

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst
REGULAR MEETING
September 28, 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	EA
Councilmember Robb Koscho	P	Records Clerk Laurie Beran	P
Councilmember Mark Leshinski	P	Law Director Matthew Mishak	P
Councilmember Anthony Savage	P	Utility Admin. David Valentine	P
Councilmember David Troike	EA	Assistant F.O. Wendy Kolmorgen	P
Council Pro Tempore Jeanne Maschari	P	(EA – excused absences)	

APPROVAL OF AGENDA

September 28, 2026 Amendment: Purchase Gator.

Councilmember Savage moved to approve the agenda as amended for September 28, 2026.

Councilmember Jeffers seconded the motion.

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

APPROVAL OF MINUTES

September 14, 2026

Councilmember Koscho moved to approve the minutes as presented for September 14, 2026 as presented. Councilmember Savage seconded the motion.

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

Councilmember Savage moved to excuse Councilmember Troike for September 28, 2026.

Councilmember Jeffers seconded the motion.

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

VISITORS

Andrew Lipian write-in candidate for Lorain County Commissioner, spoke regarding his candidacy and outlined key aspects of his campaign platform.

Chris Gallagher 390 Annis Rd
Robert Dittmer 5807 Russia Rd
Fire Chief Aaron Grimm

MAYOR

Office 365

Invitations were distributed for Office 365 and Artificial Intelligence training session scheduled for October 5th. Council was encouraged to participate and noted that the training would focus on tools and features already included within the Village’s subscription that are not being fully utilized.

Work/Life Balance

The mayor highlighted the importance of work-life balance and the responsibilities of elected officials. He proposed that Council members provide brief updates on projects and activities between meetings to better inform residents of ongoing municipal efforts. The activity reports will begin at the October 26th meeting.

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FISCAL OFFICER

Payment Listing 9/12-9/25/26

Presented to council.

September Financial Reports

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

July & August Bank Reconciliation

Reconciliations have been completed and ready for signatures.

July Mayor's Court

Gross Receipts	Ohio Reparations	City of Oberlin	Total net Receipts to SA	Computer Fund Clerk	Computer Fund Court	General Fund
\$19,620.00	\$3,900.00	\$156.00	\$15,564.00	\$1,040.00	\$312.00	\$14,212.00

MARCS Loan Approval

Confirmation was received that County Commissioners approved the loan request.

Appropriation Ord 341

An appropriation ordinance was prepared for fire department radio expenditures and the reallocation of park funds to cover remaining year-end obligations.

UTILITY ADMINISTRATOR

Water/Storm

Sensors

Service line detection sensors have been ordered for fire hydrants.

Hydrant Flushing

Annual fall hydrant flushing is tentatively set for the week of October 5th. CODE RED notification alert will go out for residents advising this will occur between midnight and 6 a.m. in order to reduce service disruptions and pressure fluctuations.

Chlorinator

Working with Eastwood to shut down the chlorinator in the next 2 weeks

Streets

Snow and Ice Control

The Utility Administrator presented a new Snow and Ice Control Program, similar to the previously distributed Asphalt Road Maintenance Program, to enhance reporting, standardize procedures, and improve Council's visibility into service department operations.

Councilmember Leshinski stated that he has often been told the Utility Administrator is being overloaded with work and questioned whether the Street Commissioner position had been eliminated. Referring to work-life balance, he remarked that if there are concerns about the amount of work assigned to the Village Administrator, some duties should be taken off his plate. The Utility Administrator stated that recent staff improvements have allowed him to focus on projects and develop new programs, procedures, and reporting tools. He noted that the Asphalt Road Maintenance Program and Snow and Ice Control Program

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are new initiatives intended to improve operations and provide Council with greater insight into departmental activities.

Councilmember Leshinski questioned whether the Utility Administrator should be solely responsible for monitoring weather conditions, noting that weather in the Village may differ from conditions elsewhere. He suggested that the responsibility should be assigned to the mayor. Mayor Jones responded that decisions regarding snow and ice operations should remain with the Utility Administrator, stating that he is more familiar with weather-related factors and operational needs and is best qualified to determine when plowing services are necessary. The Utility Administrator stated that monitoring weather conditions is part of his responsibility and that he does so around the clock during the winter season. He noted that he consults employees who live within the Village and, when weather conditions in Lorain differ from those expected locally, will personally travel to the Village during overnight hours to assess road conditions. He emphasized that keeping the roads clear is part of the job he was hired to perform. The Utility Administrator added that he remains in contact with designated Village staff who reside within the corporation limits, as well as County and ODOT personnel, to monitor conditions. He noted that these contacts help provide timely information on road conditions, allowing slick or hazardous areas to be addressed promptly. Several Councilmembers expressed support for the work performed by the Utility Administrator, particularly his efforts during winter operations and his year-round management of Village services.

Service

Facility Inspection Checklist

The annual Facility Inspection Sheets have been sent to all department heads to be completed and returned to the Utility Administrator. The inspections sheets are only for municipally owned properties.

Gator

The Utility Administrator requested Council approval to pursue the purchase of a 2012 John Deere Gator 625i with approximately 908 hours and a current minimum bid of \$7,000. The unit includes a hydraulic six-way snowplow, dump bed, canopy roof, front and rear working lights, windshield, rear glass, and mirror. The Gator is more roadworthy than the Village's current unit and would be used for snow removal at the cemetery and Town Hall, allowing staff to work more efficiently. After inspecting and test-driving the vehicle, he reported it was in good condition with only minor cosmetic issues. Funding is available through existing departmental budgets, and the equipment would be shared among multiple departments. The currently owned Gator would be designated for cemetery use.

Councilmember Maschari moved to approve the purchase of a 2012 John Deere Gator 625i not to exceed \$7000.00. Councilmember Savage seconded the motion.

Jeffers x Koscho x Leshinski Nay Maschari x Savage x Troike EA Motion carried

Park

Tree Planting

Volunteers were requested to assist the Beautification Committee with planting 75 trees received from the Lorain County Collection Center. Planting is scheduled for October 8 at Community Park and Evergreen Cemetery.

Cemetery

Fall Footers

The deadline for headstone footer orders was today. Approximately seven orders are expected to be completed by mid-October.

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Lot Sales

Cemetery lot sales have remained steady, with 15 lots sold through August compared to 14 during the same period last year. While openings, closings, and footer work continue at a strong pace, lot sales have remained relatively stagnant. Efforts are underway to identify opportunities to increase sales through marketing initiatives and other strategies. Discussion also focused on reducing cemetery costs by bringing certain contracted services in-house, which could improve efficiency, lower expenses, and potentially reduce costs to residents while maintaining perpetual care funding. Bringing mowing operations in-house was estimated to reduce costs by approximately 30 percent, and all equipment is now maintained on a regular schedule.

DEPARTMENTS

FIRE

Grants

The Fire Department was awarded a \$76,000 Assistance to Firefighters Grant for the purchase of fire hose and is awaiting notification regarding its truck grant application. To date, the department has secured more than \$140,000 in grants and donations this year.

ORDINANCES

Ordinance No. 1865-26 (Second Reading) AN ORDINANCE AMENDING CHAPTER 133 BY ENACTING A NEW SECTION 133.08 CURRENCY ROUNDING POLICY

Ordinance No. 1866-26 (First Reading) AN ORDINANCE AMENDING SECTION 1125.02 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF SOUTH AMHERST – ZONING PERMIT REQUIRED

Ordinance No. 1867-26 (First Reading) AN ORDINANCE AMENDING SECTION 1141.02(d) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF SOUTH AMHERST – PERMITTED ACCESSORY USES AND STRUCTURES – DETACHED STRUCTURES

Ordinance No. 1868-26 (First Reading) AN ORDINANCE AMENDING SECTION 1141.03(d) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF SOUTH AMHERST – TEMPORARY USES – FARM STANDS

RESOLUTIONS

Resolution No. 787-26 (Second Reading) A RESOLUTION TO INCREASE THE VILLAGE CONTRIBUTION TOWARD QUALIFIED EMPLOYEE HEALTH INSURANCE

APPROPRIATIONS

Appropriation Ordinance No. 341

Councilmember Maschari moved to approve Appropriation No. 341. Councilmember Koscho seconded the motion.

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

VISITORS

Chirs Gallagher inquired as to the property to be annexed. Confirmation was given that it is a parcel adjacent to Evergreen Cemetery that the village has owned for over 50 years but was not properly recorded.

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Robert Dittmer requested flashing stop signs for either end of Annis Rd. and for the guardrail to be replaced on his property due to people going into the pond.

EXECUTIVE SESSION

ORC 121.22 (G)(1) Personnel: Complaint Against a Public Employee

Councilmember Savage moved to enter Executive Session at 7:52 p.m. in accordance with ORC 121.22 (G)(1) to discuss personnel a complaint against a public employee. Councilmember Jeffers seconded the motion.

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

Councilmember Leshinski moved to enter Executive Session at 7:52 p.m. in accordance with ORC 121.22 (G)(3) to discuss personnel a complaint against a public employee. Councilmember Savage seconded the motion.

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

Re-entered regular session at 8:38 p.m.

ADJOURNMENT Time 8:38 p.m.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor Scott Jones