

PRESIDING OFFICER, THOMAS J. GARDNER, MAYOR

ROLL CALL:

PRESENT: Joe Bourne, Ed Steffek, Brandie Bourne, John Little, Nate Penrod, Steve Adams

ABSENT: N/A

OTHER ATTENDEES: Rick Swiger, DJ Meek, Donna Meek

VISITORS: Nancy Bourne, Kathy Sullivan, Mike Conaway

PLEDGE

The meeting was opened with The Pledge of Allegiance led by Mayor Gardner.

PRIOR MEETING MINUTES

Motion was made by Joe Bourne and seconded by John Little to dispense with the reading of the minutes and accept the minutes from regular meeting held September 19, 2023. All council members present were in favor.

VISITORS,

*Mike Conaway and Kathy Sullivan – Historical Society Organization.

Discussed various issues to include:

*Work on the 2nd floor is currently being done by the Historical Society Group. The group requests that the village help make some working space by removing some of the items stored on the 2nd floor.

*It was noted of various things that need attention in sprucing up the appearance of the village: painting of the vault at the cemetery, Welcome signs at the village corporation needs repainted, area around the post office needs some sprucing up, various street signs need replaced or repainted. It was suggested to set a “work day”. The group offered to volunteer to help but will not proceed without permission from the village.

*Heard that Roger Bond will be hosting a Masonic Lodge Meeting on the 3rd floor of the Historical Society Building on Oct. 26th (time unknown). Bond is requesting to also use the Fire Station for refreshments.

*It was reported that Mike Conaway was unsuccessful in contacting Tom Cunningham who buried a time capsule in the village. Mayor Gardner indicated that he will contact Cunningham to see where the capsule is located.

*The Historical Society would like to host a “meet the candidate” night. The council and mayor agreed to the event. Set the event for Tuesday – Oct. 24th beginning at 6:30PM.

Kathy Sullivan inquired whether someone from the village could explain Issue I in order to get a better understanding of the issue.

PAY BILLS

***Motion made by Brandie Bourne** and seconded by Steve Adams to pay bills from respective funds. Roll call as follows: Joe Bourne yay, Ed Steffek yay, Brandie Bourne yay, John Little yay, Nate Penrod yay, Steve Adams yay.

FISCAL OFFICER

*No Reporting

POLICE

*Absent

*It was noted the continued progress of issuing clean up notices.

STREET

*Councilmember Penrod inquired about the status of the street signs that need repainted or replaced and where they are being ordered from. Heard that street supervisor Rick Swiger is working on getting the signs replaced & repainted that is needed. Some of the signs are being produced by the County Engineer's office and some are being repainted by Bates Metal.

*Street Supervisor Rick Swiger indicated that the signs for the new John Deere Gator is on order.

ZONING/MAYOR'S ADMINISTRATIVE ASSISTANT

*Heard that one permit for a shed was issued for 209 S. Saint Clairsville Street . (Jim Stafford-resident).

COCHRAN-SOLICITOR

*No Reporting

INCOME TAX ADMINISTRATOR

*Income Tax Administrator- Donna Meek distributed the 3rd quarter Municipal Income Tax Report. Total collected for the 3rd quarter 2023 was \$29,896.61. In 2022 the 3rd quarter generated \$25,179.85. Total collected to date for year 2023 is \$115,601.69.

Meek noted that a total of outstanding owed to the village is \$4,664. She indicated that payments are being made towards \$2,337 of the \$4,664 which is owed. Meek noted that \$2,327 of the 4,664 will mostly likely never be collected.

Council Member Penrod inquired to the steps for collection which the village takes towards residents who fail to file or fail to pay the village municipal income tax. Meek indicated that she sends out several letters to filers who fail to file or pay their tax. She also has the village police dept. deliver notices to the delinquent filers. When all attempts by Meek fails – Meek proceeds with the village solicitor to file charges for court action.

MAYOR

*Mayor Tom Gardner reported that Belden Park will be winterized for the season sometime in Mid-October.

*Discussed possibly purchasing a used Leaf Vac. Gardner indicated that the draw back to picking up leaves; is the disposing of them. The village has no place to dispose them. It was also noted, that help would be needed in the pick-up process. No action was taken-discussion only.

*Heard that Tory Gibbs is nearing construction of a new home. Council member Joe Bourne will be meeting with Gibbs to review the survey stakes in order to open up High Street for the Gibbs construction. It is the responsibility of the village for roadway construction (Extending High Street) to the new construction.

JOE BOURNE

*Bourne reported the Delaware Volunteer Fire Dept handled 5 calls for the month of September.

*Heard that the Delaware Volunteer Fire Dept will be open for Trick or Treat night (Oct 31st) 5:30 to 7pm. Treats, Donut Holes and Cider will be distributed.

STEVE ADAMS

*No Reporting

NATE PENROD

*Penrod requested monthly police activity reports. He noted that progress is being made with clean up and more patrolling hours are being worked; however, he would like to see a simple activity report – such as how many traffic stops are being made, how many clean up notices are being issued, etc. He is not interested in seeing details with names – just a simple monthly report activity. He noted that this was requested in a previous meeting and was with the understanding that the police chief would issue reports each month.

*Penrod issued a high grass complaint/mowing violation on a rental property owned by Owen Miller. Mayor Gardner indicated that the property is mowed twice a month. Penrod inquired to the grass height limit in the mowing ordinance. Mowing Ordinance #2015-3 indicates that mowing must be done at least once a month between May – October and the grass can be no higher than 10 inches at any time. Mayor Gardner will contact owner – Owen Miller to have the property mowed.

BRANDIE BOURNE

*Heard that the Breakfast at the Delaware Fire Dept. for October 14th is still tentatively scheduled. The Fire Dept needs volunteers to host the breakfast. If the breakfast is cancelled; it will be posted on the facebook page.

JOHN LITTLE

*Little noted that several street lights are not working in the village. The pole numbers will be obtained and called into AEP to repair/replace the lights.

ED STEFFEK

*Steffek suggested that the village distribute information concerning the village cemetery levy and the village general expense levy that will appear on the November Ballot. Mayor Gardner indicated that he had already discussed this issue with Fiscal Officer Lute and an informational levy sheet will be drafted.

Meeting Adjourned.

Next meeting will be October 17, 2023 at 7:00pm.

Thomas J. Gardner, Mayor _____ Date

Darissa R. Lute, Fiscal Officer _____ Date

