

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst
REGULAR COUNCIL
March 10, 2025

CALL TO ORDER 7:00 p.m.

LORD'S PRAYER AND 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		
Council Pro Tempore Jeanne Maschari	P	(EA – excused absences)	

APPROVAL OF AGENDA Amendments: Village Insurance, SAFD Computers, Communications

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

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

APPROVAL OF MINUTES February 24, 2025

Councilmember Siesky moved to approve the minutes as presented. Councilmember Jeffers seconded the motion.

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

VISITORS

SAFD Assistant Chief Ron Zaleha

MAYOR

WWII Veteran Proclamation Event

Special event to be held on Sunday, June 8th at 3 p.m. there will be a motorcade procession with a reception and proclamations to follow at Old Fashion Grace Baptist Church.

Village Utility Administrator Job Description

Councilmember Maschari moved to approve the Village Utility Administrators revised job description. Councilmember Koscho seconded the motion.

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

Rules of Order

When a resident wishes to speak at a council meeting, they may do so only during the designated visitor section. Participation is not permitted at other times during the meeting. If a resident has input on a specific topic, they are encouraged to contact the mayor directly or share their thoughts at the next scheduled meeting.

FISCAL OFFICER

Payment Listing

Payment listing from 2/21/25 through 3/6/25 was presented to council.

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Financial Reports

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

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>\$7,545.00</u>	<u>\$1,350.00</u>	<u>\$51.00</u>	<u>\$6,144.00</u>	<u>\$390.00</u>	<u>\$119.00</u>	<u>\$5,635.00</u>

January Bank Reconciliation

Completed and ready for signatures.

Village Insurance

Increase in the cost of insurance due to market increase of 5 -10%. Last year's cost was \$27,305.00 and this year the amount will be \$30,068.00.

Councilmember Siesky moved to renew Village Insurance. Councilmember Koscho seconded the motion.

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

SAFD Computers

Councilmember Maschari moved to approve the computer purchases for the SAFD.

Councilmember Koscho seconded the motion.

Discussion: Councilmember Maschari asked for assurances that if there are computer issues that it goes through Holland, not done by firefighters. Assistant Chief Zaleha confirmed that recommendation.

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

RECORDS CLERK

February Construction Report

B/Z	ADDRESS	DESCRIPTION
B	102 Buckeye	Temporary Electric
B	683 S Lake	Re-roof
B	114 W Main	Pavilion
Z	220 Erie	Fence

UTILITY ADMINISTRATOR

Water

Consumption Report

Presented to Council.

Shut-offs

Total of 14 for the month of February. Four letters were mailed and there is only one currently shut-off.

Street

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Potholes/Crack Sealer
Scheduled for 3/11

Advantageous to look for a used crack sealer, to extend the life of the roads. Currently, we're not even getting 20 years out of some roads. Councilmember Troike suggested contacting the Turnpike Commission for used equipment.

Cemetery

Perpetual Care Fund

Councilmember Maschari moved to approve an increase of 10% to the Perpetual Care Fund for a total of 30% from proceeds according to the Regulations of the South Amherst Cemeteries.

Councilmember Siesky seconded the motion.

Discussion: Village administered stated that the increase was looking ahead to the cost of continued upkeep of the cemetery.

Jeffers Koscho Maschari Sangiacomo Siesky Troike Motion carried.

Sexton Job Description

Councilmember Jeffers moved to approve the Cemetery Sexton's revised job description.

Councilmember Koscho seconded the motion.

Jeffers Koscho Maschari Sangiacomo Siesky Troike Motion carried.

GoGreen Contract

Councilmember Maschari asked for clarification on a previous discussion regarding the exclusion of headstones from the contract. The administrator is still waiting for a response from GoGreen's project manager.

DEPARTMENTS

Fire

February Call Report

Fire	EMS	MVA	Mutual	Other
	11	1	2	3

Police

Blotter 1/1 -3/1

Citations: 121 Traffic stops, 79 Speed, 5 Failure to Display, 3 Right on Red, 1 Red Light, 1 Turn Signal, 3 Right on Red, 5 DUS, 3 Stop Sign

Calls for Service: 12

The department has hired a new officer that is currently in training and is adapting very well to the community. He looks to be an asset to the Village and department. Currently, we have another applicant that we are waiting on background documents. The latest trainee has completed training and has been upgraded to part-time status and working shifts. Brandon Lawrence has resigned due to personal reasons. Lawrence was thanked for his service and wished best of luck in his future endeavors.

Cruiser 225 (Crown Vic) will need some minor front suspension repair as well as tires. Both are being looked at for completion.

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COMMITTEES

Building & Grounds

Assistant Fire Chief Zaleha stated that there have not been significant improvements to the overall building in the last 20 years besides the floor drains and tanker bay. West Roofing confirmed that the roof is in good condition. Councilmember Troike how the committee is working with the SAFD to bring the building up to code and complimented Zaleha on taking on the project.

SAFD Lighting & Electric

The building has not had significant updates in 20-30 years for lighting
Councilmember Troike moved to approve the NOPEC Energized Grant monies for the SAFD Lighting and Electric Project. Councilmember Sangiacomo seconded the motion.

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

ORDINANCE

Ordinance No. 1828-25 (Emergency) An ordinance repealing existing South Amherst Ordinance 1751-22 version 01/01/2023 Village of South Amherst Board of Cemetery Trustees By-Laws and Regulations Relative to Management, Care, Upkeep, Improvement of the Village of South Amherst Cemeteries and declaring an emergency.

Councilmember Troike moved to suspend the rules and approve Ordinance No. 1828-25 as an emergency Councilmember Sangiacomo seconded the motion.

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

Ordinance No. 1829-25 (Emergency) An ordinance enacting new 03/10/2025 Village of South Amherst Regulations Relative to Management, Care, Upkeep, Improvement of the Village of South Amherst Cemeteries and declaring an emergency.

Councilmember Troike moved to suspend the rules and approve Ordinance No. 1829-25 as an emergency Councilmember Jeffers seconded the motion.

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

RESOLUTION

Resolution No. 757-25 (Emergency) Rate of Compensation for Water Clerk

Councilmember Troike moved to suspend the rules and approve Resolution 757-25 as an emergency Councilmember Sangiacomo seconded the motion.

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

Resolution No. 758-25 (Emergency) GoGreen Landscaping LLC Lawn Maintenance Agreement for Evergreen and Pioneer Cemeteries

Councilmember Troike moved to suspend the rules and approve Ordinance No. 758-25 as an emergency Councilmember Sangiacomo seconded the motion.

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

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MISCELLANEOUS

Lorain County Emergency Management

Councilmember Maschari informed Council that the Village does not have an updated Disaster Plan, and the County will be working on a new one. Councilmember Troike expressed that he hopes the County will actually reach out to get the Villages input and use it this time.

Council Right to Vote

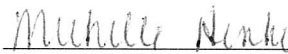
Each council member was elected or appointed to this position to independently evaluate the information presented and make decisions that best serve the residents of the Village.

Communication

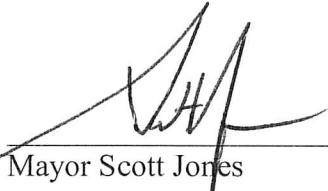
Councilmember Jeffers stated that committee will continue to meet and report back at the next meeting.

ADJOURNMENT Time: 7:44 p.m.

Respectfully submitted,



Fiscal Officer Michelle Henke



Mayor Scott Jones