

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst
REGULAR COUNCIL
May 13, 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 Robb Koscho	P
Councilmember Michael Sangiacomo	P
Councilmember Becky Siesky	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
Utility Admin. David Valentine	P

(EA – excused absences)

APPROVAL OF AGENDA May 13, 2024

Councilmember Koscho moved to approve the agenda as presented/amended. Councilmember Jeffers seconded the motion.

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

APPROVAL OF MINUTES April 22, 2024

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

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

VISITORS

Cemetery Board Member – Chris Gallagher
Fire Chief Crawford

MAYOR

Reviews

Mayor review sent out to councilmember, please respond this evening.

Parade participation

Please respond ASAP to the CED committee, if you will be participating in the Memorial Day Parade. The mayor stressed that it would be appropriate for council to participate.

FISCAL OFFICER

Payment Listing 4/25-5/10/24

Presented to council.

Financial Reports

The following reports were presented to council: Fund Summary, Revenue Summary, Appropriation Summary.

April Bank Reconciliation

Completed and awaiting signatures.

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April 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>
\$16,350.00	\$3,535.00	\$138.00	\$12,677.20	\$1000.00	\$298.00	\$11,379.00

RECORDS CLERK

April Construction Report

B / Z	ADDRESS	DESCRIPTION
B	387 Annis Rd	Generator
B	203 Erie St	House Alteration
B	411 Annis Rd	Windows
B	396 Annis Rd	Siding
B	203 Erie St	Back Porch Roof
B	206 Annis Rd	Re-roof
B	102 Annis Rd	Re-roof
B	695 S Lake St	Siding
B/Z	232 S Lake St	Addition
B	314 Elm St	Waterproofing

NOPEC Grant

Electric to the service garage shed to include the trenching for the service line.

Councilmember Maschari moved to approve the service garage shed electrical project for the NOPEC Grant. Councilmember Koscho seconded the motion.

Jeffer's Koscho Maschari Sangiacomo Siesky Troike Motion carried.

Councilmember Maschari moved to approve remaining funds be used for Christmas energy efficient outdoor lights. Councilmember Siesky seconded the motion.

Jeffer's Koscho Maschari Sangiacomo Siesky Troike Motion carried.

UTILITY ADMINISTRATOR

Water Consumption

46% water loss, Leak Seekers said they found no leaks, but we will still be physically looking for leaks. Spreadsheet formulas will be reviewed to make sure they are correct and council will receive a copy.

Shut off's

\$1400.00 collected in security deposits and \$200.00 in turn on fees were collected for the month of April.

DEPARTMENTS

Fire

April Call Report

Fire	EMS	MVA	Mutual	Other
2	20	2	5	1

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Appointments

Councilmember Siesky moved to approve the appointment of Audrey Baumann as an auxiliary firefighter as of May 1. Councilmember Maschari seconded the motion.

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

Councilmember Maschari moved to approve the appointment of Clayton Spiegelberg as a Firefighter as of May 1. Councilmember Jeffers seconded the motion.

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

The chief will coordinate a swearing-in date for Clayton Spiegelberg.

Administrative Assistant

Councilmember Troike moved to approve Jason Deptula as the department administrative assistant as of May 1. Councilmember Koscho seconded the motion.

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

Councilmember Jeffers inquired as to when council would be provided the clarification on the final equipment estimate for the command vehicle that was requested for the March 11th meeting. The chief responded that he was waiting for council approval. Council reiterated that the chief needed an exact estimate.

Chief Crawford informed council that there are three potential candidates and that Firefighter John Bloom is resigning at the end of the month.

Councilmember Maschari thanked the chief for taking care of the flagpole issue.

Police

Citations 5/1-5/8: 18 traffic stops, 14 speed, 2 no license, 2 stop signs, 1 expired license

Calls for Service: 2

Police Week is from May 12 through the 18th and officers will be attending memorials around the area. The department has reached out to the family of Euclid Police Officer, Jacob Derbin who was killed on duty over the weekend. Officer Derbin's father had previously served in our department.

BOARDS

Cemetery (Councilmember Sangiacomo presented.)

Board is taking down two trees at the Memorial Garden. Councilmember Maschari stated that the cemetery is Village property and any changes to the property should be approved by Building & Grounds. Mayor Jones reiterated that the board must contact the Building & Grounds committee before any removal of trees is done.

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Councilmember Maschari inquired to the board member that was present if the bricks will be cleaned prior to the Memorial Service. Board member Gallagher will check on this issue.

COMMITTEES

Bldg.& Grounds (Service Department presented.)

Retaining Wall

Exceptional Landscaping submitted an estimate of \$1970.00.

Councilmember Maschari moved to approve the parking lot retaining wall project not to exceed \$2000.00. Councilmember Troike seconded the motion.

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

Stop signs were installed this afternoon, the speed limit signs will be installed during this week.

A part-time service worker will be starting on May 20th and work until mid-October.

Street-Sidewalk-Service

Mayor Jones commented that residents on Maple St. and Main St. have been working on their sidewalks.

Ordinance

Proposed Ordinance 921.04 Water Rates & User Fees

Correction needs to be made to the codified ordinance 921.04 (a) is listed twice.

Administrative (Councilmember Maschari presented.)

Utility Administrator Job Description

The job responsibilities have not changed, wording was clarified for the EPA so that service hours can be certified towards the Utility Administrators operator/distribution.

Councilmember Maschari moved to approve the revised Utility Administrator job description.

Councilmember Jeffers seconded the motion.

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

Resident Complaint SOP

Directing residents to use Hey Gov, an article explaining the complaint process will be in the next newsletter.

ORDINANCE

Ordinance No.1803-24 (Second Reading) An ordinance adopting the revised Board of Cemetery Trustees Bylaws and Regulations as it pertains to the cemetery fee schedule.

Councilmember Troike requested a copy of the most current copy of Cemetery Bylaws. The records clerk will email the council.

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MISCELLANEOUS

Village Properties Tour (Councilmember Maschari presented.)

During the previous administration it was requested for council to be given a tour of all village properties and it was never initiated. On May 2nd Jeanne Maschari, Robb Koscho, Laurie Beran and David Valentine walked the area of the former water treatment plant and Double Header quarry holes. The current administration suggested the possibility of a drone video being completed in order to view property where vegetation overgrowth is an issue at this time of the year.

EXECUTIVE SESSION

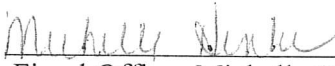
Councilmember Siesky moved to enter executive session at 7:39 p.m. to discuss personnel issues including reviews. Councilmember Koscho seconded the motion.

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

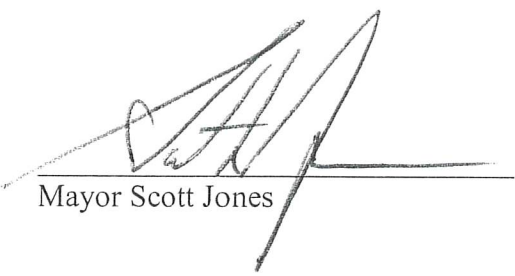
Returned to regular session at 8:13 p.m.

ADJOURNMENT Time 8:16 p.m.

Respectfully submitted,



Fiscal Officer Michelle Henke



Mayor Scott Jones

