

COVINGTON VILLAGE COUNCIL

MEETING MINUTES

August 22, 2023

Mayor Ed McCord called the meeting to order at 7:00PM. The following roll call was taken for council:

Council Members Present:

- Jesse Reynolds
- Amy Welborn
- Julie Blumenstock
- Dawn Duff
- Keith Warner
- Derrick Canan

Non-member Staff participating:

- Kyler Palmer – Legal Counsel
- Rhonda Gill - Fiscal Officer
- Kyle Hinkelman - Village Administrator
- Tim Cline – Police Sergeant
- Aaron Zuhl – Police Officer

Consent Agenda:

The consent agenda included:

- Approval of Council Minutes (August 7, 2023)

Mayor Ed McCord asked if there were any questions or comments by Council. There were none. Minutes were approved as read.

Proclamations

Mayor Ed McCord read Proclamations for ten- Mayor's Beautification Awards. These awards are based on home maintenance and hard work, making noticeable improvements and changes to the properties. Those awarded are as follows:

PROC – 05-23 – 39 N. Ludlow Street – Cinderella Powell
PROC – 06-23 – 304 Walnut Street – Jason and Nichole Angle
PROC – 07-23 – 301 E. Walnut Street – Kyle and Danielle Etter
PROC – 08-23 – 324 Harrison Street – Joan Hartley

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PROC – 09-23 – 294 N. Ludlow Street – Fred and Linda Davis
PROC – 10-23 – 312 S. Wall Street – Beth Garland
PROC – 11-23 – 403 N. High Street – Shirley Wolfe
PROC – 12-23 – 307 Debra Street – Kris and Heather Alexander
PROC – 13-23 – 124 Spring Street – Rike and Alisa Miller
PROC – 14-23 – 307 Grant Street – Tim and Cindy Angle

Visitors – Public Comment

Jeff Shields, 201 Grant Street, inquired about the proposed paving of the Schoolhouse Park parking lot and timeline for the completion date. He also indicated he had several residents stopping him and asking about the progress of the project. Mr. Shields is hopeful that Council and the engineering firm are looking into the concrete to be tore out on the project. In Mr. Shields opinion, there is a lack of inspection on the project.

Ms. Welborn stated she appreciates the comments. Ms. Welborn stated that she shared the frustrations noted. She continued that Council and Staff have been working with the contractor to work out issues, but there are lots of moving parts.

Terry Garmann, 101 S. Pearl Street, reviewed the information discussed pertaining to the proposed Government Center project. Mr. Garmann believes the Council Chambers should be made smaller, as there is not a need to have the chambers accommodate 50 people, since that many do not regularly show up to meetings. He noted he felt more consideration should be made to determine wants versus needs of the Village for this project.

Mayor's Report

Mayor McCord announced he has appointed Derrek Shively to the Planning Commission. Mr. Shively will replace Nick Church, who resigned.

Administrator's Report

Mr. Hinkelman noted that the Rudy Phase of Schoolhouse Park has staff and legal counsel working through issues on the project and more would be forthcoming as it is available to share. He continued that M&T Construction are working on the Site Work Phase and are currently on schedule for a September completion.

He noted that the Village Utility Department is also working with Finrock Construction to locate underground utilities, which will allow M&T to install the storm lines.

The Wastewater Treatment Plant will have the SBR (Sequencing Batch Reactor) finished by the end of the month. The WWTP project is ahead of schedule and under budget currently.

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Mr. Hinkelman updated Council on some questions brought up by the public regarding sewer fees. He noted that he contacted all of the communities within Miami County and they are consistent with the Village's regulations regarding where homeowner and Village obligations begin and end. Mr. Hinkelman stated all the communities are like the Village of Covington with the responsibility being on the homeowner from the sewer tap to the home. He noted that the work within the right-of-way generally requires a separate permit for that work from a contractor, and currently the Village does not have a permit in place for this work. He noted he would begin working on getting a permit for work in the right-of-way to help document and hold accountable contractors doing this type of work.

Discussion Items

Mr. Hinkelman discussed holiday decorations ordered for High Street. After review, the Village is proposing to cover eleven light poles from Spring Street to the alley, north of the bank, with a wreath and garland. He noted that holiday banners would go over all 28 light poles.

Mr. Hinkelman explained the Christmas decorations are estimated to be roughly \$11,000. He noted that he would reach out to all service organizations and other individuals to help fund the program. The Village does not have funds budgeted to cover the full cost of those decorations. He also noted that the holiday banners would be \$2,800 and would go on all 28 poles.

Mr. Derrick Canan expressed he would like to see all light poles have something on them, if the budget would allow it.

Mr. Hinkelman noted that Hometown Christmas is scheduled for November 24, 2023, from 5-8:30 PM. He continued that the Village will close Wright Street and part of Pearl Street. Mayor McCord added that there will be food trucks, vendors, horse carriages and a parade with Mr. and Mrs. Claus. There will also be a coloring contest and music to bring residents together.

Old Business

Ordinance 13-23 – Amending the Employee Manual (Section 4.08 and 4.09).

Mr. Hinkelman noted that this is the third reading and there are no changes to the proposed Ordinance.

Mr. Hinkelman asked if there were any questions or comments and there were none.

A motion to approve Ordinance 13-23 was made by Ms. Duff, seconded by Mr. Reynolds. All ayes. Motion carried.

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Resolution R24-23 – Updating and Replacing the Village of Covington Records Retention Policy and Schedules.

Mr. Hinkelman noted that this is the third reading and there are no changes to the proposed Ordinance.

Mr. Hinkelman asked if there were any questions or comments and there were none.

A motion to approve Ordinance 24-23 was made by Mr. Reynolds, seconded by Ms. Blumenstock. All ayes. Motion carried.

Ordinance 14-23 – Updating the Village of Covington Fee Schedule.

Mr. Hinkelman noted that this is the third reading and there are no changes to the proposed Ordinance.

Mr. Hinkelman asked if there were any questions or comments and there were none.

A motion to approve Ordinance 14-23 was made by Ms. Duff, seconded by Mr. Reynolds. All ayes. Motion carried.

Resolution R26-23 – Lighting District Assessments.

Mr. Hinkelman explained this resolution is the consistent with resolutions passed in previous years and that there are no proposed changes to the language or necessary funding.

Mr. Hinkelman asked if there were any questions or comments and there were none.

A motion to waive the three-reading rule for Resolution R26-23 was made by Ms. Welborn, seconded by Mr. Reynolds. All ayes. Motion carried.

A motion to approve Resolution R26-23 was made by Mr. Reynolds, seconded by Ms. Duff. All ayes. Motion carried.

Resolution R27-23 – Adopting Miami County Hazard Mitigation Plan Five-Year Update.

Mr. Hinkelman noted that this is the second reading and there are no changes to the proposed Resolution.

Mr. Hinkelman asked if there were any questions or comments and there were none. He noted that the third reading will be September 5, 2023.

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New Business

Resolution R29-23 – Adopting a Name for a Roadway

Mr. Hinkelman advised Council members there have been 366 respondents for the survey of potential names for the new roadway. To discuss anything regarding the roadway, Resolution R29-23 must be removed from tabled status.

A motion to remove Resolution R29-23 from the table was made by Mr. Canan, seconded by Ms. Welborn. All ayes, motion carried.

Mr. Hinkelman shared that the tally was 207 votes for Buccaneer Way and 159 votes for S. J. Rudy Way from the survey conducted after the last Council meeting.

There was general discussion about the names and several council members expressed Buccaneer Way was not their personal choice but felt the residents of the Village had expressed a desire to have Buccaneer Way be assigned as the name of the roadway and would therefore vote for it.

A motion to put the name of Buccaneer Way on Resolution R29-23 was made by Ms. Duff, seconded by Mr. Canan. All ayes, motion carried.

Mr. Hinkelman stated this is the first reading of Resolution R29-23. The second reading will be September 5, 2023.

Resolution R30-23 – Authorizing the Village Administrator to Request Proposals for an Addition and Remodel to the Village Government Center.

Mr. Hinkelman discussed Resolution R30-23 which authorized the Village Administrator to bid out the Government Center project. He discussed the history of the project, the public open house which was held on August 16, and details of the public process which led up to this resolution. He noted specifically that this project began discussions in October 2022 and that the Village has gone through all of the options available to have a building that meets the needs of the Village.

He noted that the location of the current building, along with the fact that there are no other options for the construction or redevelopment of a building for the needs of the Village necessitated the effort to understand how the current building could be utilized for the future operations. He noted that the Village Government Center sees a large amount of walk-in traffic, which makes it best to keep the current location. Over the last 10 months the Village has worked through the process, including hiring Garmann / Miller in January, to develop the Government Center Remodel and Addition project.

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Michael Ballard, 249 College Street, wanted to know if the remodeling job would allow for the Village to have taxes done locally. Mayor McCord provided a history of why the Village no longer has tax services in-house and stated that the Village has no intention of bringing tax services back to the Village. He noted that the City of St. Mary's handles all tax collections for the Village at the most cost-effective rate. Mr. Hinkelman noted that he has heard this concern more recently, and that the Village will work with St. Marys to have more services provided to residents in terms of tax preparation.

Mr. Hinkelman stated the remodeling plan would also include the existing gazebo and memorial bricks being moved to Community Park to allow them to have more visibility. He noted that the hope would be for more people to be able to have a memorial brick if they wished.

Mr. Canan asked where the public could view the information. Mr. Hinkelman stated that the Village posts all of its project information on the website. He noted that all public meeting boards and financial information can be found on the website. Mr. Hinkelman shared that the office had received two calls with concerns pertaining to the project, both of which were against the project, but understood why the project was necessary.

Mr. Hinkelman asked if there were any additional comments, and there were none. He noted that this is the first reading, and the second reading would be at the next meeting.

Resolution R31-23 – Authorizing the Village Administrator to accept a bid for Schoolhouse Park – Main Pavilion / Splashpad.

Mr. Hinkelman discussed Resolution R31-23, which authorized the Village Administrator to accept a bid for Schoolhouse Park. He noted that there were three valid bids received - Arcon Builders, Westerheide Construction Company, and Muhlenkamp Building Corporation, with Westerheide being the apparent low bidder. He noted that the project does not include the parking lot paving. He also noted that the apparent low bidder has a bid of \$1,230,000, which is \$60,000 under the engineer's estimate. The Village anticipates going out for a separate bid for the parking lot if enough additional funding is available.

Mr. Hinkelman asked if there were any additional questions or comments. There were none. Second reading will be held September 5, 2023.

Police Chief and Elected Official's Comments

Mayor McCord called a Special Meeting for Monday, August 28, 2023, for Resolution R30-23 at 7PM. This will be a second reading. There is no other item allowed to be on the agenda.

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Executive Session

None

Adjournment

A motion to adjourn was made by Mr. Warner, seconded by Mr. Reynolds. The meeting was adjourned at 8:11PM.

A handwritten signature in blue ink, reading "Rhonda Sill", written over a horizontal line.

Fiscal Officer

A handwritten signature in blue ink, reading "Edward L. McGee", written over a horizontal line.

Mayor

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