

**COUNCIL OF THE VILLAGE OF YELLOW SPRINGS  
REGULAR COUNCIL MEETING  
AGENDA**

**IN COUNCIL CHAMBERS @7:00 P.M.**

**Tuesday January 19, 2016**

Comments from the Public are welcomed at two different times during the course of the meeting: (1) Comments on items not on the Agenda will be heard under Citizens Concerns, and (2) Comments on all items listed on the Agenda will be heard during Council's consideration of said item. A Sign-In sheet will be made available on the small table at the rear of the Council Chambers. Please write your name and the topic you wish to discuss.

**CALL TO ORDER**

**ROLL CALL**

**ANNOUNCEMENTS**

**CONSENT AGENDA**

1. Minutes of January 4, 2016 Regular Meeting
2. December/End of Year Financials
3. Funding Proposal for Arts Council Members Show

**REVIEW OF AGENDA**

At this time, Council may add to the Agenda any other such matters as they may wish to discuss.

**I. PETITIONS/COMMUNICATIONS**

The Clerk will receive and file:

Mayor's Monthly Report  
Dave and Keiko Hergesheimer re: Thanks for Sidewalk Improvement  
Stefi Campbell re: Thanks for Flour and Sugar  
Judith Hempfling re: Notes to be Read at Council Meeting

**II. PUBLIC HEARINGS/LEGISLATION**

**Emergency Reading of Ordinance 2016-01** Approving Annual Transfers for 2016 and Declaring an Emergency  
**Reading of Resolution 2016-03** Authorizing the Village Manager and the Energy Board to Request, Review and Recommend a Solar Generation Proposal for the Glass Farm

**III. CITIZEN CONCERNS**

**IV. SPECIAL REPORTS**

**V. OLD BUSINESS**

Council Rules and Procedures Discussion Follow-Up  
2016 Goals  
2016 Council Retreat Planning

**VI. NEW BUSINESS**

Website and Social Media Policy Discussion

**VII. MANAGER and ASSISTANT VILLAGE MANAGER REPORTS**

(YSPD; Streets; Mayor's Monthly and Planning and Zoning)

**VIII. CLERK'S REPORT**

**IX. BOARD AND COMMISSION REPORTS**

**Report from Representatives:**

Gerald Simms	Planning Commission	(Hempfling)
Gerald Simms	Planning Commission-Greene County	(Wintrow)
Gerald Simms	Finance Committee Report	
Gerald Simms	Community Resources	(MacQueen)
Brian Housh	Community Access Panel	(Simms) (Station Manager Report) (Minutes)
Brian Housh	Arts and Culture Commission	(Wintrow)
Brian Housh	Economic Sustainability Commission	(Wintrow)
Judith Hempfling	Energy Board	(MacQueen)
Judith Hempfling	Library Commission	(Simms)
Marianne MacQueen	Village Mediation Program	(Simms)
Marianne MacQueen	School Board Liaison	(Simms)
Marianne MacQueen	Environmental Commission	(Simms)
Marianne MacQueen	Human Relations Commission	(Housh)
Karen Wintrow	Chamber of Commerce	
Karen Wintrow	Miami Valley Regional Planning Comm.	

**X. FUTURE AGENDA ITEMS**

Council 2016 Goals Resolution

Council Rules and Procedures Resolution

Resolution Agreeing to Strongly Consider Recommendations from Miss Morgan's Third Grade Class Based upon Their Educational Research

Resolution Authorizing Cooperative Agreement between the Village of Yellow Springs, Ohio and the Ohio Water Development Authority for Construction of a New Village of Yellow Springs Water Plant

Resolution Regarding Glen Annexation

**XI. EXECUTIVE SESSION**

**XII. ADJOURNMENT**

The next meeting of the Council of the Village of Yellow Springs will be held at **7:00 p.m.** on Monday, February 1, 2016 in Council Chambers, John Bryan Community Center, 100 Dayton Street.

The Village of Yellow Springs is committed to providing reasonable accommodations for people with disabilities. The Council meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the Village Clerk of Council's Office at 767-9126 or via e-mail at for more information.

**Council of the Village of Yellow Springs  
Minutes**

**In Council Chambers @ 7:00 P.M.**

**Monday, January 4, 2016**

**CALL TO ORDER**

President of Council Karen Wintrow called the meeting to order at 7:00pm.

**ROLL CALL**

Present were Karen Wintrow, Gerry Simms, Brian Housh, Marianne MacQueen and Judith Hempfling. Village Manager Patti Bates was present, as were Assistant Village Manager Melissa Vanzant, Solicitor Chris Conard and Chief of Police David Hale.

**SWEARING IN**

Ceremonial Swearing In of New and Returning Council Members and Mayor. Conard swore in the Mayor, who in turn swore in all three Council members as a group.

**ANNOUNCEMENTS**

Housh announced that the second Council meeting of the month will fall on Tuesday, January 19<sup>th</sup> following MLK Jr. Day.

Housh announced that the Yellow Springs Resilience Network and the Zero Waste Yellow Springs group will jointly present a free showing of “Waste Land” at the Little Art Theatre on January 17<sup>th</sup> at 1pm.

Bates noted that January 9<sup>th</sup> is the date set for Christmas tree pick up.

Coffee with a Cop is tentatively scheduled for January 20<sup>th</sup> from 7-8:30am.

Bates asked Council for a date in February for the second annual Village Staff Chili/Soup Cook-off.

**CONSENT AGENDA**

Simms MOVED to ADOPT THE MINUTES of the December 21, 2015 Regular Council Meeting. Housh SECONDED and the MOTION PASSED 5-0.

**REVIEW OF AGENDA**

Future Agenda Items was moved ahead of the Executive Session.

**PETITIONS/COMMUNICATIONS**

There were no Communications.

**NOMINATION OF PRESIDENT AND VICE PRESIDENT OF COUNCIL**

Wintrow Opened the Floor for Nominations. Hempfling NOMINATED Wintrow for President of Council. Housh SECONDED. Wintrow closed the floor for nominations and CALLED THE VOTE. The MOTION PASSED 5-0 ON A ROLL CALL VOTE.

MacQueen stated her interest in the position of Vice President, noting her desire at a future point to serve as President of Council.

Wintrow OPENED THE FLOOR for Nominations.

Simms NOMINATED Housh for Vice President of Council. Wintrow SECONDED.

MacQueen NOMINATED MacQueen for Vice President of Council. Hempfling SECONDED.

Wintrow CLOSED THE FLOOR for nominations.

MacQueen stated her reasons for seeking the Vice President position and noted her experience and the value that she would bring.

Housh stated similar reasons for seeking the position, noting his record of perfect attendance at Council meetings as a relevant factor.

Wintrow CALLED THE VOTE, and Housh received the nomination on a 3-2 vote, with Hempfling and MacQueen voting for MacQueen.

#### **PUBLIC HEARINGS/LEGISLATION**

**Reading of Resolution 2016-01** Authorizing Dues for 2016 Ohio Municipal League Membership. Simms MOVED and Housh SECONDED a MOTION TO APPROVE.

Bates explained that the dues for 2016 are based upon population, and are in the amount of \$670.00. The Ohio Municipal League represents the interests of Villages and Municipalities in Ohio, Bates explained.

Wintrow CALLED THE VOTE, and the MOTION PASSED 5-0 ON A VOICE VOTE.

**Reading of Resolution 2016-02** Enacting a Contract with the Clerk of Council. Simms MOVED and Housh SECONDED a MOTION TO APPROVE.

Wintrow explained that the contract had been on the agenda at the prior meeting, but that the Solicitor had suggested that the Clerk receive a three-year contract. The contract is in the process of being drafted, and will reflect the three-year term.

Wintrow CALLED THE VOTE, and the MOTION PASSED 5-0 ON A VOICE VOTE.

#### **CITIZEN CONCERNS**

Quincy Essinger, a recent resident of the Village, brought up the issue of discolored water in his home on a regular basis, and asked for a refund for citizens when the water is “unusable”. Essinger stated that he had discussed the problem with utility staff and had been told that the problem could not readily be addressed until 2018, when a new water plant will come on line.

Essinger displayed containers of discolored water, noting the sediment and opining that the water is starting to warp the bottle.

Bates responded that she has not recently received complaints regarding water, and noted that despite the unappealing appearance of the water, it is potable and is tested daily to assure safety.

Bates noted the presence of manganese and iron in the water, and sympathized with the unappealing appearance of the water. She noted the difficulty of responding given that this is presently the only complaint the Village has received recently. Bates suggested a whole house filter to address the problem, and noted that the Village will provide “red-out” for free, which can prevent laundry staining from the manganese.

Essinger stated that he rents, and that he was loathe to take on additional expenses.

Wintrow reiterated the safety of the water for all uses, noting that the problem seems generally to be geographical.

Essinger acknowledged that he may be the only citizen troubled enough to bring up the issue.

Hempfling commented that citizens have become accustomed to the water discoloration over a number of years of living with the high levels of magnesium and iron in the water, and this may affect the lack of response.

Bates suggested that the problem may lie with the inside of the pipes located inside the house, which can accrue scaling that may flake off randomly.

Essinger asked for the most recent utility rates and Vanzant promised to send them to him electronically.

#### **SPECIAL REPORTS**

There were no Special Reports.



## **OLD BUSINESS**

There was no Old Business.

## **NEW BUSINESS**

**Board and Commission Assignments.** Council members worked through the list of Boards and Commissions and agreed upon the Liaison and Alternate Liaison positions for each. Those changes are reflected in the document “Board and Commission Term Updates”.

Council briefly discussed whether commission alternates need to be approved by Council to become a regular commission member when a seat opens. The group decided that they would prefer this approach, and consequently asked for a nomination for Adam Abraham, formerly a Planning Commission alternate.

Simms MOVED and Hempfling SECONDED a MOTION TO APPROVE Adam Abraham as a full member of the Planning Commission. Wintrow CALLED THE VOTE, and the MOTION PASSED 5-0 ON A VOICE VOTE.

**Council Rules Review.** Wintrow introduced the discussion, noting Housh’s information on the Website and Social Media Policy as an aspect of the discussion.

Wintrow brought up the Work Session approach, stating that this had become problematic in that it complicated the ability to pass ordinances in a timely fashion and had created a fair amount of backlog.

Housh agreed, noting that one goal of the approach had been to increase efficiency, which had not seemed to occur. He praised the ability of the Work Session approach to enable in-depth discussion and citizen involvement.

Wintrow suggested that Council is generally highly receptive to citizen comment and discussion such that a Work Session may not be needed, and that simply using Agenda Planning to clear room for longer conversations might be effective.

Housh pointed out that one of the goals for the sessions had been a less formal setting, and stated that he thought the sessions had been successful in that regard.

Wintrow commented that as long as those sessions could allow for legislation, she is happy with the more informal sessions once a month.

Housh asked that the “Consent Agenda” be added to the Meeting Agenda section.

There was discussion regarding how the packet appears online and how accessible it is to users, as well as the most efficient method of laying out the online packet.

Wintrow asked that the Website and Social Media Policy be brought to the following meeting.

**2016 Goals Process Discussion.** Wintrow introduced the topic, noting that the current goals list needs to be updated so that the group can move forward.

Hempfling asked that some of the projects from 2016 be brought into the goals discussion since they are not listed out.

Council discussed the best method(s) for engaging citizens in the process.

Housh noted that Council had actively promoted the discussion in 2015 but had not received much feedback. He suggested use of commissions to promote the idea.

Bates suggested that the goals be placed on the website with a call for comment and input.

Hempfling suggested that the values and goals be linked. She asked how the priority list was finalized.

Simms expressed concern that commission members not be led to believe that their opinions will necessarily be prioritized. There was general agreement that expectations should be managed in the process.

Housh asked Diane Chiddister, Editor of the Yellow Springs News if the Village could make use of the paper's interactive and opinion gathering tools for the purpose. The answer was affirmative.

Wintrow brought up the idea of starting meetings at 6:30pm rather than at 7pm, and asked that this be brought up at the following meeting.

**Retreat Discussion.** Wintrow noted that Council generally engages in an annual retreat, noting that this usually occurs in April or May. She asked that Council and staff start gathering ideas for agenda items and begin noting possible dates for the event.

## **MANAGER'S REPORT**

There was no Manager's Report due to the Manager's vacation.

Assistant Village Manager Vanzant delivered her report as follows:

Vanzant noted that her staff is in the process of implementing a pay-by-phone system as another option for customers to pay their bills. This option will provide customers with their up-to-date balances, allow them to pay by check or credit card, and even recognize them and their preferred payment methods each time they call after the initial call. Many surrounding communities use this service and are pleased with the results. This option will save Village billing clerks a lot of time on the phone. The pay-by-phone system should be fully up and running by mid-January.

The Village is in the process of replacing all of the electric meters in town. This is a huge project anticipated to take approximately 3 months to complete. The Village has contracted an outside company to facilitate the meter changes. Once completed, the electric reads will be done via drive-by, which will allow collection of all of the reads for the Village in about an hour. With that time freed up, staff will begin reading water meters monthly. This will eliminate the current method of billing via estimations and catch-ups due to the current quarterly reads.

As of January 1<sup>st</sup> the Village will also begin to pass along all credit card fees to the customer. These average 2.5% along with any transaction fee associated (usually \$0.30-\$0.50 per transaction). The Village has been absorbing these costs since the implementation of credit cards. Customers who pay by credit card and mail them to the remittance address on the payment stub will not be charged any extra fees associated with the credit card payment.

Also, as of January 1<sup>st</sup>, we will no longer be collecting deposits for utilities. We have updated all of our policies and procedures along with our forms online to reflect the changes brought by the New Year.

## **CLERK'S REPORT**

The Clerk noted that she is again seeking a part-time Clerk Assistant.

## **FUTURE AGENDA ITEMS**

Upcoming:      Resolution 2016-03 Authorizing Cooperative Agreement between the Village of Yellow Springs, Ohio and the Ohio Water Development Authority for Construction of a New Village of Yellow Springs Water Plant  
Resolution 2016-04 Regarding Glen Annexation  
Resolution 2016-15 Approving a Solar Installation at the Glass Farm  
Ordinance 2016-01 Approving Annual Transfers  
Website and Social Media Policy Discussion  
2016 Goals  
Annual Commission Reports

## **EXECUTIVE SESSION**

At 8:42 Simms MOVED to ENTER EXECUTIVE SESSION for the Purpose of Discussion of an Ongoing Investigation. Housh SECONDED and the MOTION PASSED 5-0 ON A ROLL CALL VOTE. The Solicitor, Village Manager and Assistant Village Manager were present for the session.

At 9:04 MacQueen MOVED and Housh SECONDED a MOTION TO EXIT EXECUTIVE SESSION. The MOTION PASSED 5-0 ON A VOICE VOTE.

**ADJOURNMENT**

At 9:05 pm, Simms MOVED and Housh SECONDED a MOTION TO ADJOURN. The MOTION PASSED 5-0 ON A VOICE VOTE.

***Please note: These notes are not verbatim. A DVD copy of the minutes is available for viewing in the Clerk of Council's office between 9am and 3pm Monday through Friday.***

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Karen Wintrow, President

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Attest: Judy Kintner, Clerk



January 9th, 2016

Dear Village Council,

February of 2016 is Arts Council's Members Show. The Arts Council was tickled pink by the Village sponsoring an artists' award last year! Thank you so much!

Could the Village consider a donation to sponsor one of the awards below? Any contribution that the Village could afford would be greatly appreciated.

Prizes we would like to offer:

People's Choice \$150

First-place \$150

Second-place \$100

Third-place \$50

Honorable mention \$25

Honorable mention \$25

Honorable mention \$25

Honorable mention \$25

YSAC will be sponsoring a Wine and Cheese Reception/Party for the artists and community members.

The total amount we hope to raise is \$550.00

You can help by sponsoring one of the above categories in full, or you can give any amount you can afford and we will apply it where we need to. All sponsors will be announced and gratefully acknowledged at the Reception and in our advertising.

Please respond to:

Yellow Springs Arts Council

P.O. Box 459, YSO 45387

Thank you for your consideration of this request,

Yellow Springs Arts Council Gallery Committee:

Julia Cady, Theresa Mayer, Kathy Moulton, Nancy Mellon, Mia Rene, Jonatha Wright, Sharri Phillips, Dianne Collinson and Susan Snow



We would like to thank local artists by donating \_\_\_\_\_

We would like to sponsor the following: \_\_\_\_\_

\_\_\_\_\_ Please put our donation where you need it.

Organization's Name \_\_\_\_\_

Contact person \_\_\_\_\_

Phone number \_\_\_\_\_

Address \_\_\_\_\_



Dear Tecumseh Land Trust, .

Thank you so much for your support for our Members Show as we Celebrate Local Artists. Your donation of \_\_\_\_\_ is greatly appreciated.

We hope you will be able to join us for the artist reception on February 21st, 2014. If that is not a good night for you please stop in the gallery to view the show during open gallery hours : Wednesday-Sunday 1-4

Thank you again for your support.

Yellow Springs Arts Council Gallery Committee

## REVIEW PROCESS

### STEP 1: PROPOSAL SUBMITTED TO VILLAGE MANAGER

DATE SUBMITTED TO THE VILLAGE MANAGER: \_\_\_\_\_

REVIEWED BY VILLAGE MANAGER: \_\_\_\_\_

### STEP 2: REVIEW AND DECISION BY COUNCIL

DATE OF HEARING BEFORE VILLAGE COUNCIL: \_\_\_\_\_

COUNCIL DECISION – TIMING PER COUNCIL

## PROPOSAL FOR PROJECT-SPECIFIC FUNDING

Name of Project: **2016 YSAC Members Show** Date: **January 9, 2016**

Start date of project: **February 19, 2016**

End date: **March 13, 2016**

Name of 501(c)(3) Organization: **Yellow Springs Arts Council**

Name and Contact Information of the Non-Profit representative: **Nancy Mellon, 767-1366, nancymellon.jafa@gmail.com, PO Box 459, Yellow Springs, OH 45387**

Provide a description the project (including attachments as needed): **February of 2016 is Arts Council's Annual Members Show. Every year, we joyfully plan it as a Celebration of Yellow Springs Artists. To honor the artists and their work, we hope to be able to give out monetary awards as well as certificates for People's Choice, First Place, Second Place, Third Place and 4 Honorable Mention awards. This year we are also giving out 2 Appreciation Certificates, one for a Local Art Business Owner for her 20 years of mentoring and supporting local artists and another for an Art Volunteer for volunteer service in a Yellow Springs Art Organization .**

**We would like to offer the Village Council the opportunity to help thank the artists of our community for generously donating their creativity and their artwork for events and fundraisers throughout the past year. Any contribution that the Village Council could afford would be greatly appreciated. All sponsors will be announced and gratefully acknowledged at the Reception and in our advertising.**

How does this project fulfill a stated Village goal? **One of Council's 2015 Goals involved expanding the Parks & Recreation Department to include Arts & Culture. It makes sense for our Village to recognize the great work of our local artists who contribute to quality of life in Yellow Springs and our creative community. In terms of broader Village Goals, the work of local artists helps Yellow Springs be a 'welcoming community of opportunity' (Goal #3) so that the Village can better attract new residents, visitors and businesses.**

AMOUNT OF REQUEST: **\$150**

DATE NEEDED: **February 19, 2016**

*Please submit the Project-specific funding request and attachments to the Village Manager's Office when complete.*



**Subject:**

FW: Input on Council discussions 1/19/16

**From Judith Hempfling**

Because I couldn't attend the meeting tonight, here are my comments on goals and other issues being discussed at the meeting. If Brian could read this aloud during the beginning of the meeting communications, I would appreciate it. Thank you.

**Regarding Solar Legislation**

I attended the Energy Board meeting on Tuesday of last week to gather information regarding the Solar proposal. Based on the information I have gathered, I am in full support of the resolution.

**Council meeting starting at 6:30 – why would we put the meeting right at** meal time? It wouldn't be for the convenience of citizens as I think it's already difficult for working people to arrive at meetings at 7 PM. I would be opposed to changing the meeting to 6:30 because there's no question that will make it more difficult for citizens to participate.

**Economic sustainability committee** – I have discovered I have a conflict in my schedule and will not be able to be the council alternate for the committee. I'm hoping Karen is willing to step back.

**COUNCIL GOALS**

I'm still a little unclear about the process of goalsetting. The three issues below would be important goals for me. I have not gone into much detail regarding ideas of how to go forward on them but could do so at the next meeting when we make decisions on goals.

1. Mayors court / Restorative Justice. Discuss and make decisions regarding how to strengthen the Mayors Court.
2. Police policy review /police policy reform. Discuss and make decisions regarding appropriate changes in policy.
3. Glass farm housing development with affordable housing. Begin the process of decision-making.

**VILLAGE OF YELLOW SPRINGS, OHIO  
ORDINANCE 2016-01**

**AN ORDINANCE AUTHORIZING THE ANNUAL TRANSFER OF FUNDS  
AND DECLARING AN EMERGENCY**

**WHEREAS**, Ordinance 2015-27 was adopted to make appropriations for expenses of the Village of Yellow Springs, State of Ohio, during the fiscal year ending December 31, 2016; and

**WHEREAS**, the Village of Yellow Springs Charter, Section 41, requires the transfer of funds be approved through an ordinance established by Council; and

**WHEREAS**, this ordinance is hereby declared to be an emergency measure necessary to preserve the public interest and provide for a special emergency in the operation of Village services, such emergency being the urgent necessity to provide for legitimate expenditures.

**NOW, THEREFORE, THE COUNCIL OF THE VILLAGE OF YELLOW SPRINGS, OHIO HEREBY ORDAINS THAT:**

**Section 1.** In accordance with Ordinance 2015-27 and Charter Section 41 the following transfers of funds for fiscal year 2016 are authorized:

<b><u>General Fund Transfers to:</u></b>	
Street Fund	\$524,000
Parks and Recreation Fund	\$238,475
Green Space	\$25,000
Police Pension Fund	\$77,310
Capital Equipment Fund	\$50,000
Facilities Improvement Fund	\$50,000
Parks and Recreation Improvement Fund	\$50,000
Electric Fund	\$69,094
<b>TOTAL GENERAL FUND TRANSFERS</b>	<b>\$1,083,879</b>
<b><u>Sewer Fund Transfers to:</u></b>	
Sewer Improvement Fund	\$25,000
<b>TOTAL SEWER FUND TRANSFERS</b>	<b>\$25,000</b>
<b><u>Electric Fund Transfers to:</u></b>	
Electric Improvement Fund	\$500,000
<b>TOTAL ELECTRIC FUND TRANSFERS</b>	<b>\$500,000</b>

**Section 2** The Finance Director is authorized to transfer the funds as they are certified and available.

**Section 3** This ordinance is hereby declared to be an emergency measure necessary to preserve the public interest and shall take effect at the earliest date permitted by law.

\_\_\_\_\_  
Karen Wintrow, President of Council

Passed:

Attest: \_\_\_\_\_  
Judy Kintner, Clerk of Council

Roll call: Wintrow\_\_\_\_\_ Housh\_\_\_\_\_ Simms\_\_\_\_\_

MacQueen\_\_\_\_\_ Hempfling\_\_\_\_\_

## Solar Project Recap

Submitted by Patti Bates in conjunction with Johnnie Burns

January 19, 2016

After initial discussions with Council late last fall and in connection with our Energy Portfolio realignment, we (Electric Superintendent Johnnie Burns and Village Manager Patti Bates, in coordination with our Energy Consultant John Courtney) began contacting various solar companies in regard to establishing a 1 megawatt (MW) solar array on a portion of the Glass Farm. This location was chosen for several reasons.

First and foremost, it is owned by the Village, making property acquisition unnecessary. Second and equally important, its proximity to the Village transfer station (located on Yellow Springs-Dayton Road) makes it the most logical location to lower costs and eliminate the loss of generated energy over distance. Finally, it was a location discussed during those portfolio realignment conversations.

Energy Board asked Council for support of a 1-2 MW solar array on Glass Farm at the December 21, 2015 Council meeting. After a brief discussion, the consensus of Council was to support the project and I was asked to bring a resolution to the next meeting. That resolution is in the packets for this meeting.

Johnnie and I initially met with five companies: EnergyWize, Sunhuggers, American Renewable Power, Solar Planet and American Electric Power Company. We were also contacted by Atlas Power International reference submitting a proposal. All companies were given the same information, both verbally and in writing.

Energy Board met on January 12<sup>th</sup> to review the submissions and voted to ask four companies to provide further information at a special Energy Board meeting on January 21<sup>st</sup>. These companies are: Sunhuggers, EnergyWize, American Electric Power and Atlas Power International. Solar Planet and American Renewable Energy were not selected for further participation.

Council members requested additional information. Enclosed in your packets you will find a color-coded map showing acreages of the Glass Farm devoted to various uses. **Please note: the acreages noted are based on a maximum, 2MW solar array, which would use approximately 10 acres.** The Energy Board is recommending only a 1MW array. You will also find two geographic representations of the potential footprint of 1 MW solar array. The location of the array is meant to maximize the potential use of the remaining acreage of the Glass Farm for future uses.

We were also asked to provide approximate cost of preparing this site and an alternative site (the CBE) for the array, which would entail providing a 3-phase line at the site for connecting the array to our grid. Because of the proximity of a 3-phase line on East Enon Road, the cost is approximately the same for both locations. However, as the Antioch array is currently on the Village's west circuit, Johnnie would prefer the Glass Farm site in order to place this array on the east circuit. Please let us know if you need anything further. Thank you.

VILLAGE OF YELLOW SPRINGS, OHIO

RESOLUTION NUMBER 2016 -03

AUTHORIZING THE VILLAGE MANAGER AND THE ENERGY BOARD TO REQUEST, REVIEW  
AND RECOMMEND A SOLAR PROPOSAL FOR THE GLASS FARM

WHEREAS, the Village is interested in reducing the carbon footprint of the Village by promoting renewable energy as part of the Village energy portfolio; and,

WHEREAS, it is in the interest of the citizens of Yellow Springs to make such changes; and,

WHEREAS, the Village has therefore requested five solar farm proposals for a 1-2 megawatt solar array to be located on the Village-owned property known as the Glass Farm,

NOW, THEREFORE, THE COUNCIL OF THE VILLAGE OF YELLOW SPRINGS, OHIO DOES  
HEREBY RESOLVE THAT:

Section 1. After review and consideration of each item included in the five submitted proposals, the Village Manager and the Energy Board shall make a recommendation to Council regarding the proposal best suited to the needs of the Village.

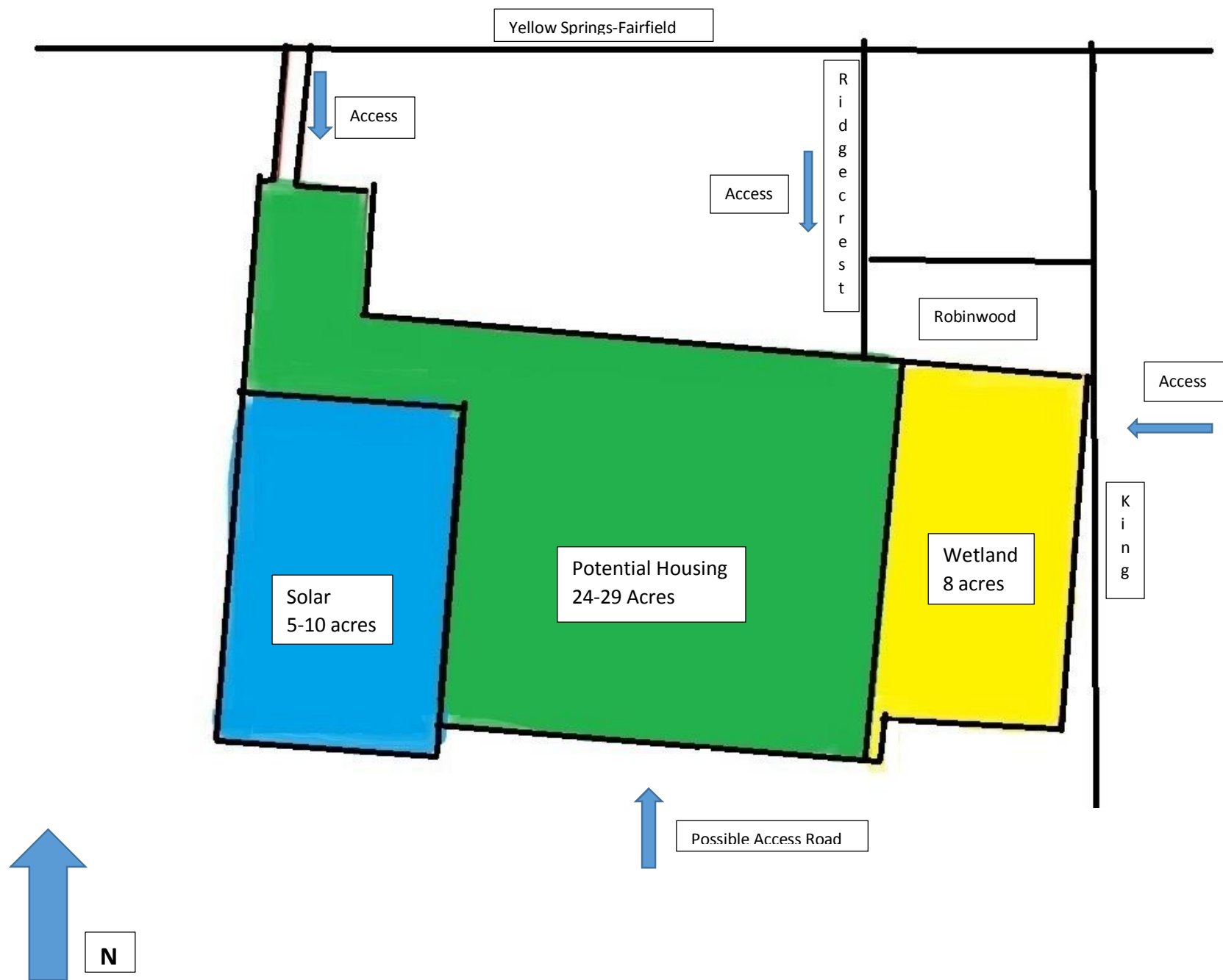
Section 2. The solar array shall be located on a portion of the Village-owned property known as the Glass Farm in a location that will optimize the future development of that property.

\_\_\_\_\_  
Karen Wintrow, President of Council

Passed:

Attest: \_\_\_\_\_  
Judy Kintner, Clerk of Council

Roll Call:      Wintrow \_\_\_\_\_      Housh \_\_\_\_\_      Simms \_\_\_\_\_  
                 MacQueen \_\_\_\_\_      Hempfling \_\_\_\_\_





# GLASS FARM





# GLASS FARM



## LEGEND

POSSIBLE ACCESS ROAD

ACCESS ROAD



February 19, 2016

## **VILLAGE OF YELLOW SPRINGS COUNCIL RULES AND PROCEDURES**

### **Ethics**

Council Members shall act with honesty and uphold the highest ethical standards so that public confidence and trust in the integrity, objectivity, and impartiality of government are conserved and enhanced. Each member of Council, the Village Manager and Clerk of Council shall become familiar and comply with the most current version of the Ohio Ethics Laws (O.R.C. Ch. 102 which are summarized in Attachment 1) and Related Statutes (O.R.C. Ch. 2921 which are summarized in Attachment 2,) specifically, as they apply to elected officials and public employees of Villages. The President of Council will ensure that each Council member receives a copy of the Ohio Ethics Laws and Related Statutes upon his or her election or appointment. Any Council member or Employee who believes that he/she may have a conflict of interest with a pending issue should seek the advice of the Village Solicitor or Ohio Ethics Commission prior to entering into any discussion or voting on that issue.

### **Meetings**

All meetings of Council shall be properly advertised and, with the exception of executive sessions (see below), shall be open to the public--whether they are regularly scheduled meetings, special meetings, or emergency meetings. Three (3) Council members constitute a quorum, which is required to hold any meeting.

*Regularly Scheduled Council Meetings* will convene at 7:00 p.m. on the first and third Mondays monthly, (except when Monday is a recognized holiday, in which case the meeting will be held on Tuesday of that week) in Council Chambers (unless otherwise advertised) located on the second floor of the John Bryan Community Center. The Clerk of Council will present a meeting schedule for the coming year at a regular Council meeting by December of the preceding year. Additionally, notice specifying time, place and agenda shall be published the week prior to the regularly scheduled meeting in a local newspaper of general circulation. Council will endeavor to conclude the regular meeting by 10:00 p.m.

*Work Sessions* may be called at times when Council wishes to hear more extensively from staff or advisors and wishes to facilitate additional citizen response and input than can be afforded in a regular meeting of Council. A Work Session agenda shall be noticed as for a regular meeting, and may omit some agenda items seen on the Regular Meeting agenda in the interest of increasing time for participation regarding the topic of the Work Session. Legislation may be heard at a Work Session, and must be noticed per Charter specification.

*Special Meetings* may be called by the President of Council, by two Council members, or by an affirmative vote of the majority of Council taken at any regular or special meeting, to conduct non-emergency Council business which should be addressed before the next regularly scheduled meeting. All news media outlets which have requested such notification will receive 24 hours minimum advanced notification of any Special Meeting with, time, place and purpose of the meeting being stated. No other matters may be put to a vote after notice is given.

*Emergency Meetings* may be called by the President of Council to address issues that are time-sensitive and must be addressed immediately. All such meetings shall comply fully with the requirements of Ordinance 2009-20 which is summarized in Attachment 3.

Emergency Meeting notices will be displayed in the first floor lobby of the John Bryan Community Center and at the Yellow Springs Public Library within the same time period that



news media notification is made.

All Council members will be notified of the time, place and purpose of each Special Meeting or Emergency Meeting. The President of Council, Village Manager and Clerk of Council may jointly coordinate the notification of Council members.

The Clerk of Council shall be responsible for ensuring that advance notification of all meetings is accomplished and notices are displayed as described above.

Executive Sessions may be called at any meeting, on affirmative vote of the majority of Council members present to deal with matters relating to personnel, real estate, litigation and other such matters as permitted by the laws of the State of Ohio. (Charter, Section 14, which is summarized in Attachment 4, and Chapter 121.22 of the ORC: <http://codes.ohio.gov/orc/121.22>).

Additionally, state law permits the following reasons to hold executive sessions:

1. Preparing for, conducting, or reviewing collective bargaining strategy.
2. Matters required to be kept confidential by federal law, federal rules, or state statutes.
3. Specialized details of security arrangements in which disclosure of the information to be discussed in executive session might reveal information that could be used to commit, or avoid prosecution for, a violation of the law.

Council may invite such persons to Executive Session as may be required for advice and information.

### **Meeting Agenda & Materials**

The Clerk of Council shall work with the President of Council and Village Manager in constructing the agenda for each Council meeting. Items to be considered for the agenda will be accepted until 10:00 a.m. on the Monday prior to the next scheduled meeting.

The Clerk of Council shall cause to be placed into the possession of each member of Council and the Village Manager, seventy-two (72) hours in advance of the regular meeting, a packet containing copies of the agenda, minutes of the previous meeting, proposed/pending legislation, reports and communications. Meeting packets can be distributed electronically or in print as requested by each Council member. The same information will be placed in the John Bryan Community Center lobby and the Yellow Springs Public Library as well as linked to the Village of Yellow Springs website [www.yso.com](http://www.yso.com), in advance of a regularly scheduled meeting.

The Clerk of Council will work with the Village Manager to provide comprehensive reports and other information as deemed appropriate to Council members by the most efficient means possible as soon as those items become available. When time allows, those materials will be added to the information available to the public. Meeting materials will also be available on a table outside Council Chambers the day of the meeting.

### **Meeting Minutes**

The Clerk of Council will prepare and maintain full and accurate minutes of all meetings. These minutes shall provide sufficient facts and information to permit an understanding of the rationale behind Council decisions.

### **Order of Business**

1. Call to Order
2. Roll Call
3. Announcements
4. Consent Agenda (including Review of Minutes)

5. Review of Agenda
6. Review of Petitions/Communications
7. Public Hearings/Legislation
8. Citizens' Concerns
9. Special Reports
10. Old Business
11. New Business
12. Standing Reports (Second Monday)
13. Manager and Assistant Managers' Reports
14. Clerk's report
15. Agenda Planning
16. Executive Session (If Required)
17. Adjournment

Council may decide during the Agenda Review at the beginning of the meeting to vary from this order as needed.

### **Recess**

The presiding officer may call for a seven (7) minute recess, for the convenience of the Council and citizen participants at his or her discretion, or at the request of another Council person or staff participant, especially when a regular meeting extends beyond two and one half hours and is expected to continue for more than one half (1/2) hour. The meeting will reconvene promptly after seven (7) minutes.

### **Decorum**

While the Council is in session, order and decorum must be preserved. Therefore Council members and citizen participants shall observe rules for debate and participation outlined below, and shall not, by conversation or other means delay or interrupt the proceedings or disturb duly recognized speakers. Council will endeavor to communicate council rules during meetings, but persons who ignore or violate Council rules or refuse to follow the orders of the presiding officer may be asked to leave the premises.

### **Rules of Debate**

Council meetings will be conducted using [Robert's](#) Rules of Order, which are summarized in Attachment 5, as a general guideline. The President, Vice President or other member of the Council who may be presiding, shall not be deprived of any rights and privileges of a Council member (move, second and debate, etc.) by reason of acting as the presiding officer.

Council members shall wait until the Chair has recognized them before speaking. A member, once recognized, shall not be interrupted except under the general guidelines of Parliamentary debate.

### **Citizen Participation**

Village Council, in convening its meetings, shall provide for, encourage and assist the participation of the public. Procedures for public participation are intended to promote dialog, the full sharing of information and perspectives, and thoughtful analysis of the issues before Council.

Comments from the public are welcomed at two different times during the course of a regular meeting: (1) Comments on items not on the Agenda will be heard under Citizens Concerns, and (2) Comments on all items listed on the Agenda will be heard during Council's consideration of said item, subject to the following guidelines:

1. The presiding officer must recognize citizens wishing to speak. When they have been recognized, they shall go to the microphone, give their name, and state the subject of their concern or comment.
2. Comments shall be addressed to the presiding officer. No conversations will be carried on between individual citizens in attendance or with individual Council members, except as recognized by the presiding officer.
3. The use of profane or threatening language or gestures while making comments will not be tolerated.
4. Individual comments should be limited to three (3) minutes with only one (1) comment per person. Persons with other views on the same subject will be given equal time for response. The presiding officer may terminate continued discussion at any point in the discussion after opposing views have been equally addressed.
5. A Sign-In sheet will be made available outside Council Chambers. Please write your name and the topic you wish to discuss.
6. Citizens should address all staff and/or personnel matters to the Village Manager prior to coming to Council.

### **Public Hearings**

The second reading of each proposed ordinance is designated a Public Hearing, **the official opportunity for citizens to be heard**. Citizens are encouraged to comment and make inquiries as to the nature or impact of the ordinance or offer their approval if that is their desire. The presiding officer will open the floor to public hearing after the second reading and following a motion to adopt and seconding by Council. Following the public hearing Council will hold a discussion and take appropriate action.

**In time-sensitive situations, an ordinance may be declared an emergency, which means it will go into effect immediately rather than in thirty days as is legally required. An Emergency Ordinance can have one or more readings with the final reading including a Public Hearing.**

Resolutions will not normally require public hearing. However, the scope of the particular resolution may be such that it warrants such a hearing. When that is the case the process will follow the same procedure for the second reading of an ordinance.

Reports to Council from Commissions or Task Forces may also be designated public hearings, at which time the public is encouraged to express their views and opinions on the subject matter to Council.

Public comments should be limited to three (3) minutes with only one (1) comment per person. Persons with other views on the same subject will be given equal time for response. The presiding officer may terminate continued discussion at any point in the discussion after opposing views have been equally addressed.

### **Other Agenda Items**

The presiding officer may recognize members of the public who are in attendance during discussion of other agenda items, when and to the extent it is appropriate.

### **Letters to Council**

Letters to Council must be received by the Clerk of Council by 10:00 a.m. Friday preceding a regularly scheduled meeting to be considered in that meeting. Items received after 10:00 a.m., unless having direct bearing on a topic slated for discussion, will be held without review or action until the following regularly scheduled meeting unless it is determined that such

delay would create an emergency or require special action on the part of Council or Village Staff. Regarding the aforementioned: Items having direct bearing on a topic of consideration for that meeting will be made available to Council Members at the Council table and by e-mail if received electronically. To the extent possible, Council Members will endeavor to review all such material prior to the start of the Council Meeting.

**Reserved Time Participation**

Any group or individual wishing to make an oral presentation to the Council may, by notifying the Clerk of Council not later than 10:00 a.m. Monday before the next regularly scheduled meeting, make a request to Council to be placed on the agenda. A short summary defining the intention of the presentation must be provided to the Clerk at that time.

Any such addition to the Agenda requires the approval of Council. Council may elect to defer the presentation to the following meeting, to request further information regarding the group or the presentation, or, if appropriate, to deny the request altogether. In the latter instance, the group or individual may still elect to speak during Citizen Concerns.

Any materials for inclusion in the Council packet must be delivered to the Clerk of Council not later than 11:00 am the preceding Thursday.

Please contact the Clerk of Council regarding this procedure. Appropriate time periods for public review and comment will be determined for each report.

Value #1 - Deepen decision-making processes with active citizen participation and effective representative governance

Exhibit A

Value #2 - Be an excellent employer and provider of services within a responsible fiscal framework

Value #3 - Be a welcoming community of opportunity for people of diverse races, ages, sexual orientations, cultures and incomes

Value #4 - Pursue a strong economy that provides diverse employment, a stable tax base and supports the values of the community

Value #5 - Seek, in all our decisions and actions, to reduce the carbon footprint of the community and encourage sound ecological practices throughout

Value #6 - Provide careful, creative and cooperative stewardship of land resources

### Village Council 2015 Strategic Goals

	Rank: Value	Goal	Anticipated Results Including Quantifiable or Qualitative Indicators	Activities Required to Reach Goal/Objective	Proposed Timeframe	Person(s) Responsible	Resources Required or Available
Village of Yellow Springs	#1 2+4	Water projects: -Complete plans for water plant and begin construction. -Complete bottle neck and loop project. -Wellhead Protection Plan Update & implementation	<ul style="list-style-type: none"> <li>Improved water quality</li> <li>Improved water distribution</li> <li>Guidelines for protecting water source</li> </ul>	<ul style="list-style-type: none"> <li>Finalize plant design with citizen input</li> <li>Complete 30% design drawings</li> <li>Put projects out to bid in timely fashion</li> </ul>	2014-2018	<ul style="list-style-type: none"> <li>P. Bates</li> <li>J. Bates</li> <li>J. Burns</li> <li>J. Hamby</li> <li>K. Wintrow</li> <li>G. Simms</li> </ul>	<ul style="list-style-type: none"> <li>OEPA</li> <li>HNTB</li> <li>Design Build Team</li> <li>RCAP</li> <li>MCD</li> <li>Property owners</li> <li>Citizens</li> <li>Environmental Commission</li> </ul>
	#2 4	Create a Sustainable Economic Development Strategy to support existing businesses & entrepreneurs and attract new opportunities that support the values of the community.	<ul style="list-style-type: none"> <li>Strong Economy</li> <li>Diverse Employment</li> <li>Stable Tax Base</li> <li>New Businesses</li> </ul>	<ul style="list-style-type: none"> <li>Re-establish Economic Sustainability Commission</li> <li>Update Comp Land Use Plan</li> <li>Revise Economic Sustainability Plan</li> </ul>	2015-2016	<ul style="list-style-type: none"> <li>J. Yung</li> <li>Council</li> <li>Economic Sustainability Commission</li> </ul>	<ul style="list-style-type: none"> <li>Vision YSMT</li> <li>Business Retention/Expansion Survey</li> <li>Smart Growth Task Force Report</li> </ul>
	#3 3+4	Develop strategy for fiscal sustainability	<ul style="list-style-type: none"> <li>Sound Financial footing</li> <li>Improved budget understanding</li> </ul>	<ul style="list-style-type: none"> <li>Review budget monthly</li> <li>Rate study</li> <li>Seek public input</li> <li>determine best uses for publicly owned property</li> </ul>	2015-2016 and beyond	<ul style="list-style-type: none"> <li>M. Vanzant</li> <li>Council</li> <li>P. Bates</li> <li>G. Simms</li> </ul>	Financial reports
	#4 2+5	Decide strategy for sidewalk repairs and new construction.	<ul style="list-style-type: none"> <li>Sidewalk repairs will be completed in timeline manner</li> <li>Responsibility and liability will be clear</li> </ul>	Analysis and recommendations from staff	2015-2016	<ul style="list-style-type: none"> <li>Council</li> <li>Simms</li> <li>P. Bates</li> <li>J. Hamby</li> </ul>	<ul style="list-style-type: none"> <li>SRT0 study</li> <li>Current sidewalk study</li> </ul>
Village of	#5 4	Plan for tax levy for 2016	<ul style="list-style-type: none"> <li>Sustainable financial plan into the future</li> <li>Plan for maintaining infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Analyze options</li> <li>Decide on actions</li> <li>Citizen Committee</li> <li>Public Discussions</li> </ul>	May 2015 May 2016	<ul style="list-style-type: none"> <li>Council</li> <li>M. Vanzant</li> <li>P. Bates</li> <li>Supervisors</li> </ul>	<ul style="list-style-type: none"> <li>Citizens</li> <li>Citizen Committee</li> <li>Greene Cty</li> </ul>

Value #1 - Deepen decision-making processes with active citizen participation and effective representative governance

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Value #6 - Provide careful, creative and cooperative stewardship of land resources

#6 1+5+6	Involve community in developing a vision with goals for Village energy use, including citizens, businesses, nonprofits, and Village Government	MACQUEEN/EB				<ul style="list-style-type: none"> <li>• Energy Board</li> <li>• P. Bates</li> <li>• Council</li> </ul>	<ul style="list-style-type: none"> <li>• Climate Action Planning Group</li> </ul>
#7 6	Review/revise as decided a rationale for the Green Space Fund and its funding	• MACQUEEN/ENV. COM.				<ul style="list-style-type: none"> <li>• Environmental Commission</li> <li>• P. Bates</li> <li>• Council</li> </ul>	<ul style="list-style-type: none"> <li>• TLT</li> </ul>
#8 2+4	Develop and implement a plan & proof of concept to build a municipally owned fiber optic network that will support all YS citizens and encourage economic development	<ul style="list-style-type: none"> <li>• Improved services</li> <li>• Attraction of new business</li> <li>• Generation of economic activity</li> <li>• Enhanced educational opportunities</li> <li>• Reduced costs via efficiency</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain Next Century Cities membership</li> <li>• Support Fiber Forum</li> <li>• Encourage collaboration between Springs-Net and CAP</li> </ul>	2015		<ul style="list-style-type: none"> <li>• Community Access Panel</li> <li>• J. Yung</li> </ul>	<ul style="list-style-type: none"> <li>• MVECA</li> <li>• Springs-Net</li> <li>• YS Schools</li> </ul>
#9 1+2+3	Expand Parks Department programs to collaborate with community members & organizations and to include Arts & Culture and Environmental Commission	<ul style="list-style-type: none"> <li>• Better service to Citizens</li> <li>• Recognition of the importance of the Arts to our creative community</li> <li>• Maximizing use of Village facilities</li> </ul>	<ul style="list-style-type: none"> <li>• Revise Public Art Policy &amp; forms</li> <li>• Develop plan to add Arts &amp; Culture to Parks &amp; Rec.</li> <li>• Review use of Bryan Center</li> </ul>	2015		<ul style="list-style-type: none"> <li>• Public Art Commission</li> <li>• Environmental Commission</li> <li>• Parks Staff</li> <li>• Bryan Youth Center Staff</li> </ul>	<ul style="list-style-type: none"> <li>• YSAC</li> <li>• YSKP</li> <li>• YS Schools</li> <li>• Youth Sports</li> </ul>

Underway by staff, council or commissions

Completed

Unaddressed

1/14/16

TO: Yellow Springs Village Council

FROM: Marianne MacQueen

RE: DRAFT 2016 Council/Commission Goals

*Below are my initial thoughts regarding 2016 goals for 2016 to help get the conversation started. Most of the goals are continuations from 2015. Some are more directed toward commissions with less Council involvement, for example, fiber optics. I continue to believe that we should – as a Council – focus on 3 to 5 primary goals. Some goals – such as the tax levy are more time limited – and while clearly important, may not take extensive and extended Council attention. Other goals are multi-year but I've just focused on 2016. I have not gone into detail regarding who does what or what values are furthered.*

1. Water
  - a. Continue plans for the water treatment plant and begin construction.
  - b. Revise and adopt the Wellhead Protection Plan and create an education campaign for the community.
2. Criminal and Restorative Justice
  - a. Continue working on Community-Police relationship
    - i. Community Policing
    - ii. Investigate Citizen-Police mediation
  - b. Review Mayor's Court to ensure the most effective, integrated use in line with best practices.
3. Develop a comprehensive plan for the Glass Farm
  - a. Begin the wetlands restoration under the Clean Ohio grant.
  - b. Develop the Village solar project.
  - c. Begin research and development of a comprehensive plan that includes housing that meets Village needs in line with environmental sustainability and energy efficiency.
4. Bring the Economic Sustainability Commission on line and revise and adopt the Sustainable Economic Development Strategy.
5. Continue work on the Climate Action Plan to meet the CAP goals for 2016.
6. Commit to a sidewalk strategy with target goals, costs and timeline.
7. Plan the 2016 tax levy.
8. Continue work on concept and plan for municipally owned fiber optic network.



## **Website & Social Media Policy**

**(proposed for Council review by the Community Access Panel on December 19, 2015)**

In coordination with the objectives of the Village, the Village Manager shall have the right to initiate, maintain or discontinue service contracts or accounts that allow the publishing of digital content to the Internet. For example, in addition to the Village's website, the Village Manager may choose to create a new account on a widely used Social Media platform, such as Twitter or Facebook, allowing for such content to be automatically available to the community members receiving updates from such services.

### *Posting Content*

The public information officer or assigned staff member will post any and all types of content, including but not limited to documents, links, rich media all of which is exclusively sourced from the Village website ([YSO.com](http://YSO.com)). No content shall be published on social media platforms that has not already been published on the Village website. Methods for single-point of post should be utilized to decrease burden on staff members charged with governing multiple social media platforms.

Content restrictions include but are not limited to:

- Comments not topically related to the particular context;
- Comments in support of or opposition to political campaigns or ballot measures;
- Profane language or content;
- Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, disability or sexual orientation;
- Sexual content or links to sexual content;
- Solicitations or promotions of commerce;
- Conduct or encouragement of illegal activity;
- Information that may tend to compromise the safety or security of the public or public systems;
- Content that violates a legal ownership interest of any other party.

### *Auditing Content*

The public information officer or assigned staff member shall maintain a viable semi-automated approach for each social media platform to audit Village published content at regular intervals.

### *Publishing & Other Features*

Social media platforms are ever-changing and have more features than can properly be maintained by Village staff without placing an undue burden. Features other than basic publishing of content will be disabled where possible or left unused (for example public commenting would be disabled).

### *Publishing Scope Limited*

As features are available within social media platforms that allow for more broadcasting, the use of such one-directional publishing options would be consistent with the intent of this policy.





Manager's Report, January 19, 2016

### **Public Works/Water/Electric/Sewer**

Installation of the new electric meters has begun. Employees of HD Supply will be driving white panel vans with Illinois plates and will have the HD Supply name and logo on them. Employees will also have identification badges with pictures on them. If you have any questions, please call our utility office at 767-7202.

The barn has arrived at Sutton Farm and our crews have begun the installation work on the project.

The new drop ceiling and lighting has been installed in the John Bryan Community Pottery building.

The sidewalks on the Bryan Center property are now ADA compliant. The switchback sidewalk will be removed in the future.

### **Police Department**

The second Coffee with a Cop is planned for January 20, 2016 from 7:00 am to 8:30. (Flyer attached.)

### **Water Plant Process**

We will be discussing this at Council. Please see enclosed additional report.

### **Miscellaneous Items**

During a recent meeting with the Ohio EPA, they indicated again that they would like to see all elected officials attend the Rural Communities Assistance Program (RCAP) training on utility asset management. The 101 and 102 courses can be found online at <http://oepra.360water.com/home/index.php?id=1905> Each course is divided into three parts. You must complete all three sections with 100% on the post test before it will print out a certificate. Please let me know if you have any problems.

I am happy to answer any questions. Thank you! Patti Bates

## 2015 Annual Report for Planning & Zoning

In 2015, a total of 78 permits were issued. Of these, 43 were zoning permits issued for a variety of projects, including single family homes, additions to existing homes, accessory structures, solar arrays, driveways and changes of use. There were 11 fence, 6 sign, 12 working in the Village's right-of-way, 2 home occupation, 7 utility taps (6 issued in combination with a general permit) and 3 re-plat permits approved.

Permit #	Applicant Name	Address	Date	Project	Action	Fee
2015-01	Michael Blevins & Peggy Nestor	410 Steward Dr.	1/9/2015	Fence	FP	\$10.00
2015-02	Ted Donnell	888 Dayton	1/27/2015	Change of Use - Office	ZP	\$10.00
2015-03	Ted Donnell	888 Dayton	1/27/2015	Change of Use - Yoga	ZP	\$10.00
2015-04	Antoinette Miley	1240 Corry	2/4/2015	Home Occupation	HOP	\$10.00
2015-05	Brenda Kennedy	138 Dayton St.	2/11/2015	Retail Shop	ZP	\$10.00
2015-06	Ted Donnell	305 N. Walnut St.	2/24/2015	Brewery Expansion	ZP	\$10.00
2015-07	Village of Yellow Springs	100 Dayton St.	3/12/2015	Skate Park	ZP	\$0.00
2015-08	AC Services	1620 Randall Rd.	3/18/2015	Residential Sewer Tie-In	ROW	\$25.00
2015-09	Todd Van Lehn	680 Limestone St.	3/19/2015	Sewer on Res. Property	ROW	\$25.00
2015-10	Tim Conrad	1108 S. Xenia Ave	3/23/2015	ADU	ZP	\$10.00
2015-11	Caren Adams	100 Kahoe Ln	3/27/2015	Miami Valley Hospital	SP	\$10.00
2015-12	Morgan Family Foundation	506 S. High St.	4/1/2015	Change of Use - Office	ZP	\$10.00
2015-13	Corrine Pelzl	240 W. South College	4/2/2015	Re-plat of property	RP	\$10.00
2015-14	Jonathan Horvath	131 Marshall	4/8/2015	Demolition	DP	\$14.00
2015-15	Robert Bennette	402 N. Winter	4/9/2015	Fence	FP	\$10.00
2015-16	Dean Brigalli	F19000100110031400 (343 Union)	4/22/2015	Single-family Residential	ZP	\$10.00
2015-17	Nadia Malarky	725 Wright St	4/17/2015	Fence	FP	\$10.00
2015-18	AC Services	1560 President St.	4/20/2015	Sewer Tap-in	UTP	\$375.00
2015-19	AC Services	1560 President St.	4/20/2015	Sewer Tap-in	ROW	\$25.00 + \$200 deposit
2015-20	Reick Services	143 Marshall	4/29/2015	Sewer lateral replacement	ROW	\$25.00

2015-21	Steven Bognar & Julia Reichert	726 Xenia	4/28/2015	Studio/Accessory Structure	ZP	\$10.00
2015-22	James Spangler	335 E. Enon Rd.	5/5/2015	Fence	FP	\$10.00
2015-23	John Bush	335 Orton St.	5/8/2015	Fence	FP	\$10.00
2015-24	Priscilla Janney Pace	1730 Southview Dr.	5/8/2015	Driveway Replacement	ZP	\$10.00
2015-25	Greg Seimer - Schumacher Homes	F19000100030007	5/7/2015	Single-family Residential	ZP	\$10.00
2015-26	Melissa Herzog	125 S. Walnut	5/13/2015	Change of Use	ZP	\$10.00
2015-27	Dean Brigalli	343 Union	5/18/2015	Driveway	ROW	\$10.00
2015-28	Melissa Herzog	125 S. Walnut	5/20/2015	Sign	SP	\$10.00
2015-29	Emily Angle Meyer	232 Xenia Ave	6/11/2015	Sign	SP	\$15.00
2015-30	Jim Wiener	347 Union Street	6/19/2015	Fence/Retaining Wall	FP	\$15.00
2015-31	Tim Krier/ YS High School	420 E. Enon Rd	6/19/2015	Accessory Structure	ZP	\$15.00
2015-32	Morgan House B&B	120 W. Limestone St.	6/19/2015	Sign	SP	\$15.00
2015-33	Emily Angle Meyer	232 Xenia Ave	6/23/2015	Change of Use	ZP	\$15.00
2015-34	Carolyn Fang	135 Miami Drive	6/26/2015	Patio	ZP	\$15.00
2015-35	Brett Henderson	335 W. Davis	6/30/2015	Fence	FP	\$15.00
2015-36	Laura Pardo	214 Dawson	7/1/2015	Fence	FB	\$15.00
2015-37	Chris Hall/ Home Inc	138 Cemetery Street	7/6/2015	Single-family Residential	ZP	\$0.00
2015-37A	& B water & sewer	tap fees @ \$125 each	for above	Single-family Residential	UTP	\$250.00
2015-38	Christopher Miller	135 Edgefield	7/15/2015	Driveway	ROW	\$25.00
2015-39	Art Purvis	437 Suncrest Dr.	7/17/2015	Deck & Ramp	ZP	\$15.00
2015-40	Alex Melamed	205 N. Walnut Street	7/17/2015	Deck	ZP	\$15.00
2015-41	Andrew Kline	324 W. Davis Street	7/17/2015	Deck	ZP	\$15.00
2015-42	Andrew Holyoke	1410 President Street	7/21/2015	Rear Porch	ZP	\$22.50
2015-43	Jeff Dooley	888 Dayton Street	7/24/2015	Road Opening	ROW	\$25.00
2015-43A	Bill/Mary Simpson	667 Omar Circle	7/24/2015	Re-plat Lot 35 & 36	RP	\$10.00
2015-44	Meg Gujer	305 N. Walnut St.	8/11/2015	Change of Use	ZP	\$15.00
2015-45	Brett Henderson	301 W. North College St.	8/12/2015	Solar on Acc. Str.	ZP	\$215.00
2015-46	Patti Bates	365 Stewart Dr.	8/18/2015	Shed	ZP	\$15.00
2015-47	Yellow Springs LLC	888 Dayton Street	8/24/2015	Sign	SP	\$15.00
2015-48	Yellow Springs LLC	888 Dayton Street	8/24/2015	Sign	SP	\$15.00
2015-49	Schumacher Homes	120 Kenneth Hamilton Way	8/25/2015	Single-family Residential	ZP	\$35.00
2015-49A	& B water & sewer	tap fees @ \$375 each	8/25/2015	Single-family Residential	UTP	\$750.00
2015-50	Unbuilt Homes	1329 Shawnee Drive	8/25/2015	Single-family Residential	ZP	\$35.00

2015-50A	& B water & sewer	tap fees @ \$375 each	8/25/2015	Single-family Residential	UTP	\$750.00
2015-51	AC Services	740 Dayton Street	8/21/2015	Road Opening	ROW	\$225.00
2015-52	Winfred Ray	202 N. Stafford Street	8/31/2015	Fence	FP	\$15.00
2015-53	Edgar Rutter	350 Allen Street	9/1/2015	Shed	ZP	\$15.00
2015-54	Maxine Skuba	527 Dayton St	9/4/2015	Change of Use	ZP	\$15.00
2015-55	Maxine Skuba	527 Dayton St	9/4/2015	Sign	SP	\$15.00
2015-55A	Richard Klopp	612 Xenia Avenue	9/4/2015	Re-plat	RP	\$10.00
2015-56	Wendell Ott-new contractor	301 W. North College St.	9/18/2015	Solar on Acc. Str.	ZP/SA	see 15-45
2015-57	Richard Klopp	612 Xenia Avenue	9/22/2015	Addition on house	ZP	\$35.00
2015-58	Unibuilt Homes	1329 Shawnee Drive	10/7/2015	work in ROW	ROW	\$25.00
2015-59	Andy Holyoke	226 Stafford St	10/9/2015	porch rebuild	ZP	\$10.00
2015-60	Bushworks, Inc.	133 W Whiteman St	10/9/2015	porch addition	ZP	\$10.00
2015-60A	Nance/Charle Peters	133 W Whiteman St	10/5/2015	Re-plat of property	RP	\$10.00
2015-61	Morgan Fam Fdn/Ertel company	506 S High St	10/14/2015	awning	SP	\$15.00
2015-62	YSI	1725 Brannum Ln	10/19/2015	alteration of room	ZP	\$15.00
2015-63	Steve Bujenovic	1411 Birch St	10/16/2015	HOP	HOP	waived
2015-64	Roi & Linden Qualls	605 Green St	10/23/2015	deck replacement	ZP	waived
2015-65	Carl Lavy & Sons	1329 Shawnee Drive	10/27/2015	work in ROW	ROW	\$25.00
2015-66	Antioch College	1 Morgan Place	11/11/2015	fence by solar array	FP	\$15.00
2015-67	Franklin Halley	985 S. High St	11/11/2015	Addition on house	ZP	\$35.00
2015-68	Spfld Overhead Door	580 W. S. College St	11/13/2015	Rt-of-way permit	ROW	\$25.00
2015-69	Antioch School	1160 Corry St	11/18/2015	re build on exist footprint	ZP	\$35.00
2015-70	Parker Buckley	326 Phillips	7/28/2015	Accessory Structure	ZP	
2015-71	Gerald Pitts	115 Edgefield	11/30/2015	Addition on house	ZP	\$35.00
2015-72	Yellowlite/D.Scott	321 S High St	12/9/2015	Solar on House	ZP	\$35.00
2015-73	Yellowlite/D.Scott	321 S. High St	12/9/2015	Solar interconnection Agreement	ZP	\$200.00
2015-74	Scott Fleming	270 Northwood Drive	12/14/2015	driveway	ZP	\$15.00
2015-75	Scott Fleming	270 Northwood Drive	12/14/2015	work in ROW	ROW	\$25.00
2015-76	Scott Backmann	336 Phillips St	12/17/2015	fence	FP	\$15.00
2015-77	Home, Inc.	422 N High St	12/21/2015	driveway	ZP	\$15.00
2015-78	Radian Custom	1200 Livermore St	12/28/2015	single family res	ZP	\$35.00

## Planning Commission Cases

There were some cases that required approval at a level beyond staff. In 2015, the Planning Commission approved 10 conditional use cases ranging from accessory dwelling units, businesses in residential districts to home occupations. Two right-of-way vacations, three lot splits and one re-plat were also approved and issued permits. Additionally, eight text amendments were reviewed by the Planning Commission with seven approved and forwarded to Council and one (swimming pools) remaining under review.

Case#	Address	Date	Applicant	Property Owner	Type	Project Description	Outcome
PC15-01	506 S. High Street		Morgan Family Foundation	Ertle Publishing	Conditional Use	Office	Approved
PC15-02	1108 S. Xenia Ave				Conditional Use	Accessory Dwelling Unit	Approved
PC15-03	104 Xenia Ave		Village of Yellow Springs	Peach's	Map Amendment		Approved
PC15-04				Antioch College	ROW Vacation		Approved
PC15-05				Antioch College	ROW Vacation		Approved
PC15-06	N/A		Village of Yellow Springs	N/A	Text Amendment		Approved
PC15-07				Samantha Eckenrode	Lot Split		Approved
PC15-08	Corry and Allen		William Short	Same	Lot Split		Approved
PC15-09	Corry and Allen		William Short	Same	Lot Split		Approved
PC15-10	423 W. Limestone		Donna Pitstick	Same	Conditional Use	Accessory Dwelling Unit	Approved
PC15-11	527 Dayton		Maxine Skuba	Same	Conditional Use	Office	Approved
PC15-12	N/A		Village of Yellow Springs	N/A	Text Amendment	Accessory Structure Text	Approved
PC15-13	N/A		Village of Yellow Springs	N/A	Text Amendment	Swimming Pool	Tabled
PC15-14	N/A		Village of Yellow Springs	N/A	Text Amendment	Driveway	Approved
PC15-15	N/A		Village of Yellow Springs	N/A	Text Amendment	Zoning Lot	Approved
PC15-16	N/A		Village of Yellow Springs	N/A	Text Amendment	Sign section layout	Approved

PC15-17	N/A		Village of Yellow Springs	N/A	Text Amendment	HOP for ADU in R-C	Approved
PC15-18	209 E. Herman		Jennifer Horner	BigHut LLC/Kristensen	Conditional Use	Lodging/Prof. Counseling	Approved
PC15-19	133 W Whiteman		Mr. & Mrs. C. Peters	Same	Re-plat	2 lots to 1	Approved
PC15-20	128 S Walnut	10/1/2015	Norah Byrnes	Same	HOP	Food Service Operation	Approved with conditions 11/9/15 PC
PC15-21	423 W Limestone	10/23/2015	Donna Haller	Same	HOP/ADU	Sewing Classes	Approved
PC15-22	740 Dayton St	10/22/2015	Arnold Adoff	Same	Conditional Use	Accessory Dwelling Unit	Approved
PC15-23	888 Dayton St	12/10/2015	Dayton Mailing Services	Same	Conditional Use	I-1 in a PUD	Approved
PC15-24	207 N Winter	11/7/2015	Jennifer Horner	same	Conditional Use	Lodging/Prof. Counseling	Approved

## Board of Zoning Appeals Cases

Four cases were heard by the Board of Zoning Appeals with three receiving variances.

Case#	Address	Applicant	Property Owner	Type	Project Description	Outcome
BZ15-01	120 Railroad	David Chappelle	Same	Variance	Fence Height	Approved
BZ15-02	302 Corry St	Steve Bujenovic	Same	Variance	Interior Lot	Denied
BZ15-03	326 Phillips	P. Buckley	Same	Variance	Reqd. Yard	Approved
BZ15-04	733 Union St	Tom Gray	Same	Variance	deck setback	Approved

Additionally, 22 violation letters were sent with 16 remediated by the owners, 2 remediated by the Village of Yellow Springs, and 4 pending.

Lastly, beginning October 21<sup>st</sup> through December 31<sup>st</sup> staff attempted to keep a log of all phone calls. When starting in this position September 1<sup>st</sup>, I didn't think a phone log would be necessary. Surprised by the number of calls I was receiving, I decided to keep track of them. Seventy calls (many requiring multiple follow up calls) were logged. The majority of the calls were zoning related either from real estate agents or banks inquiring about the zoning of a property, a contractor requesting zoning requirements for building on a property or individuals interested in buying a property and not understanding our regulations. Logging these calls proved to be more difficult than expected and a lot of calls were answered, but not recorded due to time constraints.

Respectfully submitted – January 14, 2016

Denise Swinger,  
Planning & Zoning Administrator



# **Yellow Springs Police Department Activity Report for the month of December 2015**

## **(A) Calls for Service Information**

Total number of calls for service received ----- 1272

## **(B) Offenses Information**

Total offenses reported ----- 153

## **(C) Felony criminal citation, misdemeanor criminal citations, and traffic citations (moving, parking, and warning citations).**

Total citations issued ----- 342

## **(D) Stolen Property Value**

Value of reported stolen property ----- \$787.00

Value of property recovered ----- \$200.00

## **(E) Accident Information**

Accidents without injury -----1

Accidents with injury ----- 1

Accidents hit skip ----- 3

Accidents fatal ----- 0

## **(F) Domestic Violence Information**

Domestic violence/disputes incidents -----4



## Street Work for December 2015

- Sand Removal Assistance – Gaunt Park Pool
- (8) Dead-End Manhole Wash down/ Cleaning – Sanitary
- Met with contractor regarding Library stone cleaning – they did a cleaning test while there
- Weekly checking of problem sanitary sewers – Every Friday
- Sound Force meeting at Bryan Center – set up televisions for council presentations
- Sutton Farm Clean-up – Removal of supplies from new building area; taking of recyclable metals to junk yard
- Women's downstairs restroom at Bryan Center – Door hinge repair and tile cleaning
- Dug Hole for records to be burned; (11) 2.5 Cu Yard bucket of records loaded and burned from Sutton Farm house
- Assisted Water/Electric with Flour/Sugar hand out
- Leveled a new spot for supplies at Sutton Farm – Hauled 4 loads of gravel and graded/compacted
- Filled Bryan Center and Library Potholes
- Took trash receptacles to W. North College for pottery decoration
- New brakes installed on Dodge 3500 dump truck
- Set up and tear down of Room A&B – Holiday Party
- Rearranged storage closet in Room A&B (per Patti's request from Karen)
- Painted new lids to install on pottery trash receptacles – (4) in all
- Started Pottery Shop drop ceiling and overhead lighting install
- Purchased new lights and installed them in gymnasium
- Cleaning Supplies purchased for Bryan Center
- Broken wooden ramps at Skate Park removed
- Cleaned multiple catch basins before heavy rains to ensure storm water accessibility
- Graded off area for proposed new building site
- Checked sanitary – Bentinos
- Purchased new shirts for Building Monitors
- (3) loads of topsoil @ Sutton Farm loaded and hauled for Miami Township
- Checked and removed leaves off catch basin at Rice Road – spoke to homeowner that assured he would talk with property overseer to make sure these leaves are removed
- Removal of debris in main sanitary line @ Xenia and Corry St
- (2) Sanitary back-ups : Polecat Road; Corry Street @ MTFR – Abundance of rain and debris
- Removed and replaced new way-finder signs throughout Bryan Center building
- Graded and installed new gravel at Greene Street and W. North College
- OSHA Training – Traffic control safety
-

# MAYOR'S MONTHLY REPORT

DATE: 12-31-15  
 TO: Members of Council, Police Chief, Manager  
 FROM: David Foubert  
 RE: December 2015 Monthly Report

There were 24 traffic, 0 DUI, 0 misdemeanor and 26 parking citations filed with Mayor's Court in December for a total of 465 citations filed to date in 2015.

BOND ACCOUNT - NO ACTIVITY Balance: 51.51

## MAYOR'S ACCOUNT

### Violations Bureau:

Fines/Fees	2249.00	16693.00
Parking	790.00	4185.00
Court Fines	1680.00	13229.00
Weddings		150.00
Mayor's Account Balance	4719.00	34257.00

Adjustment for Dec. 2014		49.00-
Restitution		130.00-
Refund of Overpayment		25.00-
NSF Check		55.00-
Victims of Crime	252.00	1863.00-
Indigent Defense Fund	685.00	5095.00-
Drug Law Enforcement	87.50	668.50-
INDIGENT Driver's Alcohol	37.50	286.50-
Remitted to Computer Fund	280.00	2115.00
Remitted to village GF	3377.00	23970.00

### Comparison Figures from December 2014

There were 13 traffic, 0 DUI, 0 misdemeanor and 0 parking citations filed for a total of 276 citations filed to date in December 2014.

Remitted to Computer Fund	132.00	1802.00
Remitted to General Fund	1386.00	19853.00

David H. Foubert  
 David Foubert, Mayor

# Coffee with a Cop

**Meet, greet and get to know some of Yellow Springs Police  
Department's finest over a cup of coffee!**

On Wednesday, January 20, 2016, the second of a series of "Coffee with a Cop" events will be held at the Emporium, Dino's Cappuccinos and The Spirited Goat. Off-duty officers from the Yellow Springs Police Department will be on hand from 7:00-8:30 A.M. at all of these locations to engage in conversation with residents.

This is your opportunity to get to know the officers and their chance to get to know you!

Please join us for a session of light conversation and get to know the officers!





Assistant Village Manager Report  
January 19, 2015

I am happy to say that the 2015 fiscal year is now closed! All accounts have been reconciled and filed to wait for the auditor. My next step is to prepare the 2015 financial statements for submission to the state and also await review by the auditors which should be sometime in March.

The electric meter change-out project is in full swing and began officially on Monday, January 11<sup>th</sup>. The crew that we contracted is swapping out approximately 100 meters per day. We have notified customers via the message board on the utility bills, a breaking news notice on the Village's homepage, a notice on Channel 5 and an email to all customers enrolled in e-billing. Xenia Avenue businesses were notified via a hand delivered letter on Friday prior to them being affected, which was anticipated to occur on Saturday, January 16. We plan to do the same with the remaining businesses. At this rate the project should be finished by the end of March at the latest. The crews are working 6 days per week so if residents see the crews on Saturdays, this is not unusual.

We expect our telephone payment system to be operational by the end of the month. Once up and running we will advertise that option to pay utility bills widely.

Respectfully Submitted,  
Melissa Vanzant

1-19-16

To: Council

From: Judy Kintner

Re: Clerk's Report

Great news from the little office at the back of the building—I now have a part-time intern from Wright State. Kirsten Hall started work on Friday and is excited about her internship and motivated to learn about as many aspects of Village government as she possibly can over the next 3 months. Her presence takes some pressure off the search for a new Clerk's Assistant, but we do have several interviews lined up for next week.

I wanted to acknowledge some really fine work on the part of Miss Morgan's third grade class at Mills Lawn, who did a truly excellent job of interviewing much of the Village Staff and all of Council, and who—most wonderfully—got excited about and involved in Village government as their PBL project for this term. Their presentations were part of an outstanding PBL night at Mills Lawn last week. We will see a resolution from that class on the agenda on February first.

--Judy Kintner



*The purpose of the Community Access Panel shall be to define the level of general interest in public access cable television generating both from residents and educational institutions within the Village and to provide policy guidance to Council...on direct local access operations...advise Village Council on all matters relating to cable communications within the Village and carry out such other duties as may be assigned by Council.*

## **CAP Meeting Minutes**

### **Thursday November 12<sup>th</sup>, 2015, 7:30 PM**

### **Council Chambers**

#### **Call to Order**

The Nov 12<sup>th</sup>, 2015 meeting of the Yellow Springs Community Access Panel was called to order at 7:30 P.M. Present were panel members Thor Sage, Brian Housh, Tim Barhorst, Susan Gartner, Jordan Gray, Melissa Vanzant, and secretary- Barbara Zulliger.

#### **Approval of Minutes and Introductions**

October 2015 minutes with corrections were approved. (Tim and Brian)

#### **Station Manager's Report**

Per Susan: everything has been fine. She's been going over the VHS tapes and it's very labor intensive; 92% of them are in poor shape and unusable. The video equipment from 1992-98 is not workable. A highlight was a wonderful video of Street Fair. Per Brian: all video is now going through a YouTube channel. How do we want it to be displayed? We can do a page for CAP. Per Susan: things are being put on YouTube but there seems to be items that are missing. Per Melissa: she may be missing information for Utilities, too. Everything was supposed to be migrated over. She can touch base with Ruth Ann and discuss these problems with her. Most recent council meetings should be first and they're not. Per Thor: how are we being charged for our YouTube storage? We need to find out. Navigation is not very good on the site. Brian to see if things can be changed back to the old way we were doing things before. Do we get charged for extra storage? Per Tim: how far out do we want to keep videos? Cloud base archiving (the most secure) is an option. Judy is in charge of archives and record keeping. Per Jordan: go to [archives.org](http://archives.org) to look at information. Melissa can benefit from this.

#### **Old Business**

##### **- Technology Plan/ Fiber Plan/ Dig Once**

Per Thor: he can put together %bullet points+of the Tech Plan/Fiber Plan/ Dig Once.

##### **- Social Media Policy**

Per Jordan: he presented a sample of a Social Media Policy he felt would be good for us. Lets keep it simple and allow social media just as a broadcasting platform. A Code of Ethics should be added to the website which we need a policy for. The village does not have a Webmaster.

##### **- Municipal Broadband / Springs-Net Initiatives**

Per Tim: we have another meeting on Saturday. The meetings have been longer and more productive. Most costs have been tabulated. Matt Cole created an excellent

financing spreadsheet and the return on investment looks good. A survey has been sent out and we've already got back over a 100 replies. The survey was very concise and to the point. We put the results in a presentation to council. A white paper with bullet points will be put together. It should be ready within a couple of weeks. Per Brian the presentation should be no longer than 5-10 minutes. We are seating a new council. This commission will review it first before presenting it to council.

#### **- Wireless Proposal**

Per Thor: he received numbers from Cisco Capital. Thor must have Mario's approval to put access points on the outside of the school building. There will be a one-time payment and thereafter monthly payments.

#### **- Station UPS, Equipment, Policies and Procedures**

Per Thor: a load test needs to be done on the UPS. The UPS is very old and basic. We need to call Leightronics about hardware and software updates. Per Susan: there needs to be maintenance windows either monthly or every other month to check the UPS. There also needs to be technical training. Thor to assist Susan on the Leightronics call.

### **New Business**

#### **- Cyber Security Policies**

Per Tim: a security policy needs to be developed. IT systems are vulnerable to a breach and it's best to have a policy in place. Thor is currently investigating this for his company. Per Brian: the village could benefit from this policy, also. Per Tim: a minimal security audit should be done and a diagram of the whole layout of equipment. Per Thor: it's critical to protect payroll data and confidential customer data. A policy must state what to do if an incident occurs. Per Brian: recommendations must be drawn up and we could hire a firm to do the audit. Draw up a one pager, present it to council, have them agree on it, and then Melissa can proceed. No credit card info is stored here, per Melissa.

#### **- Other Items**

Per Brian: the annual report is coming up. Our 2016 goals are a work in progress. We need to review our old goals. Dec. 10<sup>th</sup> will be a Special Council Meeting on the Water Plant discussion.

#### **- Next Meeting**

The meeting was adjourned at 9:05 P.M. The next meeting is: Dec.17, 7:00 PM, Council Chambers. Melissa will be out of town. Barbara will be absent, also.

### **Village / Township Collaboration (Update)**

Miami Township Trustee and President Chris Mucher contacted me last month to discuss the possibility of the twice-a-month MTT meetings being uploaded to an MTT website, beginning January 2016. Since then, Chris has decided that this task will stay with MTT tech support staff so as not to add to my 20-hour-a-week limitation.

### **The Future of Backups (Update)**

In a recent conversation with Head Librarian Connie Collett, I learned that the playable dvds that I process and drop off at the library after every Village Government meeting (Village Council, Planning Commission, Zoning Board of Appeals, Miami Township Trustees) get very little use. The exception to this is when there is a particularly controversial topic being discussed.

Now that Village and Miami Township meetings are available online, eventually the need for a playable dvd will be nonexistent as residents get this need met through their internet connection. I will stay in touch with Connie throughout the year and watch how this number changes. For the time-being, I will continue to provide this service to library patrons who are unable to access the meetings online.

### **Logmein continued coverage**

With help from Finance Director Melissa Vanzant, on Tuesday, Dec. 29, 2015, I put in new billing information into the logmein.com site for continued coverage of remote access so that I can work from home and from out-of-state. Our current subscription was set to expire Jan. 22, 2016. I have been waiting for notification from Logmein to verify that the new info has been applied. At the time of putting in the info, I received the message, "Your details have been updated successfully". Former Station Manager Paul Abendroth used his own credit card in the past and I want to be sure that the billing has been properly updated. Perhaps I will receive a confirmation e-mail at or around Jan. 22, 2016.

### **Uninterrupted Power Supply**

Village Electric/Water Distribution Superintendent Johnnie Burns has told me he will assist with the task of researching appropriate UPS units to replace the two old units in the station. My goal is to make the purchase for two new units this month. There was a power outage Sunday or Monday, Jan. 10 or 11 and then again on Wed., Jan. 13, which disrupted programming. Audio was affected with the first incident. I contacted Time Warner and discovered it was a problem on their end and they fixed the situation immediately. The help numbers in the station for Time Warner tech help are no longer applicable. I am currently working on updating that tech support list. The second incident resulted in a problem with the Nexus which I was able to correct myself.

### **Station Highlights**

– Holiday programming was in abundance in December. Choral and orchestral concerts, talent shows, poetry readings, photos – we have more December holiday programs in our archives than any other time of year. Thanks to all who have contributed over the years, in front of and behind the camera, to this culturally rich and vibrant village history.

– "Drum In The New Year" – 24 hours of local drumming programs made for a unique way to celebrate January 1, 2016.



11/19/15

Dear Ms. Bates,

I want to thank you very warmly for finally taking action on the sidewalk on the south end of town between Herman and Allen St. We live on Xenia Ave. near Allen and walk that stretch nearly every day summer and winter to the Wellness Center,

to town and just to exercise. For years we've gumbled at the poor quality of that "Footpath." Now we are ecstatic have a real sidewalk.

We appreciate everything you've done for the Village but this is above all else. Now we can just get the residents there to shovel their snow.

With much gratitude  
Dore & Keiko Hasegawa

Dear Ms Bates,

I want to thank the village for the gift of the flour and sugar. Since my husband, Tim Rogers, died in early 2014 I have been on a fixed income. I'm having trouble getting used to that and the flour and sugar were very welcome gifts!

Thanks again,

Stepi Campbell