

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst
REGULAR MEETING
August 10, 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	EA
Council Pro Tempore Jeanne Maschari	P	<i>(EA – excused absences)</i>	

APPROVAL OF AGENDA August 10, 2026

Councilmember Savage moved to approve agenda as presented. Councilmember Leshinski
Jeffers x Koscho x Leshinski x Maschari x Savage x Troike x Motion carried.

APPROVAL OF MINUTES June 29 and July 7, 2026

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

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

VISITORS

Andrew Cotton introduced Spotless Lots, LLC, a commercial parking lot and property litter-cleanup service serving Lorain County. After leaving a four-year career as a computer technician, he pursued entrepreneurship and has grown the company to 10 monthly clients. Services include recurring litter removal for businesses, plazas and storage facilities, with visits ranging from weekly to three times per week. Phone number is 440-370-1628.

MAYOR

Key to the Village

The Key to the Village program was brought forward as potential recognition for a resident whose friend's child is undergoing a second round of leukemia treatment. Since the village may not have previously presented a key, staff will review the archives. Council members expressed no objection. The mayor will research a large decorative key with a plaque or inscription will be purchased to recognize the individual.

Council Project Update

Council members are encouraged to share updates on committee work or other projects completed during the July recess. Updates may be provided at the next meeting.

Committee-as-a-Whole

The possibility of holding a committee-as-a-whole meeting before the regular Council meeting was discussed to ensure that members and the public receive consistent information. This would not replace existing committee meetings but could be used when scheduling a separate meeting is difficult or when additional discussion is needed. Suggested topics could include brainstorming, work sessions and clarifying information before formal action is taken. The meeting could begin at 6:00 or 6:30 p.m., as needed, and would be scheduled only when necessary.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst

Microsoft Calendar

Council committee chairs will be required to use Microsoft Calendar for all committee meetings. Invitations should be sent to members and appropriate personnel so attendance can be tracked, conflicts identified and reminders provided. The Microsoft Calendar will not replace the public village calendar but will help Council use its Microsoft 365 system more effectively and keep members organized. Council members are also responsible for submitting all agenda items to the records clerk.

FISCAL OFFICER

Payment Listing 6/20-8/7/26

Presented to council. Councilmember Leshinski received confirmation that the payment 11141 to Vaughn's was for maintenance on the Service/Water department vehicle.

Financial Reports

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

June Mayor's Court

Gross Receipts	Ohio Reparations	City of Oberlin	Total net Receipts to SA	Computer Fund Clerk	Computer Fund Court	General Fund
\$13,405.00	\$2,625.00	\$105.00	\$10,675.00	\$691.00	\$207.00	\$9,777.00

County MARCS Loan Request

The County is offering safety departments a two-year, 0% interest loan for eligible MARCS equipment, programming, and related upgrades. Fire Department expenses may also qualify for reimbursement through the State Fire Marshal's Office, with any reimbursement applied toward loan repayment. Police Department expenses would be limited to the county loan if costs exceed \$25,000.

The current police radios are too outdated to reprogram, and MARCS provides improved reliability over the existing CCI system. No grants are currently available for the Police Department. Existing VHF licenses would remain active until expiration, but the current 154.37 MHz channel and tactical radios would no longer be used. The Police and Fire Chiefs tested coverage with project lead Jeff Young and determined that the MARCS system would meet or exceed current needs. The transition would be administered by the state, with financing through the county. Estimated costs are approximately \$12,000 for Fire and just under \$28,000 for Police, pending an updated Fire Department estimate.

Councilmember Maschari moved to approve the Loan Request for the MARCS (Multi-Agency Radio Communications System) Equipment and Services. Councilmember Jeffers seconded the motion.

Discussion: Mayor Jones suggested that Councilmember Leshinski contact the fire department for his technical questions regarding the radios.

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

RECORDS CLERK

June & July Construction Report

B/Z	ADDRESS	DESCRIPT.	B/Z	ADDRESS	DESCRIPT.	B/Z	ADDRESS	DESCRIPT.
B	120 W Main	Re-roof	B	110 W Main	Electrical	Z	114 Annis	Carport

RECORD OF PROCEEDINGS

Minutes of Village of South Amherst

B	153 E Main	Re-roof	B	5797 Russia	HVAC	Z	103 Squire	Fence
B	209 Annis	Re-roof	B	203 Charles	Re-roof	Z	116 Buckeye	Pool
B	104 Vivian	Re-roof	B	214 Charles	Windows	Z	216 Charles	Shed
B	115 Kenwood	Re-roof	B	108 W Main	Windows	Z	237 W Main	Concrete
B/Z	123 E Elm	Shed	B	301 Fern	Windows	Z	376 Annis	Fence
B	505 W Main	Re-roof	B	123 ½ E Elm	Re-roof	Z	226 N Lake	Concrete
B	121 E Main	Fire Sup.	B	110 W Main	Occupancy	Z	667 S Lake	Patio, Fence
Z	111 White Birch	Fence						

2027 Calendar

Thank you to committee chairs who responded promptly to the 2027 meeting requests. Additionally, confirmation is needed whether the Building & Grounds Committee will have a dedicated meeting day and time for 2027. Please email responses by 8/13. Mayor Jones strongly encouraged the committee to have at least bi-monthly meetings in order to complete projects.

Village Wide Rummage Sale

The Village Wide Rummage Sale is this weekend the 14-16th. If any resident would like their address listed on the Village FB page, please call the Records Clerk at 440-986-2222 ext. 5 or email recordsclerk@southamherst.org by tomorrow the 11th to be included.

BZA Meeting

The Board of Zoning Appeals will be meeting on August 17th at 7 p.m. for an appeal regarding a fence .

Shred Event

The community Shred Day is scheduled for Saturday, August 22nd from 9 a.m. – noon or when the truck is full. This event is co-sponsored with the Lorain County Solid Waste Management District and provides the village residents the opportunity to dispose of their personal papers safely and securely. For those who wish to participate please bring your paper documents that are free of paper clips, metal binder clips, rubber bands and spiral bindings. Enter the town hall parking lot from the South Lake St entrance and you will be exiting onto W. Main.

0UTILITY ADMINISTRATOR

Water/Storm

Consumption Report

Presented to council.

Engineering update

Survey work for the Maroy Thompson/Oakdale project is 70% complete, with gas line markings from Columbia Gas being the only remaining issue. Design and plan development are 5% complete, and storm sewer CCTV inspection is 10% complete. Core drilling has been completed, and the samples have been sent to the laboratory.

Streets

Service Garage

Staff met with KEM regarding a potential new service garage. The project is in the preliminary scoping phase, with a scope of work expected by mid-September. The preferred location is the Village-owned

RECORD OF PROCEEDINGS

Minutes of Village of South Amherst

farm field behind the cemetery, which appears more feasible than the former treatment plant area because of available infrastructure and improved drainage to Ludwig's Ditch.

After the scope of work is completed, the Village may issue an RFQ for an architect. Members noted that the RFQ would require only advertising costs and would not commit the Village to a project. It would provide a list of qualified architects for future planning and building projects. Members also suggested evaluating the former green space for community use, such as a park, dog park, or recreation area. The service department handles approximately 70% of the Village's work but lacks adequate storage, equipment space, and bays, making this preliminary planning a worthwhile step.

Councilmember Maschari moved to authorize the issuance of an RFQ for an architect for the proposed service garage. Councilmember Savage seconded the motion.

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

Public Works Operator

Interviews are ongoing and the position does not require EPA certifications. Dennis Hevener will be retiring at the end of August.

E Main Trees

A request was made by councilmember Maschari to inspect the dead tree across from 304 E. Main Street. The tree appears to be within the right-of-way, with exposed roots and potential to fall into the roadway. Staff will review the tree-removal ordinance, monitor the tree, and evaluate removal based on safety concerns and available funds. Existing storm damage and other tree-removal priorities must also be considered.

Councilmember Troike shared information regarding Ohio Edison offering 18 trees to communities.

Cemetery

Pioneer

The damaged headstones remain on the Village's radar. Staff will explore funding options during the next fiscal year, as the Village should not assume the full cost seeing that headstones are generally the family's responsibility under Ohio law. The previous repairs were completed as a Historical Society project. Staff will also consider clearing trees at the rear of the cemetery to reduce the risk of future storm damage. Current cemetery funds are limited due to recent tree-removal expenses.

DEPARTMENTS

Fire

July Call Report

Fire	EMS	MVA	Mutual	Other
2	4	4	0	12

COMMITTEES

Building & Grounds

Update

The committee inspected the exterior area of the service garage.

Village Hall Roof

Council requested a current estimate to repaint the town hall roof seeing the previous was 2 years old.

RECORD OF PROCEEDINGS

Minutes of Village of South Amherst

Councilmember Maschari moved to table further discussion on the roof until the August 24th meeting.
Councilmember Savage seconded the motion.

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

Police Vehicles

The police department will decommission one vehicle and retain the other as backup.

ORDINANCES

Ordinance No. 1861-26 (Emergency) AN ORDINANCE FIXING THE RATE OF
COMPENSATION FOR ELECTED AND CERTAIN APPOINTED OFFICIALS AND DECLARING
AN EMERGENCY

Councilmember Troike moved to approve Ordinance No. 1861-26 as an emergency. Councilmember
Savage seconded the motion.

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

Ordinance No. 1862-26 (First Reading) AN ORDINANCE ENACTING NEW SOUTH AMHERST
CODIFIED ORDINANCE CHAPTER 735 MOBILE FOOD VEHICLE

Ordinance No. 1863-26 (First Reading) AN ORDINANCE REPEALING EXISITING SECTION
1141.03 (e) FOOD TRUCKS OF CHAPTER 1141 OF THE CODIFIED ORDINANCES AND
ENACTING NEW SECTION 1141.03 (e) MOBILE FOOD VEHICLE

RESOLUTIONS

Resolution No. 783-26 (First Reading) A RESOLUTION AUTHORIZING APPROVAL OF A
CONSENT AGREEMENT WITH THE OHIO DEPARTMENT (ODOT) FOR THE 2027 LIGHTING
MAINTENANCE PROJECT

Resolution No. 784-26 (Emergency) A RESOLUTION FIXING THE RATES OF
COMPENSATION FOR PUBLIC WORKS OPERATORS, REPEALING ALL LEGISLATION IN
CONFLICT HEREWITH, AND DECLARING AN EMERGENCY

Councilmember Troike moved to approve Resolution No. 784-26 as an emergency. Councilmember
Savage seconded the motion.

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

Resolution No. 785-26 (Emergency) A RESOLUTION AUTHORIZING THE MAYOR TO
ENTER INTO AN AGREEMENT WITH OHIO BUSINESS MACHINES AND DECLARING AN
EMERGENCY

Councilmember Savage moved to approve Resolution No. 785-26 as an emergency. Councilmember
Jeffers seconded the motion.

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

Resolution No. 786-26 (Emergency) A RESOLUTION AUTHORIZING THE MAYOR TO
ENTER INTO AN AGREEMENT WITH THE COUNTY OF LORAIN FOR AN INTEREST-FREE
LOAN FOR OHIO MARCS (MULTI-AGENCY RADIO COMMUNICATIONS SYSTEM)

RECORD OF PROCEEDINGS

Minutes of Village of South Amherst

EQUIPMENT AND SERVICES, APPROVING THE TERMS SET FORTH IN EXHIBIT A, AND DECLARING AN EMERGENCY

Councilmember Jeffers moved to approve Resolution No. 786-26 as an emergency. Councilmember Savage seconded the motion.

Discussion:

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

Councilmember Maschari inquired of the Ordinance Committee Chair why the updated Animal Ordinance was not included on the agenda. Councilmember Savage stated that he would review his emails and add the item to the next agenda.

Councilmember Savage requested moving the Miscellaneous item before Executive Session so the visitor would not have to wait.

MISCELLANEOUS

Feral Cat Update

The group met with six to eight attendees and expressed enthusiasm for moving forward. A meeting was tentatively scheduled for August 22 at 11:00 a.m. in Council Chambers, but the date will change due to the shredding event. The meeting may still be held in August, with details to be confirmed.

EXECUTIVE SESSION

Councilmember Maschari moved to enter Executive Session at 8:10 p.m. to consider compensation and staff performance in accordance with ORC 121.22 (G)(1). Councilmember Savage seconded the motion. Jeffers x Koscho x Leshinski x Maschari x Savage x Troike x Motion carried.

Council returned to regular session at 8:35 p.m.

ADJOURNMENT Time 8:35 p.m.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor Scott Jones