

**REGULAR COUNCIL MEETING  
October 8, 2024**

**PRESIDING:** Wilson

**PRESENT:** Temple, Cox, Donnalley, Hiner, Smith & Beech  
**ABSENT:** Darcy

The regular meeting on October 8, 2024, was called to order at 6:30 with Mayor Wilson presiding.

Pastor Bob Garwood, Lisbon Christian Church, opened the meeting with prayer followed by the Pledge of Allegiance.

**MINUTES REGULAR MEETING SEPTEMBER 10, 2024**

Donnalley made the motion to approve the minutes from the 9/10/24 regular meeting  
Temple 2<sup>nd</sup> All Ayes  
Motion Passed

Mayor Wilson brought up after reading the minutes where he saw \$13,000.00 was approved for work at Cedar St Park. The mayor insists there be two quotes brought for consideration on large purchases.

**APPROVAL OF BILLS**

Hiner made the motion to approve the bills in the amount of \$187,966.75 and approve two payrolls PPE 9/14/24 and 9/24/24 in the amount of \$144,792.39.  
Temple 2<sup>nd</sup> All Ayes  
Motion Passed

**GUEST (S):**

There were no guests present at this meeting.

**OLD BUSINESS:**

**RE: CROSSWALK SIGNAGE E LINCOLN WAY AND PRITCHARD AVE**

The grant request was submitted, and we will find out at the end of October whether or not that was approved. The village will need a written quote from a contractor to install the crosswalk signs or the crosswalk poles. I talked to ODOT, they put in for initial bid of \$5,000.00 to do that installation. The mayor will start trying to get a written quote, saying worst case scenario he will go on Lisbon Talk asking for interested contractors to submit. The lead time for the cross walks themselves is 10 to 20 weeks after ordered. Ms. Wonner ask the mayor for a copy of the email and grant request sent to ODOT for audit purposes. Mayor Wilson said he would get her one.

**RE: FIRE STATION ROOF REPAIRS**

Council man Cox reported he spoke with Center Township Trustee Underwood about 2 weeks ago, telling him the contractor M&D Contracting. The work is scheduled to begin in 2 to 4 weeks

**RE: GRANT ST BRIDGE UPDATE**

Mayor Wilson reported that one lane of concrete has been poured, the other will be poured later this week along with the on and off ramps. The temporary water line has since been removed with the new permanent line being used. The change order estimated cost of \$\$58,397.91 came in higher at \$68,114.27. The village is responsible for 20% of this change order or \$13,622.86. The village may or may not have to actually pay for this depending on how the project progresses, if there are decreases in change orders it could cancel this increase or there could be higher costs depending on changes. ODOT representatives have said the majority of change orders on bridges occur when working under ground. The underground work is nearing completion and with one lane of the bridge being completed they feel changes orders should be minimal from this point. The existing structure is scheduled to be demolished in November, with work being ahead of schedule at this point.

**RE: PRITCHARD AVE BRIDGE UPDATE**

Mayor Wilson reported the with ODOT moving the bridge to the east there is a little bit of additional consulting work to be completed. Council was given in their packets a quote from HZW Environmental Consultants for additional soil samples in the amount of \$5,997.00 this includes soil sampling activities and report preparations. The mayor explained that task #3 additional consulting is there for worse case scenario, the HZW representative is not anticipating the hourly cost for those to be needed. Council President Hiner ask for clarification on one section where 15 feet was mentioned and now says 10 feet, the mayor will verify which is correct.

Hiner made the motion to approve \$5,997.00 to HZW Environmental Consultants for soil samples and reports.  
Donnalley 2<sup>nd</sup>

All Ayes  
Motion Passed

The second quote in the council packet was from Thomas Fok and Associates for additional right of way plans and descriptions in an amount not to exceed \$27,291.00. The additional right of way work has to be completed with the bridge being moved to the east. Council was told that with the move there are some properties that a FEMA flood mitigation property, several the village own. However FEMA has certain restrictions and requirements for these types of acquisitions, the right of way plans will need to be submitted to FEMA for approval before any action is allowed. ODOT will be working with FEMA and the consulting firm if approved.

Hiner made the motion to approve the additional right of way work not to exceed \$27,291.00 by Thomas Fok and Associates.  
Temple 2<sup>nd</sup>

All Ayes  
Motion Passed

**RE: SCOUT SOLAR**

The mayor apologized this was not on the agenda however Scout Solar contacted him today regarding the proposed solar work from last year, is the village still interested. Council man Cox and Water Plant Operator Peterson both said when the EPA was contacted about the location of the panels there is no area big enough at the garage/plant location for the panels. The mayor will tell Scout Solar the village will not be moving forward with the solar project.

**NEW BUSINESS**

**RE: RESOLUTION NO. 2211-2024 - ROAD WAY EASEMENT 330 E CHERRY ST – ASSURANCE LAND TITLE**

Council was informed that Assurance Land Title is doing title work for Karsyn Faulk and Seth Davidson who are purchasing the property at 330 E Cherry St, during their search they found that a corner of the house and porch encroach on the road right of way. The house was originally built in the 1930's with the porches being more recent, the village had not been contacted on any previous sales of this property. The title company has prepared an easement for consideration. The easement along with a resolution prepared by the Village Solicitor were presented to council in their packets prior to the meeting.

Cox made the motion to approve Resolution No. 2211-2024, a resolution approving a road right of way easement for property located at 330 E Cherry St.  
Temple 2<sup>nd</sup>

All Ayes  
Motion Passed

**RE: QUOTES FOR ROLLER RENTAL STREET DEPARTMENT AND REPAIRS TO ROLLER**

A quote to rent a roller for two weeks was given to council in their packets, a second quote was given to council during the meeting. The mayor stated how well the street department had been doing prior to the roller breaking down, they have tripled how much they spent on blacktop this year compared to last year. The SW quadrant and Prospect St are the only areas remaining to be completed. The mayor said council has two options to either repair the current roller, which is a 1996 model or purchase a new used roller. A quote for a 2005 roller for \$15,500.00 was given to council during the meeting. The cost to repair the roller is \$4,775.00 with rental for two weeks being estimated to be around \$3,000.00. The mayor feels this is half the price of purchasing so he feels purchasing is the better option. Council man Cox disagrees saying that this type of repair needed does not just happen and wanted to know how it got to this point. Mayor Wilson asked Street Supervisor if he had noticed anything wrong before it broke down, Mr. Oliver answered no he did not. Council man Cox understands wear and tear happens, but this is not usual wear

and tear when pump and motor repair including pistons, plates and seals are needed as indicated in the quote from Custom Hydronics. Council President Hiner does not see how going from a 1996 to a 2005 is a good either considering that the roller is already 19 years old. Council Cox also suggested that the department consider changing their schedule until the blacktop is completed. He said the sun does not come up until around 7:30 am, there is no need for everyone to be there at 7:00 am while one person goes to get the blacktop. If someone goes when they get there the rest of the department can come in around 9:30 or 10:00 am, working 8 hours from that point. He suggested that whoever goes for blacktop, which is usually Jim himself or Jamie, could call back saying they are on their way back to the village. The rest of the department could be called to come in at that point. Mr. Cox would like to rent only, not making any repairs or purchases until the time can be taken to assess everything.

Cox made the motion to rent a roller from T&M Hardware at a cost not to exceed \$2,400.00 for up to two weeks.  
Temple 2<sup>nd</sup>

All Ayes  
Motion Passed

**RE: PURCHASE OF TASER IN POLICE DEPARTMENT**

A quote from Taser International in the amount of \$1,588.05 for a new taser was submitted to council in their packets. Chief Abraham reported the breakfast held by Sandy & Beaver Insurance for both the police auxiliary and fire department association went well with donations from Sandy & Beaver, Minor Insurance, Jim Sanor individually and Larry Petrozzi. When asked if a new cruiser was in the department's plans for 2025 Chief Abraham said it was.

Cox made the motion to approve the purchase of a new taser in the amount of \$1,588.05.  
Donnalley 2<sup>nd</sup>

All Ayes  
Motion Passed

**RE: RESOLUTION NO. 2209-2024 – PERMISISON FOR 317 CALDWELL TO USE AND MAINTAIN 313 AND 315 CALDWELL**

Council was given in their packets a permit and resolution approving the use and maintenance of FEMA flood mitigation properties at 313 and 315 Caldwell Ave to the new owner of 317 Caldwell Ave. James May, the previous owner, has passed and his granddaughter Alexis is the new owner of the property and would like to continue with the use and maintenance her grandfather had.

Cox made the motion to approve Resolution No. 2209-2024 and permit for the use and maintenance of 313 and 315 Caldwell Ave as requested.  
Temple 2<sup>nd</sup>

All Ayes  
Motion Passed

**RE: SICK LEAVE POLICY UPDATE**

A revision to the sick leave policy was submitted to council in their packets. The current policy allows employees to earn sick leave while on sick leave. The proposed change is that after the first 40 hours of sick leave an employee can not earn sick leave while on sick leave. After some discussion it was decided to change the first 40 hours to after 80 hours of sick leave an employee can not earn sick leave while on sick leave.

Hiner made the motion to approve the sick leave policy update as discussed with after the first 80 hours (pay period) an employee can not earn sick leave while on sick leave.  
Donnalley 2<sup>nd</sup>

All Ayes  
Motion Passed

**RE: EMPLOYEE CHRISTMAS HAM/TURKEY**

Council woman Donnalley ask if council was interested in giving turkeys/hams to employees again this year for Christmas. There was some discussion on giving vouchers in a certain dollar amount instead of turkeys/hams. Council woman Donnalley will get a total number of employees and look into different options and bring it back to council.

**RE: ORDINANCE NO. 2210-2024 AMENDED 2024 ANNUAL APPROPRIATIONS**

Hiner made the motion to suspend the rules and regulations for passing an ordinance.

Donnalley 2<sup>nd</sup>

All Ayes with a roll call vote  
Motion Passed

Hiner made the motion to pass Ordinance No. 2210-2024, amended 2024 Annual Appropriations as an emergency.

Temple 2<sup>nd</sup>

All Ayes  
Motion Passed

**RE: WILLOW GROVE PARK BRIDGE – GRANT OPPORTUNITY**

Mayor Wilson reported he had been contacted by OMEGA who put together the proposals for Governor DeWine’s Appalachian program, no projects in Columbiana County were approved. OMEGA believes the Willow Grove Bridge project has a good chance for approval through a TAP grant. The village could use the \$100,000.00 state capital budget appropriation received a couple of years ago and the funds in the Willow Grove Bridge fund as their match on the estimated cost of the bridge construction. According to the mayor OMEGA says all costs of construction would be covered up to \$2,000,000.00 with construction beginning in 2028. Dallis Dawson and Associates have already completed some engineering work, with the bridge being moved north of the old location. Mayor Wilson will confirm with the state that the capital budget funds can be used as a match.

**RE: HALLOWEEN**

It was confirmed Trick or Treat is again on October 31<sup>st</sup> 5:00 – 7:00 pm.

**FISCAL OFFICER’S REPORT**

The following financial reports were submitted to council: September bank reconciliation, month end fund summaries, appropriation, and revenue summaries. All vouchers were presented prior to the meeting for review and signatures. Ms. Wonner reported the monthly transfer for the 5% income tax and additional \$7,500.00 totaled \$16,800.11 for September. Mayor Wilson mentioned that 180 letters were sent to landlords with only 70 being returned, he believes this needs to be made mandatory on the return of tenants names being given to the village on a yearly basis. Council President Hiner stated she is not sure how this could be enforced or hold them responsible for tax payer information. Ms. Wonner reported there are some house keeping transfers that could be needed prior to year-end, the swimming pool and OPWC funds for instance. A request to transfer \$100,000.00 from the general fund to the street fund was made for this meeting. The first payment of the SIB loan was paid, this loan for the Grant St Bridge project will mature in 2042.

Hiner made the motion to approve a transfer in the amount of \$100,000.00 from the General Fund to the Street Fund.

Donnalley 2<sup>nd</sup>

All Ayes  
Motion Passed

**STREET DEPARTMENT REPORT**

There was no report provided to council in their packets, vehicle inspection reports were provided to council in their packets. Mr. Oliver reported the department took the leaf machine to the fairgrounds and ran it for over an hour, it ran well. There were a couple of lights that needed repaired, and a switch is needed then it will be ready for leaf season. Council man Cox questioned when they planned to start, Mr. Oliver said November 1<sup>st</sup>.

**PARKS COMMITTEE**

Council man Cox ask for clarification on the newly created full time Parks Attendant position, he is under the impression that from April to September that Lesa Gray is in charge of the parks with this being her primary department. The position was created to alleviate the Street Supervisor Oliver from being over the parks. In September she is still taking care of the parks (Village Squares, Dog Park, Cedar St Park, and Willow Grove) but when the work is complete, she works in the street department. Council woman Donnalley said she understood it to be that way also. Mr. Cox than questioned why then was Patti Dailey mowing Cedar St Park on Friday October 4<sup>th</sup>? Council woman Temple said that Ms. Gray was off on October 4<sup>th</sup>, to which Mr. Cox said this is why schedules are made Patti should only be mowing village hall, SR 45, and SR 154. Mr. Cox again stated this is a plan and schedules need to be made plus followed. Council agreed with all that was brought up about the parks.

**BPA REPORT**

Bill Hoover, Chair of the BPA, reported the department will be starting hydrant flushing the week of October 14<sup>th</sup>, taking about 2 to 3 weeks. The SCADA system at the plant has been completed, this allows the Sr Plant and Jr Plant Operator to monitor the plant remotely. The department continues to work with the Columbiana Count Mental Health for fire protection at their location on SR 154. Sr Plant Operator Chris Peterson informed council that the N Market St sewer project is still in the design engineering phase, he will continue to update council on the project as part of the required public participation for funding. The current projected cost has increased from \$1.2 million to \$1.7 million. The EPA has asked all public water supplies to inform residents of drought like conditions and review their contingency plans. Mr. Peterson stated the village wells are producing well within their capacity and under what is needed for the entire village. Council man Cox questioned when the hole will be fixed for the water tie in at the street garage, Mr. Peterson is hoping for the first week in November.

#### **ZONING APPLICATIONS**

The most current zoning applications were distributed to the council in their packets.

With nothing further to come before the council, Mayor Wilson adjourned the October 8, 2024, meeting at 7:48 pm.

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Mayor Peter Wilson

**ATTEST:**

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Tracey Wonner, Fiscal Officer