

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting
October 10, 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	P
Councilmember Scott Jones	P
Councilmember Jeanne Maschari	P
Councilmember Becky Siesky	P
Councilmember Jeri Leigh Siss	P
President Pro Tempore David Troike	P

Ex officio members:

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

(EA – excused absences)

APPROVAL OF AGENDA October 10, 2022, with the addition of 2023 Tax Rates as a resolution, park donation and insurance claim for the water tower shed.

Councilmember Maschari moved to approve the agenda with additions. Councilmember Troike seconded the motion.

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

APPROVAL OF MINUTES September 26, 2022

Councilmember Troike approved minutes for September 26, 2022, as presented. Councilmember Siesky seconded the motion.

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

MAYOR

Recycle Grant

Compared to 3rd quarter 2021 we are only at 64% of what we were last year. Last year we received \$2719.00 from the recycle program. The money we have received from the recycle grant program has gone towards recycled mulch, paper, and benches to name a few items. The mayor would like to see more emphasis on social media regarding recycling. Councilmember Siss was interested to know if the declining numbers have to do with the information (what is and isn't acceptable) provided by the Solid Waste District and how does the village compare with other communities in the county. The mayor will contact the Solid Waste District to clarify those two points.

County Commissioners Grant

The mayor asked those present if they had received the fall newsletter from the Lorain County Commissioners. The majority response was – no. The article that the mayor reported was on the commissioners awarding a grant for the final design of the Quarry Road Sanitary Trunk Sewer. Mayor Leshinski strongly urged the village to contract with an engineer to begin on site plans/scope of work for village sewers. Councilmember Troike stated that it had been previously discussed in the spring that Bramhall is supposed to have been working on a feasibility study. The mayor will contact Bramhall to check on the status. Councilmember Siss requested that the status update be given at the October 24th meeting.

FISCAL OFFICER

Payment Listing 9/22-10/6 was presented.

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September Mayor's Court

Village	\$4013.00	County/State	\$1362.00
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Appropriation Ordinance #293 and detail

Appropriation Advance to Park #294.

Is the actual advance and will be paid back when the funds are received

Park Donation

Request for an amended appropriation of \$2000.00 for park use only. Community resident Donna Palmer requested the donation be spent as the Park Board saw fit.

Councilmember Maschari moved to approve the amended appropriation of \$2000.00 for the park.

Councilmember Jones seconded the motion.

Jeffers Jones Maschari Siesky Siss Troike Motion passed.

Income tax administration conversion, enforcement of fines

All the information has been pulled for the conversion. We should be live the third week of October, once that happens residents will have full use of the RITA website. The Ordinance Committee recommends that the 2022 estimated tax penalties be waived for the calendar year of 2023. After that time period, the penalty will be reinstituted.

Councilmember Maschari moved to waive the 2022 estimated tax penalties during the 2023 calendar year. Councilmember Siss seconded the motion.

Discussion: Councilmember Siss stated that the information regarding the waiving of the penalties would be communicated multiple times through a newsletter and social media.

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

Insurance claim for water tower shed

The village will be reimbursed \$11,628.52 for the damage to the water tower shed and equipment that occurred on June 1, 2022.

RECORDS CLERK

September Building & Zoning Report

15 Building: 1 accessory structure, 4 fence, 3 reroof, 1 concrete, 2 window, 2 HVAC, 1 waterproofing
1 plumbing

5 Zoning: 1 accessory structure, 1 pool, 3 fence

Final Agenda

Procedural change – a draft copy of the agenda will be emailed in the council packet on Thursdays, with the final draft being posted Monday. Any last-minute items need to be in by 9 a.m. on Monday morning. Would still appreciate receiving agenda items by Thursday morning.

ORDINANCE

Ordinance No. 1748-22 An ordinance repealing existing South Amherst Codified Ordinance Sections 521.08 Public Nuisance & 521.14 Abatement of Nuisances & Enacting new South Amherst Codified Ordinance 521.08 (Public Nuisance) & 521.14 (Abatement of Nuisance) and declaring an emergency.

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Councilmember Troike moved to suspend the rules and approve Ordinance No. 1748-22 as an emergency.
Councilmember Siss seconded the motion.
Jeffers x Jones x Maschari x Siesky x Siss x Troike x Motion passed.

RESOLUTIONS

Resolution 667-22 Contract Agreement with Heygov.com

Councilmember Maschari moved to approve Resolution 667-22. Councilmember Jones seconded the motion.

Discussion: Councilmember Jones stated their IT department will be more accessible because they deal with smaller municipalities, a lot of pluses to the whole package.

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

Resolution 668-22 Contract Agreement with Bramhall Engineering & Surveying Co. Fire Station Holding Tanks

Councilmember Troike moved to approve Resolution 668-22. Councilmember Maschari seconded the motion.

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

Resolution 669-22 Contract Agreement with Bramhall Engineering & Surveying Co. Village Hall Parking Lot

Councilmember Troike moved to approve Resolution 669-22. Councilmember Siesky seconded the motion.

Discussion: Councilmember Jones asked for clarification on the area to be paved.

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

Resolution 670-22 2023 Tax Rate

Councilmember Troike moved to approve Resolution 670-22. Councilmember Troike seconded the motion.

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

APPROPRIATIONS

Appropriation Ord. No. 293

Councilmember Troike moved to approve Appropriation Ord. No. 293. Councilmember Siesky seconded the motion.

Discussion: Councilmember Siss requested a reminder of the purpose of 293. The advance for the park grant, increase in park service worker hours, clerk payroll increase, increase to cover the tax administrator conversion, mayor's court computer fee, mayor's court clerk payroll, Baldwin Group fees for mayor's court.

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

Appropriation Ord. 294 – Park Advance

Councilmember Maschari moved to approve Appropriation Ord. No. 294. Councilmember Siss seconded the motion.

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

Mayor Leshinski thanked the Park Board for attaining the grant for the basketball court.

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BOARDS

Park (Park Board member Laurie Beran presented)

First Shot Dedication

On September 30th the Park Board along with the mayor and councilmembers Maschari & Siesky dedicated the full size basketball court that was made possible through the Lorain County Public Health – Healthy Places Grant; generous donations from Dan & Stephanie Hyster, Donna Palmer, volunteers Donnie Street and Virgil Flynn, Consumers Concrete, Alvarado Landscape, Schleter Brothers, supporter Alan Januzzi, grant writer Stephanie Koscho the workers at Digger’s of Ohio, the mayor and council. A special thank you was given to board member Thomas Pellittieri for all his hard work and spearheading the project.

Park Closing

November 1, weather dependent.

SABPA (Councilmember Siss presented)

Public Hearings for Water Rates

Will be held at the SABPA meetings on November 7th & 21st at 6:45 p.m. The first ordinance reading will be October 24th, then November 14th with the final reading November 28th. The hearings will be posted in the five required places, social media and in the newspaper.

Grant writer

Submitted request for federal storm and water, will probably not have a response until 2023.

Contingency Plan

EPA template was updated, the clerk should have completed by the end of the week.

Data Command issues

Continues to send out false errors. A new modem is being sent. The board is looking into a hardline. Councilmember Troike asked for clarification if it is a “hardline” – if a line needs to be run to the tower, then we do it.

Privatization of the water utility

The board is requesting a legal opinion regarding “What do we do next with the water system?” Councilmember Siss will forward specific questions from the board and the records clerk will contact the law director.

COMMITTEES

Bldg. & Grounds (Councilmember Troike & Maschari)

HVAC

Different bids were received, the committee recommends having a dehumidifier installed from Shagovac 4500.00

Councilmember Maschari moved to approve the bid from Shagovac for a dehumidifier at a cost of \$4500.00 once the gutter situation is rectified. Councilmember Troike seconded the motion.

Discussion: Councilmember Siesky asked if the maintenance contract is included. That will be voted in a separate motion.

Jeffers x Jones x Maschari x Siesky x Siss x Troike **abstain**

Motion passed.

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Councilmember Maschari moved to approve a five (5) year maintenance contract at \$15.65 per month with Shagovac. Councilmember Siesky seconded the motion.

Jeffers x Jones x Maschari x Siesky x Siss x Troike **abstain** Motion passed.

Relocating internet wires

The committee prefers to go underground in order to eliminate issues that are caused by overhead wires. Fire Chief was informed that estimates are needed.

Street Garage – Insulation, expanding

The committee doesn't feel the need to heat the whole building. It was suggested that the BPA pump that has to be in a heated space at all times, be placed in a hot box.

Service worker is receiving estimates and there will be further discussion.

Gutters

Service worker is the point person and will meet with three (3) different companies for the estimates to clean, jet rod, and map the systems at the village hall, fire station and police garage.

Holding Tanks (Fire Station)

No report at this time.

Street-Sidewalk-Service

Kenwood, Vivian, Charles

Councilmember Troike received a complaint from a resident regarding the condition of the roads after the gas line project was completed. Mr. Troike replied to the resident that chip & seal was being looked into at this time. Mayor Leshinski will verify with Columbia Gas if there will be any modifications done.

Equipment

Councilmember Maschari moved to purchase a snowblower. Councilmember Troike seconded the motion.

Discussion: Councilmember Troike asked if it was in the budget. Councilmember Maschari stated that the purchase was included in the fifty thousand (\$50,000.00) that was budgeted for equipment.

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

Ordinance

Condition of the old ice cream stand was discussed regarding the condition of the property and possible demolition of the building.

Councilmember Troike moved to allow Councilmember Maschari to proceed in researching the demolition procedures for the building at 121 E Main St. Councilmember Jones seconded the motion.

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

Safety

Trick-or-Treat & Parade

Councilmember Troike moved to have the Halloween Parade and Trick-or-Treat both on October 30th with the parade line up at 2:30 and start at 3 p.m. with Trick-or Treat from 6-7:30 p.m. Councilmember Jones seconded the motion.

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

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Community & Economic Development

Councilmember Jones recognized the effort that Councilmember Siss made in the Fall 2022 Village Newsletter.

Special Committee

Administrative

Modification of job descriptions

Councilmember Maschari is recommending changing the service worker's job description

Councilmember Maschari moved to modify the service worker's job description to read: townhall maintenance and zoning field duties; records clerk job description to read: zoning administrative duties. Councilmember Jones seconded the motion.

Discussion: Mayor wants to keep it inhouse seeing that were paying \$200.00. Councilmember Troike stated that with the recent Covid pandemic and being hospitalized myself, I would prefer to see professionals do the cleaning. The fiscal officer stated that the cost was \$100.00 per visit for three (3) people that are here for 1 – 1 ½ hours.

Jeffers x Jones x Maschari x Siesky x Siss x Troike x

Motion passed.

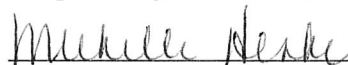
Councilmember Siss would like the committee to meet in December to discuss SOPs for councilmembers on the use of Office Suite and other items that the council would be using.

MISCELLANEOUS

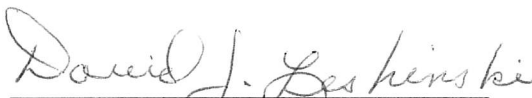
Councilmember Siss would like the Law Director report to be included on the agenda; what that role is performing.

ADJOURNMENT Time 8:17 Councilmember Siss moved to adjourn. Councilmember Siesky second.

Respectfully submitted,



Fiscal Officer Michelle Henke


Mayor David Leshinski