

**VILLAGE OF CHIPPEWA LAKE  
REGULAR MEETING MINUTES – JUNE 13, 2022**

Mayor Joanne Dodaro called the meeting to order at 7:03 P.M.

A roll call was taken with the following officials present: Barbara Hunter, Lowell (Bud) Hardesty, Alan Robbins, Tamitha Sorgi, Keith Riedel, Ken Demeter, Allan Michelson – Solicitor, Jim Brandenburg – Zoning Inspector, Gary Harris – Fiscal Officer; visitors Mark & Lisa Krosse, Mark Reuter, Kelly Schmetzer, Leslie Burns, Ed Nagy, Bill Glasenapp, Pam & Bob Williams, Alison & Andy Weimer, Debbie Bican (Ski Team), Gary Groetz, Howard Wolff, Jeffry Schmitt, Greg Stanislawski, Butch Henderson and Deputy Harhay

Mayor Dodaro thanked Tamitha for the Newsletter and Ken, along with those who helped, for the good job that they did on the Beach.

Mayor Dodaro announced that Council needs to accept the Water Ski Team Agreement that all of Council received a copy of, unless anyone has any questions or comments – none were offered. **Keith made a motion to accept the Water Ski Team Agreement, seconded by Ken. Vote: 6 ayes, 0 nays**

Mayor Dodaro asked if everyone read and agreed with the May Regular Meeting Minutes and asked if there were any corrections, questions or comments –none were offered

**Alan made the motion to accept the May Minutes, and it was seconded by Tamitha. Vote: 6 ayes, 0 nays.**

Mayor Dodaro asked if everyone read the June Bill's for Approval and asked if there were any other changes, questions or comments – Gary stated that there was one change in the amount of \$1,116.91 that was in addition to the other change sent to Council earlier today bringing the total amount to \$47,235.47

**Alan made a motion to approve the revised June Bill's for payment in the amount of \$47,235.47 seconded by Tamitha. Vote: 6 ayes, 0 nays**

Council Reports:

Safety

Alan reporting:

1. read the Sheriff's Monthly Reports, they worked 102 hours in May versus 100 hours scheduled, for June – September they are scheduled to go to 120 hours per month; asked if the reported Burglary was serious and Deputy Harhay reported that it was not and that sometimes people hear things and believe something serious is happening but happily in this case nothing serious took place – Alan reported that vandalism at the bocce ball court took place as well as the reporting on the reckless operation of vehicles
2. Chief Winkler's Activity report was put on the TV screen, due to his being in training tonight, showing that our Village accounted for 23 calls year-to-date out of 315 total calls or about 5% and for the month of May we had 8 calls out of a total of 68 calls in their service area
3. a question was raised about the status of the siren – Mayor Dodaro stated that she asked Sheriff Grice about this last month and he agreed to look into the matter – Alan said it's also reported that the antenna may be the issue and EMA is looking for dollars to replace the unit

**VILLAGE OF CHIPPEWA LAKE**  
**REGULAR MEETING MINUTES – JUNE 13, 2022**

Zoning

Bud reporting:

1. Jim read the Zoning Report for June – 9 Parkway Path, Allan confirmed that charges are ready to be filed – 353 Briarwood, title has transferred to a NY bank and Allan stated that if the issues are serious we can tell the bank to take care of it – Mayor Dodaro asked Allan to notify the bank and Jim reported that there are serious structural issues at this site – 57 Bungalow Bay, Jim spoke with the owner who told him work will be completed in June, Allan advised Jim to see how things progress next week
2. Allan called the Variance Hearing to Order and asked the owner of 212 Rustic Rook, Mr. Henderson, to explain the situation – Mr. Henderson stated that they want to put a roof on a “pre-existing non-conforming” deck setback – Jim reported that the neighbor at 211 Rustic Rook sent him an email stating that they have no problem with this request – Allan stated that this is a pre-existing condition before Zoning rules were enacted which allows this to be approved and Alan asked the contractor, Gary Groetz if they will build per the drawing and Gary confirmed “yes” – Allan read the 7 criteria to be met for awarding a Variance and the owner met all of them and then he asked for a Roll-Call Vote: Bud – aye, Barb – aye, Alan – aye, Tamitha – aye, Keith – aye, Ken – aye; Allan stated that the Variance will be granted and that a letter to that effect will be presented to the owner by the Zoning Inspector – this closed the Variance Hearing
3. Alan asked Jim if the issues at 523 Lee Lore have been resolved and Jim responded “yes”
4. Mayor Dodaro reported calls coming in about high bushes at 92 Long Acre – Jim said he will look into this and reported that the issue is the home across the street at 87 Long Acre as the owner of 92 Long Acre does not want to see this house with its 6-year-old woodpile, trash in yard that is attracting rodents, etc. – Bud stated that the owner has had health problems and that the Village will renew its efforts to resolve these issues
5. Jeff brought up a complaint about docks in the water and a letter he received from the Park District about impounding his dock – a lengthy discussion took place between Jeff and Village officials that included displeasure with Jim mowing a private property and actions taken by Jim during this work - Allan pointed out that the Village has no authority when it comes to “docks in the water” and that this is between him and the Park District – Allan did confirm that dock owners do have the right to cross properties, except north of the creek, to gain access to their docks and the Park District agrees based on his discussion with Mr. Holland, but Village jurisdiction ends at the water’s edge – Mayor Dodaro stated that any further discussion on the dock issues needs to be between the dock owners and the Park District

Community Relations

Tamitha reporting:

1. thanked Pam for organizing the Pride Committee to distribute the Newsletter that also appears on the Village website and Facebook
2. confirmed ordering the sound system for Movie Nights
3. the Fishing Derby has been scheduled for June 25<sup>th</sup> starting at 10:00 AM
4. confirmed that the CPR training needs to get organized and targeted completion next week – there are two open slots for any resident who would like to attend – Barb reviewed the availability of the Community Center and what dates are open – Tamitha will review to

**VILLAGE OF CHIPPEWA LAKE  
REGULAR MEETING MINUTES – JUNE 13, 2022**

determine which date will work best since next week appears to not be available – Gary reminded them for the list of attendees and any receipts if they purchase a First Aid Kit

5. Mayor Dodaro announced the July 4<sup>th</sup> Parade scheduled to start at 1:00 PM with the Ski Show scheduled for 5:00 PM followed by the Cardboard Boat Race
6. Pam reported on the success of the two Front Porch Concerts which are announced and posted on Facebook – as of now one is scheduled for July 27<sup>th</sup> at the Armbruster’s and one on August 16<sup>th</sup> at the Nagy’s – thanked Lori and Leslie for working so hard on this program and they have found that some residents are willing to sponsor some of the bands
7. Bill raised a concern about the lack of house numbers on homes in the Village making it difficult to deliver flyers and raised a concern about emergency crews being able to find a home when called upon for assistance – Tamitha indicated that she is working on this

Buildings & Utilities

Barbara reporting:

1. confirmed that all street light issues, that she was aware of have been corrected – Bill reported that a light is out at the Beach – Barb will look into this
2. reported that to change out the interior lights at the Community Center will cost \$1,780.85 as a possible use for the NOPEC Grant monies – she is continuing to work on finding new thermostats and will provide quotes to Gary so he can submit them to NOPEC for review and hopeful approval
3. **Alan made a motion to appropriate up to \$2,500 towards the Community Center light upgrades and thermostats from the NOPEC Grant monies, seconded by Tamitha. Vote: 6 ayes, 0 nays**
4. Alan also offered other uses for the remaining NOPEC monies including purchasing more LED Street Lights at \$209/light or a Back-up Generator system for the Community Center at \$12,000.00 or a portable generator for \$5,000.00 – Gary was asked to let everyone know the deadline for spending the \$2,020 of NOPEC monies that must be used this year or forfeited
5. reported that she will be cleaning out the gutters at the Community Center sometime this week
6. reported that people using the Community Center have been leaving the lights on once they depart, she asks that anyone using the Community Center turn-off the lights upon departing the facility
7. reported that the teeter-totter is broken – Keith reported that he and Bill fixed this – Barb to check again and report back

Parks

Ken reporting:

1. confirmed that the Beach is open and in full operation with 10 Beach Attendant’s hired and with our new Beach Attendant Supervisor Kelsey Burns
2. confirmed that the Beach Attendant structure has been erected for the Beach Attendants
3. confirmed that the wall at the Beach has been sandblasted and repainted, the benches have been replaced and the sheds have been painted
4. confirmed that Valley View sprayed once in May for Mosquitos
5. confirmed that 12 trees have been removed from Briarwood for the Dog Park and that the fencing needs to be installed
6. reported that a new fence has been donated to the Village for the Tennis Court and that he is having difficulty in locating a company to remove the old fence and install the new fence but he is continuing to work on this – reported that the Tennis Court surface repair work has been

**VILLAGE OF CHIPPEWA LAKE  
REGULAR MEETING MINUTES – JUNE 13, 2022**

completed – Mayor Dodaro stated that the fence work needs to be completed before the new Tennis Court Tiles are installed

Streets

Keith reporting:

1. reported that it was difficult to obtain detailed bids for Street work and asked Allan if he can accept higher priced bids that include the level of detail needed to be assured that they will meet our expectations – Allan confirmed “yes” you can take the lack of detail into account for your selection process
2. **Keith made a motion to appropriate another \$45,000 for use in Street repairs and to accept the bid from Most Paving, seconded by Alan. Vote: 6 ayes, 0 nays**
3. reported doing a test at McCabe Creek

Legal

Allan reporting:

1. confirmed that he has one case on a Violation of a Protective Order with a pre-trial date set for June 15th

Finance

Gary reporting:

1. confirmed that this past Saturday he distributed the May 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 May Bank Reconciliation Report as distributed and authorizing Council to sign the report – Alan made a motion to so move, and it was seconded by Tamitha. Vote: 6 ayes, 0 nays**
2. confirmed that this past Saturday he distributed the May Appropriations Report to Council through the end of May, 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 the end of May signifying Council’s review and agreement with the expenditures, Bud made a motion to so move, and that it was seconded by Tamitha. Vote: 6 ayes, 0 nays**
3. confirmed that he did not receive any changes to the 2023 Budget worksheets from Council and he confirmed increasing the General Fund budget by \$13,000 or 4.7% based on spending trends thus far in 2022 – he asked if there were any questions or comments – none were offered – **he asked for a Motion from Council approving the 2023 Budget for submittal to the Medina County Auditor’s Office, Bud said so moved, seconded by Alan. Vote: 6 ayes, 0 nays**
4. confirmed that the 2020 – 2021 Audit was completed as of Thursday, June 9<sup>th</sup> with two (2) discrepancies noted pertaining to our Record Retention Training and Record Request procedure – Mayor Dodaro asked if these were the only two issues and Gary confirmed “yes” and that our financials were clean and good – Gary **asked for a Motion to have Council appoint the Fiscal Officer as the representative of the Mayor and Council for all Record Retention Training required by the Auditor of State , Alan stated so moved, seconded by Bud. Vote: 6 ayes, 0 nays** – Gary stated that this must now become part of the Annual Organizational Meeting held every January going forward – for the changes required in the Record Request procedure Allan indicated that we do not need a motion and that he will make these corrections and forward the final version to Gary
5. confirmed that on Saturday he did distribute the uncommitted fund balance for the Endowment Fund as well as the uncommitted fund balance for the Park portion of the Endowment Fund –

**VILLAGE OF CHIPPEWA LAKE  
REGULAR MEETING MINUTES – JUNE 13, 2022**

Ken pointed out a math error on the Park Endowment Fund balance – Gary said he will correct this and reissue a revised copy to Council – he asked if there are any other questions or comments – none were offered

6. reported that for the first time ever the Village will have an Audit performed by the Bureau of Workers Compensation and it is scheduled to take place on Tuesday, June 21<sup>st</sup> covering the 2021 payroll records, 1099 Tax reports and the Federal W-3 Tax reports – he asked if there were any questions or comments – none were offered
7. he reminded Allan and Keith that as of today we do not have a Memo of Understanding with Medina County or Engineering Associates pertaining to Phase 9 and asked if this is a concern or a potential issue – Allan to contact Medina County and Engineering Associates
8. confirmed that the State Legislature just recently approved the payment of the second installment of ARPA funds and that he will let Council know once the monies have been deposited
9. reported that as of the end of May, the balance in the primary checking account is \$220,697.58, the Money Market has a balance of \$250,102.36 and \$193,378.75 in the Star Ohio account for a total of \$664,178.69 – he asked if there were any questions or comments – none were offered
10. Allan confirmed that he has the Ordinance for the 6 mil Operating Levy expiring this year – reported that the estimated revenue with no increase in millage brings in \$96,000 per year and that with a 1 mil increase the amount collected, he estimates, will increase by another \$20,600
11. Allan did the first reading of Ordinance 873-22, “an Ordinance requesting that the Medina County Auditor certify to the Village of Chippewa Lake the total tax valuation of the Village and the revenue that would be generated by the renewal of the existing 6.0 mil current expenses levy and the revenue that would be generated by the renewal of the existing 6.0 mil current expenses levy with an increase of one (1.0) mil, and declaring the same an emergency”
12. **Keith made a motion to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Ordinance 873-22, seconded by Ken. Vote: 6 ayes, 0 nays**
13. **Bud made a motion to approve Ordinance 873-22 as an emergency, seconded by Alan. Vote: 6 ayes, 0 nays**

Old Business

1. Bud reviewed the need for an engineering review on the McCabe Creek situation, a discussion took place on the potential total scope of work, potential costs and potential impacts by doing the anticipated work – per Bud, the engineering will help us to know how to proceed and what the potential costs will be – **Bud made a motion to proceed to do an engineering study by Cunningham & Associates, the only engineering firm to respond, on the McCabe Creek solution at a cost of \$15,850 with funds to be provided from the ARPA Government General Services Fund, seconded by Alan. Vote: 6 ayes, 0 nays**

Public Participation

1. Ed stated that perhaps the Village needs to consider “gutter guards” so Barb does not have to do clean-outs – reported that the drain lines from the wall are clogged with debris – Keith to get with Ed on this
2. Andy expressed concerns about signage in the Village and posted on homes for rental properties in the Village, those setting up as Air B&B’s, etc. – Allan stated that the State may soon outlaw regulations being issued against rental properties and that the report that Gloria Glens is setting up guidelines is incorrect as they cannot legally do this – Alan suggested that we review our

**VILLAGE OF CHIPPEWA LAKE  
REGULAR MEETING MINUTES – JUNE 13, 2022**

Code – Allan stated that he will look at our language on the size of signs while Jim and Bud also look into this concern

3. Bill asked about the fence for the Tennis Court and adding new benches on the west side of the court – Mayor Dodaro asked that the take this up with John Sandora who is heading this up for the Village and that he is doing a great job

New Business

1. Bud reported that a large maple tree on Bungalow Bay is dead and needs removal due to the level of “rot” with the tree – **Bud made a motion to appropriate \$2,500 to have this tree removed seconded by Tamitha. Vote: 6 ayes, 0 nays**
2. **Bud made a motion to appropriate \$2,700 for adding gravel to the north end of the Tennis Court and the boat ramp area, seconded by Ken. Vote: 6 ayes, 0 nays**
3. Bud reported that Kies Landscaping is asking for an increase to cover gasoline costs and he suggested \$150 per month – when asked how much did the contractor ask for he stated \$100 per month – **Alan made a motion to temporarily adjust the monthly costs by \$100 for gasoline costs through the end of June, seconded by Bud. Vote: 6 ayes, 0 nays**
4. Mayor Dodaro stated that with the recent health issues with our Zoning Inspector that it would be a good idea for him to have an Assistant Zoning Inspector in training with Jim and that Matt Sorgi offered to fill this position – Jim stated that he will train Matt, provide him with information on the details of the job while Bud provides him a copy of the Code Book and Council will review the job duties and then issue a Motion once they are ready for approval – Jim expects that Matt will probably catch on quickly although, like Jim, the law aspect is more involved and will continue to require Allan’s input – one concern raised was the availability of Matt to respond in short order to a Zoning issue in the Village – Bud said we need to get Matt into the Zoning budget, Gary reported that he was included in the 2023 Budget revisions – after a brief discussion it was determined that the Village will pay for his Background Check
5. Allan did the first reading of Ordinance 874-22, “an Ordinance creating the position of Assistant Zoning Inspector for the Village and declaring the same an emergency”
6. **Alan made a motion to waive the 2<sup>nd</sup> and 3<sup>d</sup> readings of Ordinance 874-22, seconded by Bud. Vote: 6 ayes, 0 nays**
7. **Bud made a motion to approve as an emergency Ordinance 874-22, seconded by Ken. Vote: 6 ayes, 0 nays**
8. **Keith made a motion to appoint Matt Sorgi as the Assistant Zoning Inspector, seconded by Ken. Vote: 5 ayes, 0 nays, 1 abstain**
9. **Alan made a motion to pay the Assistant Zoning Inspector \$25.00 per hour, seconded by Ken. Vote: 6 ayes, 0 nays**
10. Alan thanked Mark Krosse and Ed Nagy for setting up YouTube for our Village Council Meetings

**There being no further business Keith motioned to adjourn at 9:55 PM, seconded by Alan.**

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Mayor Joanne Dodaro

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Fiscal Officer, Gary Harris