



## **COVINGTON VILLAGE COUNCIL**

### **MEETING MINUTES**

#### **May 3, 2021 – Village Council Meeting**

Covington Village Council had an in person and online Zoom meeting on May 3, 2021. 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
- Dawn Duff
- Lois Newman
- Bud Weer
- Scott Tobias

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

- Frank Patrizio - Village Attorney
- Lee Harmon - Police Chief
- Rhonda Gill - Fiscal Officer
- Kyle Hinkelman - Village Administrator.

#### **Consent Agenda:**

The consent agenda included:

- Minutes from April 19, 2021 Regular Meeting
- Check Report – March and April 2021
- Fund Report – April 2021

A motion was made to approve the consent agenda as it stands with no modifications by Weer and seconded by Tobias. All ayes. Motion carried.

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### **Visitors**

Several visitors were on the Zoom teleconference but did not state any concerns.

### **Mayor's Report**

Mayor McCord updated Council on his recent meetings and activities and informed Council of the following:

- Additional signage has been placed to control truck traffic while the High Street Project is underway. Progress continues to be made due to the weather.
- Thanks to the Water and Street Departments for preparing the parks, repairing a fence, and prepping the restrooms. The parks looked great for opening day.

### **Administrator's Report**

Mr. Hinkelman updated the Council. He discussed the progress made on High Street, and timeline for the project moving forward as weather permits.

Mr. Hinkelman shared with Council a letter submitted from the J.R. Public Library, location currently at 101 N. High Street, encouraging residents to come and visit them at their temporary location.

Mr. Hinkelman announced that the Government Center will be back open to the public on May 3, 2021, without an appointment. Due to COVID protocols and requirements the entry was open by appointment only for the past many months. The public is asked to continue to use the night drop box when possible. A facial covering is required to be worn when entering the building.

He also noted that on May 5 is the Board of Zoning Appeals.

### **Discussion Items**

Keeping and raising of chickens was up for discussion. Mr. Hinkelman shared at the previous council meeting, language was removed pertaining to the keeping and raising of chickens. A solution for recommendation for permitting with set standards, which would exempt certain parcels, and outline violations. These recommendations and exemptions will be made at the Planning Commission meeting.

Ms. Newman expressed her concern that if chickens were allowed in town, what would happen when someone else wants a different animal. Mr. Hinkelman shared the new Ordinance would be very specific. Other than chickens, under this Ordinance there are clear regulations for all other animals. Additional discussion occurred regarding

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proposed Ordinance 11-21 and how it would exclude chickens and reinforce specific language to control all other animals.

## **ORDINANCES AND RESOLUTIONS**

### **Third Reading Considerations**

Resolution R18-21 authorizing the Village Administrator to enter into a contract with iWorq for Property Management Software.

Mr. Hinkelman reiterated the advantages for the Village to implement the use of the property management software for more detailed management of all properties in the village and allow for future development of permit management and code enforcement efforts.

A motion to approve was made by Mr. Tobias, seconded by Ms. Duff. All ayes. Motion carried.

Ordinance 11-21 regulating Animals within the Village of Covington.

Mr. Hinkelman detailed the Ordinance again, as this is the third reading and much has been discussed. He noted that at the previous meeting a motion was made and approved to modify the Ordinance to remove chickens from the proposed language. Ms. Duff asked how the ordinance would affect current owners who are within village limits and have animals. Mr. Hinkelman stated that once the Ordinance is in place all properties within the Village will be required to meet the standards adopted. The Planning Commission is considering changes to certain Zoning standards that would likely correct this problem, but until those changes are adopted there could be property owners who are negatively affected.

A motion to approve was made by Mr. Tobias, seconded by Mr. Weer. Mr. Tobias, Mr. Warner, and Mr. Weer voted aye. Ms. Duff and Ms. Newman voted nay. Motion failed due to a majority vote not occurring.

### **Second Reading Considerations**

Ordinance 12-21 regulating Trucks on Village Streets.

No questions or comments. No action taken.

Resolution R21-21 adopting a Strategic Plan for the Village of Covington.

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Mr. Hinkelman shared there is currently no strategic plan in place. By adopting a strategic plan, it will establish goals and benchmarks for the village to strive to obtain. No action taken.

### **First Reading Considerations**

#### Ordinance 13-21 – Reallocation of Funds in 2021 Budget.

Mr. Hinkelman discussed the modifications requested under the Ordinance. As previously noted within the 2021 Budget, funds are to be transferred from the general fund into other funds. This ordinance clarifies that transfer, as well as reappropriates money to account for higher than anticipated costs, specifically related to worker's compensation and a number of other line items. However, he also noted that revenues are stable, and overall fund balances look better than anticipated. Mr. Hinkelman stated that he plans to bring a reappropriation ordinance back for consideration once a quarter.

A motion to waive the three-reading rule was made by Mr. Tobias, seconded by Mr. Weer. All ayes. Motion passed.

A motion to approve Ordinance 13-21 was made by Ms. Newman, seconded by Ms. Duff. All ayes. Motion passed.

#### Resolution R22-21 – Authorizing the Village Administrator to enter into an agreement with Kleinfelder to create a Park and Trail Master Plan.

Mr. Hinkelman discussed Schoolhouse Park, trails, Wright Street and wayfinding signage as primary elements for the scope for Kleinfelder. He stated the importance of enlarging the scope of the Park and Trail Master Plan to broaden marketability of the Village and to maximum the possibility for the Village to leverage grant opportunities. Mr. Hinkelman discussed the need to have a vision for these components, and the ability that the Village has to reimagine some of these places to better integrate with future planning efforts.

In order to have the plan completed by August, which will allow the Village to apply for Fall grant applications, Mr. Hinkelman recommended that this resolution be passed as an emergency. It is anticipated based on the scope of the project that it will take three months.

A motion to waive the three-reading rule was made by Ms. Duff, seconded by Ms. Newman. All ayes. Motion passed.

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A motion to approve Resolution R22-21 was made by Ms. Duff, seconded by Mr. Tobias. All ayes. Motion passed.

Resolution R23-21 – Authorizing the Village to use an Alternate Tax Document per ORC 5705.281.

Mr. Hinkelman stated that the County has asked the Village to use an alternate tax document. The County made this request last year for the first time, and the Village followed the request. This requires the Village to pass a resolution and reduces the required advertisements.

A motion to waive the three-reading rule was made by Ms. Duff, seconded by Mr. Weer. All ayes. Motion passed.

A motion to approve Resolution R23-21 was made by Ms. Duff, seconded by Ms. Newman. All ayes. Motion passed.

Resolution R24-21 – Authorizing the Village Administrator to enter into an agreement with Afidence to upgrade network infrastructure and backup systems.

Mr. Hinkelman noted that the average lifespan of a server is three to five years. The current system is getting outdated, and recently has had major failures that did not allow access for a day. The recent power outage made it more evident the necessity to update the system with the end goal making the network more secure and more efficient. Mr. Hinkelman asked if there were any questions about the server project or the need to replace existing network infrastructure and there was one.

Ms. Newman questioned if this would require eliminating the current IT provider. Mr. Hinkelman stated that this project is only to replace and update existing network infrastructure, which is being completed by a third-party vendor. It is intended that the current IT provider will continue to service the Village, as long as they are able to do so.

A motion to waive the three-reading rule was made by Mr. Weer, seconded by Mr. Warner. All ayes. Motion passed.

A motion to approve Resolution R24-21 was made by Mr. Weer, seconded by Mr. Warner. All ayes. Motion passed.

Resolution R25-21 – Authorizing the Village Administrator to award a bid to PAB Construction for the Face Street Paving Project.

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Mr. Hinkelman stated that the annual paving program was not being completed this year, and instead those funds are being directed at the Face Street Paving Project. This project includes new sidewalks, curbs, and pavement for Face Street. The project went out for public bid and there were four bids received. Mr. Hinkelman stated that the engineer has reviewed all of the bids and has recommended using PAB Construction, having presented the apparent lowest and best bid.

A motion to waive the three-reading rule was made by Ms. Duff, seconded by Mr. Warner. All ayes. Motion passed.

A motion to approve Resolution R24-21 was made by Ms. Newman, seconded by Ms. Duff. All ayes. Motion passed.

### **Additional Comments**

Mr. McCord and Mr. Hinkelman thanked the eight Zoom participants and those in physical attendance. Mr. Hinkelman stated how important resident participation is in the governmental process and that it is much appreciated.

Chief Lee Harmon shared there would be a Miami County Police Memorial ceremony in Troy near the Court House in honor of officers who died in the line of duty on May 5 at noon. He encouraged the public to attend.

Mr. Tobias inquired of Ms. Duff and Ms. Newman as to what would need to be done to allow for passage of Ordinance 11-21 regulating Animals within the Village of Covington. Ms. Duff expressed her concern as to parcels that already have animals, and how they would be negatively affected. Ms. Newman expressed her concern as to opening the door to allow other animals within village limits even with the restrictions clearly stated within the ordinance. She feels that chickens should not be excluded in the listed of restricted animals.

### **Adjournment**

A motion was made by Mr. Weer and seconded by Ms. Duff. The meeting was adjourned at 7:45 PM.

Fiscal Officer

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Edward L. McGee

Mayor

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