

# RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 3

20 25

**The Village of Weston  
Council Meeting Minutes**

February 3, 2025

Council Meeting was called to order by President Pro Tempore Rick Easterwood at 6:00PM, followed by the Pledge of Allegiance and presentation of the agenda. Ms. Klockowski requested to add a discussion on a Weston App under Miscellaneous Business—no objections. A roll call was taken: Mr. Craig Warner, Ms. Erica Rupp, Mr. Rob Myerholtz, Ms. Jessica Susor, and Ms. Brittney Klockowski. *A motion to approve January 21, 2025 council meeting minutes as written was made by Mr. Myerholtz, seconded by Mr. Warner; Approved unanimously.*

**Appointments**

Jeremy Schroeder, Mayor, submitted his resignation on Friday evening, effective February 1. As council president, Rick Easterwood will assume the role of mayor until a new mayor is elected in November. The elected mayor will then serve the remainder of Jeremy's term, ending on December 31, 2027. Mr. Easterwood was officially sworn in and took the oath of office as Mayor. Due to Mr. Easterwood assuming the role of Mayor, his council seat is now vacant, and a new council president must be appointed.

Mr. Myerholtz motioned to open nominations for the President of Council, seconded by Mr. Warner; Approved unanimously. Mr. Warner nominated Ms. Susor, no other nominations. A motion to close nominations was made by Mr. Warner, seconded by Ms. Klockowski; Approved unanimously. A roll call vote was taken as follows: Mr. Warner - Jessica, Ms. Rupp - Jessica, Mr. Myerholtz - Jessica, Ms. Susor - Abstain, Ms. Klockowski - Jessica. Ms. Susor is now the President of Council/President Pro Tempore.

The council discussed the process for filling the vacant council seat left by Mr. Easterwood after he assumed the role of Mayor. The appointment will be for the remainder of the year, as the term was set to expire December 31, 2025. Council has 30 days to fill the vacancy; otherwise, the mayor will make the appointment. Stephanie suggested implementing a structured process for candidates by using a short questionnaire to gather information on residency, interest, relevant skills, and prior public service. Additionally, there was discussion on whether a background check should be required for appointed council members. While not legally required for elected officials, there was uncertainty about whether it should apply to appointees. *Ms. Klockowski made a motion to approve the use of the questionnaire, seconded by Ms. Susor; Approved unanimously.* The deadline to submit interest will be the next council meeting, February 18th.

**Old Business**

Administrative Process will be reviewing the grant writer contract extension at the upcoming meeting on February 10th and requested Kristi be in attendance for that.

Ordinance 2025-1: restricting the operation of vehicles in the Village received a final reading. *A motion for passage of Ordinance 2025-1 was made by Mr. Myerholtz, seconded by Ms. Susor; Approved unanimously.*

**Reports**

Attendance: Stephanie Monts (Fiscal Officer), Harold Boggs (Village Administrator)

**Mayor:** Mr. Easterwood expressed his appreciation for the council's confidence in appointing him as president, a role that ultimately led to him taking the seat as Mayor. He assured everyone that he would do his best to ensure everything runs smoothly and encourages anyone with questions or concerns to reach out. Mr. Easterwood added that he likes to think he is easy to work with, though he acknowledged that some might have their own opinions.

**Fiscal Officer:** Several grants have been submitted, including the Firehouse Subs Public Safety Foundation Grant on January 9, 2025, requesting \$41,211.93 for a Lifepak 35. Unfortunately, the CSX Grant submitted on December 16, 2024, for \$16,900 to build a sidewalk over the Walnut Street railroad tracks was not awarded, as CSX primarily funds charitable foundations. The State Farm Grant is still in progress after submitting a Letter of Interest on December 3, 2024, requesting \$9,350 for solar-powered speed signs. The ODOT Special Sidewalk Grant, which includes 4,000 feet of sidewalks and ramps on Taylor, Milton, and Cherry Streets, is awaiting a decision in mid-February. If selected, resolving the Right-of-Way (ROW) issue will be critical. The America250 Grant, submitted on January 29, 2025, seeks \$5,000 for heritage trees, signage, and event supplies as part of the America250 celebration, with a required storytelling component. Several grants are also in development. The USDA SEARCH Grant is nearing submission for up to \$30,000 to fund a stormwater analysis intern and a GIS unit. The USDA Rural Business Development Grant is being prepared to fund paving and marking a public parking lot and installing a sound barrier near railroad tracks. Other potential grants include the Humanities Spark Grant for an Otsego Serve Day mural, the ODNR Step Outside Grant under Parks & Rec review, and the T-Mobile Grant for a bathroom at Alumni Park. The USDA Community Facilities Direct Loan & Grant Program is being considered for Village Hall. The Brightening Ohio Communities Grant may provide funding for baseball lighting upgrades, while the TAP (Transportation Alternatives Program) could support a potential Dollar General path project, though that application was not submitted in the last cycle. The CDBG Grant, with funding available in 2026, is also under consideration, and Kristi recommends preparing a list of eligible projects for

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submission. The OPWC Grant is tentatively awarded, with strong confidence in securing \$242,086 for resurfacing Taylor, Main, and Center Streets. The project, with a total cost of \$485,390, currently has a shortfall of \$82,317.59, though there are five months remaining to close funding gaps. Once awarded, the village will apply for an SIB loan, which would impact the annual road budget. Several grants have been successfully awarded, including the Wood County Park District Grant, which provided \$11,340 for mulch. The ODNR NatureWorks Grant awarded \$23,338 for a basketball court redesign, requiring a \$7,780 match. This is a reimbursable grant, meaning the general fund must advance the funds before ODNR reimburses the village. Legislation to facilitate this process will be on the agenda once the contract is fully executed. The Annual Financial Report for 2024 is complete and available for review. The village is also receiving a new UAN laptop and printer, expected to arrive by February 10. A resolution is included to approve the acceptance of donated old equipment. Regarding income tax compliance, RITA sent 367 non-filer letters in December, followed by 313 administrative subpoenas in January. These notices inform individuals of missing tax filings, which must be addressed to avoid penalties or a tax determination based on IRS data. Landlords are also required to report tenant move-ins and move-outs, but compliance has decreased. While landlord reporting is part of the income tax ordinance, RITA continues to handle non-payers and non-filers regardless of whether landlords comply. There was also concern about local tax withholdings on paystubs brought up by a business owner. Local tax is withheld based on workplace location, not residence, meaning some employees must make estimated payments. Business owners questioning employees' tax withholdings should not review individual paychecks, as this could lead to legal repercussions. The question of whether Ohio will take over local income tax collection has come up multiple times. While this issue arises every election cycle, RITA has confirmed that no significant efforts are currently underway to make this change. Income tax revenue trends show \$273,231 collected in 2024, down from \$311,925 in 2023 but higher than 2022's \$256,416. The 2023 increase was likely due to enforcement letters, suggesting a similar increase in 2025 as enforcement continues.

Shirley Moore asked about the status of roadwork on Main Street, specifically whether the brick road would be removed and replaced. It was clarified that the project is part of the OPWC grant but only includes resurfacing, not a full rebuild, as the latter would cost over a million dollars. The resurfacing does not include Shirley's side of the tracks due to funding constraints. However, Public Works is working with Harold to address storm drainage issues at the intersection, and stormwater improvements are being discussed in current meetings. While additional drainage fixes are being considered, further analysis and funding are needed for larger-scale projects.

**Administrator/Maintenance:** Harold reported that he has been in contact with Sean regarding the replacement of a catch basin and repairs to the connected pipe, including obtaining a quote for Mill St. He is awaiting a response. He has also been in communication with the insurance adjuster regarding the bus garage, who is preparing a cost estimate for the necessary repairs and will provide recommendations. Mr. Myerholtz suggested using concrete instead of asphalt for the pavement cut to ensure durability. Ms. Klockowski raised concerns about a pothole on Taylor Street.

**Code Enforcement/Zoning:** Ken was not in attendance, so Mr. Easterwood read his written report. Mr. Warner noted an error in the report regarding the Cresset address, which was incorrectly listed as 20290 instead of 20310.

**Committee Reports**

**Public Works:** Harold briefly covered the pull-behind leaf blower, which is expected to be partially covered by insurance for approximately \$15,000. The committee then reviewed the 2025 priorities, including stormwater analysis and the stormwater drainage project from Beech Street to the ditch, estimated at \$38,000. Brittney, though not on the committee, volunteered to represent Weston with TMACOG and has been in contact with Representative Haraz Ghanbari regarding potential funding. She hopes to schedule a meeting to discuss funding opportunities further. Regarding road paving, the committee agreed to request quotes for Washington Street, at a minimum from Brown Lane to Brook Lane, as well as for the entire road. There was discussion about ensuring any work on Brook Lane meets proper standards, as previous work on the road may not have been up to code. The road has stormwater infrastructure in the center, and the committee wants to ensure the repairs address any underlying issues. Mr. Myerholtz mentioned concerns that the existing asphalt might be too thin, possibly residential driveway thickness. A recent 4-foot-long hole was filled, revealing 6 to 8 inches of asphalt underneath. The Search Grant is still being pursued, with efforts to hire an intern for drainage analysis. The Administrative Process will be requested to determine available funding for this position. The sidewalk program from Main Street to Merrill Park is progressing, with a grant decision expected by mid-February. The TAP Grant, which requires the village to cover engineering costs, has a due date in February/March. The Public Works Committee aims to focus on long-term projects over the next five years. Harold is working on a quote to repair the catch basin near Mill and Main Street. The bus garage is pending reassessment by an insurance adjuster, who will return once the snow melts. The prairie project was also discussed, with Community Development continuing to lead efforts. Additionally, the committee discussed GLCAP's involvement in funding stormwater projects. Mr. Warner suggested moving the GLCAP correspondence from Community Development to Public Works for better alignment, as it directly relates to stormwater management.

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Stephanie circled back to the Rural Business Development Grant that is due on the 28th, and Kristi has requested additional information to proceed. A point person is needed to coordinate communication with Kristi and ensure the necessary details are provided. The project focuses on paving the stone parking lot behind the downtown business area, including marking spaces and adding a natural sound barrier. Kristi's email highlighted the need to demonstrate how the project would improve the community's economic stability. Specifically, she asked whether existing businesses had requested improvements, whether businesses would see increased revenue, and if it would lead to new business creation. Some businesses have rear access, but others do not. The expanded parking is expected to compensate for lost Main Street parking due to potential projects that will reduce available spots. The project is being framed as Phase 1 of a downtown revitalization effort. However, concerns were raised about the tight deadline and whether enough time remains to provide Kristi with the necessary details. A true survey may be needed to determine property boundaries. Quotes are required for stoning, paving, and adding trees along the railroad. Additionally, a quote for a survey might be necessary. Mr. Myerholtz initiated a discussion on the feasibility of establishing a DORA downtown, an idea currently being explored by the Business Council. Preliminary research indicates that Weston meets the necessary requirements, and implementing a DORA could help boost downtown economic activity. Regarding the parking lot project, council discussed the placement of sound barriers. The preference is for a natural barrier (Arborvitae trees), but concrete barriers were also considered as a temporary solution. Harold shared that the railroad company requires a 4-foot clearance from the tracks, but tree growth must be factored in. Ultimately, a point person was needed to coordinate with Kristi, and Ms. Susor volunteered to take the lead on communication and follow-ups.

**Upcoming Meetings:** Cemetery 2/6 at 6PM, Administrative Process 2/10 at 6PM, Community Development & Public Affairs 2/11 at 6PM, Parks & Rec (Mayors meeting) 2/12 at 6:30PM, Planning Commission Variance Hearings 2/19 at 6PM and 6:30PM, WSIB 2/25 at 5:30PM (at library), Public Works 2/26 at 6PM, next Council Meeting is Tuesday 2/18 due to Presidents' Day

Ms. Klockowski and Ms. Susor stated that the WSIB is approaching a point where a liaison may no longer be necessary. However, until their funds are fully expended, they will remain connected to the village. To prepare for the transition, WSIB must provide proof of good standing with the state and an EIN. Once the fund is depleted, the Village can formally pass legislation to release them from their obligations. Mr. Easterwood explained that the Parks and Rec Board still lacks enough members to function properly, and efforts will be made to confirm volunteers' continued interest. Until a full board is established, meetings will be conducted as mayor-led discussions to determine the next steps.

**New Business**

An ordinance authorizing the execution of certain agreements for United States Army armaments for cemetery display received its first reading. This ordinance pertains to the M5 anti-tank gun, which was previously deeded to the now-defunct American Legion 409 at Weston Cemetery. It was clarified that the recertification applies only to the forms associated with the deed, not the equipment itself. Paul Skaff reviewed the forms and will have Stephanie complete them, requiring the Mayor's signature when the ordinance is passed. Randy Hann inquired whether a plaque could be added to the gun, providing details on its identity, period of use, and significance to the cemetery.

A resolution approving acceptance of UAN equipment received a first reading. This resolution accepts the donation of a previously used UAN laptop and UAN printer.

Ordinance 2025-2 received an emergency reading: Ordinance making supplemental appropriations for the fiscal year ending December 31, 2025. This amendment pertains to the mulch project in coordination with the Wood County Park District grant award. *A motion to suspend the rules for Ordinance 2025-2 was made by Mr. Warner, seconded by Ms. Susor; Roll Call Vote: Mr. Warner - Yes, Ms. Rupp - Yes, Mr. Myerholtz - Yes, Ms. Susor - Yes, Ms. Klockowski - Yes. A motion for passage of Ordinance 2025-2 was made by Ms. Susor, seconded by Ms. Klockowski; Approved unanimously.*

Resolution 2025-2 received an emergency reading: Resolution approving and authorizing the Mayor and Fiscal Officer to execute NatureWorks Local Assistance Grant Agreement. *A motion to suspend the rules for Resolution 2025-2 was made by Mr. Warner, seconded by Ms. Klockowski; Roll Call Vote: Mr. Warner - Yes, Ms. Rupp - Yes, Mr. Myerholtz - Yes, Ms. Susor - Yes, Ms. Klockowski - Yes. A motion for passage of Resolution 2025-2 was made by Mr. Myerholtz, seconded by Ms. Rupp; Approved unanimously.*

**Approval of Expenditures**

Council reviewed a summary of the bills (\$17,367.36) and outstanding invoices (\$5,170.44). A motion to approve the summary of the bills and payment of outstanding invoices was made by Ms. Klockowski, seconded by Mr. Warner; Approved unanimously.

**Miscellaneous Business**

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Jeremy Schroeder sent an email requesting the Village pursue Tree City USA designation, which recognizes communities that meet four core standards: having a tree board or department, a tree care ordinance, a forestry budget of at least \$2 per capita, and an annual Arbor Day proclamation. The village already meets three of these requirements, and Jeremy proposed forming a village tree board. Mr. Easterwood expressed no opposition to establishing a Tree Commission. Randy Hann pointed out a needed correction in the population count, as Jeremy used 1,490 instead of the actual 1,455, which affects the funding requirement. Weston's current tree budget is \$10,000, so the funding threshold would likely still be met. Council did not oppose Community Development taking the lead on this initiative while coordinating with Public Works to ensure proper planning for tree planting and removal. Ms. Klockowski submitted a questionnaire regarding the program and has already established a contact with Urban Forestry representatives, who can assist in setting up the commission. The topic will be added to an upcoming Community Development Committee meeting for further discussion.

Ms. Klockowski discussed the idea of creating a Weston app to improve communication and accessibility for residents. She mentioned that the Village of Whitehouse developed a mobile app that essentially functions as their website but includes push notifications, the ability to attach pictures, and broader communication beyond just emergencies—similar to Reach Alert but more versatile. She highlighted that the cost for a basic version is \$2,600 per year, while a more advanced version costs \$8,600. The village she referenced had a significant portion of its population download the app, making it a widely used tool for notifications, permit forms, calendars, and community updates. Stephanie noted that Reach Alert has low engagement, with only around 200 users, and costs approximately \$910 per year, with fees likely increasing over time. The council requested that Ms. Klockowski put together a proposal for review and present it to the Administrative Process Committee for further discussion.

#### Citizens & Visitors

Howard Lashuay, Randy Hann, Shirley Moore, Ron Dallas (Virtual), Joseph Schroeder (Virtual), "robert" (Virtual), Ashley Patel (Virtual), Jigar Patel (Virtual), Josh Tschappat (Virtual)

Randy Hann expressed his appreciation for the newly installed bench at the WaterShed. He mentioned discussing the idea with Harold to provide a convenient spot for placing water bottles while filling them. The next time he arrived, the bench was already in place, and he thanked Harold for getting it done so quickly, noting how useful it is.

Gary Betz mentioned that he heard the fire chief had concerns about them (him and Harold) being on the ice and wanted to address the issue. He stated that the ice was checked before stepping out to ensure it was safe. Mr. Easterwood expressed concerns about cutting holes in the ice to place trees upright, as it could encourage others to go onto the ice. He suggested that placing trees should be done in the spring instead. A photo of the ice was shown, and it was reiterated that promoting activity on the ice is not appropriate, as the goal is to keep people off of it. Ms. Susor noted that safety concerns had been previously discussed. It was suggested that updated signs be considered.

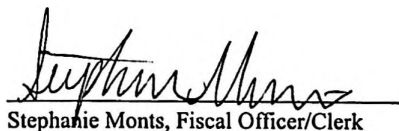
Ron Dallas suggested adding solar spotlights to illuminate the area to deter people from going onto the ice. He also mentioned that since the fire hall has Wi-Fi, a camera could be installed to monitor the area if needed.

Ashley Patel agreed that people should not be on the ice but acknowledged that monitoring is difficult. She also supported Ron's suggestion of adding spotlights to improve visibility for firefighters and EMS.

A motion to adjourn at 7:27PM was made by Mr. Warner, seconded by Mr. Myerholtz; Approved unanimously.



Rick Easterwood, Mayor



Stephanie Monts, Fiscal Officer/Clerk