

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-5538 FORM NO. 10148

Held

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19TH REGULAR COUNCIL MEETING

OCTOBER 10TH, 2023

The 19th 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: Patti Willoughby

Motion to approve the Minutes of the 18th Regular Council Meeting held September 26, 2023 was made by Councilman Meadows seconded by Councilman Boldizar. All voted yea.

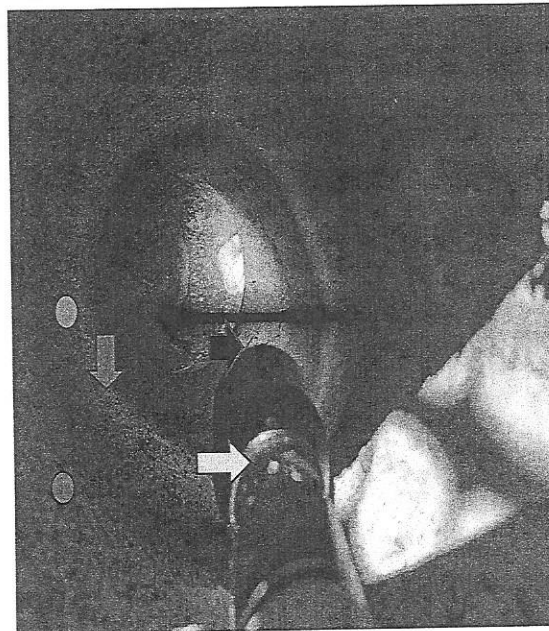
Motion to approve the financial statement for the month of September was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion to approve bills totaling \$166,506.69 for the month of September was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

Administrator: No report

Service Director: Street Dept.: Painting crosswalks completed. Repaired catch basin. Cleaned up tree from cemetery. Repaired issue with traffic light at 30 and Market. Painted Rotary parking lot.

Water Dept.: Demolition contractor hit unmapped/unmetered service line at Kepcor (blue arrow) (believed to be former Structural Stone fire line) 9/27. We were unable to shut down due to nonfunctional valve (yellow arrow) and believed valve at green circle was operational (had correct number of turns for shutdown), installed line stop on 9/28 (red circle) however we still had flow at break. Planned on finding where 2" connected to 6" main following the following day and line stopping each side and removing 2". On 9/29 following discussions, line stopped 6" main off Bridge St. to 6" valve we previously believed was operational (green circle and photo) and replaced valve and removed T for 2" service line. Assisted by Street and Park Departments & Fort Steuben Maintenance. Leak rate was 171.66 GPM, 10,300 GPH, total water loss 381,100 gallons. Known Kepcor service line was disconnected previously (black arrow). Non-functional valve at yellow arrow, would like to install new valve at this location since Imperial Aluminum owns entire property and buildings are on top of water mains. The 2" that we believe is connected near VFW will be replaced next year.



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Wastewater Dept.: Minerva Dairy reporting for August 2023, under review. Completed inspection for NPDES permit renewal, waiting on formal letter from OEPA and renewal permit. Plant is operating very well, MLSS 3050 mg/l with good settleability. Replaced master shut off for UV system due to failure. Updated Operator of Record data with OEPA.

Park Dept.: Excavated and installed new basketball pole in Rotary Park. Poured foundation for and set new memorial bench. Oktoberfest setup and cleanup. Taking down uptown flowers. Installing backboard on new pole in Rotary Park. Buckeye Mechanical installed furnace at Community Building.

Zoning: Nuisance:166 cases YTD. See Summary and Activity Reports.

Permits: 90 YTD.

Miscellaneous: Approved Minerva Dairy's proposed stormwater plan to connect to existing catch basins on Minerva Dairy property and issued letter.

Law Director: No report

Mayor: No report

Old/New Business

Ordinance No. 69-23 An Ordinance approving a Policy for the Village of Minerva Facebook Page. Second reading. (full reading)

Motion to hear second reading of Ordinance No. 69-23 was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion to approve second reading of Ordinance No. 69-23 was made by Councilwoman Jordan seconded by Councilman Boldizar. All voted yea.

Ordinance No. 70-23 An Ordinance approving editing an 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 it an Emergency.

Motion to hear first reading of Ordinance No. 70-23 was made by Councilman Kishman seconded by Councilman Meadows.

This includes ordinances passed within the last year to update the village's codified ordinances along with traffic updates.

All voted yea.

Motion to approve first reading of Ordinance No. 70-23 was made by Councilman Kishman seconded by Councilwoman Jordan. All voted yea.

Motion to suspend statutory rules and have second and third readings by title only and for passage of Ordinance No. 70-23 was made by Councilman Meadows seconded by Councilman Boldizar. All voted yea.

Ordinance No. 71-23 an Ordinance amending Section 2 of Ordinance No. 12-23 to establish compensation rates for full-time and part-time employees of the Village of Minerva. First reading

Motion to hear first reading of Ordinance No. 71-23 was made by Councilman Boldizar seconded by Councilman Kishman.

Mr. Gunderson stated the purpose of this ordinance is to update our pay scale to reflect the minimum wage increase as well as other employees that will be affected.

All voted yea.

Motion to approve first reading of Ordinance No. 71-23 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

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Motion is in order to appropriate \$21,000.00 for legal services to Eric Willimas for economic development and annexation assistance was made by Councilman Boldizar seconded by Councilman Kishman.

Mr. Gunderson stated we would like to consult with Eric Williams to facilitate some economic development efforts. He is very versed in economic development so; we will appreciate his assistance.

All voted yea.

Motion is in order to appropriate \$11,000.00 for surveying services to David Bodo & Associates, Inc. for surveying and annexation assistance was made by Councilman Meadows seconded by Councilman Kishman.

Mr. Gunderson stated the village is working on an economic development project that will require surveying due to the annexation that is needed. Bodo & Associates will help with that.

All voted yea.

Councilwoman Jordan thanked everyone that entered the pie baking contest at the Oktoberfest!

Councilman Meadows thanked those that attended the Oktoberfest. 2nd Friday is this week. Kitchen Witches will be at the Roxy Saturday & Sunday. The 21st is the Floyd Live Cover Band.

Councilman Kishman announced the last Park Board Meeting will be November 13. October 31- Halloween Parade at 6:45PM. Community party to follow.

Councilman Boldizar reminded residents Trick or Treat is October 31 4:30-6:30 followed by the =parade at 6:45. I want to say to Nate and everyone else I had a great time at the Oktoberfest second Fridays are a lot of fun. I hope to see more and more people come out. There is a lot work that goes into these events and a lot of people. The crowd that comes to these events seem to be the same people and we have a blast! For a town like this to have so many events, thank you Nate and hopefully we see a lot of people on Friday.

Mayor Tarbet announced the big thing in town is the bridge is open and traffic is flowing freely through the village again. Semis can now drive on the State Rt. Instead of maneuvering their way through the allotments. Again, Halloween neat things at the Community Building. 193 registered cars for the Stockers & Streeters Car Show. I spoke with some of the businesses downtown afterwards and they were all excited and elated from the business. That is part of why we do that! Mayor Tarbet gave an update regarding Mayors Court. Fines are at \$41,982.50 through the end of September. Just so you no, it is really a revenue source that's not why we operate it, we save money with our Police Department due to not having to transport people. Everything is handled in house other than certain things that can not be handled by Mayors Court so it's a convenience to them. We are making good use of it, I believe. My goal is that all my cases are up to date! I just want to always bring this up.

Mr. Gunderson announced October 17 starting at 6:30 PM we are going to discuss the Community Building as it relates to the future. We have three different proposals we want to share with the community so everyone is up to speed as to what we are looking at not only from a cost point, but what the current problems are with the existing building are. We would like as many people from the community to attend and provide feedback, suggestions and or recommendations. I think it is going to be a good opportunity to see what we have planned. Again, this meeting will be October 17 @ 6:30 PM at the Community Building.

Mayor Tarbet asked JT too look into the business at W. Lincoln Way, the old gas station. That business has started not to be a repair shop. He is junking out/salvaging cars. If you go by, he is doing a lot of work out front in the parking area. He has oil and antifreeze running to the storm sewer. The parking lot is just coated. I don't know whether we have an ordinance that doesn't allow him to do that in town. Mr. Gunderson stated Jt has spoken with him already regarding the oil and anti-freeze leaking into the road. Talked to them once. We also have our nuisance inspector looking at that as well to see how we can prohibit some of that running to the road and also cleaning up the area as well. Jt stated he did tell them they couldn't conduct any activities outdoors it has to be inside. I did notice they have a lot of stuff in the parking lot. Mayor Tarbet stated we don't want a bunch of that stuff getting into our waste not our waste but. Jt stated I asked them to clean that up, but I don't think it has been cleaned

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up at least not to my satisfaction. We are probably going to refer it to the Ohio EPA. Mayor Tarbet stated maybe we can get him to get rid of some of the tires also. It stated I thought he got rid of them. Councilman Meadows stated he got rid of the bulk. Mayor Tarbet stated he got rid of some, but still has some in the back.

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

A Special Meeting will be held October 11, 2023 at the Lincoln House 805 E. Lincoln Way.

The next Regular Council meeting will be October 24, 2023.

Attest:

Brenda Albaugh Clerk of Council

Timothy N. Tarbet Mayor