

VILLAGE OF SUGAR GROVE

Mayor Tyson Nye

101 Bridge St ~ PO Box 7 ~ Sugar Grove ~ OH ~ 43155 ~ P:740.746.8406 ~ F:740.746.9190

VILLAGE COUNCIL - MINUTES

Monday, February 19, 2024, 7:00P.M.

Council Members - Tabitha Deeds, Kendall Leland, Chad Lester, Robin Sanborn, Gerald Selby, Jay Solenbarger, Tyson Nye

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- **Call to Order** - Hon Tyson Nye, Mayor, called the meeting to order at approximately 7:00PM
 - **Pledge of Allegiance - Moment of Silence**
 - **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Solenbarger-yes, Mayor Nye-yes, Mr. Selby absent

Village Officials Present

Jill Bradford and Sarah Haley Fiscal Officers, Terry Swinehart, Chief of Police
Assistant Clerk, Alyssa Timmons

No Members of the Public Present

Robin Sanborn, Chris Gorby

- **Administration**

- 1. **Approval of Council Agenda**

Mr. Lester moved to approve the agenda for the Regular Meeting dated February 19, 2024. Mr. Leland seconded the motion .

- a. **Discussion:** None
- b. **Roll Call** Ms. Deeds-yes, Ms. Sanborn-yes, Mr. Solenbarger-yes, Mr. Selby-Absent
Mayor declared the motion passed 5 - 0

- 2. **Approval of Minutes**

Ms. Deeds moved to approve minutes from the Regular Meeting dated January 15, 2024. Mr. Leland seconded the motion.

- a. **Discussion:** None
- b. **Roll Call** Mr. Lester-yes, Mr. Solenbarger-yes, Mr. Selby-Absent, Ms. Sanborn Abstained
Mayor declared the motion passed 4 - 0

- **Public Participation**

Mr. Gorby inquires about the cracks on Main Street.

Discussion: Mr. Lester stated the construction at the school was ongoing and repairing the street should wait until completion.

- **Police Department Report** (presented by Terry Swinehart, Chief of Police)

1. **Monthly Report**

SGPD Calls for Service 5, FCSO Calls for Service 6, Reports 3, Traffic Stops 8, Citations 1, Warnings 7, Parking Citations 0, Parking Warnings 1, Arrests 2, Business Checks 50, Contacts w/Public 25, Vacation Checks 0, Total Hours Patrolled 107, Avg Officers on Duty/wk 5, Officer Call Offs 0, Officer Disciplinary 0, Fuel Used 41.2

Discussion:

- * Chief Swinehart announced the cruiser needing new tires, and could get them at state pricing through Smetzers.
 - * Older cruiser will need to be decommissioned before making a decision on what to do with the vehicle going forward.
 - * Directed Patrol Unit with FCSO performed a saturation of the area.
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- **Financial** (presented by Jill Bradford, Fiscal Officer)

1. **Tentative Approval of Financial Reports**

Mr. Lester moved to approve Tentative Financial Report items "a-n" as presented by the Clerk/Fiscal Officer and file for audit at a later date. Ms. Deeds seconded the motion.

a. Discussion: Jill stated that reconciliation and final reporting of all funds would not be available until the March meeting.

*b. Roll Call Mr. Leland-yes, Ms. Sanborn-yes, Mr. Solenbarger-yes, Mr. Selby-Absent
Mayor declared the motion passed 5 - 0*

- **Mayor's Report** (presented by Mayor Nye)

1. **101 Bridge St Building Remodel**

Discussion:

- * Installing a door with a window in the back office
 - * Three quotes for installing heating unit in the police department
-

- **Village Maintenance Supervisor's Report** (presented by Mayor Nye on behalf of Jeff Hursey)

1. **Streets**

Streets were plowed during the last snow

- **Solicitor's Report** (presented by Darren Meade) - absent

Discussion: - tabled until March

Chief Swinehart will discuss speed limit with Solicitor Meade

BPA changes to handbook

- **Committee Reports and Recommendations**

1. Infrastructure Committee

Discussion

2. Finance Committee

Discussion

- **Council Legislation, Ordinances & Resolutions**

Legislation for 3rd Reading *none*

Legislation for 2nd Reading *none*

Legislation for 1st Reading *none*

Res. 2-2024

Title: A RESOLUTION TO AUTHORIZE- THE VILLAGE OF SUGAR GROVE TO PURCHASE AND USE "EMPLOYEE DISHONESTY AND FAITHFUL PERFORMANCE OF DUTY" POLICY AND DECLARING AN EMERGENCY.

Ms. Deeds moved to consider Resolution 02-2024 under suspension of the rules.

Mr. Leland seconded the motion.

Discussion: None

Roll Call Mr. Lester-yes, Mr. Solenbarger-yes, Mr. Selby-Absent, Ms. Sanborn-yes

Mayor declared the motion passed 5 - 0

Mr. Lester moved to approve Resolution 02-2024. Ms. Deeds seconded the motion.

Discussion: None

Roll Call Mr. Leland-yes, Mr. Solenbarger-yes, Ms. Sanborn-yes, Mr. Sleby-Absent

Mayor declared the motion passed 5 - 0

- **Old Business**

1. Approve Change in Hiring of Travis Groves

Mr. Solenbarger moved to approve the change in hiring Travis Groves from a subcontractor to a seasonal employee on an as needed basis at the same rate of

\$42.00 per hour. Original hiring was at the January 15, 2024 meeting. Mr. Leland seconded the motion.

Discussion:

* Mayor Nye confirmed Travis Groves will be covered under BWC and qualifies for OPERS

*Mayor Nye - Groves will only work prior to authorization from Mayor Nye, himself. Groves will answer to Mayor Nye under Council

Roll Call Ms. Deeds-yes, Mr. Lester-yes, Ms. Sandborn-yes, Mr. Selby-Absent

● **New Business**

1. **Approve Agreement with Josh Preece, DBA J&A Digital Solutions, LLC, for Technology and Website Services, as well as Security**

Mr. Lester moved to approve the agreement with Josh Preece for these services as presented. Mr. Leland seconded the motion.

Discussion:

*Mayor Nye informing council of the \$660 monthly charge for services, \$125/hr Cyber security audit, as well as ipad set up

Roll Call Ms. Deeds-yes, Ms. Sanborn-yes, Mr. Solenbarger-yes, Mr. Selby-Absent

2. **Approve Change in Assistant Clerk Job Title**

Mr. Lester moved to approve the change in the Assistant Clerk's job title to Assistant Clerk/Office Manager. This is also changed on the job description. Ms. Sanborn seconded the motion.

Discussion:

*Mayor Nye states Shad Goodwin's job title will need to change in the near future

*Mayor Nye spoke with Finance Committee about the job title changes and there will be no increase in either's pay

*Mayor Nye stated he had already spoke with Goodwin and Hursey about Alyssa Timmons' responsibility of holding them accountable

Roll Call: Ms. Deeds-yes, Ms. Sanborn-yes, Mr. Solenbarger-yes, Mr. Selby-Absent

Mayor declared the motion passed 5-0

Other - Hiring of Melissa Tremblay as a Fiscal Officer Consultant and Trainer at \$50/hr

Discussion: None

Ms. Sanborn moved to approve the hiring of Melissa Tremblay as stated above.

Mr. Solenbarger seconded the motion.

Roll Call: Mr. Leland-yes, Mr. Lester-yes, Ms. Deeds-yes, Mr. Selby-Absent

Mayor declared the motion passed 5-0

April 15

-
- Next Regularly Scheduled Committee Meeting - April 9 at 7:00P.M.
 - Adjournment

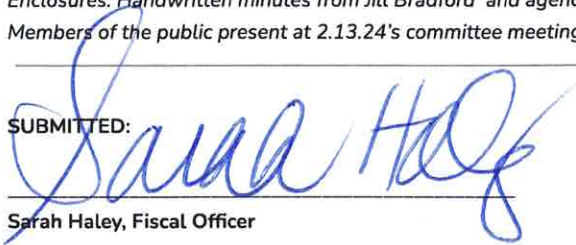
Ms. Deeds moved to adjourn the meeting at 7:52PM. Mr. Lester seconded the motion.

- Discussion:

The Village Council adjourned by acclamation.

*Enclosures: Handwritten minutes from Jill Bradford and agenda from 2.13.24, financial statements from February 2024,
Members of the public present at 2.13.24's committee meeting*

SUBMITTED:



Sarah Haley, Fiscal Officer

ATTEST:



Hon. Tyson Nye, Mayor



Sugar Grove Police

101 Bridge Street
Sugar Grove, Ohio 43155
(740) 746-8590
Chief Terry Swinehart

Sugar Grove Police Department

Council Monthly Report

(01/15/24)-(02/19/24)

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|--------------------------------|------|
| SGPD CALLS FOR SERVICE | 5 |
| SHERIFF CALLS FOR SERVICE | 6 |
| REPORTS | 3 |
| TRAFFIC STOPS | 8 |
| CITATIONS | 1 |
| WARNINGS | 7 |
| PARKING CITATION | 0 |
| PARKING WARNINGS | 1 |
| ARRESTS | 2 |
| BUSINESS CHECKS | 50 |
| CONTACTS W/PUBLIC | 25 |
| VACATIONS CHECKS | 0 |
| TOTAL HOURS PATROLLED | 107 |
| OFFICERS ON DUTY PER WEEK AVG. | 5 |
| OFFICER CALL OFFS | 0 |
| OFFICER DISCIPLINARY | 0 |
| FUEL USED | 41.2 |

SIGN-IN SHEET FOR VILLAGE COUNCIL MEETING
11/2/24

DATE:

MEETING TYPE: ☒ 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. - Jeremy VanMeter, Clerk & Fiscal Officer ***PLEASE PRINT LEGIBLY***

[illegible]

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:
- 1) Do any act which obstructs or interferes with the due conduct of the meeting, procession, or gathering;
 - 2) Make any utterance, gesture, or display which outrages the sensibilities of the group.

Whoever violates this section is guilty of disturbing a lawful meeting, a misdemeanor of the fourth degree (R.C. 2917.12)

