

**Special Council Meeting Minutes**  
*Monday, February 8, 2021 – 7 PM • Virtual by Zoom*

| Item   | Presented By:         | Action                           | Topic   | Report   |
|--|-----------------------|----------------------------------|---|--|
| <b>Pledge of Allegiance &amp; Roll Call for Quorum</b> | Mayor Stefan Densmore |                                  |   | <p>The Village Council convened a Special meeting on Monday, February 8, 2021 at 7 PM by video conference with Mayor Stefan Densmore presiding. The Mayor previously called this meeting as a special meeting.</p> <p>This remote access meeting was allowed by emergency legislation adopted by the Ohio General Assembly and approved by the Governor. The emergency legislation added language to RC Section 121.22 allowing public meetings by telephone or video conference during the current pandemic and the declared State of Emergency. As required by the statute, notice of the video meeting was publicized more than 24 hours in advance to allow public access. The public was also given back up numbers to call in the event there were difficulties accessing the meeting by Zoom video. This Notice of Meeting was posted on the Village’s website and a similar Notice was sent to various media outlets.</p> <p>Roll call of Council Members:<br/>           Mr. Boettcher: Present<br/>           Ms. Chaney: Present<br/>           Mr. Kneipp: Present<br/>           Mr. Pridonoff: Present<br/>           Ms. Snyder: Present<br/>           Mr. Van Harn: Present</p> <p>All members present.</p> |
| <b>Set the Agenda &amp; Adopt</b>                      | Mayor Densmore        | Review & Motion                  | <ul style="list-style-type: none"> <li>•</li> </ul> | Motion to adopt the agenda by Mr. Boettcher<br>Second by Ms. Snyder<br>All voted in favor.   |
| <b>Persons Registered to Address Council</b>           | Resident/Visitor      | 3-minute time limit per speaker. | None  |  |

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| <b>Minutes to be Approved</b>          | Andy Lanser         | Review & Motion        | <ul style="list-style-type: none"> <li>• <a href="#">Meeting minutes 1/11/2021</a></li> <li>• <a href="#">Meeting minutes 1/25/2021</a></li> </ul> | Motion to approve the minutes by Mr. Pridonoff<br>Second by Mr. Boettcher<br>All voted in favor.   |
| <b>Departments/Committees</b>          |                     |                        |  |  |
| <b>LMFR Fire District Chief Report</b> | Chief Terry Timmers | Report                 | <a href="#">January 2021 LMFR Report</a>   | <ul style="list-style-type: none"> <li>• The Fire Department has had 19 employees receive both Covid-19 vaccines.</li> <li>• For the month of January, the Department responded to 13 fire details, 3 of which were in Columbia Township, and 10 occurred in Golf Manor. In addition, the Department responded to 83 EMS incidents, 31 of which occurred in Columbia Township and 52 occurred in Golf Manor.</li> <li>• A local hotel has set aside 52 rooms for the homeless as part of a Talbert House program. When the Fire District report is reviewed the reader will notice that there have been 12-13 runs to this hotel. Chief Timmers wanted Council and the public to be aware of this occurrence.</li> </ul>   |
| <b>Mayor</b>                           | Mayor Densmore      | Report & Announcements | Report   | <ul style="list-style-type: none"> <li>• See report</li> </ul>   |
| <b>Village Administrator</b>           | Ron Hirth           | Report                 | Report   | <ul style="list-style-type: none"> <li>• <b>COVID – 19 Protocols:</b> All in-person meetings continue to be virtual through the Governor’s curfew orders which have been extended through February 11, 2021. We continue to monitor infection and hospitalization rates as we manage daily business.</li> <li>• <b>Vera Road Project:</b> Acceptance of bids by the road engineer ends February 11, 2021 at 10:00 AM when bids will be opened. Open bidding was advertised in the Cincinnati Enquirer. The bid will be accepted in a public meeting online accessible through the Village website.</li> <li>• <b>Technology Upgrades:</b> Email accounts were converted to a new email system over the past weekend. As a result, there have been intermittent outages, particularly when accessing email from personal devices. If you have issues please contact tech support.</li> <li>• <b>The phone system has also been upgraded.</b> Please check your Village voice mail to ensure you receive an email message when a voicemail has been left in your voice mailbox. Also make sure you have recorded a greeting if you wish to change what’s there.</li> </ul> |

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|                       |                      |        |   | <ul style="list-style-type: none"> <li>• <b>Tax season</b> is in full swing and the IRS should be processing 2020 returns soon. Golf Manor taxes are filed through the Regional Income Tax Authority (RITA) and must be submitted by Thursday, April 15, 2021. There is a link to file online from the homepage of the Village website.</li> <li>• <b>The Village website</b> has been updated with links to schedule COVID vaccinations (when eligible), curfew information, winter street maintenance, mask compliance, upcoming meetings, and remembrance of folks we've lost during the pandemic. We are also looking at providing a forum to celebrate creativity of our residents with the Golf Manor gallery. An example has been posted on the site. The Village website resides at: <a href="http://www.golfmanoroh.gov">www.golfmanoroh.gov</a></li> </ul> |
| <b>Fiscal Officer</b> | Andy Lanser          | Report |   | Mr. Lanser reported he is working through the end of the year reporting that is required annually by the Auditor of State. It is his intention to have this completed by the end of the week. Once completed Mr. Lanser will provide a full end of the year report as well as the January 2021 financial packet for review for the next Finance meeting.   |
| <b>Police</b>         | Chief Chris Campbell | Report | <a href="#">Mayor's Court Report</a><br>Activity Report | <p>\$1,719.00 to the Village<br/> \$337.50 to the State<br/> \$13.50 to Other<br/> Total: \$2,070.00</p> <p>Motion to accept the December Mayor's Court report by Ms. Chaney<br/> Second by Ms. Snyder<br/> All members voted in favor.</p> <ul style="list-style-type: none"> <li>• The Police Department has received their final certification for the Ohio Collaborative. As a result, all Police Department policies are considered up to date.</li> <li>• The Department has received a thank you letter for the outstanding customer service performed by the Department's Clerk, Denise Van Pelt.</li> </ul>   |

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|                                    |                               |                          |  | <ul style="list-style-type: none"> <li>The County Communications Center has set the detail rate for 2021. The rate will be \$5 per run dispatched. This is a substantial savings for the Department.</li> </ul>  |
| <b>Second Roll Call for Quorum</b> | Mr. Lanser                    |                          |  | <p>Second roll call of Council Members:</p> <p>Mr. Boettcher: Present<br/> Ms. Chaney: Present<br/> Mr. Kneipp: Present<br/> Mr. Pridonoff: Present<br/> Ms. Snyder: Present<br/> Mr. Van Harn: Present</p>  |
| <b>Solicitor</b>                   | Terry Donnellon, Solicitor    | Legislation & Discussion | There is no legislation for action at this time. |  |
| <b>Executive Committee</b>         | Ashley Snyder                 | Report                   |  | <p>Executive Committee met this evening. Here's the full report: <a href="https://www.golfmanoroh.gov/wp-content/minutes/2021/Executive/GM_Council_020821_ex.pdf">https://www.golfmanoroh.gov/wp-content/minutes/2021/Executive/GM_Council_020821_ex.pdf</a></p> <p>Highlights:</p> <ul style="list-style-type: none"> <li>Parking continues to be a point of discussion for the Committee. The Committee will continue to review the Village parking ordinance and investigate best practices.</li> </ul> |
| Education                          | Sharon Chaney                 | Report                   |  | <ul style="list-style-type: none"> <li>The next LSDMC meeting will be on 2/10</li> </ul>   |
| Non-Profit                         | Eric Pridonoff                | Report                   |  | No report.   |
| Fire District Board Member Report  | Roger Van Harn<br>Andy Lanser | Report                   |  | <ul style="list-style-type: none"> <li>LMFR Fire Board virtual meeting Wednesday, February 17, 2021 @ 6 PM.</li> </ul>   |
| Planning Commission                | Matt Boettcher                | Report                   |  | <ul style="list-style-type: none"> <li>Next Planning Commission meeting scheduled for Monday, March 1, 2021 @ 6:30 PM pending any business.</li> <li>Report from February 1, 2021 Planning Commission meeting: Continued conversation of community free libraries. The Commission recommends referring the topic to council for a public hearing. The Committee will also review legislation to update zoning code for accessory structures to make them available in the Village.</li> </ul>              |

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|                   |                       |            |   | Motion by Ms. Snyder to hold special meeting on 3/22 at 6:30 to discuss amending zoning code for accessory structures<br>Second by Mr. Boettcher<br>All members vote in favor.   |
| Engagement        | Danny Kneipp, Chair   | Report     |   | No report  |
| Finance Committee | Matt Boettcher, Chair | Report     |   | Finance Committee did not meet this evening.   |
|                   |                       |            |   |  |
| Old Business      |                       | Discussion |   |  |
| New Business      |                       | Discussion |   |  |
| Announcements     |                       |            |   | <ul style="list-style-type: none"> <li>• Next Council meeting scheduled for Monday, February 22, 2021 @ 7 PM</li> <li>• Next Finance Committee meeting scheduled for Monday, February 22, 2021 @ 6 PM</li> <li>• Next Executive Committee meeting scheduled for Monday, March 8, 2021 @ 6 PM</li> <li>• Future scheduled dates for Council: <ul style="list-style-type: none"> <li>○ Mon., March 8, 2021 @ 7 PM</li> <li>○ Mon., March 22, 2021</li> </ul> </li> </ul> |
| Executive Session |                       |            | For a matter of personnel and compensation. | <p>Motion to move to executive session at 7:41 PM for a matter of personnel and compensation by Mr. Boettcher<br/>Second by Mr. Pridonoff</p> <p>Roll call:<br/>Mr. Boettcher: Yes<br/>Ms. Chaney: Yes<br/>Mr. Kneipp: Yes<br/>Mr. Pridonoff: Yes<br/>Ms. Snyder: Yes<br/>Mr. Van Harn: Yes</p> <p>Motion to return to regular session at 8:00 PM by Mr. Boettcher<br/>Second by: Mr. Pridonoff<br/>All voted in favor.</p>  |

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| <b>Adjourn</b> |  |  |  | Motion to adjourn at 8:02 PM PM by Mr. Boettcher<br>Second by Mr. Pridonoff<br>All members voted in favor. |
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\_\_\_\_\_ Date: \_\_\_\_\_  
 Submitted by Andy Lanser, Fiscal Officer

\_\_\_\_\_ Date: \_\_\_\_\_  
 Stefan Densmore, Mayor

\_\_\_\_\_ Date: \_\_\_\_\_  
 Anna Gedeon, Asst. Clerk