

**COUNCIL MINUTES**  
**November 7, 2016**

St. Clairsville City Council met in Council Chambers on Monday, November 7, 2016 with the following present

Jim Weisgerber, Council President	Terry Pugh, Mayor
Mark Bukmir, Council 3 <sup>rd</sup> Ward	Jim Zucal, Service Director
Linda Jordan, Council-At-Large	Jeff Henry, Police Chief
Beth Oprisch, Council-At-Large	Tom Murphy, Planning & Zoning Administrator
Jake Olsavsky, Council, 1 <sup>st</sup> Ward	Richard Myser, Law Director
Frank Sabatino, Council 2 <sup>nd</sup> Ward	Cindi Henry, Finance Director
Mike Smith, Council-At-Large	Don Smithberger, Electric Superintendent
David Trouten, Council, 4 <sup>th</sup> Ward	Shelley Fortney, Utility Office Manager

The meeting was called to order by Council President Jim Weisgerber

**MINUTES**

Minutes of the October 17, 2016 meeting were distributed to Council. A motion to accept the minutes was made by Linda Jordan and seconded by Mark Bukmir.

**Roll Call Vote**

Bukmir	Yes	Olsavsky	Yes
Jordan	Yes	Sabatino	Yes
Oprisch	Yes	Smith	Yes
		Trouten	Yes

Roll Call Vote:        Seven (7) Yes    Zero (0) No        Motion Approved

**CITIZENS HEARING:**

Guests attending the meeting were Nancy and Dave Johnson and Jody Zucal. Dave is the former Mayor of New Philadelphia and Jody is Jim Zucal's wife.

**REPORTS:**

**Service Director: Jim Zucal**

Tonight I am asking for Council's support for the Resolution determining the lowest and best bid for the waterline improvement project which is A.S.K. Services out of Zanesville. I did provide a bid summary to all of the Council Members. I think it was a very competitive bid, really a great bid for the City. You can see there were two or three contractors in that were in that \$219,000 to \$221,000 mark. The Engineers estimate again as a reminder was somewhere around \$280,000. We had a big turnout, I think there were 14 contractors in that group and we had bids all the way up to \$389,000 all the way down to \$221,000. I think this is an outstanding bid for the City and saves the City some money. It is just going to be an outstanding winter project. If Council would support me on that I would really appreciate it.

Also tonight I have asked Shelley Fortney to come in to talk to you a little bit about the water intake pipe that we have been on some of the dynamics at the water plant from the reservoir to the Plant. We did have Fee Corp from Zanesville who came in and used the camera in the lines. We found out that the 8 inch ductile iron line was basically plugged to a point that in most cases it was

around 4 inches. They cleaned the pipe, it was an outstanding success. I want to thank The Mayor, Scott Brown, Cindi Henry and the whole group. The water flow increased from 260 gallons per minute to 520 gallons per minute. The plant is now in full capacity. We did clean up some unusual dynamics with infiltration and the pumps and everything is working properly. That has been a great success. Now we have a fully functional water intake system.

**Mayor, Terry Pugh**

Happy to have our guests visiting here today.

I hope you all saw the fresh coat of paint on the first floor and the changes in the carpet. We are still under construction coming up the steps but I just want to thank everybody for their patience during this stage and also want to thank Cindi very much for all her hard work and the griping she had to put up with during this process. I think it is very worthwhile for anyone new coming into the city to see the city in this light, we are moving forward.

This last week we met with Clemens & Nelson Cindi Henry, Jim Zucal and I and we went through the new policy manual and it is being redone. What I would like to ask for is a committee of three Council Members that would be interested in going through this manual and if you have anything to be added or deleted or any questions we will come to an agreement. **Beth Oprisch:** Can I ask a question? Clemens & Nelson's role? **Mayor Pugh:** They are the ones who actually wrote this personnel policy & procedure book. It is based on their experience and on any of the old policies that we have had plus they have been handling all of our HR events in the City for the whole year. So they have been here every month for at least a couple of days so they have become quite familiar with the city. The volunteer committee will be made up of Frank Sabatino, Linda Jordan & Mike Smith. We will see that the Committee get copies of manual as soon as they come in to us. The time schedule I was hoping for was that we would have a manual that everyone agrees with by the middle of December, on the Committee's recommendation we could pass it and put it into effect by January 1, 2017.

The other big event we had was our auction. I want to thank the Supervisors who gathered up the old equipment and brought it to the site. The City netted \$8,897 of course we are happy about that.

I want to point out for the newspaper that our loose leaf collection started today. They are also collecting paper bags with leaves. If anyone has any questions please call my office.

I don't have anything new about the soccer and baseball field because we are still working on it. The one thing that came about was the seven acres where the new soccer field is presently in the C.I.C. and Richard Myser and I are discussing the matter. I want to keep it as simple as possible which Richard does too but there is a question of moving this land out of the C.I.C. and back to the City's total ownership. We are not only looking to put the soccer field but also other recreational activities over there. The School's question to me was, you had this land up for sale at one time how do we know that you are not going to sell it in the future? This is one good indication plus a resolution that I will have ready for the next meeting.

**Police Chief, Jeff Henry:**

We are going to have an active shooter drill at the St. Clairsville High School and Middle School on Wednesday, November 9<sup>th</sup> at 9:15 and there will be some Road closures in and around the school. That should go for about an hour.

**Finance Director, Cindi Henry:**

I emailed all of you with Resolution 2016-38. This is just your normal annual accepting of the rates. Basically it is where the Budget Commission comes together looks at the dollar figures that are presented on our Budget and determines either yea or nay on whether or not they think we are going to get this amount of money and they certify the dollar figures that I will use when it comes to budgeting purposes at the beginning of the year. If any of you want to come give me a heads up so I will know if we are meeting in the Council Chambers or the Conference Room.

**Planning & Zoning, Tom Murphy**

There is a Board of Zoning Appeals meeting set up for November 16<sup>th</sup> at 6:00 p.m. The two items we have on the agenda, one is the Computer and Cell Phone Hospital at 107 S. Sugar Street. They will appear before the Board for conditional approval. The second item is a variance for a garage on the corner of Woodrow Avenue and Border Lane. All members of Council or the Public are welcome to attend.

We will probably set up a Planning Commission Meeting sometime in December related to St. Clair Commons. They are planning to petition for their final Development plan approval for the Senior Living Facility.

**COUNCIL COMMITTEES**

**Finance, David Trouten:** No Report

**Utilities, Frank Sabatino:**

Utility met this evening. Jim Zucal reported on some of the issues he has been working on. We appreciate his efforts.

**Don Smithberger:** We are in the process of putting up the Holiday Decorations for the next two weeks. **Shelley Fortney:** The Office is running pretty smooth. We will be closed for Veterans Day and Thanksgiving.

**Police, Mark Bukmir:** No Report

**Street North Side, Jake Olsavsky:** No Report

**Street South Side, Linda Jordan:**

**Safety, Beth Oprisch:** No Report

**Building & Grounds, Mark Bukmir:** No Report

**Planning Commission, Mike Smith –** No Report

**Fire District, Frank Sabatino**

The Fire Department met in regular session on Tuesday, October 25<sup>th</sup>. We went into Executive Session for Personnel. We discussed the engine and ladder truck annual service. Getting ready for winter. The EMS Unit tires were replaced. For Fire Prevention Week the Fire Department

passed out over 800 packets and gave tours to the local Elementary and Middle School Kids. We talked about EMS Unit # 33 we use this as a reserve unit, it is a 2006 model and has 140,000 miles. The Fire Board is going to check on a new EMS vehicle. Our next regular meeting will be Wednesday, November 30<sup>th</sup> at 3:00 at the Main Station.

**Recreation, David Trouten:** No Report

**Beth Oprisch:** I had the opportunity to be a judge for the Halloween Costume Party which was quite difficult. The prettiest costume, the scariest, the most original and the funniest. I just want compliment Lindsay and her staff for putting on that event. It seemed very well attended. The categories were by age.

**Park District, Linda Jordan:** No Report

### **ORDINANCES & RESOLUTIONS**

**Law Director, Richard Myser**

We have two resolutions tonight to be read for the first time. Jim Zucal already explained that Resolution No. 2016-37 is for the Waterline Improvement Project. The second one is Resolution No. 2016-38 that Cindi talked to Council about to approve our budget for 2017.

There was presented and read to Council on its first reading by title only, RESOLUTION NO. 2016-37; A RESOLUTION DETERMINING THE LOWEST AND BEST BID FOR THE WATERLINE IMPROVEMENT PROJECT FROM YOUNG LANE TO COMMONS MALL CROSSING AND AWARDED CONTRACT TO A.S.K. SERVICES, LLC AND DECLARING AN EMERGENCY. Jake Olsavsky moved that the rules requiring ordinances and resolutions to be read on three separate readings be suspended and declaring an emergency; Linda Jordan seconded the motion.

Roll Call Vote

Bukmir	Yes	Olsavsky	Yes
Jordan	Yes	Sabatino	Yes
Oprisch	Yes	Smith	Yes
		Trouten	Yes

Roll Call Vote: Seven (7) Yes Zero (0) No Motion Approved

There was presented and read to Council on its third and final reading by title only, RESOLUTION NO. 2016-37. A motion was made by Linda Jordan and seconded by Jake Olsavsky that Resolution No. 2016-37 be passed by Council.

Roll Call Vote

Bukmir	Yes	Olsavsky	Yes
Jordan	Yes	Sabatino	Yes
Oprisch	Yes	Smith	Yes
		Trouten	Yes

Roll Call Vote: Seven (7) Yes Zero (0) No Motion Approved

Resolution No. 2016-37 was declared adopted.

There was presented and read to Council on its first reading by title only. RESOLUTION NO. 2016-38; RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY

THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR AND DECLARING AN EMERGENCY. Jake Olsavsky moved that the rules requiring ordinances and resolutions to be read on three separate readings be suspended and declaring an emergency; Beth Oprisch seconded the motion.

Roll Call Vote

Bukmir	Yes	Olsavsky	Yes
Jordan	Yes	Sabatino	Yes
Oprisch	Yes	Smith	Yes
		Trouten	Yes

Roll Call Vote: Seven (7) Yes Zero (0) No Motion Approved

There was presented and read to Council on its third and final reading by title only, RESOLUTION NO. 2016-38. A motion was made by Jake Olsavsky and seconded by Mike Smith the Ordinance No. 2016-38 be passed by Council.

Roll Call Vote

Bukmir	Yes	Olsavsky	Yes
Jordan	Yes	Sabatino	Yes
Oprisch	Yes	Smith	Yes
		Trouten	Yes

Roll Call Vote: Seven (7) Yes Zero (0) No Motion Approved

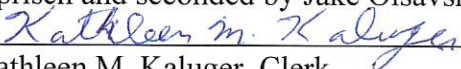
Resolution No. 2016-38 was declared adopted.

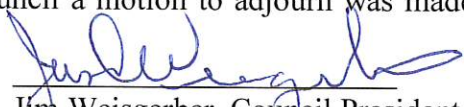
**NEW BUSINESS: Frank Sabatino:** I just want to take a minute to say thank you to all the Veterans especially Terry Pugh and Don Smithberger and thanks to Chief Henry and his Department. Just remember what November 11<sup>th</sup> is all about.

**OLD BUSINESS: Beth Oprisch:** The whole Fire District thing, I know that you will have Lance Rice come to the next meeting but is the asking to give them the building? **Jim Zucal:** I think what needs to happen is it needs to go to a committee and studied a little further. If you read through the packet on the lease there are some key phrases on there for example on Page 1 is reads all structures and permanent improvements. The real property the structures the permanent improvements are all part of what the City owns or shares I should say. The USDA requirements are that they own the facilities. I talked to Lance, he stopped in late last week and told him I am moving forward slowly to give Council time to read the lease and read the letter from the USDA and perhaps Council can have time and the Committee can study that. **Beth Oprisch:** So the best thing to do between now and the next meeting is to get familiar with the lease? **Jim Zucal:** Yes.

**NEXT MEETING:** Monday, November 21, 2016 – 7:30 p.m. in Council Chamber

There being no other business to come before Council a motion to adjourn was made by Beth Oprisch and seconded by Jake Olsavsky.

  
Kathleen M. Kaluger, Clerk

  
Jim Weisgerber, Council President