

**Village of Beaverdam Minutes**  
**February 18, 2020**

The Beaverdam Village Council met in regular session at the Town Hall with Mayor Pam LePine presiding.

The meeting began with Council member Neuenschwander saying a prayer. Mayor LePine then asked all to stand and say the Pledge of Allegiance.

Roll call was taken and the following Council members were present: Carl Murray, Todd Long, Jerry Neuenschwander, Frank Gillette, Thomas Nowlan, and Anthony Myers.

There were no corrections or additions to the agenda.

There were no corrections or additions to the Meeting Minutes from the February 4, 2020 meeting. Council Member Nowlan made a motion to accept the minutes and Council Member Long seconded the motion. Roll call was taken: Carl Murray "yes", Todd Long "yes", Jerry Neuenschwander "yes", Frank Gillette "yes", Thomas Nowlan "yes", Anthony Myers "yes". **Motion passed.**

**PAY BILLS** - Ordinance 2020-9, a motion to pay the bills was made by Council Member Gillette and seconded by Council Member Murray. Roll call was taken: Carl Murray "yes", Todd Long "yes", Jerry Neuenschwander "yes", Frank Gillette "yes", Thomas Nowlan "yes", Anthony Myers "yes". **Motion passed.**

**FISCAL OFFICER REPORT** - A motion was made by Council Member Gillette and seconded by Council Member Neuenschwander to accept the Fiscal Officer Reports, which included; Appropriations Summary, Fund Summary, Revenue Summary, Payment Listing, and Wage Withholding Summary through the date of 03/02/2020. Roll call was taken: Carl Murray "yes", Todd Long "yes", Jerry Neuenschwander "yes", Frank Gillette "yes", Thomas Nowlan "yes", Anthony Myers "yes". **Motion passed.**

**MAYOR'S REPORT** - The Mayor informed Council that former Fiscal Officer Trina Hirsch's last day was February 14, 2020. However, current Fiscal Officer Leann Unverferth was able to train with her for her last week prior to taking over. The Mayor commended Fiscal Officer Unverferth for her current performance. The Mayor stated that she had been trying to set up a traveling fiscal officer to help train, but there was a high demand for them during tax season. Discussion was held regarding potentially switching software systems for utility billing.

**ATTORNEY** - Attorney Van Dyne talked about the presentation at the prior Council Meeting of the potential new truck. He stressed the importance of using a state bid pricing system when purchasing.

Attorney Van Dyne then talked about the proposed ordinance for re-zoning some properties. Village Administrator Leis explained that there are two categories of zoning currently in question. Some properties are currently zoned as B1 and some as B2. In the zoning book, it states that B2 supersedes B1. Discussion was held about potentially re-zoning all of B1 as B2. Council Member Neuenschwander and Council Member Murray asked about Council imposing restrictions on types of business that could potentially go in if the zoning were changed. Attorney Van Dyne explained that the only restriction allowed would be on sexually oriented businesses, as a resolution banning them had already been put in place. Attorney Van Dyne explained the process of changing zoning, and explained that there were multiple meetings, public hearings, and mailings that need to take place in order to re-zone properties. A motion was made to re-write the draft ordinance to re-zone all B1 properties to B2 properties and to then be referred to the zoning board. This motion was made by Council Member Long and seconded by Council Member Gillette. Roll call was taken: Carl Murray "yes", Todd Long "yes", Jerry Neuenschwander "yes", Frank Gillette "yes", Thomas Nowlan "yes", Anthony Myers "yes". **Motion passed.**

Attorney Van Dyne said that he had drafted and sent a letter to the properties of 105 and 106 Pearl Street, letting the property owners know that they could save themselves the cost of clean up if they were willing to donate the properties to a land bank. He had received no response as of the date of the meeting. Council Member Gillette

said that he had referred the properties to the public health department, but there was no progress as of the date of the meeting.

Attorney Van Dyne reminded Council that all owners of property had the same rights and yet also had to follow the same rules and be in compliance with ordinances and resolutions. He stressed the importance of Council remaining neutral and unbiased when dealing with complaints and arguments between property owners.

Attorney Van Dyne then requested that the Council go into Executive Session. Council Member Gillette made a motion to go into Executive Session to discuss potential litigation on behalf of the Village in regards to appropriations that would need to be made in order to complete the ODOT sidewalk project. Motion was seconded by Council Member Nowlan. Roll call was taken: Carl Murray “yes”, Todd Long “yes”, Jerry Neuenschwander “yes”, Frank Gillette “yes”, Thomas Nowlan “yes”, Anthony Myers “yes”. **Motion passed.**

#### **\*\*EXECUTIVE SESSION HELD\*\***

A motion was made to come out of Executive Session by Council Member Gillette, and was seconded by Council Member Nowland. Roll call was taken: Carl Murray “yes”, Todd Long “yes”, Jerry Neuenschwander “yes”, Frank Gillette “yes”, Thomas Nowlan “yes”, Anthony Myers “yes”. **Motion passed.**

Attorney Van Dyne explained that a normal ordinance must be read at three separate meetings and then voted on in order to pass. However, Council can suspend the three readings in order to pass an emergency ordinance. A motion to suspend the three readings to pass an emergency ordinance was made by Council Member Neuenschwander and seconded by Council Member Gillette. Roll call was taken: Carl Murray “yes”, Todd Long “yes”, Jerry Neuenschwander “yes”, Frank Gillette “yes”, Thomas Nowlan “yes”, Anthony Myers “yes”. **Motion passed.**

Ordinance 2020-08 was presented to Council. This is an Ordinance authorizing the issuance of a notice of intent to acquire a permanent and/or temporary interest in certain real property, to file an appropriation action and to take all other necessary actions as part of the Beaverdam Americans with Disabilities Act Sidewalk Project and to declare an emergency. Council Member Gillette made a motion to accept this Ordinance, and Council Member Myers seconded it. Roll call was taken: Carl Murray “yes”, Todd Long “yes”, Jerry Neuenschwander “yes”, Frank Gillette “yes”, Thomas Nowlan “yes”, Anthony Myers “yes”. **Motion passed.**

**CORRESPONDENCE** - There was no correspondence to discuss at this time.

**OLD BUSINESS**- Council Member Gillette and Village Administrator Leis discussed some of the junk vehicles on the Valentine and Welch properties. A Junk Notice and a Junk Vehicle Violation Notice will be sent out to both property owners.

**NEW BUSINESS** – Fiscal Officer Unverferth requested permission from the Council to attend a training on February 24-25, 2020. The training would be to learn how to operate the utility billing system currently used by the Village. The Council agreed that it was important for her to have this training.

Council Member Neuenschwander reported that he did receive the bid from Koogler Refuse back. However, it had the old Fiscal Officer’s name on it. He will be contacting them to replace that name.

#### **COMMITTEE REPORTS**

**FINANCE** – There was nothing to discuss from the Finance Committee at this time.

**STREET**- There was nothing to discuss from the Street Committee at this time.

**SAFETY/TREES** - There was nothing to discuss from the Safety/Trees Committee at this time.

**BUILDING** - There was nothing to discuss from the Building Committee at this time.

**REC BOARD** – Council Member Long reported that the Village Easter Egg Hunt had a corrected date of April 4, not April 5, 2020. He said that he needed a copy of the letterhead and the Tax ID # in order to get donations for the event. Discussion was held about creating a special account fund for the event. A motion to create a special account fund was made by Council Member Long and seconded by Council Member Myers. Roll call was taken: Carl Murray “yes”, Todd Long “yes”, Jerry Neuenschwander “yes”, Frank Gillette “yes”, Thomas Nowlan “yes”, Anthony Myers “yes”. **Motion passed.**

**UTILITY** - There was nothing to discuss from the Finance Committee at this time.

**PROPERTY MAINTENANCE** – Council Member Gillette further discussed the junk vehicles at 401 East Main Street on the Valentine property. A Junk Vehicle Notice will be sent out.

**VILLAGE ADMINISTRATOR**- Maintenance Worker Long was present and discussed some of the quotes he had researched for a new truck. It was discussed again about getting a state bid on the truck. Maintenance Worker Long will continue to look for different trucks.

Discussion was held regarding street within the Village that need to be re-paved. A quote will need to be made on the cost of the project. A quote will also need to be made on the cost to lower some of the man hole lids and seal the lids.

Village Administrator Leis explained that the Village is almost at the limit for our sanitary water output. He suggested that there may be a need to implement a permit (with a cost) to empty a sump-pump into the storm sewers to help offset this. He also talked about potentially having to add another lagoon if the Village doesn't fix the problem.

With no further business, a motion to adjourn was made by Council Member Gillette and seconded by Council member Myers.

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Mayor

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President of Council

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Fiscal Officer