

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst
REGULAR COUNCIL
April 14, 2025

CALL TO ORDER 7:00 p.m.

LORD'S PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL

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

(EA – excused absences)

Councilmember Siesky move to accept the absence of Councilmember Jeffers due to illness.

Councilmember Koscho seconded the motion.

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

APPROVAL OF AGENDA

April 14, 2025

Amendment to the agenda:

Communication.

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

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

APPROVAL OF MINUTES

March 24, 2025

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

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

VISITORS

Jerry Smith 109 Kenwood St

Barb Sangiacomo 111 E Main St

Anthony Savage 667 S Lake St

MAYOR

Community Economic Development

CED Director has resigned from her position effective June 1. This is a relevant committee to the community and needs to continue. The role of director is currently a non-paid position with significant responsibilities. We may need to consider whether this becomes a council responsibility once again or if we should discuss the possibility of making it a paid position to ensure the continuity of the committee's work.

Councilmember Troike agrees that it should be a paid position and that there needs to be a discussion with the fiscal officer on feasibility. As liaison to the committee Councilmember Koscho is in full agreement. Councilmember Maschari commended Ms. Siss on the outstanding job she has done as the director. Council will research salaries for the position.

Resident Bill Pay

Residents please remember to pay your water bills in a timely manner to avoid being shut off. Appreciate the water department for cutting the number of shut offs down to under five.

2025786

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Volleyball Court

The council generally agrees that adding a volleyball court to the Community Park would be a positive enhancement. However, careful planning and exploring additional funding sources would be wise steps to ensure its success.

Announcement Procedure

Councilmember Troike moved to approve the Village Announcement Procedure Policy with a six month trial period. Councilmember Sangiacomo seconded the motion.

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

Better Block Committee

The Better Block Committee is a proposed volunteer-led group designed to engage local residents, business owners, and stakeholders in revitalizing and reimagining the downtown area of the Village of South Amherst. While our village is small and resources are limited, the potential for meaningful, positive change is significant. Through creativity, collaboration, and hard work, we believe we can breathe new life into our community core. Further information will be available in the newsletter and social media.

Councilmember Koscho move to approve the formation of the Better Block Committee.

Councilmember Siesky seconded the motion.

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

AI Training

The mayor volunteered to help any councilmember or staff with learning AI technology.

LAW DIRECTOR

The law director just completed an AI class through MIT and will be leading class at LCCC and for the Lorain County Bar Association. He has offered additional help for those in need.

FISCAL OFFICER

Payment Listing

Payment listing from 3/21/25 thru 4/9/25 was presented to council.

Financial Reports

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

March Mayor's Court

<u>Gross Receipts</u>	<u>Ohio</u> <u>Reparations</u>	<u>City of</u> <u>Oberlin</u>	<u>Total net</u> <u>Receipts to SA</u>	<u>Computer</u> <u>Fund Clerk</u>	<u>Computer</u> <u>Fund Court</u>	<u>General Fund</u>
<u>\$12,580.00</u>	<u>\$2,240.50</u>	<u>\$85.50</u>	<u>\$10,254.00</u>	<u>\$660.00</u>	<u>\$196.00</u>	<u>\$9,398.00</u>

February - March Bank Reconciliation

Completed and ready for signatures.

Sandstone Excavating - Fire Station

Project is finally completed. Sandstone Excavating fixed the float issue pro-bono.

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RECORDS CLERK

March Construction Report

B/Z	ADDRESS	DESCRIPTION	B/Z	ADDRESS	DESCRIPTION
B	596 S Lake	SGD, Siding	B	147 E Main	Re-roof
B	317 Fern	Re-roof	Z	102 Buckeye	New Home
B	105 Maroy	Re-roof	Z	116 W Main	Accessory Structure
B	108 N Lake	Water heater	Z	319 E Main	Fence
B	374 Annis	Windows	Z	130 Maroy	Accessory Structure

Records Commission

Meeting 4/28/25 at 6:30 p.m.

UTILITY ADMINISTRATOR

Water

Consumption report

Presented to council. Current water loss is less than 10%.

Councilmember Maschari stated that there is a scheduled rate increase for January 2026 and would like the department to contact RLCRW to inquire if there will be a rate increase. Ms. Maschari also asked, if there are any scheduled capital projects for 2026. The administrator replied that currently there is none, that they are doing smaller projects such as hydrant replacements and small sections or replacement.

Hart Asphalt has been contacted to repave the five water breaks around the village.

Shut-off Procedures

Procedures were presented to council and included in the posted Council Packet; no questions were asked.

LIHWAP

Any type of assistance to pay water bills must be done by the resident to various agencies. Currently, there is funding from federal or local agencies.

Cemetery

Drainage

2 breaks found, working with contractors to develop the best plan to alleviate the issue.

Street

No Turn on Red

Signs have been installed, and questions or comments please contact the Village Administrator.

DEPARTMENTS

March Call Report

Fire	EMS	MVA	Mutual	Other
3	15		2	1

COMMITTEES

Building & Grounds

Fire Department

Partition wall is almost completed, and the purpose is to restrict access to the air fill station. Waiting on estimates for the lentil plates.

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Communication

CODE RED ALERT

Councilmember Troike made a motion to have David Valentine as the main point of contact for Code Red. Councilmember Sangiacomo seconded the motion.

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

ORDINANCE

Ordinance No. 1831-25 (Second Reading) An ordinance amending Section 2 of Ordinance. 1825-25 Chp. 148 (Cemetery) of the South Amherst Codified Ordinances

Ordinance No. 1832-25 (Emergency) An ordinance repealing existing South Amherst Codified Ordinance Chapter 171, "Municipal Court" and enacting new South Amherst Codified Ordinance Chapter 171 entitled "Municipal and Mayor's Court," to comply with H.B. 29 (135th G.A.) Reforms, and declaring an emergency.

Councilmember Troike moved to suspend the rules and approve Ordinance No. 1832-25 as an emergency Councilmember Siesky seconded the motion.

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

Ordinance No. 1833-25 (First Reading) An ordinance repealing existing South Amherst Codified Ordinance Chapter 521.015 and enacting new South Amherst Codified Ordinance Chapter 521.15 Dumping Prohibited

Ordinance No. 1834-25 (First Reading) An ordinance repealing existing South Amherst Codified Ordinance Chapter 509.08 enacting new South Amherst Codified Ordinance Chapter 509.08 Noise Disturbances

MISCELLANEOUS

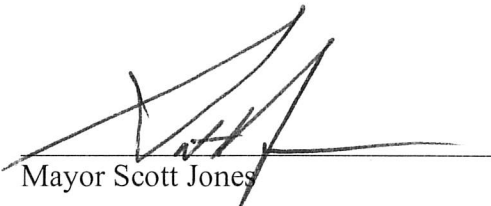
James Hunter Memorial Basketball Tournament

This will be the second year of the tournament, which the community is invited to partake in. Information posted on social media sites.

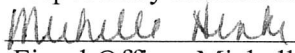
Newsletter

Articles due by mid-May, include QR code to register for non-emergency notifications.

ADJOURNMENT Time 7:46 p.m.


Mayor Scott Jones

Respectfully submitted,


Fiscal Officer Michelle Henke

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

Ordinance No. 1831-25

Passed: April 28, 2025

**AN ORDINANCE AMENDING SECTION 2 OF ORDINANCE 1825-25 CHAPTER
148 (CEMETERY) OF THE SOUTH AMHERST CODIFIED ORDINANCES**

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

SECTION 1: That Section 2 of Ordinance No. 1825-25 passed on the 27th day of January, 2025, is hereby amended to read as follows:

Section 2:

184.02 POWERS AND DUTIES

(a) The Village Council is authorized and empowered to make and adopt regulations relative to the management, care, upkeep, and improvement of village-owned cemeteries, and the burial of the dead therein, and regarding the construction, placement, and maintenance of monuments, markers, structures, trees, shrubbery, flowers, and other items upon the lots and graves in such cemeteries.

(b) The Village Council or its authorized representative is authorized and empowered to execute and deliver a proper deed to each purchaser of a lot in Evergreen Cemetery (or Pioneer Cemetery) upon payment of the price fixed therefore; to keep a suitable record showing the sale of lots, and the names and addresses of the owners thereof.

148.04 CEMETERY OPERATING FUNDS

(b) There shall be paid into the Cemetery Operating Fund a percentage of monies received as charges relative to the sale of graves, opening and closing of graves, and from any other sources not mentioned in any other sections herein as defined in the cemetery regulations. From such account shall be paid expenses for opening and closing of graves and the preparation and building of foundations for monuments, and from said fund, all cemetery labor and salaried shall be paid except such labor charged for the perpetual care of burial spaces and lots which charges shall be paid out of the Cemetery Perpetual Funds.

148.05 CEMETERY PERPETUAL FUNDS

(b) There shall be paid into the Cemetery Perpetual Funds Account a percentage of monies received as charges relative to the sale of graves and the opening and closing of graves as defined in the cemetery regulations. There shall also be paid into the Cemetery Perpetual Fund Account any interest earned from the Endowment Fund Permanent for the purposes of the perpetual care of the graves. From such account shall be paid expenses for the perpetual care of graves or contractual services as defined in the cemetery regulations.

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

SECTION 2: That existing Section 2 of Ordinance No. 1825-25, passed on the 27th day of January, 2025, is hereby repealed.

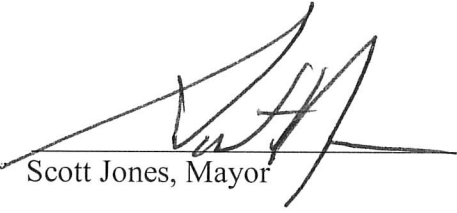
SECTION 3: Chapter 148 in its entirety is attached as Exhibit A

SECTION 4: That 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.

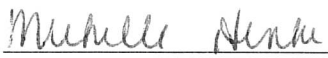
First Reading: March 24, 2025

Second Reading: April 14, 2025

Adopted the 28th day of April 2025.

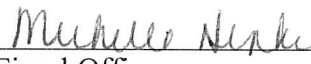


Scott Jones, Mayor

ATTEST: 

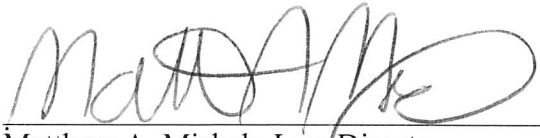
Fiscal Officer

I, the Fiscal Officer of the Village of South Amherst, Lorain County, Ohio, hereby certifies that the forgoing Ordinance No. **1831-25** 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/1831-25 Amend Ord 1825-25 Chp. 148 Cemetery