

October 16, 2023

The Fredericktown Village Council met in regular session on October 16, 2023 at 7:00 p.m. at the Fredericktown Municipal Building.

**PRESENT:** Council Members Brewer, de Rojas, Hobson, Lanuzza, McKnight, and Shoemaker; Village Administrator Snell; Police Chief Myers; Fiscal Officer Graves; Solicitor Landon.

Mayor Day called the meeting to order at 7:00 p.m.

**INVOCATION:** Brian Snow, First Baptist Church.

**MINUTES:**

Lanuzza made a motion to approve the September 18, 2023 Council meeting minutes. Seconded by de Rojas. All Yea, except Hobson – Abstained.

**VISITOR COMMENTS:**

- Jason Bostic, Fredericktown Community Fire District, spoke about the replacement levy on the ballot for the November 2023 election.
- Kristine Lindeman discussed the banners for light poles. There is \$16,000 left in the village's strategic funds from the Area Development Foundation. FCDF would like to utilize that for the banner program. Will look at creating a memorandum of understanding between FCDF and the village for the banner program.

**LEGISLATION**

*(Third Reading)* **RESOLUTION NO. 2023-23 - A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO APPLY FOR COUNTY PERMISSIVE FUNDS**

Lanuzza made a motion to pass Resolution 2023-23. Seconded by Hobson. All Yea.

*(Second Reading)* **ORDINANCE NO. 2023-24 - AN ORDINANCE DEFINING THE VILLAGE OF FREDERICKTOWN'S POLICY ON CREMATION AND DISPOSAL OF THE CREMATED REMAINS OF DECEASED INDIGENT RESIDENTS**

*(Emergency)* **ORDINANCE NO. 2023-25 - AN ORDINANCE AMENDING VARIOUS ORDINANCES ESTABLISHING FEES FOR THE VILLAGE OF FREDERICKTOWN AND DECLARING AN EMERGENCY**

Shoemaker made a motion to waive the three readings of Ordinance 2023-25. Seconded by Brewer. All Yea.

Shoemaker made a motion to pass Ordinance 2023-25. Seconded by Hobson. All Yea.

*(First Reading)* **RESOLUTION NO. 2023-26 - A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM AND TO EXECUTE CONTRACTS AS REQUIRED FOR THIS PROJECT**

Shoemaker made a motion to waive the three readings of Resolution 2023-26. Seconded by Lanuzza. All Yea.

Lanuzza made a motion to pass Resolution 2023-26. Seconded by de Rojas. All Yea.

*(First Reading)* **ORDINANCE NO. 2023-27 - AN ORDINANCE AMENDING ORDINANCE 2018-18 OF THE VILLAGE OF FREDERICKTOWN INCOME TAX ORDINANCE REGARDING MUNICIPAL INCOME TAX**

*(First Reading)* **RESOLUTION NO. 2023-28 - A RESOLUTION PROVIDING TEMPORARY APPROPRIATIONS OF FUNDS TO MEET CURRENT AND OTHER EXPENDITURES OF THE VILLAGE OF FREDERICKTOWN, KNOX COUNTY, OHIO FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2024**

*(First Reading)* **RESOLUTION NO. 2023-29 - A RESOLUTION DECLARING CERTAIN VILLAGE PROPERTY SURPLUS TO THE NEEDS OF THE VILLAGE OF FREDERICKTOWN**

*(First Reading)* **RESOLUTION NO. 2023-30 - A RESOLUTION AUTHORIZING THE MAYOR OR THE MAYOR'S DESIGNEE TO ENTER INTO AN AGREEMENT ALLOWING VILLAGE SPONSORED FLAGS AND BANNERS MOUNTED ON CERTAIN AEP POWER POLES**

Lanuzza made a motion to waive the three readings of Resolution 2023-30. Seconded by Brewer. All Yea. Lanuzza made a motion to pass Resolution 2023-30. Seconded by Brewer. All Yea.

**OLD BUSINESS:**

- Equipment life contact: Administrator Snell will create and manage an equipment/building life spreadsheet for the village. Council would like first draft before end of year.
- Banners on AEP poles: Administrator received AEP agreement, and Mayor signed the agreement on September 29<sup>th</sup>.
- Stop sign at High and Taylor Streets. Chief Myers does not recommend due to speed enforcement.
- Handicap space. Safety Committee recommended moving the handicap in front of the Splash Park, down two spaces to Main and North side of 2<sup>nd</sup> Street.
- Administrator Snell and Fiscal Officer Graves met with K.E. McCartney to go over the rate study that Council had requested. Their recommendation was to leave the rate increases as they are, and re-evaluate in five years.
- de Rojas thanked would like to see the Active Transportation Plan on the Google Drive. Administrator Snell will put the plan on the Drive. Per the Complete Streets Policy, there is to be a Transportation Advisory Group established. She would like to see this done before the end of the year.
- Hobson was approached by Steve Minor about the dumpster in the parking lot on West 1<sup>st</sup> Street, about keeping it where it is. Mayor Day said that he has to move it, he gets many complaints from residents about it.

**NEW BUSINESS:**

- Council agreed to go back to meeting twice a month. de Rojas requested Council meetings are not scheduled on Federal holidays. Fiscal Officer Graves will bring legislation to next meeting for 2024 meeting dates.
- Council requested that Administrator Snell apply for two ODOT grants. One for sidewalks on Bollinger and St. Rt. 95/Sandusky St., and another for the St. Rt. 95 bridge beautification.
- Mayor Day named Council Member de Rojas as Chairman of the Public Works Committee.
- de Rojas brought up that there are two open Council seats. Solicitor Landon said we need to follow the Rules of Council to fill vacancies. The seats cannot be filled until the two Council Member seats expire at the end of the year.

**VILLAGE ADMINISTRATOR'S REPORT:**

- Prospective landowners looking at purchasing property in Fredericktown. Mayor and Administrator are looking at an Area Development Foundation grant to extend water/sewer to the area.
- See attached for rest of report.

**FISCAL OFFICER'S REPORT:**

- Council reviewed the bills, financial reports and bank reconciliation statement for the month of September 2023. McKnight made a motion to approve the financial reports, bills and bank statement for September 2023. Seconded by Shoemaker. All Yea

**POLICE CHIEF REPORT:**

- Neighborhood Watch Meeting, Tuesday, October 17 at 6:30 p.m.
- October 28 is National Drug Take Back Day
- Doing joint training with EMS/ KC Mental Health Board 10/11 and 11/1
- Applied for Body camera grant through Ohio Criminal Justice Services

**ZONING INSPECTOR'S REPORT:** None

**SOLICITOR'S REPORT:**

- Worked with Fiscal Officer Graves on changes to the tax ordinance.

**COMMITTEE REPORTS:**

**PLANNING COMMISSION:** None. Next meeting to be determined

**FINANCE, PUBLIC WORKS, SAFETY:**

- Finance will meet on November 6 at 5:30 to discuss the pay ordinance and banner program.

**MISCELLANEOUS COMMITTEE REPORTS:** None

**ADJOURNMENT** – McKnight made a motion to adjourn. Seconded by Shoemaker. All Yea.

Meeting Adjourned at 8:05 p.m.

---

President Pro-Tempore Rick Lanuzza

---

Suzan Graves, Fiscal Officer

**TO: MAYOR & COUNCIL**  
**FROM: BRUCE SNELL, VILLAGE ADMINISTRATOR**  
**DATE: OCTOBER 16, 2023**  
**SUBJECT: ACTIVITY REPORT**

**AREA DEVELOPMENT FOUNDATION**

We are currently working with ADF on the possibility of two companies possibly relocating to the Fredericktown area. We have nothing further to share at this point and nothing is the least bit certain at this point.

**BOARD OF ZONING APPEALS**

The BZA will meet on November 1<sup>st</sup> at 5 PM to take action on a zoning variance request from Mr. & Mrs. Richard Smith, whom resides at 31 Simons Avenue. The Smiths are asking for a variance on their gravel driveway.

**COMMUNITY DEVELOPMENT**

The Fredericktown Community Development Foundation (FCDF) met on October 5<sup>th</sup> to discuss economic development matters in the community. They will meet again at the FLS Board of Education Building on Thursday, November 2<sup>nd</sup>. The minutes from the September meeting are on the Google Drive, under FCDF

**KOKOSING PARK**

Kokosing Park will remain open year-round but the splashpad and restrooms are closed for the winter. The only exception being the restrooms will be open during the Christmas event, in December.

**OHIO PUBLIC WORKS COMMISSION FUNDING**

As previously discussed, we have legislation authorizing applying for funding for proposed 2024 Street Improvements. The proposed project will start on W. College Street, near Gift Alley, and run approximately 605 linear feet east to Mount Vernon Avenue. The proposed project will include overlaying the existing bricks with up to three inches of asphalt, removing three overgrown trees that have destroyed curb and/or sidewalk, and replacing dilapidated curb and gutter. At this point, we do not have an engineer's total construction cost estimate but we anticipate requesting 48% in the form of a grant, 26% in a 0% interest loan, and the Village paying 26% out of pocket. We can further discuss this project at the Public Works Meeting.

**PAVING**

Kokosing has completed the paving and additional construction work tied to the 2023 Street Improvements. In addition to planing and paving Mulberry Street and Stuble Circle, the contractor rebuilt a catch-basin and also adjusted valve-boxes and manholes to grade.

**PLANNING COMMISSION**

The Planning Commission has no meeting scheduled this month, as there is no known pertinent business to discuss.

**SERVICE DEPARTMENT**

The service department has been mowing, performing water taps, using the vac-truck in problem areas of the sewer infrastructure, winterizing the splash pad, collecting brush, replacing old signage, and other miscellaneous routine tasks. We will begin collecting leaves the week of October 15<sup>th</sup>

and we will collect leaves throughout the Village as needed until the two larger trucks are converted over to salt/plow trucks for the winter.

### **STREETSCAPE**

Smith Paving, out of Norwalk, had the low bid of \$1,595,404.75 and was awarded the project by ODOT. Mayor and I will be meeting with the contractor and ODOT for a pre-construction meeting later this month to discuss the project.

We will know more after this meeting but we have been told by the contractor that construction will likely begin this winter and will likely be finished before November 2024. The traffic lights will be removed in lieu of four-way-stops. Streetlighting will be replaced with historical-themed LED lighting. Trees will be replaced and additional trees will be added and will include tree grates. Sidewalks and streets will be widened as a result of eliminating diagonal parking and replacing with parallel parking. Overhead utilities will be moved underground to the furthest extent possible. The paving (overlay) will be included in the project.

### **TAP FUNDING**

I will discuss TAP funding possibilities with the Public Works Committee and Council as a whole Monday evening. I spoke with officials at ODOT in regards to the possibility of getting some future projects funded, and Acting Mayor Lanuzza and I also gave them a follow-up call to further discuss. We will be prepared to brief Council Monday evening and get some formal direction from Council, as far as submitting a formal Letter of Intention (to apply for TAP funding) to ODOT.

### **UTILITIES**

We have had virtually no problems with the microwave at the sewer plant over the past two months. As we have discussed, the microwave has a finite life of sorts, and it will need replaced, but we will use it for as long as it appears to be cost-effective.

The biggest matter for Council to consider at some point in the future is whether we want to continue operating a more costly plant producing Class-A bio-solids, or whether we want to convert to a less costly Class-B bio-solids. According to KE McCartney engineering staff, it would cost us to convert to a Class-B plant from our existing Class-A plant, but it would cost substantially less for us to produce Class-B sludge, and pay someone to haul it away, than it would to operate a plant producing Class-A sludge that we can dispose of at no cost.

Suzy and I met with KE McCartney to discuss the results of their recent Village Sewer & Water Rate Study. The good news is, based on the data, KE McCartney staff recommends no change to Council's plan of annually increasing sewer rates 1% and water rates 2%. Suzy and I can share data with Council, or we could bring KE McCartney in to answer any further questions, if Council that is Council's desire.

### **VETERAN BANNERS**

We have legislation for Council approving the Mayor entering into an agreement with AEP, allowing us to install flags and/banners on specified power poles on W. Sandusky Street and on Main Street. The reason for this resolution is to keep Council abreast of any and significant formal agreement the Village enters into.

It is my understanding that Kristine Lindeman is working on seasonal banners and Mickey Cochran is working on the veterans' banners. I will assist Kristine and Mickey in any way feasible.