

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.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

2019113

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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.**

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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 Orosz – 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.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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
Minutes of Village of South Amherst Meeting

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.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

2019127

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.

RECORD OF PROCEEDINGS
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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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**

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
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.

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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)

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

2019139

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.

RECORD OF PROCEEDINGS
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.*

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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

RECORD OF PROCEEDINGS
Minutes of Village of South Amherst Meeting

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