Village of Mount Sterling Council

Council Meeting Minutes

Monday, March 27, 2017

The meeting was called to order at 7:00 p.m. by Mayor Lowell Anderson.

The Pledge of Allegiance was recited.

Attending the meeting: Mayor Lowell Anderson, council persons Diane Spradlin, Rebecca Burns, Jim Davis, Mary Lou Stiverson-Ratliff, and David Timmons. John Martin, Deputy Jack Dill, Mark Pitstick, Bonnie Liff, representatives of the press and citizens of the village.

Minutes of the March 13, 2017 meeting were accepted as written with a motion from David Timmons and a second from Jim Davis. Voice vote: Diane Spradlin-yes; Rebecca Burns-yes; Jim Davis-yes, Mary Lou Stiverson-Ratliff-yes; David Timmons-yes.

Department Reports:

Village Administrator: (John Martin)

* New Water Supply Plant:
* Building roof is on, siding is underway.
* Interior walls are being assembled.
* Concrete floors, curbs and stair wells are all complete.
* Street Signs/Stop Signs/Speed Bumps/Service Department Issues:
* Pothole filling and other street and alley maintenance has started.
* Repaired a number of large holes on Clevenger Ave.
* Bids for the Clevenger Ave. work were opened March 20th.
* Street sign bids were opened today.
* Storm Drain/Water Supply/Waste Pipes:
* Meeting with County Engineer on Wednesday to look at the structure where we think we can hook in the pipe to get the storm water from Cliffview to the creek.
* Update on Seized Inventory:
* Filed the deed for the house in Jackson on March 16th.
* Moved three vehicles into the village.
* Plan to transfer the remaining inventory from the Sheriff’s Office to the village in the next week or so.
* Will seek appraisal or pricing on those items and will plan a sale of them.
* Pricing on bigger items will be brought to council.
* The intent is to sell the entire inventory to recover as much revenue as possible.
* Will then file notice with the court indicating the amount recovered.

Questions were asked on the inventory and the selling of the house. Is a realtor to be used? Council makes the decisions. Vehicles are a 2008 Charges, 2008 Mustang, 2013 Cruise, 2000 Harley Davidson. Ford truck was court ordered back to Ford.

(See attached minutes.)

Sheriff’s Department: (Deputy Jack Dill)

The missing 15 year old is home safe.

Law Director: (Mark Pitstick)

Three meetings ago council approved the reconciliation for 2013 to April 2016. There is a need for purchase orders. Mary Lou will explain how important purchase orders are and the need for them.

Committee Reports:

Finance: (Rebecca Burns)

Payment listing, receipt listing, bills were reviewed and signed by at least two finance committee members.

Motion to approve payment listing, receipt listing, cash summary by fund and to pay the bills for March 2017 made by Rebecca Burns, second by Mary Lou Stiverson-Ratliff. Voice vote: Rebecca Burns-yes; Jim Davis-yes; Mary Lou Stiverson-Ratliff-yes; David Timmons-yes; Diane Spradlin-yes.

Motion to accept the receipt listing made by Mary Lou Stiverson-Ratliff, second by David Timmons. Voice vote: Jim Davis-yes; Mary Lou Stiverson-Ratliff-yes; David Timmons-yes; Diane Spradlin-yes; Rebecca Burns-yes.

Mary Lou Stiverson-Ratliff: It is important for people to understand that tonight is old bills, what was signed and gone through. Lowell goes through the bills also.

Read from Cindy’s email: (from the email)

“As your Fiscal Officer, I can guarantee you that the payment listing that is in your packet has been signed by me to certify funds are in the fund line item and will cover the purchase. There is at least two of the three finance members that have signed and approved the purchase order and voucher for me to issue a warrant. There is always my signature on the check with either the Mayor’s or VA. All payments are on your list. I pay bills twice a month and that is all.

Here is the proper procedure, which I have discussed with Mark and Finance. The employee, with the approval of the VA, gets an estimate or quote from the vendor. The employee with the estimate/quote request the Fiscal Officer to certify the funds are available with a purchase order. Then it goes to the Finance Committee for their approval. Once I have two of the three finance members approval to purchase then the employee may proceed to place the order.”

Bank reconciliation is signed by the governing body so the governing body knows the bank reconciles with the UAN system.

It has taken a year and three months to get where we are now.

The credit card is a big issue. We do not have one now.

Mary Lou Stiverson-Ratliff made a motion that credit card itemized statements need to be looked at by the finance committee and council, with a second from Diane Spradlin. Voice vote: Mary Lou Stiverson-Ratliff-yes; David Timmons-yes; Diane Spradlin-yes; Rebecca Burns-yes; Jim Davis-yes.

Parks and Recreation: (Rebecca Burns)

Festival: David Timmons: discussed parade route, concessions, and working on bands.

Peasant Township: (Diane Spradlin)

Discussed:

* Paid one bill.
* Road closing notice.
* CDL drivers for the township.
* Pleasant township indigent veterans at cemetery.
* April start live trapping squirrels.
* Jim Davis reported on progress of the new water plant.
* Meetings are the first Monday of the month.

Ordinances and Resolutions:

Ord. 2017-02: An ordinance adopting procedures and methodologies for the payment of water and sewer bills. Third reading.

Motion to place on third reading by David Timmons, second by Rebecca Burns. Voice vote: David Timmons-yes; Diane Spradlin-yes; Rebecca Burns-yes; Jim Davis-yes; Mary Lou Stiverson-Ratliff-yes.

Motion to adopt by Mary Lou Stiverson-Ratliff, second by Jim Davis. Voice vote: Diane Spradlin-yes; Rebecca Burns-yes; Jim Davis-yes; Mary Lou Stiverson-Ratliff-yes; David Timmons-yes.

Ord. 2017-04: An ordinance designating a downtown business district in the Village of Mount Sterling and declaring an emergency. Third reading.

Motion to place on third reading by David Timmons, second by Jim Davis. Voice vote: Rebecca Burns-yes; Jim Davis-yes; Mary Lou Stiverson-Ratliff-yes; David Timmons-yes; Diane Spradlin-yes.

Motion to adopt by Jim Davis, second by David Timmons. Voice vote: Jim Davis-yes; Mary Lou Stiverson-Ratliff-yes; David Timmons-yes; Diane Spradlin-yes; Rebecca Burns-yes.

Round Table:

David Timmons: Great to have a tornado siren. Mayor advised siren needs an inspection.

Rebecca: Citizen has a large pine tree with 15-20 buzzards in it. How can they get rid of them? Mayor advised to use a fog horn.

Adjournment: Meeting was adjourned at 7:37 p.m.

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Bonnie Liff, Clerk of Council Lowell G. Anderson, Mayor

Minutes were written on Tuesday, March 28, 2017.