

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held September 2

20 15

The Village of Weston Council Meeting Minutes

September 2, 2025

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 to add the WSIA resolution to old business and the reading of a letter regarding trash pickup concerns to new business was made, with no objections. A roll call was taken: Mr. Craig Warner, Ms. Erica Rupp, Mr. Rob Myerholtz, Ms. Jessica Susor, Mrs. Ashley Patel, and Ms. Brittney Klockowski. *A motion to approve August 4, 2025 council meeting minutes as written was made by Mr. Myerholtz, seconded by Ms. Rupp; Approved unanimously. A motion to approve August 11, 2025 special meeting minutes as written was made by Mr. Myerholtz, seconded by Mrs. Patel; Approved unanimously.*

Old Business

A resolution authorizing the sale or transfer of Village property not needed for public use was presented and received its first reading. This item had been discussed previously and was added to old business. All ball program-related property, including items in the concession stand and ball equipment shed, will be transferred to WSIA. A list of the items has been provided and reviewed. Ms. Susor noted that the building maintenance contract allows WSIA to use the buildings and addresses liability for all parties.

Reports

Attendance: Harold Boggs (Village Administrator)

Mayor: Nothing to report.

Fiscal Officer: Not in attendance. Mayor Easterwood read the Fiscal Officer's report and summarized that the State Auditor's Office has issued guidance requiring political subdivisions to adopt standards to protect against cybersecurity threats and ransomware attacks, with a draft policy to be prepared for Council review. The report also noted that the Village's record retention schedule is outdated and a meeting will be scheduled soon to address updates. Additionally, the Village is eligible for reimbursement for the Hometown Hero Banner program through a grant. Items under New Business include Employee Handbook updates, the resolution for auto pay/routine expenses, the emergency ordinance for the SIB fund, and the health insurance renewal.

Administrator/Maintenance: Harold reported that the bleacher rails are nearly complete. He is working with Victor from Toledo Edison to relocate the electrical, which currently appears only in the pre-planning stage under a work order number in the online tracking system. New signs have been installed in various locations, and additional speed limit signs will be needed. Harold is in the process of hiring Chase Blandy to assist at the cemetery, pending a background check, and added that Chase has agreed to perform work beyond cemetery duties. He also shared that a local church is interested in donating time for community projects next summer. Work on Sycamore Street is expected to begin before the end of the month. He mentioned difficulty in finding a contractor for chip sealing and plans to reach out to the state for recommendations. The crack sealer is expected to arrive next week. Harold further reported that he spoke with the railroad last Friday, and work is scheduled to resume next Monday, with crews likely reaching Weston by Wednesday. Once they arrive, all of town will be blocked off.

The deputy from WCSO stopped in; there were no updates from the deputy and no concerns raised for the deputy.

Code Enforcement/Zoning: Not in attendance. Mayor Easterwood read Ken's report. On August 6, a letter was delivered to the son of the resident at 20350 Locust Street, who are renters. The following day, the renter called, and Ken explained that the property owner must apply for a fence permit; the renter stated he would contact the owner. That same day, the secretary of the Weston UMC called regarding paving an area off the alley west of their building for handicap parking and was advised that no permit was required, but that vehicles should not overhang into the alley. On August 9, the property owner of 20350 Locust Street emailed granting the renters permission to erect a fence on her property. On August 12, the property owner of 20410 Taylor Street requested a meeting for assistance with plans to remove and replace a garage. On August 14, the fence permit application for 20350 Locust Street was submitted, and on August 15, it was approved and signed. On August 18, the owners of the northeast corner of Main and Mill inquired about constructing storage units, and the request was forwarded to Paul Skaff. On August 19, Ken provided Stephanie with a list of property concerns, including three properties with branches in the boulevard, six needing mowing letters, and one with a vehicle on jacks. On August 20, emails were received from the Mayor regarding a possible rooster at 20210 Oak Street and from Paul Skaff regarding the storage units. On August 21, a sign company called about removing the Amoco signs at 13125 Main Street, and a correction of events related to 20210 Oak Street was emailed to the Mayor. On August 22, Craig Warner reported chickens in the street on Oak. On August 23, Paul Skaff emailed regarding cleanup progress at 13250 Maple Street, and on August 25, Ken responded with follow-up questions while also raising concerns about 20210 Oak Street. On September 1, an email was received from the property owner at 20425 Locust Street about a fence permit, and information on setbacks and permit costs was provided. On September 2, Ken sent Stephanie another list of issues in town, including five properties with items in the boulevard.

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Committee Reports

Parks & Rec: Mayor Easterwood read the draft Parks & Rec minutes from the August 6 meeting, in summary: Toledo Edison cannot change the current meter at Merrill, and a new electric service for Old Schoolhouse park would involve a base fee plus usage and possible pole relocation costs. Ron will seek a water tap quote for Old Schoolhouse park, and funds may need to be reallocated into contracting services to address tree and soil removal at Alumni Park. Approval was given to move the port-a-potty at Merrill Park, and fencing materials will be picked up for installation. The budget for Fall Fest was set at \$2,000, with event hours changed to 3–7PM. New business included updating village signs to advertise events, improving promotion through Facebook and the Otsego Newsletter, and considering projects such as a soccer field at Alumni, pickleball tournaments, solar lighting for parks, and possible grant opportunities. Discussed the Monster Mash, possible Trunk or Treat, and revising penalties for park damage. Ashley mentioned she has a contact who could serve as Santa and Mrs. Claus. Rob shared information on the Heritage Car Show, and Ashley also suggested adding a petting zoo to Fall Fest. Action items for council include obtaining a quote for installing an electric meter and moving the pole, Ron securing a water tap quote from NWSD for Old Schoolhouse Park, considering reallocating funds to contractual services, possibly carrying funds over to next year, creating a new Facebook page for advertising, and pursuing grants for both a pavilion and ADA-accessible equipment at Alumni.

Ms. Susor raised concerns about the Parks & Rec draft minutes, noting they seemed surface-level and created a disconnect, as items appeared new without context. She suggested someone attend their meetings to inform them on the process. Ms. Klockowski questioned how much fell under the board's purview and whether they were aware of the guidelines for how the board should operate. Mayor Easterwood clarified that while the board can seek quotes, nothing can move forward without council approval, and emphasized the discussions were open ideas, not demands. He also noted few expenditures have been made beyond minor park improvements. Concerns were also raised about volunteers performing work typically assigned to paid staff. Mayor Easterwood concluded that without clear details, council is not obligated to act on items presented.

Cemetery: Mrs. Patel noted she believed Jodie had given her the wrong set of minutes, and therefore there were no actionable items.

Administrative Process: Village Hall cleaning options were discussed based on the quote received, with the recommendation to proceed with a one-time deep cleaning for now, and to revisit the possibility of future cleanings at a later date. The Ash Street extension was also discussed, and the recommendation is not to pursue vacating the extension. Instead, the committee suggests moving the matter to Public Works to await quotes on stone fill. Regarding the nuisance property shed, there are no remaining funds in the current line item beyond projects already planned for 2025, so the recommendation is not to remove the building by Village means at this time; however, it may be added to future budget discussions if Council wishes. Kristi, the grant writer, accepted the extension offer and has included a broader scope of work for future use. Planning for the storm water utility project with Northwestern Water Sewer is still ongoing. The EMS returned the dash cams originally purchased for the ambulances due to incompatibility; Rick will follow up on a different style of dash cam. Meanwhile, dash cams have been installed on Village trucks, and a direct wire harness was purchased for the backhoe. The SIB loan was approved, and the committee recommends hiring an engineering firm to assist with the project. Since Ben Black from Kleinfelder has not responded, the committee recommends moving forward with OHM, which submitted a lower quote and has two staff members familiar to the Village from prior work with Poggemeyer. The WSIA building maintenance agreement was also discussed, with the recommendation to sign both the maintenance agreement and the resolution to transfer the equipment to WSIA. Other items discussed, which remain in the planning phase, include individual bonds versus PEP insurance, revisions to the employee handbook, village staffing, wage schedules, and future hiring needs. Actionable items include several recommendations, including: to proceed with a one-time deep cleaning of Village Hall. Ms. Susor reviewed the MMM Cleaning quote, which offered three options: one-time deep clean at \$200, monthly at \$150, and biweekly at \$115. The recommendation was to use contractual services for the deep clean. *Ms. Susor made the motion to proceed with the one-time deep cleaning of Village Hall, seconded by Mr. Warner; Approved unanimously.* It was also recommended to dismiss further discussion on vacating the Ash Street Extension and instead move the project to Public Works to obtain a stone fill quote. Ms. Susor clarified the intent was only to shift the stone quote to Public Works. *Mr. Myerholtz made a motion to move the project to Public Works, seconded by Mrs. Patel; Approved unanimously.* For the SIB loan and related street project, it was recommended to utilize OHM Engineering. Mr. Warner noted he had not yet seen the quote, and Mr. Myerholtz suggested OHM provide a presentation on the project scope. Mr. Warner agreed. *Mrs. Patel made a motion to have OHM present, seconded by Mr. Warner; Approved unanimously.* It was recommended to sign and pass the building maintenance agreement and resolution to transfer listed equipment to WSIA as part of its transition to an independent 501(c)(3) organization. This matter had already been addressed earlier in the meeting under old business.

Community Development & Public Affairs: Ms. Klockowski sent the edited Subdivision Code to Ken, and once approved, the draft will be forwarded to the Planning Commission for their review. The Weston Downtown Business District is proposed to include both sides of Main Street from Cherry Street to Taylor Street, with a reference map to be provided for inclusion in the resolution. Establishing the district is a priority before moving forward with the Weston Thrive and Revive initiative. The October Community Development and Public Affairs meeting will feature Stephanie

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Miller from the Regional Urban Forester Division of Forestry to discuss next steps for the Tree Commission and interested stakeholders. Plans also include reaching out to the Otsego Art Department in early fall to explore the possibility of students designing and painting a historical mural in the Village, utilizing a Humanities Spark Grant for supplies. Parks and Rec will be invited to the September meeting to discuss options for the T-Mobile Grant, and members also began considering potential projects for this year's Suburban Gas Grant. Actionable items include recommending the first reading of the resolution to establish the Downtown Business District, which will be addressed under new business. Approval was requested for the purchase of 50 reusable cloth logo swag bags for the Volunteer Appreciation tent at Fall Fest on October 18, at a cost of \$71.99, along with a maximum budget of \$300 for Volunteer Appreciation. Discussion followed on which volunteers would be recognized, including board members, cemetery volunteer day participants, Otsego Serves Day volunteers, and concession stand workers. Mayor Easterwood inquired about which budget would cover the expense, and Mr. Myerholtz asked what items would be placed in the bags. Mrs. Patel proposed using Suburban Gas Grant funds for this purpose. Mayor Easterwood concluded the matter will be added to old business for the next meeting.

Safety: Year-to-date, there have been 238 runs, with \$61,394.08 collected in payments and \$4,604.04 in billing fees. Mr. Myerholtz reported that Jackson Township is preparing to decide which entity it will contract with for EMS services in 2026. He also noted that the EMS contract draft has been prepared and is ready for committee, council, and legal counsel review. Jamie shared that the new EMS truck is scheduled for delivery no later than July 2026. The committee discussed seeking pre-approval from the current bank while also exploring financing options with other banks. To submit the Walmart Spark Grant, the village will need a specific IRS form verifying its status, which Stephanie will work on locating. The quote for the new GlideScope Go remains with the company as of this meeting. EMS personnel suggested revisiting the agreement signed by volunteers when hired as EMS crew, particularly the provision requiring them to work for the village for a set period if the village funds their EMS training. Mrs. Patel spoke about the electronic speed limit sign and expressed interest in pursuing a grant for newer models. The committee recommended adding battery checks for the existing sign to the village's routine maintenance list. Actionable items include asking Kristi, the grant writer, to research potential grants for new or additional electronic speed limit signs. Ms. Susor noted that a previous grant attempt had been made, and the Mayor added this effort is to explore other opportunities. *Mrs. Patel made a motion for Kristi to research potential grants for a new electric speed limit sign, seconded by Ms. Klockowski; Approved unanimously.* Approve the pre-approval for the EMS truck from our current bank and look into other bank's options. Rob added that research from other entities shows NW 190 leased their unit through Huntington Bank. *A motion for the pre-approval and other options for the EMS truck was made by Ms. Klockowski, seconded by Mr. Myerholtz, Approved unanimously.* It was recommended to approve the draft EMS contract and forward it to legal for review. The contract amount has not been finalized; discussion included tiered rates versus a set amount. Mr. Myerholtz explained that Kathy was unable to attend the committee meeting but was briefed by Jamie afterward. He shared population data for the four townships served: Weston Township (2,124), Jackson (702), Milton Township (929), and Liberty Township (1,690), totaling 5,445 people, and compared it to NW 190's service area. He noted that financial analysis shows NW 190's operating cost is approximately \$140 per person per year, while the Village's cost is \$7.35 per person. Mr. Myerholtz clarified that he communicated to the township trustees a proposal for gradual rate increases for Weston and Milton Townships. At the time the proposal was shared, the purchase of a new ambulance had not yet been planned and was expected to be considered the following summer. He explained the proposal as an "insurance policy" to ensure costs are shared fairly. *Mrs. Patel made a motion to send the draft contract to legal while holding the dollar amount for discussion at the next meeting, seconded by Ms. Rupp; Approved unanimously.* Ms. Klockowski noted a document in the summary that may relate to EMS training and pay tiers; Mayor Easterwood clarified that volunteers pursuing higher-level EMS schooling must contribute toward the cost, with potentially two interested parties.

Public Works: Reviewed the storm water analysis quote from Collier Engineering and determined that the cost of such a project is not feasible within current budget constraints. The Sycamore Street storm drainage project had already been addressed earlier by Harold. For Washington Street, a quote from Morlock totaled \$24,400.00; however, given the poor road condition and ongoing drainage concerns, the committee decided to Durapatch the road for this winter and continue addressing drainage issues in the area. The Mayor and Bob Desmond will be invited to the next Public Works meeting to discuss drainage further. Harold also covered chip-and-seal work earlier in the meeting. An email from a Willow Street resident was discussed regarding truck traffic. Signs are already in place, and a new one was recently installed near Milton. The committee will consider adding yellow "truck route" signs. Increased truck traffic has been noticed due to the solar field project, and Harold will speak with the crews there to direct traffic away from the Village. Harold is also working on bleacher railings at the baseball diamonds and a quote for stone on the Ash Street extension. Actionable items included an MOU for durapatching in the Township, to be moved to the Administrative Process committee. There was uncertainty as to whether Stephanie had already sent it to the Township. *Ms. Susor made a motion to move the MOU to the Administrative Process committee, seconded by Mr. Myerholtz; Approved unanimously.* The future of the red truck was also discussed, with consideration of selling both the red and white (Colorado) trucks and replacing them with an F-250. Harold and Stephanie will gather general pricing on selling the vehicles, though there was also discussion of possibly keeping the Colorado and instead removing the cemetery truck. Ms. Rupp clarified this step is only to look up values. The committee also recommended to proceed with building inspections based on the scope of work and quote already provided, to be funded from contractual services. *Mr. Warner made a*

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motion to proceed with the building inspections, seconded by Mrs. Patel; Approved unanimously. Mayor Easterwood pointed out that if Washington Street is not going to be paved this year, council should approve carrying over those funds.

Upcoming Meetings: Parks & Rec 9/3 at 5:30PM, Cemetery 9/4 at 6PM, Administrative Process 9/8 at 6PM, Community Development & Public Affairs 9/16 at 5:30PM, Safety 9/22 at 6PM, Public Works 9/23 at 6PM, Planning Commission 9/24 at 6PM

New Business

Updates to the Employee Handbook covering the Introduction through Section 3 was presented, and Ms Klockowski made a motion to approve the updates as written, seconded by Ms. Rupp; Approved unanimously.

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 first reading.

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

Ordinance 2025-17 received an emergency reading: A resolution authorizing and directing the fiscal officer to establish a State Infrastructure Bank (SIB) capital project fund within the Village's financial and budgetary accounting system for the purpose of segregating funds received and expended for the resurfacing of Taylor Street, Main Street, and Center Street, including replacement of miscellaneous curbs and ADA complaint curb ramp upgrades. *A motion to suspend the rules for Ordinance 2025-17 was made by Mr. Warner, seconded by Ms. Rupp; Roll Call Vote: Mr. Warner - Yes, Ms. Rupp - Yes, Mr. Myerholtz - Yes, Ms. Susor - Yes, Mrs. Patel - Yes, Ms. Klockowski - Yes. A motion for passage of Ordinance 2025-17 was made by Mr. Myerholtz, seconded by Mr. Rupp; Approved unanimously.*

Mayor Easterwood read a letter from Glenn Loftis requesting that Council add to the agenda a discussion on a proposed amendment to Section 174.07 of the Weston Village Ordinance. The amendment would change the term "utilities" to "utilities except trash pick-up." His primary reason for the request is that Rumpke begins collections at 3:30AM, creating significant noise disturbances. Mayor Easterwood added that he was tagged in a Facebook post about this issue and responded that letters have already been sent to Rumpke asking them to comply with village ordinances. However, because trash collection currently falls under the "utility" category in the code, the only applicable section is the noise ordinance, which is difficult to enforce. Mayor Easterwood recommended that the matter be discussed further in committee. *Ms. Klockowski made a motion to send the community letter requesting an amendment to Section 174.07 to the Administrative Process committee, seconded by Ms. Rupp; Approved unanimously.*

Approval of Expenditures

Council reviewed a summary of the bills (\$45,100.02) and outstanding invoices (\$21,386.77). A motion to approve the summary of the bills and payment of outstanding invoices was made by Mr. Warner, seconded by Mrs. Patel; Approved unanimously.

Miscellaneous Business

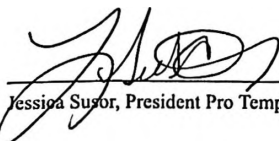
The Medical Mutual health insurance renewal reflects a 7.51% increase, raising the cost from \$2,061.80 to \$2,216.58. Any plan changes must be made before October 15. Medical Mutual remains competitive, and the renewal stays within the \$30,000 budget set for insurance. *Mrs. Patel made a motion to approve the health insurance renewal, seconded by Ms. Rupp; Approved unanimously.*

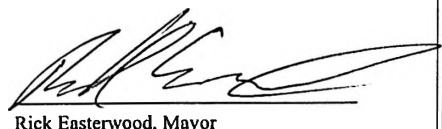
Citizens & Visitors

Travis Ackerman, Jerry Mohler, Crystal Dusseau

Crystal Dusseau attended on behalf of Rudolph Construction & Waste Management, which offers mid-day trash pickup using 96-gallon cans. She noted hearing frequent complaints about Rumpke and expressed interest in expanding their company's presence in the community. Mayor Easterwood clarified that trash service is each resident's individual choice, and Crystal added that many people mistakenly believe Rumpke is the official village provider.

A motion to adjourn at 7:49PM was made by Ms. Susor, seconded by Mrs. Patel; Approved unanimously.


Jessica Susor, President Pro Tempore


Rick Easterwood, Mayor