

Village of Otisville

Regular Meeting

March 16, 2020

Meeting was called to order by President Jeff Lutze at 7:02 p.m. in the Tom Bess, Jr., Council Chambers.

PRESENT: Jeff Lutze, President. Council Members present: Randy Enicks, Paul Harmon, John Ray, Jim Price, Dan Campbell, Deputy Clerk, Matt Grovesteen, Police Chief and Kathy Martini, Clerk.

ABSENT: Council Members absent: Sherry Hemingway and Rick Ferguson, Robert Jennings, DPW

AUDIENCE: N/A

DISCUSSION: The final inspection has been done on 302 W. Main Street. We will communicate with 139 S. State Street regarding blight. Bob sent letters out to individuals who needed to comply with the Village Ordinances. We are currently in the process of updating the ordinance on rental inspections.

The Village office will be closed to the public. The letter is posted on the door of the Village office, due to the State of Emergency situation with COVID-19. To keep the Village residents informed we will post signs in the Post Office, Facebook, the website and local businesses. The police will be dispatched if needed. Matt stated that if his officers come in contact with a person who is quarantined, then his officers will be quarantined for 2 weeks. The State/County will handle the COVID-19 protocol setup.

The Budget Amendment should be done the beginning of each month. Dan explained the Budget Amendment in detail. The DR is a debit, which increased the amount for the revenue accounts. The CR is a credit, which decreases the amount. The "expense accounts are opposite" the DR/debit decreases and the CR/credit increases the amounts. The first set of numbers of the GL are the fund, i.e., 101 General Fund, 441 DPW Fund. The 2nd set of numbers "000" shows revenue. The 2nd set also shows the departments, i.e., 215 Clerk, 253 Treasurer, 441 DPW. The 3rd set of numbers are the account, i.e., 402 tax levy, 728 office supplies. Dan has entered the actual description on the Budget Amendments to better understand the number system on the Budget Amendment Report. Dan will meet with the respective Council Member regarding the 2020/2021 Budget. The Police tentative budget for 2020/2021 has increased by \$11,000.00. The Audit will be completed by April 20, 2020. The Budget is due in May 2020. Police Officers will receive a \$2.00 an hour increase. This is to bring their pay more in line with other communities. Other increases for the Police Department are for the Core Tech., and IT Rights. The IT Rights will prevent internet hacking and will have border protection, which will help maintain daily office functions. Consumers Energy wants to raise the rates starting March 23, 2020. The penalty of \$700.00 to transfer the CD's from Huntington to Elga was removed before the transfer took place.

The Levy for Mass Transit is in the mileage.

Randy Enicks, Rick Ferguson and John Ray will need to run for their Council member positions by July 21, 2020.

MOTION was made by Randy Enicks and was supported by John Ray to accept the agenda as presented.

CARRIED — ALL YEAS — MOTION PASSED

MOTION was made by John Ray and was supported by Randy Enicks to accept the minutes for March 2, 2020.

CARRIED — ALL YEAS — MOTION PASSED

MOTION was made by Randy Enicks and was supported by Paul Harmon to pay all bills and draw warrants for same.

CARRIED — ROLL CALL — ALL YEAS — MOTION PASSED

MOTION was made by Randy Enicks and was supported by Jim Price to approve the Budget Amendment as a whole.

CARRIED — ROLL CALL — ALL YEAS — MOTION PASSED

MOTION was made by John Ray and was supported by Randy Enicks to approve the State of Emergency COVID-19, for the Village of Otisville. The Village office will not be open to the public. Village Residents can pay their bills online, by calling into the office, by mail or using the drop box.

CARRIED — ROLL CALL — ALL YEAS — MOTION PASSED

MOTION was made by Paul Harmon and was supported by Randy Enicks to approve to cancel the Planning Committee meeting for March.

CARRIED — ALL YEAS — MOTION PASSED

COMMUNITY STANDARDS: REPORT ON STATE OF THE VILLAGE – TOUR 5/6/19.

1. DPW Workshop—Siding/Getting Estimates
2. Village Pole Barn—Sky Light
3. Well 1 & 2—Siding
4. 450 S. State—Car Behind House
5. 225 Jefferson—Blight
6. 139 S. State—Blight/Sign
7. 205 N. Jefferson – Truck/Blight -Added 10/7/19
8. 302 W. Main St. –Blight
9. 125 E. Main St. – Cars in yard running, plated and insured? Motor Homes moved.
10. 147 S. State Rd. – progress of repairs. (Converting to single dwelling by Summer 2020)

MOTION was made by Randy Enicks and was supported by John Ray to adjourn at 8:24 p.m.

Kathy Martini

Kathy Martini, Clerk

March 16, 2020