

# RECORD OF PROCEEDINGS

Minutes of

BARRETT BROTHERS - DAYTON, OHIO

Meeting

Form 6101

Held

## RECORD OF PROCEEDINGS

### 18<sup>TH</sup> REGULAR COUNCIL MEETING

SEPTEMBER 24 2019

The 18<sup>th</sup> Regular Council Meeting was called to order by Mayor James Waller after the Lord's Prayer and the Pledge of Allegiance were said.

All Council Members present.

Mayor Waller introduce Philip Turske newly hired Village Administrator. He worked for the City of Lorain for seven years as a grant writer & project manager.

Guests: Donna Snyder, Patti Willoughby, Denise Freeland, Aaron Stoller & Chris Miller.

Denise Freeland announced the Octoberfest will be this weekend. Bob Harris is meeting with contractors to construct the ADA bathrooms. Demolition is complete. Denise announced events for the upcoming events to be held in the village. Councilman Boldizar stated he is asking for a friend, what time is the beer fest?

Police Chief Chris Miller presented his quarterly report. Chris is working with Loudon Ford regarding the purchase of a new police cruiser. The base price due to the new model the State Bid Price is approximately \$5000 higher than last year's model. The equipment package will be at least \$2500 more than the previous year. Chris was informed the equipment package will increase by 8-10% at the beginning of the year. The car could be ordered this year and paid for out of the 2020 budget. Councilman Tarbet asked if there were any options. Chris suggests the village stay with the Ford.

Fire Chief Stoller reported the current FEMA Grant – pressure test will take effect next week for the sprinkler system. Box installed to cover exposed piping. The Stark Marc System will upgraded effecting the county wide tower site. A cost of \$500,000. They had 61 busy outs and they feel that is too many. Safety meetings were held by the Fire department & schools. Aaron announced they have been awarded another FEMA Grant in the amount of \$279,000 from that the Fire Districts responsibility is \$13285.00 this will replace air packs and station modification to catch the diesel emissions from the trucks. A contract will have to put in place between the village and the district.

Motion to approve the Minutes of the 17<sup>th</sup> Regular Council Meeting held September 10, 2019 was made by Councilman Boldizar seconded by Councilman Hannen. All voted yea.

Motion to approve the Special Meeting held September 17 2019 was made by Councilman Tarbet seconded by Councilman Hannen. All voted yea.

Administrator: Mr. Turske stated he will interview for crossing guards on Wednesday.

Service Director: JT reported Street Dept.:

- Cut roadway on Hillview to install new storm sewer, materials have been ordered.
- Finished cleaning storm sewers on E. Lincoln Way.
- Assisted Waste Water in jetting sanitary sewer on Prospect to Vine St.
- Cut McDowell for Water Dept. project.
- Champion 10,000/8,000 Watt generator for street department estimate: \$1,049.00 through Lowes.

Water Dept.:

- Replaced 2" Water Main on McDowell west of Queen St. 09/20 and 09/23.
- Water leak in East Lawn Cemetery 09/24/19.
- Reviewed EPA letter about sanitary survey on 08/13/19. Violations noted were:
  1. Production Well #1 has been out of service since 1986 for unknown reasons. This violation was brought up during 2016 Sanitary Survey. EPA ordered well either be abandoned and sealed or put back online.
  2. Panic hardware was not installed on entry/exit door of Chlorine Room per the plans submitted to the EPA.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 5101

Held

3. Contingency Plan failed to address 13 items required by Ohio Administrative Code.
  4. Asset Management plan is incomplete.
  5. Cross-Connection Control program is inadequate.
- Response to notice and plan of action (to correct violations) was drafted.

## Waste Water Dept.:

- Cleaned Prospect and Vine Sanitary Sewer.
- Lake County Sewer completed manhole rehabilitation project.

## Park Dept.:

- Assisted Water Department replacing McDowell water main.
- Brock Park's north walk bridge was installed by Minerva Welding on 09/23. Had to make adjustments to handrails on each abutment, should be completed this week.

## Cemetery:

- Sold four niches' in the columbarium.
- 19 burials to date this year.

## Swimming Pool:

- Report for 08/26/19 – 09/01/19: General Admission 9, Student/Senior/Vet 34, Season Pass Holders 26. Admission Fees: \$143.00, Concession Sales: \$75.00. Closed due to weather/attendance 08/27, 08/30, 08/31, 09/01.
- Winterization to begin early October.

## Zoning:

- Beiling drainage pond – High Grass

## Miscellaneous:

- Working on Lincoln Way water main contract documents.
- Contract documents were delivered to SET Inc., Lowellville, OH on 09/24/19.
- Integrity Electric is working on a quote to have an inverter built to the 3<sup>rd</sup> fire siren.

Law Director: No report

Mayor: No report

## Old/New Business

Ordinance No. 26-19 an Ordinance authorizing the Village of Minerva, Ohio to sell personal property not needed for public use, obsolete or unfit for use by internet auction pursuant to ORC Section 721.15.

### Second reading

Motion to hear second reading of Ordinance No. 26-19 was made by Councilwoman Stoller seconded by Councilman Hannen. All voted yea.

Motion to approve second reading of Ordinance No. 26-19 was made by Councilwoman Stoller seconded by Councilman Boldizar. All voted yea.

Ordinance No. 27-19 an Ordinance approving the editing and inclusion of certain Ordinances as parts of the various component codes of the Codified Ordinances; providing for the adoption and publication of new matter in the updated and Revised Codified Ordinances; repealing ordinances and resolutions in conflict therewith; and Declaring an Emergency.

Motion to hear first reading of Ordinance No. 27-19 was made by Councilman Tarbet seconded by Councilwoman Stoller. All voted yea.

Motion to approve Ordinance No. 27-19 was made by Councilman Boldizar seconded by Councilwoman Stoller. All voted yea.

Motion to suspend statutory rules of Ordinance No. 27-19 was made by Mayor Waller seconded by Councilman Tarbet. All voted yea.

# RECORD OF PROCEEDINGS

Minutes of

BARRETT BROTHERS - DAYTON, OHIO

Meeting

Form 6101

Held

Motion to have second and third readings by title only of Ordinance No. 27-19 was made by Mayor Waller seconded by Councilman Hannen. All voted yea.

Patti Willoughby stated the computers will have to be upgraded to Windows 10. Windows 7 will no longer have the updates or security. The credit card processing company informed the village as of January 1 Windows 10 will have to be in place or credit cards cannot be accepted. Patti has a quote from SSI. She also received a quote on the server, but we don't have to act on that but will have to be installed by the end of January. The quote will be prepared for the next meeting. Councilman Tarbet asked if the village could change to Square, but Patti stated there would be fees and right now there are no fees only to the customer.

Councilman Boldizar welcome Phil and his fiancé Emily to Minerva. He stated how nice it is to have so many activities in town going on.

Councilman Tarbet stated he has been contacted by a few residents regarding the cut that was made on Hillview for the drain. They are concerned it is going to cause more problems with other residents and we need to re-examine if that thing is far enough up the hill. The calls are still saying there is still water runoff above where you cut and doing damage to driveways. JT received a call from a resident. JT stated the storm sewer being installed we are trying to keep the water from flowing down the driveways into the backyards and flooding. We are trying to catch it before the driveways. JT stated the top of the hill is another issue. I have not been there when it rains. Councilman Tarbet stated so we are going to further look at this problem. They questioned you stated Councilman Tarbet. So we have done part of it and don't exclude people when we have done it for the rest of the street. Councilman Tarbet stated the information for the generator. What concerns me is the service ability, I know that particular retailer does not support anything on repair, they send you elsewhere. Is there a local repair person. JT stated there are several in Canton. That would be my only concern stated Councilman Tarbet.

Councilwoman Stoller stated she read on your report regarding the high grass at Beiling's pond and asked did you contact him or send him. JT stated he was to be called today and will send a violation notice. Councilwoman Stoller stated I looked last night it's all around the pond and it's really high. The tree in front of 118 Bonnieview it's dead and in the curb line could we remove it. JT will get a quote. Councilwoman Stoller would like to start the workshop on October 8 @ 6 PM to continue the discussion on the employee handbook.

Motion to purchase a Champion Power Equipment 8000-Running-Watt Gasoline/Propane Generator for the Street Department at a cost not to exceed \$1049.00 Councilwoman Stoller seconded by Councilman Tarbet. Discussion on generators. All voted yea.

Motion to adjourn was made by Councilman Hannen seconded by Councilwoman Stoller. All voted yea.

The next Regular Council Meeting will be October 8 2019 @ 7:30 PM.

Attest:

\_\_\_\_\_  
Brenda Albaugh Clerk of Council

\_\_\_\_\_  
James B. Waller Mayor