

**RECORD OF PROCEEDINGS**  
***Minutes of CADIZ VILLAGE COUNCIL Meeting***  
**November 15, 2018    PAGE 1 of 8**

The Cadiz Village Council met November 15, 2018 in regular session at 7:00 PM in Council chambers. Attending were Council members: Terry Capers, Thomas Crawshaw, Mike McPeak, Dan Ossman, Chace Smith, John Vermillion, Clerk assistant Debbie Meadows, Solicitor Mastros, and Mayor Ken Zitko. Clerk-Treasurer Ossman was absent due to illness.

Mayor Zitko brought the November 15, 2018 Council meeting to order, opening with the Pledge of Allegiance to the flag.

**APPROVAL OF MINUTES:** Mayor Zitko asked for approval of the minutes of the November 1, 2018 council meeting. Councilman McPeak moved to approve the minutes of the November 1, 2018 Council meeting, with Councilman Capers seconding; vote all ayes.

Mayor Zitko called members attention to a presentation by Councilman Ossman regarding the Community Pride award, which was given this year to area resident Curt Crawshaw. Mr. Crawshaw accepted the plaque and offered his thanks to all involved.

**AGENDA:** Mayor Zitko introduced Mr. Keith Grewell, Village of Cadiz Water superintendent, who gave an update on the EPA and Hull contract. The Village had recently gone through a sanitary survey with the EPA, and 3 years ago a comprehensive performance analysis was completed, with the EPA giving a list of approximately 21 items needing to be done at the plant. A lot of these items were never completed, due to financial problems, and the Village had been given extensions as to a completion date. Up until now, that will no longer be accepted. Mr. Grewell went on to explain that within 30 days, he will receive an NOV (notice of violation) letter from the EPA, with them wanting to know how many of the items have been completed. He will have another 30 days to respond, and he will be able to give them (EPA) a timeline as to an expected date of completion. The Hull contract will help us to achieve the EPA qualifications. A list was provided of the items that had already been completed. Councilman Vermillion inquired as to our stance on the bulk water situation with Water Transport. Mr. Grewell replied that he had a meeting with a company that will help us with that, and get the station up to EPA standard. Councilman Crawshaw offered thanks to Grewell for stepping up and taking over the task of dealing with the EPA. He (Grewell) requested that council reinstate the status and pay of assistant superintendent David Barr and chief operator Roy Moore, that had been reduced during the prior administrator's reign. We do not have those positions at this time, and he felt they were sorely needed. The EPA mandates that we have "back-up" at the plant, and he would like council to look into that. Solicitor Mastros felt this could be accomplished. Councilman Crawshaw stated that he would schedule a meeting in the near future to get this resolved.

At this point, Councilman Vermillion motioned to approve the Hull Contract, with second from Councilman Capers. Vote all ayes with Councilman Crawshaw abstaining.

Councilman Crawshaw motioned to go into Executive session for a personnel/property matter; second from Councilman Capers; vote all ayes. Members returned with no action taken.

**COMMITTEE REPORTS**

**Administrator's Report:** Not available

**Police:** Councilman Crawshaw reported that the tickets are being printed for the gun raffle. Councilman McPeak inquired about the location of the speed trailer. New cruiser should be here soon.

**Emergency Services:** Councilman Capers reported next meeting to be held November 21 at 7:30PM

**Property:** Councilman Ossman reported of water leaking down by the old Gordon's station, also in front of Mattern Tire. Mayor Zitko replied that he had talked with Mr. Mattern. Councilman McPeak requested a property committee meeting to be set up to discuss some areas in town needing attention. Ossman suggested having it before the next council meeting at 6:00 PM.

**Lights:** 2 lights reported to AEP. Councilman Crawshaw added that the light in the paid permit lot was out as well.

**Streets:** Councilman Vermillion reported that the street department were busy prepping for winter; snowflakes will be put up before Thanksgiving. Liming Lake is also being addressed. Catch basins, etc on Cunningham Avenue is on hold, waiting for drier weather. Councilman McPeak added that the storm drain by the bowling alley is clogged; street department needs to clean.

**Finance:** Councilman Capers reported a finance committee to be held December 6 at 6:30

**Cemetery:** Councilman McPeak reported a meeting had been held to go over 2019 budgets.

**Employee Relations:** Councilman Smith reported a meeting held today at noon. He felt it was a very lively but productive meeting; talk of job/employee evaluations to be done in 2019. Possible carryover of vacation and wage issues as well. Next meeting will be in December.

**Youth & Recreation:** Park superintendent Porter reported that he had 25 at this point for Christmas Card Lane, adding that he had 3 Senior football players working for school credits helping him out. Councilman Crawshaw inquired if the full time maintenance position, vacated when Paul Banks resigned, had been advertised before Administrator Bowman left. Porter indicated that it had, and that a Village employee had expressed interest in the position, but later turned it down, and he felt that he would go on to the next applicant. Crawshaw asked if he (Porter) wanted to move forward on this, with Porter being in full agreement, recommending Jim Skipper, who had worked seasonal 2 summers ago.

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**Youth & Recreation (cont'd):**

Councilman Crawshaw moved to hire Mr. Jim Skipper for the position of maintenance worker on a 6-month probationary period, to begin on November 26, 2018 with second from Councilman Capers; Clerk assistant Meadows informed Porter that Mr. Skipper would need to be set up for a drug test before he could start. Vote all ayes. Councilman Crawshaw added that a Park board meeting is scheduled on Monday, November 19, where the board will be sending out approximately 100 letters to residents asking for donations to the playground equipment. Councilman Vermillion inquired of the status of the Dog Park; Crawshaw and Capers indicated that it needed further study as there were still a lot of questions. It was decided to make a decision in the spring, with Crawshaw offering to follow this up.

**Old Business:** No report

**New Business:** Councilman Crawshaw requested a sewer committee meeting to be held on December 20 at 5:30 PM.

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**Claims Ordinance 2018-22**

Councilman McPeak motioned to pay the bills, with second from Councilman Capers; vote all ayes.

**Ordinance 2018-59  
3<sup>rd</sup> Reading**

**AN ORDINANCE ESTABLISHING A CREDIT CARD POLICY FOR THE  
VILLAGE OF CADIZ**

(Solicitor Mastros announced that as this ordinance had been tabled at last meeting, an amended copy had been provided with basically to have a new current list of authorized users, logging in/out when a card is being utilized. He recommended to adopt the ordinance as amended.)

Councilman Crawshaw motioned to adopt Ordinance 2018-59 as amended, with second from Councilman Vermillion; vote all ayes.

**Ordinance 2018-64  
3<sup>rd</sup> Reading**

**AN ORDINANCE AUTHORIZING THE MAYOR AND CLERK-  
TREASURER TO ENTER INTO AN AGREEMENT WITH THE  
HARRISON COUNTY PUBLIC DEFENDER COMMISSION FOR  
PAYMENT OF THE SAME FOR REPRESENTATION OF INDIGENT  
CITIZENS WITHIN THE VILLAGE OF CADIZ**

Councilman McPeak motioned to adopt Ordinance 2018-64 with second from Councilman Ossman; vote all ayes.

**Ordinance 2018-66  
3<sup>rd</sup> Reading**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE VILLAGE  
ADMINISTRATOR TO ENTER INTO A WATER PURCHASE  
AGREEMENT WITH HARRISON COUNTY**

(Solicitor Mastros recommended to table Ordinance 2018-66, as the numbers were not correct.)

Councilman Crawshaw motioned to table Ordinance 2018-66 under the Solicitor's recommendation; second from Councilman McPeak and vote all ayes.

**Ordinance 2018-67  
3<sup>rd</sup> Reading**

**AN ORDINANCE REPEALING ORDINANCE 2016-10 AND ORDINANCE  
2014-31 AND ADJUSTING...THE SEWER OPERATING BASE RATE TO  
REFLECT MONTHLY SEWER BILLING**

Councilman Capers motioned to adopt Ordinance 2018-67; second from Councilman Crawshaw and vote all ayes.

**Ordinance 2018-70  
2<sup>nd</sup> Reading**

**AN ORDINANCE PROVIDING FOR THE SALE AND BIDDING OF THE  
WATER TOWER LOCATED IN THE INDUSTRIAL PARK**

**Ordinance 2018-71  
2<sup>nd</sup> Reading**

**AN ORDINANCE AMENDING ORDINANCE 2017-12**

**Ordinance 2018-72**

**1<sup>st</sup> Reading**

**AN ORDINANCE AUTHORIZING THE MAYOR AND CLERK-TREASURER TO ENTER INTO AN AGREEMENT FOR MEDICAL, DENTAL, VISION AND LIFE INSURANCE**

**Ordinance 2018-73**

**1<sup>st</sup> Reading**

**AN ORDINANCE PROVIDING FOR THE DEFINITION OF EMPLOYEE PAY PERIODS FOR THE CALENDAR YEAR 2019**

**Ordinance 2018-74**

**1<sup>st</sup> Reading**

**AN ORDINANCE PROVIDING THE SCHEDULING OF EMPLOYEE HOLIDAYS FOR THE CALENDAR YEAR 2019**

**Ordinance 2018-75**

**1<sup>st</sup> Reading**

(Councilman McPeak motioned to table Ordinance 2018-75 at this time as the Clerk-Treasurer had not been able to provide the temporary appropriations before this meeting. Councilman Capers seconded; vote all ayes.)

**AN ORDINANCE AUTHORIZING THE CLERK-TREASURER TO PREPARE THE VILLAGE TEMPORARY APPROPRIATIONS FOR THE FISCAL YEAR ENDING DECEMBER 31, 2019**

**Ordinance 2018-76**

**1<sup>st</sup> Reading**

**AN ORDINANCE ESTABLISHING HOUSE NUMBERS FOR CERTAIN RESIDENCES AND BUSINESSES WITHIN THE VILLAGE CORPORATION LIMITS FOR THE YEAR 2018**

**Ordinance 2018-77**

**1<sup>st</sup> Reading**

**AN ORDINANCE AUTHORIZING THE MAYOR AND CLERK-TREASURER OF THE VILLAGE OF CADIZ, OHIO TO ENTER INTO A CONTRACT WITH THE HARRISON COUNTY PROSECUTING ATTORNEY'S OFFICE FOR LEGAL SERVICES AS POLICE PROSECUTOR DURING CALENDAR YEAR 2019**

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**Ordinance 2018-78  
1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Reading/Emergency**

**AN ORDINANCE RESCINDING ORDINANCE NUMBER 2018-58 AND  
DECLARING AN EMERGENCY**

Councilman Smith motioned to suspend the rules and have the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Ordinance 2018-78 for the preservation and protection of the health, safety and welfare of the citizens of the Village of Cadiz; second from Councilman Capers and vote all ayes.

**Ordinance 2018-78  
2<sup>nd</sup>, 3<sup>rd</sup> Reading**

**AN ORDINANCE RESCINDING ORDINANCE NUMBER 2018-58 AND  
DECLARING AN EMERGENCY**

Councilman Capers motioned to adopt Ordinance 2018-78 with second from Councilman Vermillion; vote all ayes.

**Ordinance 2018-79  
1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Reading/Emergency**

**AN ORDINANCE AMENDING ORDINANCE NUMBER 2018-53, CADIZ  
WASTEWATER SYSTEM IMPROVEMENT PROJECT, DESIGN AND  
CONSTRUCTION PROJECT WITH THE ARMY CORP OF ENGINEERS  
AND DECLARING AN EMERGENCY**

(Solicitor Mastros explained that only section 1 had been amended to include the Mayor as signer to any of the documents that needed to be signed, other than the Village Administrator.)

Councilman Crawshaw motioned to suspend the rules and have the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Ordinance 2018-79 for the preservation and protection of the health, safety and welfare of the citizens of the Village of Cadiz; second from Councilman Vermillion and vote all ayes.

**Ordinance 2018-79  
2<sup>nd</sup>, 3<sup>rd</sup> Reading**

**AN ORDINANCE AMENDING ORDINANCE NUMBER 2018-53, CADIZ  
WASTEWATER SYSTEM IMPROVEMENT PROJECT, DESIGN AND  
CONSTRUCTION PROJECT WITH THE ARMY CORP OF ENGINEERS  
AND DECLARING AN EMERGENCY**

Councilman Capers motioned to adopt Ordinance 2018-79 with second from Councilman Vermillion; vote all ayes.

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**Resolution 2018-06**

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN ON BEHALF  
OF THE VILLAGE OF CADIZ FOR THE PURPOSE OF APPLYING FOR  
GRANT MONIES WITH USDA**

(Solicitor Mastros interjected that Resolution 2018-06 was not needed as we will use Ordinance 2018-80 instead, as per Bob Allen of E .L. Robinson.)

**Ordinance 2018-80**

**1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Reading/Emergency**

**AN ORDINANCE AUTHORIZING PARTICIPATION AND RATIFYING  
PRIOR PARTICIPATION OF THE VILLAGE OF CADIZ, HARRISON  
COUNTY, OHIO WITH THE U.S. DEPARTMENT OF AGRICULTURE-  
RURAL DEVELOPMENT, FOR THE DESIGN AND CONSTRUCTION OF  
THE CADIZ SOUTH AND CENTER COLLECTION SYSTEM  
IMPROVEMENTS PROJECT, AND AUTHORIZING THE VILLAGE  
ADMINISTRATOR OR THE MAYOR OF THE VILLAGE OF CADIZ AND  
OTHER VILLAGE OF CADIZ OFFICIALS, TO ACT FOR AND ON  
BEHALF OF THE VILLAGE OF CADIZ, IN EXECUTING, ACCEPTING,  
OR OTHERWISE APPROVING ALL DOCUMENTS, AGREEMENTS,  
INSTRUMENTS, OR OTHER NECESSARY PAPERS REQUIRED BY THE  
U.S. DEPARTMENT OF AGRICULTURE –RURAL DEVELOPMENT TO  
IMPLEMENT SAID PARTICIPATION IN THE PROJECT AND  
DECLARING AN EMERGENCY**

Councilman Crawshaw motioned to suspend the rules and have the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Ordinance 2018-80 for the preservation and protection of the health, safety and welfare of the citizens of the Village of Cadiz; Solicitor Mastros recommended to add a second motion to waive the 24 hour presentation period, to which Councilman Crawshaw motioned as well; second from Councilman Capers; vote all ayes.

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**Ordinance 2018-80  
2<sup>nd</sup>, 3<sup>rd</sup> Reading**

**AN ORDINANCE AUTHORIZING PARTICIPATION AND RATIFYING PRIOR PARTICIPATION OF THE VILLAGE OF CADIZ, HARRISON COUNTY, OHIO WITH THE U.S. DEPARTMENT OF AGRICULTURE-RURAL DEVELOPMENT, FOR THE DESIGN AND CONSTRUCTION OF THE CADIZ SOUTH AND CENTER COLLECTION SYSTEM IMPROVEMENTS PROJECT, AND AUTHORIZING THE VILLAGE ADMINISTRATOR OR THE MAYOR OF THE VILLAGE OF CADIZ AND OTHER VILLAGE OF CADIZ OFFICIALS, TO ACT FOR AND ON BEHALF OF THE VILLAGE OF CADIZ, IN EXECUTING, ACCEPTING, OR OTHERWISE APPROVING ALL DOCUMENTS, AGREEMENTS, INSTRUMENTS, OR OTHER NECESSARY PAPERS REQUIRED BY THE U.S. DEPARTMENT OF AGRICULTURE –RURAL DEVELOPMENT TO IMPLEMENT SAID PARTICIPATION IN THE PROJECT AND DECLARING AN EMERGENCY**

Councilman Capers motioned to adopt Ordinance 2018-80 with second from Councilman Vermillion; vote all ayes.

At this point in the meeting, Councilman Capers asked to return to “New Business”. He explained that everyone had a letter in their packet from Mr. Scott Porter requesting to retire as of December 31, and re-hire as of January 1. Capers motioned to accept Mr. Porter’s request, with second from Councilman Vermillion; vote all ayes.

**Public Comment:** No one appeared for Public Comment. Mr. George Christian then commented on the “complete and different attitude” presented this evening by council, stating that he was very glad to see it. Mr. JD Long from the News-Herald agreed.

Councilman Crawshaw motioned to change the next meeting from December 6 to December 3 at 5:30 PM. Finance will also be changed as well, to begin at 4:30; second from Councilman Capers and vote all ayes.

The following meetings on the schedule with no attendance issues:

Finance Meeting: December 3, 2018 @ 4:30  
Council: December 3, 2018 @ 5:30

Meeting adjourned.

**APPROVED:** \_\_\_\_\_  
**Kenneth Zitko, Mayor**

**ATTEST:** \_\_\_\_\_  
**Amy Ossman, Clerk-Treasurer**

**(DIGITAL COPY OF MEETING ON FILE)**