

# RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-6338 FORM NO. 10148

Held

20

## RECORD OF PROCEEDINGS

### 8<sup>TH</sup> REGULAR COUNCIL MEETING

APRIL 23, 2024

The 8<sup>th</sup> 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: Marvin & Jen Jenkins, Donna Binkley, Jon & Laura Cross, Brian Stoudt, Jim Crouse, Denise Freeland & Todd Paulus.

Denise Freeland reported on past and upcoming events to be held in the Village. Denise handed out the Summer Event Calendar. May 18<sup>th</sup> Brick Street Art & Jazz Festival. May 24<sup>th</sup> Josee McGee album release party. Roxy Committee is working on putting on a Community Variety Show for October. Ducks are for sale and will the race will take place at the Homecoming. Light structure has been received. May 8<sup>th</sup> is the Chamber Dinner. We have a date for the Rodeo, but not sure that will take place due to renting bleachers & the rodeo price has gone up. June 25<sup>th</sup> will be lunch with Officer Tony! Denise will be placing brochure racks at Sandy Springs Brewery & Great Trail.

Todd Paulus from the Stark County Health Department. Unit Manager for 28 years. He provided contact information. Mr. Gunderson asked Mr. Paulus if there are any programs people can reach out regarding that might be of value to discuss. There is a grant opportunity through Stark County for home owners that need a septic tank replacement.

Motion to approve the Minutes of the 7<sup>th</sup> Regular Council Meeting was made by Councilman Meadows seconded by Councilman Boldizar. All voted yea.

Administrator: Mr. Gunderson stated the first News Letter will be going out the end of the week.

Service Director: Street Dept.: Received HYDROLOGY AND HYDRAULICS REPORT from Carpenter Marty Transportation. Received draft STRUCTURE FOUNDATION EXPLORATION REPORT from Resource International, Inc. for Grant St. Bridge Project. Filling pot holes as needed. Assisted water with leaks. Hauled in sand. Helped move cabinets and items at village hall. Changed lights at PD.

Water Dept.: Installed 6" valve on Squires Lane. Assisted by Park Dept. and Ft. Steuben Maintenance. 611 N. Market St. 4" Line stopped and cut in 4" valve on 4" main from East St. to N. Market St. assisted by Street Dept. & Ft. Steuben Maintenance. Edgewood Dr. 6" Line stopped and cut in 6" valve. Assisted by Park, Street Depts. and Ft. Steuben Maintenance. Saltsman Court south of McDowell 4" Tap Repair Clamp and installed new corp, water loss 80,000 gallons. (leaking at tap). Union St. at Saltsman Ct. 2" Clamp, water loss 150,000 gallons, assisted by Park and Street Depts. South Tank Began exterior paint project. N. Market Phase II Began N. Market St. Phase II replacement Project. Wenger Excavating. Meter replacement project ongoing.

Wastewater Dept.: Plant running well. Accompanied Dan Miklos at Minerva Dairy Inspection. Answered questions and gave Minerva Dairy tour of POTW.

Park Dept.: Sprayed herbicide on sidewalks uptown, around PD and Chase building. Rototilled both ball fields at Bicentennial Park, assisted Carl with moving dirt and infield prep. Installed Skip Everett memorial bench at Brock Park. Assisted Water Department with water main breaks on Saltsman and Union.

Zoning: Nuisance: See activity and summary report.

Permits: See Permit Report. 47 YTD

Law Director: Atty. Battista stated Ordinance 26-24 will not be read as an emergency.

Mayor: No report

Old/New Business:

Ordinance No. 18-24 an Ordinance authorizing changes to the Intersection of Line Street and SR 183 to Move back the "Stop Line" and Prohibit "Turn Right on Red". Third reading

Motion to approve the third and final reading and for passage of Ordinance No. 18-24 was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.



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Ordinance No. 19-24 an Ordinance Approving an Ingress/Egress Easement from the James L. Hull Trust and the Anne E. Hull Trust to the Village of Minerva for the South Water Tank. Third reading.

Motion to approve the third and final reading and for passage of Ordinance No. 19-24 was made by Councilman Kishman seconded by Councilman Meadows. All voted yea.

Ordinance No. 20-24 An Ordinance Approving the Delinquent Debt Collection Agreement between the Ohio Attorney General and the Village of Minerva. Third reading.

Motion to approve the third and final reading and for passage of Ordinance No. 20-24 was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

Ordinance No. 23-24 An Ordinance approving an Easement and Right of Way with American Electric Power. First reading.

Motion to hear first reading of Ordinance No. 23-24 was made by Councilman Boldizar seconded by Councilman Kishman.

Mr. Gunderson stated AEP needed to change to weight load on one of the poles close to the water plant, so in order to do that they needed to place a guide wire from the pole that was on the water department property, this ordinance will create an easement for that. All voted yea.

Motion to approve first reading of Ordinance No. 23-24 was made by Councilwoman Jordan seconded by Councilman Boldizar. All voted yea.

Ordinance No. 24-24 an Ordinance authorizing the Closure of the Village of Minerva Jail, and Declaring It an Emergency.

Motion to hear first reading of Ordinance No. 24-24 was made by Councilman Kishman seconded by Councilman Meadows. Mr. Gunderson stated over the last few months village staff and as well as the mayor have really evaluated the Minerva Jail in terms of the amount of activity as well as the added cost and due to law changes and our ability to utilize the jail it simply is not at the volume we once had. We want to reduce risk and liability as well as reducing expenses. We will reutilize that space making it more functional and more usable for the police department. All voted yea.

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

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

Ordinance No. 25-24 an Ordinance accepting an ODOT Highway Safety Grant, and Declaring It an Emergency.

Motion to hear first reading of Ordinance No. 25-24 was made by Councilman Meadows seconded by Councilman Boldizar. Mr. Gunderson stated this is an ODOT Grant the village applied for. The village has been working PCC Airfoils on safety concerns along ST RT 183. Speeding and lack of passing. Due to PCC having facilities on both sides of the roads. This will allow a crosswalk & lights and signs and reduce the speed limit. This is a huge win! All voted yea.

Motion to approve first reading of Ordinance No. 25-24 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to suspend statutory rules of Ordinance No. 25-24 and have second & third readings by title only and for passage was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Ordinance No. 26-24 an Ordinance authorizing the Leasing of Oil and Gas Rights on Village owned property under the Village's Reservation of Home Rule Authority. First reading.

Motion to hear first reading of Ordinance No. 26-24 was made by Councilman Meadows seconded by Councilman Boldizar. Mr. Gunderson stated the village has engage with an Attorney out of Canton to negotiate on our behalf for oil & gas rights. We feel this is in the best interest of the village. Mayor Tarbet stated there will be no drilling pads in the village. All voted yea.

Motion to approve first reading of Ordinance No. 26-24 was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion to waive second & third readings by title only and for passage on a non-emergency measure was made by Councilman Kishman seconded by Councilwoman Jordan. All voted yea.

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Motion is in order to accept a donation of \$15,000.00 from the Minerva Area Community Charitable Trust Association for the pickleball courts was made by Council man Kishman seconded by Councilwoman Jordan. All voted yea.

Motion is in order to amend DORA rules to temporarily allow Fridays (4 pm-10pm) and Saturday (11am-10pm) from April 25<sup>th</sup>-December 27<sup>th</sup> was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Motion is order to accept the Rotary donation check in the amount of \$5,000 for the Brock Park Pickleball courts was made by Councilman Boldizar seconded by Councilman Meadows. All voted yea.

Motion allowing Village Administrator, Benjamin W. Gunderson, to pay CT Consultants in the amount not to exceed \$14,858.09 for the Water Meter Replacement Project and to be reimbursed by the OWDA Loan through the Construction Administration line item was made by Councilman Meadows seconded by Councilman Kishman. All voted yea.

Motion allowing the Village Administrator, Benjamin W. Gunderson, to pay CT Consultants in the amount not to exceed \$7,293.36 from ARPA Funds, Fund 902, Water Meter Replacement Project additional loan consulting services was made by Councilwoman Jordan seconded by Councilman Kishman. All voted yea.

Motion allowing Village Administrator, Benjamin W. Gunderson, to pay NECO in the amount not to exceed \$42,079.99 from ARPA Funds, Fund 902, for work completed to-date was made by Councilman Boldizar seconded by Councilman Kishman. All voted yea.

Councilman Meadows announced May 10 will start second Fridays. Crosses & Dunkin's Playground for sponsoring the band. Roxy Meeting on Monday. Homecoming Meeting May 6<sup>th</sup>.

Councilman Kishman thanked MACCTA & Rotary for their donations for the Pickleball Courts.

Councilman Boldizar stated it is good to see people downtown mingling during events.

Mayor Tarbet announced Arbor Day is Friday April 26<sup>th</sup> and a tree will be planted in Bicentennial Park. The Village has received the Tree City Flag for the 36<sup>th</sup> year! If you have had solicitors knocking on your door. Mr. Gunderson stated I would like to comment on this. We have had issues with the solicitor permits and what exactly they are soliciting. I would like to have the permit seekers tell us exactly what they are soliciting. We have had residents feel they have been forced to sign up for stuff and especially aggregation offers. Mayor Tarbet suggested to residents to ask to see their solicitation permit. Mayor Tarbet advised resident to be very cautious with the electric aggregation promotions being offered by the solicitors. Mayor Tarbet thanked everyone that helped save the fire victims. This could have ended very tragically.

Brian Stoudt stated Nate & Denise put a lot of time and passion in the organization of the events in town. Also, last meeting when Mason gave his little talk which ended up to be a testimony of how he loves Minerva. That should be taped and played to people. I was impressed by that!

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

The next Regular Council Meeting will be May 14, 2024.

Attest:

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Brenda Albaugh Clerk of Council

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Timothy N. Tarbet Mayor