

# RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held \_\_\_\_\_ 20 \_\_\_\_\_

## RECORD OF PROCEEDINGS 15<sup>TH</sup> REGULAR COUNCIL MEETING

AUGUST 12, 2025

The 15<sup>th</sup> Regular Council Meeting was called to order by Mayor Mason J. Boldizar after the Pledge of Allegiance and the Lord's Prayer were said.

All Council members present.

Guests: Don & Jen Paynter

Don Paynter announced paperwork is being completed and the Chase Bank transaction should be closed in a couple weeks. Contractors are ready and waiting to start.

Motion to approve the Minutes of the 14<sup>th</sup> Regular Council Meeting held July 22<sup>nd</sup>, 2025 was made by Councilwoman Coe seconded by Councilman Meadows. All voted yea.

Motion to approve the Minutes of the 2026 Tax Budget meeting held August 5, 2025 was made by Councilman Harris seconded by Councilman Meadows. All voted yea.

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

Motion to approve bills totaling \$280,955.61 for the month of July was made by Councilwoman Coe seconded by Councilman Harris. All voted yea.

Administrator: Vacation

Service Director (Streets, Parks, Water, WWT):

Street Dept.: Took down detour from N. Market Oddmall road closure. Repaired traffic light at Market & High. Removed dead tree in curb lawn on Plain St. Repaired catch basin 30 & Main. Installed handicapped sign and parking stop in Chase lot. Repaired catch basin on West St. Repaired bricks in front of historical society. Dugout cut and backfill on Walnut and Adelaide. Trimmed trees in cemetery. Cleaned up municipal parking lot at Bing's. Hung and removed HOF banners. Assisted water department with leak, valve installations and flushing. Replaced sidewalk Murray and Grant St. Repaired cuts on West, High and Alameda. Repaired catch basin 600 block E. Lincoln Way. Trimmed back vegetation Grant and Line St. bridges. Repaired contractor cut on Liberty and filled pot holes. Trimmed vegetation around fire hydrants on right of way to Woodale.

Water Dept.: System wide flushing 8/9/2025. Inserted 2 valves needed for Grant St. Bridge project. Water main break Grant St., cut out section and replaced due to crack at joint.

Wastewater Dept.: Reviewed Minerva Dairy revised PTI and issued conditional approval letter following discussions with OEPA, US EPA and consultants. Reviewed Minerva Dairy May 2025 reporting and our monitoring, issued invoice for 1 TSS exceedance above 250 mg/l in the amount of \$163.68. Issued Minerva Dairy Surcharge for June 2025 in the amount of \$629.84 for 6 TSS and 6 CBOD exceedances above 250 mg/l. Electrical issues in July.

Park Dept.: Assisted water department with leak, valve installs and flushing. Installed new signs on village hall. Cleaned tables and community building. Installed new lights at community building. Assisted wastewater pulling pumps and motors. Cleaned up landscaping around village hall.

Zoning: Nuisance: See activity and summary report. Permits: See permit report. 59 YTD

Councilman Meadows asked if there was an eta on the park bridge. It stated a meeting was held and there were problems with the engineering, causing a delay.

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Mayor Boldizar asked JT when paving will begin. It stated he did contact them, and the response was they are delayed from the weather. They were not able to give me a date to begin. Contractually they have sixty days to start after the issue the date to proceed. I will check the date; we are getting close. I did contact them and asked them to start before school, but I don't think that will work. There are really no penalties in the contract, just states must be done within sixty-days. Councilman Meadows asked if a set of bleachers could be moved to accommodate the concert in the park on Saturday.

Finance Director: Patti reported the 23-24 Audit has been officially released. It was a clean audit. The pool year to date revenue is \$88,500.0, which is 14% over the budgeted amount. Expenses have been \$93,000.00. The gap is getting closer.

Law Director: No report

Introductions of Legislation Containing Statement of Emergency

Ordinance No. 40-25 an Ordinance approving and adopting the Alternative Tax Budget, and Declaring it an Emergency.

Motion to hear first reading in full of Ordinance No. 40-25 and for approval was made by Councilman Meadows seconded by Councilman Harris. Patti stated this our 2026 Alternative Tax Budget that is required annually by the Counties. It is due by August 20<sup>th</sup>. All voted yea.

Motion to suspend Charter 4.05 rules for reading of Ordinance No. 40-25 as an emergency and to have second and third readings by title only and for passage of Ordinance No. 40-25 was made by Councilwoman Jordan seconded by Councilman Harris. All voted yea.

Ordinance No. 40-25 is So ordained and is effective immediately.

Ordinance No. 41-25 an Ordinance approving a road use agreement (occupancy permit with Denoon Lumber Company LLC, and Declaring it an Emergency.

Motion to hear first reading in full of Ordinance No. 41-25 and for approval was made by Councilman Harris seconded by Councilwoman Coe. It stated PCC has contracted with DeNoon Lumber to remove timber from their property. They need to use Blackburn Drive (582 ft) and North Market (477 ft) for approximately 16-17 straight truck legal loads to move timber. Blackburn Dr. use to be a State Route and has a good base. I do not have any concerns about. They issued a bond in the amount of \$12,500. The areas I am worried about is the driveway entrance to PCC property turning onto there and turning from Market to Blackburn. That amount should cover the cost if damage occurs.

All voted yea.

Motion to suspend Charter 4.05 rules for reading of Ordinance No. 41-25 as an emergency and to have second and third readings by title only and for passage of Ordinance No. 40-25 was made by Councilman Harris seconded by Councilwoman Jordan. All voted yea.

Ordinance No. 41-25 is So ordained and is effective immediately.

Second Read

Ordinance No. 38-25 an Ordinance approving the Village of Minerva Downtown Revitalization Grant Program. Second read

Motion to hear second reading by title only of Ordinance No. 38-25 was made by Councilman Meadows seconded by Councilman Harris. Patti stated the downtown revitalization grant program stemmed from a grant received by the past administrator. The downtown property owners may apply for a grant to where they can be reimbursed up to \$10,000 for façade improvements. We suggest owners submit and discuss their plans with Mr. Mytinger to make sure it is an approved use.

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All voted yea.

Third Read

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

Motion to hear third and final reading by title only and for passage of Ordinance No. 35-25 was made by Councilwoman Coe seconded by Councilwoman Jordan. Patti stated the village wants to thank the Chamber for all of the events they plan. So, the village agrees to pay a certain sum to the Chamber annually to assist with the events.

Councilman Meadows abstained. 4 Yeas.

Ordinance No. 35-25 is so Ordained, to become effective thirty days from today.

Motions

A motion is in order to approve the quote of SCI, Inc. for a 10" Siemens Magnetic Flowmeter for the Waste Water Treatment Plant and authorizing payment therefor in an amount not to exceed \$15, 786. Was made by Councilman Harris seconded by Councilman Meadows. It stated this is a flow meter that we have to collect samples. This is a replacement. Press is up and running. All voted yea.

Mayor's Report: Mayor Boldizar thanked Nate, Chamber Director for 2<sup>nd</sup> Friday. It was a great event. There are a lot of good things happening in this town. Continue to support our local businesses.

Council Members Comments:

Councilwoman Jordan announced the Park Board met at Rotary and discussed making the park pads more engaging for youth. The next Park Brd. Will meet will be September 8<sup>th</sup> @ the Pool @ 6PM to check out the pool building.

Councilwoman Coe agreed that 2<sup>nd</sup> Friday was really good and thanked Nate! It has improved each month and the wrestling was a big hit.

Councilman Harris reminded residents to keep their pets hydrated during this extreme heat. Be aware of the temperatures of the cement, decks and pavement.

Councilman Meadows thanked everyone that attended the concert las Thursday. 2<sup>nd</sup> Friday was one of the bigger events, Kinder Roots will be the last concert this year in the park from 7-9PM. Working on Exotic Car Show. The last 2<sup>nd</sup> Friday is October.

Announcements: Special Discount through the end of the pool season, we will be offering a \$1 pool admission fee during the last hour the pool is open. August Pool Hours are as follows: August 1-17<sup>th</sup> normal hours. August 23 & 24 normal hours August 30 & 31 normal hours September 1<sup>st</sup>, 12-7.

The village is looking to hire a crossing guard.

The Planning Commission will meet Thursday, August 21 @ 6PM in Council Chambers.

The next Regular Council meeting will be August 26 @ 7:30 in Council Chambers with Work Session @ 6:30 PM.

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

Attest:

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Brenda Albaugh Clerk of Council

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Mason J. Boldizar Mayor