

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held

20

RECORD OF PROCEEDINGS

13TH REGULAR COUNCIL MEETING

JULY 11TH, 2023

The 13th Regular Council Meeting was called to order by Mayor Timothy N. Tarbet after the Lord's Prayer & The Pledge of Allegiance were said.

All council members present.

Guests: Denise Freeland, Fire Chief Aaron Stoller, Patti Willoughby

Aaron thanked the council for passing the ordinance for the radio console replacement. Parts have been ordered. Aaron stated a 3-month guarantee from ordering to installation. Mayor Tarbet thanked Aaron for all of his hard work on this project.

Denise stated the dinner theater fund raiser for the Roxy was a huge success! 2nd Friday is this weekend. Rodeo is Saturday. Denise announced future events. Cross Point Barbershop will be relocating to their new location downtown on July 22nd.

Patti stated the council will have to decide if they want the exit conference with the auditor. She stated she will have appropriation changes next meeting, we decided to put that off until we know more about what is going on with personnel and everything.

Motion to approve the Minutes of the 12th Regular Council Meeting held June 27, 2023, was made by Councilman Meadows seconded by Councilman Boldizar. All voted yea.

Motion to approve the Minutes of the Special Meeting held June 29, 2023, was made by Councilwoman Jordan seconded by Councilman Meadows. All voted yea.

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

Motion to approve bills totaling \$258,910.40 for the month of June was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Administrator: No report

Service Director: Street Dept.: Removed downed tree in creek by Fire Dept. Forwarded acceptance letter to DOT for Muni Bridge Funds. Working on Short St. parking lot. Meeting with ODOT 8/2 at the Grant St. bridge. Electrical parts in for replacement of damaged streetlight on S. Market St.

Water Dept.: Completed OEPA – OSU 2023 water/sewer rate survey. Filed with OEPA and published annual CCR. Small leak found while preparing to tap E. Line St. replacement project. Completed tap for E. Line St. replacement. E. Line water main replacement complete, waiting on bacteria tests to begin replacing service lines to curb stop and connecting structures. Fire and subsequent line flushing 100,000-gallon water loss.

Wastewater Dept.: Received Minerva Dairy May 2023 reporting, under review. Repair bar screen dewatering screw press.

Park Dept.: Painted interior wall of main room and doors at Community Building. Removed homecoming stage, set at WWTP. Buckeye Mechanical checking on heating and cooling issues.

Swimming Pool: Pool heater heat exchanger parts are in, scheduling replacement.

Cemetery: New arborvitae at rear of mausoleum died.

Zoning: Nuisance:118 cases YTD. See Activity Report

Permits: 63 YTD.

Miscellaneous: Completed ODOT AssetWise Account Verification form (for bridge inspections).

Law Director: No report

Mayor: No report

Old/New Business

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Ordinance No. 44-23 an Ordinance approving the Minerva Local I Annexation of 11.627 from Brown Township. Third reading

Motion to approve third and final reading of Ordinance No. 44-23 and for passage was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Ordinance No. 45-23 an Ordinance approving the Minerva Local II Acres from Paris Township, Stark County, Ohio. Third reading

Motion to approve third and final reading of Ordinance No. 45-23 and for passage was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Ordinance No. 47-23 An Ordinance Approving a Real Estate Option Agreement with the Richard A. Wadsworth Revocable Trust. Third reading

Motion to approve third and final reading of Ordinance No. 47-23 and for passage was made by Councilman Boldizar seconded by Councilwoman Jordan. All voted yea.

Ordinance No. 49-23 an Ordinance and restating the Article of Incorporation Designating Minerva Growth Community Corporation as the Agency of the Village of Minerva for Industrial, Commercial, Distribution and research Development in the Village of Minerva. Second read.

Motion to hear second reading of Ordinance No. 49-23 was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion to approve second reading of Ordinance No. 49-23 was made by Councilman Kishman seconded by Councilman Boldizar. All voted yea.

Resolution No. 51-23 a Resolution authorizing the Village of Minerva to apply for, accept and enter into a water supply revolving loan agreement (WSRLA) on behalf of the Village of Minerva for planning, design and/or construction of Water Facilities: and designating a dedicated repayment source for the loan. First reading

Motion to hear first reading of Resolution No. 51-23 was made by Councilman Boldizar seconded by Councilman Meadows.

Mr. Gunderson stated the village has been working on the water meter replacement project. Currently the village has \$380,000 of ARPA Funds allocated to us. There is a funding gap so this will allow us to fill the gap and move forward on the project.

All voted yea.

Motion to approve first reading of Ordinance No. 51-23 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Ordinance No. 52-23 an ordinance establishing the position of utility meter reader/nuisance inspector in the Village of Minerva and establishing the rate of pay and job description. First reading

Motion to hear first reading of Ordinance No. 52-23 was made by Councilwoman Jordan seconded by Councilman Kishman.

Mr. Gunderson stated our current nuisance inspector resigned, and through prior conversations our current water meter reader expressed interest in the position. What we are trying to accomplish here is to combine these two positions for at least a probationary period, so all duties are covered (not to exceed 35 hours.)

All voted yea.

Motion to approve first reading of Ordinance No. 52-23 was made by Councilman Boldizar seconded by Councilman Meadows. All voted yea.

Motion to waive second and third readings by title only as a non-emergency of Ordinance No. 52-23 and for passage was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Effective in thirty days.

Ordinance No. 53-23 an Ordinance approving A Rental Agreement for rental of the Community Building.

Motion to hear first reading of Ordinance No. 53-23 was made by Councilman Meadows seconded by Councilwoman Jordan.

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Mr. Gunderson stated now that the village has taken over control of the Community Building, and this establishes rates as well as our expectations of the terms of the contract, including cleaning and no damage to the building. This defines the expectations of the village.

All voted yea.

Motion to approve first reading of Ordinance No. 53-23 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Mayor Tarbet asked if anyone at this time has the building rented, who has paid their deposit, do they fall under this agreement or are they exempt to the old agreement with the Community Association? Ms. Willoughby stated, I have been having them sign this agreement and I put on there the cleaning deposit is not being accepted, because they fell under the old agreement with me. This way we still have the damage waiver in place if something were to happen. Mayor Tarbet asked if we have contacted anybody that has asked for a date that has been confirmed with the changes that has not paid the deposit. Ms. Willoughby stated we were still working on this as of today, some of these facts were new as of today. I have talked to almost everybody that Karen had an agreement with. I know who, I have it marked in my book with Karen's initials so we know which ones were there before we took over um...so that anybody else that hasn't paid their deposit I will call them. Mr. Gunderson stated anyone that has not paid a deposit would fall under the new agreement. Mayor Tarbet stated they will be called and told the agreement has changed with new rules? Yes, they will stated Ms. Willoughby.

Motion is in order to approve a DORA request if the Minerva Area Chamber of Commerce on Saturday, September 16, noon-9:00 PM for the Cars are the Stars Fine Auto Exhibition was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion is in order to approve a DORA request of the Minerva Area Chamber of Commerce on Saturday, November 25, 10:00 Am - 6 PM for Small Business Saturday was made by Councilman Boldizar seconded by Councilwoman Jordan. All voted yea.

Ms. Willoughby stated she needs a decision from the council if they want an exit conference with the auditors to discuss the audit.

Mayor Tarbet stated the audit is done and we have the option to meet with the auditors to discuss the results prior to the release. So, I guess this is something we want or need. Mr. Gunderson stated my feelings on this as I wanted to present this option to council, we had a very successful audit. We had no major flaws. We did a great job across the board, so if the council wanted to meet with the auditors to discuss it further, they can elect to do so. At this point I do not see any reason due to the results we had. A full report will be released online. Mayor Tarbet stated there was a time in history when we needed to do this.

Motion not to have the exit conference to discuss the audit with the auditors was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Councilman Kishman stated a Park Board Meeting will be August 7th at the Community Building @ 6PM. Ms. Willoughby stated the Board of Elections will have their equipment at the building due to the election. Councilman Kishman stated we can have it in another room.

Councilwoman Jordan announced the next Alter Clinic is July 25 @ 7:00 AM.

Councilman Meadows announced Planning Commission is July 13 @ 6PM.

Mayor Tarbet announced the Caboose is in the process of being moved to a museum in Bellview, Ohio. They are very excited to accept and restore it.

The start date for the Rt. 30 bridge will start on August 21 (verbal) stated Jt. Mayor Tarbet stated parking bans will have to be put in place. Bonnieview & Line Streets.

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

The next Regular Council Meeting will be August 8, 2023.

Attest:

Brenda Albaugh Clerk of Council

Timothy N. Tarbet Mayor