

**VILLAGE OF CHIPPEWA LAKE  
REGULAR MEETING MINUTES – FEBRUARY 12, 2024**

Mayor Joanne Dodaro called the meeting to order at 7:04 P.M.

A roll call was taken with the following officials present: Lowell (Bud) Hardesty, Alan Robbins, Tamitha Sorgi, Leslie Burns, Ken Demeter, Allan Michelson – Solicitor, Jim Brandenburg – Zoning Inspector, Matt Sorgi – Assistant Zoning Inspector, Gary Harris – Fiscal Officer; visitors Mark Reuter, Kelly Schmotzer, Pamela & Dennis Mohn, Fire Chief Cavanaugh and Deputy Harhay

Mayor Dodaro thanked the Community for “putting-up-with” the Polar Bear annual event and the interruptions that it did cause the community and offered a special thank you to its Chairman, Alan Robbins

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 Leslie. 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 \$9,755.18

**Alan made a motion to approve the updated February Bill’s for payment in the amount of \$9,755.18 seconded by Ken. Vote: 5 ayes, 0 nays**

Council Reports:

Safety

Alan Reporting:

1. read the Sheriff’s Monthly Reports, they worked 90 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” – Alan announced that Deputy King is resigning effective the end of February and that Deputy Harhay and Captain Ross are already working the matter and have been approached by two Deputies interested in working in Chippewa Lake and Alan said we should be OK, short term – Mark asked about a needle being found on the ground at the Yacht Club and Deputy Harhay said it was dispatched to Medina City Police
2. Fire Chief Cavanaugh reported that of the 86 calls in January, 4 of the calls were for Chippewa Lake and 70% of all calls were for EMS – cautioned homeowners to plug space heaters directly into the wall outlet and don’t leave the unit unattended, for wood burners the ashes can remain “hot” for three days so be careful when and where you dispose of these ashes – Mayor Dodaro reported that the trains are running again on the tracks near Chippewa Lake and asked the Chief about potential delays in responding to a call – Chief Cavanaugh said he will look into the times that the trains will be running on the tracks and he will instruct his staff to call for “Mutual Aid” in the event they are blocked due to train traffic – Chief Cavanaugh reported that he has formed a Committee with members from every development in the service area in an effort to keep everyone updated – Alan asked about chemical and diesel spills – Chief Cavanaugh reported that

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the recent diesel leak at the Seville truck-stop did not reach the Lake or any tributary and that they are contacted routinely about such situations especially at the truck stop and reminded all about the EMA Alert System pamphlets he previously distributed that are so important

3. Alan reported no success in finding Grant monies for the Siren project and that he attended a Grant conference last week where Representative Ray was speaking and that he sent her a letter asking for Siren support and he is waiting on a response
4. Mayor Dodaro asked about the lack of appearance by the new EMA Director and Alan reported that the final decision and announcement have not yet been made – Alan thanked Chief Cavanaugh, after the Chief's departure from the meeting, for the support of Lafayette, Seville and Westfield Fire Departments at the Polar Bear Jump

Zoning

Leslie reporting:

1. Jim read the Zoning Report for February – 9 Parkway Path – reported that the owner has not done any additional work on the property and the January 20<sup>th</sup> deadline for completing the work has passed, he confirmed posting the Notice of Demolition on the door of the residence – Allan stated that effective February 20<sup>th</sup> the Village has the right to demolish the residence at Village expense, he also reported being contacted by Attorney Zigert who represents the mortgage holder and asked him what needs to be done – Allan stated that he sent her the list of needed repairs but has not heard anything back yet – 227 Rustic Rook – Allan reported being contacted by the attorney for Huntington Bank who advised him that they are filing an eviction notice, that they plan to lock-up the residence and perform the clean-up after the current tenants depart
2. Jim confirmed that the Safko's could not attend tonight's meeting in person but are watching on YouTube as pertains to the Variance Hearing for 224 Shorefield Drive and a set-back issue of 10' per code and now a proposed set-back of 2'8" – Alan asked about the impact to the home that is up for sale next door and asked about obtaining photos – Bud feels that the "sketch" is lacking in details – **Bud made a Motion to postpone a decision on this matter until next month and the need for more detailed information, seconded by Alan. Vote: 5 ayes, 0 nays; Jim to notify the owners in writing**
3. Leslie asked about obtaining a copy of the Zoning Book – Allan to send Gary the pdf version for copying – Mark cautioned Leslie that there are errors in the book – other members of Council voiced a desire to obtain copies as well – Gary to furnish copies to those who want it
4. asked about complaints raised by a resident about a recently constructed home that is too close to the property line at the corner of Rockridge and Briarwood – Jim reported that he is waiting for better weather and if they are too close the owner will have to pay to correct it – Mayor Dodaro asked that Jim look into this matter sooner and Jim said he will do so this month

Community Relations

Tamitha reporting:

1. reported that the Easter Party and Egg Hunt will take place on March 23<sup>rd</sup> and that she needs to confirm with Barb if the Community Center is available
2. confirmed that she and Mayor Dodaro met with the Medina County Park District (MCPD) and the Village was asked to take over the selling and distribution of the Watercraft Stickers for the MCPD – Allan confirmed sending out the Agreement to the Director but he has not yet heard back – Allan also confirmed that the Village sells the tickets and retains all monies collected for Village use and that it will be the responsibility of the MCPD to enforce all applicable rules and regulations – Mayor Dodaro asked that Gary set-up a separate fund for the monies collected –

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Bud recommended adding a 90 day Termination Clause – Kelly cautioned Village Council that this is not as simple as it sounds, that it is more complex and involved and not for the faint of heart to manage – Alan recommended a one year term running from February 1, 2024 through January 31, 2025 for the agreement and **Alan made “a Motion to accept the Agreement with the inclusion of a Termination Clause and one year Term, seconded by Ken.” Vote: 5 ayes, 0 nays**

Buildings and Utilities

Nothing to Report

Parks

Ken reporting:

1. reported that he is still searching for a Beach Supervisor and someone who is local and that he has one candidate now who works for Tamitha and is a neighbor of Alan’s
2. will schedule a meeting with some of the Ski-Team members to review and finalize responsibilities for this season – Mayor Dodaro reminded Ken that Tom Melter has some ropes and floats and offered to assist installing them to mark the swimming and diving areas
3. Leslie asked about beach clean-up during the winter months and Alan confirmed that Cross Point Church does the clean-up after the Polar Bear event
4. Leslie suggested a Port-a-Pot at Point Park; a discussion took place but no final decision was made

Streets

Bud reporting:

1. reported that since COVID road work costs have really accelerated and impacted Phase 9 that we are still waiting on a final confirmation letter from OPWC – reported that the term length of the OPWC loan is based on which costs compose the greatest percentage of work to be done, since ours is the Street costs the loan will be for 20 years versus 30 years if the costs had been more for the Storm Sewer replacement – expressed caution as we move forward with other OPWC projects and the associated costs and financial impacts
2. reported a gas line removal on Brookshore and confirmed that Columbia Gas has been in touch with Engineering Associates to ensure that their work is outside of the roadwork on Phase 9 and he also reported that Bass Bay will be the next project after Brookshore for gas line removal or replacement – Bud confirmed that all gas line work is paid for by Columbia Gas

Legal

Allan reporting:

1. confirmed that he currently has no cases
2. confirmed that he has the Ordinance for this year’s NOPEC Grant – Allan did the first reading of Ordinance 894-24, an Ordinance authorizing all actions necessary to accept Northeast Ohio Public Energy Council (NOPEC) 2024 Energized Community Grant 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 894-24, seconded by Tamitha. Vote: 5 ayes, 0 nays**
4. **Bud made a motion to adopt Ordinance 894-24 as an emergency, seconded by Tamitha. Vote: 5 ayes, 0 nays**
5. reported that he has the deed ready to sign for the 15 lots that Council wants to make “unbuildable” – Bud reported that the realtor who was going to help sell these properties is no

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longer interested since they will be unbuildable – Allan confirmed that each lot is appraised at \$830 each and Leslie confirmed that each lot is 50' x 130' – a discussion took place about the two lots that the Mohn's would like to purchase and Allan stated that it can only be done if we hold a public Auction

6. **Alan made a Motion to put the two properties up for public auction at the March meeting starting at a \$500 minimum bid per lot, seconded by Ken. Vote: 5 ayes, 0 nays**
7. Allan will run the advertisement for this Auction to take place at the March meeting
8. Allan stated that he has the Landscaping, Clean-Up and Maintenance Agreement for the 2024, 2025 and 2026 mowing seasons – Gary stated that the mowing has increased 25% from the prior contract up from \$1,200 to \$1,500 per month based on an 8 month mowing season and all other associated costs have remained the same – Bud stated that the new contract does not include a fuel surcharge – Gary stated that we paid \$100 per month for this surcharge last year
9. **Bud made a Motion to approve the Landscaping, Clean-Up and Maintenance Agreement, 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 Tamitha. 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. confirmed that on Saturday he delivered the revised Banking and Investment Policy to the Mayor, Finance Committee and all of Council for review and approval – he asked if there are any questions or comments – Alan asked to see the ICS Bank and Westfield Bank Statements showing the "sweep" transactions and balances – Gary to submit these copies
4. **Alan made a Motion to approve the Banking and Investment Policy, seconded by Bud. Vote: 5 ayes, 0 nays**
5. reported that he had meant to ask Council at the January Meeting if Council agrees to submit a NOPEC Application for the Community Event Sponsorship for the Lions Club valued at \$500
6. **Bud made a Motion authorizing the Fiscal Officer to submit the NOPEC Community Event Sponsorship Application for the Lions Club, seconded by Tamitha. Vote: 5 ayes, 0 nays**
7. advised Council that we also have the opportunity to apply for the PEP Grant valued at \$1,000 for use on safety related expenses for the playground, streets, sirens, etc. – once a project is identified he can process the grant application – Alan asked if it can be used for annual Maintenance on a Siren once installed – Gary to report back to Council on this matter
8. reported that on Saturday he delivered the balance of monies report for the ARPA and Endowment accounts - the ARPA Fund monies have all been used thus closing out this fund and no additional reports on this fund will be issued going forward – on the endowment fund we have \$6,701.60 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 and no additional report on the Park portion will be issued going forward – he asked if there are any questions or comments

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– none were offered

9. reported that tonight he delivered to Council a document package that they can review to determine if additional monies are needed in preparation for filing the Permanent Appropriations for 2024 – if no additions are required, then the Temporary Appropriations become the Permanent appropriations – reported that he needs input on or before March 6<sup>th</sup> and, as always, he offered to meet with any member of Council individually or as on group on any budgeting questions or assistance
10. reported that tonight we need to do the second reading of Ordinance 893-24 that had its first reading at the January 8, 2024 Council Meeting but never made it into the Minutes – Allan reported that the MCPD was going to rewrite the terms but he has not yet heard back
11. Allan did the second 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”
12. As of the end of January, the balance in the Primary Checking Account was \$180,569.11 and \$256,139.68 in the Money Market Account and \$106,346.91 in the Star Ohio Account for a total of \$543,055.70 – he asked if there are any questions or comments – none were offered

Old Business

Nothing to report.

Public Participation

1. Mark donated his dad’s retirement plaque from the Village of Briarwood Beach, that also has his badge attached, for his 21 years of service as the Chief of Police – Council thanked Mark for this donation that will proudly be displayed at the Community Center
2. Kelly thanked Council for the work that they do and reported that Lafayette Township is looking for a Zoning Inspector and Leslie stated that they also need an Office Administrative worker
3. Dennis reported that some trees on Garmin need attention and perhaps removal as some of the branches took out power in the area – Jim to investigate and determine if they are in or out of the right-of-way

New Business

Nothing to report.

**There being no further business Bud motioned to adjourn at 8:53 PM, seconded by Tamitha.**

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Mayor Joanne Dodaro

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Fiscal Officer, Gary Harris