

May 10<sup>th</sup>, 2022

New Richmond Village Council met in Council Chambers, 2<sup>nd</sup> floor at 102 Willow Street, New Richmond Ohio, in regular session on Tuesday, May 10, 2022 at 7:00pm.

Vice Mayor Prues opened the meeting with the Pledge of Allegiance.

**Vice Mayor Prues asked for Roll Call of all Councilmembers with the following members responding:**

Mary Allen Yes Larry Prues Yes Dennis Dalton Yes Richard Feldkamp Yes Jon Tharpe Yes Ryan Woodruff No

**Present in Council Chambers:**

Mayor Glenn Ewing (not present)

Administration: Administrator Greg Roberts, Clerk of Council Kelley Snider/Kathy Fuchs

Department Heads: Fire/EMS Chief Vincent Bee, Police Chief Mike Couch

Additional personnel: Assistant Chief Tim Feldkamp and Police Sargent Jason Mallott

**Guests present in Council Chambers (\* Residents):** Donna Prues, Resident, Lisa Tharpe, Resident, Bob Lees, Village Resident, Kurtis Boggs, Village Resident

**Mayors Correspondence:**

**Vice Mayor Prues:** Nothing to report

**Citizens Correspondence:**

**Bob Lees:** Discussed DORA during the legacy events, Freedom Fest and Riverdays:

- DORA would hurt the events revenue wise
- Asked about road closures and deadlines
- Greg Roberts has a formal request for street closures

**Old Business:**

**New Business:**

**Councilwoman Allen:** There is a leak behind her house in the alley in an odd place. Would also like to see the meters moved away from the houses, at least 75 feet.

**Councilwoman Allen:** Reminder of the Mayor Summit

**Councilman Tharpe:** Appalachian Fund – best interest to use the software

**MINUTES**

Minutes of the April 26, 2022 Regular Council meeting were presented for approval.

Councilman Dalton motioned to approve Minutes of the April 26, 2022 Regular Council meeting; seconded by Councilman Tharpe. Upon roll call the vote was as follows:

Mary Allen Yes Larry Prues Yes Dennis Dalton Yes

**DEPARTMENT HEAD & COMMITTEE REPORTS** *(Provided below is a synopsis for each report; to obtain a full copy please visit the Administrative office.):*

**Personnel & Finance Committee Report** from the meeting held Monday, May 09, 2022 as reported by Councilwoman/Committee Chair Allen.

The meeting started at 4:32pm and ended at 5:18pm.

**Members Present:** Council Member Larry Prues, Council Member Dennis Dalton, and Mary Allen, Council Member and Committee Chair. Police Chief, Mike Couch, Sergeant Jason Mallott, EMS/Fire Chief Vince Bee, Assistant Fire/EMS Chief Tim Feldkamp, Village Administrator, Greg Roberts, and Retiring Fiscal Officer Lynn Baird, Newly hired Fiscal Officer, Diane Schafer.

**Absent:** Mayor Ewing

**Guests:** Councilmen Ryan Woodruff, Richard Feldkamp and Bob Lindhorst, Ron Henderson, and Rob Painter

**Discussion Topics:**

There were discussions in the normal four broad areas: Finance, Village Administration, Police Department, and the Fire & EMS Department and a high-level discussion about the candidates for the Clerk of Council position and the Fiscal Officer position.

**Finance/Budget - Fiscal Officer Lynn Baird**

Lynn provided several items that need action

- Retention Committee – We need to destroy some old information from after audits and there are some old utility records that need to be destroyed. Before these records can be destroyed, we are required to have a retention committee. The committee has to have met within a year of the required action. Lynn thought the last meeting was June 25, 2019. Village Administrator, Greg Roberts, stated there had been one in November, but Lynn couldn't find any record of it. After the meeting, Councilwoman Allen had a discussion with exiting Village Clerk, Kathy Fuchs, who was at Village Hall working with the new Clerk, Kelley Snider. Kathy stated there was a retention committee meeting on November 23, 2021, but the meeting notes hadn't been typed as of yesterday afternoon. Kathy sent a copy of the meeting notes to Councilwoman Allen who sent them to Village Administrator Roberts and exiting Fiscal Officer, Lynn Baird. Since the committee exists and met less than six months ago, no action is required by Council or the Mayor.
- We need a motion to authorize Lynn Baird, Diane Schafer and Greg Roberts to be able to transact all business with River Hills Bank, including on one payments.

**Motion:** Motion to authorize Lynn Baird, Diane Schafer and Greg Roberts to be able to transact all business with River Hills Bank, including on one payments.

- We will have a first reading tonight to waive the residency requirements for our newly hired, Fiscal Officer, Diane Schafer.

\*The Committee has reviewed all checks and electronic payments for the month of April.

Motion: Motion to pay the bills.

**Safety, Laws & Rules Committee Report** from the meeting held Monday, May 09, 2022-at 5:30pm ending 6:26pm as reported by Councilman/Committee Chair Woodruff

In attendance, Administrator Greg Roberts, Councilman Ryan Woodruff, Councilman, Larry Prues, Councilman Richard Feldkamp, Councilman Jon Tharpe. Bob Lindhorst, Panning/Zoning Administrator, Fire/EMS Chief Bee, Asst Fire/EMS Chief Tim Feldkamp, Police Chief Mike Couch, Police Sargent Jason Mallott, Guests: Councilwoman Allen, Councilman Prues, Councilman Dalton, Street Department Rob Painter, Street Department, Bob Lees, Resident Ron Henderson, Fire/EMS

**Fire/EMS Chief Vince Bee and Asst. Chief Tim Feldkamp:**

Chief Bee gave a verbal and written report for year to date detail numbers as well as the previous monthly totals.

Monthly Council Fire Report						
Incident Type Report (Summary)						
Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
<b>Incident Type Category (FD1.21): 1 - Fire</b>						
112 - Fires in structure other than in a building	1	1.69%				
<b>Total: 1</b>	<b>Total: 1</b>	<b>Total: 1.69%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
300 - Rescue, EMS incident, other	1	1.69%				
311 - Medical assist, assist EMS crew	1	1.69%				
320 - Emergency medical service, other	1	1.69%				
321 - EMS call, excluding vehicle accident with injury	49	83.05%				
322 - Motor vehicle accident with injuries	1	1.69%				
<b>Total: 53</b>	<b>Total: 53</b>	<b>Total: 89.83%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 5 - Service Call</b>						
561 - Unauthorized burning	2	3.39%				
<b>Total: 2</b>	<b>Total: 2</b>	<b>Total: 3.39%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 6 - Good Intent Call</b>						
611 - Dispatched and cancelled en route	3	5.08%				
<b>Total: 3</b>	<b>Total: 3</b>	<b>Total: 5.08%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Total: 59</b>	<b>Total: 59</b>	<b>Total: 100.00%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>

Primary Action Taken Report (Summary)			
Primary Action Taken (FD1.48)	Count of Incidents	Number of Incidents Percent of Total	
Agency Name: New Richmond Fire & EMS			
Cancelled en route	3	5.08%	5.08%
Emergency medical services, other	53	89.83%	89.83%
Fire control or extinguishment, other	1	1.69%	1.69%
Investigate	1	1.69%	1.69%
Provide manpower	1	1.69%	1.69%
<b>Total: 59</b>	<b>Total: 59</b>		
<b>Total: 59</b>	<b>Total: 59</b>		

Alarm Analysis by District - Average Response Time		
Basic Incident Zone/District Number (FD1.32)	Total Alarms	Average Dispatch To Arrival
Ohio Township (Contracted)	3	632.33
Out of District (Mutual Aid)	4	684.25
Village of New Richmond	52	320.16

Report Criteria  
 Agency Name: Is Equal To New Richmond Fire & EMS  
 Basis: Incident Alarm Date Time (FD1.20): Is Equal To Last Month

**Police Chief Mike Couch and Sargent Jason Mallott:**

Chief Couch gave a verbal and written report for the monthly calls of service for the police department. Chief also noted that the members of the department were all working towards completing their annual online training through EOPATA and many were very close to completion.

New Richmond Police Department  
Year-to-Date Crime Data

17

1	A	B	C	D
2	DATE: 05/09/2022	Apr-22	Apr-21	increase/decrease in 2022
3				
4				
5	ENFORCEMENT			
6				
7	TOTAL CRIMES REPORTS	12	3	increase
8	TOTAL ARRESTS	9	3	increase
9	MISDEMEANOR CITATIONS	1	1	no change
10	TRAFFIC CITATIONS	34	44	decrease
11	WARRANTS SERVED	5	3	increase
12				
13	TOTAL CALLS FOR SERVICE	273	622	decrease
14				
15	BUSINESS CHECKS	22	172	decrease
16	RESIDENTIAL CHECKS	4	168	decrease
17	SCHOOL CHECKS	12	13	decrease
18	ASSIST NRPD AND NREMS UNITS	17	10	increase
19	INVESTIGATE COMPLAINTS	27	37	decrease
20	THEFTS	3	0	increase
21	ABANDONED VEHICLES	3	34	decrease
22	INCIDENT REPORTS	6	4	increase
23	CRASH REPORTS	1	3	decrease
24	DOMESTIC COMPLAINTS	5	13	decrease
25				
26	Highlight of the Month			
27				
28	Domestic Violence	3		2 arrests
29	OVI	1		Arrest
30	TPO Violation	1		Warrant
31	Agg. Menacing	1		Investigation pending
32	Thefts	3		charges pending
33	Overdose Saves	4		Life Safety
34	DUS	1		Cited
35	Possession of Marijuana	1		Pending
36	E-OPOTA Online training	All officers		
37				
38				
39				
40				
41	Prepared by Chief Couch/Sgt. Mallott			
42				
43	*When it comes to crime prevention			
44	no news is good news.			

## **Administrator Greg Roberts:**

### **NEW BUSINESS**

Upcoming Village Events: Public Safety department heads were asked if there were any upcoming concerns for staffing related issues or other safety concerns for any of the events being held. Chief Couch reiterated the desire for more staffing for the events as well as in general to address the growth in the community. This would also lessen the need to rely on mutual aid as often. Both Chiefs were advised to reach out to event organizers to get an accurate depiction of the anticipated crowds and to make staffing requests based on that data. As it would relate to an increase in expense they should have any needs in additional manpower discussed with the Personnel & Finance Committee ahead of time.

Autocross Event (October): A brief discussion ensued on this event. As of now there has not been any additional communication from the event coordinator to the village administrator or the police and fire department. Department heads were asked to provide written concerns or questions so we could attempt to discuss these concerns and find potential solutions with the event sponsor. Chief Couch went on record to state that the New Richmond Police Department does not endorse this event. Some members of council and members of the audience commented on the positive potential these events could have on the town and that it should still be entertained and responsibly coordinated.

Waters Street Vacation Request (Mike Dobbins via Planning Commission): Administrator Greg Roberts gave a brief update from the recent Planning Commission meeting concerning the potential vacation of Waters Street. The issue is still ongoing to ensure the village is positioned appropriately as it pertains to public utilities located in the proposal.

### **OLD BUSINESS**

Union Station

Stop Signs ( Council. Approved a motion on March 8, 2022 to install new/additional signs at Junction Point & Crossing Circle. Union Station HOA would provide decorative poles to match the others in subdivision, village would provide signs up to standard poles for installation) Poles are in and work has been coordinated with the Maintenance Department.

Fire Hydrants in need of storz connections. Plans/Contract: It has been determined that the village had stipulated that all new subdivisions would have Fire Hydrants with storz.

**Public Works/Parks/Recreation Committee Report** from the meeting held Monday, May 09, 2022 at 6:33pm as reported by Councilman/Committee Chair Tharpe.

### **In attendance**

Administrator Greg Roberts, Councilman Ryan Woodruff, Councilman, Larry Prues

- Greg was asked questions regarding village policy and procedure of addressing resident concerns and how resident concerns are evaluated/addressed/repaired
- Discussed the topics of leadership, current culture of employment and compensation. It was determined that all of these topics have changes that need to be pursued to increase the level of service to residents
- Determined that the lack of previous documentation, lack of leadership and the set culture has had poor results and is insufficient for the level of services that the village needs.
- Training and on the Asset System to obtain better resident service.
- Councilman Prues initiated contact with Bob Lindhorst for the training on the village Asset System Software, meeting will be on Fri, May 20<sup>th</sup>, 2022.
- Councilman Woodruff requested that the villages restrooms be left open during the day for visitors. All agreed it was a good idea. Greg Roberts will facilitate, dawn to dusk. In the past closed down do to drug activity, vandalism, and water fountain damage. Will shut down in the winter months to winterize.

**Mayor Glenn Ewing:** Will announce the Riverview Bluffs Public Hearing on May 24, 2022 at 7pm

**Solicitor. Scott Sollmann:** Absent

Clerk of Council, Kelley Snider: April financials will be posted on the website.

**ORDINANCES AND RESOLUTIONS:**

First Reading:

ORDINANCE NO: 2022-05 AN ORDINANCE APPROVING THE WAIVING OF RESIDENCY REQUIREMENT FOR DIANE SCHAEFER, VILLAGE OF NEW RICHMOND FISCAL OFFICER.

Second Reading:

RESOLUTION NO: 2022-07 RESOLUTION SUPPORTING THE OHIO RIVER WAY AND ITS MISSION: AUTHORIZING FINANCIAL SUPPORT TO THE OHIO RIVER WAY, INC.; AND AUTHORIZED AND APPROVED RELATED MATTERS.

Third Reading:

None

**MOTIONS:**

- Motion by Councilwoman Allen, Second by Councilman Dalton for street closure May 14, 2022 for Building Bridges.
- Motion by Councilwoman Allen, Second by Councilman Tharpe for street closure May 20, 2022 for Kindergarten graduation.
- Motion by Councilwoman Allen, Second by Councilman Tharpe for street closure Jul 1 – Jul 3, 2022 for Freedom Fest.
- Motion by Councilwoman Allen, Second by Councilman Tharpe to shut down Dora during Freedom Fest
- Motion by Councilman Dalton, Second by Councilwoman Allen for street closures Aug 3 – Aug 7, 2022 for Riverdays.
- Motion by Councilwoman Allen, Second by Councilman Dalton to shutdown Dora during Riverdays, Aug 3 – Aug 7, 2022
- Motion by Councilwoman Allen, Second by Councilman Dalton for transactions at Riverhills Bank to include Diane Schafer (as well as Lynn Bair and Greg Roberts)
- Motion by Councilwoman Allen, Second by Councilman Dalton to pay all bills.
- Motion by Councilwoman Allen, Second by Councilman Dalton to increase Rob Painter, Street Department due to new certification received, effective May 20, 2022
- Motion by Councilwoman Allen, Second by Councilman Dalton to increase Norm Collins, Street Department due to new certification received, effective May 20, 2022
- Motion by Councilwoman Allen, Second by Councilman Feldkamp to hire Christopher Warner, as a patrolman, effective May 20, 2022, contingent upon passing the Police Officer physical exam. He'll serve a 1-year probation in accordance to Village policies and procedures as upon the recommendation of Police Chief Mike Couch

**Comments from audience/visitors wishing to address Council:** None

**Executive Session**

*ORDINANCE 121.22 G1 Motion to enter and exit Executive Session by Councilperson Allen at 7:55pm and Second by Councilperson Dalton*

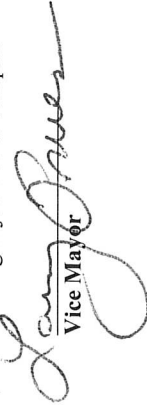
Motion by Councilwoman Allen, Second by Council Dalton to promote Tim Feldkamp to Fire/EMS Chief, effective May 20, 2022 at an annual salary of \$59,400. He will serve probation according to Village policy and procedures.

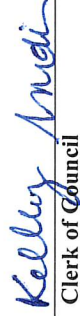
**OUT: TIME 8:02pm**

Councilmember Dalton motioned to adjourn the meeting at 8:03pm; seconded by Councilmember Tharpe Upon roll call the vote was as follows:

Mary Allen Yes Larry Prues Yes Dennis Dalton Yes Richard Feldkamp Yes Jon Tharpe Yes Ryan Woodruff     

Meeting adjourned at **8:03pm**.

  
Vice Mayor

  
Clerk of Council