

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst
REGULAR MEETING
April 13, 2026

CALL TO ORDER

The council meeting was called to order by Mayor Scott Jones at 7:00 p.m.

LORD’S PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL

Councilmember Michele Jeffers	P	Fiscal Officer Michelle Henke	P
Councilmember Robb Koscho	P	Records Clerk Laurie Beran	P
Councilmember Mark Leshinski	P	Law Director Matthew Mishak	EA
Councilmember Jeanne Maschari	P	Utility Admin. David Valentine	P
Councilmember Anthony Savage	P	Assistant F.O. Wendy Kolmorgen	P
Councilmember David Troike	P		<i>(EA – excused absences)</i>

APPROVAL OF AGENDA April 13, 2026

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

Jeffers x Koscho x Leshinski x Maschari x Savage x Troike x Motion carried.

APPROVAL OF MINUTES March 23, 2026

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

Jeffers x Koscho x Leshinski x Maschari x Savage x Troike x Motion carried.

VISITORS

Chris Gallagher 390 Annis Rd.: Inquired on the progress of the aluminum recycle program. Collection is ongoing with small but steady amounts. First recycling run expected within a few weeks. Payment will depend on weight, vendor, and market rates; exact rate unknown. Continued drop-offs encouraged.

Tom Gallagher 390 Annis Rd.: A discussion clarified that collected aluminum cans should be taken to the street garage. A container for cans has not yet been received; until then, cans should be placed in bags only and either left by the front door or dropped over the fence for morning pickup—no loose cans. Outreach to nearby businesses was discussed; one owner (Train Wreck) has been contacted, and flyers have been posted to explain the project to businesses and the public. Direct owner outreach has been limited, though a follow-up call will be made to the owner of Whiskeyville. Questions were raised about whether cans need to be rinsed, but it was noted that cans are typically processed as scrap aluminum.

Chair Beautification Committee Dawn Howell - Reported plans to create a Facebook page to recruit volunteers for upcoming events and requested guidance to avoid misrepresenting affiliation with the Village. It was clarified that the page should clearly state it is not a government-affiliated entity and should include “non-government affiliated” language in the page description. The committee should not claim to act on behalf of the Village but may describe itself as a volunteer beautification committee working independently to improve the community.

CDE Penny Becker – A Memorial Day update was provided, noting that planning is progressing well and remaining items will be discussed at the next committee meeting. The need for a quality sound system was discussed; Chris Bednar is willing to provide services again, and it was confirmed that the Village will cover the cost as done previously. Guidance was requested on improving communication with Village officials, noting limited email responses, and asked about preferred timing or methods for

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correspondence. It was confirmed that emails are received, phone contact is acceptable, and formal votes cannot occur via email. The use of a council liaison for committee matters was discussed and clarified.

MAYOR

Reminder to residents that Primary Elections are May 5th at North Lake Missionary Baptist.

FISCAL OFFICER

Payment Listing 3/20-4/9/26

Presented to council.

Councilmember Leshinski questioned why only a power unit was purchased for a chain saw. The Utility Administrator clarified that a complete unit was purchased and the receipt just showed an abbreviated description.

Financial Reports

The following Financial Reports for April 2026 were presented to council: Revenue Summary, Fund Summary and Appropriation Summary.

Recycle Cans / Park Capital Project

The fiscal officer explained that the Law Director advised that revenue from the recycled-can proceeds shall be accounted to the General Fund. A new revenue account line was created for tracking the revenue. Expenditures will be paid from the Parks General Fund.

Reallocation of Appropriations

A reallocation of appropriations was presented, proposing to transfer \$75,999 from the current capital equipment appropriation to a transfer-out account line to move the funds to the Parks Capital Project (Fund 4903) for project and grant tracking purposes.

Appropriation Ordinances 336 & 337

Transfer of funds to Park Capital Project Funds is No. 336 , with no. 337 the appropriation.

RECORDS CLERK

Conformity of Boundaries and Property Annexation

Action(s) to be formally taken regarding the annexation of Village owned property PPN 0500010102029 15.83 acres which is adjacent to Evergreen Cemetery and conforming of the Village boundaries.

Councilmember Maschari moved to approve the annexation of 15.83 acres PPN 0500010102029.

Councilmember Troike seconded the motion.

Discussion: Councilmember Maschari clarified that the current motion on the table is only for annexing the 15.83 acres. Annexation must take place prior to a motion for conforming the boundaries.

Jefferis x Koscho x Leshinski x Maschari x Savage x Troike x Motion carried.

Councilmember Maschari moved to conform the boundaries of the Village of South Amherst to include the most current annexation of 15.83 acres. Councilmember Troike seconded the motion.

Discussion: Councilmember Leshinski asked if by conforming the boundaries if you will no longer vote on township trustees or issues. Councilmember Maschari answered, "This means that when the process is

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complete, you will no longer vote for township trustees, and I cannot answer how the township includes the New Russia township current residents on issues. This is getting our tax dollars into our village, that our residents pay."

Jeffers x Koscho x Leshinski NAY Maschari x Savage x Troike x Motion carried.

Cancellation of Meeting

A recommendation was made to have a policy included in the Rules of Council outlining the procedure to properly cancel a meeting after office hours. A best practice guideline was provided to council for consideration.

Councilmember Maschari moved to include in the Rules of Council a Meeting Cancellation Policy. Councilmember Jeffers seconded the motion.

Discussion: Councilmember Savage recommended specifying that the Chair or designee would post notice and remain at the meeting location for at least 15 minutes after the scheduled start time to inform the public of the cancellation.

Jeffers x Koscho x Leshinski x Maschari x Savage x Troike x Motion carried.

March Construction Report

B/Z	ADDRESS	DESCRIPTION	B/Z	ADDRESS	DESCRIPTION
B/Z	115 Buckeye	Pole Barn	B	220 W Main	Electric Meter
Z	307 E Main	Fene	B	132 E Main	Electric Meter
B	131 W Main	Re-roof	B	132 E Main	HVAC replace
B	671 S Lake	Re-roof	B	213 S Lake	Re-roof

Planning Commission

Semi-annual meeting will be on Monday the 20th at 7:00 p.m.

Records Commission

Semi-annual meeting will be on Monday the 27th at 6:30 p.m.

UTILITY ADMINISTRATOR

Street/Service

Engineering Services

Last month, an RFQ was posted for qualified municipal engineering services. The three firms that replied were: Jones & Henry, K.E. McCartney, and Karpinski. In order to make a recommendation to council all three firms were evaluated using the same criteria. The utility administrator recommended K.E. McCartney due to their extensive work in the local area, grant searches, and working with county administration.

Councilmember Jeffers moved to negotiate a contract with K.E.M. (K.E. McCartney) for municipal engineering services. Councilmember Koscho seconded the motion.

Discussion: Clarification was provided that no specific timeline exists for negotiating the contract.

Jeffers x Koscho x Leshinski x Maschari x Savage x Troike x Motion carried.

Dumpster Days

Friday & Saturday 4/17-18

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Employee Reinstatement

Councilmember Troike moved to reinstate Rocco Iafolla as a part-time employee. Councilmember Koscho seconded the motion.

Discussion: Councilmember Leshinski raised a question regarding whether additional legislation was required. The Fiscal Officer assured Council that the employee would return under the same rate of pay and job description as held previously.

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

Speed Limit Signs

Councilmember Leshinski raised a prior concern from the March 9 meeting regarding speed limit sign spacing, stating that signs placed every 1,000 feet may reduce effectiveness. The Utility Administrator responded that the general guideline is 1,500 feet and noted that the additional signage applies only to Main Street, which currently lacks sufficient speed limit signs. The mayor concurred, adding that the most frequent complaint heard in Mayor's Court is the absence of speed limit signage.

Water/Storm

Consumption Report

Presented to council. Last year's report was at a loss of 51%, this year we are down to a 6% rate of loss.

Hydrant Maintenance

Spring hydrant maintenance will be starting in the next few weeks. CODERed alerts will be going out to alert residents to when and where we will be located.

Water System

Chlorinator will be turned on once a new probe is delivered and installed by Prominent.

Councilmember Leshinski stated that, given the deteriorated condition of the water lines, it may be beneficial for the Village to consider exiting the water business and to see if Northern Ohio or Rural Lorain County Water Authority, would take over. It was noted that during the prior mayor's term, a representative from RLCWA evaluated this option and found it financially infeasible, and that the option has been explored within the past few years. Councilmember Leshinski will re-explore alternatives to remaining in the water business to determine whether costs or conditions have changed.

Park

Entrance Garden

Councilmember Savage moved to proceed with the comprehensive cleanup at the Community Park entrance flowerbed that includes pre and post-emergent weed control, pruning. Debris removal, mulching and monthly weed control maintenance not to exceed \$3, 500.00. Councilmember Troike seconded the motion.

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

Cemetery

Memorial Garden

Councilmember Maschari moved that we proceed with the following at Evergreen Memorial Garden by approving the removal of three spruce trees and installing 7 – 6' Norway Spruce not to exceed \$6,300.00. Councilmember Jeffers seconded the motion.

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

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DEPARTMENTS

Fire

Dismissal of Firefighter

Councilmember Koscho moved to dismiss Firefighter Tim Moore from the South Amherst Fire Department. Councilmember Maschari seconded the motion.

Jeffers Koscho Leshinski Abstain Maschari Savage Troike Motion carried.

COMMITTEES

Safety

Fire Chief Compensation

Councilmember Savage moved to hold a special meeting on April 20th at 6:30 p.m. for consideration and action of Fire Chief compensation ordinance. Councilmember Koscho seconded the motion.

Discussion: Councilmember Maschari and the fiscal officer will meet during the week to draft legislation in accordance with FLSA (Fair Labor Standards Act).

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

Ordinance

Councilmember Savage moved to have the April Ordinance Committee meeting held at 7:30 p.m. on April 14th. Councilmember Koscho seconded the motion.

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

ORDINANCES

Ordinance No. 1854-26 (Second Reading) An Ordinance Amending Section 121.03 of the Codified Ordinances of the Village of South Amherst - Audit Committee

Ordinance No. 1855-26 (First Reading) An Ordinance Creating the Position of Alternate Trainee Mayor's Court Clerk and Fixing the Rate of Compensation

RESOLUTIONS

Resolution No. 778-26 (Emergency) Amending the Monthly Payroll Processing Date

Councilmember Jeffers moved to approve Resolution No. 778-26 as an emergency. Councilmember Troike seconded the motion.

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

APPROPRIATIONS

Transfer of funds

Councilmember Troike moved to approve the reallocation of funds. Councilmember Savage seconded the motion.

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

Appropriation Ordinance No. 336

Councilmember Troike moved to approve Appropriation Ordinance No. 336. Councilmember Jeffers seconded the motion.

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

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Appropriation Ordinance No. 337

Councilmember Savage moved to approve Appropriation Ordinance No. 337. Councilmember Leshinski seconded the motion.

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

VISITORS

CDE Penny Becker inquired as to how many hours were dedicated to Memorial Day by the previous chair. Mayor Jones will contact Jeri Leigh Siss.

Tom Gallagher – Asked whether the Village could exit the water business. It was reiterated from the discussion earlier in the meeting, that a prior review conducted several years ago was rejected due to cost. The prior evaluation by RLWCA indicated they would not assume existing water system loans, would require complete replacement of all water lines, installation of exterior meters at each residence at substantial cost to residents, and would not utilize the existing water tower, creating fire protection concerns. Replacement was estimated to take five to ten years, during which residents would continue paying Village water fees. Other potential providers, including Elyria and Northern Ohio Rural Water, had previously declined interest. It was agreed that no viable alternatives were available at the time, but a Councilmember Leshinski will explore available options.

EXECUTIVE SESSION

Councilmember Leshinski moved to enter Executive Session to consider an employee dismissal action in accordance with ORC 121.22 (G)(1) at 7:57 p.m. Councilmember Savage seconded the motion.

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

Return to regular session at 8:26 p.m.

MISCELLANEOUS

Council Printer

Due to security protocol, councilmembers are unable to wirelessly access the office copier and in need of printing capabilities after office hours.

Councilmember Maschari moved to purchase a personal printer for council use. Councilmember Jeffers seconded the motion.

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

Councilmember Troike has been tasked with researching a suitable personal printer that supports color printing, duplex copying, and has a minimum paper capacity of 50 sheets.

Removal of trees 310 E Main

Councilmember Troike clarified with the utility administrator that resident is allowed to remove a tree from their tree lawn. Mr. Troike will be removing two Bradford Pear trees which have been designated as an invasive species, plus one of the trees is dying. At a future date they intend to plant Dogwoods from the ODNR recommendation list.

Lorain County Beautiful Day

Lorain County Beautiful Day was announced for May 16 from 9:00 a.m. to 12:00 p.m., with a dumpster placed behind the fire station. Volunteers are needed for cemetery flag placement, trash pickup, mulching,

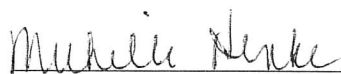
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planting flowers, and general cleanup; mulching may occur on additional dates. Volunteers will receive a Keep Lorain County Beautiful patch and safety vest, and donuts will be provided. Interested volunteers were asked to contact David Valentine by **May 11** at villageadmin@southamherst.org.


Additional information was shared regarding free Lorain County programs: free appliance recycling (items with Freon) at the collection center on May 16, boat wrap recycling, and a countywide plastic grocery bag recycling contest for K-12 schools.

ADJOURNMENT 8:41 p.m.

Respectfully submitted,



Fiscal Officer Michelle Henke



Mayor Scott Jones