

# **COVINGTON VILLAGE COUNCIL**

## **MEETING MINUTES**

**August 1, 2022**

Council President, Jesse Reynolds called the meeting to order at 7:00 p.m. The following roll call was taken for council:

### **Council Members Present:**

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

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

- Rhonda Gill - Fiscal Officer
- Kyle Hinkelman - Village Administrator
- Lee Harmon – Police Chief

### **Consent Agenda:**

The consent agenda included:

- Approval of Council Minutes (July 18, 2022)
- July Tax Report

A motion was made to approve the consent agenda as it stands with no modifications by Ms. Amy Welborn and seconded by Mr. Keith Warner. All ayes. Motion carried.

### **Visitors – Public Comment**

None.

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## **Mayor's Report**

None.

## **Administrator's Report**

Mr. Kyle Hinkelman shared Phase 2 of High Street project is now open for local traffic. Planters and benches were out for verification of location, but have been removed until the end of the project to ensure proper location of each element.

Mr. Hinkelman shared the Village is currently looking at late August for groundbreaking for Schoolhouse Park. As soon as the date is known there will be a public invitation.

He noted there will also be an auction for items remaining inside the Rudy property.

Mr. Hinkelman reported the Mayors' Beautification Awards have four properties within the Village selected to be announced at the next meeting, when the Mayor will be present.

The Village was notified of some issues with residents not receiving their June utility bills. Mr. Hinkelman explained the bills were being emailed every month from [do\\_not\\_reply@covington-oh.gov](mailto:do_not_reply@covington-oh.gov). Periodically some bills were ending up in the recipients spam mail. In a way to correct the issue, Mr. Hinkelman stated the Village is working to have all billing come from [billing@villageofcovington.com](mailto:billing@villageofcovington.com). If those residents who receive their bill via email do not receive their bill for the August bill cycle, they are asked to contact the Government Center.

## **Discussion Items**

Mr. Hinkelman discussed the potential rental registration program. He noted that this is the second time for discussion of the possibility of adopting a formal rental property registration process. Mr. Frank Patrizio stated mobile homes and manufactured homes will be a part of the program. Mr. Hinkelman stated again that the program was brought to Council for consideration as other communities are looking to adopt similar language to keep the requirements consistent across the county.

He noted that the rental property registration fees would be the owner's responsibility to pay, as well as any fees associated with the inspections. Those fees would only be passed along to the tenants if the owners decided to make that choice. He also noted that the fees were currently being estimated at around \$50 annually or \$2 per month.

Ms. Blumenstock questioned what happened if a rental property didn't not meet the requirements. Mr. Patrizio shared the process is composed of two components. The first component is to register a rental property. The second component is the inspection.

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If a property does not pass inspection, the property can be condemned. If the property is currently occupied, there may be some assistance in locating a new place for tenants to reside.

Ms. Amy Welborn questioned if a rental was rented for years, would the owner still be required to register. Mr. Derrick Canan followed up by inquiring what were the registration fee levels. Mr. Patrizio stated each community could discuss and these were all good details to talk through. The goal is to bring properties to a better level by keeping living quarters safe, not to punish landlords.

Ms. Welborn asked how many rentals are in the village, to which Mr. Hinkelman stated staff is currently working to clarify the exact number.

As a landlord, Chief Lee Harmon questioned how multi-unit fees would work. Mr. Patrizio stated that was one of the items which would need to be clarified still.

There being no further Council or public questions, Mr. Hinkelman noted that discussion would continue at the August 15, 2022 Council meeting.

Mr. Hinkelman discussed signage in the Village. He noted that as part of the roadway project, there has always been a part of the plans to redo the Village signage. The current sign in front of the Government Center parking lot is 16 years old, is outdated, and no longer able to be serviced. Mr. Hinkelman stated that a decision would need to be made related to replacing the sign, and he suggested that the Government Center did not need to be advertised, but instead the sign should just advertise the Village. Mr. Hinkelman noted that other communities have found success with murals and signage that are unique and allow for people to take their picture with the signage. This serves the purpose to advertising Covington, and also acts as a potential draw.

Mr. Hinkelman stated that in the 2022 Budget, Council had budgeted for the sign to be replaced.

Mr. Hinkelman continued that additional discussions on wayfinding signage throughout the Village will need to continue. He noted other smaller communities that have signage, like Ansonia, Minster, New Bremen, and Versailles. He said that all communities need signage, big and small, to help guide people to the locations that you need them to know about. He stated an example would be if the village does a better job at showing where parking is located via signage, it will make it easier for visitors to find parking lots, and to get to area businesses. Mr. Hinkelman shared examples of alternative signage that could be used to provide better results. He asked that Council consider such signage and that in the future additional discussion will occur.

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Ms. Dawn Duff stated the digital signage currently being used allowed drivers to see upcoming activities as they pass sign and she had a concern that would be removed. Mr. Hinkelman stated that information related to Village activities are now posted on the website, in newsletters, and on social media. Dates and times for events are advertised in many different ways from when that sign was built in 2006. He also noted that the location is not ideal for that type of signage due to its location on High Street. He explained that additional pedestrian level signage could be considered near the parking lot to help provide additional information on events, activities, or business news.

Mr. Hinkelman also noted that the Village has spent \$3,800 for maintenance on the sign to change out modules.

**Ms. Joyce Robertson**, 201 E. Lindsey, suggested using the digital sign to advertise bands in the park.

Mr. Canan questioned if modules were going bad due to weather or software. Mr. Hinkelman stated the Village has not replaced one since he was with the Village and was uncertain why they were replaced in the past.

Mr. Hinkelman stated he would continue to work with vendors to understand the prices for signs and would bring it back to Council for consideration when information is available. He noted that in the middle of September or October, the Government Center parking lot will have construction for the curbs, concrete, and asphalt replacement and it is his hope to have a sign to put in at that time.

Mr. Hinkelman discussed the Facilities and Land Master Plan. He noted that the goal is to document all properties owned by the Village and to provide a single location to have the history of purchase, improvements, and lifecycle of each. He noted that the plan will also help to provide context for future funding priorities and budgeting.

He reminded everyone that there is currently a survey to determine facility wants and needs. He said that it is important to understand what we, as the Village, want to achieve. We can create benchmarks and work towards those goals once they are defined. The next survey will be about streets and sidewalks. There is a five-year goal from prior Council which will tie into future goals. Mr. Hinkelman asked residents to look up [www.SurveyMonkey.com/r/covingtonfacilities](http://www.SurveyMonkey.com/r/covingtonfacilities) and complete the survey.

Mr. Hinkelman asked if there were any further questions from the public or Council and there were none.

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Mr. Hinkelman discussed the potential plans for the wastewater treatment facility again. He noted that 3D designs were posted within the Government Center for the public to view. He discussed the details of the building design, financing, and site planning for the project. He noted that a public open house on the project would be held on August 10 from 6-7:30PM to allow the public to come if they had any additional comments, questions, or concerns.

Mr. Hinkelman asked if there were any additional comments and there were none.

Mr. Hinkelman discussed that there is a lease agreement for the "old Government Building" on Spring Street, which is owned by the Village, but used by the Covington-Newberry Historical Society. The Covington-Newberry Historical Society is required under the agreement to maintain the building. The Village has offered to contribute \$5,000 for improvements in 2022 to be used towards the replacement of the roof. Ms. Kay McKinney reported the Historical Society is planning on spending \$14,000 to repair the roof and replace doors on the structure this year.

Ms. Welborn asked if the \$5,000 was to go to the house purchased by the Historical Society or towards the museum building owned by the Village. Ms. McKinney stated it would be used for the museum, as the agreement would not allow the society to use it for their newly purchased property.

Mr. Canan asked Ms. McKinney where the additional \$9,000 would come from for the repairs. Ms. McKinney replied they were requesting funds from the Miami County Foundation and the Roy Weikert Trust along with donations to cover the remainder of the cost.

Mr. Hinkelman asked if there were any additional comments and there were none.

### **Third Reading Considerations**

#### **Ordinance 14-22 – Replat of Inlot 1205.**

Mr. Hinkelman noted that there have been no changes to this request, which was a request to replat inlot 1205 to allow for additional park lot by Covington Body Shop. As previously noted, the Planning Commission had voted 4-0 to recommend approval of the case. Mr. Hinkelman asked if there were any questions from Council, and there were none.

A motion to approve Ordinance 14-22 – Replat of Inlot 1205 was made by Mr. Jesse Reynolds, seconded by Ms. Duff. All ayes. Motion passed.

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### **Second Reading Considerations**

None.

### **First Reading Considerations**

None

### **Police Chief and Elected Officials' Comments**

Chief Harmon stated that the Dick Minnick Golf Classic will be held Tuesday, August 2, 2022.

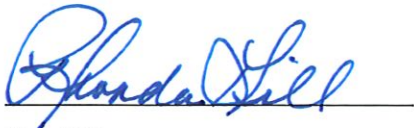
### **Executive Session**

Motion to enter into Executive Session at 8:08 PM, was made by Mr. Reynolds and seconded by Mr. Canan, 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.

Motion to enter back into regular session at 8:30PM by Mr. Canan and seconded by Ms. Duff.

### **Adjournment**

A motion was made by Mr. Reynolds, seconded by Ms. Duff. Meeting adjourned at 8:32 PM.



Fiscal Officer



Mayor

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