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

CALL TO ORDER

The council meeting was called to order by Mayor Jones at 7:00 p.m., commencing with the recitation of the Lord's Prayer followed by the Pledge Allegiance.

LORD'S PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL

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

APPROVAL OF AGENDA October 14, 2025 Amendment: Employee Health Insurance Premium.

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

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

APPROVAL OF MINUTES September 22, 2025

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

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

VISITORS

Fiscal Officer Trainee Wendy Kolmorgen
Anthony Savage 667 S Lake St.
Larry & Terri Jones 108 W Main St.
Mark Leshinski 592 S Lake St. commended the SAFD on their recent open house.

Mega Site Concerns
James Cahlik 1004 Pyle/SA Rd. - The speaker expressed significant concerns regarding the proposed mega site development, noting that while most of their property lies in South Amherst, a portion is in New Russia. They submitted a list of questions in advance and urged village officials to review them, emphasizing the importance of asking critical questions about the project. The speaker believes the development would drastically alter the character of the area, citing its unprecedented scale and potential environmental risks. They highlighted fears of pollution, strain on utilities, and the possibility of the site becoming a data center, which they believe would severely impact property values and the community's quality of life. Alternative locations, such as the Ford Plant, were mentioned but deemed too small in comparison to the proposed 2,000-acre site. The speaker warned of worst-case scenarios, including a failed project resulting in a vast, unused industrial space. They expressed willingness to engage in further discussions and support efforts to address these concerns, including outreach to county commissioners. The speaker also noted the irony of local concerns over minor traffic issues while facing the prospect of a massive industrial complex. The resident is considering relocating

due to the potential impact on their property and lifestyle, and raised alarms about utility strain, water table damage, and pollution affecting wells. Overall, they urged officials to research data centers and similar developments, stressing that this project would be unlike any other in the U.S. and could be devastating to the area.

FISCAL OFFICER

Payment Listing 9/19-10/9/25
Presented to council.

Financial Reports
The following September Financial Reports were presented to council: Revenue Summary, Fund Summary, Appropriation Summary and August Mayor's Court.

September Bank Reconciliation
Completed and in the binder ready for signatures

September Mayor's Court

Gross Receipts	Ohio Reparations	City of Oberlin	Total net Receipts to SA	Computer Fund Clerk	Computer Fund Court	General Fund
$11,625.00	$2,092.50	$79.50	$9,453.00	$619.00	$184.00	$8,650.00

Resolution #329 Acceptance of 2026 Tax Rates
Councilmember Maschari moved to accept the 2026 Tax Rates as presented. Councilmember Jeffers seconded the motion.
Jeffers x Koscho x Maschari x Sangiacomo x Siesky x Troike x Motion carried.

Appropriation Ordnance #330
The ordinance is to increase appropriations for the cemetery drainage and Rural Lorain County Water invoices for the remainder of 2025.

Health Care Premiums
The premium for 2026 will increase by 13%. Currently there are three eligible employees with two enrolled. The two employees that are enrolled in Plan C (single medical coverage only) will see their monthly premium rise from $850.33 to $960.81. The village contribution is currently $750.00 with the employee contributing $100.33. The fiscal officer recommended an increase plus rounding the amount in order to eliminate over withholding. Council members acknowledged the significance of the increase and expressed interest in retaining employees, noting that even marketplace premiums are rising. Further discussion regarding the village's overall contribution will take place at the next council meeting (10/27/25).

RECORDS CLERK

Planning Commission Public Hearing
The Planning Commission has called a Public Hearing set for October 20th to gather information and public opinion regarding a Conditional Use Permit for a Maternity Home.

Annex PP# 0500010102029 (Councilmember Maschari presented.)
The annexation project covering 15.68 acres received preliminary cost estimates of approximately $14,000.00 from two engineering/surveying firms. Following these estimates,

further discussions were held with KS Associates regarding the potential to restructure the project as a blanket layover. This approach would encompass all properties that were not properly annexed. Ms. Maschari has already completed the research on each affected parcel—representing a significant portion of the project cost—and will be scanning and forwarding the documentation to KS Associates for review.

A meeting will be scheduled with Craig Snodgrass, County Auditor, with attendance by the fiscal officer and Ms. Maschari. The purpose of the meeting is to obtain accurate information regarding whether it would be in the village's best interest to pursue annexation from the surrounding townships by aligning and conforming to municipal boundaries.

UTILITY ADMINISTRATOR
Street/Service
<u>White Birch Way</u>
Paving project has been completed and thank you to Hart Asphalt for their professionalism and promptness.

Cemetery
<u>Drainage Project</u>
Section B was not included original estimate. In order to complete the project it would cost an additional $10,000.00 which can be taken from the Perpetual Project Fund. After that the project will be completed. Diggers Excavating of Ohio has been doing an outstanding job.

Councilmember Maschari moved to approve $10,000.00 from the Cemetery Perpetual Care Fund to be used to complete the drainage project. Councilmember Jeffers seconded the motion.
Jeffers x Koscho x Maschari x Sangiacomo x Siesky x Troike x Motion carried.

<u>Footers</u>
Are scheduled to be poured in the next couple of weeks weather dependent.

Water
<u>Consumption report</u>
Presented to council.

Councilmember Maschari commented that there has been a considerable decrease in water loss. The administrator replied that we are at 17% which is getting close to the EPA .standard of 15%. A large part was due to exercising the valves which have not been done for numerous years.

<u>Shut offs</u>
There were five shut-offs with one still remaining which is due to a vacancy.

<u>Pricing</u>
The Utility Administrator recommended that Council proceed with the previously approved annual water rate increase. This recommendation was made to ensure the village remains proactive in managing potential future cost increases and maintains stability in water service pricing. Although RLCWA is not currently raising its rates, it was noted that Rural Water has historically implemented rate increases mid-year, typically around May or June. The rate

increase of $0.60 will be in effect on the January bill. Notification will be going out on the next billing cycle.

Councilmember Maschari asked the fiscal officer a question regarding the allocation of the $18,000—specifically, whether it would be deposited into the water operating fund rather than the user fee fund, which is typically reserved for infrastructure. It was confirmed that the funds would go into the operating account. While the operating fund could be used for a project if necessary, caution was advised due to the unpredictability of major expenses, such as the significant water line breaks experienced earlier in the year.

Council raised the question of why the village is not represented on the RLCWA Board. Mr. Waldecker at RLCWA will be contacted regarding the concern.

Job Description
The utility administrator recommended to council the elimination of separate job titles for the Water Operator and Street Service Worker and make one job description seeing that we contract with Eastwood to cover our EPA mandated testing requirements. Implementation is tentatively scheduled for November.

Councilmember Troike moved to approve the Public Works Operator Job Description.
Councilmember Siesky seconded the motion.
Jeffers x Koscho x Maschari x Sangiacomo x Siesky x Troike x Motion carried.

DEPARTMENTS
Fire
Councilmember Siesky moved to approve Art Mead as a Certified Firefighter/EMT.
Councilmember Jeffers seconded the motion.
Jeffers x Koscho x Maschari x Sangiacomo x Siesky x Troike x Motion carried.

COMMITTEES
CED
Halloween Fest & Upcoming Events
October 25th immediately following the parade, there will be vendors, food trucks, games
Still in need of a DJ

Trick-or-Treat
Same day the 25th from 6 -7:30 p.m.

ORDINANCE
Ordinance No. 1847-25 *(Second Reading)* An ordinance creating the position of Assistant Fiscal Officer and fixing the rate of compensation and declaring an emergency.

RESOLUTION
Resolution No. 765-25 *(Second Reading)* Employment Agreement with Matthew A. Mishak as Law Director for the Village of South Amherst 1 January 2026 to December 2026. Authorizing appointment of Prosecutor and Administrative Assistant.

Resolution No. 768-25 *(Emergency Reading)* Capital Recovery Systems, Inc. Agreement – Mayor's Court Debt Collection.

Councilmember Siesky moved to approve Resolution No. 768-25 and pass as an emergency. Councilmember Koscho seconded the motion.
Jeffers x Koscho x Maschari x Sangiacomo x Siesky x Troike x Motion carried.

Appropriation Ordinance No. 330
Councilmember Maschari move to approve Appropriation Ordinance No. 330. Councilmember Siesky seconded the motion.
Jeffers x Koscho x Maschari x Sangiacomo x Siesky x Troike x Motion carried.

EXECUTIVE SESSION
Councilmember Maschari moved to enter Executive Session at 7:32 p.m. to consider litigation in accordance with ORC 121.22 (G)(6) at 8:13 p.m. Councilmember Jeffers seconded the motion.
Jeffers x Koscho x Maschari x Sangiacomo x Siesky x Troike x Motion carried.

Re-entered regular session at 7:58 p.m.

ADJOURNMENT 7:58 p.m.

Respectfully submitted,

____
Fiscal Officer Michelle Henke

____
Mayor Scott Jones

Payment Listing

10/10/2025 to 10/24/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
772-2025	10/20/2025	10/01/2025	CH	Connect Holding II LLC dba Brightspeed	$31.58	O
773-2025	10/10/2025	10/06/2025	EP	Laurie J Beran	$915.43	O
774-2025	10/10/2025	10/06/2025	EP	Dennis M Hevener	$1,055.86	O
775-2025	10/10/2025	10/06/2025	EP	Wendy Kolmorgen	$878.36	O
776-2025	10/10/2025	10/06/2025	EP	David J Leshinski	$174.93	O
777-2025	10/10/2025	10/06/2025	EP	Alexandra Tuggle	$128.83	O
778-2025	10/10/2025	10/06/2025	EP	David A Valentine Jr	$1,570.13	O
779-2025	10/10/2025	10/06/2025	EP	Jed Willis	$457.25	O
795-2025	10/15/2025	10/10/2025	CH	Spectrum	$130.00	O
796-2025	10/20/2025	10/10/2025	CH	Connect Holding II LLC dba Brightspeed	$31.58	O
797-2025	10/17/2025	10/15/2025	CH	First National Bank Of Omaha	$67.10	O
798-2025	10/17/2025	10/15/2025	CH	First National Bank Of Omaha	$125.00	O
799-2025	10/17/2025	10/15/2025	CH	First National Bank Of Omaha	$555.46	O
801-2025	10/24/2025	10/20/2025	EP	Penny R K Becker	$94.91	O
802-2025	10/24/2025	10/20/2025	EP	Laurie J Beran	$950.80	V
802-2025	10/24/2025	10/20/2025	EP	Laurie J Beran	-$950.80	V
803-2025	10/24/2025	10/20/2025	EP	Dennis M Hevener	$1,055.86	V
803-2025	10/24/2025	10/20/2025	EP	Dennis M Hevener	-$1,055.86	V
804-2025	10/24/2025	10/20/2025	EP	Wendy Kolmorgen	$730.82	O
805-2025	10/24/2025	10/20/2025	EP	David J Leshinski	$202.28	O
806-2025	10/24/2025	10/20/2025	EP	Brittany M Ramirez	$316.03	O
807-2025	10/24/2025	10/20/2025	EP	Alexandra Tuggle	$217.11	O
808-2025	10/24/2025	10/20/2025	EP	David A Valentine Jr	$1,805.69	O
809-2025	10/24/2025	10/20/2025	EP	Jed Willis	$454.42	O
811-2025	10/24/2025	10/20/2025	EP	Laurie J Beran	$950.81	O
812-2025	10/24/2025	10/20/2025	EP	Dennis M Hevener	$1,055.87	O
822-2025	10/24/2025	10/22/2025	CH	RLCWA	$11,024.95	O
823-2025	10/24/2025	10/22/2025	CH	RLCWA	$1,439.20	O
824-2025	10/17/2025	10/22/2025	CH	First National Bank Of Omaha	$540.50	O
10680	10/10/2025	10/06/2025	PR	Natalie Iafolla	$124.07	O
10681	10/10/2025	10/06/2025	PR	Brittany M Ramirez	$626.05	O
10686	10/10/2025	10/10/2025	AW	Hart Asphalt, Inc	$13,350.00	O
10687	10/10/2025	10/10/2025	AW	Diggers of Ohio LLC	$1,000.00	O
10688	10/10/2025	10/10/2025	AW	NECO	$1,260.66	O
10689	10/10/2025	10/10/2025	AW	LEAF	$105.00	O
10690	10/10/2025	10/10/2025	AW	Data Mail, Inc	$515.78	O
10691	10/10/2025	10/10/2025	AW	Lockes Go Green	$3,796.63	O
10692	10/10/2025	10/10/2025	AW	Dawn Howell	$115.98	O
10693	10/10/2025	10/10/2025	AW	Treasurer State of Ohio	$150.00	O
10694	10/10/2025	10/10/2025	AW	Tax-Exempt Leasing Corporation	$39,719.46	O
10695	10/10/2025	10/10/2025	AW	Treasurer State of Ohio	$40.58	O
10696	10/10/2025	10/10/2025	AW	Thomas K Horseman	$1,574.64	O
10697	10/10/2025	10/10/2025	AW	Sunrise Cooperative	$1,154.06	O
10698	10/10/2025	10/10/2025	AW	Holland Computers Inc	$412.82	O
10699	10/10/2025	10/10/2025	AW	Buckeye Community Bank	$1,103.93	O
10700	10/10/2025	10/10/2025	AW	Safeway Pest Control	$100.00	O

Payment Listing

10/10/2025 to 10/24/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
10701	10/24/2025	10/20/2025	PR	Natalie Iafolla	$189.66	O
10702	10/22/2025	10/22/2025	AW	HeyGov, Inc.	$600.00	O
10703	10/22/2025	10/22/2025	AW	Diggers of Ohio LLC	$52,500.00	O
10704	10/22/2025	10/22/2025	AW	OBM	$153.16	O
10705	10/22/2025	10/22/2025	AW	Avon Lake Regional Water	$54.00	O
10706	10/22/2025	10/22/2025	AW	Diggers of Ohio LLC	$500.00	O
10707	10/22/2025	10/22/2025	AW	Leak Seakers	$775.00	O
10708	10/22/2025	10/22/2025	AW	Chronicle-Telegram	$86.00	O
10709	10/22/2025	10/22/2025	AW	Safe Harbor Security & Fire LLC	$445.00	O
10710	10/22/2025	10/22/2025	AW	Susan Kuncel	$25.00	O
				Total Payments:	$145,431.58	
				Total Conversion Vouchers:	$0.00	
				Total Less Conversion Vouchers:	$145,431.58	

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

October 2025

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	$1,257,659.47	$62,934.04	$843,130.15	$38,465.61	$719,776.37	$1,282,127.90	$77,063.99	$1,205,063.91
2011	Street Construction, Maint. and Repair	$113,726.99	$10,837.50	$150,290.75	$18,637.12	$258,800.00	$105,927.37	$3,425.92	$102,501.45
2021	State Highway	$56,447.87	$878.72	$9,506.35	$0.00	$4,943.72	$57,326.59	$0.00	$57,326.59
2031	Cemetery-Operating Funds	$108,702.22	$1,897.00	$50,159.35	$29,251.36	$90,565.06	$81,347.86	$10,746.98	$70,600.88
2032	Cemetery-Perpetual Funds	$82,437.65	$813.00	$13,796.80	$30,500.00	$30,500.00	$52,750.65	$0.00	$52,750.65
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	$95,171.54	$0.00	$46,272.65	$0.00	$36,634.25	$95,171.54	$0.00	$95,171.54
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	$4,691.08	$184.00	$1,647.00	$184.70	$895.40	$4,690.38	$41.94	$4,648.44
2904	Computer Fund CLERK Mayor's Court	$21,935.52	$619.00	$5,510.00	$20.43	$262.29	$22,534.09	$20.43	$22,513.66
4901	Capital Projects	$6,889.22	$0.00	$50,000.00	$0.00	$48,589.72	$6,889.22	$0.00	$6,889.22
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	$5,820.80	$0.00	$208.01	$0.00	$0.00	$5,820.80	$0.00	$5,820.80
5101	Water Operating	$396,069.18	$40,118.70	$461,649.95	$25,016.20	$385,822.31	$411,171.68	$48,280.05	$362,891.63
5102	Water Improvement	$253,055.48	$15,434.06	$160,274.69	$40,980.12	$147,689.70	$227,509.42	$1,550.00	$225,959.42
5103	Water Security Deposits	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5781	Water Security Deposits	$22,550.00	$300.00	$6,650.00	$0.00	$300.00	$22,850.00	$2,000.00	$20,850.00
5901	Storm Water Management	$93,392.10	$0.00	$27,017.67	$91.09	$24,486.37	$93,301.01	$1,000.00	$92,301.01
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	$28,581.50	$0.00	$0.00	$550.00	$2,110.00	$28,031.50	$0.00	$28,031.50
9902	Mayor's Court	$11,625.00	$0.00	$97,435.00	$11,625.00	$103,655.00	$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:	$2,597,916.81	$134,016.02	$1,925,946.45	$195,321.63	$1,875,786.61	$2,536,611.20	$144,129.31	$2,392,481.89

Report reflects selected information.

Last reconciled to bank: 09/30/2025 – Total other adjusting factors: $0.00

Report reflects selected information.

SOUTH AMHERST VILLAGE, LORAIN COUNTY

Revenue Summary

October 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	$41,672.10	$505,987.94	$72,078.94	116.612%
State Shared Taxes and Permits	$79,000.00	$6,625.53	$96,553.92	$17,553.92	122.220%
Special Assessments	$0.00	$0.00	$0.00	$0.00	0.000%
Intergovernmental	$0.00	$4,604.12	$5,604.12	$5,604.12	0.000%
Charges for Services	$77,343.28	$0.00	$57,736.61	($19,606.67)	74.650%
Fines, Licenses and Permits	$68,300.00	$9,962.29	$115,775.86	$47,475.86	169.511%
Earnings on Investments	$6,000.00	$0.00	$55,748.42	$49,748.42	929.140%
Miscellaneous	$5,000.00	$70.00	$5,723.28	$723.28	114.466%
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	$62,934.04	$843,130.15	$173,577.87	
2011 Street Construction, Maint. and Repair					
Property and Other Local Taxes	$6,000.00	$775.21	$8,347.03	$2,347.03	139.117%
State Shared Taxes and Permits	$79,500.00	$10,062.29	$91,777.43	$12,277.43	115.443%
Intergovernmental	$0.00	$0.00	$0.00	$0.00	0.000%
Earnings on Investments	$1,000.00	$0.00	$3,960.68	$2,960.68	396.068%
Miscellaneous	$800.00	$0.00	$5,000.61	$4,200.61	625.076%
Other Financing Sources					
Transfers - In	$40,905.00	$0.00	$40,905.00	$0.00	100.000%
Sale of Fixed Assets	$0.00	$0.00	$300.00	$300.00	0.000%
Total Other Financing Sources	$40,905.00	$0.00	$41,205.00	$300.00	
Total 2011 Street Construction, Maint. and Repair	$128,205.00	$10,837.50	$150,290.75	$22,085.75	
2021 State Highway					
Property and Other Local Taxes	$500.00	$62.86	$676.78	$176.78	135.356%
State Shared Taxes and Permits	$6,700.00	$815.86	$7,441.40	$741.40	111.066%
Earnings on Investments	$100.00	$0.00	$1,388.17	$1,288.17	1388.170%

Revenue Summary

October 2025

	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
Total 2021 State Highway	$7,300.00	$878.72	$9,506.35	$2,206.35	
2031 Cemetery-Operating Funds					
Property and Other Local Taxes	$10,200.00	$0.00	$10,656.07	$456.07	104.471%
State Shared Taxes and Permits	$0.00	$0.00	$1,648.08	$1,648.08	0.000%
Intergovernmental	$0.00	$0.00	$0.00	$0.00	0.000%
Charges for Services	$56,400.00	$1,897.00	$37,855.20	($18,544.80)	67.119%
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	$1,897.00	$50,159.35	($16,940.65)	
2032 Cemetery-Perpetual Funds					
Charges for Services	$14,085.00	$813.00	$13,796.80	($288.20)	97.954%
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	$813.00	$13,796.80	($288.20)	
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%

Revenue Summary

October 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	$46,272.65	$272.65	100.593%
Total 2901 Fire Levy	$46,000.00	$0.00	$46,272.65	$272.65	
2903 Computer Fund Mayor's Court					
Fines, Licenses and Permits	$1,000.00	$184.00	$1,647.00	$647.00	164.700%
Total 2903 Computer Fund Mayor's Court	$1,000.00	$184.00	$1,647.00	$647.00	
2904 Computer Fund CLERK Mayor's Court					
Fines, Licenses and Permits	$3,000.00	$619.00	$5,510.00	$2,510.00	183.667%
Total 2904 Computer Fund CLERK Mayor's Court	$3,000.00	$619.00	$5,510.00	$2,510.00	
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					

Revenue Summary

October 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	$208.01	$108.01	208.010%
Total 4951 Cemetery Endowment Permanent	$100.00	$0.00	$208.01	$108.01	
5101 Water Operating					
Special Assessments	$0.00	$0.00	$0.00	$0.00	0.000%
Charges for Services	$430,250.00	$40,118.70	$461,587.85	$31,337.85	107.284%
Miscellaneous	$0.00	$0.00	$62.10	$62.10	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	$40,118.70	$461,649.95	$31,399.95	
5102 Water Improvement					
Charges for Services	$162,000.00	$15,434.06	$160,274.69	($1,725.31)	98.935%
Miscellaneous	$0.00	$0.00	$0.00	$0.00	0.000%
Other Financing Sources					

Revenue Summary
October 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	$15,434.06	$160,274.69	($1,725.31)	
5781 Water Security Deposits					
Charges for Services	$1,700.00	$300.00	$6,650.00	$4,950.00	391.176%
Total 5781 Water Security Deposits	$1,700.00	$300.00	$6,650.00	$4,950.00	
5901 Storm Water Management					
Special Assessments	$36,000.00	$0.00	$24,967.67	($11,032.33)	69.355%
Charges for Services	$1,000.00	$0.00	$2,050.00	$1,050.00	205.000%
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	$27,017.67	($9,982.33)	
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	$97,435.00	$0.00	0.000%
Total 9902 Mayor's Court	$0.00	$0.00	$97,435.00	$0.00	

Report Total:	$1,617,292.28	$134,016.02	$1,925,946.45	$211,219.17

SOUTH AMHERST VILLAGE, LORAIN COUNTY

Appropriation Summary

October 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	$6,328.22	$79,269.81	$1,081.78	$67,741.00	53.527%
Employee Fringe Benefits	$0.00	$27,555.00	$27,555.00	$1,037.40	$14,116.04	$653.00	$12,785.96	51.229%
Contractual Services	$300.46	$19,620.00	$19,920.46	$700.04	$15,802.53	$1,207.14	$2,910.79	79.328%
Supplies and Materials	$280.65	$9,200.00	$9,480.65	$323.14	$3,904.61	$2,208.82	$3,367.22	41.185%
Capital Outlay	$1,637.50	$6,000.00	$7,637.50	$0.00	$7,637.50	$0.00	$0.00	100.000%
Other	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
Total Police Enforcement	$4,031.20	$208,655.00	$212,686.20	$8,388.80	$120,730.49	$5,150.74	$86,804.97	
Fire Fighting, Prevention and Inspection								
Personal Services	$277.86	$90,000.00	$90,277.86	$4,717.16	$57,518.52	$558.34	$32,201.00	63.713%
Employee Fringe Benefits	$0.00	$16,835.00	$16,835.00	$187.10	$6,289.90	$0.00	$10,545.10	37.362%
Contractual Services	$531.03	$62,300.00	$62,831.03	$3,158.58	$43,568.41	$11,730.64	$7,531.98	69.342%
Supplies and Materials	$874.78	$41,200.00	$42,074.78	$1,538.44	$33,349.61	$1,839.78	$6,885.39	79.263%
Capital Outlay	$6,588.50	$30,000.00	$36,588.50	$205.48	$28,242.92	$1,394.52	$6,951.06	77.191%
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	$240,335.00	$248,607.17	$9,806.76	$168,969.36	$15,523.28	$64,114.53	
Street Lighting								
Contractual Services	$1,747.68	$28,000.00	$29,747.68	$1,595.39	$17,040.37	$4,732.31	$7,975.00	57.283%
Total Street Lighting	$1,747.68	$28,000.00	$29,747.68	$1,595.39	$17,040.37	$4,732.31	$7,975.00	
Total Security of Persons and Property	$14,051.05	$476,990.00	$491,041.05	$19,790.95	$306,740.22	$25,406.33	$158,894.50	
Leisure Time Activities								
Provide and Maintain Parks								
Personal Services	$0.00	$6,200.00	$6,200.00	$275.75	$3,618.09	$58.16	$2,523.75	58.356%
Employee Fringe Benefits	$0.00	$958.00	$958.00	$67.87	$531.84	$0.00	$426.16	55.516%
Contractual Services	$0.00	$7,800.00	$7,800.00	$245.00	$2,298.67	$95.00	$5,406.33	29.470%
Supplies and Materials	$0.00	$5,100.00	$5,100.00	$0.00	$239.68	$0.00	$4,860.32	4.700%
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	$588.62	$7,119.46	$153.16	$13,285.38	
Other Leisure Time Activities								
Supplies and Materials	$0.00	$1,000.00	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	0.000%
Total Other Leisure Time Activities	$0.00	$1,000.00	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	

Report reflects selected information.

SOUTH AMHERST VILLAGE, LORAIN COUNTY

Appropriation Summary

October 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 Leisure Time Activities	$0.00	$21,558.00	$21,558.00	$588.62	$7,119.46	$153.16	$14,285.38	
Community Environment								
Community Planning and Zoning								
Personal Services	$17.67	$4,000.00	$4,017.67	$324.50	$3,183.71	$83.96	$750.00	79.243%
Employee Fringe Benefits	$0.00	$620.00	$620.00	$44.19	$461.96	$0.00	$158.04	74.510%
Contractual Services	$0.00	$400.00	$400.00	$0.00	$239.85	$46.82	$113.33	59.963%
Total Community Planning and Zoning	$17.67	$5,020.00	$5,037.67	$368.69	$3,885.52	$130.78	$1,021.37	
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	$1,615.22	$15,099.83	$654.01	$3,494.36	78.448%
Total Other Community Environment	$748.20	$20,466.00	$21,214.20	$1,615.22	$15,099.83	$654.01	$5,460.36	
Total Community Environment	$765.87	$25,486.00	$26,251.87	$1,983.91	$18,985.35	$784.79	$6,481.73	
General Government								
Mayor and Administrative Offices								
Personal Services	$404.37	$41,950.00	$42,354.37	$2,788.28	$27,911.82	$215.81	$14,226.74	65.901%
Employee Fringe Benefits	$0.00	$9,880.00	$9,880.00	$298.92	$4,543.84	$70.00	$5,266.16	45.990%
Contractual Services	$2,268.30	$66,535.00	$68,803.30	$2,000.83	$51,764.48	$6,977.52	$10,061.30	75.235%
Supplies and Materials	$467.46	$5,335.00	$5,802.46	$129.60	$4,747.52	$534.15	$520.79	81.819%
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	$125,700.00	$128,840.13	$5,217.63	$90,917.68	$7,797.48	$30,124.97	
Mayor's Court								
Personal Services	$154.68	$16,400.00	$16,554.68	$889.78	$11,001.02	$121.16	$5,432.50	66.453%
Employee Fringe Benefits	$0.00	$3,140.00	$3,140.00	$137.56	$1,855.56	$0.00	$1,284.44	59.094%
Contractual Services	$0.00	$1,735.00	$1,735.00	$31.44	$1,201.22	$323.54	$210.24	69.235%
Supplies and Materials	$0.00	$715.00	$715.00	$0.00	$282.28	$50.00	$382.72	39.480%
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	$1,058.78	$14,340.08	$494.70	$7,309.90	
Clerk - Treasurer								
Personal Services	$1,079.06	$65,000.00	$66,079.06	$4,686.08	$49,676.25	$1,038.26	$15,364.55	75.177%
Employee Fringe Benefits	$750.00	$22,350.00	$23,100.00	$1,538.55	$16,500.03	$2,250.00	$4,349.97	71.429%
Contractual Services	$0.00	$7,250.00	$7,250.00	$0.00	$4,233.00	$876.00	$2,141.00	58.386%
Supplies and Materials	$0.00	$300.00	$300.00	$0.00	$23.98	$50.00	$226.02	7.993%
Other	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%

Appropriation Summary

October 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 Clerk - Treasurer	$1,829.06	$94,900.00	$96,729.06	$6,224.63	$70,433.26	$4,214.26	$22,081.54	
Auditor of State Fees								
Contractual Services	$0.00	$11,000.00	$11,000.00	$0.00	$3,749.50	$3,640.00	$3,610.50	34.086%
Total Auditor of State Fees	$0.00	$11,000.00	$11,000.00	$0.00	$3,749.50	$3,640.00	$3,610.50	
Solicitor								
Personal Services	$240.85	$21,776.00	$22,016.85	$1,746.58	$16,501.43	$67.67	$5,447.75	74.949%
Employee Fringe Benefits	$0.00	$3,870.00	$3,870.00	$216.72	$2,361.83	$0.00	$1,508.17	61.029%
Contractual Services	$0.00	$33,220.00	$33,220.00	$322.03	$21,324.81	$6,354.03	$5,541.16	64.193%
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	$2,580.00	$0.00	$220.00	92.143%
Total Solicitor	$240.85	$62,666.00	$62,906.85	$2,285.33	$42,768.07	$6,421.70	$13,717.08	
Income Tax Administration								
Contractual Services	$581.68	$18,800.00	$19,381.68	$1,315.76	$12,622.38	$5,575.57	$1,183.73	65.125%
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	$18,800.00	$19,381.68	$1,315.76	$12,622.38	$5,575.57	$1,183.73	
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	
Total General Government	$5,946.40	$335,056.00	$341,002.40	$16,102.13	$234,830.97	$28,143.71	$78,027.72	
Capital Outlay								
Capital Outlay								
Capital Outlay	$13,933.82	$48,580.00	$62,513.82	$0.00	$39,910.96	$22,576.00	$26.86	63.843%
Total Capital Outlay	$13,933.82	$48,580.00	$62,513.82	$0.00	$39,910.96	$22,576.00	$26.86	
Total Capital Outlay	$13,933.82	$48,580.00	$62,513.82	$0.00	$39,910.96	$22,576.00	$26.86	
Debt Service								
Debt Service								
Debt Service	$0.00	$21,284.41	$21,284.41	$0.00	$21,284.41	$0.00	$0.00	100.000%
Total Debt Service	$0.00	$21,284.41	$21,284.41	$0.00	$21,284.41	$0.00	$0.00	

Appropriation Summary

October 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 Debt Service	$0.00	$21,284.41	$21,284.41	$0.00	$21,284.41	$0.00	$0.00	
Other Financing Uses								
Transfers - Out	$0.00	$90,905.00	$90,905.00	$0.00	$90,905.00	$0.00	$0.00	100.000%
Advances - Out	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
Total Other Financing Uses	$0.00	$90,905.00	$90,905.00	$0.00	$90,905.00	$0.00	$0.00	
Total 1000 - General	$34,697.14	$1,019,859.41	$1,054,556.55	$38,465.61	$719,776.37	$77,063.99	$257,716.19	
2011 - Street Construction, Maint. and Repair								
Transportation								
Street Maintenance and Repair								
Personal Services	$837.65	$60,000.00	$60,837.65	$2,697.44	$43,548.76	$641.99	$16,646.90	71.582%
Employee Fringe Benefits	$0.00	$20,170.00	$20,170.00	$283.53	$8,660.82	$39.53	$11,469.65	42.939%
Contractual Services	$105.87	$19,200.00	$19,305.87	$379.43	$7,619.51	$796.97	$10,889.39	39.467%
Supplies and Materials	$324.55	$25,950.00	$26,274.55	$822.79	$15,959.88	$1,947.43	$8,367.24	60.743%
Capital Outlay	$0.00	$8,650.00	$8,650.00	$0.00	$8,650.00	$0.00	$0.00	100.000%
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	$134,120.00	$135,388.07	$4,183.19	$84,582.70	$3,425.92	$47,379.45	
Total Transportation	$1,268.07	$134,120.00	$135,388.07	$4,183.19	$84,582.70	$3,425.92	$47,379.45	
Capital Outlay								
Capital Outlay								
Capital Outlay	$0.00	$170,755.00	$170,755.00	$13,350.00	$163,178.00	$0.00	$7,577.00	95.563%
Total Capital Outlay	$0.00	$170,755.00	$170,755.00	$13,350.00	$163,178.00	$0.00	$7,577.00	
Total Capital Outlay	$0.00	$170,755.00	$170,755.00	$13,350.00	$163,178.00	$0.00	$7,577.00	
Debt Service								
Debt Service								
Debt Service	$0.00	$13,247.16	$13,247.16	$1,103.93	$11,039.30	$0.00	$2,207.86	83.333%
Total Debt Service	$0.00	$13,247.16	$13,247.16	$1,103.93	$11,039.30	$0.00	$2,207.86	
Total Debt Service	$0.00	$13,247.16	$13,247.16	$1,103.93	$11,039.30	$0.00	$2,207.86	
Total 2011 - Street Construction, Maint. and Repair	$1,268.07	$318,122.16	$319,390.23	$18,637.12	$258,800.00	$3,425.92	$57,164.31	
2021 - State Highway								
Transportation								

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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
Street Maintenance and Repair								
Contractual Services	$0.00	$19,400.00	$19,400.00	$0.00	$4,422.15	$0.00	$14,977.85	22.795%
Supplies and Materials	$0.00	$600.00	$600.00	$0.00	$521.57	$0.00	$78.43	86.928%
Total Street Maintenance and Repair	$0.00	$20,000.00	$20,000.00	$0.00	$4,943.72	$0.00	$15,056.28	
Total Transportation	$0.00	$20,000.00	$20,000.00	$0.00	$4,943.72	$0.00	$15,056.28	
Total 2021 - State Highway	$0.00	$20,000.00	$20,000.00	$0.00	$4,943.72	$0.00	$15,056.28	
2031 - Cemetery-Operating Funds								
Public Health Services								
Cemetery								
Personal Services	$94.02	$20,140.00	$20,234.02	$1,233.87	$11,546.23	$240.52	$8,447.27	57.063%
Employee Fringe Benefits	$0.00	$3,695.00	$3,695.00	$130.58	$1,784.63	$0.00	$1,910.37	48.299%
Contractual Services	$2,410.38	$93,550.00	$95,960.38	$27,871.91	$74,635.48	$10,506.46	$10,818.44	77.777%
Supplies and Materials	$0.00	$1,900.00	$1,900.00	$15.00	$722.61	$0.00	$1,177.39	38.032%
Other	$0.00	$500.00	$500.00	$0.00	$431.18	$0.00	$68.82	86.236%
Total Cemetery	$2,504.40	$119,785.00	$122,289.40	$29,251.36	$89,120.13	$10,746.98	$22,422.29	
Total Public Health Services	$2,504.40	$119,785.00	$122,289.40	$29,251.36	$89,120.13	$10,746.98	$22,422.29	
Capital Outlay								
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	$121,285.00	$123,789.40	$29,251.36	$90,565.06	$10,746.98	$22,477.36	
2032 - Cemetery-Perpetual Funds								
Public Health Services								
Cemetery								
Contractual Services	$0.00	$30,500.00	$30,500.00	$30,500.00	$30,500.00	$0.00	$0.00	100.000%
Total Cemetery	$0.00	$30,500.00	$30,500.00	$30,500.00	$30,500.00	$0.00	$0.00	
Total Public Health Services	$0.00	$30,500.00	$30,500.00	$30,500.00	$30,500.00	$0.00	$0.00	
Total 2032 - Cemetery-Perpetual Funds	$0.00	$30,500.00	$30,500.00	$30,500.00	$30,500.00	$0.00	$0.00	

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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
2041 - Recreation								
Leisure Time Activities								
Recreation								
Personal Services	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
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	
2152 - American Rescue Plan								
Capital Outlay								
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	$697.35	$0.00	$202.65	77.483%
Capital Outlay	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%

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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 Capital Outlay	$0.00	$900.00	$900.00	$0.00	$697.35	$0.00	$202.65	
Total Capital Outlay	$0.00	$900.00	$900.00	$0.00	$697.35	$0.00	$202.65	
Debt Service								
Debt Service								
Debt Service	$0.00	$35,936.90	$35,936.90	$0.00	$35,936.90	$0.00	$0.00	100.000%
Total Debt Service	$0.00	$35,936.90	$35,936.90	$0.00	$35,936.90	$0.00	$0.00	
Total Debt Service	$0.00	$35,936.90	$35,936.90	$0.00	$35,936.90	$0.00	$0.00	
Total 2901 - Fire Levy	$0.00	$36,836.90	$36,836.90	$0.00	$36,634.25	$0.00	$202.65	
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	$4,900.00	$4,900.00	$184.70	$895.40	$41.94	$3,962.66	18.273%
Total Mayor's Court	$0.00	$4,900.00	$4,900.00	$184.70	$895.40	$41.94	$3,962.66	
Total General Government	$0.00	$4,900.00	$4,900.00	$184.70	$895.40	$41.94	$3,962.66	
Total 2903 - Computer Fund Mayor's Court	$0.00	$4,900.00	$4,900.00	$184.70	$895.40	$41.94	$3,962.66	
2904 - Computer Fund CLERK Mayor's Court								
General Government								
Mayor's Court								
Contractual Services	$0.00	$4,300.00	$4,300.00	$20.43	$262.29	$20.43	$4,017.28	6.100%
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%

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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 Mayor's Court	$0.00	$7,800.00	$7,800.00	$20.43	$262.29	$20.43	$7,517.28	
Total General Government	$0.00	$7,800.00	$7,800.00	$20.43	$262.29	$20.43	$7,517.28	
Total 2904 - Computer Fund CLERK Mayor's Court	$0.00	$7,800.00	$7,800.00	$20.43	$262.29	$20.43	$7,517.28	
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	
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	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
Capital Outlay								
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								
Debt Service	$0.00	$48,589.72	$48,589.72	$0.00	$48,589.72	$0.00	$0.00	100.000%
Total Debt Service	$0.00	$48,589.72	$48,589.72	$0.00	$48,589.72	$0.00	$0.00	
Total Debt Service	$0.00	$48,589.72	$48,589.72	$0.00	$48,589.72	$0.00	$0.00	
Total 4901 - Capital Projects	$0.00	$48,589.72	$48,589.72	$0.00	$48,589.72	$0.00	$0.00	
4903 - Park Capital Projects								
Capital Outlay								
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	

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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 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								
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	$7,479.34	$71,651.35	$1,698.02	$17,803.09	78.606%
Employee Fringe Benefits	$750.00	$26,055.00	$26,805.00	$1,866.94	$18,045.88	$2,250.00	$6,509.12	67.323%
Total Administration - Water	$1,902.46	$116,055.00	$117,957.46	$9,346.28	$89,697.23	$3,948.02	$24,312.21	
Supply / Purchase - Water								
Contractual Services	$2,865.20	$234,500.00	$237,365.20	$12,464.15	$175,981.95	$33,883.25	$27,500.00	74.140%
Total Supply / Purchase - Water	$2,865.20	$234,500.00	$237,365.20	$12,464.15	$175,981.95	$33,883.25	$27,500.00	
Other Water								
Employee Fringe Benefits	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
Contractual Services	$5,390.07	$124,800.00	$130,190.07	$2,262.90	$97,913.50	$9,471.03	$22,805.54	75.208%
Supplies and Materials	$182.04	$10,800.00	$10,982.04	$942.87	$9,754.63	$977.75	$249.66	88.823%
Other	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%
Total Other Water	$5,572.11	$135,600.00	$141,172.11	$3,205.77	$107,668.13	$10,448.78	$23,055.20	
Total Basic Utility Services	$10,339.77	$486,155.00	$496,494.77	$25,016.20	$373,347.31	$48,280.05	$74,867.41	
Capital Outlay								
Capital Outlay								

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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
Capital Outlay	$0.00	$25,000.00	$25,000.00	$0.00	$12,475.00	$0.00	$12,525.00	49.900%
Total Capital Outlay	$0.00	$25,000.00	$25,000.00	$0.00	$12,475.00	$0.00	$12,525.00	
Total Capital Outlay	$0.00	$25,000.00	$25,000.00	$0.00	$12,475.00	$0.00	$12,525.00	
Total 5101 - Water Operating	$10,339.77	$511,155.00	$521,494.77	$25,016.20	$385,822.31	$48,280.05	$87,392.41	
5102 - Water Improvement								
Basic Utility Services								
Other Water								
Supplies and Materials	$2,992.95	$10,000.00	$12,992.95	$0.00	$10,271.23	$0.00	$2,721.72	79.052%
Total Other Water	$2,992.95	$10,000.00	$12,992.95	$0.00	$10,271.23	$0.00	$2,721.72	
Total Basic Utility Services	$2,992.95	$10,000.00	$12,992.95	$0.00	$10,271.23	$0.00	$2,721.72	
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	$1,260.66	$35,066.58	$1,550.00	$14,661.20	68.386%
Total Capital Outlay	$1,277.78	$65,000.00	$66,277.78	$1,260.66	$35,066.58	$1,550.00	$29,661.20	
Total Capital Outlay	$1,277.78	$65,000.00	$66,277.78	$1,260.66	$35,066.58	$1,550.00	$29,661.20	
Debt Service								
Debt Service								
Debt Service	$0.00	$102,351.89	$102,351.89	$39,719.46	$102,351.89	$0.00	$0.00	100.000%
Total Debt Service	$0.00	$102,351.89	$102,351.89	$39,719.46	$102,351.89	$0.00	$0.00	
Total Debt Service	$0.00	$102,351.89	$102,351.89	$39,719.46	$102,351.89	$0.00	$0.00	
Total 5102 - Water Improvement	$4,270.73	$177,351.89	$181,622.62	$40,980.12	$147,689.70	$1,550.00	$32,382.92	
5781 - Water Security Deposits								
Basic Utility Services								
Other Water								
Other	$0.00	$5,000.00	$5,000.00	$0.00	$300.00	$2,000.00	$2,700.00	6.000%
Total Other Water	$0.00	$5,000.00	$5,000.00	$0.00	$300.00	$2,000.00	$2,700.00	
Total Basic Utility Services	$0.00	$5,000.00	$5,000.00	$0.00	$300.00	$2,000.00	$2,700.00	
Total 5781 - Water Security Deposits	$0.00	$5,000.00	$5,000.00	$0.00	$300.00	$2,000.00	$2,700.00	

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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
5901 - Storm Water Management								
Basic Utility Services								
Administration - Storm Sewers and Drains								
Personal Services	$25.04	$10,000.00	$10,025.04	$55.68	$2,243.04	$0.00	$7,782.00	22.374%
Employee Fringe Benefits	$0.00	$1,800.00	$1,800.00	$35.41	$344.76	$0.00	$1,455.24	19.153%
Contractual Services	$0.00	$43,300.00	$43,300.00	$0.00	$21,800.54	$1,000.00	$20,499.46	50.348%
Supplies and Materials	$0.00	$1,000.00	$1,000.00	$0.00	$98.03	$0.00	$901.97	9.803%
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	$91.09	$24,486.37	$1,000.00	$30,638.67	
Total Basic Utility Services	$25.04	$56,100.00	$56,125.04	$91.09	$24,486.37	$1,000.00	$30,638.67	
Total 5901 - Storm Water Management	$25.04	$56,100.00	$56,125.04	$91.09	$24,486.37	$1,000.00	$30,638.67	
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	$550.00	$2,110.00	$0.00	$0.00	0.000%
Total Distributions to Other Funds (Primary Gov't)	$0.00	$0.00	$0.00	$550.00	$2,110.00	$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	$550.00	$2,110.00	$0.00	$0.00	
Total 9901 - Prepaid Opening & Closing, Cemetery	$0.00	$0.00	$0.00	$550.00	$2,110.00	$0.00	$0.00	

9902 - Mayor's Court

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Fiduciary Distributions								
Distributions to Other Governments								
Other	$0.00	$0.00	$0.00	$2,172.00	$19,821.00	$0.00	$0.00	0.000%
Total Distributions to Other Governments	$0.00	$0.00	$0.00	$2,172.00	$19,821.00	$0.00	$0.00	
Distributions to Other Funds (Primary Gov't)								
Other	$0.00	$0.00	$0.00	$9,453.00	$83,834.00	$0.00	$0.00	0.000%
Total Distributions to Other Funds (Primary Gov't)	$0.00	$0.00	$0.00	$9,453.00	$83,834.00	$0.00	$0.00	
Total Fiduciary Distributions	$0.00	$0.00	$0.00	$11,625.00	$103,655.00	$0.00	$0.00	
Total 9902 - Mayor's Court	$0.00	$0.00	$0.00	$11,625.00	$103,655.00	$0.00	$0.00	
Report Totals:	$71,861.57	$2,361,500.08	$2,433,361.65	$195,321.63	$1,875,786.61	$144,129.31	$519,210.73	

DEBT SUMMARY

PROJECT NAME	LOAN NUMBER	LOAN START	LOAN AMOUNT	ANNUAL PAYMENT	12/31/2025 LOAN BALANCE	LAST PAYMENT
OPWC						
Russia Rd Phase I	CI48T	2017	$76,003.40	$7,600.34	$15,200.68	7/1/2027
N Lake St Phase 2	CT45M	2011	$29,728.81	$1,486.44	$8,175.43	1/1/2031
N Lake Phase III	CI08N	2012	$26,426.00	$1,321.30	$9,249.10	7/1/2032
N Lake St Phase IV	CT29N	2012	$41,611.00	$2,080.54	$14,563.98	7/1/2032
Russia Rd Phase 2	CI45U	2020	$81,841.98	$5,456.14	$54,561.28	7/1/2035
Buckeye St Phase I	CI24Q	2016	$52,421.00	$2,621.04	$27,521.12	1/1/2036
Buckeye St Phase II	CT60Q	2016	$65,678.00	$3,283.90	$34,480.95	1/1/2036
Quarry Rd Phase I	CI19R	2016	$55,420.57	$2,771.02	$30,481.39	7/1/2036
Quarry Rd Phase II	CI02S	2016	$50,630.00	$2,531.50	$27,846.50	7/1/2036
Leonard St	CI14V	2019	$91,700.00	$4,585.00	$64,190.00	7/1/2039
Annis Rd Phase I	CI20W	2020	$113,800.00	$5,690.00	$85,350.00	7/1/2040
Annis Rd Phase II	CI16X	2021	$183,250.00	$9,162.50	$142,018.75	7/1/2041
TOTAL			**$868,510.76**	**$48,589.72**	**$513,639.18**	
OWDA						
N Lake St Water	4578	2009	$212,978.00	$16,058.40	$15,840.28	7/1/2026
Water Tower Rehab	6433	2016	$251,558.13	$20,712.54	$59,162.81	7/1/2028
Leonard St Water	8202	2021	$156,664.55	$12,890.10	$96,779.70	7/1/2034
Annis Rd Water	9078	2021	$243,375.91	$12,802.56	$190,715.92	1/1/2041
TOTAL			**$864,576.59**	**$62,463.60**	**$362,498.71**	
Water Meter Replacement		2019	$224,784.49	$39,719.46	$0.00	11/1/2025
TOTAL WATER DEBT			**$1,089,361.08**	**$102,183.06**	**$362,498.71**	
Sutphen Engine - Fire		2021	$417,024.49	$35,936.90	$327,452.19	8/15/2036
Dump Truck - Street		2022	$56,635.00	$13,247.16	$22,872.97	2027
2022 Police Vehicle			$57,976.00	$21,283.41	$0.00	8/21/2025

September Construction Report

B/Z	ADDRESS	DESCRIPTION	B/Z	ADDRESS	DESCRIPTION
B	112 Maroy	HVAC	B	102 Buckeye	Fence
B	323 Elm	Re-roof	Z	102 Buckeye	Concrete
B	402 Charles	Re-roof	Z	110 Maroy	Accessory Structure
B	121 E Main	Renovation	Z	323 Elm St	Concrete
B	513 W Main	Re-roof	Z	107 Kenwood	Shed
B	304 N Lake	Re-roof			
Z	108 W Main	Fence			

RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST

Ordinance No. 1847-25 Passed:

AN ORDINANCE CREATING THE POSITION OF ASSISTANT FISCAL OFFICER AND FIXING THE RATE OF COMPENSATION 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 creates the following position for the Village of South Amherst:

(a.) Assistant Fiscal Officer ....$20.00 per hour
(b.) Per duties outlined in Exhibit A.
(c.) Position effective as of November 2, 2025.

SECTION 2: 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.

SECTION 3: This Ordinance is declared to be an emergency measure necessary for the efficient and orderly operation of the Village of South Amherst and services to the Village, and the immediate preservation of the public health, safety and welfare of the Village, wherefore, this Ordinance shall be in full force and effect from and immediately after its passage and approval.

First Reading:
Second Reading:
Adopted the day of October , 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. **1846-25** 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

Job Title: Assistant Fiscal Officer

Department: General
Reports To: Village Fiscal Officer

General Statement of Duties

The **Assistant Fiscal Officer** supports the Village Fiscal Officer in performing the full scope of government fund accounting duties. This includes assisting with budget preparation, audit processes, financial reporting, records management, payroll administration, and public records coordination. The Assistant Fiscal Officer plays a vital role in maintaining accurate financial records, ensuring compliance with state and local fiscal regulations, and supporting the efficient operation of the Village's financial systems.

This position requires strong ethical standards, attention to detail, and a commitment to excellence in public service. The Assistant Fiscal Officer is expected to work collaboratively with the Village Fiscal Officer, mayor, council, staff, and outside entities, maintaining a high level of professionalism at all times.

Supervision Received

Works under the direct supervision of the Village Fiscal Officer, with general guidance provided by the mayor and council. Must adhere to technical procedures and operational standards set by the State of Ohio.

Essential Duties and Responsibilities

Examples of duties include, but are not limited to:

- Assist the Fiscal Officer in the preparation of the annual operating and capital budgets.
- Prepare and maintain detailed financial records in accordance with Ohio laws and local ordinances.
- Support the coordination of the annual audit and respond to audit inquiries.
- Prepare financial reports, reconciliations, and summaries as required (monthly, quarterly, and annual).
- Assist in the administration of payroll, including tracking employee benefits and deductions.
- Process and record accounts receivable and accounts payable.
- Support records retention and public records compliance efforts.
- Attend council, committee, and public meetings when required, and take meeting minutes when designated.

- Monitor incoming funds and disbursements; assist in ensuring compliance with financial policies.
- Aid in preparing reports for the mayor, council, and other stakeholders.
- Assist in managing investments, risk management, and internal financial controls.
- Maintain confidentiality and security of sensitive financial and personnel information.

Minimum Qualifications

Education and Experience:

- Associate's degree or Bachelor's degree in Accounting, Finance, Business, or a related field preferred.
- Minimum of 2 years of accounting, finance, or bookkeeping experience; municipal or government fund accounting experience highly preferred.
- Must be bondable.

Knowledge, Skills, and Abilities:

- Familiarity with governmental accounting standards and fund accounting principles.
- Proficiency in accounting software; experience with the **Uniform Accounting Network (UAN)** preferred.
- Proficient in Microsoft Office Suite (Excel, Word, Outlook).
- Excellent organizational, analytical, and communication skills.
- Ability to manage multiple tasks, meet deadlines, and maintain a high degree of accuracy.
- Understanding public records laws and retention schedules is a plus.

Work Environment and Physical Requirements

- Work is primarily performed in an office environment.
- Occasional use of a Village vehicle may be required; must possess a valid Ohio Driver's License and an insurable driving record.

Office Equipment Used

- Computer, printer, telephone, fax, copier, calculator, and postage machine.

Probationary Period

Subject to the probationary period as defined in the Village employee manual.

Vacation and Leave

Vacation time must be coordinated with the Fiscal Officer and support staff to ensure continuity of duties.

Equal Opportunity Employer

The Village is an Equal Opportunity Employer. Employment decisions are made without regard to race, color, religion, gender, age, national origin, disability, or any other protected class.

RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST

Ordinance No. 1848-25 Passed:

AN ORDINANCE AUTHORIZING THE VILLAGE OF SOUTH AMHERST FISCAL OFFICER TO PREPARE AND/OR ACCEPT BLANKET CERTIFICATES AND SUPER BLANKER CERTIFICATES FOR THE FISCAL YEAR

WHEREAS, Section 5705.41 (D)(3) of the Ohio Revised Code permits the fiscal officer of the Village to certify expenditures in an amount not to exceed the amount established by Council resolution, hereafter referred to as blanket purchase orders.

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 authorizes and directs the Fiscal Officer to prepare and/or accept blanket certificates (purchase orders) in an amount not to exceed five thousand dollars ($5,000.00) and to prepare and/or accept super blanket certificates (purchase orders) in an amount not to exceed ten thousand dollars ($10,000.00) for the fiscal year.

SECTION 2: This Ordinance shall repeal all Ordinances in conflict herewith.

SECTION 3: 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 O.R.C.

First Reading: October 27, 2025
Second Reading:
Adopted the day of November 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. **1848-25** 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/18485-25 FO Blanket Certificates

RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST

Ordinance No. 1849-25 Passed:

AN ORDINANCE ADOPTING THE VILLAGE OF SOUTH AMHERST SALES TAX REIMBURSEMENT POLICY

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 adopts the Sales Tax Reimbursement Policy, according to the attached Exhibit A as if fully rewritten herein..

SECTION 2: This ordinance will take effect on 1 January 2026.

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 O.R.C.

First Reading: October 27, 2025
Second Reading:
Adopted the day of November 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. **1848-25** 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/18485-25 FO Blanket Certificates

Ordinance 1849-25 Exhibit A

Sales Tax Reimbursement Policy

Purpose

To ensure compliance with Ohio sales tax laws and the guidance issued by the Ohio Department of Taxation regarding tax-exempt purchases made on behalf of the Village of South Amherst.

Tax-Exempt Purchases

To qualify for Ohio sales tax exemption:

- A purchase requisition form must be completed and approved prior to purchase.
- Maximum amount of a reimbursable purchase is $150.00 when payment is made by a personal credit card, personal checking or cash.
- The purchase must be made directly by the Village of South Amherst.
- The payment must be made using the Village's credit card, check, or account.
- The invoice or receipt must clearly show that the sale was made to the Village of South Amherst.
- The public office's tax-exempt certificate must be presented at the time of purchase.

Non-Reimbursable Sales Tax

- Sales tax will not be reimbursed if:
- The purchase is made using an employee's or official's personal funds.
- The receipt or invoice is in the individual's name and not the Village of South Amherst.
- The payment method does not clearly indicate the Village of South Amherst as the purchaser.

Employee Responsibility

- Employees are responsible for:
- Ensuring purchases are made in accordance with this policy.
- Using the Village of South Amherst authorized payment methods for tax-exempt purchases.
- Obtaining and submitting proper documentation showing the Village of South Amherst as the purchaser.

Reimbursement Request Procedures

Employees seeking reimbursement for eligible expenses (excluding sales tax) must follow these steps:

1. Complete a Purchase Requisition Form: Fill out the official purchase requisition form, including a detailed description of the purchase, the department that will be charged, and approval signatures.

2. Attach Required Documentation: Include original itemized receipts or invoices showing the vendor, date, items/services, and total amount paid (excluding sales tax).

3. Submit Within the Deadline: Submit the completed form and documentation to the Fiscal Officer department within **7 days** of the purchase date.

5. Fiscal Review: The Fiscal Officer will review the request for compliance. Sales tax will be deducted from the reimbursable amount if the purchase was made using personal funds.

6. Reimbursement Issuance: Approved reimbursements will be processed in the next scheduled payment cycle.

Adopted:

RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST

Ordinance No. 1850-25 Passed:

AN ORDINANCE ESTABLISHING UPDATED FINES, COST AND FEES FOR MAYOR'S COURT 2026

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 establishes updated fines, costs and fees for South Amherst Mayor's Court, attached hereto as Exhibit A;

SECTION 2: Fees will be effective January 1, 2026

SECTION 3: All prior ordinances or parts of ordinances in conflict with the provisions of this Ordinance, including but not limited to any prior fee schedules or cost assessments for Mayor's Court, are hereby repealed or superseded to the extent of such conflict.

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.

First Reading:
Second Reading:
Adopted the day of 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. **1850-25** 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:

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Matthew A. Mishak, Law Director
SA/1850-25 Mayor's Court Fines, Cost & Fees

Ordinance No. 1850-25 Exhibit A (1/2)

MAYOR'S COURT FINES

OFFENSE	FINE	COST	TOTAL
Speed			
01-15 MPH over limit	105.00	75.00	180.00
16-30 MPH over limit	125.00	75.00	200.00
31-34 MPH over limit	175.00	75.00	250.00
35 MPH over, Reckless Op	300.00	75.00	375.00
All Other Moving Violations	125.00	75.00	200.00
Expires License less than 12 months	50.00	75.00	125.00
Expired License more than 12 months	90.00	75.00	165.00
No Operators License	275.00	75.00	350.00
Expired Plates less than 6 months	50.00	75.00	125.00
Consumption of Alcohol in Motor Vehicle	175.00	75.00	250.00
Illegal Parking/Improper Parking	25.00	75.00	100.00
No Taillight, No Plate Light and Any Headlight Violation	50.00	75.00	125.00
Obstructed Plates	105.00	75.00	180.00
Unsafe Vehicle	105.00	75.00	180.00
Littering from Vehicle	175.00	75.00	250.00
Stopping for School Bus	325.00	75.00	400.00
Failure to Yield Right of Way to Emergency Vehicle	150.00	75.00	225.00
Shortcutting Intersection	150.00	75.00	225.00
Improper Backing	125.00	75.00	200.00
Failure to Use Seat Belt			
C) Driver	30.00	75.00	105.00
C) Passenger	20.00	75.00	95.00
C) Child Restraint	100.00	75.00	175.00
Squealing Tires/Loud Exhaust	125.00	75.00	200.00
Excessive Noise – Inside Motor Vehicle	125.00	75.00	200.00
Pedestrian Violations			
Disorderly Conduct (509.03.A)	75.00	75.00	150.00
Open Container in Motor Vehicle (529.07B5	125.00	75.00	200.00
Open Container in Public place (529.07)	50.00	75.00	125.00
Dog at Large (1st Offense Only)	95.00	75.00	170.00
Barking Dog (1st Offense – 25.00 every additional)	95.00	75.00	170.00
All Other Criminal Misdemeanors	150.00	75.00	225.00
Excessive False Alarms (w/in 12-month period)			
3rd thru 5th violation	25.00	75.00	100.00
6th and each additional	150.00	75.00	225.00

Accidents (MM) may be waived with Proof of Insurance

Ordinance No. 1850-25 Exhibit A (2/2)

Mayors Court of South Amherst, Ohio

Schedule of Costs and Fees

Description		
State Indigent Defense Support Fund 2949 091(A)(I)(a)(ii) Misdemeanors/Moving Traffic $20 Or Court Cost- State Indigent Defense Support Fund 2949.09 (A)(I)(a)(iii) Non-Moving Traffic $10	20.00	
Additional Costs - Moving Violations - 2949.094 35% to State Treasury of which 97% Drug Law Enforcement Fund 03% Justice Program Services Fund 15% to Indigent Drivers Alcohol Treatment Fund 50% to Indigent Defense Support Fund	1000	
Court Cost - State Victims of Crime	$9.00	
		$39.00
South Amherst Local Costs		
Computer Fund - Clerk- 1901.261(8)("1) $10 max	$10.00	
General Office Operations -	$23.00	
Computer Fund - Court 1901.261(A)(I) $3 max	$3.00	
		S3G.oo
		$75.00
Fees		
Warrant	**$75.00**	
License Forfeiture	**$75.00**	
Supplemental Summons	**$50.00**	
Bad Check	**$45.00**	
License Suspension - Out of State	**$25.00**	
Subpqena	**$25.00**	
Continuance	**$20.00**	
Payment Plan Extension	**$20.00**	
Certified Copy per page	**$1.00**	
Supplemental Citation	**$40.00**	
Processing Fee for Payment Plans	**$10.00**	

RESOLUTION NO. 769-25

Contribution to Qualified Employees' Health Insurance Coverage

Lorain County, Ohio

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

WHEREAS, this date, November 24, 2025 Council moved to adopt the following Resolution:

WHEREAS, the Council of the Village of South Amherst hereby fixing the rate of contribution to qualified employees' health insurance coverage to the sum of $750.01 per month; and,

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

NOW THEREFORE, it is hereby RESOLVED that:

1. A qualified employee is considered a full-time employee.
2. The fiscal officer is authorized to pay monthly for each qualified employee an amount not to exceed $750.01 for the monthly premium for health insurance coverage.
3. The monthly premium takes effect on January 1, 2026.

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.

First Reading:
Second Reading:
Adopted the day of November 2025

____
Scott Jones, Mayor

ATTEST: __________________________
Fiscal Officer

I, Michelle Henke, the Fiscal Officer of the Village of South Amherst, certifies that the forgoing Resolution No. **769-25** 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 resolution on the record and is a true and accurate copy. Further, I certify that the adoption of such resolution 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\ Res. 769-25 Health Ins. Premium