

# **COVINGTON VILLAGE COUNCIL**

## **MEETING MINUTES**

**October 3, 2022**

Mayor, Ed McCord 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:**

- Frank Patrizio – Legal Counsel
- Rhonda Gill - Fiscal Officer
- Kyle Hinkelman - Village Administrator
- Lee Harmon – Police Chief

### **Consent Agenda:**

The consent agenda included:

- Approval of Council Minutes (September 19, 2022)
- September Tax Report

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

### **Visitors – Public Comment**

**Ms. Lois Newman**, 11 S. High Street, asked about the new temporary lights at Bridge Street and SR 48 and at SR 48 and SR 41. She asked about the timing being off. Mr. Hinkelman responded that the lights were temporary and that they were not designed to

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be exactly like the permanent lights, but unfortunately, they have to be in place much longer than originally designed. He said he was working with ODOT to see what can be done to help make the lights function better.

**Ms. Valerie Mullikin**, Operation Veteran and Caregiver Support, presented information to the Village Council about the organization's goals, achievements, and future events including a "Muster and Mingle" event on October 26 at 5PM which takes place monthly for caregivers of veterans. The event includes some food and beverages with some short presentations. All are welcome.

### **Mayor's Report**

Mayor McCord wanted to remind the public that on October 25 at 7pm is the annual costume contest and October 27 from 6-8PM will be trick-or-treat in the Village.

He also discussed the home decorating contest for 2022, which he noted he will present a more complete event at the next meeting. Mayor McCord noted that the event will be held December 15, 16, and 17<sup>th</sup> this year, with the deadline being December 9. He noted there will be five categories this year – Most traditional, Spirit of the Season, Creative Use of Inflatables, Clark Griswold Award (most lights), and People's Choice.

### **Administrator's Report**

Mr. Kyle Hinkelman noted that High Street was generally complete, with some punch list items that need to be worked out with ODOT. He also noted that additional lights, and amenities will be installed once obtained.

He discussed that the bids for Schoolhouse Park Contract A and B did not receive bids, so they have been put back out for rebid. He noted that Contract C, the Rudy property demolition did receive a valid bid and would be discussed later as part of the resolutions. He noted that the feedback received from contractors was the timeline was too short and the budget wasn't taking into account the variability of the market. Mr. Hinkelman stated that the Village has increased the engineer's estimate by 20% for the contracts and extended the timeline to September 1, 2023 for completion, in hopes that this will allow additional bidders.

### **Discussion Items**

#### Covington Fire & EMS Contract

Mr. Hinkelman discussed the Fire & EMS contract. He noted that the agreement is up in January and that the proposed agreement would be another two-year agreement, like the last one. He said generally the contract is the same, but there were a few small changes including the formal designation of a Fire Marshal for the Village, clarity on

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funding coming only from levy funds, and increase of overall funding to \$265,000 each year. Mr. Hinkelman asked if there were any questions and there were none.

Mr. Hinkelman noted that he would bring back a formal resolution for consideration at the next meeting.

### **Third Reading Considerations**

None

### **Second Reading Considerations**

#### Resolution R33-22 – Declare Items Surplus and Sell on GovDeals (Old Rudy Property)

Mr. Hinkelman again discussed Resolution R33-22 which authorizes the Village Administrator to dispose of property via internet auction. Mr. Hinkelman noted that nothing had changed from the previous meeting.

Mr. Reynolds motioned to waive the three-reading rule for Resolution R33-22, seconded by Ms. Welborn. All ayes. Motion passed.

Mr. Warner made a motion to approve Resolution R33-22, seconded by Mr. Canan. All ayes. Motion passed.

#### Ordinance 18-22 – Vacation of a portion of Grant Street and Maple Street.

Mr. Hinkelman discussed Ordinance 18-22 which vacates a portion of Grant Street, a portion of Maple Street, and an unnamed public right-of-way within Schoolhouse Park. He noted that nothing had changed from the previous reading.

**Ms. Joyce Robertson**, 201 S. Lindsay Street, asked if the closing of Grant Street and the removal of right-of-way is required to open Schoolhouse Park. Mr. Hinkelman responded that the approval of the Schoolhouse Park Master Plan in 2021 showed the vacation of the right-of-way and closing of the roads, which is what was used to apply for the funding of Schoolhouse Park. He noted that since it has been shown that way and funding is tied to that plan, it is required to occur to keep the funding for Schoolhouse Park.

Mr. Hinkelman shared that the third and final reading will be October 17, 2022.

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## **First Reading Considerations**

### Resolution R35-22 – Authorization to Enter Into an Agreement – Sewer Line Root Control

Mr. Hinkelman discussed Resolution R35-22 which covers maintenance cleaning of the sewer lines. This agreement would be over three years to allow for all underground infrastructure to be cleaned and documented over that three-year period.

Mr. Hinkelman asked if there were any questions, and there were none. He noted that the second reading would occur on October 17<sup>th</sup>.

### Resolution R36-22 – Accept Bids for Schoolhouse Park – Contract C

Mr. Hinkelman discussed Resolution R36-22 which is to accept the bid for the demolition of the Old Rudy Property within Schoolhouse Park. The bid was reviewed by the Village consultants and determined to be a valid bid that meets all requirements of the bid specifications and was the lowest and best bid for the project.

Mr. Hinkelman reminded Council that this demolition was funded primarily through a grant from the Ohio Brownfield Remediation Fund, which was in the amount of \$275,000. The remaining \$95,000 will come from the Village budget, which was allocated in 2022 as part of the budget process.

Ms. Blumenstock ask where the remaining funds come from, since the bid was higher than the engineer's estimate. Mr. Hinkelman noted that the Village budgeted an additional amount to cover the match, and that we would not utilize the full \$125,000 budgets towards the project to build back the roadway and demolish the property.

Ms. Blumenstock asked about when animal control would start work. Mr. Hinkelman responded that they were already out on the property with traps set. He anticipated them working for another week or so.

There were no further questions.

A motion to waive the three-reading rule for Resolution R36-22 was made by Ms. Welborn, seconded by Mr. Reynolds. All ayes. Motion passed.

A motion to approve Resolution R36-22 was made by Ms. Welborn, seconded by Ms. Duff. All ayes. Motion passed.

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Resolution R38-22 – Authorization to Enter into an Agreement - Insurance

Mr. Hinkelman discussed Resolution R38-22 which allows the Village Administrator to enter into an agreement with the Ohio Public Entities Pool to provide property insurance to the Village and its properties. Additional funding for this agreement is necessary as the costs have risen substantially from the previous year.

Mr. Hinkelman asked if there were any questions, and there were none.

A motion to waive the three-reading rule for Resolution R38-22 was made by Ms. Duff, seconded by Ms. Welborn. All ayes. Motion passed.

A motion to approve Resolution R38-22 was made by Mr. Reynolds, seconded by Mr. Warner. All ayes. Motion passed.

Ordinance 19-22 – Creation of an Outdoor Event Permit and Regulations

Mr. Hinkelman discussed Ordinance 19-22 an ordinance that would create a clear permitting process for outdoor special events. He noted that this was a continuation of previous discussions about such permits and that most other communities that he reviewed have a similar process in place.

Ms. Robertson asked if events like Halloween and Covington Hometown Christmas would be required to get permit. Mr. Hinkelman stated that they would likely be required to get permits under the current language. He noted that if the event was put on by the Village of Covington though, that such permits may be waived. He stated that the purpose of the permit was to assure that groups understand all of the requirements necessary to keep an event safe and to protect the public who go to these events.

Ms. Millikin stated that she was pleased that the Village was approving these permits and specifically that the Village had a requirement for an Emergency Plan for events, as she feels those are extremely important to keep people safe.

Mr. Canan asked about Fort Rowdy, and if the Covington Christian Church, which sells noodles at the event, would be required to get a permit. Mr. Hinkelman responded that Fort Rowdy would be required to get a permit. He continued that it would be up to the management of Fort Rowdy to determine how they permit the event, but it would be unlikely that Covington Christian Church would be required to get a permit from the

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Village separately. He did note that they likely would have to show they meet all requirements from the Miami County Health Department.

Mr. Canan asked if Fort Rowdy would be required to pay for each vendor to obtain their permits. Mr. Hinkelman said that it wouldn't be required, but Fort Rowdy would need to determine how they want to meet the obligations of the permit, which may require that each vendor pay for the costs associated with the permit. Mr. Hinkelman stated that it would be up to the management of each event to determine how they charge vendors, the only requirement from the permit is that the event is safe and meets the general regulations for events.

Ms. Welborn asked about if the library, which just had an event with a food truck, would be required to get a permit. Mr. Hinkelman responded that they would be required to get a permit.

Mr. Hinkelman asked if there were any further questions, and there were none. He noted that the second reading would be heard on October 17.

#### Ordinance 20-22 – Reappropriations

Mr. Hinkelman discussed Ordinance 20-22 which is for reappropriations related to costs associated with insurance. He asked if there were any questions and there were none.

A motion to waive the three-reading rule for Ordinance 20-22 was made by Mr. Reynolds, seconded by Ms. Duff. All ayes. Motion passed.

A motion to approve Ordinance 20-22 was made by Mr. Warner, seconded by Mr. Reynolds. All ayes. Motion passed.

#### Resolution R37-22 – Accept Donation – Schoolhouse Park

Mr. Hinkelman discussed Resolution R37-22 which is a donation from the Covington Community Chest for the Felger Memorial Trust Fund in the amount of \$108,000 towards the Schoolhouse Park project playground. He continued that the trust has donated \$54,000 in 2022 and will donate \$54,000 in 2023 for the construction of a playground in the park. Mr. Hinkelman thanked the Covington Community Chest Trustees and the Felger Trust for their continued support of Covington and specifically the Schoolhouse Park project and passed out a press release related to the announcement.

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Council thanked the Community Chest Trustees and the Felger Trust and expressed their excitement for the park having more amenities.

A motion to waive the three-reading rule for Resolution R37-22 was made by Mr. Canan, seconded by Ms. Welborn. All ayes. Motion passed.

A motion to approve Resolution R37-22 was made by Mr. Reynolds, seconded by Mr. Warner. All ayes. Motion passed.

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

Chief Lee Harmon shared that he will be passing out candy at the Government Center during trick-or-treat.

### **Executive Session**

A motion was made by Mr. Reynolds, seconded by Mr. Warner for Council to adjourn into Executive Session to "Consider the Appointment, Employment, Dismissal, Discipline, Promotion, Demotion, Or Compensation of a Public Employee, Official, Licensee, Or Regulated Individual, Unless the Public Employee, Official, Licensee, Or Regulated Individual Requests A Public Hearing; In Accordance With O.R.C. 121.22 (G)(1)" at 8:17 PM. All ayes. Motion passed.

Mr. Reynolds made a motion, seconded by Ms. Duff at 9:26 PM to leave executive session and enter back into regular session. All ayes. Motion passed.

### **Adjournment**

A motion was made by Mr. Keith Warner, seconded by Mr. Reynolds. All ayes. Meeting adjourned at 9:29 PM.



Fiscal Officer



Mayor

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