

RECORD OF PROCEEDINGS

Minutes of Village of South Amherst

REGULAR COUNCIL

March 18, 2024

CALL TO ORDER

7:30 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.

ROLL CALL

Councilmember Michele Jeffers	P	Fiscal Officer Michelle Henke	P
Councilmember Robb Koscho	P	Records Clerk Laurie Beran	P
Councilmember Michael Sangiacomo	P	Law Director Matthew Mishak	P
Councilmember Becky Siesky	P	Utility Admin. David Valentine	P
Councilmember David Troike	P		
President Pro Tempore Jeanne Maschari	P		

(EA – excused absences)

(Council meeting that was scheduled for March 11 was cancelled due to lack of quorum from illness.)

APPROVAL OF AGENDA March 18, 2024 Misc. meeting changes, Safety NIMS Tr., Delinquent Accounts, Republic Trash Services

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

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

APPROVAL OF MINUTES February 26, 2024

Councilmember Maschari moved to approve the minutes as presented/corrected. Councilmember Siesky seconded the motion.

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

VISITORS

Megan Robbins 220 Erie St. presented pictures and a statement regarding the abandoned house at 213 N. Lake St. There are concerns with garbage, open basement windows, septic smell during warm weather and questionable activity that goes on in the evening. Ms. Robbins will forward information she has from the Sheriff's office.

SAFD Chief Crawford

MAYOR

LORCO

The Village's Board of Trustees term for the Lorain County Rural Wastewater District expires on March 27th. Tom Lahetta who has served on the board for over twenty-five years, has requested not to be reappointed but will serve as an alternate. Mayor Jones recommended Laurie Beran to serve the three-year term on the Board of Trustees.

NOPEC - signs

Flashing solar speed signs 48" x 36" at \$2,100.00 x 2 = \$4,200.00

Hardware/Poles \$234.46 x 4 = \$937.84

S/H = \$1,000.00

TOTAL \$6,137.84

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Flashing solar stop signs 30" x 30" at \$1,625.00 x 4 = \$6,500.00

GRAND TOTAL = \$12,637.84

Councilmember Maschari moved to approve the purchase of the two (2) solar speed signs and the four (4) solar stop signs from the street budget. Councilmember Sangiacomo seconded the motion.

Jeffers Koscho Maschari Sangiacomo Siesky Troike Motion carried.

The NOPEC grant (\$3,600 +) was discussed with the suggestion of better exterior lighting on the northwest side of village hall.

Councilmember Maschari moved to have the service worker obtain estimates for additional exterior lighting of village hall and the garage on the southwest side of the fire station.

Councilmember Sangiacomo seconded the motion.

Jeffers Koscho Maschari Sangiacomo Siesky Troike Motion carried.

FISCAL OFFICER

Payment Listing 2/23/24-3/8/24

Presented to council.

Financial Reports

Fund Summary, Revenue Summary, Appropriation Summary reports were presented to council, along with January & February Reconciliations.

February 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>
<u>\$6490.00</u>	<u>\$1380.00</u>	<u>\$54.00</u>	<u>\$5056.00</u>	<u>\$389.00</u>	<u>\$119.00</u>	<u>\$4548.00</u>

Bramhall Invoice

The fiscal officer had requested Bramhall to review any outstanding 2023 invoices at the beginning of November 2023. This past week, an invoice was received from August regarding engineering fees for the village hall parking lot. Seeing that Bramhall did not respond to the request prior to 12/31/223 the purchase order was closed out, so in order to pay the outstanding invoice approval must be given for a Then & Now.

Councilmember Troike moved to approve the Then & Now invoice of \$850.00. Councilmember Siesky seconded the motion.

Jeffers Koscho Maschari Sangiacomo Siesky Troike Motion carried.

RECORDS CLERK

2024 CURRENT CONSTRUCTION PERMITS - February

<u>B / Z</u>	<u>ADDRESS</u>	<u>DESCRIPTION</u>
<u>B</u>	<u>5798 Russia</u>	<u>Replace HVAC</u>
<u>B</u>	<u>339 N Lake</u>	<u>Windows</u>
<u>B/Z</u>	<u>107 N Lake</u>	<u>Sign</u>

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Thomas Horseman Service Agreement

The agreement for Building Official services needed to have verbiage corrected.

OMCA Institute Approval

Requesting approval to attend the annual OMCA Institute July 14-18 and apply for a scholarship. Councilmember Maschari moved to approve the records clerk attendance for the OMCA Institute and apply for a scholarship. Councilmember Siesky seconded the motion.

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

UTILITY ADMINISTRATOR

Delinquent

For the month of February there were thirty-nine delinquent accounts. The clerk was very diligent in getting all accounts up-to-date except two and those were shut off. Once the outstanding balances were paid, the two accounts were turned back on.

Inactive Accounts

There are four inactive accounts, with three of the accounts from one landlord. The three accounts total just over \$10,000.00. The laws director stated that any litigation questions should be done in executive session. A recommendation was made to cancel the one account of \$29.76 due to the house being sold years ago and the original owner deceased.

Councilmember Sangiacomo moved to cancel the account for the outstanding balance of \$29.76. Councilmember Siesky seconded the motion.

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

DEPARTMENTS

Fire

February Call Report

Fire	EMS	MVA	Mutual	Other
2	9	0	3	

Request to add Derek Arp as an Auxiliary Firefighter as of March 1, 2024.

Councilmember Maschari move to approve/not approve Derk Arp as an Auxiliary Firefighter.

Councilmember Koscho seconded the motion.

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

Police

Blotter 2/13-3/7/24

Citations Written: 26 Speed, 1 Driving Under Suspension, 4 Stop Sign, 1 Exp. Registration

Calls for Service: 6

Police Bullet Proof Vests

The department has received approval of a state safety grant for new vests and equipment. As you all know, the vests are the main safety piece for an officer's life. Currently, some officers are working with expired vests and or wearing vest from other jurisdictions. The goal is to maintain officer safety, have an issued Village of South Amherst vest that is ONLY used in and for the village, to properly care for the equipment and to have all South Amherst Officers unified in

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appearance while working within in the community keeping safety and order to all. The vests are made once sized and fitted, making it 6 to 10 weeks before officers can receive them. Therefore, the officer will be measured ASAP.

Eclipse

The department has “no parking” signage to be posted around the Village prior to the eclipse and will be working with the street department to get them up.

BOARDS

Cemetery (Councilmember Sangiacomo presented.)

Cemetery clean-up will be the last week of March, winter decorations need to be removed, including tripods. Price increase for lot sales will be sent to council.

Park (Board Chair Laurie Beran presented.)

Drainage Project

The board is working on a revised proposal for a drainage project to be done in phases with the first phase focusing on the southeast corner of the walking path.

Playground Committee

Discussion was held with the board and the mayor to form a committee to specifically pursue a new playground from the concept phase all the way through the installation phase.

Board Vacancy

Effective March 7. Mayor Jones sent information to council regarding an appointment.

COMMITTEES

Bldg.& Grounds

Completed Items

Exterior door, interior painting of town hall and service garage office, gas pump gate, plus the electric for the new exterior sign.

Carpet Estimates

Just a rough estimate of what it would cost if new carpeting was decided

Bicentennial Tree

In honor of Lorain County's Bicentennial all municipalities in the county will be receiving a Dogwood tree to be planted by Don Mould's Plantation in April/May. Due to limited space at village hall, the tree will be planted at the park.

Street-Sidewalk-Service

Republic trash collection dates will be changing from Wednesday to Friday for the residents.

Audit/ Finance

The January/February audit question regarding a payroll item was clarified. New minimum wage posters need to be posted.

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Ordinance

The meeting for March 14th had been cancelled due to illness and rescheduled for this Wednesday at 10 a.m.

Safety

SAFD

Chris Jeffers is working with the chief and assistant on revising the SOP's. Councilmember Maschari asked that when the SAFD Inspectors begin to inspect commercial buildings that they begin with village property. Ms. Maschari did state that inspection of commercial buildings is required by the Village's Codified Ordinances.

NIMS

Councilmember Troike will be available for questions regarding the NIMS training.

Eclipse

Huron County EMA Director and Elyria Township Assistant Chief, Art Mead will give a presentation regarding eclipse preparation for local jurisdictions on March 19th at 7 p.m.

Administrative

Job Description Parttime Service 1

Councilmember Maschari moved to approve job description for Service Worker 1 Part-time. Councilmember Troike seconded the motion.

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

Trash Consortium

Newsletter was getting mailed today with information on the consortium. Survey box will be located at Piggy's and there will be a speaker at the April 22nd council meeting from the consortium.

ORDINANCE

Ordinance No. 1801-24 (Emergency) An ordinance creating the position of Service Worker 1 Parttime and declaring an emergency.

Councilmember Maschari moved to suspend the rules and pass as an emergency Ordinance No. 1801-24. Councilmember Siesky seconded the motion.

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

Councilmember Maschari moved to approve Ordinance No. 1801-24. Councilmember Sangiacomo seconded the motion.

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

RESOLUTION

Resolution No. 727-24 (Emergency) Thomas Horseman Service Agreement Effective 11 March 2024.

Councilmember Siesky moved to suspend the rules and pass as an emergency Resolution No. 727-24. Councilmember Maschari seconded the motion.

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

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Councilmember Siesky moved to approve Resolution No. 727-24. Councilmember Koscho seconded the motion.

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

Resolution No. 728-24 (Emergency) LORCO Board of Trustees Appointment
Commencing the 28th day of March 2024.

Councilmember Maschari moved to suspend the rules and pass as an emergency Resolution No. 728-24. Councilmember Koscho seconded the motion.

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

Councilmember Maschari moved to approve Resolution No. 728-24. Councilmember Koscho seconded the motion.

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

Resolution No. 729-24 (Emergency) LORCO Board of Trustees Alternate Appointment
Commencing the 28th day of March 2024.

Councilmember Koscho moved to suspend the rules and pass as an emergency Resolution No. 729-24. Councilmember Maschari seconded the motion.

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

Councilmember Maschari moved to approve Resolution No. 729-24. Councilmember Siesky seconded the motion.

Discussion:

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

Resolution No. 730-24 (Emergency) 2023-2024 Ohio Law Enforcement Body Armor
Program Award Acceptance

Councilmember Maschari moved to suspend the rules and pass as an emergency Resolution No. 730-24. Councilmember Siesky seconded the motion.

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

Councilmember Maschari moved to approve Resolution No. 730-24. Councilmember Siesky seconded the motion.

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

MISCELLANEOUS

Councilmember Mashari moved that any council meetings that are cancelled will be held on the subsequent Monday. Councilmember Troike seconded the motion.

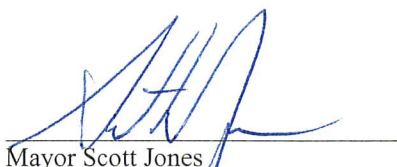
Jeffers x Koscho x Maschari x Sangiacomo x Siesky x Troike x Motion carried.

ADJOURNMENT Time 8:35 p.m.

Respectfully submitted,



Fiscal Officer Michelle Henke


Mayor Scott Jones