

# RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held

20

## RECORD OF PROCEEDINGS

### 22<sup>ND</sup> REGULAR COUNCIL MEETING

NOVEMBER 22, 2022

The 22<sup>ND</sup> Regular Council Meeting was called to order by Mayor Timothy N. Tarbet after the Lord's Prayer & Pledge of Allegiance were said.

Guests: Denise Freeland

All Council Members present.

Motion to approve the Minutes of the 21st Regular Council Meeting held November 8, 2022 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Denise Freeland reported that Bob Harris & other volunteers are working on getting the seats ready that they received from the Carnation Cinema. Marshall's Antique Warehouse is interested in the old seats. The furnace is hooked up and the walls are ready to paint. They received funding from the Visit Canton Grant. They approved all except the electrical work. Denise will look for other grants for that. Small Business Saturday is November 26. There are 21 businesses participating and 3 pop up shops. Maps are on Facebook and at businesses. Downtown Wonderland is December 3. The parade will be at 3 and the tree lighting at 6. There will be many activities. Minerva Perk and volunteers are decorating Mayor's Park for the tree lighting ceremony. Denise also noted that 12 Days of Christmas raffle tickets are on sale.

Administrator: Administrator Turske reminded residents that Village Hall will be closed on Nov. 24-25. He had a meeting with ODOT regarding the bridge over Sandy Creek. ODOT will repair/replace the bridge in the summer of 2023, though no dates have been set yet. There will be a 60-day closure. ODOT will pay for this entirely. We received 2 NatureWorks grants. One grant is to add a parking lot at Rotary Park and the other is to replace play equipment in Municipal Park.

Service Director:

Street Dept.:

- Leaf pick-up in progress.
- Traffic light on Main St. at Line St. is on flash due to issues with control panel.
- Ohio Cat indicated roller is in, not yet delivered.
- New tires on Case Skid Steer, replaced with more of a road tire for better wear.
- New front tires on backhoe, road tread.
- Began putting up Christmas decorations.
- Replaced damaged reduce speed sign on N. Market. Replaced faded snow street sign on S. Main St.
- Installed Source Water Protection area signs in village, ODOT will install on US 30 in West Township.

Water Dept.:

- New service tap for Lykin's at 621 Valley St. Begin billing outside rate until annexation.
- 11/9/2022 221 Edgewood, Replaced hydrant #A109 (1968 Dressler with broken stem) with 2023 Clow Medallion hydrant.
- 11/9/2022 South Tower, Central Painting obtained bacteria sample.
- 11/10/2022 621 Valley St., Installed tap and curb box for new service, damaged sewer lateral for 616 Valley, repaired with 22" PVC (6") and two femco couplings. Begin billing outside rate until annexation.
- 11/11/2022 South Tower, Bacteria sample negative.
- 11/11/2022 221 Edgewood Dr., Hydrant #A109 converted from right opening to left opening hydrant and nozzle converted to Minerva standard.
- 11/15/2022 621 Valley St., Water cut excavated, filled w/ 18" concrete (3 yards). Road plates installed.
- 11/16/2022 221 Edgewood Dr., Hydrant A109 back in service.
- 11/17/2022 621 Valley St., Road plates warning sign and cones removed. Project complete.
- 11/22/2022 Water Plant, Received 2023 License to Operate invoice.
- Continuing development of Source Water Protection Plan

Wastewater Dept.:

- Received Minerva Dairy Monthly Reporting for October 2022, under review.

Park Dept.:

- White Lightening Fence rained out for fence repair at tennis court. Attempting to reschedule.
- Concrete installation for Brock pavilion under way, contractor indicated trusses are backordered, expected to be ready after 1<sup>st</sup> of year.

Zoning:

- Received lot split application for a parcel of W. 1<sup>st</sup> St. Preparing file for Planning Commission.
- Receiving numerous calls from developers about Credit Union plans.

New Permits: 102 permits YTD.

- 303 Stackhouse - Solar Panels
- 15194 Liberty Church St. SE - Water Tap
- 102 N. Market St. - Sign

Nuisance: 120 cases YTD.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held

20

Miscellaneous:

- Interviewed 2 candidates for open position in street department, made employment offer to one candidate.

Councilman Meadows noted that the Planning Commission meeting is December 8.

Mayor Tarbet asked about the water runoff on North Market St. People are concerned and it's creating a hazard. Mr. Williams said that it appears to be a spring. There are no indicators that we have a leak. He will contact Wenger Excavating to inquire about the grade of the road. Mayor Tarbet said it's something we will have to watch. Mr. Williams said that Street Supervisor Mike Hodge has been checking it.

Law Director: No report

Mayor: No report

Old/New Business

Motion to enter in to Executive Session at 7:48 pm to discuss employee compensation was made by Councilman Kishman seconded by Councilwoman Jordan. Council is inviting Administrator Turske and Law Director Battista. All voted yea.

Motion to come out of Executive Session at 8:03 pm was made by Councilman Kishman seconded by Councilman Boldizar. All voted yea.

Motion to accept the resignation as submitted to Council of Administrator Turske was made by Councilman Meadows seconded by Councilman Kishman. All voted yea. Mayor Tarbet offered congratulations to Mr. Turske.

Ordinance No. 47-22 an ordinance amending Ordinance 44-21 (annual appropriation ordinance) in order to make appropriations for expenditures of the Village of Minerva, Ohio during the current fiscal year ending December 31, 2022, and declaring it an Emergency. First Reading

Motion to hear first reading of Ordinance No. 47-22 was made by Councilwoman Jordan seconded by Councilman Boldizar. All voted yea.

Motion to approve first reading of Ordinance No. 47-22 was made by Councilman Kishman seconded by Councilman Meadows. All voted yea

Motion to suspend statutory rules of Ordinance No. 47-22 and have second and third readings by title only and for passage was made by Councilman Boldizar and seconded by Councilman Meadows. All voted yea.

Ordinance No. 49-22 Consent Legislation. The following is enacted by the Council of the Village of Minerva of Stark, Carroll and Columbiana Counties, Ohio, hereinafter to as the Local Public Agency (LPA). First Reading

Motion to hear first reading of Ordinance No. 49-22 was made by Councilman Kishman seconded by Councilwoman Jordan. All voted yea.

Administrator Turske explained that this is for the ODOT replacement of the Lincolnway Bridge by the Fire Department. ODOT will bear the full cost. Presumably it will be sometime in June-October, 2023.

Motion to approve first reading of Ordinance No. 49-22 was made by Councilman Meadows seconded by Councilman Boldizar. All voted yea

Motion to suspend statutory rules of Ordinance No. 49-22 and have second and third readings by title only and for passage was made by Councilwoman Jordan and seconded by Councilman Kishman. All voted yea.

Motion to close North Market St between Rt. 30 and Line Street, and High Street between Main and Market on December 3, 2022 from 2 pm to 6 pm at the request of the Minerva Area Chamber of Commerce for the Christmas Parade and Downtown Wonderland was made by Councilman Kishman seconded by Councilman Meadows. Administrator Turske explained that this was approved previously but this updates the time and the streets to be closed. All voted yea.

Motion to approve the write-off of \$332.54 being carried over monthly on the bank reconciliations resulting from an overpayment in September 2021 on an employee wage attachment order. The amount has already been paid to the employee's former spouse and is deemed uncollectable was made by Councilman Meadows seconded by Councilman Kishman. Finance Director Patti Willoughby explained that while our current Payroll Clerk was out of the office on sick leave, we had another person come in to do payroll. This person neglected to inform Expertpay about the fulfilled obligation and the money was withdrawn from our account. There is no way to retrieve this money. All voted yea.

Motion to cover the parking meters from December 1 – December 31 was made by Councilman Kishman seconded by Councilman Boldizar. Discussion was had that anyone who had prepaid for a pass in December would be able to carry over that pass to January.

Motion to set the meeting for the 2023 Appropriations Budget for November 29, 2022 at 6 pm was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion to enter in to Executive Session at 8:18 pm to discuss employment or compensation with no action taken upon return was made by Councilman Kishman seconded by Councilman Boldizar. All voted yea.

# RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held

20

Motion to come out of Executive Session at 9:18 pm was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Councilman Kishman wished a Happy Thanksgiving and safe holiday weekend to everyone.

Councilman Boldizar wished the same and said to remember that family is important.

Councilwoman Jordan wished everyone a Happy Thanksgiving.

Councilman Meadows thanked those that came out to the high school play and also wished everyone a Happy Thanksgiving.

Mayor Tarbet wished everyone a Happy Thanksgiving and reminded everyone there are lots of activities coming up in our downtown. He thanked the Entre Nous club for doing the planters downtown. There will be lights on the train station this year. And Small Business Saturday will be a DORA event. He encourages everyone to check out all upcoming activities.

Motion to adjourn was made by Councilman Kishman seconded by Councilman Boldizar. All voted yea.

The next Regular Council Meeting will be December 6, 2022.

Attest

\_\_\_\_\_  
Patricia Willoughby, Acting Clerk of Council

\_\_\_\_\_  
Timothy N. Tarbet, Mayor