

# **COVINGTON VILLAGE COUNCIL**

## **MEETING MINUTES**

**August 7, 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 and Excused:**

- Derrick Canan

### **Non-member Staff participating:**

- Kyler Palmer – Legal Counsel
- Rhonda Gill - Fiscal Officer
- Lee Harmon – Police Chief
- Kyle Hinkelman - Village Administrator
- Tim Cline – Police Sergeant
- Aaron Zuhl – Police Officer

### **Consent Agenda:**

The consent agenda included:

- Approval of Council Minutes (July 17, 2023)
- July Tax Report
- July Fund Balance Report
- July Check Run Report

Mr. Kyle Hinkelman noted total receipts for July 2023, were \$116,755.24. The year-to-date receipts through July 2023 were \$1,088,165.14. Total receipts as of June 30<sup>th</sup> are down close to \$45,000 from 2022. Beginning monthly balances for all funds was \$5,252,042.20. The payment of \$265,000 for the AES bill for the lighting to be moved is

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included in the expenses for the month, which is why there is such a large expenditure amount in July.

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

A motion to approve the consent agenda was made by Mr. Jesse Reynolds and seconded by Ms. Dawn Duff. All ayes. Motion carried.

### **Proclamations**

Mayor Ed McCord read Proc – 03-23 for Ralph “Butch” Boehringer, the Wastewater Supervisor, on his retirement from the Village, who began his career with the Village of Covington on May 26, 1991, and retired as of July 31, 2023. The Mayor congratulated him on his many years of service.

Mr. Boehringer thanked the Village for the many years he worked and having the opportunity to serve the community.

Mayor McCord read Proc – 04-23 for Frank Campbell, the Police Records Clerk, who was also retiring, but unable to attend the meeting. The Mayor noted that Frank began his career with the Village of Covington on August 5, 1997 and thanked him for his service to the Village.

### **Visitors – Public Comment**

Mr. Terry Garman, 101 S. Pearl Street, passed handouts to council members pertaining to a potential zoning issue. He noted concerns as to whether a business fell under the description of manufacturing, therefore not meeting proper business location requirements. Mr. Hinkelman noted that he has discussed this previously with Mr. Garman, via email, and that there are several businesses within the Village that are non-conforming uses. He continued that as he told Mr. Garman via email, he would have the Village Planning Commission review those Zoning Code sections to see if they are outdated and needed to be updated. He also noted that the business Mr. Garman has filed a complaint against, has been a light industrial use for at least 50 years. Mr. Garman noted that it was an auto repair business prior to Mr. McCool operating his business in that location. Mr. Garman requested that the Village review this individual property and raised new questions about property maintenance and exterior storage on the property. Mr. Hinkelman noted that this was the first time Mr. Garman noted his concerns with property maintenance and they would be looked into.

Ms. Rose Bennett, 315 E. Broadway Street, read a letter explaining a situation that she recently dealt with regarding the Village’s policy on the homeowner covering the cost of service lines for sewer service. She noted that recently she had a break and was concerned that the Village doesn’t cover the cost of the breaks, even if they are in the roadway. She had additional concerns discussed related to the condition of US36 and

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her obligation when the roadway is not paved. Mr. Hinkelman asked to meet with her after the meeting or schedule another time to discuss her concerns in more detail. He noted that the Village has a roadway maintenance program, and budgets \$100,000 per year to doing paving projects. He continued that US36 has substantial underground utility issues and that the Village was successful in obtaining \$3 million of an estimated \$5 million project to fix US36 from Pearl Street to the bridge, but this project will not be funded until 2028.

Mayor McCord noted multiple streets that have been repaved in his term in office. He specifically noted Walnut Street, Spring Street, and High Street. He continued that many sidewalks have been repaired. He noted that roadways have been prioritized, but that they are expensive. He stated that to allow more to be done with streets, the community would need to pass a street levy which would directly fund these improvements.

#### **Mayor's Report**

None

#### **Administrator's Report**

Mr. Hinkelman discussed that the Village is working with the contractor pertaining to the concrete, road, and site work at the Rudy demo location. He said weather and an underground gas line being relocated is slowing the work for the site. He continued that the Village is working through many issues on the site, including the quality of the work being done, and will update when more information is available. He noted that there is no current date set for completion of sidewalks on the Rudy Phase.

He continued that bids for the pavilion and splash pad, in addition to a couple of sidewalks has gone out for bid with the opening on August 10<sup>th</sup>. He noted that there is also an alternative for the bid to pave the parking lot.

Mr. Hinkelman noted that concrete walls continue to go up at the wastewater plant and everything is on schedule.

Mr. Hinkelman has met with two auctioneers regarding items in the Sellman's building. The Village is currently looking at September or October for a possible date to have an auction.

The water tower on Chestnut Street has been painted and is complete.

The county is working on setting a date for the High Street demolition.

The Historical Scavenger Hunt will be on August 14, 2023.

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Ralph "Butch" retired on July 31. Due to his retirement, Greg Van De Grift formally was promoted to the position on August 5, 2023.

### **Discussion Items**

Mr. Hinkelman has ordered a couple of Christmas decorations to view for High Street. They should be in on time to review by next meeting. Holiday banners will soon be ordered.

Hometown Christmas is scheduled for November 24, 2023, from 5-8:30 PM. The Village will close Wright Street and part of Peal Street. Mayor McCord noted there will be food trucks, vendors, horse carriages and a parade with Mr. and Mrs. Claus. There will also be a coloring contest and music to bring residents together.

### **Old Business**

#### Ordinance O13-23 – Amending the Employee Manual (Section 4.08 and 4.09).

Mr. Hinkelman noted that this was the second reading and there are no changes. He asked if there were any questions or comments. There were none. Third reading will be held August 22, 2023.

#### Resolution R24-23 – Updating and Replacing the Village of Covington Records Retention Policy and Schedules.

Mr. Hinkelman noted that this was the second reading and there are no changes. He asked if there were any questions or comments. There were none. Third reading will be held August 22, 2023.

#### Ordinance O14-23 – Updating the Village of Covington Fee Schedule.

Mr. Hinkelman noted that this was the second reading and there are no changes. He asked if there were any questions or comments. There were none. Third reading will be held August 22, 2023.

### **New Business**

#### Resolution R26-23 – Lighting District Assessments.

Mr. Hinkelman explained this resolution is the same as the last four years and no changes to the pricing was recommended. He asked if there were any questions or comments, and there were none.

He noted the second reading will be held August 22, 2023.

#### Resolution R27-23 – Adopting Miami County Hazard Mitigation Plan Five-Year Update

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Mr. Hinkelman explained this is a 180-page document put together with the Miami County Emergency Management Agency and FEMA. The document is to help working through the process of a disaster.

Mr. Hinkelman asked if there were any questions or comments and there were none.

He noted the second reading will be held August 22, 2023.

Resolution R28-23 – Authorizing the Village Administrator to Execute an Agreement with the Ohio Department of Transportation for Village of Covington's US36/Broadway Improvement Project.

Mr. Hinkelman explained Resolution R28-23 which allows the Village to work with ODOT to do the US36 roadway project.

Ms. Duff inquired as to the urgency of passing the resolution to which Mr. Hinkelman responded that if the council had no issue with moving forward, it would be acceptable to waive the additional readings.

A motion to waive the three-reading rule for Resolution R28-23 was made by Ms. Blumenstock, seconded by Ms. Welborn. All ayes. Motion carried.

A motion to approve Resolution R28-23 was made by Mr. Warner, seconded by Ms. Duff. All ayes. Motion carried.

Resolution R29-23 – Adopting a Name for a Roadway.

Mr. Hinkelman discussed Resolution R29-23 which would name the roadway between Maple Street and Ash Street. He noted that the survey had 385 respondents and that it was not a scientific study.

Ms. Welborn noted her preference for E.J. Rudy Way and felt the Council could move forward. Ms. Blumenstock asked if the public could have another chance to pick from the top couple choices. Mr. Hinkelman noted that it was his recommendation that if Council wanted to put up another survey that there be only the top two, so people could choose clearly. Council discussed the idea and asked Mr. Hinkelman to put up a second survey for public consideration.

Mr. Palmer recommended that Council table the Resolution from consideration until they have a name.

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Ms. Blumenstock made a motion to table Resolution R29-23 until the August 22 meeting, seconded by Ms. Duff. All ayes, motion passed.

### **Police Chief and Elected Official's Comments**

Mr. Hinkelman reminded everyone that the new election location in the Village is at the old high school gym at the school.

### **Executive Session**

Mr. Reynolds made a motion to enter into executive session at 8:22 PM under ORC 121.22.G (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, seconded by Mr. Warner. All ayes, motion passed.

Mr. Reynolds made a motion to leave executive session at 9:06 PM, seconded by Ms. Duff. All ayes, motion passed.

### **Adjournment**

A motion to adjourn was made by Mr. Warner, seconded by Ms. Duff. The meeting was adjourned at 9:08PM.



Fiscal Officer



Mayor

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