RECORD OF PROCEEDINGS

Minutes of Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held October 19 20 26

The Village of Weston
Council Meeting Minutes
October 19, 2026

Meeting Commencement
The meeting was called to order by Mayor Rick Easterwood at 6:00 PM, followed by the Pledge of Allegiance and Roll call: Travis Ackerman, Erica Rupp, Jessica Susor, Brittney Klockowski and Ashley Patel; Craig Warner - Absent; *A motion was made by Ms. Klockowski; Seconded by Ms. Susor; Roll call: Approved unanimously to excuse Mr. Warner*

Agenda/Minutes
The agenda was then reviewed for any additions or modifications. The Council Meeting minutes of October 19, 2026, were presented for review.Ms. Klockowski requested to add to the agenda, Sunshine Law Training for the village clerk. *A motion was made to accept the minutes by Ms. Klockowski, Seconded by Ms. Rupp; Roll Call: Approved unanimously.*

Old Business:
Final Reading: Ordinance 2026-14 Amending the Zoning Ordinance of the Village of Weston
Council adopted the ordinance amending the Village of Weston zoning ordinance to separate the commercial district from the downtown district.
Habitable or rebuildable houses would be subject to R1 or R2 requirements. *A motion was made by Ms Klockowski ; Seconded by Ms. Susor; Roll Call: Approved Unanimously*

Mayor's Report:
The Mayor reported working with OHM to finalize the Taylor Street project and related ODOT or OPWC work. The project is behind schedule, partly because additional work was added, and logistical details remain under discussion. The Mayor asked that open catch basins be closed before the October 31 trick-or-treat date, and the contractor is trying to accommodate that request; the schedule for cleaning remains under development. A second work order was assigned for two additional catch basins beyond the original scope, following council's earlier approval of work on the first basin and concerns about the condition of other basins. The Mayor said the work remains within the OPWC grant and is expected to come in under budget.

Fiscal Report and Audit Findings: 2027 Budget
The Mayor summarized the fiscal report for the audience. The detailed appropriation ordinance spreadsheet had been reviewed during the administrative process meeting, and the ordinance was on the agenda for its first reading. It must be passed by the November 6 council meeting to be included in the 2027 appropriations. Fund totals cannot change during readings, but individual budget items in the description columns may be updated within each fund's entered amount. Each fund is subject to a maximum appropriation based on certified revenue limits, which cannot be exceeded; members were directed to review the spreadsheet and contact the fiscal officer with questions.

Administrator/Maintenance Report: presented by Harold Boggs
The Administrator/Maintenance Department reported that work was continuing on several maintenance items, including repairs and outstanding work on Village vehicles and equipment. Follow-up was also being made with JPX regarding the walking path and related matters. A quote for sidewalk installation next to public works was also discussed.

Recent Activities:
- Cleaned up the parks
- Mowed grass in and around the outskirts of town
- Mowed at cemetery
- Met with Ron and crew from the paving company and went over which catch basins on taylor would be redone and which ones wouldn't.
- Manholes on taylor have been redone
- Sycamore St storm drain has been completed with harley rake and grass seed
- Mower was taken back to john deere with an issue of a light being on they fixed it and added a 12volt acc plug and a trailer hitch to mower
- Picked up supplies from home depot.
- Picked up weed whips from john deere
- Finding trucks for replacing the red truck
- Tried the new mower on the reservoir and it does stay on the hill
- Received quote from sean at JPX for stone on the walking path.
- Waiting on matt from JPX to come and get information for the concrete aprons
- Painted storm drains on Taylor Street to increase visibility due to deep dips causing drivers to hit them.

Zoning Report: presented by Ken Taylor

- **October 5th** ~ Mr. Taylor emailed Paul regarding decks being considered in lot coverage. Paul confirmed decks count toward lot coverage even when a permit is not required.
- **October 6th** ~ Mr. Taylor received a phone call from a prospective buyer of property on Brown Lane. The interest was in placing a mobile home on the property and was told mobile homes are not allowed in the village.
- **October 8th** ~ Mr. Taylor received an email from Toledo Edison regarding work in the Village and whether a permit was required and was told no permit was currently required; I mailed two letters regarding campers hooked up to electricity and one letter regarding a gazebo without a permit,
- **October 9th** ~ Mr. Taylor received a call from an appraiser regarding the use of 13170 Milton Street.
- **October 15th** ~ Mr. Taylor signed a permit for a Gazebo at 13260 Silver Street.
- **October 19th** ~ Mr. Taylor received a phone call from the property owner of 20508 Russ Street; they have bought 20524 Russ Street and plan on beginning demolition of that house soon. They may be applying for a variance to erect a privacy fence taller than permitted. They were actively clearing brush from the nuisance property, where wildlife and roughly ten cats were reportedly found. I received a call from the property owner of 20780 Main Street regarding a permit for a garage, and a call from the property owner of 12959 Eileen regarding a permit for a shed.

Committee Reports

Administrative Process: Meeting Date: 10/12/2026; Time: 6:00PM
In Attendance: Mayor Easterwood, Erica Rupp, Craig Warner, Jeremy Schroeder, Brittney Klockowski, Stephanie Monts, Jessica Susor
Committee Summary:

Fiscal Officer Update — Proposed 2027 Appropriations
The committee reviewed the proposed 2027 appropriations and discussed the following adjustments:

- **Parks Equipment and Maintenance:** Discussed anticipated equipment and maintenance needs. The committee decided to maintain the standard appropriation of $3,000. ADA-accessible park equipment may be eligible for funding through the NatureWorks grant, which requires a 25% local match.
- **Recreation Commission Supplies and Materials:** Reduced the appropriation from the usual $5,000 to $4,000.
- **Personnel Services:** Decided to maintain all existing appropriations.
- **Tree Maintenance:** Discussed establishing a separate line item for the Tree Commission. The committee decided to retain the existing $10,000 appropriation, with a notation that the funds are intended for Tree Commission needs. The commission will coordinate with Harold regarding tree maintenance, planting, and removal.
- **Stormwater:** Increased the appropriation by $25,000 to accommodate additional maintenance needs, allocating $20,000 to contractual services and $5,000 to supplies.
- **Building Maintenance and Repairs:** Increased the appropriation to $20,000 to cover Village Hall parking lot repairs.
- **Prosecutor's Fees:** Increased the appropriation to account for higher fees.
- **Grant Writer:** No specific adjustment was documented.
- **Administrative Expenses — Other Professional/Technical Services:** Increased the appropriation to $40,000 to account for anticipated security upgrades and website improvements.

Technology Upgrades
The committee discussed technology needs, including iPads, laptops, and security improvements. Ms.Monts, the fiscal officer, requested a laptop upgrade and an additional monitor for the village clerk. The committee agreed to increase the technology upgrade appropriation to $11,000 to cover the needs of the mayor, council, and village staff. Implementation plans and additional technology needs will be discussed further.

Council Discussed: Ms. Susor researched compliance deadlines and reported that the digital Americans with Disabilities Act compliance deadline for populations under 50,000 was extended to April 26, 2028, providing more implementation time. House Bill 96 cybersecurity policy compliance had a deadline of July 1, 2026, which the village met, but state auditors will audit written policies, employee training logs, and 7-day and 30-day reporting structures in the spring. Ms. Susor also researched WTA Consulting out of Toledo as a potential provider alongside EK Security to handle both House Bill 96 and Americans with Disabilities Act requirements, leading to a motion to invite WTA Consulting to an administrative process meeting.*Ms. Rupp made the motion; Seconded by Ms. Susor; Roll Call: Approved unanimously.* Additionally, Ms. Klockowski raised the need for a policy governing AI use and its permitted scope. Ms. Susor clarified that House Bill 96's mandatory AI policy applies to K–12 school districts, not villages or

local governments, but said industry best practices recommend employee-use guidelines and security training because information entered into AI may be stored outside the organization.

The village's July cybersecurity policy does not mention AI, so the question of a separate policy or an update was referred to the Administrative Process Committee by a motion from Ms. Susor; Seconded by Ms. Rupp; Roll Call: Approved unanimously

Sidewalks and Capital Outlay

The proposed appropriations include:

- $10,000 for sidewalk improvements.
- An increased reserve for State Infrastructure Bank (SIB) payments.
- Potential engineering costs for the Washington Street Ohio Public Works Commission (OPWC) project, should the village receive the grant award.

Capital Outlay items remain highlighted for further discussion to determine whether adjustments are necessary.

Funding Opportunities Update

Brittney Klockowski attended the Lake Erie West Regional Council's Funding Friday event and shared the following updates:

- **Traffic Speed Signs:** Reviewed options for signs capable of collecting traffic-count data.
- **Brownfield Cleanup:** Investigating potential funding options for brownfield cleanup.
- **USDA Rural Development:** The grant program is shifting its focus toward housing.
- **Village Hall:** Funding opportunities may still be available for Village Hall improvements.
- Mr. Schroeder discussed a method for improving the accuracy of meeting minutes.

Actionable Items

- **Cybersecurity Compliance:** Consider contracting with EK Computers or another qualified provider to address cybersecurity requirements under House Bill 96.
- **Website Redesign and ADA Compliance:** Proposed proceeding with Municipal Post for the village website redesign and accessibility compliance.

Tree Commission: Meeting Date: 10/13/26 Time: 6pm
In Attendance: Logan Wick, Dean Babcock, Brittney Klockowski, Dave DeWitt

Committee Summary:

- Approved previous meeting minutes
- The commission reviewed the notes from the most recent edit of the tree care ordinance. They would like to send this iteration to the council with Legal's approval. Logan made this motion and Dean seconded.

Council Discussed: The Tree Ordinance had not yet been drawn: It was noted that emergency passage will be required to meet the December 4th or 6th deadline for Tree City USA status.

- Logan is working on submitting the tree city application and will be able to meet the deadline.
- Logan commented on the need for a door code to the village offices.

Actionable Items:

- First reading of the tree care ordinance: According to Ms. Klockowski, the tree care ordinance was not ready for council because Paul's legal review arrived around 2 p.m. that day. The Mayor said the deadline for meeting Tree City USA criteria was at the end of November; Ms. Klowski gave December 4, then corrected it to December 6, and noted that the application could state the ordinance's passage date even if a 30-day implementation period applied. Because the ordinance could not receive its first reading that night, it would need to be considered as an emergency at the next meeting. The Mayor said legal and the Tree Commission had worked out the language and a polished version would be placed in the folder before the next meeting so council could review it and raise any questions requiring another legal review.
- Door code for Logan Wick as chair of the Tree Commission

Upcoming Meetings

Administrative Process: October 12, 6:00 PM; Tree Commission: October 13, 6:00 PM; Council Meetings: October 19, 12:00 PM; Community Development: October 20, 5:30PM; Public Safety: October 26, 6:00 PM;Public Works: October 27, 6:00 PM

New Business:

First Reading: 2027 Appropriation Ordinance - The first reading of an Ordinance providing permanent appropriations for current expenses and other expenditures for the Village of Weston, Ohio, through December 31, 2027 was held, establishing permanent appropriations for current expenses and expenditures for the village through December 31, 2027. It was noted that this ordinance reflects the financial planning and allocations previously discussed in the Administrative Process Committee.

Approval of Expenditures

Council reviewed a summary of the bills ($293,457.81) and outstanding invoices ($8761.32). *A motion to approve the summary of bills and payment of outstanding invoices was made by Mrs. Patel; Seconded by Ms. Susor, Roll call: Approved unanimously*

Miscellaneous Business:

Sunshine Law Training

The only item presented was Ms. Klockowski's request for Sunshine Law training for the Village Clerk, Ms. Davis. Council referred consideration to the Administrative Process Committee so the committee could discuss which training option would be most appropriate. *A motion was made to send discussion to the Administrative process committee by Ms. Klockowski; Seconded by Travis Ackerman ; Roll call: Approved unanimously.*

Citizens and Visitors

Attendees: Keith Leady, Shirley Moore, Hope Wilson, and Madison Krohn; **Online:** Jigar Patel and Ron Dallas

During the visitors-and-citizens portion, attendees—including someone present for a government class and Mr. Lee—said they had no comments; remote participants also indicated they had nothing further.

Adjournment

Mayor Easterwood called adjournment at 6:28 PM ***Motion:****Mrs. Patel;* ***Second:*** *Ms. Susor;* ***Roll Call:*** *Motion carried*

Rick Easterwood, Mayor

Anette Davis, Clerk