

Burton Village Council
Organizational Meeting
11 January, 2016

Mayor Koster called the meeting to order at 7 PM.

Roll Call: Charles Boehnlein – Yes (arrived at 7:10 PM), Tom Blair - Yes
Roberta Dobay – Yes Craig Ronyak – Yes, Lisa Hernandez – Yes, Charlie
Blair – Yes.

Visitors present were Dianne Lillibridge, Jane Koroshes, Lee Koroshes,
Marcianne Kimpton, Jack Garner, John Karlovek, Joe Kozial, Brianna
Giarelli.

ELECTION OF COUNCIL PRESIDENT PRO TEM.

Roberta Dobay nominated Charles Boehnlein for Council President Pro
Tem. There were no other nominations.

Ms. Dobay moved to elect Charles Boehnlein as Council President Pro
Tem. By voice vote, motion adopted.

Mayor Koster moved to adopt the agenda for the organizational
meeting. Roll Call: By voice vote, motion adopted.

Assignment of Standing Committees

- a. Long Range Planning Committee – Tom Blair
Liaison – School Board, BCPA, Century Village, Fairboard,
Local Government
Sub Committee: Revitalization; Environmental (trash hauling),
Strategic Plan Development
- b. Finance, Funding and Personnel Committee – Charles Boehnlein
Functions – grants, budget formation, revenue sourcing,
capital improvement planning, income tax, insurance,
personnel review and pay rates
Sub Committee: Ethics; Cable and Internet; Economic
Development; Audit Review; Income Tax Appeals
- c. Safety Committee – Craig Ronyak
Oversite – Police; Fire; ADA/Safety
- d. Street Committee – Roberta Dobay
Functions – lighting, sidewalks, salt, road maintenance

Boards established by Ordinance or Mayor (with Council advice) and
recommending Council representation

- Planning and Zoning Commission – Tom Blair
- Board of Zoning Appeals – Charles Boehnlein
- Cemetery – Roberta Dobay
- Tree Commission – Charlie Blair

Historic District Architectural Review Board – Lisa Hernandez
Board of Public Affairs – Charlie Blair

Mayor Koster asked for a Council member to oversee the Newsletter – Lisa Hernandez

Council accepted the meeting dates for 2016 and kept the 7 PM start time.

Council		BPA
11 Jan	25 Jan	12 Jan
8 Feb	22 Feb	9 Feb
14 Mar	28 Mar	8 Mar
11 Apr	25 Apr	12 Apr
9 May	23 May	10 May
13 Jun	27 Jun	14 Jun
11 Jul	25 Jul	12 Jul
8 Aug	22 Aug	9 Aug
12 Sep	26 Sep	13 Sep
11 Oct (Joint)	24 Oct	11 Oct (joint) tentative
14 Nov	28 Nov	8 Nov
12 Dec	26 Dec (if needed)	13 Dec

Mr. Boehnlein moved to approve the Geauga County Maple Leaf newspaper for legal notices and Mr. Ronyak seconded the motion. By voice vote, motion passed.

Mr. Boehnlein moved to authorize the Fiscal Officer to liquidate obsolete, broken, or otherwise unused Village equipment valued at less than \$1,000 per item returning any funds obtained to either the General fund or Water/Sewer funds as appropriate based on prior Council approval of the items to liquidated. Mr. Ronyak seconded the motion. By voice vote, motion passed.

Mr. T. Blair moved to approve the attendance and expenditure of funds for the Fiscal Officer, Deputy Administrative assistant, Mayor, Police Staff, and Street Staff at conferences and workshops within the state of Ohio in 2016 and for the Fiscal Officer to attend the national conference of Public Treasurers in Michigan in 2016. Mr. C. Blair seconded the motion.

Members discussed whether those attending these conferences and workshops would still have to come before council. Council would still approve all invoices for payment. By voice vote, motion passed.

Mr. Boehnlein moved to approve the waiving of public reading of Council minutes for all meetings during the year. Ms. Dobay seconded the motion. Mr. Koroshes and Mr. Garner asked for a copy of the previous approved meeting minutes to be made available at the meeting. Mayor Koster directed Mr. Paquette to place a copy of the last approved minutes at

the sign-in desk for the next and subsequent meetings. By voice vote motion passed.

Mayor Koster asked for a motion to authorize the Mayor to enter into Contract agreements for values less than \$4,000.00. Council declined to make the motion.

Mr. Boehnlein moved to adjourn from the organizational meeting at 7:44PM. Mr. Ronyak seconded the motion. By voice vote, motion passed.

CALL TO ORDER

Mayor Koster called to order the regular Council meeting for 11 Jan 2016. Roll Call: Charles Boehnlein – Yes, Tom Blair – Yes, Roberta Dobay – Yes, Craig Ronyak – Yes, Lisa Hernandez – Yes, Charlie Blair – Yes.

Mr. Boehnlein moved to approve the minutes of 21 December 2015. Mr. Ronyak seconded the motion. By voice vote, motion passed.

FISCAL OFFICERS REPORT:

Presentation of the Summary of Revenue and Expenses – no questions from Council

Mr. Paquette presented Council with the Certification of Balances that will be forwarded to the County Auditor on Tuesday.

Offered a recap of 2016 proposed final Budget, the only change being that BPA will be asked to transfer \$75,000 from Sewer Operating to Sewer Tap In Fees to cover possible work on the lagoon.

Mr. Ronyak moved to accept and pay approved invoices. Mr. T. Blair seconded the motion. By voice vote, motion approved.

ORDINANCES AND RESOLUTIONS

Resolution 2016-01 requesting tax advances for the first half real estate tax collection on January 26th and February 6th and declaring an emergency, request approval

Introduced by: Craig Ronyak

Move to Waive: C. Ronyak Seconded: C. Boehnlein

Roll Call: Craig Ronyak – Yes, Charles Boehnlein – Yes, Roberta Dobay – Yes, Lisa Hernandez – Yes, Tom Blair – Yes, Charlie Blair – Yes.

Move to Adopt: C. Boehnlein Seconded: C. Ronyak

Roll Call: Charles Boehnlein – Yes, Craig Ronyak – Yes, Roberta Dobay – Yes, Lisa Hernandez – Yes, Tom Blair – Yes, Charlie Blair – Yes. Resolution 2016-01 adopted.

Resolution 2016-02 authorizing the Fiscal Officer to transfer appropriated funds from A01 General Fund to B01 Street in the amount of \$150,000, B03 Cemetery Operating in the amount of \$7,500, B05 Police in the amount of \$220,000, B08 Fire and Rescue Fund \$40,000, B10 Salary Services in the

amount of \$1,000, and D03 Equipment Capitalization in the amount of \$5,000 and declaring an emergency, request approval

Introduced by: Charles Boehnlein

Move to Waive: C. Boehnlein Seconded: R. Dobay

Roll Call: Charles Boehnlein – Yes, Roberta Dobay – Yes, Lisa Hernandez – Yes, Craig Ronyak – Yes, Tom Blair – Yes, Charlie Blair – Yes.

Move to Adopt: C. Boehnlein Seconded: C. Ronyak

Roll Call: Charles Boehnlein – Yes, Craig Ronyak – Yes, Roberta Dobay – Yes, Lisa Hernandez – Yes, Tom Blair – Yes, Charlie Blair – Yes. Resolution 2016-02 adopted.

Resolution 2016-03 authorizing the Fiscal Officer to transfer appropriated funds from E01 Water Operating Fund to E13 Water Distribution in the amount of \$22,000 and E15 Water Replacement Funds in the amount of \$20,000 and declaring an emergency, request approval

Introduced by: Charles Boehnlein

Move to Waive: C. Boehnlein Seconded: C. Ronyak

Roll Call: Charles Boehnlein – Yes, Craig Ronyak – Yes, Roberta Dobay – Yes, Lisa Hernandez – Yes, Tom Blair – Yes, Charlie Blair – Yes.

Move to Adopt: C. Ronyak Seconded: C. Blair

Roll Call: Craig Ronyak – Yes, Charlie Blair – Yes, Charles Boehnlein – Yes, Roberta Dobay – Yes, Lisa Hernandez – Yes, Tom Blair – Yes. Resolution 2016-03 is adopted.

Resolution 2016-04 authorizing the Fiscal Officer to transfer appropriated funds from E02 Sewer Operating Fund to E6B Sewer Bond and Interest Fund in the amount of \$1,155.98 and E10 Sewer Tap In in the amount of \$75,000 and declaring an emergency, request approval

Introduced By: Charles Boehnlein

Move to Waive: C. Boehnlein Seconded: C. Ronyak

Roll Call: Charles Boehnlein – Yes, Craig Ronyak – Yes, Roberta Dobay – Yes, Lisa Hernandez – Yes, Tom Blair – Yes, Charlie Blair – Yes.

Move to Adopt: C. Boehnlein Seconded: C. Ronyak

Roll Call: Charles Boehnlein – Yes, Craig Ronyak – Yes, Roberta Dobay – Yes, Lisa Hernandez – Yes, Tom Blair – Yes, Charlie Blair – Yes. Resolution 2016-04 is adopted.

Resolution 2016-05 authorizing the Fiscal Officer to advance appropriated funds from A01 General Fund to D04 Street Capitalization in the amount of \$30,000 and declaring an emergency, request approval

Introduced by: Charles Boehnlein

Move to Waive: C. Boehnlein Seconded: Tom Blair

Roll Call: Charles Boehnlein – Yes, Tom Blair – Yes, Roberta Dobay – Yes, Lisa Hernandez – Yes, Craig Ronyak – Yes, Charlie Blair – Yes.

Move to Adopt: C. Boehnlein Seconded: Tom Blair

Roll Call: Charles Boehnlein – Yes, Tom Blair – Yes, Roberta Dobay – Yes, Lisa Hernandez – Yes, Craig Ronyak – Yes, Charlie Blair – Yes. Resolution 2016-05 is adopted.

MAYORS REPORT

Mayor Koster thanked those present again for coming. Mayor Koster reported to Council that he had directed department head reports to be provided at the next meeting of Council.

OLD BUSINESS

Mayor Koster reported on the status of the ODOT Repurposing Grant. ODOT is looking at a larger property in the County for their service garage. The grant is studying uses for the ODOT garage in Burton if it is over to local government. Proposed uses include village offices for Administration and Police, Township use of one of the garages and shared use of the salt storage dome. The cost of rehabbing the main ODOT building for use as a Police department and Administrative offices/council chambers is estimated at \$500,000. ODOT also may require the local governments to purchase the property as opposed to a no cost transfer. Council asked whether ODOT would alleviate any contamination on site before a transfer. Mayor Koster thought they would be.

Mr. Paquette asked Council to discuss the proposed 2016 Fire Contract. Council discussed the 5% increase in cost and the wording of the contract. Mayor Koster recommended a typographical change to article 5 of the contract to replace the word Township with Village. Mr. Boehnlein asked to have article 11 modified to read that the Fire Department will provide a forecasted budget prior to October 1, 2016 and a proposed contract prior to November 1, 2016. Mr. Ronyak will present the changes to the Fire Department for consideration.

NEW BUSINESS

Retired Burton Police cars – recommend retain one and sell one on Gov Deals. Council discussed the reasons for keeping one car and decided to sell both cars on Gov Deals and pay mileage reimbursement upon employee request. Mr. T. Blair moved to sell both retired Burton Police cars on Gov Deals at a reserve amount. Mr. Ronyak seconded the motion. Mr. Paquette was asked to determine a reserve amount and present to Council before listing.

Warren's Spirited Kitchen is having a ribbon cutting ceremony January 22, 2016. Council members and officials are invited.

Committee meetings dates are established as follows:

Cemetery will meet on the 3rd Wednesday of each month; Historic District Review Board on the 2nd and 4th Thursdays of each month in the morning; BZA on the 2nd and 4th Thursday of each month in the evening. If there is no business before a board the meeting can be cancelled.

Council members will receive an electronic copy only of agenda and minutes prior to the meeting. If Council members would like hard copy they are asked to contact the Village office.

OPEN PUBLIC PARTICIPATION

Mayor Koster recognized Brianna Giarelli – NDCL student observing the proceedings for a class project.

Mayor Koster recognized Mr. Koroshes. Mr. Koroshes related that he had acted on an anonymous letter received by the Village Office regarding improperly lighted US flags. Mr. Koroshes reported that several private flags were unlit. The Village flag display is lit however the bulb is burnt out. Mr. Koroshes recommended that the Village switch to a LED light to save energy and prolong bulb life. Mr. Koroshes also asked Council to help spread the word about flag etiquette. Mayor Koster asked Mr. Paquette to have the Police Department check all flags for proper lighting. The newsletter will be available to provide more information to residents as needed.

Mr. Boehnlein moved to enter executive session for possible litigation
Mr. Ronyak seconded the motion. By voice vote, motion approved.
Entered executive session at 8:26 PM.

Council exited executive session at 9:03 PM. Mr. T. Blair moved to exit and
Mr. Ronyak seconded the motion. By voice vote motion passed.

Mr. Ronyak moved to adjourn and Mr. T. Blair seconded the motion.
Meeting adjourned at 9:05 PM.

Fiscal Officer

Mayor/Council President pro tem