

January 27, 2025

Council President Pro tem Mrs. Dennis called the January 27, 2025 Belpre City Council meeting to order at 7:30 pm. The roll was called with the following members present: Mr. Ambrozy, Mrs. Dennis Mr. Ferguson, Mrs. Campbell, Mr. Locke, Ms. Riffle and Mr. Seebaugh. Also present was Mayor Abdella, Safety-Service Director Mr. Kirby, City Auditor Mrs. Nolan, City Law Director Mr. Webster, and Treasurer Mrs. Cassidy. Absent from the meeting was Council President Mr. Martin and Clerk of Council Mrs. Meredith.

Council President Pro tem Mrs. Dennis asked everyone to please rise for the Prayer and remain standing for the Pledge of Allegiance. Chief Stump gave the invocation and led us in the Pledge of Allegiance.

Council President Pro tem Mrs. Dennis asked all present if you have cellphones or any electronic devices to please turn them off or to vibrate so it won't interfere with the recording.

If you plan to address council this evening, please rise, come to the podium, state your name clearly so the clerk can get your information, and address council.

Council President Pro tem Mrs. Dennis asked for a motion for the January 13, 2025 minutes. Mr. Locke made a motion to accept the minutes of January 13, 2025 as presented and by-pass the reading. A vote was taken with all members of council present voting aye.

#### Reports of City Officials:

Mayor **Abdella** presented her report before council. It is as follows:

#### Communications:

Tonight is a safety night. In the parking lot tonight is the new Ambulance purchased by the city in collaboration with the City of Belpre EMS Inc. Please take a moment tonight to view this truck. It is very impressive.

Also, the police department has had the start of a mini facelift. If you are interested in seeing the offices that have been transformed so far, Kirby will take you on a tour after the meeting.

- Voice Vote to allow the sale of the old ambulance 490. It is being decommissioned and we would like to find it a new home. We are in process of determining the price for sale purpose.

- Voice vote to start process to purchase 2 cruisers. We budgeted two last year purchased one. Now we have one totaled and are working with insurance companies to resolve the value of the car.

· The legal notice for the Water Tank and the 10" main were published in the paper on Friday Jan 24. They will run again this Friday and will be posted on the City of Belpre Website under Community "PUBLIC BID POSTINGS". The RFQ For Engineering Firms for the WWTP is also located in the same area. (These will be Live tomorrow)

Swearing in of new Police Sergeant Campbell and his partner Kuky.

· I recently met with Buckeye Hills to discuss the wide scope of the Cities projects and discussed funding opportunities and the timing of each. We are in the process of submitting road projects for 2028-2029 with ODOT.

· Kirby and I had the pleasure of attending the Kraton Community partnership meeting. There were lots of great discussions held by various community members.

· We interviewed several qualified candidates for the position of Utility Coordinator. We will be making a decision very soon. This position will be handling the water monitoring software, working with backflow and EPA regulations as well as assisting the water dept with the monthly readings and billing.

Tonight, the water department is at the corner of Blennerhassett and Walnut Street with the leak of a 6" water line. We will keep you posted if water will be off in the area. They are waiting on Dominion to come and mark the lines.

#### **City Projects:**

- Lead Service Line
- Communication Tower - Parts being ordered – 90 days
- WWTP project – beginning process for RFQ
- Well 2 Rehab
- o Survey Complete
- o Awaiting Next Steps
- Water Tank and 10" Water Main Extension
- o Bidding and Construction
- o Bidding add runs Jan 24 and Jan 31,
- o Pre-Bid February 4 at 1pm
- o Bid Opening February 20 at 1pm

- o Loan Award March 2025
- o Construction March 2025 to March 2026

### **SCADA Project Schedule**

Advertise Feb. 14th & 21st

Pre-Bid Meeting Feb. 26th @ 1:00 PM (Virtual Pre-bid meeting)

Bid Opening March 13th @ 1:00 PM

City Meeting March 24th

Construction April - August 2025

### **Legislation Pending**

- Washington County Water and Soil Conservation District
- Oneil Center - Slight Increase
- Trash Contract – To Bid

### **Grants Pending**

- EPA Drinking Water Grant - Filed: Generator and Signage for area of well field.
- VFA Grant Due Jan 15, 2024 - 10K matching grant

Grants to be submitted:

- Marietta Community Foundation
- Belpre Community Foundation
- United Way
- State Farm - 10K Police and Fire

Jessica Armhold and Erin from SOPEC spoke briefly about how to read your Electric Bill. We will be at the Senior Center on February 25<sup>th</sup>, 2025 at 10:00am to discuss Electric Bill/ Gas Bill Aggregation. Discussion followed regarding Aggregation Program.

**Safety-Service Director Mr. Kirby** reported that on January 14, 2025, myself and Belpre EMS Director of Operations Ryan Varian left in the morning to go to Elkhart, Indiana to pick up the new Squad. Penn care Account Manager Joe Engelhardt was our host who provided us with this opportunity. We were taken around the manufacturing plant – Medix, and were given a tour of how emergency squads are built from the chassis up. It was truly an eye-opening experience.

On January 17, 2025, the Water Department responded to a water leak on Lee Street on the northwest side of the road. It was discovered that a 10-inch water main line was leaking and needed to be replaced. After approximately 8 hours and having to shut off valves to certain roadways, the crew had the line repaired. We notified the affected areas and placed a boil advisory for the businesses and residences that lost total water. After testing the water and making sure it was safe, we lifted the boil advisory the following evening. We would like to thank the water department as well as the street department for assisting during this incident.

On January 23, 2025, one of the Sergeants offices got a fresh coat of paint. Since then, new carpet along with desks have been replaced. Now, the Patrolman's office and Sergeant's office have been upgraded to a newer and modern user-friendly workspace for the officers. Additional computers along with a cable management system have been implemented which will now lead to less electronic interference and reduce the risk of hazards.

I would like to invite the members of council to see the updated areas after the meeting.

**City Auditor Mrs. Nolan** reported that the 2022 Noncompliance Audit Findings were provided to Council/Admin on May 20, 2024. The following are the results that have been made to the Findings:

1. The city should ensure proper and adequate collateral to cover account balances in excess of the FDIC insured amount of \$250,000.00. Upon contacting Citizens Bank, I received an email from them stating this was a mistake on their part. They were covering 100% rather than 105% and has been corrected.
2. The city should display its public records policy at all city locations. The city should obtain acknowledgement of receipt from records custodian. A copy of the Public Records Policy is now placed in the City Building foyer. Public Records are now being signed off on.
3. The City's credit card policy was established in 2012 and needs revised. This was addressed and taken care of in the 2024 Personnel Policy.
4. The Treasurer should complete 6 hours of education programs. Treasurer completed the 6 hours required in 2024.
5. Interfund transfers should be approved by City Council then timely posted to accounting system. This has been noted and will be corrected by Resolution in the future.

6. Due to inadequate policies and procedures in approving and reviewing budget versus actual information the General Fund and Local Fiscal Recovery fund had expenditures in excess of appropriations on 12/31/2022. This was noted and corrected with appropriations in place for 2024.
7. The city made principal payments on an outstanding promissory note used to purchase a fire truck. This type of debt is not authorized by ORC. The city had no statutory authority to incur debt through loans or promissory notes with any banking institution. A promissory note is not a legal document. The fire truck loan was paid in full in 2023.

Keep in mind the 2023 audit is going to contain similar findings as 2022 due to the State's delay of our 2022 Audit. The 2023 Audit Exit Conference is Thursday, January 30, 2025 at 1:30pm. The 2023 Audit responses will be placed on our city website by the end of this week.

December 2024 Expense and Revenue Budgets were emailed to Council Friday, January 24, 2025.

The "Bill Adjustments" report for December 2024 was emailed to Council Friday, January 24, 2025 and will need Council's approval.

Mr. Ferguson made a motion to accept the December 2024 Expense and Revenue Budgets as presented. A vote was taken with all members of council present voting aye.

Mr. Ferguson made a motion to accept the "Bill Adjustments" report for December 2024. A vote was taken with all members of council present voting aye.

**City Law Director Mr. Webster** had no report

**City Treasurer Mrs. Cassidy** reported that each of you should have received a copy of the December's Treasurers Report that needs approved by council this evening. Copies have been placed in the back of the room for citizen's review. Mr. Ferguson made a motion to accept the Treasurer's Report as presented. A vote was taken with all members of council present voting aye.

Mr. Ferguson made a motion for a Voice Vote to allow the sale of the decommissioned ambulance. A vote was taken with all members of council present voting aye.

Mr. Ferguson made a motion for a Voice Vote to allow for the purchase of 2 new cruisers. A vote was taken with all members of council present voting aye.

**Communication and Petitions:**

President of Council Pro tem Mrs. Dennis assigned **A RESOLUTION AUTHORIZING THE MAYOR OF BELPRE TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE CITY OF BELPRE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF WATER FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN:** to Mr. Ambrozy's Utilities Committee.

#### Reports of Standing Committee

Mr. Ferguson Finance/Audit Committee reported that Finance/Audit Committee met on January 27, 2025 at 6:00 pm for the purpose of continuing the discussion on the 2025 Budget. Mr. Ferguson called a Finance/Audit Committee meeting for Monday February 3, 2025 at 6:45 pm to further discuss the 2025 Budget. Mr. Ferguson moved to bypass committee and add to the agenda for first reading **A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR MANAGEMENT OF THE BELPRE SENIOR CENTER.** A vote was taken with all members of council present voting aye. This will lie over until the next meeting of council.

Mrs. Dennis, Police and Fire Committee yielded her report to Mr. Seebaugh. Mr. Seebaugh reported that Police and Fire Committee met on January 27, 2025 at 7:00 to discuss the BVFD taxation. It was the decision of the committee to add to tonight's agenda for first reading. Mr. Seebaugh made a motion to add to tonight's agenda for first reading **A RESOLUTION AUTHORIZING THE MAYOR OF BELPRE TO REQUEST THAT THE WASHINGTON COUNTY AUDITOR TO DETERMINE WHETHER PARCEL NO. 08-0036676.640, OWNED BY BELPRE VOLUNTEER FIRE DEPARTMENT, INC SHOULD BE TREATED AS A PARCEL EXEMPT FROM TAXATION.** A vote was taken with all members of council present voting aye.

Mr. Locke, Streets, Sidewalks and Storm Sewer Committee had no report.

Mr. Ambrozy Utilities Committee had no report. Mr. Ambrozy made a motion to add to tonight's agenda for first reading **A RESOLUTION AUTHORIZING THE MAYOR OF BELPRE TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE CITY OF BELPRE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF WATER FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN.** A vote was taken with all members of council present voting aye.

Mr. Ambrozy made a motion to add to tonight's agenda for first reading **A RESOLUTION AUTHORIZING THE MAYOR OF BELPRE TO SIGN A CONTRACT FOR THE CITY OF BELPRE TO CONTRACT WITH WASHINGTON SOIL AND WATER CONSERVATION DISTRICT TO SUPPLY TECHNICAL STORM WATER MANAGEMENT ASSISTANCE FOR THE CITY OF BELPRE.** A vote was taken with all members of council present voting aye.

Mr. Seebaugh Parks and Recreation Committee had no report. Mr. Seebaugh called a Parks and Recreation Committee meeting for February 10, 2025 at 6:45pm for the purpose of discussing Little League Baseball issues.

Mrs. Campbell Planning and Zoning and Economic Development Committee had no report.

Ms. Riffle Rules Committee had no report.

**PERSONS APPEARING BEFORE COUNCIL – AGENDA items only - none**

**UNFINISHED BUSINESS: - none**

**New Business:**

Mr. Ferguson brought before council for first reading **A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT FOR MANAGEMENT OF THE BELPRE SENIOR CENTER.** A vote was taken with all members of council present voting aye. This will lie over until the next meeting of council.

Mr. Seebaugh brought before council for first reading **A RESOLUTION AUTHORIZING THE MAYOR OF BELPRE TO REQUEST THAT THE WASHINGTON COUNTY AUDITOR TO DETERMINE WHETHER PARCEL NO. 08-0036676.640, OWNED BY BELPRE VOLUNTEER FIRE DEPARTMENT, INC SHOULD BE TREATED AS A PARCEL EXEMPT FROM TAXATION.** A vote was taken with all members of council present voting aye.

Mr. Seebaugh moved to suspend the rule of council on three different days to allow for the second and third readings of **A RESOLUTION AUTHORIZING THE MAYOR OF BELPRE TO REQUEST THAT THE WASHINGTON COUNTY AUDITOR TO DETERMINE WHETHER PARCEL NO. 08-0036676.640, OWNED BY BELPRE VOLUNTEER FIRE DEPARTMENT, INC SHOULD BE TREATED AS A PARCEL EXEMPT FROM TAXATION.** A vote was taken with all members of council present voting aye.

Mr. Seebaugh brought before council for second and third readings of **A RESOLUTION AUTHORIZING THE MAYOR OF BELPRE TO REQUEST THAT THE WASHINGTON COUNTY AUDITOR TO DETERMINE WHETHER PARCEL NO. 08-0036676.640, OWNED BY BELPRE VOLUNTEER FIRE DEPARTMENT, INC SHOULD BE TREATED AS A PARCEL EXEMPT FROM TAXATION.** A vote was taken with all members of council present voting aye.

Mr. Seebaugh moved this be **Resolution #22, 2024-2025** and duly passed. A vote was taken with all members of council present voting aye.

Mr. Ambrozy brought before council for first reading **A RESOLUTION AUTHORIZING THE MAYOR OF BELPRE TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE CITY OF BELPRE FOR PLANNING, DESIGN**

**AND/OR CONSTRUCTION OF WATER FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN.** A vote was taken with all members of council present voting aye.

Mr. Ambrozy moved to suspend the rule of council on three different days to allow for the second and third readings of **A RESOLUTION AUTHORIZING THE MAYOR OF BELPRE TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE CITY OF BELPRE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF WATER FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN.** A vote was taken with all members of council present voting aye.

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Mr. Ambrozy moved this be **Resolution #23, 2024-2025** and duly passed. A vote was taken with all members of council present voting aye.

Mr. Ambrozy brought before council for first reading **A RESOLUTION AUTHORIZING THE MAYOR OF BELPRE TO SIGN A CONTRACT FOR THE CITY OF BELPRE TO CONTRACT WITH WASHINGTON SOIL AND WATER CONSERVATION DISTRICT TO SUPPLY TECHNICAL STORM WATER MANAGEMENT ASSISTANCE FOR THE CITY OF BELPRE.** A vote was taken with all members of council present voting aye. This will lie over until the next meeting of council.

**PERSON APPEARING BEFORE COUNCIL:** none

**Adjourn:**

Mr. Ferguson made a motion to adjourn at 8:33pm. A vote was taken with all members of council present voting aye.

Council President Pro tem Mrs. Dennis

Lindsay Dennis pro tem

Clerk of Belpre City Council Protem Ms. Riffle

Rebecca L. Riffle Pro-tem