

COVINGTON VILLAGE COUNCIL

MEETING MINUTES

December 4, 2023

Mayor Ed McCord called the meeting to order at 7:00PM. The following roll call was taken for council:

Council Members Present:

- Jesse Reynolds
- Amy Welborn
- Julie Blumenstock
- Dawn Duff
- Keith Warner

Council Members Absent:

- Derrick Canan Excused

Non-member Staff participating:

- Frank Patrizio – Legal Counsel
- Rhonda Gill - Fiscal Officer
- Kyle Hinkelman - Village Administrator
- Tim Cline – Acting Police Chief
- Aaron Zuhl – Police Officer

Proclamations

- a. Proc 17-23 – Hometown Christmas Coloring Contest Winners – Kindergarten
- b. Proc 18-23 – Hometown Christmas Coloring Contest Winners – 1st Grade
- c. Proc 19-23 – Hometown Christmas Coloring Contest Winners – 2nd Grade
- d. Proc 20-23 – Hometown Christmas Coloring Contest Winners – 3rd Grade

Mayor Ed McCord announced this was the third year for the coloring contest during Covington Hometown Christmas and noted it was again a huge success. He thanked Chris Haines for the use of space at Marias and Glacier View. He also thanked Cindy and Bill Westfall for their support of the project. A proclamation was read for the winners of the coloring contest, with Mayor McCord handing awards to 1st, 2nd, and 3rd place winners of each grade K-3rd grade.

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Mayor McCord wished everyone a Merry Christmas and reminded residents that the home decorating contest has extended the time for entries with forms downloaded from the Village website.

Consent Agenda:

The consent agenda included:

- Approval of Council Minutes (November 6, 2023)
- Approval of Council Minutes (November 20, 2023)
- November 2023 Tax Report

Mayor Ed McCord asked if there were any questions or comments by Council.

There were no other comments or questions.

A motion to approve the consent agenda was made by Ms. Duff, seconded by Ms. Welborn. All ayes. Motion carried.

Visitors – Public Comment

None

Mayor's Report

Mayor McCord shared the Hometown Christmas went well, and that he saw that there were a lot of former residents home with family, which was nice. He gave a special thanks to Acting Chief Tim Cline and all the Village Staff for their work; Michelle Henry, who worked with the various vendors; Chris Haines for allowing the use of Glacier View; Kay McKinney and the Historical Society for participating in the parade with their decorated golf carts; Alexis Haines; Nick Church; Lee Harmon; and Bill and Cindy Westfall. Cindy reported there were 120 kids who were able to see Santa Claus. Jeff Apple reported his vendors did well.

Mayor McCord also acknowledged Mr. Hinkelman for his work on the event including the great job of advertising and pulling in a large number of vendors for Hometown Christmas.

Administrator's Report

Mr. Hinkelman reported Schoolhouse Park has the first coat of asphalt down and the second coat will be laid in the spring of 2024. The remainder of the site will be completed in the coming weeks.

He also noted that the small shelters are complete, and the large pavilion has all the underground work completed with walls going up next week.

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Mr. Hinkelman continued that the Wastewater Treatment plant is on schedule still for an August opening, and staff continues to work through change orders as they come up.

Discussion Items

None

Old Business

None

New Business

Ordinance 17-23 – Authorizing the Issuance of Bonds, in one or more series, in the aggregate amount of not to exceed \$2,600,000 for the purpose of renovating the Village's Government Center.

Mr. Hinkelman explained the bonds are to finance the remodel project of the Government Center. This authorizes up to a \$2.3 million loan and \$300,000 to be transferred from water funds to the general fund for the project. All items need to be approved and received by Bricker Graydon by December 31, 2023, or Covington Savings and Loan rate changes.

Mr. Hinkelman asked if there were any questions. There were none.

A motion to waive the three-reading rule for Ordinance 17-23 was made by Mr. Reynolds, seconded by Ms. Duff. All ayes. Motion carried.

A motion to approve Ordinance 17-23 was made by Mr. Reynolds, seconded by Ms. Blumenstock. All ayes. Motion carried.

Resolution R39-23 – Authorizing the Village Administrator to accept a bid for the construction of the Government Center Remodel Project.

Mr. Hinkelman discussed the Government Center Remodel Project and noted that it was modified from the original plans to remove the Council Chambers addition, prior to going out for rebid. He noted that there were four valid bids with Mullenkamp Construction being reviewed and determined by Garmann Miller, the Village's architect on the project, to be the lowest and best bidder. Mr. Hinkelman indicated the bid does not include furniture, which will add an additional \$90,000.

Mr. Hinkelman asked if there were any questions or further discussion. There were none.

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A motion to waive the three-reading rule for Resolution R39-23 was made by Mr. Reynolds, seconded by Ms. Blumenstock. All ayes. Motion carried.

A motion to approve Resolution R39-23 was made by Ms. Duff, seconded by Mr. Reynolds. All ayes. Motion carried.

Ordinance 18-23 – Adoption and Replacement of a Tax Ordinance.

Mr. Hinkelman explained this Ordinance includes changes requested by St. Marys Taxation Department due to House Bill 33. House Bill 33 covers net profits, extensions, and penalties among other changes.

He asked if Council had any questions on the Ordinance, and there were none. He noted the second reading will be heard on December 18, 2023.

Ordinance 19-23 – 2024 Salary Ordinance.

Each year the council passes a salary ordinance, Mr. Hinkelman explained. This ordinance authorizes a 2% pay increase generally for all employees. He also noted some additional changes to the Ordinance which included the addition of a pay increase for the officer in charge.

The second reading will be held on December 18, 2023.

Ordinance 20-23 – Adoption of the 2024 Budget.

Mr. Hinkelman explained this is the culmination of months of work by Village staff. This budget reflects the budget meeting discussions in October, and modifications to the end of year numbers up to this point. He noted the primary goals of the budget are to provide funding for salaries, maintenance and operations, debt service, and capital purchases in each fund. Mr. Hinkelman explained that the budget again reflects conservative revenue numbers and larger expense numbers to hopefully weather the unanticipated costs over the year.

Mr. Hinkelman asked the council if there were additional questions or concerns. There were none. The second reading will be held December 18, 2023.

Resolution R40-23 – Authorizing the Village Administrator to enter into a Contract for Legal Services.

Mr. Hinkelman stated this is a two-year agreement for legal counsel with Mr. Patrizio. He noted that the contract was substantially the same as the previous contract.

Mr. Patrizio indicated there are no rate increases in this contract.

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Mr. Hinkelman asked the Council if there were additional questions or concerns. There were none.

A motion to waive the three-reading rule for Resolution R40-23 was made by Mr. Reynolds, seconded by Ms. Duff. All ayes. Motion carried.

A motion to approve Resolution R40-23 was made by Mr. Reynolds, seconded by Ms. Duff. All ayes. Motion carried.

Police Chief and Elected Official's Comments

Ms. Duff asked if the Village was still considering traffic box covers. Mr. Hinkelman explained the covers are not currently in the budget, but they could be considered in 2024.

The curbing at Ash and Grant Street was questioned as to whether it met all handicap accessible requirements. Mr. Hinkelman explained AES put a pole where it had not been designated to be placed. An adjustment had to be made with the curb, but our engineer's have stated that the curb complies with requirements.

Mr. Hinkelman ask noted that additional signage and chevrons will be placed on Maple and Ludlow Streets now that these streets are more complete. He noted that signage is the final piece of the puzzle, as usually goes in after seeding.

Executive Session

Mr. Reynolds made a motion to enter into executive session at 7:43 PM under ORC 121.22 (G) (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official and (2) to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property in accordance with section 505.10 of the Revised Code, seconded by Ms. Welborn. All ayes, motion passed.

Ms. Welborn made a motion to leave executive session at 8:18 PM., seconded by Ms. Blumenstock. All ayes, motion passed.

Adjournment

A motion to adjourn was made by Mr. Warner, seconded by Mr. Reynolds. The meeting was adjourned at 8:22 PM.

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A handwritten signature in blue ink, appearing to read "Glenda Bell", written over a horizontal line.

Fiscal Officer

A handwritten signature in blue ink, appearing to read "Edward L. McConkey", written over a horizontal line.

Mayor

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