

**Minutes of the 140th Meeting of the
Village Council of Holiday City, Ohio
November 2, 2006**

The 140th meeting of the Village Council of Holiday City, Ohio was called to order at 7:00 p.m. at 13918 Co. Rd. M, Holiday City, Ohio on November 2, 2006 by Mayor Sean Rupp.

The Clerk called the roll. Present were the following:

Blair Campbell - Deputy Administrator
Josephine Clark – Councilwoman
Dennis Hutchison – Councilman
Kerrie Hutchison – Councilwoman
Kristie Keil - Councilwoman
Ron Keil – Councilman
Ron Keil, Jr. – Councilman
Sean Rupp – Mayor
Lauri TenEyck-Rupp - Clerk /Treasurer

Mayor Rupp led the assembly in the Pledge of Allegiance.

Minutes of the October 5, 2006 meeting of Council were presented and reviewed. Ron Keil inquired about the stop sign at Selwyn Drive and if we need to have two stop signs; one on each side of the road (east and west). Denny Hutchison agreed that you could see two signs better than one. There was discussion about liability; Ask Denny Bell to submit the issue to whoever made up the manual to look at the sign placement. If we don't think it is safe, we could have it looked at by the ODOT experts. Ron Keil believed that it would be safe; but two signs could be safer. Ron Keil just wants to save someone from getting hurt. Council decided to check with the Township and with Denny Bell to see what they think. Denny Hutchison volunteered to do so. A motion was made by Denny Hutchison to approve minutes. Kerrie Hutchison seconded. Motion carried unanimously.

Minutes of the October 18, 2006 special meeting of Council were presented and reviewed. A motion was made by Ron Keil to approve minutes. Josephine Clark seconded. Motion carried.

RESOLUTIONS: **R-2006-18**, a Resolution authorizing the Village Administrator to execute a letter of understanding with the Village of Montpelier confirming the Term Sheet, was presented and read by the Mayor. Basically, after the prior meeting Dave Zoll made changes to firm things up that were hanging out there. Dave cleaned up the language on the easement. Accepted Montpelier's request that the lines be transferred to

them rather than be leased. They must have accepted it because Dave got it later this afternoon. No revenues off the water tower are allowed for either entity. All debt will be transferred to the Village of Montpelier (OPWC / OWDA). If a new industry comes in then we will tell Montpelier what the needs are; what the capacity is. If Montpelier agrees to supply those needs for a reasonable cost then they will be the supplier. The Inner-governmental agreement includes “maximum capacity”: if there is a demand within that capacity then Montpelier must approve it. If they can’t supply it then they can say they can’t provide the capacity and then we meet to see if we will repurchase the infrastructure. Upon repurchase, whatever they’ve added to the line we buy back at a depreciated cost: repairs, upgrades, improvements, etc. There being no further discussion, Denny Hutchison moved to suspend the rules of the three readings and declare this ordinance an emergency necessary for the health, safety, and welfare of the citizens of Holiday City. Kerrie Hutchison seconded. Motion carried unanimously. Motion to adopt R-2006-18 was made by Denny Hutchison and seconded by Kerrie Hutchison. Upon roll call vote, the motion carried with one abstention, Ron Keil.

ORDINANCES: **Ordinance 2006-10**, an Ordinance authorizing a Village Attendance Policy, was modified, renumbered as Resolution **R-2006-19**. David Zoll distributed new copies. There being no further discussion, Kerrie Hutchison moved to adopt R-2006-19. With a seconded by Kristie Keil and upon roll call vote, the motion carried unanimously with no abstentions.

Clerk/Treasurer Report:

Lauri Rupp presented copies of monthly reports for October 2006 for Council to review. (Fund Status, warrant register receipt register, budget vs. actual, and disbursements vs. appropriation reports – all attached.)

Deposits for October included \$746,281.85 into regular checking. After expenses of \$530,752.91, the remaining balance is \$531,008.68. Interests on investments for the month of October include \$331.18 (Savings) and \$692.82 (Star-Ohio). The total investment balance is \$325,461.45.

The following invoices were submitted for payment in addition to the regularly scheduled invoices:

Zoll & Kranz	\$1580.00	September Prof. Fees
Pearce Engineering	\$3627.77	Invoice# 2006-1604 & 1605
Sawvel & Assoc.	\$1554.55	September Services
Village of Montpelier	\$3000.00	O&M Agreement – November
Village of Montpelier	\$3500.00 (estimated)	October Municipal Transmission
Village of Montpelier	\$ 76.93	Front/North Security Light Repair-Rainbow
Pamida	\$ 53.02	Operating Supplies (1r)
The Bryan Times	\$ 38.85	Help Wanted – Administrator Ad

Ohio Municipal League	\$ 225.00	Jan-Dec. 2007 annual dues
Current Office Solution	\$ 190.18	Envelopes, paper, copier toner
Montpelier Do It Best	\$ 23.92	Light Bulbs
Rupp Enterprises	\$ 282.76	Reimbursement-AMP-Ohio Conf. Hotel Exp
Visa / F& M	\$ 401.42	OAPT Conf. / IIMC Kent-State Train. Clerk
Lauri Rupp	\$ 166.83	Reimbursement – OAPT / Kent travel
Sean Rupp	\$ 173.54	Reimbursement – AMP-Ohio Conf. travel
Huntington National Bank	\$18550.00	Principal/Interest Village Hall Loan

A motion was made by Kristie Keil and seconded by Kerrie Hutchison to approve payments. Motion carried.

The Clerk-Treasurer requested authority to purchase a binding system to bind up meter-reading booklets and related materials. A motion was made by Denny Hutchison to approve the purchase as requested by the Clerk, not to exceed \$215.00 plus necessary related supplies. Kerrie Hutchison seconded. Motion carried unanimously.

Legal Report: David Zoll reported on a letter received from the Law Department, City of Napoleon, suggesting that there could be legal counsel employed or paid for by Amp-Ohio to negotiate contracts with AMP-Ohio. “Have a second set of eyes.” Contracts would still require the approval of counsel for each individual municipality. This is a matter of information only.

Mayor Report: We received a request from 20/20 Custom Molded Plastics before Dan Clum left. They are in need of capacitors out in front of their building and wanted us to install and pay for them. The Mayor has worked out a compromise: we will contract to have them installed and then send 20/20 the bill to have them pay for it. Estimated cost is around \$20,000. \$7900 for the capacitor’s and switches. Sean would like to get the capacitor’s and switches ordered and installed and then invoice 20/20. We’re looking at the third week in November for installation. Their electrician didn’t want to mess with the 12/470 side. It will be on their side of the meter. Montpelier didn’t want to install them and really wanted us to get a contractor for installation. The motion to approve purchase and installation, to be billed back to 20/20, was made by Ron Keil Jr. and seconded by Ron Keil. Motion carried unanimously.

Meter readings yesterday, estimates today, hope to get bills out by Sunday.

Electric Rate Study - We do have 12 months of billing history. We need to take the history to Don Gruenemeyer at Sawvel to have the electric rate study completed: to make sure we are charging all of our expenses and recouping our costs. By the 1st of the year we will have a better idea of where we are.

AMP-Ohio conference – met twice with the JV-4 group.

Visitor's Report: No report.

Audit Committee: The committee will meet at 6 p.m. before the meeting next month.

Administrator's Report: Blair Campbell reported that the meters are read and the bills are about to go out.

Nothing was discussed at the AMP-Ohio conference about the KWH tax.

Blair said he was bringing up old business: the Clerk's wage increase review. Blair said that with Dan gone, Lauri is doing more work. He thinks we should consider a raise for her. Current salary is \$10,000. Blair is keeping track of his time. His extra hours, since Dan's departure, will be reviewed in a couple of months. Denny Hutchison & Kristie Keil volunteered to serve on a committee to review the salary of the Clerk.

Utilities Committee: None.

Unfinished Business:

Franz Nursery –There are blue flags in the yard where Franz wants to plant the trees. If you have a problem with placement, please let Lauri know by Monday.

New Business:

Christmas decorations are up and ON!

We have received resumes for the Village Administrator position. Lauri Rupp suggested that there ought to be a good job description for the Village Administrator as the old one is outdated. Blair Campbell will work on updating the job description with the assistance of the Mayor. Kerrie Hutchison moved to enter into executive session, to include the Deputy Administrator, Clerk-Treasurer, and Solicitor to discuss the hiring of a Village Administrator. Ron Keil seconded. Roll call vote was unanimous with all ayes at 8:55 p.m. Kristie Keil moved to leave Executive session at 9:15 p.m. Kerrie Hutchison seconded. Motion carried unanimously by roll call vote.

No action was taken in Executive Session or on any matters discussed in Executive Session after returning from Executive Session. Subjects discussed were limited to discussion of hiring a Village Administrator.

The Utility Committee was authorized to interview candidates for the position and to present their recommendation at the next Council meeting.

Public Remarks: None.

Motion was made to adjourn at 9:18 p.m. by Kristie Keil and seconded by Kerrie Hutchison. Motion carried unanimously with no limitations. Meeting adjourned.

Approved:

Respectfully Submitted:

President of Council
Date of Approval _____

Village Clerk-Treasurer