



RECORD OF PROCEEDINGS
MINUTES OF VILLAGE OF GOLF MANOR
COUNCIL MEETING DECEMBER 11, 2017

Mayor Hirth performed the Swearing Ceremony for four Council Members: Mr. Boettcher, Ms. Chaney, Mr. Densmore, Mr. Marx

No one registered to address Council

Motion to adopt the agenda made by Mr. Schwartzberg, seconded by Mr. Boettcher; all members approved.

Motion to approve the October 23 Community Development Block Grant meeting minutes made by Mr. Marx, seconded by Ms. Chaney; all members approved.

Motion to approve the November 27 minutes made by Mr. Schwartzberg, seconded by Mr. Marx; all members approved.

MAYOR REPORT: Mr. Hirth

- Discussed housekeeping items since swearing in of new Councilmembers, motion to adopt Robert’s Rules of Order made by Mr. Schwartzberg, seconded by Ms. Chaney; all members approved.
- Succession Certificates submitted and received.
- Ms. Chaney Motioned Mr. Schwartzberg as the Vice Mayor, seconded by Mr. Marx; all members approved.
- Mayor Hirth performed the swearing in Ceremony for Mr. Schwartzberg as Vice Mayor.
- Committee assignments: Executive Committee Chair – Mr. Schwartzberg, Mr. Marx, Mr. Densmore with Mr. Boettcher/Ms. Chaney as liaison to be determined with resident Committee members to also be selected in January.
- Finance Committee Co-Chairs: Ms. Chaney and Mr. Boettcher and Mr. Schwartzberg - liaison
Education: Ms. Chaney as Liaison
Mr. Simiele continue to serve as Recreation President and report to Executive Committee and Council
Fire Board liaison: Mr. Marx
Planning Commission: Mr. Willacker - Chair, Mr. Scott, Mr. Simiele and Mr. Boettcher - liaison.
Ms. Chaney, Mr. Densmore to develop and draft Rules of Council.
- Center of Local Government is providing training for newly elected members of Council. Mr. Boettcher will coordinate the training for interested Councilmembers
- Personal email usage.
- Mailboxes have been moved to the tax office.
- Telephone extension option #8 provides list of Councilmembers.
- Credit Card policy has been distributed to the Finance Committee, Clerk Treasurer and Department Heads.
- Notified by Hamilton County of a Recycle Battery policy and procedure stated on the website under Services and Recycling.
- Community Development Block Grant Funding we initially requested \$35,000 from that fund but were informed we received \$41,000 to be spread across three years with the following distributions:
2018 - \$11,000; 2019 - \$15,000; 2020 - \$15,000 also the funds allotted in 2017 will be utilized in 2018.

GOLF MANOR POLICE DEPARTMENT: Chief Campbell

- Mayors Court Report for the month of November 2017

Gross Receipts	\$12,635.00
Required State Fund	\$ 2,674.00
Other	<u>\$ 92.00</u>
Deposited General Fund	\$ 9,869.00



Motion to accept the Mayors Court Report made by Ms. Chaney, seconded by Marx; all members approved.

GOLF MANOR FIRE DEPARTMENT: Chief Puthoff

- Advised he will be attending and updating council regarding the strategic plan on the Fire District for the first 6months working with Mr. Marx and the second appointee.

SOLICITOR: Mr. Donnellon

- Motion to read by title only made by Mr. Marx, seconded by Mr. Schwartzberg; all approved.
ORDINANCE 2017-15: AN ORDINANCE SETTING COMPENSATION FOR THE EMPLOYEES OF THE VILLAGE OF GOLF MANOR, OHIO AND DECLARING AN EMERGENCY motion made by Mr. Schwartzberg to approve as an emergency, second by Ms. Chaney; all members approved. Council by roll call vote unanimously approved the Ordinance. Motion by Mr. Schwartzberg to suspend the second and third readings, seconded by Mr. Marx; all members approved. Council by roll call vote unanimously approved the Ordinance.
- Motion to read by title only made by Mr. Boettcher, seconded by Mr. Marx; all approved.
RESOLUTION 2017-30 A RESOLUTION AUTHORIZING A ONE TIME CARRYOVER AND ACCRUED VACATION PER CALENDER YEAR 2017. Motion by Mr. Schwartzberg to pass, seconded by Mr. Marx; all members approved. Council by roll call vote unanimously approved the Resolution.
- Motion to read by title only made by Mr. Schwartzberg, seconded by Ms. Chaney; all approved
ORDINANCE 2017-16: AN ORDINANCE MAKING SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2017. Mr. Schwartzberg motion to approve, seconded by Ms. Chaney; all members approved. Council by roll call vote unanimously approved the Ordinance. Motion by Mr. Schwartzberg to suspend the second and third readings, seconded by Mr. Marx; all members approved. Council by roll call vote unanimously approved the Ordinance.
- Motion to read by title only made by Mr. Marx, seconded by Ms. Chaney; all approved.
ORDINANCE 2017-17: AN ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES OF THE VILLAGE OF GOLF MANOR, OHIO DURING THE FISCAL YEAR ENDING DECEMBER 31, 2018. Motion to approve made by Mr. Marx, seconded by Mr. Densmore; all members approved. Council by roll call vote unanimously approved the Ordinance. Motion by Mr. Schwartzberg to suspend the second and third readings, seconded by Mr. Marx; all members approved. Council by roll call vote unanimously approved the Ordinance.
- Motion to read by title only made by Mr. Schwartzberg, seconded by Mr. Marx; all approved
ORDINANCE 2017-18: AN ORDINANCE ESTABLISHING THE POSITION OF ASSISTANT CLERK AND APPOINTING ANNA GEDEON TO SUCH POSITION. Motion to pass made by Mr. Schwartzberg, seconded by Mr. Marx; all members approved. Council by roll call vote unanimously approved the Ordinance. Motion by Mr. Schwartzberg to suspend the second and third readings, seconded by Ms. Chaney; all members approved. Council by roll call vote unanimously approved the Ordinance.
- Motion to amend the third reading of ORDINANCE 2017-15 made by Mr. Schwartzberg, seconded by Ms. Chaney; all approved. Motion to approve as an emergency made by Mr. Schwartzberg, seconded by Ms. Chaney. Roll call vote held and all approved the amended ordinance. ORDINANCE AMENDING SECTION 111.01 OF THE VILLAGE CODE OF ORDINANCES.

COMMITTEES:

FIRE DEPARTMENT REPRESENTATIVE – Mr. Marx

- LMFD board meeting - December 20, 2017 at 6pm
- Contract negotiation still ongoing
- Chief Puthoff will hold staff meetings
- Fire District Board meets the third Wednesday of every month

PLANNING COMMISSION – Mr. Boettcher

- Thursday January 4th 6:30pm

RECREATION COMMISSION – Mr. Simiele

- December 9th Breakfast with Santa was successful



- Caroling in the park December 15th at 7pm
- Recreation meetings held on the third Monday of the month at 7pm

FINANCE – Ms. Chaney

- Ms. Chaney advised that Finance legislation was discussed during the Solicitor’s report.
- Mayor Hirth has asked the Finance Committee to form a sub-committee to review and study employee payroll during the first quarter 2018 and report back to Council with recommendations regarding ways to restructure moving from across the board increases to merit increases, this requires switching from a specific dollar amount in specific levels to having ranges of salaries.

OLD BUSINESS – none

NEW BUSINESS

- Mayor Hirth advised that due to an open Council seat and his discussion with the Clerk Treasurer that Council consider Ms. Dubose to fill that empty Council seat. Mr. Donnellon advised “Point of Order” that by Charter two public official positions can’t be held at the same time, so a resignation of the Clerk Treasurer position is needed with an effective date of January 7th to not be in violation when the council seat is filled on January 8th. Motion to appoint Ms. Dubose made by Ms. Chaney, seconded by Mr. Marx; all members approved.

Motion to adjourn made by Mr. Schwartzberg, seconded by Mr. Marx; all members approved.

Ron Hirth – Mayor

Brenda Dubose – Clerk Treasurer

