

# RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held

20

## RECORD OF PROCEEDINGS

### 21<sup>ST</sup> REGULAR COUNCIL MEETING

NOVEMBER 11<sup>TH</sup>, 2025

The 21<sup>st</sup> Regular Council Meeting was called to order by Mayor Mason J. Boldizar after the Pledge of Allegiance & Lord's Prayer was said.

Roll Call

All Council Members present.

Guests: Jen & Don Paynter, Aaron Stoller

Citizens Comments: Don Paynter stated the opening of the Topsy Teller will be closer to January, but renovations are progressing!

Motion to approve the Minutes of the 20<sup>th</sup> Regular Council Meeting held October 28<sup>th</sup> 2025 was made by Councilman Harris seconded by Councilman Meadows. All voted yea.

Motion to approve the Minutes of Work Shop held October 28<sup>th</sup>, 2025 was made by Councilwoman Coe seconded by Councilwoman Jordan. All voted yea.

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

Motion to approve bills for the month of October totaling \$223,523.08 was made by Councilman Harris seconded by Councilman Meadows. All voted yea.

#### **Reports: Communications from Departments Boards/Committees**

Administrator: Mr. Mytinger reported the 2026 budget is being finalized. Working on the Rental Registration Program, and some other ordinances for next year.

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

Street Dept.: Denoon Lumber completed logging project on PCC Airfoils property, no damage, road bond released. Leaf picks up in progress. Crack sealing.

Water Dept.: Hydrant flushing completed November 1, 2025, 11 hours, 500,000 gallons of water. Backflow prevention devices under review, sent 13 NOV's failing to annually inspect. McDaniel replacement project, service connections are continuing.

Wastewater Dept.: Replacements gaskets received for air lines, preparing for installation. Received repaired and installed raw pump.

Park Dept.: Leaves. Repaired 2 toys in Bicentennial Park. Repaired damaged electric line in Bicentennial Park. Patched Bicentennial walking track.

Zoning: Nuisance: See activity and summary report. Permits: See permit report. 93 YTD

Mayor Boldizar asked if the water disturbance from the McDaniel Ave line replacement will affect other areas. It stated water was being pulled from opposite directions and stirred the water up. Mayor Boldizar asked if there was an update on the park signs. Greg stated he picked up the materials this morning. It will be dropped off at the schools and built then installed. Councilwoman Coe inquired what the yellow flags are in Fry Allotment. It stated AEP is conducting pole inspections and will be replacing those. Councilwoman Jordan asked, with the last hydrant flushing what causes the water to change from black and different colors. It stated I am not sure exactly what happened. We had a couple areas that this happened to. Per the EPA directions flushing starts in the center and work our way out.

Finance Director: Patti stated they have been working on the budget and is complete pending council approval. I do have copies available upon request. Appropriation changes are on the



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agenda tonight for approval. A lot of them are salary & wage related, General other, we have the downtown revitalization grant, money had to be transferred into the employee severance fund. We had a couple vacant property bonds that needed returned at a cost of \$10,000 each (3). The street department, salt and minor expenses.

Law Director: No report.

## **Community Building Future:**

Mr. Mytinger reached out to an engineering firm in the Union town area. I sent him the 2022 report. He read the report, pretty much said not to pay someone else to do another. Some of the highlights of findings they think, they are currently working on a pre-engineered metal building for West Branch Schools that will be an assembly style building. The cost is approximately \$150 per square foot. Approximately 9000 square foot building. Construction cost is approximately \$1.8 million dollars, which would be around the same cost of the renderings we would need to get the CB to improve it. It doesn't make a whole lot of sense to put a lot of money into the building to get it up to standards. It makes more sense to take the money and construct a new building. That was his recommendation. The building is there; it is probably not the best for heavy snow or high winds at this point. When I called Stark County to schedule an inspection, they said that is something they do not do. We could ask the fire department to do an occupancy report for the building. That may trigger some of the improvements that may be needed to have the building occupied. We are still looking at the next steps where we want to go. We could schedule a Town Hall Meeting after the first of the year. Get information from the residents to see what they want. Is it something they are willing to pay for, for an improvement to the village. How will that be handled. That is where I am at. Mayor Boldizar stated we have to form a committee ASAP one way or another whether it's before or after this town hall meeting. We need to find people in the community who are passionate about this project to get some input more community members. I still am kind of at a lost as to. This is now three engineering firms plus the Board of Elections that have said the building is not safe. We need to set a date, sooner than later when we are not going to rent this out. We have a couple in November; we need to work something out quick. I do not want something bad to happen in this building when we know that something bad could happen in this building. Aaron asked what the insurance carrier say. Mr. Mytinger stated the last time they were out they didn't have. Aaron asked if they were shown the report or did, they just walk through the building? It stated they walked through. Mayor Boldizar stated I cannot imagine they were shown the report. Aaron stated I can't believe if they were shown the report they would be ok with the village renting it. There is one rental in December. Mayor Boldizar stated I hope a decision has been made regarding next steps. I think it is an eye sore, if we are not going to put any money into it and I agree we shouldn't, then we need to take the next steps. Mr. Mytinger as a quick recap. Is it Councils recommendation to not rent the Community Center in the months of December, January & February, or until further notice? Mayor Boldizar stated I feel it needs to be a permanent close. The building is not going to get better. I just don't want to take a chance. I think we have to have people involved in the decision. If it will be placed on the ballot. If it is going to be placed on the we need the resident's support. We do have a part on December 13<sup>th</sup>. Stated Brenda. Mayor Boldizar stated close its December 14<sup>th</sup>. Mr. Mytinger stated the first of year. Councilwoman Coe asked if it snows heavy on December 13<sup>th</sup>, what do you do? Mr. Mytinger stated if there is a significant snow we would have to let them know they would have to cancel. We have not taken any rentals for next year. Mr. Mytinger stated we will contact them letting them know if there is a heavy snow load their event will be canceled. Do you want to hold a town hall then a committee or how do you want to handle it. I would love to have their input from regular renters. Mr. Mytinger stated a town hall first. Councilwoman Jordan stated that could help forming the committee. Mr. Mytinger stated we could form the committee and have an agenda before the town hall. Mayor Boldizar stated a release should be put on the website stating why the Community Building is no longer available. Aaron stated ADA Compliant is big. Mayor Boldizar stated it has never been ADA Compliant, so a lot of people are going to be so what. Aaron stated it only takes one. Mr. Mytinger stated he will work on the verbiage.



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Motion is in order to close the Community Building on January 1, 2026 was made by Councilman Harris and seconded by Councilwoman Coe. All voted yea.

Mayor Boldizar stated this has been a discussion for years and we finally have some traction and this is a good thing.

## **Introduction of Legislation Containing Statement of Emergency**

Ordinance No. 48-25 An Ordinance amending Ordinance 60-24 (annual appropriation ordinance) in order to make appropriations for expenditures of the Village of Minerva, Ohio during the current fiscal year ending December 31, 2025, and Declaring it an Emergency.

Motion to hear first reading in full of Ordinance No. 48-25 and for approval was made by Councilman Meadows seconded by Councilwoman Jordan. All voted yea.

Motion to suspend Charter 4.05 rules for reading of Ordinance No. 48-25 as an emergency and to have second and third readings by title only and for passage of Ordinance No. 48-25 was made by Councilman Harris seconded by Councilman Meadows. All voted yea.

Ordinance No. 48-25 is So ordained and is effective immediately.

## **First Read**

Resolution No. 47-25 accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor.

Motion to hear first reading in full of Resolution No. 47-25 for approval and passage was made by Councilwoman Jordan seconded by Councilwoman Coe. All voted yea.

Ordinance No. 49-25 An Ordinance Approving the Subdivision and Replat of Lots 11 and 12 of the Southview Allotment in the Village of Minerva.

Motion to hear first reading in full of Ordinance No. 49-25 for approval was made by Councilwoman Jordan seconded by Councilwoman Coe. All voted yea.

Motion to suspend Charter 4.05 rules for reading of Ordinances No. 49-25 as a non-emergency and to have second and third readings by title only and for passage of Ordinance No. 49-25 was made by Councilman Harris seconded by Councilman Meadows.

Atty. Battista stated this is a replat that he should have completed in October. The resident resides in Florida for winter. This was approved through Planning Commission.

All voted yea.

Ordinance No. 49-25 is so Ordained, to become effective thirty days from today.

## **Motions:**

Motion is in order to set a Special Meeting for November 18, 2025 @ 6:30 for the Budget Hearing was made by Councilwoman Coe seconded by Councilwoman Jordan. All voted yea.

Motion is in order to set the Special Meeting to discuss the Residential Rental Registration Program for December 2<sup>nd</sup>, 2025 @ 6:30 PM was made by Councilman Meadows seconded by Councilman Harris. All voted yea.

**Mayor's Report:** Mayor Boldizar congratulated the fall sports teams on their successful seasons, especially the Cross Country Teams placing at State. I would like to thank Chris & Jen for their time serving on Council. I would like to congratulate Alex & Aaron for being elected. It's Christmas Time and It is very important for people in this village, they are really the only ones I care about, to shop local and support our local businesses and make a difference with supporting those businesses. We are really starting to push on the Community Building Project and we are looking for people that have an interest in the building and would love to see people show up for council meetings and offer their input.

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**Council Members Comments:**

Councilwoman Jordan had CC Planning Commission November 4<sup>th</sup>, and they appointed a new director, Lynda Wickline to replace Tom Conts. The only business was approving sixteen addresses. There is a Lantern Fly infestation. If they are not controlled, they will attack the fruit trees. The play was great.

Councilwoman Coe congratulated Aaron & Alex and stated she enjoyed her time on Council.

Councilman Harris thanked everyone for the support in the election and congratulated Aaron & Alex.

Councilman Meadows thanked everyone who came out and supported the High School Drama Club. Krack Pots at the Roxy. Chamber After Hours @ Raes Jewelers 4:30-6:30PM. Twelve Days of Christmas tickets are on sale. November 29<sup>th</sup> Small Town Business. Downtown Wonderland is December 6<sup>th</sup>. Parade @ 3 PM. Congratulations to those4 that were elected. Thank you, Jen & Chris, for serving on Council.

**Announcements:**

Leaf Pickup has begun. Check Website & social media for updates.

Veterans Day. Thank you for your service.

The next Regular Council Meeting will be November 25, 2025.

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

Attest:

\_\_\_\_\_  
Brenda Albaugh Clerk of Council

\_\_\_\_\_  
Mason J. Boldizar Mayor