

**Village of Mariemont
Regular Council Meeting
November 11, 2019**

Mayor Policastro called the meeting to order with the Pledge of Allegiance at 7:00 PM. Present were Mr. Bartlett, Mr. Brown, Ms. Palazzolo, Mrs. Rankin and Ms. Schwartz.

Mrs. Rankin moved, seconded by Ms. Palazzolo to excuse the absence of Mrs. Graves. On roll call; five ayes, no nays.

Mr. Brown asked that the minutes from October 28, 2019 be amended to read 'the \$12,000 was the remainder of the retainage money'. Mr. Bartlett moved, seconded by Mr. Brown to amend the minutes as written. On roll call; five ayes, no nays. Council unanimously voted to accept the minutes as amended for October 28, 2019.

Mayor Policastro read the following communications:

From Police Chief Hines: October 2019 Monthly Report

Mayor Policastro introduced Mr. Ted Beach and Mrs. Kim Beach. Mrs. Beach said they were in an airport in Florida and saw an Honor Flag for 911. It has everyone listed on the flag that were lost that day. She thought it would be a lovely tribute to the Village to honor and thank our Police and Fire Departments as we are very blessed to have these great people take care of us. 412 police and firefighters were lost that day. Mr. Beach said they felt Veteran's Day would be the perfect day to unveil and thanked all that served. He said there was also a classmate of theirs and Mr. Bartlett's who was lost that day. Chief Hines thanked the Beaches and said he plans to hang it in Police Clerk Maupin's office so those in the lobby can see it. He is very appreciative of their support over the years. Mr. Brown asked if some of the cost from the purchase is used as a donation to the families. Mrs. Beach said she did not know for sure but believes it does go to the families in some sort of way.

From Acting Assistant Fire Chief Feichtner: September 2019 and October 2019 Monthly Reports

From Service Superintendent Scherpenberg: October 2019 Monthly Report and Memo Regarding Outsourcing Mowing and Trimming. Mayor Policastro referred the matter to the Public Works and Service Committee. Mrs. Rankin said on her run this morning she cleared three storm drains. It frustrates her that residents continue to rake leaves into the street. She asked if the landscape companies are the biggest violator. We have ordinances in place that are not being enforced. Superintendent Scherpenberg said residents do not like to leave their leaves on their curb in fear that it will kill the grass. Hamilton County Board of Storm Water Management passed out educational flyers about the problems caused by raking leaves into the street. He will give a copy to the office to include in the next Mayor's Bulletin. Mrs. Rankin said she would be more than happy to pass them out. Superintendent Scherpenberg said they have some in their trucks.

From Tax Administrator Busam: October 2019 Monthly Report

From Jane McDonald: Letter Dated October 7, 2019 re: Thank You for the Key to the Village. Mayor Policastro asked that the letter be typed into the minutes: "Dear Dan, You have stood beside me on some of the most joyful days of my life! October 3, 2019 tops them all! I treasure my key to the Village and all that it represents. Although it is not easy to lead, you have done an amazing job. The Village is strong in every way. It is a very special place! I wish you and Barb the best. Sincerely, Jane McDonald".

From Police Clerk Maupin: Mayor's Court Statement for October 2019

Mr. Joe Stelzer, 6609 Pleasant Street, was granted permission to address Council. He wanted to give Council an update on the Murray Avenue project and the fundraising efforts. There is a meeting next Monday at 6:30 to discuss landscaping options for the Murray path and to look at the restrictions that Duke Energy put

on the Village. Martin Koepke, Landscaping Architect, will give some presentations about what is possible. There will not be a plan presented at the meeting but will be more discussion about options and what is possible. The website should be up and running shortly thanks to Gordon Rankin. It will have the option to pay online. They have a 501 c they have partnered with and already have \$10,000 collected from the Mariemont 5K and the tailgate party. They are kicking off Phase I of the fundraising effort. They are doing that a couple different ways. One is the sale of car magnets designed by resident Tony Schmidt. He distributed one to each Council member. They also have yard signs. He turned into Mrs. Van Pelt the request for the sign application for the Mayor to approve. He would like to erect them along the Murray median. They also have a Facebook page with a link for those who wish to donate. They have work to do to get everything organized and to get people to contribute. People can also issue checks, which is preferred to save the convenience fee, made payable directly to Eventz for Charity-Murray Path Project, 6609 Pleasant Street, Cincinnati, Ohio 45227. In the coming weeks he hopes to be announcing some significant contributions and the contributors. He asked everyone to share the information and the links to friends and residents.

Mr. Brown said the Health and Recreation meeting next Monday will be to discuss landscaping only. They will not be discussing the construction documents.

Mr. Bartlett moved, seconded by Mr. Brown to pay the bills as approved by the Mayor, Fiscal Officer and Finance Chairman. On roll call; five ayes, no nays.

Mr. Bartlett moved, seconded by Mr. Brown to accept the recommendation of the Rules and Law Committee which met Thursday October 10, 2019 to discuss changes to Parks Advisory Board and Swim Pool Commission. In attendance were Rob Bartlett and Maggie Palazzolo. The Committee addressed the fact that the various boards have different portions of their structure defined and some are more defined than others. We have laid out a format that will streamline each of them and make the code language for each much easier to understand. For example, the language for each board will list how many members, any official positions needed, term limits, scope of responsibilities, and how that board will communicate with Council. The committee will work with Ed to ensure the code is done properly, and then it will be presented to Council. On roll call; five ayes, no nays.

Mrs. Rankin moved, seconded by Ms. Palazzolo to accept the recommendation of the Finance Committee which met on Wednesday, October 23 at 2:00 pm to discuss fees the Village is charged when accepting payment via credit card. Present at the meeting were Finance Committee Chair Rob Bartlett, Finance Committee Members Bill Brown and Kelly Rankin, Chief Rick Hines, Maintenance Superintendent John Scherpenberg, Tax Officer Patty Busam, Assistant Tax Officer DeAnna Darrah, Administrative Assistant Joanne Van Pelt, Administrative Staff Assistant Sue Singleton and Administrative Staff Assistant Allison Uhrig. The Finance Committee was recently made aware that when the Village is accepting payment via credit card, currently some departments are charging a fee while others are not. Furthermore, whenever the Village accepts payment via credit card, we are charged anywhere from 3% to 4%, resulting in lower revenue for the Village. The Finance Committee agreed that, because a person can still pay via check or cash, the Village should charge a fee when a credit card is used to cover our lost revenue. This is also consistent with the recent establishment of a \$35 fee for any bounced checks to cover our expense. After discussion with the department heads, it was agreed to start with a fee of 3.5% for all payments accepted via credit card. The Finance Committee and the department heads agreed it would make sense for this to go into effect on January 1, 2020. The ordinance establishes the ability to charge a 3.5% fee when accepting payment via credit card and also to charge a \$35 fee whenever a check made out to the Village is returned for insufficient funds. In order for this to go into effect on January 1, 2020, the Committee recommends that the ordinance establishing the ability to charge this fee be passed on an emergency basis. Mayor Policastro said he thought we looked at this years ago and it was determined that we could not charge a fee. Mr. Bartlett said the Solicitor has looked into the matter and prepared the necessary legislation. The Village can charge a fee to cover the cost. On roll call; five ayes, no nays.

Mrs. Rankin moved, seconded by Mr. Bartlett to accept the recommendation of the Finance Committee which met on Wednesday, October 30, 2019 at 2:00 pm in Council Chambers to discuss the annual bonus for full-time employees. Present at the meeting were Finance Committee Chair Rob Bartlett, Finance Committee

Members Bill Brown and Kelly Rankin, Maintenance Superintendent John Scherpenberg, Tax Officer Patty Busam, Assistant Tax Officer DeAnna Darrah, Administrative Assistant Joanee Van Pelt, Administrative Staff Assistant Sue Singleton and Administrative Staff Assistant Allison Uhrig. The Committee discussed the different ways in which bonuses for full time employees have been issued. Currently the bonus is the same amount for all employees. However, the language in the ordinance governing “Incentive Pay” also allows for bonuses to vary based on employee performance, and this has been done in the past. Specifically, an employee could earn a bonus if they were rated “very good” and a higher bonus if they were rated “exceptional”. Conversely, they could also earn no bonus if their performance fell below “very good”. The department heads felt that linking the bonus to performance worked well previously. Also, each department already has their own set of documented criteria they use in assessing their employees each year which could be used for this process. Given that recent holiday bonuses have been \$250, the committee felt the range for incentive pay that is in the current legislation should be adjusted. The table below indicates the range that is currently in the legislation and what the committee is proposing it be changed to.

	Current		Proposed
Very Good	\$500 to \$750		\$350 to \$600
Exceptional	\$750 to \$1,000		\$600 to \$850

It was agreed with the department heads that it would be best to implement this on January 1, 2020. It was also agreed that if this was approved by council, it could be communicated to the employees but the change to the ordinance would be included when all of the salary ranges are updated in April. Finally, the Finance Committee would also recommend that one of the criteria used in assessing the department heads be if the final spending in their department was within their appropriated amount. Exceptions could be made, though, if the department also brought in incremental revenue that offset any overspending relative to their appropriated amount, or if there were extenuating circumstances that were beyond the department’s control. On roll call; five ayes, no nays.

Mr. Brown moved, seconded by Ms. Palazzolo to accept the recommendation of the The Finance Committee which met on Tuesday, October 22, 2019 at 5:00 pm in Council Chambers to discuss spending in 2019 in the Permanent Improvement Fund. Present at the meeting were Finance Committee Chair Rob Bartlett, Finance Committee Members Bill Brown and Kelly Rankin, and Fiscal Officer Tony Borgerding. The committee reviewed some of the expenses which have been charged to the Permanent Improvement Fund in the past, particularly in light of the most recent auditor’s report which states that the Permanent Improvement Fund is for “resources that are restricted, committed or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.” In the past, the Village has charged items to the Permanent Improvement Fund that have been more maintenance in nature, for example tree trimming, removal and pruning; replacement tires & rims; moving the old furniture from council chambers; repairs to drinking fountains; etc. Given the definition provided by the State Auditor, the Finance Committee believes it would be more appropriate for these maintenance related charges to go to individual departments versus the Permanent Improvement Fund, similar to how the Village purchases a vehicle using the Permanent Improvement Fund, but the on-going maintenance of that vehicle is charged to that Department’s budget. As such, starting in 2020, the Finance Committee is proposing that any charges that are not related to installing and/or purchasing a new capital asset should go to an individual department versus the Permanent Improvement Fund. Since we have historically charged some of the tree maintenance to the Permanent Improvement Fund, the Finance Committee believes the “Landscaping & Beautification” account in the Maintenance Department should receive an additional \$24,000 beginning in 2020. That number is based on the average spent on tree maintenance activity in the Permanent Improvement Fund over the past three years. On roll call; five ayes, no nays.

The Public Works & Service Committee met on October 31, 2019 at 2:00 PM to discuss the 2020 trash contract renewal. In attendance were the Committee Chairperson Kelly Rankin, Committee Member Bill Brown, residents Larry Wessel and Dean Klingerman. The Mayor joined at 2:40. The topic of discussion was the renewal options for the 2020 trash contract. Three options were provided by Rumpke, our current provider.

Please attached for the options. We discussed the solicitation of bids from other providers; at this time Rumpke is the only one to provide curbside pickup. The lanes in the historic district also present a challenge for trucks to access and Rumpke has the equipment necessary. We have been advised by another provider that equipment could be purchased to access the lanes but only after commitment from the Village to that provider. Currently Rumpke provides rear of the premises collection of solid waste and curbside collection of recycling. Mr. Wessel commented and Mrs. Rankin agreed, that many residents are also taking their solid waste to the curb. In order to provide the Committee and Council with the opportunity to gather, review and present alternatives to the residents, it was decided that the time required to do so would be approximately 6 months. In order to afford the time to explore options, the Committee recommends that the contract be renewed with Rumpke with the first option for a one year option. Mrs. Rankin said the report should read 'Rumpke is the only one to provide rear yard pick-up'. Ms. Palazzolo moved, seconded by Mr. Bartlett to amend the report to reflect the change. On roll call; five ayes, no nays. The amended report was accepted unanimously.

Miscellaneous:

Village Offices will be closed Thursday November 28, 2019 and Friday November 29, 2019 in Observation of Thanksgiving.

The Council Meeting in December will be held Monday December 16, 2019 at 7:00 p.m.

Village Offices will be closed Tuesday December 24, 2019 and Wednesday December 25, 2019 in Observation of Christmas.

Village Offices will be closed Wednesday January 1, 2020 in Observation of New Year's Day

Resolutions:

"To Reappoint Joan Vago as a Member of the Parks Advisory Board for the Calendar Years 2020 and 2021" had a second reading.

Mayor Policastro said he was able to get in touch with Becky Moore. She has moved out of the Village and he is going to appoint Ted Beach to fill her term. The first reading will be at the next Council Meeting. Ms. Palazzolo moved, seconded by Mr. Bartlett to remove the item from the agenda. On roll call; five ayes, no nays.

"Resolution Establishing Credit Card Policy" had a third reading. Mr. Bartlett moved, seconded by Ms. Palazzolo to adopt the Resolution. On roll call; five ayes, no nays. Resolution No. R-31-19 was adopted.

Ordinances:

"To Authorize the Mayor of the Village of Mariemont to Enter Into a Waste Collection Billing Agreement with the City of Cincinnati to Provide Billing Services for Waste Collection Charges to the Village of Mariemont for a Five-Year Term with an Additional One Year Renewal Term" had a second reading.

"To Establish Convenience Fees to be Charged for Credit Card Payments and Returned Checks; and To Declare Emergency" had a first reading. Mrs. Rankin moved, seconded by Ms. Palazzolo to suspend the rules to allow for the second and third readings. On roll call; five ayes, no nays. The Ordinance had a second and third reading. Mr. Bartlett moved, seconded by Mr. Brown to adopt the Ordinance. On roll call; five ayes, no nays. Mrs. Rankin moved, seconded by Mr. Bartlett to invoke the emergency clause. On roll call; five ayes, no nays. Ordinance No. O-23-19 was adopted.

The meeting adjourned at 7:32 PM.

Dan Policastro, Mayor

Anthony J. Borgerding, Fiscal Officer