

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst
REGULAR COUNCIL
February 24, 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	EA	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	(EA – excused absences)	
President Pro Tempore Jeanne Maschari	P		

Councilmember Jeffers move to excuse Councilmember Koscho due to illness. Councilmember Siesky seconded the motion.

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

APPROVAL OF AGENDA February 24, 2025

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

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

APPROVAL OF MINUTES February 10, 2025

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

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

VISITORS

Tom & Chris Gallagher 370 Annis Rd.

SAFD – Chief Grimm, Assistant Chief Zaleha

Farah Emeka 191 Elm St. Oberlin candidate for Oberlin Municipal Judge.

Eric & Chezelle Ardnt 110 Maroy Dr. voiced their concerns of potential flooding regarding the new home to be built directly north of property on Maroy Dr. The village administrator stated that the Village is working with the property owners and that they have applied for an Erosion Control Sediment permit through the county.

MAYOR

Communication Committee

Appointed: Troike, Jeffers & Siesky

Each member to look at three alternative software programs that could be used to reach residents for non-emergency notifications. Readdress in one month.

Workshop (Annexation Map Discussion)

April 15, 2025 at 7:00 p.m.

Councilmember Maschari explained that whenever a property is annexed into the Village, it needs to be updated against the Census Bureau map annually. This would be especially relevant

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if the annexed property shows an increase in population which would help for receiving potential grants. There are at least three areas that were never reported in the last 20 years. Updating the map would also affect the amount of taxes that are collected by the townships.

FISCAL OFFICER

Payment Listing

Payment listing from 2/7/25 through 2/20/25 was presented to council.

Financial Reports

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

January Mayor's Court Financial Report

<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>
\$10,495.00	\$1,907.50	\$73.50	\$8,514.00	\$560.00	\$166.00	\$7,788.00

RECORDS CLERK

Road Closure Notice

Pyle/South Amherst Rd North will be closed the end of March through the summer at the turnpike bridge for construction.

UTILITY ADMINISTRATOR

Facility Inspections

Reports were emailed, anything marked "no" will be addressed. The Police Department's report has not been filed.

Water Break

Russia Rd. east end lost approximately 85,000 gallons.

Cemetery – Resident vs Non-Resident Pricing

Councilmember Maschari, Clerk and Administrator are updating the Cemetery Bylaws in reference to clarifying who is an actual resident/property owner vs non-resident along with reviewing prices.

Resident Chris Gallagher asked about the status of the columbarium project. Councilmember Maschari responded that at this time the project is tabled seeing that a contract has not been presented to the Building & Grounds Committee. Mayor Jones reiterated that it is more important to take care of the drainage before considering other projects.

DEPARTMENTS

Fire

Approve Auxiliary Member & Lieutenant

Councilmember Siesky moved to approve Christian Ramos as an Auxiliary Firefighter.

Councilmember Maschari seconded the motion.

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

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Councilmember Maschari moved to approve the promotion of Firefighter Robert Becker Jr. to Lieutenant. Councilmember Sangiacomo seconded the motion.

Discussion: Councilmember Maschari asked the fire chief why he made the decision to promote Mr. Becker. Fire Chief Grimm responded that Bob has 36+ years of service to the department and with his EMS background it will be helpful to the department as EMS calls continue to increase. Past administrations did not prioritize EMS training, and the chief is confident that Firefighter Becker can help in this area. Chief Grimm confirmed that there is a 1-year probationary period for all officers and that SOP's are being diligently followed.

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

Purchase 4 sets of Turn-out Gear

Councilmember Maschari moved to approve the purchase of four sets of turn-out gear for the amount of \$16,408.00. councilmember Siesky seconded.

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

ORDINANCE

Ordinance No. 1824-25

(Final Reading) An ordinance establishing AI (artificial Intelligence) Privacy and Compliance Policy for the Village of South Amherst.

Councilmember Maschari moved to approve Ordinance No. 1824-25. Councilmember Siesky seconded the motion.

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

RESOLUTION

Resolution No. 756-25

(Emergency Reading) Support of State issue 2 – Statewide Ballot for renewal of the State Capital Improvement Program.

Councilmember Siesky moved to suspend the rules and approve Resolution No. 756-25 as an emergency. Councilmember Maschari seconded the motion.

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

MISCELLANEOUS

Community Economic Development

NOPEC Community Event Grant

The CED Committee is seeking approval to apply for the NOPEC Community Event Sponsorship Program with an award of \$1000.00. Their program would be holding monthly movie nights in the park during the summer to provide free, family-friendly entertainment and foster community engagement.

Councilmember Maschari moved to approve CED Committee to apply for the NOPEC Community Event Sponsorship Program Grant. Councilmember Sangiacomo seconded the motion.

Discussion: Councilmember Siesky inquired if there would be sufficient parking for the event. The mayor stated that overflow parking would be at the Service Garage.

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

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EXECUTIVE SESSION

Councilmember Maschari moved to enter executive session to discuss pending litigation in accordance with ORC 121.22 (G) (3) at 7:46 p.m. Councilmember Sangiacomo seconded the motion.

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

Return to regular session at 8:04 p.m.

ADJOURNMENT Time 8:04 p.m.

DRAFT

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DRAFT

VILLAGE UTILITIES ADMINISTRATOR

GENERAL DESCRIPTION

The position directs the management of the water, stormwater utilities, park, cemetery, performs labor operations for various departments of the Village as described below and manages staff. This position works closely with the Mayor, Council, and other Village personnel representing the Village to other government agencies and organizations outside the Village. The Administrator shall maintain necessary confidentiality at all times.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The Village Utilities Administrator is responsible for the oversight of our water and storm system. This includes management of staff and a hands-on approach to making any repairs to the system. They ensure that our water and storm operations comply with EPA requirements, enforces the Zoning Ordinances, and works closely with the Mayor and Council to develop various village policies and procedures; communicates and implements these procedures. The Village Utilities Administrator will request ordinances and resolutions as needed. They work closely with Solicitor, Fiscal Officer, water operators, water clerk, support staff, and other professionals to solve municipal problems. They are also responsible for evaluating the work and professional development of subordinates. The Village Utilities Administrator assists citizens with problems regarding municipal services, evaluates existing programs, and develops recommendations for improvement to increase the effectiveness, efficiency, and responsiveness of Village operations and services. They direct the implementation of new or expanded programs. The Village Utilities Administrator must inform the Mayor and Council on municipal services, programs, plans, and fiscal matters by written or oral reports at Council meetings.

The Village Utilities Administrator serves as a purchasing agent and coordinates all municipal purchases; reviews and recommends annual budgets and methods of financing municipal services; and controls expenditures within budget appropriations. They appoint all employees under their direction, provided positions are first authorized by the Council.

The Village Utilities Administrator is required to learn the basics of the budgetary, payroll, and utility programs to assist in the daily operations of the Village in the absence of the Utility Clerk or Water Distribution Operator, including working towards Water Treatment Grade 1 certification.

The water portion of the Village Utilities Administrator's responsibilities may take up to as much as 90 percent of the time on the job and is not limited to time spent in the event of a water break or project completion.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES

The Village Administrator must have comprehensive knowledge of municipal management concepts and techniques and considerable knowledge of financial management. They must thoroughly understand planning and programming concepts, methods, and techniques.

The Village Administrator must be skilled in effectively communicating complex instructions and policies orally and in writing to individuals and groups. They must have the ability to analyze and solve complex management problems. The Village Administrator must be skilled in directing, evaluating, and developing personnel. They must also have considerable skill in developing effective working relationships with Village officials, other public and private agencies, civic groups, and Village residents. The Village Administrator must be able to understand and interpret construction drawings.

WORK ENVIRONMENT

VILLAGE UTILITIES ADMINISTRATOR

The work environment described here represents what an employee will encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

The work environment for utility management will be in the field and office setting, requiring oversight of ongoing construction and maintenance work, which may involve being outside in severe weather. Assigned labor responsibilities for the Village are rigorous and may require additional help as the workload evolves. The employee will be responsible for planning for and requesting extra help as needed. The employee works near moving mechanical parts and is occasionally exposed to fumes, airborne particles, or toxic or caustic substances. The noise level may be high in field and plant settings.

SPECIAL REQUIREMENTS

Performs various village maintenance activities involving manual labor and equipment operation in one or more public works/public utility areas. Performs semi-skilled work requiring some training and experience. The position is supervised by the village Mayor or authorized representative and requires some independent judgment. They will manage additional staff as needed and be required to gain the certifications to maintain utility systems.

EQUIPMENT TO BE USED AND JOB LOCATION

Computers, fax and copy machines, applicable software, pick-up trucks, dump trucks, lawnmowers, chainsaws, weed eaters, chemical sprayers, blowers, hand tools, shovels, rakes, pneumatic and hydraulic equipment, sweeper, backhoe, asphalt roller, sprayer, and woodchipper. This position is based at the village garage and performs duties on village property and rights-of-way.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions. While performing the duties of this job, the employee may be required to:

- Frequently required to speak and hear.
- Required to make visual observations, to read reports, and to prepare reports for others to read.
- The employee will make frequent visits to the Utility Systems.
- Will regularly make field inspections of ongoing construction and maintenance work, which may involve walking over rough ground, climbing ladders, or entering enclosed spaces.
- The employee is occasionally required to walk, climb, stoop, or kneel.
- Some lifting and carrying objects weighing 20-50 pounds, with occasional lifting of items weighing 100 pounds with assistance.
- Working in confined spaces.
- Frequent operation of vehicles, shop, or hand tools requiring manipulative skills and hand-eye coordination.
- Position requires working under adverse weather conditions.

QUALIFICATIONS

- Any combination of education and experience that meets the minimum knowledge/skills.
- Experience in performing heavy manual labor preferred.

VILLAGE UTILITIES ADMINISTRATOR

- Experience in working with diverse Boards, Committees, etc.
- Experience in operating ground maintenance, equipment, plant pest & disease diagnosis, and treatment.
- General knowledge of maintenance tasks.
- Good physical strength and stamina are required, as well as a willingness and ability to work under varying climatic conditions.
- Must be able to understand and follow oral instructions and have written skills.
- Must possess or obtain appropriate licensing requirements as required.
- Possession of a valid Ohio Driver's License.
- Ability to manage additional staff as needed.
- Understand municipal utility systems.
- Two years of supervisory experience, preferably in municipal government.
- Class B DOT commercial driver's license or ability to obtain a license if needed. The Village will reimburse all costs associated with getting the required licensure.

DETAILED RESPONSIBILITIES AND ACTIVITIES

(Supervises, contracts, or completed all the items listed under each category)

Utilities Management (Water & Storm Water)

- Supervises water operators and utilities office staff.
- Prepares an annual schedule of testing and reporting requirements and monitors to completion.
- Completes or monitors the completion of scheduled testing and reporting.
- Oversees all activities pertaining to the village utilities.
- Reports to mayor and Council twice a month or as needed.
- Exercise valves, curb boxes, or hydrants.
- Monitor system for water breaks.
- Install water meters and MIU units.
- Shut water service off.
- May complete MS4 quarterly reporting.
- May complete Asset Management reports for EPA.
- Any work delegated by the Operator of Record.

Street Maintenance

- Installs street signs and maintains or adds pavement markings.
- Cleans gutters, ditches, and other drainage structures required to maintain roads.
- Loads and unloads stone, gravel, dirt, asphalt, timber, debris, etc.
- Removes snow, applies salt to village roads, and puts up snow fencing.
- Monitors and provides simple maintenance for traffic signals.
- Fills pavement cracks and holes with asphalt; shovels and rakes asphalt paving mix for road repairs.
- Pours small concrete areas to repair roads, including preparing an area for forms and concrete.
- Removes deceased animals from roadways.
- Keeps growth from road signs, eliminates visual impairments for road users, and removes roadway obstructions.

VILLAGE UTILITIES ADMINISTRATOR

Landscaping / Grounds Maintenance

- Provides landscape services in all village parks, streets, village property, and rights-of-way;
- Plants and maintains trees, shrubs, and flower beds.
- Application of herbicides and pesticides where needed, including the parking lot at the park.
- Mows lawn areas and berms.
- Trims around buildings.
- Maintains ornamental planting areas; may include diagnosis of plant pests and diseases.
- Rakes, loads grass, cuts back brush, and overall cleaning of lawns.
- Removes animal waste from village parks and village grounds.
- Removes trash from village parks and village grounds.

Building Maintenance

Provides minor maintenance of buildings; Includes but is not limited to,

- Replaces/checks Furnace Filters.
- Maintains the exterior of buildings.
- Verifies proper operation of emergency lighting and exit signs on a bi-yearly basis.
- Verifies fire extinguishers are working and up to date.
- Provides snow removal and salt applications during inclement weather.
- Ensures buildings have no safety violations.
- Flag and monument maintenance.

Equipment Maintenance

- Performs daily routine maintenance and minor repairs on equipment.
- Ensures cleanliness of equipment.
- Cleans equipment, vehicles, shop facility, and service grounds.
- Documents, tags, and reports any non-working equipment.
- Maintains inventory of tools and equipment.

Cemetery

- Oversees the daily operations of the cemetery
- Supervises cemetery sexton and ensures the following task are completed timely and efficiently according to their job description.
- Supervises cemetery clerk
- Makes decisions on individual exceptions or issues that arise and reports to the council
- Works with contractors for the maintenance of the cemetery

Zoning

- Zoning Inspections.
- Permit Inspections.

VILLAGE UTILITIES ADMINISTRATOR

- Posting of notices physically on properties and mailings.
- Village-wide drive-through
- Coordination of the abatement of nuisances
- Tracking (complete address file)
- Monthly report to the Council regarding the status of violations
- Monthly county report. Yearly Building/Zoning Federal Census Report

Other Required Duties

- Supervises or assigns duties to support staff.
- Operates a motor truck transporting sand, gravel, stone, and supplies; salts icy streets during snow removal; operates a light truck carrying tools, equipment, and supplies; operates a backhoe and similar rubber-tired equipment; operates power rollers, tar kettles, pneumatic equipment, and various equipment powered by electrical generators; operates and maintains riding mowers and small tractors.
- Works when necessary for 24-hour emergency service, Lorain County Beautiful, Dumpster Days, and possible weekend/holiday on-call duty.
- Performs other duties as assigned.

Name

Date

Witness

Date

Payment Listing

UAN v2025.1

2/21/2025 to 3/6/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
117-2025	02/28/2025	02/13/2025	CH	Lowe's	\$242.20	O
120-2025	02/24/2025	02/19/2025	CH	RLCWA	\$15,399.70	O
121-2025	02/24/2025	02/19/2025	CH	RLCWA	\$3,075.70	O
122-2025	02/27/2025	02/19/2025	CH	Columbia Gas	\$930.98	O
123-2025	02/27/2025	02/19/2025	CH	Columbia Gas	\$469.36	O
124-2025	02/27/2025	02/19/2025	CH	Columbia Gas	\$416.72	O
125-2025	02/28/2025	02/25/2025	EP	Laurie J Beran	\$869.33	V
125-2025	02/28/2025	02/25/2025	EP	Laurie J Beran	-\$869.33	V
126-2025	02/28/2025	02/25/2025	EP	Dennis M Hevener	\$1,053.77	V
126-2025	02/28/2025	02/25/2025	EP	Dennis M Hevener	-\$1,053.77	V
127-2025	02/28/2025	02/25/2025	EP	Wendy Kolmorgen	\$722.82	O
128-2025	02/28/2025	02/25/2025	EP	David J Leshinski	\$75.20	O
129-2025	02/28/2025	02/25/2025	EP	Alexandra Tuggle	\$273.15	O
130-2025	02/28/2025	02/25/2025	EP	David A Valentine Jr	\$2,085.71	O
133-2025	02/28/2025	02/25/2025	EP	Laurie J Beran	\$326.48	O
134-2025	02/28/2025	02/25/2025	EP	Michelle M Henke	\$1,899.42	O
135-2025	02/28/2025	02/25/2025	EP	Michele Jeffers	\$225.32	O
136-2025	02/28/2025	02/25/2025	EP	Scott Jones	\$1,101.44	O
137-2025	02/28/2025	02/25/2025	EP	Robert Koscho	\$226.13	O
138-2025	02/28/2025	02/25/2025	EP	Jeanne Maschari	\$236.20	O
139-2025	02/28/2025	02/25/2025	EP	Matthew A Mishak	\$1,333.19	O
140-2025	02/28/2025	02/25/2025	EP	Michael Sangiacomo	\$225.59	O
141-2025	02/28/2025	02/25/2025	EP	Becky A Siesky	\$185.90	O
142-2025	02/28/2025	02/25/2025	EP	David T Troike	\$215.90	O
144-2025	02/28/2025	02/25/2025	EP	Kenneth Collins	\$480.92	O
145-2025	02/28/2025	02/25/2025	EP	Aaron Darnell	\$493.01	O
146-2025	02/28/2025	02/25/2025	EP	Michael M Frazier	\$2,287.96	O
147-2025	02/28/2025	02/25/2025	EP	Michael Harvan	\$1,325.29	O
148-2025	02/28/2025	02/25/2025	EP	Sabrina Jimenez	\$611.01	O
149-2025	02/28/2025	02/25/2025	EP	Jeffrey Saltis	\$1,250.58	O
152-2025	02/28/2025	02/25/2025	EP	Audrey Baumann	\$327.33	O
153-2025	02/28/2025	02/25/2025	EP	James Becker	\$112.72	O
154-2025	02/28/2025	02/25/2025	EP	Robert G Becker Jr	\$156.88	O
155-2025	02/28/2025	02/25/2025	EP	John R Crawford II	\$210.38	O
156-2025	02/28/2025	02/25/2025	EP	Alexander J Gerakis Jr	\$126.27	O
157-2025	02/28/2025	02/25/2025	EP	Timothy J Moore	\$236.93	O
158-2025	02/28/2025	02/25/2025	EP	Blaze R Olejko	\$63.59	O
159-2025	02/28/2025	02/25/2025	EP	Crystal Poe	\$249.36	O
160-2025	02/28/2025	02/25/2025	EP	Clayton Spiegelberg	\$12.79	O
161-2025	02/28/2025	02/25/2025	EP	Kyle Urig	\$161.07	O
162-2025	02/28/2025	02/25/2025	EP	Ronald Zaleha	\$950.80	O
165-2025	02/28/2025	02/25/2025	EP	Laurie J Beran	\$869.34	O
166-2025	02/28/2025	02/25/2025	EP	Dennis M Hevener	\$1,053.78	O
168-2025	02/28/2025	02/26/2025	EP	Brandon Lawrence	\$811.68	O
170-2025	03/02/2025	02/26/2025	CH	T-Mobile	\$426.86	O
171-2025	03/05/2025	02/26/2025	CH	Ohio Edison	\$207.13	O

Payment Listing

UAN v2025.1

2/21/2025 to 3/6/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
172-2025	03/05/2025	02/26/2025	CH	Ohio Edison	\$690.09	O
173-2025	03/05/2025	02/26/2025	CH	Ohio Edison	\$179.25	O
178-2025	03/01/2025	03/03/2025	CH	SOUTH AMHERST VILLAGE	\$6,144.00	O
179-2025	03/01/2025	03/03/2025	CH	City of Oberlin	\$51.00	O
180-2025	03/01/2025	03/03/2025	CH	Treasurer State of Ohio	\$1,350.00	O
181-2025	02/28/2025	03/03/2025	CH	Nextiva, Inc	\$364.23	O
10271	02/28/2025	02/25/2025	PR	Natalie lafolla	\$181.18	O
10272	02/28/2025	02/25/2025	PR	Rocco lafolla	\$816.92	O
10273	02/28/2025	02/25/2025	PR	Jed Willis	\$498.21	O
10274	02/28/2025	02/25/2025	PR	Clayton J Stack	\$346.14	O
10275	02/28/2025	02/25/2025	PR	Jason Barnard	\$143.08	O
10276	02/28/2025	02/25/2025	PR	Alexander Bible	\$237.39	O
10277	02/28/2025	02/25/2025	PR	Steven J Crawford	\$327.50	O
10278	02/28/2025	02/25/2025	PR	Aaron Grimm	\$1,084.12	O
10279	02/28/2025	02/25/2025	PR	Kyle L Kudela	\$228.48	O
10280	02/28/2025	02/25/2025	PR	Brayden Priebe	\$245.56	O
10281	02/28/2025	02/25/2025	PR	Christian Ramos	\$244.29	O
10282	02/28/2025	02/25/2025	PR	Andrew Streater	\$12.44	O
10283	02/26/2025	02/26/2025	AW	P & J Sanitation	\$85.00	O
10284	02/26/2025	02/26/2025	AW	Diggers of Ohio LLC	\$3,488.00	O
10285	02/26/2025	02/26/2025	AW	Lorain County Law Library	\$12.55	O
10286	02/26/2025	02/26/2025	AW	Ohio Municipal Clerk's Association	\$100.00	O
10287	02/26/2025	02/26/2025	AW	Judco, Inc	\$400.00	O
10288	02/26/2025	02/26/2025	AW	Charles E Harris & Associates, Inc	\$850.00	O
10289	02/26/2025	02/26/2025	AW	Gertsburg Licata Co., LPA	\$310.00	O
10290	02/26/2025	02/26/2025	AW	Piggy's	\$100.00	O
10291	02/26/2025	02/26/2025	AW	LifeCare Ambulance, Inc	\$732.00	O
10292	02/26/2025	02/26/2025	AW	Fisher Auto Parts	\$400.81	O
Total Payments:					\$61,715.03	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$61,715.03	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

SOUTH AMHERST VILLAGE, LORAIN COUNTY
Fund Summary
March 2025

3/6/2025 1:12:18 PM
UAN v2025.1

Fund #	Fund Name	Starting Fund Balance	Month To Date Revenue	Year To Date Revenue	Month To Date Expenditures	Year To Date Expenditures	Ending Fund Balance	Current Reserve for Encumbrance	Unencumbered Fund Balance
1000	General	\$1,101,841.44	\$0.00	\$103,687.89	\$2,606.04	\$163,226.61	\$1,095,235.40	\$80,262.07	\$1,018,973.33
2011	Street Construction, Maint. and Repair	\$208,236.91	\$0.00	\$20,360.61	\$117.34	\$26,677.66	\$208,119.57	\$13,848.88	\$194,270.69
2021	State Highway	\$54,462.37	\$0.00	\$1,698.41	\$0.00	\$0.00	\$54,462.37	\$0.00	\$54,462.37
2031	Cemetery-Operating Funds	\$118,954.89	\$0.00	\$4,582.00	\$237.80	\$8,428.48	\$118,717.09	\$6,068.22	\$112,648.87
2032	Cemetery-Perpetual Funds	\$70,626.85	\$0.00	\$1,083.00	\$0.00	\$0.00	\$70,626.85	\$0.00	\$70,626.85
2041	Recreation	\$3,089.36	\$0.00	\$0.00	\$0.00	\$0.00	\$3,089.36	\$0.00	\$3,089.36
2061	2022 Building Demo & Revitalization	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2091	Law Enforcement Trust	\$10,379.76	\$0.00	\$2,398.08	\$0.00	\$2,000.00	\$10,379.76	\$0.00	\$10,379.76
2092	Indigent Alcohol Fund	\$175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$175.00	\$0.00	\$175.00
2151	Coronavirus Relief Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2152	American Rescue Plan	\$0.00	\$0.00	\$0.00	\$0.00	\$13,856.42	\$0.00	\$0.00	\$0.00
2291	Underground Storage Tank	\$13,337.65	\$0.00	\$0.00	\$0.00	\$0.00	\$13,337.65	\$0.00	\$13,337.65
2901	Fire Levy	\$85,533.14	\$0.00	\$0.00	\$0.00	\$0.00	\$85,533.14	\$0.00	\$85,533.14
2902	Law Enforcement Technology	\$7,262.32	\$0.00	\$0.00	\$0.00	\$0.00	\$7,262.32	\$0.00	\$7,262.32
2903	Computer Fund Mayor's Court	\$4,149.30	\$0.00	\$276.00	\$0.00	\$65.48	\$4,149.30	\$334.52	\$3,814.78
2904	Computer Fund CLERK Mayor's Court	\$18,157.57	\$0.00	\$940.00	\$0.00	\$68.81	\$18,157.57	\$50.47	\$18,107.10
4901	Capital Projects	\$31,184.08	\$0.00	\$50,000.00	\$0.00	\$24,294.86	\$31,184.08	\$0.00	\$31,184.08
4902	Russia Rd Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4903	Park Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4904	Leonard St Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4905	Annis Road North Capital Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4906	Annis Road North Phase II	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4907	FEMA Other Capital Projects	\$0.76	\$0.00	\$0.00	\$0.00	\$4,900.00	\$0.76	\$0.00	\$0.76
4951	Cemetery Endowment Permanent	\$5,612.79	\$0.00	\$0.00	\$0.00	\$0.00	\$5,612.79	\$0.00	\$5,612.79
5101	Water Operating	\$339,301.19	\$0.00	\$87,781.88	\$289.86	\$84,114.59	\$339,011.33	\$35,860.35	\$303,150.98
5102	Water Improvement	\$214,767.27	\$0.00	\$37,658.09	\$0.00	\$37,815.25	\$214,767.27	\$1,306.08	\$213,461.19
5103	Water Security Deposits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5781	Water Security Deposits	\$17,800.00	\$0.00	\$1,400.00	\$0.00	\$100.00	\$17,800.00	\$1,900.00	\$15,900.00
5901	Storm Water Management	\$90,518.89	\$0.00	\$0.00	\$0.00	\$250.82	\$90,518.89	\$1,003.45	\$89,515.44
9101	Unclaimed Monies	\$4,916.34	\$0.00	\$0.00	\$0.00	\$0.00	\$4,916.34	\$0.00	\$4,916.34
9901	Prepaid Opening & Closing, Cemetery	\$29,241.50	\$0.00	\$0.00	\$0.00	\$0.00	\$29,241.50	\$0.00	\$29,241.50
9902	Mayor's Court	\$7,545.00	\$0.00	\$18,040.00	\$7,545.00	\$24,260.00	\$0.00	\$0.00	\$0.00
9976	Prepaid Opening & Closing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Report Total:		\$2,437,094.38	\$0.00	\$329,905.96	\$10,796.04	\$390,058.98	\$2,426,298.34	\$140,634.04	\$2,285,664.30

Report reflects selected information.

Fund Summary

March 2025

Last reconciled to bank: 12/31/2024 – Total other adjusting factors: \$0.00
It is good practice to reconcile account balances with the bank every month. A current reconciliation should be posted for your financial records and for auditing purposes.

Revenue Summary

UAN v2025.1

March 2025

	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
1000 General					
Property and Other Local Taxes	\$433,909.00	\$0.00	\$56,705.50	(\$377,203.50)	13.069%
State Shared Taxes and Permits	\$79,000.00	\$0.00	\$15,883.66	(\$63,116.34)	20.106%
Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Charges for Services	\$77,343.28	\$0.00	\$10,459.50	(\$66,883.78)	13.523%
Fines, Licenses and Permits	\$68,300.00	\$0.00	\$14,735.71	(\$53,564.29)	21.575%
Earnings on Investments	\$6,000.00	\$0.00	\$3,864.00	(\$2,136.00)	64.400%
Miscellaneous	\$5,000.00	\$0.00	\$2,039.52	(\$2,960.48)	40.790%
Other Financing Sources					
Advances - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 1000 General	\$669,552.28	\$0.00	\$103,687.89	(\$565,864.39)	
2011 Street Construction, Maint. and Repair					
Property and Other Local Taxes	\$6,000.00	\$0.00	\$2,076.42	(\$3,923.58)	34.607%
State Shared Taxes and Permits	\$79,500.00	\$0.00	\$17,602.48	(\$61,897.52)	22.141%
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Earnings on Investments	\$1,000.00	\$0.00	\$381.71	(\$618.29)	38.171%
Miscellaneous	\$800.00	\$0.00	\$0.00	(\$800.00)	0.000%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Sale of Fixed Assets	\$0.00	\$0.00	\$300.00	\$300.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$300.00	\$300.00	
Total 2011 Street Construction, Maint. and Repair	\$87,300.00	\$0.00	\$20,360.61	(\$66,939.39)	
2021 State Highway					
Property and Other Local Taxes	\$500.00	\$0.00	\$168.35	(\$331.65)	33.670%
State Shared Taxes and Permits	\$6,700.00	\$0.00	\$1,427.23	(\$5,272.77)	21.302%
Earnings on Investments	\$100.00	\$0.00	\$102.83	\$2.83	102.830%

Report reflects selected information.

Revenue Summary

March 2025

	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
Total 2021 State Highway	\$7,300.00	\$0.00	\$1,698.41	(\$5,601.59)	
2031 Cemetery-Operating Funds					
Property and Other Local Taxes	\$10,200.00	\$0.00	\$0.00	(\$10,200.00)	0.000%
State Shared Taxes and Permits	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Charges for Services	\$56,400.00	\$0.00	\$4,582.00	(\$51,818.00)	8.124%
Miscellaneous	\$500.00	\$0.00	\$0.00	(\$500.00)	0.000%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Advances - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2031 Cemetery-Operating Funds	\$67,100.00	\$0.00	\$4,582.00	(\$62,518.00)	
2032 Cemetery-Perpetual Funds					
Charges for Services	\$14,085.00	\$0.00	\$1,083.00	(\$13,002.00)	7.689%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2032 Cemetery-Perpetual Funds	\$14,085.00	\$0.00	\$1,083.00	(\$13,002.00)	
2041 Recreation					
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total 2041 Recreation	\$0.00	\$0.00	\$0.00	\$0.00	
2091 Law Enforcement Trust					
Intergovernmental	\$0.00	\$0.00	\$2,398.08	\$2,398.08	0.000%
Total 2091 Law Enforcement Trust	\$0.00	\$0.00	\$2,398.08	\$2,398.08	
2092 Indigent Alcohol Fund					
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Report reflects selected information.

Revenue Summary

March 2025

	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
Total 2092 Indigent Alcohol Fund	\$0.00	\$0.00	\$0.00	\$0.00	
2152 American Rescue Plan					
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Earnings on Investments	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total 2152 American Rescue Plan	\$0.00	\$0.00	\$0.00	\$0.00	
2291 Underground Storage Tank					
Earnings on Investments	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total 2291 Underground Storage Tank	\$0.00	\$0.00	\$0.00	\$0.00	
2901 Fire Levy					
Property and Other Local Taxes	\$46,000.00	\$0.00	\$0.00	(\$46,000.00)	0.000%
Total 2901 Fire Levy	\$46,000.00	\$0.00	\$0.00	(\$46,000.00)	
2903 Computer Fund Mayor's Court					
Fines, Licenses and Permits	\$1,000.00	\$0.00	\$276.00	(\$724.00)	27.600%
Total 2903 Computer Fund Mayor's Court	\$1,000.00	\$0.00	\$276.00	(\$724.00)	
2904 Computer Fund CLERK Mayor's Court					
Fines, Licenses and Permits	\$3,000.00	\$0.00	\$940.00	(\$2,060.00)	31.333%
Total 2904 Computer Fund CLERK Mayor's Court	\$3,000.00	\$0.00	\$940.00	(\$2,060.00)	
4901 Capital Projects					
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Financing Sources					
Transfers - In	\$50,000.00	\$0.00	\$50,000.00	\$0.00	100.000%
Total Other Financing Sources	\$50,000.00	\$0.00	\$50,000.00	\$0.00	
Total 4901 Capital Projects	\$50,000.00	\$0.00	\$50,000.00	\$0.00	
4903 Park Capital Projects					
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Financing Sources					

Report reflects selected information.

Revenue Summary

March 2025

	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Advances - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 4903 Park Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	
4907 FEMA Other Capital Projects					
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 4907 FEMA Other Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	
4951 Cemetery Endowment Permanent					
Earnings on Investments	\$100.00	\$0.00	\$0.00	(\$100.00)	0.000%
Total 4951 Cemetery Endowment Permanent	\$100.00	\$0.00	\$0.00	(\$100.00)	
5101 Water Operating					
Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Charges for Services	\$430,250.00	\$0.00	\$87,781.88	(\$342,468.12)	20.403%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 5101 Water Operating	\$430,250.00	\$0.00	\$87,781.88	(\$342,468.12)	
5102 Water Improvement					
Charges for Services	\$162,000.00	\$0.00	\$37,658.09	(\$124,341.91)	23.246%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Financing Sources					

Report reflects selected information.

Revenue Summary

March 2025

	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Debt Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 5102 Water Improvement	\$162,000.00	\$0.00	\$37,658.09	(\$124,341.91)	
5781 Water Security Deposits					
Charges for Services	\$1,700.00	\$0.00	\$1,400.00	(\$300.00)	82.353%
Total 5781 Water Security Deposits	\$1,700.00	\$0.00	\$1,400.00	(\$300.00)	
5901 Storm Water Management					
Special Assessments	\$36,000.00	\$0.00	\$0.00	(\$36,000.00)	0.000%
Charges for Services	\$1,000.00	\$0.00	\$0.00	(\$1,000.00)	0.000%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Advances - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 5901 Storm Water Management	\$37,000.00	\$0.00	\$0.00	(\$37,000.00)	
9101 Unclaimed Monies					
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total 9101 Unclaimed Monies	\$0.00	\$0.00	\$0.00	\$0.00	
9901 Prepaid Opening & Closing, Cemetery					
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total 9901 Prepaid Opening & Closing, Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	
9902 Mayor's Court					
Miscellaneous	\$0.00	\$0.00	\$18,040.00	\$0.00	0.000%
Total 9902 Mayor's Court	\$0.00	\$0.00	\$18,040.00	\$0.00	

Report reflects selected information.

Revenue Summary

March 2025

Report Total:	\$1,576,387.28	\$0.00	\$329,905.96	(\$1,264,521.32)
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Appropriation Summary

March 2025

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
1000 - General								
Security of Persons and Property								
Police Enforcement								
Personal Services	\$1,812.59	\$146,280.00	\$148,092.59	\$0.00	\$18,662.04	\$2,214.55	\$127,216.00	12.602%
Employee Fringe Benefits	\$0.00	\$27,775.00	\$27,775.00	\$0.00	\$3,392.98	\$812.00	\$23,570.02	12.216%
Contractual Services	\$300.46	\$19,400.00	\$19,700.46	\$236.16	\$2,189.16	\$1,741.27	\$15,770.03	11.112%
Supplies and Materials	\$280.65	\$9,200.00	\$9,480.65	\$0.00	\$666.73	\$1,672.00	\$7,141.92	7.033%
Capital Outlay	\$1,637.50	\$1,000.00	\$2,637.50	\$0.00	\$0.00	\$1,637.50	\$1,000.00	0.000%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Police Enforcement	\$4,031.20	\$203,655.00	\$207,686.20	\$236.16	\$24,910.91	\$8,077.32	\$174,697.97	
Fire Fighting, Prevention and Inspection								
Personal Services	\$277.86	\$60,000.00	\$60,277.86	\$0.00	\$10,078.76	\$1,120.10	\$49,079.00	16.721%
Employee Fringe Benefits	\$0.00	\$16,675.00	\$16,675.00	\$0.00	\$804.97	\$988.00	\$14,882.03	4.827%
Contractual Services	\$531.03	\$56,700.00	\$57,231.03	\$384.37	\$5,137.38	\$11,246.57	\$40,847.08	8.977%
Supplies and Materials	\$874.78	\$41,200.00	\$42,074.78	\$0.00	\$2,972.59	\$15,892.33	\$23,209.86	7.065%
Capital Outlay	\$6,588.50	\$30,000.00	\$36,588.50	\$0.00	\$6,588.50	\$16,804.00	\$13,196.00	18.007%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Fire Fighting, Prevention and Inspection	\$8,272.17	\$204,575.00	\$212,847.17	\$384.37	\$25,582.20	\$46,051.00	\$141,213.97	
Street Lighting								
Contractual Services	\$1,747.68	\$24,000.00	\$25,747.68	\$1,747.71	\$5,243.58	\$554.10	\$19,950.00	20.365%
Total Street Lighting	\$1,747.68	\$24,000.00	\$25,747.68	\$1,747.71	\$5,243.58	\$554.10	\$19,950.00	
Total Security of Persons and Property	\$14,051.05	\$432,230.00	\$446,281.05	\$2,368.24	\$55,736.69	\$54,682.42	\$335,861.94	
Leisure Time Activities								
Provide and Maintain Parks								
Personal Services	\$0.00	\$6,200.00	\$6,200.00	\$0.00	\$78.00	\$0.00	\$6,122.00	1.258%
Employee Fringe Benefits	\$0.00	\$958.00	\$958.00	\$0.00	\$12.05	\$0.00	\$945.95	1.258%
Contractual Services	\$0.00	\$7,800.00	\$7,800.00	\$0.00	\$0.00	\$0.00	\$7,800.00	0.000%
Supplies and Materials	\$0.00	\$5,100.00	\$5,100.00	\$0.00	\$0.00	\$0.00	\$5,100.00	0.000%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other	\$0.00	\$500.00	\$500.00	\$0.00	\$431.18	\$0.00	\$68.82	86.236%
Total Provide and Maintain Parks	\$0.00	\$20,558.00	\$20,558.00	\$0.00	\$521.23	\$0.00	\$20,036.77	
Total Leisure Time Activities	\$0.00	\$20,558.00	\$20,558.00	\$0.00	\$521.23	\$0.00	\$20,036.77	
Community Environment								
Community Planning and Zoning								

Report reflects selected information.

Appropriation Summary

March 2025

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Personal Services	\$17.67	\$2,392.00	\$2,409.67	\$0.00	\$383.58	\$63.09	\$1,963.00	15.918%
Employee Fringe Benefits	\$0.00	\$370.00	\$370.00	\$0.00	\$42.18	\$0.00	\$327.82	11.400%
Contractual Services	\$0.00	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.000%
Total Community Planning and Zoning	\$17.67	\$3,162.00	\$3,179.67	\$0.00	\$425.76	\$63.09	\$2,690.82	
Other Community Environment								
Personal Services	\$0.00	\$1,700.00	\$1,700.00	\$0.00	\$0.00	\$0.00	\$1,700.00	0.000%
Employee Fringe Benefits	\$0.00	\$266.00	\$266.00	\$0.00	\$0.00	\$0.00	\$266.00	0.000%
Contractual Services	\$748.20	\$18,500.00	\$19,248.20	\$0.00	\$1,797.35	\$6,876.49	\$10,574.36	9.338%
Total Other Community Environment	\$748.20	\$20,466.00	\$21,214.20	\$0.00	\$1,797.35	\$6,876.49	\$12,540.36	
Total Community Environment	\$765.87	\$23,628.00	\$24,393.87	\$0.00	\$2,223.11	\$6,939.58	\$15,231.18	
General Government								
Mayor and Administrative Offices								
Personal Services	\$404.37	\$41,200.00	\$41,604.37	\$0.00	\$5,470.94	\$376.21	\$35,757.22	13.150%
Employee Fringe Benefits	\$0.00	\$9,880.00	\$9,880.00	\$0.00	\$1,377.69	\$0.00	\$8,502.31	13.944%
Contractual Services	\$2,268.30	\$57,750.00	\$60,018.30	\$237.80	\$5,587.43	\$5,530.39	\$48,900.48	9.310%
Supplies and Materials	\$467.46	\$3,500.00	\$3,967.46	\$0.00	\$1,118.65	\$557.25	\$2,291.56	28.196%
Other	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$1,950.02	\$0.00	\$49.98	97.501%
Total Mayor and Administrative Offices	\$3,140.13	\$114,330.00	\$117,470.13	\$237.80	\$15,504.73	\$6,463.85	\$95,501.55	
Mayor's Court								
Personal Services	\$154.68	\$16,400.00	\$16,554.68	\$0.00	\$2,456.31	\$205.12	\$13,893.25	14.838%
Employee Fringe Benefits	\$0.00	\$3,140.00	\$3,140.00	\$0.00	\$324.39	\$0.00	\$2,815.61	10.331%
Contractual Services	\$0.00	\$1,285.00	\$1,285.00	\$0.00	\$271.43	\$608.90	\$404.67	21.123%
Supplies and Materials	\$0.00	\$1,165.00	\$1,165.00	\$0.00	\$0.00	\$245.00	\$920.00	0.000%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Mayor's Court	\$154.68	\$21,990.00	\$22,144.68	\$0.00	\$3,052.13	\$1,059.02	\$18,033.53	
Clerk - Treasurer								
Personal Services	\$1,079.06	\$65,000.00	\$66,079.06	\$0.00	\$10,900.64	\$1,257.81	\$53,920.61	16.496%
Employee Fringe Benefits	\$750.00	\$22,350.00	\$23,100.00	\$0.00	\$3,154.10	\$750.00	\$19,195.90	13.654%
Contractual Services	\$0.00	\$7,250.00	\$7,250.00	\$0.00	\$1,105.00	\$4,004.00	\$2,141.00	15.241%
Supplies and Materials	\$0.00	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.000%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Clerk - Treasurer	\$1,829.06	\$94,900.00	\$96,729.06	\$0.00	\$15,159.74	\$6,011.81	\$75,557.51	
Auditor of State Fees								
Contractual Services	\$0.00	\$11,000.00	\$11,000.00	\$0.00	\$0.00	\$0.00	\$11,000.00	0.000%

Report reflects selected information.

Appropriation Summary

March 2025

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Total Auditor of State Fees	\$0.00	\$11,000.00	\$11,000.00	\$0.00	\$0.00	\$0.00	\$11,000.00	
Solicitor								
Personal Services	\$240.85	\$21,200.00	\$21,440.85	\$0.00	\$3,620.25	\$249.10	\$17,571.50	16.885%
Employee Fringe Benefits	\$0.00	\$3,810.00	\$3,810.00	\$0.00	\$470.92	\$0.00	\$3,339.08	12.360%
Contractual Services	\$0.00	\$13,220.00	\$13,220.00	\$0.00	\$3,057.25	\$321.35	\$9,841.40	23.126%
Supplies and Materials	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.000%
Other	\$0.00	\$2,800.00	\$2,800.00	\$0.00	\$0.00	\$0.00	\$2,800.00	0.000%
Total Solicitor	\$240.85	\$42,030.00	\$42,270.85	\$0.00	\$7,148.42	\$570.45	\$34,551.98	
Income Tax Administration								
Contractual Services	\$581.68	\$17,800.00	\$18,381.68	\$0.00	\$1,696.74	\$1,884.94	\$14,800.00	9.231%
Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Income Tax Administration	\$581.68	\$17,800.00	\$18,381.68	\$0.00	\$1,696.74	\$1,884.94	\$14,800.00	
Tax Refunds								
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Tax Refunds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other General Government								
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total General Government	\$5,946.40	\$302,050.00	\$307,996.40	\$237.80	\$42,561.76	\$15,990.07	\$249,444.57	
Capital Outlay								
Capital Outlay								
Capital Outlay	\$14,833.82	\$23,000.00	\$37,833.82	\$0.00	\$12,183.82	\$2,650.00	\$23,000.00	32.204%
Total Capital Outlay	\$14,833.82	\$23,000.00	\$37,833.82	\$0.00	\$12,183.82	\$2,650.00	\$23,000.00	
Total Capital Outlay	\$14,833.82	\$23,000.00	\$37,833.82	\$0.00	\$12,183.82	\$2,650.00	\$23,000.00	
Debt Service								
Debt Service	\$0.00	\$21,284.41	\$21,284.41	\$0.00	\$0.00	\$0.00	\$21,284.41	0.000%
Debt Service	\$0.00	\$21,284.41	\$21,284.41	\$0.00	\$0.00	\$0.00	\$21,284.41	
Total Debt Service	\$0.00	\$21,284.41	\$21,284.41	\$0.00	\$0.00	\$0.00	\$21,284.41	
Other Financing Uses								
Transfers - Out	\$0.00	\$50,000.00	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	100.000%
Advances - Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Report reflects selected information.

SOUTH AMHERST VILLAGE, LORAIN COUNTY
Appropriation Summary
March 2025

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Total Other Financing Uses	\$0.00	\$50,000.00	\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	
Total 1000 - General	\$35,597.14	\$872,750.41	\$908,347.55	\$2,606.04	\$163,226.61	\$80,262.07	\$664,858.87	
2011 - Street Construction, Maint. and Repair								
Transportation								
Street Maintenance and Repair								
Personal Services	\$837.65	\$60,000.00	\$60,837.65	\$0.00	\$17,024.37	\$1,311.53	\$42,501.75	27.983%
Employee Fringe Benefits	\$0.00	\$20,170.00	\$20,170.00	\$0.00	\$4,126.19	\$750.00	\$15,293.81	20.457%
Contractual Services	\$105.87	\$19,000.00	\$19,105.87	\$117.34	\$997.26	\$254.88	\$17,853.73	5.220%
Supplies and Materials	\$324.55	\$24,650.00	\$24,974.55	\$0.00	\$2,178.25	\$10,428.54	\$12,367.76	8.722%
Capital Outlay	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.000%
Other	\$0.00	\$150.00	\$150.00	\$0.00	\$143.73	\$0.00	\$6.27	95.820%
Total Street Maintenance and Repair	\$1,268.07	\$125,970.00	\$127,238.07	\$117.34	\$24,469.80	\$12,744.95	\$90,023.32	
Total Transportation	\$1,268.07	\$125,970.00	\$127,238.07	\$117.34	\$24,469.80	\$12,744.95	\$90,023.32	
Capital Outlay								
Capital Outlay	\$0.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.000%
Total Capital Outlay	\$0.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	
Total Capital Outlay	\$0.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	
Debt Service								
Debt Service	\$0.00	\$13,247.16	\$13,247.16	\$0.00	\$2,207.86	\$1,103.93	\$9,935.37	16.667%
Total Debt Service	\$0.00	\$13,247.16	\$13,247.16	\$0.00	\$2,207.86	\$1,103.93	\$9,935.37	
Total Debt Service	\$0.00	\$13,247.16	\$13,247.16	\$0.00	\$2,207.86	\$1,103.93	\$9,935.37	
Total 2011 - Street Construction, Maint. and Repair	\$1,268.07	\$154,217.16	\$155,485.23	\$117.34	\$26,677.66	\$13,848.88	\$114,958.69	
2021 - State Highway								
Transportation								
Street Maintenance and Repair								
Contractual Services	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0.000%
Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Street Maintenance and Repair	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	

Report reflects selected information.

Appropriation Summary

March 2025

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	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Total Transportation	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	
Total 2021 - State Highway	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	
2031 - Cemetery-Operating Funds								
Public Health Services								
Cemetery								
Personal Services	\$94.02	\$18,140.00	\$18,234.02	\$0.00	\$2,025.00	\$206.74	\$16,002.28	11.106%
Employee Fringe Benefits	\$0.00	\$3,275.00	\$3,275.00	\$0.00	\$352.09	\$0.00	\$2,922.91	10.751%
Contractual Services	\$2,410.38	\$57,550.00	\$59,960.38	\$237.80	\$3,854.05	\$5,813.17	\$50,293.16	6.428%
Supplies and Materials	\$0.00	\$3,900.00	\$3,900.00	\$0.00	\$321.23	\$48.31	\$3,530.46	8.237%
Other	\$0.00	\$12,500.00	\$12,500.00	\$0.00	\$431.18	\$0.00	\$12,068.82	3.449%
Total Cemetery	\$2,504.40	\$95,365.00	\$97,869.40	\$237.80	\$6,983.55	\$6,068.22	\$84,817.63	
Total Public Health Services	\$2,504.40	\$95,365.00	\$97,869.40	\$237.80	\$6,983.55	\$6,068.22	\$84,817.63	
Capital Outlay								
Capital Outlay	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,444.93	\$0.00	\$55.07	96.329%
Total Capital Outlay	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,444.93	\$0.00	\$55.07	
Total Capital Outlay	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,444.93	\$0.00	\$55.07	
Total 2031 - Cemetery-Operating Funds	\$2,504.40	\$96,865.00	\$99,369.40	\$237.80	\$8,428.48	\$6,068.22	\$84,872.70	
2032 - Cemetery-Perpetual Funds								
Public Health Services								
Cemetery								
Contractual Services	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.000%
Total Cemetery	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
Total Public Health Services	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
Total 2032 - Cemetery-Perpetual Funds	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
2041 - Recreation								
Leisure Time Activities								
Recreation								
Personal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Report reflects selected information.

Appropriation Summary

March 2025

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Employee Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Leisure Time Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2041 - Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2091 - Law Enforcement Trust								
Security of Persons and Property								
Police Enforcement								
Contractual Services	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	100.000%
Total Police Enforcement	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	
Total Security of Persons and Property	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	
Total 2091 - Law Enforcement Trust	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	
2151 - Coronavirus Relief Fund								
Security of Persons and Property								
Police Enforcement								
Personal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Police Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Fire Fighting, Prevention and Inspection								
Personal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Fire Fighting, Prevention and Inspection	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Security of Persons and Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Public Health Services								
Cemetery								
Personal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Public Health Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Basic Utility Services								
Administration - Water								

Report reflects selected information.

Appropriation Summary

March 2025

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Personal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Administration - Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Basic Utility Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Transportation								
Street Maintenance and Repair								
Personal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Street Maintenance and Repair	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2151 - Coronavirus Relief Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2152 - American Rescue Plan								
Capital Outlay								
Capital Outlay	\$13,856.42	\$0.00	\$13,856.42	\$0.00	\$13,856.42	\$0.00	\$0.00	100.000%
Total Capital Outlay	\$13,856.42	\$0.00	\$13,856.42	\$0.00	\$13,856.42	\$0.00	\$0.00	
Total Capital Outlay	\$13,856.42	\$0.00	\$13,856.42	\$0.00	\$13,856.42	\$0.00	\$0.00	
Total 2152 - American Rescue Plan	\$13,856.42	\$0.00	\$13,856.42	\$0.00	\$13,856.42	\$0.00	\$0.00	
2901 - Fire Levy								
Capital Outlay								
Capital Outlay								
Contractual Services	\$0.00	\$900.00	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	0.000%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$900.00	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	
Total Capital Outlay	\$0.00	\$900.00	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	
Debt Service								
Debt Service								
Debt Service	\$0.00	\$35,936.90	\$35,936.90	\$0.00	\$0.00	\$0.00	\$35,936.90	0.000%
Total Debt Service	\$0.00	\$35,936.90	\$35,936.90	\$0.00	\$0.00	\$0.00	\$35,936.90	
Total Debt Service	\$0.00	\$35,936.90	\$35,936.90	\$0.00	\$0.00	\$0.00	\$35,936.90	
Total 2901 - Fire Levy	\$0.00	\$36,836.90	\$36,836.90	\$0.00	\$0.00	\$0.00	\$36,836.90	

Report reflects selected information.

Appropriation Summary

March 2025

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
2902 - Law Enforcement Technology								
Security of Persons and Property								
Police Enforcement								
Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Capital Outlay	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.000%
Total Police Enforcement	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
Total Security of Persons and Property	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
Total 2902 - Law Enforcement Technology	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
2903 - Computer Fund Mayor's Court								
General Government								
Mayor's Court								
Contractual Services	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$85.48	\$334.52	\$2,600.00	2.183%
Total Mayor's Court	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$85.48	\$334.52	\$2,600.00	
Total General Government	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$85.48	\$334.52	\$2,600.00	
Total 2903 - Computer Fund Mayor's Court	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$85.48	\$334.52	\$2,600.00	
2904 - Computer Fund CLERK Mayor's Court								
General Government								
Mayor's Court								
Contractual Services	\$0.00	\$4,300.00	\$4,300.00	\$0.00	\$88.81	\$50.47	\$4,180.72	1.600%
Supplies and Materials	\$0.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0.000%
Capital Outlay	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.000%
Total Mayor's Court	\$0.00	\$7,800.00	\$7,800.00	\$0.00	\$88.81	\$50.47	\$7,680.72	
Total General Government	\$0.00	\$7,800.00	\$7,800.00	\$0.00	\$88.81	\$50.47	\$7,680.72	
Total 2904 - Computer Fund CLERK Mayor's Court	\$0.00	\$7,800.00	\$7,800.00	\$0.00	\$88.81	\$50.47	\$7,680.72	
4901 - Capital Projects								
Transportation								
Street Construction and Reconstruction								
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Street Construction and Reconstruction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Report reflects selected information.

Appropriation Summary

March 2025

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Street Maintenance and Repair								
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Street Maintenance and Repair	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Transportation								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Capital Outlay								
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Debt Service								
Debt Service	\$0.00	\$48,589.72	\$48,589.72	\$0.00	\$24,294.86	\$0.00	\$24,294.86	50.000%
Total Debt Service	\$0.00	\$48,589.72	\$48,589.72	\$0.00	\$24,294.86	\$0.00	\$24,294.86	
Total Debt Service	\$0.00	\$48,589.72	\$48,589.72	\$0.00	\$24,294.86	\$0.00	\$24,294.86	
Total 4901 - Capital Projects	\$0.00	\$48,589.72	\$48,589.72	\$0.00	\$24,294.86	\$0.00	\$24,294.86	
4903 - Park Capital Projects								
Capital Outlay								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other Financing Uses								
Advances - Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 4903 - Park Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
4907 - FEMA Other Capital Projects								
Capital Outlay								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Report reflects selected information.

Appropriation Summary

March 2025

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Capital Outlay	\$4,900.00	\$0.00	\$4,900.00	\$0.00	\$4,900.00	\$0.00	\$0.00	100.000%
Total Capital Outlay	\$4,900.00	\$0.00	\$4,900.00	\$0.00	\$4,900.00	\$0.00	\$0.00	
Total Capital Outlay	\$4,900.00	\$0.00	\$4,900.00	\$0.00	\$4,900.00	\$0.00	\$0.00	
Total 4907 - FEMA Other Capital Projects	\$4,900.00	\$0.00	\$4,900.00	\$0.00	\$4,900.00	\$0.00	\$0.00	
5101 - Water Operating								
Basic Utility Services								
Administration - Water								
Personal Services	\$1,152.46	\$90,000.00	\$91,152.46	\$0.00	\$15,408.07	\$1,700.39	\$74,044.00	16.904%
Employee Fringe Benefits	\$750.00	\$26,055.00	\$26,805.00	\$0.00	\$3,733.33	\$750.00	\$22,321.67	13.928%
Total Administration - Water	\$1,902.46	\$116,055.00	\$117,957.46	\$0.00	\$19,141.40	\$2,450.39	\$96,365.67	
Supply / Purchase - Water								
Contractual Services	\$2,865.20	\$170,000.00	\$172,865.20	\$0.00	\$37,335.75	\$10,529.45	\$125,000.00	21.598%
Total Supply / Purchase - Water	\$2,865.20	\$170,000.00	\$172,865.20	\$0.00	\$37,335.75	\$10,529.45	\$125,000.00	
Other Water								
Employee Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Contractual Services	\$5,590.07	\$61,300.00	\$66,890.07	\$289.86	\$27,229.34	\$20,944.52	\$18,716.21	40.708%
Supplies and Materials	\$182.04	\$11,000.00	\$11,182.04	\$0.00	\$408.10	\$1,935.99	\$8,837.95	3.650%
Other	\$0.00	\$1,300.00	\$1,300.00	\$0.00	\$0.00	\$0.00	\$1,300.00	0.000%
Total Other Water	\$5,772.11	\$73,600.00	\$79,372.11	\$289.86	\$27,637.44	\$22,880.51	\$28,854.16	
Total Basic Utility Services	\$10,539.77	\$359,655.00	\$370,194.77	\$289.86	\$84,114.59	\$35,860.35	\$250,219.83	
Capital Outlay								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 5101 - Water Operating	\$10,539.77	\$359,655.00	\$370,194.77	\$289.86	\$84,114.59	\$35,860.35	\$250,219.83	
5102 - Water Improvement								
Basic Utility Services								
Other Water								
Supplies and Materials	\$2,992.95	\$10,000.00	\$12,992.95	\$0.00	\$4,228.29	\$0.00	\$8,764.66	32.543%

Report reflects selected information.

SOUTHAMHERST VILLAGE, LORAIN COUNTY
Appropriation Summary
March 2025

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Total Other Water	\$2,992.95	\$10,000.00	\$12,992.95	\$0.00	\$4,228.29	\$0.00	\$8,764.66	
Total Basic Utility Services	\$2,992.95	\$10,000.00	\$12,992.95	\$0.00	\$4,228.29	\$0.00	\$8,764.66	
Capital Outlay								
Capital Outlay								
Contractual Services	\$0.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.000%
Capital Outlay	\$1,277.78	\$50,000.00	\$51,277.78	\$0.00	\$2,281.78	\$1,306.08	\$47,689.92	4.450%
Total Capital Outlay	\$1,277.78	\$65,000.00	\$66,277.78	\$0.00	\$2,281.78	\$1,306.08	\$62,689.92	
Total Capital Outlay	\$1,277.78	\$65,000.00	\$66,277.78	\$0.00	\$2,281.78	\$1,306.08	\$62,689.92	
Debt Service								
Debt Service	\$0.00	\$102,351.89	\$102,351.89	\$0.00	\$31,305.18	\$0.00	\$71,046.71	30.586%
Total Debt Service	\$0.00	\$102,351.89	\$102,351.89	\$0.00	\$31,305.18	\$0.00	\$71,046.71	
Total Debt Service	\$0.00	\$102,351.89	\$102,351.89	\$0.00	\$31,305.18	\$0.00	\$71,046.71	
Total \$102 - Water Improvement	\$4,270.73	\$177,351.89	\$181,622.62	\$0.00	\$37,815.25	\$1,306.08	\$142,501.29	
5781 - Water Security Deposits								
Basic Utility Services								
Other Water								
Other	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$100.00	\$1,900.00	\$3,000.00	2.000%
Total Other Water	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$100.00	\$1,900.00	\$3,000.00	
Total Basic Utility Services	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$100.00	\$1,900.00	\$3,000.00	
Total \$781 - Water Security Deposits	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$100.00	\$1,900.00	\$3,000.00	
5901 - Storm Water Management								
Basic Utility Services								
Administration - Storm Sewers and Drains								
Personal Services	\$25.04	\$10,000.00	\$10,025.04	\$0.00	\$212.09	\$3.45	\$9,809.50	2.116%
Employee Fringe Benefits	\$0.00	\$1,800.00	\$1,800.00	\$0.00	\$38.73	\$0.00	\$1,761.27	2.152%
Contractual Services	\$0.00	\$43,300.00	\$43,300.00	\$0.00	\$0.00	\$1,000.00	\$42,300.00	0.000%
Supplies and Materials	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.000%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Administration - Storm Sewers and Drains	\$25.04	\$56,100.00	\$56,125.04	\$0.00	\$250.82	\$1,003.45	\$54,870.77	

Report reflects selected information.

Appropriation Summary

March 2025

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Total Basic Utility Services	\$25.04	\$56,100.00	\$56,125.04	\$0.00	\$250.82	\$1,003.45	\$54,870.77	
Total 5901 - Storm Water Management	\$25.04	\$56,100.00	\$56,125.04	\$0.00	\$250.82	\$1,003.45	\$54,870.77	
9101 - Unclaimed Monies								
Fiduciary Distributions								
Distributions of Unclaimed Monies								
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Distributions of Unclaimed Monies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Fiduciary Distributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 9101 - Unclaimed Monies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
9901 - Prepaid Opening & Closing, Cemetery								
Fiduciary Distributions								
Distributions to Other Funds (Primary Gov't)								
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Distributions to Other Funds (Primary Gov't)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other Distributions								
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Distributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Fiduciary Distributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 9901 - Prepaid Opening & Closing, Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
9902 - Mayor's Court								
Fiduciary Distributions								
Distributions to Other Governments								
Other	\$0.00	\$0.00	\$0.00	\$1,401.00	\$4,719.00	\$0.00	\$0.00	0.000%
Total Distributions to Other Governments	\$0.00	\$0.00	\$0.00	\$1,401.00	\$4,719.00	\$0.00	\$0.00	
Distributions to Other Funds (Primary Gov't)								
Other	\$0.00	\$0.00	\$0.00	\$6,144.00	\$19,541.00	\$0.00	\$0.00	0.000%
Total Distributions to Other Funds (Primary Gov't)	\$0.00	\$0.00	\$0.00	\$6,144.00	\$19,541.00	\$0.00	\$0.00	
Total Fiduciary Distributions	\$0.00	\$0.00	\$0.00	\$7,545.00	\$24,260.00	\$0.00	\$0.00	

Report reflects selected information.

SOUTHAMHERST VILLAGE, LORAIN COUNTY

Appropriation Summary

March 2025

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Total 9902 - Mayor's Court	Reserved for		Final	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
	Encumbrance 12/31	Less Adjustment							
	\$0.00		\$0.00	\$0.00	\$7,545.00	\$24,260.00	\$0.00	\$0.00	
Report Totals:	\$72,961.57		\$1,834,166.08	\$1,907,127.65	\$10,796.04	\$390,058.98	\$140,634.04	\$1,400,694.63	

Report reflects selected information.

2024	GROSS RECEIPTS	OHIO REPARATIONS	CITY OF OBERLIN	TOTAL NET RECEIPTS TO SOUTH AMHERST	COMPUTER FUND CLERK FUND 2904	COMPUTER FUND COURT FUND 2903	GENERAL FUND 1000
JANUARY	\$6,455.00	\$1,390.00	\$54.00	\$5,011.00	\$400.00	\$118.00	\$4,493.00
FEBRUARY	\$6,490.00	\$1,380.00	\$54.00	\$5,056.00	\$389.00	\$119.00	\$4,548.00
MARCH	\$6,360.00	\$1,437.50	\$55.50	\$4,867.00	\$401.00	\$120.00	\$4,346.00
APRIL	\$16,350.00	\$3,535.00	\$138.00	\$12,677.00	\$1,000.00	\$298.00	\$11,379.00
MAY	\$9,715.00	\$1,945.00	\$78.00	\$7,692.00	\$579.00	\$172.00	\$6,941.00
JUNE	\$10,900.00	\$2,475.00	\$96.00	\$8,329.00	\$690.00	\$207.00	\$7,432.00
JULY	\$10,200.00	\$1,895.00	\$72.00	\$8,233.00	\$550.00	\$165.00	\$7,518.00
AUGUST	\$6,405.00	\$1,522.50	\$61.50	\$4,821.00	\$429.00	\$127.00	\$4,265.00
SEPTEMBER	\$9,605.00	\$1,844.00	\$69.00	\$7,692.00	\$569.00	\$169.00	\$6,954.00
OCTOBER	\$7,025.00	\$1,467.50	\$58.50	\$5,499.00	\$420.00	\$128.00	\$4,951.00
NOVEMBER	\$8,415.00	\$1,942.50	\$76.50	\$6,396.00	\$540.00	\$162.00	\$5,694.00
DECEMBER	\$6,220.00	\$1,287.50	\$49.50	\$4,883.00	\$380.00	\$110.00	\$4,393.00
TOTAL	\$104,140.00	\$22,121.50	\$862.50	\$81,156.00	\$6,347.00	\$1,895.00	\$72,914.00
2025	GROSS RECEIPTS	OHIO REPARATIONS	CITY OF OBERLIN	TOTAL NET RECEIPTS TO SOUTH AMHERST	COMPUTER FUND CLERK FUND 2904	COMPUTER FUND COURT FUND 2903	GENERAL FUND 1000
JANUARY	\$10,495.00	\$1,907.50	\$73.50	\$8,514.00	\$560.00	\$166.00	\$7,788.00
FEBRUARY	\$7,545.00	\$1,350.00	\$51.00	\$6,144.00	\$390.00	\$119.00	\$5,635.00
MARCH							
APRIL							
MAY							
JUNE							
JULY							
AUGUST							
SEPTEMBER							
OCTOBER							
NOVEMBER							
DECEMBER							
TOTAL	\$18,040.00	\$3,257.50	\$124.50	\$14,658.00	\$950.00	\$285.00	\$13,423.00

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

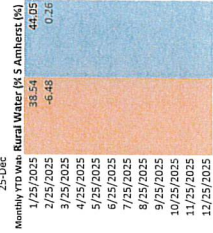
Billing Date	Consumption per Gallon (billing software)						RLCWA Consumption per Gallon				S.A. Consumption per Gallon				Billing Charges per Dollars (billing software)					RLCWA billing			
	New Charge Report						Rural Lorain County Water Authority readings				South Amherst meter readings				Grand Total Report \$\$								
	Consumer (Residential)	Commercial	Free	NET Consumption	Estimated OPERATING consumption	(Chlorinator/FD/breaks, etc.) TOTAL Consumption	Russia	Quarry	Totals	consumption DIFFERENCE (SA minus billing report)	Russia	Quarry	Totals	Water \$	Arrears \$	User Fees \$	NET Total \$ (NOT including Arrears)	GROSS Total \$ (INCLUDING Arrears)	RLCWA charges @ Russia	RLCWA charges @ Quarry	TOTAL due to RLCWA		
1/27/2025	2,073,921	97,933	1,521	2,170,333	76,000	2,246,333	1,760,186	206,907	1,967,093	-279,240	1,799,179	207,778	2,006,957	-239,376	\$ 44,959.79	\$ 8,926.78	\$ 13,640.00	\$ 58,599.79	\$ 67,526.57	\$ 15,399.70	\$ 3,075.70	\$ 18,475.40	
2/25/2025	1,893,778	118,016	1,769	2,013,563	86,000	2,099,563	2,127,284	214,550	2,341,834	242,271	2,135,384	214,752	2,350,136	250,573	\$ 41,840.20	\$ 3,394.35	\$ 13,620.00	\$ 55,460.20	\$ 58,854.55	\$ 18,446.60	\$ 3,913.20	\$ 22,359.80	
3/25/2025																							
4/29/2025																							
5/29/2025																							
6/27/2025																							
7/29/2025																							
8/28/2025																							
9/26/2025																							
10/28/2025																							
11/26/2025																							
12/29/2025																							
Totals	3,967,699	215,949	3,290	4,183,896	162,000	4,345,896	3,887,470	421,457	4,308,927	-279,240	3,934,563	669,000	4,357,093	11,197	\$ 86,799.99	\$ 12,321.13	\$ 27,260.00	\$ 114,059.99	\$ 126,381.12	\$ 33,846.30	\$ 6,988.90	\$ 40,835.20	

YTD water loss % -6.48%

EPA limit is 15%

Chlorinator: 2 720 gallons per day
31 days = 22320 gallons
30 days = 21600 gallons

Read Dates	Rural Water	S Amherst
Jan-25	1/23/2025	1/27/2025
Feb-25	2/24/2025	2/25/2025
Mar-25		
Apr-25		
May-25		
Jun-25		
Jul-25		
Aug-25		
Sep-25		
Oct-25		
Nov-25		



VILLAGE OF SOUTH AMHERST CEMETERY SEXTON

GENERAL DESCRIPTION

Responsible for working remotely under the supervision of the Village Administrator, receiving work orders from both the Village Administrator or Cemetery Clerk. They will work directly with the Cemetery Clerk, excavator, vault company, funeral directors, and monument companies to ensure that all funerals at Evergreen Cemetery are managed as efficiently as possible and job assignments are completed promptly. Job duties will include various grounds maintenance assigned by the Village Administrator or Cemetery Clerk.

EQUIPMENT TO BE USED

Grave probe, hand tools, gator when scheduled, and an unmarked vehicle provided by the Sexton.

RESPONSIBILITIES FOR FUNERALS

Locates and marks burial lots for internments, sales, and footer placements.

1. Probe all lots before sales and burials.
2. Work with the cemetery clerk when notified of a funeral to confirm the gravesite's location, the funeral's date, and time, who the funeral home is, and keep all involved in the progress or issues.
3. Lowers and raises the flags for military funerals.
4. Determine if the funeral is a full interment or cremation.
 - **Full interment:**
 - Mark the gravesite for the excavating company to open the grave and monitor the completion of the opening of the grave. The contractor will cover the grave.
 - Ensure the excavator is using Dura Trac when necessary
 - Coordinates the closing of the grave with the excavating company.
 - Meet with the vault company to determine if the funeral will be graveside or false setup, and monitor their setup.
 - Determine the direction the procession will follow to arrive at the gravesite.
 - Post sign at the entrance indicating funeral today.
 - Meet the funeral procession at the cemetery entrance to lead them to the gravesite and stay until the family leaves, followed by the closing of the grave.
 - **Cremation:**
 - Probe ground.
 - Mark the grave.
 - Performs or manages the opening and closing of the cremation graves, and is responsible for insuring the outside contractor is scheduled if unable to complete the opening and closing.
 - Prepare the site for committal. Set up grass and table for the funeral.
 - Determine the direction the procession will follow to arrive at the gravesite.
 - Post a sign at the entrance indicating funeral today.
 - Meet the funeral procession at the cemetery entrance to lead them to the gravesite and stay until the family leaves, followed by closing the grave.

GROUNDS MAINTENANCE

- Removes deteriorated funeral flowers five days after the interment, and place tripods and larger items by the cemetery shed.
- Level, seed, and lay straw for new internments spring and fall 6 months after ground settles.
- Level, seed, and lay straw for low areas.
- Remove and maintain weeds in the Memorial Gardens and flower beds by the flagpole by extracting and spraying to eliminate growth.
- Controls the moss, algae, and lichen growth in the Memorial Gardens and other donated markers such as the baby bench and military stone, or any newly added displays with guidance from the Village Administrator.
- Preplans when village equipment will be needed and schedules with the Village Administrator.
- Removes articles placed on lots or graves that pose a threat to the safety of all interment right holders, visitors, employees, and contractors placing the items by the cemetery shed.
- Begins spring clean up after March 1st and fall clean up after Veterans Day.
- Monthly walk-through of Pioneer Cemetery reporting any issues that may arise to the Village Administrator.

Minimum Qualifications:

1. Ability to learn to read cemetery maps and lot placement.
2. Ability to locate lots for burials.
3. Ability to operate a gator, rototiller, landscaping tools, grave probing, operate a metal detector, and have an unmarked vehicle.
4. Communicates effectively with the public, funeral directors, and vendors serving bereaved families.
5. Proficient writing and record-keeping skills.
6. Ability to work under varying climate conditions.
7. High school graduate or GED.
8. Possession of a valid Ohio Driver's license

Salary: To work remotely at \$15.00 per hour with no benefits.

Name

Date

Witness

Date

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

Ordinance No. 1828-25

Passed:

**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**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE
OF SOUTH AMHERST, LORAIN COUNTY, STATE OF OHIO THAT:**

SECTION 1: The Council of the Village of South Amherst hereby repeals existing South Amherst Ordinance 1751-22 that was enacted on the 12th day of December, 2022; and

SECTION 2: This ordinance will be in effect as of 10 March 2025.

SECTION 3: This Ordinance shall repeal all Ordinances in conflict herewith.

SECTION 4: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5: This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of the Village of South Amherst, Lorain County, Ohio and for the further reason that immediate effectiveness of this Ordinance is necessary to facilitate the efficient administration and operation of the Village of South Amherst, and, as such, shall be in full force and effect immediately upon its passage and approval or at the earliest time allowed by law.

Adopted the ____ day of March 2025.

Scott Jones, Mayor

ATTEST: _____
Fiscal Officer

I, the Fiscal Officer of the Village of South Amherst, Lorain County, Ohio, hereby certifies that the forgoing Ordinance No. **1828-25** is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in an open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director
SA/1828-25 Repeal 1751-22 CB Trustee By-laws

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

Ordinance No. 1829-25

Passed:

**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**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE
OF SOUTH AMHERST, LORAIN COUNTY, STATE OF OHIO THAT:**

SECTION 1: The Council of the Village of South Amherst hereby enacts version 03/10/2025 Village of South Amherst Regulations Relative to Management, Care, Upkeep, Improvement of the Village of South Amherst Cemeteries

SECTION 2: This ordinance will be in effect as of 10 March 2025.

SECTION 3: This Ordinance shall repeal all Ordinances in conflict herewith.

SECTION 4: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5: This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of the Village of South Amherst, Lorain County, Ohio and for the further reason that immediate effectiveness of this Ordinance is necessary to facilitate the efficient administration and operation of the Village of South Amherst, and, as such, shall be in full force and effect immediately upon its passage and approval or at the earliest time allowed by law.

Adopted the __ day of March 2025.

Scott Jones, Mayor

ATTEST: _____
Fiscal Officer

I, the Fiscal Officer of the Village of South Amherst, Lorain County, Ohio, hereby certifies that the forgoing Ordinance No. 1829-25 is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in an open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

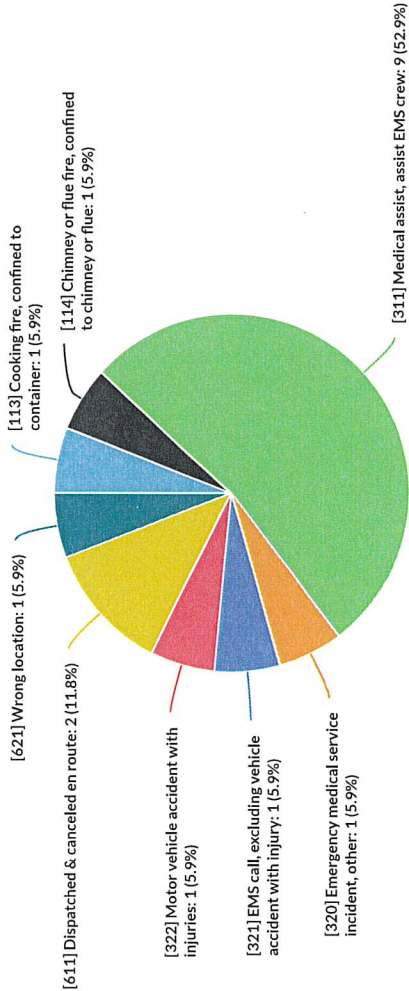
Matthew A. Mishak, Law Director
SA/1829-25 Enact New SA Cemetery Regulations

South Amherst Fire Department
South Amherst, OH



Incident Count and Percentage per Incident Type (1390)

Start Date: 2/1/2025 0:00:00 | End Date: 2/28/2025 23:59:59



District	Incident Count	Percentage
Accidental Incidents		0.00%
[611] Dispatched & canceled en route	2	11.76%
Total (Accidental Incidents)	2	11.76%
Brownhelm Township		0.00%
[311] Medical assist, assist EMS crew	1	5.88%
[321] EMS call, excluding vehicle accident with injury	1	5.88%
[621] Wrong location	1	5.88%
Total (Brownhelm Township)	3	17.65%
Henrietta Township		0.00%
[311] Medical assist, assist EMS crew	1	5.88%
Total (Henrietta Township)	1	5.88%
Mutual Aid		0.00%
[113] Cooking fire, confined to container	1	5.88%
[114] Chimney or flue fire, confined to chimney or flue	1	5.88%

Incident Count and Percentage per Incident Type



District	Incident Count	Percentage
Total (Mutual Aid)	2	11.76%
□ New Russia Township		0.00%
[311] Medical assist, assist EMS crew	2	11.76%
[320] Emergency medical service incident, other	1	5.88%
[322] Motor vehicle accident with injuries	1	5.88%
Total (New Russia Township)	4	23.53%
□ Village Of South Amherst		0.00%
[311] Medical assist, assist EMS crew	5	29.41%
Total (Village Of South Amherst)	5	29.41%
Grand Total	17	100.00%

Incident Count and Percentage per Incident Type



SOUTH AMHERST POLICE DEPARTMENT

103 WEST MAIN ST.
SOUTH AMHERST, OHIO 44001
PHONE: (440) 986-8118 FAX: (440) 986-8119
CHIEF OF POLICE MICHAEL M. FRAZIER

Police Department Activity Blotter

To: Mayor & Council

From: Chief Frazier

Date: January 1st thru March 1st 2025)

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:

400 Block Annis... [REDACTED] Charged with DUS
100 Block West Main ... [REDACTED] Charged with DUS
North Lake ... [REDACTED] Charged with Obstruction
South Lake ... [REDACTED] Charged with Fictitious Plates
Elm Street ... Unauthorized Use of Property – Pending Invest
West Main ... [REDACTED] Charged with DUS
Annis Road ... Theft by Deception Investigation Pending
Russia Road ... [REDACTED] Charged with DUS
West Main ... [REDACTED] Charged with DUS
South Lake ... Illegal Alien identified during traffic stop, Homeland
Security contacted, custody given to "ICE" who transported illegal for
proper deportation process
Annis Road ... DOA
South Lake ... [REDACTED] Charged with Dog at Large

The department has hired 1 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. We currently have another applicant that we are waiting on background documents. The latest trainee has completed the probationary period 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 in to for completion.

Thank You,
Chief Michael M. Frazier

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

Ordinance No. 1828-25

Passed: March 10, 2025

**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**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE
OF SOUTH AMHERST, LORAIN COUNTY, STATE OF OHIO THAT:**

SECTION 1: The Council of the Village of South Amherst hereby repeals existing South Amherst Ordinance 1751-22 that was enacted on the 12th day of December, 2022; and

SECTION 2: This ordinance will be in effect as of 10 March 2025.

SECTION 3: This Ordinance shall repeal all Ordinances in conflict herewith.

SECTION 4: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5: This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of the Village of South Amherst, Lorain County, Ohio and for the further reason that immediate effectiveness of this Ordinance is necessary to facilitate the efficient administration and operation of the Village of South Amherst, and, as such, shall be in full force and effect immediately upon its passage and approval or at the earliest time allowed by law.

Adopted the 10th day of March 2025.

Scott Jones, Mayor

ATTEST: _____
Fiscal Officer

I, the Fiscal Officer of the Village of South Amherst, Lorain County, Ohio, hereby certifies that the forgoing Ordinance No. **1828-25** is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in an open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director
SA/1828-25 Repeal 1751-22 CB Trustee By-laws

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

Ordinance No. 1829-25

Passed: March 10, 2025

**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**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE
OF SOUTH AMHERST, LORAIN COUNTY, STATE OF OHIO THAT:**

SECTION 1: The Council of the Village of South Amherst hereby enacts version 03/10/2025 Village of South Amherst Regulations Relative to Management, Care, Upkeep, Improvement of the Village of South Amherst Cemeteries

SECTION 2: This ordinance will be in effect as of 10 March 2025.

SECTION 3: This Ordinance shall repeal all Ordinances in conflict herewith.

SECTION 4: It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5: This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of the Village of South Amherst, Lorain County, Ohio and for the further reason that immediate effectiveness of this Ordinance is necessary to facilitate the efficient administration and operation of the Village of South Amherst, and, as such, shall be in full force and effect immediately upon its passage and approval or at the earliest time allowed by law.

Adopted the 10th day of March 2025.

Scott Jones, Mayor

ATTEST: _____
Fiscal Officer

I, the Fiscal Officer of the Village of South Amherst, Lorain County, Ohio, hereby certifies that the forgoing Ordinance No. **1829-25** is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in an open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director
SA/1829-25 Enact New SA Cemetery Regulations

03/10/2025 Village of South Amherst

Regulations Relative to Management,
Care, Upkeep, Improvement of the
Village of South Amherst Cemeteries

Regulations

FORWARD

This booklet contains the Regulations for cemeteries owned by the Village of South Amherst (hereinafter referred to as "Cemetery"). They have been approved by the Council of the Village of South Amherst.

These Regulations apply to every form of Interment Right, except where clearly inapplicable.

By-law compliance ensures the safety of our families and employees and the maintenance of proper Cemetery operations. The rules of the Cemetery, subject to the approval of the Council of South Amherst, are subject to change at any time.

GLOSSARY OF TERMS

Burial: The opening and closing of a lot or grave (in the ground) for human remains or cremated human remains.

Regulations: The rules and regulations under which the Cemetery operates.

Columbarium: A structure containing individual compartments or Niches for the placement of human cremated remains.

Crypt: An individual compartment in a Mausoleum for the placement of human remains.

Deed: A document completed upon purchase of a grave. The document grants ownership to the property purchaser (person, firm, or corporation) and states the name(s) of the person intended for interment into the grave purchased. Other pertinent lot/grave information is also stated.

Entombment: The opening and closing of a Crypt for human remains, or the opening and closing of a Niche for cremated human remains.

Footer: The in-ground concrete foundation, constructed to the equivalent size of the monument base, plus an additional four inches on each side. (also refer to foundation definition.)

Grave: Any Interment Right (cremation, child, or adult) which permits a marker or monument to be set in the marker space or attached to an adjacent feature wall as defined in the Interment Rights Certificate. (Also refer to lot definition.)

Interment Right: The right to require or direct the Burial or Entombment of human remains or cremated human remains in a Grave, Lot, Niche or Crypt.

Interment Rights Holder: A person, firm or corporation holding the right to direct the burial or removal of human remains, cremated remains, and/or associated memorialization in an Interment Right as registered in the cemetery records.

Lot: Any Interment Right (cremation, child, or adult) which permits the erection of a monument in the monument space. (Also refer to grave definition.)

Marker: A memorial constructed of durable stone, granite, or bronze that is set flush to the ground in the Marker Space, except were attached to the feature wall adjacent to the grave.

Marker Space: The portion of the grave or lot designated to contain the marker.

Mausoleum: A structure or building containing individual compartments or crypts for the placement of human remains.

Memorials: All markers or monuments, columbarium niche or mausoleum crypt fronts, and any other form used to inscribe the names of individuals buried or interred within the cemetery.

Monument: An upright (above-ground) memorial, constructed of a durable stone, granite, or bronze material, installed within the designated monument space.

Monument Base: That portion of the monument, constructed of granite, and set on the concrete monument foundation to provide stability and protection for the monument die stone.

Monument Die Stone: Those portions of the monument set on the monument base, containing the design and memorial inscription.

Monument Foundation: The in-ground concrete foundation, is constructed the equivalent size of the monument base, plus an additional four inches on each side. (Also refer to footer definition.)

Monument Space: That portion of the lot(s) designated to contain the monument.

Niche: An individual compartment in a mausoleum or columbarium for the entombment of cremated human remains.

Nonresident: A person that does not live or own property in the Village of South Amherst.

Operating Fund: Percentage of income that is used to provide general care and maintenance of the cemetery.

Perpetual Fund: Percentage of income that is to be used for the perpetual care of the cemeteries as outlined in the regulations.

Village Property Owner discount: If the purchaser of lots is a village property owner, they are entitled to a reduced price on lots they purchase for themselves or their children living in the village residence. See pricing sheet on page 17. Names must be assigned to Internment Right Deeds at the time of purchase.

Village Resident Rent or lease: If the purchaser of lots rents or leases a residential property in the village, they are entitled to a reduced price on lots they purchase for themselves or their children living in the residence. See the pricing sheet on page 17. Names must be assigned to Internment Right Deeds at the time of purchase.

Purchaser: The individual purchasing the Interment Right, products or services.

Removal or Disinterment: The Removal of human remains, including cremated human remains, from a closed or sealed grave, lot, niche, or crypt.

1.0 GENERAL INFORMATION

1.1 Hours of Operation

Cemetery Grounds Visitation Hours: Interment Rights Holders and the public can visit the cemetery grounds during daylight hours. The cemetery is open from sunrise to sunset. The Village Administrator has the right to close the cemetery if needed.

Office Hours: Office hours vary. Please contact the cemetery office at 440-985-0171 or 440-986-2222, Ext 4 to obtain hours of operation on any given day.

Burial Hours: Burials will be carried out between the hours of 9:00 A.M. and 2:00 P.M. Monday through Friday. Saturday funerals can be arranged for an extra fee. They must arrive no later than 11:00 a.m. and close by 12:00 p.m. Excluded are statutory holidays including New Year's Day, Martin Luther King Jr Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, and the day after, Christmas Eve, Christmas and New Year's Eve. All excluded holidays are to be listed on the current year's price sheet.

1.2 Private Property: All cemeteries are privately owned lands. Under the discretion of the Village Administrator, the cemetery can be closed at any time for safety purposes. If the road closed sign is up, the cemetery is closed until further notice. Tampering with the sign is prohibited and can only be removed by the Village Administrator or their designee. Interment Rights Holders and public visitors enjoy the use of the cemetery at their own risk and shall be governed by the following:

- **Damage to Property:** No one may damage, destroy, remove, or deface any property in or belonging to the cemetery.
- **Vehicles:** Vehicles within the cemetery shall be driven at a speed less than 10 miles per hour. At no time shall such vehicles park or drive on the grass. Owners of vehicles will be held liable for any damage caused by their drivers or vehicles.
- **Improper Conduct:** In the sole opinion of the cemetery, any person whose actions, conduct, behavior, or attire disturbs the decorum of the cemetery, or who violates these Regulations will be asked to leave the cemetery grounds.
- **Special Events:** Special Events are permitted with the prior approval of the Village Administrator and the Council.
- **Soliciting:** Canvassing, soliciting, advertising or distributing business cards in the cemetery is prohibited, as is the placing or displaying of any manufacturer's, monument dealer's, or quarry's name, insignia or trademark in any form.
- **Nonmotorized Vehicles such as Roller Blades, Skateboards, and Bicycles:** Nonmotorized vehicles are permitted in the cemetery providing the user is respectful and keeps vehicles on roads of the cemetery. All movement should stop if a funeral is in process.
- **Loitering:** Loitering, sledding, snowmobiles or all-terrain vehicles are not permitted on cemetery grounds.
- **Trespassing:** It shall be unlawful for any person to enter upon or trespass within the limits of the cemeteries after sunset or before sunrise.
- **Rubbish:** Trash containers are in various areas of the cemetery grounds for the purpose of keeping the grounds free of rubbish. The containers should not be overfilled. Organic material such as pinecones, sticks, leaves & grass clippings should not be put in trash containers.

- **Alcoholic Beverage:** No consumption of an alcoholic beverage is allowed on the property.

1.3 Liability for Loss or Damage: Outdoor cemetery conditions: Evergreen Cemetery uses its best efforts to maintain the cemetery in a safe and hazard-free manner. There are many natural outdoor conditions to the cemetery that Evergreen has no control. Evergreen is not responsible for any and/or all personal injuries, including bodily injury, attributed to, but not limited to the following conditions:

- Natural outdoor conditions found in an open grassy area or any surrounding trees planted by the cemetery i.e., exposed roots.
- Ground conditions created by the settling of graves, or general ground maintenance.
- Ground conditions that are created by forms of precipitation common to northeast Ohio, all of which create a variety of conditions on cemetery grounds, requiring visitors to use caution when walking the cemetery grounds.
- Rain and/melting snow may make the cemetery grounds wet and soft making it possible to sink when walking the grounds. The possibility of sinking is increased when stepping on a new grave that is saturated with water.
- Decorations placed on graves by people visiting the deceased may present a hazard when walking on cemetery grounds. Such decorations may be obscured by snow during the winter months. Snow will conceal hazards throughout the cemetery.
- The cemetery assumes no liability or responsibility for the loss of, or damage to, any grave, lot, columbarium niche, monument, marker, or article that may be placed on an Interment Right except as noted below.
- The cemetery only assumes liability if, during the course of performing routine cemetery operations, the cemetery or its employees cause significant damage to any grave, lot, columbarium niche, monument, or marker. The liability shall be limited to the extent of the damage caused, and the cemetery shall make a reasonable effort to correct the damage.
- The cemetery is not responsible for loss or damage from any causes beyond its reasonable control, whether the damage or loss be direct or collateral.

1.4 Changes in Regulations: The Village Administrator may, from time to time, change the regulations to best serve the interests of its cemeteries and the Interment Rights Holders. All changes to the regulations are subject to the approval of the Village of South Amherst Council.

1.5 Right to Re-survey: The Cemetery expressly reserves the following rights and privileges to be exercised from time to time in accordance with any governing legislation in effect at the time:

- To resurvey, enlarge, construct a building or structure, alter, and/or diminish all or any portion of the Cemetery.
- To lay out, establish, close, eliminate, or modify or change the location of roads, walks, or drives.
- To create or remove easements and rights of way over and through all the Cemetery premises for the purpose of installing, maintaining, or operating utility or communication lines, drains, irrigation systems, or for any other cemetery purpose provided that no Burials or sale of Interment Rights have taken place in these areas.
- No easement or right of interment is granted to any Interment Rights Holder in any road, drive or walk within the cemetery, but such road, drive or walk may be used as a means of access to the cemetery if the cemetery devotes such road, drive or walk to that purpose.

2.0 SALE AND TRANSFER OF INTERMENT RIGHTS

2.1 Ownership of Interment Rights: Ownership of all cemetery lands remains vested with the village at all times. Purchasers of interment rights acquire only the right and privilege to direct the burial of human remains and the installation of monuments, markers, and inscriptions, subject to cemetery regulations. Until payment is made in full no burial, entombment, monument, marker, inscription, or memorialization is permitted. A deed of ownership, containing the name of the person to be interred and other pertinent information, is issued to the purchaser when payment in full is received.

The purchase price of the lot is based on the current residency of the intended person, which is listed on the deed at the time of sale. If a resident wishes to transfer their lot to a non-resident, the Cemetery Clerk will determine if an additional amount is owed by the non-resident with the approval of the Village Administrator.

Purchases can be paid for at one time or by using an installment payment plan of (12) twelve months. The first month's payment is due when the contract is signed. Subsequent payments are due at the end of each month. There is no prepayment penalty. No Deed will be issued, and no burial permitted, until payments are made in full.

All Interment Rights purchased shall be presumed to be owned by the person named as the Owner on the Deed; provided, however, that a spouse of the Owner shall have a vested Right of Interment of his/her body in an unused place of interment conveyed to the other, which right shall continue as long as he/she shall remain the legal spouse of the Owner or shall be his/her spouse at the time of such Owner's demise. No conveyance or other action, without joinder therein or by written consent attached thereto, shall divest such spouse of his/her vested Right of Interment. A vested Right of Interment as herein provided may be waived and shall be terminated upon disposition elsewhere of the remains of the person entitled thereto. Termination of vested right of interment is subject to the Cemetery Clerk receiving sufficient evidence of such disposition.

The owner of Interment Rights may dispose of same by will or, if the owner dies intestate, the Interment Right will descend to his or her heirs, according to the laws of descent, all subject to approval by the Cemetery Clerk and Village Administrator. The Interment Right holder must provide a list and order of descendants and are also responsible for updating the list and order of descendants if there are any changes.

Any person who receives a cemetery lot by gift, inheritance, or any other means other than the original conveyance shall, within one year after receiving the interest, give written notice of the person's name and address to the Cemetery Clerk, and shall notify the Cemetery Clerk of any subsequent changes in the person's name or address.

The terms of sale and any deed for any lots executed in compliance with the notification requirements set forth above shall state that the Village Administrator shall have the right of reentry to the cemetery lot if the notification requirements are not met. At least ninety days before establishing reentry, the Cemetery Clerk shall send a notice by certified mail to the last known owner at the owner's last known address to inform the owner that the owner's interest in the lot will cease unless the notification requirements are met. If the owner's address is unknown and cannot reasonably be obtained, it is sufficient to publish the notice once in a newspaper of general circulation in the county. To establish a reentry, the Council shall pass a resolution stating that the conditions of the sale or of the deed have not been fulfilled and that the Village Administrator reclaims the interest in the lot.

2.2 Re-sale of Interment Rights: The cemetery reserves the sole and exclusive right to sell Interment Rights within its cemeteries. Interment Rights Holder(s) who wish to sell any unused grave, lot, columbarium niche, or mausoleum crypt must transfer their interest to the cemetery. Under no circumstances may an interment rights holder(s) sub-divide or resell any or all portions of a grave, lot, columbarium niche, or mausoleum crypt privately. They shall be entitled to the amount paid for the interment right. The cemetery is not obligated to repurchase any unused portion of a lot, columbarium niche, or mausoleum crypt.

2.3 Transfer of Interment Rights: Interment Rights Holder(s) are not permitted to transfer Interment Rights directly to another person unless following the laws of descent. The transfer must be completed using prescribed forms and registered with the cemetery for the transfer to take effect. A Record Change Fee will be charged by the cemetery for administration and registration of the transfer of Interment Rights. If the Interment Rights were sold at village resident pricing, and the transfer is to a nonresident, they must pay the difference of the current nonresident price. The Interment Rights Holder(s) may also sell their rights back to the cemetery for the price paid at the time of purchase.

2.4 Arrears: Transfers of Interment Rights may be made only after the Interment Rights have been paid in full and any arrears associated with them are paid in full.

2.5 Perpetual Care Fund (Cemetery Income Fund): A percentage of the purchase price of all Interment Rights, monument foundations, and opening and closing cost is contributed to a Perpetual Care Fund. The funds will be used for major capital improvements or other outside contracts that are not covered by daily operating funds.

2.6 Endowment Fund: Funds in the endowment fund account are monies accepted by agreement, gift, devise, or bequest. The principal may not be used. It is there to generate interest income that may be transferred to the Perpetual Care Fund, for the general care and maintenance of the cemetery lots.

2.7 Operating Account: The Operating Account is to be used for day-to-day operating expenses of the cemetery. This includes wages of the village workers or sexton for the upkeep of the cemetery. Upkeep includes the installation of monument foundations, maintenance of the graves, and upkeep of the cemetery.

3.0 BURIALS

3.1 Authorization, Information, and Documents Required for a Burial:

- **Permission of Interment Rights Holder:** Interment Rights Holder(s) or their agent must contact the cemetery office and provide direction and authorization prior to a burial or entombment taking place. Should the Interment Rights Holder be the deceased, direction must be provided by the next of kin, estate executor, or funeral home. Telephone, facsimile or e-mail orders for burial or entombment may be accepted from the funeral home planning for the family.
- **Proof of Registration of Death:** A Burial permit issued by the Registrar General or equivalent document showing that the death has been registered must be provided to the cemetery office on the day of the burial. A Certificate of Cremation must be submitted to the cemetery office before a burial of cremated remains may take place.
- **Information Required:** The Cemetery Clerk may request a copy of your purchase records or deeds.
- **Payment:** Payment must be made to the cemetery before a burial may take place.
- **Authorization of Social Services Agency:** Written instruction from a social services administrator must be submitted to the cemetery office before a burial assisted by a Social Services Agency may take place.

3.2 Notice and Approval Required: Request for burials shall be made through the Cemetery Clerk and notice shall be given at least 24 business hours of notice for each burial or cremation. The Cemetery Clerk will give notice of the day and time approved for the burial to the Village Administrator and Sexton.

3.3 Opening and Closing of Interment Rights: Graves and Lots shall be opened and closed only by the Cemetery.

- A fee will be charged for the opening and closing of a grave. Prepayment of the opening and closing costs can be made with the understanding that any increase in pricing for opening and closing cost will be paid before a burial may take place. Prepaid opening and the closing cost will be maintained in a segregated fund to be used at the time of burial. Payment plans for prepaid opening and closing cost may be arranged with the cemetery clerk.

- A fee may be charged if a monument needs to be removed from a gravesite prior to the opening of a grave. The monument will not be reset until the ground has had time to settle.
- Every effort will be made to complete a burial on the assigned day and time. If due to inclement weather conditions, health and safety concerns, or conditions beyond the cemetery's control, a burial cannot be made at the scheduled time, the cemetery reserves the right to establish a temporary set up, and the burial shall be completed as soon as possible at a later designated time.
- The cemetery retains the right of passage over every lot or grave so that cemetery operations may be performed effectively.
- The cemetery retains the right to temporarily relocate a monument or marker so that cemetery operations involving the opening and closing of a lot or grave may be performed.
- The opening of a lot or grave for burial may necessitate the temporary mounding of earth on adjacent Graves. The cemetery reserves the right to determine the location for the temporary mound and will make reasonable efforts to restore adjacent graves to their original condition as soon as possible following the closing of the grave.
- Funeral flowers, delivered to the cemetery at the time of burial, will remain on the lot or grave for a minimum of 5 days and will be removed at any time thereafter and disposed of by the cemetery.

3.4 Number of Burials: A maximum of one casket, or two cremated remains, or one casket and one cremated remains are permitted in each Grave. A casket may have an additional human cremation or body interred. There will be a fee for the recording of the second person.

3.5 Closed Caskets or Containers: Remains must be delivered to the cemetery for Burial in a closed casket or container. Under no circumstances may an employee of the cemetery open or close a casket or container.

In the case of cremated remains, remains must be delivered to the cemetery for Burial in a closed cremation urn or container, and the cremated remains will be buried in such cremation urn or container.

3.6 Outer Containers: Caskets require an outer container (vault) of concrete, steel, or other permanent nature be used. Cremains must be enclosed in a container that is non-degradable, durable, and not penetrated easily.

3.7 Cremated Remains: Cremated remains may be added to an existing family grave with written consent from immediate family members.

3.8 Requirements for Removal of Caskets, Containers or Cremated Remains: Human remains may be removed from a Lot or Grave with the approval of a medical, health, or government official. The cemetery office must be notified before a removal of casketed human remains may take place.

- Removals may also be ordered by certain public officials without the consent of the Interment Rights Holder(s) and/or next of kin(s).
- The cemetery will not be responsible for damage to any casket or container which occurs during the course of the removal. A new casket or container may be required to facilitate a removal for which an additional charge will apply.
- The cemetery will not be responsible for damage to any cremation urn or cremation outer container which occurs during the course of the removal. Due to the length of time a cremation urn has been buried and/or the conditions to which it has been exposed, the cemetery cannot guarantee that it can retrieve a cremation urn or cremation container buried in a Lot or Grave. The condition of any cremation urn or cremation container disinterred may be unstable, in which case, a replacement urn may be required at the expense of the party authorizing the removal.
- Removals will be completed at a day and time designated by the cemetery.

- The cemetery may require any casket, outer container, cremation urn or cremation outer container that has been replaced to be removed from the cemetery for disposal. All costs shall be the responsibility of the party requesting the authorized removal. Under no circumstances can a used casket be directed to a crematorium for disposal.
- If Interment Rights are sold back to the cemetery, any Monuments or Markers are to be removed before the transfer can be completed. The cost for the removal of the memorials and foundations shall be paid by the individual(s) requesting the transfer.
- The cemetery reserves the right to disallow any witnessing of the removal if it feels at its sole discretion that the health or safety of anyone present may be at risk.
- Fees for disinterment will be twice the going rate of an opening and closing if the deceased is being moved from one lot to another in the cemetery.

3.9 Pets or Other Animals: Only human remains shall be buried or entombed in the cemetery. Pet cremation containers left at the memorial site are also prohibited.

4.0 MEMORIALIZATION

A) General

4.1 Unstable Memorials: Should any memorial or private mausoleum present a risk to public safety because it has deteriorated to the point of becoming unstable, the cemetery shall do whatever it deems necessary by way of repairing, resetting, or laying down the memorial or private mausoleum or any other remedy to remove the risk.

4.2 Moving Corner Posts or Number Markers: The Village Administrator or their designee may move corner posts or number markers.

B) Monument

4.3 Approval of Monument Design: A Monument or other structure shall be erected only after its design, dimensions, plans and specifications relative to the material, construction, proposed location, and all attachments and sculpture are submitted to and approved by the cemetery. The cemetery reserves the right to remove any monuments or memorials that have not been approved.

4.4 Only One Monument to a Lot: Only one headstone monument shall be erected within the monument space on any lot. Additional markers such as veteran memorials or foot markers are permitted.

4.5 Monument Location: The cemetery has the right to place the monument in a manner that follows the others in the same area. The cemetery attempts to place the monument as the family requests.

4.6 Monument Foundations (aka Footers): Concrete Monument foundations/footers are required to maintain the stability of all monuments and shall be built by the cemetery in the designated monument space at the expense of the purchaser. All foundations/footers must be paid in full prior to their installation.

4.7 Footstone and Cornerstone Locations: Footstones and cornerstones shall be flush with the ground.

4.8 Size of Monument: The overall face area of the monument (including the monument die stone, monument base, and all parts of the monument therein) shall not exceed 15 percent of the area of the lot. The overall width of a monument, at any point, cannot exceed the overall width of the foundation/footer.

4.9 Monument Bases: The base of a marker cannot exceed one grave space. The maximum width of a marker cannot exceed 40 (forty) inches for a single grave, 88 (eighty-eight) inches for a double grave, & 136 (one hundred thirty-six) inches for a triple grave.

The cemetery does not accept any responsibility or liability for the picture, photograph or monument should a picture or photograph become lost, faded, cracked, damaged, or need to be removed.

4.10 Vertical Joints: To ensure stability and preservation, a mausoleum, or monument shall not have any uncovered vertical joints.

4.11 Candle Holders and Vases: A maximum of two outdoor candle holders, solar lights, or vases may be attached to the Monument. If a translucent section is necessary, it must be made of unbreakable material. The candle holders should only be for decoration and not use flammable material.

C) Delivery of Monuments/Markers

4.12 Delivery of Markers to the cemetery: Markers shall not be delivered for the period November 1 through April 1 as weather conditions can negatively affect the installation.

4.13 Delivery of Monuments to the cemetery: No monument shall be delivered to the cemetery for installation until the Monument Foundation/Footer has been constructed and the marker retailer has been notified by the cemetery.

5.0 CARE AND GROUND'S RULES

5.1 General Care of Burial Rights:

Income from the Care and Maintenance portion of the Interment Right purchase is trusted in a fund and used to maintain, secure and preserve the cemetery grounds. An example of routine maintenance services covered by the Operating Fund includes:

- Re-leveling and sodding or seeding of lot or graves
- Maintenance of cemetery roads, sewers, and water systems
- Maintenance of perimeter walls and fences
- Maintenance of cemetery landscaping
- Maintenance of Columbaria
- Repairs and upkeep of cemetery maintenance buildings and equipment

Interment Rights Holder(s) understand that material may have to be removed to facilitate a burial within a lot or grave. The cemetery will make reasonable efforts to preserve and re-install the material but does not assume any responsibility or liability in this regard.

Planting flowers, trees, shrubs, etc., is not permitted by an individual person. However, a donation of a tree or a plant in memorial must be approved in writing by the Village Administrator and planted by the cemetery Sexton or approved professional landscaper. The cost of a professional landscaper will be at the donor's expense. If there has been an unauthorized planting, the family will be notified in writing and asked to remove the planting within 10 days, or an arranged date with the Village Administrator.

5.2 Grading Lots and Cutting Sod: Only the cemetery or contractors authorized by the cemetery may cut or remove sod or soil or change the grading of a lot or grave or any surrounding area.

5.3 Water taps: Taps are to be closed after each use. Please report any leaks to the cemetery office.

6.0 ARTICLES PLACED ON INTERMENT RIGHTS

6.1 General: The cemetery is committed to supporting a broad array of religious and ethnic preferences and diligence to create a respectful and dignified resting place for the multi-cultural communities that we serve.

The cemetery reserves the right to regulate the articles placed on Lot or Graves that pose a threat to the safety of all Interment Rights Holders, visitors to the cemetery and cemetery employees, prevent the cemetery from performing general cemetery operations or are not in keeping with the dignity and decorum of the cemetery. Prohibited articles will be removed and disposed of without notification.

To assist Interment Rights Holder, the following is a sample of articles that are prohibited from being placed on Lots or Graves within the cemetery:

- Articles made of hazardous materials such as glass, ceramics, or corrosive metals
- Loose stones or sharp objects
- Trellises or arches
- Fencing
- Containers are prohibited unless specifically designed and intended for cemetery use.
- Tripods are not permitted during mowing season. Tripods with wreaths are permitted from November 1st through March 1st.
- Shepherd Hooks
- Pet cremation containers
- Hanging baskets
- Solar lights mounted in the ground surrounding the headstone or outlining a grave (see 4.11)
- Statues of any size that cannot be mounted to the footer or headstone
- Beverage containers of any type or tobacco products

6.2 Decorations: Decorations may be placed 1 foot directly in front of the monument unless specifically designed to be placed upon the monument. This rule is in effect from March 1st through November 1st. Please see 6.6 for Memorial Wreaths and see 6.1 for prohibited decorations. If the one-foot area is not maintained by the family and kept free of grass and weeds, all items will be removed. Decorations which have become worn, faded, or destroyed by inclement weather will be disposed of upon the discretion of the Sexton or Village Administrator.

6.3 Candles, Incense or Flammable Articles: Lit candles, incense, or other flammable articles are prohibited. The cemetery may remove at its sole discretion, any such article and dispose of it without notification.

6.4 Fresh Cut or Artificial Flowers: Fresh cut or artificial flowers or plants must be placed in the designated area or in a non-breakable, non-corrosive flower vase adjacent to the memorial. Fresh cut or artificial flowers and plants that have become unsightly and empty flower vases that cannot be turned down into the ground in a receptacle will be removed and disposed of by the cemetery without notification.

6.5 Military Markers: Military markers provided to the cemetery by the Veterans Administration are permitted. If the military marker becomes damaged, the Cemetery Clerk will work with the Veterans Administration to replace them.

6.6 Memorial Wreaths: Wreaths on tripods may be placed in the cemetery only between November 1st and March 1st of each year. To prepare the grounds for Spring, wreaths on tripods must be removed before April 1st. Wreaths on tripods not removed by April 1st will be removed and disposed of by the cemetery without notification. Wreaths attached directly to the monuments are permitted year-round.

6.7 Responsibility for Articles: Articles placed on graves, lots or columbarium niches are the sole responsibility of the Interment Rights Holder(s). The cemetery is not responsible for the loss of or damage to any articles placed within the cemetery.

7.0 COLUMBARIUM NICHES

7.1 Payment: Payment must be made to the cemetery before an entombment may take place.

7.2 Sealing after Entombment: Only the cemetery may open and seal niches for entombments. This applies to the inside sealer and the niche front.

7.3 Floral Tokens from Funeral Services: Floral tokens from services may be placed in a designated area and will be removed and disposed at the discretion of the cemetery. All funeral service flowers will be removed in five days. Any other items of endearment left from the funeral service will be held for pick up at the Village of South Amherst town hall for a period of (10) ten days. The items left after ten days will be disposed of.

7.4 Floral Tokens in Outdoor Niches: Artificial and fresh-cut flowers in vases attached to niches are permitted any time if they do not encroach on adjacent niches. Artificial and fresh-cut flowers that have become unsightly will be removed and disposed of without notification.

7.5 Floral Tokens in Indoor Niches: Artificial flowers in vases attached to niches are permitted any time provided that they do not encroach on adjacent niches. Artificial flowers that have become unsightly will be removed and disposed of without notification.

7.6 Articles not Permitted: Pedestals, urns, candles, vesper lights, articles of a heavy or cumbersome character, musical greeting cards, and any articles placed on the floor or ground are deemed to be prohibited articles and shall not be allowed on or in the general vicinity of the niche. Prohibited articles will be removed and disposed of without notification.

8.0 CONTRACTOR

8.1 Contractor Pre-approval Required Before Working: The cemetery will not be held responsible for any contract work that is arranged by the lot holder. If asked, the contractor should be able to provide proper paperwork. It is the responsibility of all contractors to report to the cemetery office and provide the necessary approvals before traveling to the lot or grave to perform the work.

Contractors who begin work within the cemetery without first obtaining all proper authorizations contained herein will be asked to leave the property.

8.2 Compliance with Legislation: Any person, firm, or corporation ("Contractors") performing any work in the cemetery must comply with all applicable legislation including without limitation; Workers' Compensation, Occupational Health and Safety and Environmental Protection, and maintain general liability insurance. We reserve the right to ask for written proof of such coverage.

Should a contractor not be able to provide written proof of coverage within the prescribed time limit, said contractor shall be prohibited from completing any work within the cemetery until written proof of coverage has been provided to the cemetery.

8.3 Cemetery Regulations Apply: All cemetery regulations apply to all contractors and all work carried out by contractors within the cemetery grounds.

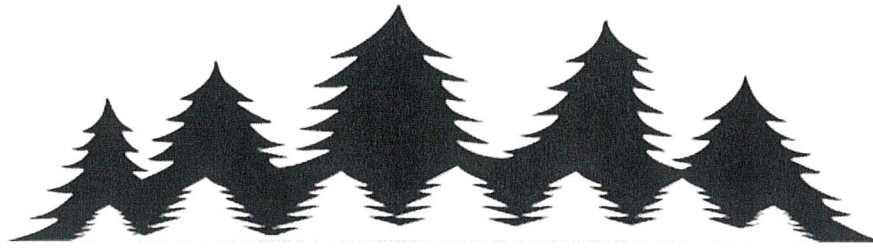
8.4 Contractor's Liability: Contractors will conduct their operations to prevent damage to any grounds, turf, shrubs, trees, flowerbeds, monuments, markers, vases, or any other article or natural feature in the cemetery. Contractors shall lay planks on the lots, graves, and paths over which heavy materials are to be moved, to prevent damage. Any damage caused by contractors shall be rectified by the cemetery at the expense of the contractors.

8.5 Contractor Hours of Work: contractors will be permitted to complete their work during the following hours; 8:00 a.m. to 5:00 p.m. Monday through Friday, and 8:00 a.m. to 4:00 p.m. on Saturdays. Contractors are not permitted to work within the cemetery during evenings, Sundays or statutory holidays.

Contractors shall temporarily cease all operations if they are working within 50 feet of a funeral until the conclusion of the service. The cemetery reserves the right to temporarily cease contractor operations at their sole discretion if the noise of the work being performed by the contractor is deemed to be a disturbance to any funeral or public gathering within the cemetery.

8.6 Contractor Attire and Conduct: Contractors performing work within the cemetery are responsible for their actions, conduct, behavior, and attire.

8.7 Removal of Implements and Rubbish: Contractors working within the cemetery must remove all implements, equipment, and rubbish from the cemetery after the completion of work or at the end of each workday. All work sites must be secured when left unattended.



EVERGREEN CEMETERY
Village of South Amherst
Effective Date: March 10, 2025

NOTE: Checks made payable to Village of South Amherst

Village Property Owner or Village Resident Rent or Lease Pricing: (see page 5 for qualifications):

Standard Lot.....\$ 504.00
Cremation Lot.....\$ 312.00

Nonresident Pricing: (see page 5 for qualifications)

Standard Lot.....\$ 960.00
Cremation Lot.....\$ 504.00

Burial Pricing:

Opening & Closing for Standard Grave.....\$1,200.00
Opening & Closing for Cremation Burial.....\$ 480.00

Additional Charge for Funerals Arriving After 2:00 pm.....\$ 150.00
Saturday Funeral Charge.....\$ 250.00

Monument Movement as needed.....\$ 150.00

Memorial Footer Pricing:

Installation Price = \$150.00 for sizes provided for in the regulations **PLUS**
Material Price = \$5.00 per inch of approved footer length per regulations.

NOTE: Regulations require footers to be constructed at the equivalent size of the base **PLUS** four inches on each side. All other footer costs outside the normal approved range are to be approved and priced at the discretion of the Village Administrator.

Military Footer.....Per current price of contractor
Gravel Bed for flat markers 12" x 12" or smaller.....\$ 50.00

Other Pricing:

Memorial Bricks – 4" by 8" with 3 line inscription.....\$ 75.00
Memorial Bricks – 8" by 8" with 6 line inscription.....\$150.00
Records Change fee as designated in Regulations.....\$ 50.00

No Burials on: New Year's Day, Labor Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving and the day after, Christmas Eve, Christmas Day, and New Year's Eve.

Effective 03/10/2025

For Information:

**Evergreen Cemetery
201 West Main St
S. Amherst, OH**

**Pioneer Cemetery
S Lake St
S. Amherst, OH**

**Cemetery Clerk
103 West Main St.
S. Amherst, OH 44001
440-985-0171 - direct
cemeteryclerk@southamherst.org**

**Village Administrator
103 West Main St.
S. Amherst, OH 44001
440-986-1162**

**Mayor
440-986-8222 Ext 3**

**Village Website
www.villageofsouthamherst.com**

RESOLUTION NO. 757-25

Rate of Compensation for Water Clerk

Lorain County, Ohio

Be It Resolved, *by the Council of the Village of South Amherst*

WHEREAS, this date, March 10, 2025 Council moved to adopt the following Resolution and declaring an emergency:

WHEREAS, the Council of the Village of South Amherst hereby fixing the rate of compensation of the Water Clerk with an hourly rate of \$18.50/hour, effective March 9, 2025.

WHEREAS, This Resolution hereby repeals any and all provisions of Ordinances and/or Resolutions which are in conflict herewith.

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of the Village of South Amherst concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Village of South Amherst Council, and that all deliberations of the Village of South Amherst Council and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

That this Resolution is declared an emergency measure necessary for the immediate effectiveness of this Resolution. Wherefore, this Resolution shall be in full force and effect from and immediately after its passage and approval.

Adopted the __th day of March 2025

Scott Jones, Mayor

ATTEST: _____
Michelle Henke, Fiscal Officer

I, Michelle Henke, the Fiscal Officer of the Village of South Amherst, certifies that the forgoing Ordinance No. **757-25** is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in and open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director
Res. 757-25 SA\ Rate of Comp WC

RESOLUTION NO. 757-25

Rate of Compensation for Water Clerk

Lorain County, Ohio

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That this Resolution is declared an emergency measure necessary for the immediate effectiveness of this Resolution. Wherefore, this Resolution shall be in full force and effect from and immediately after its passage and approval.

Adopted the 10th day of March 2025

Scott Jones, Mayor

ATTEST: _____
Michelle Henke, Fiscal Officer

I, Michelle Henke, the Fiscal Officer of the Village of South Amherst, certifies that the forgoing Ordinance No. **757-25** is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in and open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director
Res. 757-25 SA\ Rate of Comp WC

RESOLUTION NO. 758-25

*GoGreen Landscaping LLC
Lawn Maintenance for Evergreen and Pioneer Cemeteries*

Lorain County, Ohio

Be It Resolved, by the Council of the Village of South Amherst

WHEREAS, this date, March 10, 2025, Council moved to adopt the following Resolution and declaring an emergency:

WHEREAS, the Village of South Amherst authorizes the Mayor to enter into a service agreement with GoGreen Landscaping LLC..

NOW THEREFORE, it is hereby RESOLVED by the Council that:

The Village of South Amherst elects to enter into a service agreement with GoGreen Landscaping LLC. for lawn maintenance at Evergreen and Pioneer Cemeteries per the agreement specifications attached in Exhibit A

BE IT FURTHER RESOLVED: that it is hereby found and determined that all formal actions of the Village of South Amherst concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Village of South Amherst Council, and that all deliberations of the Village of South Amherst Council and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

That this resolution is declared an emergency measure necessary for the immediate effectiveness of this Resolution. Wherefore, this Resolution shall be in full force and effect from and immediately after its passage and approval.

Adopted the 10th day of March, 2025

Scott Jones, Mayor

ATTEST: _____
Michelle Henke, Fiscal Officer

I, Michelle Henke, the Fiscal Officer of the Village of South Amherst, certifies that the forgoing Ordinance No. 758-25 is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in and open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director
SA\2025 Res. 758-25 GoGreen Lawn Maintenance Cemeteries



Landscape Seasonal Maintenance Contract

This Landscape Maintenance Contract (the "**Agreement**") is entered into as of this 15th day of April 2025, by and between GoGreen Landscaping LLC and Evergreen and Pioneer Cemetery, ("**Owner**"), till 15th day of November 2028.

In consideration of the mutual promises set forth hereunder, the sufficiency of which is hereby acknowledged, GoGreen Landscaping LLC and Owner agree as follows:

1. **Services.** GoGreen Landscaping shall perform the services set forth in Exhibit A (the "**Services**") at **Evergreen & Pioneer Cemetery** (the "**Property**") approximately every seven days during the active growing season (April - November).
2. **Monthly Payment.** The owner shall pay GoGreen Landscaping LLC \$3,796.63 per month (the "**Monthly Payment**" see Exhibit B), for eight months from the date of this Agreement for the Services. GoGreen Landscaping shall issue an invoice for the Monthly Payment, plus any additional services agreed upon by the parties, on or about the 1st of every month, with payment being due on or before the 15th of every month, unless prior arrangements have been made. GoGreen Landscaping LLC shall charge a \$35.00 late fee if any monthly invoice is not paid in full by the last day of the month in which it was issued.
3. **Term.** Either party may terminate this Agreement upon thirty (30) days' notice to the other party; provided, however, that Owner shall not be permitted to terminate this Agreement during the months of November, December, January, or February.
4. **Suspension of Services.** In the event that any invoice submitted to Owner hereunder is sixty (60) days or more past due, then GoGreen Landscaping LLC shall have the right to suspend all Services until all past due amounts, including late fees, are paid in full.
5. **Considerations for Insurance, Licenses, Permits and Liability.** GoGreen Landscaping LLC will carry liability insurance as required by law and require the same of any sub-contractors and provide proof of same to the client on request. GoGreen Landscaping LLC will carry any licenses required by law and pull appropriate permits for work that requires it.

Situations which Contractor may deem are not his/her responsibility

- Death or decline of plant material due to improper selection, placement, planting or maintenance done before the time of this contract.
- Damage due to improper irrigation, components existing at the time of contract execution.
- Exposed cables/ wires or sprinkler components/ lines normally found below the lawn's surface.
- Fire, storm, wind or cold damages.
- Disease or damage to lawns or landscape plants caused by excessive irrigation or lack of water due to inoperative irrigation components provided he/she reported this to client.

- Damage caused by or to any item hidden in the landscape and not clearly guarded or marked.
 - Damage due to vandalism.
6. **Miscellaneous.** (a) Time shall be of the essence in the performance of this Agreement. (b) If any part of this Agreement is held unenforceable for any reason, the remaining portion of this Agreement shall remain in full force and effect and shall be carried out in a manner which is consistent with the intentions of the parties hereto. (c) In any legal action or proceeding arising out of, or relating to, this Agreement is brought by either party, the prevailing party, as determined by the court, shall be entitled to receive from the non-prevailing party, in addition to any other relief that may be granted, reasonable attorneys' fees, costs, and expenses incurred in the action or proceeding by the prevailing party.
-

GoGreen Landscaping LLC

Evergreen & Pioneer Cemetery

By: Patrick Arndt

By: _____

By: Patrick Arndt

By: Scott Jones

Title: General Manager

Title: Mayor, Village of South Amherst

Date: 02/24/2025

Date: 3/10/2025

EXHIBIT A
(Services)

Spring Clean Up

- As soon as weather conditions permit, in the spring, remove all leaves, debris, sticks, trash from lawn and bed areas and dispose.
- Blow or sweep-clean all paved areas including but not limited to sidewalks, driveways.
- Cost: \$408.04

Weekly Lawn Maintenance

- Mowing to be performed weekly mid-April to July.
- Lawns will be mowed at a height of 3 ½ inches. Appropriate mowing equipment and alternate mowing patterns shall be employed to limit soil compaction and permit recycling of grass clippings where possible.
- Gravesites and headstones are to be string trimmed each visit.
- All sidewalks and hard edges/curbs will be blade edged once a month.
- Monitor all lawn, shrub and flower beds for litter and/or debris and remove of immediately.
- Remove all weeds in shrub/flower beds and tree rounds as required.
- Blow or sweep-clean all paved areas including but not limited to sidewalks, driveways and parking spots.
- Skipped mows are to be determined and relayed backed to GoGreen Landscaping LLC.
- Evergreen: \$25,380
- Pioneer: \$2,760

Brush Hogging

- Evergreen brush hogging two times a year one in spring and one in fall.
- Cost: \$600

Fall Clean-Up

- Remove all leaves, debris, sticks, trash from lawn and bed areas and dispose.
- Cut back perennials in all established shrub/flower beds and tree rounds.
- Final pruning will be performed using correct horticultural practices to encourage healthy growth. Spot prune trees to remove sucker growth and dead/damaged branches as required. Trees that do not exceed 15 feet are included in this maintenance service.
- Blow or sweep-clean all paved areas including but not limited to sidewalks, driveways and parking spots.

Memorial Garden

- As soon as weather conditions permit, in the spring, remove all leaves, debris, sticks, trash from lawn and bed areas and dispose.
- Deep edge existing shrub/flower beds and tree rounds. To a minimum depth of 3"
- Apply pre-emergent herbicide to all currently mulched beds and tree rounds.
- Plants/shrubs/trees that require pruning will be pruned.

Resolution 758-25 Exhibit A

- Supply & install double shredded brown to a depth of 1.5-2" in all established shrub/flower beds and tree rounds.
- Blow or sweep-clean all paved areas including but not limited to sidewalks, driveways.
- Cost: \$1,225

Optional Services Concrete at Evergreen

- Footer Installation:
Equal to or less than four feet (4ft): \$219/per site
If larger than four feet (4ft): \$54/ per ft added
- Straighten Footers: \$63/ per footer
- Veteran Marker Installation:
Stone Base: \$63/ per marker
Cement Base: \$155/ per marker

Resolution 758-25 Exhibit A

Exhibit B
(Monthly Payment)

Type of Service: Seasonal Lawn Maintenance

Total Annual Cost: \$30,373.04

Total Monthly Cost: \$3796.63

(Cost of Service / 8 = Total Monthly Cost)