Mayor Kincannon called the Council Meeting to order at 7:30 p.m. After the recitation of the Pledge of Allegiance, roll call was taken with Flynn, Price, Gregory, Karpinski, Honer, and Smith present.

**Karpinski moved to approve the minutes of the March 14, 2024, Committee of the Whole meeting as written, which was seconded by Gregory**; 6 yeas; motion passed.

**Smith moved to approve the minutes of the March 14, 2024, Council meeting as written, which was seconded by Price**; 6 yeas; motion passed.

***Public Participation:***

N/A

***Mayor’s Report:***

Mayor Kincannon shared the following:

1. Kincannon appointed Marie Strauss as an alternate to the Tax Review Board (TRB). **Honer moved to appoint Marie Strauss as an alternate to the TRB, which was seconded by Karpinski**; 6 yeas; motion passed. Strauss was appointed by both the mayor and council, whereas the other members of the TRB were appointed by the mayor **or** council.
2. There is an opening on the Planning Commission (PC) following the passing of Mr. Crandall. The current members of the PC are Gary Kincannon, Barry Price, Chuck Sturgill, and Rick Radca (recently appointed). Homer-Miller and Clark will pull data on PC and Zoning Board of Appeals to summarize terms, who makes appointments to each zoning board, etc. This will be a topic for an April meeting.
3. Gates and Kincannon attended the celebration of life for Mr. Crandall. Mrs. Crandall sent a thank you note for the flowers sent by the mayor and council members.
4. Kincannon and Trustee Canfield selected spots at the community park for the bicentennial trees. The trees will be planted at the beginning and end of the storybook trail.
5. The mayor contacted several sites for funding water meters. An EPA site responded indicating they were interested in helping us. Kincannon spoke with the regional contact. A water audit will begin next week.
6. Kincannon emailed each county commissioner requesting ARPA funds to help with the Kelner ditch project. Moore called Kincannon. Hung responded via email. Both support it.
7. Gates and Kincannon met with Jay Camp about a community center. He was surprised at the use of our building.
8. Kincannon wants to see us invest in the roof of the maintenance building to protect our equipment and the improvements already made to the structure. Local roofers, 5K and West Roofing, were contacted. 5K felt it was beyond their ability. West does not work on this type of roof. Karpinski stated that commercial construction costs have been increasing 2.7% per year. The lowest and best bid is from Brookpark Design Builders.

***Police Chief’s Report:***

Chief Laubenthal reported on the following statistics for February 22 through March 27, 2024:

1. There were 192 non-criminal requests for assistance. 143 were for premise checks (i.e., vacation).
2. There were 17 criminal complaints / investigations - 0 felonies; 9 misdemeanors; 2 juvenile charges. They included 3 protection order violations, 3 domestic violence, 2 assault, 1 unlawful restraint, 1 peddler, 1 disorderly conduct, 1 drug possession, 3 animals at large, and 2 fraud.
3. There were 177 traffic-related incidents including 5 crash investigations, 39 operating and equipment charges, and 77 warnings.
4. There were 6 parking violations issued and 6 warnings issued.

***Solicitor’s Report:***

Solicitor Clark reported that he, Flynn, and Honer met to go over the employee handbook. They will meet with Kincannon and Gates before presenting a version to council.

***Village Administrator’s Report:***

Village Administrator Gates reported on the following:

1. Our building official looked at 100 Public Square after concerns of falling bricks. A letter was sent to the new property owner. It does not appear to be a structural issue.
2. The overtime hours worked for the first 7 pay periods of 2024 was provided to council. It is less than expected due to minimal snow this winter.
3. April 9th will be our first brush chipping day. We will chip on the second and fourth Tuesdays of the month through October.
4. We are working with Kleinfelder to address issues with the Railroad Street resurfacing project. We are hoping to have a site meeting with them next week.
5. Below are the bids for the police parking lot:
   1. Griffith Paving with Blakeslee Excavating installing the storm drain $43,000
   2. Plas Paving – storm work would be additional $44,000
   3. Crossroads $60,000

When considering alternatives, Laubenthal is concerned about vehicle security if the vehicles are parked out back. Regardless, he would like the dumpster relocated because it is not easy to see it at night when exiting the garage. He prefers a lit sign to be placed on the Police Department side of the building and leave the police vehicles where they are currently. However, he would like a sidewalk to the entrance used by the officers. Sidewalk estimates will be obtained.

Honer asked for a tour of the maintenance building at a future Committee of the Whole meeting. The tour will take place at 7:00 p.m. before the April 25th council meeting.

Smith suggested that the sign include references to the historical society, quilting group, friends of the library, etc. This will be discussed further at a future Committee of the Whole meeting.

***Fiscal Officer’s Report:***

Fiscal Officer Homer-Miller reported on the following:

1. The first half property tax payment was received via ACH from the county auditor and recorded in the accounting system. It was the first electronic payment received from the county auditor’s office.
2. Below are items shared with council and the mayor since our last meeting:
   1. The Auditor of State’s 2024 certified public records virtual training schedule,
   2. The senior services report from Neighborhood Alliance for January and February 2024, and
   3. Over $58,000 in delinquent income taxes was collected by the Regional Income Tax Agency’s (RITA) subpoena program on behalf of the Village. This is a result of us joining RITA's delinquent and subpoena program. It only cost the Village $542.
3. Homer-Miller attended 2 trainings this month.
   1. The first training was entitled “Conducting Meetings as a Township Official.” Although it was an Ohio Township Association webinar, it also was relevant to the Village, not just townships. The Power Point presentation was shared with the mayor and council.
   2. The second training was the Auditor of State’s Local Government Services conference in Columbus.
4. Homer-Miller identified an issue where several permissive vehicle license tax receipts were incorrectly recorded under the State Highway fund instead of the Permissive Motor Vehicle License Tax fund. She asked for a motion to move $36,760.95 from the State Highway fund (2021) to the Permissive Motor Vehicle License Tax fund (2101). She also asked council to approve moving $3,666.84 from the Parks and Recreation fund (2041) to the General fund (1000) and $50.68 from the Coronavirus Relief fund (2151) to the ARPA fund. Below is a summary:

|  |  |  |
| --- | --- | --- |
| **Fund #** | **Fund Name** | **Change** |
| 1000 | General | $3,666.84 |
| 2041 | Parks & Recreation | ($3,666.84) |
| 2021 | State Highway | ($36,760.95) |
| 2101 | Permissive Motor Vehicle License Tax | $36,760.95 |
| 2151 | Coronavirus Relief | ($50.68) |
| 2152 | ARPA | $50.68 |
| **Total** |  | **$ - 0 -** |

**Karpinski moved to grant Homer-Miller permission to make the recommended fund corrections, which was seconded by Smith**; 6 yeas; motion passed.

***Old Business:***

**Ordinance 2024-2534** --- AN ORDINANCE AMENDING SECTION 929.16 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF LAGRANGE TO PROVIDE FOR THE INSPECTION AND MAINTENANCE OF STORMWATER MANAGEMENT FACILITIES AND DECLARING AN EMERGENCY --- This was the second reading.

**Resolution 2024-1011** --- A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INTO AGREEMENT WITH THE OHIO STATE AUDITOR TO ASSIST THE FISCAL OFFICER IN THE RECONCILIATION OF THE VILLAGE’S CASH JOURNAL FOR THE PERIOD JANUARY 1, 2024, THROUGH DECEMBER 31, 2024, AND DECLARING AN EMERGENCY --- This was the third reading. **Karpinski moved to adopt the resolution and declare an emergency, which was seconded by Flynn**; 6 yeas; motion passed.

**Resolution 2024-1012** --- A RESOLUTION TO AUTHORIZE THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE OHIO STATE AUDITOR TO PROVIDE CONSULTATION SERVICES TO THE VILLAGE FISCAL OFFICER OF THE VILLAGE OF LAGRANGE AS IT MAY RELATE TO THEIR JOB DUTIES, FORECASTING, OHIO BUDGETARY LAW, AND OTHER STATUTORY REQUIREMENTS RELATING TO THE ACCOUNTING AND REPORTING FUNCTIONS OF THE VILLAGE. FOR THE PERIOD JANUARY 1, 2024, THROUGH DECEMBER 31, 2024, AND DECLARING AN EMERGENCY --- This was the third reading.  **Karpinski moved to adopt the resolution and declare an emergency, which was seconded by Gregory**; 6 yeas; motion passed.

***New Business:***

**Ordinance 2024-2537** --- AN ORDINANCE FOR THE PERMANENT APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF LAGRANGE DURING THE FISCAL YEAR ENDING DECEMBER 31, 2024, AND DECLARING AN EMERGENCY --- **Karpinski moved to suspend the rules, which was seconded by Honer**; 6 yeas; motion passed.  **Karpinski moved to adopt the ordinance and declare an emergency, which was seconded by Honer**; 6 yeas; motion passed.

***Miscellaneous Business:***

Alternate to Tax Review Board – This was covered under the mayor’s report (see page 1).

Shred Event – September 21st is the first choice for the shred event. September 28th is the second choice. Homer-Miller will follow up with the Lorain County Solid Waste District and will report back at a future meeting.

***Committee Reports*:**

1. Park Board – They met on Tuesday. They are trying to determine who has their keys. Entrance to the park driveway will be blocked the evening of April 7th until 4:00 p.m. on the 8th due to the eclipse.
2. Planning Commission – The next meeting will be on April 4th.
3. LCIC – 2023 is closed.

***Presentation of Bills:***

The Fiscal Officer presented the list of warrants and electronic payments issued between March 15 and 28, 2024, totaling $164,528.05 per the payment listing provided. **Gregory moved to accept, which was seconded by Karpinski**; 6 yeas; motion passed.

There being no further business, **Smith moved to adjourn, which was seconded by Gregory**; 6 yeas; motion passed. The meeting adjourned at 8:44 p.m.

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

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