

Village of Sugar Grove Council

Regular Meeting - AGENDA

January 15, 2024

7:00pm at Village Hall

PROCEDURAL NOTICE:

All persons in attendance are expected to conduct themselves in accord with Ohio Basic Code 132.05:

- (A) No person, with purpose to prevent or disrupt a lawful meeting, procession, or gathering, shall do either of the following:
 - a. Do any act which obstructs or interferes with the due conduct of the meeting, procession, or gathering;
 - b. Make any utterance, gesture, or display, which outrages the sensibilities of the group.
- (B) Whoever violates this section is guilty of disturbing a lawful meeting, a misdemeanor of the fourth degree (R.C. 2917.12)

1) Call to Order:

Hon. Tyson Nye, Mayor, called the meeting to order at approximately 7:02 pm.

2) Pledge of Allegiance and silent meditation.

- 3) Roll Call: Ms. Deeds, ✓; Mr. Leland, AB; Mr. Lester, ✓; Ms. Sanborn, ✓; Mr. Solenbarger, ✓; and Mayor Nye, ✓.

Village Officials present:

Jill Bradford, Chief Fiscal Officer; Darren Meade, Solicitor; ~~Terry Swinehart, Chief of Police.~~

Members of the Public also present per sign-in sheet:

4) Appointment for Vacant Council Seat:

Lester moved to appoint Mr. Selby to the vacant Council seat for the full-term beginning January 1, 2024 and ending December 31, 2027.

Discussion:

Roll Call: Ms. Deeds, S; Mr. Leland, AB; Mr. Lester, M; Ms. Sanborn, L; Mr. Solenbarger, 2

The Mayor declared the motion passed 4-0

Mayor Nye administered the Oath of Office to Mr. Selby

5) Nomination & Election of Council President Pro-Tem:

Lester nominated Deeds to preside over all meetings of the Village Council as President Pro-Tem for 2024 in the Mayor's absence and to act as Mayor, if such vacancy occurs.

Lester moved to close nominations and elect Deeds as President Pro-Tem of Council for 2024. Deeds seconded the motion.

Discussion:

Roll Call: Ms. Deeds, 3; Mr. Leland, 1; Mr. Lester, M; Ms. Sanborn, S; Mr. Selby, 1; Mr. Solenbarger, 2

The Mayor declared the motion passed 5-0

6) Approval of Council Agenda:

Deeds moved to approve the agenda for the January 15, 2024 Regular Meeting. Deeds seconded the motion.

Discussion:

Roll Call: Ms. Deeds, M; Mr. Leland, 1; Mr. Lester, S; Ms. Sanborn, 1; Mr. Selby, 2; Mr. Solenbarger, 3

The Mayor declared the motion passed 5-0

7) Approval of Minutes:

Deeds moved to approve minutes from the December 18, 2023 Regular Meeting. Deeds seconded the motion.

Discussion:

Roll Call: Ms. Deeds, 1; Mr. Leland, 1; Mr. Lester, M; Ms. Sanborn, 2; Mr. Selby, S; Mr. Solenbarger, AB

The Mayor declared the motion passed 5-0

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8) Approval of Council Regular Meeting Dates & Times for 2024:

_____ moved to approve the Village Council Regular Meeting dates and times for 2024 as
_____ at _____ seconded the motion.

Discussion:

Roll Call: Ms. Deeds, 1; Mr. Leland, 1; Mr. Lester, 5; Ms. Sanborn, 11;
Mr. Selby, 2; Mr. Solenbarger, 3.

The Mayor declared the motion passed 5-0

3rd Monday
of each
month

9) Public Participation: Trees for planting will start again in spring (weather)

10) Police Department Report: Terry Swinehart, Chief of Police Not here

a) Monthly Report: No report

Activity	#	Activity	#
SGPD calls for service		Business checks	
Sheriff's calls for service		Contacts w/ public	
Reports		Vacation checks	
Traffic stops		Total hours patrolled	
Citations		Officer on-duty per week avg.	
Warnings		Officer call-offs	
Parking citations		Officer disciplinary	
Parking warnings		Fuel used	
Arrests			

interviewed
someone
sheriff's office
doing well

i) Discussion:

11) Financial Report: Jill Bradford, Chief Fiscal Officer

- a) Bank Reconciliation Report as of December 31, 2023 - TENTATIVE
- b) Fund Status Report as of December 31, 2023 - TENTATIVE
- c) Cash Activity Report as of December 31, 2023 - TENTATIVE
- d) Revenue Status Report as of December 31, 2023 - TENTATIVE
- e) Appropriations Status Report as of December 31, 2023 - TENTATIVE
- f) Purchase Order Charges as of December 31, 2023 - TENTATIVE
- g) Vendor-Payee Payment Register as of December 31, 2023 - TENTATIVE

the
settlement
not much
sent to county

Due to not being closed out for the calendar year end, the December 31, 2023 financials will be approved at the February Council meeting.

Discussion:

12) Mayor's Report: Hon. Tyson Nye, Mayor

a) Updates: emergency water issues

Travis - emergency basis as needed
Groves (subcontractor)

b) Committee & Board Appointments:

Discussion: Finance (3); Deeds/Lester/Selby
Infrastructure (3); Sanborn/Solenbarger/Leland
District Advisory Council (1); Leland
Regional Planning Commission Council Representative (1); Sanborn Leland
Village Planning & Zoning Commission Council Representative (1); Solenbarger
Representative to the Board of Directors for Lancaster-Fairfield Community Action (1). Mayor Nye

13) Village Maintenance Supervisor's Report: Jeff Hursey, Maintenance Supervisor Not here

a) Updates:

Discussion: None

14) Solicitor's Report: Darren Meade, Solicitor

a) Speed Limit/Crossings:

Discussion:

b) Items for Next Meeting:

Discussion:

BPA changes to Handbook - Feb mtg.
more complicated than thought (outside of alleyway) easy
special Commission done by state to
study
cost several thousand

15) Committee Reports & Recommendations:

a) Infrastructure Committee:

Discussion: None

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b) Finance Committee:

Discussion: No meeting had in January due to no committee members appointed

16) Council Legislation, Ordinances & Resolutions:

Legislation for 3rd Reading: None

Legislation for 2nd Reading: None

Legislation for 1st Reading: None

None

17) Old Business:

a) Approve 2024 Wage Increases 370

_____ moved to approve a 2% increase for the 2024 hourly rate for Chief Swinehart and Officer Costlow beginning January 1, 2024. _____ seconded the motion.

Discussion:

tab next pay period
situation about tickets rectified? Mayor sat and talked in regards to tickets

Roll Call: Ms. Deeds, 3; Mr. Leland, 1; Mr. Lester, 5; Ms. Sanborn, 1;
Mr. Selby, M; Mr. Solenbarger, 2

The Mayor declared the motion passed 5-0

b) _____ moved to approve the 2024 hourly rate for Ms. Alyssa Timmons in the amount of \$20.00 beginning January 1, 2024. _____ seconded the motion.

Discussion:

Roll Call: Ms. Deeds, 5; Mr. Leland, 1; Mr. Lester, M; Ms. Sanborn, 1;
Mr. Selby, 2; Mr. Solenbarger, 3

The Mayor declared the motion passed 5-0

c) _____ moved to approve the 2024 hourly rate for Mr. Heiber in the amount of \$16.00 beginning January 1, 2024. _____ seconded the motion.

Discussion:

Roll Call: Ms. Deeds, M; Mr. Leland, 1; Mr. Lester, 1; Ms. Sanborn, 2;
Mr. Selby, 5; Mr. Solenbarger, 3

The Mayor declared the motion passed 5-0

d) _____ moved to approve the 2024 monthly rate of \$2,500 for Ms. Bradford beginning January 1, 2024. _____ seconded the motion.

Discussion:

Roll Call: Ms. Deeds, 1; Mr. Leland, 1; Mr. Lester, M; Ms. Sanborn, 2;
Mr. Selby, 3; Mr. Solenbarger, 5

The Mayor declared the motion passed _____

e) _____ moved to approve a 2% increase for the 2024 hourly rate for Jeff Hursey and Shad Goodwin beginning January 1, 2024. _____ seconded the motion.

Discussion:

Roll Call: Ms. Deeds, 1; Mr. Leland, 1; Mr. Lester, 2; Ms. Sanborn, 3;
Mr. Selby, M; Mr. Solenbarger, 5

The Mayor declared the motion passed 5-0

f) _____ moved to approve a 3% increase for the 2024 monthly rate for Solicitor Meade beginning January 1, 2024. _____ seconded the motion.

Discussion:

Roll Call: Ms. Deeds, M; Mr. Leland, 1; Mr. Lester, 5; Ms. Sanborn, 1;
Mr. Selby, 2; Mr. Solenbarger, 3

370 in effect effective next pay date

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g) Other:

Discussion: None

18) New Business:

a) **Approve the Then & Now Purchase Order to Berne Union Schools for fuel usage:**

_____ moved to approve the Then & Now Purchase order and payment for fuel usage to Berne Union Schools in the amount of \$1,460.90. _____ seconded the motion.

Discussion:

Roll Call: Ms. Deeds, 3; Mr. Leland, 1; Mr. Lester, 5; Ms. Sanborn, 1;
Mr. Selby, M; Mr. Solenbarger, 2.

The Mayor declared the motion passed 5-0

b) **Approve Phone and Internet Services with Spectrum:**

_____ moved to approve the change in providers for Phone and Internet from AT&T to Spectrum. _____ seconded the motion.

Discussion:

Roll Call: Ms. Deeds, 3; Mr. Leland, 1; Mr. Lester, 5; Ms. Sanborn, 1;
Mr. Selby, M; Mr. Solenbarger, 2.

The Mayor declared the motion passed 5-0

c) Other:

Discussion:

Approve Travis Groves as a subcontractor on an as needed basis for emergency purposes up to 20 per week unw/ prior approval rate \$42.5

19) **Next Regular Meeting scheduled for February 19, 2024 at 7 pm.**

20) **Adjournment:**

_____ moved to adjourn the meeting at 7:42 pm. _____ seconded the motion.

Discussion:

The Council adjourned by acclamation.

Need
liability waiver

M Solenbarger

S Lester

Sanb 1

Selby 2

Solenbarger 3
Deeds

DATE: 1/15/24
MEETING TYPE: X Regular or Special

115/24

~~X~~

Regular or

Special

IF YOU ARE A CITIZEN ATTENDING THE MEETING, PLEASE SIGN IN BELOW IN ORDER THAT WE MAY PROPERLY RECORD YOUR PRESENCE ON OFFICIAL MINUTES. IF YOU WOULD LIKE TO ADDRESS THE COUNCIL, PLEASE DO SO DURING PUBLIC PARTICIPATION. IF YOU WOULD LIKE TO RECEIVE FUTURE AGENDAS IN ADVANCE, PLEASE NOTE YOUR E-MAIL ADDRESS. WE APPRECIATE YOUR INTEREST AND SUPPORT. - Jill Bradford, Clerk & Fiscal Officer *****PLEASE PRINT LEGIBLY*****

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DATE: 11/21/24
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