

**RECORD OF PROCEEDINGS**  
Minutes of Village of South Amherst  
**REGULAR COUNCIL**  
November 24, 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	EX	Assistant F.O. Wendy Kolmorgen	P
Council Pro Tempore Jeanne Maschari	P	<i>(EA – excused absences)</i>	

Councilmember Jeffers moved to approve the absence of Councilmember Troike due to work. Councilmember Siesky seconded the motion.

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

**APPROVAL OF AGENDA** November 24, 2025 Amendment: Executive Session for the discussion of personnel compensation and Maternity Home Agreement, October Reconciliation.

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

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

**APPROVAL OF MINUTES** November 10, 2025

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

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

**VISITORS**

Sharon Bricker 110 N Lake - The resident expressed concerns about the use of mowers at the soccer field and at Lucy Idol due to her breathing difficulties. She requested that the village take action; however, it was noted that the property is owned by the school and Lucy Idol, and she should contact them directly.

Chester Arcaba 6230 Russia Rd.  
Mark Leshinski 592 S Lake St.  
Steve Iwanek 249 W Main. St.

**FISCAL OFFICER**

Payment Listing

Presented to council.

**RECORD OF PROCEEDINGS**  
Minutes of Village of South Amherst

Financial Reports

The following November Financial Reports were presented to council: Revenue Summary, Fund Summary, Appropriation Summary.

Appropriation Ordinance No. 331

Increase appropriations for expenses through the end of 2025. The Building Inspector budget line was adjusted upward to account for the volume of inspections already recorded this year, with five weeks still remaining.

October Reconciliation

Completed and ready for signatures.

**RECORDS CLERK**

Maternity Home Security Plan

Discussion was conducted in executive session due to confidential security considerations. At this time council approval has been tabled.

Maternity Home Agreement

Following a brief discussion with a councilmember and the fiscal officer, it was recommended that a signed agreement be established between the maternity home and the village. This agreement would acknowledge the approved stipulations outlined in the Conditional Use Permit and the Security Plan.

Councilmember Jeffers moved to establish a signed agreement between the Village and Cornerstone Maternity Home acknowledging the Security Plan and the stipulations as outlined in the approved Conditional Use Permit. Councilmember Siesky seconded the motion. Jeffers x Koscho x Maschari x Sangiacomo x Siesky x Troike **EX** Motion carried.

**UTILITY ADMINISTRATOR**

**Water**

Thermal-imaging Presentation of Water System

The utility administrator presented the thermal-imaging video of the village's water system to council. The drone video showed areas of concern and will help to determine which sections of the system are high priority. The area covered was the eastern and southern portion of the village (E. Main, Vivian, Charles, Kenwood, Annis, Squires, Russia, and S. Lake).

Councilmember Mashari inquired if the video showed any significant findings at the bridge on Annis Rd. The utility administrator responded, "No, the video did not show any issues of concern and that the water has been tested numerous times and it shows no traces of chlorine. However, we have found traces of chlorine by the bridge on S. Lake St." Councilmember Sangiacomo asked what does "traces of chlorine" indicate? The utility administrator stated that traces of chlorine means that there is a leak in our water system and by testing particular areas, we can pinpoint the location of a leak.

The five major concerns found in the village are: 105-107 Vivian, 105 S Lake, 214 Annis, 885 S Lake, and 895 S Lake.

**RECORD OF PROCEEDINGS**  
Minutes of Village of South Amherst

See Exhibit A 112425 Water Leak Map for areas of concern.

**ORDINANCE**

Ordinance No. 1848-25      *(Final Reading)* An ordinance authorizing the Village of South Amherst fiscal officer to prepare and/or accept Blanket Certificates and/or Super Blanket Certificates for the fiscal year.

Councilmember Siesky moved to adopt Ordinance 1848-25. Councilmember Jeffers seconded the motion.

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

Ordinance No. 1849-25      *(Final Reading)* An ordinance adopting the Village of South Amherst Sales Tax Reimbursement Policy.

Councilmember Siesky moved to adopt Ordinance 1849-25. Councilmember Koscho seconded the motion.

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

Ordinance No. 1850-25      *(Final Reading)* An ordinance establishing updated Fines, Cost, and Fees Mayor's Court 2026.

Councilmember Koscho moved to adopt Ordinance 1850-25. Councilmember Siesky seconded the motion.

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

**APPROPRIATION**

Permanent Appropriation Ordinance No. 331

Councilmember Koscho moved to adopt Permanent Appropriation Ordinance No. 331.

Councilmember Siesky seconded the motion.

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

Temporary Appropriation Ordinance No. 332

Councilmember Siesky moved to adopt Permanent Appropriation Ordinance No. 332.

Councilmember Jeffers seconded the motion.

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

**MISCELLANEOUS**

Resident Letter (Exhibit A)

Dear Mayor and Members of South Amherst Council,

First, I want to thank you for allowing our community the use of the meeting space and for extending the invitation to Commissioner Moore. Your efforts to provide a forum for discussion are appreciated and have helped bring much-needed attention to this issue.

That said, I have been disappointed to hear on multiple occasions and heard similar feedback from other residents where the Mayor's Court has been suggesting that having "only" around 100 people attend each relevant meeting somehow indicates a lack of public concern. The South Amherst meeting prior to Commissioner Moore's visit drew just three attendees — when he came, there were over 150 residents present, and the recording has now surpassed

## RECORD OF PROCEEDINGS

### Minutes of Village of South Amherst

1,200 YouTube views. For comparison, most of your past meeting videos received fewer than 80. Those numbers don't show a lack of care; they show extraordinary engagement for a small village and surrounding communities.

I also understand that members of council are busy and that time is limited — but so are the residents you represent. The people attending these meetings are working parents, small business owners, and community members juggling careers, children, and health challenges. Expecting them to make every meeting, research complex development proposals, or track county-level discussions is unrealistic. That's precisely why we elect local officials: to represent our interests, stay informed, and advocate for the community's values and future.

The fact that over 100 residents continue to show up, meeting after meeting in New Russia, is not a sign of indifference — it's a remarkable demonstration of concern and civic engagement. We also have multiple South Amherst residents attending County Commissioner meetings regularly as well. And while social media isn't a perfect tool, it clearly reflects a growing unease and desire for transparency about what's being proposed for the area.

I appreciate the work you do, and I hope the council will see this momentum not as a burden but as a call to action — an opportunity to lead and ensure that South Amherst's voice is truly heard in the decisions shaping our region.

Regards,  
Jim Cahlik

#### Plan to Facilitate Change (Councilmember Maschari presented.)

A property maintenance code (ordinance) was developed, though it is less comprehensive than in other communities. There is an ongoing issue with a resident failing to clean up their property despite repeated efforts and missed court appearances. Enforcement has been challenging because the designated court (Oberlin Municipal Court) previously declined to hear such cases. With a new judge taking office, the possibility of these cases being heard will be revisited.

Concerns were raised about the need for a clear enforcement plan and potential assistance from the law director. Questions included whether to establish local fees for violations or adhere to the standard minor misdemeanor schedule, and why fines have not been applied at the maximum allowable amount. Councilmember Maschari stated that stronger measures may be necessary to ensure compliance, as unresolved violations negatively impact neighboring residents. Follow-up with the non-compliant property owner will continue, including issuing letters and fines if cleanup does not occur.

A concern was raised about the use of police department citation books by zoning staff, as altering the forms may create legal issues. A recommendation is needed for proper citation procedures. The law director stated that the zoning staff may legally use the police citation books. The law director further stated that the primary goal of enforcement is compliance rather than punishment. If citations fail to achieve compliance, nuisance abatement may need to be considered as an alternative strategy. If the village incurs costs for nuisance abatement, the amount can be recovered by adding the total to the property tax duplicate.

Ms. Maschari clarified that in this instance we do not have the manpower to tear down a building or haul off vehicles. The zoning inspector added that private companies are unwilling to go onto private property. The accessory building is structurally unsound and unfit for human habitation, with issues such as a collapsing roof, broken windows, and animals inside. The recommended process involves contacting the fire chief to schedule an inspection, obtaining an administrative

**RECORD OF PROCEEDINGS**  
Minutes of Village of South Amherst

search warrant if necessary, and declaring the structure unsafe. The village ordinance specifies that abatement is handled by the mayor or a designee, and as the zoning inspector, he is the

designated authority. No additional resolution is required to confirm his authority, as is included in his job description. Council approval would only be needed for funding if a third-party contractor is engaged.

**EXECUTIVE SESSION**

ORC 121.22 (G)(1) Personnel (G) (6) Security

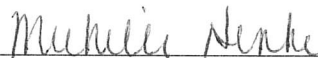
Councilmember Maschari moved to enter Executive Session to consider personnel issues in accordance with ORC 121.22 (G)(1) and specialized security arrangements in accordance with ORC 121.22 (G)(6) at 7:56 p.m. Councilmember Jeffers seconded the motion.


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

Returned to regular session at 9:18 p.m.

**ADJOURNMENT** Time 9:18 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Fiscal Officer Michelle Henke

  
\_\_\_\_\_  
Mayor Scott Jones

Village of South Amherst

EIMAIN ST

113

VIVIAN ST

CHARLES ST

ELM ST

Exhibit A 112425  
Red X marks potential leaks

SLAKE ST

SQUIRES CT

ANNIS RD

SLAKE ST

green  
nety

