

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst
REGULAR MEETING
September 14, 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 Ilenke	EA
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	(EA – excused absences)	

APPROVAL OF AGENDA September 14, 2026

Councilmember Savage moved to approve the agenda as presented for September 14, 2026.

Councilmember Leshinski seconded the motion.

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

APPROVAL OF MINUTES August 24, 2026

Councilmember Koscho moved to approve the minutes as presented for August 24, 2026 as presented.

Councilmember Jeffers seconded the motion.

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

VISITORS

Dennis, Kristi & Chris Hevener 311 N Lake St.
Kaitlynne (Hevener) Leimbach, Amherst
Rylee Kolmorgen – Wellington student

MAYOR

Retirement Recognition

Mayor Jones recognized Dennis Hevener for 50 years of dedicated service to the community. Over five decades, Dennis has served as Fire Chief, Water Operator, and member of the Public Works Department, consistently answering the call whenever the village needed him. The Mayor noted Dennis's contributions through emergencies, infrastructure challenges, snowstorms, fires, and the daily work that keeps the community running. His commitment to public service and his neighbors has had a lasting impact on generations of residents.

Calendar Meeting Invites

Clarification was provided that the committee chair or meeting leader is responsible for sending Teams meeting invitations to the appropriate participants to help maintain organization and ensure all attendees receive the meeting information. The Mayor also offered to conduct another Office 365 training session for anyone interested in learning more about the tools available within the software package.

FISCAL OFFICER

Payment Listing 8/22-9/11/2026

Presented to council. Councilmember Leshinski received clarification that the payment of \$10,000.00 to Madison Township Trustees was payment for a heart monitor purchased by the fire department.

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Financial Reports

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

Employee Sick Time Request

Councilmember Savage moved to approve the payment of accrued sick leave hours through deferred compensation to Dennis Hevener not to exceed 240 hours. Councilmember Leshinski seconded the motion.

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

RECORDS CLERK

August Construction Report

B/Z	ADDRESS	DESCRIPTION	B/Z	ADDRESS	DESCRIPTION
B	308 N Lake	Electrical panel	B	446 Annis	Re-roof
B	308 N Lake	HVAC Replace	Z	392 Annis	Pole Barn, Concrete
B	230 Oakdale	Re-roof	Z	110 Buckeye	Concrete
Z	640 S Lake	Demo			

UTILITY ADMINISTRATOR

Water/Storm

ALFX Network Leak Detection Service

The utility administrator met with NECO (water meter supplier) to review the ALFX leak detection system, which uses sensors mounted on hydrants to collect acoustic data and identify potential water leaks throughout the system. Approval was requested for the purchase of 44 sensors, covering half of the water system at an initial cost of \$4,000.00 (includes one-time controller kit purchase) with an ongoing subscription of \$3,300.00.

Councilmember Savage moved to approve the purchase of the AFLX leak detection system.. Councilmember Maschari seconded the motion.

Discussion: The utility administrator clarified the difference between the drone inspection on the water system and the AFLX system for Councilmember Leshinski. The prior drone footage did not appear to result in significant action or outcomes. It was explained that the drone survey provided a one-time snapshot used to identify larger hotspot areas, whereas the proposed system would provide continuous, real-time data updates on a daily basis throughout the year. This ongoing data collection would allow issues to be identified and addressed more efficiently as conditions change. It was also noted that the drone survey was generally limited to detecting larger, more substantial problem areas.

Further discussion focused on the value of continuing the proposed water system monitoring program beyond the initial year. It was noted that, regardless of ongoing water line replacements, the system would provide daily data to identify leaks and other issues as they occur, particularly within the community's aging ductile iron infrastructure. Mayor Jones acknowledged that a full water system replacement is not financially feasible in the near future due to the significant cost burden that would be placed on residents. At approximately \$3,300, the monitoring service was viewed as a cost-effective tool for providing real-time information and helping prioritize future infrastructure improvement projects. Councilmember Leshinski questioned whether the system's effectiveness would vary between newer PVC

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water lines and older iron pipes. It was reiterated that the technology works on both materials because it detects vibrations within the pipe rather than sound, making it effective regardless of pipe type.

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

Ludwig Ditch

Council received an update on the Ludwig d Ditch project. An email from the county indicated that a public hearing is scheduled for October 13 at 4:30 p.m. at the county administration building. The project is expected to be advertised for bids by October 19, with bids due in November and a contract anticipated to be awarded in December. The project start date has not yet been determined. Discussion also addressed potential costs to the Village. It was noted that, while the county previously completed some clearing work at no cost to the Village, no final determination has been made regarding the Village's financial responsibility for the upcoming project, as construction costs will not be known until the bidding process is complete. Residents and council members interested in learning more were encouraged to attend the October 13 hearing.

Streets

North End Core Sampling

The engineering core sampling report found that full road reconstruction is generally not necessary, resulting in significant cost savings. Maroy and Oakdale can be repaired through milling and resurfacing, as the existing road base remains in good condition. Thompson Drive was identified as the primary area likely requiring full reconstruction. Existing concrete pavement on Oakdale will remain in place, with only targeted spot repairs recommended where needed.

Road Maintenance Program

The new Asphalt Road Maintenance Program will begin this fall with data collection, followed by a projected report to Council in December. Councilmember Maschari praised the initiative but emphasized that securing adequate funding remains the greater challenge and noted that once a roadway project is identified, the Village should act promptly rather than delay needed improvements.

Service

Ag Tire Collection

October 8th at the Lorain County Collection Center .

Dumpster Days

October 16-17th. 517 W Main St at the Service Garage.

Roof Painting

New roof painting quotes are being obtained and council was cautioned that estimated are considerably higher than the previous estimate from two years prior. Concerns were raised about the quality of prior work, including inadequate surface preparation, which may have contributed to paint failure. A new contractor is proposing a more thorough process, though costs are expected to remain high. Timing may be impacted by weather conditions, and the project may need to be deferred until spring if conditions are not suitable this year. Councilmember Maschari reiterated her concern regarding a warranty on the expected lifespan of the project.

DEPARTMENTS

Police

Citations 8/23-9/10/26

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Speeding - 37; Expired Lic. – 2; Following to Close – 1; Right on red – 1;
Total Driver Interactions – 51

Reports Taken

Dog removal; 2 neighbor complaints; injured animal near roadway; welfare check; turfed grass

Officers were certified as instructors for the new Taser 10 units and are currently training department personnel, with deployment of the new devices now underway. Annual firearms training is scheduled for October. The department has also ordered new MARCS-compatible radios, supported by a 0% interest loan approved by the Lorain County Commissioners. Additionally, work is being coordinated with the Mercy Hospital Police Department to donate the department's retired Crown Victoria. The department is also making arrangements to assist with the Halloween Parade on October 31.

COMMITTEES

CED

Halloween

The Parade line-up will be at 2:30 p.m. and official start time is 3 p.m. on October 31st, followed by the community event behind the school from 3:00 to 5:00 p.m. Organizers have secured a food truck and approximately 19 vendors. Volunteers are still needed, and outreach will be made to local student groups for help. Residents were encouraged to participate in the trunk-or-treat activities, and Halloween trick-or-treating on October 31.

Ordinance

Proposal (Councilmember Savage presented.)

Council discussed establishing a formal procedure for developing ordinances through the Ordinance Committee. Under the proposed process, the committee would first review and discuss an issue, identify the ordinance's objectives, and develop a detailed outline of desired provisions, requirements, and exceptions. This information would then be provided to the Records Clerk for preparation of a draft ordinance in proper legislative format. The draft would return to the Ordinance Committee for review and revision before being submitted to the Law Director for legal review. Following approval, the ordinance would be presented to Council for consideration and action. The proposed process is intended to improve consistency, ensure legal and procedural accuracy, and provide multiple levels of review before ordinances are brought before Council for a vote.

Codification

Discussion was held regarding revisions to the animal and food truck ordinances. The Records Clerk stated that a meeting with the committee chair was still needed to determine how the committee wanted certain provisions incorporated and noted that state-mandated sections must be included in the ordinances. Councilmember Troike questioned the legal basis for that requirement, stating that their review of Section 18 of the Ohio Constitution did not indicate municipalities must follow the ORC format or include specific language beyond legal requirements. The Records Clerk agreed to provide the supporting authority. Council was also advised that any proposed ordinances should be submitted as soon as possible, preferably by the 17th, so they could be included in the year's codification process. It was noted that funds have been budgeted for codification, which would include applicable state law updates. Discussion also referenced the proposed legislative action worksheet as a tool that could be utilized by departments in the ordinance development process.

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Public Safety Technology & Privacy (Councilmember Savage presented.)

Council discussed whether the Village should proactively consider adopting regulations prohibiting the installation and use of privately operated automated license plate reader systems, such as Flock cameras. Discussion focused on balancing public safety with residents' privacy and constitutional rights, including concerns related to data collection, storage, access, sharing, cybersecurity, accountability, and transparency. Council emphasized the importance of establishing a clear Village policy before future surveillance technology proposals are presented. The matter was referred to the Ordinance Committee for further consideration, including the possible development of an ordinance addressing automated license plate reader systems and similar technologies

ORDINANCES

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

Councilmember Troike moved to approve Ordinance No. 1862-26. Councilmember Maschari seconded the motion.

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

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

Councilmember Troike moved to approve Ordinance No. 1863-2. Councilmember Savage seconded the motion.

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

Ordinance No. 1864-26 (Emergency Reading) AN ORDINANCE CREATING THE VILLAGE OF SOUTH AMHERST PROCUREMENT POLICY AND DECLARING AN EMERGENCY

Councilmember Koscho moved to approve Ordinance No. 1864-26 as an emergency. Councilmember Savage seconded the motion.

Discussion: Councilmember Troike inquired the need for a procurement policy, and it was clarified that it certain grants require the adoption of such a policy.

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

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

RESOLUTIONS

Resolution No. 783-26 (Final Reading) ODOT LIGHTING MAINTENANCE 2027 PROJECT CONSENT AGREEMENT

Councilmember Savage moved to approve Resolution No. 783-26 as an emergency. Councilmember Jeffers seconded the motion.

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

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

Payment Listing

UAN v2026.3

9/12/2026 to 9/25/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
763-2026	09/17/2026	09/18/2026	CH	Spectrum	\$130.00	O
767-2026	09/18/2026	09/18/2026	CH	Auditor of State	\$876.00	O
769-2026	09/25/2026	09/22/2026	EP	Penny R K Becker	\$16.41	O
770-2026	09/25/2026	09/22/2026	EP	Laurie J Beran	\$986.32	O
771-2026	09/25/2026	09/22/2026	EP	Wendy Kolmorgen	\$755.11	O
772-2026	09/25/2026	09/22/2026	EP	David J Leshinski	\$196.70	O
773-2026	09/25/2026	09/22/2026	EP	Alexandra Tuggle	\$444.14	O
774-2026	09/25/2026	09/22/2026	EP	David A Valentine Jr	\$1,706.69	O
775-2026	09/25/2026	09/22/2026	EP	John Willis	\$645.61	O
779-2026	09/17/2026	09/23/2026	CH	Connect Holding II LLC dba Brightspeed	\$33.32	O
780-2026	09/24/2026	09/23/2026	CH	RLCWA	\$12,871.85	O
781-2026	09/25/2026	09/23/2026	CH	Columbia Gas	\$59.42	O
782-2026	09/25/2026	09/23/2026	CH	Columbia Gas	\$57.56	O
783-2026	09/25/2026	09/23/2026	CH	Columbia Gas	\$196.75	O
11251	09/16/2026	09/16/2026	AW	Ohio Fire Chiefs Assoc	\$100.00	O
11252	09/16/2026	09/16/2026	AW	Holland Computers Inc	\$1,325.90	O
11253	09/16/2026	09/16/2026	AW	Core & Main	\$133.87	O
11254	09/16/2026	09/16/2026	AW	Howard Tree Care LLC	\$8,600.00	O
11255	09/16/2026	09/16/2026	AW	The Parma Bar Association	\$37.50	O
11256	09/16/2026	09/16/2026	AW	The Parma Bar Association	\$100.00	O
11257	09/16/2026	09/16/2026	AW	Kyle Kudela	\$51.50	O
11258	09/16/2026	09/16/2026	AW	Diggers of Ohio LLC	\$600.00	O
11259	09/16/2026	09/16/2026	AW	OBM	\$93.83	O
11260	09/17/2026	09/17/2026	RW	Janet Allsop	\$150.00	O
11261	09/25/2026	09/22/2026	SW	Skipped Warrants 11261 to 11261 Series 2	\$0.00	V
11262	09/25/2026	09/22/2026	PR	Malcom Allen	\$1,111.48	O
11263	09/25/2026	09/22/2026	PR	Jesse Freeman	\$735.62	O
11264	09/25/2026	09/22/2026	PR	Natalie Lafolla	\$168.22	O
11265	09/23/2026	09/23/2026	AW	SAU	\$100.00	O
11266	09/23/2026	09/23/2026	AW	Milks Mower Sales & Svc	\$181.04	O
11267	09/23/2026	09/23/2026	AW	ECS Midwest, LLC	\$5,500.00	O
11268	09/23/2026	09/23/2026	AW	Annie's Embroidery	\$170.00	O
11269	09/23/2026	09/23/2026	AW	Holland Computers Inc	\$85.00	O
11270	09/23/2026	09/23/2026	AW	NECO	\$709.28	O
11271	09/23/2026	09/23/2026	AW	Shagovac Heating & Cooling Inc	\$480.00	O
11272	09/23/2026	09/23/2026	AW	BSMH Employer Services, LLC	\$49.00	O
11273	09/24/2026	09/24/2026	AW	Alexandra Tuggle	\$138.19	V
11273	09/24/2026	09/24/2026	AW	Alexandra Tuggle	-\$138.19	V
11274	09/24/2026	09/24/2026	AW	Alexandra Tuggle	\$148.57	O
Total Payments:					\$37,588.89	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$37,588.89	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher,

Payment Listing

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9/12/2026 to 9/25/2026

CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

Revenue Summary

September 2026

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	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
1000 General					
Property and Other Local Taxes	\$515,856.66	\$0.00	\$375,583.82	(\$140,272.84)	72.808%
State Shared Taxes and Permits	\$77,000.00	\$0.00	\$128,810.72	\$52,810.72	168.585%
Special Assessments	\$0.00	\$0.00	\$306.00	\$306.00	0.000%
Intergovernmental	\$0.00	\$0.00	\$40,913.15	\$40,913.15	0.000%
Charges for Services	\$73,827.52	\$0.00	\$61,674.96	(\$18,152.56)	77.260%
Fines, Licenses and Permits	\$106,100.00	\$0.00	\$92,645.83	(\$13,454.17)	87.319%
Earnings on Investments	\$50,000.00	\$0.00	\$45,277.28	(\$4,722.72)	90.555%
Miscellaneous	\$5,200.00	\$0.00	\$30,561.39	\$25,361.39	587.719%
Other Financing Sources					
Advances - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 1000 General	\$833,984.16	\$0.00	\$776,779.15	(\$57,205.03)	
2011 Street Construction, Maint. and Repair					
Property and Other Local Taxes	\$11,000.00	\$0.00	\$10,124.88	(\$875.12)	92.044%
State Shared Taxes and Permits	\$99,000.00	\$0.00	\$71,500.49	(\$27,499.51)	72.223%
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Earnings on Investments	\$3,500.00	\$0.00	\$1,548.97	(\$1,951.03)	44.256%
Miscellaneous	\$800.00	\$0.00	\$0.00	(\$800.00)	0.000%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2011 Street Construction, Maint. and Repair	\$114,300.00	\$0.00	\$83,174.34	(\$31,125.66)	
2021 State Highway					
Property and Other Local Taxes	\$940.00	\$0.00	\$820.95	(\$119.05)	87.335%
State Shared Taxes and Permits	\$7,800.00	\$0.00	\$5,797.33	(\$2,002.67)	74.325%
Earnings on Investments	\$1,000.00	\$0.00	\$1,074.73	\$74.73	107.473%

Report reflects selected information.

Revenue Summary
September 2026

	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
Total 2021 State Highway	\$8,740.00	\$0.00	\$7,693.01	(\$2,046.99)	
2031 Cemetery-Operating Funds					
Property and Other Local Taxes	\$9,000.00	\$0.00	\$5,452.29	(\$3,547.71)	60.581%
State Shared Taxes and Permits	\$1,400.00	\$0.00	\$841.43	(\$558.57)	60.102%
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Charges for Services	\$34,000.00	(\$105.00)	\$30,493.95	(\$3,506.05)	89.688%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Advances - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2031 Cemetery-Operating Funds	\$44,400.00	(\$105.00)	\$36,787.67	(\$7,612.33)	
2032 Cemetery-Perpetual Funds					
Charges for Services	\$13,000.00	(\$45.00)	\$11,523.30	(\$1,476.70)	88.641%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2032 Cemetery-Perpetual Funds	\$13,000.00	(\$45.00)	\$11,523.30	(\$1,476.70)	
2041 Recreation					
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total 2041 Recreation	\$0.00	\$0.00	\$0.00	\$0.00	
2091 Law Enforcement Trust					
Intergovernmental	\$0.00	\$0.00	\$4,556.50	\$4,556.50	0.000%
Total 2091 Law Enforcement Trust	\$0.00	\$0.00	\$4,556.50	\$4,556.50	
2092 Indigent Alcohol Fund					
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Report reflects selected information.

Revenue Summary

September 2026

	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
Total 2092 Indigent Alcohol Fund	\$0.00	\$0.00	\$0.00	\$0.00	
2152 American Rescue Plan					
Intergovernmental					
Earnings on Investments	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total 2152 American Rescue Plan	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2291 Underground Storage Tank					
Earnings on Investments	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total 2291 Underground Storage Tank	\$0.00	\$0.00	\$0.00	\$0.00	
2901 Fire Levy					
Property and Other Local Taxes					
Total 2901 Fire Levy	\$46,000.00	\$0.00	\$23,888.96	(\$22,111.04)	51.933%
2903 Computer Fund Mayor's Court					
Fines, Licenses and Permits	\$1,900.00	\$0.00	\$1,456.00	(\$444.00)	76.632%
Total 2903 Computer Fund Mayor's Court	\$1,900.00	\$0.00	\$1,456.00	(\$444.00)	
2904 Computer Fund CLERK Mayor's Court					
Fines, Licenses and Permits	\$6,000.00	\$0.00	\$4,861.00	(\$1,139.00)	81.017%
Total 2904 Computer Fund CLERK Mayor's Court	\$6,000.00	\$0.00	\$4,861.00	(\$1,139.00)	
2905 Fire Donation Special Revenue Fund					
Miscellaneous	\$2,000.00	\$0.00	\$2,000.00	\$0.00	100.000%
Total 2905 Fire Donation Special Revenue Fund	\$2,000.00	\$0.00	\$2,000.00	\$0.00	
4901 Capital Projects					
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Financing Sources					
Transfers - In	\$50,000.00	\$0.00	\$50,000.00	\$0.00	100.000%
Total Other Financing Sources	\$50,000.00	\$0.00	\$50,000.00	\$0.00	
Total 4901 Capital Projects	\$50,000.00	\$0.00	\$50,000.00	\$0.00	

Report reflects selected information.

Revenue Summary

September 2026

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	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
4903 Park Capital Projects					
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Other Financing Sources					
Transfers - In	\$75,999.00	\$0.00	\$75,999.00	\$0.00	100.0000%
Advances - In	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Total Other Financing Sources	\$75,999.00	\$0.00	\$75,999.00	\$0.00	
Total 4903 Park Capital Projects	\$75,999.00	\$0.00	\$75,999.00	\$0.00	
4907 FEMA Other Capital Projects					
Intergovernmental	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 4907 FEMA Other Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	
4951 Cemetery Endowment Permanent					
Earnings on Investments	\$100.00	\$0.00	\$45.12	(\$54.88)	45.1200%
Total 4951 Cemetery Endowment Permanent	\$100.00	\$0.00	\$45.12	(\$54.88)	
5101 Water Operating					
Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Charges for Services	\$460,250.00	\$0.00	\$372,211.15	(\$88,038.85)	80.8720%
Miscellaneous	\$0.00	\$0.00	\$293.67	\$293.67	0.0000%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 5101 Water Operating	\$460,250.00	\$0.00	\$372,504.82	(\$87,745.18)	
5102 Water Improvement					
Charges for Services	\$162,000.00	\$0.00	\$122,674.29	(\$38,325.71)	76.3420%

Report reflects selected information.

Revenue Summary

UAN v2026.3

September 2026

	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Debt Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 5102 Water Improvement	\$162,000.00	\$0.00	\$123,674.29	(\$38,325.71)	
5781 Water Security Deposits					
Charges for Services	\$0.00	\$0.00	\$2,800.00	\$2,800.00	0.000%
Total 5781 Water Security Deposits	\$0.00	\$0.00	\$2,800.00	\$2,800.00	
5901 Storm Water Management					
Special Assessments	\$36,000.00	\$0.00	\$21,539.02	(\$14,460.98)	59.831%
Charges for Services	\$1,000.00	(\$50.00)	\$2,300.00	\$1,300.00	230.000%
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Financing Sources					
Transfers - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Advances - In	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	
Total 5901 Storm Water Management	\$37,000.00	(\$50.00)	\$23,839.02	(\$13,160.98)	
9101 Unclaimed Monies					
Miscellaneous	\$0.00	\$0.00	\$45.00	\$0.00	0.000%
Total 9101 Unclaimed Monies	\$0.00	\$0.00	\$45.00	\$0.00	
9901 Prepaid Opening & Closing, Cemetery					
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total 9901 Prepaid Opening & Closing, Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	
9902 Mayor's Court					
Miscellaneous	\$0.00	\$0.00	\$84,138.00	\$0.00	0.000%
Total 9902 Mayor's Court	\$0.00	\$0.00	\$84,138.00	\$0.00	

Report reflects selected information.

SOUTH AMHERST VILLAGE, LORAIN COUNTY
Revenue Summary
September 2026

	Final Budget	Month To Date Revenue	Year To Date Revenue	Budget Variance Favorable (Unfavorable)	YTD % Received
Report Total:	\$1,856,673.18	(\$200.00)	\$1,685,765.18	(\$255,091.00)	

Fund Summary

September 2026

LAN V2026.3

Fund #	Fund Name	Starting Fund Balance	Month To Date Revenue	Year To Date Revenue	Month To Date Expenditures	Year To Date Expenditures	Ending Fund Balance	Current Reserve for Encumbrance	Unencumbered Fund Balance
1000	General	\$1,263,590.71	\$0.00	\$776,779.16	\$71,397.72	\$822,040.28	\$1,162,292.46	\$196,732.53	\$692,528.96
2011	Street Construction, Maint. and Repair	\$96,687.48	\$0.00	\$93,174.34	\$9,814.43	\$108,087.38	\$96,873.05	\$7,650.73	\$79,222.32
2021	State Highway	\$60,573.63	\$0.00	\$1,593.01	\$1,300.00	\$7,590.00	\$59,273.63	\$0.00	\$59,273.63
2031	Cemetery-Operating Funds	\$50,108.25	(\$-35.00)	\$36,787.67	\$7,426.38	\$90,783.97	\$62,572.86	\$16,676.20	\$36,898.69
2032	Cemetery-Burial Funds	\$27,940.85	(\$45.00)	\$11,573.30	\$1,000.00	\$1,000.00	\$26,940.85	\$0.00	\$26,940.85
2041	Recreation	\$3,089.58	\$0.00	\$0.00	\$0.00	\$0.00	\$3,089.58	\$0.00	\$3,089.58
2051	Law Enforcement Trust	\$12,938.26	\$0.00	\$4,556.50	\$0.00	\$2,000.00	\$12,938.26	\$0.00	\$12,938.26
2052	Indigent Alcohol Fund	\$175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$175.00	\$0.00	\$175.00
2152	American Rescue Plan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2251	Underground Storage Tank	\$15,337.85	\$0.00	\$0.00	\$0.00	\$0.00	\$15,337.85	\$0.00	\$15,337.85
2501	Fire Levy	\$82,692.86	\$0.00	\$23,888.93	\$0.00	\$36,367.62	\$63,892.86	\$0.00	\$63,892.86
2502	Law Enforcement Technology	\$7,262.32	\$0.00	\$0.00	\$0.00	\$0.00	\$7,262.32	\$0.00	\$7,262.32
2503	Computer Fund Mayor's Court	\$4,451.48	\$0.00	\$1,456.00	\$54.81	\$724.07	\$4,376.67	\$315.16	\$4,061.51
2504	Computer Fund City Park Mayor's Court	\$77,600.00	\$0.00	\$4,861.00	\$21.65	\$275.25	\$27,778.40	\$24.88	\$27,713.51
2505	Fire Donation Special Revenue Fund	\$7,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00
4901	Capital Projects	\$9,289.60	\$0.00	\$50,000.00	\$0.00	\$48,589.72	\$8,295.50	\$0.00	\$8,299.50
4903	Park Capital Projects	\$0.00	\$0.00	\$75,955.00	\$0.00	\$75,959.00	\$0.00	\$0.00	\$0.00
4907	FEMA Other Capital Projects	\$0.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.76	\$0.00	\$0.76
4951	Cemetery Endowment Permanent	\$5,812.26	\$0.00	\$45.12	\$0.00	\$0.00	\$5,812.36	\$0.00	\$5,812.36
5101	Water Operating	\$694,274.72	\$0.00	\$372,504.82	\$21,622.66	\$232,706.18	\$672,762.07	\$110,162.96	\$462,599.11
5107	Water Improvement	\$235,608.66	\$0.00	\$123,674.29	\$589.00	\$85,243.36	\$294,979.95	\$11,675.00	\$283,444.96
5781	Water Security Deposits	\$18,950.00	\$0.00	\$2,800.00	\$334.05	\$4,734.05	\$18,615.95	\$1,865.95	\$16,750.00
5801	Storm Water Management	\$103,475.20	(\$50.00)	\$23,639.02	\$40.60	\$21,021.43	\$103,394.60	\$2,010.30	\$101,374.30
8101	Undeclared Monies	\$8,844.80	\$0.00	\$45.00	\$0.00	\$0.00	\$8,844.80	\$0.00	\$8,844.80
8801	Prepaid Opening & Closing, Cemetery	\$28,031.50	\$0.00	\$0.00	\$0.00	\$0.00	\$28,031.50	\$0.00	\$28,031.50
9502	Mayor's Court	\$0.00	\$0.00	\$84,136.00	\$0.00	\$93,218.00	\$0.00	\$0.00	\$0.00
Report Total:		\$2,754,021.00	(\$200.00)	\$1,686,766.18	\$113,851.25	\$1,029,674.32	\$2,650,769.75	\$550,554.72	\$2,259,335.03

Last reconciled to bank: 07/31/2026 - Total other adjusting factors: \$200.00

Report reflects selected information.

Appropriation Summary

September 2026

1000 - General	Reserved for Encumbrance 12/31 Less Adjustment	Fiscal Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balances	YTD % Expenditures
Security of Persons and Property								
Police Enforcement								
Personnel Services	\$3,801.62	\$159,594.00	\$157,195.82	\$10,200.50	\$77,203.81	\$7,269.01	\$78,680.00	49.144%
Employee Fringe Benefits	\$190.45	\$20,095.00	\$20,283.45	\$1,555.62	\$14,164.81	\$470.52	\$14,645.14	48.371%
Contractual Services	\$337.21	\$19,850.00	\$20,187.51	\$573.39	\$16,075.34	\$1,380.15	\$2,523.72	79.627%
Supplies and Materials	\$407.79	\$7,700.00	\$8,107.79	\$70.89	\$3,543.26	\$1,430.70	\$3,104.84	43.702%
Capital Outlay	\$0.00	\$27,200.00	\$22,200.00	\$0.00	\$8,443.52	\$12,308.16	\$842.24	58.051%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Police Enforcement	\$4,046.07	\$239,428.00	\$236,977.57	\$12,307.90	\$119,485.51	\$17,367.52	\$99,795.54	
Fire Fighting, Prevention and Inspection								
Personnel Services	\$1,818.70	\$107,800.00	\$108,516.20	\$5,981.28	\$54,714.32	\$267.23	\$44,534.00	58.754%
Employee Fringe Benefits	\$0.00	\$7,400.00	\$7,400.00	\$436.82	\$14,587.87	\$0.00	\$22,812.58	39.005%
Contractual Services	\$880.42	\$39,036.00	\$62,810.42	\$2,955.86	\$46,847.44	\$7,266.15	\$5,996.53	77.095%
Supplies and Materials	\$0.00	\$43,620.00	\$43,820.00	\$820.13	\$39,318.35	\$3,782.24	\$7,143	89.772%
Capital Outlay	\$0.00	\$40,522.00	\$40,522.00	\$3,000.50	\$25,227.00	\$14,711.59	\$304.41	62.551%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Fire Fighting, Prevention and Inspection	\$2,699.62	\$259,272.00	\$291,568.52	\$19,055.19	\$192,385.60	\$26,437.26	\$75,172.76	
Street Lighting								
Contractual Services	\$1,632.15	\$28,000.00	\$25,532.15	\$1,854.02	\$15,857.78	\$6,174.37	\$7,500.00	53.515%
Total Street Lighting	\$1,632.15	\$28,000.00	\$25,532.15	\$1,854.02	\$15,857.78	\$6,174.37	\$7,500.00	
Total Security of Persons and Property	\$8,277.74	\$549,701.00	\$558,578.74	\$27,307.01	\$325,732.89	\$50,274.15	\$132,571.70	
Leisure Time Activities								
Provide and Maintain Parks								
Personnel Services	\$48.15	\$6,200.00	\$5,245.15	\$431.73	\$5,025.33	\$73.32	\$147.50	86.465%
Employee Fringe Benefits	\$0.00	\$958.00	\$958.00	\$74.00	\$724.75	\$0.00	\$233.25	75.652%
Contractual Services	\$0.00	\$7,000.00	\$7,000.00	\$395.00	\$5,336.67	\$305.00	\$1,298.33	76.236%
Supplies and Materials	\$0.00	\$1,200.00	\$4,800.00	\$0.00	\$1,087.02	\$0.00	\$1,732.38	22.142%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other	\$0.00	\$500.00	\$500.00	\$0.00	\$444.13	\$0.00	\$55.87	89.826%
Total Provide and Maintain Parks	\$48.15	\$15,458.00	\$19,503.15	\$800.73	\$13,598.50	\$468.32	\$5,437.33	
Other Leisure Time Activities								
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Supplies and Materials	\$0.00	\$7,500.00	\$2,900.00	\$0.00	\$1,252.24	\$0.00	\$1,846.16	43.112%

Report reflects selected information.

Appropriation Summary

September 2026

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Total Other Leisure Time Activities	\$0.00	\$2,800.00	\$2,800.00	\$0.00	\$1,250.21	\$0.00	\$1,549.79	
Total Leisure Time Activities	\$46.15	\$22,358.00	\$22,404.15	\$800.73	\$14,578.71	\$456.32	\$7,587.05	
Community Environment								
Community Planning and Zoning								
Personal Services	\$38.42	\$4,000.00	\$4,038.42	\$285.84	\$2,032.88	\$76.74	\$1,530.00	50.341%
Employee Fringe Benefits	\$0.00	\$620.00	\$620.00	\$30.28	\$291.05	\$0.00	\$328.95	46.944%
Contractual Services	\$0.00	\$1,200.00	\$1,200.00	\$0.00	\$310.80	\$0.00	\$889.20	28.891%
Supplies and Materials	\$0.00	\$100.00	\$100.00	\$26.56	\$26.56	\$0.00	\$73.44	20.592%
Total Community Planning and Zoning	\$38.42	\$5,820.00	\$5,958.42	\$337.68	\$2,661.29	\$76.74	\$3,221.70	
Other Community Environment								
Personal Services	\$0.00	\$1,700.00	\$1,700.00	\$0.00	\$0.00	\$0.00	\$1,700.00	0.002%
Employee Fringe Benefits	\$0.00	\$278.00	\$278.00	\$0.00	\$0.00	\$0.00	\$278.00	0.002%
Contractual Services	\$125.00	\$18,000.00	\$18,125.00	\$316.00	\$6,867.15	\$271.05	\$15,890.00	58.435%
Total Other Community Environment	\$125.00	\$19,978.00	\$20,105.00	\$316.00	\$6,867.15	\$271.05	\$12,868.00	
Total Community Environment	\$137.42	\$25,898.00	\$26,063.42	\$653.68	\$6,628.23	\$845.49	\$15,087.70	
General Government								
Mayor and Administrative Offices								
Personal Services	\$702.82	\$47,200.00	\$47,902.82	\$3,285.59	\$27,505.31	\$227.72	\$20,187.79	57.401%
Employee Fringe Benefits	\$0.00	\$18,780.00	\$18,780.00	\$408.94	\$8,861.57	\$0.00	\$11,588.43	36.537%
Contractual Services	\$282.25	\$234,400.00	\$234,682.25	\$18,092.05	\$95,767.31	\$151,797.44	\$37,087.80	40.811%
Supplies and Materials	\$17.08	\$4,000.00	\$4,017.08	\$109.49	\$3,230.97	\$457.55	\$528.53	74.402%
Other	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$1,311.38	\$0.00	\$688.22	67.083%
Total Mayor and Administrative Offices	\$982.15	\$332,380.00	\$332,380.15	\$21,872.07	\$135,105.94	\$122,834.71	\$69,418.20	
Mayor's Court								
Personal Services	\$238.90	\$10,400.00	\$10,638.90	\$1,201.87	\$5,729.14	\$168.88	\$9,743.88	58.464%
Employee Fringe Benefits	\$0.00	\$3,290.00	\$3,290.00	\$322.64	\$1,634.22	\$335.23	\$1,922.55	48.672%
Contractual Services	\$0.00	\$1,750.00	\$1,750.00	\$307.19	\$1,405.71	\$286.79	\$74.50	80.385%
Supplies and Materials	\$0.00	\$1,050.00	\$1,050.00	\$0.00	\$460.43	\$0.00	\$555.57	43.850%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Mayor's Court	\$238.90	\$22,490.00	\$22,728.90	\$1,891.40	\$13,227.50	\$770.90	\$11,750.50	
Clerk - Treasurer								
Personal Services	\$1,615.27	\$50,250.00	\$51,865.27	\$6,631.83	\$60,987.36	\$1,384.83	\$20,543.76	66.941%
Employee Fringe Benefits	\$250.00	\$26,840.12	\$27,090.12	\$1,879.73	\$17,371.00	\$0.00	\$10,219.12	62.951%

Report reflects selected information.

Appropriation Summary

September 2026

UAN v2026.3

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Expenditures	Unencumbered Balance	YTD % Expenditures
Contractual Services	\$0.00	\$7,892.00	\$7,892.00	\$876.00	\$4,888.00	\$8,760.00	\$2,136.00	61.777%
Supplies and Materials	\$0.00	\$400.00	\$400.00	\$0.00	\$215.32	\$0.00	\$183.68	54.080%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Clerk - Treasurer	\$2,355.97	\$125,373.12	\$127,729.09	\$9,877.56	\$83,427.71	\$7,760.83	\$42,082.56	
Auditor of State Fees								
Contractual Services	\$210.00	\$20.00	\$420.00	\$0.00	\$210.00	\$0.00	\$210.00	50.000%
Total Auditor of State Fees	\$210.00	\$20.00	\$420.00	\$0.00	\$210.00	\$0.00	\$210.00	
Solicitor								
Personnel Services	\$325.07	\$27,369.81	\$27,694.88	\$1,986.42	\$15,156.38	\$74.84	\$7,493.26	65.814%
Employee Fringe Benefits	\$0.00	\$4,086.00	\$4,086.00	\$245.62	\$2,203.53	\$0.00	\$1,881.47	53.942%
Contractual Services	\$0.00	\$14,000.00	\$14,000.00	\$13.23	\$1,295.26	\$445.69	\$12,316.26	5.000%
Supplies and Materials	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.000%
Other	\$0.00	\$2,600.00	\$2,600.00	\$0.00	\$2,980.00	\$0.00	\$220.00	92.143%
Total Solicitor	\$325.07	\$44,040.81	\$44,699.88	\$2,125.27	\$21,135.78	\$520.53	\$22,872.57	
Income Tax Administration								
Contractual Services	\$0.00	\$15,800.00	\$15,800.00	\$0.00	\$11,600.08	\$1,895.72	\$2,213.16	61.703%
Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Income Tax Administration	\$0.00	\$15,800.00	\$15,800.00	\$0.00	\$11,600.08	\$4,995.72	\$2,213.16	
Tax Refunds								
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Tax Refunds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other General Government								
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other General Government	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total General Government	\$4,191.09	\$517,495.93	\$521,644.02	\$35,566.30	\$264,742.72	\$11,873.69	\$145,527.61	
Capital Outlay								
Capital Outlay	\$8,076.00	\$100,001.00	\$146,077.00	\$7,000.00	\$81,090.70	\$37,270.88	\$25,715.42	56.283%
Total Capital Outlay	\$8,076.00	\$100,001.00	\$146,077.00	\$7,000.00	\$81,090.70	\$37,270.88	\$25,715.42	
Total Capital Outlay	\$8,076.00	\$100,001.00	\$146,077.00	\$7,000.00	\$81,090.70	\$37,270.88	\$25,715.42	
Debt Service								
Debt Service								

Report reflects selected information.

Appropriation Summary

September 2026

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures 0.00%
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Other Financing Uses								
Transfers - Out	\$0.00	\$125,999.00	\$125,999.00	\$0.00	\$125,999.00	\$0.00	\$0.00	100.00%
Advances - Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Other Financing Uses	\$0.00	\$125,999.00	\$125,999.00	\$0.00	\$125,999.00	\$0.00	\$0.00	
Total 1000 - General	\$21,317.40	\$1,377,448.93	\$1,398,766.33	\$71,327.72	\$623,042.26	\$169,733.38	\$376,986.92	
2011 - Street Construction, Maint. and Repair								
Transportation								
Street Maintenance and Repair								
Personal Services	\$922.16	\$16,000.00	\$16,922.16	\$5,819.22	\$53,182.75	\$1,514.63	\$22,562.75	89.23%
Employee Fringe Benefits	\$0.00	\$23,455.12	\$23,455.12	\$813.71	\$12,927.45	\$2,395.43	\$7,627.24	55.10%
Contractual Services	\$113.40	\$22,600.00	\$22,713.40	\$344.01	\$11,337.50	\$1,511.42	\$9,864.48	48.91%
Supplies and Materials	\$27.64	\$10,600.00	\$10,627.64	\$1,733.80	\$18,519.26	\$2,729.29	\$10,162.18	60.10%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Other	\$0.00	\$200.00	\$200.00	\$0.00	\$148.04	\$0.00	\$51.96	74.02%
Total Street Maintenance and Repair	\$1,153.20	\$152,860.12	\$154,013.35	\$8,710.50	\$96,122.01	\$7,650.75	\$50,240.61	
Total Transportation	\$1,153.20	\$152,860.12	\$154,013.35	\$8,710.50	\$96,122.01	\$7,650.75	\$50,240.61	
Capital Outlay								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Debt Service								
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2011 Street Construction, Maint. and Repair	\$1,153.20	\$152,860.12	\$154,013.35	\$8,710.50	\$96,122.01	\$7,650.75	\$50,240.61	

Report reflects selected information.

Appropriation Summary

September 2026

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year-to-Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
2021 - State Highway								
Transportation								
Street Maintenance and Repair	\$0.00	\$6,240.00	\$6,210.00	\$1,320.00	\$6,150.00	\$0.00	\$2,080.00	74.800%
Contractual Services	\$0.00	\$1,780.00	\$1,780.00	\$0.00	\$1,780.00	\$0.00	\$10.00	99.441%
Supplies and Materials								
Total Street Maintenance and Repair	\$0.00	\$10,020.00	\$10,000.00	\$1,320.00	\$7,930.00	\$0.00	\$2,090.00	
Total Transportation	\$0.00	\$10,020.00	\$10,000.00	\$1,320.00	\$7,930.00	\$0.00	\$2,070.00	
Total 2021 - State Highway	\$0.00	\$10,020.00	\$10,000.00	\$1,320.00	\$7,930.00	\$0.00	\$2,070.00	
2021 - Cemetery-Operating Funds								
Public Health Services								
Cemetery								
Personal Services	\$78.00	\$19,000.00	\$18,978.00	\$1,168.08	\$7,920.20	\$1,752.24	\$10,582.18	41.515%
Employee Fringe Benefits	\$0.00	\$3,380.00	\$3,380.00	\$167.74	\$1,051.29	\$0.00	\$2,308.71	31.099%
Contractual Services	\$762.26	\$68,900.00	\$68,562.26	\$6,071.57	\$30,525.47	\$15,284.42	\$3,749.38	72.639%
Supplies and Materials	\$0.00	\$1,900.00	\$1,900.00	\$18.98	\$740.50	\$0.00	\$943.30	48.369%
Other	\$0.00	\$500.00	\$500.00	\$0.00	\$493.48	\$0.00	\$6.52	98.697%
Total Cemetery	\$840.26	\$93,180.00	\$93,000.26	\$7,426.38	\$30,785.97	\$16,976.20	\$17,390.06	
Total Public Health Services	\$840.26	\$93,180.00	\$93,000.26	\$7,426.38	\$30,785.97	\$16,976.20	\$17,390.06	
Capital Outlay								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2021 - Cemetery-Operating Funds	\$840.26	\$93,180.00	\$93,000.26	\$7,426.38	\$30,785.97	\$16,976.20	\$17,390.06	
2022 - Cemetery-Perpetual Funds								
Public Health Services								
Cemetery								
Contractual Services	\$0.00	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00	\$0.00	\$3,000.00	25.000%
Total Cemetery	\$0.00	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00	\$0.00	\$3,000.00	
Total Public Health Services	\$0.00	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00	\$0.00	\$3,000.00	

Report reflects selected information.

Appropriation Summary

September 2026

UAW 42026.3

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Total 2022 - Cemetery Perpetual Funds	\$0.00	\$4,000.00	\$4,000.00	\$1,000.00	\$1,000.00	\$0.00	\$3,000.00	
2041 - Recreation								
Leisure Time Activities								
Recreation								
Personal Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Employee Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Total Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Leisure Time Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2041 - Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2091 - Law Enforcement Trust								
Security of Persons and Property								
Police Enforcement								
Contractual Services	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	100.0000%
Total Police Enforcement	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	
Total Security of Persons and Property	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	
Total 2091 - Law Enforcement Trust	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00	
2152 - American Rescue Plan								
Capital Outlay								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 2152 - American Rescue Plan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2001 - Fire Levy								
Capital Outlay								

Report reflects selected information.

Appropriation Summary

September 2026

	Reserved for Encumbrance 12/31 Less Adjustment	Fiscal Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrances	Unencumbered Balance	YTD % Expenditures
Capital Outlay								
Contractual Services	\$0.00	\$800.00	\$800.00	\$0.00	\$430.72	\$0.00	\$469.28	47.858%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$800.00	\$800.00	\$0.00	\$430.72	\$0.00	\$469.28	
Total Capital Outlay	\$0.00	\$800.00	\$800.00	\$0.00	\$430.72	\$0.00	\$469.28	
Debt Service								
Debt Service	\$0.00	\$26,935.90	\$26,935.90	\$0.00	\$36,267.52	\$0.00	\$0.00	100.000%
Total Debt Service	\$0.00	\$26,935.90	\$26,935.90	\$0.00	\$36,267.52	\$0.00	\$0.00	
Total Debt Service	\$0.00	\$26,935.90	\$26,935.90	\$0.00	\$36,267.52	\$0.00	\$0.00	
Total 2831 - Fire Levy	\$0.00	\$26,935.90	\$26,935.90	\$0.00	\$36,267.52	\$0.00	\$0.00	
2802 - Law Enforcement Technology								
Security of Persons and Property								
Photos Enforcement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Supplies and Materials	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0.000%
Capital Outlay	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
Total Police Enforcement	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
Total Security of Persons and Property	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
Total 2802 - Law Enforcement Technology	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
2803 - Computer Fund Mayor's Court								
General Government								
Mayor's Court	\$0.00	\$2,100.00	\$2,100.00	\$54.81	\$724.07	\$515.15	\$1,050.77	34.480%
Total Mayor's Court	\$0.00	\$2,100.00	\$2,100.00	\$54.81	\$724.07	\$515.15	\$1,050.77	
Total General Government	\$0.00	\$2,100.00	\$2,100.00	\$54.81	\$724.07	\$515.15	\$1,050.77	
Total 2803 - Computer Fund Mayor's Court	\$0.00	\$2,100.00	\$2,100.00	\$54.81	\$724.07	\$515.15	\$1,050.77	
2804 - Computer Fund CLERK Mayor's Court								
General Government								
Mayor's Court								

Report reflects selected information

Appropriation Summary

September 2026

	Reserved for Encumbrance 12/31 Leaves Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Contractual Services	\$0.00	\$1,200.00	\$1,200.00	\$21.83	\$275.26	\$64.86	\$1,456.65	13.348%
Supplies and Materials	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.000%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Mayor's Court	\$0.00	\$2,700.00	\$2,700.00	\$21.83	\$275.26	\$64.86	\$2,956.65	
Total General Government	\$0.00	\$5,300.00	\$5,300.00	\$21.83	\$275.26	\$64.86	\$2,956.65	
Total 2004 - Computer Fund, CLERK Mayor's Court	\$0.00	\$5,300.00	\$5,300.00	\$21.83	\$275.26	\$64.86	\$2,956.65	
2905 - Fire Detention Special Revenue Fund								
Security of Persons and Property								
Five Fighting, Prevention and Inspection								
Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Capital Outlay	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	0.000%
Total Fire Fighting, Prevention and Inspection	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	
Total Security of Persons and Property	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	
Total 2905 - Fire Detention Special Revenue Fund	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	
4001 - Capital Projects								
Transportation								
Street Construction and Reconstruction								
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Street Construction and Reconstruction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Street Maintenance and Repair								
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Street Maintenance and Repair	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Transportation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Capital Outlay								
Capital Outlay								
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Debt Service								

Report reflects selected information

Appropriation Summary

September 2026

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Debt Service								
Debt Service	\$0.00	\$48,589.72	\$48,589.72	\$0.00	\$48,589.72	\$0.00	\$0.00	100.000%
Total Debt Service	\$0.00	\$48,589.72	\$48,589.72	\$0.00	\$48,589.72	\$0.00	\$0.00	
Total Debt Service	\$0.00	\$48,589.72	\$48,589.72	\$0.00	\$48,589.72	\$0.00	\$0.00	
Total 4801 - Capital Projects	\$0.00	\$48,589.72	\$48,589.72	\$0.00	\$48,589.72	\$0.00	\$0.00	
4803 - Park Capital Projects								
Capital Outlay								
Capital Outlay	\$0.00	\$75,999.00	\$75,999.00	\$0.00	\$75,999.00	\$0.00	\$0.00	100.000%
Total Capital Outlay	\$0.00	\$75,999.00	\$75,999.00	\$0.00	\$75,999.00	\$0.00	\$0.00	
Total Capital Outlay	\$0.00	\$75,999.00	\$75,999.00	\$0.00	\$75,999.00	\$0.00	\$0.00	
Other Financing Uses								
Advances - Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 4803 - Park Capital Projects	\$0.00	\$75,999.00	\$75,999.00	\$0.00	\$75,999.00	\$0.00	\$0.00	
4807 - FEMA Other Capital Projects								
Capital Outlay								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 4807 - FEMA Other Capital Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
5101 - Water Operating								
Basic Utility Services								
Administered - Water								
Personal Services	\$1,004.21	\$80,000.00	\$81,004.21	\$8,709.86	\$40,060.20	\$1,162.19	\$40,851.92	90.503%
Employee Fringe Benefits	\$730.00	\$26,146.12	\$26,876.12	\$1,800.10	\$14,778.65	\$744.86	\$7,031.50	94.726%
Total Administration - Water	\$1,734.21	\$146,146.12	\$147,880.33	\$7,509.96	\$50,678.83	\$1,907.05	\$55,983.45	
Supply / Purchase - Water								

Report reflects selected information.

Appropriation Summary

September 2026

	Reserved for Encumbrance 1231 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Uncumbered Balance	YTD % Expenditures
Contractual Services	\$11,118.00	\$219,200.00	\$221,118.00	\$12,671.86	\$121,777.66	\$87,940.05	\$12,000.00	55.07%
Total Supply / Purchase - Water	\$11,118.00	\$219,200.00	\$221,118.00	\$12,671.86	\$121,777.66	\$87,940.05	\$12,000.00	
Other Water								
Employee Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Contractual Services	\$236.76	\$97,750.00	\$98,886.76	\$700.00	\$70,824.51	\$20,270.22	\$7,462.05	71.860%
Supplies and Materials	\$642.77	\$10,450.00	\$10,892.77	\$440.13	\$9,325.09	\$1,213.24	\$152.24	87.205%
Other	\$0.00	\$200.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.000%
Total Other Water	\$879.53	\$108,400.00	\$109,549.55	\$1,140.84	\$80,249.40	\$21,483.89	\$7,814.29	
Total Basic Utility Services	\$14,217.53	\$334,540.12	\$348,968.88	\$21,522.86	\$282,705.18	\$110,152.96	\$75,857.74	
Capital Outlay								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 3101 - Water Operating	\$14,217.53	\$334,540.12	\$348,968.88	\$21,522.86	\$282,705.18	\$110,152.96	\$75,857.74	
3102 - Water Improvement								
Basic Utility Services								
Other Water								
Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Basic Utility Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Capital Outlay								
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Debt Service								
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	100.000%
Total Debt Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Report reflects selected information.

Appropriation Summary

September 2026

	Reserved for: Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Months To Date Expenditures	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Total Debt Service	\$0.00	\$32,722.76	\$32,722.76	\$0.00	\$32,722.76	\$0.00	\$0.00	
Total 5102 - Water Improvement	\$0.00	\$322,722.76	\$322,722.76	\$688.00	\$35,243.35	\$1,475.00	\$25,004.40	
5701 - Water Security Deposits								
Basic Utility Services								
Other Water								
Other	\$0.00	\$10,000.00	\$10,000.00	\$354.05	\$4,734.05	\$1,865.55	\$5,400.00	47.341%
Total Other Water	\$0.00	\$10,000.00	\$10,000.00	\$354.05	\$4,734.05	\$1,865.55	\$5,400.00	
Total Basic Utility Services	\$0.00	\$10,000.00	\$10,000.00	\$354.05	\$4,734.05	\$1,865.55	\$5,400.00	
Total 578 - Water Security Deposits	\$0.00	\$10,000.00	\$10,000.00	\$354.05	\$4,734.05	\$1,865.55	\$5,400.00	
5801 - Storm Water Management								
Basic Utility Services								
Administration - Storm Sewers and Drains								
Personnel Services	\$47.04	\$8,000.00	\$8,047.04	\$37.94	\$1,585.24	\$10.30	\$8,451.50	19.702%
Employee Fringe Benefits	\$0.00	\$1,250.00	\$1,250.00	\$2.86	\$226.39	\$0.00	\$1,021.61	18.271%
Contractual Services	\$0.00	\$38,400.00	\$38,400.00	\$0.00	\$19,207.90	\$7,000.30	\$17,192.20	\$0.0020%
Supplies and Materials	\$0.00	\$5.00	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other	\$0.00	\$9.00	\$9.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Administration - Storm Sewers and Drains	\$47.04	\$17,650.00	\$17,697.04	\$40.80	\$21,021.43	\$2,010.30	\$24,965.31	
Total Basic Utility Services	\$47.04	\$47,650.00	\$47,697.04	\$40.80	\$21,021.43	\$2,010.30	\$24,965.31	
Total 580 - Storm Water Management	\$47.04	\$47,650.00	\$47,697.04	\$40.80	\$21,021.43	\$2,010.30	\$24,965.31	
5901 - Uncollected Monies								
Fiduciary Distributions								
Distributions of Unclaimed Monies								
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Distributions of Unclaimed Monies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Fiduciary Distributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total 5901 - Unclaimed Monies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
8021 - Prepaid Opening & Closing, Cemetery								

Report reflects selected information.

Appropriation Summary

September 2026

	Reserved for Encumbrance 12/31 Less Adjustment	Final Appropriation	Total Appropriations	Month To Date Expenditure	Year to Date Expenditures	Current Reserve for Encumbrance	Unencumbered Balance	YTD % Expenditures
Fiduciary Distributions								
Contributions to Other Funds (Primary Gov't)								
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Distributions to Other Funds (Primary Gov't)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Other Distributions								
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Other Distributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total Fiduciary Distributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Total 0601 - Prepaid Operating & Closing, Cemetery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
0602 - Mayor's Court								
Fiduciary Distributions								
Contributions to Other Governments								
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$18,963.00	\$0.00	\$0.00	0.000%
Total Distributions to Other Governments	\$0.00	\$0.00	\$0.00	\$0.00	\$18,963.00	\$0.00	\$0.00	0.000%
Distributions to Other Funds (Primary Gov't)								
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$74,226.00	\$0.00	\$0.00	0.000%
Total Distributions to Other Funds (Primary Gov't)	\$0.00	\$0.00	\$0.00	\$0.00	\$74,226.00	\$0.00	\$0.00	0.000%
Total Fiduciary Distributions	\$0.00	\$0.00	\$0.00	\$0.00	\$93,218.00	\$0.00	\$0.00	0.000%
Total 0602 - Mayor's Court	\$0.00	\$0.00	\$0.00	\$0.00	\$93,218.00	\$0.00	\$0.00	0.000%
Report Totals:	\$37,375.68	\$2,458,489.71	\$2,475,865.39	\$113,531.25	\$1,829,874.32	\$336,994.72	\$969,438.39	

Report reflects selected information.

2026	GROSS RECEIPTS	OHIO REPARATIONS	CITY OF OBERLIN	TOTAL NET RECEIPTS TO SOUTH AMHERST	COMPUTER FUND CLERK FUND 2904	COMPUTER FUND COURT FUND 2903	GENERAL FUND 1000
JANUARY	\$8,545.00	\$1,650.00	\$66.00	\$6,829.00	\$440.00	\$132.00	\$6,257.00
FEBRUARY	\$9,380.00	\$1,820.00	\$79.00	\$7,488.00	\$471.00	\$139.00	\$6,878.00
MARCH	\$13,590.00	\$2,685.00	\$111.00	\$10,794.00	\$740.00	\$222.00	\$9,832.00
APRIL	\$8,808.00	\$1,687.50	\$67.50	\$7,053.00	\$459.00	\$138.00	\$6,456.00
MAY	\$10,790.00	\$2,087.50	\$82.50	\$8,620.00	\$550.00	\$165.00	\$7,905.00
JUNE	\$13,405.00	\$2,625.00	\$105.00	\$10,675.00	\$691.00	\$207.00	\$9,777.00
JULY	\$19,620.00	\$3,900.00	\$156.00	\$15,564.00	\$1,040.00	\$312.00	\$14,212.00
AUGUST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SEPTEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
OCTOBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
NOVEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$84,138.00	\$16,455.00	\$660.00	\$67,023.00	\$4,391.00	\$1,315.00	\$61,317.00

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

Ordinance No. 1865-26

Passed:

**AN ORDINANCE AMENDING CHAPTER 133 BY ENACTING A
NEW SECTION 133.08 CURRENCY ROUNDING POLICY**

WHEREAS, the acceptance and processing of cash payments may require the making of change in denominations of United States currency; and

WHEREAS, the Village desires to establish a uniform and administratively efficient method for handling cash transactions when exact change cannot practicably be tendered; and

WHEREAS, the Village intends for such policy to remain effective notwithstanding future changes in the denominations of United States coinage or currency that are in general circulation;

**NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE
VILLAGE OF SOUTH AMHERST, LORAIN COUNTY, AS FOLLOWS:**

Section 1. Chapter 133 is hereby amended by creating a new Section 133.08, which shall read as follows:

133.08 CURRENCY ROUNDING POLICY

(A) This section applies only to payments made in cash.

(B) When the exact amount due cannot be paid using the denominations of United States currency then in general circulation, the amount collected shall be rounded up to the nearest denomination then in general circulation.

(C) Any amount collected in excess of the exact amount due as a result of rounding under this section shall be credited to the customer's water utility account and applied toward future charges.

(D) This section does not apply to payments made by check, credit card, debit card, electronic transfer, or any other non-cash payment method.

(E) Recordkeeping. Rounding a cash payment does not change the amount owed to the Village. It is only used to determine the amount of cash accepted at the time of payment.

(F) This section shall automatically apply to any future changes in the denominations of United States currency in general circulation, and no amendment to this Code shall be required to implement such changes.

Section 2. If any portion of this Ordinance is determined to be invalid, the remaining portions shall remain in effect to the fullest extent permitted by law.

Section 3. All ordinances or parts of ordinances inconsistent with this Ordinance are repealed to the extent of the conflict.

Section 4. This ordinance shall take effect on January 1, 2027, following its passage and publications as required by law.

Section 5. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

First Reading:

Adopted the day of October 2026

Second Reading:

Vote: Aye _____ Nay _____

Scott Jones, Mayor

ATTEST: _____
Fiscal Officer

I, Michelle Henke, the Fiscal Officer of the Village of South Amherst, certifies that the foregoing Ordinance No. ~~1865-26~~ is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in and open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director
SA/1865-26 Currency Rounding

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

Ordinance No. 1866-26

Passed: _____

**AN ORDINANCE AMENDING SECTION 1125.02 OF THE CODIFIED
ORDINANCES OF THE VILLAGE OF SOUTH AMHERST – ZONING PERMIT
REQUIRED**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE
OF SOUTH AMHERST, LORAIN COUNTY, STATE OF OHIO THAT:**

SECTION 1: That Section 1125.02 of the codified ordinances as enacted by Ordinance No. 1818-24 passed on the 12th day of November 2024 is hereby amended to read as follows:

1125.02 ZONING PERMIT REQUIRED

(a) No vacant land and no building erected, added to or altered shall be occupied or used in whole or in part nor shall any owner or tenant or any land or building hereafter change the use classification or enlarge the use classification in any building or on any premises without obtaining a Zoning Permit from the Administrator.

Applications for a Zoning Permit, variance, conditional use permit, site plan review, zoning amendment, appeal, or other zoning approval shall be submitted by the property owner of record or by a person authorized in writing by the property owner. A tenant or lessee may submit an application only when accompanied by written authorization from the property owner.

Applications for a Zoning Permit shall be submitted on forms provided by the Village of South Amherst and accompanied by the information required by Chapter 1157 and fees as established by the Council. The Administrator shall issue a zoning permit when the following have occurred:

- (1) The Administrator has determined that all the provisions of the Zoning Ordinance have been satisfied or the application has been approved by the Planning Commission.
- (2) The property owner has submitted evidence, when necessary, from the Lorain County Public Health Department indicating compliance with all the requirements of said Department.

SECTION 2: That existing Section 1125.02 of the codified ordinances as enacted by Ordinance No 1818-24 passed on the 12th day of November 2024 is hereby repealed.

SECTION 3: This ordinance shall take effect and be in full force from and after the earliest period allowed by law.

SECTION 4: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

First Reading:

Adopted the day of October 2026

Second Reading:

Vote: Aye _____ Nay _____

Scott Jones, Mayor

ATTEST: _____
Fiscal Officer

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

I, Michelle Henke, the Fiscal Officer of the Village of South Amherst, certifies that the forgoing Ordinance No. 1866-26 is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in an open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director
SA/1866-26 Zoning Permit Required

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

Ordinance No. 1867-26

Passed: _____

**AN ORDINANCE AMENDING SECTION 1141.02(d) OF THE CODIFIED
ORDINANCES OF THE VILLAGE OF SOUTH AMHERST – PERMITTED
ACCESSORY USES AND STRUCTURES – DETACHED STRUCTURES**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE
OF SOUTH AMHERST, LORAIN COUNTY, STATE OF OHIO THAT:**

SECTION 1: That Section 1141.02 (d) of the codified ordinances as enacted by Ordinance No. 1818-24 passed on the 12th day of November 2024 is hereby amended to read as follows:

(d) Detached Structures

Any accessory buildings or structures shall comply with the following specific standards and conditions:

- (1) Accessory buildings or structures shall be limited to two structures per lot in residential and commercial districts. Accessory buildings or structures shall include, but are not limited to detached garages, carports and sheds.
- (2) On a lot in a residential or commercial district one accessory structure shall not exceed 768 square feet and the other structure shall not exceed 300 square feet.
- (3) In all zoning districts, accessory buildings and structures shall be located a minimum of eight (8) feet from any side or rear property line and a minimum of fifteen (15) feet from the principal structure and any other accessory structure on the same lot. No accessory building or structure shall be located in front of, or extend beyond the front building line of, the principal structure.
- (4) On lots where any commercial use is located, accessory buildings or structures shall be located eight (8) feet from any side or rear property line.
- (5) The maximum height shall be:
 - (A) Sixteen feet or the height of the main structure, whichever is less in residential districts.
 - (B) The height of the main structure in the commercial districts
 - (C) The height of an accessory structure when associated with a farm use in the Agricultural-Residential district shall not exceed 35 feet.

SECTION 2: That existing Section 1141.02 (d) of the codified ordinances as enacted by Ordinance No 1818-24 passed on the 12th day of November 2024 is hereby repealed.

SECTION 3: This ordinance shall take effect and be in full force from and after the earliest period allowed by law.

SECTION 4: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

First Reading:
Adopted the day of October 2026

Second Reading:
Vote: Aye_____ Nay_____

Scott Jones, Mayor

ATTEST: _____
Fiscal Officer

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

I, Michelle Henke, the Fiscal Officer of the Village of South Amherst, certifies that the forgoing Ordinance No. **1867-26** is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in an open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director
SA/1867-26 Zoning Detached Structures

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

Ordinance No. 1868-26

Passed: _____

**AN ORDINANCE AMENDING SECTION 1141.03(d) OF THE CODIFIED
ORDINANCES OF THE VILLAGE OF SOUTH AMHERST – TEMPORARY USES
- FARM STANDS**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE
OF SOUTH AMHERST, LORAIN COUNTY, STATE OF OHIO THAT:**

SECTION 1: That Section 1141.03 (d) of the codified ordinances as enacted by Ordinance No. 1818-24 passed on the 12th day of November 2024 is hereby amended to read as follows:

(d) Farm Stands

The sale of produce and the placement of farm stands in the R-1 Single Family Residential District shall be permitted only in accordance with the following regulations.

- (1) Sale of Produce. Agricultural products, plants, eggs and honey grown or produced on a property may be sold on the premises in a Residential District. No sales shall be made before 8:00 a.m. or after dusk.
- (2) A farm stand located in a required front yard area shall be located a minimum of 8 feet from any property line and/or the right of way line. Farm Stands shall be removed from the front yard or stored inside a building on the premises during that time of the year when the garden or farm is not open for public use. Farm stands shall not exceed 120 hundred square feet in area on the subject property. A farm stand shall be set back at least eight (8) feet from any lot line and fifteen (15) from any building.
- (3) A designated parking area shall be provided and identified on the site plan. Vehicles shall be parked only within the designated parking area and in a manner that does not obstruct, hinder, or impede the normal flow of vehicular or pedestrian traffic, interfere with access to adjoining properties, streets, alleys, fire lanes, or emergency access routes, or create a hazardous condition for public travel.

SECTION 2: That existing Section 1141.03(d) of the codified ordinances as enacted by Ordinance No 1818-24 passed on the 12th day of November 2024 is hereby repealed.

SECTION 3: This ordinance shall take effect and be in full force from and after the earliest period allowed by law.

SECTION 4: That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

First Reading:
Adopted the day of October 2026

Second Reading:
Vote: Aye _____ Nay _____

Scott Jones, Mayor

ATTEST: _____
Fiscal Officer

**RECORD OF ORDINANCE
VILLAGE OF SOUTH AMHERST**

I, Michelle Henke, the Fiscal Officer of the Village of South Amherst, certifies that the forgoing Ordinance No. 1866-26 is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in an open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director
SA/1866-26 Farm Stands

RESOLUTION NO. 787-26

Contribution to Qualified Employees' Health Insurance Coverage

Lorain County, Ohio

A RESOLUTION TO INCREASE THE VILLAGE CONTRIBUTION TOWARD QUALIFIED EMPLOYEE HEALTH INSURANCE COVERAGE

WHEREAS, the Village of South Amherst recognizes the importance of providing competitive benefits to attract and retain qualified employees; and

WHEREAS, the Village desires to continue assisting eligible employees with the cost of health insurance coverage; and

WHEREAS, the Village has determined that an increase in the monthly employer contribution toward qualified employee health insurance coverage is appropriate and in the best interest of the Village and its employees; and

WHEREAS, the Village defines a qualified employee for purposes of this contribution as a full-time employee:

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of South Amherst, Lorain County, Ohio as follows:

Section 1. The Village contribution toward qualified employee health insurance coverage shall be increased to One Thousand Dollars (\$1,000.00) per month per qualified employee.

Section 2. This increased contribution shall become effective January 1, 2027.

Section 3. A qualified employee under this Resolution shall be considered a full-time employee who is eligible for Village-provided health insurance benefits in accordance with Village policies and applicable plan requirements.

Section 4. All other provisions regarding employee eligibility, enrollment, employee-paid premiums, and participation in the Village's health insurance program shall remain unchanged unless otherwise amended by the Village.

Section 5. This Resolution supersedes any prior Village action or policy concerning the monthly Village health insurance contribution to the extent that such prior action or policy is inconsistent with this Resolution.

BE IT FURTHER RESOLVED that the appropriate Village officials are authorized and directed to take any necessary actions to implement this Resolution effective January 1, 2027.

That it is hereby found and determined that all formal actions of the Village of South Amherst concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Village of South Amherst Council, and that all deliberations of the Village of South Amherst Council and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

RESOLUTION NO. 787-26

Contribution to Qualified Employees' Health Insurance Coverage

Lorain County, Ohio

First Reading: _____
Second Reading: _____

Adopted: _____
Vote: Aye _____ *Nay* _____

Scott Jones, Mayor

ATTEST: _____
Michelle Henke, Fiscal Officer

I, Michelle Henke, the Fiscal Officer of the Village of South Amherst, certifies that the forgoing Ordinance No. 787-26 is taken and copied from the record of proceedings of the Village Council of the Village of South Amherst, Lorain County, Ohio and that it has been compared by me with the ordinance on the record and is a true and accurate copy. Further, I certify that the adoption of such ordinance occurred in an open meeting held in compliance with O.R.C. 121.22

Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director
Rev. 787-26 SA's Health Ins Contribution

PERMANENT APPROPRIATION ORDINANCE # 341

AN ORDINANCE TO APPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF, JANUARY 1, 2026 TO DECEMBER 31, 2026, INCLUSIVE.

BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF SOUTH AMHERST, COUNTY OF LORAIN, STATE OF OHIO three-fourths of all members elected thereto, concurring that the hereafter amount of money be appropriated for the following funds, for a period of one year beginning January 1, 2026, and ending December 31, 2026.

Fund	Name	Type	Proposed Appropriation
Section 1: General Fund		Salary Total	\$153,594.00
		Fringe Benefit Total	\$27,285.00
		Other Total	\$51,550.00
	Police Total		\$232,429.00
		Salary Total	\$107,800.00
		Fringe Benefit Total	\$37,400.00
		Other Total	\$144,072.00
	Fire Total		\$289,272.00
		Other Total	\$28,000.00
	Street Lighting Total		\$28,000.00
		Salary Total	\$8,200.00
		Fringe Benefit Total	\$958.00
		Other Total	\$10,300.00
	Park Total		\$19,458.00
		Other Total	\$2,900.00
	CED Total		\$2,900.00
		Salary Total	\$4,000.00
		Fringe Benefit Total	\$620.00
		Other Total	\$1,200.00
	Zoning Total		\$5,820.00
		Salary Total	\$1,700.00
		Fringe Benefit Total	\$276.00
		Other Total	\$18,000.00
	General B Total		\$19,976.00
		Salary Total	\$47,200.00

		Fringe Benefit Total	\$18,780.00
		Other Total	\$240,400.00
	General Total		\$306,380.00
		Salary Total	\$16,400.00
		Fringe Benefit Total	\$3,140.00
		Other Total	\$2,950.00
	Mayors Court Total		\$22,490.00
		Salary Total	\$90,250.00
		Fringe Benefit Total	\$26,840.12
		Other Total	\$8,280.00
	General Fiscal Total		\$125,370.12
		Other Total	\$210.00
	Audit Services Total		\$210.00
		Salary Total	\$22,358.81
		Fringe Benefit Total	\$4,085.00
		Other Total	\$17,800.00
	General Legal Total		\$44,243.81
		Other Total	\$18,800.00
	General Income Tax Total		\$18,800.00
		Other Total	\$186,001.00
	General Total		\$186,001.00
		Other Total	\$125,999.00
	General Transfers Total		\$125,999.00
		Other Total	\$0.00
	Advances Total		\$0.00
Section 1: General Fund Total			\$1,427,448.93
Section 2: Other Funds		Salary Total	\$78,000.00
		Fringe Benefit Total	\$23,460.12
		Other Total	\$66,647.16
	Street Total		\$168,107.28
		Other Total	\$10,000.00
	St Hwy Total		\$10,000.00
		Salary Total	\$19,000.00
		Fringe Benefit Total	\$3,390.00
		Other Total	\$70,800.00
	Cemetery Total		\$93,190.00
		Other Total	\$4,000.00
	Cemetery Income Total		\$4,000.00
		Other Total	\$0.00
	Building Demo & Revital Total		\$0.00

		Other Total	\$2,000.00
	Law Enforcement Trust Total		\$2,000.00
		Other Total	\$36,836.90
	Fire Levy Total		\$36,836.90
		Other Total	\$2,000.00
	Law Enforcement Technology Total		\$2,000.00
		Other Total	\$2,100.00
	MC Computer Fee Court Total		\$2,100.00
		Other Total	\$3,300.00
	MC Computer Fee Clerk Total		\$3,300.00
		Other Total	\$2,000.00
	Fire Donation Total		\$2,000.00
Special Revenue Fund Total			\$321,534.18
		Other Total	\$48,589.72
	Capital Projects Total		\$48,589.72
		Other Total	\$75,999.00
	Capital Projects Park Total		\$75,999.00
		Other Total	\$0.00
	FEMA Total		\$0.00
Capital Projects Fund Total			\$124,588.72
		Salary Total	\$90,000.00
		Fringe Benefit Total	\$26,146.12
		Other Total	\$318,400.00
	Water Total		\$434,545.12
		Other Total	\$122,722.76
	Water User Total		\$122,722.76
		Other Total	\$10,000.00
	Security Deposit Total		\$10,000.00
		Salary Total	\$8,000.00
		Fringe Benefit Total	\$1,250.00
		Other Total	\$38,400.00
	Storm Water Total		\$47,650.00
Enterprise Fund Total			\$614,917.88
		Other Total	\$0.00
	Custodial Total		\$0.00
Custodial Total			\$0.00
Grand Total			\$2,488,489.71

Section 3: This ordinance provides for an appropriation for the current expenses and it shall therefore go into immediate effect.

PASSED: September 22, 2026

VOTE: AYE_____ NAY_____

Scott Jones, Mayor

ATTEST:

Michelle Henke, Fiscal Officer

I, Michelle Henke, the Fiscal Officer of the Village of South Amherst, certify there is no newspaper of general circulation published in the municipality and the publishing of this Ordinance No. _341_ was made in accordance with ORC 731.21.

Michelle Henke, Fiscal Officer

APPROVED AS TO FORM:

Matthew A. Mishak, Law Director

General Fund	Fire	1000	1000-120-432-0000	120	432	Other - Repairs and Maintenance of Machinery & Equip	\$5,000.00
General Fund	Fire	1000	1000-120-432-0000	120	432	Other - Repairs and Maintenance of Motor Vehicles	125,800.00
General Fund	Fire	1000	1000-120-432-0000	120	440	Other - Small Tools and Minor Equipment	38,000.00
General Fund	Fire	1000	1000-120-500-0000	120	500	Other - Capital Outlay	940,322.00
General Fund	Fire	1000	1000-120-500-0000	120	885	Other - Other	30.00
						Other Total	\$144,072.00
General Fund	Fire Total						\$296,272.00
General Fund	Street Lighting	1000	1000-130-311-0000	311		Other - Electrically	\$28,000.00
						Other Total	\$28,000.00
General Fund	Street Lighting - Park	1000	1000-320-190-0000	320	190	Salary	\$28,000.00
						Salary Total	\$28,000.00
General Fund	Park	1000	1000-320-211-0000	320	211	Fringe Benefit - Ohio Public Employees Retirement System	\$958.00
General Fund	Park	1000	1000-320-213-0000	320	213	Fringe Benefit - Medicare	\$0.00
General Fund	Park	1000	1000-320-225-0000	320	225	Fringe Benefit - Workers' Compensation	\$0.00
						Fringe Benefit Total	\$958.00
General Fund	Park	1000	1000-320-352-0000	320	352	Other - Property Insurance Premiums	\$1,000.00
General Fund	Park	1000	1000-320-308-0000	320	388	Other - Other - Other Contractual Services	\$8,000.00
General Fund	Park	1000	1000-320-420-0000	320	420	Other - Operating Supplies and Materials	\$2,000.00
General Fund	Park	1000	1000-320-432-0000	320	432	Other - Repairs and Maintenance of Machinery & Equip	\$0.00
General Fund	Park	1000	1000-320-440-0000	320	440	Other - Small Tools and Minor Equipment	\$400.00
General Fund	Park	1000	1000-320-500-0000	320	500	Other - Capital Outlay	\$0.00
General Fund	Park	1000	1000-320-600-0000	320	600	Other - Other	\$500.00
						Other Total	\$10,900.00
	Park Total						\$19,458.00
General Fund	CEI	1000	1000-300-329-0000	300	329	Other - Other - Communications, Printing, and Advertising	\$0.00
General Fund	CEI	1000	1000-300-319-0000	300	349	Other - Other - Professional and Technical Services	\$0.00
General Fund	CEI	1000	1000-300-300-0000	300	300	Other - Other - Other Contractual Services	\$0.00
General Fund	CEI	1000	1000-300-413-0000	300	413	Other - Office Supplies and Materials	\$100.00
General Fund	CEI	1000	1000-300-420-0000	300	420	Other - Operating Supplies and Materials	\$900.00
General Fund	CEI	1000	1000-300-440-0000	300	440	Other - Small Tools and Minor Equipment	\$600.00
General Fund	CEI	1000	1000-300-480-0000	300	480	Other - Other - Supplies and Materials	\$1,400.00
						Other Total	\$2,900.00
	CEI Total						\$2,900.00
General Fund	Zoning	1000	1000-410-100-0000	410	100	Salary - Other - Personal Services	\$4,000.00
						Salary Total	\$4,000.00
General Fund	Zoning	1000	1000-410-211-0000	410	211	Fringe Benefit - Ohio Public Employees Retirement System	\$800.00
General Fund	Zoning	1000	1000-410-213-0000	410	213	Fringe Benefit - Medicare	\$0.00
General Fund	Zoning	1000	1000-410-225-0000	410	225	Fringe Benefit - Workers' Compensation	\$0.00
General Fund	Zoning	1000	1000-410-262-0000	410	262	Fringe Benefit - Travel and Transportation	\$0.00
						Fringe Benefit Total	\$800.00
General Fund	Zoning	1000	1000-410-322-0000	410	322	Other - Postage	\$150.00
General Fund	Zoning	1000	1000-410-349-0000	410	349	Other - Other - Professional and Technical Services	\$800.00
General Fund	Zoning	1000	1000-410-352-0000	410	352	Other - Property Insurance Premiums	\$800.00
General Fund	Zoning	1000	1000-410-420-0000	410	420	Other - Operating Supplies and Materials	\$1,200.00
						Other Total	\$5,150.00
	Zoning Total						\$5,150.00
General Fund	General B	1000	1000-490-100-0000	490	100	Salary - Other - Personal Services	\$1,700.00
						Salary Total	\$1,700.00
General Fund	General B	1000	1000-490-211-0000	490	211	Fringe Benefit - Ohio Public Employees Retirement System	\$240.00
General Fund	General B	1000	1000-490-213-0000	490	213	Fringe Benefit - Medicare	\$28.00
General Fund	General B	1000	1000-490-225-0000	490	225	Fringe Benefit - Workers' Compensation	\$10.00
						Fringe Benefit Total	\$278.00
General Fund	General B	1000	1000-490-349-0000	490	349	Other - Engineering services	\$0.00
General Fund	General B	1000	1000-490-369-0000	490	369	Other - Other - Professional and Technical Services	\$18,000.00
						Other Total	\$18,000.00
	General B Total						\$18,978.00
General Fund	General	1000	1000-710-111-0000	710	111	Salary - Salaries - Council	\$23,200.00

General Fund	General	1000	1000-710-181-0000	710 181	Salary - Mayors		\$13,000.00	
General Fund	General	1000	1000-710-182-0000	710 182	Salary - Mayors Staff		\$1,032.00	City Director
General Fund	General	1000	1000-710-190-0000	710 190	Salary - Personnel Services		\$5,870.00	
					Salary Total		\$47,200.00	
General Fund	General	1000	1000-710-211-0000	710 211	Fringe Benefit - Ohio Public Employees Retirement System		\$8,700.00	
General Fund	General	1000	1000-710-212-0000	710 212	Fringe Benefit - Social Security		\$1,400.00	
General Fund	General	1000	1000-710-213-0000	710 213	Fringe Benefit - Medicare		\$980.00	
General Fund	General	1000	1000-710-221-0000	710 221	Fringe Benefit - Medical Insurance		\$4,000.00	
General Fund	General	1000	1000-710-225-0000	710 225	Fringe Benefit - Workers' Compensation		\$9,000.00	
General Fund	General	1000	1000-710-240-0000	710 240	Fringe Benefit - Unemployment Compensation		\$0.00	
General Fund	General	1000	1000-710-252-0000	710 252	Fringe Benefit - Travel and Transportation		\$200.00	
General Fund	General	1000	1000-710-260-0000	710 260	Fringe Benefit - Housing and Meals		\$400.00	
					Fringe Benefit Total		\$16,780.00	
General Fund	General	1000	1000-710-311-0000	710 311	Other - Electricity		\$2,200.00	
General Fund	General	1000	1000-710-315-0000	710 315	Other - Natural Gas		\$1,000.00	
General Fund	General	1000	1000-710-316-0000	710 316	Other - Internet/Cable		\$200.00	
General Fund	General	1000	1000-710-320-0000	710 320	Other - Communications, Printing and Advertising		\$4,000.00	Newsletters
General Fund	General	1000	1000-710-321-0000	710 321	Other - Telephones		\$2,500.00	
General Fund	General	1000	1000-710-322-0000	710 322	Other - Postage		\$800.00	
General Fund	General	1000	1000-710-323-0000	710 323	Other - Postage Machine Rental		\$0.00	
General Fund	General	1000	1000-710-325-0000	710 325	Other - Advertising		\$400.00	
General Fund	General	1000	1000-710-329-0000	710 329	Other - Other Communications, Printing & Advertising		\$10,000.00	Codified Ordinances
General Fund	General	1000	1000-710-330-0000	710 330	Other - Rents and Leases		\$500.00	
General Fund	General	1000	1000-710-344-0000	710 344	Other - Tax Collection Fees		\$7,000.00	
General Fund	General	1000	1000-710-351-0000	710 351	Other - Engineering Services		\$148,500.00	Engineering for Mayor/Township/Caldale
General Fund	General	1000	1000-710-349-0000	710 349	Other - Training Services		\$1,000.00	
General Fund	General	1000	1000-710-348-0000	710 348	Other - Professional and Technical Services		\$17,951.17	
General Fund	General	1000	1000-710-351-0000	710 351	Other - Insurance and Bonding		\$0.00	
General Fund	General	1000	1000-710-352-0000	710 352	Other - Property Insurance Premiums		\$7,788.83	
General Fund	General	1000	1000-710-351-0000	710 351	Other - Dues and Fees		\$7,000.00	
General Fund	General	1000	1000-710-351-0000	710 351	Other - Buildings and other Structures		\$1,000.00	
General Fund	General	1000	1000-710-354-0000	710 354	Other - Machinery, Equipment & Furniture		\$0.00	
General Fund	General	1000	1000-710-355-0000	710 355	Other - Garbage and Trash Removal		\$1,000.00	
General Fund	General	1000	1000-710-359-0000	710 359	Other - Other - Other Contractual Services		\$27,500.00	Reserve study for Fire Dept \$10k
General Fund	General	1000	1000-710-410-0000	710 410	Other - Office Supplies and Materials		\$7,000.00	
General Fund	General	1000	1000-710-420-0000	710 420	Other - Operating Supplies and Materials		\$7,000.00	
General Fund	General	1000	1000-710-432-0000	710 432	Other - Repairs and Maintenance of Machinery & Equip		\$0.00	
General Fund	General	1000	1000-710-432-0000	710 432	Other - Other - Repairs and Maintenance		\$0.00	
General Fund	General	1000	1000-710-440-0000	710 440	Other - Small Tools and Minor Equipment		\$200.00	
General Fund	General	1000	1000-710-660-0000	710 660	Other - Other - Other		\$2,000.00	
					Other Total		\$240,400.00	
General Fund	General	1000	1000-720-100-0000	720 100	Salary - Mayor - Negotiated Clerk		\$306,380.00	
					Salary Total		\$16,400.00	
General Fund	Mayor's Court	1000	1000-720-211-0000	720 211	Fringe Benefit - Ohio Public Employees Retirement System		\$2,300.00	
General Fund	Mayor's Court	1000	1000-720-213-0000	720 213	Fringe Benefit - Medicare		\$240.00	
General Fund	Mayor's Court	1000	1000-720-225-0000	720 225	Fringe Benefit - Workers' Compensation		\$0.00	
General Fund	Mayor's Court	1000	1000-720-262-0000	720 262	Fringe Benefit - Travel and Transportation		\$400.00	
General Fund	Mayor's Court	1000	1000-720-260-0000	720 260	Fringe Benefit - Housing and Meals		\$100.00	
					Fringe Benefit Total		\$3,140.00	
General Fund	Mayor's Court	1000	1000-720-321-0000	720 321	Other - Telephone		\$750.00	
General Fund	Mayor's Court	1000	1000-720-322-0000	720 322	Other - Postage		\$1,000.00	
General Fund	Mayor's Court	1000	1000-720-330-0000	720 330	Other - Rents and Leases		\$0.00	
General Fund	Mayor's Court	1000	1000-720-348-0000	720 348	Other - Training Services		\$500.00	
General Fund	Mayor's Court	1000	1000-720-351-0000	720 351	Other - Insurance and Bonding		\$0.00	
General Fund	Mayor's Court	1000	1000-720-351-0000	720 351	Other - Dues and Fees		\$270.00	
General Fund	Mayor's Court	1000	1000-720-351-0000	720 351	Other - Other Contractual Services		\$80.00	
General Fund	Mayor's Court	1000	1000-720-410-0000	720 410	Other - Office Supplies and Materials		\$180.00	

Enterprise Fund	Water	5101	5101-800-540-0000	800	540	Other Machinery Equipment & Furniture	\$0.00
Enterprise Fund	Water	5101	5101-800-550-0000	800	550	Other Machinery Equipment & Furniture	\$0.00
Enterprise Fund	Water Total					Other Total	\$319,450.00
Enterprise Fund	Water User	5102	5102-500-420-0000	500	420	Other Operating Supplies and Materials	\$434,545.12
Enterprise Fund	Water User	5102	5102-500-340-0000	500	340	Other Engineering Services	\$0.00
Enterprise Fund	Water User	5102	5102-600-330-0000	600	330	Other Facilities and other Structures	\$0.00
Enterprise Fund	Water User	5102	5102-800-540-0000	800	540	Other Machinery, Equipment & Furniture	\$0.00
Enterprise Fund	Water User	5102	5102-800-560-0000	800	560	Other Utility Distribution Systems	\$80,000.00
Enterprise Fund	Water User	5102	5102-850-710-0000	850	710	Other Principles	\$57,084.56
Enterprise Fund	Water User	5102	5102-850-720-0000	850	720	Other Interest	\$5,620.20
Enterprise Fund	Water User Total					Other Total	\$122,722.76
Enterprise Fund	Security Deposits	5761	5761-500-610-0000	500	610	Other Deposits Refunded	\$3,400.00
Enterprise Fund	Security Deposits	5761	5761-530-420-0000	530	420	Other Deposits Applied	\$6,800.00
Enterprise Fund	Security Deposit Total					Other Total	\$10,000.00
Enterprise Fund	Storm Water	5901	5901-551-100-0000	551	100	Salary Other - Personal Services	\$3,000.00
Enterprise Fund	Storm Water	5901	5901-551-211-0000	551	211	Salary Total	\$2,000.00
Enterprise Fund	Storm Water	5901	5901-551-213-0000	551	213	Finance Benefit Ohio Public Employees Retirement System	\$1,125.00
Enterprise Fund	Storm Water	5901	5901-551-225-0000	551	225	Finance Benefit Healthcare	\$150.00
Enterprise Fund	Storm Water	5901	5901-551-344-0000	551	344	Finance Benefit Workers Compensation	\$2.00
Enterprise Fund	Storm Water	5901	5901-551-349-0000	551	349	Perfume Benefit Total	\$1,280.00
Enterprise Fund	Storm Water	5901	5901-551-349-0000	551	349	Other Tax Collection Fees	\$0,400.00
Enterprise Fund	Storm Water	5901	5901-551-360-0000	551	360	Other Other - Professional and Technical Services	\$6,900.00
Enterprise Fund	Storm Water	5901	5901-551-420-0000	551	420	Other Other - Other Contractual Services	\$28,000.00
Enterprise Fund	Storm Water	5901	5901-551-440-0000	551	440	Other Operating Supplies and Materials	\$0.00
Enterprise Fund	Storm Water	5901	5901-551-690-0000	551	690	Other Small Tools and Minor Equipment	\$0.00
Enterprise Fund	Storm Water	5901	5901-551-690-0000	551	690	Other Other - Miscellaneous	\$0.00
Enterprise Fund	Storm Water Total					Other Total	\$38,400.00
Enterprise Fund Total	Storm Water						\$37,550.00
Custodial	Custodial	9901	9901-240-340-0000	240	340	Uncollected Funds	\$514,917.88
Custodial	Custodial	9901	9901-240-340-0000	240	340	Other Prepaid operating & costing	\$0.00
Custodial	Custodial Total					Other Total	\$514,917.88
Grand Total	Grand Total						\$2,488,483.71



Village of South Amherst Snow and Ice Control Program

Public Works Department 517 West Main St. South Amherst, OH, 44001
Phone: (440) 986-1162 Email: Villageadmin@southamherst.org

SOP Number: PW-002

Department: Public Works Department

Effective Date: 09/14/2026

Revision Date: 09/11/2026

Approved By: David Valentine Village Administrator

1. PURPOSE

The purpose of this Snow and Ice Control Program is to establish consistent procedures for the safe, efficient, and timely removal of snow and control of ice on streets and other Village maintained public areas within the Village of South Amherst.

The primary objectives of the Village's snow and ice control program are to:

1. Protect the traveling public.
2. Maintain reasonable access for emergency services.
3. Keep major Village streets passable during winter weather events.
4. Reduce hazardous snow and ice accumulation.
5. Provide consistent and equitable service throughout the Village.
6. Protect Village employees, equipment, property, and infrastructure.
7. Establish clear responsibilities for employees and supervisors.
8. Maintain appropriate documentation of winter maintenance operations.

Snow and ice control operations shall be conducted in a manner consistent with applicable Village ordinances, Ohio law, Village policies, and recognized safe operating practices.

2. SCOPE

This SOP applies to all Village employees, temporary employees, contractors, and other personnel who participate in snow plowing, snow removal, salting, deicing, winter road inspection, equipment operation, or related winter maintenance activities on behalf of the Village.

This SOP applies to:

- Village-maintained streets
- Intersections
- Cul-de-sacs
- Bridges
- Public parking areas
- Village-owned facilities and properties, as assigned
- Designated public sidewalks or pedestrian areas, when applicable
- Other areas specifically assigned by the Village

Private roads, private parking areas, and private property are not included unless the Village has specific authority, an agreement, or an emergency basis for providing service.

3. AUTHORITY AND RESPONSIBILITY

3.1 Village Administration

The Mayor, Village Council, Village Administrator or their designated representative shall establish overall policy and provide direction concerning the Village's winter maintenance program.

3.2 Village Administrator

The Village Administrator is responsible for:

- Monitoring winter weather conditions
- Determining when snow and ice operations should begin
- Assigning personnel and equipment
- Establishing priorities for snow removal
- Coordinating with the Police and Fire Departments when necessary
- Monitoring road conditions
- Authorizing additional personnel or equipment when needed
- Ensuring appropriate documentation is completed
- Evaluating operations following significant storms

3.3 Equipment Operators

Snowplow operators shall:

- Complete required pre-trip inspections
- Operate Village equipment safely
- Follow assigned routes
- Plow according to established priorities
- Apply salt or other approved materials as directed
- Report hazardous condition
- Report equipment problems immediately
- Avoid unnecessary damage to Village or private property
- Complete required storm-event documentation

3.4 Police Department

The Police Department may assist with:

- Traffic control
- Disabled or abandoned vehicles
- Road closures
- Emergency access
- Enforcement of applicable parking restrictions
- Notification of hazardous conditions

South Amherst ordinances authorize removal and impoundment of vehicles that are left on streets in a manner that interferes with snow removal or creates a hazard or obstruction to traffic.

3.5 Fire and EMS

The Fire Department and EMS should be notified of significant roadway conditions that may affect emergency response.

4. WEATHER MONITORING

The Village Administrator shall monitor weather forecasts and current conditions during periods of anticipated winter weather.

Information should be obtained from reliable sources and may include:

- National Weather Service
- Local weather observations
- County emergency management
- Ohio Department of Transportation
- Local law enforcement
- Field observations by Village personnel

The Village Administrator should consider

- Forecasted snowfall
- Expected duration
- Air temperature
- Pavement temperature, when available
- Freezing rain
- Sleet
- Wind
- Drifting snow
- Refreeze potential
- Expected traffic conditions

5. ACTIVATION OF SNOW OPERATIONS

Snow and ice operations may be activated when conditions are expected to create hazardous or difficult travel conditions.

The Village Administrator shall consider the following factors:

Level 1 – Preventive Operations

Used when freezing temperatures, light snow, freezing rain, or other conditions may create slippery pavement.

Actions may include:

- Applying salt or approved deicing material
- Monitoring bridges and intersections
- Monitoring shaded areas
- Inspecting known trouble spots

Level 2 – Snow Plowing Operations

Used when snow accumulation begins to significantly affect roadway travel.

Actions may include:

- Deploying snowplows
- Treating priority routes
- Opening intersections
- Maintaining emergency routes
- Continuing salt/deicing operations

Level 3 – Major Snow Event

Used for significant snowfall, blizzard conditions, heavy drifting, freezing rain, or other severe winter weather.

Actions may include:

- Continuous plowing operations
- Extended shifts
- Additional operators
- Mutual aid or contracted equipment
- Coordination with Police, Fire, EMS, and other agencies
- Temporary road restrictions or closures when necessary

6. PRIORITY OF SNOW REMOVAL

Snow removal shall generally proceed according to the following priorities.

Priority 1 – Emergency and Critical Routes

First priority shall be given to routes necessary for:

- Fire and EMS response
- Police response
- Access to emergency facilities
- Major traffic routes
- Critical Village facilities
- Other locations designated by the Village Administrator

Priority 2 – Major Village Streets

The next priority shall be major streets carrying significant traffic volumes or serving as primary connections through the Village.

Priority 3 – Residential Streets

Residential streets shall be plowed following completion of the highest-priority routes, as personnel and conditions permit.

Priority 4 – Cul-de-Sacs and Low-Volume Streets

Cul-de-sacs and low-volume streets shall be addressed after higher-priority routes unless special circumstances require earlier service.

Priority 5 – Cleanup Operations

After the storm or primary snowfall has ended, crews shall return to:

- Widen travel lanes
- Remove snow from intersections
- Clear snow banks
- Address areas where plowing created obstructions
- Remove accumulated snow from Village facilities
- Treat remaining icy areas

Note: Actual route priorities may be established by the Village Administrator based on the Village's street network, traffic conditions, emergency response requirements, and available personnel/equipment.

7. PRE-STORM PREPARATION

Before a predicted winter storm, the Village Administrator should:

1. Review the weather forecast.
2. Determine expected staffing requirements.
3. Confirm operator's availability.
4. Inspect snowplows and spreaders.
5. Check fuel levels.
6. Check hydraulic systems.
7. Check tires.
8. Check lights and warning devices.
9. Check plow blades and cutting edges.
10. Verify salt/deicing material inventory.
11. Inspect loading and storage areas.
12. Confirm communications.
13. Review assigned routes.
14. Identify known problem areas.
15. Confirm emergency contact information.

8. PRE-TRIP VEHICLE INSPECTION

Before operating a snowplow, each operator shall conduct a documented inspection.

The inspection shall include, at minimum:

Vehicle

- Engine oil
- Coolant
- Fuel
- Transmission fluid
- Hydraulic fluid
- Brakes
- Parking brake
- Steering
- Tires
- Mirrors
- Windshield
- Wipers
- Defroster
- Heater
- Seat belt
- Battery

Lighting and Safety Equipment

- Headlights
- Brake lights
- Turn signals
- Four-way flashers
- Amber warning lights
- Backup lights
- Backup alarm
- Reflective markings
- Two-way radio or communications equipment

Plow

- Mounting system
- Hydraulic hoses
- Hydraulic cylinders
- Cutting edge
- Shoes
- Pins
- Trip mechanism
- Plow lights
- Wing plow, if applicable

Spreader

- Hopper
- Auger or conveyor
- Spinner
- Controls
- Hydraulic/electrical connections
- Material flow
- Warning lights

Any safety-critical defect shall be reported immediately. Equipment shall not be operated when a defect creates an unsafe condition.

9. SNOWPLOWING PROCEDURE

Operators shall:

1. Wear required personal protective equipment.
2. Secure seat belts before operating the vehicle.
3. Activate required warning lights.
4. Confirm radio/communication operation.
5. Follow the assigned route.
6. Maintain a safe operating speed.
7. Adjust speed for visibility, pavement conditions, traffic, and snow depth.
8. Keep adequate distance from other vehicles and equipment.
9. Use extreme caution near intersections and pedestrian areas.
10. Avoid pushing snow into travel lanes, intersections, or areas where it creates an unnecessary hazard.
11. Plow as close to the curb or edge of pavement as safely practical.
12. Maintain access for emergency vehicles.
13. Avoid striking curbs, utility structures, signs, mailboxes, hydrants, parked vehicles, and other obstacles.
14. Report any property damage immediately.
15. Return to priority routes when conditions require additional passes.

10. INTERSECTIONS AND CRITICAL AREAS

Special attention shall be given to:

- Stop signs
- Traffic signals
- Intersections
- Hills
- Curves
- Bridges
- Railroad crossings
- Fire stations

- Police facilities
- EMS access points
- School bus routes
- Steep grades
- Areas subject to drifting
- Known icing locations

Snow shall not be left in a manner that unnecessarily obstructs sight distance or creates a hazard.

11. CUL-DE-SACS

Operators shall use appropriate plowing patterns to minimize snow accumulation in the center of cul-de-sacs and maintain reasonable access for emergency vehicles.

Where practical:

- Push snow toward designated storage areas
- Avoid blocking driveways unnecessarily
- Keep fire hydrants accessible
- Maintain adequate turning space

12. DRIVEWAYS AND MAILBOXES

Village plowing operations may result in snow being deposited along the edge of driveways.

Operators should make reasonable efforts to minimize unnecessary accumulation; however, clearing snow from private driveways remains the responsibility of the property owner.

Operators shall exercise reasonable caution around mailboxes and other roadside structures.

Damage to a mailbox or private property shall be reported to the Village Administrator immediately.

13. SALT AND DEICING OPERATIONS

Salt and other approved deicing materials shall be applied based on:

- Pavement temperature
- Air temperature
- Type of precipitation
- Road conditions
- Traffic volume
- Expected freezing conditions
- Environmental considerations

Materials shall be applied at the minimum effective rate necessary to achieve the desired result.

Operators shall avoid unnecessary application of salt or deicing materials.

Priority for treatment should generally include:

1. Bridges
2. Intersections
3. Hills and grades
4. Emergency routes
5. Curves

6. Stop locations
7. Other known icy areas

14. SNOW STORAGE

Snow shall be pushed or stored in locations that do not unnecessarily interfere with:

- Traffic
- Sight distance
- Fire hydrants
- Drainage structures
- Stormwater inlets
- Sidewalks
- Crosswalks
- Intersections
- Emergency access

Snow should not be pushed into locations where melting snow will create avoidable icing or drainage problems.

15. SIDEWALKS

Responsibility for sidewalks shall be handled in accordance with Village ordinance and Village policy.

South Amherst's codified provisions place responsibility on owners or occupants of abutting property to keep sidewalks, curbs, and gutters free from snow and ice.

Village employees shall address Village-maintained sidewalks and pedestrian areas when specifically assigned.

Sidewalk snow operations should generally occur after priority roadway operations have been completed, unless an immediate safety or emergency condition exists.

16. PARKED VEHICLES

Operators shall not intentionally push snow against occupied or moving vehicles.

Vehicles that obstruct snow removal operations should be reported to the Village Administrator or Police Department.

South Amherst's ordinance specifically addresses vehicles that interfere with normal snow removal operations and provides authority for removal/impoundment under specified circumstances.

17. EMERGENCY CONDITIONS

During severe storms, the Village Administrator may modify normal route priorities when necessary.

Examples include:

- Emergency vehicle access
- Major accidents
- Road closures
- Downed trees
- Utility failures
- Significant drifting
- Abandoned vehicles
- Blocked intersections
- Icy hills or bridges

The Village Administrator shall coordinate with Police, Fire, EMS, utility companies, and other agencies when appropriate.

18. EMPLOYEE SAFETY

All employees shall operate equipment in accordance with:

- Applicable OSHA requirements
- Manufacturer recommendations
- Village safety policies
- Safe driving practices
- Applicable state and federal requirements

Operators shall:

- Wear seat belts
- Maintain safe speeds
- Avoid unnecessary backing
- Use spotters when appropriate
- Maintain adequate visibility
- Take breaks during extended operations
- Report fatigue or unsafe conditions

Employees shall not operate Village equipment while impaired by alcohol, drugs, illness, fatigue, or any other condition that makes operation unsafe.

19. EQUIPMENT BREAKDOWN

If equipment becomes disabled:

1. Move the vehicle to a safe location when possible.
2. Activate warning lights.
3. Notify the Village Administrator.
4. Contact the appropriate maintenance or repair personnel.
5. Request assistance if necessary.
6. Do not attempt repairs beyond the operator's training or authorization.
7. Document the equipment failure.

A replacement vehicle or operator shall be assigned when necessary to maintain snow removal operations.

20. PROPERTY DAMAGE

Any damage involving:

- Vehicles
- Mailboxes
- Curbs
- Signs
- Hydrants
- Utility structures
- Landscaping
- Fences
- Other private or public property

shall be reported to the Village Administrator as soon as practicable.

The operator shall document:

- Date and time
- Location
- Equipment involved
- Description of damage
- Weather conditions
- Photographs, when appropriate
- Names of witnesses, when available

21. COMMUNICATIONS

During snow operations, operators shall maintain communication with the Village Administrator using the designated Village communication system.

Operators shall immediately report:

- Blocked roads
- Accidents
- Equipment failures
- Dangerous icing
- Downed trees
- Utility hazards
- Vehicles obstructing operations
- Property damage
- Any condition preventing completion of an assigned route

22. STORM EVENT LOG

The Village Administrator shall maintain a storm event record for significant winter weather events.

The record should include:

Storm Date: _____

Storm Start: _____

Storm End: _____

Weather Type:

- ☐ Snow
- ☐ Sleet
- ☐ Freezing Rain
- ☐ Ice
- ☐ Mixed Precipitation

Estimated Snowfall: _____

Personnel Used: _____

Equipment Used: _____

Salt/Material Used: _____

Start of Plowing: _____

Completion of Primary Routes: _____

Completion of Residential Routes: _____

Problems/Incidents: _____

Property Damage: _____

Equipment Failures: _____

Additional Actions Required: _____

Supervisor: _____

23. POST-STORM INSPECTION

Following a storm, the Village Administrator shall evaluate the Village roadway system for:

- Remaining snow accumulation
- Icy conditions
- Snowdrifts
- Reduced lane width
- Obstructed signs
- Blocked drainage
- Snow-covered hydrants
- Damaged signs
- Damaged curbs
- Equipment damage
- Roadway hazards

Additional plowing or treatment shall be scheduled as necessary.

24. AFTER-ACTION REVIEW

Following a major winter storm, the Village Administrator should conduct an after-action review.

The review should identify:

- What worked well
- Equipment problem
- Staffing problems
- Route problems
- Material usage
- Safety incidents
- Public complaints
- Property damage
- Areas requiring additional treatment
- Recommended changes for future storms

Significant findings should be documented for future winter planning.

25. PUBLIC COMPLAINTS AND SERVICE REQUESTS

Public complaints regarding snow removal shall be documented and forwarded to the appropriate Village official or department.

Complaints should include:

- Date and time
- Location
- Nature of complaint
- Whether the route has been serviced
- Weather conditions
- Any safety concern

Complaints shall not automatically result in deviation from established route priorities unless an emergency or significant safety issue exists.

26. TRAINING

Snowplow operators shall receive appropriate training before operating Village snow removal equipment.

Training should include:

- Vehicle operation
- Plow operation
- Spreader operation
- Pre-trip inspections
- Backing procedures
- Winter driving
- Defensive driving
- Salt/deicer application
- Radio communications
- Emergency procedures
- Property damage reporting
- Fatigue management

New operators should receive hands-on familiarization with their assigned equipment before being placed into independent storm operations.

27. RECORDKEEPING

The Village shall retain appropriate winter maintenance records, including:

- Pre-trip inspection forms
- Route assignments
- Storm event logs
- Material usage
- Equipment maintenance records
- Accident reports
- Property damage reports
- Employee time records
- Public complaints
- After-action reports

Records shall be maintained in accordance with the Village's applicable records-retention requirements.

28. STANDARD OPERATING PRINCIPLE

The Village's snow and ice control program shall follow this general operating principle:

SAFETY FIRST — EMERGENCY ACCESS — PRIMARY ROUTES — RESIDENTIAL ROUTES — CLEANUP

Operations may be adjusted at the discretion of the Village Administrator based upon actual weather, roadway conditions, emergency needs, available personnel, and available equipment.

29. APPROVAL

This SOP shall become effective upon approval by the appropriate Village authority.

Village of South Amherst, Ohio

Approved By: David Valentine

Title: Village Administrator

Signature: _____

Date: 09/14/2026

Revision Date: 09/11/2026

APPENDIX A

SNOWFLOW ROUTE CHECKLIST

Operator: _____

Vehicle: _____

Date: _____

Storm: _____

- ☐ Pre-trip inspection completed
- ☐ Fuel checked
- ☐ Salt/deicing material available
- ☐ Plow inspected
- ☐ Spreader inspected
- ☐ Lights checked
- ☐ Radio/communications checked
- ☐ Route assignment received
- ☐ Emergency contacts available

Route Completion

- ☐ Priority 1 routes completed
- ☐ Priority 2 routes completed
- ☐ Priority 3 routes completed
- ☐ Priority 4 routes completed
- ☐ Intersections treated
- ☐ Bridges treated
- ☐ Hills treated
- ☐ Emergency facilities accessible
- ☐ Final cleanup completed

Problems/Notes:

Operator Signature: _____

Supervisor Signature: _____

APPENDIX B

PRE-TRIP SNOWPLOW INSPECTION

Date: _____

Time: _____

Operator: _____

Vehicle: _____

Inspection Item	OK	Defect
Engine fluids	☐	☐
Fuel	☐	☐
Tires	☐	☐
Brakes	☐	☐
Steering	☐	☐
Lights	☐	☐
Warning lights	☐	☐
Backup alarm	☐	☐
Mirrors	☐	☐
Windshield/wipers	☐	☐
Heater/defroster	☐	☐
Seat belt	☐	☐
Plow mount	☐	☐
Hydraulic system	☐	☐
Cutting edge	☐	☐
Plow shoes	☐	☐
Spreader	☐	☐
Salt controls	☐	☐
Radio	☐	☐

Defects/Corrective Action:

Operator Signature: _____

Supervisor Signature: _____

APPENDIX C

STORM EVENT LOG

Storm Date: _____

Weather Event: _____

Storm Start: _____

Storm End: _____

Total Snowfall: _____

Personnel: _____

Equipment: _____

Material Used: _____

Operations

Activity	Start	Finish
Pretreatment	_____	_____
Priority 1 routes	_____	_____
Priority 2 routes	_____	_____
Residential routes	_____	_____
Cul-de-sacs	_____	_____
Intersections	_____	_____
Final cleanup	_____	_____

Incidents

- ☐ Accident
- ☐ Equipment failure
- ☐ Property damage
- ☐ Blocked roadway
- ☐ Abandoned vehicle
- ☐ Utility issue
- ☐ Other

Description:

Signature: _____

Date: _____



Village of South Amherst

Facility Inspection Checklist for Fire and General Safety

BASIC FACILITY INSPECTION CHECKLIST

This checklist shall be used when conducting inspections of Village facilities for fire, life-safety, and general safety conditions.

The inspector shall review each requirement and mark:

- **YES** – Requirement is met and the condition is satisfactory.
- **NO** – An infraction, deficiency, or unsafe condition has been identified. A detailed explanation shall be provided in the **Comments** section.
- **N/A** – The requirement does not apply to the facility being inspected.

Comments should identify the location, conditions observed, and corrective action needed whenever a **NO** response is recorded.

FACILITY INFORMATION

Location: _____

Name & Title of Inspector: _____

Date: _____

Time: _____

CATEGORY 1 – SLIPS / TRIPS / FALLS

Requirements	Yes	No	N/A	Comments
Sidewalks around the facility are free of trip hazards, including damaged or uneven surfaces.	☐	☐	☐	_____
Aisles and walkways are kept clear, appropriately marked, and adequately illuminated.	☐	☐	☐	_____
Trip hazards such as cords, hoses, torn carpeting, or similar conditions are removed or repaired as necessary.	☐	☐	☐	_____
Lighting is adequate for occupants to safely see while walking or working in the area.	☐	☐	☐	_____
Housekeeping is effective in preventing items, materials, and debris from becoming trip hazards.	☐	☐	☐	_____
Wet floors and spills are cleaned up promptly.	☐	☐	☐	_____
Aisles, hallways, stairs, and doorways are free of storage or other obstructions that could prevent or interfere with safe egress.	☐	☐	☐	_____

CATEGORY 2 – FIRST AID

Requirements	Yes	No	N/A	Comments
First-aid cabinet or first-aid supplies are adequately stocked and readily accessible.	☐	☐	☐	_____
Eyewash stations and emergency showers, where provided, are inspected and flushed in accordance with applicable requirements and manufacturer instructions.	☐	☐	☐	_____
Automated External Defibrillators (AEDs), where provided, are available, accessible, and properly inspected.	☐	☐	☐	_____

CATEGORY 3 – LIFE SAFETY

Requirements	Yes	No	N/A	Comments
Emergency exit doors and paths of travel are clearly identified with appropriate EXIT signs.	☐	☐	☐	_____
EXIT signs are illuminated as required to provide clear identification of emergency exits.	☐	☐	☐	_____
Emergency lighting and EXIT signs are tested as required and test results are documented when applicable.	☐	☐	☐	_____
Fire alarm systems are inspected and tested by a qualified person or company as required.	☐	☐	☐	_____
Water-based fire sprinkler systems, where provided, are inspected and tested by a qualified person or company as required.	☐	☐	☐	_____
Fire extinguishers are properly located, accessible, charged, and maintained as required.	☐	☐	☐	_____
Fire evacuation plans are posted where required and are legible and in good condition.	☐	☐	☐	_____
Indoor areas are free from nuisance or irritating odors and excessive accumulations of mold, mildew, dust, or other conditions requiring attention.	☐	☐	☐	_____

CATEGORY 4 – ELECTRICAL SAFETY

Requirements	Yes	No	N/A	Comments
Extension cords are free from defects or damage to the outer covering, and internal conductors are not exposed.	☐	☐	☐	_____
Flexible cords and corded devices equipped with grounding prongs are connected to properly grounded outlets without unauthorized modifications or adapters.	☐	☐	☐	_____
Electrical devices used near water or in wet conditions are connected to GFCI-protected outlets or otherwise protected as required.	☐	☐	☐	_____
Extension cords and power strips are not connected in series or "daisy-chained" to extend their length or increase outlet capacity.	☐	☐	☐	_____
High-amperage electrical equipment and appliances, including refrigerators, microwaves, and toasters, are plugged directly into appropriate outlets rather than power strips when required.	☐	☐	☐	_____
Power strips and extension cords are appropriate for their intended use and environment.	☐	☐	☐	_____
Electrical panels have the required clear working space in front of the panel and are readily accessible.	☐	☐	☐	_____

CATEGORY 5 – CHEMICAL STORAGE & USE

Requirements	Yes	No	N/A	Comments
All chemical containers are properly labeled and identified.	☐	☐	☐	_____
Flammable liquids are stored in appropriate storage cabinets or other approved locations.	☐	☐	☐	_____
Hazardous chemicals are stored with appropriate spill containment when required.	☐	☐	☐	_____
Smoking, welding, open flames, and other ignition sources are prohibited or controlled near flammable-material storage areas as required.	☐	☐	☐	_____
Compressed-gas cylinders are stored upright and secured to prevent tipping or falling.	☐	☐	☐	_____

OTHER CONDITIONS REQUIRING ATTENTION

Describe any unsafe condition, deficiency, maintenance concern, code concern, or other condition not specifically addressed above.

1. _____

2. _____

3. _____

4. _____

CORRECTIVE ACTION / FOLLOW-UP

Item	Location / Deficiency	Corrective Action Required	Responsible Person	Due Date	Completed
1					☐
2					☐
3					☐
4					☐

INSPECTION SUMMARY

Overall Facility Condition:

- ☐ Satisfactory – No significant deficiencies identified
- ☐ Satisfactory with Minor Corrections
- ☐ Corrections Required
- ☐ Immediate Safety Concern – Supervisor Notification Required
- ☐ Follow-Up Inspection Required

Follow-Up Date, if applicable: _____

Additional Comments:

INSPECTOR CERTIFICATION

I certify that I conducted this facility inspection and documented the conditions observed at the time of inspection. Deficiencies identified on this checklist shall be communicated to the appropriate Village personnel for corrective action as necessary.

Inspector Signature: _____

Printed Name: _____

Title: _____

Date: _____

Supervisor Review: _____

Date: _____

VILLAGE OF SOUTH AMHERST

Facility Inspection Checklist – Fire and General Safety

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