

RECORD OF PROCEEDINGS

Minutes of Village of South Amherst

REGULAR COUNCIL

June 10, 2024

Call to order:

7:00 p.m. – The council meeting was called to order by President Pro Tempore, Jeanne Maschari and opened with the Lord's Prayer followed by the Pledge of Allegiance.

Mayor Jones is excused due to medical reasons.

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
<i>(EA – excused absences)</i>	

APPROVAL OF AGENDA June 10, 2024

Amendments to the agenda: Mayor's Court Financials, Ordinance #1806-24 Temporary Water Operator Official, and executive session to discuss personnel employment.

Councilmember Koscho moved to approve the agenda with amendments. Councilmember Siesky seconded the motion.

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

APPROVAL OF MINUTES May 28, 2024

Councilmember Koscho moved to approve the minutes as presented. Councilmember Troike seconded the motion.

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

VISITORS

Cemetery Board Member Chris Gallagher thanked Councilmember Troike & David Valentine for working with the board regarding the trees at the cemetery.

Fire Chief Crawford

FISCAL OFFICER

Payment Listing 5/30/2024 thru 6/7/2024

Presented to council.

Financial Reports

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

RITA Income Tax Collections Update

RITA recommends \$2500.00 purchase order to cover legal fees for collection of non-payment of income tax. Information placed in the Village Newsletter that residents have until November 1, 2024 before legal action is taken.

Councilmember Sangiacomo moved to approve collections of unpaid Village Income Tax.

Councilmember Troike seconded the motion.

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

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June Mayor's Courts

<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>
\$9,715.00	\$1,945.00	\$78.00	\$7,692.00	\$579.00	\$172.00	\$6,941.00

RECORDS CLERK

May Construction Report

<u>B/Z</u>	<u>ADDRESS</u>	<u>DESCRIPTION</u>
B	302 E Main	Re-roof
B	217 E Main	Re-roof
B	416 Leonard	Re-roof
B	209 E Main	Re-roof
B	235 W Main	Electrical
B	235 W Main	plumbing
B	212 E Main	Re-roof
Z	408 Leonard	concrete

NOPEC Grant

At the previous council meeting it was asked what would happen to unused funds - they would be automatically rolled over to next year, if council would like to build up the grant amount.

Councilmember Koscho moved to rollover remaining funds (\$1390.31) of the NOPEC Grant to 2025. Councilmember Jeffers seconded the motion.

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

2025 Calendar

Committees, please have meeting dates and times for 2025 to me by June 28th.

EXECUTIVE SESSION

Councilmember Koscho moved to enter into executive session at 7:10 p.m. to discuss personnel employment. Councilmember Troike seconded the motion.

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

Returned to regular session at 7:24 p.m.

UTILITY ADMINISTRATOR

Temporary Water Operator Official

Councilmember Troike moved to retroactively pay the temporary water operator official in June for May. Councilmember Siesky seconded the motion.

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

Consumption Report

Has gone down 500,000 gallons since last month.

Hydrant Flushing

Last week chlorine levels were down on the west side. Hydrants have not been maintained in about 5 years. Hydrants should only take 30-40 seconds to run clear and it took more than hour. Next week the hydrant flushing will be done at night from 9 p.m. – 6 a.m. (June 17-18) so there is less disturbance to the system. The flushing will help to clean the lines and increase water pressure.

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Shutoffs

May total of 10, 1 still outstanding.

Neptune

The Water Clerk completed a training session regarding the Neptune software program. There are four reports that will help the department in tracking issues and creating work orders:

1. No Flow Report – shows all active meters recording no flow of water.
2. Critical Continuous Usage – meters continually running.
3. End Point Maintenance – water is flowing, but the meter is not recording the usage.
4. Tamper Report

DEPARTMENTS

Fire

May Call Report

Fire	EMS	MVA	Mutual	Other
7	11	1	5	

Chief Crawford commented that security cameras have shown an older green SUV driving between the station and the garage which is not a driveway.

Councilmember Sangiacomo inquired if the tanker was back in service. Chief Crawford stated that it was never out of service, there was a broken valve that had to be fixed.

Police

Blotter 5/8-6/6

Citations: 76 Traffic Stops – 64 Speed, 2 Failure to Display, 7 Stop Sign, 1 Left of Center,
1 Parking, 1 Stop Light, 1 Seatbelt, 2 DUS, 1 Texting while driving

Calls for Service: 7

The Ballistic vests and carriers have been delivered. New officer Sabrina Jimenez will begin training as soon as equipment arrives.

BOARDS

Park

Mayor Jones was asked by the Firelands Soccer Association if they would be allowed to have an equipment shed at the park. The fiscal officer has contacted the Village insurance company to check on liability issues before further discussion is had.

COMMITTEES

Bldg.& Grounds (Councilmember Troike presented.)

Cemetery

Trees – the 2 trees on the approach to the Memorial Garden will not be removed but will be trimmed by the Service Department. The evergreens behind the Memorial Garden will be thinned out and trimmed, plus continually evaluated for disease. Bob's Tree Service will be doing the tree removal, along with some trees in Section F. Ms. Maschari mentioned that there is a tree in Section G which should be evaluated along the roadway.

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Electric – further discussion will take place regarding electrical service to the Memorial Garden that would be aesthetically pleasing for a PA system and security light after contact is made with Ohio Edison.

Drainage – once Ludwig Ditch is cleaned and may alleviate 70% of the drainage issues at the cemetery. Council needs to work with the board on revised drainage plans.

Monument – Service Department will work with the board to have the monument cleaned properly.

Property Deed – former water plant

Councilmember Maschari stated that there is a Quick Claim Deed to the property that had some stipulations and had asked the Law Director for his opinion. The response will be emailed out to council, for future discussion regarding the property.

Crosswalk

A request has been made for a crosswalk on W. Main between the bars. The service department will research.

Park

Parking lot has been regraded

Audit/ Finance

Health Insurance Contribution

The fiscal officer provided the requested information regarding the cost comparison of health insurance from 2008 (\$4089.00) to 2024 (\$7010.00). This represents an increase of 71.5%. The annual village contribution is \$515.00, the last change was in 2008. The 2024 equivalent is \$750.00 for an inflation increase of 45.6%.

Councilmember Troike moved to increase the Village contribution to health care insurance from \$515.00 a month to \$750.00 per qualified employee. Councilmember Sangiacomo seconded the motion.

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

Safety

Chief Crawford presented proposals for outfitting the command vehicle.

Councilmember Jeffers moved to table further discussion on the Fire Command Vehicle equipment estimates until June 24th, councilmember Troike seconded the motion.

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

ORDINANCE

Ordinance No. 1804-24 An ordinance repealing existing South Amherst Ordinance 1792-23 enacting new Mayor's Court Staff and rate of compensation and declaring an emergency.

Councilmember Troike moved to approve Ordinance No. 1804-24, to suspend the rules and pass as an emergency. Councilmember Siesky seconded the motion.

Discussion: Councilmember Jeffers asked what the new rate would be? \$17.00 per/hour.

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

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Ordinance No. 1805-24 An ordinance fixing the reate3 of compensation for part-time members of South Amherst Village Police Department, effective June 3, 2024 and declaring an emergency.

Councilmember Troike moved to approve Ordinance No. 1805-24, to suspend the rules and pass as an emergency. Councilmember Siesky seconded the motion.

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

Ordinance No. 1806-24 An ordinance creating and setting the rate of compensation for the position of Temporary Water Operator Official and declaring an emergency.

Councilmember Troike moved to approve Ordinance No. 1806-24, to suspend the rules and pass as an emergency. Councilmember Koscho seconded the motion.

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

RESOLUTION

Resolution No. 735-24 (*First Reading*) Aislinn Consulting, LLC Agreement for Development of Property Maintenance Code.

Resolution No. 736-24 Rate of compensation for Records Clerk/Administrative Assistant

Councilmember Troike moved to approve Resolution No. 736-24, to suspend the rules and pass as an emergency. Councilmember Koscho seconded the motion.

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

Resolution No. 737-24 Rate of compensation Water Clerk

Councilmember Troike moved to approve Resolution No. 737-24, to suspend the rules and pass as an emergency. Councilmember Koscho seconded the motion.

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

Resolution No. 738-24 Rate of compensation Utility Administrator

Councilmember Troike moved to approve Resolution No. 738-24, to suspend the rules and pass as an emergency. Councilmember Jeffers seconded the motion.

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

ADJOURNMENT Time 8:02p.m.

Respectfully submitted,


Fiscal Officer Michelle Henke


Mayor Scott Jones