

## TOWN OF GENEVA COUNCIL MEETING

April 8, 2025 at 6:30 P.M.

Those present were asked to please rise for the Pledge of Allegiance.

The meeting was called to order by President Lynn Burry. Roll call showed Council members Andrew Briggs, Stan Ringger, Arlen Mitchel, Agnes Schoch, Clerk-Treasurer, Deputy Clerk-Treasurer and Town Attorney present.

**PRESENT:** General Public: Duane Booth, Bob Simon, Andrew Yoder, Jr., Shawn Hamrick, Michael Padgett, Alixander Foster

**On a motion** by Agnes Schoch, seconded by Andrew Briggs, and passed unanimously, the Council approved the minutes from the March 11, 2025 Council Meeting.

**On a motion** by Agnes Schoch, seconded by Andrew Briggs, and passed unanimously, the Council approved Ordinance 2025-2 Additional Appropriations.

**On a motion** by Arlen Mitchel, seconded by Stan Ringger, and passed unanimously, the Council approved the 2025 Interlocal Agreement with Animal Care and Control contract.

**Police Report** - Marshal Booth advised Council that all three animal kennels at the Town Barn are in need of replacement and asked for a dog pole to assist in safely catching loose dogs.

**Fire Report** - Bob Simon reminded Council of their invitation to the Fire Ops event on June 28, 2025 in Portland, as well as the meet-n-greet for the event on June 27, 2025.

**Work Force Report** – Trent Shaffer reported that water usage is holding strong at 120,000 gallons of non-billable usage. Council President Burry requested the Town bill Bunn for the clamps they obtain from the Town when water leaks are being repaired. Agnes Schoch inquired on the working statuses of the fire hydrants in Geneva. Trent stated 15 hydrants need replaced due to age and he has those on a list.

**New Business** – Kelly Ehinger with the Adams County Library thanked Council for allowing the Town to remove the curb behind library and requested permission to pave that area, with no cost to the Town, and she is currently getting bids to have that completed. **On a motion** by Andrew Briggs, seconded by Stan Ringger, and passed unanimously, council approved the library's request to pave the lot at no cost to the town.

Michelle Lengerich with the Adams County Council on Aging presented statistics for their program and requested Council approve a \$2500 pledge for 2026. **On a motion** by Andrew Briggs, seconded by Agnes Schoch, and passed unanimously, Council approved the \$2500 pledge.

Shawn Hamrick with Grant Source spoke to Council regarding his specialty of being the only certified Grant administrator through OCRA in Adams County, and the grant opportunities he would be able to assist the Town of Geneva with pursuing. Examples are planning grants, blight clearance grants, and that he would require a contract if we choose to utilize him. Turn around time for grants can take up to 18 months.

Don Walter, part-time employee with the Town, has requested the Town pay the \$100 CDL renewal fee. **On a motion** by Agnes Schoch, seconded by Andrew Briggs, and passed unanimously, Council approved paying the \$100 renewal fee for Don Walter.

Bunn/Choice – there were two change orders signed by Council President as approved at last month's meeting.

**Old Business** – President Burry updated Council regarding the elevator repair, which is scheduled for April 16, 2025.

Heavy Trash Day is scheduled for Saturday, May 31<sup>st</sup>, 2025, from 8AM – 12PM. Geneva Police Department has agreed to put extra patrols out during this time and arrest any violators. The Town will rent 4 dumpsters for this event, and all citizens of Geneva, regardless of their payment status with their utility bills, will be allowed to utilize the dumpsters that day. Additionally, citizens can call Town Hall and have names/addresses logged for curbside pickup for that day. Clerk Treasurer will advertise event on Facebook, the town's website, the Berne Witness, and flyers. The Deputy Clerk will put a message on utility bills as well.

**On a motion** by Stan Ringger, seconded by Arlen Mitchel, the CDL discussion was reopened. Stan Ringger would ask that a full-time employee have a CDL, not a part-time employee, and suggested that the Town pay for a full-time employee to obtain a CDL. Discussion ensued about possible costs. **On a motion** by Stan Ringger, seconded by Arlen Mitchel, and passed unanimously, Council approved that Trent Shaffer research the requirements and costs for obtaining a CDL for himself or another town employee. Clerk-Treasurer mentioned that there is a cost for each attempt to obtain the CDL.

Regarding Nuisance issues – Marshal Booth reported that approximately 25 violation warning notices were hand delivered or mailed. Some citizens have contact town hall and a few have complied. Currently at the 10-day mark where we need to decide the fines and actions going forward. There is a current opening on the Nuisance Board, that would join Lynn Burry, Marshal Booth, and Clerk-Treasurer. President Burry updated that there are 3 candidates interested and he should know something next week.

Regarding I.T. updates – Agnes Schoch and Stan Ringger updated council that things are moving forward and we are close to being finished. Stan discussed Mike Brown's stance on public/private wi-fi and security of the network.

Regarding Live-Streaming updates – Any public meetings that are held in the council room must be live-streamed. Agnes Schoch mentioned the Adams County Redevelopment has an Owl camera that rotates, and once they move into their new building in June, there is a possibility that organization will give that camera to the Town of Geneva. Council has received five quotes to get this process complete:

Alixander Foster - \$4000.00

Innovative Solutions - \$10,085.61

Pinnacle Systems - \$12,440.36

Shoemaker Motion Picture Co. - \$28,746.56

Dynamic Business Solutions - \$50,466.61

**On a motion** by Stan Ringger, seconded by Arlen Mitchel, and passed unanimously, Council chose Alixander Foster as the vendor to install the equipment for Live-Streaming.

Regarding the status of the Medical Building, no decisions made yet regarding the building.

**On a motion** by Andrew Briggs, seconded by Stan Ringger, and passed unanimously, Council tabled this item until the I.T. and live-stream updates are complete.

Regarding 110 Lincoln Street – Wynn Construction will be demolishing the house sometime between April 21-25, weather dependent.

**Clerk-Treasurer Updates** – Issues with Cintas discussed and request made to cancel contract due to costs, length of contract, and mediocre service. **On a motion** by Andrew Briggs, seconded by Stan Ringger, and passed unanimously, Clerk-Treasurer was given authority to cancel the Cintas contract, purchase paper products through Amazon, and utility employees will go back to a clothing allowance, which will be prorated for second quarter, dependent on how quick the contract can be canceled. Town of Geneva is now set up on

the TRECs program and can start utilizing that service for fines/fees. Clerk-Treasurer updated Council on outstanding utility bills, final letters sent, and asked for input regarding liens for citizens that are significantly behind and not communicating or making arrangements to resolve the balance. Pros and cons of liens against the sewage were discussed with Town Attorney's input, as there is a cost for his services, collection company fees, etc. Clerk-Treasurer will be sending bills to property owners to inform them the water has been shut off in their rentals as a courtesy, and Town Attorney stated this should be done. **On a motion** by Andrew Briggs, seconded by Stan Ringger, and passed unanimously, Clerk-Treasurer was given permission to follow up as necessary on the outstanding balances. Surplus of toner cartridges need to be sold as they are not compatible with any printers we have in town. **On a motion** by Arlen Mitchel, seconded by Andrew Briggs, and passed unanimously, Clerk-Treasurer given permission to sell surplus toners on Facebook Marketplace. Bi-weekly meetings are being held with employees and that time is being utilized to train our staff. All town employees are certified in CPR/First Aid/Stop the Bleed/AED. Town Clerk is official notary for the Town of Geneva, and services will be offered free of charge the citizens of Geneva. Town Hall hours returned to 8A-4P Monday – Friday, 8AM-12:30PM on Wednesdays, and every third Saturday 10AM-noon. Calendar has been put in place for department heads to input time off for employees for an additional checks and balance system for payroll.

**On a motion** by Andrew Briggs, seconded by Agnes Schoch, and passed unanimously, March 2025 Bank Reconciliation approved.

**On a motion** by Agnes Schoch, seconded by Andrew Briggs, and passed unanimously, March 2025 APV approved.

**Attorney Updates** – Attorney heard from Mark Wynn regarding HUB engineer, who will be coming next week. Not an exact date but a Council member should be present.

Agnes Schoch requested the Fire Contracts with the Townships be on the May agenda.

Meeting adjourned.

Next Meeting: May 13, 2025 06:30PM



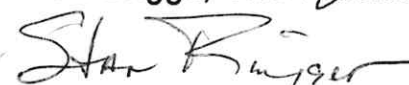
Lynn Burry, President



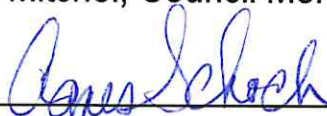
Andrew Briggs, Vice President



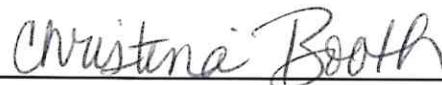
Arlen Mitchel, Council Member



Stan Ringger, Council Member



Agnes Schoch, Council Member



Christina Booth, Clerk Treasurer

April 8, 2025 Minutes

