

RECORD OF PROCEEDINGS

Minutes of Village of South Amherst

SPECIAL MEETING

February 12, 2024

PUBLIC HEARING 6:46 p.m. 2024 Permanent Appropriations

Mayor Jones opened the public hearing, then turned the floor to the fiscal officer who explained revisions to the 2024 Permanent Appropriations.

General Fund

Police: Power washer, printer/fax/copier update, new station floor rugs/mats.

Fire: New command vehicle lights, sirens and decals.

Mayor/Council: Utilities, newsletter printing and mailing, training for new mayor and council members, updating codified ordinances, townhall interior painting. Also funding for village events such as Lorain County Beautiful, Memorial Day, Halloween and Holiday celebration.

Mayor's Court: Salary and benefits for all court positions.

Fiscal Officer/Records Clerk: Salary and benefits to current compensation ordinances. Travel and training since all required training have returned to in-person.

Audit: Reduced to meet balance of audit expenses.

Legal: Hotel for training needs.

Tax Administration: Tax expenses.

Capital Expenditures: Fireproof filing cabinets for records, possible Mayor initiative, retaining wall for end of parking lot, Fire garage electricity and lighting, and possible front door repair/replacement due to rusting at bottom.

The difference in General Fund from temporary appropriations is +\$93,530.

Street Fund

Street garage flooring and paint, expense shared with water. Main gate opener, park mower with 60" deck, cabinet for flammables. Reminder...There is \$13,000 in appropriations for blinking traffic signs.

Water

Training for new utility administrator. Street garage flooring and paint, shared with Street.

Increase for Rural Lorain County Water Authority account line since temporary appropriations were for the first quarter only until 2023 carryover was confirmed.

FEMA (FUND 4907) 2.6.2024

\$11,075 remaining funds to spend in 2020 shared grant with Elyria/Sheffield Twps. Money to be transferred from General Fund into FEMA Fund. When repayment is received from Elyria Twp. it will be received into the General Fund.

\$253,895 2022 FEMA grant award that was not utilized in 2023. Equipment has been ordered and it is expected this spring. \$12,091 village match was previously appropriated and will be transferred into Fund 4907.

Adjournment at 6:57 p.m.

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REGULAR COUNCIL

January 22, 2024

Call to order:

7:00 p.m. – The council meeting was called to order by Mayor Scott Jones and opened with the Lord's Prayer followed by the Pledge of Allegiance.

The roll was called:

Councilmember Michele Jeffers	P
Councilmember Michael Sangiacomo	P
Councilmember Becky Siesky	P
Councilmember VACANT	
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
Utility Admin. David Valentine	P
<i>(EA – excused absences)</i>	

APPROVAL OF AGENDA February 12, 2024 Amendment: include contract litigation to executive session, capital expenditure approvals.

Councilmember Maschari moved to approve the agenda as amended. Councilmember Siesky seconded the motion.

Jeffers ☒ Maschari ☒ Sangiacomo ☒ Siesky ☒ Vacant ☐ Troike ☒ Motion carried.

APPROVAL OF MINUTES

Councilmember Maschari moved to accept the minutes presented. Councilmember Siesky seconded the motion.

Jeffers ☒ Maschari ☒ Sangiacomo ☒ Siesky ☒ Vacant ☐ Troike ☒ Motion carried.

VISITORS

Chris Gallagher 390 Annis Rd. presented a survey from the Lorain County Commissioners regarding the County Strategic Plan and urged all present to participate in the survey.

Fire Chief John Crawford

EXECUTIVE SESSION

Councilmember Maschari moved to enter executive session to discuss personnel and contract litigation issues at 7:15 p.m. Councilmember Siesky seconded the motion.

Jeffers ☒ Maschari ☒ Sangiacomo ☒ Siesky ☒ Vacant ☐ Troike ☒ Motion carried.

Entered back to regular session at 7:26 p.m.

MAYOR

Appointment(s)

Park Board member Victor Bellan was sworn in on February 1st at the monthly park meeting.

Vacant council seat:

Councilmember Maschari moved to approve the appointment of Rob Koscho. Councilmember Troike seconded the motion.

Jeffers ☒ Maschari ☒ Sangiacomo ☒ Siesky ☒ Vacant ☐ Troike ☒ Motion carried.

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NOPEC

Councilmember Maschari moved to apply the NOPEC Grant money towards the sign project. Councilmember Sangiacomo seconded the motion.

Discussion: Councilmember Troike was not aware of the request for blinking stop signs. The vote was taken for speed signs last year and the money should be used their first.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

Blessing Box

A Blessing Box is similar to the Little Library where people can place non-perishable items for community members in need of items. Resident Jennifer Schlifer would donate the box and maintain the box.

Councilmember Troike moved to approve the Blessing Box project. Councilmember Sangiacomo seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

IRG ideas

Send written out details to the mayor by 2/26/24.

FISCAL OFFICER

Payment Listing 1/19-2/8/24

Presented to council.

Financial Reports

Fund Summary, Revenue Summary, and Appropriation Summary were presented to council.

2024 Budget Appropriations

Councilmember Maschari asked for clarification regarding the police line item for training is budgeted at zero and why there hasn't been anything budgeted since 2018 but the Law Enforcement Trust has \$2,000.00 in that line. The fiscal officer replied that the department has only used the Law Enforcement Trust which is a special revenue fund that is funded by the State Attorney General specifically for police training and no general funds (tax dollars) have been used.

Cemetery Income account 2032240399 Other Contractual Services for \$5,000.00 what is that for. The fiscal officer replied that the request came from board member Rosemary Leshinski for trees to be removed from Pioneer.

January Mayor's Court

<u>Gross Receipts</u>	<u>Ohio Reparations</u>	<u>City of Oberlin</u>	<u>Total net Receipts to SA</u>	<u>Computer Fund Clerk</u>	<u>Computer Fund Court</u>	<u>General Fund</u>
\$6,455.00	\$1,390.00	\$54.00	\$5,011.00	\$400.00	\$118.00	\$4,493.00

Fireproof Cabinets

Councilmember Maschari moved to approve the purchase of 9 fireproof cabinets.

Councilmember Sangiacomo seconded the motion.

Discussion: Old cabinets would be sold through Gov Deals.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

2024651

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Capital Expenditure Approvals

Councilmember Maschari moved that all capital expenditures that were added to the 2024 Appropriation Budget must be approved by council prior to the commencement of a project. Councilmember Troike seconded the motion.

Jeffer's x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

RECORDS CLERK

Inspector Contracts

Recommending to terminate the contract with SAFEbuilt and entering into a contract with Regional Inspection Services.

OML – Member Contribution

The Ohio Municipal League is requesting member municipalities to contribute \$250.00 for enhanced advocacy work, this amount is in addition to the yearly renewal fee.

Councilmember Troike moved to approve the contribution of \$250.00 to OML. Councilmember Maschari seconded the motion.

Discussion: Councilmember Sangiacomo asked what exactly they lobby for. The fiscal officer gave the example of how there is a current House Bill going back and forth regarding the municipality's contribution share to fire and police retirement fund. They are truly looking out for the municipalities.

Jeffer's x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

Monthly Construction Report

2024 CURRENT BUILDING PERMITS - January

B &/or Z	ADDRESS	DESCRIPTION
B	216 Oakdale Dr	Replace HVAC
B	229 Oakdale Dr	Replace Boiler

UTILITY ADMINISTRATOR

Clerk

Wendy Kolmorgen just completed her 2nd week of training.

Outstanding Accounts

Fifty-two delinquent accounts with approximately \$6,000.00 in unpaid fees. The staff will be working hard to get the delinquent accounts up to date. Action taken – shutoff notices will be sent out, there will no longer be multiple phone calls to the residents. If the delinquent accounts are not cleared by the expected date, the water will be shut off. The law director advised further discussion in an executive session regarding Jerry Harper's outstanding balance of \$9,700.00.

Fire Hydrants

Flushing and maintenance will begin in April through May starting at Russia and Annis Rd, working way to E Main down S. Lake and complete Russia Rd. The remainder of the Village will be done in the fall. Will properly color code hydrants so water flow rate is accurately marked.

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Consumption Report

27.3% water loss for 2023 and the EPA standard is 15%. Better calculations of water loss need to occur when there are water breaks, so numbers are more accurate. We are currently at a loss of 10 million gallons. Leak Detectors will be out on February 19th.

DEPARTMENTS

Fire

January Call Report

Fire	EMS	MVA	Mutual	Other
1	19	1	6	

Request to add Jason Deptula as a Firefighter as of February 1, 2024.

Councilmember Troike moved to approve Jason Deptula as a Firefighter. Councilmember Maschari seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

Police

1/15-2/12/24

Citations Written: 32 Speed, 2 Driving Under Suspension, 1 Right on red, 1 Failure to Display, 1 Expired Registration

Calls for Service: 5

The new radar equipment has been placed into service with officers learning the new device. Previously used equipment will be sent out for upgrades. 2024 Professional Training Classes have started to be assigned. Officers are working with the state in completing these mandatory classes.

Councilmember Siesky stated that she did receive a reply to her email from the police chief and was not pleased with the response regarding the vehicle who doesn't stop for the school bus in the morning. "I'm not doing his job and going around and collecting statements from the neighbors, so that he can go talk with someone...we have ordinances and laws for a reason and if someone is breaking them and putting other people in danger, it deserves a ticket." Mayor Jones stated that it is common practice to ask residents to get statements because it helps to build a case. The police will be patrolling more but are not able to stay in one place for an extended amount of time.

BOARDS

Cemetery

Councilmember Sangiacomo will be the liaison between Council and the Cemetery Board. Councilmember Maschari is the Village's volunteer to coordinate flags and Military Medallions for Veteran's graves. The Lorain County Veteran's Administration will no longer provide the Military Medallions due to budget constraints. A suggestion to the boards is that they provide the medallions for a fee. Ms. Maschari still has a limited supply of medallions.

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COMMITTEES

Bldg.& Grounds (Councilmember Troike presented.)

Exterior Door – Village Hall

Councilmember Troike moved to approve the purchase of an exterior door from Quality Security Door Co. not to exceed \$2,500.00 Councilmember Maschari seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

Electronic Sign

Councilmember Troike moved to approve the purchase of an electronic sign and electrical work not to exceed \$15,000.00. Councilmember Maschari seconded the motion.

Jeffers Abstain Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

Gates: Service Garage, Gas Pumps

The service worker recommended that only the gas pump gate be renovated at this time and service garage gate automation be put on hold.

Councilmember Troike moved to approve a new gate for the gas pump area not to exceed 12,000.00. Councilmember Jeffers seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

Painting

Councilmember Troike moved to approve the interior painting of village hall not to exceed \$10,000.00. Councilmember Maschari seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

Retaining wall

A previous discussion was held regarding placement of a retaining wall at the S. Lake St. entrance to the parking lot in order to prevent erosion of the parking lot. The service worker will get updated cost estimates for the project and bring them to council.

Bollards

Council has previously requested that bollards be placed around the fire station's backup generator and has not been done since the generator was installed.

Councilmember Maschari moved to purchase and install the bollards for the Fire Department generator from departmental funds. Councilmember Troike seconded.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

Street-Sidewalk-Service

Meet Tuesday 2/20/24 at 7 regarding signs and Community Grants for sidewalks.

Ordinance (Mayor Jones presented.)

The Backyard Chicken ordinance meeting went well. There were six residents in attendance and the committee will take their suggestions into consideration.

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Safety (Councilmember Jeffers presented.)

Discussion was held regarding the Eclipse. The South Amherst Historical Society will be holding an event at the South Ridge Hall. The police department will be posting notices around the village for no parking. The Village will not be hosting any type of event.

Community & Economic Development (Mayor Jones presented.)

Commissioners sent over the bag for the County Bicentennial's time capsule with a list of the type of items that can be placed in the bag. Mayor Jones will verify the type of tree that the Bicentennial Committee is asking to be planted in order to make sure it will be placed in the proper location.

Administrative (Councilmember Maschari presented.)

SOP Equipment

Councilmember Troike moved to approve the Equipment SOP. Councilmember Sangiacomo seconded the motion.

Jeffers Maschari Sangiacomo x Siesky Vacant Troike Motion carried.

ORDINANCE

Ordinance No. 1798-24 An ordinance of termination for the Village of South Amherst Residential & Commercial Building Inspection Professional Service Agreement with SAFEbuilt LLC and declaring an emergency.

Councilmember Maschari moved to suspend the rules and pass as an emergency Ordinance No. 1798-24. Councilmember Siesky seconded the motion.

Jeffers Maschari Sangiacomo x Siesky Vacant Troike Motion carried.

Councilmember Maschari moved to approve Ordinance No. 1798-24. Councilmember Siesky seconded the motion.

Jeffers Maschari Sangiacomo x Siesky Vacant Troike Motion carried.

RESOLUTION

Resolution No. 723-24 Sandstone Joint Ambulance District Agreement with LifeCare Ambulance Inc. 1/1/2024-12/31/2026.

Councilmember Maschari moved to suspend the rules and pass as an emergency Resolution No. 723-24. Councilmember Sangiacomo seconded the motion.

Jeffers Maschari Sangiacomo x Siesky Vacant Troike Motion carried.

Councilmember Maschari moved to approve Resolution No. 723-24. Councilmember Siesky seconded the motion.

Jeffers Maschari Sangiacomo x Siesky Vacant Troike Motion carried.

Resolution No. 724-24 Northeast Ohio Public Energy Council (NOPEC) Energized Community Grant Program 2024 NEC Grant Acceptance.

Councilmember Maschari moved to suspend the rules and pass as an emergency Resolution No. 724-24. Councilmember Siesky seconded the motion.

Jeffers Maschari Sangiacomo x Siesky Vacant Troike Motion carried.

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Councilmember Maschari moved to approve Resolution No. 724-24. Councilmember Siesky seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

Resolution No. 725-24 (First Reading) Regional Inspection Services Agreement Effective 3 June 2024.

Resolution No. 726-24 Ferris Mower Unfit for Public Use

Councilmember Maschari moved to suspend the rules and pass as an emergency Resolution No. 726-24. Councilmember Troike seconded the motion.

Councilmember Maschari moved to approve Resolution No. 726-24. Councilmember Siesky seconded the motion.

Discussion: Councilmember Maschari inquired as to how the mower would be disposed of. The mower would be sold through Gov Deals.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

APPROPRIATION

Appropriation No. 309 Transfer to Fund 4901 – OPWC Loan Payment

Councilmember Maschari moved to approve Appropriation No. 309. Councilmember Sangiacomo seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

Appropriation No. 310 2024 Permanent Appropriations

Councilmember Maschari moved to approve Appropriation No. 310. Councilmember Sangiacomo seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

Appropriation No. 311 Transfer to Fund 4907 – FEMA 2020

Councilmember Maschari moved to approve Appropriation No. 311. Councilmember Siesky seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x Motion carried.

MISCELLANEOUS

Senior Grant (Councilmember Sangiacomo presented.)

Lorain County Office on Aging is providing a grant for residents 60 and over for a handicap ramp and grab bars. Information would be posted on the social media accounts, appointed businesses, along with copies available at the Village Hall.

Newsletter (Councilmember Maschari presented.)

Recommended to have a printed version of the newsletter mailed to the residents of the Village possibly quarterly throughout the year. The electronic version with a few printed copies at local establishments is not getting the information out. The newsletter would include standard information, along with the hidden gems of the Village such as the Sandstone Church's monthly food pantry or the Sanctuary's monthly free meal.

Councilmember Maschari moved to approve the printing and mailing of newsletters for a cost not to exceed \$3,800.00 for 2024. Councilmember Sangiacomo seconded the motion.

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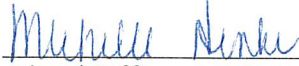
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Jeffers x Maschari x Sangiacomo x Siesky x Vacant _ Troike x

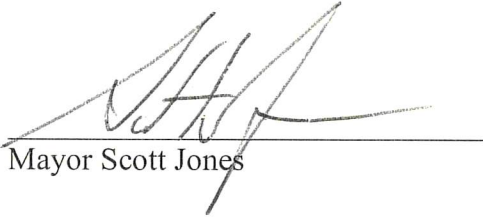
Motion carried.

ADJOURNMENT Time 9:06 p.m.

Respectfully submitted,



Fiscal Officer Michelle Henke



Mayor Scott Jones