

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 9, 2024

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

All Council Members present.

Guests: Denise Freeland

Denise gave an update on upcoming events at the Roxy. A meeting regarding the Homecoming is being planned. January 30th will be the State of the Village luncheon with Mr. Benjamin Gunderson being one of the guest speakers. February 22nd a Bright Star Award Luncheon. The award is given by the Northern Ohio Area Chamber of Commerce. The Community Association will be the award recipients this year.

Motion to approve the Minutes of the 24th Regular Council Meeting held December 19th, 2023 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to approve the Minutes of the Reorganizational Meeting held January 2nd, 2024 was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

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

Motion to approve bills totaling \$271,226.92 for the month of December was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Administrator: No report

Service Director: Street Dept. Submitted contract documents to Resources International, Inc. for geotechnical services for Grant St. bridge project. Tentatively scheduled in February. Picking up Christmas trees.

Water Dept. Received Resolution of Violation (ROV) for OEPA 12/22/2023 for AMP deficiencies. Received 2024 License to Operate for OEPA. Water main break 12/26/2023 McDowell, 6" steel main with small crack, 70,000 gallon water loss. Confirmed UCMR-5 data with US EPA. Sampling is scheduled for February and August 2024. Safe Drinking Water Act (SDWA) UCMR 5 requires sample collection for 30 chemical contaminants between 2023 and 2025 using analytical methods developed by the EPA and consensus organizations. Sampling will analyze for Perfluoroalkyl and polyfluoroalkyl substances (PFAS) and lithium. Water main break 12/29/2023 Surrey Dr. 8" radial crack, water loss 80,000 gallons. Total locates for 2023: 723. Up 23% from 2022 (586).

Wastewater Dept.: Minerva Dairy September 2023 surcharge, 3 TSS (minor) violations, \$327.70. Had an issue with one of the new RAS pumps failing to start. Removed and sent to Berger for warranty work. Plant operating well with dairy compliance. November 2023 dairy reporting under review.

Park Dept.: Assisted Water Dept. with recent main breaks. Cleaned park garage. Assisted Wastewater with removing return pump. Contacted Dougherty Flowers (on recommendation of Nussle Florist) for uptown flowers, flower pots will be delivered this week.

Zoning: Nuisance: 185 cases in 2023, up 52% from 2022 (121). See activity and summary report.

Permits: 104 in 2023, 106 in 2022.

Miscellaneous: Miller Pipeline will be replacing gas pipelines for Columbia Gas in East St. and N.

Market St. areas January 2024. Will stage in Brock gravel parking lot.

Law Director: No report

Mayor: Mayor Tarbet reported a little over \$54,000 was collected from 1-1-23 through 12-31-23 in Mayors Court.

Old/New Business:

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Ordinance No. 78-23 an Ordinance vacating an unimproved alley bounded by West Plain Street and an unnamed alley. Third reading

Motion to hear third reading by title only and for passage of Ordinance No. 78-23 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Resolution No. 1-24 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 of Resolution No. 1-24 was made by Councilman Kishman seconded by Councilman Meadows. All voted yea.

Motion to approve first reading of Resolution No. 1-24 was made by Councilman Kishman seconded by Councilwoman Jordan. All voted yea.

Resolution No. 2-24 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 2024. First reading

Motion to hear first reading of Resolution No. 2-24 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

Motion to approve first reading of Resolution No. 2-24 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Ordinance No. 3-24 authorizing the Village Administrator to advertise and receive bids for the milling of various municipal streets. First reading

Motion to hear first reading of Ordinance No. 3-24 was made by Councilman Kishman seconded by Councilman Meadows. All voted yea.

Motion to approve first reading of Ordinance No. 3-24 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

Ordinance No. 4-24 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 of Ordinance No. 4-24 was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion to approve first reading of Ordinance No. 4-24 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Ordinance No. 5-24 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. 5-24 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

Motion to approve first reading of Ordinance No. 5-24 was made by Councilman Boldizar seconded by Councilman Meadows. All voted yea.

Ordinance No. 6-24 an Ordinance authorizing the Village administrator to Negotiate a Loan for the Water Meter Replacement Project through the Ohio EPA Division of Environmental & Financial Assistance, and Declaring it an Emergency.

Motion to hear first reading of Ordinance No. 6-24 was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion to approve the first reading of Ordinance No. 6-24 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

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Motion to suspend statutory rules and have second & third readings by title and for passage of Ordinance No. 6-24 was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Ordinance No. 7-24 An Ordinance approving the Village of Minerva, Ohio 2024 Fee Schedule, and Declaring it an Emergency.

Motion to hear first reading of Ordinance No. 7-24 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

Motion to approve the first reading of Ordinance No. 7-24 was made by Councilman Kishman seconded by Councilman Meadows. All voted yea.

Motion to suspend statutory rules and have second & third readings by title and for passage of Ordinance No. 7-24 was made by Councilwoman Jordan seconded by Councilman Meadows. All voted yea.

A Motion to allow Village Administrator, Benjamin W. Gunderson, to purchase a Kubota RTV, plow, spinning brush, and hydraulic kit from Unkefer Sales LLC for an amount not to exceed \$42,000.00 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

A Motion to allow Village Administrator, Benjamin Gunderson, to purchase a 2024 Ford Explorer Police Inter Utility AWD from Loudon Motors Fors LLC at a price not to exceed \$44,000.52 was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

A Motion to allow Village administrator, Benjamin W. Gunderson, to engage with CTI Consultants to complete the Solids Handling Improvement Study and Preliminary Design at a price not to exceed \$48,000.00 was made by Councilwoman Jordan seconded by Councilman Kishman. This will be for engineering towards a new sewer press. All voted yea.

Motion to appoint Connie Dowling to the Village of Minerva Board of Zoning Appeals effective January 9th, 2024 and ending December 31st, 2026 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Councilwoman Jordan announced a TNR Clinic will be January 23rd. Councilman Meadows stated Planning Commission will be Thursday @ 6 to discuss the upcoming zoning code. Councilman Meadows reported he attended the MACCTA Meeting which was very interesting, discussion on the fund raiser. Food trucks are scheduled for events.

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

The next Regular Council Meeting will be January 23, 2024.

Attest:

Brenda Albaugh Clerk of Council

Timothy N. Tarbet Mayor