

COVINGTON VILLAGE COUNCIL

MEETING MINUTES

October 17, 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
- Steve Blei – Police Officer

Consent Agenda:

The consent agenda included:

- Approval of Council Minutes (October 3, 2022)
- Approval of Special Council Minutes (October 11, 2022)
- September Fund Report
- September Check Run Report

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

Visitors – Public Comment

VILLAGE OF COVINGTON

1 South High Street, Covington, OH 45318
phone: (937) 473-3420 | www.villageofcovington.com

Mr. Chris Mackey, Big Brothers and Big Sisters, spoke to Council regarding the programs available for mentorship within his organization. He noted that there were over thirty children currently waiting for a big brother or big sister, with one in the Village of Covington and six in the City of Piqua. He urged those present to be a mentor and thanked Council for their time and consideration.

Ms. Blumenstock stated she had been a big sister in the past and felt it was a great program.

Ms. Welborn asked Mr. Mackey about the age restrictions for mentors. Mr. Mackey responded that for the eight-year-old in Covington the age requirement for a mentor would be 21 years old to assure a safe and positive environment for the little brother.

Mayor's Report

The Mayor discussed the home decorating contest for 2022, with the event being held December 15, 16, and 17th and the deadline to declare interest being December 9. He again noted the five categories this year – Most traditional, Spirit of the Season, Creative Use of Inflatables, Clark Griswold Award (most lights), and People's Choice. He noted that winners would be announced at the December 19th Council meeting.

The Mayor also reminded everyone of the Halloween Costume Contest on October 27 at 7PM on Wright Street, and Halloween Trick-or-Treat in the Village on October 29 from 6-8PM. He continued that the Village always has Lee Harmon at the Government Center handing out candy and that all children are welcome to come here as well.

Proclamation

The Mayor read Proclamation 08-22 which declares October 19, 2022 as "O'Donnell Law Firm Day" in the Village of Covington in celebration of the 125th continuous years of operation of an O'Donnell Law Office in the Village. James R. O'Donnell was present to accept the proclamation and said a few words about his family's history in the Village.

Administrator's Report

Mr. Hinkelman discussed that the bids for Schoolhouse Park Contract A and B would be opened October 20th and the playground bid would be opened October 21st. He noted that work on the Old Rudy Property demolition will begin in the coming weeks, as that contract has been accepted.

Mr. Hinkelman updated Council that the Historical District conversations that have occurred at the last couple Council meetings will come before the Planning Commission in October for formal consideration and a recommendation to the Council for final approval in November or December.

VILLAGE OF COVINGTON

1 South High Street, Covington, OH 45318
phone: (937) 473-3420 | www.villageofcovington.com

He noted that property maintenance letters would be going out again this week and that he would be driving around the Village and taking pictures of properties that do not meet the Village property maintenance requirements.

Mr. Hinkelman stated that he would be out of the office for the week of October 31 and asked if there were any specific questions of him, and there were not.

Discussion Items

Government Center Renovation / Improvements

Mr. Hinkelman described some history of the purchase of the Government Center by the Village in 1975 and the investments that has been made by the Village into the building over the last 47 years. He continued to explain the pressing issues in terms of maintenance on the building including the roof, windows, HVAC system, electrical and IT systems, and security. He also noted that a survey was completed for the Facilities Plan that confirmed that the space in the Government Center is not conducive for the Police or Administration functions of the Village.

Mr. Hinkelman also discussed additional space needs for the Police and Administration departments, and the desire to have a more publicly accessible, safe, and spacious Council Chambers.

Mr. Hinkelman asked Council if they had any opinions on the potential redevelopment of the Government Center and how they wanted to proceed related to the maintenance needs.

Ms. Welborn stated that she felt it was clear the Government Center needs some changes. She supports modifications to have the Council Chambers be more open and welcoming to residents to be able to be a part of the meeting.

Mr. Canan asked how much has been reviewed by contractors and what issues need to be addressed first. Mr. Hinkelman responded that there have been contractors that have looked at the roof, windows, walls, and other systems in the building, but that he was bringing this to Council to understand how large of scope they are willing to support. Mr. Hinkelman continued that many of the systems are legacy systems and no longer have support and need replaced. He felt that we needed to have a comprehensive discussion about this building and its needs, before he asked Council for funding to make any improvements.

Ms. Duff stated that she felt that the project should be looked at as a whole, but that it should be broken up into phases to make sure we can achieve everything within a budget.

VILLAGE OF COVINGTON

1 South High Street, Covington, OH 45318
phone: (937) 473-3420 | www.villageofcovington.com

Mr. Reynolds felt that hiring an architect to draw out what the future building could be with corrections to all the problems is important and would allow the Council to have the information to decide what takes priority within a budget. He felt that although it will cost money, that information will allow Council to make the best decision overall.

Mr. Canan agreed with Mr. Reynolds and felt that more information would allow a better decision to be made.

Ms. Joyce Robertson, 211 Lindsay Street, noted that she felt engineers and architects are expensive and that the Village could consider a less expensive inspector instead. Mr. Hinkelman noted that he agreed that there will be an expensive associated with having a professional put together plans, but that the money will be worth it to understand what solutions are best. He noted that contractors have already reviewed the problems, but they have not noted solutions. Mr. Hinkelman stated that he felt if money was going to be spent to fix these problems, that it should be done comprehensively and by a professional.

Mr. Hinkelman stated that he does not know exactly what said services would cost, but that he estimated the total package to have final plans drawn up would likely cost the Village \$25,000 or more. He noted that these plans would be able to break the overall project into phases and could be used in the future, if it is determined that there isn't funding available to complete any parts of the project.

Mr. Hinkelman said that he would bring back more information, and hopefully a formal resolution for consideration at the next meeting.

Third Reading Considerations

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

Mr. Hinkelman again 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 and that this was in line with the previous park master plan approval and funding requirements.

Mr. Hinkelman asked if there was any discussion on Ordinance 18-22 and there was none.

Mr. Canan made a motion to approve Ordinance 18-22, seconded by Mr. Warner. All ayes. Motion passed.

VILLAGE OF COVINGTON

1 South High Street, Covington, OH 45318
phone: (937) 473-3420 | www.villageofcovington.com

Second 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. He noted that nothing had changed from the previous meetings discussion.

Mr. Hinkelman asked if there were any questions, and there were none. He noted that the third reading would occur on November 7th.

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 there were not any changed from the previous discussions at Council. He also reiterated that this potential permit was intended to assure the safety of all events within the Village.

Mr. Canan asked if the fees were set or if they were still being worked out. Mr. Hinkelman noted that the draft application within the Ordinance has fees defined, and that those were the anticipated fees, unless Council wanted to change those figures. He noted that the fees would be \$50 / event, plus additional fees if the event has a stage, if the event has tents, or if the event has other services like Police or trash service from the Village. Mr. Hinkelman also noted that those fees would be required to be paid by the event organizer for each event, and if that event organizer decides to charge individual vendors that would be their decision. This regulation does not define how the fees are charged to vendors, only the fees to have the overall event.

Ms. Robertson asked where the funds would be distributed. Mr. Hinkelman responded that the fees will be put into the general fund as permit fees. If Council adopts a specific budget that reflect the utilization of those funds towards something more specific, they are able to do so, but at this time the fees will be utilized to defray a portion of the administrative costs to review, inspect, and approve the permits.

Ms. Welborn asked if this would cover school parades. Mr. Hinkelman stated that it would. He noted that "rolling parades" that don't close the road, likely would not require permits.

VILLAGE OF COVINGTON

1 South High Street, Covington, OH 45318
phone: (937) 473-3420 | www.villageofcovington.com

Ms. Blumenstock asked if events would have to have a permit each time or if it was a singular permit. Mr. Hinkelman responded that a new permit would be required for each event, but that likely the information would be the same and could be updated with new dates if everything else is similar to a previous event. Mr. Hinkelman noted that staff would be available to help people fill out the application is necessary.

Ms. Lois Newman, 11 S. High Street, asked if the Memorial Day parade would require a permit. Mr. Hinkelman responded that it would.

Mr. Hinkelman asked if there were any further questions, and there were not. He noted that the third and final reading would be on November 7.

First Reading Considerations

Resolution R39-22 – Authorization to Enter Into an Agreement – Fire & EMS Contract 2023/2024

Mr. Hinkelman discussed Resolution R39-22 which is a contract between the Covington Fire & Rescue, Inc. and the Village of Covington related to fire and EMS services provided to the Village. The agreement would be for two years and states that the Village will pay Covington Fire & Rescue up to \$265,000 per year. Mr. Hinkelman noted that the agreement clearly states that the Village will only pay from funds brought in by the property tax levies. Currently that includes one dedicated fire levy, and two general fund levies. He noted that if one of those levies were to fail, the Village would only pay the funds that are derived from the remaining levies.

Mr. Reynolds wanted to confirm that the Village would only pay what it brings in for those levies, and not from the general fund if a levy fails. Mr. Hinkelman confirmed that is the intent of the contract.

Mr. Hinkelman asked if there were any questions, and there were none. He noted that the second reading would occur on November 7th.

Resolution R40-22 – Authorization to Enter Into an Agreement – Spectrum Business Internet & Phone

Mr. Hinkelman discussed Resolution R40-22 which would authorize the Village Administrator to enter into a three-year contract with Spectrum Business to provide phone and internet services to multiple buildings within the Village including the

VILLAGE OF COVINGTON

1 South High Street, Covington, OH 45318
phone: (937) 473-3420 | www.villageofcovington.com

Government Center, Street Building, Water Plant, and Wastewater Plant. This agreement also covers replacing the phone system in all buildings with a new system that has much more functionality and will provide better service to residents who call in or leave messages.

Ms. Blumenstock asked if there was a set fee for the service or if it was variable. Mr. Hinkelman stated that there was a set monthly fee of \$1,611.89 that will be split into multiple funds. He also noted that there was a one-time development fee of \$2,197 which would be burdened to set up the system.

Ms. Welborn asked if Mr. Hinkelman felt that rates that we have in the contract would stay the same, or if they would change if we don't lock in the agreement tonight. Mr. Hinkelman stated that the agreement would not change if Council did not approve the resolution at this meeting.

There was general discussion about whether or not there would be guest wifi after this agreement was in place. Mr. Hinkelman noted that at the Government Center it was his hope to have that available and in the future the Village was looking at putting free wifi at Schoolhouse Park for use.

Ms. Robertson asked if Community Park would get wifi as well. Mr. Hinkelman said it wasn't in the plans at this time, due to the lines not being directly next to the park that he was aware of, and the limited number of people that would use it in Community Park. He stated that it could be looked at in the future if there was determined need and Council determined that was a reasonable expense.

Ms. Robertson asked if Council meetings were being streamed at this time. Mr. Hinkelman stated that they were not at this time, as was discussed at the previous meetings she was present at. Mr. Hinkelman wanted to remind everyone that although the internet in the Government Building will be step towards streaming potentially being restored, it was not the only factor in having that work completed. He also noted that Spectrum estimates the work to take 3-6 months to complete.

There were no further questions.

A motion to waive the three-reading rule for Resolution R40-22 was made by Mr. Canan, seconded by Ms. Welborn. All ayes. Motion passed.

A motion to approve Resolution R40-22 was made by Ms. Duff, seconded by Mr. Canan. All ayes. Motion passed.

VILLAGE OF COVINGTON

1 South High Street, Covington, OH 45318
phone: (937) 473-3420 | www.villageofcovington.com

Resolution R41-22 – Authorization to Submit an Application – IIJA Funds through MVRPC

Mr. Hinkelman discussed Resolution R41-22 which authorizes the Village Administrator to apply for IIJA funds through the Miami Valley Regional Planning Commission. Mr. Hinkelman noted that this project would be very similar to the recently completed High Street Project, and would replace the entire US36 roadway from Pearl Street to the western border of town. The estimated cost for the project is \$5,000,000. The Village portion would be \$2,000,000. He noted that the project would likely happen in 2027 or 2028.

Ms. Robertson asked if the Village was doing anything about SR41. Mr. Hinkelman responded that the Village cannot afford to apply for all the roads that need rebuilt in a single year, as there is not enough funding within the Street Fund to do the rebuilding of SR41 as well. US36 was prioritized due to the heavy traffic, underground infrastructure needs, and general condition. He noted that the Village is spending funds to repair SR41 and US36 with patching in the next six months, but that will only be a patch, as the roadway is deteriorating and needs to be fully rebuilt.

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

A motion to waive the three-reading rule for Resolution R41-22 was made by Ms. Duff, seconded by Mr. Reynolds. All ayes. Motion passed.

A motion to approve Resolution R41-22 was made by Mr. Canan, seconded by Mr. Warner. All ayes. Motion passed.

Police Chief and Elected Officials' Comments

Mayor McCord noted again the dates and times of the Optimist Costume Contest and Village Trick-or-Treat. He also noted that the November 21st meeting would be held on November 14th at 5:30PM so not to conflict with the Covington-Newberry Historical Society Meeting at 7PM.

Executive Session

None.

VILLAGE OF COVINGTON

1 South High Street, Covington, OH 45318
phone: (937) 473-3420 | www.villageofcovington.com

Adjournment

A motion was made by Mr. Keith Warner, seconded by Mr. Canan. All ayes. Meeting adjourned at 8:14 PM.

A handwritten signature in blue ink, reading "Rhonda Lill", written over a horizontal line.

Fiscal Officer

A handwritten signature in blue ink, reading "Edward L. McGee", written over a horizontal line.

Mayor

VILLAGE OF COVINGTON

1 South High Street, Covington, OH 45318
phone: (937) 473-3420 | www.villageofcovington.com