

**VILLAGE OF CHIPPEWA LAKE
REGULAR MEETING MINUTES – FEBRUARY 13, 2023**

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

A roll call was taken with the following officials present: Barbara Hunter, Lowell (Bud) Hardesty, Alan Robbins, Tamitha Sorgi, Ken Demeter, Allan Michelson – Solicitor, Jim Brandenburg – Zoning Inspector, Matt Sorgi – Assistant Zoning Inspector, Gary Harris – Fiscal Officer; visitors Mark Reuter, Bill Glasenapp, Ed Nagy, Niles Johnson, Lisa & Mark Krosse, Russ Martin and Deputy Harhay

Mayor Dodaro announced that Keith is out of town and will not be at tonight’s meeting.

Mayor Dodaro extended condolences to Mark Reuter and his family for the recent loss of his father, Jim. Mayor Dodaro reflected on Jim’s 25 years of service as the Chief of Police for Briarwood Beach and how Jim and his wife Linda (deceased), who was the Fiscal Officer for Briarwood Beach, helped to make our Village what it is today – Barb recommended that the new Park on Briarwood Beach, once finished, be named in honor of Jim and Linda – Mayor Dodaro and Council thought this to be a great idea

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

Bud made the motion to accept the January Minutes, and it was seconded by Tamitha. Vote: 5 ayes, 0 nays.

Mayor Dodaro asked if everyone read the February Bill’s for Approval and asked if there were any other changes, questions or comments – Gary stated that this afternoon he sent Council an updated listing of Bill’s for Approval totaling \$27,929.63

Alan made a motion to approve the updated February Bill’s for payment in the amount of \$27,929.63 seconded by Barb. Vote: 5 ayes, 0 nays

Council Reports:

Safety

Alan Reporting:

1. read the Sheriff’s Monthly Reports, they worked 84 hours in January versus 80 hours scheduled – read the Activity Report and asked Deputy Harhay if there was anything special to report, Deputy Harhay stated “nothing special” – Mayor Dodaro asked what a “consensual encounter” is that appeared on the Activity Report, Deputy Harhay stated this it is checking someone out via a casual conversation
2. announced that acting Fire Chief Holzman is in the hospital with pneumonia and that Captain Mike Savestki is filling in and doing a good job and read the furnished reports covering such topics as response times, EMS calls being the majority of calls, training and being awarded a \$22,550 Wellness Grant for First Responders – announced that the All You Can Eat Breakfast will take place on every Sunday in April except for Easter Sunday – reported that Westfield Township Fire Department participated along with Lafayette Township Fire Department in this year’s Polar

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Bear Jump as part of their cold water training – Alan thanked both the Sheriff Department and the Fire Departments for being present and supporting the annual Polar Bear Jump – Barb asked about those instances, listed on the Fire Department Activity Report, when the turn-out time exceeds 10 minutes and why they do not report the frequency of these events – Alan to look into this and report back

Zoning

Bud reporting:

1. introduced Niles Johnson the President of Cunningham & Associates who has completed the Engineering Study on McCabe Creek – Mr. Johnson reviewed their findings and options on this stream stabilization project for our Village, their work included the limited options available for this stabilization, the generation of construction details and Permitting reviews with the Corps of Engineers and the EPA – his recommendation is the use of Gabion Baskets versus the Sierra Erosion Control System similar to the one located upstream from this work site due to its lower cost to the Village – Gabion utilizes galvanized wire baskets filled with rocks ranging in size from 3” up to 8” in a stair step design up the embankment – since the effort will be to stabilize the stream bank and not realign the stream this greatly reduces the necessity of special permits and oversight – his firm estimated construction costs between \$50-70,000 – Bud announced that the contractor who installed the upstream system provided a bid in the \$40,000+ range but they had not reviewed the design/construction details from Cunningham & Associates – Mr. Johnson felt that if other designs are considered that there may not be a need to revise plans and specifications – Gary voiced a concern and made a recommendation, based on his work with the Village of Burbank, that contractors hired to do this work must comply with the engineering plans and specifications on the final determined design otherwise, in his opinion, the Village is taking a serious risk with the constructed project not meeting the designed project requirements – Gary will also review the ARPA requirements if the Village decides to use the federal monies obtained insofar as bidding, contractor selection and wage requirements are concerned – Bud reported that some tree removal would also need to be done in the work area at an estimated cost of \$2,000 – Allan advised Bud that easements will be necessary if we do any work on private properties – Barb asked about the possible need for guard rails or posts, Mr. Johnson stated that neither of these are in the cost estimates – Alan recommended that we look at the Sierra system for comparison sake – Bud stated that any additional work requested from Cunningham & Associates will be chargeable as they did complete all of the work originally contracted for by the Village – Mayor Dodaro thanked Mr. Johnson for attending tonight’s meeting and reporting on the work that has been completed
2. Jim read the Zoning Report for February – 9 Parkway Path – reported that the owner has not done any additional work on the property and how he needs access to the interior for inspection by Medina County Building Department – Allan stated that he will make an attempt to contact the property owner this week - Allan confirmed that charges have been filed for 227 Rustic Rook and a warrant has been issued for his arrest, Barb reported that she has seen someone in the house on a number of occasions and Allan suggested that she call the Sheriff the next time she sees someone in the house, Lisa reported that the property is up for sale at a Sheriff Auction and Allan said he will investigate this – Jim reported that the trees on Briarwood and Garmin will be removed this week per his discussion with AJ

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Community Relations

Tamitha reporting:

1. reported that she needs someone to attend a Zoom Meeting on March 6th at 5:30 PM held by the Health Department due to a conflict that she has with her work schedule – Ken offered to attend
2. she has noticed Medina Fiber in the area and was hoping that this means that they will begin work soon in the Village, reported that she sent an email inquiry but was told it remains scheduled for June – the Mayor and Council agreed to have her invite Medina Fiber to the March meeting
3. requested assistance for the Easter Party to assist the Easter Bunny
4. working with John Sandora to collect information to see if the device being used in the Lake to control algae can be applied to Reese’s Pond – Mayor Dodaro asked if everyone saw the response she sent out from the Medina County Park District declining the suggestion that they acquire the Pond and basically saying thanks but no thanks
5. asked for input so she can begin to put together the Spring Newsletter
6. Mayor Dodaro asked if Mark has anything for Save the Lake and Mark responded that he did not

Buildings and Utilities

Barbara reporting:

1. reported that she has once again requested an itemized quote for \$11,077.56 in costs for the Point Park work and was advised that they do not issue itemized bills for this type of work and that she has once again reached out to Brunswick asking how they are charged for their Christmas Street lighting and so far, no response
2. confirmed that Ohio Edison did replace the two recently installed LED’s that were not working near the boat ramp area as well as along the walkway
3. reported that the Junction Box by the Beach Parking Lot needs a new GFI outlet – Alan reported that it did “trip” last year and Barb does not understand as it is a 20 AMP service outlet – Alan said it “tripped” when the Ski Team attempted to use it – Mayor Dodaro asked Barb to send the combination to all Council Members for the lock installed on the electrical box

Parks

Ken reporting:

1. reported that he is working with Boy Scout Troop 517 on installing the 12’x12’ square beach gazebo, photos of the proposed structure were distributed to Council, and that their estimate was \$1,000 for materials that he feels may not be enough
2. **Ken made a motion to encumber \$2,000, from the Park portion of the Endowment Fund, to install the beach structure using Troop 517, seconded by Alan. Vote: 5 ayes, 0 nays**
3. Mayor Dodaro asked Ken to confirm that this is not a permanent structure based on Bud’s comment about the unit having a base and Ken confirmed that it is not and that it is similar to the “sheds” also used on the Beach and that it will not obstruct the view of other Beach activities
4. he is continuing his research on installing a Kayak launch for the Park and John Sandora has found an AARP Grant that may be applicable for our use – a discussion continued from last month’s meeting on where to locate two Kayak launch platforms, funding and the possibility of a second platform at no additional cost to the Village and keeping physical limitations of users of the platform(s) in mind as planning continues

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Streets

Mayor Dodaro reporting:

1. confirmed that Gary looked into the status of the OPWC Application and he reported that we are number 5 out of 5 subdivisions recommended for a Small Government Grant for our Phase 9 Project

Legal

Allan reporting:

1. confirmed that the only case he has now is what we spoke about earlier at 227 Rustic Rook
2. confirmed that he has the Ordinance for the new Sheriff Contract and the 4% increase for the patrolling Deputies and he is ready for the second reading and he confirmed that he has spoken with the Sheriff explaining the delay in getting this approved sooner due to not having enough Council members at the January meeting – Mayor Dodaro asked Allan to do the second reading
3. Allan did the second reading of “Ordinance 879-23, an Ordinance approving an agreement for law enforcement services with the Medina County Sheriff Department from January 1, 2023 through December 31, 2023”
4. **Bud made a motion to waive the 3rd reading of Ordinance 879-23, seconded by Alan. Vote: 5 ayes, 0 nays**
5. **Bud made a motion to adopt Ordinance 879-23 as an emergency, seconded by Tamitha. Vote: 5 ayes, 0 nays**
6. Allan said that he has another Ordinance requested by Gary as pertains to this year’s NOPEC Grant – Gary stated that this year’s Grant Award amount is \$1,666 and this Ordinance allows us to move ahead - Allan did the first reading of Ordinance 880-23, an Ordinance authorizing all actions necessary to accept Northeast Ohio Public Energy Council (NOPEC) 2023 Energized Community Grant and declaring the same an emergency
7. **Alan made a motion to waive the 2nd and 3rd readings of Ordinance 880-23, seconded by Tamitha. Vote: 5 ayes, 0 nays**
8. **Bud made a motion to adopt Ordinance 880-23 as an emergency, seconded by Tamitha. Vote: 5 ayes, 0 nays**
9. reported that Gary gave him a list of Village owned properties where the County increased property values on unbuildable lots and that Gary asked Allan to try to get these property taxes reduced – a discussion took place about how Allan would proceed although he cannot guarantee if the County will agree but he can move forward if Council wants him to, potential savings, history of these properties, why we have to pay taxes on these properties and how the County could respond
10. **Barb made a motion to have Allan proceed to try to get the property taxes lowered, seconded by Tamitha. Vote: 5 ayes, 0 nays**
11. reported that Mayor Dodaro gave him documentation on legislation needed to be voted on for re-establishing the Medina County EMA and Homeland Security office – Mayor Dodaro asked Council if they read what she sent to them and then explained the need for the legislation – Allan proceeded to read Ordinance 881-23, an Ordinance approving the first amended agreement to establish the Medina County Office of the Emergency Management Agency and Homeland Security and declaring the same an emergency
12. **Bud made a motion to waive the 2nd and 3rd readings of Ordinance 881-23, seconded by Alan. Vote: 5 ayes, 0 nays**

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- 13. Barb made a motion to adopt Ordinance 881-23 as an emergency, seconded by Alan. Vote: 5 ayes, 0 nays**

Finance

Gary reporting:

1. confirmed that he distributed the January 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 January Bank Reconciliation Report as distributed and authorizing Council to sign the report – Bud made a motion to so move, and it was seconded by Alan. Vote: 5 ayes, 0 nays**
2. confirmed that he distributed the January Appropriations Report to Council through the end of January, he asked if there were any questions –none were offered– he asked for **a motion approving Council to sign-off on the Appropriations Report through the end of January signifying Council’s review and agreement with the expenditures, Bud made a motion to so move, and that it was seconded by Tamitha. Vote: 5 ayes, 0 nays**
3. reported that he did not distribute the end of January uncommitted fund balance for the Endowment Fund as the amounts remains unchanged from the last report issued on November 30th and the same is also true for the uncommitted fund balance for the Park portion of the Endowment Fund and the ARPA Fund– he asked if there are any questions or comments – none were offered
4. reported that NOPEC has sent out information, provided to Council earlier today, about the 2023 Grant Application process, in order to participate in this year’s NOPEC Grant we need to make a motion allowing the Mayor to sign the Grant Agreement and proceed to file the Application – this year’s award amount is \$1,666 and combined with our past Grants with available monies brings the total available (once the 2023 Grant Application is approved) up to \$4,526.57 of which \$1,318.57 must be spent by November 30, 2023 or we forfeit this amount back to NOPEC – he asked if there are any questions or comments – Alan reconfirmed the amount that must be spent by November 30, 2023 as \$1,318.57
5. requested **“a motion authorizing Mayor Dodaro to sign the 2023 NOPEC Grant Agreement, Bud stated so moved, seconded by Tamitha.” Vote: 5 ayes, 0 nays**
6. announced that for the first time that he is aware of, NOPEC is prepared to authorize the use of NOPEC Grant monies for projects other than energy efficiency or energy infrastructure subject to review on a case by case basis for possible approval
7. reported that in error he submitted the Application for the annual NOPEC Sponsorship Grant, which has already been approved by NOPEC, before Council voted to give him the go-ahead to file the Application – if Council does not want to move forward with this for the Lions Club he will contact NOPEC to withdraw our Application and refund any deposited monies to NOPEC
8. **Alan made a motion to approve filing the Application for the NOPEC Sponsorship Grant in the amount of \$500 for the Chippewa Lake Lions Club, seconded by Tamitha. Vote: 5 ayes, 0 nays**
9. reported that fiscal year 2022 is closed with all State and Federal reports filed and that Fiscal Year 2023 is up and functioning – Alan asked if our next Audit in 2024 will be a “full” audit and Gary responded that yes it will
10. reported that we need to finalize the 2023 Appropriations at the March meeting, he needs feedback from Council no later than March 9th for any requested additional spending in 2023 – as always, he offered his services to anyone on Council individually or as a group to meet to review any aspect of the 2023 Appropriations – in April he provided all of Council with the Temporary Appropriations, he asked if anyone needs a copy of those temporary appropriations

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for review and if there were any questions or comments – none were offered – Gary commented that he remembers that Bud wanted an additional \$20,000 in the appropriations for 2023 and that he will add this to any other changes that Council might request

11. reported that as of the end of January, the balance in the primary checking account was \$163,753.60 in the Money Market account \$250,637.66 and \$100,858.37 in the Star Ohio account for a total of \$515,249.63 - he asked if there were any questions – Alan asked about setting up another account since the Money Market has now exceeded FDIC coverage, Gary stated that he is not yet ready to set-up another account since the Money Market is only \$600+ over the \$250,000 limit
12. Barb asked that Gary investigate why no monies were contributed in April and November of 2016 into her OPERS plan, she stated that this occurred before Gary was hired by the Village – Gary indicated that he will investigate and report back to her

Old Business

1. Alan reported that Christopher is frustrated with the lack of response from the Siren companies that he has been dealing with as he is trying to get some “hard numbers” in time for the March meeting

Public Participation

1. Russ reported that Parkway Path is in poor condition and needs to be repaved and questioned why the fiber optics company is placing flags and marking certain areas along Parkway Path – Mayor Dodaro said we will talk with Keith about Parkway Path repaving

New Business

1. **Bud stated that the watershed on Briarwood is in bad condition and needs repair and made a motion to appropriate \$2,500 from the Zoning Budget monies for this repair, seconded by Ken. Vote: 5 ayes, 0 nays**

There being no further business Alan motioned to adjourn at 9:39 PM, seconded by Tamitha.

Mayor Joanne Dodaro

Fiscal Officer, Gary Harris