

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held January 8, 2018

**Regular Council Meeting**

Swearing in of newly elected members to council: Alyssa Alcorn, Dennis Burdue, Robert James.

7:33 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P	Fiscal Officer Michelle Henke	P
Council Member Dennis Burdue	P	Records Clerk Laurie Beran	P
Council Member Jeri Leigh Siss	P		
Council Member Alyssa Alcorn	P		
Council Member David Troike	P		
Council President Robert James	P		

The minutes from 12/11/2017 and from the special meeting of 12/21/2017 were submitted for approval. Dennis Burdue moved to approve the minutes with corrections. Jed Willis seconded. The roll was called with all in favor.

**Visitors to Council:**

Diane Alcorn, Shawn Alcorn, Donna Hauck, Mark Leshinski, Susan Troike, Zoltan Zoltai

**Mayors Report:**

Nominations of Council President

David Troike made a motion to open the floor for nominations of Council President, Jeri Leigh Siss seconded. All Aye

Dennis Burdue nominated Robert James, Jed Willis seconded.

Jeri Leigh Siss nominated David Troike, Alyssa Alcorn seconded.

Motion made by David Troike to close nominations, seconded by Robert James.

Vote for Robert James: Burdue, James, Willis voted Aye

Vote for David Troike: Alcorn, Siss, Troike voted Aye

Due to a tie, Mayor David Leshinski voted for Robert James to be President of Council.

Nomination for Street Commissioner was made by Jed Willis to appoint the mayor, seconded by Robert James.

All Aye

Charter Communications (Time Warner Communications) according to ORC 133.21-133.234 section 133.32 will collect and remit video service provider fee.

NOPEC has authorized a grant of \$5844.00 to use for energy saving throughout the village. I.e., lights, insulation, information flyers

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Committee assignments were passed out for the year. Jeri Leigh Siss asked for an explanation of how decisions were made to the appointments. The mayor responded that assignments were made on who he felt could contribute and giving members of council exposure to all aspects of the village. After more discussion it was decided that each council member should attend the first committee meetings, than the topic could be revisited at the first council meeting in February.

Current agenda and previous council minutes to be sent out via email the Thursday prior to council meetings. Any additions to the agenda or corrections to the minutes must be received by 9 a.m. the day of the current council meeting.

Signed Employee Handbook Acknowledgment Form needs to be turned in by 1/22/2018.

Introduction of Fiscal Officer Michelle Henke and Records Clerk Laurie Beran. The records clerk is under the direction of the fiscal officer and mayor.

**Law Director Report:**

Numerous attempts to contact Pete Zwick through phone and email, regarding any material he has of the village's including AutoCAD drawings, have been unsuccessful.

**Fiscal Officer's Report:**

The fiscal officer provided a payment report through November 27, 2017.

Motion made by Jed Willis to acknowledge the receipt of the payment report, seconded by Dennis Burdue. All Aye

Motion made by Jed Willis to acknowledge the receipt of the revenue and fund summary, seconded by Robert James. All Aye

**Ordinances:**

Proposed Right – Of –Way Access Permit Application was presented by David Troike. The application is for anything that needs a right-of-way including cell towers.

Ordinance Committee meeting will be 1/16/2018 at 7 p.m.

**Resolutions:**

None

**COMMITTEES**

**SERVICE**

**Building & Grounds:**

Kyle Kudela was hired as the service worker and will start work on 1/22/2018.

David Troike presented his concerns about items stored in the utility room of town hall.

**Information Technology:**

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Time Warner will be out on 1/9/2018 to correct the outage that occurred earlier today. New emails for fiscal officer and records clerk have been set up.

Mr. Troike invited all to come and share their input at the IT meetings.

Mr. Willis asked about additional information on village email for council. Further information will be provided at next council meeting.

**Ordinance:**

Employee handbook needs to be reviewed. The mayor will send out corrections and ask for input. Next meeting will be 1/16/2018 at 7 p.m.

**Audit/Finance:**

Audit meeting will be 1/16/2018 7:45 p.m., with finance to follow at 8:30 p.m. to set a calendar. Regular audit meetings will be every 3<sup>rd</sup> Tuesday of the month.

Donna Hauck will be the community volunteer on the audit committee.

Budget is due April 1. By the end of February, beginning of March we need to have all the boards turn in their wish list.

**Police:**

The report was emailed.

Mayor Leshinski commented on the taser training, everyone who participated is now certified.

**Fire:**

Dennis Burdue is reviewing the report.

**Cemetery:**

There were 2 funerals in section L.

Next meeting will be January 10, 2018 at 6:00 p.m.

**Recreation:**

Registrations will begin shortly. Jeri Leigh Siss inquired if there has been further discussion on programming. Tracey Newman verbally informed the mayor of items they would like to do, nothing in writing.

Next meeting will be January 17, 2018 at 7:00 p.m.

**BPA:**

Meeting on 1/2/2018 was postponed and they are to meet on 1/11/2018.

Dennis Burdue was concerned if there could be a leak/break at the catch basin at 320 Annis Rd, was steaming when the temperature was below freezing. Mayor Leshinski has noted that there is still a positive flow of water entering the creek. Further investigation is needed, starting around 210 Annis Rd.

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There have been 2 water breaks already this year. One in front of 410 Church St. and Annis Rd. (the north half, west side).

Next meeting will be January 15, 2018 at 7:30 p.m.

**Park:**

Will be working on long range planning.

Next meeting will be February 2, 2018 at 7:00 p.m.

**Zoning:**

Next meeting will be on January 24, 2018 at 6:30 p.m. On the agenda will be a parcel being separated in order to straighten out property lines on Russia Rd.

**Items Not On the Agenda**

Discussion regarding the demolition and proper permits being filed of the house on South Lake St. Mayor Leshinski suggested any penalties, etc. should be on the ordinance meeting agenda.

Records Clerk job description presented. Motion made to accept by David Troike, seconded by Jed Willis. All Aye

IRG purchase proposal for the water plant property was tabled until the 1/22/2018 council meeting.

South Amherst Historical Society is hosting a dance on Saturday, January 27<sup>th</sup> at South Ridge Hall. At the next council meeting we will celebrate the first council meeting of the village.

**Old/New Business**

Jed Willis contacted attorney John Toth regarding a case against Kim Green. Discussion at a later date.

There being no further business, Alyssa Alcorn moved to adjourn. David Troike seconded. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

RECORD OF PROCEEDINGS  
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Held January 22, 2018

**Regular Council Meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	A
Council Member Jeri Leigh Siss	A
Council Member Alyssa Alcorn	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P

The minutes from 1/8/2018 were submitted for approval. David Troike moved to approve the minutes, Jed Willis seconded. The roll was called with four Aye and one abstention by Robert James, he had not read the minutes.

**Visitors to Council:**

Mark Leshinski, Susan Troike, Zoltan Zoltai

**Mayors Report:**

Signed Employee Handbook Acknowledgment Form needs to be turned in by 1/22/2018.

Training for the 2 newly elected council, plus fiscal officer and records clerk will be sponsored by the Ohio Municipal League on March 24, 2018 in Independence. A motion was made by David Troike to pay \$65.00 each for newly elected and appointed officials to attend training, seconded by Alyssa Alcorn. All Aye.

David Troike will also be attending, but will pay his own registration.

NOPEC - The mayor stated what the grant money could be specifically used for and ask council to review it with their groups for suggestions on how to use the grant. Mayor Leshinski would like to see the pressed wood light fixtures replaced.

IRG – Bramhall has reviewed the plans and have found 78 items that need to be corrected prior to plan approval. Council members Robert James, David Troike and Jed Willis would like copies of the plans emailed to them.

Mayor Leshinski attended the Community Foundation meeting and the main issue was the opioid epidemic that is facing the county. The county is considering making the former Golden Acres Nursing Home into a treatment center.

**Law Director Report:**

Continued attempts to contact Pete Zwick have been unsuccessful. Robert James will attempt to contact.

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**Fiscal Officer's Report:**

The fiscal officer provided council with financial reports through January 22, 2018.

Jed Willis made a motion to acknowledge the receipt of the financial reports. Robert James seconded. All Aye

Temporary Appropriation Ordinance has been tabled until the February 12, 2018 meeting.

Jed Willis made a motion to have employees who are paid monthly receive their checks on the 1<sup>st</sup> of each month and to use the UAN payroll program. Seconded by Robert James. All Aye.

Ordinance 1560-17 states that Dennis Hevener's salary for work performed in all Departments except the Water Department be \$12.91 per hour effective 1/1/2018. Ordinance 1562-17 states that Dennis Hevener's salary for work performed in the Water Department is \$16.27 per hour effective 1/1/2018. Which pay rate should the employee receive for the recent snowplowing? Robert James made a motion for the employee to receive Street Dept. rate of \$12.91 for work done as coverage of the Street Department, seconded by Alyssa Alcorn. All Aye

State Auditors started the 2016-2017 audit today.

**Ordinances:**

First reading: AN ORDINANCE CREATING THE POSITION OF LABORER, FIXING THE RATE OF COMPENSATION, AND DECLARING AN EMERGENCY.

David Troike moved to suspend the rules and pass Ordinance #1567-2018 as an emergency on its first reading. Jed Willis seconded the motion. Roll was called three times with all approving each time.

Bramhall MS4 contract not to exceed \$2500.00, the Law Director will draw up for next meeting.

**Resolutions:**

None

**COMMITTEES**

**Service:**

Robert James excused himself from council.

Resident Robert James stated the on December 13, 2017 that the Street Dept. blew out his garbage cans that were placed at the end of the driveway and would like to be reimbursed the \$84.00 that he was charged. A neighbor witnessed the incident. The law director clarified that the village does not have an obligation to pay for them but that Mr. James could make a moral claim. The law director was concerned about the council voting on reimbursing the council President and recommended that it be tabled seeing that 2 council members were absent and 1 member had to abstain.

Elm St. flooding – David Troike presented pictures that were taken on 1/12/2018 after a resident complaint. Water from the street is bypassing 3 grates and flooding residents' front yards.

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Discussion was held about the concerns, the Street Department will take care of this issue tomorrow.

**Building & Grounds:**

The committee may meet every 3 months. Setting up a proactive maintenance schedule.

Next meeting will be January 31, 2018 at 7 p.m.

**Information Technology:**

The committee is in need of 1 more resident volunteer.

David Troike made a motion to purchase 2 computer monitors not to exceed \$150.00 a piece, seconded by Jed Willis. All Aye.

Mayor Leshinski recommended that the committee budget to lay conduit between town hall and the fire station to place 4 – 2” lines (2 for data and 2 for power). Would prefer it be placed prior to the parking lot being resurfaced.

Next meeting will be February 7, 2018

**Ordinance:**

Employee handbook Mayor Leshinski is still reviewing and correcting.

Law director needs more clarification on Ordinances 92907, 70908, and 1180 prior to her composing an amended or new version. Ms. Nedwick suggested that the committee make copies of the actual ordinances, put corrections and additions right on the copy, than email to her.

**Audit/Finance:**

Meeting will be held on the second Wednesday of the month at 7 p.m. and finance will follow the audit meeting every 3<sup>rd</sup> month.

Finance Committee will have a special meeting on February 20<sup>th</sup> to discuss budgets for the current year. Budgets are due April 1.

Next meeting will be February 14, 2018 at 7:00 p.m.

**Police:**

The report was emailed.

**Fire:**

David Troike will be contacting the fire chief regarding the 2018 budget.

**Cemetery:**

Next meeting will be February 14, 2018 at 6:00 p.m.

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**Recreation:**

The board is trying to schedule an activity during the Firelands home basketball game that will be held on 2/2/2018. The game will be held at South Amherst Middle School in commemoration of the 30 year anniversary of the school's merger.

Registrations are being accepted.

Next meeting will be February 21, 2018 at 7:00 p.m.

**BPA:**

BPA employee is working out of the water plant, not the garage.

Waterline breaks: 1 at E Main & S Lake St, 1 at Church St.. Robert James commented on how quickly and efficiently that Diggers was able to correct the break on E Main & S Lake St..

Discussion was held regarding the flooding on Elm St., David Troike presented pictures that were taken on 1/12/2018. Mayor Leshinski stated that the Service Dept. will handle this issue.

Next meeting will be February 5, 2018 at 7:30 p.m.

**Park:**

Next meeting will be February 1, 2018 at 7:00 p.m.

**Zoning:**

**Items Not On the Agenda**

South Amherst Historical Society is hosting a dance on Saturday, January 27<sup>th</sup> at South Ridge Hall. At the next council meeting we will celebrate the first council meeting of the village.

**Old/New Business**

There being no further business, Alyssa Alcorn moved to adjourn. Robert James seconded. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski



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Held February 12, 2018

**Regular Council Meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Alyssa Alcorn	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P

The minutes from 1//22/2018 were submitted for approval. Jed Willis moved to approve the minutes, Robert James seconded. The roll was called with All Aye.

**Visitors to Council:**

Peck & Gambish Tax Report given by Lauri Hubach.

TIF Information given by Attorney Virginia Benjamin of Calfee Halter & Griswold LLP (representing Lorain County in the IRG development) Tax Incremental Financing it is a redirection of property tax when there is an increase, 100% of the incremental increase would go to the sewer project (infrastructure improvements), the original tax monies goes to the designated entities. Short term bonds would be sold to fund the project. The law states they may be issued for up to 30 years. The county has not passed a TIF as of yet, would not start until tax year when improvements start, possibly tax year 2019. County will only fund for public infrastructure, if there is a lodging a tax, the TIF would have to be paid back. The county will do the TIF for the townships, the village would need to adopt its own with Ms. Nedwick working with Ms. Benjamin.

Diane & Todd Griffith – requested to have footer tile rerouted to storm sewer at 324 Fern St. Tap in Fee is \$250.00. A motion was made by Jed Willis to allow the rerouting of the footer tile, Robert James seconded. All Aye.

**Mayors Report:**

Acknowledgement page of employee handbook due.

Revised 2018 Calendar; a motion was made David Troike to accept the revised annual meeting calendar, seconded by Alyssa Alcorn.

Ohio Municipal League training registration for newly elected council members has been submitted for March 24, 2018.

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**Law Director Report:**

Appointment of Farah Emeka as the new prosecutor to represent the village in court cases. A motion was made by Robert James to accept the appointment of Farah Emeka, seconded by Jed Willis. All Aye.

The law director will not be in attendance for the April 9<sup>th</sup> council meeting.

The law director will be attending the ordinance committee meetings in a supervisory position.

**Fiscal Officer's Report:**

Employee Payroll Information Update – due 2/15/18

Payment Listing - Jed Willis made a motion to accept, Robert James seconded.

Council to sign December Bank Reconciliation.

Dennis Hevener – retroactive pay @ current wage ---Robert James wants to rescind his motion from 1/22/2018, he had misunderstood the information at the time. The employee should receive the higher pay rate. The records clerk asked if Ordinance 1560-17 needed to be changed. The consensus between the fiscal officer and council was no, this was a onetime occurrence.

Temporary Appropriation Ordinance #229

**AN ORDINANCE TO REAPPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF MONTHS JANUARY1, 2018 TO MARCH 31, 2018 INCLUSIVE.**

Motion to accept made by Jed Willis, seconded by Jerri Leigh Siss. All Aye.

Appropriations Ordinance #230

**A RESOLUTION TO TRANSFER FROM THE GENERAL FUND A TOTAL OF \$98,467.92 TO THE STREET FUND, CEMETERY FUND, CAPITAL PROJECTS 4901 & 4904 FUND EFFECTIVE JANUARY 22, 2018.**

Motion to accept made by Jed Willis, seconded by Dennis Burdue. All Aye.

Storm Water Sewer Fee – Special Revenue fund. A motion was made by David Troike to create a Special Revenue Fund for Storm Water Sewer Fees, seconded by Jed Willis. All Aye.

**Ordinances:**

Ordinance No. 1568-2018

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH BRAMHALL ENGINEERING & SURVEYING CO., INC. FOR WORK CONCERNING THE VILLAGE'S 2017 MS4 COMPLIANCE, AND DECLARING AN EMERGENCY**

Motion by Robert James to suspend the rules and pass Ordinance No. 1568-2018 as an emergency. Seconded by Jed Willis. Roll was called three times with All approving.

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**Resolutions:**

Resolution No. 624

**A RESOLUTION ADOPTING THE LORAIN COUNTY EMERGENCY NOTIFICATION SYSTEM AND AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING, AND DECLARING AN EMERGENCY**

Motion by Jed Willis to suspend the rules and pass Resolution No. 624-2018 as an emergency.  
Seconded by Robert James. All Aye.

**COMMITTEES**

**Service:**

County will not be getting any salt for 10-14 days, we will be prudent in salt use.  
Annis Rd sign was damaged in December, the sign and pole were taken Super Bowl Sunday.

**Building & Grounds:**

Heating system at town hall is needing serviced. The mayor will be getting an estimate on replacing the original system.

A motion was made by David Troike to accept the services of Diggers of Ohio LLC., to level and remove waste from the village garage in exchange for the out of commission waste oil burner. Seconded by Alysaa Alcorn. All Aye

Will meet with the fire chief to discuss the generator proposal and budget on February 21. Main concern is will the generator provide enough power for the fire station and the town hall.

**Information Technology:**

Firewall CD's have been misplaced, they were located in the roll top desk at the back of council chambers.

**Ordinance:**

Next meeting will be February 26, 2018 at 6:45 p.m.

**Audit/Finance:**

Committees need to work on budgets now. Must be submitted to county prior to April 1.  
Next meeting will be February 20, 2018 at 7 p.m.

**Police:**

The report was emailed.

**Fire:**

The report was emailed.

**Cemetery:**

Next meeting will be February 14, 2018 at 6 p.m.

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**Recreation:**

Registrations are being taken. There will be a coaches meeting this Sunday at town hall.  
Next meeting will be February 21, 2018 at 6:30 p.m.

**BPA:**

Ordinance/Resolution needed to transfer responsibility of storm sewer system to BPA.  
Next meeting will be February 19, 2018 at 7:30 p.m.

**Park:**

Centennial Picnic planning meeting set for February 28 at 7 p.m.  
Report emailed  
Next meeting will be March 5, 2018 at 7 p.m.

**Zoning:**

Next meeting will be February 28, 2018 at 6:30 p.m. If needed.

**Old/New Business**

February 22, 2018 there will be a public hearing to discuss the expansion of Lorain County Landfill at New Russia Township Hall.

Custis Insurance is working on a proposal for the village.

Robert James inquired if Kim Green is current on her restitution to the village, the fiscal officer verified that she is making her monthly payment.

There being no further business, Alyssa Alcorn moved to adjourn. David Troike seconded.  
Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

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Held February 26, 2018

**Regular Council Meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	A
Council Member Alyssa Alcorn	P
Council Member David Troike	A
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

The minutes from 2/26/2018 were submitted for approval. Jed Willis moved to approve the minutes, Robert James seconded. The roll was called with All Aye.

**Visitors to Council:**

Zoltan Zoltai

**Mayors Report:**

NOWAC membership of \$260 is past due.

Lorain County map has been revised.

A motion to reappoint Tom Lahetta as the Village of South Amherst's represented to the Lorain County Rural Wastewater District board was made by Robert James and seconded by Dennis Burdue. All Aye.

**Law Director Report:**

Voting on the ordinance for a Special Revenue Fund for Storm Water Management will be postponed because there is not a majority of council members present to pass as an emergency.

**Fiscal Officer's Report:**

UAN Payroll Update – still waiting on Police & Fire.

UAN Payroll & Direct Deposit expected deadline of conversion is June 1.

Payment Listing 2/13/18 – 2/26/18

Fund Summary

Revenue Summary

Appropriation Summary

A motion was made to accept the financial reports by Robert James, seconded by Jed Willis.

All Aye.

**Ordinances:**

1<sup>st</sup> reading

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**AN ORDINANCE CREATING A SPECIAL REVENUE FUND FOR STORM  
WATER MANAGEMENT, AND DECLARING AN EMERGENCY.**

**Resolutions:**

**COMMITTEES**

**Service:**

Elm St. drain issues have been addressed by Reliable Contractor Services.  
North side of E. Main St. (approximately 214) catch basin was full.

F-550 Dump Truck will be \$6000 plus to fix. A pin on the dump had come out at some point and when the bed was lifted, caused damage to the cab and the bed. The mayor had looked at leasing or purchasing a new vehicle. Dennis Burdue felt that at this time we should just do the repairs needed for the vehicle to operate, cosmetic repair was not necessary. Fix the window on the cab and make sure the door closes.

Council reiterated that maintenance checks need to be done daily before vehicles are taken out.

Potholes need to be filled. There is enough money to purchase supplies.

Replacement sign for Annis Rd needs to be ordered.

**Building & Grounds:**

Heating system at town hall was serviced by Ross Mechanical and they will also be providing an estimate on a new system. Bob James would like to see more estimates.

**Information Technology:**

Next meeting will be March 7, 2018 at 7 p.m.

**Ordinance:**

Reviewed building permit penalties.  
Next meeting will be April 23, 2018 at 6:45 p.m.

**Audit/Finance:**

Department budgets are due March 12. Budget meeting on March 13 at 7 p.m., with the Public Meeting Budget Hearing set for March 26, 2018 at 6:30 p.m.

**Police:**

The report was emailed.

**Fire:**

The report was emailed.

**Cemetery:**

It was suggested to the board to sell memorial bricks at the time of lot purchases'.  
Next meeting will be March 14, 2018 at 6 p.m.

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**Recreation:**

Registrations are being taken, deadline is March 1. The board is considering holding a fitness walk at the Community Park. Laurie Beran asked that the rec board contact the park board, so that there will be no conflicting programming.

The girls will no longer be a part of OGSO (Ohio Girls Softball Organization), they will be part of the newly formed Lorain County Girls Hotstove.

One new rule that has been adopted that no game can be forfeited without board approval.

Fees are supposed to be approved by council. The law director reviewed Ordinance 149-08 and her opinion is that council just needs to accept the fees, not redo the ordinance, after the rec board has filed them with the clerk. A motion was made to accept the current fees of: Hot Stove player Fee \$120, Jersey Fee \$25, and the In-House League \$50 by Robert James, seconded by Alyssa Alcorn. The vote was 3 – Aye, with 1 – Abstain.

Council member Jed Willis asked visitor Zoltan Zoltai (15+ years coaching OHSAA & travel) his opinion if a red diamond dust infield is more labor intensive than a dirt infield. This question was asked of Mr. Zoltai because council members have been concerned about the rising cost of field maintenance. Mr. Zoltai stated that, “James Day Park in Parma has switched to all red diamond dust infields which are played on for 12 hours a day and they have cut their grounds crew in half. Their infields are redone after every 3 games.” Jed Willis stated, “That this comment needs to be directed to the rec board because they are insisting that it takes more time to do field maintenance.”

Next meeting will be March 21, 2018 at 6:30 p.m.

**BPA:**

Would like to replace the water plant building with a new structure approximately 24 x 30, village should possibly put some money towards the project to make the service building larger in order to meet future needs, just not current needs. Mayor Leshinski feels that public service buildings should be in one location, various council members agreed with this opinion and for the building not to be built separately. Having the water department attached to the village garage would make it more secure and it would be inside a locked fence, which should negate the BPA’s safety concern of it being close to the bars.

The board has developed a water tap application form.

The BPA clerk & laborer will be at training on March 12 in Norwalk and in Columbus on March 21. One of the trainings will cover asset management.

The board has discussed and worked on ordinances pertaining their department which need to come to council for review and approval.

A representative from the company that does radio read water meters will be present at the BPA meeting on March 5<sup>th</sup>. Mayor suggested that we do the whole village at once, instead of in

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sections. Council had asked how manpower would be effected once the meters were in and who would review the job responsibilities. The mayor stated that would be up to the BPA.

Next meeting will be March 5, 2018 at 7:30 p.m.

**Park:**

Centennial Picnic planning meeting set for February 28 at 7 p.m.

Next meeting will be March 1, 2018 at 7 p.m.

**Zoning:**

The Board met with Robert Loosli of 210 Annis Rd on February 23, 2018 to approve combining his 2 adjacent parcels into 1 parcel.

**Old/New Business**

There being no further business, Alyssa Alcorn moved to adjourn. Robert James seconded. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski



**RECORD OF PROCEEDINGS**  
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Held March 12, 2018

**Regular Council Meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Alyssa Alcorn	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

The minutes from 2/26/2018 were submitted for approval. Dennis Burdue moved to approve the minutes, Robert James seconded. The roll was called with all in favor.

**Visitors**

Mark Leshinski – will Leonard St be paved this year, yes. Inquired about the Annis Rd sign. The mayor responded that both items are being addressed.

**Mayor's Report**

Dumpster Days April 13-14 & October 12-13 from 8-4

Lorain County Pride Day May 19<sup>th</sup> from 9-12

Alyssa Alcorn made a motion to budget \$300.00 for supplies and refreshments for Lorain County Pride Day. Jed Willis seconded. Roll was called with all in favor.

Village-wide Garage Sale August 11

Ohio Casino Control Commission letter was read. Information pertained to illegal gaming.

Alyssa Alcorn is resigning from council due to employment in Columbus, effective March 19, 2018.

Fiscal Officer and records clerk will be attending training in Columbus on March 22 & 23, than will be attending the Newly Elected Training Program by the Ohio Municipal League, along with Jeri Leigh Siss and Mayor Leshinski will replace Alyssa Alcorn.

**Law Director Report**

Ordinance committee. Is still revising the building penalty.

**Fiscal Officer Report**

Payroll Information Update – still need from SAFD

Payment Listing 2/26/18 – 3/11/18

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Jed Willis made a motion to acknowledge the receipt of the listing of bills that were paid. Robert James seconded. Roll was called with all in favor.

Bank Reconciliation for January and February was not done due to the UAN computer having technical issues. The State Auditor will be sending out a repair person tomorrow 3/13/2018 to fix the issues.

The Financial Report for the Village of South Amherst for 2017 has been completed.

Reappropriation:

**TEMPORARY APPROPRIATION ORDINANCE #231**  
**AN ORDINANCE TO REAPPROPRIATE MONEY FOR THE RESPECTIVE FUNDS**  
**FOR THE CURRENT EXPENSES FOR THE PERIOD OF MONTHS JANUARY 1, 2018**  
**TO MARCH 31, 2018 INCLUSIVE.**

The audit bill was not included in the original appropriation, which was the cause of our need to adjust the dollar amount to the temporary appropriations.

Robert James made a motion to acknowledge the receipt of the listing of bills that were paid. Jed Willis seconded. Roll was called with all in favor.

**Ordinance**

Ordinance # 1569-2018

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT**  
**WITH CUSTIS INSURANCE FOR VILLAGE INSURANCE FROM 1 APRIL 2018**  
**THROUGH 31 MARCH 2019 AT A COST NOT TO EXCEED \$17,606.00 AND**  
**DECLARING AN EMERGENCY.**

Robert James moved to suspend the rules and pass Ordinance #1569-2018 as an emergency on its first reading. Jed Willis seconded the motion. Roll was called with all in favor.

Ordinance # 1570-2018

**2<sup>nd</sup> Reading AN ORDINANCE CREATING A SPECIAL REVENUE FUND FOR STORM**  
**WATER MANAGEMENT, AND DECLARING AN EMERGENCY.**

Robert James moved to suspend the rules and pass Ordinance #1570-2018 as an emergency on its second reading. Dennis Burdue seconded the motion. Roll was called with all in favor.

WOW – Mayor Leshinski would like the ordinance committee to review our current right of way ordinance regarding telecommunication companies. He presented a copy of the City of Amherst ordinance to use for reference. Dennis Burdue stated that we are unable to charge per pole because we do not own the poles. The Spectrum franchise billing needs to be researched to see what the fees actually are. David Troike stated that you could possibly charge per footage. Law Director Nedwick stated that we need to have a discussion with WOW before a new ordinance would be drafted.

**Resolutions**

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**Committees:**

**Service**

Catch basin on East Main was cleaned.

Patched as much as could be done. Robert James asked about the pothole on the south side of the bridge on S. Lake St., it had been filled once.

**Bldg. & Grounds**

**Parking lot done**

**Info/Tech**

Discussed with FD of updates to be done, putting fiber between the buildings, increase speed 6x.

Marc's Radio - Multiple Agency Radio Communication System – State Hwy, ODOT, was not on and being monitored.

Next meeting will be April 4, 2018 at 7 p.m.

**Ordinance**

Next meeting will be April 23, 2018 at 6:30p.m.

**Audit/Finance**

Department heads will be meeting with the budget committee on March 20 at 7:30, first come, first serve.

Public Budget Hearing March 26, 6:30 p.m.

Next meeting will be March 13, 2018 at 7 p.m.

**Safety**

**Police**

The report was emailed

**Fire**

**Cemetery**

Next meeting will be March 14, 2018, at 6:00 p.m.

**Recreation**

Half-court shot contest at the Firelands Varsity game was held and a donation was made to Second Harvest.

Registrations are being accepted. As of today there is a total of 149 registration.

Next meeting will be March 21, 2018, at 7:00 p.m.

**BPA**

Radio Read (water meter) – put the transmitter on the water tower, it will cut down on workman's comp, time for manually reading & misreads, truck maintenance, gas, plus save clerical labor. Leak detection will only be able to work if it is on the tower. It will take approximately 3 months for installation of the entire village. The village will not have to pay the company for 1 year, during this time the village will be generating revenue from the water bills, which in turn help defray the cost of the product. Total cost \$270,000.00

Jed Willis asked how soon it will pay for itself, figure was not available.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Resident Mark Leshinski asked if there is a guarantee, David Troike stated it is 20 years.  
Next meeting will be March 19, 2018, at 7:30 p.m.

**Park**

Centennial Picnic committee met and set ground work. Further details will be announced after the April 5<sup>th</sup> meeting. The park will be offering fitwalks and other programming during the summer months.

Next meeting will be April 5, 2018, at 7:00 p.m.

**Zoning**

Next meeting will be March 28, 2018 at 6:30 p.m. If needed.

**Old/New Business**

Dump truck is still being worked on.

**Adjournment**

There being no further business, Alyssa Alcorn moved to adjourn. Jeri Leigh Siss seconded.  
Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held March 26, 2018

**Public Budget Hearing**

7:00 P.M. – Public hearing for the purpose of discussing the proposed 2018 appropriations budget was held. Committee member David Troike clarified a misunderstanding in the IT budget line, \$1700.00 was added. Clarification was asked about the Trust & Agency Fund, this fund is for prepaid opening & closings for the cemetery and must be shown as an appropriation.

Resident Mark Leshinski inquired if the Leonard Street project was scheduled for this budget year and the committee confirmed that it is on the schedule.

Robert James moved to recommend the proposed 2018 appropriations budget to council. Seconded by Jed Willis. All in favor.

**Regular Council Meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member	
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

The minutes from 3/12/2018 were submitted for approval. Dennis Burdue moved to approve the minutes, David Troike seconded. The roll was called with all in favor.

**Visitors**

Mark Leshinski, Zoltan Zoltai, Fire Chief Al Schmitz, Michael Kaczmarski - WOW Director of Operations

Mark Leshinski (resident) mailbox was taken down on Russia Rd. The mayor responded that there were actually 3 boxes that were taken down during the last round of snow. It was not caused from the village snowplows.

WOW Director of Operations Michael Kaczmarski - Gave the history of how WOW (internet, tv & phone company) came to be, originally Ameritech. WOW will be building in 8 communities this year including SA, Amherst and Oberlin. Insuring that they will do a quality job for the community and provide an alternative service from other providers in the area.

Mayor Leshinski asked if the village would be receiving a franchise fee and the response was that WOW would be paying on a quarterly basis. The construction timeline would be approximately 3 months. The mayor also stated, that if traffic control is required when

## RECORD OF PROCEEDINGS

### Minutes of Village of South Amherst Meeting

WOW will be working on St. Rt. 113, N & S Lake St. that our police department must be used and to give reasonable notice for scheduling of officers.

Mayor Leshinski and Council Member Dennis Burdue raised concerns regarding accidental problems when boring due to incomplete records of utilities and infrastructure. WOW responded that they will work with the village and be cautious, following easements, utilities, etc.. WOW and their contractors are insured. Contractors for the first phase are Verita or Directional Boring, with the project manager working out of the Valley View, OH office. Council Member Troike mentioned the villages plan on updating the cable/internet system in the town hall. Mr. Kaczmariski will forward information on to the commercial representative.

WOW will need the (ROW) Right of Way agreement in order to proceed. The law director will have an ordinance ready for the April 9<sup>th</sup> council meeting.

#### **Mayor's Report**

NOACA- a bill was sent from the County Commissioners David Troike & Dennis Burdue said that we made a motion in 2015 that was against motion. David Troike motioned to NOT pay the NOACA invoice. Seconded by Robert James. Roll was called with all in favor.

The village residents recycled 266.65 tons of recyclable material. The grant money that is received for our recycling efforts will go toward the purchase of recycled copy paper and village signs entering the village.

Rec board had a half court shooting contest and raised \$50.00 which was donated to Second Harvest Food Bank. A thank you letter was received.

2017 In Review – Grants were obtained to install radiant heating at the service garage, to install a paved walking path & hydration system at the Community Park and to purchase AED's (Automated External Defibrillator). The Quarry project was resurrected and moving forward. An IT subcommittee was formed and the Zoning Board of Appeals filled their vacancy, plus zoning fees were upgraded. The town hall and fire station upgraded security lighting, along with replacing the deficient concrete in front of the fire station. St. Rt. 113, Russia Rd. and parts of the cemetery roads were repaired and paved, along with some streets being striped. Squire Court catch basin was repaired along with the water loss on Annis Rd being addressed and repaired. A Verizon cell tower was constructed on the SAMS property. The Spirit Ride, sponsored by Vaughn's Towing stopped at the village. After the dedication of the new walking path at the Community Park, LCGHD (Lorain County General Health District) & WOBL radio stationed sponsored a FIT walk that was attend by approximately 50 people.

#### **Law Director Report**

South Amherst Codified Ordinance 921 (SABPA) revision was given to the ordinance committee to review prior to the April 23 meeting. Council member James referenced that all ordinance changes are to be reviewed by the ordinance committee, than forwarded to the law director for final review prior to a council vote.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Mayor Leshinski noted that the cemetery board will be revising their bylaws and will be submitting changes.

Kipton Law Director, Margaret O'Bryan will be available for emergencies while Michelle Nedwick is on vacation.

**Fiscal Officer Report**

Payroll Information Update – still need from SAFD, Chief Schmitz stated that the forms would be delivered on Tuesday.

Payment Listing 3/12 -3/25/2018

Revenue Summary, Appropriation Summary, Fund Summary for March

Robert James made a motion to acknowledge the receipt of the financial reports. Jeri Leigh Siss seconded. Roll was called with all in favor.

Presented February Reconciliation Report to be signed.

Attended training in Columbus last week, it was stated that council must approve any Then & Now P.O. that is over \$3000.00. Jed Willis made a motion to pay a Then & Now bill for C.E.Harris. Dennis Burdue seconded. Roll was called with all in favor.

Temporary pay of water operator/service department laborer - Robert James stated that the water operator should get paid the higher rate for a lateral move. There will be the possibility that the water operator will need to be pulled to do Service Department work. Law Director reviewed the ordinances from November 2017 and has decided that it should be repealed, a new one written with only job titles and no names.

**Ordinance**

**Ordinance No. 1571-2018 AN ORDINANCE CREATING AN ENTERPRISE FUND FOR STORM WATER MANAGEMENT, AND DECLARING AN EMERGENCY. Section 2: The Village of South Amherst Ordinance No. 1570-2018, passed March 12, 2018 is hereby repealed.**

The fiscal officer explained why the fund needed to be changed from a special fund to an enterprise fund. Robert James moved to suspend the rules and pass Ordinance #1571-2018 as an emergency on its first reading. Jed Willis seconded the motion. Roll was called three times with all approving each time.

**Resolutions**

**Committees:**

**Service**

Kyle Kudela has turned in his resignation, effective 4/1/2018. The mayor will be interviewing replacements. Randy Riley will possibly be having surgery on his rotator cuff.  
550 Dump truck is working great

**Bldg. & Grounds**

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Town hall parking lot holes were filled.

SA Historical Society is purchasing a 3x8 banner commemorating the centennial and has asked for it to be displayed at the town hall.

Robert James made a motion to approve the placing of the Centennial Banner at the town hall. Seconded by Jed Willis. Roll was called with all in favor.

**Info/Tech**

Next meeting will be April 4, 2018 at 7 p.m.

**Ordinance**

Mayor Leshinski stated that there should be a meeting prior to the 4/23 committee meeting in order to give more time to review the SABPA changes that were presented to the law director.

The committee will meet prior to both April council meetings at 6:30 p.m. on April 9 and 23<sup>rd</sup>.

**Audit/Finance**

David Troike made a motion to accept the 2018 Budget. Jed Willis seconded. Roll was called with all in favor.

Next meeting will be April 17, 2018 at 7 p.m.

**Safety**

**Police**

**Fire**

3 structures fire in the last week, MVA with diesel spill on the turnpike. Extra manpower hours in the last week because of the number of calls. Council member Burdue commended the fire department on their efficient response to the Diechler Tire incident, which could have been a fully involved fire, but was only a few cars and melted siding.

The chief would like to add a second captain. The law director will review.

The FD received a subpoena and the law director gave her advice to the chief.

**Cemetery**

Will have a special meeting April 6 to review bylaw changes.

Next meeting will be April 11, 2018, at 6:00 p.m.

**Recreation**

Meetings have been suspended until August 15<sup>th</sup>. The mayor feels that they should continue to hold scheduled meetings. Further exploration is needed on their charter.

Next meeting will be August 15, 2018, at 7:00 p.m.



**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**BPA**

They met on the 19<sup>th</sup> and received proposal for street repairs that are needed from water breaks and repairs.. The Leak Detector will be in next week.

Next meeting will be April 2, 2018, at 7:30 p.m.

**Park**

Open invitation to attend the next meeting on April 5<sup>th</sup> for discussion for further planning of the centennial picnic.

Next meeting will be April 5, 2018, at 7:00 p.m.

**Zoning**

Next meeting will be March 28, 2018 at 6:30 p.m. If needed.

**Old/New Business**

Dumpster Days April 13& 14

Dennis Burdue asked about the Annis Rd street sign, being taken care of.

**Adjournment**

There being no further business, Robert James moved to adjourn. Jed Willis seconded. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held April 9, 2018

**Regular Council Meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	A
Council Member	
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	A
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	A

Council member Jeri Leigh Siss is on a business trip. David Troike moved to excuse council member Siss from tonight's meeting, seconded by Robert James. The roll was called with all in favor.

The minutes from 3/26/2018 were submitted for approval. Dennis Burdue moved to approve the minutes, Jed Willis seconded. The roll was called with all in favor.

**Visitors**

Dave Faight (SABPA Chair), Kenny & Judy Fultz (resident), Mark Leshinski (resident)

The Fultz's of 210 Charles St discussed their concerns regarding the drainage problem that they have been experiencing. The mayor had looked at the catch basin nearest their property and suggested that it be cleaned. Council recommended calling Reliable to come and clean the basin.

Mark Leshinski asked if there was any money budgeted for cleaning ditches & drains for this year. The mayor said yes and it will be discussed further in his report.

**Mayor's Report**

Demolition Application - Dave Troike moved to accept the demolition application form, seconded by Jed Willis. The roll was called with all in favor.

2020 Census Materials were received and the mayor asked for volunteers to help collect information. No volunteers at this time.

Bid for storm drain cleaning from National Hydro Excavation, LLC, DBA/ Reliable Drain was submitted to

Bid for Storm Drains - 3 proposals were given from National Hydro Excavation to clean storm drains.

- So. Lake St east side, 35 basins \$5,995.00
  - Maintenance schedule east end of Main St. \$4,975.00
  - Maintenance schedule west end of Main St. \$5,525.00
- Total \$16,495.00

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Mayor Leshinski stated that for East and West Main St, state highway funds may be used, the general fund would be used for So. Lake St.

Council member Troike inquired, “why was council discussing this when it is a utility and it should be up to the SABPA, according to O.R.C.” David Troike moved to transfer the aforementioned proposal for storm drain cleaning to the SABPA. Council member James asked, “I thought we were waiting on the account to be set up before transferring?” Troike said, “I agree, I thought it was set up, what’s the hold up.” James stated, “We just voted on it last meeting.” Mayor Leshinski stated that because it was an Enterprise Fund, approval has to come from the state auditor and it takes time. Further discussion was had with Council member James stating that we needed to move ahead on some projects because of the adverse effect to the residents. Council member Troike felt that we should wait. Council member Burdue felt that we should continue doing business as usual until the fund is activated and go ahead with the listed projects to include Charles St. Council member Troike rescinded his motion to transfer the proposal of drain cleaning over to the SABPA.

Robert James moved to accept the bid with the inclusion of Charles St. being done first, seconded by Jed Willis. The roll was called with all in favor.

First Responder Proclamations – Mayor read the proclamation that was given to the Fire and Police Departments, gift baskets were given from the Alcohol & Drug Addiction Service Board to thank them for their work to fight against the increasing opioid epidemic.

**Law Director Report**

**Fiscal Officer Report**

Payment Listing 3/26 -4/6/2018

Bank Reconciliation for March

Robert James made a motion to acknowledge the receipt of the financial reports. Jed Willis seconded. Roll was called with all in favor.

Fiscal officer had UAN Payroll Training in Columbus today.

Records Retention meeting postponed until May 14 at 7 p.m. due to absence of law director and impending training of fiscal office and records clerk.

**Ordinance**

First reading – **Ordinance 1572-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE WIDE OPEN WEST CLEVELAND, LLC. (“WOW”), AND DECLARING AN EMERGENCY.**

David Troike moved to accept ordinance 1572-18, seconded by Dennis Burdue. Discussion was held, with member Robert James asked to see the contract specifications. Council members had not received a copy of the current contract. The motion was rescinded by David Troike due to incomplete information, seconded by Dennis Burdue.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**First reading – Ordinance 1573-18 AN ORDINANCE AUTHORIZING SALARY CHANGES FOR DENNIS HEVENER AND JEANNE MASCHARI EFFECTIVE JANUARY 1, 2018, AND DECLARING AN EMERGENCY.**

Dennis Burdue moved to suspend the rules and pass Ordinance 1573-18 as an emergency on its first reading. Robert James seconded the motion. Roll was called three times with all in favor.

**Resolutions**

**Committees:**

**Service**

New service worker was hired and started today. Council member Troike asked if the new hire could come to a meeting to introduce himself.

Mayor went to Transportation Day at the County Garage - they will have an ice & snow simulator at the county garage for service workers train on ice & snow removal. While attending, talked with Pete Zwick and he is suppose to be getting the MS4 info to us.

Service department is working on preventative maintenance for the trucks.

**Bldg. & Grounds**

Council member James would like the BPA building started, ask Safebuilt for a scope of work. Are we able to do a design build?

Mark Leshinski asked about the generator project, the mayor stated the FD grant generator will not be done this year.

**Info/Tech**

Next meeting will be May 2 at 7 p.m.

**Ordinance**

At the next meeting they will be discussing BPA, Cemetery & WOW.  
Next meeting will be April 23, 2018 at 6:30p.m.

**Audit/Finance**

Next audit meeting will be April 17, 2018 at 7 p.m. Finance at 7:45 if needed

**Safety**

**Police**

Looking at different quotes for a vehicle, 2 police attended first aid training for self-aide Tourniquets. A memorandum of understanding was received from the county regarding a new report dispatch system, it will take a few months to install be fully functional.

**Fire**

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**Cemetery**

Cancelled their meeting for April 11<sup>th</sup> because they just had the meeting on the April 6. They will be enforcing the rules. Will be adding an uneven ground sign.

Next meeting will be May 9, 2018, at 6:00 p.m.

**Recreation**

There are 4 more teams, than last year.

Next meeting will be August 15, 2018, at 7:00 p.m.

**BPA**

Next meeting will be May 7, 2018, at 7:30 p.m.

**Park**

The board approved their 2018 budget and submitted to the budget committee. Programming for 2018 includes joint Fitwalks with LCGHD, movie nights and the Centennial Picnic. The picnic will be held on Sunday, July 1, further details will be given after the May 3<sup>rd</sup> meeting.

Next meeting will be May 3, 2018, at 7:00 p.m.

**Zoning**

Next meeting will be April 25, 2018 at 6:30 p.m. If needed.

**Old/New Business**

The latest IRG layout plan was given to council. Council member Troike asked about fire hydrants and police protection for the project. The mayor has not received any further updates on the project specifics.

Mayor Leshinski would like to attend the annual OML (Ohio Municipal League) Annual Conference in June. Robert James moved for the mayor to attend the conference, seconded by Jed Willis.

**Adjournment**

There being no further business, Jed Willis moved to adjourn. Robert James seconded. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held April 23, 2018

**Regular Council Meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member	
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

The minutes from 4/9/2018 were submitted for approval. David Troike moved to approve the minutes, Jed Willis seconded. The roll was called with all in favor.

**Visitors**

Sara Lalonde – Park Bd.

WOW Cable: Michael Kaczmarek & David Rinald

David Faight – SABPA

Residents: Mark Leshinski 592 S. Lake St., Ray Bourdess 605 W. Main, Zoltan Zoltai 374 Annis Rd., Tyler Hyster

Ray Bourdess, stated that he has an ongoing problem with the ditch in the front yard and the blockage is coming from 2 houses east of his (601 W Main), the culvert is blocked up. Council member James clarified that the culvert is the responsibility of the property owner. It was suggested that he first talks with his neighbor at 601 W Main to clean their culvert. The mayor will take a look at the situation.

The WOW representatives were present to check on the contract & franchise fee agreement progress. Council member James states that some wording needed adjusting and the law director will correct it and have the appropriate papers completed for the May 14<sup>th</sup> meeting. One item was that the application fee was a flat rate of \$500.00, up from \$200.00. Tonight we will be voting on an ordinance to allow the mayor to enter into a contract with WOW, so that work can begin (see Ordinance #1572-18). MPN from Michigan is the tree trimming service that will begin next week. The fiscal officer stated that we need a W9 statement from MPN. Flaggers will be needed on Main St, North & South Lake, South Quarry and Russia Rd.

Mark Leshinski inquired about a building permit in order to erect a fence on his property. The mayor stated that he would need to have a drawing of his property with existing structures and the placement of the proposed fence. When this is done, the zoning inspector would verify if it is acceptable. The records clerk gave Mr. Leshinski the permit application.

**Mayor's Report**

Council Agendas & minutes are posted on the village website from 1/8/2018 to present.

## RECORD OF PROCEEDINGS

### Minutes of Village of South Amherst Meeting

OML Annual Conference - Mayor Leshinski asked to rescind the request from the OML Annual Conference and be allowed to attend the OML Mayors conference.

Jed Willis moved to allow the Mayor to attend the OML Mayor's Conference instead of the OML Annual Conference, the motion was seconded by Jerri Leigh Siss.

The roll was called with all in favor.

Storm Water meeting reps from the county will be here to discuss projects tomorrow, 4/24 at 9 a.m.

Church St – proposal from Reliable to clean storm drains signed for \$22,655.00, was reduced to \$16,500.00 if the other 3 jobs were accepted, Charles St cleaning would also be done. The mayor had given his approval and signed the contract (see attachment). The fiscal officer wanted to clarify that contracts cannot be signed until there is council approval and money is appropriated for expenditures.

Lorain County General Health District has notified us that fees for public disposal of waste will be increasing. The next meeting regarding that will be on May 9, 2018.

The Ohio Secretary of State would like the village to post on our website a link to information regarding Issue I – Proposed Constitutional Amendment - Creates a bipartisan, public process for drawing congressional districts.

IRG/Quarry Project – received a letter from the law office of Calfee Halter & Griswold LLP (representing Lorain County in the IRG development) that a billing statement of services was sent to the county for \$1341.30. No other information was received.

2 letters of intent were received to fill the vacant council seat. They were submitted by Zoltan Zoltai and Tyler Hyster. The mayor opened the floor for questions and answers.

At 7:58 p.m. Robert James moved to go into executive session to discuss the 2 candidates for the vacant council seat. A second was made by Jeri Leigh Siss.

The roll was called with all in favor. Visitors were asked to leave the council chambers, along with the fiscal officer, records clerk and law director. Those staying in chambers for executive session were as follows: Mayor David Leshinski, Council members: Dennis Burdue, Robert James, Jeri Leigh Siss, David Troike and Jed Willis. After some discussion, Law Director Michelle Nedwick was asked to return to council chambers.

8:15 p.m. executive session ended and the regular council meeting continued.

#### **Law Director Report**

#### **Fiscal Officer Report**

Payment Listing 4/7/18 – 4/23/18

Management Reports

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

Robert James moved to accept the Management Reports, seconded by Jed Willis. The roll was called with all in favor.

LGS (Local Government Services) – Storm Water Management Enterprise Fund is approved, how much does council want transferred from general fund to this account. The mayor said there was a proposal from Bramhall Engineering to do a study on storm management to determine the fees that should be charged to the customer, their proposal is \$9000.00. Council member Troike restated about the seed the money that was promised to SABPA of \$20,000.00 last December. The mayor stated that was rescinded and that at the last meeting council voted to keep things as they are until the Storm Water Management Fund was in full affect. That was also why he signed the contract with Reliable. Fiscal officer asked for guidance on how much to appropriate because the Reliable and Bramhall contracts are at \$25,500.00. It was stated that there is \$1000.00 that was budgeted under State Highway. The fiscal officer will come back with an amount for the next meeting after looking at all the projects for the remainder of the year.

**Ordinance**

First reading – **Ordinance 1572-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE WIDE OPEN WEST CLEVELAND, LLC. (“WOW”), AND DECLARING AN EMERGENCY.**

Jed Willis moved to suspend the rules and pass Ordinance 1572-18 as an emergency on its first reading. Robert James seconded the motion. Roll was called three times with all approving each time.

First reading – **Ordinance 1574-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH DIXON ENGINEERING, INC. FOR INSPECTION SERVICES FOR THE 100,000 GALLON DOUBLE ELLIPSE ELEVATED TANK, AND DECLARING AN EMERGENCY.**

Dennis Burdue moved to suspend the rules and pass Ordinance 1574-18 as an emergency on its first reading. David Troike seconded the motion. Roll was called three times with all approving each time.

First reading – **Ordinance 1575 -18 ORDINANCE AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS FOR THE AUTOMATIC METER READING & METER REPLACEMENT PROGRAM, AND DECLARING AN EMERGENCY.**

Discussion was held because Tyler Hyster wanted to know why the village was spending the money on new meters. Council members reiterated what has been discussed in previous meetings and justified the update.

Jed Willis moved to suspend the rules and pass Ordinance 1575-18 as an emergency on its first reading. Robert James seconded the motion. Roll was called three times with all approving each time.

**Resolutions**



# RECORD OF PROCEEDINGS

## Minutes of Village of South Amherst Meeting

### **Committees:**

#### **Service**

New employee is working out well in the Service Department. Will be at a future meeting in order to meet the council.

#### **Bldg. & Grounds**

Fire Dept. generator – contacted Electrical Accent, FD lost out on the grant, they will try next year. Council member stated that seeing the SAFD lost out on the grant, which we need to get the current generator fixed.

Council member James would like bids started on BPA building, was SAFEbuilt asked to do a scope. The mayor said not as of yet. Council member Troike said the BPA tabled it. The mayor and council member James both agreed that it was never formally tabled at a SABPA meeting. Council member Troike said that the building was never discussed in a council meeting. Council member James insisted it was. Discussion of the proposed new SABPA building was found and read from the council meeting minutes of February 26, 2018:

*“Would like to replace the water plant building with a new structure approximately 24 x 30, village should possibly put some money towards the project to make the service building larger in order to meet future needs, just not current needs. Mayor Leshinski feels that public service buildings should be in one location, various council members agreed with this opinion and for the building not to be built separately. Having the water department attached to the village garage would make it more secure and it would be inside a locked fence, which should negate the BPA’s safety concern of it being close to the bars.”*

#### **Info/Tech**

Next meeting will be May 2 at 7 p.m.

#### **Ordinance**

Next meeting will be May 7, 2018 at 6:30p.m.

#### **Audit/Finance**

Next audit meeting will be May 15, 2018 at 7 p.m. Finance at 7:30. Council member Willis reported that they are a little behind on their committee audit being done, due to waiting on the state audit to be completed. The committee has completed January and February. At our next meeting we will complete the March – April audit.

#### **Safety**

##### **Police**

Cruiser 222 will be having its brakes and rotors replaced, cruiser 250 will have a tire checked for a slow leak. When the weather breaks, both cars will be getting a thorough cleaning. Requesting that exterior water spigot be turned on.

## RECORD OF PROCEEDINGS

### Minutes of Village of South Amherst Meeting

Contacted VASU for an estimate on installing equipment for an SUV, waiting on correct proposal. Some council members would still like the chief to further research a car vs SUV for their next patrol vehicle.

Meeting with the staff at SAMS to start training inside the school for Active Shooter Response, Building and Room Searches and Barricaded subject. This will assist all officers in dealing with situations that may arise either at schools, businesses or residents. The chief has been given permission by the Cleveland Clinic Police to do training at their facility at the old Playhouse Theatre in Cleveland for the above stated scenarios.

Officers were trained this past week on the new Lorain County Jail procedure for booking prisoners using the new full body scan device. This procedure begins in May.

#### **Fire**

#### **Cemetery**

The mayor asked the ordinance committee to please review the changes to the cemetery rules ordinance prior to the next ordinance meeting, so that it may be completed.

Next meeting will be May 9, 2018, at 6:00 p.m.

#### **Recreation**

Hotstove registrations are closed, Tball registration is open until June 1.

Next meeting will be August 15, 2018, at 7:00 p.m.

#### **BPA**

Next meeting will be May 7, 2018, at 7:30 p.m.

#### **Park**

First Fitwalk of the season is this Wednesday at 7 p.m. Promotional flyers for all park events are being posted around the village.

Sara Lalonde asked the council for approval for the park board to proceed with a video grant proposal for a new playground. Secondly, that if that grant would be approved and outside funding cannot be found to cover the construction/installation cost of approximately \$5000.00 that the village would cover the cost and the contractor's permit be waived. Lastly, that if there are outside donors that a thank you sign be posted at the playground for at least 5 years. Council member Burdue asked how donor money would be accounted for. The park board stated that The Friends of South Amherst Community Park is in the process of being established, which will be a separate entity from the village and donations would go through them.

Jeri Leigh Siss moved to approve the park board proceeding with the video playground grant proposal, cover the construction costs if below \$5000.00, waive contractor's fee and approve for a donor sign to be placed at the playground. Seconded by David Troike.

Next meeting will be May 3, 2018, at 7:00 p.m.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**Zoning**

At this time there is no pending business, so the next meeting will be May 23.  
Next meeting will be May 23, 2018 at 6:30 p.m. If needed.

**Old/New Business**

Resident Sara Lalonde asked for clarification on the Church Street project and when will they repave the road in front of her house. The mayor stated, “ the work will go to the catch basin that separates the property between the church and the first adjoining residence. The break in front of Ms. Lalonde’s house will be paved when the break on Annis Rd. and other areas are repaved.”

Council member Burdue inquired about when the signs for recognizing the Class F baseball championship will be completed. Mayor Leshinski is working on it and wants to post them at the ball fields and get rid of the ones at the entrances to the town. Comments of council and the visitors was that it should be on the entrances to the village. The mayor is waiting to see how much money we will get from the recycle grant.

Memorial Day speaker is still needed and we need volunteers for the Military Honor Guard. At this time we have 3 volunteers, council member James said he would help if needed. Council member Burdue thought resident Charlie Gohr would be a good speaker.

**Adjournment**

There being no further business, Jed Willis moved to adjourn. Jeri Leigh Siss seconded.  
Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

Held May 14, 2018

**Regular Council Meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	A
Council Member Jeri Leigh Siss	P
Council Member	
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

Jed Willis made a motion to excuse council member Burdue due to a family matter. Seconded by David Troike. The roll was called with all in favor.

The minutes from 4/23/2018 were submitted for approval. Robert James moved to approve the minutes, Jed Willis seconded. The roll was called with all in favor.

**Visitors**

Residents: Mark Leshinski 592 S. Lake St., Zoltan Zoltai 374 Annis Rd  
Service Department: John Hrdlicka – new employee, introduced himself to council.  
Fire Chief Al Schmitz

Lorain County Development – Dan Romancak & Mark Ruffner presented a short program on Stormwater Utility and explained what the program could do for the village.

- Establish a dedicated funding source
- Meet EPA requirements for pollution
- Drainage improvements and flood prevention
- Consulting engineering
- Council member Siss asked if this is something just the council votes on or does it go before the voters. The mayor stated that, “We would have an ordinance with 3 readings, plus a public hearing.”
- The rate that would be assessed to each homeowner would be approximately \$32.00 for every 6000 sq. ft. of impervious surface.
- Mark Leshinski wanted to know the process needed to go through to get a ditch cleaned. Mr. Romanack stated there are numerous ways and one of the ways for a resident would be by going to the County Commissioners.
- Next step is to have the law director contact LCD to review the legalities that need to be in place in order to proceed with a contract between the two entities.

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

**Mayor's Report**

Village garage

- ITAP will provide a scope of work for a building 24 x 32, single door. Council member James stated it needs to have a bathroom, OSHA requirement, plumbed with a holding tank.

**Law Director Report**

Six ordinances prepared. 929.06 revised ordinance for telecommunications right of way was added.

**Fiscal Officer Report**

Payment Listing 4/7/18 – 4/23/18

Bank Reconciliation – April

Jed Willis made a motion to acknowledge the receipt of the payment listing and bank reconciliation. Jeri Leigh Siss seconded. Roll was called with all in favor.

**Reappropriation**

- Council member James was in opposition of the SABPA training increase of \$900.00. James attends the SABPA meetings as the council liaison. He stated that, “the SABPA wants to send both SABPA employees (clerk and operator) to a multiday training on backflow for a cost of \$1400.00. The clerk doesn’t need it, so \$700.00 is off the table...the course just explains what a backflow is. The operator would only be able to inspect “municipal buildings.” James went on to state that he did not feel it was appropriate for the operator who is hired to repair the backflow, to be the one to inspect it.
- Council member Troike ~~questioned where the \$1400.00 amount for this training came from, he had only seen an amount of \$824.00 for the MS4 training which is good for 5 years. James stated, “the \$1400.00 amount came from the SABPA minutes, where it was approved by Dean Nichols for both SABPA employees to attend the backflow training for \$700.00 per person.”~~ said, *“I don’t see the \$1400.00 that you’re talking about.” Robert James, “it was already included at the water board meeting.” David Troike said, “I see an increase in training of \$900.00.” James, “It’s to cover Jeanne.” Troike, “No, it’s not to cover Jeanne. It’s for the stormwater MS4 inspection training which is \$824.00, she sent an email out to council members. James, “Yes, she include that in the minutes of the water board, she included \$1400.00 for her and Dennis and it was approved by Dean Nichols.” Troike, “That might be for what you’re talking about, but I’m asking about this \$900.00 that we are increasing it by, is that not for the MS4 inspector training that will last 5 years?” Mayor and Robert James both stated that no it was not for the MS4 and it never came up in the water board meeting. (corrected 5/29/2018)*
- Further discussion was had on whether the council could dictate who could go for training. Council member Troike said, “We can’t dictate what they (SABPA) do with their employees, but we can control the money. So, if we don’t want to give them additional money for training, than we don’t approve the training appropriation.”

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

Robert James made a motion to accept the reappropriation of funds minus the SABPA training increase of \$900.00. Seconded by Jed Willis. The roll was called with all in favor.

Jed Willis made a motion to approve then & now payment of road salt. Seconded by Robert James. The roll was called with all in favor.

Aflac Insurance – anyone who receives a regularly scheduled paycheck, may receive this self-paid benefit. David Troike made a motion to offer the Aflac Insurance Benefit. Seconded by Robert James. The roll was called with all in favor.

Budget for 2019 is in the planning stages. If you have a “wish” please contact the fiscal officer.  
- 2 suggestions were the HVAC for townhall and painting the roof of townhall.

**Ordinances**

First reading – **Ordinance #1576-18 ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH BRAMHALL ENGINEERING & SURVEYING CO. FOR PREPARATION OF BIDDING DOCUMENTS AND CONTRACT DOCUMENTS FOR THE AUTOMATIC METER READING & METER REPLACEMENT PROGRAM, AND DECLARING AN EMERGENCY.**

David Troike made a motion to suspend the rules and pass Ordinance #1576-18 as an emergency on its first reading. Jeri Leigh Siss seconded the motion. Roll was called three times with all approving each time.

First reading – **Ordinance #1577-18 ORDINANCE AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS FOR THE LEONARD ST. WATERMAIN REPLACEMENT PROGRAM, AND DECLARING AN EMERGENCY.**

David Troike made a motion to suspend the rules and pass Ordinance #1577-18 as an emergency on its first reading. Jeri Leigh Siss seconded the motion. Roll was called three times with all approving each time.

First reading – **Ordinance #1578-18 ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH BRAMHALL ENGINEERING & SURVEYING CO. FOR PROFESSIONAL ENGINEERING AND SURVEYING SERVICES FOR THE LEONARD STREET WATERMAIN REPLACEMENT PROGRAM, AND DECLARING AN EMERGENCY.**

Jed Willis made a motion to suspend the rules and pass Ordinance #1578-18 as an emergency on its first reading. Robert James seconded the motion. Roll was called three times with all approving each time.

First reading – **Ordinance #1579-18 AN ORDINANCE ADOPTING THE REVISED BOARD OF CEMETERY TRUSTEES BYLAWS AND REGULATIONS AND DECLARING AN EMERGENCY.**

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Robert James made a motion to suspend the rules and pass Ordinance #1579-18 as an emergency on its first reading. Jed Willis seconded the motion. Roll was called three times with all approving each time.

First reading – **Ordinance #1580-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH DIGGERS OF OHIO, LLC., FOR THE OPENING AND CLOSING OF GRAVES IN EVERGREEN CEMETERY.**

First Reading - **Ordinance #1581-18 AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 929.07 AND ENACTING NRE SOUTH AMHERST CODIFIED ORDINANCE SECTION 929.07, AND DECLARING AN EMERGENCY.**

Robert James made a motion to suspend the rules and pass Ordinance #1581-18 as an emergency on its first reading. Jed Williss seconded the motion. Roll was called three times with all approving each time.

**Resolutions**

**Committees:**

**Service**

Tractor is being serviced.

Jeri Leigh Siss commented on the number of properties with overgrown grass. Our noxious weed ordinance states the grass has to be 12” in height. Neighboring communities on the average is 8”, with the lowest being 6”. Robert James suggested that it goes back to ordinance committee.

**Bldg. & Grounds**

**Info/Tech**

Next meeting will be June 6 at 7 p.m.

**Ordinance**

An ordinance for Memorandum of Understanding with Lorain County Development regarding the Stormwater Utility for the May 29<sup>th</sup> meeting.

Other items of discussion will be fees, SABPA ordinance changes, SAFD officers and Safebuilt contract.

Next meeting will be May 29, 2018 at 6:30 p.m.

**Audit/Finance**

Next audit meeting will be May 15, 2018 at 7 p.m. Finance at 7:30.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**Safety**

**Police**

SUV purchase should be made toward the end of the year, with the outfitting being done at the beginning of 2019 to ease budget.

**Fire**

March total incident count was 27.

April total incident count was 21.

Any hydrants that are being replaced, the FD is paying for the storz connections. Amherst Twp. will be covering the cost for their hydrants. The chief will be contacting the other townships in the fire district regarding the storz connections.

Ordinance change to the number of officers – would like to increase from 4 Leutinants to 6. They may not be used but would like to have the option avialable if we can get a daytime officer. Currently, the FD is under budget on payroll and the increase in officer pay could be covered in the current budget.

Engine 108 repair was on the switch and generator rebuild to cost was \$4300.00.

Fire Chief Schmitz requested a Safety committee meeting for June 6 at 6:30 p.m. to discuss possible levy and engine 102.

**Cemetery**

Next meeting will be June 13, 2018, at 6:00 p.m.

**Recreation**

Season is underway. Council member Willis suggested calling Lorian County Hotsove to request a copy of the charter.

Next meeting will be August 15, 2018, at 7:00 p.m.

**BPA**

Hardware for the meter in the watertower is malfunctioning. This is the second time it has been replaced.

Will be replacing waterline on Church St.

Next meeting will be May 21, 2018, at 7:30 p.m.

**Park**

Students from SAMS National Junior Honor Society volunteered 3 hours on May 5<sup>th</sup> to help spruce up the park.

Next meeting will be June 7, 2018 at 6:30 p.m.



**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**Zoning**

Next meeting will be May 23, 2018 at 6:30 p.m. If needed.

**Old/New Business**

Memorial Day Parade

- Still working on a guest speaker..
- Still need honor guard volunteers.

Council member Jed Willis inquired about the vacant council seat. Law Director sated that she still needed to talk with the mayor regarding some ethical questions. Council member James stated a resident had inquired and would be submitting his resume this week.

**Adjournment**

There being no further business, David Troike moved to adjourn. Jeri Leigh Siss seconded. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held May 29, 2018

**Regular Council Meeting**

7:33 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member	
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

The minutes from 5/14/2018 were submitted for approval. David Troike moved to approve the minutes with correction, Robert James seconded. The roll was called with 4 in favor and 1 abstention.

**Records Clerk**

Jed Willis move to accept adoption of agenda, point of order and visitor acknowledgment during council meetings. Seconded by Robert James. (Attachment A)

**Visitors**

Residents: Mark Leshinski 592 S. Lake St., Stuart Jones 248 S. Lake St.  
SABPA Chair: David Faight

Aflac Insurance representatives: Michael Marcucci and Amber presented a short program regarding various supplemental insurance programs that could be available to village personnel, as long as 3 members signup.

**Mayor's Report**

Records Retention Committee met on 5/14, next meeting will be October 8, 2018 at 7 p.m.

Memorandum of Understanding with Lorain County Development regarding the Stormwater was distributed for council to review prior to the June 11, 2018 council meeting.

Attended the 8<sup>th</sup> grade bridging ceremony at SAMS.

**Law Director Report**

**Fiscal Officer Report**

Payment Listing 5/14 – 5/29

Revenue, Fund, Appropriation Summaries

Robert James move to accept the payment listing and financial summaries. Seconded by Jed Willis. The roll was called with all in favor.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Approval of transfer from General Fund to Street Dept. for expenses dated 5/15/18, regarding storm sewer work. Jed Willis moved to accept the transfer of money, seconded by Robert James. The roll was called with all in favor.

2019 Tax Budget Public Hearing will be July 9, 2018 at 7 p.m.

Board and committee liaisons please let them know that wish list need to be in by June 8. A finance meeting will be held on June 12 at 7 p.m. to discuss the 2019 tax budget.

**Ordinances**

Second reading Ordinance No. 1580-18 – **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH DIGGERS OF OHIO, LLC., FOR THE OPENING AND CLOSING OF GRAVES IN EVERGREEN CEMETERY.**

**Resolutions**

**Committees:**

**Service**

Service Dept. employees completed pesticide training.

Clarification was made that the village is responsible for mowing the berms of yards and around fire hydrants, anything that is considered the road right of way.

**Bldg. & Grounds**

**Info/Tech**

Next meeting will be June 6 at 7 p.m.

**Ordinance**

Discussion was held on Noxious Weed Ordinance No. 521-12. Currently, if the grass is 12” or higher, the property owner is in violation. Council member Siss researched surrounding communities and the majority had 8” or higher are in violation. A revision to the ordinance will be further discussed at the next ordinance committee meeting.

Other issues of concern for the next committee meeting are:

- Penalty for construction prior to building permit approval, 4 times the permit fee.
- Clarify zoning vs building.

Robert James move to restructure fire department officers; 6 lieutenants, 2 captains, no engineer. Jeri Leigh Siss seconded. The roll was called with all in favor.

Next meeting will be June 11, 2018 at 6:30p.m.

**Audit/Finance**

Next audit meeting will be June 19, 2018 at 7 p.m.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**Safety**

Both safety departments participated in the Memorial Day parade.

**Police**

**Fire**

**Cemetery**

SAMS 8<sup>th</sup> grade students did their annual community service by picking up trash, straighten stones, etc.

Mayor Leshinski stated that the mowers are not mowing every section, every time that they come. Contracts states that they are to mow the whole cemetery.

Council member Burdue suggested that trees should be groomed on the path walking up to the memorial garden.

Next meeting will be June 13, 2018, at 6:00 p.m.

**Recreation**

The records clerk attempted to contact Lorain County Hotstove regarding the “village” charter and was unsuccessful. The clerk had talked with the Elyria community rep and was informed that there are no actual individual charters, each community runs under the county charter. Discussion was held by council that the rec board does not want to do anything besides baseball/softball, they are not interested in putting together other activities. The fiscal officer inquired about what would be done to the budget if there was no rec board. Council member Willis said that would be a starting point, to ask the county auditor what steps would be taken if the board would be dissolved.

Next meeting will be August 15, 2018, at 7:00 p.m.

**BPA**

Chlorinator is not being fired up right away, the range is good.

Estimated water bills last month because operator had too many projects.

Sending 2 employees to training that council had discussed and did not approve.

Mayor Leshinski attended a meeting that discussed future funding/project

- Annis Rd North resurfacing and water main.
- Council member Burdue inquired how long before the Annis Rd S project would be paid off. Fiscal officer Michelle Henke confirmed that the Annis Rd project has been paid off.

Next meeting will be June 4, 2018, at 7:00 p.m.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**Park**

South Amherst American Legion Post #197 donated money for electric to be installed at the pavilion. Electrical Accents would do the electrical work and Diggers of Ohio, LLC has donated the trenching. David Troike move to have electric installed at the pavilion, seconded by Dennis Burdue. The roll was called with all in favor.

Next meeting will be June 7, 2018 at 6:30 p.m.

**Zoning**

Next meeting will be May 23, 2018 at 6:30 p.m. If needed.

**Old/New Business**

Mayor Leshinski received 2 more letters regarding the council vacancy from resident Steve Schroer and Stuart Jones.

Robert James move to go into executive session to discuss the applicants for the vacant council seat and to reconvene in Open Session. 8:39 p.m.

Open session was reconvened at 8:55 p.m.

Robert James move to accept Stuart Jones for the vacant council seat. Seconded by Dennis Burdue. The roll was called with all in favor.

Mayor Leshinski will notify the other 3 candidates by mail that the position has been filled.

Council member Burdue asked that the obstructed culvert on Annis Rd between the Flemming and Creamins residence be looked at. He was approached by a resident regarding the drainage.

**Adjournment**

There being no further business, Jed Willis move to adjourn. Jeri Leigh Siss seconded. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

# RECORD OF PROCEEDINGS

## Minutes of Village of South Amherst Meeting

(Attachment A)

### Adoption of the Agenda

The agenda alone with any amendments must be approved by motion.

The meeting should begin with the consideration of the agenda. The mayor will ask if any of the council members have additional matters that should be placed on the agenda. If council has decided that the agenda is to be strictly adhered to, the mayor should call for a motion to adopt the agenda. Otherwise, the agenda should be accepted as presented or amended.

The agenda forms part of the minutes and must be retained in the minute book. All items on the agenda become property of the meeting. Any change to the adopted agenda must be made by motion of council.

### Point of Order

This motion permits a council member or ex officio member to draw the chair's attention to what they believe to be an error in procedure or a lack of decorum. A member rising on a point of order does not need to wait for recognition from the chair.

The member will say:

"I rise to a point of order;" or "Point of order."

The chair should recognize the member or ex officio member who then states the point of order such as:

"The motion just proposed is out of order because there is already a main motion before the council."

"Lack of decorum or unrelated discussion to the topic."

The chair then rules as to whether the point is well taken. Unless the presiding officer's ruling is challenged, the decision will stand.

A point of order can interrupt another speaker, does not require a seconder, is not debatable, is not amendable, and cannot be reconsidered.

### Visitor Acknowledgment

Visitors have time at the start of the meeting to state their business before council.

Throughout the meeting a visitor MUST be recognized by the chair/mayor before commenting.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held June 11, 2018

**Regular Council Meeting**

7:34 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	A
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

Council member David Troike absent due to a death in the family. Dennis Burdue move to excuse David Troike from the council meeting. Seconded by Jeri Leigh Siss.

Acceptance of the agenda for 6/11/2018. Robert James move to accept agenda. Dennis Burdue seconded. The roll was called with all in favor.

The minutes from 5/29/2018 were submitted for approval. Dennis Burdue moved to approve the minutes, Robert James seconded. The roll was called with all in favor.

**Visitors**

Residents: Minnie & James Gayheart 213 Oakdale Dr., Zoltan Zoltai 374 Annis Rd.

SABPA Chair: David Faight

The Gayheart's have a problem with the drain in front of their house. Mayor Leshinski has been there twice and cannot figure out the problem after probing and feels that it needs to be excavated. Council member Burdue asked for clarification of how long the problem has been going on and the fence around the drain has been there. The Gayheart's stated that it has been just over 2 years. Council wants to see the Service Dept. at 213 Oakdale Dr. on Wednesday, 6/13 resolving the issue.

**Mayor's Report**

Records Clerk Training in Dublin 7/17

Letter sent regarding culvert/tile on Annis Rd. it needs to be replaced or removed.

Memorandum of Understanding with Lorain County Development regarding the Stormwater Utility - Mayor wants it reviewed by the ordinance committee

OML Mayor's Conference 6/13-15

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

IRG/Quarry project update – final site improvement plans have been received. No date of groundbreaking at this time.

The Mayor's son, Mark Leshinski to attend the Firelands School Board meeting to hear if they are voting on the TIF for the Quarry Project and to also see if they are voting to place school levy on the November ballot. No groundbreaking date at this time. Discussion was held on if a school building levy was passed what would happen. The mayor stated that there would be a new high school, the former high school would be the middle school with improvements and improvements made to the current elementary. Nothing has been stated of what would become of the South Amherst school property.

Resolution from Senator Manning of Ohio congratulating the village on the centennial of being incorporated..

**Law Director Report**

The law director will be absent for the September 10 meeting.

**Fiscal Officer Report**

Payment Listing 5/29 – 6/11/18

Robert James move to accept the payment listing. Seconded by Jed Willis. The roll was called with all in fa

UAN Payroll update – if you have any questions regarding the changes please see the fiscal officer.

Police cruiser payment schedule – went with a lease because the village can do 2 payments, own it after the second. It is ordered and should have it by the end of August. The lease is through Staewide Muncipal Leasing of Van Wert, Ohio.

2019 Tax budget preparation only received water, cemetery, park budget.

2019 Tax budget public hearing will be July 9, 2018 at 7 p.m.

Jed Willis move to publish Public Hearing for the 2019 Tax Budget. Seconded by Dennis Burdue. Roll was called with all in favor.

**Ordinances**

Third reading Ordinance No. 1580-18 – **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH DIGGERS OF OHIO, LLC., FOR THE OPENING AND CLOSING OF GRAVES IN EVERGREEN CEMETERY.**

Move to accept made by Robert James. Seconded by Jed Willis. Roll was called with all in favor.

**Resolutions**



**RECORD OF PROCEEDINGS**  
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**Committees:**

**Service**

Mayor Leshinski raised the question to council - If a resident has a commercial tree trimming company trim their trees, is the village responsible for chipping/cleaning up the branches the company cut for the resident? Discussion was held with the final consensus being that the village has no legal responsibility but can do it as a courtesy.

Council member Burdue inquired what are the service dept. workers doing for 8 hours a day, he feels the department should be accountable for their time. It was stated that the service department is no longer mowing the cemetery, cleaning storm drains, so why were the roadside berms not mowed prior to Memorial Day. The council was informed that the tractor was in for repair.

**Bldg. & Grounds**

**Info/Tech**

Next meeting will be August 1, 2018 at 7 p.m.

**Ordinance**

Agenda for next committee meeting will be: building/zoning penalties, water, grass & noxious weeds.

Next meeting will be June 25, 2018 at 6:00p.m.

**Audit/Finance**

Next audit meeting will be June 19, 2018 at 7 p.m.

Next finance meeting will be June 12, 2018 at 7 p.m.

**Safety**

**Police**

Have an officer leaving for a full time position at Amherst  
Click it Or Ticket campaign has ended will send in data

**Fire**

18 calls for the month of May.

**Cemetery**

Rules are being enforced for illegal decorations. Decorations that were collected were bagged and are being held up at the block building in the cemetery. If there are any complaints direct them to Cemetery Board meetings which are held the second Wednesdays of the month.

Next meeting will be June 13, 2018, at 6:00 p.m.

**Recreation**

Tball registration is officially closed.

Next meeting will be August 15, 2018, at 7:00 p.m.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**BPA**

Round 33 Issue 1 money will be used for Annis Rd resurfacing and storm.

Dave Faight had a ruling from the Ohio Ethics Commission regarding conflict of interest with family members and he asked for the Village of South Amherst Law Director to give her opinion on the ruling. Law Director, Michelle Nedwick stated that, "even though it is not a technical violation you may want to abstain from voting on pay raises for the son in-law, people may perceive a violation. There is not a conflict because he does not live in the same household."

Next meeting will be June 18, 2018, at 7:30 p.m.

**Park**

Fitwalk 3 people

Movie night 8 people

Would like to have no more dumping

Next meeting will be July 5, 2018 at 6:30 p.m.

Centennial Picnic, Sunday July 1 – volunteers from council to help the day of the picnic would be appreciated. Final planning meeting will be June 21, at 7 p.m. at the park.

**Zoning**

Next meeting will be June 27, 2018 at 6:30 p.m. If needed.

**Old/New Business**

Council member Burdue was concerned over how commercial mowing companies drop their trailers and block the road. With further discussion and council members agreeing that the mowing companies are being irresponsible with traffic safety, Mayor Leshinski will discuss with the Chief of Police on how to handle.

Historical Society is having a Cruise-In car show this Saturday 11-2 at SAMS.

Discussion was held by council regarding the finding for recovery in the Kim Green case. The law director stated that the State Auditor has not made one, they said it is up to the village law director. Next meeting the fiscal officer will have an update on payment. Law director will get more info from fiscal officer about filing. Council members want the money recouped. Certificate of Judgement was filed. ORC 117.28

**Adjournment**

There being no further business, Robert James move to adjourn. Jeri Leigh Siss seconded. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held June 25, 2018

**Regular Council Meeting**

7:34 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

Acceptance of the agenda for 6/25/2018. Jed Willis move to accept agenda. Robert James seconded. The roll was called with all in favor.

The minutes from 6/11/2018 were submitted for approval. Robert James move to approve the minutes, Jed Willis seconded. The roll was called with all in favor.

**Visitors**

Residents: Mark Leshinski 592 S. Lake St., Thomas Pellittieri White Birch Way, Alexandria Sabine, Zoltan Zoltai 374 Annis Rd., SABPA Chair: David Faight

Mark Leshinski presented an invoice for mowing the property of a foreclosed house prior to Memorial Day. Council determined that proper procedure had not been followed with a purchase requisition being filled out before the event occurred and that a private citizen was asked to do the work that the service department employees should have completed. Michelle Henke, Fiscal Officer will contact the State Auditor to verify proper protocol. Michelle Nedwick, Law Director stated, "He can make a moral claim and the council can vote on it at the next meeting." Council agreed with the decision of the law director as long as it was for a reasonable amount.

**Mayor's Report**

Annual Ohio Municipal League Mayor's Conference - 2 interesting topics were active shooter and how township trustees are paid. Trustee salaries are based on carryover from the previous year.

Went to county courthouse rededication as well as our safety forces were well represented.

NOPEC grant will carry over to next year if it is not used.

OML is supporting Bill 68 Theft in Office - to expand the penalties for theft in office

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

**Law Director Report**

Attended the Ordinance meeting. Ordinance 1305 (Building Permits, Fees, & Penalties) & 521 (Noxious Weeds) will be ready next meeting.

**Fiscal Officer Report**

Payment Listing 6/12 – 5/25/2018

Bank Reconciliation the holdup was due to rollover of 3 CD's.

Jed Willis move to accept financial reports. Seconded by Robert James.

Roll was called with all in favor.

Recreation Board / Hot Stove Issue

The following question was asked of our local auditor, Charles E. Harris & Associates, Inc.; if we disband the recreation board, what becomes of the money in the account? Their response was that the money in the account stays in the village account. A separate discussion was held with an officer from the Lorain County Hot Stove Association regarding if there was an actual charter and why the village is still processing the registrations. Their answer was no there are no charters and that from their understanding the reason why Firelands-South Amherst Hot-Stove still has the ties to South Amherst is because no one was willing to step up and take on the responsibility of the processing of registration fees. It was also stated that it would be in the rec board's best interest to separate from the village, then they could get sponsors which would be more advantageous to them. Lastly, the Hot Stove officer felt there should be a dialogue between council and the rec board. Council members want to know why the village is doing all the administration work when no other communities are doing it, Hot Stove organizations are separate from the municipalities. Council would like to have the Recreation Board in for discussion on August 27, 2018 at 7:00 p.m. After further discussion it was decided that council members Jed Willis and Robert James would attend the Recreation Board meeting on August 15, 2018 at 7 p.m.

2019 Tax budget public hearing will be July 9, 2018 at 7 p.m.

**Ordinances**

First reading – **Ordinance #1582-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE LORAIN COUNTY STORM WATER DISTRICT TO BECOME STORM WATER CO-PERMITTEES UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEM PERMIT REGULATIONS OF THE OHIO ENVIRONMENTAL PROTECTION AGENCY, AND DECLARING AN EMERGENCY.**

First reading – **Ordinance # 1583-18 AN ORDINANCE APPOINTING PECK & GAMBISH CPA'S INC., AS INCOME TAX ADMINISTRATOR FOR THE VILLAGE OF SOUTH AMHERST AND FIXING COMPENSATION FOR TERM 1 JULY 2018 THROUGH 30 JUNE 2020, AND DECLARING AN EMERGENCY.**

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Robert James move to suspend the rules and pass as an emergency. Seconded by Jerri Leigh Siss. Roll was called with all in favor. Robert James move to approve Peck & Gambish CPA's contract. Seconded by Jerri Leigh Siss. Roll was called with all in favor.

First reading – **Ordinance #1584-18 AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 141.03 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 141.03, AND DECLARING AN EMERGENCY.** (Re: realignment of officers)

Jed Willis, move to suspend the rules and pass as an emergency Ordinance #1584-18. Seconded by Robert James. Roll was called with all in favor. Jed Willis move to approve the realignment of officers. Roll was called with all in favor.

**Resolutions**

**Committees:**

**Service**

Trying to get caught up from the past 2 weeks. Lost a total of 3 1/12 days due to 2 funerals and employees calling off.

Council member Dennis Burdue wanted to know, "Do we have the workers scheduled for the blow out on the storm drains E Main St & S Lake." The mayor only knew of S. Lake, will investigate E. Main and have the workers scheduled.

Council asked if the call offs were documented? Yes, on employee time sheets.

Council member Dennis Burdue asked about an update on the Annis Rd culvert. A letter was sent, stating they had 10 days for repairs. At this time it has not been done. Burdue wants the culvert taken out by our service department, the ditch needs to be flowing and felt that if there is a penalty, it should be enforced.

**Bldg. & Grounds**

Next meeting will be July 9, 2018 at 6:45 p.m.

**Info/Tech**

Next meeting will be September 5, 2018 at 7 p.m.

**Ordinance**

Water ordinance needs to get completed.

Next meeting will be July 23, 2018 at 6:30p.m.

**Audit/Finance**

Tax budget for 2019 was submitted.

Audit got all through April and half of May. Council member Jed Willis requested not to have the cash receipts stapled prior to audit.

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Next audit meeting will be July 17, 2018 at 7 p.m.

**Safety**

**Police**

Cruiser #223 will be having a fender replaced.  
The traffic light was struck tearing it in half, an officer directed traffic until fixed.  
The department participated in the Lorain County Police & Fire Memorial.  
The new MDT (dispatching system) will be installed this week.  
Officers attended a county training on how to deal with people who are addicted to drugs.

**Fire**

Robert James move to accept Jacob Lawrie and Kyle Urig to position of firefighter effective July 1, 2018 and accept resignation of Auxiliary Firefighter Nathaniel Henceroth. Seconded by Jed Willis. The roll was called with all in favor.

Nathaniel Henceroth resignation was due to accepting a position with Amherst Fire Department.

The chief requested a Safety Committee meeting to discuss equipment and a levy. The meeting has been scheduled for July 25, 2018 at 6 p.m.

**Cemetery**

Next meeting will be July 11, 2018, at 6:00 p.m.

**Recreation**

Tball registration is officially closed.  
Next meeting will be August 15, 2018, at 7:00 p.m.

**BPA**

Bid opening for the Leonard St waterline project consisted of 5 bids. The project was scoped at an estimated cost of \$217,300.00. Northeast Ohio Trenching Services, Warrensville Heights was the best and lowest at \$165,426.00. Bramhall Eng. will double check all the paperwork prior to submitting it to the Ohio Water Development Authority for the loan. OWDA meets mid-July for approval of the loan, then council would pass legislation that the contract was awarded to Northeast Ohio Trenching, which would give us a start date of mid-August. Resident Thomas Pellittieri asked who was the next lowest bid, which was Diggers of Ohio, LLC. Mr. Pellittieri stated, "Diggers would be the best because they have familiarity with the system already.....so, if I put it in I know where everything is at."

A public hearing will be held on July 23, 2018 at 7 p.m. regarding the Lorain County Storm Water District. The notification was requested to be on the next water bill.

Next meeting will be July 2, 2018, at 7:30 p.m.

**RECORD OF PROCEEDINGS**  
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**Park**

The June Fitwalk was attended by 3 people. Weather was definitely a factor in attendance. Movie night was attended by 8 people. Due to weather, the location was moved to council chambers.

The board is requesting that there be no more dumping of wood chips etc. on the northwest corner of the park.

Next meeting will be July 5, 2018 at 7:00 p.m.

Centennial Picnic, Sunday July 1 – volunteers from council to help the day of the picnic would be appreciated. Final planning meeting will be June 21, at 7 p.m. at the park.

**Zoning**

Next meeting will be June 27, 2018 at 6:30 p.m.  
Thomas Rose requesting a building variance.

**Old/New Business**

Kim Greene restitution payment scheduled was distributed to council. Council questioned what the \$9,947.12 amount was for dated on 5/15/2017. The fiscal officer will look into that amount. Michele Henke, Fiscal Officer, stated that she had misspoke at the last meeting and clarified that she had spoken with the state auditor and there cannot be a finding of recovery because the village did not go through the auditor's office but was handled by Bureau of Criminal Investigation. Therefore, it has to go to a civil case and a lien against her property. Michelle Nedwick, Law Director stated, "we did go for a certificate of judgement, ORC section 23902, over a year ago.... If you read the section it acts as a lien, I will double check that it was recorded with the clerk of courts and that they filed with the county recorder. If Kim would sell her house/property this judgement would act like a lien." The law director also stated that in a civil case even if you tried to go with culpability on the husband's part that you still need to have proof. A questions was raised, who monitors the payment plan? Check with the probation department.

213 Oakdale - OOPS came out to mark utility lines, a hose blew on the backhoe, still needs to be completed.

**Adjournment**

There being no further business, David Troike move to adjourn. Dennis Burdue seconded. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held July 9, 2018

**Public Hearing for 2019 Tax Budget**

7:00 p.m. called to order by Mayor David Leshinski.

Present: Fiscal Officer Michelle Henke, Records Clerk Laurie Beran, Council members: Dennis Burdue, Robert James, Stuart Jones, Residents: Andrew Nickels 207 Charles St, Steve Wells 203 Charles St.

Fiscal officer Michelle Henke reviewed the 2019 tax budget (attached) and explained the increase from the past year's budget.

Council member Burdue questioned pg. 5 state shared taxes & permits, why was it almost double? The fiscal officer will have to review and get back to Mr. Burdue.

Resident Steve Wells asked when the storm water would be assessed. Mayor Leshinski replied that it would start in 2019. Mr. Wells, "What are the funds being set aside for?" The mayor replied, "That all money in the Storm Water Enterprise Fund can only be used for storm water projects."

There being no further business, Robert James move to adjourn. Dennis Burdue second. Meeting adjourned.

**Regular Council meeting**

7:33 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	A
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	A
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

Council member Jeri Leigh Siss absent due to a family matter, council member Jed Willis is on vacation. Robert James move to accept absentees, second by David Troike. The roll was called with all in favor.

Acceptance of the agenda for 7/9/2018. Stuart Jones move to accept agenda. Robert James second. The roll was called with all in favor.

The minutes from 6/25/2018 were submitted for approval. Robert James move to approve the minutes, Stuart Jones second. The roll was called with all in favor.

**Visitors**



**RECORD OF PROCEEDINGS**  
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**Mayor's Report**

Letter from Health District – site review for new septic system at 446 Annis Rd, the residents have not applied with the village as of yet.

Natural Resources Assistance Council – was appointed to the council.

Census – another month to do report.

Safebuilt Service Agreement – law director was forwarded a copy and she will review it.

Leonard St speed limit – resident concern. Council suggested that the cops make a presence

Resident concerns of the numerous amount of dump trucks coming through town from the retention pond being excavated in Amherst. ODOT was called to verify truck weights, all trucks passed.

Mayor Leshinski suggested that the village wide garage sale be extended to 3 days. David Troike move to extend the village wide garage sale date from August 10 – 12, 2018. Dennis Burdue second. Roll was called with all in favor.

WOW (cable) Council members reiterated that WOW subcontractors needed to have traffic control on Main St., North & South Lake St, plus Russia Rd. If our police are not available, they need to have provide 2 flaggers of their own. The village is still waiting on the company to send transformer specs before the inspector will approve them.

Village garage scope of work was emailed out to all members for review. Feedback was that there needs to be a man-door on the south side and possibly lighting on the backside of the garage.

The resident at 525 S. Lake St. wanted to know why they don't have a culvert tile and other residents do. Council said that when the road was previously done, driveways, ditches, etc. were put back the way they were originally. If the resident wants a culvert tile put in, they are responsible for it, not the village.

**Law Director Report**

Law Director Michelle Nedwick questioned some wording in the Safebuilt service agreement that she would like changed. The information will be forwarded to Steve Nero, Director of Business Development, Safebuilt.

Wording on building penalty ordinance needs to be clarified specifically #3 (the penalty for starting work without a permit.) Placement of the penalty to go in 1305.01.

**Fiscal Officer Report**

Payment Listing 6/25-7/9/18

Management reports (appropriation status, revenue status, fund balance)

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

Robert James move to accept payment listing and management reports. Dennis Burdue second. The roll was called with all in favor.

Robert James move to accept the 2019 tax budget as presented at the public hearing. Dennis Burdue second. The roll was called with all in favor.

**Ordinances**

Second reading – **Ordinance # 1582-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE LORAIN COUNTY STORM WATER DISTRICT TO BECOME STORM WATER CO-PERMITTEES UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEM PERMIT REGULATIONS OF THE OHIO ENVIRONMENTAL PROTECTION AGENCY, AND DECLARING AN EMERGENCY.**

A public hearing for the Lorain county Storm Water District will be held on Monday, July 23, 2018 at 7 p.m.

First reading – **Ordinance # 1586-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH BRAMHALL ENGINEERING & SURVEYING CO., INC. TO APPLY FOR ISSUE 1, ROUND 33 GRANT/LOAN MONIES FOR THE RECONSTRUCTION OF ANNIS ROAD NORTH AND THE REPLACEMENT OF THE WATER MAIN THEREIN, AND DECLARING AN EMERGENCY**

First reading – **Ordinance #1587-18 AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 521.12 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 521.12, AND DECLARING AN EMERGENCY**

First Reading - **Ordinance # 1588-18 AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 521.14 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 521.14, AND DECLARING AN EMERGENCY**

Council did not have quorum to vote on legislation, there will be special meeting Monday, July 16, 2018 at 6 p.m. to vote on the listed ordinances.

**Resolutions**

**Committees:**

**Service**

Oakdale drainage issue – the service department was out there today and there are 2 drains, one on top of the other.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Council member Dennis Burdue discussed with Dewey Pelton about where the drain goes to from 103 Kenwood, Mr. Pelton said that the drain goes to Main St. The question was raised that when the Main St storm drains were jetted, by chance did the Kenwood drain get plugged? Mayor Leshinski will look into the matter.

**Bldg. & Grounds**

Looking at relocating the military gun that is currently located in front of town hall.

**Info/Tech**

Next meeting will be September 5, 2018 at 7 p.m.

**Ordinance**

Water 921 and updating building ordinances  
Next meeting will be July 23, 2018 at 6:00p.m.

**Audit/Finance**

Next audit meeting will be July 17, 2018 at 7 p.m.

**Safety**

Next meeting will be July 25, 2018 at 6 p.m.  
Due to a conflict the Fire Chief is asking for the meeting to be rescheduled. Committee members decided on Monday August 13, 2018 at 6:30 p.m.

**Police**

Looking to collaborate training with other police departments to reduce cost and receive best opportunities for training. Current training schedule is set through October. Exterior man door has been fixed. Computer system updates have started.

**Fire**

Commended for helping with the Lorain Fire  
28 calls for the month of June

**Cemetery**

Vault company set up at the wrong grave on Tuesday.  
Next meeting will be July 11, 2018, at 6:00 p.m.

**Recreation**

Next meeting will be August 15, 2018, at 7:00 p.m.

**BPA**

Robert James move to accept bid from Northeast Trenching. Seconded by Stuart Jones. The roll was called with all in favor.

Air expansion tank on hot water tanks will need to be installed at the town hall, fire station and village garage.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Mayor Leshinski asked for a motion to go into executive session to discuss a staff issue. Robert James move to go into executive session to discuss the SABPA staff issue and to reconvene in Open Session at 8:55 p.m. Dennis Burdue second. The roll was called with all in favor.

Next meeting will be July 16, 2018, at 7:30 p.m.

**Park**

Saturday, July 14 is the next scheduled Fitwalk and movie night. Feature film is Toy Story 3. The board motioned and approved that the park board is not responsible for posting non-potable water signs, it is the responsibility of the SABPA.

Next meeting will be August 7, 2018 at 7:00 p.m.

Centennial Picnic thankyou to those who attended and who helped out. The board felt it was a successful event with approximately 150 people throughout the day. The weather was extremely hot which was a negative factor but the dunk tank was a huge hit.

**Zoning**

Tom Hauck after many years of service has resigned.  
Seat vacancy has been published.

Next meeting will be July 25, 2018 at 6:30 p.m.

Richard Smith 218 S. Lake St, asking for a variance to redo his front porch.

**Old/New Business**

**Adjournment**

There being no further business, Dennis Burdue move to adjourn. Robert James seconded.  
Meeting adjourned.

Respectfully submitted,

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Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

Held July 16, 2018

**Special Meeting – vote on ordinances**

Called to order at 7:01 p.m.

**The roll was called:**

Council Member Jed Willis	A
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	

**Visitors**

**Ordinances**

First reading - **Ordinance #1585-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH NORTHEAST OHIO TRENCHING SERVICES, INC., SUBJECT TO THE VILLAGE RECEIVING OWDA FUNDING, FOR THE LEONARD STREET WATER LINE REPLACEMENT PROJECT, AND DECLARING AN EMERGENCY.**

Robert James move to suspend the rules and pass as an emergency. Dennis Burdue second. The roll was called with all in favor.

First reading – **Ordinance #1586-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH BRAMHALL ENGINEERING & SURVEYING CO., INC. TO APPLY FOR ISSUE 1, ROUND 33 GRANT/LOAN MONIES FOR THE RECONSTRUCTION OF ANNIS ROAD NORTH AND THE REPLACEMENT OF THE WATER MAIN THEREIN, AND DECLARING AN EMERGENCY.**

Robert James move to suspend the rules and pass as an emergency. Stuart Jones second. The roll was called with all in favor.

First reading – **Ordinance #1587-18 AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 521.12 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 521.12, AND DECLARING AN EMERGENCY.** (Noxious Weeds)

David Troike move to suspend the rules and pass as an emergency. Jerri Leigh Siss second. The roll was called with all in favor.

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

First Reading - **Ordinance # 1588-18**      **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 521.14 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 521.14, AND DECLARING AN EMERGENCY.**      (Abatement of Nuisances)

Jerri Leigh Siss move to suspend the rules and pass as an emergency. Robert James second. The roll was called with all in favor.

**Adjournment**

There being no further business, Robert James moved to adjourn. Dennis Burdue seconded. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held July 23, 2018

**Regular Council meeting**

8:15 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance. (Meeting started late due to the Storm Water Utility Public Hearing)

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	A
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

**Acceptance of agenda July 23, 2018** Robert James move to accept agenda. Seconded by Dennis Burdue. Roll was called with all in favor.

**Approval of minutes July 9, 2018** Stuart Jones move to accept minutes from July 9, 2018. Seconded by Dennis Burdue. Roll was called with all in favor.

**Approval of minutes July 16, 2018** Jeri Leigh Siss move to accept minutes from July 16, 2018. Seconded by Robert James. Roll was called with all in favor.

**Visitors**

Resident – Thomas Pellittieri 107 White Birch Way

**Mayor's Report**

Meeting with IAP Government Services Group on July 24, 2018 at 10 a.m. to review the scope of work for the service garage expansion. A copy of the scope had been emailed to all council members on 7/6/18. At this time a lean-to was not listed in the scope of work. Council member Siss inquired when the SABPA needed to be out of the existing building. Minutes would need to be reviewed to see if a date was specified.

Annis Rd culvert – letter sent to the property owner. A contractor called today and said that the culvert would be replaced with in the next 2 weeks.

Oakdale storm drain work completed

**Law Director Report**

**Fiscal Officer Report**

Payment listing July 9 – July 23, 2018

June reconciliation

Jed Willis move to accept the payment listing. Seconded by Jeri Leigh Siss. Roll was called with all in favor.

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

**Ordinances**

Third reading – **Ordinance # 1582-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE LORAIN COUNTY STORM WATER DISTRICT TO BECOME STORM WATER CO-PERMITTEES UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEM PERMIT REGULATIONS OF THE OHIO ENVIRONMENTAL PROTECTION AGENCY, AND DECLARING AN EMERGENCY.**

Dennis Burdue move to suspend the rules and pass Ordinance #1582-18 as an emergency. Seconded by Robert James. Roll was called three times with all in favor.

First reading – **Ordinance # 1589-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH SAFEbuilt OHIO, LLC, AND DECLARING AN EMERGENCY**

First Reading – **Ordinance # 1590-18 AN ORDINANCE AUTHORIZING THE MAYOR TO APPLY FOR, ACCEPT, AND ENTER INTO A COOPERATIVE AGREEMENT FOR THE LEONARD STREET/QUARRY ROAD WATER LINE REPLACEMENT PROJECT BETWEEN THE VILLAGE OF SOUTH AMHERST, OHIO AND THE OHIO WATER DEVELOPMENT AUTHORITY AND DECLARING AN EMERGENCY**

Dennis Burdue move to suspend the rules and pass Ordinance #1590-18 as an emergency. Seconded by Robert James. Roll was called three times with all in favor.

**Resolutions**

**Committees:**

**Service**

Storm drain on S Lake St. is fixed. The mayor had a picture of the drain, which shows a piece of corrugated tiles that runs slightly above and parallel to the drain. No one knew what the corrugated pipe was for.

**Bldg. & Grounds**

Council member Burdue inquired if we are working on getting the machine gun removed and the pole for the historical marker placed. Mayor Leshinski replied that he is working on it and believes the dedication is September 9, he will verify.

**Info/Tech**

Next meeting will be September 5, 2018 at 7 p.m.

**Ordinance**

Next meeting will be August 27, 2018 at 6:00p.m. Working on building ordinances.



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**Audit/Finance**

The fiscal officer will need to reappropriate, utilities are running high this year. Next audit meeting will be August 21, 2018 at 7:00 p.m.

**Safety**

Due to a conflict the Fire Chief is asking for the safety meeting to be rescheduled. Committee members decided on Monday August 13, 2018 at 6:30 p.m.

**Police**

Cruiser is fixed and operational. The department annual range qualification days has been scheduled. Officers will be completing their annual LEADS in service training. A NO parking sign will be placed in front of the cruiser garage doors, to curb non-emergency vehicles parking there.

**Fire**

Council member Siss shared, that the American Red Cross will provide free smoke detectors while they last.

**Cemetery**

Next meeting will be August 8, 2018, at 6:00 p.m.

**Recreation**

Girls won a state softball title. Council member asked about the championship signs being erected. The mayor is working on it.

Next meeting will be August 15, 2018, at 7:00 p.m.

**BPA**

Update Class 1 Water Distribution and meter reader job description cover new responsibilities the Operator of Record. It shall now include: #14. Complete Operator of Records reports to the EPA.

Robert James move to add #14 to job description. Jeri Leigh Siss second. Roll was called with all in favor.

Next meeting will be August 6, 2018, at 7:30 p.m.

**Park**

The July 14<sup>th</sup> Movie In The Park had 14 in attendance. The next movie will be "The Incredibles" on August 11, 2018 at 8:30 p.m. Please have the service workers clean the waste stations.

Next meeting will be August 2, 2018 at 7:00 p.m.

**Zoning**

Next meeting will be July 25, 2018 at 6:30 p.m.

Richard Smith 218 S. Lake St, asking for a variance to remodel his front porch.

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**Old/New Business**

The fiscal officer would like clarification on the protocol for accepting gifted property. The issue was raised due to the possible closing of the school. The mayor commented that there would need to be an agreement on how it would be handled. Mayor Leshinski said that if the school was to be turned over to the village there would be some revenue from the cell tower. The law director will do research on the matter and report back at the August 13<sup>th</sup> council meeting.

Mayor Leshinski met with the Firelands Local School District superintendent. Mr. Von Guten informed the mayor that there will be a levy on the primary ballot in November for a new high school. The mayor received a tour of the school and was informed that there would be a resource officer in the district.

Council member Jeri Leigh Siss asked to have added to the August 13<sup>th</sup> agenda a discussion on a community development committee.

**Adjournment**

There being no further business, Robert James move to adjourn. Jeri Leigh Siss seconded. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

Held August 13, 2018

**Regular Council meeting**

7:00 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

**Acceptance of agenda** for 8/13/2018 Jed Willis move to accept. Dennis Burdue second. Roll was called with all in favor.

**Approval of minutes** for 7/23/2018 Jed Willis move to accept. Robert James second. Roll was called with all in favor.

**Visitors**

Tim Fitzmaurice 411 Annis Rd. Inquired if he would be able to build on a piece of property adjacent to his, if the property did not have the required frontage. Mayor Leshinski referred him to the Zoning Board of Appeals.

SABPA Chair: David Faight

**Mayor's Report**

Sewage System Tap In approval for 105 Maroy Dr. & 323 W. Main. Approval for both systems has been tabled until drawings are submitted.

Approve liquor permit renewals. Dennis Burdue move to approve all liquor permits within the village. David Troike second. Roll was called with all in favor.

Mayor's Association Renewal. Jed Willis move to approve the Mayor's Association renewal. Stuart Jones second. Roll was called with all in favor.

NOACA renewal of \$300.00. Robert James move to NOT renew membership. Jed Willis second. Roll was called with all in favor.

**Law Director Report**

Prepared 2 ordinances; Chapter 921 and extending the contract with the auditor. After some discussion council member Robert James felt that ordinance 921 should be sent back to SABPA to review the changes that had been made by the ordinance committee.

Michelle Nedwick, law director will not be at the September 10 meeting.

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**Fiscal Officer Report**

Payment Listing 7/23 – 8/13

July reconciliation

Payment listing

Council members Willis and Burdue questioned why Susan Howell (former council member) was receiving a check. The fiscal officer stated that she was receiving a tax refund.

Robert James move to accept the reconciliation report and payment listing. Jed Willis second. Roll was called with all in favor.

Michelle Henke, fiscal officer requested to have a one year audit to be completed by C.E. Harris & Associates. The contract would actually be extended for the one year audit and the normal 2 year required state audit, concluding in 2021. When the contract expires, the village would be back on the State Auditor's rotation. Robert James move to accept the contract extension with C.E. Harris & Associates. Jed Willis second. Roll was called with all in favor.

Recreation Board reallocation of funds to cover umpire fees. Jed Willis move to accept the reallocation of funds. Robert James second. Roll was called with all in favor.

**BPA Contingency Plan budget reallocation**

The SABPA met on August 6, 2018 to discuss a contingency plan to provide safe drinking water to the village in the case of an emergency. A motion was made and approved to transfer funds if needed from Building and Other Structures to Utility Distribution.

**EPA directives**

Michelle Henke, fiscal officer called the EPA to receive clarification from a financial standpoint on the EPA directives that the SABPA are mandating regarding water distribution. Ms. Henke spoke with our EPA representative Laurel Ljubi. Summary of the conversation is that the council and the SABPA need to work cooperatively need to work together to educate the public of why we need to make these changes. If something would happen, the village is liable. So, as the fiscal officer we need to comply with the mandates now, so that we are not hit with fines at a later date.

Robert James move to purchase non-potable water signs and 3 water expansion tanks not to exceed \$2000.00. David Troike second. Roll was called with all in favor.

**Budget re-appropriation discussion**

The fiscal officer will have the suggested budget reappropriation changes sent to council members by 8/20/18, so there can be discussion on it at the August 27<sup>th</sup> meeting. Then we need to plan the 2019 budget. All departments will be notified that any expenses other than payroll and normal expenditures need to be completed by 11/17/2018. Example: training or conference after 11/17/2018 will not be approved.

**Records Clerk**

Laurie Beran, records clerk apprised the council of the cost difference between having 3 Codified Ordinances hard copies and 10. The savings would be over \$1000.00 per update,

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including the online fee. Jed Willis move to only update 3 hard copies and the online version of the codified ordinances. David Troike second. Roll was called with all in favor.

Contractor Fee increase for 2019 from \$50 to \$75 for new registrations, \$35 to \$50 for renewal. If paid by 12/31/2018, the contractor pays current rate. Discussion was tabled until the ordinance committee reviews.

**Ordinances**

Second reading – **Ordinance # 1589-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH SAFEbuilt OHIO, LLC, AND DECLARING AN EMERGENCY**

First reading – **Ordinance# 1591-18 AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE CHAPTER 921 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE CHAPTER 921, AND DECLARING AN EMERGENCY (water backflow)**

Ordinance was tabled until it can be reviewed by the SABPA.

First reading – **Ordinance #1592-18 AN ORDINANCE TO EXTEND THE CONTRACT WITH C.E. HARRIS & ASSOCIATES INC. (perform audit on fiscal officer).**

Dennis Burdue move to suspend the rules and declare an emergency to accept Ordinance #1592-18. Stuart Jones second. Roll was called with all in favor.

**Resolutions**

**Committees:**

**Service**

The Ford 550 wouldn't start, sent to Vaughn's.

Council member Burdue asked if we have received an estimate from Reliable for Kenwood drain. The mayor feels that the service department should take a look at it first, before incurring the expense of Reliable.

**Bldg. & Grounds**

Garage addition scope of work cost was \$133,097.68 from Johnson & Lockes Construction.

Quote of \$150.00 to replace the downspout on the west wall of the fire department.

**Info/Tech**

Next meeting will be September 5, 2018 at 7 p.m.

**Ordinance**

OML Mayor's Association is recommending that municipalities make a resolution stating that the State of Ohio should refund the \$147 million dollars of surplus to the municipalities and school districts instead of individual tax refunds. Dennis Burdue move to have a resolution

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written to refund the surplus monies to the municipalities and school districts. Jed Willis second... Roll was called with all in favor.

Next meeting will be August 27, 2018 at 6:00p.m. Working on building ordinances.

**Audit/Finance**

Next audit meeting will be August 21, 2018 at 7:00 p.m.

**Safety**

**Police**

**Fire** – Chief Al Schmitz met with the committee to discuss a 2019 proposed levy and the status of vehicles.

**Cemetery**

Pioneer Cemetery - took off gate so mowers can go through instead of going onto private property. Removal of unauthorized decorations and corrections on records continue at Evergreen Cemetery.

Next meeting will be August 8, 2018, at 6:00 p.m.

**Recreation**

Recreation board to be invited to plead their case to stay associated with the village on August 27, 2018 at 7 p.m.

Next meeting will be August 15, 2018, at 7:00 p.m.

**BPA**

The board has been working on a contingency plan that must be in place. This is mandated by the EPA.

**Water Meters**

In switching over to the radio read meters there has been some miscommunication regarding how to write the proposals... The SABPA would like to do a Request for Proposal (RFP) instead of advertise for bids. The RFP will be explicitly written for specific criteria. Dennis Burdue asked why in the SABPA minutes it states that the operator should buy old meters to have on hand. SABPA Chair stated that it was for the senior citizens who did not want the newer technology. Council felt that there should be no choice, if the system is being changed over to the radio read meters, every residence should be the same.

SABPA has submitted paperwork for a loan to replace the waterline on Leonard St.

Council member Siss asked the Chair of SABPA David Faight, “from our minutes (council) of July 23<sup>rd</sup> it was brought up, what the status of the water building was and that minutes would have to be reviewed. Was there a specified date given of when the department had to be removed from the building?” Council member Robert James, “Dave (Faight), do you still have the those minutes (water board minutes) where you pointed out to me, where you said that I

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made a motion to get out of the water department, do you still have those? Do you have a copy of that? Dave Faight, "I probably do." Robert James, "can you make sure that Laurie (Beran, records clerk) gets a copy of it." Dave Faight, "Sure."

The records clerk, Laurie Beran requested that she receives a copy of the SABPA board minutes from each meeting. Dennis Burdue clarified that the records clerk and fiscal officer be added to the email list of who receives the SABPA board minutes.

Next meeting will be August 20, 2018, at 7:30 p.m.

**Park**

*Council member Siss reopened the discussion on the dog waste stations being emptied on a regular basis. Who is responsible for doing the maintenance, is there a weekly checklist of duties that the service department workers complete? Council wants there to be accountability and improved managerial oversight of the service department. (corrected addition 8/27/2018)*

Approved removal of the yard hydrant and capping it off. Discussion held on future community events.

Next meeting will be September 6, 2018 at 7:00 p.m.

**Zoning**

Next meeting will be August 22, 2018 at 6:30 p.m.

Dennis & Gary Kothe property owners want to split a lot on Russia Rd to have the residence separate from the farm land.

**Old/New Business**

Community Development Committee proposal that was put together by council member Jeri Leigh Siss was distributed and briefly discussed. Further discussion will take place at the August 27<sup>th</sup> meeting.

Complaints were discussed regarding the property at 213 Charles St. In 2015/16 building plans were submitted to the village to redo a garage with a guest room above it. The village granted it with the restriction of NO kitchen allowed because it would make it a 2 family residence and that location is zoned for single family. Pictures online of the property clearly show a full kitchen. Currently, the "guest room" is being used as an Airbnb. The law director will research further.

**Adjournment**

There being no further business, David Troike move to adjourn. Jeri Leigh Siss second.  
Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

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Held August 27, 2018

**Regular Council meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

**Acceptance of agenda** for 8/27/2018 Stuart Jones move to accept. David Troike second. Roll was called with all in favor.

**Approval of minutes** for 8/13/2018 Jeri Leigh Siss move to accept with correction/addition to the Park Board. Robert James second. Roll was called with all in favor.

**Visitors**

Don Ludwig 1719 Pyle Rd., Virgil Flynn 21 Elm St., Sara Lalonde 410 Church St., Thomas Pellitteri 107 White Birch Way, SABPA Chair: David Faight.

Don Ludwig stated when North Lake St was resurfaced they built up and crushed the tile, and has had flooding issues on a continual basis. Mr. Ludwig had previously talked with Dave Leshinski when he was council president and the mayor at the time Ron Schmitz, with no results. Council member James advised Mr. Ludwig to have an engineer take a look at the property to see what would be the best solution, draw up a plan, then come back to council for approval.

Sara Lalonde stated that she has called the village and been to council meetings numerous times over the last 14 years regarding the flooding issues on Church St. and her property and has not received an answer of when it would be specifically taken care of. Mayor Leshinski responded, “The BPA replaced the water line on Church St and when they opened the hole the clay storm drain had been damaged, the clay was repaired with some plastic tile. The tile goes across and it bends on a 22 – 45 degree bend to a basin on the corner of Leonard and Church St. The storm drain should have been jetted previously. That is what we will address tomorrow (8/28/18)... Once we do that (jet the tile) it should alleviate the blockage.”

Virgil Flynn commented that since State Rt. 113 (W. Main St.) was repaved there has been an issue with excessive water running from 113 towards the houses on Church St. There is something plugged on 113. Mayor Leshinski said the a large problem with the repaving of 113, the state put in a gravel berm, which every time there is a hard rain it washes away and goes to the drains. More discussion was had and council member Burdue summarized the discussion by stating, “All the debris washes off the side of the road, it doesn’t matter the size of the tile that goes to it or making dams that divert it to go in another direction, what do we need to do from



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the state on 113 to keep that water from eroding the roadside, filling the catch basins and making these dams to divert?”

Thomas Pellitteri mentioned how the village has the issues of berms, stone, the cleaning of the catch basins. There should be a plan for the workers to be checking the basins etc. once a month. Mr. Pellitteri disagreed with the mayor that a yearly check was not good enough, it needs to be done monthly, if not weekly.

#### **Mayor's Report**

446 Annis Rd. & 105 Maroy Dr. - Tap in permit

Council member Troike asked, “Is the BPA taking over the storm water? If so, they should be taking care of this.” Mayor Leshinski, “Not at this time.” Discussion was held and it was concluded to have the BPA operator check that the lines are correct, he has to approve and then it comes back to the council for approval, tabled until September 10, 2018.

MOU Storm Water approved by county on 8/21/2018.

2019 Calendar distributed to council for review.

Historical Society Historical Marker will be dedicated on September 9, 2018 at 2 p.m. at the village hall. Council and the public are invited.

#### **Law Director Report**

Gift of property – council would have to determine if it has a municipal purpose (can it be used), may have to have an environmental impact study. Council asked if they could refuse a gift. The answer was yes, if it does meet a municipal purpose.

Airbnb, 213 Charles St. further research needs to be done, this is a grey area currently in the law. Michelle Nedwick, Law Director did suggest to have the property owner hire an engineer to draw it in the “as is” condition and present it to the Zoning Board of Appeals for a variance. Could do a cease and desist order because of building code violation, but at this time what would be the village’s next course of action be? It would be the zoning board of appeals decision if they accept the variance. Ms. Nedwick stated, “The village should advise the owner that we are aware they did not follow the approved building permit that was issued. They have made their single family residence into a multi-family dwelling and they are going to need a variance.” Mr. James asked, “That doesn’t mean they (ZBA) have to give them the variance?” Ms. Nedwick, “No, and if they don’t, this is when it would be said you can’t lease it out. But you could have friends and families.”

#### **Fiscal Officer Report**

Payment listing 8/13 – 8/27/18

Management Reports – August      Jed Willis move to accept payment listing and August management reports. Dennis Burdue second. Roll was called with all in favor.

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Update status of EPA directives – last time we met motion for \$2,000.00 - park yard hydrant has been removed, cemetery water is turned off, expansion tank estimate from Giesel is due tomorrow.

Reappropriation discussion – the first set of numbers sent out on 8/20 did not include the additional money for the Leonard St project, the correct amount for additional funds was forwarded to members via email, and total is \$2,050,000.00. When the engineer did core samples, they ran into issues, which increased the project by \$137,500.00. Council member Siss asked for clarification on how the proposal for a road project is formulated. She felt that the \$137,500 was a pretty significant increase. Ms. Henke, Fiscal Officer agreed and questioned, “Who is the actual project manager on this type of project who is on site and has our best interest?” The engineer. Resident Tom Pellitteri stated, “The engineer should have pulled core samples prior to the proposal being given, not after.” An outside firm did the core samples, not Bramhall Engineering.

Board/committee liaisons - attend meeting, submit last approved minutes, and recap new relevant issues. If liaisons cannot attend next committee designee should attend.

Audit Report by C.E. Harris, no finding for recovery. Thank you Jeanne Maschari.

**Ordinances**

Third reading – **Ordinance # 1589-18 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH SAFEbuilt OHIO, LLC, AND DECLARING AN EMERGENCY**

Jed Willis move to suspend the rules and pass ordinance #1589-18 as an emergency. Jeri Leigh Siss second. Roll was called with all in favor.

First reading – **Ordinance #1593-18 AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO THE SOUTH AMHERST CODIFIED ORDINANCES AND DECLARING AN EMERGENCY.**

Robert James move to suspend the rules and pass ordinance #1593-18 as an emergency. Jed Willis second. Roll was called with all in favor.

**Resolutions**

Resolution #625-18 **A RESOLUTION URGING THE STATE OF OHIO TO RETURN THE \$147,000,000.00 IN SURPLUS TO OHIO MUNICIPALITIES AND LOCAL INFRASTRUCTURE, AND DECLARING AN EMERGENCY.**

**Appropriations**

Appropriations Ordinance # 233 **A RESOLUTION TO TRANSFER FROM THE GENERAL FUND A TOTAL OF \$8,000.00 TO THE STREET FUND RETROACTIVE May 14, 2018.**

Stuart Jones move to approve appropriations ordinance #233. David Troike second. Roll was called with all in favor.

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Appropriations Ordinance #234 **AN ORDINANCE TO APPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF JANUARY 1, 2018 TO DECEMBER 31, 2018 INCLUSIVE.**

Jed Willis move to approve appropriation ordinance #234. Robert James second. Roll was called with 5 aye 1 abstain.

Appropriations Ordinance #235 **A RESOLUTION TO TRANSFER FROM THE GENERAL FUND A TOTAL OF \$5,120.00 TO THE STRET FUND EFFECTIVE August 27, 2018.**

Jed Willis move to approve appropriation ordinance #235. Robert James second. Roll was called with all in favor.

**Committees:**

**Service**

Service worker called in after the storm Sunday morning to help clean up the west end of W. Main St.

Erie St has a sump pump running out to the sidewalk. Informed the home owner verbally for illicit discharge, needs to be a paper trail, develop protocol which has a time frame for completion.

Mr. Burdue was confronted by resident Jason Riddle (156 E. Main St.) for the second time. Mr. Riddle wants to know why nothing has been done yet on E. Main just west of Vivian St. where there had been a blowout on the storm drain, why there are still flags and weeds? Why hasn't Kenwood been taken care of yet? Mayor said it will be addressed. Further discussion was held and the questions was raised if we needed to hire another worker because jobs are not getting done. Council reminded the mayor that he is not to be doing the work, but the service department employees are.

Council member Willis raised the issue of the used oil not being properly contained. Diggers of Ohio, LLC was supposed to take the used oil along with the oil burner in exchange for leveling the area. The oil needs to get removed.

OHSA violations, no emblems on gas tanks, no bathroom at service garage, no ear protection to name a few.

Potholes: Leonard St towards W. Main, Kenwood, Annis Rd. north of the bridge.  
Illegal parking on Charles St. 3 vehicles on a continual.

**Bldg. & Grounds**

Born Builders asked for an estimate on the garage.

**Info/Tech**

Robert James feels that council should not have the authority over the internet or keys to everything. Council member David Troike clarified exactly what he does regarding the

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IT issues and the village.

Next meeting will be September 5, 2018 at 7 p.m.

**Ordinance**

Next meeting will be September 10, 2018 at 6:30p.m. Working on building ordinances.

**Audit/Finance**

Next audit meeting will be September 18, 2018 at 7:00 p.m.

**Safety**

**Police**

All officers passed their annual firearms exam.

New SUV is getting outfitted, should be here in 2 weeks.

The department has entered the county's Step It Up Walk Challenge, has asked for other departments to join them.

**Fire**

24 calls for the month of July

Officer promotions as of August 1, 2018. John Crawford and John Wright from Lieutenant to Captain. Rob Abfall, Steven Crawford and Ron Zaleha from firefighter to Lieutenant. Council verified with Al Schmitz, Fire Chief that all officers meet the appropriate qualifications. Fire Chief responded affirmatively and that he would email their certifications as requested.

Officer flow chart:

Fire Chief – Al Schmitz

Assistant Fire Chief – Dennis Hevener

Captain – John Crawford

Captain – John Wright

Lt. – Jim Becker

Lt. – Steven Crawford

Lt. - Rob Abfall

Lt. – Ron Zaleha

**Cemetery**

Next meeting will be September 12, 2018, at 6:00 p.m.

**Recreation**

Council met with the Recreation Board prior to council and both groups have decided that it was in the best interest to separate the baseball and softball organizations from the Recreation Board. Jed Willis move to separate the baseball and softball organizations from the village. Stuart Jones second. Roll was called with all in favor.

Jeri Leigh Siss move to have a future of the Recreation Board discussion at the next meeting rec discussion. Jed Willis second. Roll was called with all in favor.

Old championship signs to be moved to the concession stand.

**BPA**

Next meeting will be September 4, 2018, at 7:30 p.m.

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**Park**

September meeting cancelled. Council member Jeri Leigh Siss has signs to donate to the park regarding dog waste disposal.

Next meeting will be October 4, 2018 at 7:00 p.m.

**Zoning**

Next meeting will be September 26, 2018 at 6:30 p.m. If needed.

**Old/New Business**

Council member Siss move to table discussion of the Community Development Committee proposal to September 10, 2018. Jed Willis second. Roll was called with all in favor.

**Adjournment**

There being no further business, Jeri Leigh Siss move to adjourn. Stuart Jones second. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

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Held September 10, 2018

**Regular Council meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	A
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	A

**Acceptance of agenda** for 9/10/2018 **Stuart** Jones move to accept. Robert James second. Roll was called with all in favor.

**Approval of minutes** for 8/27/18 Robert James move to accept with correction/addition to the Park Board. Stuart Jones second. Roll was called with all in favor.

Jed Willis was absent due to a family matter. Dennis Burdue move to accept absence. Jeri Leigh Siss second. Roll was called with all in favor.

**Visitors**

Todd & Becky Siesky 126 Maroy Dr., Zoltan Zoltai 374 Annis Rd., Andrew Lawrie SAFD

Beck Siesky inquired if the storm drain on Maroy was on the list to be cleaned. Their basement was flooded after the storm on 8/6/18. Mayor Leshinski stated that the south of Maroy had been done and some laterals on the north side. Upon further discussion she Mrs. Siesky did state that their neighbors did not have any flooding. Council member Burdue suggested that they should have their lines that connect to the storm checked. Council member Troike asked to have the basins checked on Maroy.

**Mayor's Report**

Republic Service recap – they will pick up yard waste, and pickup leaves and branches in a bag or 36 gallon trash can. Republic is to send out information and the representative justified the increase due to added labor cost and equipment used.

219 Oakdale flood reimbursement – 29” of water in basement, appliances ruined including HVAC, the breaker had been tripped. Council concluded it was an act of God and the village is not responsible for damages. There is no proof that the flooding was the cause of the storm drains.

Council member Robert James, “I want one more thing on the mayor’s report. Last meeting we had a discussion 446 Annis Rd and 105 Maroy Dr., talked tap permits.” Mr. James then read the following from the 8/27/2018 minutes; “Council member Troike asked, “*Is the BPA taking over*

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*the storm water? If so, they should be taking care of this.” Mayor Leshinski, “Not at this time.” Discussion was held and it was concluded to have the BPA operator check that the lines are correct, he has to be approve and then it comes back to the council for approval, tabled until September 10, 2018.”* The mayor responded, “Both sites were inspected by the 2 village workers and one from the BPA...” James, “I don’t care, the part in the minutes where it says come back to council is what I have an issue with.” The mayor than asked, why have we changed our procedure for approval when previously we have the sketches and approval from the Lorain County General Health District, it gets brought to council and approved. This time though, you want it inspected before they do it. There was further discussion and Council member James summarized by saying that, “When it’s in the minutes you gotta do something, you cannot do that (do something not approved). Do you have the paperwork that I asked you for? That you said I’ll bring it up right now too. Cause if there is a lawsuit we should see the paperwork.”

Robert James move to enter into executive session to discuss personnel. Dennis Burdue second. Roll was called with all in favor.

446 Annis Rd & 105 Maroy Dr. Tap-In. David Troike move to approve the tap-ins. Dennis Burdue second. Burdue – Aye, Siss – Abstain, Jones – Aye, Troike – Aye, James – Abstain.

120 Annis Rd Tap –In – he wants to tie in his footer drains. Council member Burdue stated that the resident needed further information; where is the drain going to, what is getting tied in, where is the crock, etc. Tabled until 9/24/2018.

327 W Main Tap-In - The size of the storm line needs to be verified, the MS4 says it’s a 12” main, on this drawing it says it’s an 8” main. Tabled until 9/24/2018.

2019 Council Calendar is tabled until 9/24/2018.

Thompson waterline is being replaced and should be getting connected this week.

Leonard St Project - preconstruction meeting was held. Construction should be starting on 9/24. Leonard St. will be periodically be closed. The contractor would like the storm drain laid before the water line, so that the soil is not disturbed The storm line is being replaced from the village limits to Church St.

Annis Rd project - preliminary study done by engineer for a projected cost of \$1,080,000.00. Dennis Burdue asked as a comparison, what was the total of the south end of Annis Rd. was it done. Consideration is being made at only doing half of the north section. BPA doesn’t want to do waterline at this time due to the \$400,000.00 cost of the waterline, they would have to do a loan for the whole amount. Loan percentage for our portion of the cost has gone up to 37% for next year. The fiscal officer was not pleased with being given one days’ notice that application was due. Council member Burdue stated his displeasure with the increase in our portion, but he did move to proceed with the project. Robert James second. Roll was called with all in favor.

Council member Siss inquired on the status of 449 W Main St., has there been a response to the letter that was to be sent regarding the shrubs. Council member Burdue said to send a copy of

**RECORD OF PROCEEDINGS**  
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the ordinance and see what it is done by the resident. A letter was sent but not the ordinance. Mayor will send a letter with the ordinance, need a reply in 10 days. Original email sent from Jeri Leigh Siss on 8/22/18.

**Law Director Report**

**Fiscal Officer Report**

Payment Listing 8/27 – 9/10

Accept payment listing - Jeri Leigh Siss move to accept. Stuart Jones second.

Fee bill for Farah Emeka (prosecutor) for \$2850.00. Robert James move to accept bill. Dennis Burdue second. Roll was called with all in favor.

The fiscal officer stated that there is no cap on the fees for the prosecutor in the ordinance. Council said to get opinion from the law director and to find out why we lost the case.

Status update on EPA directives - Evergreen Cemetery still needs signs, still waiting on quote for expansion tanks

Appropriations Ordinance # 236 for water line replacement on Leonard St. in the amount of \$190,526.00. Robert James move to suspend the rules and pass as an emergency. Stuart Jones second. Roll was called with all in favor.

SAFD is looking at command vehicle on an auction site. Response from council was that it was previously discussed at a Safety Committee meeting and not a priority at this time. Their website needs to be discussed at Safety and IT Committee meeting.

**Records Clerk**

Cancellation of meetings need to be posted ASAP in the 5 designated areas around town.

What are the responsibilities of the board liaison? Bring back a short recap of meeting and tell the boards what is going on in council.

**Ordinances**

**Resolutions**

**Appropriations**

**Committees:**

**Service**

Council member Troike presented concerns regarding storm sewers from Rich Dewitt Jr. of 435 W Main St. Council member Burdue suggested that we dig out the grass and reform the area with hot-patch, so that the water has someplace to go. It will not solve the whole problem, but will alleviate the majority of the water going towards Mr. Dewitt's garage. Council member Burdue and Mayor Leshinski appraised the drainage situation at 1719 Pyle Rd, (Don Ludwig, and last house at north end of town). There is a catch basin on the property line between his and



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339 N. Lake St and Burdue suggested that he run his footer tiles to this basin. The department employees need to clear out around both basins in this area before winter.

Church St. - a broken tile was found when it got jetted, on the list to be repaired. When Great Lakes did the work, are they good enough to do the work on Kenwood?

Council member Siss inquired if our workers had a uniform that they are supposed to wear. There needs to be clear guidelines on what is to be worn. Steel toe shoes and jeans must be worn. Uniform contract will be up in spring of 2019. Council member James stated this topic should go to committee.

Council member Troike stated that there was illicit discharge found on Leonard St. and we are correcting the problem. The EPA and Lorain County General Health District are to be notified and will discuss with the law director what our responsibility is in notifying the residents who may have been affected from the storm on August 26, 2018. The council would like the LCGHD to send us a report back on what steps should be taken, what are the recommendations from their findings.

The Service Department submitted a list of equipment that is needed (see attached). Robert James move to purchase the equipment, not to exceed \$1800.00. Stuart Jones second. Roll was call with all in favor.

Next meeting will be September 24, 2018 at 7:15 p.m.

**Bldg. & Grounds**

Garage expansion – still waiting on a quote from Born Builders. Original Company **Need name**

Jeri Leigh Siss move to place a porta john at the cost of \$80.00 with sanitizer to the village garage. Robert James second. Roll was called with all in favor.

**Info/Tech**

Computer passwords can go in a sealed envelope and be placed in the mayor's office fireproof file cabinet.

Next meeting will be October 3, 2018 at 7 p.m.

**Ordinance**

Next meeting will be September 24, 2018 at 6:30p.m. Working on building ordinances.

**Audit/Finance**

Next audit meeting will be September 18, 2018 at 7:00 p.m.

**Safety**

Amherst Twp Fire Contract expires 12/31/18

**Fire**

Appointment of the following Auxiliary Firefighters:

**RECORD OF PROCEEDINGS**  
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Jacob Adams, Beau Matus, Sydney O'Connor, Eric Winebrenner  
Council stated that all paperwork must be filed first before approval is done. Tabled until 9/24/2018 meeting.

Removal of Joshua Schlifer, Auxiliary Firefighter. David Troike move to accept the removal of Joshua Schifler from the auxiliary roll. Jeri Leigh Siss second. Roll was called with all in favor.

**Police**

New SUV Cruiser has arrived. New computer system (New World) to start on Thursday. The department along with other village employees are participating in the Lorain County General Health District - Step Up Challenge, currently in 5<sup>th</sup> place. The annual Top Shot Challenge was won by Sgt. Saltis. Officers will be trained on the Breath Test machine on 9/25/18 in Brooklyn,, Ohio which will help expedite the OVI process.

Next meeting will be October 3, 2018 at 6:30 p.m. to discuss Amherst Twp. fire contract and command vehicle.

**Cemetery**

Next meeting will be September 12, 2018, at 6:00 p.m.

**Recreation**

Formation of exploratory committee – Jeri Leigh Siss move to table discussion until 9/24/2018. Stuart Jones second. Roll was called with all in favor.

**BPA**

Next meeting will be September 4, 2018, at 7:30 p.m.

**Park**

Next meeting will be October 4, 2018 at 7:00 p.m.

**Zoning**

Next meeting will be September 26, 2018 at 6:30 p.m. If needed.

**Old/New Business**

Community Development Committee – formation of exploratory committee. Jeri Leigh Siss move to table until 9/24/2018. David Troike second. Roll was called with all in favor. The superintendent, Michael Von Guten for Firelands Local School District met with the mayor and asked what the village's intentions would be for the middle school in the event it would close. Mayor Leshinski felt at this time we should wait and see if the levy passes. Council members voiced concern about maintaining it due to the age and asbestos.

The mayor would like the newest service department employee to attend Ice & Snow training at a cost of \$40.00. Dennis Burdue move to approve the training. Stuart Jones second. Roll was called with all in favor.

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Mayor Leshinski contacted the Adult Parole Authority regarding Kim Green, if her restitution should be increased. The APA stated that the mayor will need to write a letter inquiring if Kim Green has received a raise (if she has, her payments increase). They also stated that after 5 years the courts no longer track if payments are made.

Council member Burdue asked for an update on the Charles St parking issue. The police have been sent over to talk with the offenders, no letter has been sent as of yet.

**Adjournment**

There being no further business, David Troike move to adjourn. Jeri Leigh Siss second.  
Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

Held September 24, 2018

**Regular Council meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	A
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

**Acceptance of agenda** for 9/24//2018 Stuart Jones move to accept. Robert James second. Roll was called with all in favor.

**Approval of minutes** for 9/10/18 Dennis Burdue move to accept. Robert James second. Roll was called with all in favor.

Jeri Leigh Siss was absent due to traveling for business. Dennis Burdue move to accept absence. Stuart Jones second. Roll was called with all in favor.

**Visitors**

Henry Hall 120 Maroy Dr., Robert Lipscomb 190 Oakdale Dr.

NOPEC – Tony Ramos – recognized Michelle Henke, Fiscal Officer for her time and commitment.

Lorain County Public Health – Ann Maczuga. Ms. Maczuga discussed the process of approving replacement sewage systems within the village from the standpoint of her office and the State of Ohio E.P.A. The NPDES system (aeration) is a replacement system for the old septic tanks.

**Mayor's Report**

2019 Council Calendar            Tabled

120 Annis Rd Tap –in            Tabled - resident was contacted and asked to provide further information with the application.

327 W Main St Tap-in            Jed Willis move to approve with a second from Stuart Jones. Roll was called with all in favor.

112 Maroy Dr Tap-in            Application has not been filed.

Halloween Parade is Sunday, October 28 at 3 p.m., line-up starts 2:30 p.m. at S.A.M.S.

## RECORD OF PROCEEDINGS

### Minutes of Village of South Amherst Meeting

Halloween Trick-or-Treat is Wednesday, October 31 from 5:30-7 p.m. Jed Willis move to accept day and time for trick-or-treat, with a second by Dennis Burdue. Roll was called with a 4-1 vote in favor. Council member Troike asked to have all 4 cop cars in use that evening, with 1 car E. Main, 1 car on W. Main and the other 2 patrolling. Council member Burdue would like to see a couple plain clothes police walking the streets, he thought it was helpful.

Storm Water – filing of the annual MS4 will now be the responsibility of the county.

Leonard St. Project – Church St. storm drain break was fixed prior to the start of Leonard. There is a 12” line that runs from Church to Leonard St. Water line will be put in on Tuesday, some areas on the west end will be without water for up to 4 hours. Council member Burdue asked if the 2 catch basin grates will be replaced (corner of Church & Leonard and right on Leonard), it was confirmed that they would be replaced.

Received a letter from Ohio Representative for the 56<sup>th</sup> District, Dan Ramos thanking us for sending the letter to the state regarding refunding the excess money to the municipalities.

Mr. Lichter owner of Quarry property was notified regarding the grass clippings being blown into the street from the mowers. The issue has been resolved. The Quarry project has had numerous roadblocks with the City of Lorain regarding the sewers for the project. They are looking into possibly doing their own system.

449 W Main St. no reply from resident regarding the letter that was sent on the noxious weeds. The Law Director said if you have police cite the resident, make sure they are explicit of why he is getting the citation. Need to have *Statement of Facts*. During further discussion on the topic, Council member Troike felt we should be concerned about the village’s property and how it looks before citing residents. Council member Burdue suggested that we have the police stop and say something, clean it.

#### **Law Director Report**

The law director recommended that at all Board of Zoning Appeal meetings, residents should be sworn in. This would make it legally binding that they are under oath when giving any statement.

213 Charles St (Airbnb) - Safebuilt needs to do adjudication order. Were they given an occupancy permit and can it be pulled. Will follow up with the mayor and Safebuilt.

#### **Fiscal Officer Report**

Payment listing 9/10/2018-9/24/2018

August bank recon

September management reports - Robert James move to accept payment listing and management reports. Jed Willis second. Roll was called with all in favor.

Update on EPA directives - still waiting for estimate from Giesel. Mr. James stated that we should have at least 3 proposals for the water heater air expansion tanks.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Recreation funds - Jed Willis move to pool the recreation funds into two accounts. David Troike second. Roll was called with all in favor.

Appropriation Ordinance #237 funds to pay Farah Emeka, prosecutor. David Troike move to accept appropriation ordinance #237. Stuart Jones second. Roll was called with all in favor.

**Records Clerk**

Annual driver's license check needs to be completed. Please have a copy of license to the clerk by 10/15/18.

**Ordinances**

**Resolutions**

**Appropriations**

**Committees:**

**Service**

Council member James will look up OSHA dress requirements for the service workers and will send out recommendations to council.

435 W Main St. was to be redone around the catch basin, has still not been completed. Mayor will look into.

Status on the backhoe - working but leaking. Should be able to do simple jobs.

Council member Burdue has asked since the first meeting of August about the catch basin and broken tile on Kenwood and the one on E Main by Jason Riddle, are we going to hire someone before the raining season to get these corrected? Another area that we should do is Buckeye St. and N. Lake on the north side, these areas need to be jet rodded. Once a month the guys should be scheduled to clean the catch basins that are known to get filled. Put a screen over some of these, because its mostly stone going in and water will still be able to get through. Fiscal Officer Michelle Henke stated that the Service Dept is stretched to the max now, will need to take money from the building project.

**Bldg. & Grounds**

Council member Jones mentioned that the keystone brick is missing from the planter in front of town hall. Needs to be fixed.

Next meeting will be October 3, 2018 at 7 p.m.

**Ordinance**

Send building ordinance to Michelle Nedwick prior to next meeting for final proof.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**Audit/Finance**

Next audit meeting will be October 16, 2018 at 7:00 p.m.

**Safety**

Next meeting will be October 3, 2018 at 6:30 p.m. to discuss Amherst Twp. fire contract and command vehicle.

**Fire**

38 calls for the month of August

Fire Chief to be present at the Sandstone Joint Ambulance District regarding "Call Priority" on October 11.

Appointment of the following Auxiliary Firefighters:

Jacob Adams, Beau Matus, Sydney O'Connor, Eric Winebrenner. Robert James move to accept the 4 auxiliary firefighters. Jed Willis second. Roll was called with all in favor.

**Police**

**Cemetery**

Replotting Section G at Evergreen. Pioneer redoing the gate so that the mowers can go through without going on private property. Council member Jones found a chain and 2 wrenches that say property of SA at Evergreen. The clerk did a feasibility study regarding the mowing contract, not much of a price difference between the contract and the service department doing it. Council stated that it was done previously and in the long run with mower replacement and regular maintenance, keep it on contract. Comments were made regarding the wet grass being blown up on the headstone.

Next meeting will be October 10, 2018 at 6:00 p.m.

**Recreation**

Formation of exploratory committee – tabled until Council Member Siss is present.

**BPA**

More chlorine was added to the tower, should be stabilizing with the cooler weather. Council member Troike stated that it would not be a bad idea to get the tower better protection for lighting, power surges etc. after discussion was held regarding recent sever weather.

Thompson Dr. water and storm line replacements are done.

Give residence 10 days' notice prior to turning off the service line for repairs.

Next meeting will be September 4, 2018, at 7:30 p.m.

**Park**

Next meeting will be October 4, 2018 at 7:00 p.m.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**Zoning**

Next meeting will be September 26, 2018 at 6:30 p.m. If needed.

**Old/New Business**

Community Development Committee –

**Adjournment**

There being no further business, Jed Willis move to adjourn. Robert James second. Roll was called with all in favor. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski



**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held October 8, 2018

**Regular Council meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

**Acceptance of agenda** for 10/8/2018 Jed Willis move to accept. Stuart Jones second. Roll was called with five in favor and one abstention.

**Approval of minutes** for 9/24//18 Jed Willis move to accept with corrections. Robert James second. Roll was called with all in favor.

**Visitors**

Andrew Lawrie SAFD

**Mayor's Report**

2019 Council Calendar            Mayor had discussed with the fire chief and the chief was in favor of setting aside one night a month for committee meetings. Vote has been tabled

112 Maroy Dr. Tap-in            Robert James move to accept after size verification of pipe (8-12"). Jed Willis second. Roll was called with all in favor.

327 W Main St Tap-in            Robert James move to accept after size verification of pipe (8-12"). Stuart Jones second. Roll was called with all in favor.

Tap-in application needs to be revised with a check box for the Service Department and/or SABPA Operator of Record to verify that they have checked the size of the drain prior to application approval.

**Law Director Report**

Ordinance 921 needs to have final review by the ordinance committee prior to council approval, a few changes had been made.

Ordinances that were written for tonight: Backup operator of record (SABPA) and Leonard St. paving project.

Cemetery clerk has called, text and emailed regarding the mowing contract. Mayor Leshinski stated that it would be discussed further at the cemetery board meeting.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**Fiscal Officer Report**

Payment Listing 9/24 -10/8/18

September Bank Reconciliation

Accept payment listing & bank reconciliation            Jed Willis move to accept. David Troike second. Roll was called with all in favor.

Appropriations Ordinance #238

Update on EPA directives - still getting estimates on expansion tanks. D&M Plumbing was in today to assess needs.

Then & Now purchase requisitions for Thompson Dr. & Leonard St. water & storm lines. We received invoices from Diggers of Ohio, LLC. Total cost is \$4760.00. Money needs to be moved from New Building to Contractual Services. SABPA Chair David Faight at the time the work was being completed suggested that the BPA and village share the cost. The village and SABPA would each be paying \$2380.00. David Troike move to approve the Then & Now for \$4760.00. Stuart Jones second. Roll was called with all in favor.

NE Ohio Trenching hit an existing storm line at 107 Leonard St. Council member Dennis Burdue was called to make a decision on what happened. Backfill everything, leave exposed until council can decide at the scheduled meeting. Estimate of \$2453.00 to repair 50' of 8" line that was destroyed. Burdue questioned the actual size of the destroyed drain. Council wants the size verified and replace accordingly. Robert James approved not to exceed \$3000.00. Jed Willis second. Roll was called with all in favor.

Council has recommended that anytime there is a project done within the village where storm tile is involved, village workers need to verify the size for our records.

Appropriation Ordinance. 238

Appropriation 232 included transfer to storm water for \$30,000.00. Transfer was not completed at the time. Leonard St. will need more money added to the project for contingency. The fiscal officer would like permission to transfer this money for Leonard St.

Keypad entry for workroom door to be installed on Wednesday.

**Ordinances**

Ordinance #1591-18 **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE CHAPTER 921 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE CHAPTER 921, AND DECLARING AN EMERGENCY**

The law director recommended that the ordinance committee make a final review due to changes, before they recommend to council for approval.

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

Ordinance #1594-18            **AN ORDINANCE CREATING THE POSITION OF BACK-UP OPERATOR OF RECORD, FIXING THE RATE OF COMPENSATION, AND DECLARING AN EMERGENCY.**

Robert James move to suspend the rules and pass Ordinance #1594-18 as an emergency on its first reading. Jed Willis second. Roll was called with all in favor.

Ordinance # 1595-18            **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CHAGRIN VALLEY PAVING, INC., FOR THE LEONARD STREET / QUARRY ROAD REHABILITATION PROJECT AND DECLARING AN EMERGENCY.**

Jed Willis move to suspend the rules and pass Ordinance #1595-18 as an emergency on its first reading. Jeri Leigh Siss second. Roll was called with all in favor.

**Resolutions**

Resolution #626            **RESOLUTION ACCEPTING THE RATES AS DETERMINED BY THE LORAIN COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY LEVIES.    (2019 Budget)**

Jed Willis move to pass Resolution #626. Robert James second. Roll was called with all in favor.

**Appropriations**

Appropriation #238    **A RESOLUTION TO TRANSFER FROM THE GENERAL FUND A TOTAL OF \$137,500.00 TO THE CAPITAL PROJECT LEONARD ST FUND EFFECTIVE October 8, 2018.**

Stuart Jones move pass Appropriation #238. Jeri Leigh Siss second. Roll was called with all in favor.

**Committees:**

**Service**

Council member James will have the information on OSHA rule #1910 which states the standards for construction uniforms.

Service department trucks will be going into Vaughn's for winter prep.

Purchase Requisition for cold patch to start working on the roads this week

Cemetery – 2 funerals this week

Mayor Leshinski asked Diggers of Ohio LLC. to examine Kenwood and E Main St. storm drains and to provide an estimate on repair. Council member Troike will lend a camera to scope the drains.

## RECORD OF PROCEEDINGS Minutes of Village of South Amherst Meeting

Council member Siss asked about the notification to the residents of Church St. regarding how many have been effected by the sludge. Mayor said that it was turned over to the health department. Council member Siss stated. "I will go on the record again and say that if I was a resident and found out that it was withheld from me that there was hazardous waste potentially in my household, I would be upset. In my opinion, it's a huge issue and it's disgusting." Further discussion was held and the council wants residents on Church St. notified of the incident. Council member James asked the law director what should be done. Law director said that she would be interested what other municipalities are told from the health department. Council member James asked the mayor for Lorain County Public Health – Ann Maczuga's phone number because the residents need to be notified. James will call LCPH tomorrow.

### **Bldg. & Grounds**

SAFD would like to have an informational website only. Need to have a link to the village website. David Troike move to allow \$250.00 a year for website. Stuart Jones second. Roll was called with all in favor.

449 W Main, police were notified to cite the resident. Have not heard back from police. Jeri Leigh Siss feels that the ordinance should be enacted. Mayor will follow up with an officer, just not a patrolman.

Council member Burdue suggested contacting Scott Orosz 440-986-6626 or 440-773-4073 to do the gutters on the townhall, replace in front of the doors. Mayor to call for an estimate.

### **Ordinance**

Discussion will be on service/water department uniforms, building, water (backflow).  
Next meeting will be October 22, 2018 at 6:30 p.m.

### **Audit/Finance**

Next audit meeting will be October 16, 2018 at 7:00 p.m.

### **Safety**

#### **Fire**

Sending the new auxiliary to training. The fire inspector from Amherst is retiring, the chief stated that the only one in our department who is qualified to inspect, is the chief. The Amherst Township Fire contract is up for renewal and inspections will need to be a consideration point in the new contract.

From this point forward, council wants the SAFD to do testing of all fire hydrants within their jurisdiction. A testing schedule, along with a list of non-working hydrants should be provided to council on a regular basis. Council member Troike recommends that the mayor speak with both the SAFD and the SABPA regarding the change in policy. Jed Willis second. Roll was called with all in favor.

#### **Police**

Visitor Andrew Lawrie asked if the police department had scheduled hours because of the number of walk-ups of people asking for the police department at the fire department.

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Dennis Burdue said the chief did a study years ago of when there was the most incidents and schedules according to that. Troike suggested that it may be time to revisit the study.

**Cemetery**

Pioneer Cemetery gate is now wide enough for the mower to go through. Thank you Stuart Jones for your excellent work on the gate.

Next meeting will be October 10, 2018 at 6:00 p.m.

**Recreation**

Formation of exploratory committee – Council member Jeri Leigh Siss & Park Board member Laurie Beran.

**BPA**

Leonard St is a project in motion. Request for proposal for the remote meters has put out, with the opening bid date of October 26, 2018.

Next meeting will be October 15, 2018, at 7:30 p.m.

**Park**

Next meeting will be November 1, 2018 at 7:00 p.m.

**Zoning**

Next meeting will be October 24, 2018 at 6:30 p.m. If needed.

**Old/New Business**

Dumpster Days is this weekend, if people have missed bulk pickup day.

Community Development Committee

Jeri Leigh Siss move to form an expletory committee with a meeting on November 12, 2018

at 6:30 p.m. David Troike second. Roll was called with all in favor.

**Adjournment**

Jed Willis move to adjourn. Robert James second.

Roll was called with all in favor. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

Held October 22, 2018

**Regular Council meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

**Acceptance of agenda** for 1022/2018                      Jeri Leigh Siss move to accept. David Troike second. Roll was called with all in favor.

**Approval of minutes** for 10/8/2018                      David Troike move to accept with corrections. Jeri Leigh Siss second. Roll was called with all in favor.

**Visitors**

John Hrdlicka (village employee) & family  
Andrew Lawrie SAFD

**Mayor's Report**

Tap-In's for NPDES systems were completed at 112 Maroy Dr. & 327 W Main St after verification of 8" lines.

Tap-In for 410 Church St upon verification - Robert James move to approve tap-in. Jed Willis second. Roll was called with all in favor.

Tap-In for downspouts into the storm drain 319 E. Main St.                      Robert James move to reject tap-in. Jeri Leigh Siss second. Roll was called with all in favor.

Handbook Revision: Section 24: Overtime

*Hourly employee (not safety forces), full time employees and part time employees of the & family 40 hours per week, shall be paid the overtime rate of 1.5 times the hourly rate of pay as mandated by the Fair Labor Standard Act (FLSA).*

Sent to Ordinance Committee for review.

EPA – during Dumpster Days oil leaked on the ground, someone notified the EPA. At this point 850 gallons of oil has been removed. Have contacted a company for the removal and restoration of the contaminated ground.

Leonard St. project is moving along. Road stabilization to be completed this week, with paving projected for completion by Thanksgiving.

**RECORD OF PROCEEDINGS**  
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**Law Director Report**

**Fiscal Officer Report**

Payment Listing 10/8 – 10/22/2018

October Management Reports            Jed Willis move to accept the payment listing and the October management reports. Robert James second. Roll was called with all in favor.

2019 Budget Update - Have in by November 9th. Budget meeting November 26 at 7 p.m.

Ohio Deferred Compensation - the village is required to offer the program to any qualified employees.

Ohio Attorney General Delinquent Debt Collection Program – the rate for non-filing residents in the village is 25%. Peck & Gambish can prepare a tax return from the individual's historical data, if there is no response within 60 days, Peck & Gambish can collect through garnishment of wages. This is a free resource that we should utilize. Robert James move to have the proper legislation drawn up for the village to participate in this program. Jed Willis second. Roll was called with all in favor.

**Ordinances**

**Ordinance #1591-18 AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE CHAPTER 921 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE CHAPTER 921, AND DECLARING AN EMERGENCY**

David Troike move to suspend the rules and pas as an emergency Ordinance #1591-18. Dennis Burdue second. Roll was called with all in favor.

**Resolutions**

**Appropriations**

**Committees:**

**Service**

Robert James move to enter executive session for discussion of personnel. David Troike second. Roll was called with all in favor at 7:54 p.m. Jeri Leigh Siss move to enter regular council session. Jed Willis second. Roll was called with all in favor at 8:52 p.m.

Dumpster Days - filled 5-6 dumpsters. Council member Troike stated the steps used for community members to walk up and throw their stuff in the dumpsters was not safe and needs to be done away with.

E. Main St, & Kenwood storm drains have still not been jetted, waiting on estimate. Council member Burdue would like it done this year along with North Lake St., just north of Buckeye St. where the water sits. The grate in front of Mild to Wild needs screening to stop the amount of rocks /debris that goes into the catch basin. The fiscal officer stated that we have used the last of the Street Fund and we would have to reappropriate from the General Fund.

**RECORD OF PROCEEDINGS**  
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The mayor received another email from Ms. Ives at 222 Oakdale St. regarding the flooding on August 26<sup>th</sup> in her basement. Council member Troike suggested that the engineer view the properties in question to see if the swale was completed.

**Bldg. & Grounds**

Council member Siss complimented employee John Hrdlicka on the grounds keeping at the park.

**Ordinance**

**Audit/Finance**

Next audit meeting will be November 20, 2018 at 7:00 p.m.

**Safety**

**Fire**

Fire call report – 17 between 9/3/18 – 9/27/18  
VFDB will meet on November 7, 2018 at 7:00 p.m.

**Police**

**Cemetery**

Next meeting will be November 14, 2018 at 6:00 p.m.

**BPA**

The board is very adamant that the FD does not do the hydrant testing because they feel that the FD will blow the lines. BPA wants a meeting with the Fire Chief. Council would like the hydrants covered if they are not in working order.

A hydrant had to move on Leonard St because it was too close to the road. The SABPA wanted the engineer to cover the cost (over \$2000.00), however the plans were approved by the board prior to work commencing.

Next meeting will be November 5, 2018 at 7:30 p.m.

**Park**

Next meeting will be November 1, 2018 at 7:00 p.m.

**Zoning**

Meeting was cancelled due to no agenda.  
Next meeting will be November 28, 2018 at 6:30 p.m. If needed.

**Old/New Business**

Community Development Exploratory Meeting (all council) will meet on November 12, 2018 at 6:30 p.m.

David Troike move to enter executive session to discuss personnel. Stuart Jones second.



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Roll was called with all in favor at 9:29 p.m. David Troike move to enter regular council meeting. Stuart Jones second. Roll was called with all in favor at 9:42 p.m.

**Adjournment**

David Troike move to adjourn. Jeri Leigh Siss second. Roll was called with all in favor. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held November 12, 2018

**Regular Council meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

**Acceptance of agenda** for 11/12/2018          Stuart Jones move to accept. David Troike second.  
Roll was called with all in favor.

**Approval of minutes** for 10/22/2018          David Troike move to accept with corrections.  
Robert James second. Roll was called with all in favor.

**Visitors**

Shelly & Zachary Crawford 311 Fairlawn Ave, Elyria (Scout requirement)  
Tim Fuhrman 120 Annis Rd, South Amherst  
Lexie Holowenko 108 Hornyak St, Amherst (school requirement)  
Aern Mizzul 50357 Middle Ridge Rd, Amherst (school requirement)  
Steve & Susan Yousko 319 E Main St, South Amherst

**Mayor's Report**

Tap-In to storm drain 319 E. Main St sump pump & 2 down spouts - David Troike move to accept tap-in of sump pump drain only. Stuart Jones second. Roll was called with all in favor.

Tap-In to storm drain 120 Annis Rd - Jed Willis move to accept, Jeri Leigh Siss second. Roll was called with all in favor.

2019 Council Calendar          After discussion, council members decided to have committee meetings following the first council meeting of the month. Then any legislation or issues could be voted on at the next council meeting. Jed Willis move to hold committee meetings after the first council meeting of the month. Robert James second. Roll was called with all in favor.

Leonard St Project - gas line cross bored through the storm drain, paving was delayed 2 days.

Leaf bags are available, 5 per resident.

Lorain County Drug Epidemic Report – view on village webpage



RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

**AMHERST CODIFIED ORDINANCE 1305.4(D), CONTRACTOR GEE FOR REGISTRATION, AND DECLARING AN EMERGENCY**

Robert James move to suspend the rules and pass Ordinance #1599-18 as an emergency on its first reading. Jed Willis second. Roll was called three times with all approving each time.

Ordinance No. 1600-18      **AN ORDINANCE REPEALING EXISITING SOUTH AMHERST CODIFIED ORDINANCE PART THIRTEEN – BUILDING CODE AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE PART THIRTEEN – BUILDING CODE, AND DECLARING AN EMERGENCY**

Jed Willis move to suspend the rules and pass Ordinance #1600-18 as an emergency on its first reading. Robert James second. Roll was called three times with all approving each time.

Ordinance No. 1601-18      **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH NECO AND TO APPLY FOR A LOAN FOR THE AUTOMATIC METER READING & METER REPLACEMENT PROJECT, AND DECLARING AN EMERGENCY**

Robert James move to suspend the rules and pass Ordinance #1601-18 as an emergency on its first reading. Jed Willis second. Roll was called three times with all approving each time.

**Resolutions**

Resolution No. 627-18      **A RESOLUTION ADOPTING THE PLAN UNDER THE OHIO PUBLIC EMPLOYEES DEFERRED COMPENSATION PROGRAM ADMINISTERED BY THE OHIO PUBLIC EMPLOYEES DEFEERED COMPENSATION BOARD FOR PARTICIPATION BY “ELIGIBLE EMPLOYEES” OF THE VILLAGE OF SOUTH AMHERST, OHIO, AND DECLARING AN EMERGENCY**

Jeri Leigh Siss move to suspend the rules and pass Resolution #627-18 as an emergency on its first reading. David Troike second. Roll was called three times with all approving each time.

**Appropriations**

Appropriation Ordinance No. 239      **AN ORDINANCE TO APPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF, JANUARY 1, 2018 TO DECEMBER 31, 2018 INCLUSIVE**

David Troike move to accept Appropriation #239. Jeri Leigh Siss second. Roll was called with all in favor.

Appropriation Ordinance No. 240      **A RESOLUTION TO TRANSFER FROM THE GENERAL FUND A TOTAL NOT TO EXCEED \$30,000.00 TO THE CAPTIAL PROJECT LEONARD ST FUND EFFECTIVE October 8, 2018.**

Robert James move to accept Appropriation #240. Dennis Burdue second. Roll was called with all in favor.

Appropriation Ordinance No. 241      **A RESOLUTION TO TRANSFER FROM THE GENERAL FUND A TOTAL NOT TO EXCEED \$35,093.00 TO THE STREET FUND EFFECTIVE November 12, 2018.**

Stuart Jones move to accept Appropriation #241. David Troike second. Roll was called with all in favor.

**RECORD OF PROCEEDINGS**  
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**Committees:**

**Service**

Personnel – Service Department employee has been terminated, he is appealing, and then the appeal goes to council.

Kenwood St. storm drain will be addressed this year.

**Bldg. & Grounds**

Park - cover the rebar from the garbage can

**Ordinance**

Zoning – send changes to committee.

Downspouts – have an ordinance against tie-in downspouts into storm drains, look for a drainage ordinance.

449 W Main St. The residence rejected the certified letter. After further discussion, the law director will further review the issue regarding the overgrown bushes.

**Audit/Finance**

Next meeting will be November 20, 2018 at 7 p.m.

**Safety**

**Fire**

Meeting to discuss Amherst Twp. fire contract – next Tuesday 11/20 at 6 p.m.  
Email copy of the current contract to all of council.

**Police**

Installed Officer Lyles, county training continues.  
Council member Troike commended the cops for their outstanding patrol on Halloween but he would still like to have something at either end of town to slow down traffic.

Next meeting will be November 20, 2018 at 6:00 p.m.

**Cemetery**

Meeting is moved to Tuesday, November 13, 2018 at 6:00 p.m.

**BPA**

Next meeting will be November 19, 2018 at 7:00 p.m.

**Park**

Next meeting will December 10, 2018 at 7:00 p.m.

**RECORD OF PROCEEDINGS**  
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**Zoning**

Michelle Balas variance for 107 N Lake St (bank)  
Next meeting will be November 28, 2018 at 6:30 p.m.

**Old/New Business**

Council member Troike raised the question of how do we make sure that Columbia Gas will not do any more cross laterals like they did on Church/Leonard?

**Adjournment**

Dennis Burdue move to adjourn. David Troike second. Roll was called with all in favor.  
Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held November 26, 2018

**Regular Council meeting**

7:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	P

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

**Acceptance of agenda** for 11/26/2018      Stuart Jones move to accept. Jeri Leigh Siss second. Roll was called with all in favor.

**Approval of minutes** for 11/12/2018      Robert James move to accept. Stuart Jones second. Roll was called with all in favor.

**Visitors**

**Mayor's Report**

Calendar 2019 - Jeri Leigh Siss move to accept the 2019 Calendar with council meetings beginning at 7 P.M. Dennis Burdue second. Roll was called with all in favor.

Leonard St update – paving is finished, striping will be done once we have a few dry days. Final payment will be held until grass planting, storm drains, etc. are completed in the spring.

Kenwood St update - has been marked by OOPS.

Annis Rd Project OPWC Round 33 – the mayor will attend a meeting on December 7<sup>th</sup> to see if our application has been accepted.

OML 2019 dues is \$520.00 - David Troike move to approve the OML dues renewal for \$520.00. Jed Willis second. Roll was called with all in favor.

**Law Director Report**

Drew up 2 ordinances and letter scheduling the appeal's meeting.  
Employee appeal meeting will be Monday, December 3, 2018 at 7 p.m.

**Fiscal Officer Report**

Payment listing 11/12-11/26/2018  
Management Reports for November      Jed Willis move to accept November Management Reports. Dennis Burdue second. Roll was called with all in favor.

**RECORD OF PROCEEDINGS**  
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Emerge Inc. (website) - at this time the consensus is to stay with the company.

Deferred Compensation – they have received our contract and will be assigning a representative to the village.

Then & Now PO# 463-2018 to Digger's for \$7775.00, Storm sewer repair for Church/Leonard Robert James to approve #463-2018. Jeri Leigh Siss second. Roll was called with all in favor.

Then & Now PO# 464-2018 to Digger's for \$5276.09. Storm sewer repair for Elm/Leonard Robert James to approve #464-2018. Jeri Leigh Siss second. Roll was called with all in favor.

**Ordinances**

Ordinance # 1602-18                    **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE COUNTY OF LORAIN FOR A JOINT SELF-INSURANCE HEALTH CARE BENEFITS, AND DECLARING AN EMERGENCY**

Robert James move to suspend the rules and pass Ordinance #1602-18 as an emergency on its first reading. Jed Willis second. Roll was called three times with all approving each time.

Ordinance #1603-18                    **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A MASTER LEASE PURCHASE AGREEMENT WITH TAX EXEMPT LEASING CORP., AND DECLARING AN EMERGENCY**

Jed Willis move to suspend the rules and pass Ordinance #1603-18 as an emergency on its first reading. Jeri Leigh Siss second. Roll was called three times with all approving each time.

1339.07 Discharge and Connection Prohibitions – copy was given to council. Downspouts are not allowed to tie directly in to the storm drain.

**Resolutions**

**Appropriations**

2019 Temporary Appropriations                    Jed Willis move to accept 2019 Temporary Appropriations. Dennis Burdue second. Roll was called with all in favor.

**Committees:**

**Service**

Discussion of the Village Employee Handbook was held and council member Siss reiterated that the handbook will need to be reevaluated in 2019, with key points of review are the job descriptions, employee training, probationary time and evaluations.

**Bldg. & Grounds**

Tree Lighting on December 6<sup>th</sup>, 6:30 p.m. at the Fire Department.

Townhall gutters need to be fixed before winter

Next meeting will be December 10, 2018 following council.



**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

**Ordinance**

After review of Chapter 11 (Planning & Zoning) of the Codified Ordinance the records clerk recommended that the chapter should be reviewed by a qualified zoning inspector prior to updating the chapter. Jed Willis move to have a review of Chapter 11 of the Codified Ordinances completed for no more than eight (8) hours at \$95.00/hr. Robert James second. Roll was called with all in favor.

Robert James move to have an agreement drawn up with Safebuilt Inc. to review Chapter 11 of the Codified Ordinance. Second by Stuart Jones. Roll was called with all in favor.

Next meeting will be December 10, 2018 following council.

**Audit/Finance**

Next meeting will be December 10, 2018 following council.

**Safety**

**Fire**

28 calls for October

Fire Contracts – Amherst & Henrietta Twp. contracts expire on 12/31/18, discussion has been held regarding how the fees are formulated. Safety committee meeting to discuss the contracts and to include the SAFD officers in the discussion. The meeting will be held December 4, 2018 at 7 p.m.

**Police**

Police Chief would like to meet with council, schedule for the first meeting of 2019.

**Cemetery**

Section A has a drainage problem, looking to see if there is a tile to tie into.  
Next meeting will be December 10, 2018 following council.

**BPA**

Operator was on vacation last week.  
Next meeting will be December 10, 2018 following council.

**Park**

Gates are closed, but the walking path is still available.  
Next meeting will be December 10, 2018 following council.

**Zoning**

Michelle Balas would like to change the zoning of 107 N Lake St (old bank) from commercial to light industrial for an animal clinic.  
November 28, 2018 @ 6:30 PM

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**Old/New Business**

Council meeting on 12/10 @ 6:30 pm

Christmas Party – invite all the boards, fire & police.

**Adjournment**

Jed Willis move to adjourn. Jeri Leigh Siss second. Roll was called with all in favor. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski

**RECORD OF PROCEEDINGS**  
**Minutes of Village of South Amherst Meeting**

Held December 10, 2018

**Regular Council meeting**

6:30 P.M. – The regular council meeting was called to order by Mayor David Leshinski, and opened with the Lord's Prayer followed by the pledge of allegiance.

**The roll was called:**

Council Member Jed Willis	P
Council Member Dennis Burdue	P
Council Member Jeri Leigh Siss	P
Council Member Stuart Jones	P
Council Member David Troike	P
Council President Robert James	A

**Ex officio members:**

Fiscal Officer Michelle Henke	P
Records Clerk Laurie Beran	P
Law Director Michelle Nedwick	P

**Acceptance of agenda** for 12/10/2018      Jeri Leigh Siss move to accept the agenda with the revised order for ordinances and appropriation vote being first order of business. David Troike second. Roll was called with all in favor.

**Approval of minutes** for 11/26/2018      David Troike move to accept. Dennis Burdue second. Roll was called with all in favor.

David Troike move to excuse Jeri Leigh Siss from the remainder of the meeting for her work. Stuart Jones second. Roll was called with all in favor.

David Troike move to excuse Robert James due to work. Stuart Jones second. Roll was called with all in favor.

**Visitors**

Sue Troike 310 E. Main St.  
Zoltan Zoltai 374 Annis Rd.

**Mayor's Report**

Volunteer Fire Dependence Board

Council Representatives: David Troike (Chair), Dennis Burdue

SAFD Representatives: Dennis Hevener, John Crawford

Village Resident: Zoltan Zoltai

NOACA continues to send letters and have repeatedly asked for them to do a presentation for council on what services they provide.

Cascade Cliffs Request – the newest name for the Quarry Project. IRG, LLC. is intending to build their own sewage treatment plant after encountering problems with other municipalities. They need to have the village's consent. After discussion was held, the consensus of council was that IRG, LLC. needs to present the revised plans to council and the engineer.

Board vacancies - Audit, Park, Zoning – 1 member each.

RECORD OF PROCEEDINGS  
Minutes of Village of South Amherst Meeting

**Law Director Report**

Drew up 5 ordinances and 2 fire agreements.

**Fiscal Officer**

Payment Listing 11/26 – 12/10/2018

Jed Willis move to accept. David Troike second. Roll was called with all in favor.

November Bank Reconciliation was not completed due to the roll-over of 3 investments. The paperwork was not sent in time to complete for this evenings meeting.

**Ordinances**

Ordinance No. 1604-18        **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE VILLAGE OF SOUTH AMHERST AND SAFEbuilt OHIO, LLC., AND DECLARING AN EMERGENCY.**

David Troike move to suspend the rules and pass Ordinance #1604-18 as an emergency on its first reading. Stuart Jones second. Roll was called three times with all approving each time.

Ordinance No. 1605-18        **AN ORDINANCE TO APPROVE CURRENT REPLACEMENT PAGES TO THE SOUTH AMHERST CODIFIED ORDINANCES AND DECLARING AN EMERGENCY.**

David Troike move to suspend the rules and pass Ordinance #1605-18 as an emergency on its first reading. Jed Willis second. Roll was called three times with all approving each time.

Ordinance No. 1606-18        **AN ORDINANCE SETTING THE MONTHLY CONTRIBUTIONS PAID BY THE VILLAGE FOR FULL TIME VILLAGE EMPLOYEES' HEALTH INSURANCE COVERAGE, AND DECLARING AN EMERGENCY.**

David Troike move to suspend the rules and pass Ordinance #1606-18 as an emergency on its first reading. Dennis Burdue second. Roll was called three times with all approving each time.

Ordinance No. 1607-18        **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE TRUSTEES OF HENRIETTA TOWNSHIP FOR THE VILLAGE VOLUNTARY FIRE DEPARTMENT FROM 1 JANUARY 2019 THROUGH 31 DECEMBER 2021, AND DECLARING AN EMERGENCY.**

David Troike move to suspend the rules and pass Ordinance #1607-18 as an emergency on its first reading. Stuart Jones second. Roll was called three times with all approving each time.

Ordinance No. 1608-18        **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN EXTENSION AGREEMENT WITH THE TRUSTEES OF AMHERST**

**RECORD OF PROCEEDINGS**  
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**TOWNSHIP FOR THE VILLAGE VOLUNTARY FIRE DEPARTMENT THROUGH 31 MARCH 2019, AND DECLARING AN EMERGENCY.**

David Troike move to suspend the rules and pass Ordinance #1608-18 as an emergency on its first reading. Jed Willis second. Roll was called three times with all approving each time.

**Resolutions**

**Appropriations**

Temporary Appropriation Ordinance #243 **AN ORDINANCE TO APPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF MONTHS, JANUARY 1, 2019 TO MARCH 31, 2019 INCLUSIVE.**

Jed Willis move to amend temporary appropriations. Jeri Leigh Siss second. Roll was called with 5 (five) ayes.

**Committees:**

**Service**

Dennis Burdue move to discuss personnel at the end of the meeting. Jed Willis second. Roll was called with all in favor.

**Bldg. & Grounds**

Stuart Jones inquired about the gutters on village hall. Hopefully, will be looked at in the next week, weather permitting.

**Ordinance**

**Audit/Finance**

**Safety**

**Fire**

- Extending Amherst Twp. fire contract 3 months, until new contract is formed.
- Committee will meet again in February to discuss the new contract for Amherst Twp.
- Henrietta Twp. fire agreement for 3 years at 5% increase will be mailed out.
- Council would like email addresses of officers in order for easier flow of communications.

**Police**

- 10 traffic citations, hit & run, barking dog complaint.
- Overheating issue with Cruiser 223, 4 new tires for Cruiser 222.
- Intern for 1 month through a partnership with Tiffin University.

**Cemetery**

Vacancy on the board.

Next meeting will be January 9, 2018 at 6:30 p.m.

**RECORD OF PROCEEDINGS**  
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**BPA**

Looking forward to moving ahead with the radio read meters  
Next meeting will be January 7, 2019 at 7:30 p.m.

**Park**

Next meeting will be January 3, 2019 at 7:30 p.m.

**Zoning**

107 N. Lake St. veterinary clinic with no overnight stays.  
Will be sending zoning ordinance info to Safebuilt for review.  
Next meeting will be January 23, 2019 at 6:30 p.m.

**Old/New Business**

Kenwood storm – first pieces of pipe were collapsed, put in 140’ of new tile

Stuart Jones move to enter into executive session at 7:10 p.m. to discuss personnel discipline.  
Dennis Burdue second. Roll was called with all in favor.

Regular council meeting resumed at 7:20 p.m.

David Troike, council moves to affirm the decision of the mayor for employee termination. Jed Willis second. Roll was called with all in favor.

**Adjournment**

Jed Willis move to adjourn. Dennis Burdue second. Roll was called with all in favor. Meeting adjourned.

Respectfully submitted,

\_\_\_\_\_  
Fiscal Officer Michelle Henke

\_\_\_\_\_  
Mayor David Leshinski