

**VILLAGE OF CHIPPEWA LAKE  
REGULAR MEETING MINUTES – OCTOBER 12, 2020**

**NOTE – THIS MEETING WAS CONDUCTED VIA “ZOOM MEETINGS” DUE TO COVID-19 RESTRICTIONS**

Mayor Joanne Dodaro called the meeting to order at 7:08 P.M.

A roll call was taken with the following officials present: Lowell (Bud) Hardesty, Barbara Hunter, Alan Robbins, Tamitha Sorgi, Keith Riedel, Ken Demeter, Allan Michelson – Solicitor, Jim Brandenburg – Zoning Inspector, Gary Harris – Fiscal Officer; visitors Andy Weimer, Mark & Lisa Krosse, Laura Gushue, Pam & Bob Williams, Mark Reuter, Dennis Mohn, Howard Wolff, Ed Nagy, Leslie Burns, Jan Harmon, Michael Costello, Christine Fazio, Lynda Bowers, Victor Karr, Melanie Gardiner, Chief Winkler and Deputy Harhay.

Mayor Dodaro announced that Halloween will be on October 31<sup>st</sup> from 6-7:30 PM and asked that Alan confirm this with Deputy Harhay

Mayor Dodaro asked if everyone read and agreed with the September 14<sup>th</sup> Minutes delivered to Council this past Saturday and if there were any corrections, questions or comments – none were offered

**Gary confirmed that Keith made the motion to accept the September 14<sup>th</sup> minutes, and that it was seconded by Alan. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Tamitha – aye, Keith – aye, Ken – aye.**

Mayor Dodaro asked if everyone read the October Bill’s for Approval that were sent out this past Saturday and asked if there were any changes, questions or comments – Gary confirmed no changes to the total of \$145,680.91

**Gary confirmed that Alan made a motion to approve the October Bill’s for payment in the amount of \$145,680.91 and that it was seconded by Ken. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Tamitha – aye, Keith – aye, Ken – aye.**

Council Reports:

Safety

Alan reporting:

1. confirmed that he sent out the September Sheriff’s reports to Council in advance of tonight’s meeting, he then read the report and also stated that the hours for September were at 123 hours out of the 120 hours requested or at 102.5%; next month we start the normal decline in hours for the winter months
2. Chief Winkler read the Fire Department reports and spent some time talking about training that his staff is taking part in as well as the improved response times – he also reported that they are participating in Light the Night which is why Fire Station 1 is bathed in red light in remembrance of fallen firefighters and asked if there were any questions or comments, will set up a table at Heather Hedge on Halloween night – Mayor Dodaro expressed her disappointment about the closing of Fire Station 2 in the Village and that she had to read about it in the Gazette about giving it away and is upset with the Trustees, she stated that she is not upset with the Fire Department or EMS responders but is upset with the Trustees in that no one ever bothered to call us to discuss this, which, shows a lack of respect for the Village especially based on the fact that this Village contributes through taxes nearly ¼ of all revenue for the Fire District – she also expressed her concern about potential response delays due to trains using the tracks on the

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north side of the Village with the potential loss of life and/or structures – Chief Winkler stated that the press article was prematurely released as nothing firm had been committed to at that point in time and that a fire engine was in Station 2 most of the summer and reported that part of the problem is he has only 5 squad members who live close to the station to respond with and with the improved response times out of Fire Station 1 due to the expanded times of coverage between the hours of 6 PM to 6 AM, he does not have any concerns - Mayor Dodaro responded that in her opinion ever since Bryan passed away the communication between the Trustees and the Village have not been good, except when COVID monies became available for use by the Township Fire District as displayed by no Trustee contacting the Village to discuss actions being considered; Chief Winkler no concerted effort to not include the Village in these discussions – Mayor Dodaro stated yes, Alan was contacted to be involved in the budgeting aspect but not about closure of Fire Station 2 and stated she is not blaming you, Chief Winkler, but this is the fault of the Trustees; Alan introduced Christine Fazio, Director of Medina County Emergency Management Agency who confirmed that they are not FEMA nor a component of FEMA who then proceeded to provide an overview of her agency services along with goals to provide robust services with an all Hazard Team that will be comprised of Specialty Teams and equipment, also discussed the current 4400 ft<sup>2</sup> Station 2 and the 29,000+ ft<sup>2</sup> needed to house current personnel and equipment – stated that their goal is to have their own site to avoid paying others to house equipment and for office space which currently costs \$73,000 per year and how she is working on obtaining grant money to move forward and with the \$400,000 recently awarded they are considering using these funds to rework the interior of Station 2 to have class rooms, extend 2 bays to fit equipment into and to rework the existing restrooms as well as moving their office into this site- another option under consideration is to use Station 2 as a community shelter although this would require adding another 6,600 ft<sup>2</sup> but the parcel size of the Station may not be adequate - confirmed that there are no full-time responders most of whom are Fire Department personnel along with three (3) full-time employees – emphasized that they are not First Responders although part of their training is done with the Fire Department – Mayor Dodaro thanked Christine for her updating the Village on this matter – Alan reported that the Township plans to transfer Station 2 to the Medina County Commissioners and Christine reported that Lafayette Township had approached EMA for their consideration in taking over Station 2; Chief Winkler discussed the Zodiac boat, which is part of EMA's inventory which is currently out of commission and it is 31 years old and it had a 25 year life expectation when originally purchased and they have received recommendations to scrap the Zodiac since a second boat, currently stored at Station 1 is available for immediate use

3. Mayor Dodaro asked about the siren; Alan confirmed talking with Sheriff Miller and there are no plans and no budget to upgrade the siren system or repair the Village siren and that they will not be moving onto the MARC system as is the Fire Department – Alan stated that the best option, as confirmed by Chief Winkler, is to install a new directional antenna at a cost of about \$850 – Mayor Dodaro asked Allan about his investigation on the potential liability by not having a functioning siren for the Village and Allan reported that his investigation into this is not yet completed; Christine did announce that if they take over this facility they will need a functioning siren system and the existing siren will be made functional
4. Barb asked about the Knox Box issue and Chief Winkler confirmed that the check they issued to purchase the first two boxes was never cashed thus the order was never processed and stated that he wants to do something on this with the Village – Barb asked him to look into Brunswick's program and he stated that he will look deeper into this

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Zoning

Bud reporting:

1. Jim read the Zoning Report for October and Allan stated that the home owner at 9 Parkway Path pleaded guilty, was fined \$1,387 and has until February 1<sup>st</sup> to pay – reported that we keep getting convictions, the owner keeps paying but no corrections ever happen and Allan reported that he believes it has now been five (5) times with the most recent conviction – stated that a Civil Suit could be filed with a time limit to correct followed by a jail sentence if corrections are not made within the time allowed and feels that this is the only option left and reported that it can take months before getting to a trial – Mayor Dodaro asked if the Village would have any liability for expenses if jail time were enacted and Allan reported “that he does not believe so” – Mayor Dodaro asked that the home owner be cited once again at the earliest possible time such action can proceed and do continue doing so until it is confirmed that the Village has no potential liability for expenses on any jail time that might be served
2. Jim reported that he is ready to issue an “order to correct” for the homeowner at 523 Lee Lore due to high grass, rotted siding, etc. – Budd gave the OK to proceed and Allan is to read and respond to the “order” before Jim proceeds
3. Jim stated that he sent the Replat document on Shorefield properties to Council a week or so ago and confirmed that the effect of this will be to form 2 lots out of 3 lots and that the lots will meet code requirements
4. Keith asked if these then become legal buildable lots and asked if the current owner is listed for all three plats while Tamitha asked if by merging does the plat with the house and empty plat meet the “Green Rule” in the code – Allan responded that because this is a pre-existing non-conforming property that existed prior to Zoning Codes being established, that all is legal and they are able to proceed
5. **Gary confirmed that Bud made the motion to approve the Replat, and that it was seconded by Keith. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Tamitha – aye, Keith – aye, Ken – aye.**
6. Mayor Dodaro confirmed that the work at Willow Wood and Circle Crest clean-up had been completed as well as at Briarwood and Lake Road – Bud confirmed and stump removal has yet to be done
7. Keith raised concerns about off-road parking at or near the new house near 204 Park Lake – Alan will bring this up with the Sheriff to keep an eye on it and to inform the home owner if this persists
8. Allan stated that he sent an Ordinance to Council addressing political signs in the Village – Tamitha questioned why we allow Village signs to go up on Village property but others are not permitted to do so – Allan stated that if such signs are for a Village event or sanctioned group i.e. Pride Group, yes, the Village can put such signs up on Village property but they must be removed 5 days after posting the sign– Mark Reuter asked about Garage Sales signs and how posting these help residents with their sales – Allan suggested to put such signs up on private property upon receiving the OK from those property owners involved – Alan recommended tabling this until next month and Bud asked that those on Council respond to him with their suggestions within the next two weeks even if you respond with “no comment”, this way he knows that everyone on Council has read it

Community Relations

Tamitha reporting:

1. recommended delaying voting on the Medina County Solid Waste Plan but rather let’s take the next 90 days to review the details of this 15 year plan that was conducted 5 years ago and is now being reissued as it must not have been done correctly when initially released – Allan

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reported that the document is 240 pages and he has not read all of it – Keith voiced concerns that they can regulate pricing based on their needs and not the needs of our Village and Tamitha commented that she does not like the “flexible pricing” options – Alan recommended that perhaps we invite Elizabeth Rainer to clarify this document and answer our questions – Mayor Dodaro asked Tamitha to invite Director Rainer to the November Council Meeting

2. reported that she is working on getting the Voucher Program re-initiated for Village residents and that she is waiting on a call-back from Medina County
3. reported that she is going to ask Ken to assist her with an event that she wants to conduct at the end of the month with a “hot cider” event and with resident’s making snacks – she doesn’t think COVID-19 should be an issue as the school district has no reported cases – Keith feels that masks and gloves should be required for all those who make and/or distribute drinks and foods – Ken felt the popcorn balls could be a concern – Barb stated that the school kids are getting sack lunches from the school and all workers do wear masks and gloves – Bud suggested checking with the county Health Department and Tamitha reported getting different answers depending upon who you speak with on other matters she has passed by the Health Department to comment on – she plans on having this event the weekend of the 24<sup>th</sup> from 2-5 PM or 1-4 PM at the Community Center parking lot and asked for volunteers
4. Mayor Dodaro asked Mark Krosse if he has anything on Save the Lake (STL) and Mark reported not at this time

Buildings & Utilities

Barbara reporting:

1. confirmed that the LED’s on Beachside Blvd. are installed and that she did have Ohio Edison (OE) return to adjust the arms to improve the lighting on the road
2. reported that 6 other street lights around the Village need replacement and that OE has 2 LED’s in stock that they will use to replace those burnt out on Garmin and the light near the hoop near the beach
3. confirmed that she “fired” Pfaff Electric who bid moving lights down at the beach area parking lot area as she could not get any response from them and now she is having Bright Electric look into this and will proceed if the work is \$500 or less
4. reported a continuing issue with power usage at the Community Center that started in October or November of 2019 and is still using 2-3 times the power as last year and the building has been empty and not used for months – Keith suggested having an electrician come out and check all the motors on the HVAC system – Barb stated that the systems have been off, with no motors running, Keith also asked about the gutter heat tape and Barb confirmed that it is not activated - Mayor Dodaro recommended having OE come out and do an energy assessment – Ken suggested turning off the outdoor outlets – Barb reported no activity visible on the outdoor cameras – Bud suggested that corrosion on the leads at the bottom of the meter could be the issue and that he will check with Randy Burke, an electrician, to ask about doing an energy audit – Alan said that he will forward a contact to Barb as well
5. **Gary confirmed that Barb made the motion to encumber up to \$1,000 for the audit/repair, and that it was seconded by Keith. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Tamitha – aye, Keith – aye, Ken – aye.**
6. asked about voting - Gary responded that he sent contact information to the Board of Elections listed Bud as the primary contact; Barb offered to open and close the Community Center on voting day and Bud offered to be present for receiving and returning the voting machines – Barb stated that she will have the Community Center cleaned before and after the election

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7. reported that the pole in front of 204 Park Lake is leaning towards the house and an “emergency” call was placed, Tamitha confirmed that OE came out and will generate a Work Order to replace the pole but the sagging wires are telecommunication and need to be corrected by another company

Parks

Ken reporting:

1. acknowledged collecting Beach Attendant keys from all but 2 who are currently out of town and that he did give one key to Bill Glasenapp
2. reported that there was a very large hornet nest that was by the boat ramp, it was sprayed 5-6 times and they are now gone
3. reported receiving calls about brush growth above the boat ramp and by the walkway that had been maintained by Pro-Touch and that Marty Steinbeck has started taking care of this area and has removed four (4) truckloads of debris and Kies is not maintaining this area – Mayor Dodaro stated we may have missed instructing Kies on this, Jim said he will take care of notifying Kies
4. thanked that Bill completed replacing one of the tennis court benches and it looks great
5. confirmed that mosquito spraying did finish the end of September and that next year they will be using a new product named Aqua-Anvil that is water based but without both components that were in this year’s Aqua-Mist product
6. Mayor Dodaro confirmed that Gary notified the Engineering Department to remove the water meters for the fountain and water faucet and that Brent Osborn will winterize once Gary confirms the removal of the meters

Streets

Keith reporting:

1. confirmed that Phase 7, weather permitting, should finish up with applying asphalt be completed by Wednesday, weather permitting; reported that residents are not abiding by the “Road Closure” signs which messes-up the new road asphalt surfaces and that we may need to consider “Road Closed” signs that cannot be easily moved; confirmed that there were issues during road work where main water lines were breaking not due to the contractor but just because the pipes were so old, this required more work, time and more stabilization materials as a result thus increasing costs
2. confirmed that we will soon be filing Phase 9 with OPWC during the Application submittal period
3. Mayor Dodaro confirmed that the letter for the residents on Clovercliff were distributed by Bud and Keith

Legal

Allan reporting:

1. confirmed that his one (1) case in court where the defendant pleaded guilty to the unauthorized use of property and that sentencing is scheduled for October 13<sup>th</sup>
2. confirmed that Jim will issue another Notice to Correct to 9 Parkway Path
3. Mayor Dodaro stated that last month in the Legal portion of the meeting we discussed the Record Retention Committee and that Gary has an update – Gary reported that he just completed the annual Record Retention Training and that he is collecting information for the Records Committee members on electronic record keeping and Auditor of State guidelines which will require quite a bit of reading as this is a very involved issue which may result in our first meeting being delayed out to November or possibly December – Mayor Dodaro wanted to make

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certain that Mark Reuter gets copied and Gary confirmed that he will as he is a member of the Records Committee

Finance

Gary reporting:

1. confirmed that this past Saturday he distributed the September Bank Reconciliation Report to Council reflecting that all accounts are “in balance” – he asked if there are any questions or comments – none were offered; he requested **a motion approving the September Bank Reconciliation Report as distributed and authorizing Council to sign the report – he confirmed that Bud made a motion to so move, and that it was seconded by Keith. Roll-call vote; Bud – aye, Barb –aye, Alan – aye, Tamitha – aye, Keith – aye, Ken – aye.**
2. confirmed that this past Saturday he distributed the September Appropriations Report to Council through September 30, 2020; he asked if there were any questions –none were offered– Gary asked for **a motion approving Council to sign-off on the Appropriations Report through September 30<sup>th</sup> signifying Council’s review and agreement with the expenditures, he confirmed that Alan made a motion to so move, and that it was seconded by Barb. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Tamitha – aye, Keith – aye, Ken – aye.**
3. reported due to no significant drop in Revenues, he has stopped generating the Revenues/Spending Comparison Data Sheets and he will continue to monitor the revenues and alert Council should anything significant become apparent; Keith asked about revenues for the streets and Permissive, Gary confirmed that all is running normal and no issues are anticipated
4. reconfirmed that as of today, no monies are yet budgeted, Statewide, to fund any OPWC Grants for the applications that will be submitted in 2020 and that he will update Council when/if such monies are budgeted
5. confirmed mailing two Default Civil Judgment notices on September 17<sup>th</sup> for Traffic Violations and that one of those ticketed individuals has paid the \$130 fine – the second individual has until October 15<sup>th</sup> to pay their fine and he will notify Allan if payment is not received for a court filing; Allan confirmed that he will file this with the Court and it will show up on the individual’s Credit Report and if anyone should receive three (3) separate Default Civil Judgments, this then prevents the vehicle owner from selling the vehicle or getting new plates
6. confirmed that orders were placed for the equipment covered by the COVID-19 Funding; part of the equipment has arrived and is with the Fire Department but there is a billing issue that he has been working on over the past 2 weeks – a discrepancy between the items ordered versus the Packing List; the balance of all equipment is due to be delivered by October 25<sup>th</sup> - confirmed that we have received two other COVID deposits totaling \$48,988.62 and we will have \$2,419.37 remaining from our first deposit (once all invoices are paid) for a total available of \$51,407.99 - confirmed that using COVID for payroll is permitted for both Fire and Police/Sheriff personnel but it is a time consuming process with strict documentation requirements for both parties – ultimately, the Village is liable for any findings of a misuse of funds and the need to “pay-back” any such funds; on September 29<sup>th</sup> he sent out the steps that needed to be put into place to initiate such a program – to date – no response received - confirmed that all unused and/or unencumbered monies must be returned to the County no later than November 20<sup>th</sup>. his first financial activity report is due to OBM on October 20<sup>th</sup> – reported that OBM continues to receive updates and changes on a very regular basis, with some contradictions that they will cover any subdivision on during audits if changes were made after monies were

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spent/encumbered; Allan reported that Gloria Glens has used some of their COVID monies for a hand-wash station that is authorized by OBM; Mayor Dodaro asked if monies could be used to provide free lunches at schools, or for a local restaurant providing free lunches or at Food Pantry's and Gary said he will check into that and report back and reconfirmed the requirement of the documentation requirements, if these are allowed, will be quite involved

7. confirmed contacting Bike Medina to ask what the cost is per sign as relates to the Bike Medina pamphlet that he sent to Council last week – Barb believes that we can use some of these signs in the Village and will also talk with the Township about possibly placing these signs where their jurisdiction intersects with that of Chippewa Lake – Gary to update Barb with the response that he receives from Bike Medina
8. reported the need to vote tonight on Resolution 491-20 accepting the amounts and rates determined by the Budget Commission and authorizing the Tax Levies; Allan stated that this qualifies as the 1<sup>st</sup> Reading of Resolution 491-20
9. **Gary confirmed that Keith made the motion to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Resolution 491-20, and that it was seconded by Alan. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Tamitha – aye, Keith – aye, Ken – aye.**
10. **Gary confirmed that Keith made the motion to approve Resolution 491-20, and that it was seconded by Bud. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Tamitha – aye, Keith – aye, Ken – aye.**
11. asked if Keith was OK if he signed the document for Keith in his absence if the due date is before his return and Keith said OK

Old Business

Nothing reported.

Public Participation

1. Pam thanked those residents who decorated the pots throughout the Village and how outstanding they all looked
2. Howard thanked Council for doing such a good job
3. Dennis offered to work with Keith if there is any work that is going to be done on the Zodiac owned by EMA and asked if it needed to be certified; he also recommended that for the future Phases on roadwork that a community meeting be held with residents to be impacted by such roadwork to give them a heads-up on what to expect and what issues occurred on past roadwork, schedule impacts and the need to get “hard” barriers on road closures so residents will not be inclined to move them – Keith suggested perhaps a letter to the residents – Mayor Dodaro stated to give the community meeting a shot to which Dennis agreed; he also raised concerns about the traffic on Chippewa and Garmin roads and how his property cameras, that pick up traffic going by, counted as many as 85 vehicles on Chippewa and Garmin going at excessive speeds and not stopping at the top of the Garmin hill as they come off Chippewa Road and suggested that Alan notify the Sheriff about this while Mayor Dodaro also asked him to add Longacre as well to the list of concerns because it is like NASCAR out there with residents walking along these streets
4. Leslie reported that Marty has been maintaining the area near the Boat ramp and along the entire length of the guardrail that we discussed earlier tonight and has hauled truckloads of debris to the Medina County Recycle center at his expense; reported that she has her daughter's Beach Key and will give it to Ken

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5. Jan raised concerns about parking on Park Lake and how bad the ruts are getting including those on her property
6. Mark Reuter reported that last summer the Village paid Pro-Tech \$2,500 to clean-up the Briarwood Blvd. park and stated it needs attention – Ken to take a look at it to consider what needs to be done and Barb stated that the poison ivy will need to be addressed as well, Bud said that he would do this
7. Ed expressed his appreciation for all the work that the Village does and how everyone in the Village made he and his family feel welcomed and offered his services as a volunteer to which Mayor Dodaro thanked him
8. Mark Reuter voiced continued concerns about the property across from his house and the high weeds and how he wants to avoid having to force the Village to do the right thing and to not allow a double standard to exist by not forcing that property owner to properly maintain the property – Bud offered to talk with Dan about that property and issue

New Business

1. Mayor Dodaro asked Alan if he has been requested to participate in developing the budget for Station 2 and he reported not as of yet
2. Alan stated that NOPEC is conducting a Zoom Meeting with the NOPEC General Assembly on November 10<sup>th</sup> and asked if it is OK that he represents the Village at that meeting and Mayor Dodaro said “yes, please do”
3. Pam asked why Tamitha’s name was not on the Village contact page on Facebook and Bud said that he will get her contact information posted
4. Dennis asked Gary about Solicitation Permits and voiced his complaint about the most recent visits that he and his wife experienced even though they have “no soliciting” signs posted on their property; Allan stated that they need to contact the Sheriff with signs posted and still being approached by sales reps – Gary reported that when he was notified by Katrina about several complaints he contacted the prime person involved at the company to whom he issued the permit and told them “if any resident states that they are not interested, they are to thank the resident for their time and immediately depart the premises” at which time he was told that they were only in the Village on the day that I issued the Permit, that they never returned and suggested perhaps another company was making calls in the Village – Gary did advise Dennis and all residents, that every time he has issued a permit, he instructs that person(s) that they must carry the permit with them at all times so when challenged by a resident they can present the permit to the resident and Gary recommended that anytime a solicitor appears the first question to ask is “let me see your permit” and if they report not bringing the permit with them tell them to leave the Village until they have a permit in hand and then notify the Sheriff’s office who will reinforce the Permit requirement with them before they solicit in the Village again; Allan confirmed that he and Gary were speaking and one option that the Village has is to be a “No Soliciting Permitted” Village, Allan will write something up for Council to consider as the only ones who cannot be blocked from soliciting are Churches, charities or political parties; Alan stated that some of these people doing soliciting actually do so to scope out properties with other intentions in mind



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There being no further business, Gary confirmed that Keith motioned to adjourn at 9:49 PM, and that it was seconded by Barb.

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Mayor Joanne Dodaro

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Fiscal Officer, Gary Harris