RECORD OF PROCEEDINGS

Minutes of Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held September 15 20 25

The Village of Weston **September 15, 2025**
Council Meeting Minutes

Council Meeting was called to order by Mayor Rick Easterwood at 6:00PM, followed by the Pledge of Allegiance and presentation of the agenda. A request was made to add approval of the August Bank Reconciliation, the EMS contract Resolution, and the PEP Faithful Performance Resolution, with no objections. A roll call was taken: Mr. Craig Warner, Ms. Erica Rupp, Mr. Rob Myerholtz, Mrs. Ashley Patel, and Ms. Brittney Klockowski. *A motion to excuse Ms. Jessica Susor was made by Mr. Warner, seconded by Ms. Klockowski; Approved unanimously. A motion to approve September 2, 2025 council meeting minutes as written was made by Mrs. Patel, seconded by Mr. Warner; Approved unanimously.*

Public Presentation

Michelle Carpenter, Ron Lajti, and Russ Critelli of OHM were in attendance to discuss the (OPWC) street resurfacing project and the proposal for engineering services. Mr. Myerholtz asked whether OHM had the history of the OPWC project, and Michelle confirmed that they do, including all maps and documents, and that OHM would be on-site for the project as much as needed. Mr. Myerholtz inquired about verification of materials, and OHM explained that they confirm materials through sampling and third-party testing to ensure compliance with specifications. The discussion also addressed issues with manhole construction and the need for preliminary engineering, as certain concerns had been identified that were not included in the original engineering plan. Taylor Street was noted as having been fully reconstructed, with minor adjustments needed at catch basins. Russ provided a history of OHM, explaining that the firm was founded in 1962 as a local municipal engineering firm with extensive experience in municipal projects. Ron, a former Ottawa County Engineer, was highlighted for his strong public-sector background. *Mr. Myerholtz made a motion to accept the OHM engineering proposal, seconded by Ms. Rupp; Approved - 4, Opposed - 0, Abstained - 1, Mr. Warner.*

Old Business

A resolution authorizing the fiscal officer to process payment for routine, ordinary, and contractual expenses without prior council approval, subject to reporting requirements, received a second reading.

A resolution establishing the Downtown Business District received a second reading.

A resolution authorizing the sale or transfer of Village property not needed for public use was presented and received a second reading. *Mrs Patel made a motion to approve and sign the Village of Weston Sports Program Facility Use Agreement between the Village of Weston and Weston Sports Initiative Association, seconded by Mr. Warner; Approved unanimously.*

Volunteer appreciation swag was discussed, and previously, Ms. Susor had suggested waiting until the Community Development meeting to determine the funding source. One option considered was using the Suburban grant, which provides about $1,400, but Stephanie noted that since a $300 cap had been set, it would be better to allocate that grant elsewhere. Instead, it was recommended to use the village's $500 marketing budget, which is normally used for items like pens and has not yet been spent this year. *Mr. Myerholtz made a motion to approve the $300 volunteer appreciation swag funding from the marketing budget, seconded by Mrs. Patel; Approved unanimously.*

EMS contract rates were discussed. Initially, a proposal with a gradual rate increase had been considered, but with the need to purchase a new ambulance, it may be more practical to implement a flat $10,000 per year across all townships for the three-year contract. Options under consideration include a gradual increase, a tiered rate, or starting immediately at a set amount. All townships were aware that the amounts discussed were proposals, but nothing had been formally communicated in writing. Some Villages, like Milton Center and Custar, are handling their contracts independently. Mr. Myerholtz proposed the $10,000 flat rate for three years, noting that the original February proposal did not account for the ambulance purchase. Ms. Klockowski raised concerns about inconsistencies, citing Kathy's email and her own role in speaking up during discussions. She emphasized that a gradual increase would allow townships to incorporate the changes into their budgets and expressed a preference for starting at a lower rate and reaching $10,000 in the second year. Additionally, unpaid runs will no longer be included in the calculations. Overall, it was agreed that the topic requires further discussion, and Mr. Warner suggested taking this information to the next meeting before any vote. A resolution approving and authorizing the Mayor to execute Emergency Medical Services contracts received a first reading.

Reports

Attendance: Harold Boggs (Village Administrator), Stephanie Monts (Fiscal Officer), Ken Taylor (Code Enforcement)

Mayor: Nothing to report.

Fiscal Officer: Stephanie reported the final edition of the printed newsletter is currently being drafted. Planned content includes Fall Brush Pickup, Leaf Pickup, and Fall Fest. The goal is to have the newsletter mailed out by the end of September. Any suggestions for additional topics or important dates should be submitted by Wednesday, September 17.

A note will also be included that this will be the last mailed newsletter; beginning in 2026, newsletters will be available at designated local businesses, or residents can opt in to receive a copy by mail. Additionally, an error was identified in the SIB Fund Ordinance from the last meeting. The title incorrectly included the word "Resolution" instead of "Ordinance." The ordinance number and all internal references are correct; only the title contains the error. This will be corrected by crossing out "Resolution" and replacing it with "An Ordinance." The mistake occurred because the document was initially drafted as a resolution and the title was not updated when converted to an ordinance. No objections to this change.

Administrator/Maintenance: Harold reported that the cemetery truck did not require a new fuel pump, as the issue was a blown fuse, and that Chase Blandy has been hired to assist with cemetery maintenance. Henry Township has not yet completed their crack sealing, and our streets are next in line. He is waiting to hear back from Ward Construction out of Leipsic regarding chip seal materials and expects an update by the next Public Works meeting. Blinds have been installed, and the fence around the ballfield bleachers is complete. Regarding the solar field project, Harold noted that he has had to stop and reroute three trucks that were coming through town due to CSX construction. Mayor Easterwood pointed out the need to coordinate with the county about this issue, and Harold has notified them to ensure dispatchers and drivers follow the designated routes.

Code Enforcement/Zoning: Ken reported that on August 29, he signed a permit for an accessory structure. On September 3, the Mayor sent a message regarding ongoing Code Enforcement issues; Ken also received an email from a property owner indicating their issue had been resolved, an email from Paul regarding storage units, and a phone call from a resident asking about the legality of a basketball hoop on Maple Street. He informed the resident that there is nothing in the code addressing basketball hoops, but noted that if snow falls, a plow could clip the hoop and cause damage. Mayor Easterwood shared information regarding a similar issue on Sumner Street where a hoop was extending past the road, raising concerns about trucks. The basketball hoop issue will be moved to committee for further review. On September 4, Ken called a property owner regarding a request to place additional storage units on their property. Based on his reading of the Zoning Code, he advised that the request would not be permitted, though the property owner could appeal to the Board of Zoning Appeals to overrule his opinion. On September 5, he received an email from a contractor with questions about building a new house on North Main Street, which he forwarded to Stephanie. She sent the contractor a Zoning Permit Application and Ken advised them of required setbacks, the potential need to install a new sewer line through NWWSD, and that the Health Department requires a minimum of 2.5 acres for septic systems. On September 9 and September 12, he signed permits for accessory structures. On September 12, he also received a follow-up call from the resident regarding the basketball hoop on Maple Street, explained prior discussions with the Mayor, and recommended that the resident attend the Council meeting for further discussion. Previous issues with basketball hoops had been handled using common-sense solutions such as movable or removable hoops.

Committee Reports

Parks & Rec: Ron Dallas reported that Merrill Park's sign will be replaced to match the style of other park signs, per the family's request. The family has offered to donate $200 toward the new sign, pending Council approval. Additionally, there are three dead trees in Merrill Park, which fall under Harold's purview for routine maintenance.

Cemetery: Mrs. Patel read the 8/7 Cemetery Minutes.

Mrs. Patel referenced an email regarding Rowes Tree Service. She explained that there was a disconnect, likely due to miscommunication between addressing storm damage and planning future preventive work. The tree removal was intended to prevent potential damage to nearby homes. At the 9/4 meeting, the discussion focused on the Spoerl marker because the family attended. The marker, made from Fortune steel, reportedly lasts 120–150 years and resists rusting about 25%. However, it does not meet the cemetery's rules requiring marble, granite, or bronze. The cemetery board appeared unwilling to waive the requirements. An affidavit from the family or marker company is expected, but the cemetery board will ultimately decide how to proceed, with a decision likely by the September 30 deadline.

Administrative Process: Discussions on the Employee Handbook, pay schedules, and reviews continued. Multiple options for conducting employee reviews were considered, including dual reviews by the Mayor individually and separately by council. Subject to Paul's clarification regarding Ohio driver's license requirements, sections 4 and 5 of the handbook were recommended for approval. The discussion of utilizing PEP faithful performance insurance over bonds reemerged. The broader insurance coverage costs approximately $75 more but would protect all employees, volunteer board members, council, and the mayor, versus the current system of bonds for select individuals. All bonds, excluding the fiscal officer, are up for renewal in December, and the committee recommended beginning resolution readings pending council approval. The Delta Institute MOU was reviewed. The program does not require additional funding but does require a point person be assigned; Mr. Warner volunteered for this role. The committee also reviewed the Weston Township durapatching MOU and recommended moving forward, noting that council approval is not required until the township finalizes its review of administrative fees and billing details. 2026 project requests are scheduled to be submitted by the October Administrative Process meeting. Without those submissions, the committee discussed 2026 budget appropriations and anticipates a need to cut approximately $73,000. A request was received from Paul Skaff and Ken Taylor to reconsider tearing down the shed at the Maple Street nuisance property. The property has already been deemed a nuisance by court order, allowing the Village to clear other debris. Historically, the

Village has not removed sheds or accessory buildings on private property. At the last council meeting, it was announced that the Village would not take down the building due to insufficient funds and contractual services. Stephanie reported that $1,518 remains in capital outlay, which could cover the $1,198 quote from Rudolph Construction. The Village's operating reserve is currently at 17%, below the recommended 25% threshold. Harold shared the property is now occupied, and the occupant plans to remove the shed and install a fence. Considering the Village's financial standing and potential projects, the committee is gathering information on the process and timeline for adding an income tax increase or levy to the ballot. This research will be passed to the 2026 committee members for discussion in conjunction with the stormwater utility through NWWSD. It was reported that WSIA has received 501(c)(3) designation and is now operating independently. Therefore, a Village liaison is no longer required, and WSIA will communicate their needs and plans for the ball program fund through established channels. A second resolution can now be drafted so that when the fund is depleted, the process can be finalized without delay. *Ms. Klockowski made a motion to approve and sign the Delta Institute MOU, seconded by Mr. Warner; Approved unanimously.*

Upcoming Meetings: Community Development & Public Affairs 9/16 at 5:30PM, Parks & Rec 9/17 at 5:30PM, Safety 9/22 at 6PM, Public Works 9/23 at 6PM, Planning Commission 9/24 at 6PM, Parks & Rec 10/1 at 5:30PM, Cemetery 10/2 at 6PM

New Business

Updates to the Employee Handbook covering Sections 4 & 5 was presented, and Mr. Myerholtz made a motion to approve the updates as written, seconded by Mr. Warner; Approved unanimously.

Resolution 2025-11 received an emergency reading: A resolution submitting votes to fill a vacant board seat on the Northwestern Water and Sewer District. *A motion to suspend the rules for Resolution 2025-11 was made by Mr. Warner, seconded by Mrs. Patel; Roll Call Vote: Mr. Warner - Yes, Ms. Rupp - Yes, Mr. Myerholtz - Yes, Mrs. Patel - Yes, Ms. Klockowski - Yes. A motion for passage of Resolution 2025-11 was made by Mrs. Patel, seconded by Ms. Klockowski; Approved unanimously.* Two nominees, Ryan Lee and Chuck Latta, were submitted for ranked voting, with 1 indicating first choice and 2 indicating second choice. *A roll call vote was conducted, and all members selected Ryan Lee as the first choice.*

Resolution 2025-12 received an emergency reading: Resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor. *A motion to suspend the rules for Resolution 2025-12 was made by Mrs. Patel, seconded by Ms. Rupp; Roll Call Vote: Mr. Warner - Yes, Ms. Rupp - Yes, Mr. Myerholtz - Yes, Mrs. Patel - Yes, Ms. Klockowski - Yes. A motion for passage of Resolution 2025-12 was made by Mrs. Patel, seconded by Ms. Rupp; Approved unanimously.*

Ordinance 2025-18 received an emergency reading: An ordinance authorizing the special short-term assessment on certain parcels of real estate in the Village of Weston for benefits received as a result of cutting noxious weeds/grasses; certification to the Wood County Auditor for placement of charges on the tax duplicate. *A motion to suspend the rules for Ordinance 2025-18 was made by Ms. Klockowski, seconded by Mr. Warner; Roll Call Vote: Mr. Warner - Yes, Ms. Rupp - Yes, Mr. Myerholtz - Yes, Mrs. Patel - Yes, Ms. Klockowski - Yes. A motion for passage of Ordinance 2025-18 was made by Mr. Myerholtz, seconded by Ms. Rupp; Approved unanimously.*

A resolution authorizing the use of Public Entities Pool (PEP) Employee Dishonesty and Faithful Performance of Duty coverage in lieu of individual surety bonds for officers, employees, and appointees pursuant to ORC 3.061, received a first reading.

Approval of Expenditures

Council reviewed a summary of the bills ($25,037.58) and outstanding invoices ($10,882.09). A motion to approve the summary of the bills and payment of outstanding invoices was made by Mr. Myerholtz, seconded by Ms. Rupp; Approved unanimously.

The August bank reconciliation was presented and reviewed. A motion to approve was made by Mr. Myerholtz, seconded by Mrs. Patel; Approved unanimously.

Citizens & Visitors

Michelle Carpenter (OHM Advisors), Russ Critelli (OHM Advisors), Ron Lajti (OHM Advisors), Samantha Gerschutz, Sara Keith, Kaylee Tyree, Lucy Downard, Kellee Downard, Julian Downard, Shirley Moore, Jigar Patel (Virtual), Travis Ackerman (Virtual), Ron Dallas (Virtual), Josh Tschappat (Virtual)

Kellee Downard questioned the Village's policy and procedure for handling complaints, asking what steps are taken when a complaint is made, how complaints are documented, and how patterns are tracked. She expressed concern that not all council members are aware of complaints and asked how the Village ensures complaints are addressed fairly. Mayor Easterwood responded that complaints are directed to the appropriate staff: zoning complaints go to the zoning officer, and public works issues go to that department. He explained that there is no formal system or policy for tracking complaints made to the Village. If a complaint is received, it is assessed by the relevant staff, and every zoning complaint is sent to the zoning officer. For issues that are not witnessed by staff, such as traffic violations, complaints are directed to the appropriate authorities, like the sheriff's department. Mayor Easterwood clarified that complaints should be submitted in writing to be addressed formally. Kellee asked how the Village ensures that complaints are not being used to target families, and Mayor Easterwood stated that the Village is not responsible for policing personal disputes or bullying between neighbors; complaints are addressed as they relate to zoning or Village codes. She also asked about policies for social media use during and outside of business hours. Mayor Easterwood explained that there is no social media policy for the Village, noting that the old Communications/Reach Alert policy, which had included guidelines for posting on Village social media pages, was removed. He emphasized that complaints received via social media are addressed like any other complaint, but the Village does not monitor off-the-clock activity of employees for complaints against residents. Kellee raised a concern that Stephanie Monts had made a complaint using social media, allegedly screenshotting images of her child and sending them to council members. Mayor Easterwood clarified that the complaint being addressed was regarding two unregistered roosters on her property, not Kellee or her family, and that the issue had been resolved. He acknowledged that screenshots were taken but emphasized that the Village handles complaints based on code violations, not personal matters, and that any unprofessional behavior by staff is addressed internally. Kellee also noted that she had submitted a public records request for social media communications, which was only partially fulfilled. Mayor Easterwood confirmed that any formal complaints should be submitted in writing, after which they are taken to Council as appropriate.

Lucy Downard expressed concerns about sidewalk safety and accessibility for pedestrians, cyclists, and scooter riders. She highlighted obstacles such as gravel paths that are difficult for certain bikes, improperly parked vehicles blocking sidewalks, and dangerous intersections, noting that these issues pose hazards and frustrations for residents. She questioned why sidewalk and road maintenance has not been prioritized despite other public safety projects being completed, and emphasized the ongoing risk and liability these conditions create for the Village. Mr. Warner acknowledged the concerns, explaining the Village has allocated funding for sidewalk repairs and has explored grant opportunities, ADA compliance, and proper planning. He noted prior attempts to implement sidewalk improvements were blocked by community opposition, but reiterated that he supports a structured plan to address sidewalks and walking paths. Mayor Easterwood also clarified that certain paths, like the newly constructed walking path, are not intended for bicycles, and explained that maintenance and enforcement efforts are ongoing. Lucy discussed persistent issues with vehicles blocking sidewalks, especially on Broadway, which have been in place for years. Mayor Easterwood confirmed the Village will review ordinances and work with authorities to enforce them where possible. He committed to addressing the concerns and assuring that the Village will work toward improving sidewalks, paths, and intersections to enhance safety for all residents.

Shirley Moore raised a concern about a walnut tree on Clark Street, noting that the nuts covering the sidewalks pose a hazard for pedestrians. She mentioned that she cleans them up near her property, but the problem continues further down the street where no one lives. She also shared that there will be a mum fundraiser at the Methodist Church on Saturday from 9AM to 4PM and invited everyone to attend.

Ron Dallas reminded the council that a few years ago, extra funds were spent on a walking path not intended for bicycles, rather than on sidewalks. He emphasized that money isn't always available for every need and that priorities must consider what funds can be used for. Mayor Easterwood noted that the funds have already been spent and that current focus should be on maintaining what exists, while Ron acknowledged that decisions about past spending fall under the previous administration.

A motion to adjourn at 7:43PM was made by Mr. Myerholtz, seconded by Mr. Warner; Approved unanimously.

Stephanie Monts, Fiscal Officer/Clerk

Rick Easterwood, Mayor