

RECORD OF PROCEEDINGS

Minutes of

Regular

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, January 9, 20 18

The Pandora Village Council met in Regular Session on Tuesday, January 9, 2018 at 7:00 PM at the Municipal Building with Mayor, John Schlumbohm presiding.

Members Present: Burkholder, Eisenbach, Liechty, Braidic, Gray, Tadena
Members Absent: None

The meeting was opened with the Pledge of Allegiance.

Voting was done by paper ballot to have Mr. Tim Gray continue to fill the open council seat left by Mr. Klingler for the current four year term. Voting: All Yea.

Mayor Schlumbohm presided over the Oath of Office to Mr. Tim Gray, as well as incumbent Council members Mr. Paul Burkholder, Mr. Lee Eisenbach and Mr. Jeremy Liechty to four-year terms.

Motion was made by Mr. Eisenbach, seconded by Mr. Burkholder, to nominate Mr. Liechty as Council President. Motion was made by Mr. Burkholder, seconded by Mr. Tadena, for nominations to cease. Voting was conducted by paper ballot, resulting in five, yes votes and one abstention. Mr. Liechty elected Council President for 2018.

Motion was made by Mr. Eisenbach, seconded by Mrs. Braidic, to approve the December 19, 2017 minutes. Voting: All Yea.

Motion was made by Mr. Burkholder, seconded by Mr. Eisenbach, to approve the Fund Summary, Bank Reconciliation and Bank Balance Reports for December, 2017. Voting: All Yea.

Motion was made by Mr. Tadena, seconded by Mr. Gray, to approve the Revenue and Appropriation Summary Reports for December, 2017. Voting: All Yea.

Motion was made by Mr. Tadena, seconded by Mr. Eisenbach, to approve the bills as presented: Total non-payroll of \$97,779.28 and Payroll of \$6,684.26 for a total of \$104,463.54. Voting: All Yea.

ORDINANCE NO. 580-2017: ORDINANCE ESTABLISHING THE COMPENSATION OF VILLAGE OF PANDORA MAYOR AS \$7,000.00 YEARLY. Motion was made by Mr. Liechty, seconded by Mr. Eisenbach, to place Ordinance No. 580-2017 on its second reading. Voting: All Yea.

ORDINANCE NO. 581-2017: ORDINANCE AMENDING ORDINANCE NO. 574-2017 IN ORDER TO REMOVE AMENDING ORDINANCE NUMBERS 545-2013, 496-2007, 404-98 AND 468-2004 ESTABLISHING THE COMPENSATION OF VILLAGE OF PANDORA COUNCIL MEMBERS AS \$2,100 YEARLY. Motion was made by Mr. Liechty, seconded by Mrs. Braidic, to place Ordinance No. 581-2017 on its second reading. Voting: All Yea.

Council reviewed the second Contractor's Application for Payment request submitted by Schimmoeller Construction in the amount of \$37,904.00 as well as Change Order No. 1 in the amount of \$7,776.58 for the current Restroom Project Addition at the Community Center. Motion was made by Mr. Gray, seconded by Mr. Eisenbach, to approve said payment request and change order. Voting: All Yea.

Mr. Burkholder and Mr. Liechty reviewed with Council a meeting that they had with Senator Rob McColley regarding potential funding that the village may be eligible for in regards to the Community Center Restroom Project. This meeting was held to provide Senator McColley with all of the information that was previously provided to Senator Hite in March, 2017. They reported that Senator McColley also felt that this was a good project to fall under the State Capital Budget Bill and was impressed by the fundraising/capital campaign efforts that have been done to date. Funding for said project would come from a spending bill to be voted on in the second quarter of 2018. The amount being requested is \$148,000.00.

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Fiscal Officer, Kimberly Reese, presented to Council an amendment to the 2018 Temporary Appropriations in the amount of \$28,000.00 for the Community Center Fund in order to pay the second payment request from Schimmoeller Construction. Motion was made by Mr. Tadena, seconded by Mr. Eisenbach to approve the amendment as presented. Voting: All Yea.

Fiscal Officer, Kimberly Reese, discussed with Council a payment request received from Kevin Vance, Community Center Board Member, for reimbursement of Christmas lights in the amount of \$228.73. It was the consensus of Council to approve this payment from the village's general fund.

Fiscal Officer, Kimberly Reese, informed Council that there will be public meetings held on February 7, 2018 at 4:00 P.M. and 6:00 P.M. at the Municipal Building regarding the Village's Natural Gas Aggregation Plan of Operations and Governance.

Village Administrator, Rick Morrison, reported on the following: 1) Received estimates for a new heating unit at the village Administrator's building as well as the EMS bay as this heater has now gone bad. Schroeder Plumbing and Heating will be installing the new units at a total cost of \$6,870.00. 2) A meeting is scheduled for January 11th with Encompass to inspect the shelter house at the park. 3) There have been two water main breaks that have been repaired.

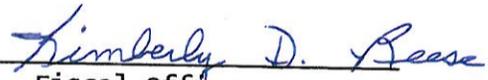
Mayor Schlumbohm presented his annual address before Council. Please see attached.

The Mayor's Committee Appointments will be presented at a future Council meeting as there are a few vacancies that need to be filled.

Motion was made by Mr. Tadena, seconded by Mr. Liechty, to contribute \$2,000.00 to each full time employee's HSA account for 2018. Voting: Burkholder-Nay; Eisenbach-Aye; Gray-Aye; Liechty-Aye; Braidic-Aye; Tadena-Aye.

With no further business to discuss, the meeting was adjourned upon a motion by Mr. Tadena, seconded by Mr. Eisenbach. Voting: All Yea.

SIGNED: 
Mayor

SIGNED: 
Fiscal Officer

**ANNUAL STATE OF THE VILLAGE REPORT
JANUARY 9, 2018
MAYOR, JOHN SCHLUMBOHM**

I would probably sum up 2017 as more of a planning year as opposed to a doing year. The larger than life project of a new 200,000 gallon water tower remains in the forefront of the planning stage, as this is, and will most likely be, the largest single project the village will encounter in the foreseeable future. Several meetings with Mr. Ken Maag of Poggemeyer Design Group were held regarding the tower project and Poggemeyer was retained to complete an income survey to better understand the village's demographics in regard to personal income. The outcome of the survey was that The Village of Pandora's residents are approximately 52.5% in the low to moderate income category. This designation means the village has a better opportunity for grants and 0% loans when seeking funding for infrastructure projects, such as water towers. With this in mind, it is anticipated that the tower project could become reality in 2019 or 2020.

A new program initiated by councilman Klingler in the form of a Project Planning Spread Sheet will help the Council, Fiscal Officer, and Administrator now and in the future, budget for both maintenance items, as well as capital improvements.

Maintenance items, as well as improvements, continue at the water treatment facility. Two of the high surface pumps and motors have been rebuilt with a third scheduled for a major overhaul in 2018. Part of the major overhaul will consist of turning the motor that powers pump #3 into a "variable drive motor". This will allow plant operators to maintain a constant pressure in the distribution lines during times of cleaning and maintenance of the water tower.

In October, Village Administrator, Rick Morrison hired and worked with Nu Systems, located in Bay City Michigan, to install a small induction facility near our wet well where the sewage is pumped from the village to our lagoon treatment facility. As the sewage is being pumped to the lagoons, enzymes and bacteria are introduced into the mix to help nature breakdown the sewage.

Police Chief, Scott Stant, was instrumental in securing a matching grant for a new police cruiser. The grant paid for approximately \$17,000.00 of a \$34,000.00 new police cruiser, which should serve the village for the next 8 to 10 years.

The village council instrumented new sidewalk legislation in 2017, earmarking \$10,000.00 per year to be designated to improve village sidewalks. The first of this funding use can be seen along the 400 block on the north side of East Main Street.

2017 saw some personnel changes for Maintenance and Police Departments. Maintenance worker, Seth Rosselit, tenured his resignation in the Fall to take a step up in a position with the City of Findlay Sewer Department. Thank you for your dedication and time with the village Seth. The vacant position in the Maintenance Department was filled by Ryan Shartell, our summer employee. Welcome Ryan, we look forward to working with you for many years to come. The Police Department hired part time officer Jason Kottenbrock to the department.

A water line project was completed along South Jefferson, North High, and Diller Street this year. Along with this major project, many fire hydrants were replaced or repaired throughout the village. These projects will make the water distribution system much more effective when it comes to fire fighting.

After many false starts and much paperwork, dotting "I's" and crossing "T's" we were finally able to get the A/L Community Center Restroom Project started. Schimmoeller Construction from Kalida broke ground in November for the much-needed new restrooms and storage areas. Anticipated finish should be early spring 2018.

Again this year, the village learned that the employee health insurance would not be increasing. This is in some part due to the good health of our employees and a big "thank you" goes to the employees and their families for that.

Upgrades to the curbs and gutters along the south side of State Route 12 will take place next summer due in part to a grant from the OPWC. The \$80,000.00 grant was awarded in the fall of 2017 and will be available in the summer of 2018 for this project.

The village ended 2017 in sound financial condition due in part by the sound management practices of the village council, and in large part through the stewardship of our village leadership team, Kim Reese, Fiscal Officer, Rick Morrison, Village Administrator, and Scott Stant, Police Chief. Our appreciation is beyond measure for the excellent job that you and your departments do on a day to day basis. THANK YOU.