

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting
REGULAR COUNCIL
September 25, 2023

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 Becky Siesky	P
Councilmember Jeri Leigh Siss	P
Councilmember David Troike	P
President Pro Tempore Jeanne Maschari	P

Ex officio members:

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

(EA – excused absences)

APPROVAL OF AGENDA September 25, 2023 addition of curb stops, executive session, HVAC, Water Board, Council Christmas Party.

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

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

APPROVAL OF MINUTES September 11, 2023

Councilmember Maschari moved to approve the minutes as presented. Councilmember Jones seconded the motion.

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

VISITORS

SAFD Interim Fire chief John Crawford

MAYOR

NOPEC Funds

There is an adjustment of approximately \$5000.00 to spend. The mayor felt it would be more prudent to spend the grant money towards the HVAC for the SAFD, instead of the speed signs. Councilmember Maschari verified with the fiscal officer that there were enough funds to purchase the signs from the General Fund,

Councilmember Maschari moved to use the NOPEC funds toward the SAFD replacement HVAC. Councilmember Jones seconded the motion.

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

Councilmember Maschari moved to purchase the speed signs. Councilmember Jones seconded the motion.

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

2024 Eclipse

The Lorain County EMA is expecting at least a million to descend on the county for the April 8, 2024 eclipse. They are treating it as a disaster to happen and preparing accordingly. Council

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recommends that there be a contingency plan set in place in order to mitigate any issues that could occur, with input from the Safety and Ordinance committees along with the SAPD.

LCRWA – water line

Rural Water is clearing out the railroad right of way that is located east of town. May get complaints from Annis Rd. resident's whose property abuts the railroad right-of-way if their current drainage is disturbed.

NOACA - Northeast Ohio Areawide Coordinating Agency

Received a document that lists the conditions of Main St., North & South Lake St., and Russia Rd.

Sandstone Joint Ambulance District

A request for proposal was agreed upon by the three members of the district.

Imagination Library

The mayor has information on Dolly Parton's Imagination Library which will send a book a month to registered children from 0-5 years of age.

Halloween

South Amherst will be the only community to hold Trick-or-Treat on Sunday, October 29th. Councilmember Siss stated that the Firefighter's Association will not be having refreshments after the parade. Interim Fire Chief Crawford will talk with the Association about reconsidering refreshments.

FISCAL OFFICER

Payment Listing 9/8-9/21/23

Presented to council.

Financial Reports: Fund Summary, Revenue Summary, Appropriation Summary

Presented to council.

Appropriation Ordinance No. 304

Final amount may change dependent on which HVAC unit the council decides upon. Further discussion held under Building & Grounds.

Appropriation Ordinance No. 305

Transfer from the General Fund to the FEMA Capital Project Fund for the FEMA grant not to exceed \$22,970.00.

Mayor's Court Ordinance No. 1774-23

The proposed ordinance creates the positions of Mayor's Court Clerk-in-Training and Alternate Bailiff along with establishing compensation. Alexandra Tuggle is currently in training as the clerk. The alternate bailiff would be a designee of the police chief, if he is unable to be present.

There will be a new compensation ordinance for Mayor's Court staff to change the compensation from monthly to hourly. The hourly rate would more accurately compensate the staff, seeing that

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currently it would matter if you are posting five citations or one hundred in the same amount of time. The rate change would be effective by the new year.

RECORDS CLERK

Select Steering Committee

Residents who have asked to be considered on the committee are:

Anneisa Truman – Squires Ct.	Nicole Pantojas – Vivian St.
Mike Sangiacomo – E Main St.	Janice Szmania – Oakdale Dr.
Mary K Kirsch – S Lake St.	Larry Verga – S Lake St.
Paulette Gargas – W Main St.	

Councilmember Maschari moved to have the following people on the Steering Committee: presiding mayor, records clerk, fiscal officer, all of council and the seven residents mentioned above. Councilmember Jones seconded the motion.

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

The first Steering Committee meeting will be October 11th at 7:00 p.m. The residents will be notified on September 26th of the first three scheduled meetings. Currently, 122 surveys have been received.

BOARDS

PARK

Councilmember Siss requested for more dog waste bags be placed in the waste stations around the walking path.

SABPA (Mayor Leshinski presented.)

Mayor – 685 S Lake St. there is a cover plate on top of basin that is very decayed. The board approved not to exceed \$800.00 to rehab the catch basin.

5906 Russia Rd water tap

Reported to the water operator on September 21 of a valve leak near the corners. Lake & Russia Rd. As of 4:30 this afternoon it was still leaking. Councilmember Siss asked if the board or the clerk were notified of the issue. No, they were not. Councilmember Jones asked for an email to be sent to the board, so there would be a paper trail of events.

COMMITTEES

Bldg.& Grounds (Councilmember Troike presented.)

Curb stops

Councilmember Troike moved to amend the motion of September 11th regarding not to exceed \$300.00 for curb stops, to not to exceed \$500.00 for curb stops. Councilmember Jones seconded the motion.

Discussion: Councilmember Troike clarified that the final decision was up to the Street Supervisor for five or seven curb stops and he preferred five.

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

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SAFD HVAC Unit

Councilmember Siesky moved to accept the bid from Shagovac (Exhibit A) for \$13,800.00 for the SAFD replacement HVAC. Councilmember Maschari seconded the motion.

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

Audit/ Finance

Audit

Procedure for auditing Mayor's Court has been revised. Mayor's Court, payroll, warrants, electronic withdrawals and deposits were all balanced.

Finance

The fiscal officer reviewed the leftover grant funds from the shared FEMA grant with Elyria and Sheffield Township Fire Departments and how the money will be used for equipment. Due to the leftover funds a transfer needs to be made between the General Fund and FEMA Capital Fund which will be a separate appropriation ordinance (No. 305).

Ordinance (Councilmember Jones presented.)

Ordinance 549.09 Throwing or Shooting Missiles has been revised to include the following verbiage:

No person shall throw, shoot or propel an arrow, missile, pellet, stone, metal or other similar substance capable of causing physical harm to persons or property, in or on any public place, in or on the property of another in a residential district (R1). This section does not apply to supervised archery ranges or instruction nor when otherwise lawfully authorized.

The issue was brought to the committee's attention after an incident where a resident was shooting arrows in their backyard that abuts a person's front yard.

Safety (Councilmember Jeffers presented.)

SAFD

- Technology issues have been addressed.
- SOP's to be reviewed.
- Helmet issue – final decision will be made by the chief.
- New Russia Twp. will be purchasing new equipment totaling twenty-seven thousand dollars.
- Discussion was held on ways to promote the fire levy.

Police

Councilmember Maschari inquired if the police car has been transferred to the water department. The fiscal officer responded that it has not been transferred as of yet.

Administrative

Water Board

Previous discussion has been held regarding dissolving the SABPA and this may be an opportune time to dissolve the board seeing that there are two board terms that expire at the end of the year. The committee is in favor of dissolving the board and having a Utility Administrator.

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A task list has been developed in order to make sure all the necessary procedures are to be followed in dissolving the current board and creating the position of a Utility Administrator.

The fiscal officer is requesting a detailed inventory list of supplies and equipment from the SABPA. Councilmember Siss will contact the board and have the information forwarded to the clerk.

Next meeting is October 12 at 10 a.m.

ORDINANCE

Ordinance No. 1773-23 *(Emergency)* An ordinance approving Federal Procurement Policies in order to receive Federal Grant Monies and declaring an emergency.

Councilmember Maschari moved to suspend the rules for Ordinance No. 1773-23.

Councilmember Jones seconded the motion.

Jeffers Jones Maschari Siesky Siss Troike Motion passed.

Councilmember Maschari moved to pass Ordinance No. 1773-23. Councilmember Siss seconded the motion.

Jeffers Jones Maschari Siesky Siss Troike Motion passed.

Ordinance No. 1774-23 *(Emergency)* An ordinance creating the positions of Mayor's Court Alternate Bailiff and Clerk-In-Training and fixing the rate of compensation and declaring an emergency.

Councilmember Jones moved to suspend the rules for Ordinance No. 1774-23. Councilmember Siss seconded the motion.

Jeffers Jones Maschari Siesky Siss Troike Motion passed.

Councilmember Maschari moved to pass Ordinance No. 1774-23. Councilmember Jones seconded the motion.

Jeffers Jones Maschari Siesky Siss Troike Motion passed.

Ordinance No. 1775-23 *(Emergency)* An ordinance repealing existing South Amherst Codified Ordinance Chapter 549 Section .09 and enacting new South Amherst Codified Ordinance Chapter 549 Section .09 Throwing or Shooting Missiles and declaring an emergency.

Councilmember Jones moved to suspend the rules for Ordinance No. 1775-23. Councilmember Siss seconded the motion.

Jeffers Jones Maschari Siesky Siss Troike Motion passed.

Councilmember Maschari moved to pass Ordinance No. 1775-23. Councilmember Jones seconded the motion.

Jeffers Jones Maschari Siesky Siss Troike Motion passed.

RESOLUTION

Resolution No. 711-23 *(Final Reading)* Adoption of the Solid Waste Management Plan For the Lorain County Solid Waste Management District.

Councilmember Maschari moved to pass Resolution No. 711-23. Councilmember Jones seconded the motion.

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

Resolution No. 713-23 (Emergency Reading) FEMA 2022 Assistance to Firefighters

Grant Acceptance

Councilmember Jones moved to suspend the rules for Resolution No. 713-23. Councilmember Jeffers seconded the motion.

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

Councilmember Jones moved to pass Resolution No. 713-23. Councilmember Siss seconded the motion.

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

APPROPRIATION

Appropriation No. 304

Councilmember Jones moved to pass Appropriation No. 304. Councilmember Siesky seconded the motion.

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

Appropriation No. 305

Councilmember Maschari moved to pass Appropriation No. 304. Councilmember Siesky seconded the motion.

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

MISCELLANEOUS

Christmas Party

To be held after the December Council Meeting. Council would like to try and have it as more of an open house. Further details to follow.

Advisory - Tree Trimming

Councilmember Jeffers announced that there was a tree trimming business that was going around the Oakdale area with no name on their trucks and wanting to be paid for their services to each individual worker, not the company. The work was subpar, and the workers were contentious with residents.

EXECUTIVE SESSION

Councilmember Jones moved to enter Executive Session to discuss a personnel issue.

Councilmember Siesky seconded the motion.

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

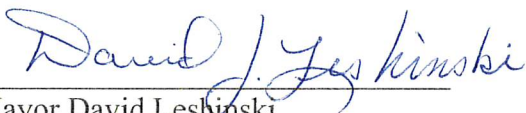
Regular council was resumed at 8:52 p.m.

ADJOURNMENT Time 8:52 p.m.

Respectfully submitted,



Fiscal Officer Michelle Henke



Mayor David Leshinski

Quote

Shagovac Heating & Cooling, Inc.
160 Sunrise Drive
Amherst, OH 44001
440-984-4545

August 10, 2023

Village of South Amherst Fire Department
Attn: John Crawford
105 West Main Street
South Amherst, OH 44001

440-986-5901
email: firechief@southamherst.org

PROJECT: Fire Department Rooftop HVAC

HVAC Equipment and Special Instructions:

Install Trane/American Standard, YSC060GEHB00, packaged rooftop
Place into operation and check

Price: \$13,800.00

Includes:

Discard and haul away of removed materials.

Warranty:

Manufacturers warranty