENT SUB TOTAL		1,697.00	864.00	34.11	102.02	268.98	1,326.00	51.78%
A01-1-F-230-00	SIREN CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-1-F-240-00	SIREN O & M	1,000.00	0.00	0.00	0.00	0.00	1,000.00	100.00%
A01-1-F-250-00	SIREN CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A011F02 DEPARTMENT SUB TOTAL		1,000.00	864.00	0.00	0.00	0.00	1,000.00	53.65%
A01-2-A-230-00	CEMETERY CONTRACT	600.00	0.00	0.00	0.00	0.00	600.00	100.00%
A01-2-A-240-00	CEMETERY O & M	5,000.00	299.83	22.65	259.82	236.18	4,803.83	90.64%
A01-2-A-250-00	CEMETERY CAPITAL	6,000.00	875.00	0.00	0.00	875.00	6,000.00	87.27%
A012A02 DEPARTMENT SUB TOTAL		11,600.00	2,038.83	22.65	259.82	1,111.18	11,403.83	83.61%
A01-2-B-230-00	KC HEALTH CONTRACT	595.00	0.00	0.00	0.00	0.00	595.00	100.00%
A01-2-B-240-00	KC HEALTH O & M	500.00	0.00	0.00	0.00	0.00	500.00	100.00%
A01-2-B-250-00	KC HEALTH CAPITAL	2,500.00	0.00	0.00	0.00	0.00	2,500.00	100.00%
A012B02 DEPARTMENT SUB TOTAL		3,595.00	2,038.83	0.00	0.00	0.00	3,595.00	63.81%
A01-3-A-230-00	RECREATION CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-3-A-240-00	RECREATION O & M	10,000.00	0.00	0.00	0.00	3,375.31	6,624.69	66.25%
A01-3-A-250-00	RECREATION CAPTIAL	7,250.00	0.00	0.00	0.00	0.00	7,250.00	100.00%
A013A02 DEPARTMENT SUB TOTAL		17,250.00	2,038.83	0.00	0.00	3,375.31	13,874.69	71.93%
A01-3-B-240-00	PARK O & M	15,000.00	409.08	168.97	961.09	5,097.71	9,350.28	60.68%
A01-3-B-250-00	PARK CAPITAL	122,500.00	26,465.50	0.00	0.00	30,900.90	118,064.60	79.26%
A013B02 DEPARTMENT SUB TOTAL		137,500.00	28,913.41	168.97	961.09	35,998.61	127,414.88	76.57%
A01-3-C-240-00	LIBRARY O & M	1,000.00	59.20	28.29	102.40	357.91	598.89	56.54%
A01-3-C-250-00	LIBRARY CAPITAL	4,000.00	0.00	0.00	0.00	0.00	4,000.00	100.00%
A013C02 DEPARTMENT SUB TOTAL		5,000.00	28,972.61	28.29	102.40	357.91	4,598.89	13.54%

REPORTING YEAR EXPENSE #	2024 EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
A01-3-D-240-00	TREE O & M	1,500.00	0.00	272.27	422.23	200.00	877.77	58.52%
A01-3-D-250-00	TREE CAPITAL	5,000.00	0.00	349.99	349.99	0.00	4,650.01	93.00%
	A013D02 DEPARTMENT SUB TOTAL	6,500.00	28,972.61	622.26	772.22	200.00	5,527.78	15.58%
A01-4-A-230-00	ZONING COMPREHENSIVE PLAN	2,000.00	0.00	0.00	0.00	0.00	2,000.00	100.00%
A01-4-A-240-00	PLAN AND ZONE EXPENSES	5,000.00	0.00	120.52	1,395.70	1,577.18	2,027.12	40.54%
A01-4-X-230-00	COMMUNITY DEVELOPMENT	2,000.00	0.00	0.00	2,000.00	0.00	0.00	.00%
	A014X02 DEPARTMENT SUB TOTAL	9,000.00	28,972.61	120.52	3,395.70	1,577.18	4,027.12	10.61%
A01-5-F-230-00	REFUSE & RECYCLE CONTRACT	60,000.00	0.00	0.00	500.00	0.00	59,500.00	99.17%
A01-5-F-240-00	REFUSE & RECYCLE O & M	5,000.00	666.11	0.00	571.77	0.00	5,094.34	89.91%
A01-5-F-250-00	REFUSE & RECYCLE CAPITAL	450.00	0.00	0.00	0.00	0.00	450.00	100.00%
	A015F02 DEPARTMENT SUB TOTAL	65,450.00	29,638.72	0.00	1,071.77	0.00	65,044.34	68.40%
A01-5-X-250-00	CAPITAL FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-6-A-240-00	ST CONSTRUCTION O & M	7,500.00	0.00	0.00	0.00	0.00	7,500.00	100.00%
A01-6-A-250-00	ST CONSTRUCTION CAPITAL	270,000.00	16,229.00	0.00	0.00	16,229.00	270,000.00	94.33%
A01-6-A-250-10	OPWC PROJECT DUFF ST	30,000.00	0.00	0.00	0.00	0.00	30,000.00	100.00%
	A016A02 DEPARTMENT SUB TOTAL	307,500.00	45,867.72	0.00	0.00	16,229.00	307,500.00	87.02%
A01-6-B-230-00	ST MAINT CONTRACT	10,560.00	0.00	0.00	0.00	0.00	10,560.00	100.00%
A01-6-B-240-00	ST MAINT O & M (TREE MAINT)	5,000.00	0.00	0.00	0.00	2,408.12	2,591.88	51.84%
A01-6-B-250-00	TREE REPLACEMENT - TREE LINE	5,000.00	0.00	0.00	0.00	0.00	5,000.00	100.00%
	A016B02 DEPARTMENT SUB TOTAL	20,560.00	45,867.72	0.00	0.00	2,408.12	18,151.88	27.33%
A01-6-C-230-00	SNOW REMOVAL CONTRACT	6,000.00	0.00	0.00	2,786.28	0.00	3,213.72	53.56%
A01-6-C-240-00	SNOW REMOVAL O & M	6,000.00	585.68	159.03	986.62	1,447.02	4,152.04	63.05%
A01-6-C-250-00	SNOW REMOVAL CAPITAL	10,000.00	0.00	0.00	0.00	0.00	10,000.00	100.00%
	A016C02 DEPARTMENT SUB TOTAL	22,000.00	46,453.40	159.03	3,772.90	1,447.02	17,365.76	25.37%
A01-6-E-240-00	STREET SIGNS O & M	14,000.00	0.00	0.00	0.00	108.50	13,891.50	99.23%
A01-6-G-250-00	SIDEWALK CAPITAL	10,500.00	0.00	0.00	0.00	0.00	10,500.00	100.00%
A01-6-G-250-10	OPWC PROJECT DUFF ST	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-6-G-250-20	CORPO SHARED USE PATH	40,000.00	14,157.53	4,406.95	12,896.68	1,260.85	40,000.00	73.86%
	A016G02 DEPARTMENT SUB TOTAL	64,500.00	60,610.93	4,406.95	12,896.68	1,369.35	64,391.50	51.47%
A01-6-H-250-00	EQUIP PURCHASE CAPITAL	35,000.00	56,955.00	56,955.00	56,955.00	0.00	35,000.00	38.06%
	A016H02 DEPARTMENT SUB TOTAL	35,000.00	117,565.93	56,955.00	56,955.00	0.00	35,000.00	22.94%
A01-7-A-230-00	MAYOR CONTRACT	3,400.00	0.00	40.07	225.14	404.86	2,770.00	81.47%
A01-7-A-240-00	MAYOR O & M	3,500.00	0.00	8.57	802.22	217.28	2,480.50	70.87%
A01-7-A-250-00	MAYOR CAPITAL	1,000.00	0.00	0.00	0.00	0.00	1,000.00	100.00%
	A017A02 DEPARTMENT SUB TOTAL	7,900.00	117,565.93	48.64	1,027.36	622.14	6,250.50	4.98%
A01-7-B-240-00	COUNCIL O & M	5,000.00	37.78	120.58	1,636.30	1,369.48	2,032.00	40.34%
A01-7-B-250-00	COUNCIL CAPITAL	7,150.00	0.00	0.00	0.00	0.00	7,150.00	100.00%
	A017B02 DEPARTMENT SUB TOTAL	12,150.00	117,603.71	120.58	1,636.30	1,369.48	9,182.00	7.08%

REPORTING YEAR	2024	EXPENSE #	EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
A01-7-D-230-00			FISCAL OFFICER CONTRACT	3,500.00	0.00	0.00	99.00	0.00	3,401.00	97.17%
A01-7-D-240-00			FISCAL OFFICER O & M	6,500.00	93.33	150.44	674.59	2,329.65	3,589.09	54.44%
A01-7-D-250-00			FISCAL OFFICER CAPITAL	3,000.00	0.00	0.00	0.00	0.00	3,000.00	100.00%
			A017D02 DEPARTMENT SUB TOTAL	13,000.00	117,697.04	150.44	773.59	2,329.65	9,990.09	7.64%
A01-7-E-230-00			LAND & BLDG CONTRACT	25,000.00	0.00	1,571.26	5,464.72	19,180.28	355.00	1.42%
A01-7-E-240-00			LAND & BLDG O & M	20,000.00	1,216.92	619.90	17,474.30	1,935.02	1,807.60	8.52%
A01-7-E-250-00			LAND & BLDG CAPITAL - C.CENTER	100,000.00	0.00	0.00	0.00	0.00	100,000.00	100.00%
A01-7-E-250-10			LAND & BLDG CAPITAL - MAINT.	10,000.00	0.00	0.00	0.00	0.00	10,000.00	100.00%
A01-7-E-250-20			LAND & BLDG CAPITAL - GROUNDS	40,000.00	0.00	0.00	0.00	0.00	40,000.00	100.00%
A01-7-E-250-30			L&B CAPITAL - RESERVE	50,000.00	0.00	0.00	0.00	0.00	50,000.00	100.00%
A01-7-E-251-00			LAND PURCHASE (ESCROW)	40,000.00	0.00	0.00	0.00	0.00	40,000.00	100.00%
			A017E02 DEPARTMENT SUB TOTAL	285,000.00	118,913.96	2,191.16	22,939.02	21,115.30	242,162.60	59.95%
A01-7-G-230-00			KC AUDITOR CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
A01-7-I-230-00			ST EXAM CONTRACT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
			A017I02 DEPARTMENT SUB TOTAL	0.00	118,913.96	0.00	0.00	0.00	0.00	.00%
A01-7-J-230-00			SOLICITOR CONTRACT	18,000.00	4,490.00	0.00	1,670.00	0.00	20,820.00	92.57%
A01-7-J-240-00			SOLICITOR O & M	2,000.00	0.00	0.00	0.00	0.00	2,000.00	100.00%
			A017J02 DEPARTMENT SUB TOTAL	20,000.00	123,403.96	0.00	1,670.00	0.00	22,820.00	15.91%
A01-7-K-230-00			INCOME TAX CONTRACT	2,000.00	0.00	0.00	0.00	50.00	1,950.00	97.50%
A01-7-K-240-00			INCOME TAX O & M	5,000.00	9.45	129.55	423.47	1,806.55	2,779.43	55.48%
A01-7-K-241-00			INCOME TAX REFUNDS	10,000.00	0.00	1,116.16	1,226.16	0.00	8,773.84	87.74%
A01-7-K-242-00			CENTRAL COLLECTION FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
			A017K02 DEPARTMENT SUB TOTAL	17,000.00	123,413.41	1,245.71	1,649.63	1,856.55	13,503.27	9.62%
A01-7-L-230-00			CO ELECTION FEES	2,000.00	0.00	0.00	0.00	0.00	2,000.00	100.00%
A01-7-M-230-00			LEGAL AD	450.00	0.00	160.98	160.98	239.02	50.00	11.11%
A01-7-N-230-00			WRKS COMP	5,000.00	0.00	235.00	738.00	0.00	4,262.00	85.24%
			A017N02 DEPARTMENT SUB TOTAL	7,450.00	123,413.41	395.98	898.98	239.02	6,312.00	4.82%
A01-7-O-230-00			ADMINISTRATOR CONTRACT	3,500.00	0.00	40.07	409.14	404.86	2,686.00	76.74%
A01-7-O-240-00			ADMINISTRATOR O & M	15,000.00	434.77	364.13	2,383.29	4,258.96	8,792.52	56.97%
A01-7-O-250-00			ADMINISTRATOR CAPITAL	1,000.00	0.00	0.00	0.00	0.00	1,000.00	100.00%
			A017O02 DEPARTMENT SUB TOTAL	19,500.00	123,848.18	404.20	2,792.43	4,663.82	12,478.52	8.71%
A01-7-P-211-00			GF - SALARY & WAGES	412,270.00	0.00	0.00	57,727.28	0.00	354,542.72	86.00%
A01-7-P-212-00			GF - BENEFITS	181,878.00	0.00	7,003.93	29,452.07	63,579.63	88,846.30	48.85%
			A017P02 DEPARTMENT SUB TOTAL	594,148.00	123,848.18	7,003.93	87,179.35	63,579.63	443,389.02	61.75%
A01-7-X-240-00			LOCAL CONTINGENCY	250,000.00	0.00	0.00	0.00	0.00	250,000.00	100.00%
			GENERAL FUND FUND SUB TOTAL	2,161,320.00	123,848.18	79,136.20	213,985.32	269,489.59	1,801,693.27	78.84%
B01-6-B-240-00			STREET & ROAD O & M	30,000.00	850.00	212.90	1,219.35	13,503.21	16,127.44	52.28%

REPORTING YEAR	2024	EXPENSE #	EXPENSE DESCRIPTION	APPROPRIATION AMOUNT	CARRY OVER AMOUNT	M-T-D EXPENSE	Y-T-D EXPENSE	ENCUMBERED AMOUNT	UNENCUMBERED AMOUNT	PERCENTAGE
E02-5-A-261-00			OPWC 2017 LOAN REPAYMENT	2,100.00	0.00	0.00	0.00	2,000.00	100.00	4.76%
E02-5-A-264-00			DEBT SERVICE - OPWC CQ36-37Y	4,500.00	0.00	0.00	0.00	4,500.00	0.00	.00%
E02-5-A-270-00			RESERVE	350,000.00	0.00	0.00	0.00	0.00	350,000.00	100.00%
E02-5-A-272-00			TRANSFER (GEN FUND)	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
			SEWER REVENUE FUND SUB TOTAL	1,031,100.00	15,523.83	40,009.67	98,714.65	223,453.73	724,455.45	69.22%
E06-5-A-211-00			STW - WAGES	11,700.00	0.00	0.00	0.00	0.00	11,700.00	100.00%
E06-5-A-212-00			STW - BENEFITS	1,807.65	0.00	0.00	0.00	0.00	1,807.65	100.00%
E06-5-A-240-00			STORMWATER O&M	6,000.00	33.05	738.23	991.09	3,226.93	1,815.03	30.08%
E06-5-A-241-00			STORMWATER FEE REFUNDS	250.00	0.00	0.00	0.00	0.00	250.00	100.00%
			E065A02 DEPARTMENT SUB TOTAL	19,757.65	33.05	738.23	991.09	3,226.93	15,572.68	78.69%
E06-5-A-250-00			STORMWATER CAPITAL	120,000.00	4,560.00	0.00	0.00	4,560.00	120,000.00	96.34%
E06-5-A-250-10			OPWC - DUFF STREET PROJECT	30,000.00	0.00	0.00	0.00	0.00	30,000.00	100.00%
E06-5-A-270-00			STORMWATER RESERVE	50,000.00	0.00	0.00	0.00	0.00	50,000.00	100.00%
E06-8-A-261-00			STORMWATER LOAN PRINCIPLE	3,000.00	0.00	0.00	0.00	2,003.34	996.66	33.22%
			STORMWATER FUND SUB TOTAL	222,757.65	4,593.05	738.23	991.09	9,790.27	216,569.34	95.26%
G05-6-B-240-00			LEPLEY METCALF EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
			GRAND TOTAL	4,385,278.63	197,987.91	168,658.02	472,828.08	879,821.43	3,230,617.03	70.49%

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Building and Grounds Committee Meeting 3.25.2024

Liz Forman, RC Wise, Morgan Giles, Greg Ignasiak, Betsy Heer, Lisa Jacobs (Happy Owl Bakery)

Trillium/Coneflower Swings:

Greg is consulting with a playground inspector to review his plans on March 28th. He will then provide a contract shortly after that includes a build schedule. He is finalizing sketches for the CAD designer. The plan is to start with the Trillium and then move to swings.

Architect Proposal Community Center:

Kitchen Discussion: There are currently 17 different users of the commercial kitchen in the Woodward Building. Lisa currently uses it and offered to help with kitchen design. Chef Megan would also be reportedly willing to consult.

Legat Architect:

They have submitted a proposal. We will also seek a proposal from Streby design and invite both to next month's meeting to discuss their proposals in detail.

Roof Inspection Report:

Report provided. No additional services are needed at this time. When do we need to budget for replacement? It is approx. 15 years old. Recommend discussing at the budget meeting in June.

Tree City USA renewed. Arbor day on the 26th, celebration will be at the school.

Dumpster Day: scheduled for May 4 with Council's approval at Council Meeting 4-1-24.

Shred Day May 3rd: excerpted information from the Newsletter

MAY 2, 2024 - SPRING SHRED-IT DAY

Spring Shred-It Day, 9A-3P

FOR GAMBIER VILLAGE RESIDENTS ONLY, Receptacles will be placed at the Community Center 115 Meadow Lane from **9 a.m. to 3:00 pm.** Please bring your boxes of paper to shred on **May 2, 2024,** and they will be stored in a locked location until **May 3, 2024,** when Shred-It will come to shred them. Village staff will be on site to witness and monitor the shredding.

Library and Programming Committee Meeting Minutes

March 18, 2024

Submitted by Committee Chair Kaitlin Sockman

Members Present: Council Furlong, Council Sockman, Mayor Leeman Kessler, Village Administrator R.C. Wise, Village Clerk Norita Hissong

The meeting was called to order by the committee chair, Council Sockman.

Library

Upcoming Events

The Library will be hosting a couple of upcoming events at the community center—Ed the Pig—A story reading by local author Sally Littleton on March 21st from 5-6PM and March Mini Golf on March 19th from 4-6PM. VA Wise reported that West Roofing did their annual maintenance inspection of the roof and patched several holes.

Solar Eclipse Glasses

The committee discussed the Total Solar Eclipse that will happen on April 8th, 2024. Gambier will be located in the path of the Eclipse happening at approximately 3:13 PM. An influx of visitors and traffic is expected to happen. The Gambier Library will have some glasses to pass out. The Brown Family Environmental Center will be hosting an event from 1:30-5PM with various activities.

Programming

43022 Day for 2024

Details of the annual 43022 Day event on April 27th were discussed. Council Sockman went through a list of action items for the event regarding setup, staffing, food, music. She also submitted a list of items to be purchased from Amazon. The committee discussed the purchase of a PA system that we have received some strategic funding for. VA Wise will follow up with Jeff Williams and Courtney DeCosky on their input on a system that will be of adequate caliber for village event usage. Council Sockman has booked Vernon Schubel and his band These Things Too to play at the event for \$200. She will also confirm who will be hired to provide the charcuterie board/grazing table. Clerk Hissong will follow up regarding mug count and the coffee situation. Files have been sent to Good Impressions to have yard signs printed for the event.

Fourth of July Event

Villager Chelsea Menke has volunteered again to lead the planning for the 4th of July event. We will begin to discuss planning for this in the coming month.

Streets and Utilities committee meeting 3/18/24

Present: Council Faber (chair); Council Furlong, VA Wise, Mayor Kessler (via zoom)

Absent: Council Wright

Changes to village parking spots for persons with disabilities

Per VA Wise, changes will require an ordinance. Our existing ordinance does not match the physical reality on the ground. First step: remove mention of a spot on Chase Ave. from the ordinance, intent to add a spot on Gaskin St. outside the coffeeshop. Possibly ask V3 review of possibility of adding a spot on Chase (parallel parking, would require driver to step into street, may not be desirable) or Brooklyn St. by the charging station.

CORPO dedicated funds application

Our points land in the middle of the pack of projects. Looks promising. Public comment period runs until May meeting to approve. The funds we requested are for engineering, so we can get a project shovel-ready to apply for other funding to build.

Roundabout pre-construction concerns

ODOT meeting 3/21, lasting 2 1/2 hours. Our concerns include: where will the detour signage be? How will the waterline changes work, i.e. how long will the switchover to the new line take? Also, during construction, it seems likely that physically checking the village meter will necessitate using a big detour. There is the possibility of Mount Vernon checking remotely, but we would then be relying on their numbers. Looking forward to the meeting report.

EV station cost and proposed charges

Council Furlong asks whether we can charge for time spent at a station - this is a measure to discourage users from simply using the station as a parking spot. Seems like it is possible. Do we need an ordinance to implement charges, or can we set up an administrative structure and simply begin charging? Costs in surrounding stations vary but can go as high as 47 cents/kwh.

Congressional directed spending (aka earmarks)

Sherrod Brown is the only representative who has asked for submissions. We will need letters of support for any request we submit. Committee thinks it's worth doing if VA Wise has the time to devote to it.

Draft operator certification rules

There is a facility-specific certificate, but it's only available for Class III and IV operators, and our facility is a Class II facility, so it's not available to our employees.

Water rate ordinance (3rd reading)

Water rates should be included in the next newsletter. Holding the newsletter until April 2 to get the information in.

Water tank inspection

We are due for inspection, since it's been five years. VA Wise presented the option of robotic vs. in-person inspection (we last did a robotic inspection) and recommends the in-person inspection so that we have the chance to remove sediment. Committee is fascinated/repelled by the idea of a diver in our water supply. Dixon Midco Marine Diving is the bidder.

Excavator on Wiggin

Mayor Kessler brought to our attention a resident concern about work done by a property owner on the ditch/stream on the North side of Wiggin. Discussion of Ohio stream law. Per V3 it's okay to enlarge capacity but not to restrict it. The village has been asked to keep an eye on how this work changes the stream behavior. There is a county ditch maintenance program, but the stream is within the village boundaries at the point where the work was done.

Public Safety and Personnel Meeting, 3.18.24

In attendance:

Rakia Faber, Elena Suazo Faber, Alison Furlong, Leeman Kessler, Diane Steinmetz, RC Wise

Monthly sheriff reports:

Deputy Fritz continues to make lots of traffic stops, as well as responding to parking complaints. RC said he would pass our appreciation on to the Sheriff's Office. During the pre-construction meeting for the roundabout, RC raised the idea of asking him to help us deal with the resulting truck traffic through the Village, especially during the first few weeks. Alison proposed that the intersections of Wiggin and Duff and Meadow and Duff might be especially good to focus on, given the construction that will still be happening on campus.

Employee Handbook Updates:

Diane has tweaked a bit more of the Handbook wording related to both comp time and birthday leave. To address the concerns about the raise during our last Council meeting, the new language specifies that Personal Days and Birthday Leave (i.e., leave that does not roll over between years) must be used by the 26th pay period of the payroll cycle.

Fiscal Officer Ordinance (3rd Reading):

The committee proposes that we adopt the amended ordinance this month.

ORDINANCE 2024 - __03__

AN ORDINANCE TO ESTABLISH BENEFITS AND RESIDENCE REQUIREMENTS FOR THE VILLAGE OF GAMBIER'S POSITION OF FISCAL OFFICER

WHEREAS, the Council of the Village of Gambier has established the position of Fiscal Officer,

NOW THEREFORE BE IT ORDAINED,

SECTION 1 - The Fiscal Officer shall accumulate 4 weeks (160 hours) paid vacation until they have reached seven (7) or more years of service when accumulation will increase to 5 weeks (200 hours) paid vacation. Sick Leave and Holidays shall be allotted the same as other full-time Village employees, including accrual and payout of sick leave hours.

SECTION 2 - The above listed position of Fiscal Officer shall be entitled to the same benefits as granted other full-time Village employees, with the below listed exceptions:

The normal workweek for the above-listed employee shall be forty (40) hours in pay status work, exclusive of the time allotted for meals during the period starting at 12:01 A.M. Monday to 12:00 P.M. Midnight Sunday. The Fiscal Officer work week will follow the employee handbook section over the Exempt Pay Policy.

The Fiscal Officer shall be subject to calling whenever the need exists and shall not be entitled to overtime pay or compensatory time off, unless approved in writing by Council.

Section 3 – in Accordance with ORC 733.262(D) the Council of the Village of Gambier authorizes the residence of the Village Fiscal Officer to be permitted outside of the Village corporate limits.

The Fiscal Officer shall receive a mileage reimbursement according to the current IRS standards for Village business use of a personal vehicle. Said reimbursement requests shall be itemized and approved by the mayor.

Section 4 -The salary for the above position shall be examined annually in conjunction with updating of the yearly wage and benefit ordinance for other employees after a term of one (1) year.

Passed this _____ Day of _____, 2024

APPROVED:

Leeman Kessler, Mayor

ATTEST:

Diane Steinmetz, Fiscal Officer

ORDINANCE NO. 2024 - __04__

AN ORDINANCE TO AMEND CODIFIED ORDINANCE SECTION 52.60 IN REGARDS TO ESTABLISHING RATES AND CHARGES FOR THE USE AND SERVICE OF THE MUNICIPAL WATER SYSTEM OF THE VILLAGE OF GAMBIER, KNOX COUNTY, OHIO

WHEREAS, the Council of the Village of Gambier has determined it is necessary to revise water rate Ordinance 2017-06 upon recommendation of the Streets and Utilities Committee, now therefore;

BE IT ORDAINED THAT:

§ 52.60 RATES AND CHARGES.

There shall be and there is hereby established for the use of and services rendered by the waterworks system of the village the following rates and charges, based on the use of water supplied by the waterworks system.

- (A) *Metered charges.* Effective with the billing period starting on or about June 15, 2024, the rate shall be \$13.00 per 1,000 gallons of water per month.
- (B) *Minimum charges.*
 - (1) Each user shall pay a minimum charge based on the size of the meter installed for which the user will be entitled to the quantity of water set in the metered schedule of rates:

5/8 in. or ¾ in. meter	1,000 gallons
1 in. to 1-1/2 in. meter	2,000 gallons
2 in. and larger meter	7,000 gallons

- (2) Effective with the billing period starting on June 15, 2024, per month per inch meter size:

5/8 in. or ¾ in. meter	\$13.00
1 in. to 1-1/2 in. meter	\$26.00
2 in. and larger meter	\$91.00

- (C) In the event that the water supplier (i.e. City of Mount Vernon) imposes a rate increase upon the Village of Gambier, the village will institute a rate increase of the above-mentioned rates by an identical percentage.

REPEALER:

Simultaneously with the passage of the Ordinance, this Ordinance shall amend or repeal any and all Ordinances or sections of Ordinances that shall conflict with the modifications as stated above.

EFFECTIVE DATE:

This Ordinance shall take effect and be in force from and after its passage and approval by the mayor, or at the earliest period allowable by law.

PASSED THIS _____ DAY OF _____ 2024

APPROVED:

Leeman Kessler, Mayor, Village of Gambier

ATTEST:

Diane Steinmetz, Fiscal Officer, Village of Gambier

RESOLUTION 2024- 06

A RESOLUTION SETTING RATES AND CHARGES FOR THE ELECTRIC VEHICLE CHARGING STATION OWNED BY THE VILLAGE.

WHEREAS, the Village of Gambier received a grant from American Electric Power to install an electric vehicle charging station at 201 W. Brooklyn St.; and

WHEREAS, said grant from AEP included the maintenance costs for the first four years, and

WHEREAS, the Village of Gambier did not charge a fee for motorists using the EV station while Village Council weighed interest, demand and usage for said station; and;

WHEREAS, usage of the EV station has increased and monthly maintenance costs are now the Village's sole responsibility.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF GAMBIER, KNOX COUNTY, STATE OF OHIO, THAT:

Section I: The Village of Gambier will impose a minimum charge of \$7 for motorists using the electric vehicle station.

Section II: The Village of Gambier will also charge motorists 22 cents per kilowatt hour for use of the station.

Section III: The Village of Gambier reserves the right to impose a per-minute additional charge for motorists keeping their vehicle in the charging spot after they have received a full charge.

Section III: This Resolution shall take effect and be in full force upon the earliest period allowed by law.

Passed this ___th day of _____ 2024.

APPROVED:

Leeman Kessler, Mayor

ATTEST:

Diane Steinmetz, Fiscal Officer

ChargePoint report for past 12 months

<u>Date</u>	<u>No. Of Sessions</u>	<u>Accumulated</u>	<u>Energy (kWh)</u>	<u>Accumulated (MWh)</u>	<u>Avg. Energy Use</u>
3/1/2023	24	24	304.701	0.305	12.70
4/1/2023	60	84	1065.367	1.37	17.76
5/1/2023	37	121	779.462	2.15	21.07
6/1/2023	50	171	972.507	3.122	19.45
7/1/2023	73	244	1461.089	4.583	20.01
8/1/2023	40	284	793.98	5.377	19.85
9/1/2023	59	343	978.936	6.356	16.59
10/1/2023	115	458	1976.676	8.333	17.19
11/1/2023	70	528	1524.713	9.857	21.78
12/1/2023	72	600	1859.801	11.717	25.83
1/1/2024	63	663	1544.717	13.262	24.52
2/1/2024	62	725	1595.539	14.857	25.73
3/1/2024	82	807	2303	17.16	28.09
AVERAGE	<u>62</u>				<u>20.81</u>

The DC fast charge EV station was installed in 2020 as part of an American Electric Power incentive that included a four-year, pre-paid maintenance agreement from ChargePoint. Thus far, 45 different drivers have registered at that station since its inception.

Village has been charged an average of .20 cents per kilowatt hour since 2022.

Starting in March 2024, ChargePoint's maintenance contract cost will be \$350 per month.

ChargePoint allows station owners to collect revenue by setting up a billing strategy.

The company will send station revenue to the Village, minus a 10% administrative fee.

In an attempt to recover our cost, assuming sessions and energy prices stay the same,

Gambier would have to impose a \$7 minimum charge plus 22 cents per kwh.

The basic math could work like this:

Average electric vehicle owner uses 21 kwh. They would pay \$11.62 for the charge.

(\$7 minimum plus \$4.62 for the energy used)

Village collects 90% of that revenue (\$11.62-\$1.16) for \$10.46 per driver

Assuming 62 average sessions, Village monthly revenue would be \$648.52, recovering most, if not all maintenance and energy costs the Village would have.