

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held

20

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2ND REGULAR COUNCIL MEETING

JANUARY 23, 2024

The 2nd Regular Council Meeting was called to order by Mayor Timothy N. Tarbet after the Pledge of Allegiance & The Lord's Prayer were said.

All Council Members present

Guests: Fire Chief, Aaron Stoller

Fire Chief Stoller presented the 2023 Sandy Creek Fire Annual Performance Report. Aaron stated hopefully in the first quarter of 2024 the new ambulance will arrive. We are hoping to receive two BWC Grants in early 2024, one for \$40,000 & \$15,000.

Motion to approve the Minutes of the 1st Regular Council Meeting held January 9th, 2024 was made by Councilman Kishman seconded by Councilman Boldizar. All voted yea.

Administrator: Mr. Gunderson stated the Phase II North Market Street water line will be starting late March or early April with a completion date of hopefully May if not early June. We are still working through the steps with the water meters, the plan right now is for all residential meters to be installed by August 31.

Service Director: Street Dept.: Stark County Engineer appears to be joining the Community University Education Purchasing Regional Council of Governments (CUE COG) in 2024 for salt purchasing as well as fuel and other items. Bids are anticipated to go out in March 2024. Stark County Engineer administers our current co-op and will no longer administer after 2024. We will have to look at CUE COG or other purchasing co-op such as ODOT. Would need to join CUE COG by mid-March 2024 to be included in bid or ODOT by early May 2024. Snow and ice control. Assisted in moving office furniture in village hall.

Water Dept.: Meeting scheduled for service line mapping required by OEPA.

Wastewater Dept.: Furnace failed in press building. Replaced thermostat. November and December 2023 dairy reporting under review.

Park Dept.: Received new Kubota RTV.

Zoning: Nuisance: See activity report. Issued NOV to 604 W. Lincoln Way for prohibited activity in B-1 District with 5 days to remove junk and unlicensed vehicles. Filed complaint against 307 W. High St. for fence erected on adjoining parcels. Fence is on 3 adjoining parcels. 305 W. High St. is working with property owner for his fence on adjoining parcel.

Councilman Boldizar asked who is responsible for the snow removal of the sidewalks in the downtown area. It stated the property owners. Councilman Boldizar stated he heard it said the Kabuto was going to be able to. It stated we have been doing it first thing in the morning for a couple years. We initially do it, but its up to the property owner then. Mr. Gunderson spoke with Justin Murphy today. I think one of the biggest problems is whether it's the planters or the furniture outside. Next winter we are going to ask the storefronts to move the obstacles. We do have the ability to go down the sidewalks. We want to continue to clear the sidewalks and we can utilize the village vehicle with the brush or Plow that would make it much easier. Justin had to move quite a few things, during the winter the furniture and planters are not being used. Councilman Boldizar stated I didn't think the sidewalks were our responsibility. It stated they are not but he does have to clear the intersections, so he just does a pass on each side. Mayor Tarbet stated so everybody is clear we are taking on the responsibility for the two blocks uptown to clear the sidewalk. It stated no. He does it in the morning when he is clearing the intersections, but the property owner is responsible. Mayor Tarbet stated it wasn't cleaned the last time! Most of the sidewalks of the businesses were not cleaned up. City Hall was cleared, the Brewery did theirs. It stated the Administrator asked me about it we had gotten an inch or two of snow after it cleaned. I had got here at seven and Justin had just gone through between 6:30 & 7! He only salts in front of City Hall and the intersections, but I know there was quite a bit of snow on the sidewalks in the afternoon. Mr. Gunderson stated to my previous comment there are certain areas of the two blocks that they cant get the plow down so they will go to that point and if they can't through they get as much as they can and move on. When he is up town doing the intersections he is making a pass on both, not because its our job, its because he is trying to help everyone out! Mayor Tarbet asked if we do that in the morning, like you said, and we have snow after

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that we will not come back and do it again. It stated he will monitor the intersections and if he has to do the intersections he will do that. Mayor Tarbet stated you see where I am going with this, the business owners are going to assume it is the villages responsibility all the time. And if somebody complains to them, I don't want them to say to the complainer, well it's the villages responsibility call them. I do not want to set a precedence that we are responsible. I know there were some that we did do, we have to do our own, but I think we are going to set a precedence, don't you think Benjamin we are going to set a precedence. Councilman Boldizar stated I hate to see us stop doing nice things because your worried about what someone may say. Oh... I don't want to stop stated Mayor Tarbet! I would agree and that where we have to have the collaborative relationship because no matter where you are at in the downtown we have people parking at the other end of town and walking to Village Hall and we want the sidewalks to be cleared and presentable. Oh no I don't want to stop it stated Mayor Tarbet, I am saying we don't want to be the scape goat! Mr. Gunderson stated either we do it or we don't! Mayor Tarbet asked we did get the new Kubota with all the attachments? It stated yes we did. Mr. Gunderson stated the brush works great and they can control the speed. Mayor Tarbet stated great that's why we bought it!

Law Director: No report

Mayor: No report

Old/New Business:

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.
Second reading

Motion to hear second reading of resolution No. 1-24 was made by Councilman Kishman seconded by Councilman Meadows. All voted yea.

Motion to approve second reading of Resolution No. 1-24 was made by Councilman Meadows seconded by Councilman Kishman. 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. Second reading

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

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

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

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

Motion to approve second 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. Second reading

Motion to hear second reading of Ordinance No. 4-24 was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion to approve second 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.
Second reading

Motion to hear second reading of Ordinance No. 5-24 was made by Councilman Kishman seconded by Councilman Meadows. All voted yea.

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

Resolution No. 8-24 Resolution to Certify to the stark County Auditor Various matters pursuant to ORC 5705.03. First reading

Motion to hear first reading of Resolution No. 8-24 was made by Councilman Boldizar seconded by Councilwoman Jordan. All voted yea.

Motion to approve first reading of Resolution No. 8-24 was made by Councilman Kishman seconded by Councilman Meadows.

Councilman Meadows stated this is a renewal not a new tax. All voted yea.

Ordinance No. 9-24 an Ordinance approving an employment memorandum of understanding with the Village of Minerva Chief of Police, and Declaring it an Emergency.

Motion to hear first reading of Ordinance No. 9-24 was made by Councilman Meadows seconded by Councilman Boldizar. All voted yea.

Motion to approve first reading of Ordinance No. 9-24 was made by Councilwoman Jordan seconded by Councilman Boldizar. All voted yea.

Motion to suspend statutory rules, have second & third readings by title only and for passage of Ordinance No. 9-24 was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Ordinance No. 10-24 an Ordinance establishing the positions of Nuisance Inspector and Cleaning Specialist in the Village of Minerva, approving job descriptions, and establishing the rates of pay, and declaring it an Emergency.

Motion to hear first reading of Ordinance No. 10-24 was made by Councilwoman Jordan seconded by Councilman Boldizar. All voted yea.

Motion to approve Ordinance No. 10-24 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. 10-24 was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion to allow the Village Administrator, Benjamin W. Gunderson, to apply for State Capital Funds through the FY 2023-2024 Capital Biennium was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion to schedule the 2024 Village Wide Sales Day for May 2nd, 3rd & 4th was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion to allow Village Administrator, Benjamin W. Gunderson, to schedule the 2024 Village Clean-Up on May 11th at a price not to exceed \$16,000.00 was made by Councilman Kishman seconded by Councilman Boldizar. All voted yea.

Motion to allow the Village Administrator, Benjamin W. Gunderson, to engage with Hall Public Safety Upfitters to install the necessary equipment for the new Police Cruiser at a price not to exceed \$16,000.00 was made by Councilman Boldizar seconded by Councilwoman Jordan. All voted yea.

Motion to allow Village Administrator, Benjamin W. Gunderson, to purchase the Intox DMT from Intoximeters at the amount not to exceed \$12,000.00 was made by Councilman Meadows seconded by Councilman Boldizar. This piece of equipment will not be received until 2025. All voted yea.

Motion to allow Village Administrator, Benjamin W. Gunderson, to engage with Engineering Associates for the McDaniel Street Waterline engineering at a price not to exceed \$43,000.00 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

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Motion to allow Village Administrator, Benjamin W. Gunderson, to engage with AlterCare Clinic to assist the Village with the TNR Program at a price of \$46 per cat in the amount not to exceed \$5,000.00 was made by Councilwoman Jordan seconded by Councilman Meadows. All voted yea.

Motion to allow the Village Administrator, Benjamin W. Gunderson, to engage with McPeck Land Surveying to survey the 100 block of S. Market Street at a price not to exceed \$30,000.00 was made by Councilwoman Jordan seconded by Councilman Kishman. The village will be reimbursed by Muskingum Port Authority. All voted yea.

Councilman Kishman stated Park Board will resume in March.

Councilman Meadows announced Art Council will meet tomorrow, Planning Commission on February 8th, MACCTA Board is also on the 8th, and we have a Homecoming Meeting on Monday @ 5:30.

Mayor Tarbet announced the State of the Village Luncheon is January 30, there will be three speakers and I can't remember the third, not me, but Benjamin will be speaking on behalf of the Village and Mr. Gary Chaddock will be speaking on behalf of the schools. Mayor Tarbet stated it may be pretty exciting because Benjamin may be showing something. So, I want to hype it up a little bit he may have something pretty exciting to show! It will be worth your time! Mayor Tarbet reminded businesses to remove the snow from the sidewalks and also, we have uncovered the meters, so parking will be enforced. A Homecoming meeting will be held January 29 if you are interested, please show up.

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

The next Regular Council Meeting is February 13, 2024.

Attest:

Brenda Albaugh Clerk of Council

Timothy N. Tarbet Mayor