

## RECORD OF PROCEEDINGS

Minutes of \_\_\_\_\_

Regular \_\_\_\_\_

Meeting \_\_\_\_\_

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held \_\_\_\_\_

Tuesday, February 13, 2024

The Pandora Village Council met in Regular Session on Tuesday, February 13, 2024, at 7:00 PM at the Municipal Building, with Mayor, Jeremy Liechty, presiding.

Members Present: Burkholder, Eisenbach, Fricke, Braidic, Gray  
Members Absent: Dettrow

Also in attendance: Chief, Scott Stant/Village Administrator, Rick Morrison/Fiscal Officer, Kimberly Reese/ Solicitor, Scott Basinger.

Guest Present: Nancy Hovest

The meeting was opened with the Pledge of Allegiance.

Motion was made by Mr. Fricke, seconded by Mr. Eisenbach, to approve the January 23, 2024 minutes. Voting: All Yea.

Motion was made by Mr. Gray, seconded by Mrs. Braidic, to approve the bills as presented; non-payroll of \$562,453.97 and payroll of \$22,393.21 for a total of \$584,847.18. Voting: All Yea.

Motion was made by Mr. Burkholder, seconded by Mr. Eisenbach, to approve the Fund Summary, Bank Reconciliation and Bank Balance Reports for January, 2024. Voting: All Yea.

Motion was made by Mr. Burkholder, seconded by Mr. Fricke, to approve the Revenue and Appropriation Summary Reports for January, 2024. Voting: All Yea.

Attorney, Mr. Nick Gerschutz, was present to provide to Council an update on the pending purchase/sale of the Hilty Home. Mr. Gerschutz was retained by the village to provide legal advice/services regarding the purchase/sale of the Hilty Home by the village. This is a short-sale through HUD which will provide a favorable price for potential buyers with the village's involvement. HUD needs to approve the purchase as the offer is less than what is owed. The purchase contract is between the Mennonite Home Communities of Ohio and the Village of Pandora. The village will then work with the CIC with a contract to then get to the buyers. Mr. Gerschutz recommended that the village obtain title insurance and provide a warranty deed. All required contracts have been signed and submitted to HUD. The standard review time with HUD is 10 days and we are currently in this waiting period. Also discussed was having a right of first refusal stipulation which can be done at closing and doing a title search. The village currently has an easement running through the property for access to sewer lines. A new easement with new owners will also have to be done. The contracts between all parties do state that the property is being purchased/sold "as is".

Eric & Katie Deken and Brittany Coats, representatives from the Pandora-Gilboa Community Recreation Committee, were present to provide to Council updates on the committee and to discuss various items at the park. (1) They have some new members on the committee. (2) They found a contract from 2018 between the village and the committee. Council confirmed that said contract was still valid. (3) There were 140 kids that went through their programs last year. (4) They were gifted a portable concession stand and would like to utilize this for baseball/softball seasons to help raise money for the programs. The stand would be stored offsite after the end of each season. (5) They have noticed cars going fast through the park and would like to see signs put up. (6) They would like to put up a flag pole on diamond one by the scoreboard and sing the National Anthem before games. (7) Stated that there was not a trash can by diamond two last year and would like to see one put back in that location. (8) Stated that the drinking fountain by diamond one was not working last year. (9) would like to put up signage for the diamond locations. (10) They are still working on replacing the batting cage with a more updated one with a concrete base. Mayor Liechty asked them to get an updated estimate for this.

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Ordinance No. 614-2024: AN ORDINANCE GRANTING FRANCHISE TO OHIO POWER COMPANY, ITS SUCCESSORS AND ASSIGNS, THE RIGHT TO ACQUIRE, CONSTRUCT, MAINTAIN, AND OPERATE IN THE STREETS, THOROUGHFARES, ALLEYS, BRIDGES, AND PUBLIC PLACES OF THE VILLAGE OF PANDORA, STATE OF OHIO, AND ITS SUCCESSORS, LINES FOR THE TRANSMISSION AND DISTRIBUTION OF ELECTRIC ENERGY TO THE VILLAGE OF PANDORA, STATE OF OHIO, AND THE INHABITANTS THEREOF FOR LIGHT, HEAT, POWER, AND OTHER PURPOSES, AND FOR THE TRANSMISSION AND DISTRIBUTION OF THE SAME WITHIN, THROUGH, OR ACROSS SAID VILLAGE OF PANDORA, STATE OF OHIO. Motion was made by Mr. Fricke, seconded by Mr. Burkholder, to place Ordinance No. 614-2024 on its second reading. Voting: All Yea.

Ordinance No. 615-2024: AN ORDINANCE APPROVING, ADOPTING AND ENACTING AMERICAN LEGAL PUBLISHING'S OHIO BASIC CODE, 2024 EDITION, AS THE CODE OF ORDINANCES FOR THE MUNICIPALITY OF PANDORA, OHIO. Motion was made by Mr. Gray, seconded by Mrs. Braidic, to place Ordinance No. 615-2024 on its second reading. Voting: All Yea.

Ordinance No. 616-2024: AN ORDINANCE ESTABLISHING AND AUTHORIZING THE POSTING OF ANY SPECIAL MEETINGS OF THE VILLAGE OF PANDORA COUNCIL BE POSTED ON THE FRONT DOOR OF THE PANDORA VILLAGE OFFICE, LOCATED AT 102 SOUTH JEFFERSON STREET, PANDORA, OHIO, AT LEAST TWENTY-FOUR (24) HOURS PRIOR TO SAID MEETING BEING HELD. Motion was made by Mr. Burkholder, seconded by Mrs. Braidic, to place Ordinance No. 616-2024 on its first reading with amendments to posting locations. Voting: All Yea.

Resolution No. 2024-727: ANNUAL APPROPRIATION RESOLUTION: A RESOLUTION TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF PANDORA, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2024. The Finance Committee previously reviewed and approved the Appropriation Resolution at the Fund-Function-Object Code Level. Upon the Finance Committee's recommendation, motion was made by Mr. Fricke, seconded by Mr. Gray, to adopt Resolution No. 2024-727 as read. Voting: Burkholder-Nay; Eisenbach-Yea; Fricke-Yea; Bradic-Yea; Gray-Yea.

Solicitor, Scott Basinger, informed Council that he had done further research on determining if the village should place the land at the Industrial Park that is currently being leased for farming, into an Ag District. Mr. Basinger's recommendation was to not put said land into an Ag District due to there would be a penalty to pay to remove it at a later date if the village would have a need down the road for other economic development. It was the consensus of Council to not place said land into an Ag District.

Council reviewed the water Forgiveness Request Form which listed three residents requesting a one-time calendar year forgiveness on their January bills due to undetected water leaks. Motion was made by Mr. Gray, seconded by Mr. Burkholder, to approve said requests. Voting: All Yea. Council also reviewed an additional request by a seasonal business owner that had a pipe burst. The 11 month average on this business was actually higher than the January bill due to the business being seasonal. It was the consensus of Council to follow the Ordinance stating that the forgiveness had to be based on an 11 month average, therefore any forgiveness on this bill was not approved.

Council reviewed a contribution request from the Ohio Municipal League requesting \$250 to support their enhanced advocacy work with the State's executive and legislative policymakers. Motion was made by Mr. Fricke, seconded by Mr. Gray, to approve said request. Voting: All Yea.

Water Tower Replacement Project: Council reviewed the Contractor's Application for Payment No.6, in the amount of \$42,131.68. Motion was made by Mrs. Braidic, seconded by Mr. Gray, to approve payment of said application. Voting: All Yea.

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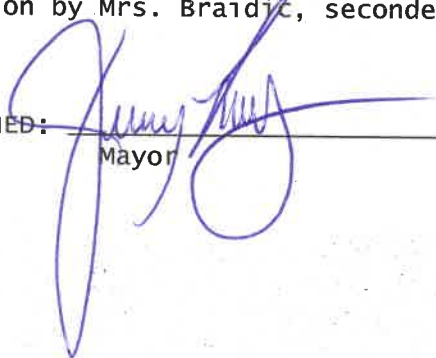
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Village Administrator, Rick Morrison, presented the following report: (1) EPA Grant - Our application for the \$10,000 equipment grant that I had completed last January, 2023 did not get awarded in Phase 1 but now is eligible for funding moving forward with the remaining applicants in Phase 2 of this year. I received this notification on January 24, 2024 and had to reply by February 1, 2024 if our public water system is still interested in this grant. This grant opportunity is made possible by Governor Mike Dewine's H2Ohio initiative. I did reply back on January 25, 2024 that we are still interested in this equipment grant to purchase leak detection equipment. (2) Play Structure - Last November (Risk Services Consultant) Nick Leach with Public Entities Pool of Ohio performed a risk assessment and inspection of the villages playground and equipment. He made several recommendations and had many concerns with our structure, playground and equipment. I have had several residents ask what is taking so long and when it will be opened back up. (3) Ryan Shartell - Ryan handed in his notice of resignation from the Village of Pandora on February 9, 2024. His last day will be February 23, 2024. He will be using his earned comp. time as his pay for his last two weeks.

Council discussed the need for employee job descriptions and pay scales. As this has been an ongoing discussion, it was the consensus of Council to have Fiscal Officer, Kimberly Reese, contact the Village of Ottawa to determine who the consultant was that they used to conduct their salary study in 2018. Mrs. Reese was instructed to then contact this consultant and begin the process of working with them to develop job descriptions and pay scales for the village.

With no further business to discuss, the meeting was adjourned upon a motion by Mrs. Braidic, seconded by Mr. Gray. Voting: All Yea.

SIGNED:



Mayor

SIGNED:



Fiscal Officer