

**VILLAGE OF CHIPPEWA LAKE
REGULAR MEETING MINUTES – DECEMBER 10, 2018**

Mayor Dodaro called the meeting to order at 7:02 PM.

A roll call was taken with the following officials present: Lowell (Bud) Hardesty, Barb Hunter, Alan Robbins, Sarah Arend, Keith Riedel, Ken Demeter, Allan Michelson – Solicitor, Jim Brandenburg – Zoning Inspector, Gary Harris – Fiscal Officer; residents Andy Weimer, Mark Krosse and Katrina Sommers; visitor Sheriff Deputy Harhay.

STATE OF THE VILLAGE

The Mayor stated that this is normally the time that she would present the State of the Village Message but this year she was asked by Keith if he could give this report. Keith thanked Deputy Harhay and expressed his thanks to the other Sheriff Deputies who serve the Village and for the good job that they do; he thanked Jim Brandenburg for his job as the Zoning Inspector helping to make Chippewa Lake one of the best communities; he thanked Bud Hardesty for his work as the Zoning Chair and telling it just like it needs to be said with property owners and how he and Jim are the nicest Zoning team going; he thanked Barb Hunter for the nice job that she does with the building and grounds, how the floor in the Community Center looks super and how everything looks neat and clean; he thanked Alan on the Safety Chair and how most of us don't think much about this work until someone needs help or there is a fire or the need of an EMT and how well the Sheriff's personnel are courteous and visible in the Village; he thanked Gary Harris for stepping in and for the work he does on the finances; he thanked Mayor Dodaro for keeping everyone on the "straight-and-narrow", making certain that all meetings are posted in the newspaper and how she is always watching and keeps everyone focused on their tasks; he thanked Allan Michelson for doing a nice job since 1980 for the Village and how he is always a source on related history, insurance and contracts and working legal issues for the Village and keeping the Village out of court; he thanked Sarah Arend who was roped into her Council seat, who maintains the parks, tennis courts, swings, slides and the beach and now nice everything looks and works; he thanked Ken Demeter for his amazing work on public relations, for getting his mom to be the Easter Bunny, how he comes up with movies, slip and slide and all the other children activities; he reported that Council is looking and functioning in a good state of mind, how residents know one another and help each other and how this is the best Council in a long time; Mayor Dodaro thanked Keith Riedel for all of his assistance on the roads and for all of the time that he invests in the Village, its roads and all other related tasks.

VILLAGE REGUALR BUSINESS

The Mayor expressed her gratitude to Engineering Associates for the gift box of mixed nuts received at tonight's meeting.

The Mayor asked if everyone read and agreed with the November 12th minutes and if there were any questions or comments – none were offered.

Bud made a motion to approve the November minutes as submitted, seconded by Barb. 6 ayes, 0 nays.

The Mayor asked if there were any changes to the December Bill's for Approval and Gary stated that there were none; The Mayor asked for Approval of the December Bill's in the amount of \$12,692.23.

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Bud made a motion to approve the December Bill's for Payment totaling \$12,692.23 seconded by Keith. 6 ayes, 0 nays

Council Reports:

Safety

Alan reporting:

1. read the Sheriff's report and confirmed that they worked the exact number of hours requested by the Village for November – 100 hours; he stated that he will work on estimating costs for Gary in advance of his receiving the monthly invoice from the Sheriff's Department
2. reported that Chief Hall may show up at tonight's meeting to present his report and if he does, we will let him so present to Council
3. Mayor Dodaro thanked Deputy Harhay for informing her that Lieutenant Duschand passed away last week and that the Lieutenant had worked in the Village for some time over the past years and how sad this news was and how Lieutenant Duschand will be missed by all who knew him

Zoning

Bud & Jim reporting:

1. Jim read the Zoning Report to Council
2. Mayor Dodaro stated that she was not happy about the construction vehicle issues on Shorefield; Bud confirmed that one contractor has completed his work and is now off site and this was the contractor that had been causing the most issues; Jim reported that he has been in touch with Bill Lee, another contractor on site who is cooperating with Jim and trying to meet Village requirements as relate to keeping the roadway open and eliminate the issue with worker vehicles

Finance

Gary reporting:

1. confirmed that on Saturday he distributed the November Reconciliation Report to Council reflecting that all accounts are "in balance" – he asked if there are there any questions or comments – none were offered; he requested **a motion approving the November Bank Reconciliation Report as distributed and authorizing Council to sign the report – Bud made a motion to so move, seconded by Alan. 6 ayes, 0 nays**
2. Update on the Village Checkbook for the on-line reporting in OpenGov: he confirmed that this system is now up and running and is "linked" to the Village website, that it is a very user friendly software and has a "link" to his computer such that if someone has a question about an expense they can send me a message while on this site asking me to investigate and respond back to them directly - he asked if there were any questions or comments – the Mayor thanked Gary for getting this site functional that the State had been wanting the Village to do for some time
3. Audit Update; he confirmed that the 2016/2017 Audit is completed and the total audit costs are \$2,460.50 – he asked if there were any questions or comments – none were offered
4. confirmed that on Saturday he distributed the November Appropriation Report to Council through the month of November for Council to review and be prepared to sign-off; he asked if there are any questions or concerns – none were offered - **he requested a motion authorizing Council to sign-off on the November 30th Appropriation Report – Alan made a motion to so move, seconded by Bud. 6 ayes, 0 nays**

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5. reported that since Grant monies have been received by the Village last month for restricted use for energy efficiency or energy infrastructure in the Village, we need to pass an Ordinance establishing a new restricted fund entitled “NOPEC Grant”, Fund Number 2042 and noting that we have 2 years to use these funds or forfeit these monies – he asked if there were any questions or comments – Alan stated that he will work on getting a list of approved projects for this program
6. Allan did the first reading of Ordinance 829-18, “An Ordinance approving amending the Certificate of Estimated Resources and declaring the same an emergency”
7. **Keith made a motion to waive the 2nd and 3rd readings of Ordinance 829-18, seconded by Bud. 6 ayes, 0 nays**
8. **Bud made a motion to adopt Ordinance 829-18 as an emergency, seconded by Alan. 6 ayes, 0 nays**
9. stated that we have also received the 2019 Agreement to purchase materials from the Medina County Commissioners and he asked Allan to read the Ordinance
10. Allan did the first reading of Ordinance 830-18 “An Ordinance approving an agreement with the Medina County Commissioners for purchase of road and building materials in 2019 and declaring the same an emergency”
11. **Bud made a motion to waive the 2nd and 3rd readings of Ordinance 830-18, seconded by Barb. 6 ayes, 0 nays**
12. **Keith made a motion to adopt Ordinance 830-18 as an emergency, seconded by Alan. 6 ayes, 0 nays**
13. stated that on Saturday he distributed a proposed Temporary Appropriations Ordinance to Council for consideration and that in the Saturday package it described the reason for this new procedure and he asked Council if he was approved to move forward with this Ordinance and Council gave the OK to proceed
14. Allan did the first reading of Ordinance 831-18 “An Ordinance to set Temporary Appropriations for the current expenses of the Village of Chippewa Lake, State of Ohio, during the year ending December 31, 2019 and declared to be an emergency for the public peace, health, safety and welfare
15. **Alan made a motion to waive the 2nd and 3rd readings of Ordinance 831-18, seconded by Bud. 6 ayes, 0 nays**
16. **Alan made a motion to adopt Ordinance 831-18 as an emergency, seconded by Bud. 6 ayes, 0 nays**
17. stated that with the announced award of the OPWC Grant we should also issue an Ordinance for this restricted fund for inclusion into the 2019 Appropriations – Fund Name “Phase 7 OPWC Grant”, Fund Number 4201 – he asked if there were any questions or comments – none were offered
18. Allan did the first reading of Ordinance 832-18, “An Ordinance approving amending the Certificate of Estimated Resources for 2019, adding Phase 7 OPWC Grant and declaring the same an emergency”
19. **Keith made a motion to waive the 2nd and 3rd readings of Ordinance 832-18, seconded by Alan. 6 ayes, 0 nays**
20. **Bud made a motion to adopt Ordinance 832-18 as an emergency, seconded by Alan. 6 ayes, 0 nays**
21. stated that we also need to vote on a Resolution requesting advanced payments to the Village for taxes collected in 2019

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22. Allan did the first reading of Resolution 481-18, "A Resolution requesting that the Medina County Auditor pay the Village Fiscal Officer advance payment of taxes for the year 2019, and declaring the same an emergency
- 23. Keith made a motion to waive the 2nd and 3rd readings of Resolution 481-18, seconded by Alan. 6 ayes, 0 nays**
- 24. Bud made a motion to adopt Resolution 481-18 as an emergency, seconded by Barb. 6 ayes, 0 nays**
25. Allan did the first reading of Resolution 482-18, "A Resolution approving a renewal for an additional one (1) year term of the agreement for indigent defense services for the Village between the Village, Medina County Commissioners and the Medina County Public Defender Commission, and declaring the same an emergency
- 26. Ken made a motion to waive the 2nd and 3rd readings of Resolution 482-18, seconded by Barb. 6 ayes, 0 nays**
- 27. Ken made a motion to adopt Resolution 482-18 as an emergency, seconded by Barb. 6 ayes, 0 nays**
28. confirmed that he is still withholding payments to The Lake Doctor in the amount of \$507 covering the months of July through September and asked Council if he is to release these funds or disregard the invoices; after some discussion he was advised by Council to disregard the invoices and to not pay any monies
29. reported that the Medina County Sheriff's office sent a letter asking if Chippewa Lake will support The Safetypup Program with a donation; Alan stated that he would do some research on this program and report back to Council
30. reported that the Medina County SPCA sent a notice that in January we will be receiving a request for financial support for the reported 10 animals taken in by that agency in our jurisdiction; Alan stated that he would do some research on this program and report back to Council
31. reported that on Saturday he delivered to Council each individuals Employee Information Sheet for review and sign-off as now required as a result of our recent audit – he asked if there were any questions or comments – none were offered

Community Relations

Ken Reporting:

1. confirmed that the Breakfast with Santa will be held on December 15th and a projector playing classic cartoons will also be going on; the plan is to set-up on the 14th
2. confirmed that the Village will also have a Lafayette Fire truck delivering children packages along with Santa on the 15th starting at 6:00 PM and that gift donations will be accepted from Tuesday the 11th through Thursday the 13th
3. the Mayor confirmed that the Lions Club food baskets, approximately 80 in total will also be delivered on the 15th
4. Mark reported on the meeting he attended on the Muskingham Water Shed and that even though our residents pay taxes towards this governing agency they do not plan on doing anything for the lake – this stems from the long ago owner of the lake who turned away this agency when they offered to participate in supporting the lake; he reported that it is now all up to Medina County to oversee drainage and flow for the lake along with some assistance offered by the Medina Park District; he confirmed that a petition was presented to the Park District supported by local communities aimed at getting the County Commissioners involved in these matters

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5. Mark confirmed that the Save The Lake/ODNR meeting was well attended and through that meeting two changes were adopted – first, they dropped the last paragraph of the rules that dealt with closing access to the lake when flood conditions don't warrant closing the lake and – second, added allowing sail boards and kite boards for lake access
6. Alan confirmed that he discovered that the Park District does not publish Minutes from their meetings and that he spoke with the Director who agreed to make this an agenda item
7. the Mayor thanked Mark and John for their efforts related to Save the Lake

Buildings & Utilities

Barbara reporting:

1. confirmed replacing the batteries in the door keepers
2. confirmed that the lawn service company did a good job with the fall clean-up
3. confirmed that she has registered at a website provided by Jim to receive alerts when to fly the flag at half-mast and when to raise
4. confirmed that the new janitorial service is doing a great job based on how well the Community Center is looking
5. reported that the fence by the teeter-tots next to the Community Center will need repair and that she may need to purchase a new lock box by the fence due to the recent "freezing shut" of that box

Parks

Sarah reporting:

1. confirmed that the recent donation of approximately \$1,600 to the Parks is being considered for use; these funds were generated during the 2018 Labor Day Party
2. confirmed that Katrina is looking into a new web host for the Village website that has the capability of accepting credit card payments with direct deposit into our account for Lake Passes, Boat Stickers and Ramp Keys; our current webhost, Yahoo which expires in January, is not working well and has limitations and she is recommending we go with WIX that has a customization capability as well as the ability to set-up a credit card payment capability for our Lake needs; Katrina will do some additional investigation into electronic payment capabilities and report back to Council
3. **Bud made a motion to go with WIX with the basic plan for the month of January, seconded by Sarah. 6 ayes, 0 nays**
4. reported Keith has investigated improving the drainage under the tennis courts by installing drains under and around the courts that tie into the storm sewers; a quote has been received for \$5,000; finishing the courts would include milling 4" of the surface, covering with mesh and filling with 4" of blacktop; Sarah reported that a quote was obtained earlier this year for \$19,000 which would only patch some of the cracks or \$100,000 to replace
5. **Sarah made a motion to encumber \$5,000 for this project in 2019, seconded by Keith. 6 ayes, 0 nays**

Streets

Keith reporting:

1. confirmed that the Village was awarded the OPWC Grant for Phase 7 Street Repair and that Engineering Associates will be doing the engineering for this 2019 project

Legal

Allan reporting:

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1. confirmed that he has 8 cases in Court ranging from disorderly conduct to theft and assault as well as some Maintenance Code and Zoning violations
2. confirmed that the Sheriff Sale of 585 Lake Road with a minimum bid of \$42,000 has been rescheduled to December 20th; he reported that this property will be re-advertised at a later date if no offers with the minimum bid are received

Old Business

1. Bud reported that he attended the Medina County Hazard Mitigation Plan Meeting on November 28th with the purpose to update goals and action plans related to natural disasters such as major flooding, tornadoes, etc.; all attendees were able to review and respond to the updated goals and plans by scoring each updated item; once all subdivisions have responded the responses will be forwarded to the EMA for future reference
2. Bud confirmed that on December 6th he attended a breakfast meeting on the Cloverleaf School System where they offered to extend their pricing for copier supplies and other such needs as well as offering their website to post local community activities and you can contact Mr. Gladden with the Cloverleaf School System on these matters if anyone wants to pursue any of these options

New Business

1. Mark volunteered his time to investigate researching LED lights for the Village Street lights; Council asked Gary to furnish Mark copies of invoices for the Street lights
2. based on some discussion about allowing the installation of reflectors along streets to aid the snowplows; Zoning and Street chairs are to get together and return to Council with recommendations
3. Keith recommended increasing Council salary to \$100 per month versus the current \$30 per month; Allan confirmed that this can only be voted on to take effect at the start of the next term for all Council members; Ken and Keith terms end 12/31/2019 while all other members end 12/31/2021; this action was postponed to a later date
4. **Alan made a motion to authorize the January 26th Lions Club Annual Polar Bear Festival to use the Village beach for this activity, seconded by Ken. 6 ayes, 0 nays**
5. Alan confirmed that the Village will be awarded \$500 to be available for the 2019 NOPEC Community Event Sponsorship Program

Public Participation

Nothing offered.

Barb motioned to adjourn at 9:36 PM, seconded by Ken. 6 ayes, 0 nays

Mayor Joanne Dodaro

Fiscal Officer, Gary Harris