

Village of North Fairfield
Regular Meeting
September 09, 2024

The Village of North Fairfield Council held a Regular Council Meeting on Monday September 09, 2024 at 7:00 p.m. at 3 East Main Street, North Fairfield, Ohio. The Mayor called the meeting to order with the pledge of allegiance and a moment of silent prayer.

Roll Call: Cody Hacker, present; Sharleen Coy, present; Trevor Arnold, present; Jeremy Antill, absent; Adam Rouse, present; Joshua Radcliffe, present; Village Solicitor, Steve Palmer, present; Village Administrator, Tom Leto, present; Mayor, Casey Hacker, present; Fiscal Officer, Shellie Cherry, present.

Visitors in Attendance: Hershel Honeycutt, Ruth and Jerry Earl, Clint Minniear, Tony Burgoyne, Jason Popiel, James Prater and Russ Scriver.

Ruth Earl passed out flyers for Souper Sunday. There will be lunch at the fire department to celebrate the 80th anniversary of the museum. The lunch will be on September 15, 2024 at noon.

Tony and Jason from OHM presented information re: the water lines

Subject: Village of North Fairfield Water Supply System

1. Water Supply System
 - a. Identification of capital improvements and prioritization.
 - b. Water rate analysis and adjacent community comparisons.
 - c. Funding solicitation and project(s) financing.

Discussion for Recommended Agenda Items

Purpose:

North Fairfield's water supply system was constructed circa 1954 and is well beyond its useful life. The extents of the nearly 3.5-mile system was mapped using Geospatial data. Certain sections of the system frequently break interrupting supply of water the end users. If failed, a 1,500-foot critical section of the transmission main threatens the supply of water to all end users.

Need:

1. Study the water supply system with outside consulting to develop an abbreviated capital improvement plan (CIP) using the GIS mapping already developed. In the study, prioritize watermain replacement segments and establish a build plan considering costs, schedule, regulatory compliance, and available funding.
2. Using the CIP, evaluate the current rate structure for the Village's water enterprise. Determine the extent of potential water rate increases, if any, to generate sufficient revenues to cover the costs of providing services and maintaining capital infrastructure over a 10-year forecast.
 - a. Ensure revenue collections are sufficient to maintain a reasonable reserve fund balance to protect the financial viability of the system. Typically, for business-type activities, the Government Finance Officers Association (GFOA) recognizes a reserve of 25-40% of annual operating budgets.
 - b. Confirm annual residential rates equate to 2.5% of the Village's Median Household Income (MHI).
 - c. Compare rates to nearby and similar sized communities.

Funding:

1. Finance upfront consultant services using the Ohio EPA Department of Environmental Financial Assistance (DEFA) Water Supply Revolving Loan Account (WSRLA). The State offers 0% interest loans for planning and design related expenditures. Nominations are accepted monthly excluding November.
 - a. Construction loan nominations are only accepted in March.
2. Explore other outside funding agencies including, OWDA, EDA, H2Ohio, OPWC, USACE 529, CDBG, and Congressional Earmarks for construction related costs.
 - a. NOTE: Most federal grants require 20% local match.
3. Roll planning/design principal into a construction loan with Ohio EPA DEFA to defer repayment and prolong debt service.
 - a. Hardship community rates are 0%. Small community rates fluctuate; currently at 2.22%.

Recommended Council Action:

1. Authorize the Superintendent to negotiate services with outside consulting to prepare the CIP, perform a rate study, and secure planning funding.

The council was very happy with OHM. They have instructed Tom to get RFQ's from other Engineering Firms, just to know what is the best for North Fairfield.

Committee of Council:

Finance/Audit Committee: We had a meeting tonight and discussed the water rates, monthly billing and the purchase policy. Joshua Radcliffe made a motion to direct Steve Palmer to adjust the water rate ordinance with an increase in water and to monthly billing. The price of the water will go to \$36.94 a month for the first 2,000 gallons and \$5.00 per 1,000 gallons after. The surcharge will be

\$10.00 a month and trash will be \$27.00 a month. Sharleen Coy seconded the motion. Roll call: Cody Hacker, aye; Trevor Arnold, aye; Sharleen Coy, aye; Joshua Radcliffe, aye; Adam Rouse, aye. All Ayes, **motion carried**. This water increase will help build up the capital fund so that we can put in new water lines.

Committee of Property and Maintenance: Shellie informed council that Garner Sanitation Services has charged us 70.00 this month for cleaning and they put a note in the bill stating "Can someone on your staff watch the portable restroom? It seems a local person is messing up the unit weekly. It is unsanitary and makes unit unavailable to the general public." Tom is going to get bids for the port a pot services. We do not have a contract with Garner's Sanitation.

Boards and Commissions:

Tree Commission: Nothing at this time.

Records Retention Commission: Next meeting is November 4, 2024 at 6:30 p.m.

Board of Zoning Appeals: Nothing at this time.

Representatives:

Improvement Group Representatives: Nothing at this time.

Historical Association Representative: The 80th anniversary of the museum is Sunday September 15, 2024. There will be a lunch at the fire department to celebrate at noon.

EMA Representative: Nothing at this time.

Council's Report: Darr's completed the jetting of the catch basins. It cost \$1500.00. 5 Mill Street needs to be mowed and cleaned up.

Fiscal Officer's Report:

- **Previous Minutes of August 19, 2024:** Trevor Arnold made a motion to accept the minutes. Adam Rouse seconded the motion Roll call: Cody Hacker, aye; Trevor Arnold, aye; Sharleen Coy, aye; Joshua Radcliffe, aye; Adam Rouse, aye. All Ayes, **motion carried**. Minutes from August 19, 2024 are approved.
- **Disbursements for September 09, 2024:** Adam Rouse made a motion to accept the disbursements for September 09, 2024. Cody Hacker seconded the motion. Roll call: Cody Hacker, aye; Trevor Arnold, aye; Sharleen Coy, aye; Joshua Radcliffe, aye; Adam Rouse, aye. All Ayes, **motion carried**. Disbursements for September 09, 2024 are approved.
- **August 2024 Financial Statement:** Joshua Radcliffe made a motion to accept the financial statement for August 2024. Trevor Arnold seconded the motion. Roll call: Cody Hacker, aye; Trevor Arnold, aye; Sharleen Coy, aye; Joshua Radcliffe, aye; Adam Rouse, aye. All Ayes, **motion carried**. The financial statement for August 2024 is approved.
- **Paying Council Monthly:** I asked council how they felt about being paid monthly. They were all for it. Steve Palmer stated that it does not need a motion or legislation as long as the ordinance does not specify the frequency of payment. I looked it up during the meeting and it does not. As long as PNC states that the increase in checks won't raise our fees then council is ok with being paid monthly.

Administrator's Report: 211 West Main, we have issues with this property. We have sent a letter to have the yard mowed and the junk vehicles removed. We now need to take the next step. It may cost some money to the village. We have the green card returned from the post office, signed with confirmation of receipt. They were given till the 11th of August to have the property cleaned up. The county is working on this. If we want to mow the grass, we could send it to the auditor for assessment.

Solicitor's Report: Nothing at this time.

Mayor's Report: The mayor is getting quotes to fix East 1st St., and West St... 7L and Precision Paving is not returning his calls. The Improvement Group is trying to get ARPA money to concrete the walking path.

NEW BUSINESS:

First reading of legislation

Resolution 2024-R-10, RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR AND DECLARING AN EMERGENCY

- Joshua Radcliffe made a motion to accept the first reading Resolution 2024-R-10 by title only. Trevor Arnold seconded the motion. Roll call: Cody Hacker, aye; Trevor Arnold, aye; Sharleen Coy, aye; Joshua Radcliffe, aye; Adam Rouse, aye. All Ayes, **motion carried**.
- Joshua Radcliffe made a motion to suspend and dispense the second and third reading rule. Sharleen Coy seconded the motion. Roll call: Cody Hacker, aye; Trevor Arnold, aye; Sharleen Coy, aye; Joshua Radcliffe, aye; Adam Rouse, aye. All Ayes, **motion carried**.

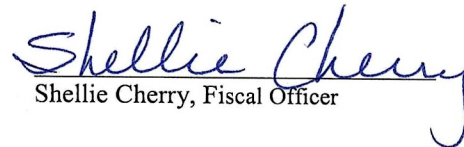
- o Adam Rouse made a motion to adopt, Resolution 2024-R-10. Cody Hacker seconded the motion. Roll call: Cody Hacker, aye; Trevor Arnold, aye; Sharleen Coy, aye; Joshua Radcliffe, aye; Adam Rouse, aye. All Ayes, **motion carried**.

Adjournment: Sharleen Coy made a motion for adjournment. Trevor Arnold seconded the motion. Council voted, all ayes; motion carried at 7:19 p.m.

****Next Meeting is on September 23, 2024 at 7 p.m. ****

Approved and adopted by the Council of the Village of North Fairfield October 7, 2024.


~~Casey Hacker, Mayor~~ **ADAM ROUSE**
Council President


Shellie Cherry, Fiscal Officer