

# RECORD OF PROCEEDINGS

## VILLAGE OF PLYMOUTH REGULAR SESSION

Held May 12, 2020

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The Village of Plymouth convened in regular session on May 12, 2020 at 7:08pm via teleconference 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. Jason Trine	Present	Mrs. Elaine Root	Present

**EMPLOYEES:** DiAnn Jamerson, Fiscal Officer; Tom Rusynyk, Administrator; and Rebekah Fearing, Administrative Clerk, Tom Hintz and Richard Metzger, Fire Chief.

### **Motion to approve minutes.**

*It was moved by Mrs. Root and seconded by Mrs. Moore to approve the minutes of April 28, 2020.*  
*Motion carries 6-0* *Motion* **1**

### **Motion to approve payment of bills and acceptance of April financial statement**

*It was moved by Mrs. Root and seconded by Mr. Trine to approve the payment of bills through June 15, 2020 and acceptance of April Financial statement.*

*Motion carries 6-0*

*Motion* **2**

### **Service, Safety and Finance reports**

#### **Safety**

Chief Hintz stated he had nothing out of the ordinary to report. Calls were around 150 for the month of April which is down considerably.

#### **Service**

##### ***Service Report 5-12-2020***

##### ***Electric***

The solar field is nearing completion; final testing is taking place as I write. Chris McCabe, project engineer, has reached out to me to coordinate safety training for fire/EMS personnel at the field. Two streetlights were replaced at Paddock Way and Franklin St. A broken disconnect switch at the Legion was replaced to allow safe operation of the scrolling sign. A pole is going up now at the site of new construction on St. Rt. 98, with a transformer and service drop soon to follow. The City of Shelby sold us 240 electric meters, which will be installed during the next round of meter reading.

##### ***Water***

In addition to routine sampling and readings, the Village assisted Shiloh in the location of several service and main lines in anticipation of a sewer project. Work has begun on this year's CCR, which will be posted for the public upon completion. As social distancing restrictions loosen, replacement of water meters shall commence. The Village has also procured 8 masks from Ohio Rural Water to help protect the crew from COVID-19.

##### ***Sewer***

The UV bulbs have been installed for the season. Currently, the bulbs are running 24/7, but will go back into auto mode once the controls are repaired. As plans for the new sewer on North St continue to develop, a clean out on the existing line has been installed, allowing for better access for inspection and repair.

##### ***Street/other***

GT Environmental has conducted a geophysical survey of the underground tanks at the old carwash. This is the first step toward the removal of the tanks and restoration of the property. The trees at the Veteran's Park are nearly gone; there was a delay in the process due to the stacking of bricks in the path of falling trees and high winds. There was one burial of cremains at our cemetery. Four new tires and a radiator were bought and installed on the Dodge.

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I reached out to Adam at Sen. Obhof's office concerning our park grant. He has assured me that nothing else is required of the Village at this time, and he will let me know when we can start to make purchases and begin construction. The pool is well on its way to being ready to open, although it is doubtful that will happen this summer.

Administrator Rusyntyk asked if anyone had any questions on his report.

Mrs. Moore asked what plan do we have in place or do we have one in place for getting City Hall open so that members of the community or residents have access to the Utility or Tax office if needed.

Administrator Rusyntyk stated residents have access to everything. No service has been suspended. Everything is being done through the drop box. Utility and zoning applications are available at the Police Department. We have issued permits, turned on and off utilities. As for when it will open back up, I am just listening to the Governor's advice on this and going with "if people can work from home they should". The work is getting done people are getting their services. It might take a day longer than it did before but there has not been any outage or suspension of services that he knows of. When the Governor says go back to work, we will be back in the offices.

Ms. Broderick asked at this point couldn't the girls be somewhat in their office, working from the office. Isn't that an option at the moment?

Administrator Rusyntyk stated there are a lot of options. But when the Governor says "when people who can work from home should work from home" then I take that seriously and that is what I abide by. If the girls are in their office working and the doors were locked, absolutely nothing would change from the way we are doing things now.

Mrs. Felver stated people can call. She has called them and they have been available. If people would like an appointment to see them, they could do that. Could they not.

Mr. Rusyntyk stated he has not had anyone request an appointment. He could accommodate that and they could probably do that too.

Mayor Fryman asked for any other questions. Hearing nothing, she called for a report from Finance.

### Finance

Mrs. Felver asked the Fiscal Officer if she emailed the report to everyone. She stated she had not heard back so she did not. She will email it after the meeting. Mrs. Felver read the following report.

In April we received multiple grant/stimulus payments. They are as follows:

\$ 11,141.00 from Ohio Bureau of Worker's Compensation as a refund of 2018 premium to offset Covid-19 expenses

\$ 4,441.67 from Ohio Bureau of Worker's Compensation for 80% of trench/safety grant

\$2,029.04 from CARES (coronavirus aid, relief, and economic security) Act relief to healthcare providers, in proportion to provider Medicare fee for service payments in 2019. To help offset costs and losses because of pandemic.

Prior to April we received:

- o \$28,500 towards the MARCS system
- o \$ 4,092 grant reimbursement for Ems training
- o \$ 1,069.88 Insurance reimbursement for Police car repair

For the most part revenues are in line for being 1/3 through the year. We did see a decrease in income tax revenue for the month of April, this was anticipated because of the extended deadline for filing the 2019 income tax return and first quarter estimates. Although we saw a decrease in monthly revenue, we are still in line with having received 33% of budgeted revenue.

Our interest rate for April also dropped considerably when compared to prior months. We are expecting to see lower than anticipated MVL and Gas Tax revenue in the months ahead as well as reduced estimated quarterly income tax payments, due to unemployment from COVID-19.

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At this time, we are uncertain how much the State will be cutting from Local Governments. We are taking steps to reduce costs and only purchasing necessary items at this time. All departments are cautious with spending; Fire and Police service expenses have been for payroll and normal monthly items. The Utility department has made some additional purchases, but it is to keep daily operations and small projects going.

Currently it does not look like we will be eligible for reimbursement through Homeland Security/EMA Public assistance grant. They will not be reimbursing wages and unemployment costs per the original understanding of the guidelines and we have not met the expense minimum of \$ 3,300 for COVID-19 related supply expenses. I will continue to monitor this.

Items we will need to address in the near future are the scheduled replacement of the Fire brush truck, and schedule replacement of the utility and police vehicles.

Mrs. Moore asked a question on the insurance regarding the police car repair. The Fiscal Officer stated a vehicle was involved in an accident and we filed an insurance claim. The repair cost was reimbursed except the deductible of \$ 250.00.

Ms. Broderick asked what is happening with the utility trucks.

The Fiscal Officer stated that is one of the items she stated would need to be addressed in the near future. The scheduled replacement of the fire brush truck, utility trucks and police cruisers.

Mr. Patrick asked how soon is soon. Things are changing, interest is changing, and a lot of places are not giving what they normally give. So I am not sure how long they will hold stuff for us. The Administrator should check in on that stuff and see how long it is guaranteed for us.

Administrator Rusynyk stated he could do that. The last time he spoke with the salesman at Donnelly in Galion, he said the offer would remain on the table and hold true, which was approximately three weeks ago.

Mayor Fryman stated that is something we would need to draw up legislation for so a finance meeting would be needed. If the Finance committee could hammer out a date for that, it would be fantastic.

Mr. Patrick wanted to bring something else up. He stated he talked to the Mayor a couple of weeks ago about the two house on Sandusky Street. He stated we should get ahold of the Huron County land bank. In the past, we did not want those houses. He asked her to contact them and she didn't and now they are up for sale for \$15,000 each. And now we are not going to get any of that.

Mayor Fryman stated her understanding was the land bank had already had that finalized. She stated she did not understand the question as he was breaking up.

Mr. Patrick stated he wondered why we didn't get those houses. We got the one on the corner of Broadway and Bell at no cost to the Village and then sold for \$30,000. We have been mowing the Sandusky Street properties for years, especially the one up on the hill. So he stated he was a little upset the land bank received them and is going to put them up for sale and get the money for them and we could have taken them over and sold them. So, basically we have been mowing them for free.

It was stated the land bank does not have to pay the back taxes. We would have had to pay the back taxes on them.

Mr. Patrick stated he believes there was one time where they offered them to the Village for free.

Mayor Fryman stated that is not something she is aware of.

Mr. Patrick stated again, he knows he talked to her a couple weeks ago about this when they had a conversation.

Mayor Fryman stated she thinks it was last week and she misunderstood what he was asking. But her understanding was they were not offered to the Village for free. She thinks this was before her term. And nothing has been brought forward to her.

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Mr. Patrick stated that is how we got the one from Richland County. They gave it to us for free. And we sold it at an auction.

Mayor Fryman asked if he was talking about the one from a couple of years ago. He said that was correct.

Mrs. Felver asked if there were any more questions for finance.

Ms. Broderick stated she feels this is finance because if we could have gotten those two houses the Huron county land bank would not have gotten them. Are they still in question. She asked Mr. Patrick if they were offered again and we didn't act on it.

Mr. Patrick responded we had a meeting with Carol Knapp and we could have got those houses and they would have given them to us again. And now the land bank has possession of them and put them up for sale for \$15,000 each, they will get the money and we are getting nothing.

Ms. Broderick stated so before the land bank put the properties up for sale, were we not contacted in the last four or five months?

Mayor Fryman stated not to her knowledge. She stated no, she did not have anything on that. That would probably be a discussion to bring up at the rules and finance meeting. She asked if there was anything else for finance.

Mr. Patrick stated yes, he thinks there are three of them that sit on that committee. And he would like to be a little more involved in finance other than a text from Mrs. Felver.

Mrs. Felver stated she has responded to Mrs. Moore when she had emailed her in the past. Mrs. Felver has responded to her. She stated that she did not think he emailed her. If you email me I will be glad to respond to it.

Mayor Fryman stated to set a date for finance to meet.

### **Public Input –**

Mayor Fryman asked if there was any public input at this time to Rebekah who was overlooking the technical side of the meeting.

Rebekah responded yes, we actually do have one person who has asked when utilities will be shut off for delinquency.

Administrator Rusnyk stated the moratorium is still in effect so legally we cannot shut them off. Once that happens there will be quite a few shut off.

Mr. Patrick asked are we as the Village of Plymouth still under a state of emergency?

Mayor Fryman stated as of now yes.

Mr. Patrick asked who determines that, the Governor.

Mayor Fryman stated yes.

Mr. Patrick stated he wasn't sure with him reopening everything. He wasn't sure what was going on.

Mayor Fryman stated they are doing stages. Every day it changes a little bit. And we still don't have a date when everything will be open. We still have the 2pm updates to let us know what is going on.

Mayor Fryman apologized for skipping the Fire Chief. We still need to hear from him.

### **Safety**

Chief Metzger stated we had our annual review from Medicount for Ambulance collection. All the numbers are looking good and he will forward the report to whoever would like it.

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- 1) Adam Robertson obtained his EMT on 4/28/20. Congratulations to him for his work and effort to accomplish this goal.
- 2) ImageTrend Fire/EMS Reporting is up and running as of 5/1/20, with expected hiccups and glitches. Most have been worked out, and not it's just a matter of getting used to the new system and devices.
- 3) We will need to address the scheduled replacement of the brush truck very soon. We have ODNR grant money for the skid unit that will need to be used by the closing date of the grant in the fall. I will get final chassis prices as well as equipment pricing in the very near future.
- 4) The department will continue to follow the Governor and Director Acton's April 30th Stay Safe Ohio Order, as well as orders/guidance for office spaces and continue to hold Fire Association meetings and table top trainings on the 2nd Monday of each month. As for the 4th Monday 3 hour full training, when weather allows, we will be doing departmental training only if it can be held outside and not within the walls of the station. This will continue until the Stay Safe Ohio Order is lifted.
- 5) A final decision about holding the Fireman's Festival will be made on or before June 8th.
- 6) All PPE from the Huron County EMA has been received. They will be seeking reimbursement for this equipment at the county level since it was a county-wide purchase.

### COVID-19 Update:

Numbers are up quite a bit statewide. Normally between 30 and 50 deaths, today we are at 79 per day. Through antibody tracing it has been in Ohio since January.

- We still have one active case of the virus within the Village, with all of the Plymouth Township cases being recovered. Huron County is not notifying EMS departments of active or suspected cases. Huron County is holding a weekly web meeting for LEADERSHIP within the county, and I **highly recommend** that any available member of council log into the meeting. The meeting is held on Wednesdays at 11am, and I can forward the link to anyone who wants to be a part of it. The link is <https://zoom.us/j/364755760?pwd=RIMwMXJHV3RnSk9NaUhYeisweWhlUT09>

- The Stay at Home Order was updated on April 30th by Governor DeWine and ODH Director Acton, and is renamed the Stay Safe Ohio Order. The contents of the order is available online. People are being allowed to return to work as necessary, to open up the economy, and in phases, with minimum guidelines in place to be followed for those workplaces who return. With the "opening of the economy", there are spikes that are expected to occur, and they are hoping to minimize them as much as possible by people following the guidance.

Per the Order, some of the guidelines pertaining to the 6' social distancing remain the same, and groups of over 10 are prohibited unless family members residing in the same household or living unit. High risk groups are urged to stay in their residence to the extent possible except as necessary to seek medical treatments. Guidelines for businesses still cover the same types as before, with the only exclusion being federally operated businesses. Strict orders are in place for facial coverings in the workplace, with specific exemptions for certain workplaces, with recommendations for the general public.

Businesses should strongly encourage as many employees as possible to work from home and implement policies in areas such as telework and video conferencing, subject to the discretion of the employer. All entertainment/amusement/recreation venues are to remain closed throughout the order. Guidelines have been released for the opening of office spaces, manufacturing/distribution/construction, bars/restaurants, salons/professional services, and general retail operations. If the guidelines can't be met and all precautions taken, the business is to not open. Essential businesses that have remained open are also to follow the current guidance. There is no word yet on gyms and day cares.

Guidelines for opening office environments can be found in Section 21 of the Stay Safe Ohio Order.

Chief Metzger asked for any question.

**Ordinances and Resolutions** - None

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### Announcements:

Next Council meeting will be May 26, 2020 at 7pm. Not sure how it will be held, we need to see where things are at and who would like to meet how.

Graveside services will be held Saturday May 16, 2020 at Little London Cemetery for Jim Holloman. Our sincere sympathies for the family at this time.

Mrs. Moore asked if would be appropriate for us to officially make note of this in the minutes.

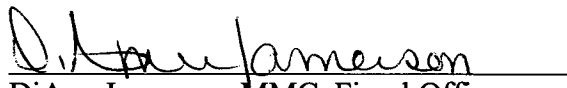
A moment of silence was heard for Jim Holloman.

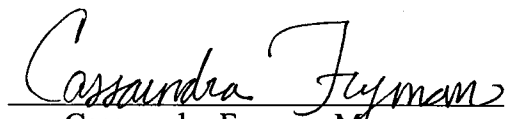
### **Motion to adjourn**

*It was moved by Mrs. Moore and seconded by Mrs. Broderick to adjourn at 7:34PM.*

***Motion carries 6-0***

***Motion 3***

  
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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.