

**VILLAGE OF CHIPPEWA LAKE  
REGULAR MEETING MINUTES – JANUARY 8, 2024**

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, Tamitha Sorgi, Ken Demeter, Alan Robbins, Allan Michelson – Solicitor, Jim Brandenburg – Zoning Inspector, Matt Sorgi – Assistant Zoning Inspector, Gary Harris – Fiscal Officer; visitors Mark Reuter, Bill Glasenapp, Lisa Krosse, Kelly Schmetzer, J. B. Burns, Mischa Good, Pamela and Dennis Mohn, Deputy Harhay and Fire Chief Cavanaugh

**ORGANIZATIONAL MEETING**

**Allan swore in newly elected Councilwoman Leslie Burns and re-elected Councilman Ken Demeter onto Council**

**Barb made a motion to nominate Tamitha Sorgi as Council President, seconded by Ken. Vote: 5 ayes, 0 nays**

Mayor Dodaro complimented Leslie for running for Office and willing to put her name on the ballot Mayor Dodaro announced changes to the 2024 Committees and asked Gary to revise the Committee assignments and distribute it to Council, the Chairman changes are as follows:

Bud as Street Chairperson

Leslie as Zoning Chairperson

All other Committee Chair positions remain the same – Alan – Finance, Ken – Parks, Barb – Buildings and Tamitha – Community Relations

For the Financial Planning Committee, Mayor Dodaro announced that Bud and Alan will be on the Committee and Gary will be the Head of the Committee

Mayor Dodaro asked if Jim and Matt will be remaining in their respective Zoning positions and both responded “yes” and Mayor Dodaro thanked both of them

Mayor Dodaro reported that Allan will be remaining our Solicitor and she also announced that the Village Maintenance position has opened up with Bill Glasenapp stepping down and Mayor Dodaro thanked Bill for his service to the Village

This ended the Organizational Meeting

**REGULAR COUNCIL MEETING**

Mayor Dodaro thanked Tamitha and Ken and all who assisted with the very successful Christmas Program

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

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

Mayor Dodaro asked if everyone read the January Bill’s for Approval and asked if there were any other changes, questions or comments – Gary stated that there were two late submittals for payment, Lafayette Township for labor for December road salting \$570 and the Medina County Sheriff Dispatch Fee for 2024 \$1,871.88 bringing the revised Total Bill’s for Approval to \$73,399.84

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**Alan made a motion to approve the updated January Bill's for payment in the amount of \$73,399.84 seconded by Bud. Vote: 6 ayes, 0 nays**

Council Reports:

Safety

Alan Reporting:

1. read the Sheriff's Monthly Reports, they worked 66 hours in December versus 100 hours scheduled due to staffing matters – reported that Captain Ross and Deputy Harhay are looking to add one Deputy this Spring - read portions of the 2023 Summary Activity Report and the December activities – Barb reported some vandalism in the parking lot at the Community Center and they were breaking bricks; Barb stated that she did not report this to the Sheriff Department and Deputy Harhay asked her to do so in the future and to call the non-emergency dispatch number 330-725-6631 and they will respond and will fill out a report thus creating an official record for future use – Barb also reported that one of the Village officials with a key to the sheds left one of them unlocked and those committing the vandalism looked inside but did not go inside – Alan said that the Deputies can look at the video and if the vandals can be identified they can proceed accordingly
2. Allan said that he has an Ordinance for the amended Sheriff Contract that will increase the Deputies hourly rate to \$32.99 – Council asked Allan to proceed – Allan did the first reading of Ordinance 892-24, “an Ordinance approving the amended Agreement for Law Enforcement services for the Village with the Medina County Sheriff from January 1, 2024 through December 31, 2024, repealing Ordinance 890-23, and declaring the same an emergency”
3. **Bud made a Motion to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings of Ordinance 892-24, seconded by Barb. Vote: 6 ayes, 0 nays**
4. **Bud made a Motion to adopt Ordinance 892-24 as an emergency, seconded by Barb. Vote: 6 ayes, 0 nays**
5. Fire Chief Cavanaugh read his reports and reported, in addition to other topics, that they had a total of 71 calls in December and 7 of the calls were for Chippewa Lake; of all the calls, 41 were during the day shift and 30 were during the night shift with an average response time of 1 minute and 53 seconds and an average arrival on site at 5 minutes – reported that they supplied mutual aid to area communities including Medina, Seville, York Township and Medina Township as well as other locations – reported that they visited 150 homes in the area in support of the Visit with Santa program and thanked Bud Hardesty for his support to this effort – reported that they will be on site for the Polar Bear Jump in February and that the Pancake Breakfast will be returning this April – Bill thanked Chief Cavanaugh for the quick response of the EMS team on New Year's Eve to his neighbor and for the return of the department to repair the yard where the emergency vehicle got stuck
6. Mayor Dodaro thanked Deputy Harhay and Chief Cavanaugh for attending tonight's meeting

Zoning

Leslie reporting:

1. Jim read the Zoning Report for January – 9 Parkway Path – reported that he met with the Medina County Building Inspector and Bud and they did a walk through resulting in Medina County issuing a Adjudication Letter giving the owner of the property until January 20<sup>th</sup> to correct; Allan reported that with this structure that is a hazard and unsafe and if the owner does not correct the issues by the 20<sup>th</sup>, the Village can repair or demolish at Village expense and the

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Village can put the cost onto the tax bill; Alan asked Leslie to get a quote for demolition and Leslie reported that the property has had a substantial mortgage since 2018; Allan stated that we would need to advise the mortgage holder about any actions that we might plan on taking; Allan asked for a copy of the clean-up invoice for the work completed by the Village and Jim asked Gary to send that to Allan and Allan will proceed in issuing a Notice to Demolish so we can be ready to move forward after the February meeting - 227 Rustic Rook Allan reported that he has been contacted by Huntington Bank that owns this property and that they confirmed that they will winterize and clean-up the property and they also plan to re-key the residence and begin the eviction process if someone is at this site; Jim confirmed that someone appears to be living at this location and Allan stated that he will contact the bank to begin the eviction process and this will take time

Community Relations

Tamitha reporting:

1. reported that the Christmas Party was very successful and they had 35 children and she thanked McDonalds for supplying the pancakes, biscuits and gravy
2. wants to start preparing the next Newsletter and asked that those with input to begin sending her the information via email
3. Mayor Dodaro reconfirmed the Polar Bear Jump taking place on February 3<sup>rd</sup> and that there will be some road closings for this event – Alan asked if he could use the Community Center on January 31<sup>st</sup> to prepare for this event and Barb confirmed that the building is available

Buildings and Utilities

Barbara reporting:

1. confirmed that the fire extinguishers have been inspected and recertified and that she paid for this and needs reimbursement less the tax that they charged her
2. confirmed that all of the reported street lights that were not functioning have been replaced throughout the Village – called in to report a light out at Briarwood and Lake, in the Township, and Ohio Edison will replace with a new 150W high pressure sodium bulb
3. will leave the Christmas lights on the Community Center for a few more weeks
4. Kelly asked if there is a rule about the number of street lights on a street based on the number of homes on the street and Barb stated she doesn't believe so and that the number varies throughout the Village – Barb confirmed asking if a light could be installed near Kelly's home and Ohio Edison reported that the pole is too small for the mast arm and light

Parks

Ken reporting:

1. confirmed that the playground rehab work has been completed that included the addition of a ramp into the playground area and new gravel has been added to this area – a discussion took place about the ramp and gravel impacting wheelchair access to this area – the next playground area to be worked on this Spring will be the Bungalow Bay site
2. searching for a Beach Attendant Supervisor if anyone is interested

Streets

Bud reporting:

1. confirmed that our one bridge on Beachside Blvd was inspected this past Fall and passed with no corrective action necessary
2. the construction work on McCabe Creek has been completed

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3. the catch basin replacement on Bass Bay Blvd has been completed
4. anticipates that the OPWC road project on the lower section of Brookshore will begin in July and that we are waiting on official confirmation before initiating the bidding process

Legal

Allan reporting:

1. confirmed that his one case is now closed as the defendant changed his plea to guilty on a disorderly conduct charge and will pay the \$450 fine
2. confirmed filing the documentation to lower the taxes on the Village owned properties
3. confirmed that there are 8 vacant lots along Chippewa Road from Garmin Road east that could be classified as non-buildable if the Village wants to preserve this open space; it would cost \$50 to record all of these lots as non-buildable – Leslie asked if we ever wanted to sell any of these properties would they have to be sold as one property and Allan stated “no”
4. **Barb made a Motion to make these lots non-buildable, seconded by Bud. Vote: 6 ayes, 0 nays**
5. reported being contacted by the Medina County Park District to renew the 10 year lease, at no cost to the Village, along the lakefront at the water’s edge and the water out to where the docks are located and that the Village has law enforcement capabilities – Mark asked if this could become a 99 year lease and Allan said when he asked about this previously, he was told “no” but Allan does recall that at one time it was a 20 year lease and Allan will investigate this – Allan also reported that the new process requires this lease to obtain Probate Court approval – Allan stated that he has an Ordinance ready for the first reading if Council wants to proceed with a lease renewal and he was asked to proceed – Allan did the first reading of Ordinance 893-24, “an Ordinance approving the Lease Agreement between the Village of Chippewa Lake and the Medina County Park District regarding the lease of Lakeshore Line and certain parts of the Lake for a period of January 1, 2024 through December 31, 2033 and declaring the same an emergency”

Finance

Gary reporting:

1. confirmed that he distributed the December 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 December Bank Reconciliation Report as distributed and authorizing Council to sign the report – Bud made a motion to so move, and it was seconded by Tamitha. Vote: 6 ayes, 0 nays**
2. confirmed that he distributed the December Appropriations Report to Council through the end of December, 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 December 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 late this afternoon he sent the Mayor and Council the Preliminary Financial Summary Report for 2023 reflecting the solid financial footing that the Village has based on the report issued - he asked if there were any questions –none were offered and he reminded Council that they can contact him at any time to discuss or review this report
4. asked Allan if we can redirect the donated monies that were for the tree planting at the Beach, in the amount of \$231.95, into Beach Improvements since all donations were in cash and no names were noted at the time of the donations and Allan responded “yes”

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5. on December 26<sup>th</sup> he confirmed sending the Mayor and Council a copy of the Medina County Directory of Public Officials document where he completed the information for all Village Officials except for Leslie and now that he has her information he will complete the form; since he has not heard back, he will proceed to release the document to Medina County
6. asked Tamitha to see him after the meeting so she can complete a bank document that will authorize her as an approved signatory for the Village as Council President
7. on Saturday he delivered the proposed Banking and Investment Policy to the Mayor, the Finance Committee as well as copying Council and he received feedback from the Committee with changes that he is targeting to have available at the February Meeting for approval
8. on Saturday he delivered the balance of monies report for the ARPA and Endowment accounts - with the completion of the McCabe Creek project and the replacement of a catch basin on Bass Bay, it listed a balance of \$91.38 available – if Council agrees he can apply this amount against the December road salting invoice that we just received from Lafayette Township thus closing out the ARPA Fund – **may I have a motion to so move, Alan made a Motion to so move, seconded by Bud. Vote: 6 ayes, 0 nays** – on the Endowment Fund we have \$6,700 available and not yet committed or assigned to any project – for the Park portion of the Endowment Fund all \$22,500 was spent and has a zero balance
9. on Saturday he delivered to Council a document pertaining to the General Fund that finances every department, nearly 100%, except for Streets – in that document he cautioned Council about the need for year-end carry over and to watch overall spending levels to avoid any serious reduction in future monies available for departmental spending – he reminded Council that they can ask him any questions at any time about this document and, as always, he will make himself available to meet with any one Council member or a group of Council members
10. reported that as of the end of December, the balance in the primary checking account was \$226,037.25 in the Money Market account \$255,219.06 and \$105,849.15 in the Star Ohio account for a total of \$587,105.46 - he asked if there were any questions –none were offered

Old Business

1. Alan reported that Congress has discretionary dollars available and is asking Mayor Dodaro to reach out to Congressman Ray in July to see if there is any financial assistance that they might be able to assist the Village with on the Siren Project

Public Participation

1. Kelly reported that she enjoys and gets a kick out of observing Council
2. Alan wished Kelly well on her upcoming eye surgery next week

New Business

1. Leslie reported that the Medina County EMA has a new Director and Allan reported that they conduct weekly meetings on Tuesday at 9:30 and he intends to reach out to Director at an upcoming meeting

**There being no further business Barb motioned to adjourn at 8:20 PM, seconded by Alan.**

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Mayor Joanne Dodaro

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Fiscal Officer, Gary Harris