

Village of Hamersville

Village Council Meeting

27 Jan 2025

The Council of the Village of Hamersville met in regular session at the Village Municipal Building. Members present were Beverly Coomer, Dale Owsley, Charles Elliot, Cheryl Toppin, Jerry Seibert, Eid Edaili. Also present were Mayor Jusin Jones, Police Chief/Village Administrator Guy Sutton, Travis Stone Police Officer. Tim Saylor Village Employee, Louie Luttrell Village Employee, David Grimes Solicitor, Melissa Zahn Village Employee, Charlene Luttrell Village Employee

Citizen Angela Marlow

Meeting was called to order at 7:11PM with the pledge of allegiance.

Charlene Mar 2022 was hired, in this month she began service to the Village. Charlene does not currently have a hiring ordinance. Council Voted to amend this to ensure her file correctly shows her service to the village.

Motion to hire Charlene:

Charlene Luttrell was hired in Mar 2022 at a rate of \$14 an hour to assist Louie Luttrell as a ground safety person. No resolution or meeting minutes to state such were ever completed. This notice is to ensure her employment is recognized. Charlene still needs to fill out proper employment documentation per current employment law. This documentation Charlene can get from Melissa.

Eid Motions Cheryl 2nds

Bev Yes, Dale Yes, Chuck Yes, Jerry Yes

Resolution passed and is adopted.

Louie: Need inspections on all three trucks currently in service. One test all three must have been a dielectric test which must be done by licensed examiners. Louie states to the best of his knowledge the dielectric test is about \$750 per truck and also other minor repairs need to be completed. Louie also mentioned safety equipment that needs to be purchased in order for him to maintain proper safety.

Eid Motions to have the equipment tested and repaired Jerry Seconds the motion

Bev Yes, Chuck Yes, Cheryl Yes, Dale

Motion is passed and Louie was instructed to have the equipment tested/repaired.

Eid: Guy can we count on you to ensure safety equipment the employees need.

Louie: Needs 12 sticks, 3 for each truck. These are covers for the wires that slide over power lines to insulate us from the current. Also we need 3 pair one set for each Louie, Tim, Justice. These do have a price tag as they are two gloves, primary and secondary protection.

Justin: Do we have arc flash gear?

Guy: Was asked to get an estimate for arc flash gear for the electrician in the bucket truck.

Also, Louie is owed holiday pay and the proration does not work due to his yearly hours compared to a full-time employee. Guy stated Louie worked 528.15 hours which is 29.39% of full-time employee which is 16.24 hours to be paid. Due to Louie and Guy having differing hours owed him council agreed to pay Louie 18 hours of holiday pay.

Eid Motions to pay Louie Dale Seconds

Chuck Yes, Bev Yes, Jerry Yes, Cheryl Yes

Justin: I have bank reconciliation sheets for all of council to sign. Also, payment listing to sign. Also purchase orders which require three council member signatures.

All council members signed the reconciliation and payment listing. Just agreed to give council member Jerry Seibert the purchase orders to take home and sign.

NOTE: Council Members Eid Edaili, Bev Coomer and Jerry Seibert all signed the purchase orders 28Jan2025 and they were hand delivered to Travis Stone Hamersville Police Department to secure in the administration building. Mayor Justin Jones acknowledged receipt and securement of these on 29Jan2025. This information occurred after the regular council meeting, but not before the notes were written which is why this information is being included.

Jerry: Paycom system for employee HR, Timeclock, Onboarding system.

\$179 month +18 per person

Bev Motions to adopt paycom Cheryl Seconds motion

Eid Yes, Jerry Yes, Chuck Yes, Dale Yes

Eid: I have paid for the Hamersville Web Site and this price is locked in for 5-6 years.

Jerry: Presented the bucket use policy. Which covers OSHA guidance as well as the chain of command when the village electrician requires a ground safety person and who they are to call.

Council tabled this discussion as they wanted to get the village electrician Louie Luttrell input.

Guy: Will Jayme be at the next meeting?

Justin: I will ask

Guy: Has a concern about the police department budget stating the budget needs to be at least as much as last year as this is required by a current grant the police department is under.

Also, there is banking issues I need Jayme to resolve. If there an issue with our ACH system, the personnel at RITA are requesting a way to wire the money to use. This is a backup system and not the primary means to send money, normally it would be done by ACH.

RMS Records system, I would like to adopt this as a police department. This system would be easier to work with regarding ongoing reporting required to the FBI and other Federal Agencies.

Travis: RMS is much easier as the issue we have is with the inteletech server which runs the current system.

Guy: Others who have switched to this system like it much more. There is no cost associated with this.

Also want to update council on the two truck purchases both are covered by our insurance policy.

Justin Hout 2 properties bought he is living in one. He wants to demolish the other house and rebuild on the same lot. Also, the title search failed to find a \$6,000 bill in back utility bills. The customer does not want us to eat this cost but is asking us to allow him an extended payment schedule.

Melissa: Suggestion since it is not his fault, could we credit back the late fees and deduct one trash account.

Guy: We need to do something for this guy if we can.

A brief discussion ensued about the homeowner going to the title company to file a claim against them. A point was made that the customer could go to the title company, but this may be a long drawn-out process.

Melissa: I will ask Rumpke to reduce the trash count by one if they will allow it.

Guy: He will pay the entire cost but is only asking us to give him more time than what we generally give due to the amount owed on the account.

Vote to extend the payment cycle for Justin Hout to pay \$200 a month additional in addition to his regular payment until the entire late fee is paid off.

Jerry Motions Eid second the motion

Chuck Yes, Cheryl Yes, Bev Yes, Dale Yes

Bev: Can we revisit a chicken policy.

A brief discussion ensued, and council agreed to table the discussion until a later date.

Justin: I need a vote to enter executive session to discuss employee compensation.

Bev Motions Eid seconds the motion.

Chuck Yes, Dale Yes, Cheryl Yes, Jerry Yes

Council returns to regular session.

Vote to give Justin Jones Mayor authority to conduct evaluations on employees. On the month of their anniversary date of service to the village. And Justin to bring any compensation discussion to be voted on by council.

Eid Motions Bev seconds the motion

Chuck Yes, Jerry Yes, Dale Yes, Cheryl Yes Bev Yes

Motion carries for Justin Jones to conduct yearly evaluations.

Justin Feb 24th will be our next meeting

Bev: Regarding RITA when will we see the first check?

Guy: Letters to all residents were sent in January and to the best of my knowledge retroactive payments are not being taken from employees.

Eid: I need a vote to spend \$1,000 for a 3-year locked in price contract for the Village Website. I have set up all of the site, but I need pictures to update the site to show our history.

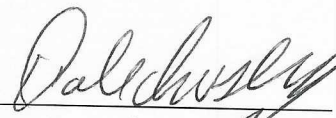
Bev Motions Cheryl seconds the motion

Chuck Yes, Dale Yes, Jerry Yes, Eid Yes

Motion passed to pay for the village website.

Justin: Anything else?

Jerry makes a motion to dismiss Eid seconds the motion

Cheryl Toppin  Dale Owsley 

Bev Coomer  Eid Edaili 

Jerry Seibert  Charles Elliot 