

RECORD OF PROCEEDINGS

Minutes of Village of South Amherst

REGULAR COUNCIL

February 26, 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	EA
Utility Admin. David Valentine	P
<i>(EA – excused absences)</i>	

APPROVAL OF AGENDA February 26, 2024 Amendments: Fire Command Vehicle.

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

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

APPROVAL OF MINUTES

Councilmember Troike moved to accept the minutes as presented. Councilmember Jeffers seconded the motion.

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

VISITORS

Rick Adkins 124 Maroy Dr
Scott Dolan 220 W Main St
Chris Gallagher 390 Annis Rd.
Robb, Stephanie & Joey Koscho 209 N Lake St
Fire Chief John Crawford

Jeri Leigh Siss 107 Whie Birch Way – presented to the Council a proposal for a Village of South Amherst Economic Development and Community Engagement Committee. (See attached Exhibit A for details.)

Councilmember Maschari moved to eliminate the Community and Economic Development Committee from Council Committees. Councilmember Sangiacomo seconded the motion.

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

Councilmember Maschari moved to make the Village of South Amherst Economic Development and Community Engagement Committee a standalone committee. Councilmember Sangiacomo seconded the motion.

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

MAYOR

Law Director is excused due to exposure to COVID.

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Appointment(s)

Council - Robert Koscho

Councilmember Jeffers moved to approve the appointment of Robert Koscho to council.

Councilmember Sangiacomo seconded the motion.

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

After the approval of Robb Koscho to Council, he was sworn-in by Mayor Jones then assumed his seat.

Planning Commission

Councilmember Sangiacomo moved to approve the establishment of a Planning Commission.

Councilmember Siesky seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

Secretary to the Mayor

Recommend to appoint Laurie Beran as secretary to the mayor effective March 1, 2024.

Councilmember Siesky moved to approve the appointment of Laurie Beran as secretary to the mayor effective March 1, 2024. Councilmember Maschari seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

FISCAL OFFICER

Payment Listing 2/8/2024-2/22/2024

Presented to council.

Financial Reports

The following February summaries were presented to council: Fund, Revenue and Appropriation.

HB 101 Competitive Bid

Ohio House Bill 101 raised the competitive bid threshold from \$50,000.00 to \$75,000.00.

If a project is over 75,000 you need to involve an engineer and publicly seek bids.

Appropriation Ordinance No. 312

An inaccuracy was noticed in the final draft of the permanent appropriations. The five percent Village match for the FEMA grant of \$12,091.00 was included in the transfer line for the General Fund but not included in the FEMA Fund 4907 appropriations. No. 312 corrects the inaccuracy.

Year End Update

Hinkle Notes were received, and the yearend financials are completed and 2023 is closed.

RECORDS CLERK

Strategic Planning – Zoning/Planning 2/28/24

The second phase of the Strategic Planning process begins on Wednesday at 7:00 p.m. This part of the process will focus on zoning revisions and what the future land use of the village will look like. Council is encouraged to attend.

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BZA Meetings

The board will now meet on the third Monday of the month as needed.

Building Fees

The revised schedule of residential and commercial building fees were presented and once approved will be in effect on February 27.

Councilmember Maschari moved to have the fees included with the ordinance when codified. Councilmember Troike seconded.

Jefferis x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

UTILITY ADMINISTRATOR

Water Operator

Medical leave starting on May 8th for 3 months.

Part-time employee

Recommending to approve the hire of a part-time service worker while the water operator is on medical leave.

Councilmember Troike moved to approve a part-time service worker. Councilmember Siesky seconded the motion.

Discussion: Fiscal Officer noted the need for a job description and pay rate ordinance.

Jefferis x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

BOARDS

Cemetery (Councilmember Sangiacomo presented.)

The board is seeking to raise lot prices from \$860 to \$960 and cremation lots from \$315 to \$510 effective April 1, 2024. Mayor Jones clarified that the rate increase was only proposed at this time.

COMMITTEES

Bldg.& Grounds (Councilmember Troike presented.)

Exterior Door – Village Hall

New door is installed, is recommended to be painted in the next 5 years before the primer wears off.

Councilmember Troike moved to paint ASAP choose color according to the interior color.

Jefferis x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

Gas Pumps Gate

Elyria Fence will be out this week to repair.

Painting

Will begin on Wednesday through the remainder of the week. Some office staff may be working remotely during the project.

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Retaining wall

Still waiting for proposals.

Bollards

On order.

Street-Sidewalk-Service (Councilmember Siesky presented.)

Signs

Street Supervisor will get new quotes for the flashing speed signs and flashing stop signs for S. Lake and Russia.

Sidewalks

There will be an article in the newsletter regarding the responsibility of the homeowners and maintain safe sidewalks.

Streets

Recommended to just use cold patch for now, the holes that are happening are from the hot patch that was done last year.

Action plan to be developed after the newsletter is distributed.

Ordinance

Part One – Administrative Code:

Updates are needed to the Administrative Code for Planning Commission, Board of Zoning Appeals and Zoning Inspector. The records clerk will work with the committee to have ordinances completed by the March 25th meeting.

Safety (Councilmember Jeffers presented.)

Meeting March 4th

Committee will meet to discuss Fire Department SOP's and the Eclipse. Two firefighters have signed up to be on station that afternoon.

Firefighter Approvals

All paperwork including drug test/physical (medical) paperwork must be completed and submitted to the fiscal officer prior to council approval'

Fire Command Vehicle

Thae fiscal officer and council asked the fire chief for clarification on what the actual final estimate is for the command vehicle to be outfitted with the proper equipment. The fire chief will have an accurate estimate by the March 11th meeting to be voted on.

Administrative (Councilmember Maschari presented.)

Research on Consortium

Residents need to be in attendance at the meeting when the representatives are present so their opinions can be heard.

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Councilmember Maschari moved for Council to negotiate improved trash collection for the Village residents. Councilmember Troike seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

ORDINANCE

Ordinance No. 1799-24 An ordinance repealing Section 1303.02 of the Codified Ordinance of the Village of South Amherst, pertaining to fees for Residential Code of Ohio for one, two, and three family dwellings and declaring an emergency.

Councilmember Troike moves to suspend the rules and pass as an emergency Ordinance No. 1799-24. Councilmember Maschari seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

Councilmember Troike moved to approve Ordinance No. 1799-24. Councilmember Maschari seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

Ordinance No. 1800-24 An ordinance repealing Section 1305.02 of the Codified Ordinance of the Village of South Amherst, pertaining to Fee Schedule and enacting new Section 1305.02 Fees and declaring an emergency.

Councilmember Maschari moved to suspend the rules and pass as an emergency Ordinance No. 1800-24. Councilmember Siesky seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

Councilmember Maschari move to approve Ordinance No. 1800-24. Councilmember Koscho seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

RESOLUTION

Resolution No. 725-24 (*Second Reading/Emergency*) Regional Inspection Services Agreement Effective 11 March 2024.

Councilmember Troike moved to suspend the rules and pass on the second reading as an emergency Resolution No. 725-24. Councilmember Siesky seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

Councilmember Troike moves to approve Resolution No. 725-24. Councilmember Siesky seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

APPROPRIATION

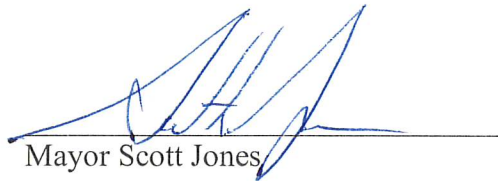
Appropriation No. 312

Councilmember Siesky moved to approve Appropriation No. 312. Councilmember Troike seconded the motion.

Jeffers x Maschari x Sangiacomo x Siesky x Koscho x Troike x Motion carried.

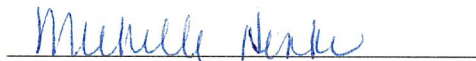
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ADJOURNMENT Time 8:57 p.m.



Mayor Scott Jones

Respectfully submitted,



Fiscal Officer Michelle Henke