

# RECORD OF PROCEEDINGS

## VILLAGE OF PLYMOUTH REGULAR SESSION

Held November 9, 2021

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The Village of Plymouth convened in regular session on November 9, 2021 at 7:22 PM in person and streamed live on Facebook. Mayor Fryman called the meeting to order with the following members and visitors present:

Mrs. Susan Moore	Present	Mr. Matthew Patrick	Present
Mrs. Joan Felver	Present	Ms. Susan Broderick	Present
Mr. Dwayne Cassidy	Present	Mrs. Elaine Root	Present

**EMPLOYEES:** DiAnn Jamerson, MMC, Fiscal Officer; Tom Hintz, Police Chief; Rich Metzger, Fire Chief; and Solicitor Burton.

**Visitors:** Paul Roub

The Pledge of Allegiance was said.

### Motion to approve minutes.

*It was moved by Mrs. Felver and seconded by Ms. Broderick to approve the minutes of October 26, 2021.*

**Motion carries 6-0**

**Motion 1**

### Motion to approve payment of bills

*It was moved by Mrs. Moore and seconded by Mr. Cassidy to approve the payment of bills through December 15, 2021.*

**Motion carries 6-0**

**Motion 2**

**Public Input** – None

**Mayor Fryman swore in Paul Roub as a Volunteer/Part-time FireII/Emt**

**Petitions, Proclamation and Remonstrances** – None

### Committee Report

**Finance** – Mrs. Felver stated next committee meeting will be Tuesday November 16, 2021 at 5:30.

**Service** – Mr. Patrick stated everyone has Jamie's report. It was as follows:

#### Water

- Replaced lightbulbs on the water tower at the high school.
- Re-digging up the water main on West High and Railroad to get it looped back around.
- Trying to get another extension from the EPA on the outstanding violation pertaining to our asset management plan. DiAnn and I contacted Roberta from RCAP who will do a new rate study and recommend any necessary water rate increase to Council.
- Completed 2020 metrics application.

#### Sewer

- Cleaned all the grates off on 61 and West Broadway.
- Jet the catch basins out on Curtis.
- Buckeye Pump working on lift stations.
- Removed grease and oil from SBR #1 at sewer plant.
- Removed UV lights at the sewer plant.
- Working on alum line for sewer plant.

#### Electric

- Working with Shelby electric to run a new electric service at the old drive-in property on 61.
- Installed sign (from Bill Fetzer) on the south end of town.

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### Streets

- Replace the alternator and filters on the backhoe.
- Got new dump truck.
- Poured new concrete around valve box in front of the bank.
- Started picking up leaves.

### Cemetery

- Set forms for the fall pouring of footers.
- Had cremation grave.

### Misc.

- Mowing of the properties around town, sewer plant, and park.

Mr. Patrick also stated the only additional item is he would like to “Thank the Fetzter’s, we are installing the new sign they made.” It will be placed on the south end of town. We are hoping to have it in by the end of the week.

**Safety** – Mr. Cassidy stated the fire department had the following report for October activity:

	MTD	YTD
Squad	14	176
MVA	1	15
Fire	5	44

Total year to date calls are 235 for Fire/Ems.

The Police department had 339 calls October.

Chief Metzger stated there maybe some changes in the future with CMS – Medicare/Medicaid. It is due to federal vaccine mandates. Anyone who provides services under Medicare/Medicaid must comply with vaccine mandate. He stated he is opposed to the mandate, he feels it is a personal choice. We are currently waiting to see what happens. If it is mandated, he feels it will cause staffing issues. We have a call in to medicount and will get more information as it becomes available. We will probably not know until after the first of the year. And there may be changes as to the way we do business.

He also stated the furnace is installed but the spouting on the roof has not yet been completed.

**Rules and Village Administration** – Mrs. Root stated there are three motions, and three Resolutions to consider tonight.

**Planning Commission** – Ms. Broderick stated planning commission met last week, everyone was given a copy of the minutes. It was to discuss a request for a zoning change from Light Industrial to General Business district. Everyone in planning agreed to support the change. We are waiting on the application and once we have it Planning Commission will make their recommendation to Council.

The property is located across from Community Market.

### **Ordinances and Resolutions** –

#### **Motion: to confirm 2022 circuit rider services**

This motion confirms the circuit rider for 2022. Jamie wants to increase the hours from 2021.

#### ***Motion***

*It was moved by Mrs. Root and seconded by Ms. Broderick to confirm the Village Administrator’s 2022 agreement with Amp for circuit rider services.*

***Motion carries 6-0***

***Motion***            **3**

#### **Motion: to execute security system lease with Vetter Security**

The Village has replaced 16 security cameras’ in the Village building. It is for 5 years. Increases security for employees. Installation is \$500.00, and is \$69.99 per month.

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### ***Motion***

*It was moved by Mrs. Felver and seconded by Mrs. Moore to approve the execution of a 5-year security equipment lease with Vetter Security.*

***Motion carries 6-0***

***Motion 4***

### **Motion: To confirm and adopt Job Descriptions**

This motion is to confirm and adopt the job descriptions for the Village Administrator, Tax/Mayor's Court Clerk and Assistant Utility Clerk. Council periodically were revises them based on recommendations from the rules committee.

### ***Motion***

*It was moved by Mrs. Moore and seconded by Mrs. Root to confirm and adopt the job descriptions of the Tax/Mayor's Court Clerk, Assistant Utility Clerk, and Village Administrator.*

***Motion carries 6-0***

***Motion 5***

### **Resolution: To repeal the designee under ORC 109.43**

**MAYOR FRYMAN GAVE THE FIRST READING ON A RESOLUTION TO TERMINATE THE POSITION OF PUBLIC RECORDS TRAINING UNDER ORC 109.43 DESIGNEE COMMENCING JANUARY 1, 2022.**

**Mayor Fryman stated this resolution will repeal Rebekah Fearing as the designee as of December 31, 2021. There after Councilmembers will need to take the online or in-person course. They will no longer have a designee and are responsible to take the courses themselves.**

Mrs. Felver asked why we are waiting to January 1, 2021. The Fiscal Officer explained Rebekah has taken the class and submitted paper work as their designee. If we change it before the end of the term they would have to take it.

Next reading will be on November 23, 2021.

### **Resolution: Village Records Manager**

**MAYOR FRYMAN READ A RESOLUTION TO APPOINT VILLAGE FISCAL OFFICER DIANN JAMERSON AS THE VILLAGE'S RECORD MANAGER EFFECTIVE NOVEMBER 10, 2021 AND TO REPEAL RESOLUTION 11-2019 AND DECLARING AN EMERGENCY.**

**Mayor Fryman stated this resolution will appoint the Fiscal Officer as the records manager for the Village. The Fiscal Officer will utilize the Tax Clerk or Assistant Utility clerk as needed to assist with records requests. This basically assigns the duty to the proper person and obtain assistance in filling the requests as needed.**

**It was moved by Mrs. Moore and seconded by Ms. Broderick to suspend the rules.**

*Votes were Mrs. Joan Felver, Aye; Mrs. Susan Moore, Aye; Ms. Susan Broderick, Aye; Mr. Matthew Patrick, Aye; Mr. Dwayne Cassidy, Aye; Mrs. Elaine Root, Aye*

**Motion carries 6-0**

**It was moved by Ms. Broderick and seconded by Mr. Cassidy to accept on the third and final reading.**

*Votes were Mrs. Joan Felver, Aye; Mrs. Susan Moore, Aye; Ms. Susan Broderick, Aye; Mr. Matthew Patrick, Aye; Mr. Dwayne Cassidy, Aye; Mrs. Elaine Root, Aye*

**Motion carries 6-0**

**Resolution 22- 2021**

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**Resolution: Authorizing the Mayor to enter into an agreement with for CDBG project**

**MAYOR FRYMAN READ A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE BOARD OF COUNTY COMMISSIONERS OF RICHLAND COUNTY, OHIO REGARDING THE COUNTY'S RECEIPT OF THE COMMUNITY DEVELOPMENT BLOCK GRANT CRITICAL INFRASTRUCTURE GRANT IDENTIFIED AS CDBG-C1 FROM THE OHIO DEPARTMENT OF DEVELOPMENT FOR THE WEST BROADWAY STORM AND STREET IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY.**

Mayor Fryman explained this was received today and Council would need to waive the 24-hour rule. It is to authorize the Mayor to enter into an agreement with the Richland County Commissioners regarding the receipt of Community Block grant funding for West Broadway.

The Fiscal Officer stated the bids for engineering will be going out tomorrow.

**It was moved by Mrs. Felver and seconded by Mr. Cassidy to waive the 24-hour rule.**

*Votes were Mrs. Joan Felver, Aye; Mrs. Susan Moore, Aye; Ms. Susan Broderick, Aye; Mr. Matthew Patrick, Aye; Mr. Dwayne Cassidy, Aye; Mrs. Elaine Root, Aye*

**Motion carries 6-0**

**Motion 6**

**It was moved by Mrs. Moore and seconded by Mr. Cassidy to suspend the rules.**

*Votes were Mrs. Joan Felver, Aye; Mrs. Susan Moore, Aye; Ms. Susan Broderick, Aye; Mr. Matthew Patrick, Aye; Mr. Dwayne Cassidy, Aye; Mrs. Elaine Root, Aye*

**Motion carries 6-0**

**It was moved by Mrs. Root and seconded by Ms. Broderick to accept on the third and final reading.**

*Votes were Mrs. Joan Felver, Aye; Mrs. Susan Moore, Aye; Ms. Susan Broderick, Aye; Mr. Matthew Patrick, Aye; Mr. Dwayne Cassidy, Aye; Mrs. Elaine Root, Aye*

**Motion carries 6-0**

**Resolution 23 – 2021**

**Contracts, Bonds or Bids – None**

**Old Business** – Mrs. Root asked how stuff the bus went. Mr. Patrick stated not real good. He and Ms. Broderick were there for 3 hours. They talked about doing this next year but before school starts.

**New Business** – None

**Announcements:**


Next Council meeting will be November 23, 2021, at 7:00 pm. Committees to meet as needed. Finance will meet next Tuesday Nov 16<sup>th</sup> at 5:30.


**Motion to adjourn**

*It was moved by Mrs. Moore and seconded by Mrs. Root to adjourn at 7:50PM.*

**Motion carries 6-0**

**Motion 7**

  
DiAnn Jamerson, MMC, Fiscal Officer

  
Cassandra Fryman, Mayor

All formal actions of the Village of Plymouth concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.

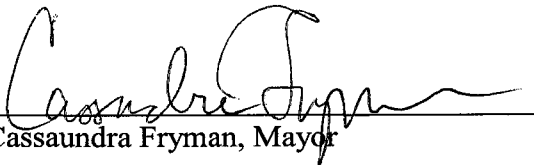
BEFORE THE COUNCIL OF THE VILLAGE OF PLYMOUTH, OHIO

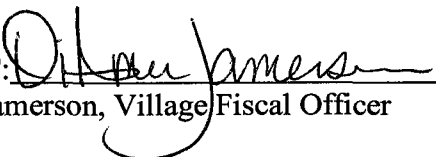
A MOTION TO CONFIRM THE VILLAGE ADMINISTRATOR'S 2022 AGREEMENT WITH AMP FOR CIRCUIT RIDER SERVICES.

BE IT MOVED BY THE COUNCIL OF THE VILLAGE OF PLYMOUTH, COUNTY OF RICHLAND/HURON, STATE OF OHIO:

THAT the Village Administrator's 2022 AMP Agreement to provide 110 hours of Circuit Rider Services for the maintenance of the Village's electrical system per Appendix A and attached hereto is confirmed.

At the regular Council meeting of November 9, 2021, Mrs. Root moved for adoption of the foregoing Motion, seconded by Ms. Boderick, and upon roll call vote the vote was 6 yea, 0 nay.

  
Cassandra Fryman, Mayor

ATTEST:   
DiAnn Jamerson, Village Fiscal Officer

November 9, 2021  
Date

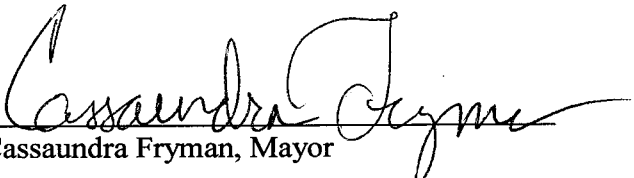
BEFORE THE COUNCIL OF THE VILLAGE OF PLYMOUTH, OHIO


A MOTION TO CONFIRM AND ADOPT THE JOB DESCRIPTIONS OF  
THE TAX/MAYOR'S COURT CLERK, ASSISTANT UTILITY CLERK  
AND VILLAGE ADMINISTRATOR.

BE IT MOVED BY THE COUNCIL OF THE VILLAGE OF PLYMOUTH, COUNTY OF  
RICHLAND/HURON, STATE OF OHIO:

THAT Council recognizes the need to periodically update and revise job descriptions of  
Village employees. And confirms and adopts the Tax/Mayor's Court Clerk, Assistant Utility  
Clerk and Village Administrator per the recommendation of the Rules Committee.

At the regular Council meeting of November 9, 2021, Mrs. Moore moved for adoption of  
the foregoing Motion, seconded by Mrs. Root, and upon roll call vote the vote was  
6 yea, 0 nay.

  
Cassandra Fryman, Mayor

ATTEST:   
DiAnn Jamerson, Village Fiscal Officer

November 9, 2021  
Date

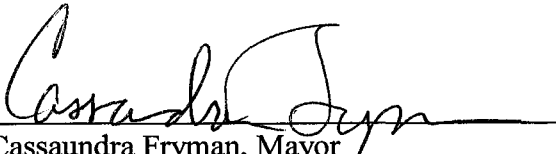
BEFORE THE COUNCIL OF THE VILLAGE OF PLYMOUTH, OHIO

A MOTION TO APPROVE THE EXECUTION OF A 5-YEAR SECURITY EQUIPMENT LEASE WITH VETTER SECURITY.

BE IT MOVED BY THE COUNCIL OF THE VILLAGE OF PLYMOUTH, COUNTY OF RICHLAND/HURON, STATE OF OHIO:

THAT the Mayor execution of a 5-year commercial security equipment lease is confirmed.

At the regular Council meeting of November 9, 2021, Mrs. Felver moved for adoption of the foregoing Motion, seconded by Mrs. Moore, and upon roll call vote the vote was 6 yea, 0 nay.

  
Cassandra Fryman, Mayor

ATTEST:   
DiAnn Jamerson, Village Fiscal Officer

November 9, 2021  
Date