

Minutes for the Regular Council Meeting held on September 8 at 7 pm

1.0 Mayor Ehrbar calls council to order –

RC: G.Finger\_Y\_, A.M. Eaton\_Y\_, S. Stevenson\_Y\_, S. Smith\_Y\_, M. Gaither\_Y\_, J.Wolfe\_Y\_

2.0 All rise for the Pledge of Allegiance to the Flag

4.0 Discussion and/or amendments to the August 11, 2022 Council minutes. Motion to accept/amend the Minutes as presented,

RC: G.Finger\_Y\_, A.M. Eaton\_2\_, S. Stevenson\_1\_, S. Smith\_Y\_, M. Gaither\_Y\_, J.Wolfe\_Y\_

5.0 Discussion of Pay Ordinance No. 1221: Motion to accept the Pay Ordinance as written,

RC: G.Finger\_Y\_, A.M. Eaton\_Y\_, S. Stevenson\_2\_, S. Smith\_1\_, M. Gaither\_Y\_, J.Wolfe\_Y\_

7.0 Committee Reports

7.A. Police – James E. Bartus II Reports: Monthly Activity August 2022

Report(s) = 21 Reason(s): Theft, Damage, Sound Ordinance, Dog Bite

Department Phone Call(s) = 446

Arrest(s) or Charge(s) = 6 Reason(s): U/A, D.C/I

Traffic or M/M Ticket(s) = 11 Reason(s):

Warning(s) = 03 Reason(s): Traffic Violations

Accident(s) = 1 Reason(s): Vehicle Rollover

House/Business Check(s) = 01 Reason(s): Residential Alarm

Vehicle Lock-out(s) = 0 Reason(s):

Assist w/other agencies = 16 Reason(s): KIEMS & KIFD.

7.B. Safety Committee – S. Smith reports: We held a Safety Meeting on Wednesday to work on department budgets. Thank you for the help from Steve. Things are coming together in a good way. We are looking at 3 year plan as we plan budgets. Taking a look at maintenance of departments. Seems like we have good structure.

7.C. EMS – Russ Maust Reports: EMS runs - 15 Clinic Calls - 27

Last month’s training was on Traumatic Burn Injuries. This month’s training will be on Pediatric Emergencies. Cleveland Metro Hospital is sending one of their Flight Nurses to present this training.

As always, I would like to express my gratitude to the volunteers of Kelleys Island EMS for their dedication to the community of Kelleys Island.

7.D. Fire Dept.- Chief Skeans Reports: Fire Runs – 1

This month’s training will be Search and Rescue. The Kelleys Island School has been kind enough to allow us to perform this training on the school grounds.

All of the communication equipment that was approved at last month’s Council meeting has been ordered. As discussed we are expecting at least a one year for this equipment to arrive and be installed.

Harvest Fest will be held October 1<sup>st</sup> in the Downtown Park. Dave Marco will be graciously donated the decorations again this year. We encourage all to come down and enjoy the festivities and support your local fire department.

7.E. Water Department – T. Lange Reports:

In August, the water department welcomed two new staff members. Nataliya Makarova-Skeans is our new operator in training. Donna Divoll has assumed the bookkeeping position with the department as well.

The water department is wrapping up the season with 8 new water taps done and 6 more on the books for this year. We are finishing up several projects at this point. The remaining north settling lagoon needs cleared and material disposed of. We also are finishing the backfilling from the intake line repair.

Our low service pumps are halfway to completion; one pump to reset and one more to rebuild. It may take until spring to finish up the 3<sup>rd</sup> low service pump.

Our staff has been working hard to clean and paint as well as maintaining the grounds in anticipation of an Ohio EPA full scope survey that is to take place yet this year.

7.F. Finance – A.M. Eaton reports: We held a Finance Meeting last Friday to discuss upcoming changes in the Police Department. It was very productive. We talked about additional Revenue resources and things we may or may not need. Scott and I will be meeting with Streets and Sidewalks and are putting together a 5 year plan to

present to Finance Committee regarding roads. We will then see if an increase in revenue is needed and what resources are available to make it happen.

General Fund balance at end of August: \$563,241.79

**7.G. Lands & Buildings** – G. Finger reports: Looking at all small projects that can be finished up going into winter.

**7.H. Airport** – J. Wolfe reports: Next meeting will be on September 16, 2022.

**7.I. Planning Commission** – J. Wolfe reports: No Applications Submitted; No Report

**7.J. Design Review Board** – R. Maust reports: at last meeting there were 3 applications submitted; 3 applications approved.

**7.K. Board of Zoning Appeals** – Gary Finger reports: No meeting; No report

**7.L. Transfer Station** – M. Gaither reports: No Meeting; No Report

**7.M. Village Administrator** – S. Wermuth Reports:

**Amplex** – Beginning September 12<sup>th</sup> Amplex will begin installation of internet services at all Village locations. After the internet is installed, the VOIP phones will be installed.

**Shoreline Protection** – I received the application for the \$400,000 for shoreline protection from the Ohio Dept. of Natural Resources (ODNR). While the document is 72 pages long, only the first 13 pages must be completed at this time. I will be working with Chris Howard at Bramhall Engineering to complete the initial 13 pages.

**OPWC Grant** – Round 37 of the Ohio Public Works Commission (OPWC) grants have been released. Huntington Lane and the public sewer system is not an option. We may submit for replacement of the waterline around Seaway Marina as it is the last of the cast iron pipe and needs to be replaced.

**Water Department** – Nataliya Skeans has been hired for the fulltime position at the Water Department. Tom Lange has assumed the position of Water Superintendent effective September 1<sup>st</sup>. I am working with Tom on updating the Water Tap Application which will include the option of under road boring. Dave Sellers from Camp Patmos has approached the Water Department to do their EPA required water testing. We are working on a pricing model for this work.

**Department Budgets** – We are working with the Fire, EMS, Police and Maintenance Departments on submitting their proposed budgets for 2023 to the Finance Committee by October. We are assessing not only day to day operations, but long-term equipment needs as well.

**Erie County Foundations** – I was introduced to Beth Maiden, Executive Director of the Erie County Foundations. This is a collaboration of five family foundations which may be willing to fund some of our projects for the Village. I have been invited to present at the Nov. 4<sup>th</sup> Council meeting.

**7.N. Streets & Sidewalks**- S. Stevenson reports: About the sidewalks; I have been talking to Dave and he is putting together a letter to send out to property owners that have damaged sidewalks.

D. Lambros; Hopefully homeowners assess their property and identify problems. Then move on to all others and make a plan to help owners with cost. The idea is to get property owners to do within same time frame. There is more than just one problem area and would be nice to do all at one time but, we need to get started and decide how to get the job done.

**7.O. Park Board** – T. Pieratt reports: Memorial Park is in the works. Lisa has most things ordered. T-Mobile; we have no idea what the status is and if it will happen or not. So, we will move along. Thanks Steve for getting a hold of Erie Foundation. We will now be breaking down the playground project into smaller pieces. The entire project will be about \$150,000. We now have a \$20,000 donation and \$15,000 from KILA. This gives us \$35,000 to work with. So, the focus will now be on parts and pieces.

J. Wolfe questions the status of the Master Plan that has been in the works. Thinks more involvement is needed besides Park Board members. Since it will need to be brought to Council, I think it is best to get Council involved.

T. Pieratt states that he will be glad to submit the Master Plan and get Council involved as soon as something is to scale on paper.

**7.P. Mayor's Financial Report**- Mayor Ehrbar Reports:

Mayor's Court report submitted by Rosalyn Ahner

September 3, 2022: For the month of August 2022 the court collected a total of \$2945.00: \$130.00 Computer Fund, \$130.00 Court Improvement Fund, \$39.00 Library Fund, \$402.50 Other Costs. \$2538.00 General Fund. All funds collected were from payment plans and fines. State was paid \$ 402.50: \$117.00 Victims of Crime, \$275.00 HB1 (state indigent support fund), \$0.00 State Bond Surcharge, \$10.50 Drug Law Enforcement/Justice Program Services. Erie County Municipal was paid \$4.50

Indigent Drivers Alcohol Treatment Fund \$4.50. Bank / Online payment expenses totaled: \$65.67 (Credit Card & US Bank service fee). Court has paid a total of \$6855.00 to the Village General Fund in 2022. Court has paid a total of \$23,133 to the Village General Fund in 2021. Court has paid a total of \$14352.46 to the Village General Fund in 2020.

Court has paid a total of \$33837.90 to the Village General Fund in 2019.

Court has paid a total of \$31425.03 to the Village General Fund in 2018.

There are currently 01 cases pending for 2021

2022 – 33 tickets issued

2021 – 98 tickets issued

2020 – 37 tickets issued

2019 – 120 tickets issued  
2018 – 157 tickets issued

7.Q. **Legal-** D. Lambros reports: there is a request to council for Village to vacate property known as Erie Road. H. Askin has made the request and is present. D. Lambros has looked at property located at the end of Mildred. No road at all. All grown in. Needs Council to review. D. Lambros sees no reason not to sign property over to them. H. Askin: Property is at end of Mildred. 3 property owners for 30 years have maintained. Since road is not being used we would like to take responsibility and continue to maintain.

7.R. **Treasurer** - L. Klonaris reports: Financial reports are in Council packets. 2023 tax Budget has been approved by the Erie County Auditor. 2nd Half Real Property Tax has been received. Initial letters to property owners included in the Lakeview, Crestview and Fairview road Assessment were mailed out on August 25, 2022. I will be working with Civista Bank to establish financing for the project.

7.S. **Telecommunications Oversight and Development Committee-** J.Wolfe reports: no meeting; no report.

(next legislation numbers O – 21 and R - 09)

### 9.0 First Readings:

**9.1 ORDINANCE NO. 2022 – O - \_\_\_\_\_: AN ORDINANCE AUTHORIZING THE CLERK/TREASURER TO INCREASE APPROPRIATIONS FOR THE FAA-AIRPORT IMPROVEMENT FUND # 4201 IN ORDER TO UPDATE THE AMENDED CERTIFICATE OF ESTIMATED RESOURCES FOR SAID FUND AND DECLARING AN EMERGENCY**

(INTRODUCED BY: MAYOR RONALD E EHRBAR)

Motion to suspend the three reading rule,

RC: G.Finger 1, A.M. Eaton 2, S. Stevenson Y, S. Smith N, M. Gaither Y, J.Wolfe Y

Motion to pass,

RC: G.Finger 1, A.M. Eaton 2, S. Stevenson Y, S. Smith Y, M. Gaither Y, J.Wolfe Y

**9.2 ORDINANCE NO. 2022 – O - \_\_\_\_\_AN ORDINANCE APPOINTING AMY KRALL AS A FULL-TIME POLICE OFFICER IN THE POSITION OF SERGEANT AND DECLARING AN EMERGENCY**

(INTRODUCED BY: MAYOR RONALD E EHRBAR)

Motion to suspend the three reading rule,

RC: G.Finger Y, A.M. Eaton 1, S. Stevenson 2, S. Smith Y, M. Gaither Y, J.Wolfe Y

Motion to pass,

RC: G.Finger 2, A.M. Eaton Y, S. Stevenson Y, S. Smith Y, M. Gaither Y, J.Wolfe 1

**9.3 ORDINANCE NO. 2022 – O - \_\_\_\_\_: AN ORDINANCE APPOINTING JAMES E. BARTUS II AS POLICE CHIEF OF THE VILLAGE OF KELLEYS ISLAND AND DECLARING AN EMERGENCY**

(INTRODUCED BY: MAYOR RONALD E EHRBAR)

Motion to suspend the three reading rule,

RC: G.Finger Y, A.M. Eaton 1, S. Stevenson 2, S. Smith Y, M. Gaither Y, J.Wolfe Y

Motion to pass,

RC: G.Finger Y, A.M. Eaton Y, S. Stevenson 2, S. Smith Y, M. Gaither Y, J.Wolfe 1

**9.4 RESOLUTION NO. 2022 – O - \_\_\_\_\_: 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**

(INTRODUCED BY: COUNCIL OF THE VILLAGE OF KELLEYS ISLAND)

Motion to suspend the three reading rule,

RC: G.Finger\_2\_, A.M. Eaton\_\_Y\_\_, S. Stevenson\_\_Y\_\_, S. Smith\_\_Y\_\_, M. Gaither\_\_Y\_\_, J.Wolfe\_1\_

Motion to pass,

RC: G.Finger\_2\_, A.M. Eaton\_\_Y\_\_, S. Stevenson\_\_Y\_\_, S. Smith\_\_Y\_\_, M. Gaither\_\_Y\_\_, J.Wolfe\_1\_

**9.5 ORDINANCE NO. 2022 – O - \_\_\_\_\_: AN ORDINANCE AUTHORIZING THE CLERK-TREASURER TO INCREASE APPROPRIATIONS FOR THE WATER FUND #5101 BY \$100,000.00 AND DECLARING AN EMERGENCY**

(INTRODUCED BY: MAYOR RONALD E EHRBAR)

Motion to suspend the three reading rule,

RC: G.Finger\_Y\_, A.M. Eaton\_\_1\_, S. Stevenson\_\_2\_, S. Smith\_\_N\_\_, M. Gaither\_\_Y\_\_, J. Wolfe\_Y\_

Motion to pass,

RC: G.Finger\_Y\_, A.M. Eaton\_\_2\_, S. Stevenson\_\_1\_, S. Smith\_\_,Y\_, M. Gaither\_\_Y\_\_, J. Wolfe\_Y\_

**10.0 Second Readings:**

**11.0 Third Readings & Emergencies:**

**12. Items from the Mayor:** Mayor Ron Ehrbar reads letter that is also in Council packet in Council packet explaining a new addition to the employee manual.

In reference to the Employee Personnel Manual, Section 4, Conditions of Employment, 4.1 Payroll and Work Hours, Payroll Processing, I am asking Council to include;

All Full-time and Part-time, Salary and Hourly employees must fill out and complete in its entirety, the Village of Kelleys Island Personnel TIME SHEET. Start time, quit time, or hours worked for salaried employees, days off, and to include vacation days, personal days, and sick days. It will be signed by that employee, reviewed and signed by his or her supervisor, and received by the Clerk-Treasurers Office no later than noon, 12 PM, Thursday, the day after pay day. Failure to comply will result in disciplinary action.

I would like to see this added to the Personnel Manual to assist the Clerk-Treasurer for accounting and auditing purposes, and so that they are received at the office in a timely manner. All employees are paid with public money, and we need a complete record of this expense.

**13. Items from Council:**

A.M. Eaton offers information to residents to have issues with bad cell reception and difficulty accessing 911. Amplex has the ability to offer customers an 8 hour battery backup so that they can retain their cell phone service through a power outage. Not sure of exact cost.

S. Smith: questions A.M. Eaton on the fact that Council was just asked to approve a quarter million dollars and it was not discussed in Finance Meeting. A.M. Eaton: We approved a quarter million dollars? We approved a \$100,000...S. Smith: and \$152,283.19 for Airport. Why was it not on a Finance Meeting agenda? A.M. Eaton: I don't have an answer. S. Smith recalls the 2 totals of the legislation. S. Smith asks A.M. Eaton; should we have a Finance Meeting agenda? A.M. Eaton: Technically, Yes. Should we talk about these things in Finance? A.M. Eaton, yes.

S. Smith asks Mayor Ehrbar; did we cancel a Transfer Committee meeting because of a billing issue? Had a person lined up, then did not? Mayor Ehrbar; that is correct.

S. Smith: states that Finance did not discuss 2 pieces of legislation that totaled around a quarter million dollars and I think we should have.

14. Old Business

15. Public Comment:

Judy Kaneen: addresses the sidewalk issue. Thank you to whoever marked the bad sidewalk with paint but, don't want to know who did it. I believe that since a problem has been acknowledged it may put the Village at a liability.

S. Stevenson: Is this really a Village issue? The sidewalk is the responsibility of the owner of the property. Judy Kaneen requests deadline to get letters out and create plan. D. Lambros: This issue is for Streets and Sidewalks Committee to determine and decide how it will be fixed and when and up to Council to approve.

16. New Business:

17. Correspondence:

18. Motion to adjourn,

RC: G.Finger\_1\_\_, A.M. Eaton\_\_2\_\_, S. Stevenson\_\_Y\_\_, S. Smith\_\_Y\_\_, M. Gaither\_\_Y\_\_, J.Wolfe\_\_Y\_\_

Meeting Adjourned At: 7:30 PM



Lisa M Klonaris, Clerk-Treasurer



Mayor Ronald E. Ehrbar