

## PLEASANT HILL VILLAGE COUNCIL WORKSHOP

MARCH 24, 2008

Mayor Gary Johnston called the workshop meeting to order at 7:00 p.m. Roll call: Melinda Clark – arrived at 7:02 p.m.; Donna Favorite – present; Rick Baker – absent because of a death in the family; John Schultz – present; Bob Sollmann – present; Ronald (Bud) Perry - present. Others present were Robyn Livesay and Meredith Wrobel of Miami Valley Lighting; Gary Johnston, Mayor; Jeff Derksen, Service Superintendent; Debbie Cress, Fiscal Officer.

The Mayor introduced Robyn Livesay and Meredith Wrobel of Miami Valley Lighting dba DPL Energy. Ms. Livesay stated that because they are a sister company with DPL, they are a full service lighting company – install, maintain, and provide energy. Council requested that they be provided options for street lighting on the W Monument St project. Discussion on types of fixtures and poles, spacing, roadway lighting standards depending on type of roadway and high vs low pedestrian traffic; Miami Valley Lighting agreed to provide recommendations on these items and a lighting design. Ms. Livesay noted that expected bulb life is four years. She provided examples of service that the full service option covers, versus lesser service options. Miami Valley Lighting was provided a copy of the W Monument St plans. Ms. Livesay agreed to provide various proposals for East and West Monument streets one block each way; e.g. for MVL doing the entire lighting project, for the cost if the Village contractor does the installation and MVL provides the rest, for the cost if the Village owns the poles and MVL provides the service – energy and/or maintenance. It was stipulated that all poles would need to support a 3' X 5' flag. Ms. Livesay agreed to provide contacts for phone and cable, so the Village can investigate removal of some unsightly poles; poles with transformers are DPL. Mayor Johnston stated that in order to avoid problems, the Village intends to write strict specifications for installation and materials for the lighting project. Council made Ms. Livesay aware that the depth to limestone could impact installation of the poles. Ms. Livesay agreed to bring her proposals to the next workshop meeting – April 28.

Gary reported that he had been approached by people who are interested in purchasing the cemetery fence. Donna stated that the decision had been made at the June 2006 meeting and read the minutes. Jeff reported that, by the commercial code, none of the cemetery sections can be put back up the way it is because of the spacing of the wrought iron. Council discussed whether the fence will be replaced, and the options. Gary stated that he will request a vote on what Council wants to do with the fence at the next regular meeting. In response to the question about the status of the motion made at the June 2006 meeting, Gary stated there is no motion, no resolution, no ordinance, that Council cannot change, they just need to go through the same procedure to change it as they did to make it. Donna requested that Jeff determine how much the fence is worth. Donna stated that if the fence is sold, no Council members would be allowed to purchase any of it.

Melinda asked Jeff how close the road project will be coming to the grave sites. Jeff stated that the storm sewer will be where the fence used to be, about two feet away from the first graves. Jeff stated that Brian May had brought to his attention that some type of retaining wall may be necessary.

Donna reported that the Village owns the cemetery, but part of the cemetery is in an unincorporated part of Newton Township. The requirement for sidewalks in incorporated areas was discussed.

Establishment of a public records policy was discussed. Gary recommended adopting a simple policy that will not cause any problems for us, but will satisfy Ohio Revised Code requirements. Donna presented samples of policies and posters. Gary agreed to look those over and make a recommendation.

Gary and Council discussed parking regulations; the old ordinances are not enforceable because they were written for the old Mayor's Court. The Jackson Funeral Home situation was discussed, and the use of cones. Concern about putting cones out and not allowing people an opportunity to move their cars was expressed. Gary agreed

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to contact Paul Wagner about options to pursue cones designating no parking. Discussed definition of business hours, with Gary proposing 8 a.m. to 5 p.m.

Council discussed the need for a travel policy. Gary reported that at the last audit there was a finding issued because of the lack of a policy. Donna presented sample policies and an expense request form, for pre-approval of travel expense. Gary agreed to have something for the next meeting for discussion.

Gary reviewed Tony's resignation letter with Council. In it Tony expressed his willingness to remain as an employee; Gary provided reasons for and proposed that Tony's employee status be terminated, and if he is needed, he would be engaged as an independent contractor. Gary stated that he will ask for a clarification vote at the next meeting.

Debbie requested that Council members and the Mayor allow her an opportunity to put away or cover confidential information that she may be working on prior to their entering the office area. Several Council members expressed that they feel they should be able to enter the Village Office whenever they want to. Gary clarified that the request is not intended to restrict access, just a request that allows Debbie to maintain the required confidentiality of certain documents.

Garage sale – last Saturday in April; Jeff will take care of getting the portable toilets, parking, and Goodwill truck; Debbie will place advertising (community notices) in the Piqua, Troy, and Stillwater papers. Jeff stated that the construction area on W Monument St between SR48 and Newton Dr should not be a problem for the garage sale.

Gary updated Council about the tree and stump removal situation on E Monument St – Gunkle is removing trees as contracted by the individual property owners. Donna reported that Gayle Wehrley wants to know her payment options if the Village removes her tree. Gary reported that this is being done as part of the E Monument St project, and assessments will not be made until September 2009. Mayor and the Council discussed that low income property owners will not be charged for improvements on W Monument St because of obtaining the Community Block Grant funding, and this type of funding has not been obtained for E Monument St.

Gary expressed his concern about the timing and time of year for the proposed E Monument St project, and stated that he wants to address this issue with the Council and Brian May, Fanning/Howey, at the next Council meeting.

The Mayor called for adjournment; Donna made a motion to adjourn, Melinda seconded, Council voted "yeas". The meeting was adjourned at 9:05 p.m.

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Mayor Gary Johnston

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Fiscal Officer Debbie Cress