



COVINGTON VILLAGE COUNCIL

MEETING MINUTES

January 31, 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
- Dawn Duff
- Jesse Reynolds
- Amy Welborn
- Julie Blumenstock

Non-member Staff participating:

- Frank Patrizio – Village Counsel Representative
- Lee Harmon – Police Chief
- Tim Cline – Police Sergeant
- Kyle Hinkelman - Village Administrator
- Rhonda Gill – Fiscal Officer

Consent Agenda:

The consent agenda included:

- Minutes from the January 18, 2022, meeting
- 2021 End of Year Report
- January 2022 Check Report

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

Visitors

No comments were received.

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Mayor's Report

The Mayor presented the Village of Covington State of the Village report.

Administrator's Report

Mr. Kyle Hinkelman thanked the Mayor for the State of the Village and noted he had nothing else to add.

Mr. Hinkelman asked if the Council had any questions of him, and Ms. Welborn asked about the timeline for the High Street Project meeting with businesses. Mr. Hinkelman noted that he was waiting until ODOT bids out the project and a contractor is selected, so they can distribute a timeline and closing expectations to the businesses. He anticipates meeting with businesses the first week of March.

Mr. Canan asked about plans for rebranding from the last meeting and if the Village was going to create a new logo. Mr. Hinkelman noted that the Village has not ever actually adopted a logo, that he could find. He said that the idea was to create a consistent branding on signage and on the website. Mr. Hinkelman did not believe that a specific logo would be great, but more so a simplification of the Village of Covington name, and consistent colors, fonts, and designs. He stated that if Council wanted to hire a professional company to complete branding work it would be very expensive, and he didn't see the need to spend that money.

Ms. Welborn asked if the branding work would be done by the Village and Mr. Hinkelman confirmed that it would be done by him in house at no additional cost to the Village. If Council decides they would like to create a new brand that is unique and has a logo involved, Mr. Hinkelman noted that he would not be capable of doing that in house with the programs and skillsets that the Village has currently.

There were no further questions.

Discussion Items

There were none.

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ORDINANCES AND RESOLUTIONS

Third Reading Considerations

None

Second Reading Considerations

None

First Reading Considerations

Ordinance 01-22 – Reappropriate Funds #1

Mr. Hinkelman discussed the ordinance which updates the end of year 2021 numbers in the 2022 Budget and reappropriates funds within specific line items detailed within the budget including OWDA payments, training funds, and general operation and maintenance costs.

Mr. Hinkelman asked if Council had any questions about the proposed ordinance and there were none.

Ms. Duff motioned to waive the three-reading rule and Mr. Reynolds seconded. All ayes. Motion passed.

Mr. Reynolds motioned to approved ordinance 01-22 and Mr. Warner seconded. All ayes. Motion passed.

Resolution R05-22 – Purchase Agreement – 192. N. High Street

Mr. Hinkelman discussed the resolution, which authorizes the Village Administrator to enter into a purchase agreement with the owners of 192 N. High Street if, and only if, the Village is able to secure funding through the County Demolition Program to acquire and demolish the structure.

Linda Williams, 196 N. High Street, noted that she was the owner of Y'all's Country Club, which was located at 196 N. High Street and connected to the property at 192 N. High Street. She noted her concern with the construction of the buildings and that demolition of 192 N. High Street could negatively impact her building. She stated she has reviewed the blueprints for the building and is very concerned about the structure

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being removed. She also noted that she had concerns in the past with the Village and work being done without her knowledge.

Mr. Hinkelman stated that the request was to enter into a purchase agreement, not necessarily to demolish the building yet. He noted that although this would be the first step towards removing the building, there would need to be a review by a structural engineer, and if any demolition was to occur, it would not be able to negatively impact her property. It was likely that a new wall would be constructed that would assure it kept the property at 196 N. High protected.

Ms. Welborn asked if the Village would move forward with the purchase and demolition if they do not receive the grant, and Mr. Hinkelman noted that they would not at this time.

Ms. Blumenstock assured Ms. Williams that the Village would provide the requested transparency she wanted and noted that the Village of Covington does not want to lose successful businesses, it is the exact opposite as she stated the Village wants to help business thrive.

Mr. Canan asked if the Village was looking to purchase the property for \$20,000, which Mr. Hinkelman confirmed. Mr. Hinkelman added that there were much more substantial costs related to the demolition.

Mr. Reynolds noted that this resolution allows the Village to apply for the grant to determine if they get any funds or not. If the Village doesn't get the grant, the Village will not purchase the property, nor will it demolish 192 N. High.

Mr. Hinkelman asked if Council had any questions about the proposed resolution and there were none.

Mr. Reynolds motioned to waive the three-reading rule and Mr. Warner seconded. All ayes. Motion passed.

Ms. Duff motioned to approved Resolution R05-22 and Mr. Warner seconded. All ayes. Motion passed.

Resolution R06-22 – Surplus Items

Mr. Hinkelman discussed the resolution which related to the sale or trashing of junk signs and equipment. He noted that the list of items in Exhibit A, which was attached to

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the resolution, was primarily old street signage that no longer had any value, as they were not reflective or were not of the current standards and would be scraped or thrown away.

Mr. Hinkelman asked if Council had any questions about the proposed resolution and there were none. Mr. Hinkelman noted this was the first reading, and the second reading would occur at the meeting on February 7th.

Resolution R07-22 – Authorization to Enter into An Agreement - WWTP

Mr. Hinkelman discussed the resolution which related to authorizing the Village Administrator to enter into a WPCLF fund loan to pay for the design of the new wastewater treatment plant. Mr. Hinkelman noted that the loan would be rolled into the construction loan and would not ever be paid separately, but at this time we would need to complete this loan process.

Mr. Hinkelman asked if Council had any questions about the proposed resolution and Mr. Canan asked if the fees related to the application would be waived. Mr. Hinkelman said that the Village would be paying for the fees, but not through this agreement, as the payment for the fees would be through the agreement with the contractor who was hired to help the Village get the design process approved.

Mr. Reynolds motioned to waive the three-reading rule and Mr. Warner seconded. All ayes. Motion passed.

Mr. Reynolds motioned to approved Resolution R07-22 and Ms. Welborn seconded. All ayes. Motion passed.

Resolution R08-22 – Appointment to Boards and Commissions

Mr. Hinkelman noted that this resolution filled the remaining three seats open on Boards and Commissions.

Mayor McCord noted that he talked with each candidate and he feels that they all will be great assets to the Boards and will be good members.

Mr. Hinkelman asked if Council had any questions about the proposed resolution and there were none. Mr. Hinkelman noted this was the first reading and the second reading would occur at the next meeting on February 7.

Resolution R09-22 – Website Contract - CivicPlus

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Mr. Hinkelman discussed the resolution which would allow him to enter into an agreement to design a new website for the Village. He noted that he contacted and discussed with many surrounding cities and villages what company they use and CivicPlus was widely used, and very strongly supported. Mr. Hinkelman noted that the website upgrade was being considered because of the design, branding, and functionality that the new website would bring the Village.

He noted that the number one complaint he hears from people about the website is that it is not easy to use or find things, even though the website has so much information available on it. Mr. Hinkelman also noted that CivicPlus has a very strong security team and that the website was guaranteed to have 99% uptime. He noted that the cost includes all migration of existing data, designing the new site, maintenance and all storage.

Mr. Canan asked about mobile users and if this would make it easier for them. Mr. Hinkelman said that it would be more functional for both web and mobile users and have a robust search engine, making it easier for everyone to find what they are looking for.

Mr. Hinkelman asked if Council had any additional questions about the proposed resolution and there were none.

Mr. Canan motioned to waive the three-reading rule and Mr. Warner seconded. All ayes. Motion passed.

Mr. Reynolds motioned to approved Resolution R09-22 and Ms. Duff seconded. All ayes. Motion passed.

Police Chief and Elected Officials' Comments

Police Chief Harmon discussed some statistics from 2021 for the Village Police Department.

Ms. Blumenstock asked about what building checks meant in the report. Police Chief Harmon noted that the Village Police Department physically checks buildings in the Village every night all year.

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Police Chief Harmon also noted that there are additional requirements for training this year, so his officers will be getting more hours on more specific topics to meet those requirements.

Executive Session

None

Adjournment

A motion was made by Mr. Warner, seconded by Ms. Duff. Meeting adjourned at 8:40 PM.

Rhonda Gill

Fiscal Officer

Edward L. McCard

Mayor

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