

Bowerston Village Council
Regular Meeting Tuesday, April 19, 2022

Attendance: Melodie, Paula, Karen, Jon, Juliet and Polly Janeen, Bart, Jacquie, Heidi and Jenna

Julie moved to approve March minutes, Paula seconded, unanimous.

Loan/Grant Status

1. Jacquie noted that the village is submitting an ARC pre-application for the water distribution system improvements project.
2. Paula presented a general certificate for water and sewer rates to Rural Development.
3. Paula announced that the Village has been awarded a \$1 Million reimbursable funds award from Army Corps of Engineers. A ceremony will be held in the near future.
4. Paula noted that a violation had been received from the EPA after the flooding and the water plant located at the park needs to be moved. We will now have 3 projects in the works, movement of the water plant will be #2.
5. Paula noted that she and Bart met with OMEGA, EL Robinson and Ohio Appalachian Governor's Office last Thursday.
6. Bart noted that there was an EPA inspection last Thursday, results have not been received yet.
7. Bart attended the last school board meeting to inquire if they would sell or lease a portion of the elementary school property.

Council President's Report

1. Julie made a motion to accept report, as presented, Karen seconded, unanimous.
2. Paula noted that when she attended the County Engineer's meeting last month, a vintage map was donated to the village.

Mayor's Report

1. Jacquie noted that the increase to the Mayor's salary will be voted on at the May meeting.
2. Jacquie noted that she had spoken with a property owner regarding a manufactured home ordinance violation and feels this matter is resolved.

Village Administrator's Report

1. Bart reported that he has had discussion with the owner for the former lumber yard property who is being charged \$25 a month for the sewer maintenance fee and the owner says that it is capped, he would like us to waive the fee. There were no violations at the property during smoke testing. A discussion took place regarding the matter, Jenna advised that if Village records don't show the property being capped, it is the burden of the property owner to prove that it is. Bart will advise the property owner of this.

Utility Administrator's Report

1. Janeen reported that there were 98 delinquent accounts in March, ended up with only 4 shut off notices being issue. \$914 in late fees.
2. Janeen noted that she has spoken with the County Auditor's off regarding assessments, no one has paid so far. There are 8 maintenance fee customers who are going to have their taxes assessed.
3. Janeen reported that there are 44 reported payments on Paystar, but 8 were declined. So far so good.
4. Jacquie inquired as to why there are so many more receipts then there used to be, is it because of Paystar? Some of it is.

Income Tax Administrator's Report

1. Janeen advised that she is going back 5 years for non-filers, there will be a penalty of \$150 per year for non-filing, plus any owed taxes. She will issue 2 letters and then notify Jenna as to who needs a letter from her. Janeen would like the notices served by a deputy.
2. Janeen reported that income tax receipts are about the same place they were last year.

Fiscal Officers Report

1. Resolution 2022-03, authorizing Mayor and VA to sign loan documents on Village's behalf. Paula moved to pass, Julie seconded, unanimous by roll call vote.
2. Resolution 2022-04, authorizing Mayor to sign EPA and OWDA design loan, Melody made motion, Julie seconded, unanimous by roll call vote.
3. Resolution 2022-05, authorizing placement of utility lines, Polly made motion, Karen seconded, unanimous by roll call vote.
4. Resolution 2022-06, authorizing placement of water treatment plant, Julie made motion, Jon seconded, unanimous by roll call vote.
5. Heidi read a letter from a resident complaining about the flag at Gateway Park, stating that they will not pay their income tax. This letter was not signed, disregard. The flag has been replaced and 2 spare flags are being acquired.
6. Heidi presented information regarding the SR151 bridge replacement.
7. Heidi had a form from the Board of Elections about the May 3rd rental of the park building.
8. Heidi asked Council if they approved expenditure of \$70 to join the Chamber of Commerce, Jon made motion, Julie seconded, unanimous.
9. Heidi advised that she has applied for a SAMS and CAGE numbers, which are replacing the DUNS.
10. Heidi reported that the ARPA funds can be used for our projects but we will lose about \$20K (50%) by doing so. We can file for lost revenue, she discussed how this could be done, she would like to "prove" the loss. This must be done by April 30th. Heidi will write something up and have Jenna review. Janeen said that she can prove the loss of income tax revenue.

Solicitor's Report

1. Jenna reported that Hein has a new attorney and there is a hearing in May.

2. Jenna presented an Ordinance for a building permit. Jacquie inquired if a fee is mandatory in the permitting process. Jenna explained the permit, \$10 fee, mayor or VA may approve it. There is a \$50 fine for the permit not being obtained. A discussion took place regarding the matter. Janeen inquired if there is an amount of the addition that requires the Village to notify the County Auditor. First reading was heard, Council will revisit for a second reading, or dismiss further action, at the May meeting.
3. Jenna presented three letters that she has prepared for the grant/loan funding. She advised that if we are applying for the USDA loan there is another agreement stating that she will be doing the legal work for the Village, she advised that this is \$100 per hour, as per her contract, it will be built into the loan budget. Julie moved to approve, Jon seconded, unanimous by roll call vote.
4. Jacquie inquired if Jenna has heard from Hanshaw's, she has not. Jenna will have a deputy deliver notice to them of Council's January decision.

Old Business

1. Website, Karen reported that there has been no advice from the school. She will contact them.
2. Health Department meeting, Melodie was sick but contacted them to let them know she wasn't coming.
3. Bart noted that he is doing away with the 2 checks for park building rentals.

New Business


1. Memorial Day, Jacquie noted that Memorial Day celebration will be held on Monday the 30th.
2. Community yard sales, June 18th.
3. Jacquie noted that Jon Humphrey would like to vacate the alley between the old restaurant and the Buckey residence. Jenna advised that Jon should get agreement from the Buckey's. Heidi inquired if the Village would lose money from mineral rights.
4. Paula noted that water and sewer operators are in high demand and she would like to look for a backup. Bart has already spoken with Jake from Scio, he only does water. A discussion took place. Paula noted that we need a contract with whoever is going to do this. Bart suggestion Jeremiah. Jacquie inquired if there is a fee for a retainer.

Julie made a motion to pay bills, as presented, Melodie seconded, unanimous by roll call vote.

Julie made a motion to accept the financial report, as presented, Polly seconded, unanimous by roll call vote.

Adjournment

Julie made motion to adjourn, Paula seconded, unanimous. 7:27.



Mayor



Fiscal Officer

