

Record of Proceedings

5th Regular Council Meeting

March 11th, 2025

The 5th Regular Council Meeting was called to order by Mayor Mason J. Boldizar after the Pledge of Allegiance & Lord's Prayer were said.

All Council Members Present.

Guests: Joshua McPherson, Aaron Stoller, Patti Willoughby, Don & Jen Paynter.

Mayor Boldizar introduced Greg Mytinger newly hired Village Administrator. Mr. Mytinger comes from Streetsboro.

Motion to approve the Minutes of the 4th Regular Council Meeting held February 25th, 2025 was made by Councilman Meadows seconded by Councilwoman Coe. All voted yea.

Motion to approve the financial statement for the month of February was made by Councilwoman Jordan seconded by Councilwoman Coe. All voted yea.

Motion to approve bills totaling \$668,355.88 for the month of February was made by Councilman Meadows seconded by Councilman Harris. All voted yea.

Administrator: Mr. Mytinger stated since this is second day he will refer to Patti. Patti stated council will have to decide tonight on the electric aggregation program for the village residents. Patti reviewed the agenda.

Service Director: Street Dept.: Received 435.89 tons of road salt for the winter season. Preparing paving bid request. Using HPM for pot holes. Snow banners being removed. No proposals received for Right of Way work for Grant St. bridge project. Requests sent out to 2 additional firms.

Water Department: Added bollards around valve boxes at Liberty Tire site to protect from truck traffic, assisted by Park Dept. 145 Call before you dig locates YTD. Water meters.

Wastewater Dept.: Minerva Dairy January 2025 surcharge \$3356.22 for 9 high strength TSS discharges that exceeded 250 mg/l and 7 high strength CBOD discharges that exceeded 250 mg/l. Received new outdoor sampler, scheduling install. Jetter being repaired, has low pressure issue. Compiling cost data for assessment. Installed repaired RAS pump.

Park Dept.: Assisted Water installing bollards. Got floor scrubber working (somewhat) for Community Building cleaning. Preparing flower boxes for installation. Installing new top soil and repairing. Should be installed uptown by the end of the week.

Zoning: Nuisance: See activity and summary report. Permits: See permit report. 11 YTD.

Miscellaneous: Received new pool pump.

Law Director: No report

Mayor: No report

Old/New Business:

Mayor Boldizar announced the language is being changed for the motions of the ordinances and or resolutions.

Ordinance No. 13-25 an Ordinance enacting Subsection 927.02 (a)(a) of the Codified Ordinances of the Village of Minerva establishing a Policy for Water Utility Deposits and refunds. Third reading.

Motion to hear third and final reading by title only and for passage of Ordinance No. 13-25 was made by Councilman Harris seconded by Council man Meadows. All voted yea.

Ordinance No. 17-25 An Ordinance authorizing the execution of a limited agency authority agreement and letter of authorization with Trebel LLC, and Declaring it an Emergency.

Motion to hear first reading in full of Ordinance No. 17-25 and for approval was made by Councilman Harris seconded by Councilwoman Coe. All voted yea.

Motion to suspend Charter 4.05 rules for reading of Ordinance No. 17-25 as an emergency and to have second and third readings by title only and for passage of Ordinance No. 17-25 was made by Councilman Meadows seconded by Councilman Harris. All voted yea.

Ordinance No. 17-25 is So Ordained and is effective immediately.

Ordinance No. 18-25 An Ordinance Approving an Authorization Agreement with the Minerva Growth Community Improvement Corporation for Topsy Farmer Winery, LLC and Paynter Farms, LLC. (Waive 2nd & 3rd.)

Motion to hear first reading in full of Ordinance No. 18-25 and for approval was made by Councilman Harris seconded by Mayor Boldizar.

Patti stated this agreement allows the village to transfer the property (former Chase Bank) to the CIC. The CIC has agreed to sell the property to Topsy Farmer LLC.

All voted yea.

Motion to suspend Charter 4.05 rules for reading of Ordinance No. 18-25 as a non-emergency and to have second and third readings by title only and for passage of Ordinance No. 18-25 was made by Councilwoman Jordan seconded by Councilwoman Coe. All voted yea.

Ordinance No. 18-25 is so Ordained, to become effective thirty days from today.

Ordinance No. 19-25 an Ordinance authorizing the establishment of an Agency Fund, called "credit Memo Clearing Fund", For the purpose of holding overpayment of utility bills and applying those credits back to the customers of the Village of Minerva. (Waive 2nd & 3rd.)

Motion to hear first reading in full of Ordinance No. 19-25 and for approval was made by Councilman Harris seconded by Councilman Meadows. All voted yea.

Motion to suspend Charter 4.05 rules for reading of Ordinance No. 19-25 as a non-emergency and to have second and third readings by title only and for passage of Ordinance No. 19-25 was made by Councilwoman Jordan seconded by Councilwoman Coe. All voted yea.

Ordinance No. 19-25 is so Ordained, to become effective thirty days from today.

Resolution No. 20-25 A Resolution to Certify to the Stark County Auditor various matters pursuant to ORC 5705.03, and Declaring It an Emergency.

Motion to hear first reading in full of Resolution No. 20-25 and for approval was made by Councilman Meadows seconded by Councilman Harris.

Patti stated this is for the Senior Center Renewal Levy. Atty. Battista stated this is the first step for certification from the Auditor to place the renewal levy on the ballot in November.

All voted yea.

Motion to suspend Charter 4.05 rules for reading of Resolution No. 20-25 as an emergency and to have second and third readings by title only and for passage of Resolution No. 20-25 was made by Councilman Harris seconded by Councilman Harris. All voted yea.

Resolution No. 20-25 is So Ordained and is effective immediately.

Resolution No. 21-25 an Ordinance Approving the Village of Minerva Cybersecurity Policy. First reading.

Motion to hear first reading in full of Resolution No. 21-25 and for approval was made by Councilwoman Jordan seconded by Councilwoman Coe.

Patti stated the State of Ohio requires this, and updates were added.

All voted yea.

A motion is in order to authorize Patti Willoughby, Finance Director, to pay Software Solutions, Inc. for the annual Employee Portal and VIP software support in an amount not to exceed \$38,872.92 was made by Councilman Harris seconded by Councilman Meadows. All voted yea.

Councilwoman Jordan reported the first Park Board Meeting was held. March 4 was the AlterCare Clinic in which 40 animals were transported. May 20 is the date of the next clinic.

Councilwoman Coe congratulated the high school wrestlers on their success at the

Councilman Harris said get out and enjoy the parks during this nice weather.

Councilman Meadows updated the events in the Village. The High School will be putting the Wizard of Oz Play next weekend. Councilman Meadows stated he is finalizing the Summer in The Parks Schedule.

Homecoming Meeting March 31 @ 5:30. Stockers N Streeters will be held June 28th. Planning Commission is postponed till April 10th.

Mayor Boldizar announced applications for the painting initiative are still be accepted. Currently we only have two. The village is hiring Life Guards. Mayor Boldizar thanked Joshua for attending council and brining his concerns to their attention. We want people that have issues to attend the meetings and have conversations to get the issues resolved. Councilman Boldizar stated hopefully we can get things taken care of, because that is not acceptable.

Motion to adjourn was made by Councilman Harris seconded by Councilwoman Coe. All voted yea.

The next Regular Council meeting will be March 25, 2025.

Attest:

Brenda Albaugh Clerk of Council

Mason J. Boldizar Mayor