

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst
REGULAR MEETING
June 8, 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 Anthony Savage	P	Utility Admin. David Valentine	P
Councilmember David Troike	P	Assistant F.O. Wendy Kolmorgen	P
Council Pro Tempore Jeanne Maschari	P		<i>(EA – excused absences)</i>

APPROVAL OF AGENDA June 8, 2026 Amendment: North End Water Main Project, April Bank Reconciliation, Public Hearing. B & G Committee Meeting

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

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

APPROVAL OF MINUTES May 26, 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

Brittany Ramirez – Public Works Office Administrator
Dawn Howell – Beautification Committee
Penny Becker – CED

Lorain County Commissioner Marty Gallagher & Garvin Carrington – The county commissioner spoke on behalf of Lorain County regarding support for the Community Development Block Grant (CDBG) Urban County Program, explaining that there has been confusion about the purpose of becoming an “urban county.” The commissioner emphasized that the program is not intended for large-scale development projects or bringing in businesses but rather is a federal HUD-funded program designed to assist low- to moderate-income residents without placing additional burdens on local taxpayers. The funding can be used for infrastructure and community improvements such as sidewalks, water lines, sewer and drainage improvements, accessibility upgrades, housing repairs, and programs that improve residents’ quality of life.

The commissioner explained that many residents seek assistance through the program for home repairs they otherwise could not afford, and that the program also supports seniors, individuals with disabilities, and vulnerable populations through services such as Meals on Wheels. Participation in the Urban County Program could increase annual funding from approximately \$800,000 to about \$1.6 million if all eligible villages, townships, and cities participate. Elyria and Lorain are not part of the partnership because they operate separately, while the remaining communities in the county are eligible participants.

The commissioner further noted that the program allows local communities to identify and prioritize their greatest needs while working collaboratively to maximize available resources and funding opportunities.

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The program operates under the U.S. Department of Housing and Urban Development (HUD) as an entitlement program for needy residents. Garvin, the county official overseeing housing and related programs, was present to answer questions and provide additional information about the program.

St. John's United Church of Christ Community Outreach Committee represented by Pastor Salyer and Paula Knodel requested permission to install a Community Blessing Box outside the Village Offices at 103 W. Main Street. The Blessing Box would provide free nonperishable food and personal care items to residents in need. Committee representatives stated the Village Offices location was selected for its visibility, accessibility, and reduced risk of vandalism. The committee would assume all costs and responsibilities for installation, stocking, maintenance, and repairs, with no cost to the Village. Council was asked to consider the request and provide approval.

Councilmember Maschari moved to approve St. John's UCC Blessing Box. Councilmember Jeffers seconded the motion.

Discussion: Clarification was made that the Blessing Box would be a fixed structure. Ms. Knodel will contact Mr. Valentine with any concerns.

Jeffers Koscho Leshinski Maschari Savage Troike Motion carried.

Sue Szalkiewicz 211 Maple St – The resident reported ongoing issues with excessive noise, loud music after ordinance hours, and a barking dog in the neighborhood. The resident stated that law enforcement has been contacted multiple times regarding the disturbances. Concerns were also raised about a dog being tethered outside and occasionally running loose in the neighborhood. Council discussed contacting the police department directly and noted that the Village has a nuisance ordinance regarding barking dogs. The resident expressed hope that the matter can be resolved and stated the neighborhood has otherwise been a positive place to live for many years.

Jeremy Brown, 1807 The Gallery - presented a proposal for a large-scale public mural in the Village in collaboration with mural artist Jared Mitchell. The project would celebrate South Amherst's history and the nation's upcoming 250th anniversary. Brown stated the project is in the early planning stages, with no final designs or approvals in place, and emphasized collaboration with Village officials, business owners, and residents. A Planning Commission will be scheduled for June 15, 2026 at 7 p.m.

MAYOR

Presentation

The Making a Difference Award recognizes individuals whose dedication, service, and commitment have made a meaningful difference in our community. The award was presented to Brittany Rameriz Public Works Office Administrator, Penny Becker Community Economic Director, Dawn Howell & Sue Kunkel from the Beautification Committee (aka the Petal Pushers).

Lorain County Urban Initiative/ Designation

A representative from the Lorain County Community Development Department explained that the County is seeking additional CDBG funding through the Urban County program. Eligible projects are generally focused on low-to-moderate income residents, including housing repairs, infrastructure improvements, senior and disabled populations, and blight removal. Limited first responder-related projects may qualify depending on the scope.

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Council discussed the senior food program and requested participation numbers for Village residents. The County stated it is working with the program administrator of the Neighborhood Alliance to obtain data and encouraged local officials to help inform residents about available assistance programs, noting that participation requires residents to apply.

Councilmember Maschari moved to approve participation in the Lorain County Urban Designation. Councilmember Jeffers seconded the motion.

Discussion: Council discussed participation in the Urban County CDBG program and approved moving forward with submitting the required participation letter. County representatives explained that the program could significantly increase federal funding available for community development projects, including housing repairs, infrastructure improvements, neighborhood revitalization, and programs benefiting low-to-moderate income residents, seniors, and individuals with disabilities.

Representatives clarified that current CDBG funding averages approximately \$324,000 annually countywide through the state program, while the Urban County designation could increase funding to approximately \$1 million annually, in addition to potential HOME program funding for larger housing rehabilitation projects. Officials emphasized that all funding is federally regulated and restricted to eligible community development purposes.

Council raised questions regarding oversight, project approval authority, affordable housing, sewer infrastructure, long-term participation requirements, and ensuring South Amherst residents could directly benefit from the program. County officials stated that community input and local participation are required throughout the process and emphasized that municipalities must actively submit projects and encourage resident participation in available programs. Discussion also included concerns about past county support, communication between county officials and municipalities, and the importance of continued collaboration on future development and infrastructure needs.

Councilmember Jeffers moved to call the question for the motion pending before Council. Councilmember Maschari seconded the motion.

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

Jeffers x Koscho x Leshinski **abstain** Maschari x Savage **abstain** Troike **nay** Motion carried.

FISCAL OFFICER

Payment Listing 5/22-5/26

Presented to council.

Financial Reports

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

April Reconciliation

Completed and ready for signatures.

Public Hearing

There will be a public hearing on June 22 at 6:45 p.m. to discuss the 2027 Tax Budget.

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RECORDS CLERK

April Construction Report

B/Z	ADDRESS	DESCRIPTION	B/Z	ADDRESS	DESCRIPTION
B	112 Squires	Re-Roof	Z	374 Annis	Pool
B	6290 Russia	Re-Roof	Z	307 Elm	Shed
B	114 Annis	Siding	Z	601 W Main	Pool

UTILITY ADMINISTRATOR

Water/Storm

Consumption Report

May Water Consumption Report was presented to council. The negative number resulted from the RLCWA reading their water meter six days earlier than the Village's reading, which created the discrepancy.

Electronic Billing

During the last billing cycle, information regarding electronic billing sign-up was included with utility bills. Enrollment in electronic billing is optional and is being offered as a convenience for residents, not a requirement.

North End Water Main Project

The village administrator discussed the proposal from KEM, estimated at approximately \$116,000, to initiate the North End Water Main Project. The proposal includes preliminary work such as topographical surveys and six 10-foot core drillings to assess soil conditions, water table levels, and overall feasibility for water, storm, and roadway improvements. These steps would support future grant applications, though some costs may not be fully grant-eligible

Councilmember Maschari moved to approve the proposal from KEM for the North End Water Main Project. Councilmember Troike seconded the motion.

Discussion: Concerns were raised about potential redundancy if a future transition to rural water occurs, but members emphasized the immediate need to address aging infrastructure, noting that rural water integration is likely several years away. It was acknowledged that funding would require a loan, though recent debt reductions and ongoing revenue collection support moving forward. Members highlighted the importance of demonstrating progress to residents and preventing more costly failures. Additional discussion noted that the project also addresses stormwater and roadway improvements. Overall, sentiment supported proceeding to avoid stagnation and mitigate risk, with the project seen as a timely and necessary investment in infrastructure.

Jeffers x Koscho x Leshinski Nay Maschari x Savage x Troike x

Motion carried

Park

Playground Update

Construction date of the new playground is scheduled for June 22, and the ribbon cutting is scheduled for June 27th.

COMMITTEES

Audit

Committee Meeting

June 10, 2026 @ 4:30 p.m.

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B & G

Committee Meeting

June 12, 2026 @5:30 p.m.

Beautification/CED

USA 250th Update

The Village will celebrate the Nations Semiquincentennial on June 27th at the Community Park from 12-4. Included in the events will be the ribbon cutting of the new playground and Girl Scout Troop 50768 Care-To-Share Recreational Lending Library, plus the U.S. Marines Strong Man Tug of War, games for all ages, food, friends and community!

ORDINANCES

Ordinance No. 1855-26 *(Second Reading)* AN ORDINANCE ESTABLISHING RECORDS MANAGEMENT POLICIES FOR THE VILLAGE OF SOUTH AMHERST

ADJOURNMENT 8:39 p.m.

Respectfully submitted,



Fiscal Officer Michelle Henke



Mayor Scott Jones