

Village Of Ada Council Meeting
March 1, 2022 6:30p.m.
Municipal Building, Council Chambers

Call To Order

Mayor Dave Retterer

Pledge of Allegiance

Roll Call

Approval of Minutes- Regular Meeting on February 15, 2022

Transfers: Transfer Memo 2022-02

Claims Register:

2022-5A \$33,899.78

2022-5B \$58,391.34

Open Floor to Public:

Mayor's Comments:

Resolutions:

2022-06

March 1, 2022

A Resolution Authorizing the Named Individuals Below to Conduct Business with TCM Bank on Behalf of the Village of Ada.

Ordinances:

Old Business:

New Business:

Committee Reports:

Safety, Mr. Oestreich:

Personnel, Mr. Simmons: Confidential Memo

Streets, Mr. Campbell:

Finance, Ms. Mason:

Buildings and Grounds, Ms. Coressel:

Utilities, Mr. Beck:

Fiscal Officer's Report: Patty Navin:

Police Chief's Report: Michael Harnishfeger:

Zoning Inspector's Report: Michael Harnishfeger:

Village Administrator's Report: Jamie Hall

Legal Counsel's Report: Jane Napier

Any Other Business:

Adjournment: 1st: _____ 2nd: _____ Vote: Yes ____ No ____ Time: _____

2022 Meetings and Events:

Date	Event	Time	Location
Mar 15, 2022	Regular Council Meeting	6:30 pm	Municipal Building
Mar 15, 2022	Street Committee Meeting	(immediately following council meeting)	
Mar 18, 2022	Tree Commission Meeting	12:00 pm	Municipal Building
Mar 21, 2022	Ada-Liberty Ambulance Dist.	5:30 pm	530 N. Gilbert St., Ada, OH
April 5, 2022	Regular Council Meeting	6:30 pm	Municipal Building
April 15, 2022	Tree Commission	12:00 pm	Municipal Building
April 18, 2022	Ada-Liberty Ambulance Dist.	5:30 pm	530 N. Gilbert St., Ada, OH
April 19, 2022	Regular Council Meeting	6:30 pm	Municipal Building

**Village of Ada Council Meeting
February 15, 2022 6:30 pm
Municipal Building, Council Chambers
115 W. Buckeye Ave., Ada, OH**

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CALL TO ORDER: Mayor Dave Retterer called the meeting to order at 6:30 pm. Pledge of Allegiance was recited by all.

ROLL CALL: Council members Mr. Beck, Mr. Campbell, Ms. Mason, Mr. Oestreich, and Mr. Simmons were present on roll call. Ms. Coressel was absent.

Motion: To excuse Ms. Coressel from tonight's meeting.

1st: Jeff Oestreich 2nd: Mr. Campbell

Discussion: None

Roll call: Five ayes, with Mr. Campbell, Ms. Mason, Mr. Oestreich, Mr. Simmons, and Mr. Beck voting aye. Motion carried.

OTHER VILLAGE OFFICIALS PRESENT: Village Administrator Jamie Hall, Fiscal Officer Patty Navin, Village Solicitor Jane Napier and Administrative Assistant Michele Brunk.

OTHERS PRESENT: Paula Scott-Ada Icon, Tim Thomas-Kenton Times and Joe Shriner-Ada Herald were present via web.

APPROVAL OF MINUTES from Regular Council Meeting on February 1, 2022:

1st: Mr. Beck 2nd: Ms. Mason

Discussion: None

Five ayes, with Mr. Campbell, Ms. Mason, Mr. Oestreich, Mr. Simmons, and Mr. Beck voting aye. Motion carried.

Ms. Coressel arrived at 6:36p.m.

CLAIMS REGISTER:

2022-4A in the amount of \$66,578.23 was presented for discussion.

1st: Ms. Mason 2nd: Mr. Oestreich

Discussion: Discussions were held on Items 7 and 21.

Roll call: Six ayes, with Ms. Mason, Mr. Oestreich, Mr. Simmons, Mr. Beck, Mr. Campbell, and Ms. Coressel, voting aye. Motion carried.

2022-4B in the amount of \$48,320.63 was presented for discussion.

1st: Mr. Simmons 2nd: Mr. Campbell

Discussion: None

Roll call: Six ayes, with Mr. Oestreich, Mr. Simmons, Mr. Beck, Mr. Campbell, Ms. Coressel and Ms. Mason, voting aye. Motion carried.

OPEN FLOOR TO PUBLIC: None

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MAYOR'S COMMENTS: Mayor Retterer commented on the Wilson's Factory documentary The Duke: Factory to Field stating, "Ada won the Super Bowl." The documentary was well done, highlighting Wilson employees being proud of what they do while explaining why they do it. Mayor Retterer was also featured in the beginning of the documentary.

OLD BUSINESS: Ms. Coressel supplied an update on EMS transportation of students who are in mental distress. From the hours of 8 a.m. to 4 p.m. the counseling center, safety staff and intervention team will assess each situation in determining if EMS will need to transport the student. If a student is in crisis outside of this period, the decision will be made between public safety services and ONU's intervention team. They will check to see if a parent or guardian can transport the student however if it is a safety issue, they will contact the Police. If a student refuses assistance or there is no apparent safety risk the decision will be made to not contact emergency personnel.

NEW BUSINESS: None

COMMITTEE REPORTS:

SAFETY: Mr. Oestreich: No meeting, no report.

PERSONNEL: Mr. Simmons reported that eighteen applications were received and there are five interviews scheduled for the open Clerk Position.

Motion: To approve wage increase for Eileen Peterman to \$19.42 per hour, effective February 13, 2022.

1st: Mr. Simmons 2nd: Ms. Coressel

Discussion: Mr. Simmons reminded council that Ms. Peterman's salary was to be increased another \$1.00 next year, so we are just moving the increase up from January 2023. She will have additional responsibilities in training the new clerk, etc. With hiring a new clerk increasing Ms. Peterman's salary allows the range of wages to be utilized.

Roll Call: Six Ayes, with Mr. Campbell, Ms. Coressel Ms. Mason, and Mr. Oestreich, Mr. Simmons, Mr. Beck, voting aye. Motion carried.

STREETS: Mr. Campbell: A Street Committee meeting will be held after Council Meeting on March 1, 2022. Various items, including 2022 paving plans and the Grandview Boulevard project will be discussed.

The Village received a letter from Ada High School senior class officers requesting banners be placed downtown recognizing 2022 graduating seniors.

Motion: To allow Ada High School Seniors to hang banners on the Village light poles.

1st: Mr. Campbell 2nd: Mr. Oestreich

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Discussion: Ms. Coressel asked if there was a way to make this decision permanent so the students would not have to make this request annually. Mr. Hall said it is handled like this because the students need to raise funds for the banners.

Roll Call: Six ayes, with Mr. Beck, Mr. Campbell, Ms. Coressel, Ms. Mason, Mr. Oestreich, and Mr. Simmons voting aye. Motion carried.

FINANCE: Ms. Mason: No meeting, no report

BUILDINGS & GROUNDS: Ms. Coressel: No meeting, no report

UTILITIES: Mr. Beck: No Meeting, no report

FISCAL OFFICER'S REPORT: Ms. Navin noted the auditors were scheduled last week for 3 days but finished in 2 days. They asked if the Village wanted an exemption from having a full audit. Ms. Navin noted that the Mayor and Council wanted a full audit annually instead of agreed upon procedures. Ms. Navin also noted that training for the new Utility Billing system has started.

POLICE CHIEF'S REPORT: Chief Harnishfeger gave the following report:

1. The police department managed several minor accidents due to the snow.
2. A menacing/stalking report was taken
3. Criminal damage report
4. Minor theft report
5. Arrested two people on warrants after evading officers for several months.
6. Disorderly conduct report
7. Continue to have domestic and mental health calls.
8. Served several search warrants related to ongoing criminal investigation.
9. Hattie Dearth will start February 21, 2022

ZONING INSPECTOR'S REPORT: No report

VILLAGE ADMINISTRATOR'S REPORT: Mr. Hall gave the following report:

1. Planning for the 2022 pool season has started. We are now hiring for cashiers and lifeguards for the pool until February 28, 2022.
2. Mr. Hall met with the public works department on Monday ,and Mr. Hefner presented an alley maintenance plan to, fixing potholes and replace or fix necessary fire hydrants.

LEGAL COUNSEL'S REPORT: No report.

ANY OTHER VILLAGE BUSINESS: Ms. Coressel noted the clock in Council Chambers is fast.

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ADJOURNMENT:

1st: Mr. Oestreich

2nd: Mr. Campbell

Roll call: Six ayes, with Mr. Campbell, Ms. Coressel, Ms. Mason, Mr. Oestreich, Mr. Simmons, and Mr. Beck voting aye. Motion carried

Time: 7:07pm

Date Passed:

Attest: _____
Fiscal Officer

Mayor

Date: March 1, 2022

To: Village Councilors
Village Mayor
Village Chief of Police
Village Administrator

From: Patty Navin, Fiscal Officer

Re: Transfer Request 2022-02

I would request approval of the budgeted transfers as follows:

From General Fund to GO Debt Service Fund	\$200,000.00
From General Fund to Street Fund (Operations)	50,000.00
From Pool Fund to Pool Debt Service Fund	58,000.00
From Water Fund to Water Capital Impr Fund	75,000.00
From Water Fund to Water Debt Service Fund	10,000.00
From Sewer Fund to Sewer Debt Service Fund	234,450.00
From Storm Sewer to Storm Sewer Debt Fund	120,000.00

VILLAGE OF ADA						
CLAIMS VOUCHER - 2022-5A						
3/1/2022						
ITEM	CHECK #	VENDOR	DESCRIPTION	PO #	DEPT	AMOUNT
2/22/2022	56288	CENTURY LINK	Telephone	2022-9015	All	421.37
3/1/2022	56289	ADA AUTOMOTIVE	17 Ford Oil Change	2022-9004	Police	787.08
3/1/2022	56290	ALLOWAY ENV TESTING SERVICE	Coliform Analysis	2022-9027, 2022-9025	Water, Sewer	3,350.00
3/1/2022	56291	BROWN SUPPLY COMPANY	wet Mop, Handle, Rags, Towels	2022-9011	Sewer	297.09
3/1/2022	56292	CARMEUSE AMERICAS	Lime	2022-9046	Water	5,280.36
3/1/2022	56293	CLEMAN-SNELSON & ASSOCIATES, INC.	Retainer - Jan 22	2022-9026	Admin	87.50
3/1/2022	56294	DAUM & ASSOCIATES	Empl Screening - Dearth	2022-9026	Police	400.00
3/1/2022	56295	E. J. PRESCOTT INC	Clean Out Plugs, Thrd Plug	2022-9024	Water	100.00
3/1/2022	56296	GRAINGER INC	Key Cabinet	2022-9022, 2022-9044	Muni Bldg, Sewer	106.44
3/1/2022	56297	GUTH LABORATORIES	BAC Solution Testing Canister	2022-5024	Police	1,220.29
3/1/2022	56298	HACH COMPANY	Buffer Solution, RGT Set	2022-9021	Water	386.67
3/1/2022	56299	JB NETWORKS INC	Replace Camera & program	2022-9019	Sewer	311.50
3/1/2022	56300	JULIAN & GRUBE, INC.	1st Inv 2021 Audit	2022-9007	Finance	4,200.00
3/1/2022	56301	MASI LABORATORIES	Phosphate 2.8.22	2022-9025	Water	80.20
3/1/2022	56302	MILLER'S TEXTILES	Mat Cleaning & Exchange	2022-5018	Muni Bldg	144.70
3/1/2022	56303	NAPIER, JANE	Legal Retainer Mar 2022	2022-5005	Admin	1,500.00
3/1/2022	56304	NAVIN, PATTY J.	Reimbursement - travel	2022-5028	Finance	318.80
3/1/2022	56305	OHIO UTILITIES PROTECTION SERVICE	2022 Assessment	2022-9013	Street	151.76
3/1/2022	56306	PELTON ENVIRONMENTAL PRODUCTS, INC	4 Pulsafeeder Tubes	2022-9022	Sewer	1,913.64
3/1/2022	56307	PERRY PRO TECH	Maintenance Contract Copier	2022-9009, 2022-9033	Sewer	50.72
3/1/2022	56308	REPUBLIC SERVICES #388	Sludge Hauling	20210015	Sewer	2,396.00
3/1/2022	56309	STAPLES BUSINESS ADVANTAGE	Swifter WetJet refill, mophead, Swf solution	2022-9009, 2022-9011	All	583.75
3/1/2022	56310	TYLER TECHNOLOGIES, INC	Incode Software, Implementation & Conversion	20210171	All	4,770.75
2/25/2022	EFT	COLUMBIA GAS	Natural Gas	2022-5002	All	4,375.81
2/25/2022	EFT	VISA	Battery Back-up, Rexnord Element, Comm Pes License, Subway, Envelopes, Caddy, Janitorial supplies	20210249, 2022-9040, 2022-5015, 2022-9009, 2022-9011	All	665.35
Total Expenditures						33,899.78
VILLAGE OF ADA						
CLAIMS VOUCHER - 2022-5B						
3/1/2022						
Pay #4	2/18/2022					
Pay Period 1/30/2022 - 2/12/2022						
		Regular Salaries		48,057.44		
		Overtime		2,335.68		
		Total Salaries		50,393.12		
		Village Share:				
		Medicare		704.5		
		FICA		43.62		
		OPERS		4,245.09		
		OP&F		3,005.01		
		Total Payroll		58,391.34		

RESOLUTION 2022-06

A RESOLUTION AUTHORIZING THE NAMED INDIVIDUALS BELOW TO CONDUCT BUSINESS WITH TCM BANK ON BEHALF OF THE VILLAGE OF ADA.

The undersigned, _____, hereby certifies that he/she is the duly elected, qualified Officer of the Village of Ada, with Tax id 34-6400003; that the following resolution was duly adopted on March 1, 2022; and that the following is a true and correct copy of said resolution as it appears in the organization's minutes book.

RESOLVED, that the Village of Ada applied for and obtained a business credit card account.

FURTHER RESOLVED, that each account obtained be issued one card embossed with the name of the designated Business Officer or employee that sales drafts, and other instruments for charges, be signed by the designated Officer or employee shall be valid and binding upon this company.

FURTHER RESOLVED, that any of the following officers of this organization are empowered to authorize TCM bank, N.A. to make any type of changes to this business account.

Print Name	Signature	Title or Position
1.Patty J. Navin	_____	Fiscal Officer
2.Michael Harnishfeger	_____	Chief of Police
3.Michele Brunk	_____	Administrative Assistant

Authorized by: _____ Signature: _____

Date: _____

Passed: _____

Mayor or Council President

Attest:

Fiscal Officer

COMMITTEE MEMO

To: Streets Committee

From: Jamie Hall, Village Administrator

Date: March 1st, 2022

Re: Update of Grandview Boulevard Project – funding and cost, engineering, legislation and next public meeting.

CURRENT ESTIMATED COST AND PROPOSED FUNDING (UPDATE)

Project cost w/ engineering		\$2,155,000.00
Proposed Cost Breakdown:		
Engineering (approved resolution 2022-11)	\$ 135,000.00	
Construction Testing and inspection (estimate)	25,000.00	
Construction (preliminary estimate dated 8.17.2021)	1,995,000.00	
Proposed funding:		\$2,155,000.00
OPWC Grant	\$500,000.00	
OPWC Loan	750,000.00	
Assessment	200,000.00	
Village Share	705,000.00	

DESIGN AND ENGINEERING (UPDATE)

Year 2021 – Define scope of project, 1st public meeting and in Oct apply for OPWC

Year 2022 - Construction plans, OPWC funding award in July – bid and construct '22 – '23

Notes from the Project meeting held February 11th - Jamie, Matt and Jacqui (Engineers):

Next public meeting- looking at the third week of April

-Have 90% plans, show construction limits, hatches on driveways, and individual property exhibits

Will probably need a third public meeting

- Typical section will be 37' B/B with barrier curb in the median – *right of way is offset*
- Barrier curb will be 4" high instead of typ. 6" – *less obtrusive, easier to step up (no sidewalk)*
- Curb and gutter will also be 4" and depressed at the drives – *no rolled curb due to limited width*
- New services will be shown for every lot included the two vacant lots
- There is currently standing water in the front yards of lots 212, 216, 220, and 224.
- The ex. sanitary lateral in between lots 220 and 224 will be replaced with two proposed sanitary laterals.
- Will add manholes to connect ex. storm in lots to proposed storm (ex. storm draining to Hays Ave. and storm draining to Willeke Ave.)

- Sanitary will get replaced from Main Street to the manhole at the end of Grandview Boulevard. Will be lined from the manhole at the end of Grandview Boulevard to the intersection of Oak Street and Orders Ave. – *video showed sanitary in ok condition – allows lining where there are few taps and sanitary is under curb on Oak*
- Proposed water will be 8” and will run on the south side of Grandview Boulevard. It will run at the south side of the easement and tie into the existing water at the end of the easement. The ex. watermain connection at the end of the easement will not be touched. The Village will review the size of the existing water main at the east end of Grandview.
- Sanitary manhole at lot 406 Oak Street will be uncovered for the lining of the sanitary then will be buried again.
- The Village will review sanitary maps to determine the need to maintain the south sanitary manhole at the east end of Grandview. Field information shows an 8” entering the manhole from the direction of the Hayes subdivision. All sanitary laterals that are currently connected to the south sanitary trunk line will be replaced and tied into the new sanitary.
- The layout out of the storm is temporary right now. Drainage calculations will need to be done to determine the actual size of pipe that is needed. Currently the placement of the storm pipe will stay the same on the east side of Grandview and will get shifted on the west side to accommodate for proposed water.

There are 2 recorded easements for accesses for utilities between Grandview and Oak Street. Part of the existing water line is not located in an easement – we need to fix this. Also, there is a utility shed located in the easement that will need to be moved for the project. There are also a few trees located in the same easement that will have to be removed to allow installation of utilities. Most of the existing water line running on the north side of Grandview is not located in the right of way – we need to fix this.

LEGISLATION – PRE CONSTRUCTION AND ASSESMENT (UPDATE)

PRE-CONSTRUCTION LEGISLATION:

Resolution #2021-15 Authorization to prepare and submit application to OPWC, sign contracts

Resolution #2022-01 Agreement for Engineering

Resolution XXXXXXXX Authorizing VA to prepare plans and specifications to advertise for bids

ASSESMENTS LEGISLATION:

Resolution XXXXXXXX Establishing the necessity of public improvements and levy assessments

Ordinance XXXXXXXX To proceed with public improvements with estimated assessments

Ordinance XXXXXXXX Ordinance assessing the lots and lands

PUBLIC MEETING #2 (schedule for 3rd Week of April)

Update on design and engineering status

Plans will be 90% complete – review with PO specific details of their property

Show construction limits and explain right of way

Present individual property exhibits

Explain work permits and any easement request (if needed)

Identify specific issues on the existing easements or ROW – shed moved, trees, landscap

Review Assessment plans and the process, certified after the project, terms.

Committee, Thank-you for your Consideration, Jamie Hall