

**Narrows Town Council Meeting  
February 13, 2023**

Mayor Tom Spangler called the meeting to order. Council Members present were Bobby Lucas, Sara Bowles, George Conley, John Mills, and Joe Goorskey.

Staff members present were Lindsey Caudill, John Davis, Cindy Laws, Terry Nicholson, Landon Patteson, Benji Ratcliffe, and Debbie Thomas.

Attorney present was Mike Bedsaul.

Mayor Tom Spangler gave the invocation.

Council and audience recited the Pledge of Allegiance.

**Recognition**

Mayor Spangler presented Renee Tucker with a certificate of appreciation for her excellent leadership in the relocation of non-native duck and geese species. Council appreciates her efforts in all that she did.

Councilman Goorskey told Renee Tucker she was an exceptional young lady because she did a lot of work and a lot of planning for this. She also pushed through with something that not everyone understood was the best thing that could have been done. What she did was really inspiring.

Councilman Mills said he can see Renee Tucker running a Fortune 500 company someday. She has all the tools and a beautiful smile also. He thanked her for all of her work.

Councilman Goorskey said she not only got rid of the town's problem but helped the birds she removed as well.

**Approval of January 9<sup>th</sup> Meeting Minutes**

Mayor Spangler said council is being asked to approve the January 9<sup>th</sup> meeting minutes.

**Councilman Mills made a motion to approve the January 9<sup>th</sup> meeting minutes.**

**Councilman Conley seconded the motion.**

**Ayes: Bowles, Conley, and Mills**

**Abstain: Lucas and Goorskey**

**Nays: None**

**Motion Carried 3-0**

**Consent Agenda**

*Library Report*

No comments.

*Parks & Recreation Report*

Councilman Mills asked if they had received any applications for part-time help?

Terry Nicholson said they had received 1 application for the first position but none for the second position. They are working on scheduling an interview for the first position.

Councilman Goorskey said he believes they have been doing all right paying part-time employees to work games and concessions.

Landon Patteson said gate admissions have helped cover that.

Councilman Goorskey asked Landon Patteson if he had that broken down by teams and events?

Landon Patteson said no.

Lindsey Caudill said she had the payout for employees at the ice rink.

Councilman Goorskey said it looked fine right now but what if they add the cost of electric?

Lindsey Caudill said it wasn't pretty to be honest. She has the expense report and she can let council look at it.

Councilman Goorskey said he wasn't looking for a problem he was just asking a question. He would like a breakdown of each sport showing how they are doing.

Terry Nicholson said they plan for Landon Patteson and Lindsey Caudill to present the information they have gathered about the skating rink to the parks and rec committee and talk about those particular issues and how they want to proceed in future years. As of now the town has covered the employee's pay for the skating rink, which was over \$3,000. That is something they will need to consider in the future but they are not quite ready to speak to council about that.

Councilmember Bowles said she would question how that is handled as far as the splash pad is concerned.

Landon Patteson said the same.

Councilmember Bowles said the heaters would have been installed at the farmer's market no matter what.

Lindsey Caudill said the heaters needed to be installed so the bathrooms could stay open for the ice rink.

Councilmember Bowles said at a parks and rec meeting it was said that heaters would be installed this year. That's why they installed the ice rink at the farmer's market. The heaters were going to be installed anyway.

John Davis said no one had ever mentioned having heaters installed in the farmer's market because they always winterize the farmer's market. They had to install heaters in every room of the farmer's market because water runs through every room.

Lindsey Caudill said they did mention doing it for the month of December because of the Christmas event.

Terry Nicholson said they started out with just electric heaters plugged into the wall and then upgraded to larger electric heaters in each room.

Councilman Goorskey said he wouldn't suggest just because something was a break-even that it's not worth pursuing again. He just thinks this would show how the ballfields performed during their season vs. a tournament vs. the splash pad vs. the ice rink. That information would be very helpful in planning and how to handle things in the future.

Councilmember Bowles said adjustments were made such as the splash pad only had one person working except for the times they had events.

#### *Police Report*

Councilman Mills said he has heard some concerns about gang activity in Narrows. Is there any justification to this?

Police Chief Ratcliffe said no. They've had a few kids flash signs, just being kids, but there is no gang activity in Narrows. There have been a few juveniles to do some B&E's and vandalism but they've been apprehended and charged.

#### *Financial Report/Treasurer's Report*

02/13/2023

Councilman Mills asked how much of the ARPA money was encumbered?

Terry Nicholson said as of now there is a remaining unencumbered amount of \$426,061.74. They have a list they are working on and checking down. Council authorized the HVAC study on the rec center so they may consider using some money toward that once they get the quote, and it should be coming any day. Funds have been encumbered for the sewer project.

Councilman Mills said he just wants to make sure the funds are spent properly.

Terry Nicholson said they have until December 2024 to spend the ARPA funds.

#### *Town Manager's Report*

Councilman Mills said they are going to have to move some money to cover the electric bills.

Terry Nicholson said the utility line items will be over encumbered this year. He and Debbie Thomas are working on the FY24 budget and increasing any utility line items by 20% because that is the number they've seen for the last couple of months for natural gas, fuel oil, and electricity.

Mayor Spangler said he would guess everything that requires heat for the farmer's market is over with. Will the farmer's market be winterized at this point?

Terry Nicholson said yes.

Mayor Spangler asked if there was a more efficient way to heat the farmer's market?

Terry Nicholson said they will look at that because the building isn't insulated and wasn't intended to be heated.

#### *Public Works Director's Report*

Mayor Spangler asked how the water meters looked?

John Davis said they look good and are about 96% installed. They are still installing some antennas.

Councilman Conley asked if the parts for the leak detector had arrived?

John Davis said they are waiting on 2 valves.

Councilman Mills asked if the exercise with county and PSA personnel was still running smoothly?

John Davis said yes. They are waiting on the parts for the leak detector so they can install it on the south side of town. They have fixed several leaks, around 6, because of the new meters. He believes the system will pay for itself.

Councilman Mills said they are very appreciative for the utility crew that is working on this.

Councilman Goorskey said he doesn't remember them having 2 consecutive months with water loss under 40%. They are trending in the right direction. He appreciates everything they are doing.

**Councilman Lucas made a motion to approve the consent agenda. Councilman Mills seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

## **Communications, Concerns and Requests from the Public**

None.

## **Communications from Mayor and Council**

Mayor Spangler read a thank-you note from Cindy Laws:

*Mayor, Council, and Town Employees,*

*Thank you for the kindness you have shown me during my husband's illness and death.  
Thank you for the beautiful flowers.*

*Sincerely, Cindy Laws*

Councilman Mills said they had an interesting PSA meeting. He made a motion at the PSA meeting to have a public hearing even though it wasn't required. He wanted the people that would be affected by this to hear it from the board firsthand. They had tremendous participation and it accomplished their goal in receiving different ideas on how they can get their money for unpaid PSA bills. One thing that was clear to him is that the landlords were strongly opposed to tying them into it but were willing to work with the PSA in other ways. At the next meeting they will discuss all of the suggestions and options they received and see if they can't work together to get their money.

Terry Nicholson said he received an email this afternoon from Kevin Belcher that the PSA is going to apply for a grant for the lead and copper revision rule. The rule states that everyone will have to inventory their water systems to know where what types of lines are. The PSA is going to apply for a grant for the whole county, which will include Narrows, and should be at no cost to Narrows. This would get the lead and copper revision rule satisfied for the entire county instead of each locality. Narrows will provide the information they will need for this.

Councilman Mills said he was glad the PSA was doing this.

Councilman Lucas said about a month ago he met Samantha Dougherty and he thought she may be able to bring something to beautify the town. She does wall murals and he would like for her to speak to council.

Samantha Dougherty thanked council for having her. She has done murals since she was 15 years old. (She passed around several samples of her work to council) The first time she saw Narrows she thought it was a little run down and needed some revival and she would like to do that. Murals can increase commerce by 5-50% and increase employee attendance by 15%. Mural hotspots really drive-up traffic and can transform communities. She wants to do things council would be proud of. She has experience with color psychology and pattern psychology and green is actually a color that causes people to spend more money. She did her thesis on patterns and certain patterns cause your brain to calm down and those are patterns she includes in her artwork. The town could have art walks. She came from Toledo, Ohio, and received a best artist award from there and also has a letter from an Ohio state representative for beautifying the City of Toledo. She would need to be paid for supplies and would need to borrow ladders and scaffolding. For a wall that is 8'-18' she would charge \$500 for a beautiful mural. She would decrease her prices the more murals she painted. She will take a lot of pride in the work she does.

Councilman Mills would like to see one council member meet with staff and compile a list of what they think they want to do on the buildings. They could then come back to Samantha Dougherty and ask her to submit a not-to-exceed number.

Samantha Dougherty said there are a lot of areas in town that need to be spruced up.

Councilman Conley said she could meet with Terry Nicholson and submit a proposal. She would have to remember that the landowner would have to sign off on it.

Terry Nicholson said he will have to speak with Mike Bedsaul about procurement.

Samantha Dougherty said she has enough materials for 2-3 murals right now except she needs extra blue.

Terry Nicholson said the mural that is in the pocket park needs some sprucing up.

Councilman Goorskey told Samantha Dougherty that she is very well spoken and she offers a lot of insight as to what people want. People in town could kick-start this and promote it because he believes people will love it. He loves this idea.

Mayor and Council thanked Samantha Dougherty for her presentation.

Terry Nicholson said he wanted to give council an update on the leak-detection software. He placed 2 graphs in council's packets. The first graph shows typical usage, which is usage at his house, and it shows peak hours such as when they shower and other large things. There are medium-range things on the graph such as doing laundry and smaller things where a toilet is flushed in the middle of the night. He wanted council to compare that one to the second graph which is a leak that was detected by the software. The base line never goes to zero and shows usage at about 10 gallons per minute. The software reads the meters every hour and sends information to the town. It actually learns the pattern of the household and detects if there is an unusual occurrence. The town is also getting reports daily of temperature changes. The public works employees have been insulating meters against cold temperatures. If a customer comes in and states they have been given a notification of high-water usage and they say they know they don't have a leak the town can say they do have a leak and have graphical proof.

Mayor Spangler asked if the new software could read both sides of the meter?

Terry Nicholson said yes. The second page of his household reading shows 'volume 1' and 'volume 1 reverse'. If someone should take the meter out and flip it, they could do that with the old meters, it would run backwards and decrease their usage. This software will alert the town that water is running backwards through a meter. If a customer has a backflow prevention valve that is going bad there will be little, small spurts of negative pressure, or backflow, through the meter. They could then alert the customer to call a plumber to check the backflow prevention valve. The software has a number of tools that not only helps the town but customers as well.

Mayor Spangler asked if the notifications about temperature are automatic or does someone just run across it?

John Davis said he gets an email every morning and it will alert him of any new instances of ambient temperature, leaks, and various other things.

Councilman Mills asked if Fortiline had left the town extra water meters?

John Davis said yes.

### **New Business**

None.

### **Unfinished Business**

Terry Nicholson said council approved payment for the survey of the Gallimore property. Half is paid for by the town and half is paid for by the seller.

### **Matters for Consideration by Council**

Mayor Spangler said council is being asked to approve the engagement letter from Mary K. Earhart, PLLC.

**Councilman Conley made a motion to approve the engagement letter from Mary K. Earhart, PLLC. Councilman Mills seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

## **Motion Carried 5-0**

Mayor Spangler said they added to the agenda the discussion of bids for the electrical upgrade at the wastewater treatment plant.

Terry Nicholson said bids for that project were opened this afternoon and they received 2 bids. This is the Peed and Bortz sewer improvement project and the electrical segment of that. Peed and Bortz's original proposal back in April 2022 had an estimated cost of \$95,450, which includes 15% contingency. The low bid came in at \$101,885 and the high bid was significantly higher than that. Martin Jansons still needs to review the bids for validity to make sure they have all of their documentation. Terry Nicholson is asking council to approve him to be able to execute the contract once Martin Jansons has checked them, as long as they are in the rough area of \$101,000. They still have to be able to do the rest of the project which includes the manhole inserts and repairing 26 manhole barrels. They should be able to accomplish this with the ARPA money that was encumbered.

Mike Bedsaul said once they've determined who they would like to award the contract to he can come back to council and get their vote. They could call a special meeting to have this approved.

**Councilman Mills made a motion to allow Terry Nicholson to award the contract, not to exceed the bid amount, subject to validity and review by the town attorney and the engineer. Councilman Conley seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

Terry Nicholson said the Low Income Household Water Assistance Program (LIHWAP) is a new program that came from ARPA funding and comes through the state. They distributed this to help residents that have water/sewer bills that are in arrears to be able to receive funds to pay these bills. The town had to submit information to a third-party organization that is handling this. They take our database and contact anyone that is in arrears, is an eligible household, and meet the criteria. The money is deposited in the town's account through an EDI (Electronic Data Interchange) to pay those bills and the town is sent reconciliation. The town credits those accounts and shows proof they were credited. It's minimum work on the town's end but helps residents.

Councilman Conley said he would like to commend the Narrows Volunteer Fire Department for taking on running an ambulance. It was needed in town.

Councilman Mills said he will speak at the next school board meeting but will not represent the town. He will be speaking on his behalf.

**Councilman Mills made a motion to adjourn. Councilman Goorskey seconded the motion.**

**Ayes: Lucas, Bowles, Conley, Mills, and Goorskey**

**Nays: None**

**Motion Carried 5-0**

---

Clerk, Debbie Thomas

---

Mayor, Tom Spangler