



COVINGTON VILLAGE COUNCIL

MEETING MINUTES

December 6, 2021

Covington Village Council had a meeting on December 6, 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
- Jesse Reynolds

Non-member Staff participating:

- Frank Patrizio – Village Counsel
- Lee Harmon – Police Chief
- Tim Cline – Police Sergeant
- Kyle Hinkelman - Village Administrator

Consent Agenda:

The consent agenda included:

- Minutes from the November 15, 2021, meeting
- October 2021 Fund Balance Report
- November 2021 Check Report
- November 2021 Income Tax Report

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

Visitors

No comments were received.

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Mayor's Report

Mayor Ed McCord briefly discussed the Covington Hometown Christmas event and thanked everyone who took part in the event and came out, especially the churches for providing chili.

Administrator's Report

Mr. Kyle Hinkelman discussed a new seasonal newsletter that will be put online and in mailers with the utility bills. This newsletter will go into further detail relating to projects and procedures and policies in the Village. The goal of the newsletter is to provide more in-depth information to residents about the larger items going on in the Village.

He also noted his thanks for all who helped with Covington Hometown Christmas, and said he heard from some businesses that they had very strong sales on Friday night and good foot traffic on Saturday. He thanked the volunteer committee who put the event together, the churches, the school choir, and congratulated all the winners of the home decorating contest and children's coloring contest.

Mr. Hinkelman said that the leaf vacuum was delivered after originally being planned for October 1. The machine had parts stuck in shipping containers and contractors working on the machine shut down due to COVID, but it is now in the Village and was on the road. He anticipates that the machine will be much more efficiently than the previous two-man setup and will save time and money for the Village over time. He also noted that the Village will pick up leaves throughout the week and into next week to assure all leaves are picked up in the Village for the year.

Mr. Hinkelman asked if the Council had any questions of him, and there were none.

Discussion Items

None

ORDINANCES AND RESOLUTIONS

Third Reading Considerations

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Ordinance 26-21 – Modification to the Employee Manual.

Mr. Hinkelman noted the proposed changes to Section 4.07 Compensatory Time; 5.01 – Sick Leave; and 5.07 – Call-In Pay and noted that there were not any changes from the First or Second Reading.

Mr. Hinkelman asked if there were any questions on Ordinance 26-21 and there were none.

A motion to approve Ordinance 26-21 was made by Mr. Tobias, seconded by Ms. Newman. All ayes. Motion passed.

Ordinance 27-21 – Modification to the Position Description Plan, Creation of New Positions, and Employee Title Changes.

Mr. Hinkelman noted that this Ordinance was discussed the previous two meetings and there are no changes to the proposed ordinance.

Mr. Hinkelman asked if Council had any questions and there were none.

A motion to approve Ordinance 27-21 was made by Mr. Reynolds, seconded by Ms. Newman. All ayes. Motion passed.

Ordinance 28-21 – 2022 Salary Ordinance.

Mr. Hinkelman noted that this is an annual Ordinance that is passed, and it was discussed in the previous two meetings and there are no changes to the proposed ordinance.

Mr. Hinkelman asked if there were any additional questions on the ordinance and there were none.

A motion to approve Ordinance 28-21 was made by Ms. Newman, seconded by Mr. Reynolds. All ayes. Motion passed.

Resolution R41-21 – Modification to the Village Administrator Contract.

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Mayor McCord noted that this resolution was discussed at the previous two meetings and that there were no changes. He asked if the Council had any questions about the resolution and there were none.

A motion to approve Resolution R41-21 was made by Mr. Tobias, seconded by Mr. Weer. All ayes. Motion passed.

Second Reading Considerations

Ordinance 30-21 – Adoption of 2022 Budget.

Mr. Hinkelman discussed the 2022 budget and specific items listed within the budget. He noted that this was a budget that was discussed in previous public meetings and that the budget includes large expenses in 2022 that were previously planned as noted.

Ms. Duff asked if the budget was adjusted to include financial support for the Covington Newberry Historical Society. Mr. Hinkelman stated that it was not, but that it could be if Council wanted to support such support. Mr. Hinkelman noted though that upon review of the lease agreement and discussion with Village legal counsel it is the position of the Village that there are no requirements to financially support the Historical Society. If the Council decides to support the Historical Society, it certainly can be budgeted for, but there is no requirement to do so.

Mr. Hinkelman asked if the Council had any other questions or discussion regarding the 2022 Budget and there were none.

No action was taken. The third and final reading will be heard on December 13.

First Reading Considerations

Ordinance 32-21 – 4- Way Stop Additions to Roadways

Mr. Hinkelman stated that this ordinance reflects previous discussions about the traffic patterns within the Village and specific intersections that would be made into 4-way stops to help create a safer environment for traffic within the Village. Those intersection were:

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1. Bridge Street / Pearl Street
2. Thompson Street / Pearl Street
3. Spring Street / Pearl Street
4. Walnut Street / Pearl Street
5. Bridge Street / Wall Street
6. Main Street / Lindsay Street

Mr. Hinkelman noted that this discussion has occurred previously and there are unlikely any changes beyond adding additional streets which could occur under a different ordinance. Due to these conditions and the fact that the Village would like to implement these changes after Christmas and into the new year, he requests that the Council waive the three-reading rule.

A motion to waive the three-reading rule for Ordinance 32-21 was made by Ms. Newman, seconded by Ms. Duff. All ayes. Motion passed.

A motion to approve Ordinance 32-21 was made by Ms. Duff, seconded by Ms. Newman. All ayes. Motion passed.

Resolution R42-21 – Release of Claims - Besecker

Mr. Hinkelman asked Mr. Patrizio to discuss the resolution. Mr. Patrizio stated that this resolution was in regards to legal claims against the Village related to land along the river. In the Court the Village agreed to settle the case for a payment of \$3,000 for the land. This resolution authorizes the Village Administrator to accept payment for the property in the amount of \$3,000.

No action was taken. The second reading of this resolution will be held on December 13.

Resolution R43-21 – Enter into a Contract - Patrizio

Mr. Hinkelman discussed the resolution, which allows him to enter into an agreement with Frank Patrizio to continue to serve as the Village Law Director / Prosecutor. The agreement continues to provide a single monthly fee for a number of consistent services, and has a rate for additional services. Mr. Hinkelman noted that Mr. Patrizio

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has not increased his contracted rates since 2011 when he originally began serving the Village, but this agreement would provide a monthly and per hour rate increase.

Mr. Hinkelman asked if anyone on the Council had any questions, and there were none. Mr. Hinkelman asked if the Council was interested in waiving the three-reading rule and Ms. Newman stated she was. Mr. Hinkelman asked the remainder of the Council and they agreed.

A motion to waive the three-reading rule for Resolution R43-21 was made by Ms. Newman, seconded by Ms. Duff. All ayes. Motion passed.

A motion to approve Resolution R43-21 was made by Ms. Duff, seconded by Mr. Weer. All ayes. Motion passed.

Police Chief and Elected Officials' Comments


Police Chief Harmon thanked the Council for supporting the 2022 Salary Ordinance. He had nothing further.

Executive Session

None

Adjournment

A motion was made by Mr. Weer, seconded by Ms. Newman. Meeting adjourned at 7:29 PM.



~~Fiscal Officer~~ *VILLAGE ADMINISTRATOR*



Mayor

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