**Minutes of the Regular Council Meeting**

**March 16, 2020**

Mayor Shelton called the meeting to order. All stood and recited the Pledge of Allegiance to the flag. Those present were Sharon Lally, Don Kessel, Russell Riffle, Virginia Cammeresi, and Christy Resnik.

**Reading of the Bills and Bank Reconciliation**

Mayor Shelton asked for the reading of the bills and bank reconciliation. Mr. Riffle stated that the bills had been paid and bank statement had been reconciled for the month of February 2020. Ms. Cammeresi made a motion to approve the bills and bank reconciliation, and seconded by Ms. Lally. All members present voted Aye

**Reading of the Minutes**

Mayor Shelton asked for a motion to approve the minutes from the February 18, 2020 Regular Council meeting. Ms. Lally made a motion to approve the minutes, seconded by Mr. Kessel. All members present voted Aye. The February minutes were approved.

**Communications** – No Communications.

**Committee Reports –** No Committee Reports.

**Mayor’s Monthly Report**

$6,788.62 was received in Mayors Court fines, forfeitures and fees for the month of
February 2020. The mayor asked for a motion to approve the Mayor’s Monthly Reports. Ms. Lally made a motion to accept the Mayor’s Monthly Reports, seconded by Mr. Kessel. All present voted Aye. The monthly report has been approved.

**Administrator’s Report**

 **Murray Gateway Sign**: The sign construction is complete. The sign placard installer mistakenly put the “welcome” and “thank you for visiting” signs facing the wrong direction so it had to be covered overnight until they came to fix the next day. Now that is has been corrected, the sign is very eye catching and Jenny has received several compliments on it already. Joe Huskey has met with the electrician and they are working with Duke to determine what pole electric can be dropped from for up-lighting for the sign. This will be installed as soon as possible.

**2020 Residential Streets**: Tim King is working on preparing plans/specs for the 2020 streets project. He has been requested to look into the possibility of doing an asphalt overlay on Arrow Point Way instead of tearing out and replacing with concrete. The curbs/elevations need to be looked at to see if a few inches of asphalt could be done while still keeping curb levels in-tact and drainage to the storm sewers sufficient. We do not want to create a situation where water could run back into a resident or businesses property or sidewalks. More information will come once Mr. King has a chance to do this investigation.

**New Business**: Ordinance 11-2020 is a first reading for the residential PACE Program, recently adopted by the Ohio legislature. This program would allow residents to make energy efficient improvements to their homes at a low rate of interest. Payback would be through a property tax assessment over a period of 5-20 years depending on the project and level of investment. The types of improvements that would be eligible include roof replacement, HVAC work, windows and insulation, solar panels/systems, geothermal systems. Mr. Chris Jones from the local PACE organization will be at a future meeting to answer any questions council may have on this program. If the program is approved by council, the Village and local PACE will work together to promote the program to the residents of the Village through the newsletter, website and social media.

**Police Chief Report**

No Report.

**New Business:**

**Ordinance 11-2020**

Approving the Village of Fairfax, Ohio Energy Special Improvement District Program Plan – Residential Plan; Authorizing and Approving the Execution, Delivery, and Performance of a Village Residential Pace Cooperative Agreement with Respect to Property Assessed Clean Energy Transactions in Cooperation with the Village of Fairfax, Ohio Energy Special Improvement District and the Toledo-Lucas County Port Authority; Authorizing the Toledo-Lucas County Port Authority to Approve Petitions and Plans for Public Improvements or Public Services Submitted by the Owners of Real Property within the Village Requesting That Their Property be Added to the Territory of the Village of Fairfax, Ohio Energy Special Improvement District and Assessed for the Costs of Such Plans on Behalf of the Council of the Village. *First Reading.*

**Ordinance 12-2020**

 Providing for the Employment of Legal Counsel. *First Reading*.

**Ordinance 13-2020**

Amending Section 70.37 of the Traffic Code of The Village of Fairfax, Prohibiting and Providing Penalties for Driving Under Suspension. *First Reading.*

**Resolution 02-2020**

Authorizing the Drawing of Warrants in Payment of Amounts Due Upon Contracts or Orders for Three Thousand Dollars or More Pursuant to a “Then and Now” Certificate, in Conformance with Revised Code Section 5705.41(D)(1). Mayor Shelton asked for a motion to adopt the Resolution. Ms. Lally made a motion to adopt the Resolution, seconded by Mr. Riffle. All present voted Aye.

**Old Business:**

**Ordinance 01-2020**

Repealing Ordinance No. 19-2019, and Further Modifying the Compensation Schedules for the Positions of Chief of Police, Lieutenant, Sergeant and Patrol Officer of the Police Force of The Village of Fairfax, Ohio, and Establishing the Work Periods for The Positions of Lieutenant, Sergeant, and Patrol Officer. *Third Reading.* Mayor Shelton asked for a motion to adopt the Ordinance. Ms. Lally made a motion to adopt the Ordinance, seconded by Mr. Riffle. All present voted Aye.

**Ordinance 02-2020**

Amending Ordinance No. 23-2004, As Amended, Creating the Position of Civilian Police Clerk, Confirming the Appointment of a Civilian Clerk. *Third Reading.* Mayor Shelton asked for a motion to adopt the Ordinance. Mr. Riffle made a motion to adopt the Ordinance, seconded by Ms. Lally. All present voted Aye.

**Ordinance 03-2020**

Amending Ordinance No. 9-1999, As Amended, Creating the Position of Full-Time Tax Clerk Employed in the Administration of the Village Income Tax. *Third Reading.* Mayor Shelton asked for a motion to adopt the Ordinance. Ms. Lally made a motion to adopt the Ordinance, seconded by Mr. Kessel. All present voted Aye.

**Ordinance 04-2020**

Amending Ordinance No. 5-2014, As Amended, Creating the Position of Tax Administrator for the Village of Fairfax, Ohio. *Third Reading.* Mayor Shelton asked for a motion to adopt the Ordinance. Ms. Lally made a motion to adopt the Ordinance, seconded by Mr. Kessel. All present voted Aye.

**Ordinance 05-2020**

Amending Ordinance No. 6-2017, As Amended, Providing for a Labor and Custodian Force for the Village of Fairfax, Ohio; Establishing Classifications of the Labor and Custodian Force and Rates of Compensation Therfor; Establishing Other Terms and Conditions of Employment for Said Positions. *Third Reading.* Mayor Shelton asked for a motion to adopt the Ordinance. Ms. Lally made a motion to adopt the Ordinance, seconded by Mr. Kessel. All present voted Aye.

**Ordinance 06-2020**

Amending Ordinance No. 33-1995, As Amended, Confirming the Appointment of a Village Administrator for the Village of Fairfax. *Third Reading.* Mayor Shelton asked for a motion to adopt the Ordinance. Ms. Lally made a motion to adopt the Ordinance, seconded by Mr. Riffle. All present voted Aye.

**Ordinance 10-2020**

Ordinance No. 10-2020 Amending Ordinance No. 17-2016, Establishing Part-Time Clerical Assistance for The Village of Fairfax Income Tax Department, and, Further, Authorizing Permanent, Part-Time Clerical Assistance and Temporary, Part-Time, As Needed, Clerical Assistance for The Village of Fairfax Income Tax Department and Declaring an Emergency. Mayor Shelton asked for a motion to suspend the three readings due to the need to fill a vacancy in the office of the Fiscal Officer. Ms. Lally made a motion to suspend the three readings, seconded by Ms. Cammeresi. Mayor Shelton asked for a motion to adopt the Ordinance. Mr. Riffle made a motion to adopt the Ordinance, seconded by Ms. Lally. All present voted Aye.

**Council Discussion**

Mayor Shelton discussed with Legal what the Village needs to do as a community related to the Coronavirus. The Village planned on going to non-essential employees staying at home. Employees that would be working are separated sufficiently. The Village will continue to monitor the situation. Regarding Police Dept., any calls that come in as a sick person, the Police Dept. will hang back and let Fire Department go in when they arrive. If it is a life-threatening situation the Police Dept. will go in. Ms. Cammeresi asked about the Election the next day. Alan Abes, stated there was a lawsuit filed by Governor DeWine to postpone the election due to the virus, but no decision had yet been made. Later during the meeting, it was discovered that the lawsuit had been dismissed and the Election was to happen as planned on Tuesday, March 17th. Mayor Shelton suggested that any non-essential meetings be cancelled. Cincinnati Sports Club was closing with a few exceptions, i.e., the Market Place, the children’s center. Updates for issues related to the Coronavirus will be posted on the Village’s website and Facebook page and the Police Dept. Facebook page. Mayor’s Court has been suspended to April 28, 2020.

**Five minutes for audience questions/comments:**

**ADJOURN:**

Mayor Shelton requested a motion to adjourn.

Motion to Adjourn: Mr. Riffle

Motion was seconded: Ms. Lally

The meeting was adjourned.

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Carson Shelton, Mayor Robert Doppes, Fiscal Officer