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, Gregory, Karpinski, Honer, and Smith present.

**Karpinski moved to approve the minutes of the August 8, 2024, Committee of the Whole meeting as written, which was seconded by Gregory;** 5 yeas; motion passed.

**Flynn moved to approve the minutes of the August 8, 2024, Council meeting as written, which was seconded by Gregory;** 5 yeas; motion passed.

***Public Participation:***

N/A

***Mayor’s Report:***

Mayor Kincannon shared the following:

1. Morgan Olah who organized the 2023 home coming parade, wants to do it again this year. Because it is not an official school function, police personnel will not be assigned.
2. Gates and Kincannon joined Trustee Canfield at Cleveland Quarries in Oberlin last week to see the progress on the statue. Gates spoke with an Ohio Department of Transportation (ODOT) representative who attended our National Night Out event. They stated that ODOT will not OK a crosswalk to the circle.
3. Ruhl, Gates, and Kincannon had another call with Todd Brandenburg of Great Lakes Community Action Partnership (GLCAP) / Rural Community Assistance Program (RCAP) about water meters. This is a slow process.
4. McCaulley and Company is the grant business that Laubenthal and Homer-Miller mentioned at the last council meeting. McCaulley does grants for the City of Elyria. Grants were discussed at this week’s mayor’s meeting. Mayor Brubaker from Elyria indicated it costs Elyria $8,000 per month for McCaulley’s services. Brubaker meets with the McCaulley representative monthly to go through the grant options. The City of Lorain also uses McCaulley.
5. Trustee Canfield mentioned that the township will move their bank account(s) to Buckeye Bank. Council suggested that we consider moving some of our funds to Buckeye.
6. For the month of July, 35 tickets went through our violations’ bureau with $2,856 coming to the village.

***Police Chief’s Report:***

Chief Laubenthal was not in attendance.

***Solicitor’s Report:***

Solicitor Breunig reported on the following:

1. This evening’s agenda includes 2 ordinances to clean up fees for swimming pools and zoning variances. Fees for area villages should be reviewed as our fees are low, have not been reviewed in some time, etc.
2. The sick leave donation policy will be updated.
3. Breunig knows McCaulley. He suggests a different fee structure than Elyria and Lorain. Smith stated that Debbie who recently retired from the library may be interested in grant writing for us.
4. Breunig will not be in attendance for the first meeting in October.

***Village Administrator’s Report:***

Village Administrator Gates reported on the following:

1. Blakeslee Excavating is putting in the next phase of the retention pond on the north side of our building. When completed, we will have retention for 1.8 million gallons. Keystone will take the dirt for their baseball fields.
2. The gas line for the maintenance building was installed today.
3. Our application to the Ohio Public Works Commission (OPWC) round 39 for Church Street between East Main and Forest will be submitted by September 6th. The estimated cost for the project is just over $1.2 million. Council was provided with the breakdown for funding from OPWC ($499,999 loan and grant), local share ($268,902), and Water Pollution Control Loan ($445,539), which is for storm water.

Flynn asked about the maintenance building roof. It is scheduled to begin as soon as the contractor can start.

The roof repairs to the municipal building will cost $12,000.

Honer asked about the collapsed concrete on Commerce Drive resulting from the weight of the trucks of the concrete company. Gates indicated that the road does not have a good base. Heavy vehicles further damage the road. There are no under drains causing water to collect. The 3 squares that need to be replaced will probably cost $20,000.

***Fiscal Officer’s Report:***

Fiscal Officer Homer-Miller reported on the following:

1. Homer-Miller responded again to the IRS who is looking for money associated with possible late payments made in 2020 and 2021. When she researched the issue after joining the Village in 2022, she identified only 2 late payments, not several. At that time, a $500 check was issued, and we asked the IRS to resolve the issue on their end based on the support we provided. The only communications we received in response to our appeal request indicated that the IRS needed more time to research.
2. A reminder email was sent to some of the elected officials concerning the required fraud training. Certificates of completion need to be provided to Homer-Miller as soon as possible.
3. We received our $77,587 reimbursement payment from the Ohio Public Works Commission (OPWC) for expenses we paid associated with the water and wastewater pump replacement project.
4. Our shred event with the Lorain County Solid Waste Management District is scheduled for Saturday, September 28th, from 9:00 a.m. to 12:00 p.m. or until the truck is full. Homer-Miller will provide information to the mayor for posting on our website and Facebook page. She also will provide information to the Rural-Urban Record and to LaGrange Township for their digital sign.

Flynn asked if we are on budget for the year. Due to Homer-Miller’s recent absence, she provided financial reports to the mayor and council this evening but has not reviewed them yet herself. She will do so as soon as possible.

Flynn also asked about records retention. Our records retention policy recently was entered into Word as we did not have an electronic version. Due to Homer-Miller’s recent absence, she has not reviewed the data yet. After doing so, the next records commission meeting will be scheduled.

***Old Business:***

The items discussed under old business actually are miscellaneous business and have been recorded under that section.

***New Business:***

**Ordinance 2024 – 2550** --- AN ORDINANCE AMENDING LAGRANGE CODIFIED ORDINANCES PART THIRTEEN – BUILDING CODE, CHAPTER 1319, SWIMMING POOLS, SECTION 1319.02, APPLICATION FOR PERMIT --- This was the first reading.

**Ordinance 2024 – 2551** --- AN ORDINANCE AMENDING LAGRANGE CODIFIED ORDINANCES TITLE FIVE - ADMINISTRATION, CHAPTER 149, PLANNING COMMISSION, SECTION 149.03, ADMINISTRATIVE FEE SCHEDULE FOR PLANNING AND ZONING FEES --- This was the first reading. Item (F) is the only item changing from this section.

***Miscellaneous Business:***

The following miscellaneous business topics were discussed under old business.

1. Smith stated that the local Boy Scout troop has 3 young men who are looking for Eagle Scout projects. Scout Leader Ryan Tansi told Smith that they might be interested in working on the landscaping for the police entrance provided the village provides the materials. Smith will attend their September meeting.
2. Smith reported that the Department of Veterans Affairs will pay 20 percent of the cost of military banners provided the banners include their logo.
3. Smith contacted 7 sign companies. Responses have been few and far between. However, she is still working on it. They seem to be dealing with resource constraints like the rest of us.
4. Smith asked about several unsightly areas on Railroad Street (e.g., abandoned school bus, camper, large pieces of concrete, etc.). Enforcement may fall on the police department or the property maintenance code. In the meantime, the administrator and/or solicitor will draft letters for those in violation.
5. The apartment complex does not have gas meters yet. The south side has water, sanitary, storm, and electricity. It is up to the building official to determine if the units meet the occupancy requirements.
6. Gates stated that the house on Williams Street is being settled in court.

***Committee Reports*:**

1. Park Board – Kincannon reported that Deb Zarbaugh’s husband passed away, a lift truck is needed to repair the flagpole, and ideas are being considered for the 2025 Memorial Day weekend.
2. Planning Commission – Price was not in attendance to provide a report.
3. LCIC – Flynn reported that the next LCIC meeting will be held on Thursday, September 26th, at 6:45 p.m. We may want to review the zoning of this area as it is restrictive. Kincannon will get input from the state.

***Presentation of Bills:***

The Fiscal Officer presented the list of warrants and electronic payments issued between August 9 and 22, 2024, totaling $265,104.66 per the payment listing provided. **Gregory moved to accept, which was seconded by Karpinski**; 5 yeas; motion passed.

The September Committee of the Whole meeting will start at 6:30 p.m. at the wastewater treatment plant.

There being no further business, **Smith moved to adjourn, which was seconded by Gregory**; 5 yeas; motion passed. The meeting adjourned at 8:41 p.m.

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

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