

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting
December 12, 2022
REGULAR MEETING

Call to order

7:00 P.M. – The council meeting was called to order by Mayor David Leshinski and opened with the Lord's Prayer followed by the Pledge of Allegiance.

The roll was called:

Councilmember Michele Jeffers
Councilmember Scott Jones
Councilmember Jeanne Maschari
Councilmember Becky Siesky
Councilmember Jeri Leigh Siss
President Pro Tempore David Troike

P
EA
P
P
P
Absent (arrived at 6:17 p.m.)

Ex officio members:

Fiscal Officer Michelle Henke
Records Clerk Laurie Beran
Law Director Matthew Mishak

P
P
P

(EA – excused absences)

Councilmember Maschari moved to excuse Councilmember Jones due to illness. Councilmember Jeffers second.

Jeffers x Jones AB Maschari x Siesky x Siss x Troike AB Motion passed.

APPROVAL OF AGENDA December 12, 2022

Councilmember Siss moved to approve the agenda as presented. Councilmember Maschari second.

Jeffers x Jones AB Maschari x Siesky x Siss x Troike AB Motion passed.

APPROVAL OF MINUTES November 28, 2022

Councilmember Maschari moved to approve the corrected minutes. Councilmember Siesky second.

Jeffers x Jones EA Maschari x Siesky x Siss x Troike AB Motion passed.

VISITORS

Cemetery Clerk Paula Knodel

FISCAL OFFICER

Payment Listing 11/24-12/1/22 presented.

November Bank Reconciliation completed.

Mayor's Court Financials

November 2022 Village \$7652.00 State/County \$2433.00

SERVICE WORKER

All assignments have been completed. Will be checking out the car wash on North Ridge Rd. to see if it can accommodate the service vehicle.

Councilmember Siss asked for pictures of the speed limit signs to post on the FB page.

BOARDS

Cemetery (Cemetery Clerk presented.)

Meeting on 12/14 to discuss contract with GoGreen. At this time no other estimates have been sought by the board. The contract has been yearly, and the price has not been increased since 2018.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Mayor Leshinski informed the council that the entrance sign had been damaged earlier in the day and the contractor will be handling the restoration of the sign.

SABPA

Councilmember Maschari wondered after reading the last posted minutes (referring to water minutes) if the BPA has a written plan in place for the water system. Ms. Maschari elaborated on her statement by stating that the minutes referenced continual planning, is there documentation of certain steps that they will be taking, will they not do any new water lines, only manage the breaks, etc. Councilmember Siss will ask the board for specifics on their 2023 priorities.

COMMITTEES

Audit/Finance (Councilmember Siesky presented.)

Clarification was made on the four-hundred-dollar (\$400.00) item that was questioned from the November audit. The amount in question was money set aside for employee income tax withheld from village employee's pay. RITA did not have the village account set up at the time and that is why it was not listed on the bank statement, only on the fiscal officer's report.

DEPARTMENTS

Fire (Councilmember Maschari presented.)

Miscellaneous

- Fire reports have not been present the last two (2) months.
- Door access code has not been received by the records clerk.
- 90-day review for the chief needs to be completed.

Councilmember Maschari stated that since the chief reports to the mayor, the request was made to the mayor to follow up with the chief regarding the fire reports, door access code and we will discuss at the work session a Plan B if we are not provided with a code

Holding Tanks (Councilmember Maschari presented.)

On December 2, the fiscal officer, fire chief and SABPA staff met with Bramhall Engineering to review plans for the holding tanks. The two (2) tanks are estimated at twenty-five thousand dollars (\$25,000.00). An additional twenty-five thousand (\$25,000.00) is estimated for the excavating/placement of the tanks. The chief was to ask Diggers of Ohio and Kyle's Excavating for estimates. Once the engineer completes the final draft of the project it will be sent to the Ohio EPA for approval. Projected completion is early 2023.

Truck Washing

Councilmember Siss asked if the chief has a solution to wash the trucks. At this time Councilmember Maschari is only aware that a couple of surrounding departments have volunteered their facilities to wash the trucks and the department knows that are not allowed to wash the trucks at our department. Councilmember Maschari requested that the mayor ask the chief what the contingency plan is for cleaning of the trucks.

Police

Monthly Blotter (10/24-11/30)

Traffic Citations 68 Written: 1 Illegal Tint; 3 Right on Red; 2 Running Red; 1 Exp. License;
1 Short Cutting a Traffic Control Device; 3 Stop Sign; 2 DUS; 1 No License; 1 Noise

Locations: 25 Russia; 21 W Main; 10 E Main; 3 Annis; 2 N Lake; 8 S Lake; 5 Leonard

Calls For Service: 6

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Ford Taurus cruiser has been paid for and removed from the property. The Crown Victoria will be listed soon on Gov.Deals.

Special Committee

Administrative

Title Change Recommendation

Council recommends appointing David Valentine as Street Commissioner for 2023.

Administrative Committee

Councilmember Maschari moved to make the administrative committee a permanent committee.

Councilmember Troike second.

Discussion: Councilmember Siss asked for clarification for the record as to what the committee would look like as a permanent committee. Councilmember Maschari responded that it would be an oversight committee to make sure reviews were completed, the Employee Handbook and Council Bylaws be updated continually, and any administrative actions that the council requests.

Jeffers x Jones EA Maschari x Siesky x Siss x Troike x Motion passed.

Safety Committee

Councilmember Maschari requested that the chairperson position for the committee be discussed at the January 9, 2023 meeting.

ORDINANCE

Ordinance No. 1751-22 Cemetery Bylaws and Regulations (*Final Reading*)

An Ordinance adopting the revised Board of Cemetery Trustees Bylaws and Regulations.

Councilmember Troike moved to pass Ordinance No. 1751-22. Councilmember Siss second.

Jeffers x Jones EA Maschari x Siesky x Siss x Troike x Motion passed.

Ordinance No. 1752-22 Cemetery Board Compensation (*Final Reading*)

An ordinance fixing rate of compensation for elected and certain appointed officials.

Councilmember Troike moved to pass Ordinance No. 17522. Councilmember Maschari second.

Jeffers x Jones EA Maschari x Siesky x Siss x Troike x Motion passed.

Ordinance No. 1754-22 Cemetery Board 20% Perpetual Fund (*Emergency*)

An ordinance amending Ordinance No. 1508-16 to require twenty percent (20%) of the funds collected for the burial lots, opening/closing fees, and charges for installation of footers to be deposited into the Perpetual Care Fund, and declaring an emergency.

Councilmember Troike moved to suspend the rules and pass Ordinance No. 1508-16 as an emergency. Councilmember Maschari second.

Jeffers x Jones EA Maschari x Siesky x Siss x Troike x Motion passed.

Ordinance No. 1755-23 Repeal & Enact New 921.02 Inactive Accounts (*Second Reading*)

An ordinance repealing existing South Amherst Codified Ordinance Section 921.02 Deposit Required; Termination of Delinquent Accounts; Habitual Delinquent Accounts; enacting new South Amherst Codified Ordinance Section 921.02 (j), (k), (l) Deposit Required; Termination of Delinquent Accounts; Habitual Delinquent Accounts; Inactive Accounts and declaring an emergency.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Ordinance No. 1756-24 Repeal & Enact New 717 Rummage Sale (*Second Reading*)
An ordinance repealing existing South Amherst Codified Ordinance Chapter 717 Sections .02, .03, .04 (a); enacting new South Amherst Codified Ordinance Chapter 717 Sections .02, .03, .04 (a)

RESOLUTION

Resolution No. 676-22 Law Director Contract (*Emergency*)
Employment agreement with Matthew A. Mishak as Law Director for the Village of South Amherst 1 January 2023 to 31 December 2023, Authorizing Appointment of Prosecutor and Administrative Assistant Councilmember Troike moved to suspend the rules and pass Resolution No. 676-22 as an emergency. Councilmember Siesky second.
Jeffers x Jones EA Maschari x Siesky x Siss x Troike x Motion passed.

Resolution No. 677-22 County Mitigation Plan (*Emergency*)
In support of adopting the Lorain County, Ohio Multi-jurisdictional Natural Hazard Mitigation Plan Councilmember Troike to suspend the rules and pass Resolution No. 677-22 as an emergency. Councilmember Maschari second.
Discussion: Councilmember Troike clarified what the Mitigation Plan actually is: to identify any problems within the county such as flooding, the possibility of water problems anything like that and what is the plan to fix them, so that it is not an issue moving forward. The plan identifies the type of aid and where it will come from if a disaster does happen. Councilmember Maschari read the goals and activities that were listed in the Mitigation Plan for South Amherst:

1. *Support an effective notification and warning systems.*
2. *Minimize the losses from flooding.*
3. *Participate in a countywide storm water assessment.*
4. *Harden utility supplies during disasters.*
5. *Support improvements and clarity to emergency communication components.*
6. *Improve shelter capacity within the village.*

Jeffers x Jones EA Maschari x Siesky x Siss x Troike x Motion passed.

Resolution No. 678-23 Employee Handbook (*Second Reading*)
Village of South Amherst Employee Handbook

Resolution No. 679-23 Diggers of Ohio Contract for Evergreen Cemetery O/C (*Second Reading*)
Diggers of Ohio LLC Service Contract for Evergreen Cemetery 15 January 2023 to 15 January 2024.

MISCELLANEOUS

Wreaths Across America

Ceremony starts at 11:30 a.m. with the laying of wreaths for all Veterans and a wreath for the various Armed Services, Honor Guard Salute and recognition of all Veterans laid to rest at Evergreen led by Councilmember Maschari. A brief ceremony will take place at Pioneer Cemetery at noon, overseen by Councilmember Siesky.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Video Recorded Meetings

Councilmember Siss read an email received from SABPA Board Member Mark :

To all concerned,

For all future meetings and work sessions, I wish personally not to have these meetings video recorded. I was not asked or agreed for this practice to happen. As for transparency, our meetings are open to the public and minutes are available upon request. We can discuss this topic further at our meeting on December 8th if needed.

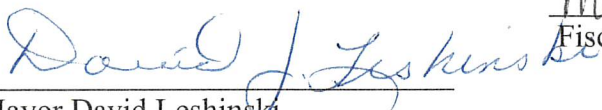
Thank you

Mark Leshinski

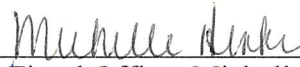
The law director stated that all Village meetings are public meetings and video taping of the meetings may be done. A waiver is not required of a public official, in order to video tape and yes, council could legislate that all meetings need to be vide taped. Village meetings. Councilmember Maschari will review minutes to determine how the motion was made regarding videotaping meetings.

ADJOURNMENT Time 7:17 Councilmember Siss moved to adjourn. Councilmember Troike second.

Respectfully submitted,



Mayor David Leshinski



Fiscal Officer Michelle Henke