

RECORD OF PROCEEDINGS
13TH REGULAR COUNCIL MEETING

JULY 8, 2025

The 13th regular Council Meeting was called to order by Mayor Mason J. Boldizar after the Pledge of Allegiance and the Lord's Prayer were said.

Guests: Marvin & Jen Jackson, Don & Jen Paynter.

Roll Call

All Council Members present.

Motion to approve the Minutes of the 12th Regular Council Meeting held June 24th, 2025 was made by Councilwoman Coe seconded by Councilwoman Jordan. All voted yea.

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

Motion to approve bills totaling \$146,528.50 for the month of June was made by Councilman Meadows seconded by Councilman Harris. All voted yea.

Administrator: Mr. Mytinger announced he is working on improvement grants to offer to the residents. Exciting things are happening with the downtown areas and continuing to streamline processes at Village Hall. The update for the Discover Minerva App is out there.

Service Director (Streets, Parks, Water, WWT)

Street Dept.: Painted Chase lot. Removed down tree limbs on Libby St. Set up and take down detour for car show. Grant St. bridge project: received value analysis reports from engineer for 5 parcels where right of way is required, negotiations will begin soon to acquire right of way. Replaced riser on catch basin Short/High. Repaired water cut on Ike St. Cut back brush on Chestnut St. Repaired traffic light.

Water Dept.: Submitted metrics for 2024. 2024 CCR submitted.

Wastewater Dept.: Received PCC 1st half 2025 reporting. No issues. Received OEPA inspection letter for Liberty Tire. Minerva Dairy March 2025 surcharge \$602.72, 2 days TSS in excess of 250 mg/l and 2 days CBOD in excess of 250 mg/l. Minerva Dairy April 2025 surcharge \$1269.97, 12 days TSS above 250 mg/l. Press sludge pump motor failed, repaired and reinstalled. Grit removal

Park Dept.: Received frame for defective workout equipment that broke in Bicentennial Park. Switched out frame and reassembled and installed. Sprayed area of Chase Bank. Repaired wheel on Park mower. Brush hogged Bicentennial creek bank.

Zoning: Nuisance: See activity and summary report.

Permits: See permit report. 50 YTD

Finance Director: Patti announced Greg and myself have started the tax budget, and we will hopefully have that ready for the August 12 meeting and for Public Hearing.

Police Chief: Chief Gardner reported for the month of June, 341 calls for service, 102 traffic stops, which 62 of those stops resulted in citations. They completed 36 incident reports and four crash reports and 19 arrest were made for the month. An interview for the full-time position took place. We are waiting on his results from the State test. A reminder for 2nd Friday, Patrolman Smith will be in the dunk tank!

Law Director: No report

Introductions of Legislation Containing Statement of Emergency

Ordinance No. 34-25 An Ordinance Approving the Memorandum of Understanding between the Minerva Local School District and the Minerva Police Department for the School Resource Officer Program, and Declaring in an Emergency.

Motion to hear first reading in full of Ordinance No. 34-25 and for approval was made by Councilman Meadows seconded by Councilman Harris.

Mr. Mytinger stated this is an agreement between the village and school for the SRO. The current officer is doing a great job. Mayor Boldizar stated when Albertoni is out and the kids that come up to him and talk to him. This shows me the impact he is making at the schools. I think it is wonderful.

All voted yea.

Motion to suspend Charter 4.05 rules for reading of Ordinance No. 34-25 as an emergency and to have second and third readings by title only and for passage of Ordinance No. 34-25 was made by Councilman Harris seconded by Councilwoman Coe. All voted yea.

Ordinance No.34-25 is So Ordained and is effective immediately.

Ordinance No. 37-25 An Ordinance Approving an Agreement with Engineering Associates, Inc. For Engineering Services for the McDaniel Avenue Waterline Replacement. Project, And Declaring It an Emergency.

Motion to hear first reading in full of Ordinance No. 37-25 and for approval was made by Councilman Meadows seconded by Councilwoman Jordan.

Mr. Mytinger stated this is an agreement for engineering services for the McDaniel Ave water line replacement project.

All voted yea.

Motion to suspend Charter 4.05 rules for reading of Ordinance No. 37-25 as an emergency and to have second and third readings by title only and for passage of Ordinance No. 37-25 was made by Councilman Harris seconded by Councilman Meadows. All voted yea.

Ordinance No.37-25 is So Ordained and is effective immediately.

Mayor Boldizar stated to be clear the project does not cost \$18,000, that is for engineering only. The cost of the project is estimated to be \$540,000.00. Half will be done through a grant.

First Read

Ordinance No.35-25 An Ordinance Approving an Agreement for Community Event Planning Services with the Minerva Area Chamber of Commerce.

Motion to hear first reading in full of Ordinance No. 35-25 and for approval was made by Councilwoman Coe seconded by Councilwoman Jordan. Mr. Mytinger explained this is an agreement between the village and the chamber to continue community event planning for the village residents of Minerva.

4 yeas Councilman Meadows Abstained. Councilman Meadows left council chambers during the discussion. Mr. Mytinger stated Councilman Meadows has stepped out due to being the current Minerva Chamber President, so he is abstaining from discussion and voting on this manner. This is an agreement between the village and the Chamber. Mayor Boldizar stated we believe the Chamber is valuable to what we do here. We are making sure we are crossing our t's and dotting our l's and making sure everything is done the right way. The Chamber has done a wonderful job.

Ordinance No. 36-25 An Ordinance Approving an Authorization Agreement with the Minerva Growth Community Improvement Corporation for the Minerva homeownership Initiative. Waive 2nd & 3rd readings by Title only.

Motion to hear second reading by title only of Ordinance No.36-25 and for approval was made by Councilman Harris seconded by Councilwoman Coe.

Mr. Mytinger stated this is an agreement between the village and the Minerva Growth Community Improvement Corporation and the Minerva Housing Homeownership. This is to help new homeowners to buy homes in Minerva with the help of \$5000 for closing cost and or down payment assistance. It does have a 5 year stay in home. Clark stated the property has to be in the corp limits and a single family residential and if there is default on the five-year retention period, they would have to repay the assistance they received. Mayor Boldizar stated this is a partnership with CNB, we have identified over 2/3 of the people in the community rent. Which nothing is wrong with rentals, but what we are finding with people renting they do not have the passion for Minerva that we all have. This is a program that people will take advantage of and buy their home, raise their kids and put their roots down. Councilman Harris stated another requirement is one of the purchasers must work within the school district.

All voted yea.

Motion to suspend Charter 4.05 rules for reading of Ordinance No. 36-25 as a non-emergency and to have third reading by title only and for passage of ordinance No. 36-25 was made by Councilwoman Jordan seconded by Councilwoman Coe.

Mayor Boldizar stated we are passing this by emergency to get this processed started as quickly as possible.

All voted yea.

Ordinance No. 36-25 is so Ordained, to become effective thirty days from today.

Second Read

N/A.

Third Read

Ordinance No. 31-25 An Ordinance approving the purchase of a second Columbarium Niche for the East Lawn Cemetery of the Village of Minerva, Ohio. Third reading

Motion to hear third and final reading by title only and for passage of Ordinance No. 31-25 was made by Councilman Meadows seconded by Councilman Harris. All voted yea.

Ordinance No. 32-25 An Ordinance amending the hours of operation of the Designated Outdoor Refreshment Area. Third reading

Motion to hear third and final reading by title only and for passage of Ordinance No. 32-25 was made by Councilman Harris seconded by Councilwoman Coe. All voted yea.

A motion is in order to approve the quote of Executive Computer Management, Inc. (ECMSI) for the cash purchase option to install network equipment to support the Village phone system in an amount not to exceed \$12,905.23 was made by Councilman Meadows seconded by Councilman Harris.

Mr. Mytinger stated this is a hardware purchase to support new phones and to include WWTP and Street Dept.

All voted yea.

Motion to pay Hazen and Sawyer in an amount not to exceed \$15,000.00 for legal services. "For WWTP Pretreatment and NPDES Permit Compliance" was made by Councilman Meadows seconded by Councilman Harris.

Mr. Mytinger stated increase the encumbrance payment up to \$15,000 for technical consulting at the WWTP for an open-end purchase order.

All voted yea.

Mayor's Report: Mayor Boldizar stated I think we have a lot of great programs going on now. We are definitely identifying needs and trying to draw people to our great village. I am hoping people will take advantage of these programs. I want to say again our parks department is doing a great

job, and the parks look great. Its great seeing the people enjoying the equipment. The pool is full. 2nd Friday is this week. Buy pies, beers and dunk our police officers and have a good time.

Council Members Comments:

Councilwoman Jordan announced Park Board will be Monday @ 6 PM. @ Brock Park. We will be looking at the bridge. The Alter Care Clinic will have a transport on July 15.

Councilwoman Coe encourages everyone to take advantage of the pool. It is really nice! It's a great environment. All ages can use the pool. You can still purchase passes.

Councilman Harris relinquished his time to Councilman Meadows!

Councilman Meadows gave an updated report on Chamber events. Upcoming events include the showing of Nemo @ the Pool. Homecoming dates for 2026 are June 10-13. July 11 is 2nd Friday. Saturday, July 12th OddMall. July 17 Bird Walk. Football Hall of Fame Banners will be placed downtown.

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

The next Regular Council Meeting will be July 22, 2025.

Attest:

Brenda Albaugh Clerk of Council

Mason J. Boldizar Mayor