

VILLAGE OF PLEASANTVILLE  
COUNCIL MEETING  
MINUTES OF REGULAR MEETING

January 13, 2021

2022

Jason Henderson, Mayor	Present
Chad West, President	Absent
Bob Pangborn, Councilman	Present
Bill Mason, Councilman	Present
Michelle Dumolt, Councilwoman	Present
Barry Williams, Councilman	Present
Jim Munsey, Councilman	Present

**CALL TO ORDER:**

Mayor Henderson called the meeting to order at 7:03 p.m.

Mayor Henderson swore in 2022 Council members Robert O. Pangborn Jr., James R. Munsey, and William R. Mason.

Pledge of Allegiance recited by all. Roll call taken.

In addition to council attendance, Penny Marquart, Fiscal Officer, Samantha McCreery, Administrative Assistant, Casey Ash, Maintenance was in attendance. Also in attendance was Bill Vance, Village Consultant. Officer David Wolfel, Baltimore Police Department, entered the meeting at 8:25 pm.

**MINUTES:**

Councilman Mason made a motion to accept the December 9, 2021 meeting minutes. Councilwoman Dumolt seconded.

President West - absent/abstained  
Councilman Mason - yes  
Councilwoman Dumolt - yes  
Councilman Williams - yes  
Councilman Pangborn - abstained  
Councilman Munsey - abstained  
Motion Carried.

Councilman Williams made a motion to accept the January 11, 2022 special meeting minutes. Second by Councilwoman Dumolt.

President West - absent/abstained  
Councilman Mason - yes  
Councilwoman Dumolt - yes  
Councilman Williams - yes  
Councilman Pangborn - abstained  
Councilman Munsey - abstained  
Motion Carried.

**COUNCIL BUSINESS:**

Councilman Mason made motion to nominate Chad West as president of council. Councilman Williams seconded the motion.

President West - absent/abstained  
Councilman Mason - yes  
Councilwoman Dumolt - yes  
Councilman Williams - yes  
Councilman Pangborn - yes  
Councilman Munsey - yes  
Motion Carried.

Mayor Henderson gave 2022 Mayor's Committee assignments. He gave explanation of details of each committee and what/who they each consist of. He explained when and how to hold meetings for the committees.

The 2022 Mayor's Committee assignments are as follows:

Finance Committee - Chad West, Chair, Michelle Dumolt, Bob Pangborn  
Records, Rules and Law Committee - Michelle Dumolt, Chair, Bob Pangborn, Steve Williams  
Zoning, Property Maintenance and Planning Committee - Chad West, Chair, Jason Henderson, Mayor, Perry Mason, Nancy Pickett and one open seat  
Recreations and Community Center Committee - Steve Williams, Chair, Bill Mason, Jim Munsey  
Safety/Service Committee - Jim Munsey, Chair, Bob Pangborn, Bill Mason  
Walnut Creek Sewer District - Penny Bell (term expires 12/31/24), Jack Weidener (term expires 12/31/23), and one open seat.

Councilman Mason made a motion to appoint Korry Harrier to open seat on Walnut Creek Sewer District. Motion was seconded by Councilwoman Dumolt.

President West - absent  
Councilman Mason - yes  
Councilwoman Dumolt - yes  
Councilman Williams - yes  
Councilman Pangborn - yes  
Councilman Munsey - yes  
Motion Carried.

*(Council business, continued...)*

Mayor Henderson read the State of the Village 2022. (\*see attached report)

**GUESTS:**

Bill Vance, WMV, LLC. – Village Consultant  
Officer David Wolfel, Baltimore Police Department

**BUSINESS OF GUESTS:**

Bill Vance, Village Consultant greeted new council members and explained his role as Village Consultant. Mr. Vance explained that Pleasantville has projects in the works that will qualify for available funds through Fairfield County and the State of Ohio. He shared that he works with Walnut Creek Sewer District to negotiate contracts, amongst other things.

The December and January items of interest that Mr. Vance is working on include working with Village Administration and Village Engineers to create promotional materials necessary to submit for the Fairfield County American Rescue Plan Act (ARPA). The Village will pursue public funding opportunity to involve \$500-600K in needed elevated water tank maintenance and operational upgrades plus \$250K to initiate the design of regionally beneficial water plant expansion activities.

He will be working with Mayor Henderson to meet the January 31, 2022 deadline to submit a grant application to Ohio Department of Transportation in pursuit of Transportation Alternatives Program funding to create more uniform public right of ways along Main Street (SR 188).

Mr. Vance is also working with Mayor Henderson to meet the March 4, 2022 deadline to submit grant application to ODOT in pursuit of Safe Routes to School non-construction funds for the purpose of creating a Pleasantville School Travel Plan.

He reports that the Walnut Creek Sewer District Leitnaker Road sewer force main improvements are set to be completed (weather permitting) by the end of January/February.

Councilwoman Dumolt is working with Mr. Vance to create personnel policies. This process will begin in January with the anticipation of a draft for Mayor, Council and Staff to review.

He is also initiating the investigation of local and regional Foundation grants to fund Pleasantville community facility improvements.

Lastly, he has been supporting the CDBG demolition grant application upon request.

**PUBLIC INPUT:**

There is no public input.

## **COUNCIL REPORTS:**

Mayor Henderson has set up new committees for 2022. (\*see explanation of the committees above)

## **COUNTY BOARD OF REPRESENTATIVES REPORT:**

Regional Planning – there is no update. Councilwoman Dumolt listened in to the last meeting - there was no information that pertained to Pleasantville. She will continue to listen in to meetings.

Board of Health ADHOC – Councilwoman Dulmolt reported that the meeting was attempted to be rescheduled but there were not enough people when they wanted the meeting to be scheduled so it is on hold.

## **GRANT UPDATES:**

Mayor Henderson put together a project/grant list for new council members. The list is as follows:

### **Village of Pleasantville 2022 Project Listing: As of: January 2022**

#### **Awarded:**

Ohio Public Works Commission (OPWC)  
West Columbus Street Improvements: Storm, Sidewalks, Paving, Safety  
Approx. Cost: \$400,000  
Village Share: \$15,000 (budgeted in FY21 – General Funds)  
Loan: Yes  
Notes: Project will be bid out Spring 2022.

Ohio Department of Natural Resources (ODNR) – NatureWorks Grant  
Otte Park Baseball Diamond Improvements: Improve baseball field, soil, fencing, grading, etc.  
Approx. Cost: \$60,000  
Village Share: \$15,000 (budgeted in FY21 – Parks and Rec)  
Loan: No  
Notes: Is a reimbursable grant of 75%, village will outlay cash and apply for reimbursement. Project will be bid out around little league schedule 2022.

*(Project Listing Continued...)*

Planning/Submitting:

Ohio Public Works Commission (OPWC)  
Pearl Street Improvements: Storm, Sidewalks, Paving  
Approx. Cost: \$400,000  
Village Share: Unknown  
Loan: Unknown  
Notes:

Community Development Block Grant (CDBG)

Improvements:  
Approx. Cost: \$100,000  
Village Share: Unknown  
Loan: No

Notes: First public hearing is Thursday, January 27, at 6pm. Application due in June 2022 or prior, must have community input. Fairfield County will "run" the hearings for Village. Village must have (3) public hearings. This funding will most likely happen as long the rules are met.

Community Development Block Grant (CDBG) – Neighborhood Revitalization Grant (NRG)

Improvements:  
Approx. Cost: \$700,000  
Village Share: Unknown  
Loan: No

Notes: First public hearing is Thursday, January 27, at 6pm. Application due in June 2022 or prior, must have community input.

Fairfield County American Rescue Plan Act (ARPA) 2021

Improvements: New Water Plant Design  
Approx. Cost: \$250,000  
Village Share: Unknown  
Loan: No

Notes: County non-competitive funds that commissioners award.

Fairfield County American Rescue Plan Act (ARPA) 2021

Improvements: Water Tower Refurbish (#1 and #2)  
Approx. Cost: \$500,000 to \$600,000  
Village Share: Unknown  
Loan: No

Notes: County non-competitive funds that commissioners award.

*(Project Listing Continued...)*

Ohio Department of Transportation (ODOT) – Transportation Alternatives Program (TAP)  
Improvements: Main Street public right-of-way alignment

Approx. Cost: Unknown

Village Share: No

Loan: No

Notes: To complete grant request funding for Main Street (SR188), the village must first properly align and correct right-of-way. TAP funding can be used for alignment. Due January 2021

Ohio Department of Transportation (ODOT) – Safe Routes to School (SRTS) – School Travel Plan (STP)

Improvements: Create a travel plan to be able to submit for SRTS funding later.

Approx. Cost: \$25,000

Village Share: No

Loan: No

Notes: STP must be completed prior to submitting to SRTS. Due March 2021.

Fairfield County Demo Funding

Improvements: Identify inhabitable homes/structures for removal

Approx. Cost: Unknown

Village Share: No

Loan: No

Notes: Village supplied to Fairfield County a list of properties that are blighted and inhabitable for removal. The Village has identified (4) properties to send to the County for demolition.

Fairfield County Brownfield Funding

Improvements: Identify industrial properties for clean-up and improvement

Approx. Cost: Unknown

Village Share: No

Loan: No

Notes: Village looking for properties that qualify as a brownfield to use funds.

MISC Grants looking at:

Alvin Stevenson Funds (up to \$25,000 due in May)

Fairfield Foundation Funds (up to \$5,000 due in May)

Ohio Capital Budget Funds Request (Requesting \$300,000 for Community Center, due in January). Mayor Henderson has been working with Senator Shaffer's office on this.

Ohio Capital Corporation for Housing (OCCH) (up to \$30,000). This grant is for low-income properties in the Village. The Village is able to apply for 30K to make Village improvements.

## VILLAGE MAINTENANCE REPORT:

Casey Ash reports:

### December Highlights

Worked on Water Plant Paperwork and EPA paperwork

Water Plant repairs to waterline

Repairs: had to replace one meter - now officially into the new meters that were ordered - there are no new meters left

Replaced ¼ line at water plant

Have been working with Buckeye State Pipe to get 4" pipes upgraded to 6" pipe

Shop cleaned-up after Christmas festivities

Took down Christmas lights around town and checked lights before storing away

Had Doors around Village rekeyed and put together sign out sheets

Continuing GIS mapping

## OLD BUSINESS:

No old business to report.

## NEW BUSINESS:

Resolution 01-13-22-01 - A Resolution Directing the Mayor, Jason D. Henderson, to File a Grant Application with Ohio Department of Transportation (ODOT) in Pursuit of Transportation Alternatives Program (TAP) Grant Funds. A motion was made by Councilman Mason. Second by Councilman Williams.

President West - absent  
Councilman Williams - yes  
Councilman Mason - yes  
Councilman Pangborn - yes  
Councilman Munsey - yes  
Councilwoman Dumolt - yes  
Motion carried.

(New Business Continued...)

Resolution 12-09-21-02 – Adjustments to Final 2021 Year End Budget

The following changes were made to the budget: added \$210.00 to electric account, added \$5260.00 to “other general” account, added \$850.00 to natural gas account, added \$1000.00 to telephone account, added \$670.00 to office account, and added \$2100.00 to clerk salary. A motion to approve the budget and changes was made by Councilman Mason. Second by Councilwoman Boyer.

President West – absent  
Councilwoman Dumolt – yes  
Councilman Williams – yes  
Councilwoman Boyer – yes  
Councilman Mason – yes  
Councilman Munsey - yes  
Motion carried.

Sunshine Law Training Class - This course is required for all public officials. Virtual classes available Wednesday, January 26, 2022 from 1:00 pm until 4:15 pm and Tuesday, March 8, 2022 from 9:00 am until 12:15 pm. The Village council can appoint a person to take the class “for” council members. Penny Marquart, Clerk and Samantha McCreery, Administrative Assistant, must take the class. A motion was made by Councilman Mason to appoint Samantha McCreery to take the class for all Council members and Mayor Henderson. Second by Councilman Munsey.

President West – absent  
Councilwoman Dumolt – yes  
Councilman Williams – yes  
Councilwoman Boyer – yes  
Councilman Mason – yes  
Councilman Munsey - yes  
Motion carried.

109 Lincoln Avenue corrections. These are corrections needed to this property after project completion. These issues needed corrected are due to engineering flaw - not to construction company errors. The property slopes to rear and the sidewalk is higher than the yard. With the new sidewalk, water puddles in the front yard and it forces water into neighbor’s basement. Mayor Henderson needs permission to obtain quotes to fix the problems. These issues were, unknowingly, caused by the Village’s Lincoln Avenue project and therefore will be at the Village’s cost. Council grants permission for Mayor Henderson to request quotes for these corrections.



*(New Business Continued...)*

OPWC Disbursement & Axis Payment - Lincoln Ave. project. Mayor Henderson reports that there is a one-year warranty on the "work" performed. He will not sign authorization without approval. The bill is for 44K with 12K of work left for construction company to repair. A motion was made to approve payment of 44K once outstanding work is completed by Councilman Mason. Motion was seconded by Councilman Pangborn.

President West – absent  
Councilwoman Dumolt – yes  
Councilman Williams – yes  
Councilwoman Boyer – yes  
Councilman Mason – yes  
Councilman Munsey - yes  
Motion carried.

Mayor Henderson reports that Hull & Associates, Village Engineering firm, has been bought by Verdantas, headquartered in Dublin, Ohio and will continue serve as the Village engineer. He reports that this should be a "good venture" and that Alan Brown, Village Engineer, and his associates will still be staying with the Village.

Resolution 01-13-22-03 - A Resolution to Establish a Schedule of Rates and Charges to be Collected by the Village of Pleasantville for Park, Pool and Community Center Rentals & Activities and the Declaration of an Emergency. (\*see attached for rental rates) Mayor Henderson indicates that there will be two rates - one for those who are residents in the Village, and one for those who are non-residents. Councilwoman Dumolt inquired as to whether or not the day could be split multiple rental times. Mrs. Marquart and Mrs. McCreery explained that this was not a concern and the days were not split. Mayor Henderson explained the breakdown of the price increases. A motion was made by Councilman Mason to approve the new rental rates. Councilwoman Dumolt seconded.

President West – absent  
Councilwoman Dumolt – yes  
Councilman Williams – yes  
Councilwoman Boyer – yes  
Councilman Mason – yes  
Councilman Munsey - yes  
Motion carried.

Mrs. McCreery presented to the council, a public information sheet to be submitted to the Board of Elections. It was asked of council members to review, make changes, and approve the information permitted to be made public by the Board of Elections.

*(New Business Continued...)*

Mayor Henderson reports that the air conditioner at 101 S. Main St. needs moved. Mr. Ash, Village Maintenance reports that the Freemasons need the Village's air conditioning unit to be moved so they can fix their leak. The unit in question is "on the list" to be replaced soon. It was the hope to use the unit for one more year but due to the request of the Freemasons this is being investigated. Mr. Ash asked council to think about when moving the unit when it would be replaced. The Village will have to pay to have it moved so it would be a better option to purchase a new one instead of paying to move. The quote obtained last year was \$4,500 to replace the unit. Mrs. Marquart will get a new quote and bring back to council at the next meeting.

Mayor Henderson reports that the State of Ohio minimum wage just increased to \$9.30 per hour. This is just a "heads up" for council.

Mayor Henderson presented a "2021 Year End Review" for review of by Council. This review would be posted on the Village Facebook page, the Village website and all required posting places. Council approved this year end review and granted permission to post it.

Water and Sewer rates for 2022 have increased by 3%. This rate will be applied to water usage for January going forward.

Thank you letters from Habitat for Humanity (for Music and Street Festival donation) and from Fairfield County Hospice (for donation in the name of Flossie West).

## **2022 FINANCE MINUTES:**

Mayor Henderson reviewed and explained the finance documents as-well-as how a "typical" finance committee meeting goes. He broke down and explained (briefly) each account:

- Available cash to spend \$300,000, however, there are rules for this money
- The "main" fund is the general fund. Mayor Henderson indicated that the RITA income tax is down at the moment due to COVID.
- The street fund can only be used for the right of ways, fuel, labor (street department)
- Highway funds - can only be used for SR188 and only for the drive lanes
- Parks and Rec fund - due to the cost increases, the Village will be "living off of" the existing savings in the account
- Police fund - this money is ONLY for use for police services. Any money left in the account after paying "normal" police usage is carried over for special duty charges

(2022 Finance Minutes Continued...)

- Permissive fund - this is from the gas tax. These funds can only be used for streets. The Village tries to carry over a small amount of these funds from year to year.
- Water operating fund is an enterprise fund. This account HAS to make money according to State of Ohio law. The money from this fund comes from monthly water usage fees.

The Fund Status report will show the amount the in Village bank account, explained Mayor Henderson. The report is broken down by account.

The Revenue report will show where money is going and what the accounts each start and end with each month.

The Appropriation Status report breaks down all of the money going out and from which account. The goal of the Village is to maintain spending within 25% (or less) of each account per quarter.

Mayor Henderson explained that in a "typical" finance meeting, Mrs. Marquart, Village Clerk, will present the check reconciliation for the month. This is to be able to balance checks against the bank statement. The committee will review this and approve it.

Council reviewed the cash receipts and payment listing report. Councilwoman Dumolt asked about charges in the special duty account and it was explained by Mrs. Marquart that the entire amount for special duty comes out of the general fund. A motion to approve the Payment Listing was made by Councilman Mason. Second by Councilman Munsey.

President West - absent  
Councilman Williams - yes  
Councilman Mason - yes  
Councilman Pangborn - yes  
Councilman Munsey - yes  
Councilwoman Dumolt - yes  
Motion carried.

Mayor Henderson and Mrs. Marquart explained to council that NSF checks have to be tracked for audit purposes. These checks have to be signed off on by the finance committee.

Mayor Henderson reported that the \$150K CD was up for renewal. Mrs. Marquart reports that to put the CD back for 12 months, the rate is .1%; for 18 months, .2%. The CD made \$300.26 in interest. Council decided to put all of the money from the CD back into the Village checking account and it would be investigated to perhaps open a savings account or a different type of account to possibly build up more interest. The \$150K in the CD is from different accounts - not just one. The \$300.26 interest is from the entire CD so this amount will go into the general fund. The \$150K will remain in the checking account until a decision by council has been made as to where to put it.


**COUNCIL MEMBER COMMENTS/CONCERNS:**

None.

**MISCELLANEOUS ITEMS:**

None.

Councilman Mason made a motion to adjourn, seconded by Councilwoman Dumolt. Meeting adjourned at 8:50 pm.



~~Jason Henderson, Mayor~~  
Chad West Council President



~~Penny Marquart, Fiscal Officer~~