

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held

20

RECORD OF PROCEEDINGS

1ST REGULAR COUNCIL MEETING

JANUARY 10, 2023

The 1st Regular Council Meeting was called to order by Mayor Timothy N. Tarbet after the Lord's Prayer & the Pledge of Allegiance were said.

Guests: Stark County Commissioner Bill Smith, Denise Freeland, Police Chief Miller, Patti Willoughby.

All Council Members present.

Denise announced new updates on the Roxy. The old seats have been removed, the floor cleaned and the new seats have been installed. Bob Harris is installing handrails & drywall. Paint colors will be chosen. Denise is putting together a list of events for the year. The State of the Village luncheon will be January 31, 2023 @ Johns Bakery & Café. Susan Clark Chaddock will be on the Stark Parks Board. Denise stated the Roxy was built in 1936.

Motion to approve the Minutes of the 24th Regular Council Meeting held December 13th, 2022 was made by Councilman Kishman seconded by Councilman Boldizar. All voted yea.

Motion to approve the Minutes of the Special Meeting held December 15, 2022 was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion to approve the Minutes of the Reorganizational Meeting held January 3, 2023 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to approve the Minutes of the Special Meeting held January 3, 2023 was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion to approve the financial statement for the month of December was made by Councilman Kishman seconded by Councilwoman Jordan. All voted yea.

Motion to approve bills totaling \$675,633.74 for the month of December was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Administrator: Absent

Service Director: Street Dept.: Hauled in 95-ton sand to replenish stockpile. Multiple call outs over Christmas weekend for road conditions. Push plate/A frame on one of the Gledhill plows broke from '05 Intl., delivered to Gledhill for repairs. Repaired and picked up, no charge for repairs. Removed dead tree from East Lawn Cemetery, contacted Bowman Tree Service to remove 2 additional trees. Have approximately 400-ton salt in stock.

Water Dept.: Submitted Lead Map update to EPA. EPA sanitary evaluation scheduled for 1/18. Water infrastructure locate requests (OUPS) for 2022: 586. Attended Stark CDBG pre-bid meeting for Euclid Replacement project. 12/12/2022 22000 block US RT 30 ODOT installed source water protection sign. 12/19/2022 731 Allen Ave. 6" Main break 6" sandcast, repair clamp, water loss 60000 gallon. 12/27/2022 300 block Alameda Ave. 6" Crack around 6" steel, 47" to top of pipe, repair clamp, 160000-gal water loss. 12/28/2022 Community Building Yard Hydrant T cracked, shut off (missed during winterization), also shut off water to Lion's Pavilion. 12/28/2022 Water Plant noted high water usage (680 gpm) at 0445, possible leak, searched system, nothing showing. 12/30/2022 Saltsman Court/McDowell 4" 4" crack, repair clamp, 48" to top of main. 240000-gallon water loss. 1/4/2023 400 blk S. Market St. 6" 6" crack, repair clamp, 47" to top of main, 100000-gallon water loss. 1/9/2023 1st St. @ Roosevelt St. 2" 2" galvanized, clamp, 100000 gallons water loss.

Wastewater Dept.: Received videos of Fry allotment sanitary sewers from Miller Pipeline. Reviewing footage. Received Minerva Dairy monthly reporting for November 2022, under review. Repairs to grit removal. Replaced polymer pump on sludge press, will need to replace pressure switch. Had an issue with furnace in headworks building,

Park Dept.: Construction of Brock Pavilion began and completed.

Permits: 106 permits/cases 2022. 1041 E. Lincoln Way – Demolition. 310 Valley St. - Fence

Miscellaneous: Mad River & NKP Railroad Society is interested in New York Central Caboose located at depot. Extend 3-year contract with Stark RPC for locating assets for sanitary and storm sewers to continue GIS mapping. Grant St. bridge engineering contract. Bridge St. engineering contract. CT Consultants engineering contract for meter replacement. Ohio EPA H2Ohio initiative grant for reimbursement of pressure monitoring fire hydrants in 2023 budget.

Law Director: Atty. Battista stated he will read Ordinances & Resolutions 1-4 by title only. These are yearly maintenance.

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Mayor: No report

Old/New Business

Ordinance No. 56-22 an ordinance approving the statement of services to be provided to the property owners in the Minerva Local I Annexation area, the approximate date services will be provided, procedure for incompatible zoning uses upon its being annexed to the Village of Minerva. Second reading

Motion to have second reading of Ordinance No. 56-22 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to approve second first reading of Ordinance No. 56-22 was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Ordinance No. 57-22 approving the statement of services to be provided to the property owners in the Minerva Local II Annexation Area, the approximate date services will be provided, procedure for incompatible zoning uses upon its being annexed to the Village of Minerva, Ohio. Second reading

Motion to have second reading of Ordinance No. 57-22 was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion to approve second first reading of Ordinance No. 57-22 was made by Councilman Boldizar seconded by Councilwoman Jordan. All voted yea.

Resolution No. 1-23: Authorizing the interfund transfer of interest earned proportionately from specific accounts from the general fund back to the respective accounts generating said interest earnings. First reading

Motion to hear first reading by Title only of Resolution No. 1-23 was made by Councilman Kishman seconded by Councilman Meadows. All voted yea.

Motion to approve first reading by Title only of Resolution No. 1-23 was made by Councilman Kishman seconded by Councilman Meadows. All voted yea.

Resolution No. 2-23 Authorizing the Finance Director to move monies from one line item to another within funds that are solely designated as allowable transfers by the Auditor of the State of Ohio and the Ohio Revised Code. The approval of such allowable transfers is for fiscal year 2023. First reading

Motion to hear first reading by Title only of Resolution No. 2-23 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to approve first reading by Title only of Resolution No. 2-23 was made by Councilman Boldizar seconded by Councilwoman Jordan. All voted yea.

Ordinance No. 3-23: Authorizing the Village Administrator to advertise and receive bids for the milling of various municipal street. First reading

Motion to hear first reading by Title only of Ordinance No. 3-23 was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion to approve first reading of Ordinance No. 3-23 was made by Councilman Boldizar seconded by Councilwoman Jordan. All voted yea.

Ordinance No. 4-23: Authorizing the Village Administrator to advertise and receive bids for material and/or labor for resurfacing of village streets and other municipally owned properties. First reading

Motion to hear first reading by title only of Ordinance No. 4-23 was made by Councilwoman Jordan seconded by Councilman Meadows. All voted yea.

Motion to approve first reading by title only of Ordinance No. 4-23 was made by Councilman Boldizar seconded by Councilman Meadows. All voted yea.

Ordinance No. 5-23 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. First reading

Motion to hear first reading of Ordinance No. 5-23 was made by Councilman Kishman seconded by Councilman Boldizar. All voted yea.

Motion to approve first reading of Ordinance No. 5-23 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

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Ordinance No. 6-23 accepting the Ohio Department of Natural Resources Natureworks Program Grant and authorizing approval of the Nature Works Grant Agreement, and Declaring it an Emergency. (Carroll)

Motion to hear first reading of Ordinance No. 6-23 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to approve first reading of Ordinance No. 6-23 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

Motion to suspend statutory rules, have second and third readings by title only, and for passage of Ordinance No. 6-23 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Ordinance No. 7-23 an ordinance accepting the Ohio Department of Natural resources Natureworks Program Grant and authorizing approval of the Nature Works Grant Agreement, and Declaring it an Emergency. (Stark)

Motion to hear first reading of Ordinance No. 7-23 was made by Councilwoman Jordan seconded by Councilman Meadows. All voted yea.

Motion to approve first reading of Ordinance No. 7-23 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to suspend statutory rules, have second and third readings by title only, and for passage of Ordinance No. 7-23 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

Ordinance No. 8-23 an Ordinance approving an Agreement with Engineering Associates, Inc. for Engineering Services for the Bridge Street Waterline Replacement Project, and Declaring it an Emergency.

Motion to hear first reading of Ordinance No. 8-23 was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion to approve first reading of Ordinance No. 8-23 was made by Councilman Kishman seconded by Councilman Meadows. All voted yea.

Motion to suspend statutory rules, have second and third readings by title only, and for passage of Ordinance No. 8-23 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Ordinance No. 9-23 An Ordinance Approving an Agreement with Engineering Associates, Inc. for Engineering Services for The Grant Blvd. Bridge Rehabilitation Project, and Declaring It an Emergency.

Motion to hear first reading of Ordinance No. 9-23 was made by Councilman Kishman seconded by Councilwoman Jordan. All voted yea.

Motion to approve first reading of Ordinance No. 9-23 was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion to suspend statutory rules, have second and third readings by title only, and for passage of Ordinance No. 9-23 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

Ordinance No. 10-23 An Ordinance Accepting the Proposal of and Approving an Agreement with CT Consultants, Inc. for the Water Meter Reading System Replacement Project, and Declaring it an Emergency.

Motion to hear first reading of Ordinance No. 10-23 was made by Councilman Kishman seconded by Councilwoman Jordan. All voted yea.

Motion to approve first reading of Ordinance No. 10-23 was made by Councilman Boldizar seconded by Councilman Meadows. All voted yea.

Motion to suspend statutory rules, have second and third readings by title only, and for passage of Ordinance No. 10-23 was made by Councilman Kishman seconded by Councilwoman Jordan. All voted yea.

Ordinance No. 11-23 An Ordinance authorizing the Service Director to file an application under the Ohio EPA H2Ohio Initiative, and Declaring It an Emergency.

Motion to hear first reading of Ordinance No. 11-23 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to approve first reading of Ordinance No. 11-23 was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion to suspend statutory rules, have second and third readings by title only, and for passage of Ordinance No. 11-23 was made by Councilwoman Jordan seconded by Councilman Meadows. All voted yea.

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Ordinance No. 12-23 An Ordinance amending Section 2 of Ordinance No. 17-21 to establish compensation rates for full-time and part-time employees of the Village of Minerva, and Declaring it an Emergency.

Motion to hear first reading of Amended Section 2 of Ordinance No. 12-23 was made by Councilman Kishman seconded by Councilman Meadows. All voted yea.

Motion to approve first reading of Amended Section 2 of Ordinance No. 12-23 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to suspend statutory rules, have second and third readings by title only of Amended Section 2 and for passage of Ordinance No. 12-23 was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion is in order to approve the extension of the Geographic Information Systems (GIS) Management Services Agreement with the Stark County Regional Planning Commission from 1/1/2023 to 12/31/2023 in an amount not to exceed \$15,000.00. In the absence of a Village Administrator, Mayor Timothy N. Tarbet is authorized to sign the GIS Services Agreement on behalf of the Village of Minerva was made by man Boldizar seconded by Councilman Kishman. All voted yea.

A Motion is in order to take the months of February and March, 2023 as premium holidays from the Jefferson Health Plan was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea. Mayor Tarbet stated the village pays into a pool situation and it builds up and we have so much in there the insurance (Jefferson Health Care) is telling us you have way too much money in this account so, we don't want anymore of your money right now. So, this is what we are doing, taking a vacation for a couple months.

A Motion is in order to authorize the Village to make an offer sheet to the Village of East Canton for dispatching of the East Canton Police Department by the Village of Minerva at a population of per person cost of \$12 per person which would be an annual amount of \$18,252.00 with the Village of East Canton being responsible to for the purchase and installation of the equipment needed for the Village of Minerva to dispatch and this would be a one-year term contract was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea. Atty Battista stated this will authorize us to make an offer sheet to their council for their consideration.

Mayor Tarbet stated East Canton is responsible for all equipment they need to be installed and will remain responsible while the contract is in effect. The Village of Minerva will have no investment.

Councilman Meadows announced Planning Commission will meet Thursday @ 6 PM regarding a dumpster Ordinance and Jim & Ann Hall will be attending.

Councilman Kishman thanked Robert Detweiler on completing the construction of the new pavilion. The village will complete the electrical.

Mayor Tarbet stated I am excited for 2023 in the Village. We hope to have an administrator within the next 30 days.

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

The next Regular Meeting will be January 24, 2023.

Attest:

Brenda Albaugh Clerk of Council

Timothy N. Tarbet Mayor