

Regular Council Meeting

Thursday, July 11, 2023

Mayor Mike Petrella called the meeting to Order.

**Roll Call:** Bob Merriman present, Jason Mattern present, Pennie Scarpone absent, Carmen DeStefano present, Randy Spence present, Gael Damron present.

**Officials:** Mayor Mike Petrella present, Fiscal Officer absent, Administrator Jesse Kosegi present, Solicitor Jake Linn present

**Moment of Silence**

**Pledge of Allegiance**

**Reading of Minutes**

Can I get a motion to appoint myself Randy as administrator and or clerk for this meeting?

Motion by Randy Spence, second by Gael Damron to appoint Randy Spence as administrator and or clerk for this meeting.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Gael Damron, second by Randy Spence to approve the May 18, 2023 Council minutes as updated.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Randy Spence, second by Gael Damron to approve the minutes for the June 1, 2023 Council Meeting.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Guests**

Joe Debold Riley Petroleum was here to answer and questions or concerns about the fuel tank.

Jesse Kosegi: We are going to buy the tank and bid the gas out. But we have not made a decision.

Mayor Petrella: Do you have a copy of your proposal.

Joe Debold: No, it was just verbal.

Mayor Petrella: If you could get a copy of the proposal would be great.

Mr. Debold: And I can also give the cost, you will want a double wall tank. Over 5,000 gallons you will need permits, over 10,000 you will have to go through EPA.

Jesse Kosegi: It was going to be under 550.

Joe Debold: It was going to be a complete system.

Mayor Petrella: Would that be a lease.

Joe Debold: You would purchase the tank & complete system then we were giving you a great price on the fuel.

Jason Mattern: Do you have the software system that shows were the fuel goes?

Joe Debold. It is available but we don't supply it.

### **Ordinance and/or Resolution**

**Ordinance 2023-37:** An Ordinance providing for amending and revising the Appropriations of Expenditures for the Village of Wintersville for the Calendar Year 2023 and Declaring an Emergency.

Motion by Jason Mattern, second by Gael Damron to suspend the rules on the second and third readings of Ordinance 2023-37.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Gael Damron, second by Carmen DeStefano to approve Ordinance 2023-37.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Resolution 2023-38:** A Resolution providing for Additional Estimated Revenue for the Village of Wintersville for the Calendar year 2023 and Declaring and Emergency.

Motion by Jason Mattern, second by Bob Merriman to suspend the rules on the second and third readings of Resolution 2023-38.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Gael Damron, second by Carmen DeStefano to approve Resolution 2023-38.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Resolution 2023-39:** A Resolution Providing for Additional Estimated Revenue for the Village of Wintersville for the Calendar Year 2023 and Declaring an Emergency.

Motion by Carmen DeStefano, second by Gael Damron to suspend the rules on the second and third read for Resolution 2023-39.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Gael Damron, second by Carmen DeStefano to approve Resolution 2023-39.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Ordinance 2023-40:** An Ordinance Providing for amending and Revising the Appropriations of Expenditures for the Village of Wintersville for the Calendar Year 2023 and Declaring an Emergency.

Motion by Gael Damron, second by Bob Merriman to suspend the rules on the second and third read for Ordinance 2023-40.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Gael Damron, second by Carmen DeStefano to approve Ordinance 2023-40.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Resolution 2023-41:** A Resolution Providing for Establishing of BWC State Grant Fund and Establishing Estimated Revenue for the Village of Wintersville for the Calendar year 2023 and Declaring an Emergency.

Motion by Gael Damron, second by Carmen DeStefano to suspend the rules on the second and third read for Resolution 2023-41.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Jason Mattern, second by Gael Damron to approve Resolution 2023-41.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Ordinance 2023-42:** An Ordinance Providing for Amending and Revising the Appropriation of Expenditures for the Village of Wintersville for the Calendar Year 2023 and Declaring an Emergency.

Motion by Gael Damron, second by Bob Merriman to suspend the rules in the second and third read of Ordinance 2023-42.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Jason Mattern, second by Bob Merriman to approve Ordinance 2023-42.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Ordinance 2023-43:** An Ordinance Providing for Amending and Revising the Appropriations of Expenditures for the Village of Wintersville for the Calendar Year 2023 and Declaring an Emergency.

Motion by Bob Merriman, second by Gael Damron to suspend the rules on the second and third read of Ordinance 2023-43.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Gael Damron, second by Jason Mattern to approve Ordinance 2023-43.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Resolution 2023-44:** A Resolution Providing for Establishing of Systemwide Meter Replacement – OPWC Fund and Establishing Estimated Revenue for the Village of Wintersville for the Calendar Year 2023 and Declaring an Emergency.

Motion by Jason Mattern, second by Bob Merriman to suspend the rules on the second and third read of Resolution 2023-44.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Gael Damron, second by Carmen DeStefano to approve Resolution 2023-44.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Ordinance 2023-45:** An Ordinance Providing for Amending and Revising the Appropriations of Expenditures for the Village of Wintersville for the Calendar Year 2023 and Declaring an Emergency.

Motion by Gael Damron, second by Carmen DeStefano to suspend the rules on the second and third read of Ordinance 2023-45.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion Gael Damron, second by Jason Mattern to approve Ordinance 2023-45.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Resolution 2023-46:** A Resolution Providing for Establishing of 2023 Resurfacing OPWC Fund and Establishing Revenue for the Village of Wintersville for the Calendar Year 2023 and Declaring an Emergency.

Motion by Jason Mattern, second by Gael Damron to suspend the rules on the second and third read of Resolution 2023-46.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Gael Damron, second by Jason Mattern to approve Resolution 2023-46.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Ordinance 2023-47:** an Ordinance Providing for amending and Revising the Appropriations of Expenditure for the Village of Wintersville for the Calendar Year 2023 and Declaring an Emergency.

Motion by Gael Damron, second by Jason Mattern to suspend the rules on the second and third read of Ordinance 2023-47.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Gael Damron, second by Jason Mattern to approve Ordinance 2023-47.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Ordinance 2023-48:** An Ordinance Providing for Amending and Revising the Appropriations of Expenditures for the Village of Wintersville for the Calendar Year 2023 and Declaring and Emergency.

Motion by Carmen DeStefano, second by Bob Merriman to suspend the rules for the second and third read of Ordinance 2023-48.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Gael Damron, second by Carmen DeStefano to approve Ordinance 2023-48.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Ordinance 2023-49:** An Ordinance Creating and Adopting Section 933.13 of the Codified Ordinance of the Village of Wintersville Ohio which will address the Maintenance and Integrity of Meters and Antennae of Water Meters and Declaring and Emergency.

Motion by Gael Damron, second by Jason Mattern to suspend the rules on the second and third read of Ordinance 2023-49.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Carmen DeStefano, second by Bob Merriman to approve Ordinance 2023-49

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

**Resolution 2023-50:** A Resolution to Authorize and Establishment of Fundraising for a New Wintersville Police Canine (K9) Unit.

Motion by Jason Mattern, second by Bob Merriman to suspend the rules on the second and third read of Resolution 2023-50.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Carmen DeStefano, second by Jason Mattern to approve Resolution 2023-50.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Mayor Petrella: The reason we are suspending the rules on the Resolution is so the Police Department can start their fund raiser for a K-9 Unit.

### **Announcements**

6<sup>th</sup> Annual Josh Merriman Golf Outing will be August 19 at Steubenville County Club.

Jefferson County Fair August 14-20 at Friendship Park.

### **Reports and Communications**

Mayor Petrella read the Magistrate Report, Police Report, and Code Enforcement report for the Month of June.

Chief Vandeborne: Nothing to report, except to Thank everyone for getting the K-9 Project up and running.

### **Mayor's Report**

Summer Park program 22 children signed up this year the most ever.

Leaf pick up will be the 1<sup>st</sup> three Mondays in November please put leaves at curb.

Dr. Scarpone asked myself and the Administrator to see who is bonded in the Village. We have a public official blanket bond for \$10,000.00 we also have an employee theft in our package of \$100,000.00 with a \$500.00 deductible that would be through the auditors.

United Way Day of Action is August 31<sup>st</sup> and they are coming to help paint the Water Garage.

We are still waiting to hear from NPL regarding when they will be finishing up on the Avalon, Moon Valley and the Strip on Main Street.

Terrace Ditch is done, all the residence there are pleased.

We are still patching roads and will have an updated list soon. Also trimming trees and bushes.

The Administrator secured \$10,000.00 from Jefferson County Commissioners for our park here at the Village Building.

Motion by Jason Mattern, second by Bob Merriman to not spend more than \$15,000.00 on the fuel tank and concrete pad.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Gael Damron, second by Carmen DeStefano to pay the dues for the BHJ not to exceed \$1,130.00.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Congratulations to Pastaio for being on America Best Restaurant.

We want to Welcome 2 New Businesses into the Village, Vet Equipment and Empowered Yoga.

### **Administrator's Report**

We have secured a grant from Jefferson Soil and Conservation and whatever project we decide on would have to be done by 2026.

The Main Focal point will be the dog park with \$10,000.00 from the Jefferson County Commissioners that will go for the fence getting started.

We still have ARPA funds available. What we would like to do is Thermo Plastic Striping on Woodridge Drive, Winters Drive and Luray Drive.

Also Paving of Furda and Morrow Lane has not been done since 1980. We just got quotes for paving them also Alley B, McCoy and Simpson.

We just put Street Lights down Morrow Lane.

Getting the roads paved through OPWC the bids will go out next month for Rex, Russell, Day Circle, Woodridge and Simpson.

The 2024 Paving will be Cadiz Road we have started looking into that. There are some grants that needs to be submitted by October.

Gael Damron: Is there a possibility of getting sidewalk on 43.

Jesse Kosegi: That is with the state that we will have to look into.

Wate Water Treatment Plant that has to be updated. I will have more information next month.

Our Policy and Procedure we want to update, they have not been updated since 2002. Gael Damron is going to look over them also a Company from Wheeling.



Motion by Jason Mattern, second by Gael Damron to go a head and go with Align H R to start the process of updated our Policy and Procedure Manual not to exceed \$895.00 a month.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Water Tank Repair, World International Testing in February and March did an inspection and noticed there was damage inside the Tank. Possibly caused by the Water Break we had in February, we lost a lot of water and had a cold snap which caused an ice cap which broke and dropped down and damaged the grating at the bottom.

D & 6 Sons gave a bid of \$49,100.00 for what it would cost to get the tank repaired, which will repair the damage and update the conduit and up grade the lighting to LED the over flow pie will be by past with another pipe which will save us money.

Motion by Randy Spence, second by Jason Mattern to start the project to repair the water tank at the cost of \$49,100.00.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

We also need to update the Electric there for the new meter system. AEP will need to install a new pole. We are waiting for a quote from T S Electric to do the Electrical work.

Core and Main will contact residence in the area to start installing the new meters.

We have been paying to 2 billing systems since I got here with your permission tonight, we would like to terminate our agreement with Governmental System and move forward with Ohio Software.

Motion by Gael Damron, second by Jason Mattern to terminate the contract with Governmental System once the new meters are installed an continue with Ohio Software.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

On the BWC grant they wanted something for safety so we went with portable traffic signals. We got two quote one from Bane Enterprise for two, and A & A gave us a quote for four at a price of \$61,380.00.

Motion by Jason Mattern, second by Carmen DeStefano to go with A & A for four portable traffic signal.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Motion by Jason Mattern, second by Gael Damron to install upgrades to the Computer for Ohio Software not to exceed \$3,000.00.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Bob Merriman: Will the computer need upgraded.

Jesse Kosegi: Yes 5 computer will be upgraded.

The Security upgrade in the main hallway will have a sticker plate and doors will be installed with key fobs.

Motion by Randy Spence, second by Jason Mattern to do the security upgrades in the building.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Educational and Training reimbursement, the village would reimburse Village employees after completing and signing a contract for educational and training.

Jason Mattern: Is that for Special training for the Police Department too?

Jesse Kosegi: Yes, there is so much money that goes in to the account every year for that.

Gael Damron: What were the stipulation on that in years past?

Jese Kosegi: Only one employee used that while I was here. I didn't know that was available.

### **Unfinished Business**

Gael Damron: The Great Wall of Wintersville I will be giving you dates soon on finishing the project.

Also the Veterans Banner are going up to \$200.00 and only be doing them in lots of 10.

### **New Business**

Gael Damron: Congratulations to the Mayor and his wife on the approaching new addition to the family.

Congratulation to Pastaio for being part of Americas Best Restaurant.

Friendship Park Dog Club along with Steubenville Kennel Club, Trumbull Couty Dog Club and Also St. Clairsville Kennel Club will be outing on a 4 day dog show at Friendship Park September 1, 2, 3, 4.

Jason Mattern: Seven Ranges Fire District will hold a Meeting tomorrow night they did agree to allow Island Creek in Seven Ranges.

Chief Vandeborne introduced Justin Barbetta as the new K-9 officer. He also said if you have any questions please stop down.

Mayor Petrella: Our Next Meeting will be August 10, 2023 at 7:00 PM.

Finance Meeting August 8, 2023 at 6:00 PM.

Motion by Gael Damron, second by Jason Mattern to adjourn.

**Vote:** Bob Merriman yea, Jason Mattern yea, Carmen DeStefano yea, Randy Spence yea, Gael Damron yea.

Motion passed 5-0.

Disclaimer: These are a draft of the minutes and not deemed official until approved by Council.

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Randy Spence

President of Council

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Michael W. Petrella

Mayor