

**The Village of Weston
Council Meeting Minutes**

June 6, 2022

Council Meeting was called to order by Mayor, Jeremy Schroeder at 6:00PM, followed by the Pledge of Allegiance and presentation of the agenda. A roll call was taken: Mrs. Ashley Patel, Mr. Dean Babcock, Mr. Craig Warner, Mr. Dave Dewitt, Mr. Rob Myerholtz, and Mr. Rick Easterwood. *A motion to approve May 16, 2022 council meeting minutes as written was made by Mrs. Patel, seconded by Mr. Warner; Approved unanimously.*

Appointments

Kathy Heyman was sworn into the Tax Commission Board. Diane Hillier and Sarah Schroeder are the other two interested and will be in attendance at the June 20th meeting.

Old Business

Ordinance 2022-11 received a second reading, establishing policy governing the security and deposit of receipts. Ordinance 2022-12 received a second reading, making supplemental appropriations for the principal portion of the F550 truck payment in 2011 (Streets) and 2021 (State Hwy).

Reports

Fiscal Officer: Reminder that the office will be closed June 13-17. Farmers Market had a great turnout, and the next one is June 16th, interested vendors/farmers can reach out to Stephanie or Shelly. The 50/50 raffle proceeds were donated to the Weston Church of Christ Food Bank. There seems to be an issue with the NWWSD bill, the Village hall portion. The current bill is almost \$700, there are no known leaks and a leak that was going on was addressed by replacing the toilet. The bill has a \$60/month average usually. An email went out to Jerry Greiner to expedite getting the issue resolved, hope to hear back by tomorrow.

Administrator/Maintenance: Road paving is finished. Mr. Myerholtz had asked if there has been any communication from CamTech, the plan is to sit down with the owner and go over all the findings from the jetting work completed, there is about a day and half left worth in the budget for CamTech services.

Mayor noted that 13405 Center Street needs mowing, the front has been cut but the back is about 15"+. Will get a letter sent out.

Zoning Inspector: Letter sent to 13191 Main St for debris, 3rd letter sent certified to 13765 Main St for debris which now has grass and weeds growing over it. Returned a call from a resident at 20508 Russ St regarding racoons and other animals in and around 20524 Russ St. Returned a call from a resident at 13496 Center Street regarding RV's, etc. which was reported that she is attempting to sell the vehicles through advertising in trade magazines and will keep Ken informed on progress. Called the health department to file a complaint about 20524 Russ St. Met with the Mayor and representatives from Habitat for Humanity regarding plans for Water Street. Emailed information to the Mayor on possible use of Water Street. Sent letters to 20740 Sycamore St regarding debris. Sent 5 mowing letters and requested the Village Council to declare 13765 Main Street a nuisance property. Email conversation with resident at 20805 Main Street regarding a pet grooming salon at the residence and options for doing so. Wants to groom dogs at the residence in a to be built shed, if the out-building is erected for the purpose of dog grooming business it would be commercial use of a residential property which could not be approved without a variance. Suggested a home occupation route but she was not looking to go that route and will be contacting Stephanie for variance paperwork and guidelines. Will be on vacation June 18-July 4.

A motion to declare 13765 Main Street a nuisance property and send the information to Paul Skaff was made by Mr. Warner, seconded by Mr. Babcock; Approved unanimously.

Committee Reports

Planning Commission: Variance was heard to allow the first floor building on Main Street to place business offices in the front and living quarters in the rear which was approved by the Planning Commission. To comply with zoning for the number of parking spaces was discussed and Shirley offered a tentative parking solution at her business property on Main Street.

Economic & Community Development: Each committee member will be bringing questions to ask the utility companies to the July meeting. Habitat for Humanity informed the Mayor that the owner of the property on Water Street is tentatively being donated to them and it was brought up that if the land is donated could they possibly help with the road, etc. Mayor spoke to the Hahn's building owner and they plan to start demolition within the next couple weeks. The owners planned to originally stick gravel in the area but the Mayor suggested if they could grass the area instead the Village could mow via a contract. Sidewalk ordinance for new builds was discussed and suggested for new home construction to require sidewalks only in the right of way and that new builds on a street without sidewalks should not be required to put in sidewalks. No June meeting, and have contacted guests to attend the July meeting. The Humane Society is willing to work something out with our grant. Ashley is in contact with a professor at BGSU regarding grant writing.

Personnel & Policies: Raises for village employees were discussed. Proposed to list a COLA at a rate of 3% to be reviewed annually. Adding the pay rate of employees to the handbook has been suggested, but needs feedback from the solicitor. The usage and possible approval arrangements of the Reach Alert communications were discussed, and would like to establish a policy. Mayor will reach out to the cemetery board to see how raises will be handled for cemetery personnel. Paul Skaff did confirm that compensation has to be done via ordinance and not in the handbook.

There was a lengthy discussion regarding the pay schedule ordinance presented. Mr. Easterwood asked if this is something to be discussed in executive session and why an emergency is necessary. Mayor did

inform him that when finances are involved it is typically done in an emergency fashion. He also had a question about Gary Betz quitting the cemetery but still going out to the cemetery to work under the Village's expense; it was confirmed he will not be working at the cemetery since he resigned. Council was unsure which version of the pay schedule to approve, one was drafted by the clerk per Paul Skaff recommendation and then Paul Skaff was actually able to send an updated draft version right before the council meeting, which was unexpected due to him being out of the office until June 13th. Council did like the table style format the clerk had drafted but wanted to make sure the legal verbiage was in place from Paul Skaff. There was also discussion and concern regarding the automatic 3% annual COL raises. The ordinance should make sure it reads that the raises are to be reviewed annually and make sure that it is understood that it could be more or less than the 3%. Mayor also believes that the cemetery employees should be part of the pay schedule ordinance although the cemetery board does not want to participate in the pay schedule and wage increases, they would like to handle those themselves. Ordinance 2022-13 was not read and the plan is to address changes and read as an emergency pending employee reviews that have not been completed yet.

Public Works: Reviewed CamTech work that was done, but waiting on verbal determination on what is next, there is about a day and half of work left in the budget. Still waiting on an estimate for the Market Crosswalk and Oak Street walking path. Talked about making the stop at Cherry and Milton back to a 3-way stop which will need more discussion with council and voted on with approval from legal. Would like to develop a written process for NWWSD for street repair, going off of the sample from Northwood. Finance to determine what the street budget will be in 2023.

Cemetery: Discussed the house on Van Tassel next to the cemetery. Discussed different options for signing deeds and approved a resolution to have Jodie be the signer of the deeds. Tom has concerns on how little time Gary spends at the cemetery and what could be done to help with the workload especially during summer season. Voted to keep pay raises for the cemetery under the decision of the board, it was shared that the cemetery board does not want to be part of the pay schedule ordinance.

Gary Betz turned in a resignation letter for cemetery position effective 6/6/22. Cemetery board is responsible for filling that position. Mr. Myerholtz added that we need to review the cemetery board situation and employee needs.

Upcoming Meetings: Finance 6/7 at 6PM, Personnel & Policies 6/23 at 6PM, Rec Board 6/8 and Economic and Community Development 6/15 have been canceled.

Mr. Myerholtz requested an emergency Safety meeting to discuss the ambulance situation, which has been sitting at Main Street station for 3 weeks. The engine might need rebuilt which could cost up to \$20,000. A new ambulance is about 18 months - 2 years out. They would like Jerry from Main Street Station to be in attendance to go over the ambulance. The Safety meeting will be 6/8/22 at 5:30PM at the Village Hall with virtual access and the 6/23 Safety meeting canceled.

New Business

The Village Administrator has a raise built into an ordinance effective after completion of a temporary period. Reviews still need to be completed but the raise shall be effective 6/6/2022.

Approval of Expenditures

Council reviewed payment listing for May 16, 2022 - June 6, 2022 totalling \$120,827.64, with a motion to approve made by Mrs. Patel, seconded by Mr. Babcock; Approved unanimously.

Citizens & Visitors

Ron Dallas (Virtual), Jigar Patel (Virtual)

Ron Dallas was in attendance and noted that the virtual meeting captions are distorted. We were unaware the virtual conferencing offered captions and will look into this. Mr. Dallas asked who the contact is for the Water Street Habitat for Humanity situation and was informed that it is Wood County Habitat for Humanity and can also attend the July economic and community development meeting in July. Mr. Dallas also asked what the benefits would be of having this development in the Village and mentioned there is already a lot of vacant or unestablished properties that could be rehabbed and better for the village.

The meeting was adjourned at 7:48PM.

Jeremy Schroeder, Mayor

Stephanie Monts, Fiscal Officer/Clerk