

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Held January 14, 2019

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 01/14/2019 Stuart Jones move to accept agenda as presented.
Dennis Burdue second. Roll was called with all in favor.

Approval of minutes for 12/10/2018 Dennis Burdue move to accept minutes as presented.
Robert James second. Roll was called with all in favor.

Visitors

Megan Pycraft 250 S.ake St., paul Knott 213 Erie St., James Sparks 207 Maple St., Kevin Call 124 Maroy Dr., Becky Siesf 126 Maroy Dr., Tom D?, Donna Hauck 359 Annis Rd., Chuck Pullins 617 W. Main, Jeanne Maschari 306 E. Main, Denny Abraham – Amherst Township Trustee, Dave Faight - SABPA, Justin Lichter – IRG

Justin Licheter a representative from IRG was asked to give council an update on the Quarry Project.

IRG (Quarry Project) Justin Lichter (sp) The sewer & water getting it to the site, that's the hold up. Trying to get the county and city to compromise, looking at on-site sewer 45-90 homes for initial phase. What about the resort, how will it benefit the village. IRG is looking at both/all options, they want to work with the county but are tired of waiting. It has been 2 years.

Amherst TWP has not signed their agreement. Troike – is the TIF still on the board...IRG the county is pursuing the TIF.

Mayor feels that all the interested parties (village, townships, City of Lorain, county) should be brought together and trying to get a solution. Troike update every 3 months. Lines of communication need to be open. Burdue – value of houses IRG. Willis – is there anything the village can do to get things moving with the county

Get Jeanne's question about the sewers to the village residents.

Mayor's Report

Street Commissioner - Robert James move to nominate Mayor Leshinski as Street Commissioner. Dennis Burdue second. Roll was called with all in favor.

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Council President – Stuart Jones move to open the floor for Council President nominations. Jeri Leigh Siss nominated David Troike. Jed Willis nominated Robert James. David Troike move to close nominations. Dennis Burdue Second. Roll was called for each nominee, the vote was split at 3 a piece. Mayor Leshinski casted the deciding vote in favor of Robert James.

Tap-In 124 Maroy Dr. Septic Tank - David Troike move to approve tap-in. Stuart Jones second. Roll was called with all in favor.

Revised Council Calendar – Robert James move to approved revised calender. Jeri Leigh Siss second. Roll was called with all in favor.

Republic Bulk pick-up has been moved to the 3rd Wednesday after the 1st Monday.

Law Director Report

Fiscal Officer

Payment listing 12/11/2018-1/14/2019

December management reports

Bank reconciliation for December and January – Jed Willis move to accept all fiscal management reports. Robert James second. Roll was called with all in favor.

NOACA dues notice – Jed Willis move DO NOT PAY NOACA dues. Robert James second. Roll was called with all in favor.

OPWC loans status ---- Leonard St was \$522, 852.22 through Ohio Public Works

Records Clerk

Request SABPA review maps/blueprints for validity prior to records retention meeting by April 22, 2019.

Ordinances

Ordinance #1609-19 AN ORDINANCE AUTHORIZING SALARY CHANGES FOR JEANNE MASCHARI, AND DECLARING AN EMERGENCY.

Jed Willis move to suspend the rules and pass Ordinance #1609-19 as an emergency on its first reading. Dennis Burdue second. Roll was called three times with all approving each time.

Ordinance #1610-19 AN ORDINANCE FIXING RATE OF COMPENSATION FOR ELECTED AND CERTAIN APPOINTED OFFICIALS AND DECLARING AN EMERGENCY

Jed Willis move to suspend the rules and pass Ordinance #1610-19 as an emergency on its first reading. Robert James second. Roll was called three times with all approving each time.

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Ordinance #1611-19 AN ORDINANCE FIXING RATE OF COMPENSATION FOR PART-TIME MEMBERS OF SOUTH AMHERST VILLAGE FIRE DEPARTMENT EFFECTIVE 1 JANUARY 2019, AND DECLARING AN EMERGENCY

Robert James move to suspend the rules and pass Ordinance #1611-19 as an emergency on its first reading. Jed Willis second. Roll was called three times with all approving each time.

Ordinance #1612-19 AN ORDINANCE AUTHORIZING SALARY CHANGES FOR DENNIS HEVENER AND JEANNE MASCHARI EFFECTIVE JANUARY 20, 2019, AND DECLARING AN EMERGENCY.

Robert James move to suspend the rules and pass Ordinance #1612-19 as an emergency on its first reading. David Troike second. Roll was called three times with all approving each time.

Resolutions

Appropriations

Appropriation Ordinance #244 A RESOLUTION TO TRANSFER FROM THE GENERAL FUND A TOTAL OF \$153,396.11 TO THE STREET FUND, CEMETERY FUND, AND CAPITAL PROJECTS 4901 FUND EFFECTIVE JANUARY 1, 2019.

Stuart Jones move to approve Appropriations Ordinance #244. Jeri Leigh Siss second. Roll was called with all in favor.

Temporary Appropriation Ordinance #245 (Transfer) 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.

David Troike move to approve Appropriations Ordinance #245. Stuart Jones second. Roll was called with all in favor.

Committees:

Service

DB stated that Maroy Oakdale should be next on the list for jetrodding

Troike – 128 Maroy would like it looked into further

Burdue reitteratd that the areas of Maroy, Oakdale & Buckeye Troike move to get a quote by street. JLS second Roll was called with all in favor if the budget allows

Employee Review – executive session

Bldg. & Grounds

Sign board is froze shut, quote on the gutters will be had for the next meeting.

Ordinance

Audit/Finance

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Village representative for audit committee - Megan Pycraft, works for PNC as an internal auditor. Jed Willis move to accept Megan Pycraft for the audit committee. Stuart Jones second. Roll was called with all in favor.

Safety

Fire

18 calls for the month of December.

Commend the SAFD for their mutual aid with Amherst FD on 1/13/19.

Police

A number of thefts in unlocked vehicles on Annis Rd. One report was filed. The New World Computer System has been implemented.

Cemetery

Marilyn Maukarski has been appointed as the new board member. The board received 3 bids for mowing. Updating of section G (the hill) has been taking place.

Next board meeting will be February 13, 2019 at 6:00 p.m.

BPA

Radio read meters and soft

The install is being done by the company

Next board meeting will be January 21, 2019 at 7:30 p.m.

Park

Walking group will start first Wednesday in May and run through October.

Tentative Community Picnic scheduled for Sunday, June 2.

March board meeting has been rescheduled for Thursday, March 14, 2019 at 7:30 p.m. due to a scheduling conflict.

Next board meeting will be February 7, 2019 at 7:30 p.m.

Zoning

Next board meeting will be January 23, 2019 at 7:30 p.m. if needed.

Old/New Business

Asplundh will be trimming trees around the utility lines throughout the village.

Community Development Committee

- Jeri Leigh Siss move to change the date of Community Development Openhouse to February 18, 2019. Jed Willis second. Roll was called with all in favor.

South Amherst Historical Society Dance will be held on January 26th at NBVM. Admission is \$10.00, food, drink, prizes.

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Stuart Jones move to enter into executive session to discuss personnel and unemployment benefits at 8:50 p.m. Dennis Burdue second. Roll was called with all in favor.

Jeri Leigh Siss move to reconvene regular session at 9:20 p.m. Robert James second. Roll was called with all in favor.

Adjournment

Dennis Burdue 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

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Held January 28, 2019

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 01/28/2019 Robert James move to accept agenda as presented.
Stuart Jones second. Roll was called with all in favor.

Approval of minutes for 01/14/2019 Robert James move to accept minutes as presented.
Jeri Leigh Siss second. Roll was called with all in favor.

Visitors

Peck & Gambish (Village Tax Administrator) – John Peck gave the 2018 tax review. Included how much we brought in, how much is uncollected and new state regulations. For uncollected taxes, the state only allows going back 7 years. Council member Burdue asked if unpaid income tax can be posted in the newspaper like the county does with property tax – the law director will research the topic.

Mayor's Report

Sewer cleaning bids averaged \$450 an hour from Cleveland Sewer Inspection and Great Lakes Pipe Line Services.

NOPEC Grant – for 2017 we received \$5844.00. For 2018 we received \$5674.00. Last year's amount was put in escrow and would like to combine the amounts and put towards a new HVAC. The townhall system is the original, 30 years old. Jeri Leigh Siss asked if it would be beneficial to have a NOPEC rep at a meeting to let the residents know the benefits. Consensus was to ask NOPEC to have a representative at the open house.

Storm water – how soon do we turn over the storm water to SABPA? Further discussion sent to committee scheduled on 2/11/19 following the council meeting.

Law Director Report

Fiscal Officer

Payment Listing for 1/14/19 – 1/28/19
Management reports January

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Accept all fiscal reports Jed Willis move to accept all fiscal reports. Jeri Leigh Siss second. Roll was called with all in favor.

Year End Update - ready to close it out, just waiting on the Hinkle Notes from Harris (auditor), will probably have in February.

OWDA loan status – total owed so far on the 3 loans \$466,098.63.

N. Lake St. Waterline Replacement	\$102,999.23
Water Tower Rehab	\$171,401.85
Leonard St. Waterline Replacement	\$191,697.55

Getting additional quotes for village insurance.

Independent IT department to cover software, virus protection, firewalls, support, etc. – Council member Troike suggested looking into ACC from Norwalk for a consultation. Should budget approximately \$15,000.00.

Computer policy revision would be the responsibility of the Building & grounds committee.

Records Clerk

Fiscal officer and records clerk will be attending the Local Government Services Conference on March 7 & 8th in Columbus.

Correction made to council member Robert James's phone number on the roster.

Ordinances

Ordinance No. 1613-19 **AN ORDINANCE FIXING RATE OF COMPENSATION FOR PART-TIME MEMBERS OF SOUTH AMHERST VILLAGE POLICE DEPARTMENT EFFECTIVE 1 JANUARY 2019, AND DECLARING AN EMERGENCY**

David Troike move to suspend the rules and pass Ordinance #1613-19 as an emergency on its first reading. Robert James second. Roll was called three times with all approving each time.

Ordinance No. 1614-19 **AN ORDINANCE FIXING RATE OF COMPENSATION FOR ELECTED AND CERTAIN APPOINTED OFFICIALS AND DECLARING AN EMERGENCY**

Robert James move to suspend the rules and pass Ordinance #1610-19 as an emergency on its first reading. Jed Willis second. Roll was called three times with all approving each time.

Resolutions

Appropriations

Committees:

Service

Streets - significant snowfall and rain, have tried to keep up. Getting ready for the arctic blast. Trucks are running good.

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Employee search – 3 candidates, may want to bring back for second interview.

Kudos to service employee John for taking the initiative to remount the safety light on the dump truck.

Bldg. & Grounds

Gutters – the mayor is still waiting on estimates. Two contractors stated that they need to wait until we have warmer weather. Council member Burdue discussed our needs with a contractor and is waiting on an estimate.

Discussion needs to be had with Time Warner/Spectrum to increase internet speed.

Audit/Finance

Audit meeting will be February 12 at 7:00 p.m.

Department Budget Hearings February 25, 2019 at 6:00 p.m.

Ordinance

Review of zoning updates February 11, 2019 following council.

Review of employee handbook will wait until after the Local Government Leaders conference. Revised edition needs to include job descriptions.

Safety

Fire

Safety meeting to discuss Amherst Fire contract will be February 10, 2019 at 7:00 p.m.

Police

Cemetery

Funeral scheduled for this Wednesday.

Next board meeting will be February 13, 2019 at 6:00 p.m.

BPA

Preconstruction meeting for the water meters. The crew will not change a bad water valve, the resident will need to change it before new meter can be installed. Letters will be sent out to residents regarding the new meters, installation and water valve replacement.

Next board meeting is February 4, 2019 at 7:30 p.m.

Park

Next board meeting will be February 7, 2019 at 7:30 p.m.

Zoning

Next board meeting will be February 27, 2019 at 6:30 p.m. (if needed).

Old/New Business

2019118

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Council member Burdue had a discussion with Mrs. Knott regarding her septic system. He informed her that the village has no say, that is the jurisdiction of the Lorain County Public Health.

Adjournment

Jeri Leigh Siss move to adjourn. Jed Willis second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

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Held February 11, 2019

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 02/11/2019 Dennis Burdue move to accept agenda as presented.
David Troike second. Roll was called with all in favor.

Approval of minutes for 01/28//2019 Dennis Burdue move to accept minutes as presented.
Robert James second. Roll was called with all in favor.

Visitors

Andrew Lawrie SAFD

Mayor's Report

Trash pick-up – after the last increase from Republic Waste, a number of residents have expressed their dissatisfaction to the mayor. In order to join a consortium, there would be a \$5000.00 fee that the village would be responsible for.

Quarry Project Update - Justin Lichter and the mayor did walk through South Amherst Middle School with the superintendent. IRG met with the county and the sewer discussion is back on and they are also working with Lorain County Rural Water. Would like to have IRG, Amherst Township and the village in discussion regarding the sewers. Records clerk asked if an application for Planned Development District 1159.12. had ever been completed, none on file.

Annual Safebuilt meeting with John Cheatam was held to discuss the Building Department operations.

Charter Communications now owns Spectrum Cable (formerly Time Warner).

NOACA sent another bill, the mayor will send out the annual letter that the Village will not be participating in membership.

Lorain County Solid Waste Recycle 2017 Grant was \$5000.00, received monies in 2018.

Law Director Report

2019120

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Resident Denise Ives of 219 Oakdale, has continued to contact me regarding her claim that the Village of South Amherst is responsible for the flooding in her basement on August 26, 2018. The law director read the current letter to council. Council discussed the matter further and referred back to the previous conversation that was held on 9/10/2018 regarding the matter.

Record of Proceedings of September 10, 2018:

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.

Conclusion was that a letter needs to be sent from the mayor that the village is not responsible.

Fiscal Officer

Payment Listing 1/28/19 – 2/11/19 Jed Willis move to accept the payment listing.
Robert James second. Roll was called with all in favor.

Records Clerk

Committee meetings need to have an agenda and minutes. Law director asked what committees were meeting. Ordinance to discuss zoning - information has not been received, will be tabled. Discussion was also to be held turning Stormwater over to BPA. Council member James stated there is no discussion needed because the ORC states that it is part of the BPA.

Ordinances

Ordinance #1615-19 **AN ORDINANCE TO ENTER INTO A PROFESSIONAL ENGINEERING & SURVEYING SERVICE AGREEMENT WITH BRAMHALL ENGINEERING FOR THE OPWC ROUND 33 ANNIS RD REHABILITATION PHASE 1 DECLARING AN EMERGENCY**

Robert James move to suspend the rules and pass Ordinance #1615-19 as an emergency on its first reading. Stuart Jones second. Roll was called three times with all approving each time.

Ordinance #1616-19 **AN ORDINANCE AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) ENERGIZED COMMUNITY GRANT(S) FUNDS, AND DECLARING AN EMERGENCY**

Jed Willis move to suspend the rules and pass Ordinance #1616-19 as an emergency on its first reading. Dennis Burdue second. Roll was called three times with all approving each time.

Resolutions

Appropriations

Appropriation #246 **A RESOLUTION TO TRANSFER FROM THE GENERAL FUND A TOTAL OF \$122,500.00 TO THE CAPITAL PROJECT FUND FOR OPWC ROUND 33, ANNIS ROAD REHABILITATION PHASE I EFFECTIVE FEBRUARY 11, 2019.**

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Stuart Jones move to approve Appropriation #246. David Troike second. Roll was called with all in favor.

Committees:

Service

Council member Burdue said to make sure that the salt is getting cleaned off the trucks. Holiday signs need to come down.

Bldg. & Grounds

Gutters

- Sibley proposal \$11,285.00 for the complete building
- Waiting on quote from Metal Roofing of Northern Ohio
- Scott Oroszcz – have tried, no response
- Kim Mulder – Star Builders

Mayor wanted to consider the demolition of the BPA Building. Council member James stated, “There was already an ordinance passed for them to clean it out so that we can pursue that (demolition).” The hold up now, is there is not a place to go with their inventory. The chair of the SABPA made the comment at the SABPA meeting that the village would make them pay for the addition. Council had previously told the chair that the money was allocated in 2018. There was no further discussion.

Audit/Finance

Audit meeting will be February 12 at 7:00 p.m.

Department Budget Hearings February 25, 2019 at 6:00 p.m.

Ordinance

Safety

Fire

January Incident Count – 19

Amherst Twp. Fire Preliminary Contract - David Troike move to accept and present to Amherst Township the preliminary fire contract. Jeri Leigh Siss second. Roll was called with all in favor.

Department is looking into acquiring a command vehicle from retired vehicles of the Elyria Police Department. 2011 Crown Vic

Police

January Incident Count 4

Peter Sboukis was sworn in as a Reserve Officer. There are 2 other applicants going through background checks. New World program is up and running and the contract with TAC Mobile Service will end on 2/28/19.

Cruiser 250 is being declared unfit for operation due to high cost of repairs. It will go for sale through Gov Deals.

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Cemetery

Meeting was changed to February 12 instead of the 13th at 6:00 p.m.

BPA

Water break on Maple St., two abandoned gas lines were discovered.
Next board meeting is February 18, 2019 at 7:30 p.m.

Park

Working on summer programing.
Next board meeting will be March 14, 2019 at 7:30 p.m.

Zoning

Letter of interest from a resident on Maple St.
Next board meeting will be February 27, 2019 at 6:30 p.m. (if needed).

Old/New Business

Community Open House
Date change to Monday, March 18
Village boards & community organizations to be involved

Yellow flags on Annis Rd. are for replacing the water line from the bridge to 330 Annis Rd.

In August there will be

Status of a new Service Department hire - mayor is waiting on the email responses.

Can the police check the pole numbers when their on a night. Mayor said last time he did it, he gave house number and nearest intersection

Adjournment

Jeri Leigh Siss move to adjourn. Stuart Jones second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

RECORD OF PROCEEDINGS
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Held February 25, 2019

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 02/25/2019 Stuart Jones move to accept agenda as presented. Robert James second. Roll was called with all in favor.

Approval of minutes for 02/11/2019 David Troike move to accept minutes as presented. Jeri Leigh Siss second. Roll was called with all in favor.

Visitors

Todd Siesky – 126 Maroy Dr. inquired as to when the storm drains will be cleaned on Maroy Dr., Mayor Leshinski responded that the SABPA was in charge of the storm drains and that their meetings are the first and third Mondays of the month at 7:30 p.m.

Chuck Pullins – 617 W. Main St. stated his displeasure with the clay earthen wall that has been constructed behind his house on adjacent property. Council previously had discussed this construction and all requirements had been met by the engineers involved.

Mayor's Report

Denise Ives 219 Oakdale – a reply letter was sent regarding Ms. Ives concerns and invited her to address council.

Dumpster Days and Pride Day – waiting on verification.

The state will be increasing the gas tax. The extra money generated from the tax will be divided between the state and municipalities for road construction and repair.

Briefly discussed with the fiscal officer raising the fee by \$5.00 for vehicle registration renewals.

Law Director Report

Fire Chief would like to proceed with the fire levy for November.

Jed Willis move to proceed with filing the appropriate paper work for a fire levy. Second by David Troike. Roll was called with 5 ayes and 1 nay.

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Fiscal Officer

Payment Listing for 2/11 – 2/25/19
Management Reports for February
January Bank Reconciliation

David Troike move to accept all fiscal management reports. Jeri Leigh Siss second. Roll was called with all in favor.

Credit Card Policy mandated by the state has been drafted. Discussion was held. Stuart Jones move to approve the credit card policy and have an ordinance drawn-up. Robert James second. Roll was called with all in favor.
Year End 2018 Notes discussion – council needs to consider staying within the budget and not transferring funds from the general fund.

Records Clerk

Zoning Code review went well. Jeff Fillar of SAFEbuilt stated that “Zoning Code Part Eleven remains solid in today’s zoning environment. It is consistent and clear in its intent. I do not feel that any changes need to be implemented at this time.”

Water treatment plant - need official date to vacate occupancy of the Water Treatment Plant. Jed Willis move to have the Water Treatment Plant vacated on April 1, 2019. Robert James second. Roll was called with all in favor.

Ordinances

Resolutions

1st reading

Resolution #628-19 **A RESOLUTION DECLARING UNFIT FOR PUBLIC USE CERTAIN PROPERTY WHEREAS, COUNCIL HAS DETERMINED THAT CERTAIN REAL PROPERTY, TO WIT, THE WATER TREATMENT PLANT LOCATED IN THE VILLAGE OF SOUTH AMHERST AT 444 W. MAIN ST, IS UNFIT FOR PUBLIC USE AND SUBJECT TO DEMOLITION**

Resolution #629-19 **A RESOLUTION DECLARING UNFIT FOR PUBLIC USE CERTAIN PROPERTY AND DECLARING AN EMERGENCY WHEREAS, COUNCIL HAS DETERMINED THAT CERTAIN PERSONAL PROPERTY, TO WIT: POLICE CRUISER 250, A 2004 FORD CROWN VICTORIA, VIN # 2FAHP71W34X139448, IS UNFIT FOR PUBLIC USE**

Robert James move to suspend the rules and pass Resolution #269-19 as an emergency. Jeri Leigh Siss second. Roll was called with all in favor.

Appropriations

Discussion was held on 2019 Permanent Appropriations. The Public Hearing for 2019 Permanent Appropriations will be on March 11, 2019 at 6:30 p.m. Voting will take place on the

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appropriations March 25th, due to council members Siss and Jones will not be present due to work and vacation respectfully.

Committees:

Service

Council requested that the mayor contact the phone and cable company regarding the tree that has fallen into the lines between 5900 Russia and 6000 Russia Rd.

Bldg. & Grounds

Gutters

- Metal Roofing of Northern Ohio has been contacted for a quote
- Northern Ohio Roofing never showed

Audit/Finance

The committee will meet on the second Tuesday of the month. Requesting to have the payment listing available for audit meetings.

Next meeting is March 12, 2019 at 7:00 p.m.

Ordinance

Safety

Fire

Fire Safety Contract meeting with New Russia Township on April 1, 2019 at 7:00 p.m. at 46300 Butternut Ridge Rd., Trustee Meeting Room.

Police

February incident count: 5 traffic citations, 4 calls for service
1 officer attending Lorain County CIT program.

Cemetery

Council member James inquired about the tore up ground – board decision is to bring in dirt and reseed. Mr. James stated that it should be policy to always (does not matter the time of the year) use the Duradeck and plywood each time there is a funeral in order to protect the ground. Council member Jones needs to be informed immediately of meeting changes.

Next board meeting will be March 13, 2019 at 6:00 p.m.

BPA

The board has taken over the responsibility of the storm water system. Annis Rd. water tap-in will take place on 2/26/19.

Next board meeting is March 4, 2019 at 7:30 p.m.

Park

Board member attended an ODNR programing workshop. Driveway gravel needs raked.

Next board meeting is March 14, 2019 at 7:30 p.m.

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Zoning

There will be no board meeting for the month of February.

Council member Willis asked if Amherst Township had passed legislation regarding IRG package sewage plant. Mayor Leshinski stated that they had passed it. Discussion was held and the general consensus was that the village would not benefit from a package plant. In the future if even a portion of the residents were able to tie-in the council could possibly change their opinion.

Robert James move to not approve the IRG sewage package plant. Stuart Jones second. Roll was called with all in favor.

Council member Troike inquired if council needs an ordinance declaring any storm water systems located within the corporations limits belongs to the village. Council member James stated that he believed there to already be an ordinance and would inform us of the details.

Old/New Business

Council member Troike referred to a previous meeting where the school board (Firelands) attended (prior to 2018) and they stated that they would give the school to the village. However at the South Amherst Historical Society meeting (2/6/2019) the school district superintendent said that their bylaws state that any unused property must go out for bid. Council member Burdue was not present at any meeting during the merger process between the 2 school districts but it had been implied that if the property would be vacated then it would be given back to the village. His concern was how was it acquired; was there any money exchanged or was it just merged into Firelands, is there only a claim to the buildings for educational use and not to the physical property. Further discussion was that the village cannot afford to take over the property.

Open house – Monday, March 18 at 6 p.m. it has been advertised in print and social media.

Service employee hire – do we have clearly defined job descriptions for all service workers. Mayor Leshinski said they need to be finalized and hope to have some results in the hiring process within the next couple of weeks.

Council member Jones requested that the keystone from the planter (northeast corner of village hall) be repaired by Memorial Day.

Adjournment

Jeri Leigh Siss move to adjourn. David Troike second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

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RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Held March 11, 2019

Public Hearing for 2019 Permanent Appropriations

6:30 P.M. - The public hearing for the 2019 Permanent Appropriations was called to order by Mayor David Leshinski.

In attendance: Council members; James, Willis, Burdue, Fiscal Officer Michelle Henke and Records Clerk Laurie Beran.

Fiscal officer explained a couple of the changes. State Auditor has notified us that we would start paying the UAN user fee of \$3660.00 per year. Put in \$13,000 for the gutters. Mayor Leshinski asked if there was money budgeted for mayor's court. No, it was not budgeted, it would have to be reappropriated. Cemetery budget had some minor changes.

The village received notice from the engineer that the Leonard St. project total cost was being reduced by \$72,000.00. Chagrin Valley Paving would like released from their bond.

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	EA
Council Member Stuart Jones	EA
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

(EA – excused absences)

Accept the absence of Jeri Leigh Siss due to work and Stuart Jones absence due to vacation. Robert James move to accept the absence of Siss and Jones. Jed Willis second. Roll was called with all in favor.

Acceptance of agenda for 03/11//2019 Jed Willis move to accept agenda as presented. Dennis Burdue second. Roll was called with all in favor.

Approval of minutes for 02/25/2019 Robert James move to accept minutes as presented. Dennis Burdue second. Roll was called with all in favor.

Visitors

Dale & Barbara Costin 5811 Russia Rd. – concern about the rise in Republic Services garbage rates. Council reiterated that residents have individual contracts with Republic Services.

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Minutes of Village of South Amherst Meeting

Rick & Bev Alaksa 5914 Russia Rd. – concern about the rise in garbage rates and if they would see any benefits from the storm water fee. Concerned about the county ditch that has become grown over. Has called numerous times and the county hasn't done anything in the past, will they now? The mayor responded that the fee that is paid will cover maintenance, repair and construction. We can apply to the county for a grant to clean out the ditch.

Chuck Pullins – 617 W. Main St.

Mayor's Report

Dumpster Days: April 12-13 from 8 a.m. – 4:30 p.m.
 October 11-12 from 8 a.m. – 4:30 p.m.
 No oil, antifreeze, or paint

Village Wide Rummage Sale: August 9, 10, 11

Recap 2018

3 new employees and 2 new council members. Electricity was installed in the pavilion at the Community Park. Storm drains were cleaned on East & West Main Streets, S. Lake Street plus Charles Street. The water and storm lines were replaced on Church Street and Thompson Drive. Storm drain replaced on Kenwood Street. Leonard Street was reconstructed. A new police car was purchased. Lastly, we celebrated our Centennial with a picnic at Community Park.

Law Director Report

Will have Fire Levy info for the next meeting.

Fiscal Officer

Payment Listing for 2/25 – 3/11/19

February Bank Reconciliation

Jed Willis move to accept the financial reports. Second by Robert James. Roll was called with all in favor.

Insurance – did receive a quote from USI, but have not received the quote as of today from Custiss Insurance.

Records Clerk

State Audit - all elected and appointed officials must attend training on the Sunshine Law, Certified Public Records

Ordinances

Ordinance # 1617-19 **AN ORDINANCE ADOPTING THE VILLAGE OF SOUTH AMHERST CREDIT CARD POLICY, AND DECLARING AN EMERGENCY**

Did not have quorum.

Resolutions

2nd reading

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Resolution #628-19 **A RESOLUTION DECLARING UNFIT FOR PUBLIC USE CERTAIN PROPERTY WHEREAS, COUNCIL HAS DETERMINED THAT CERTAIN REAL PROPERTY, TO WIT, THE WATER TREATMENT PLANT LOCATED IN THE VILLAGE OF SOUTH AMHERST AT 444 W. MAIN ST, IS UNFIT FOR PUBLIC USE AND SUBJECT TO DEMOLITION**

Appropriations

1st reading

Appropriation #247 **AN ORDINANCE TO APPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF, JANUARY 1, 2019 TO DECEMBER 31, 2019 INCLUSIVE**

Did not have quorum.

Committees:

Service

Due to the high winds, there are a number of trees that need to be taken care of in both cemeteries. One large one in Pioneer.

Bldg. & Grounds

Still waiting on second proposal for gutters.

Audit/Finance

Next meeting is March 12, 2019 at 7:00 p.m., just need a payment listing.

Ordinance

Safety

Fire

Mayor Leshinski had attended the last Amherst Township Trustee meeting and stated they had concerns regarding the base rate that was stated in the contract. Council members present would like the meeting with Amherst Township to occur sooner than two days prior to the contract expiring. Council requested the mayor change the meeting to March 19 at 7 p.m.

Police

February Incident Count – 6 Traffic Citations – 13
Officer Stanziano will be retiring after 15 years of service. The department will be training in Taser and Defensive tactics in the coming weeks.

Cemetery

Next board meeting will be March 13, 2019 at 6:00 p.m.

BPA

Water meter project is going well. Mayor invited the board and especially the chair to address council with their concerns of moving to the village garage. Council member Burdue stated that

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the decision for where any offices/departments are located is recommended by the Bldg./Grounds committee and voted on by council.

Next board meeting is March 18, 2019 at 7:30 p.m.

Park

Next board meeting is March 14, 2019 at 7:30 p.m.

Zoning

Vacant seat will be filled by James Sparks Jr. He will be sworn in at the first board meeting. Van Neil wants to build off of Annis Rd, needs to do application.

Next board meeting is March 27, 2019 at 6:30 p.m.

Old/New Business

Community Open House board & committee rsvp:

SABPA -	Park - Yes	Audit/Finance - Yes
Cemetery -	Ordinance - Yes	Zoning -
Service -	Safety - Yes	Bldg./Grounds -

Chairs – please do a summary paragraph and submit to samherstclerk@gmail.com by Thursday at 2 p.m.

Storm water meeting

On March 7, 2019 Mayor Leshinski, the SABPA clerk and operator met with Don Romancak who oversees the Lorain County Storm water to clarify questions that the SABPA had.

IRG / Quarry Project - the mayor did notify Mr. Romancak that the village council voted against the IRG sewer package plant. It was stated that the county commissioners are not supporting a package plant. At this point further discussion is between the lawyers. One option is the main trunk line for the sanitary sewer pipe from the Lorain plant on W. Erie Avenue would be a 48” pipe, with an approximate cost of two million dollars.

Adjournment

Dennis Burdue move to adjourn. Robert James second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

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Held March 25, 2019

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

(EA – excused absences)

Acceptance of agenda for 03/25//2019 Dennis Burdue move to accept agenda as presented.
Stuart Jones second. Roll was called with all in favor.

Approval of minutes for 03/11/2019 Robert James move to accept minutes as presented.
Dennis Burdue second. Roll was called with all in favor.

Visitors

Dennis Hevener SAFD	Seth Travis SAPD
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Mayor's Report

Trash Info – have talked with representatives from Rumpke and Kimble Waste Services regarding their services after a number of complaints from residents about Republic Waste Services increases and customer service.

ODOT – would like to do a speed study on W Main St, a resolution from council is required in order to proceed. Jed Willis move to have ODOT do a speed study of W. Main St. Robert James second. Roll was called with all in favor.

Law Director Report

Resolution is drawn up for the fire levy, this is the first step in the procedure.

Fiscal Officer

Payment Listing for 3/11 3/25/19

Management reports March

Accept all fiscal reports Jed Willis move to accept all fiscal reports. Robert James second. Roll was called with all in favor.

Ohio Edison bill for damage to pole on Leonard St/Elm - Council member James inquired as to why do we have to pay for a pole in the right of a way. The fiscal officer was told by Ohio Edison that it is the village's responsibility if the vehicle that hit it could not be found. Insurance quotes from USI and Custiss. The quotes came within \$29.00 of each other's. Council felt there was no need to change from Custiss; they know our needs and the village has a

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good working relationship with them. Robert James move to stay with Custiss Insurance. Dennis Burdue second. Roll was called with all in favor.

April 8-12 Lorain County Crisis Intervention Training. Chief asked for a motion to pay the officer who is attending the workshop. Robert James move to pay \$11.34 for 40 hrs. to Seth Travis to attend CIT. Jed Willis second. Roll was called with all in favor

BWC management – the village’s current contract is with Comp Management, we have received a quote from Careworks. The fiscal officer requested that the Finance committee review the quote. Currently, there are two claims on file both for shoulder injuries (Ron Alexander, Randy Riley).

Fiscal Officer requested for the ordinance committee to review the employee handbook. The records clerk will forward information to the committee that was received on policies that must be included in the handbook.

Annual audit – First day of the audit went great, all the money is accounted for.

Ordinances

Ordinance #1617-19 **AN ORDINANCE ADOPTING THE VILLAGE OF SOUTH AMHERST CREDIT CARD POLICY, AND DECLARING AN EMERGENCY**

Robert James move to suspend the rules and pass the Ordinance #1617-19 on its second reading. Dennis Burdue second. Roll was called with all in favor.

Ordinance #1618-19 **AN ORDINANCE FIXING RATE OF COMPENSATION FOR ELECTED AND CERTAIN APPOINTED OFFICIALS AND DECLARING AN EMERGENCY (cemetery increase)**

Jed Willis move to suspend the rules and pass Ordinance #1618-19 on its first reading. Dennis Burdue second. Roll was called with all in favor.

Ordinance #1619-19 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN EXTENSION AGREEMENT WITH THE TRUSTEES OF AMHERST TOWNSHIP FOR THE VILLAGE VOLUNTARY FIRE DEPARTMENT THROUGH 31 DECEMBER 2019, AND DECLARING AN EMERGENCY

Robert James move to go into Executive Session to discuss the fire contract and to reconvene in Open Session. Jeri Leigh Siss second. Roll was called with all in favor at 7:35 p.m.

Open Session reconvened at 8:06 p.m.

David Troike move to suspend the rules and pass Ordinance #1619-19 on its first reading. Jeri Leigh Siss second. Roll was called with all in favor.

Resolutions

3rd Reading

Resolution #628-19 **A RESOLUTION DECLARING UNFIT FOR PUBLIC USE CERTAIN PROPERTY AND DECLARING AN EMERGENCY WHEREAS, COUNCIL HAS DETERMINED THAT CERTAIN REAL PROPERTY, TO WIT, THE WATER**

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TREATMENT PLANT LOCATED IN THE VILLAGE OF SOUTH AMHERST AT 444 W. MAIN ST, IS UNFIT FOR PUBLIC USE AND SUBJECT TO DEMOLITION

Jed Willis move to pass Resolution #628-19 on its third reading. Robert James second. Roll was called with all in favor.

1st Reading

Resolution #629-19 **A RESOLUTION DECLARING IT NECESSARY TO LEVY AN ADDITIONAL TAX FOR THE PURPOSE OF PROVIDING AND MAINTAINING FIRE EQUIPMENT, APPARATUS AND PERSONNEL AS SET FORTH IN 5705.19(I) OF THE REVISED CODE, FOR THE FIRE DEPARTMENT OF THE VILLAGE OF SOUTH AMHERST, OHIO, AND REQUESTING THE LORAIN COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE VILLAGE AND THE DOLLAR AMOUNT OF THE REVENUE THAT WOULD BE GENERATED BY THE ADDITIONAL LEVY, PURSUANT TO SECTIONS 5705.03 AND 5705.19 OF THE REVISED CODE**

Appropriations

2nd Reading

Appropriation #247 **AN ORDINANCE TO APPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF, JANUARY 1, 2019 TO DECEMBER 31, 2019 INCLUSIVE**

Stuart Jones move to pass Appropriation #247 on its second reading. Robert James second. Roll was called with all in favor.

Committees:

Service

With the SABPA taking over the stormwater management, there will be at times the need of two employees on a call, a service worker will need to be utilized. The water leak on Annis Rd. (north) has still not been found according to the Operator of Record. Potholes will be addressed Wednesday or Thursday of this week. Council asked if a new service employee has been hired and if the job description with roles and responsibilities have been completed? The mayor responded that he is still waiting for a response from a prospective hire.

Bldg. & Grounds

The committee will meet immediately following council on April 8, 2019 to gutter proposals and domain name.

Audit/Finance

The committee will meet April 9, 2019 at 7:00 p.m. for the regular monthly audit and to review a quote from Careworks Management, regarding BWC.

Ordinance

The committee will meet immediately following council on April 8, 2019 to discuss the employee handbook.

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Safety

Fire Approved fire contract extension with Amherst Township.

Police Citations 11, calls for service 4

New Reserve Officer is completing first stage of training. Officer Stanziano has retired. Officer Crosier has accepted a full-time position at University Hospital. Officer Travis will be attending the Lorain County CIT program.

Cemetery

Wreaths have been cleaned up, new signs have been posted with the new regulations. Next board meeting will be on April 10, 2019 at 6:00 p.m.

BPA

Meter installation has been going quite well, still have approximately 150 to install. Next board meeting is April 1, 2019 at 7:30 p.m.

Park

Wednesday Night Walks begin May 1 at 6:30 p.m. Park to be opened on April 1. Next board meeting is April 4, 2019 at 7:30 p.m.

Zoning

Mr. Vanniell is requesting another meeting for a variance regarding 100' frontage to make a lot buildable. Next board meeting date and time TBA.

Old/New Business

Memorial Day & Community Picnic Committee meeting will be Thursday, April 4 at 7:00 p.m. Council Volunteers are welcome.

Mayor Leshinski thanked council member Jeri Leigh Siss for her efforts on the Community Open House.

Adjournment

Jeri Leigh Siss move to adjourn. David Troike second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

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Minutes of Village of South Amherst Meeting

Held April 8, 2019

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	EA

Ex officio members:

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

(EA – excused absences)

Accept the absence of Robert James due to family matter. Jed Willis move to excuse the absence of Robert James. Jeri Leigh Siss second. Roll was called with all in favor.

Acceptance of agenda for 04/08/2019 Jed Willis move to accept agenda as presented. David Troike second. Roll was called with all in favor.

Approval of minutes for 03/25/2019 Jed Willis move to accept minutes as presented. Stuart Jones second. Roll was called with all in favor.

Visitors

Tracy Green, Lorain County Community College – in recognition of National Community College month a representative from the college is visiting all the communities to thank them for their support.

Mayor's Report

World Elder Awareness Day June 15. Law Director to draw up a resolution for the April 22nd meeting.

WOW Cable will be adding more channels.

Ohio Public Works approved financial assistance for the village of \$185,000.00 for the Annis Rd Rehabilitation project.

Law Director Report

Fiscal Officer

Payment listing 3/25 – 4/8/19

March Bank Reconciliation completed

Accept fiscal reports - there are a number of voids due to a malfunction with the printer, payroll had to be reprinted. Jeri Leigh Siss move to accept reports. David Troike second. Roll was called with all in favor.

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WOW internet & phone contract – send to Building & Grounds Committee

Records Clerk

Records Retention – April 22 @ 6:30 p.m.

Building permit approval can only be given by Safebuilt or with limited exceptions by the building department clerk. If council sees any new construction without a permit please contact the mayor. This includes paved sidewalks, driveways & patios.

It is the responsibility of the resident to provide the Zoning Department with appropriate information regarding the actual lot boundaries.

112 Annis Rd. will receive an invoice letter, including the ordinances that apply to building/constructing without a permit and the additional fee.

Ordinances

Ordinance #1620-19 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CUSTIS INSURANCE FOR VILLAGE INSURANCE FROM 1 APRIL 2019 THROUGH 31 MARCH 2020 AT A COST NOT TO EXCEED \$20,398.00 AND DECLARING AN EMERGENCY

Jed Willis move to suspend the rules and pass Ordinance #1620-19 as an emergency. Jeri Leigh Siss second. Roll was called with all in favor.

Ordinance #1621-19 AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH LOCKE’S GARDEN CENTER FOR LAWN MAINTENANCE AT EVERGREEN CEMETERY AND PIONEER CEMETERY FOR 2019 -2020 SEASONS, AND DECLARING AN EMERGENCY.

Dennis Burdue move to suspend the rules and pass Ordinance #1621-19 as an emergency. Stuart Jones second. Roll was called with all in favor.

Resolutions

2nd Reading

Resolution #630-19 A RESOLUTION DECLARING IT NECESSARY TO LEVY AN ADDITIONAL TAX FOR THE PURPOSE OF PROVIDING AND MAINTAINING FIRE EQUIPMENT, APPARATUS AND PERSONNEL AS SET FORTH IN 5705.19(I) OF THE REVISED CODE, FOR THE FIRE DEPARTMENT OF THE VILLAGE OF SOUTH AMHERST, OHIO, AND REQUESTING THE LORAIN COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE VILLAGE AND THE DOLLAR AMOUNT OF THE REVENUE THAT WOULD BE GENERATED BY THE ADDITIONAL LEVY, PURSUANT TO SECTIONS 5705.03 AND 5705.19 OF THE REVISED CODE

Resolution #631-19 A RESOLUTION AUTHORIZING THE MAYOR TO REQUEST THAT THE OHIO DEPARTMENT OF TRANSPORTATION PERFORM A SPEED

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ZONE STUDY FOR THE STATE ROUTES WITHIN THE VILLAGE LIMITS, AND DECLARING AN EMERGENCY.

Dennis Burdue move to suspend the rules and pass Resolution #630-19 as an emergency. Jeri Leigh Siss second. Roll was called with all in favor.

Appropriations

Committees:

Service

Uniform – Unifirst contract expires June 4, 2019. Service committee needs to decide on the allotment per person and what the uniform will consist of. Needs to be in place by mid-May.

Dumpster Days this weekend.

Bldg. & Grounds

Committee meets immediately following council to discuss gutter proposal and domain name.

Windows (2) on the village hall were vandalized between April 2-3.

Electric to old BPA building was sent to committee to decide if the power will be shut off and which department pays for the electric usage after April 1.

John Hrdlicka asked if he could have the mulch, that's fine, not allowed to use village equipment to haul to his residence.

Burdue asked about the point work on the building & planter with the Bricklayers Union. Have Service Department fix the cracks with calk

Audit/Finance

Committee meets April 9th at 7:00 p.m. for the regular monthly audit and review a quote from Careworks Management, regarding BWC.

Ordinance

Committee meets immediately following council to discuss employee handbook.

Who enforces the ordinance – Mayor is the Code Enforcement Officer. Council member Jeri Leigh Siss do we empower the service workers to let the residents know that they

Safety

Fire March incident count 25

Amherst Township Fire Contract – Township did not renew.

Calculate fire contract rates for the 2021 contracts (Brownhelm & New Russia)

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Jeri Leigh Siss move to have all incoming Amherst Township Fire Contract questions need to be referred to Amherst Township, Neil Lynch Trustee, Second by David Troike. Roll was called with all in favor.

Amherst Twp. was 40% of our calls, how will next year's budget work out

Need to schedule a meeting in June with the whole safety committee

Cemetery

Next board meeting will be on April 10, 2019 at 6:00 p.m.

BPA

Next board meeting will be April 15th at 7:30 p.m.

Park

Park was opened on April 3rd. Themes for Walking Wednesday's have been confirmed. Rain garden could be done through the extension & Storm Water county department, 1 day workshop with rainwater, council member Jeri Leigh Siss will contact Mr. Romancak at Lorain County Community Development.

Next board meeting is May 2nd at 7:30 p.m. (at park weather permitting)

Zoning

Next board meeting is scheduled for April 24th at 6:30 p.m. (if needed)

Old/New Business

Memorial Day – council participation would be greatly appreciated.

Community Picnic is Sunday, June 2 at 2 p.m. – council participation would be greatly appreciated.

Dennis Burdue move to executive session to discuss personnel and wages. Stuart Jones second. Roll was called with all in favor at 8:55 p.m.

Resumed open meeting at 9:05 p.m.

Adjournment

Stuart Jones move to adjourn. Jeri Leigh Siss second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

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RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Held April 22, 2019

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

(EA – excused absences)

Acceptance of agenda for 04/22/2019 Jed Willis move to accept agenda as presented.
Stuart Jones second. Roll was called with all in favor.

Approval of minutes for 04/08/2019 Dennis Burdue move to accept minutes as
presented. Stuart Jones second. Roll was called with all in favor.

Visitors

Mr. & Mrs. Bricker 110 N. Lake St. – inquired about the Quarry project.

Mark Leshinski 592 S. Lake St. – inquired as to why the SABPA cancelled meeting for 4/15 was not promptly posted and when he went to the meeting on 4/22 copies of the agenda and previous meeting minutes were not available.

Mayor's Report

*Dumpster Days 4 dumpsters were filled
911 Tour @ LCCC it is funded by property tax, very well done
BWC – 100% no accidents for 2018*

Economic Development – (see attached letter from Langan Engineering) Cascade Cliffs Resort Development (Quarry Project), they asked us to sign the On-Site Wastewater Treatment Facility. Council member Siss and Law Director Nedwick expressed the need for better clarification on the intent of the letter received. Council member James move not to sign at this time. David Troike second. Roll was called with all in favor.

Law Director Report

Fiscal Officer

Payment Listing 4/8 – 4/22/19

April Management reports Robert James move to accept all financial reports. Jed Willis second. Roll was called with all in favor.

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Minutes of Village of South Amherst Meeting

Records Clerk

*Recap Records Commission meeting. Next meeting will be October 28th at 6:30 p.m.
Social media pages need to have a disclaimer that they are not an official site of the village.
Rosemary Leshinski has resigned from her position, we thank her for ten plus years. Due to
the resignation, a resident volunteer for the commission is needed.*

*Law Director – the commission is recommending that council make a motion to have each
department nominate an individual who is responsible for their department’s records (SAFD,
SAPD, SABPA and Tax) in accordance to the Record’s Retention Schedule, attend at least
two (2) meetings a year and training.*

*Jeri Leigh Siss move to have a representative from each department. Robert James second.
Roll was called with all in favor.*

Ordinances

Resolutions

3rd Reading

**Resolution #630-19 A RESOLUTION DECLARING IT NECESSARY TO LEVY AN
ADDITIONAL TAX FOR THE PURPOSE OF PROVIDING AND MAINTAINING FIRE
EQUIPMENT, APPARATUS AND PERSONNEL AS SET FORTH IN 5705.19(I) OF
THE REVISED CODE, FOR THE FIRE DEPARTMENT OF THE VILLAGE OF
SOUTH AMHERST, OHIO, AND REQUESTING THE LORAIN COUNTY AUDITOR
TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE VILLAGE AND
THE DOLLAR AMOUNT OF THE REVENUE THAT WOULD BE GENERATED BY
THE ADDITIONAL LEVY, PURSUANT TO SECTIONS 5705.03 AND 5705.19 OF THE
REVISED CODE.**

Robert James move to pass Resolution #630-19 on its third reading. Jed Willis second. Roll was called with all in favor.

**Resolution #632-19 A RESOLUTION PROCLAIMING JUNE 15, 2019 AS WORLD
ELDER ABUSE AWARENESS DAY IN THE VILLAGE OF SOUTH AMHERST, OHIO,
AND DECLARING AN EMERGENCY.**

Jed Willis move to pass Resolution #632-19 to suspend the rules and pass as an emergency. Jeri Leigh Siss second. Roll was called with all in favor.

Appropriations

**Appropriation #248 AN ORDINANCE TO APPROPRIATE MONEY FOR THE
RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF,
JANUARY 1, 2019 TO DECEMBER 31, 2019 INCLUSIVE.**

*Stuart Jones move to pass Appropriations #248. Jeri Leigh Siss second. Roll was called with
all in favor.*

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Appropriation #249 A RESOLUTION TO ADVANCE FROM THE GENERAL FUND A TOAL OF \$5,000.00 TO THE STORM WATER MANAGEMENT FUND, EFFECTIVE April 22, 2019.

Robert James move to pass Appropriation #249. Dennis Burdue second. Roll was called with all in favor.

Committees:

Service

Extra employee - waiting on response from a perspective employee. Council would like the job reposted, not on Craig's List. Council suggested trying the JVS for graduating seniors. Law Director to research if they can hire under 18.

Committee to meet on May 13th to discuss service uniforms.

Bldg. & Grounds

Electric to water treatment plant 4/8/19 It is to be disconnected.

Expansion tanks 8/13/18 Bids received.

Gutters 7/24/17 Bids received, discrepancy in the price. Dennis Burdue would like SAFEbuilt to look at proposals to see if it is correct way to do.

Windows 4/8/19 Council member James – just do it.

Internet, phone service, domain name 4/8/19

Committee to meet May 13th to discuss the listed objectives.

Audit/Finance

Requesting Finance meeting to discuss 2020 budget, current fire appropriations and service employee raise.

Next Finance meeting will be May 14th at 6:30 p.m. Audit meeting will be May 14th at 7:00 p.m.

Ordinance

Employee handbook 4/8/19

Will meet May 13th at 6 p.m. Every committee member bring their

Safety

Fire

June meeting – schedule with the chief.

Police Citations 18, calls for service 4

Reserve Officer Thomas Hotz has been promoted to part-time status. Reserve Officer Vincent Trusso was sworn in. Officers attended Foundations of Strategic Awareness Training. The department will be represented at the Lorain County police memorial dedication on May 8th.

The police chief would like to schedule Reserve Officers for some of the available Patrol Officer slots. Robert James move to allow the police chief to schedule all officers as

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needed. David Troike second. Roll was called with all in favor.

Cemetery

Next board meeting will be on May 7th at 6 p.m.

BPA

Changed board meetings to 2nd & 4th Mondays.

Law Director – permanent change of board meeting must be approved by council.

The BPA needs to submit their calendar for approval.

Council member James table the decision on the revised calendar until the chair of the board presents to council the reason for the change and the revised calendar. Until that time, they should still be meeting on the first and third Mondays.

Next board meeting is May 13th at 6:30 p.m.

Park

Walking Wednesdays begin next week at 6:30, come join the board and walk for your health.

Next board meeting is May 2nd at 7:30 p.m. (at the park weather permitting).

Zoning

Next board meeting is scheduled for April 24th at 6:30 p.m. (if needed)

Old/New Business

Newsletter – articles due 4/23 by noon.

Memorial Day Parade – Jeri Leigh Siss will produce a flyer ask for Military Veteran's to volunteer for Honor Guard.

Proclamation for Bonnie Saltis who retired after 35 years of driving bus for both the South Amherst and Firelands school districts.

Adjournment

Jeri Leigh Siss move to adjourn. David Troike second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

SPECIAL MEETING
April 30, 2019

ORDER OF BUSINESS

Call to Order by Mayor David Leshinski at 7:12 p.m. This meeting is to discuss the on-site wastewater treatment facility that IRG would like to incorporate in their plans for the Quarry project and to discuss the schedule change of the SABPA meetings.

Lord's Prayer & Pledge of Allegiance

The roll was called:

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

Ex officio members:

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

Acceptance of agenda for 4/30/2019 Robert James move to accept the agenda. Dennis Burdue second. Roll was called with all in favor.

Robert James move to excuse all persons absent this evening. Dennis Burdue second. Roll was called with all in favor.

Visitors

IRG – Justin Lichter & Langan Engineering – William Boron

Mr. Boron stated that the WWTF would be a 100,000 gallon package plant to start, than it can be scaled up to the next size/addition. The letter that was sent to council regarding “expressed permission” was done at the insistence of NOACA. The village’s signature on the letter means that the village is giving permission for IRG to proceed with applying to the EPA.

Council would like the minutes or some written documentation where NOACA stated that they would not fund a sewer project on the west end of Lorain County that would have helped move the project along.

Miscellaneous topic – a council member asked Mr. Lichter about the sandstone promised to the village for the front of the fire station. Mr. Lichter said to contact Zack at the Vermilion office.

BPA

Change of board meeting date and time – not discussed, due to absences.

Adjournment Dave Troike move to adjourn. Robert James second.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Held May 13, 2019

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

(EA – excused absences)

Acceptance of agenda for 05/13//2019 Stuart Jones move to accept agenda as presented. Jeri Leigh Siss second. Roll was called with all in favor.

Approval of minutes for 04/22/2019 Robert James move to accept minutes as presented. Jeri Leigh Siss second. Roll was called with all in favor.

Approval of minutes for 04/30/2019 Robert James move to accept minutes as presented. Dennis Burdue second. Roll was called with 3 in favor and 3 abstentions due to their absences from that meeting.

Visitors

Mark Leshinski 592 S. Lake St.

Mayor's Report

Tap-In – are now part of the SABPA and they will handle all applications. All tap-ins for stormwater and complaints for as such goes to BPA.

Service employee resumes: payrate would start at \$13.25. Council member Troike stated that the current employee should receive a pay increase for amount of work that he is doing. The mayor stated, "It all comes down to the budget." Mr. Troike replied, "You're already busting the budget, because you have \$30,000.00 and made that point, but yet you haven't paid anybody from November for that second position. So, the budget is not in question anymore." Council member Willis, "The budget will always be in question Dave, because we spend more than we take in. So, we are 5 years away from insolvency, basically." The fiscal officer stated that Mr. Willis's comment was correct. The fiscal officer's concern is that with the gas tax increase the service department will receive an extra \$40,000.00 but there may be legislation that restricts the usage. As far as this year goes, there is money to cover an additional employee. Further discussion was held and it was reiterated that in 2-3 years the village would no longer have the tax income from the middle school. Majority of council would like a second service employee as soon as possible and would like the mayor to do his responsibilities and not the service departments.

Council inquired regarding how much income tax can be increased without a vote. The law director will research.

Received the county bridge report.

Law Director Report

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Fiscal Officer

Payment listing 4/22-5/13/2019

April Bank Reconciliation Robert James move to accept all financial reports. Jed Willis second. Roll was called with all in favor.

Rescind Appropriation Ordinances #248 and #249, Storm Water funds arrived from County. Jed Willis move to rescind Appropriation Ordinances #248 and #249. Robert James second. Roll was called with all in favor.

Council approval to enroll Columbia Gas bills in autopay
Jeri Leigh Siss move to enroll Columbia Gas autopay. Robert James second. Roll was called with all in favor.

Records Clerk / Building

121.01 Regular Meetings (needs revised or we follow)
a. May meetings should be 2nd & 3rd Mondays
b. December should be the 1st Monday

Discussion was held with the consensus that the law director review and change the wording of Ordinance 121.01 so that the calendar is approved annually by council.

Newsletter: thank you to Jeri Leigh Siss for her time and effort to formatting the yearly newsletter.

Building: owner of a residential home at 112 Annis Rd. was charged original permit fee plus two times for commencing work prior to obtaining a permit.

Ordinances

Ordinance #1622-19 **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH SIGECOM, LLC, dba WOW! INTERNET, CABLE AND PHONE (“WOW”) FOR INTERNET AND PHONE SERVICE FOR THE VILLAGE OF SOUTH AMHERST, OHIO, AND DECLARING AN EMERGENCY.**

Jeri Leigh Siss move to pass ordinance #1622-19 as an emergency on its first reading. David Troike second. Roll was called with all in favor.

Resolutions

Appropriations

Committees:

Service

To meet on 5/13 to discuss service uniforms & identification.

Leonard St - grading and grass to be planted from last fall's road/water project.

Annis Rd - core sampling was done to move ahead with the paving.

Speed cameras legal – the amount of income you get from the camera, reduces the amount you get from the state.

RECORD OF PROCEEDINGS

Minutes of Village of South Amherst Meeting

Mayor's Court - The law director inquired if it would be financially sound for the village because of the number of people that are required to staff the court. The fiscal officer stated that it would be for only speeding tickets. Council asked if the police chief could discuss his view of Mayor's Court at the May 28th meeting.

Bldg. & Grounds

Electric to water treatment plant *4/8/19 discontinued* on 4/23/19, fence around the Double Header quarry hole should be checked and the weeds mowed down.

Expansion tanks *8/13/18* 3 quotes were received from Esser, D&M Plumbing and Giesel. Robert James move to accept D&M Plumbing's bid if it is for all 3 tanks, if not go with Giesel's bid.

Gutters *7/24/17* Robert James will know by midweek what can be done.

Windows *4/8/19* Parts have been ordered.

Internet, phone service, domain name *4/8/19* Fiscal officer is requesting \$2500.00 for Holland Computers to install Office 365 on all computers. Robert James move to approve Holland Computers upgrading the operating systems on village computers. Stuart Jones second. Roll was called with all in favor.

Audit/Finance

Finance at 6:30 pm

Next Audit meeting will be May 14th at 7:00 p.m.

Ordinance

Ordinance enforcement – who is responsible to enforce the ordinances? Depending on the ordinance, it could be the mayor, service worker or the police. All village employees (including council) are to notify the mayor or building department if they see construction being done without a permit.

Council would like Ordinance 311.01 (b) to include the word “yardwaste.”

Employee handbook *4/8/19*, meeting June 10 at 6 p.m.

Safety

Fire

Letter was received by the department, regarding the Amherst Township Fire Department. Due to the nature of the letter, it was handed over to the police

Police

Incident Report: 16 total traffic citations, 5 calls

Officers attended the Lorain county Police Memorial on May 8th and will be attending the Cleveland Police Memorial. There will be an OVI scenario based training on May 19.

Cemetery

The board approved for more stone to be placed as needed. Students from SAMS will do a cleanup prior to Memorial Day.

Next board meeting will be on June 12th at 6 p.m.

BPA

2019147

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Bills – post office changed postcard standards, will be getting new cards to conform.

Board meeting date changed

- Jed Willis, “Doesn’t it violate the Ohio Open Meetings Act?
- Council request a written schedule of the changes.
- Mayor is to ask if the BPA can please move to another night, so that it doesn’t conflict with council meetings and members of council or the community does not have to choose which meeting to attend.

Next board meeting is May 28th at 6:30 p.m.

Park

Clean up this Saturday the 18th and Walking Wednesdays at 6:30 p.m. through October.

Next board meeting is June 6th at 7:30 p.m. (at the park weather permitting).

Zoning

Next board meeting is scheduled for May 22nd at 6:30 p.m.

Old/New Business

Memorial Day Parade – Jeri Leigh Siss will produce a flyer ask for Military Veteran’s to volunteer for Honor Guard.

Adjournment

Jeri Leigh Siss move to adjourn. David Troike second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Held May 28, 2019

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.

ORDER OF BUSINESS

Call to Order

Lord's Prayer & Pledge of Allegiance

The roll was called:

Council Member Dennis Burdue	P
Council Member Stuart Jones	P
Council Member Jeri Leigh Siss	EA
Council Member David Troike	P
Council Member Jed Willis	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 5/28/2019 Jed Willis move to accept agenda as presented. Dennis Burdue second. Roll was called with all in favor.

Approval of minutes for 5/13/2019 Stuart Jones move to accept minutes as presented. Jed Willis second. Roll was called with all in favor.

Acceptance of excused absence due to work for Jeri Leigh Siss. Dennis Burdue move to accept absence. Stuart Jones second. Roll was called with all in favor.

Visitors

Michelle Henke, Piggy's Main Street Market – when the back of the lot was paved, Hart Asphalt suggested that a repair be made to the water shut-off valve to the storm sewer in order to make it flush with the current pavement and to alleviate the standing water. Due to the fact that this is in the right-of-way, Piggy's Main Street Market is asking the village to pay the cost of the repair in the right of way. The cost to the village would be \$1000.00 Dennis Burdue move to approve the expenditure of \$1000.00 to repair the right-of-way. David Troike second. Roll was called with all in favor.

Mark Leshinski 592 S. Lake St.

Mayor's Report

IGR – WWTF approval. (see attached letter from Lorain County Commissioners)

The mayor spoke with Robert Klaiber, Lorain County Engineer's Office. Summary of the discussion was that there would be an advantage if IRG sized the WWTF to include the village. The best alternative is to take a sewer to Lorain. If IRG only builds for their property it may inhibit the village from building one. It is Klaiber's and the mayor's opinion that the county will not sign-off on the project.

David Troike move to not accept the WWTF proposal. Robert James second. Roll was called with all in favor,

Law Director Report

Research showed that income tax may be raised up to 1% without voter approval. Safety (police & fire) in Elyria has a permanent levy that funds both departments. Elyria, also has a couple of 5 year temporary income tax levies that can be used for specific things, such as a road repair.

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Minutes of Village of South Amherst Meeting

Fiscal Officer

Payment Listing 5/13 – 5/28/19

Management Reports

Jed Willis move to accept all financial report.

Robert James second. Roll was called with all in favor.

2020 Budget – Tax is due July 19th, the **VOTE WILL BE JULY 1 at 7 p.m.** Council members need to be present. The public hearing for the tax budget will precede voting at 6:45 p.m. Deadline for department drafts is June 10th.

Records Clerk / Building

Memorial Day Service/Parade Thank you to the SAFD, SAPD, and Piggy's Main Street market and the council members who participated.

Building – owner of a commercial property at 103 N. Lake St. was charged original permit fee plus two times two times for commencing work prior to obtaining a permit. Council member Troike asked if an electrical permit was filed because a new electric meter base was put in. Records clerk, "since I have been employed, no there has not been one filed."

Ordinances

Ordinance No. 1623-19 **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 311.01 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 311.01, AND DECLARING AN EMERGENCY.**

Table until June 10th Ordinance meeting, needs further review.

Ordinance No. 1624-19 **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 121.01 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 121.01, AND DECLARING AN EMERGENCY**

Robert James move to pass Ordinance No. 1624-19 as an emergency. Stuart Jones second. Roll was called with all in favor.

Resolutions

Resolution No. 633 **A RESOLUTION REQUESTING THAT THE COUNTY AUDITOR, PURSUANT TO OHIO REVISED CODE SECTION 5705.03, CERTIFY TO THE VILLAGE OF SOUTH AMHERST, OHIO ("THE SUBDIVISION"), THE TOTAL CURRENT TAX VALUATION OF THE VILLAGE OF SOUTH AMHERST, OHIO, THAT HAS TERRITORY LOCATED IN LORAIN COUNTY, AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY 1.5 MILL(S) FOR THE PURPOSE OF THE FIRE DEPARTMENT UNDER OHIO REVISED CODE SECTION 5705.19(I). THIS TAX IS TO BE LEVIED UPON THE ENTIRE TERRITORY OF THE SUBDIVISION. SUCH LEVY WILL BE AN ADDITIONAL LEVY, AND SHALL BE PLACED ON THE BALLOT AT THE NOVEMBER 5, 2019 ELECTION. SAID BALLOT**

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MEASURE SHALL BE SUBMITTED TO THE ENTIRE TERRITORY OF THE SUBDIVISION. SUCH LEVY WILL BE PLACED UPON THE TAX LIST AND DUPLICATE FOR THE CURRENT TAX YEAR, BEGINNING IN 2020, FIRST DUE IN CALENDAR YEAR 2021, IF A MAORITY OF THE ELECTORS VOTING THEREON VOTE IN FAVOR THEREOF FOR 5 YEARS, AND DECLARING AN EMERGENCY.

Robert James move topass Resolution No. 633 pass as an emergency. jed Willis second. Roll was called with all in favor.

Appropriations

Committees:

Service

Bldg. & Grounds

Expansion tanks 8/13/18 Project completed.

Gutters 7/24/17 Accepted theproposal of \$4000.00.

Windows 4/8/19 Windows are ordered. The mayor has just noticed that his window had been shot on the est side.

Audit/Finance

Need to have bank deposit slips for the next audit.

Next Audit meeting will be June 11th at 7:00 p.m.

Ordinance

Employee handbook & #1623-194/8/19, meeting June 10 at 6 p.m.

307 E. Main St – grass height, Mayor contacted the real estate company, they gave a number to contact Council members Burdue and James said it is not our responsibility to contact third parties it is the real estate company.

Council member Burdue talked with Rita Candito (owner of 225 N Lake St.) she lives out of the area and has a service contract with a lawn service to mow the lot. The lawn service is not keeping their end of the agreement and Ms. Candito is trying to correct the problem.

Safety

Fire

Police

Info on Mayor's Court, next meeting

Council would like to thank the SAPD for their showing and participation at the parade.

Cemetery

SAMS students did a tremendous job in cemetery clean-up.

Next meeting will be on June 12th at 6:00 p.m.

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BPA

Meeting time will meet the 2nd & 4th Monday's and will be at 6 p.m. Mayor stated that their rationale for changing the meeting was due to the fact that the council liaison did not attend, so now that person could attend. Robert James said, "She is doing what she wants and that's why the liaison doesn't go. Until that is nipped in the bud the liaison isn't going to go." Council member James stated to the mayor, "I think that for next year, Mr. Mayor we should go forward with looking into a service director for that board and eliminate that board." Council member Burdue agreed that the village administrator would be a good idea.

Next meeting will be on June 10th at 6:30 p.m.

Park

Community Picnic is this Sunday at 2 p.m. Volunteers? Dave Leshinski
Dog stations need emptied.

Next meeting will be on June 6th at 7:30 p.m.

Zoning

Vanniel's variance for combining lots on Annis Rd. was granted.

Next board meeting is June 26th at 6:30 p.m. (If needed.)

Old/New Business

Economic Development Committee – Council member Siss inquired what would be the steps in order to make this a permanent committee of council.

Sidewalks – place on water bills to repair sidewalks, inspections will be done. Look at chapter 901 and 521.06 regarding sidewalks. Zoning inspector is responsible for making sure that the sidewalk ordinance is enforced.

Burdue – trees in the tree lawn are the village's responsibility.

Memorial Day – Cemetery needs to trim trees at the Memorial Garden and a good sound system for the ceremony.

Adjournment

David Troike move to adjourn. Robert James second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Held June 10, 2019

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	A
Law Director Michelle Nedwick	P

(EA – excused absences)

Acceptance of agenda for 06/10//2019 Robert James move to accept agenda as presented. Jeri Leigh Siss second. Roll was called with all in favor.

Approval of minutes for 05/28/2019 Dennis Burdue move to accept minutes as presented. Stuart Jones second. Roll was called with all in favor.

Visitors

Aflac representatives – Ellen Jones and Lavonda Thomas.

Becky Siesky 126 Maroy Dr.

1. Stop sign on Thompson Dr is set to far back and people tend to disregard it and just pull out onto Maroy Dr. without stopping. Council member Burdue suggested that check ODOT website for proper positioning of the sign.
2. What is the village's long term plans for how to make up the revenue from when the school closes? Mayor Leshinski responded, "Looking at different avenues... The ideal thing is someone else moves into the building to provide property and income tax. Another thing we're looking into is a mayor's court, which the police chief will discuss further... Also, have looked into raising taxes..."
3. Received a letter from Peck & Gambish that they want to do estimated taxes, who do I discuss this with. Mayor, "discuss with Peck & Gambish."

Mayor's Report

Robert James motion to have Chief Frazier's presentation on Mayor's Court moved to the Mayor's Report. Jeri Leigh Siss second. Roll was called with all in favor.

- Only handles traffic and misdemeanor citations.
- Mayor is certified to preside over the court and has to renew 3 hours every years. Other option is a magistrate or village prosecutor to preside.
- Money collected goes to the general fund.
- Court cost money is divided amongst the following: Indignant Public Defender Fund, Victims of Crime. Alcohol and Computer Fee, to name a few.
- The chief resolutely rerecommends the Mayor's Court.
- Council would like further clarification on start-up cost, maintance fees, etc.

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IRG – Mr. Lichter would like to speak at the next council meeting. Council member Siss motion to invite the County Commissioner Administrator present at the same meeting. David Troike second. Roll was called with all in favor.

Employee ID badges by July 22nd.

New employee – waiting on results from physical/drug test.

Law Director Report

Reviewing information on grass clipping sin the roadways.

County auditor is still reviewing the fire levy.

Fiscal Officer

Payment Listing 5/28 – 6/10/19

May Bank Reconciliation Jed Willis move to accept financial reports. Robert James second. Roll was called with all in favor.

Grading & drainage permits –Mayor can waive permit fees only. These permits will be handled with by the SABPA.

Records Clerk / Building

Ordinances

Council member James stated we have a zoning inspector ordinance, but no inspector. Council member Siss motion to have the mayor comprise a list of training recommendations for a new zoning inspector by June 24th. Dennis Burdue second. Roll was called with all in favor.

Resolutions

Appropriations

Committees:

Service

Uniforms 4/22/18 – will meet on 6/24 @ 6 p.m.

Bldg. & Grounds

Gutters 7/24/17 Dennis Burdue move to accept bid from Don Dailey Builders to replace gutters on the village hall. Robert James second. Roll was called with all in favor.

Windows 4/8/19 Windows are in, mayor will pick up tomorrow.

Audit/Finance

Council member Troike motion to increase John Hrdlicka pay to \$15.00 per hour effective July 1, 2019. Jeri Leigh Siss second. Roll was called with all in favor. Next Audit meeting will be June 11th at 7:00 p.m.

Ordinance

Employee handbook & #1623-19 4/8/19, met June 10 at 6 p.m.

2019154

RECORD OF PROCEEDINGS
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Safety

Fire

A committee meeting was held to discuss the levy. The department needs to get the information out now to the residents, not wait until October on why the levy is needed. The 2 main reasons are aging equipment and mandated OSHA regulations.

Police

Citations 13 Calls for Service 6

New Reserve Officers are progressing well. Background checks are being conducted on 2 new applicants. Officers will attend a Search and Seizure training in Elyria. Officers have been directed to make contact at the ball fields due to complaints of aggressive parents.

Council member Willis reported that a bill was recently passed by the Ohio House of Representatives to allow the shooting off of fireworks. He feels that an ordinance banning fireworks within the village should be looked into further depending on what the Senate does.

Cemetery

Next meeting will be on June 12th at 6:00 p.m.

BPA

Resident on Thompson Dr. frustrated due to the lawn nearest the road had not been graded and seeded as of yet. When the weather dries out, the contractor will complete the phase of the project. The trench stettling on Annis Rd. was addressed and the contractor notified. Next meeting will be on June 24th at 6:00 p.m.

Park

Community Picnic – approximately 55 people in attendance. Special thanks to the SAFD, council members Siss, Burdue and the mayor for their help. Dog stations & garbage cans need to be emptied 1-2 times per week, grass maintained in the front of the park including the entry way. Next meeting will be on August 8th at 7:30 p.m.

Zoning

Next board meeting is June 26th at 6:30 p.m. (If needed.)

Old/New Business

Economic Development Committee – tabled until 6/24/19.

Halloween – tabled until 6/24/19.

Adjournment

Stuart Jones move to adjourn. Jeri Leigh Siss second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

2019155

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Held June 24, 2019

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	EA
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

(EA – excused absences)

Acceptance of agenda for 06/24//2019 Robert James move to accept agenda as presented. Jed Willis second. Roll was called with all in favor.

Approval of minutes for 6/10/2019 Robert James move to accept minutes as presented. Jeri Leigh Siss second. Roll was called with all in favor.

Acceptance of excused absence due to work for Stuart Jones. Jed Willis move to accept absence. Robert James second. Roll was called with all in favor.

Visitors

Quarry Project

IRG rep - Bill Boran

Lorain County Community Development Director – Don Romancak

Jill Baker 103 Annis Rd – discussed her safety concerns regarding speeding motorists. Council will discuss concerns with police chief and see if schedules will allow for more coverage at peak times.

Steve Iwanek 249 W Main St.

Janice Szmania 222 Oakdale Dr.

Mayor's Report

Quarry Project WWTF

LCCD & IRG have been diligently working to get the project started. A major stumbling block has been the proposed hook-up to Lorain which only has a 15” line. The current line would not be able to handle the sewage coming from the west side of the county. A 20” line would need to be installed. The county is looking for better guarantees before it will approve the project. Both entities have stated that the Village is being considered in the progression of discussions regarding what would be best for the west side of the county and how to get sewers to the Village. LCCD will give a presentation to the Firelands School Board in July 8th at 7 p.m.

RECORD OF PROCEEDINGS
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David Troike move to change the regular council meeting of July 8th to July 1st immediately following the Special Council meeting. Dennis Burdue second. Roll was called with all in favor. This will allow council members to attend the Firelands Board of Education meeting on July 8th for the presentation to be given by LCCDD – Don Romancak.

SR 113 Speed Study – state recommends raising the speed to 40 mph from the west end to Lake St. (see attachment) The police chief is against the change, due to safety concerns. David Troike move to leave the speed at 35 mph. Robert James second. Roll was called with all in favor.

Recycle Grant - \$1000.00 less than last year

Law Director Report

Statute of Limitations: 6 months for minor misdemeanors, 2 years for all other misdemeanors

Will have the last resolution regarding the Fire Levy ready for the July 1 meeting.

Fiscal Officer

Payment listing 6/10-6/24/2019

June management reports Jed Willis move to accept all financial reports. Jeri Leigh Siss second. Roll was called with all in favor.

Careworks contract (risk management) Robert James move to accept Careworks contract. Jed Willis second. Roll was called with all in favor.

2020 Tax budget Revenue \$535,243.13 – Expenditures \$543,553.34 = -\$8,310.1

Records Clerk / Building

Building permits thru 6/20 = 33
Contractor permits = 36
Zoning permits = 10

Ordinances

Ordinance No. 1625-19 **AN ORDINANCE CREATING THE POSITIONS OF LABORER I and II, FIXING THE RATE OF COMPENSATION, AND DECLARING AN EMERGENCY NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF SOUTH AMHERST, LORAIN COUNTY, STATE OF OHIO THAT:**

Jed Willis move to accept Ordinance #1625-19 and pass as an emergency. Robert James second. Roll was called with all in favor.

Ordinance No. 1626-19 **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH BRAMHALL ENGINEERING & SURVEYING CO., INC. FOR THE OWPC APPLICATION FOR FUNDING, ROUND 34, ANNIS ROAD REHABILITATION, AND DECLARING AN EMERGENCY**

Jed Willis move to accept Ordinance #1626-19 and pass as an emergency. Dennis Burdue second. Roll was called with all in favor.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Resolutions

Appropriations

Ordinance #250

AN ORDINANCE TO APPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF, JANUARY 1, 2019 TO DECEMBER 31, 2019 INCLUSIVE

Jeri Leigh Siss move to accept Ordinance #250. Robert James second. Roll was called with all in favor.

Service

Uniforms 4/8/2019

Uniform contract has expired. The ordinance committee recommends the Village: purchase 1 pair boots, max \$200.00 per year, \$200.00 per year allowance for work pants (receipt required for reimbursement) 10 short & 10 long sleeve shirts with Village logo, 1 cold weather jacket, 1 high visibility vest provided by the Village.

David Troike move to accept the uniform recommendation. Jed Willis second. Roll was called with all in favor.

Prospective employee – did not pass physical.

Vivian, Charles, north of 313 Annis Rd – potholes need done.

Bldg. & Grounds

Gutters 7/24/17 Contractor is 4-5 weeks behind.

Windows 4/8/19 will look at tomorrow to determine next step in changing out broken windows.

Audit/Finance

Mayor Leshinski commended the fiscal officer for doing the 2020 budget.

Next Audit meeting will be July 9th at 7:00 p.m.

Ordinance

Employee handbook 4/8/19 to meet next on July 22nd.

Recommendations for Zoning Inspector training – Mayor to give 3 training plans and his recommendation for which plan on July 1.

Lawn/critter control – 307 E. Main St., 315 N Lake St.

Safety

Fire

Incident Count for May – 15

Promote to Firefighter: Beau Matus & Sydney O'Connor

Add to Auxiliary: Greg Baker, Christopher Popovich, Dakota Friedl & Cameron Wolf

Remove Auxiliary: Eric Winebrenner

Robert James move to accept SAFD Chief's recommendations on personnel. Jed Willis second. Roll was called with all in favor.

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Police

Citations 10 Calls for Service 4

Officers will be attending firearms training. Officer Seth Travis has resigned and moved out of state.

Cemetery

Estimate done on topographical study due to drainage issues.

Next meeting will be on July 10th at 6:00 p.m.

BPA

Requesting a silt fence/depository to be placed on village property behind the cemetery. Robert James move to place the silt fence (organic material only) to be placed on village property behind the cemetery. Jeri Leigh Siss second. Roll was called with all in favor.

Next meeting will be on July 8th at 6:00 p.m.

Park

Drainage issue on east side of park entrance being reviewed. Walking Wednesdays 6:30 – 7:30 p.m., come join us!

Next meeting will be on August 1st at 7:30 p.m.

Zoning

Next board meeting is June 26th at 6:30 p.m. (If needed.)

Old/New Business

ODNR – confirmed that there was a Bobcat spotted behind Oakdale St.

Economic Development Committee - tabled

Adjournment

Robert James move to adjourn. Jeri Leigh Siss second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

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SPECIAL MEETING
Held July 1, 2019

ORDER OF BUSINESS

Call to Order Public Hearing & vote for 2020 Budget at 6:45 p.m.

Lord's Prayer & Pledge of Allegiance

The roll was called:

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

Ex officio members:

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

The fiscal officer gave a brief description of changes to the budget versus last year's budget and answered council questions.

Vote was called at 7:00 p.m.

Approval of the 2020 Tax Budget Jed Willis move to accept the 2020 Tax Budget.
Robert James second. Roll was called with all in favor.

Adjournment Jed Willis move to adjourn. Robert James second.

Held July 1, 2019

Regular Council meeting

7:03P.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	EA

(EA – excused absences)

Acceptance of agenda for 07/01//2019 Robert James move to accept agenda as presented.
Jed Willis second. Roll was called with all in favor.

Approval of minutes for 6/24/2019 David Troike move to accept minutes as presented. Jeri
Leigh Siss second. Roll was called with all in favor.

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Visitors

Alvin & Eric Miller – Amherst Monument, addressed the council due to not getting satisfactory answers to their concerns from the Cemetery Board after attending the June Cemetery Board meeting. Some of the concerns dealt with the time it took for a footer foundation to be placed, quality of footers, lot transfer, an overturned monument, unfactual statements, and fair labor practice. Amherst Monument did go out and fix the Pelton monument on 6/28/19, the monument is NOT to be moved for 2 months in order for the compound to set.

Summary of response from the mayor and council: Mayor Leshinski reiterated that the Cemetery Board has the option according to their bylaws of whether they buy back a lot or not. A person may transfer their lot as long as the correct paperwork and fee is filed with the Cemetery Board clerk. Council member James stated that the first priority tomorrow morning for the service department was to go to Elyria Concrete to get a pre-poured foundation. Council member Siss asked if Mr. A. Miller could compile a list of concerns, in order for the council to better review and find appropriate solutions.

Mayor's Report

ISO Rating – just received and will give a further detailed report at a later date

Law Director Report

Fiscal Officer

Payment Listing 6/24 – 7/1/19 Jed Willis move to accept payment listing. Robert James second. Roll was called with all in favor.

Records Clerk / Building

Reminder that council members will be attending the Firelands School Board meeting on July 8th at 7 p.m.

Ordinances

Resolutions

Resolution No. 634 **A RESOLUTION SUBMITTING TO THE ELECTORS OF THE VILLAGE OF SOUTH AMHERST THE QUESTION OF AN ADDITIOAL 1.5 MILL TAX LEVY FOR THEPURPOSE OF PROVIDING AND MAINTAINING FIRE EQUIPMENT, APPARATUS AND VEHICLES AS SET FORTH IN 5705.19 (I) OF THE REVISED CODE, FOR THE FIRE DEPARTMENT OF THE VILLAGE OF SOUTH AMHERST, OHIO, AND DECLARING AN EMERGENCY**

Robert James move to pass Resolution No. 634 as an emergency. Jed Willis second. Roll was called with all in favor.

Appropriations

Service

Uniforms 4/8/2019 Pricing, purchase requisition – Council member Siss will get prices on jackets, fiscal officer will price other items.

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New hire – has been contacted waiting to schedule physical. Called on Friday, will give the guy until Wednesday and then next guy is up.

Bldg. & Grounds

Gutters *7/24/17* Have called the contractor waiting on a W9 in order to do a purchase order.

Windows *4/8/19*

Audit/Finance

Next Audit meeting will be July 9th at 7:00 p.m.

Ordinance

Employee handbook *4/8/19* to meet next on July 22nd.

Recommendations for Zoning Inspector training – Mayor talked with our SAFEBuilt Inspector and said it was pretty much a common sense job. He would get us a manual for the candidate to read and the person would also need to know the village's zoning ordinances.

Lawn/critter control *6/24/19* - 307 E. Main St., 315 N Lake St.

307 E Main St still needs to have backyard mowed and there are buckets stacked up all over the backyard, with animals forging in them. Letter was sent to 315 N Lake St, with the deadline for mowing 7/4. After that the village will proceed to the next step.

Safety

Fire

Police

Cemetery

Vernon Sanders Veterans Marker has still not been replaced to its original spot. Council has recommended that the Board should contact Elyria Concrete to get premade footers in order to eliminate bad pours with using Quikcrete.

Next meeting will be on July 10th at 6:00 p.m.

BPA

Mayor Leshinski inquired to the BPA clerk regarding the bid for the pavement resurfacing of the water main break project on Church St. along the south side of St. John Church. The operator got the bid to cover only the area of the water main break not to include the storm water replacement which runs beside.

Next meeting will be on July 8th at 6:00 p.m.

Park

Next meeting will be on August 1st at 7:30 p.m.

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Zoning

Was approached about changing the zoning for a “Sober-Man’s House at 117 E. Main before purchasing. Council said before anything would even be considered, septic has to be checked and what is the current rating of the system.

Next board meeting is June 26th at 6:30 p.m. (If needed.)

Old/New Business

Economic Development Committee - tabled

Halloween – tabled

Adjournment

Jeri Leigh Siss move to adjourn. David Troike second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

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Held July 22, 2019

Regular Council meeting

7:00P.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	EA
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

(EA – excused absences)

Accept the absence of Stuart Jones absence due to work. David Troike move to accept the absence of Jones. Jeri Leigh Siss second. Roll was called with all in favor.

Acceptance of agenda for 07/22//2019 Robert James move to accept agenda as presented. Jed Willis second. Roll was called with all in favor.

Approval of minutes for 7/1/2019 Jed Willis move to accept minutes as presented. Robert James second. Roll was called with all in favor.

Visitors

Alvin & Eric Miller – Amherst Monument

Mayor's Report

New Service Department employee – Tyler Squires

Annis Rd. Phase 1 Bids – Precision Paving was the lowest at \$308,261.00 with a contingency of \$50,430.00. The Engineer's estimate was \$298,794.00 with a contingency of \$50,430.00. After the engineer has reviewed the bid, the Village will need to decide how to proceed with the cost differential.

Law Director Report

Fire Levy has been posted on the November ballot.

Fiscal Officer

Payment listing 7/1 – 7/22/19

June Bank Reconciliation Jed Willis move to accept financial reports. Robert James second. Roll was called with all in favor.

Pay Officer Hotz 4.5 hrs. missing from May pay sheet, add on July. Jed Willis move to approve the missing hours for Officer Hotz. Robert James second. Roll was called with all in favor.

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Records Clerk / Building

Halloween Parade 2019 – Sunday 10/27, Trick or Treat Thursday 10/31... Council member Siss doesn't want to hear "NO COMPLAINTS", regarding the parade and Trick or Treat crowd control.

- 2020 Calendar:
1. 2021 Budget Hearing 6/29
 2. 3 weeks off on July
 3. Halloween Parade 2020 - Halloween is on a Saturday
 4. Council start time – 7:00 p.m. on the second Monday of the month (unless otherwise noted)
 5. Committees – 7:00 p.m. on the fourth Monday of the month (unless otherwise noted).

Robert James move to amend Codified Ordinance 121.01 to have one council meeting and one committee meeting a month, beginning in 2020. Jeri Leigh Siss second. Roll was called with all in favor.

Ordinances

Ordinance No. 1627-19 **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 1167.041 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 1167.041, AND DECLARING AN EMERGENCY** (Correct zoning fees)

Robert James move to suspend the rules and pass Ordinance #1627-19 as an emergency on its first reading. Jed Willis second. Roll was called three times with all approving each time.

Ordinance No. 1628-19 **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 123.01 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 123.01, AND DECLARING AN EMERGENCY** (Postings from 5-3)

Jeri Leigh Siss move to suspend the rules and pass Ordinance #1628-19 as an emergency on its first reading. Robert James second. Roll was called three times with all approving each time.

Resolutions

Resolution No. 635 **A RESOLUTION AUTHORIZING THE VILLAGE OF SOUTH AMHERST, OHIO, TO PARTICIPATE IN THE STATE OF OHIO COOPERATIVE PURCHASING PROGRAM**

Jeri Leigh Siss move to pass Resolution #635. Robert James second. Roll was called with all in favor.

Appropriations

Ordinance No. 251 **AN ORDINANCE TO APPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF JANUARY1, 2019 TO DECEMBER 31, 2019 INCLUSIVE (OPWC Annis Rd Project)**

Jeri Leigh Siss move to pass Appropriations Ordinance #251. Roll was called three times with all approving each time.

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Service

Uniforms 4/8/2019 Council member Siss will have estimates on jackets at the next meeting.

Snow & Ice Control Training David Troike move to send both employees to training.
Jeri Leigh Siss second. Roll was called with all in favor

Windows 4/8/2019 Incorrect replacement windows were sent.

Bldg. & Grounds

Garage – County Storm Water inspection report was received with items of concern noted. The committee feels that the Service Department employees can handle the corrective measures, without using outside contractors.

David Troike move to get 3 bids for the clean-up at the garage. Robert James second. Roll was called with all in favor.

Council member Burdue – post that there is free woodchips available, otherwise get rid of it. The west side of townhall brick mortar is being eaten away from salt and the east side of the fire station. Council would like an answer from the Brick Layers about doing a repair by the 8/12/19 meeting.

Audit/Finance

Next Audit meeting will be August 13th at 7:00 p.m.

Ordinance

Employee handbook 4/8/19, continue to work on handbook. Discussion was held on what does code enforcement look like. The committee is asking the mayor of a list of what ordinances are enforced and who enforces them. Have the list for the August 12th meeting.

Status of North Lake – cut, E Main St – the backyard is still not cut, it is 6 foot plus, the Village cut once, 2 letters have been sent. Fiscal Officer inquired, “What does the county require for proof before it goes on tax bill?” Refer to codified 521.14 – what you have to follow to add to tax bill.

Safety

Fire

Incident count 18

Resignation of Christopher Kubicki, Auxiliary Firefighter Jed Willis move to accept the resignation of Christopher Kubicki. Robert James second. Roll was called with all in favor.

Council member Willis requested a Fire Safety meeting to discuss a personnel issue. Meeting to be held July 24, 2019 at 6:30 p.m.

Police

Have been targeting the areas of concern – Annis, Russia, S Lake, Main.

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Cemetery

Next meeting will be on August 14th at 6:00 p.m.

BPA

Council member Burdue inquired if the board addressed the issue of cleaning up the areas around the water breaks/projects. The 2 Kenwood will be handled by the Service Department and the one on Annis Rd. by the BPA.

Next meeting will be on August 12th at 6:00 p.m.

Park

The board has concerns on the amount of grounds keeping hours being charged to the park versus the amount of work actually being accomplished. The board has requested that we see the actual pay sheets for what work is being recorded as completed.

Next meeting will be on August 1st at 7:30 p.m.

Zoning

Council member Burdue asked if 103 N Lake was ever changed to residential from commercial. He did state that 103 N Lake and the gas station have a shared septic system. Council requested that the mayor contact the County Health Department regarding the shared system.

Council member Siss suggested that we reach out to other communities about a shared inspector.

Next board meeting is July 24th at 6:30 p.m. (If needed.)

Old/New Business

Van on Charles St with Alabama plates, consistently parking on the street which is illegal.

Economic Development – tabled.

Mayor Leshinski briefly discussed the Lorain County Community Development Department presentation regarding the Quarry Project that was given on 7/1/19 at the Firelands School Board meeting,

Adjournment

Jeri Leigh Siss move to adjourn. Robert James second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

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Held August 12, 2019

Regular Council meeting

7:00P.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

(EA – excused absences)

Acceptance of agenda for 08/12/2019 Robert James move to accept agenda as presented.
Dennis Burdue second. Roll was called with all in favor.

Approval of minutes for 7/22/2019 Robert James move to accept minutes as presented.
Jed Willis second. Roll was called with all in favor.

Visitors

Greg Zukowski – Team PAF

Mayor's Report

Republic & Rumpke waste disposal companies were asked to attend the council meeting in order to discuss their options for residents. This was due to the number of complaints the mayor has received of rising costs.

Septic 103 N Lake St –is allowable to have 1 system between the 2 lots according to the representative from Lorain County Public Health. Council member James asked to please contact LCPH again to ask if it is legal to share a septic system when both properties are both commercial but one is being used as a residence.

Tentative purchase agreement is in place for the gas station. The prospective buyer asked if building permit fees could be waived. Council agreed that they could not be waved due to contractual agreements with SAFEbuilt.

Law Director Report

Fiscal Officer

Payment Listing 7/22-8/12/19

July Management Reports

July Bank Reconciliation Jed Willis move to accept financial reports. Robert James second. Roll was called with all in favor.

Fire Budget Reallocation Robert James move to approve the allocation of funds for the Fire Department Budget. Jed Willis second. Roll was called with all in favor.

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EMERGENCY

Robert James move to suspend the rules and pass Ordinance #1632-19 as an emergency on its first reading. Stuart Jones second. Roll was called with all in favor.

Resolutions

Appropriations

Service

Uniforms 4/8/2019 Council agreed that the reflective shirts were cost prohibitive, the workers can wear reflective vests over their shirts.

Windows 4/8/2019

Tree at 313 E Main St. The large limb that came down was taken care of within 24 hours. The mayor asked the property owners to get an estimate for the tree to be taken down when they have their evergreens removed. Council asked the mayor to obtain 2 more bids.

Thank you to Council member Burdue for helping out repairing the chipper.

Residents Joseph Gentile 412 and Glenna Hammond 408 Leonard are displeased with the finish grading on the lawns after the completed paving project of Leonard. The mayor said this would be corrected in the fall.

105 Kenwood fix the driveway with asphalt.

Crosswalk will be getting painted.

Bldg. & Grounds

Gutters 7/24/19

Walker Memorial Bench & Trees – Council member Burdue will contact the family friend regarding maintenance of the bench and trees.

Service garage dirt removal proposal - Bid from Kyle's Excavating for \$1680.00 to be done this week. David Troike move to accept Kyle's Excavating bid with the work to be completed this week. Robert James second. Roll was called with all in favor.

Council asked for the mayor to call Lichter (IRG) regarding cut sandstone for the front of the Fire Department.

Audit/Finance

Next Audit meeting will be August 13th at 7:00 p.m.

Ordinance

Code Enforcement List – the mayor is the enforcement officer. He tries to talk directly with the resident. If nothing happens, then it starts with the mail. Council member Siss would still like a

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list with the infractions and the progression of steps taken. The code violation at 419 W Main St has still not been corrected in the last year.

Safety

Fire

July Incident Count - 10

Police

Traffic Citations – 15

Calls for Service – 3

Officers will be conducting firearms training. Aaron Frazier was sworn in as a Reserve Officer. Officer Sbouski has completed his training. The department will participate in the “Cram the Cruiser” program at the county fair. The chief and mayor met with Civica (software provider for Mayor’s Court).

Cemetery

Next meeting will be on August 14th at 6:00 p.m.

BPA

Troike brought in a camera for the BPA Operator to check Maroy Dr. for a blockage. The board made a motion to raise the user fee by 6% it goes from \$10.00 - \$15.00 beginning January 1, 2020. Rural Water has raised their rates and the increase is to offset.

Next meeting will be on August 12th at 6:00 p.m.

Park

Park is going green! Will use pollinator friendly sprays and plant wildflower patches. Dog bins are full again.

Next meeting will be on September 5 at 7:30 p.m.

Zoning

Next board meeting is August 28th at 6:30 p.m. (If needed.)

Old/New Business

Economic Development Committee

Council member James discussed an email he received regarding the Team PAF report on repurposing South Amherst Middle School.

Adjournment

Robert James move to adjourn. Jed Willis second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

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Held August 26, 2019

Regular Council meeting

7:00P.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

(EA – excused absences)

Acceptance of agenda for 08/26/2019 Jed Willis move to accept agenda as presented.
Robert James second. Roll was called with all in favor.

Approval of minutes for 8/12/2019 Stuart Jones move to accept minutes as presented.
Jed Willis second. Roll was called with all in favor.

Visitors

Kaitlyn Albright NOPEC – honoring Fire Chief Schmitz for his 37 years of service.

Nick Katsaros, First Energy - Regional External Affairs

Council asked why the street lights aren't being changed. Mr. Katsaros explained their procedures. Council gave a list of 3 lights that needed changed.

Greg Zukowski – Team PAF

Fire Chief Al Schmitz & Andrew Lawrie - SAFD

Mayor's Report

BWC Litigation – the village was named as a defendant in a case, the BWC will handle all of the proceedings.

Baumhart Rd & 113 Roundabout – scheduled to be completed in 2022.

Law Director Report

Drafted a renewal contract for law director and prosecutor, fees were not increased.

Fiscal Officer

Payment Listing 8/12 – 8/26/19 Robert James move to accept payment listing. Jed Willis second. Roll was called with all in favor.

Annis Rd Project

Option 1 – perform the entire project (1,600 LF) including contingency: \$308,261 base contract
\$30,000 minimum contingency amount recommended
\$338,261 total needed.

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\$262,800 provided per original OPWC and Village Commitments
\$75,461 additional needed from Village

Option 2 – perform the reduced project (1,200 LF) including contingency: \$255,250 base contract
\$30,000 minimum contingency amount recommended
\$285,250 total needed.
\$262,800 provided per original OPWC and Village Commitments
\$22,450 additional needed from Village

Robert James move to accept Option 1 (original contract specifications). Stuart Jones second.
Roll was called with all in favor.

Direct Deposit forms will be included with the October 1 pay. Direct deposit will be optional at this time.

Records Clerk / Building

Ordinances

Second Reading

Ordinance No. 1630-19 **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 121.01 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 121.01, EFFECTIVE JANUARY 1, 2020.**
(Change of council meetings)

Ordinance No. 1633-19 **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH BUCKEYE COMMUNITY BANK, AND DECLARING AN EMERGENCY.** (Direct Deposit)

Jeri Leigh Siss move to suspend the rules and pass Ordinance No. 1633-19 as an emergency on its first reading. Robert James second. Roll was called three times with all in favor.

Ordinance No. 1634-19 **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH C at D GREGORY ENTERPRISES LLC. DBA PIGGY'S MAIN STREET MARKET TO COLLECT WATER PAYMENTS AT A COST NOT TO EXCEED \$1200.00 PER YEAR, PAYABLE MONTHLY, AND DECLARING AN EMERGENCY**

Robert James move to suspend the rules and pass Ordinance No. 1634-19 as an emergency on its first reading. Dennis Burdue second. Roll was called three times with all in favor.

First Reading

Ordinance No. 1635-19 **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04, EFFECTIVE DECEMBER 21, 2019.** (SABPA water rate increase)

Mayor stated at the SABPA meeting that after the 3 reading there should be a public hearing. One call out to the community, BPA needs to be present

Ordinance No. 1636-19 **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH PRECISION PAVING, INC. FOR THE ANNIS ROAD**

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REHABILITATION PHASE 1 PROJECT AT A COST NOT TO EXCEED \$338,261.00, AND DECLARING AN EMERGENCY

Robert James move to suspend the rules and pass Ordinance No. 1636-19 as an emergency on its first reading. Dennis Burdue second. Roll was called three times with all in favor.

Ordinance No. 1637-19 **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH BRAMHALL ENGINEERING & SURVEYING CO., INC. TO APPLY FOR ISSUE 1, ROUND 34 GRANT/LOAN MONIES FOR ANNIS ROAD-PHASE 2, AND DECLARING AN EMERGENCY**

Stuart Jones move to suspend the rules and pass Ordinance No. 1637-19 as an emergency on its first reading. Dennis Burdue second. Roll was called three times with all in favor.

Resolutions

Appropriations

Appropriation No. 252 **AN ORDINANCE TO APPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF JANUARY 1, 2019 INCLUSIVE**

Dennis Burdue move to pass Appropriation No. 252. Jeri Leigh Siss second. A voice vote was called with all in favor.

Appropriation No. 253 **A RESOLUTION TO TRANSFER FROM THE GENERAL FUND A TOTAL NOT TO EXCEED \$76000.00 TO THE CAPITAL PROJECT FUND FOR OPWC ROUND 33, ANNIS RD REHABILITATION PHASE 1 EFFECTIVE AUGUST 26, 2019.**

Robert James move to pass Appropriation No. 253. Stuart Jones second. A voice vote was called with all in favor.

Service

Garage – dirt removal completed, grass needs to be planted. A pile of stone was left and it will cost \$30 for removal. Council members stated that “the cost included everything to be done during last week.” Robert James move to deduct \$30.00 from the final bill for the removal of stone. Jed Willis second. Roll was called with all in favor.

The service trucks lighting will be upgraded. One estimate has already been received. Council member James would like to have 3 estimates.

Bldg. & Grounds

Windows 4/8/2019 Completed.

Gutters 7/24/17 Don Daley Builders were here to measure the gutters. Council member Siss would like a deadline for the completion of the new gutters by September 6, or they give us a definitive date.

Bushes 8/26/19 Bushes around the village hall need to be trimmed.

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Council member Burdue asked if the South Amherst Historical Society could place a display cabinet on top of the desk in the back of council chambers. Council member Troike move to allow the SAHS to have a display cabinet in council chambers if council member Burdue approves the design. Robert James second. Roll was called with all in favor.

Audit/Finance

Next Audit meeting will be September 10th at 7:00 p.m.

Ordinance

313 E Main St tree - \$1200.00 for trimming by Carty's. Owen's \$1600.00 to cut and remove Stuart Jones recommended Tree Service.

Safety

Fire

Fire Chief Schmitz requested that Greg Baker be promoted to firefighter and to add Chase Cogar to the auxiliary roster. Jed Willis move to approve fire personnel changes. David Troike second. Roll was called with all in favor.

108 truck is back at the repair shop after 2 weeks. Hopefully the work is under warranty.

Police

Cemetery

Funeral this Thursday, caught up with footer orders, dressing the graves and pouring of the footers. Council member Siss inquired if the outstanding issues have been resolved. The mayor listed what has been done. Council member Troike asked if Elyria Concrete Step had been asked for an estimated cost on pre-poured footers. The mayor said that the Cemetery Board has not come up with a list of common sizes as of yet, to be given to the company for prices.

Council member Siss then asked about the buyback of the Gallagher grave. Jed Willis move to repay \$400.00 to Judith L. Gallagher for her cemetery lot from the General Fund. Robert James second. Roll was called with all in favor.

Next meeting will be September 11th at 6:00 p.m.

BPA

3 readings of the water rate increase ordinance. Need to have a public hearing and announcing it through One – Call seeing the user fee will be going up 50%

N Lake St was worked on to relieve the flooding of Maroy, Thompson & Oakdale streets.

Next meeting will be September 9th at 6:00 p.m.

Park

Next meeting will be on September 5 at 7:30 p.m.

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Zoning

Next board meeting is August 28th at 6:30 p.m. (If needed.)

Old/New Business

Economic Development Committee – Jeri Leigh Siss move to proceed with the EDC for 1/12020. Robert James second. Roll was called with all in favor. Ms. Siss stated that she would be more than happy to lead the EDC. Fire Chief Schmitz volunteered to be on the committee.

Team PAF (committee to repurpose the school building) – Council member James asked for the mayor’s input from the emails that he has read. The mayor would like to know specifically, what Dr. James Slack and Team PAF want from the village. Mr. Burdue stated that the report list the ideas, but who will implement and pay for the ideas. Jed Willis move to have Dr. Slack present to council regarding Team PAF. Jeri Leigh Siss second. Roll was called with all in favor. Robert James will contact Dr. Slack

Jeri Leigh Siss would like a newsletter to update community regarding changes that will be happening.

Adjournment

Jeri Leigh Siss move to adjourn. Stuart Jones second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Held September 9, 2019

Regular Council meeting

7:00P.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 Dennis Burdue	P
Council Member Stuart Jones	P
Council Member Jeri Leigh Siss	P
Council Member David Troike	P
Council Member Jed Willis	EA
Council President Robert James	P

Ex officio members:

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

(EA – excused absences)

Excuse absence of Jed Willis due to a family matter. David Troike move to accept absence. Jeri Leigh Siss second. Roll was called with all in favor.

Acceptance of agenda for 9/9/2019 Robert James move to accept the agenda. David Troike second. Roll was called with all in favor.

Approval of minutes for 8/26/2019 Robert James move to accept the minutes. Stuart Jones second. Roll was called with all in favor.

Visitors

Tracey & Wilfred Otero 220 Maple St – a semi-truck from ARKA cut the corner on Fern & Maple, the truck hit the guide wire and only half of their house has electric to it. Mrs. Otero called ARKA's safety department to report the incident. Mr. & Mrs. Otero requested a guardrail be placed at the corner due to the high volume of people coming into the yard. Ohio Edison would be responsible for that, the mayor will look into putting up some safety poles.

Greg Zukowski – Team PAF

Mayor's Report

Waste Haulers mtg. 9/16/19 @ 7 pm. Republic Waste and Rumpke will have representatives from their respective companies to answer resident's questions regarding services that can be provided.

Preconstruction mtg. Annis Rd Phase 1 – 9/10/19 @ 10 a.m.

Law Director Report

Researched how to put the \$600.00 mowing fee onto the tax duplicate and will be getting an example resolution that will be submitted to council for approval. Once the resolution has been certified by the fiscal officer it can be submitted to the Lorain County Auditor.

Fiscal Officer

Payment Listing 8/26 – 9/9/19

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

August Bank Reconciliation & Management Reports Robert James move to accept all financial reports. Dennis Burdue second. Roll was called with all in favor.

Judith Gallagher cemetery lot refund – the fiscal officer asked council if they had spoken to anyone on the Cemetery Board regarding the refund. Council member James stated, “Ms. Rivera has not got back with us on that and we tabled it one evening.” It was clarified that the Cemetery Board tabled the matter, not council. Mr. James reiterated that Ms. Gallagher was only asking to be reimbursed for the lot, nothing else. David Troike move to reallocate \$300.00 for a refund to Judith Gallagher for a cemetery lot. Robert James second. Roll was called with all in favor.

Annis Rd Phase II for 2020 - the local contribution will be \$156,000.00 (paving of additional 1600 feet). Waterline will not be replaced during this phase. Total for the project as it stands now is \$468,250.00. The fiscal officer would like to have a thorough discussion on where the money will come from prior to voting on the 2020 Budget. Council wants it understood that if new pavement has to be tore up, it will be the responsibility of the SABPA to pay for it.

Records Clerk / Building

Codified ordinances or newsletter – the cost for both items comes from the same line item. Only one can be done at this time. Council asked to have estimates given for online version of codified ordinances and actual cost of newsletter for the next meeting. It should be stated in a newsletter about no discharging of firearms within village limits.

Rules of Council need updated, email to Council President James.

Ordinances

Final Reading

Ordinance No. 1630-19 **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 121.01 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 121.01, EFFECTIVE JANUARY 1, 2020.**

Jeri Leigh Siss move to pass Ordinance #1630-19. ~~Jed Willis~~ *David Troike* second. Roll was called with all in favor.

Second Reading

Ordinance No. 1635-19 **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04, EFFECTIVE DECEMBER 21, 2019.** (SABPA water rate increase & user fee)

Mayor did discuss with the SABPA about how it is a 50% increase on user fee and the rate increase should not be done all at once. Council member Burdue suggested that the user rate increase should have a set time limit for how long it will be in effect.

Rescind

Ordinance No. 1637-19 **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH BRAMHALL ENGINEERING & SURVEYING CO., INC. TO APPLY FOR ISSUE 1, ROUND 34**

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

GRANT/LOAN MONIES FOR ANNIS ROAD-PHASE 2, AND DECLARING AN EMERGENCY David Troike move to rescind Ordinance 1637-19. Stuart Jones second. Roll was called with all in favor.

First reading

Ordinance No.1638-19 **AN ORDINANCE AUTHORIZING AND PROVIDING FOR EMPLOYMENT OF MICHELLE D. NEDWICK AS LAW DIRECTOR AND PROSECUTOR FOR THE VILLAGE OF SOUTH AMHERST FOR TERM 1 JANUARY 2020 THROUGH 31 DECEMBER 2021, AUTHORIZING APPOINTMENT OF PROSECUTOR AND ADMINISTRATIVE ASSISTANT.**

Ordinance No. 1639-19 **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 150.02 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 150.02 AND DECLARING AN EMERGENCY** (Park Board administration)

Robert James move to suspend the rules and pass Ordinance #1639-19 as an emergency on its first reading. Jeri Leigh Siss second. Roll was called three times with all approving each time.

Resolutions

Appropriations

Service

Service truck's emergency lighting has been upgraded.

Tree removal at 313 E Main St – will be taken out of State Highway funding. Council member Burdue suggested that the large trees along Main St. be thinned out and to budget for the removal of 2-3 trees annually from the State Highway Fund.

Bldg. & Grounds

Gutters on town hall have been completed.

Brick work on town hall and the planter - still waiting to hear from Mr. Kudela.

Audit/Finance

Next meeting will be September 10th at 7 p.m.

Ordinance

Safety

Fire

August Incident Count - 23

Police

Traffic Citations – 13 Calls for Service – 5

Department will attend Foundations of Reasonable Force Training at LCCC and be trained on the new Medical marijuana updates. Tyler Cellini has resigned. New mayor's court software has been received and being reviewed.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Council members concerned with the communities perception of insufficient police presence. Officer staffing level is down. Would like to meet with the chief to find a solution for police coverage for 2020. Mayor Leshinski will set a meeting time with the chief.

Cemetery

Next meeting will be on September 11th at 6 p.m.

BPA

Public hearing for the water rate and water usage fee increase will be September 23rd at 6:30 p.m. During the week of 9/23 the Annis Rd boring project will take place under the bridge to cross over the waterline.

Next meeting will be on September 23rd at 6 p.m.

Park.

Report will be given to the police regarding inappropriate behavior at the park by a resident. Next meeting will be October 3rd at 7:30 p.m.

Zoning

Next meeting will be September 25th at 6:30 p.m. (If needed.)

Old/New Business

Team PAF call a special meeting for October 21st at 7 p.m.

Council member Burdue inquired as to when the driveway apron at 105 Kenwood would be replaced. "When the concrete at the SAFD gets replaced," replied Mayor Leshinski.

Adjournment

Jeri Leigh Siss move to adjourn. Stuart Jones second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

(Council approved changes made on 9/23/2019)

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

September 23, 2019

Public Hearing for water rate and user fee increase

6:30 P.M. - The public hearing for water rate and user fee increase was called to order by Mayor David Leshinski.

In attendance: Robert James (Council), Laurie Beran (Records Clerk), SABPA: Jim Balog, Dean Nichols, Jeanne Maschari (Clerk), Jessica Paterchak 376 Annis Rd., Becky Siesky 126 Maroy Dr., Zoltan Zoltai 374 Annis Rd.

Mr. Nichols representing the SABPA gave a brief overview of why the board is requesting the increases in the user fee and water rates. Mrs. Siesky did not agree with the rate increase, coming right after the school district levy and the storm water fee. Mrs. Siesky did inquire as to what the user fee is around the county. The information was not available at the meeting. Mr. Zoltai asked, "Why is the water rate increasing by six percent?" THE SABPA replied that the rate is increased every three years and that rural water increases their rate by two percent annually. Mr. Zoltai inquiry regarding Village insurance covering the water tower was answered in the affirmative. Ms. Beran did not agree with the fifty percent increase of the user fee and felt that the increases would affect the fire levy.

Dean Nichols move to adjourn, Jim Balog second.

Regular Council meeting

7:00P.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 Dennis Burdue	EA
Council Member Stuart Jones	P
Council Member Jeri Leigh Siss	P
Council Member David Troike	P
Council Member Jed Willis	P
Council President Robert James	P

Ex officio members:

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

(EA – excused absences)

Excuse absence of Dennis Burdue due to a family matter. Robert James move to accept absence. Stuart Jones second. Roll was called with all in favor.

Acceptance of agenda for 9/23/2019

David Troike move to accept the agenda. Robert James second. Roll was called with all in favor.

Approval of minutes for 9/12/2019

Stuart Jones move to accept the minutes with correction. Jeri Leigh Siss second. Roll was called with all in favor.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Visitors

Andrew Lawrie - SAFD

Mayor's Report

Trash Disposal: Republic & Rumpke were represented at a public open house. The mayor will talk with other communities to see what terms their contracts consist of. Council member Siss inquired if there would be any backlash if we switch contractors. Council member James requested that the law director review if the Village joined a consortium if it would need to be voted on by the residents. Council member Siss recommended that a basic package be assembled and sent to council for approval.

Annis Rd Project Phase I – doing underdrains, staying on schedule.

Halloween Trick-or-Treat will be on 10/31 from 6-7:30 p.m.

Law Director Report

Fiscal Officer

Payment Listing 9/9 – 9/23/19 Jed Willis move to accept the payment listing. Robert James second. Roll was called with all in favor.

Records Clerk / Building

Codified ordinances \$2,320.00 vs newsletter \$726.02 - \$957.02. Discussion was held and a legal opinion given regarding having a bound copy of the Codified Ordinances updated. All new ordinances are kept in the records file, plus available online. Current 2019 ordinances are posted on the Village website. David Troike move to postpone

Codified Ordinance update until spring. Stuart Jones second. Roll was called with all in favor. David Troike move to approve newsletter not to exceed \$1000.00. Jeri Leigh Siss second. Roll was called with all in favor.

Ordinances

Final Reading

Ordinance No. 1635-19 **AN ORDINANCE REPEALING EXISTING SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04, EFFECTIVE DECEMBER 21, 2019.** (SABPA water rate increase & user fee)

Discussion was held regarding comments that were raised during the public hearing. Council is of the opinion that the SABPA should set a definitive time for how long the specific rate increase will last and that the user fee increase should be spread out over a period of time. Council questioned how much of a savings to the department per month for not having the meters physically read, seeing that they are remotely done. Robert James move to lay on the table the vote for Ordinance No. 1635-19 and have the SABPA revise the wording. Jed Willis second. Roll was called with all in favor.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Second reading

Ordinance No.1638-19 **AN ORDINANCE AUTHORIZING AND PROVIDING FOR EMPLOYMENT OF MICHELLE D. NEDWICK AS LAW DIRECTOR AND PROSECUTOR FOR THE VILLAGE OF SOUTH AMHERST FOR TERM 1 JANUARY 2020 THROUGH 31 DECEMBER 2021, AUTHORIZING APPOINTMENT OF PROSECUTOR AND ADMINISTRATIVE ASSISTANT.**

Resolutions

Appropriations

Appropriation Ordinance No. 254 **AN ORDINANCE TO APPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF, JANUARY 1, 2019 TO DECEMBER, 31, 2019 INCLUSIVE**

Jed Willis move to approve Appropriation Ordinance No. 254. Robert James second. Roll was call with all in favor

Service

Tree at 313 E. Main St – Carty \$2000.00 to include stump grinding.

Service trucks have had additional safety lighting installed that includes 1 on top and 2 on the back of each vehicle.

New service worker is working out well.

Leonard St – yard repair – will be done this week

Bldg. & Grounds

Entry doors of the village hall need to have the seals checked and replaced.

Audit/Finance

Jed Willis move to change the meetings for the remainder of the year to Wednesday evenings. Robert James second. Roll was called with all in favor.

Next meeting will be October 9th at 7 p.m.

Ordinance

Wait until next meeting regarding the mowing ordinance to add to property tax. Council briefly discussed if it would be better advisable to contract with Locke's to do the mowing of nuisance properties instead of losing productivity of our workforce.

Safety

Fire

Open house 9-3 on 10/12, Sportsman Rifle Fundraiser will be on 11/9.

Police

Traffic Citations – 8 Calls for Service – 4

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Active shooter training

Council member Siss inquired if the meeting with Police Chief Frazier had been set. It will be set by the next council meeting. The meeting would be to discuss the enforcement of ordinances and staffing levels.

Cemetery

The board voted to continue with the footers being poured in place.

Next meeting will be on October 9th at 6 p.m.

BPA

Silt barrier at the cemetery installed to follow county guidelines. The former water department building is empty. Will be demolished when the budget allows, it is a low priority.

Next meeting will be on October 14th at 6 p.m.

Park

One dog waste station needs repaired.

Next meeting will be October 3rd at 7:30 p.m.

Zoning

Next meeting will be September 25th at 6:30 p.m. (If needed.)

Old/New Business

Team PAF call a special meeting for October 21st at 7 p.m.

Jed Willis asked the Law Director if we can have an update on Ohio traffic camera laws. Ms. Nedwick responded that the tickets for traffic cameras are processed differently than regular traffic citations. Ms. Nedwick suggested of having a fulltime police officer work regular hours instead of traffic cameras.

Adjournment

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

October 14, 2019

Regular Council meeting

7:00P.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 Dennis Burdue	P
Council Member Stuart Jones	P
Council Member Jeri Leigh Siss	P
Council Member David Troike	P EA
Council Member Jed Willis	P
Council President Robert James	P

Ex officio members:

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

(EA – excused absences)

Excuse absence of David Troike due to work. Robert James move to accept absence. Jeri Leigh Siss second. Roll was called with all in favor.

Acceptance of agenda for 10/14/2019 Jed Willis move to accept the agenda. Robert James second. Roll was called with all in favor.

Approval of minutes for 9/12/2019 Jed Willis move to accept the minutes. Stuart Jones second. Roll was called with all in favor.

Visitors

Mayor's Report

Trash contracts – the mayor is contact with the lawyer who drew up the original for the consortium.

Dumpster Days – 5 full dumpsters.

Annis Rd Project Phase I – road aprons have been completed; final coat will be done on October 15th.

Law Director Report

Fiscal Officer

Payment Listing 9/23-10/14

September appropriation summary

September Bank Reconciliation Jed Willis move to accept all financial reports. Robert James second. Roll was called with all in favor.

Then & Now purchase order approval – PO #365-2019 error in vendor on original purchase order #329-2019 Robert James move to approve Then & Now. Stuart Jones second. Roll was called with all in favor.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Gas tax increase	September 2018	\$5520.42
	<u>September 2019</u>	<u>\$8751.21</u>
		+ \$3,230.79

Gas tax money goes into the street/highway fund.

Records Clerk / Building

Records Retention meeting will be on 10/28 at 6:30 p.m.

The Village received a Sale of Liquor Permit request from the Ohio Division of Liquor Control for 104 E Main St under the name of Par-Mar Oil Co. Discussion was held regarding the company and proposed sale of the property. Council member Siss will make an inquiry with her contact at Par-Mar Oil Co. A vote regarding the permit will wait until the next meeting on October 28th.

Guidelines for setting committee meetings - agenda items will be discussed at the council meeting, with a final agenda set by the Thursday prior to the committee meeting.

Ordinances

Final reading

Ordinance No.1638-19 **AN ORDINANCE AUTHORIZING AND PROVIDING FOR EMPLOYMENT OF MICHELLE D. NEDWICK AS LAW DIRECTOR AND PROSECUTOR FOR THE VILLAGE OF SOUTH AMHERST FOR TERM 1 JANUARY 2020 THROUGH 31 DECEMBER 2021, AUTHORIZING APPOINTMENT OF PROSECUTOR AND ADMINISTRATIVE ASSISTANT.**

Robert James move to approve Ordinance No. 1638-19. Jeri Leigh Siss second. Roll was called with all in favor.

Ordinance No. 1640-19 **AN ORDINANCE FIXINF THE RATE OF COMPENSATION FOR PART-TIME MEMBERS OF SOUTH AMHERST VILLAGE POLICE DEPARTMENT, AND DECLARING AN EMERGENCY.**

Robert James move to suspend the rules and pass Ordinance No. 1640-19 as an emergency on its first reading. Stuart Jones second. Roll was called three times with all in favor.

Resolutions

Resolution No. 636-19 **A RESOLUTION APPROVING A LIST SUBMITTED BY THEMAYOR FOR THE COLLECTION OF LOT MOWING CHARGES AND DIRECTING THE FISCAL OFFICER SAID LIST TO THE LORAIN COUNTY AUDITOR, AND DECLARING AN EMERGENCY.**

Jed Willis move to suspend the rules and pass Resolution No. 636-19 as an emergency on its first reading. Robert James second. Roll was called three times with all in favor.

Resolution No. 637-19 **A RESOLUTION ACCEPTING THE RATES AS DETERMINED BY THE LORAIN COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY LEVIES, AND DECLARING AN EMERGENCY.**

Robert James move to suspend the rules and pass Resolution No. 637-19 as an emergency on its first reading. Jed Willis second. Roll was called three times with all in favor.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Appropriations

Service

Service workers attended the Snow & Ice Training.

Bldg. & Grounds

Fire Station – Bricklayers working on the mortar joints. Talked with the supervisor and passed on the business card from the Quarries regarding putting on the veneer to the front of the last bay of the station.

Ordinance

Audit/Finance

October Audit was changed to October 16th at 7:00 p.m.
Next meeting will be November 12th at 7 p.m.

Safety

Fire

Removal of Auxiliary Firefighter Jacob Adams and Regular Firefighters Ashley Simmons and Eric Jones. Robert James move to accept the removal of firefighters from the roll. Dennis Burdue second. Roll was called with all in favor.

Police

Traffic Citations – 11 Calls for Service – 4
Cruiser 223 having battery issue. Officers are going through recertification in taser and baton. Council member Siss asked for a recap of the meeting held with council. There was no council representation at the meeting. There has been an adjustment made to when staff have been scheduled to reflect when calls for service are being made.

Cemetery

Next meeting will be on November 13th at 6 p.m.

BPA

Three residents of Oakdale St. came to the board meeting regarding storm water issues. Council felt that it was illicit discharge going into the storm drains and that the board needs to solve the issue.

Next meeting will be on October 28th at 6 p.m.

Park

Park gates will close on November 1.
Next meeting will be November 7th at 7:30 p.m.

Zoning

Next meeting will be October 23rd at 6:30 p.m. (If needed.)

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Old/New Business

Team PAF call a special meeting for October 21st at 7 p.m.

Firelands Local School District has invited council and appointed officers to a special board meeting regarding the Quarry Project TIF on October 24th at 7:00 p.m.

Adjournment

Jeri Leigh Siss move to adjourn. Stuart Jones second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

(Council approved correction on 10/28/2019)

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

October 28, 2019

Regular Council meeting

7:00P.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 Dennis Burdue P
 Council Member Stuart Jones P
 Council Member Jeri Leigh Siss EA
 Council Member David Troike P
 Council Member Jed Willis P
 Council President Robert James P

Ex officio members:

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

(EA – excused absences)

Excuse absence of Jeri Leigh Siss due to work.

Robert James move to accept absence. Stuart Jones second.

	Aye	Nay	Abstain	Absent
Burdue				x
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	5	0	0	1

Acceptance of agenda for 10/28/2019

Fiscal Officer asked to lay on the table Ordinance No. 1635-19 for a vote. Robert James move to approve the agenda with ordinance addition. Jed Willis second.

	Aye	Nay	Abstain	Absent
Burdue				x
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	5	0	0	1

Approval of minutes for 10/14/2019

David Troike move to correct the minutes to represent his absence at the 10/14/19 meeting.

Robert James second. Roll was called with all in favor. Jed Willis move to approve the minutes with correction. Stuart Jones second.

	Aye	Nay	Abstain	Absent
Burdue				x
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	5	0	0	1

Visitors

Becky & Todd Siesky (126 Maroy Dr.) Inquired about the trash contracts. The Mayor responded that it is still a work in process.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Debra Pelton (Amherst) Approached council regarding her mother’s headstone at Evergreen Cemetery. Mother died 8/31/19, was sent a form to sign to have the stone moved and stored. Family members have said no. Discussion was held and the foundation will be poured tomorrow (10/29/19).

Eric & Alvin Miller (Amherst Memorial Studio) If there is an emergency, who is suppose to be contacted. Council member James stated that the Cemetery Board chair should be contacted until the clerk is back from her medical leave.

Susan Troike (310 E. Main)
 Zoltan Zoltai (374 Annis Rd)

Mayor’s Report

NOPEC Beginning in 2020 there will be grants available for non-energy savings projects.

Annis Rd Phase 1 Waiting for it to be striped, have not heard anything from the engineer. Council would like the engineer and the mayor to have a walk through to make sure the project is completed according to specs. Council would like the specs reviewed regarding the berm material; they are not satisfied with the topsoil replacement by the mailboxes.

Law Director Report

Received a call from Farah Emeka (prosecutor), she was contacted by Ohio Liquor Control, regarding Whiskeyville Still selling after hours. SAPD has not had any inquiries into this. Ms. Emeka wants to know if we want to file a civil nuisance. Council requires further information before any action would be taken.

Fiscal Officer

Payment listing 10/14 – 10/28/19

David Troike move to approve the payment listing. Dennis Burdue second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6	0	0	0

Reallocation of Funds for Annis Rd Project

Robert James move to approve reallocation of funds. Stuart Jones second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6	0	0	0

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Records Clerk / Building

Liquor Permit for 104 E Main St.

David Troike move to approve liquor permit. Jed Willis second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6	0	0	0

Newsletter information deadline 11/30, email info to: Jeri Leigh Siss or Laurie Beran

Ordinances

Ordinance No 1635-19 **AN ORDINANCE REPEALING EXISITING SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04, EFFECTIVE DECEMBER 21, 2019.** (Water rates)

Robert James move to take Ordinance No. 1635-19 off the table and vote. Jed Willis second.

Roll was called, motion failed. (Exhibit A)

	Aye	Nay	Abstain	Absent
Burdue		x		
Jones		x		
Siss		x		
Troike		x		
Willis		x		
James		x		
Total vote	0	6	0	0

Resolutions

Appropriations

Committees:

Service

Tree 313 E Main (8/12/19) Council member Troike requested a status update. Mayor Leshinski responded that this is the second company (Carty) we have contacted, and they are a month behind on services calls.

Bldg. & Grounds

Fire station Bricklayers Union apprentices redid mortar joints. Zack Carpenter is the IRG contact in Vermilion for the sandstone veneer.

Village hall Bricklayers touched up the west side of the building.

Ordinance

Audit/Finance

Council member Willis stated that there were no findings and would like to recognize Meghan Pycraft the community representative. Ms. Pycraft has been a tremendous asset to the committee. Next meeting will be on November 13th at 7 p.m.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Safety

Fire

Incident Count – September 18 Open house was well attended. The Firemen’s Association did an outstanding effort for the annual Halloween Parade.

Police

Traffic Citations – Calls for Service –
Will have seven officers on patrol in cars and walking for Halloween.
Would like the safety committee to review info on Mayor’s Court material (10/28/19)

Cemetery

Next meeting will be on November 13th at 6 p.m.

BPA

Oakdale excavation New tile was put in to correct grey water. Council would like a report from the Lorain County Public Health regarding the inspection of the sanitary system that was discharging into the storm. The board moved to hire a private contractor to jet rod. Next meeting will be on November 11th at 6 p.m.

Park

Next meeting will be November 7th at 7:30 p.m.

Zoning

Next meeting will be November 20th at 6:30 p.m. (If needed.)

Old/New Business

Team PAF The group had many ideas and the information would be a great resource for an individual or group that is interested in the school building.

Special School Board mtg regarding the TIF Consensus of the school board opinion is that the voters of the district will have a negative perception of not being fiscally responsible.

Jed Willis request to vote on IRG- Quarry Project Package Plant on next agenda 11/11/19

Adjournment

Jed Willis move to adjourn. Stuart Jones second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

November 11, 2019

Regular Council meeting

7:00P.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 Dennis Burdue P
 Council Member Stuart Jones P
 Council Member Jeri Leigh Siss P
 Council Member David Troike P
 Council Member Jed Willis P
 Council President Robert James P

Ex officio members:

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

(EA – excused absences)

Acceptance of agenda for 11/11/2019

Jed Willis move to approve the agenda as presented. Dennis Burdue second.

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6	0	0	0

Approval of minutes for 10/282019

David Troike move to approve the minutes. Robert James second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss			x	
Troike	x			
Willis	x			
James	x			
Total vote	5	0	1	0

Visitors

Sara Garwood 483 Annis Rd
 Andrew Lawrie (SAFD)

Mayor's Report

Annis Rd Phase 1 – Engineer is available by phone for any questions regarding the berm. After discussion, council is of the opinion that the berms should return to how they were prior to construction. If there was gravel, the gravel should be replaced. Council member James recommended to delay paying the bill to Precision until the matter has been rectified.

Bank (107 N. Lake St.) has been purchased by Lucy Idol Center in order to expand their programing for clients of the Center.

Gas station – Par-Mar will be taking ownership in the next couple of weeks.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Halloween – the reason why cancellation took long was due to the fact we needed to make sure there was police coverage. There was only one (1) incident reported.

Law Director Report

Fiscal Officer

Payment listing 10/14 – 10/28/19

October Bank Recon/October Management Reports

Robert James move to accept financial reports. Jed Willis second

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6	0	0	0

Computer System/Network has been upgraded to Windows 365, all data has been transferred, antivirus installed, firewall and two (2) new computers.

An ordinance to approve the processing of direct deposits during banking hours is needed for the next meeting.

Council agreed to have the annual Christmas party.

Records Clerk / Building

Liquor Permit for 104 E Main St.

David Troike move to approve liquor permit. Jed Willis second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6	0	0	0

Newsletter information deadline 11/30, email info to: Jeri Leigh Siss.

- Include “no shooting within village limits”

Ordinances

First reading

Ordinance No 1641-19

AN ORDINANCE REPEALING EXISITING SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04, EFFECTIVE DECEMBER 21, 2019. (Water rates)

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Council would like the SABPA present at the public hearing on December 9th at 6 p.m. to answer the public's questions regarding the increase on matters such as; what projects the money will be used for.

Resolutions

Appropriations

Committees:
Service

313 E Main St Tree – scheduled for 11/12/19. Has been postponed to 11/19 due to weather.

Service crew is on standby due to weather conditions.

Jackets – committee please review, decision needs to be made.

Bldg. & Grounds

Ordinance

Layout a game plan for 2020, what ordinances needed updated the most, have an objective. Next meeting will be on November 25th at 6:00 p.m.

Audit/Finance

Will meet next on November 13th at 6:45 p.m. for finance, 7 for audit.

Safety

Fire

Police

Traffic Citations – 11 Calls for Service – 5

All officers have requalified and trained in Taser and LEADS status, they will begin ASP Baton training at the end of the month. Conducting background checks on 2 possible reserve officers. Will have a Christmas coloring contest for the youth. Council member Siss would like a follow up with the police regarding the shots fired at the park.

Cemetery

Pelton foundation poured. The foundation settled. Council member Burdue asked if phone numbers were given for contacting board members. The board has decided to post an email address for any concerns, so that they have a paper record of all concerns and business transacted. Next meeting will be on November 13th at 6 p.m.

BPA

Catch basin on the east end of Oakdale was cleaned out, as well as N Lake near Buckeye .

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

David Troike move to end executive session and return to regular council meeting. Jeri Leigh Siss second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6			

Adjournment

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

November 25, 2019

Regular Council meeting

7:00P.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 Dennis Burdue P
 Council Member Stuart Jones P
 Council Member Jeri Leigh Siss P
 Council Member David Troike P
 Council Member Jed Willis P
 Council President Robert James P

Ex officio members:

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

(EA – excused absences)

Acceptance of agenda for 11/25/2019

Fiscal Officer Michelle Henke asked to move the vote for Ordinance No. 1642-19 to the December 9th meeting.

Jed Willis move to approve the agenda with changes. Stuart Jones second.

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6	0	0	0

Approval of minutes for 11/11/2019

Jed Willis move to approve the minutes. Robert James second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	5	0	0	0

Visitors

Sara Garwood 483 Annis Rd

Becky Siesky 126 Maroy Dr

Mayor's Report

Tree at 313 E Main St to be removed December 18th.

The village has received from NOPEC a 20-year member plaque. Council member Willis inquired if we have received an additional check from NOPEC. The mayor stated, “ Not yet, we are waiting for the next installment to come across, so far we have \$11,000.00 in escrow which I personally would like to see set aside for a new HVAC system for town hall.”

Law Director Report

2019198

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Fiscal Officer

Payment listing 11/11-12/25/2019

Payroll posting detail.

Jeri Leigh Siss move to accept financial reports. David Troike second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6	0	0	0

Quotes for 2020 Village insurance

Robert James move to receive quotes for 2020 village insurance rates. Dennis Burdue second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6	0	0	0

Quotes for 2020 utility providers

Jed Willis move to receive quotes for 2020 utility providers. David Troike second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6	0	0	0

2020 Temporary Appropriations vote will be at the December 9th meeting.

Precision Paving Annis Rd Phase 1 payment

Jed Willis move to approve payment to Precision Paving. David Troike second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troike	x			
Willis	x			
James	x			
Total vote	6	0	0	0

Records Clerk / Building

SAFEbuilt V.P. John Cheatam came in for his annual visit.

All building permits are current.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Ordinances

Second reading

Ordinance No 1641-19 **AN ORDINANCE REPEALING EXISITING SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04, EFFECTIVE DECEMBER 21, 2019.** (Water rates)

Ordinance No. 1642-19 (stale check) Upon further research from the fiscal officer, an ordinance is not required.

Resolutions

Appropriations

Appropriation No. 255 **A RESOLUTION TO ADJUST FUND BALANCE OF FUND 4902 RUSSIA RD CAPITAL PROJECTS - \$19,744.32 AND ADJUST FUND 4901 CAPITAL PROJECTS +\$19,744.32 EFFECTIVE NOVEMBER 25, 2019.**

Robert James move to approve Appropriation No. 255. Stuart Jones second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss	x			
Troiike	x			
Willis	x			
James	x			
<i>Total vote</i>	6			

Committees:

Service

Snow fences and banners are up for the season.
 Truck in shop, second truck lights have been updated.
 Salt spreader needs a new motor.

Bldg. & Grounds

Gutter cleaning has been done.
 Roof painting – mayor to price with recommendations from Building & Grounds committee for 2020.

Ordinance

Audit/Finance

Will meet next on December 18th at 7 p.m. for Audit.

Safety

Fire

Incident Count October – 19
 Tree Lighting Thursday, December 5th at 6:30 p.m.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Police

Citations – 8 Calls for service –
When there are actual emergencies residents need to call 911, not post on social media. The police cannot take immediate action if they are not notified. If 911 is called for an emergency and the SAPD is not on duty, the Lorain County Sheriff Department will respond.

Council member requested for the police chief to discuss Mayor's Court in further detail at early 2020 meeting.

Cemetery

Fall clean-up has been completed. Next meeting will be on December 9^h at 6:30 p.m.

BPA

N. Lake St resident put in a new sewage system; the line was blocked by a large tree root. The drain goes north to Buckeye and drains to the creek. The resident is still getting back pressure from the sump line. A "Y" instead of a "T" joint when it hits causes a back splash, which is the contractor's responsibility not the villages. There should be a perforated screen over the catch basin closest to Mild to Wild.

213 Oakdale was cleaned out heading west towards the Cummings ditch where they did find some collapsed tile that will need replaced.

Annis Rd. waterline crossover at the bridge was completed. The line is 6 foot under the creek and ductile iron was used.

Next meeting will be on December 9^h at 6:30 p.m. The public hearing for the water rate increase will be on December 9th at 6:00 p.m.

Park

Next meeting will be December 9th at 6:30 p.m.

Zoning

Next meeting will be December 9th at 6:30 p.m.

Old/New Business

TIF meeting will be 12/11/19 at 7 p.m. at the Firelands Local School District board office.

David Troike move to have council vacancy letter of interest sent to President of Council with a deadline of January 13, 2019, a special meeting to vote on the vacancy will be January 27, 2020 at 7 p.m. Jeri Leigh Siss second.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	X			
Siss	X			
Troike	X			
Willis	X			
James	X			
<i>Total vote</i>	6			

Newsletter information deadline is 11/30/19. Please send info to council member Siss.

David Troike move to have the holiday party following the council meeting on December 9th.
 Jed Willis second.

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	X			
Siss	X			
Troike	X			
Willis	X			
James	X			
<i>Total vote</i>	6			

Adjournment

Jeri Leigh Siss move to adjourn. Robert James second. Meeting adjourned.

Respectfully submitted,

 Fiscal Officer Michelle Henke

 Mayor David Leshinski

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

SPECIAL MEETING
Held December 9, 2019

ORDER OF BUSINESS

Call to order Public Hearing for the water rate and user fee increase at 6:00 p.m. by Mayor Leshinski. The mayor turned over the question and answer period to the SABPA.

In attendance: Mayor David Leshinski, Fiscal Officer Michelle Henke, Records Clerk Laurie Beran

Council: Dennis Burdue, Robert James, David Troike, Jed Willis

SABPA: Jim Balog, Dean Nichols, Dennis Hevener (operator), Jeanne Maschari (clerk)

Visitors: Scott Dolan 220 W Main St., Denise Ives 219 Oakdale Dr., Mark Leshinski 592 S Lake Becky Siesky 126 Maroy Dr.

Council inquired to what projects would be funded in the coming year. The response was that the SABPA would continue with water line replacements and updating fire hydrants. The money collected for the user fee goes directly to capital funding budget line which would help in the cost of the projects previously stated. The mayor suggested that the board look into OPWC grants. Jeanne Maschari (resident) stated that EPA grant money for infrastructure is tied to the income level of the residents. Scott Dolan was informed that the average water bill for residents runs \$45-50.00.

Dean Nichols move to adjourn the hearing. Jim Balog second.

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

Ex officio members:

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

(EA – excused absences)

Accept the absence of Jeri Leigh Siss due to work.

Robert James move to accept the absence of Jeri Leigh Siss. Jed Willis second.

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	x			
Siss				
Troike	x			
Willis	x			
James	x			
<i>Total vote</i>	5	0	0	0

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Acceptance of agenda for 12/9/2019

Robert James move to approve the agenda. Stuart Jones second.

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	x			
Siss				
Troike	x			
Willis	x			
James	x			
Total vote	5	0	0	0

Approval of minutes for 11/25/2019

Robert James move to approve the minutes. David Troike second.

	Aye	Nay	Abstain	Absent
Burdue	x			
Jones	x			
Siss				
Troike	x			
Willis	x			
James	x			
Total vote	5	0	0	0

Visitors

Scott Dolan 220 W Main St., Susan Troike 310 E Main St.

Mayor's Report

Mayor's Court was discontinued at the beginning of Kenneth Jones' tenure as mayor due to inaccuracies in accounting.

Annis Rd Phase II funding has been approved.

Annis Rd phase I - Council member Burdue and Troike inquired as to when the final dressing would be completed and if the project has been finalized. Final dressing of the unfinished portion will be in the spring and the fiscal officer has not received the punch list from the engineer.

Law Director Report

Fiscal Officer

Payment listing 11/25 – 12/9/2019, Management Reports November 2019

Jed Willis move to accept financial reports. Robert James second.

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	X			
Siss				
Troike	X			
Willis	X			
James	X			
Total vote	5			

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Stuart Jones move to allow fiscal officer to set pay date to last banking day prior, should the pay date fall on a non-banking day such as a holiday or weekend. Effective 1/1/2020. Dennis Burdue second.

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	X			
Siss				
Troike	X			
Willis	X			
James	X			
<i>Total vote</i>	5			

Records Clerk / Building

Ordinances

Final reading

Ordinance No 1641-19 **AN ORDINANCE REPEALING EXISITING SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04 AND ENACTING NEW SOUTH AMHERST CODIFIED ORDINANCE SECTION 921.04, EFFECTIVE DECEMBER 21, 2019.** (Water rates)

Jed Willis move to approve Ordinance #1641-19. Dennis Burdue second

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	X			
Siss				
Troike	X			
Willis	X			
James	X			
<i>Total vote</i>	5			

Ordinance No. 1642-19 **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE CITY OF OBERLIN, OHIO, FOR SERVICES OF LEGAL ADMINISTRATIVE ASSISTANT, AT A COST NOT TO EXCEED \$2,580.00 PER YEAR, AND DECLARING AN EMERGENCY**

Robert James move to suspend the rules and pass as an emergency Ordinance No. 1642-19. Jed Willis second.

	Aye	Nay	Abstain	Absent
Burdue	XXX			
Jones	XXX			
Siss				
Troike	XXX			
Willis	XXX			
James	XXX			
<i>Total vote</i>	5			

Ordinance No. 1643-19 **AN ORDINANCE FIXING RATE OF COMPENSATION FOR ELECTED AND CERTAIN APPOINTED OFFICIALS AND DECLARING AN EMERGENCY**

Robert James move to approve Ordinance No. 1643-19. Dennis Burdue second. Discussion was held that the ordinance should first go to finance.

Jed Willis move to enter into executive session to discuss personnel compensation. Robert James second.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	X			
Siss				
Troike	X			
Willis	X			
James	X			
Total vote	5			

Council adjourned executive session and the regular council meeting was resumed. Jed Willis move to suspend the rules and pass as an emergency Ordinance No. 1643-19. Robert James second.

	Aye	Nay	Abstain	Absent
Burdue	XXX			
Jones	XXX			
Siss				
Troike	XXX			
Willis	XXX			
James	XXX			
Total vote	5			

Resolutions

#638-19 Accept tax rates – revised taxes due to additional levy passed on 11/5/19
 Robert James move to approve Resolution #638-19. Jed Willis second.

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	X			
Siss				
Troike	X			
Willis	X			
James	X			
Total vote	5			

Appropriations

Temporary Appropriation Ordinance #256 **AN ORDINANCE TO APPROPRIATE MONEY FOR THE RESPECTIVE FUNDS FOR THE CURRENT EXPENSES FOR THE PERIOD OF JANUARY 1, 2020 TO MARCH 31, 2020 INCLUSIVE**

David Troike move to approve Appropriation Ordinance #256. Stuart Jones second.

	Aye	Nay	Abstain	Absent
Burdue	X			
Jones	X			
Siss				
Troike	X			
Willis	X			
James	X			
Total vote	5			

Committees:

Service

Salt Spreader repaired. The 550 is getting new lines for the auto-cooled and new tires.

Bldg. & Grounds

Gutters did receive a final cleaning.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Ordinance

Mayor would like the traffic ordinances and code enforcement to be reviewed before this spring. Council member inquired as to who would be overseeing the Mayor's Court. The mayor responded that he would be, and all monies collected would be audited.

Audit/Finance

Will meet next on December 18th at 7 p.m. for Audit.

Safety

Fire

Annual Tree Lighting was held on December 5th.

Police

Citations – 5 Calls for service – 3

The department will be having its Christmas party / Award ceremony this month at a location yet to be named. Officers have begun registering for February 2020 training that will be conducted at LCCC. Cruiser #223 has been taken out of service to repair the brake lights. The department would like to wish you all a Safe and Happy Holiday.

Cemetery

Next meeting will be on January 8th at 6:00 p.m.

BPA

At a previous meeting it was asked what specific type of pipe was laid under the creek on Annis Rd - schedule 80 pipe and the mayor noted that the pipe is 6 1/2' under the creek. Council was still concerned if there was still a water leak on the north end of the road due to the water draining into the creek. Council member James would like to get an estimated cost of demolition and disposal of the water plant.

Next meeting will be on January 13th at 6:00 p.m.

Park

Next meeting will be January 2nd at 7:30 p.m.

Zoning

Next meeting will be January 22nd at 7:00 p.m. (if needed)

Old/New Business

TIF meeting at Firelands Local Schools board office December 11th at 7:00 p.m.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

Council member James presented a letter of intent from Jed Willis to fill the vacant council seat. Records clerk stated that council had voted at the 11/25/19 meeting to have the deadline for letters of intent 1/13/20 and the vote will be held on 1/27/20.

Dennis Burdue move to not print a village newsletter at this time. Bob James second.
Dennis Burdue move to rescind his motion until there is further discussion with Jeri Leigh Siss.

Adjournment

Stuart Jones move to adjourn. Dennis Burdue second. Meeting adjourned.

Respectfully submitted,

Fiscal Officer Michelle Henke

Mayor David Leshinski