

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

Mayor Joanne Dodaro called the meeting to order at 7:00 P.M.

A roll call was taken with the following officials present: Barb Hunter, Tamitha Sorgi, Leslie Burns, Ken Demeter, Jim Brandenburg – Zoning Inspector, Matt Sorgi – Assistant Zoning Inspector, Gary Harris – Fiscal Officer; visitors Bill Glasenapp, Alison & Andy Weimer, Howard Wolff, Pam and Bob Williams and Assistant Fire Chief Holzman

Mayor Dodaro thanked the residents and organizations, including the Pride Committee, Lions Club and the Lafayette Fire Department for attending and participating in the July 4th festivities.

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

**Leslie made the motion to accept the updated June Minutes, and it was seconded by Tamitha.
Vote: 4 ayes, 0 nays.**

Mayor Dodaro asked if everyone read the revised July Bill's for Approval and asked if there were any other changes, questions or comments – none were offered

**Ken made a motion to approve the revised July Bill's for payment in the amount of \$19,495.61
seconded by Barb. Vote: 4 ayes, 0 nays**

Council Reports:

Safety

Mayor Dodaro Reporting:

1. the Sheriff Department worked 97 out of the 100 hours requested in June, there were 111 activities of which 69 were extra patrols
2. Assistant Chief Holzman read the report and there were 74 calls in June, 7 of the calls were for Chippewa Lake and 68% of all calls were for EMS – confirmed that Alan Robbins and Allan Michelson have been involved in the upcoming Fire Department Levy to be voted on in 2024 – asked residents to call the non-emergency number (330-722-4965) for non-emergency issues such as illegal fires and Mayor Dodaro stated that the most recent illegal fire was very close to a residence – confirmed that the average 2024 YTD Turnout Time is averaging 2 minutes and 7 seconds and the Average On-Scene Time is 6 minutes and 18 seconds – announced that the next Community Advisory Committee meeting is scheduled for July 18th – announced that Grants have been received and will be used to acquire Battery Units for Extraction Equipment and Turn-Out Gear – confirmed that Hydrant Testing should be completed sometime in August
3. reported that the Medina County Park District June's report listed 1 citation – ORC 1547.08 Prohibiting Operations in certain areas along with 5 Verbal Warnings
4. Mayor Dodaro confirmed that the Village has been awarded a Grant towards the purchase and installation of a new Siren – Gary confirmed exchanging emails with the Ohio Office of Budget and Management to obtain details about the Grant and he was informed that they are working up the details now and expect to release details over the next few weeks

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Zoning

Leslie reporting:

1. Jim read the Zoning Report for July – 9 Parkway Path – Allan confirmed that all taxes are current - Jim provided two bids for demolition – the first bid from A1 Topsoil had two options one at \$16,000 and one at \$15,000, the second bid from CW Landscaping was at \$9,000 - a discussion took place on how to proceed since nothing is taking place to correct the Zoning violations - **Tamitha made a Motion to take the homeowner to Court, seconded by Barb. Vote: 4 ayes, 0 nays**– 286 Briarwood – Leslie and Jim confirmed that the property pins have just recently been located and the overhang is 2’ from the property line and thus not an issue – Bill raised a concern and stated that “we better be sure or we will set a precedent” – Mayor Dodaro stated that we need to recheck and confirm – Leslie offered to meet Bill on site to review with him – Bill stated that in his opinion the property looks like a “pig pen” – Leslie confirmed that she has seen tall grass at this property and a discussion took place about frequency of inspecting for tall grass – Leslie stated that she will check it out
2. Leslie reported that the Pain Clinic is reapplying for a new Building Permit

Community Relations

Tamitha reporting:

1. confirmed that she is trying to set the Water Party date to happen on August 3rd and is waiting to hear back from the Fire Department on their availability to participate
2. confirmed that the Field Day event had to canceled due to weather conditions
3. stated that the CPR Training for the Beach Attendants, in her opinion, is now too late into the season to consider for this year and suggested that the full amount of a PEP Grant go towards the Siren expenses – Mayor Dodaro stated that Alan is confirming pricing for the Siren since the pricing may now be outdated
4. confirmed problems with tonight’s video of the Meeting and it is not working tonight

Buildings and Utilities

Barb reporting:

1. confirmed that she is investigating if she can log-in remotely to view the cameras near the Tennis Court and if not there is the option to set-up an account in the Cloud for \$13/month where she would be able to view and store camera footage for 30 days – she is also checking how to add device(s) to access the Cloud
2. Pam and Andy raised concerns why no action is being taken against those who damage tiles at the Tennis Court as it appears someone knows who did this vandalism – a discussion took place about vandalism, video evidence and the need to take action if the Village wants this to end or be curtailed – Ken felt that a letter from the Village Solicitor to the party(ies) involved is an appropriate first step

Parks

Ken reporting:

1. confirmed that Bill found a box to store the shuffleboard equipment and will use the \$500 appropriated at the April meeting from the remaining Endowment monies – Mayor Dodaro asked how will we keep it from being stolen or removed and Bill said it will be set into concrete – Ken stated that the keys will be kept at the beach for this storage box
2. thanked Keith for repairing the broken Digger Toy at the Beach
3. reported that the ladder is broken on the Swimming Platform and there is also a missing bracket and Ken is looking into the warranty on this unit

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4. no update to report on the Sandbox
5. the Ski-Team Gate lock has been installed
6. a broken section of the Split Rail Fence at Point Park has been repaired
7. a discussion took place about dumping debris on public property, fines for doing so, signs, etc – Allan did the first reading of Ordinance 897-24, “an Ordinance amending Ordinance 548-02 with respect to dumping of household trash and waste materials in public properties in the Village and declaring the same an emergency” – it was decided to wait until next month to consider voting on this Ordinance
8. a discussion took place about the number and locations for trash bins around the Village as well as broken trash bins – Mayor Dodaro asked Barb to call about the broken trash bins
9. Ken reported that thus far the Village has collected \$6,183 towards ramp keys, beach access, etc. and another \$13,410 in Dock Permits
10. Mayor Dodaro thanked Nate and the Medina County Park District for the great job they did supporting the Village and the July 4th activities by treating the algae on July 3rd using a Certified person to treat the algae thus avoiding the need to shut down the lake due to algae

Streets

Bud reporting:

1. confirmed that a meeting is scheduled for July 11th with GE Baker, the contractor who won the bid for doing Phase 9

Legal

Allan reporting:

1. confirmed that he currently has two cases – one is a charge of disorderly conduct and the defendant was found guilty and is required to pay \$352 in court costs and fines and the second is an assault charge that has a July 24th Pre-Trial date
2. confirmed receiving an email from Nate and his attempt to obtain a longer Lake Lease for the Village between 15-20 years

Finance

Gary reporting:

1. confirmed that he distributed the June 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 June Bank Reconciliation Report as distributed and authorizing Council to sign the report – Tamitha made a motion to so move, and it was seconded by Barb. Vote: 4 ayes, 0 nays**
2. confirmed that he distributed the June Appropriations Report to Council through the end of June, 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 June signifying Council’s review and agreement with the expenditures, Barb made a motion to so move, and that it was seconded by Tamitha. Vote: 4 ayes, 0 nays**
3. confirmed that he met with the Audit Team last week as they prepare to initiate the Full Audit
4. reported that he should have requested Council’s approval at the January Organizational Meeting by requesting **“a Motion to appoint the Fiscal Officer to receive Record Retention Training for the Mayor and Council members until such time that they each determine that they desire to receive this training individually”, so moved by Tamitha, seconded by Ken. Vote: 4 ayes, 0 nays** – Gary confirmed that he is scheduled to receive this training on September 19th

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5. confirmed that tonight he did distribute to all of the Department Chairpersons the 6-month status of monies spent to date per department since the appropriation reports are as of the end of June which is halfway through the year or 50% and they can compare their percentages of monies spent versus the 50% mark - he asked if there are any questions or comments – none were offered
6. confirmed that last month he was asked by Andy about Carryover at the end of each year – carryover are monies that are available for spending, that were not spent in the prior year, from which we are able to pay bills and do projects instead of having to wait for our revenues to begin to trickle into our bank account – for example in January, 2023, we received just under 5% in revenue for the General Fund that funds all departments 100% except for Streets, they have their own sources from property taxes, gasoline taxes, license fees, etc. – so without carryover, spending in January and for a few more months into the new year would be very restricted, thus my focus on carryover at the end of each year – the State does not require a minimum for carryover, it's up to the municipality – if a department does spend all of its monies in any given year and as long as they are OK with very minimal spending through the 1st Qtr of the new year then they can spend all of their monies although he will never recommend that they do this – in his opinion, one must be prepared for the unexpected thus a carryover in the General Fund should be no less than \$100,000 and in years past it exceeded \$200,000 – and remember, of the total monies currently being reported at the end of every month nearly 50% of those monies are in Restricted Accounts meaning that these monies cannot be spent by other departments who are financed through the General Fund - he asked if there are any questions or comments – none were offered
7. confirmed that he was asked by Andy at the end of last month's meeting to also report on the net profit of selling the two properties at the May Meeting – Gary reported that with all of the expenses now accounted for, out of the \$1,000 selling price, the Village netted \$561.30 - he asked if there are any questions or comments – none were offered
8. reported that the Auditor of State has stipulated that all Village Officials, except for Solicitor's, as well as all employees of the Village are required to receive Fraud Prevention Training and all training must be completed on or before September 29, 2024 – confirmed the he did advise Council of this requirement in an email on July 3rd and that he completed his on-line training on July 3rd - he asked if there are any questions or comments – none were offered
9. because of this new requirement and because Amber also processes Village monies, Gary asked that Council hire Amber Dalakas as a non-paid employee (at this time) and also have Amber complete this class – Gary asked for **“a motion to hire Amber Dalakas as a non-compensated employee effective July 8, 2024, subject to change in status at a later date, so moved by Ken, seconded by Barb. Vote: 4 ayes, 0 nays**
10. reminded Council that we do have the NOPEC Grant valued at \$1,643 Grant this year and he must still submit a project for review and approval before monies can be accessed – once Council decides on a project he will submit the documentation for review by NOPEC – Barb asked about using \$300 for another camera with a solar panel – Gary to investigate through NOPEC
11. reminded 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 – Gary asked if we have any update in obtaining the bid for tree removal and was told “nothing yet”
12. stated that he has good news as according to the Promissory Note that he signed for the Phase 9 OPWC project, the loan is listed at 30 years as opposed to 20 years that was expected, this reduces payments down to \$5,187/year versus \$7,781/year

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13. as of the end of June, the balance in the Primary Checking Account was \$290,758.35 and \$199,610.56 in the Money Market Account and \$108,769.05 in the Star Ohio Account for a total of \$599,137.96 – he asked if there are any questions or comments – none were offered

Old Business

Nothing reported.

Public Participation

1. Andy asked about the Dumping Ordinance and asked that it include yard waste, this led to a discussion about dumping violations – Allan stated that with a video tape of the violators and if the party is known, he can file charges against the violator and/or he can also send warning letters on other matters as well such as parking, fishing, etc.
2. Andy asked if Beach Attendants are paid while they receive CPR Training and Tamitha/Ken answered “yes they are” – Tamitha recommended that next year the CPR Training should be scheduled before the Beach opens and Ken agreed
3. Pam thanked the Mayor and Council for the July 4th Parade and events

New Business

Nothing to report.

There being no further business Leslie motioned to adjourn at 8:46 PM, seconded by Tamitha.

Mayor Joanne Dodaro

Fiscal Officer, Gary Harris