Mayor Kincannon called the Council Meeting to order at 7:35 p.m. After the recitation of the Pledge of Allegiance, roll call was taken with Flynn, Price, Gregory, Karpinski, Honer, and Smith present.

**Gregory moved to approve the minutes of the January 25, 2024, Council meeting as written, which was seconded by Karpinski;** 6 yeas; motion passed.

***Public Participation:***

N/A

***Mayor’s Report:***

Mayor Kincannon shared the following:

1. Kincannon has 2 copies of the rough draft of the employee handbook. They will be provided to the 2 council members who will be assigned to this project during the Solicitor’s report.
2. The mayor’s court / violations bureau collected $2,000 in January 2024 of which $1,693 remained with the Village.
3. Kincannon asked Gates to get bids for paving the future police department parking area, which currently is the grassy area to the left of the main entrance.
4. We are having ongoing IT and telephone issues, mainly with the police department.
5. The records commission meeting is scheduled for 7:00 p.m. on Thursday, February 22nd.
6. Kincannon and Gates met with Jobs Ohio today. Gates provided them with a packet that included maps identifying the empty lots in the Village. They will look at the Tipple property and the 3 LaGrange Community Improvement Corporation (LCIC) lots available on Opportunity Way. This information will be put in their database, which is used not only within the state of Ohio but also nationally. Lorain One is a subsidiary within Lorain County.
7. A volunteer is needed to attend the Public Health meeting on March 28th. The meetings generally last about 30 minutes. Smith will attend on behalf of the Village.
8. The Ohio Municipal League (OML) does a lot for cities and villages. Kincannon asked for a motion to spend $250 to join the OML’s lobbying group. **Flynn moved to spend $250 to join the OML’s lobbying group, which was seconded by Honer**; 6 yeas; motion passed. Gregory asked how to receive notifications from the OML; Kincannon indicated that you can sign up via their website.
9. Kincannon attended the KEY meeting on the 7th. They are looking at active transportation – walking and bike riding. They asked Kincannon to ask Superintendent White if Keystone was looking into it. They also asked about converting a tennis court(s) to a pickleball court(s). One of the township trustees said that would be fine if KEY was willing to help pay for it.
10. Mr. Crandall passed away yesterday. He was a member of our Planning Commission. Kincannon plans to send flowers if anyone else would like to contribute.
11. Complaints have been received by Parklane residents about the full dumpster behind the bus garage. Kincannon asked them to empty it, but it has not happened yet. Smith will follow up on this.
12. Kincannon compiled data on substantial completion and shared it with council members for their review and discussion at an upcoming Committee of the Whole meeting.

***Police Chief’s Report:***

Chief Laubenthal did not have a report.

***Solicitor’s Report:***

Solicitor Clark asked for 2 volunteers to work with him on the employee policy manual. Flynn and Honer will assist Clark on this project.

Clark prepared a retention and maintenance agreement for use throughout the village. Annual reporting will be a requirement, and penalties will be incorporated. This may be incorporated into our subdivision regulations or ordinances.

***Village Administrator’s Report:***

Village Administrator Gates reported on the following:

1. We hired Devon Wright for the full-time maintenance position. He should be starting in March.
2. We purchased the 2012 F-550 dump truck, and we received the 2024 service truck for the sewer plant.
3. The floats are installed at the wastewater treatment plant (WWTP). When they were core drilling for the floats, a plug fell into the wet well. The wet well needs to be cleaned to remove the plug and other debris before we can run the pumps. We must find a place that will take what is removed from the wet well.
4. Gorman-Rupp has taken back the portable pump that was insufficient for our flow during wet weather at the WWTP. We have been running on the CAT silent pump, and it has sufficiently handled our worst flow day of 1.9 million gallons. This is the pump that we would like Council to approve. The cost is $110,000 with the suction and discharge hoses. It is $50,000 more than originally approved. **Karpinski moved to allocate $110,000 total to the WWTP for the pump, which was seconded by Gregory**; 6 yeas; motion passed.
5. Council was given the revised 5-year plans for maintenance and the WWTP.
6. Dynegy will be the supplier for the Village’s Electric Aggregation Program. A letter will be going out next week to all eligible residents or small businesses that they will automatically be enrolled in the program unless they opt-out by March 4, 2024. The rate is fixed for 20 months at $0.06581 per kilowatt hour through December 2025. A copy of the letter can be provided to the mayor and council.
7. One of the check valves was leaking on the middle boiler above the softball gym. Armor Plumbing will replace it along with the check valves on the other 2 boilers that will need to be replaced shortly.

Gregory mentioned that there is a pothole in the public parking lot across from the post office. Our maintenance team will look into this. We only own a portion of that lot.

Price asked if Keystone had any responsibility for the boiler repairs. We are repairing the boiler. Keystone is responsible for anything in the gym.

***Fiscal Officer’s Report:***

Fiscal Officer Homer-Miller was absent.

***Old Business:***

**Ordinance 2024-2528** --- AN ORDINANCE PROVIDING FOR THE APPOINTMENT AND COMPENSATION OF THE VILLAGE SOLICITOR AND DECLARING AN EMERGENCY --- This was the third reading. The dollar amount on the ordinance was updated to reflect $28,000.00. **Karpinski moved to suspend the rules, which was seconded by Price;** 6 yeas; motion passed. **Karpinski moved to adopt the ordinance as amended (dollar amount) and declare an emergency, which was seconded by Gregory;** 6 yeas; motion passed.

**Ordinance 2024-2529** --- AN ORDINANCE AUTHORIZING THE APPOINTMENT AND COMPENSATION OF A VILLAGE PROSECUTOR, AND DECLARING AN EMERGENCY --- This was the third reading. The dollar amount on the ordinance was updated to reflect $16,000.00. **Karpinski moved to suspend the rules, which was seconded by Gregory;** 6 yeas; motion passed. **Karpinski moved to adopt as amended (dollar amount) and declare an emergency, which was seconded by Honer;** 6 yeas; motion passed.

**Ordinance 2024-2530** --- AN ORDINANCE ADOPTING A DRUG-FREE WORKPLACE POLICY FOR EMPLOYEES OF THE VILLAGE OF LAGRANGE AND DECLARING AN EMERGENCY --- This was the third reading. **Karpinski moved to adopt and declare an emergency, which was seconded by Flynn;** 6 yeas; motion passed.

**Resolution 2024-1010** --- A RESOLUTION RE-ADOPTING RULES FOR THE CONDUCT OF VILLAGE COUNCIL MEETINGS --- This was the third reading. **Karpinski moved to accept, which was seconded by Price;** 6 yeas; motion passed.

***New Business:***

**Smith moved to select insurance coverage option 1 for maintenance building, which was seconded by Karpinski**; 6 yeas; motion passed.

***Miscellaneous Business:***

The Tax Review Board requested an additional member to serve as an alternate. For the next council meeting, Kincannon would like council’s suggestions for an alternate.

Karpinski stated that the date for the elected officials volunteering at Second Harvest Food Bank was changed to Monday, February 12th. He and Honer will represent the Village at this event.

***Committee Reports*:**

1. Park Board – They are struggling to find someone to run the concession stand. Karpinski mentioned that a church group was willing to do it. Smith and Karpinski will follow up on this.
2. Planning Commission – They met last week. Trimline presented their concept for their addition. They requested a 44’ 2” building height to accommodate their equipment. The current limit is 35’. The Planning Commission made a recommendation to the Zoning Board of Appeals to approve the variance. The Planning Commission granted the conceptual and preliminary plan approval and final plans contingent on approval of the final plans by the building official, proper maintenance of ditches for water retention, and approval by the ZBA on the building height. Additionally, discussion was had with the building official about substantial completion. Price was elected to be the Planning Commission chairperson.
3. LCIC – The group met earlier this evening. Election of officers occurred. Kincannon is the president. Kuhl is vice president. Motions were passed for Homer-Miller to complete the 2023 year end requirements and for LCIC to reimburse the Village for her time in doing so. Homer-Miller was able to get $50 of $80 in service charges waived. The checking account profile is being changed to avoid future service charges. The CDs are maturing at the end of February and in June. The total balance as of December 31, 2023, was $10,064.29.

***Presentation of Bills:***

The Fiscal Officer presented the list of warrants and electronic payments issued between January 26 and February 8, 2024, totaling $347,310.63 per the payment listing provided. **Karpinski moved to accept, which was seconded by Gregory**; 6 yeas; motion passed.

There being no further business, **Smith moved to adjourn, which was seconded by Price**; 6 yeas; motion passed. Adjourned at 8:25 p.m.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Attested by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gary R. Kincannon, Mayor Christie Homer-Miller, Fiscal Officer