

Agenda
Village of Roaming Shores Council
July 2, 2024 – 7:00 PM

Call To Order

Pledge to the Flag

Roll Call

Minutes to the Previous Meetings: *June 18 Council Meeting*

Visitor's Comments

Mayor's Report: *Jennie D'Amicone*

Administrator's Report: *Lukas Darling*

Solicitor's Report: *Cris Newcomb*

Committee Reports

Finance Committee
Public Safety Committee
Public Works Committee
Human Resources Committee
Technology Committee
Planning Commission
Records Commission

SCAD

Special Committee on Effective Self-Government

Special Joint Committee on Streets

Special Committee on Utility Billing Late Fees

Old Business:

- Status Update for Water/Sewer Infrastructure Projects
- Funding Sewer Infrastructure
- Salary – Elected Officials
- Codification
- Purchase Expense Authorization (with Administrator/Solicitor)

New Business:

- Sewer Infrastructure Levy (recommended by resident)

Ordinance 926-05-2024: AN AMENDED ORDINANCE ESTABLISHING A REIMBURSEMENT RATE FOR THE CHIEF OF POLICE, RETROACTIVE TO JANUARY 1, 2024, AND NOT DECLARING AN EMERGENCY (Tabled) – Sent to Human Resources Committee

(Over)

Ordinance 929-06-2024: AN AMENDED ORDINANCE REPEALING AND REPLACING VILLAGE CODE §125.03 REGARDING THE CREDIT CARD POLICY AND NOT DECLARING AN EMERGENCY (2nd) – Requested by: Mayor D’Amicone

Ordinance 932-07-2024: AN ORDINANCE ESTABLISHING A HIRING BONUS PROGRAM FOR THE ROAMING SHORES POLICE DEPARTMENT AND DECLARING AN EMERGENCY (1st) – Requested by: Chief Roskos

Ordinance 933-07-2024: AN ORDINANCE TO AUTHORIZE THE VILLAGE ADMINISTRATOR AND/OR MAYOR TO AWARD THE BID AND ENTER INTO A CONTRACT WITH S.E.T., INC. FOR THE ROAMING SHORES WWTP HEADWORKS DESIGN AT A BID PRICE OF \$232,000, AND DECLARING AN EMERGENCY(1st) – Requested by: Administrator Darling

Bills For Review

Any Other Topic of Discussion

Visitor’s Comments

Executive Session

Adjournment

Village of Roaming Shores Council Meeting
June 18, 2024

The meeting was called to order by Mayor Jennie D'Amicone at 7:03pm. Roll Call was taken, and the following members were present: Bob Cook, Sally Fell, Steven Kaufman, Ed Koziol, Holly Mayernick, and Gary Meighen. Also present were Administrator Lukas Darling, Chief William Roskos and Solicitor Christopher Newcomb. Clerk-Treasurer Kerri Philips was absent.

MINUTES TO THE PREVIOUS MEETING: A motion to accept the meeting minutes for the June 4, 2024, meeting was made by Councilor Kaufman and was seconded by Councilor Meighen. Roll Call: Cook – aye, Fell – aye, Kaufman – aye, Koziol – aye, Mayernick – aye, Meighen – aye. The motion PASSED with all in favor.

VISITOR COMMENTS: Dennis Crandall (2568) spoke regarding work his company completed at 1550 Lake Crest where water went directly into the lake for approximately eight days. Mr. Crandall requested that the sewer balance be waived.

MAYOR'S REPORT: No report was provided.

ADMINISTRATOR'S REPORT: No report was provided. Administrator Darling provided an update on the Hayford Road water main repair, a recent vehicle crash at a lift station, and the Village's planned transition to the Muni-Link notification module.

TREASURER'S REPORT: No report was provided.

POLICE CHIEF'S REPORT: A report was submitted in the Council packet.

SOLICITOR'S REPORT: Solicitor Newcomb discussed a section of state law that allows the Village to be exempt from breach of contract accusations for agreements that extend over one budget year.

ROMEROCK ASSOCIATION LIAISON REPORT: Councilor Kaufman reported that the Board of Directors meets quarterly. The RomeRock Association had a concert the previous Friday that was well attended. Councilor Kaufman encouraged all residents to attend the concert series.

FINANCE COMMITTEE: Meeting minutes were submitted at the dais.

PUBLIC SAFETY COMMITTEE: The committee did not meet due to an advertising issue.

PUBLIC WORKS COMMITTEE: A meeting is scheduled for June 21, 2024, at 9:30am. The meeting was moved due to the Juneteenth holiday.

HUMAN RESOURCES COMMITTEE: The committee has no update at this time.

TECHNOLOGY COMMITTEE: The committee has no update at this time.

PLANNING COMMISSION: Meeting minutes were submitted at the dais. The next meeting is scheduled for July 10, 2024.

RECORDS COMMISSION: The committee has no update at this time.

SCAD: There were fourteen (14) calls in the Village in May, with 142 in the district. Year-to-date there were 56 calls in the Village, and 601 in the district.

SPECIAL COMMITTEE ON SELF-GOVERNMENT: The committee has no update at this time.

SPECIAL JOINT COMMITTEE ON STREETS: Councilor Kaufman has been designated as the liaison between Council and the Special Joint Committee on Streets. Councilor Kaufman reported that the Special Joint Committee has assigned projects to individuals to work towards meeting their assigned goal.

SPECIAL COMMITTEE ON UTILITY BILLING LATE FEES: The Special Committee met earlier on June 18th.

OLD BUSINESS

- Water Rate Study – Councilor Kaufman recommended that this be removed since the Water Rate Study had been completed.
- Status Update for Water/Sewer Infrastructure Projects – Administrator Darling gave an update on the Public Works Committee’s recommendation memo for funding. Administrator Darling also gave an update on the Wastewater Headworks Project.
- Funding Sewer Infrastructure – No discussion.
- Salary – Elected Officials – Councilor Mayernick reported that this remains on the Human Resources Committee agenda.
- Codification – Administrator Darling reported that we have received a quote from American Legal Publishing. The Village is waiting to hear back from Civic Plus.
- Purchase Expense Authorization – Administrator Darling reported that he is still working through the data from the Clerk-Treasurer’s office.

NEW BUSINESS

- Councilor Kaufman discussed the request from Dennis Crandall regarding 1550 Lake Crest. Councilor Mayernick made a motion to waive \$1,000 from the sewer balance on account 1550-0. Councilor Kaufman seconded the motion. Roll Call: Cook – aye, Fell – aye, Kaufman – aye, Koziol – aye, Mayernick – aye, Meighen – aye. The motion PASSED with all in favor.

ORDINANCE 926-05-2024: AN ORDINANCE ESTABLISHING A REIMBURSEMENT RATE FOR THE CHIEF OF POLICE, RETROACTIVE TO JANUARY 1, 2024, AND NOT DECLARING AN EMERGENCY (TABLED) – Sent to Human Resources Committee.

Councilor Mayernick asked if new language had been presented. Administrator Darling confirmed that there is not new language for this ordinance.

ORDINANCE 928-06-2024: AN AMENDED ORDINANCE REPEALING AND REPLACING ORDINANCE 867-02-2023 FOR PART-TIME POLICE OFFICER EMPLOYMENT AND DECLARING AN EMERGENCY (1st reading) – Requested by: Mayor D’Amicone. Councilor Kaufman moved to waive the three-reading rule; Councilor Meighen seconded the motion. There was no discussion. Roll Call: Cook – aye, Fell – aye, Kaufman – aye, Koziol – aye, Mayernick – aye, Meighen – aye. The motion to waive the three-reading rule PASSED with all in favor.

Councilor Meighen moved to declare Ordinance 928-06-2024 an emergency; Councilor Kaufman seconded the motion. There was no discussion. Roll Call: Cook – aye, Fell – aye, Kaufman – aye, Koziol – aye, Mayernick – aye, Meighen – aye. The motion to declare the ordinance an emergency PASSED with all in favor.

Councilor Meighen moved to adopt the ordinance; Councilor Mayernick seconded the motion. Solicitor Newcomb reminded Council that the stricken provisions will be removed in the final signed version. There was no other discussion. Roll Call: Cook – aye, Fell – aye, Kaufman – aye, Koziol – aye, Mayernick – aye, Meighen – aye. Ordinance 928-06-2024 was ADOPTED.

ORDINANCE 929-06-2024: AN AMENDED ORDINANCE REPEALING AND REPLACING VILLAGE CODE §125.03 REGARDING THE CREDIT CARD POLICY AND NOT DECLARING AN EMERGENCY (1st reading) – Requested by Mayor D'Amicone.

Councilor Fell noted an inconsistency between §125.03(g)(2) and §(h)(5). She noted that (g)(2) is required by Ohio Revised Code, and recommended removing (h)(5) to reduce duplicate work. Administrator Darling requested that the last sentence remain so that credit card rewards can be used. Councilor Mayernick moved to make the above referenced amendment; Councilor Kaufman seconded the motion. Councilor Meighen questioned how many credit cards are going to be obtained. Administrator Darling confirmed that it would be one account with five user cards, each with its own spending limits. Solicitor Newcomb recommended that the ordinance be sent back to the Administrator and Solicitor for revisions. Councilor Mayernick withdrew her motion.

BILLS FOR REVIEW: Councilor Meighen had a question regarding the multiple Amazon expenses. Administrator Darling clarified that the Village has two different Amazon accounts, one is an Amazon Prime account paid for with the Visa card and another is a business account directly linked to the checking account. Mayor D'Amicone recommended that questions be directed to Clerk-Treasurer Philips.

OTHER TOPICS OF DISCUSSION: No other topics were discussed.

VISITOR'S COMMENTS: No visitor's comments were made.

EXECUTIVE SESSION: Councilor Mayernick made a motion to enter into executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, and to include the Solicitor. Councilor Meighen seconded the motion. Roll Call: Cook – aye, Fell – aye, Kaufman – aye, Koziol – aye, Mayernick – aye, Meighen – aye. The motion PASSED with all in favor.

The Council entered into Executive Session at 7:44pm. The Council exited executive session at 8:34pm.

Councilor Kaufman moved to adjourn the meeting; Councilor Meighen seconded the motion. The meeting was adjourned by unanimous consent at 8:35pm.

Fund Status

UAN v2024.1

As Of 3/31/2024

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	15.933%	\$348,937.32	\$0.00	\$348,937.32
2011	Street Construction, Maint. and Repair	16.232%	\$355,486.04	\$0.00	\$355,486.04
2041	Commemorative Gardens	0.009%	\$203.36	\$0.00	\$203.36
2061	State/CO Leaf Recycle	0.020%	\$440.86	\$0.00	\$440.86
2081	Police Levy	18.836%	\$412,448.39	\$0.00	\$412,448.39
2151	CARES Act	0.000%	\$0.21	\$0.00	\$0.21
2152	American Rescue Plan Act	0.012%	\$252.18	\$0.00	\$252.18
3101	General Obligation Bond Retirement	0.501%	\$10,969.98	\$0.00	\$10,969.98
3901	Village Hall Debt	0.258%	\$5,648.77	\$0.00	\$5,648.77
4901	Dam Repair, Maintenance, Capital Project	1.596%	\$34,961.60	\$0.00	\$34,961.60
4902	Lift Station Project	0.000%	\$4.11	\$0.00	\$4.11
5101	Water	13.428%	\$294,085.84	\$0.00	\$294,085.84
5201	Sewer	12.266%	\$268,636.10	\$0.00	\$268,636.10
5701	Water Infrastructure Improvement	2.666%	\$58,396.78	\$0.00	\$58,396.78
5721	Water Debt Service	1.296%	\$28,391.93	\$0.00	\$28,391.93
5722	Sewer Debt Service	1.528%	\$33,467.20	\$0.00	\$33,467.20
5761	Water Reserve	3.263%	\$71,461.94	\$0.00	\$71,461.94
5762	Sewer Reserve	12.040%	\$263,690.77	\$0.00	\$263,690.77
9101	Unclaimed Monies	0.116%	\$2,548.44	\$0.00	\$2,548.44
All Funds Total			<u>\$2,190,031.82</u>	<u>\$0.00</u>	<u>\$2,190,031.82</u>
			Pooled Investments		\$21,441.43
			Secondary Checking Accounts		\$634,817.56
			Available Primary Checking Balance		\$1,533,772.83

Last reconciled to bank: 03/31/2024 – Total other adjusting factors: \$44,421.52

Revenue Status

UAN v2024.1

By Fund

As Of 3/31/2024

Fund: 1000 General

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
1000-110-0000	General Property Tax - Real Estate	\$195,000.00	\$134,323.17	\$60,676.83	68.884%
1000-140-0000	Permissive Sales Tax	\$0.00	\$41.54	-\$41.54	0.000%
1000-211-0000	Local Government Distribution	\$12,700.00	\$2,937.96	\$9,762.04	23.134%
1000-222-0000	Cigarette Tax	\$0.00	\$0.00	\$0.00	0.000%
1000-224-0000	Liquor and Beer Permit Fees	\$1,800.00	\$1,065.40	\$734.60	59.189%
1000-231-0000	Property Tax Allocation	\$21,000.00	\$0.00	\$21,000.00	0.000%
1000-612-0000	Court Fines	\$50.00	\$0.00	\$50.00	0.000%
1000-623-0000	Zoning	\$15,000.00	\$22,770.00	-\$7,770.00	151.800%
1000-701-0000	Interest	\$52,000.00	\$12,731.27	\$39,268.73	24.483%
1000-820-0000	Contributions and Donations	\$700.00	\$7,000.00	-\$6,300.00	1000.000%
1000-891-0000	Other - Miscellaneous Operating	\$3,000.00	\$41,224.21	-\$38,224.21	1374.140%
1000-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$0.00	\$0.00	0.000%
1000-931-0000	Transfers - In	\$2,500.00	\$0.00	\$2,500.00	0.000%
1000-961-0000	Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	0.000%
Fund 1000 Sub-Total:		\$303,750.00	\$222,093.55	\$81,656.45	73.117%

Revenue Status

UAN v2024.1

By Fund

As Of 3/31/2024

Fund: 2011 Street Construction, Maint. and Repair

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2011-140-0000	Permissive Sales Tax	\$28,000.00	\$5,922.60	\$22,077.40	21.152%
2011-225-0000	Gasoline Tax (State)	\$115,000.00	\$30,764.84	\$84,235.16	26.752%
2011-226-0000	License Tax - State Levied	\$14,000.00	\$3,087.79	\$10,912.21	22.056%
2011-412-0000	Federal - Unrestricted	\$161,000.00	\$0.00	\$161,000.00	0.000%
2011-422-0000	State - Restricted	\$0.00	\$9,149.00	-\$9,149.00	0.000%
2011-701-0000	Interest	\$17,000.00	\$8,745.79	\$8,254.21	51.446%
2011-820-0000	Contributions and Donations	\$0.00	\$0.00	\$0.00	0.000%
2011-891-0000	Other - Miscellaneous Operating	\$0.00	\$135.00	-\$135.00	0.000%
2011-924-0000	OPWC Loans Issued	\$0.00	\$0.00	\$0.00	0.000%
2011-931-0000	Transfers - In	\$700.00	\$0.00	\$700.00	0.000%
2011-941-0000	Advances - In	\$0.00	\$0.00	\$0.00	0.000%
Fund 2011 Sub-Total:		\$335,700.00	\$57,805.02	\$277,894.98	17.219%

Fund: 2081 Police Levy

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2081-110-0000	General Property Tax - Real Estate	\$550,000.00	\$310,290.96	\$239,709.04	56.417%
2081-231-0000	Property Tax Allocation	\$23,000.00	\$0.00	\$23,000.00	0.000%
2081-440-0000	Grants or Aid (Non-Federal and Non-State)	\$500.00	\$500.00	\$0.00	100.000%
2081-612-0000	Court Fines	\$0.00	\$0.00	\$0.00	0.000%
2081-891-0000	Other - Miscellaneous Operating	\$100.00	\$3,118.56	-\$3,018.56	3118.560%
2081-931-0000	Transfers - In	\$15,000.00	\$0.00	\$15,000.00	0.000%
Fund 2081 Sub-Total:		\$588,600.00	\$313,909.52	\$274,690.48	53.332%

Revenue Status

UAN v2024.1

By Fund

As Of 3/31/2024

Fund: 2151 CARES Act

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2151-411-0000	Federal - Restricted	\$0.00	\$0.00	\$0.00	0.000%
Fund 2151 Sub-Total:		\$0.00	\$0.00	\$0.00	0.000%

Fund: 2152 American Rescue Plan Act

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2152-411-0000	Federal - Restricted	\$0.00	\$0.00	\$0.00	0.000%
Fund 2152 Sub-Total:		\$0.00	\$0.00	\$0.00	0.000%

Fund: 3901 Village Hall Debt

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
3901-931-0000	Transfers - In	\$48,693.00	\$0.00	\$48,693.00	0.000%
Fund 3901 Sub-Total:		\$48,693.00	\$0.00	\$48,693.00	0.000%

Fund: 4901 Dam Repair, Maintenance, Capital Project

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
4901-841-0000	Capital Contributions	\$0.00	\$12,000.00	-\$12,000.00	0.000%
4901-931-0000	Transfers - In	\$25,000.00	\$0.00	\$25,000.00	0.000%
Fund 4901 Sub-Total:		\$25,000.00	\$12,000.00	\$13,000.00	48.000%

Revenue Status

UAN v2024.1

By Fund

As Of 3/31/2024

Fund: 4902 Lift Station Project

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
4902-423-0000	State - Unrestricted	\$50,000.00	\$0.00	\$50,000.00	0.000%
4902-924-0000	OPWC Loans Issued	\$0.00	\$0.00	\$0.00	0.000%
4902-931-0000	Transfers - In	\$0.00	\$0.00	\$0.00	0.000%
Fund 4902 Sub-Total:		\$50,000.00	\$0.00	\$50,000.00	0.000%

Fund: 5101 Water

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5101-541-0000	Consumer Rent	\$485,000.00	\$113,273.01	\$371,726.99	23.355%
5101-542-0000	Tap Fees	\$3,500.00	\$300.00	\$3,200.00	8.571%
5101-549-0000	Other - Utilities	\$500.00	\$350.00	\$150.00	70.000%
5101-590-0000	Other - Charges for Services	\$4,000.00	\$3,526.33	\$473.67	88.158%
5101-931-0000	Transfers - In	\$3,000.00	\$0.00	\$3,000.00	0.000%
5101-999-0000	Other - Other Financing Sources	\$0.00	\$0.00	\$0.00	0.000%
Fund 5101 Sub-Total:		\$496,000.00	\$117,449.34	\$378,550.66	23.679%

Fund: 5201 Sewer

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5201-542-0000	Tap Fees	\$847,250.00	\$165,736.37	\$681,513.63	19.562%
5201-549-0000	Other - Utilities	\$0.00	\$0.00	\$0.00	0.000%
5201-590-0000	Other - Charges for Services	\$1,000.00	\$781.70	\$218.30	78.170%
5201-931-0000	Transfers - In	\$2,500.00	\$0.00	\$2,500.00	0.000%
5201-999-0000	Other - Other Financing Sources	\$0.00	\$0.00	\$0.00	0.000%
Fund 5201 Sub-Total:		\$850,750.00	\$166,518.07	\$684,231.93	19.573%

Revenue Status

UAN v2024.1

By Fund

As Of 3/31/2024

Fund: 5701 Water Infrastructure Improvement

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5701-549-0000	Other - Utilities	\$175,000.00	\$38,852.33	\$136,147.67	22.201%
Fund 5701 Sub-Total:		\$175,000.00	\$38,852.33	\$136,147.67	22.201%

Fund: 5721 Water Debt Service

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5721-931-0000	Transfers - In	\$50,000.00	\$22,570.77	\$27,429.23	45.142%
Fund 5721 Sub-Total:		\$50,000.00	\$22,570.77	\$27,429.23	45.142%

Fund: 5722 Sewer Debt Service

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5722-931-0000	Transfers - In	\$118,000.00	\$45,866.30	\$72,133.70	38.870%
Fund 5722 Sub-Total:		\$118,000.00	\$45,866.30	\$72,133.70	38.870%

Fund: 5761 Water Reserve

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5761-931-0000	Transfers - In	\$5,000.00	\$3,696.00	\$1,304.00	73.920%
Fund 5761 Sub-Total:		\$5,000.00	\$3,696.00	\$1,304.00	73.920%

Revenue Status

UAN v2024.1

By Fund
As Of 3/31/2024

Fund: 5762 Sewer Reserve

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
5762-931-0000	Transfers - In	\$79,000.00	\$9,392.00	\$69,608.00	11.889%
Fund 5762 Sub-Total:		\$79,000.00	\$9,392.00	\$69,608.00	11.889%

Fund: 9101 Unclaimed Monies

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
9101-881-0000	Unclaimed Monies Received	\$0.00	\$0.00	\$0.00	0.000%
Fund 9101 Sub-Total:		\$0.00	\$0.00	\$0.00	0.000%
Report Total:		\$3,125,493.00	\$1,010,152.90	\$2,115,340.10	32.320%

Appropriation Status

UAN v2024.1

By Fund

As Of 3/31/2024

Fund: General
Pooled Balance: \$348,937.32
Non-Pooled Balance: \$0.00
Total Cash Balance: \$348,937.32

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-210-344-0000	D Tax Collection Fees	\$0.00	\$0.00	\$38,000.00	\$0.00	\$19,960.24	\$18,039.76	52.527%
1000-410-130-0000	D Salaries - Administrator's Office	\$0.00	\$0.00	\$15,600.00	\$0.00	\$3,820.33	\$11,779.67	24.489%
1000-410-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$2,730.00	\$0.00	\$300.00	\$2,430.00	10.989%
1000-410-213-0000	D Medicare	\$0.00	\$0.00	\$420.00	\$0.00	\$0.00	\$420.00	0.000%
1000-410-220-0000	Insurance Benefits	\$0.00	\$0.00	\$50.00	\$0.00	\$24.71	\$25.29	49.420%
1000-410-252-0000	Travel and Transportation	\$0.00	\$0.00	\$4,000.00	\$17.04	\$1,032.96	\$2,950.00	25.824%
1000-410-320-0000	Communications, Printing and Advertising	\$0.00	\$0.00	\$300.00	\$50.00	\$120.59	\$129.41	40.197%
1000-410-400-0000	Supplies and Materials	\$0.00	\$0.00	\$8,325.00	\$0.00	\$0.00	\$8,325.00	0.000%
1000-710-130-0000	D Salaries - Administrator's Office	\$0.00	\$0.00	\$17,440.00	\$0.00	\$1,860.54	\$15,579.46	10.668%
1000-710-131-0000	D Salary - Administrator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-710-132-0000	D Salaries - Administrator's Staff	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-710-160-0000	D Salaries - Mayor's Office	\$0.00	\$0.00	\$960.00	\$0.00	\$266.29	\$693.71	27.739%
1000-710-161-0000	D Salary - Mayor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-710-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$3,400.00	\$0.00	\$112.66	\$3,287.34	3.314%
1000-710-213-0000	D Medicare	\$0.00	\$0.00	\$270.00	\$0.00	\$0.00	\$270.00	0.000%
1000-710-220-0000	Insurance Benefits	\$0.00	\$0.00	\$2,730.00	\$0.00	\$250.52	\$2,479.48	9.177%
1000-710-300-0000	Contractual Services	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
1000-710-400-0000	Supplies and Materials	\$0.00	\$0.00	\$5,300.00	\$360.00	\$55.14	\$4,884.86	1.040%
1000-715-320-0000	Communications, Printing and Advertising	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.000%
1000-715-340-0000	Professional and Technical Services	\$0.00	\$0.00	\$5,000.00	\$456.69	\$43.31	\$4,500.00	0.866%
1000-725-120-0000	D Salaries - Clerk/Treasurer's Office	\$0.00	\$0.00	\$5,750.00	\$0.00	\$1,683.90	\$4,066.10	29.285%
1000-725-121-0000	D Salary - Clerk/Treasurer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-725-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$1,025.00	\$0.00	\$159.23	\$865.77	15.535%
1000-725-213-0000	D Medicare	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.000%
1000-725-220-0000	Insurance Benefits	\$0.00	\$0.00	\$25.00	\$0.00	\$15.17	\$9.83	60.680%
1000-725-252-0000	Travel and Transportation	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
1000-725-400-0000	Supplies and Materials	\$0.00	\$0.00	\$5,000.00	-\$25.99	\$1,250.13	\$3,775.86	25.003%

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Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-730-392-0000	Buildings and Other Structures	\$0.00	\$0.00	\$85,000.00	\$8,599.35	\$17,278.95	\$59,121.70	20.328%
1000-730-410-0000	Office Supplies and Materials	\$0.00	\$0.00	\$15,000.00	\$6,381.34	\$832.76	\$7,785.90	5.552%
1000-735-110-0000	D Salaries - Council's Office	\$0.00	\$0.00	\$4,560.00	\$0.00	\$1,179.94	\$3,380.06	25.876%
1000-735-111-0000	D Salaries - Council	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-735-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$800.00	\$0.00	\$91.20	\$708.80	11.400%
1000-735-213-0000	D Medicare	\$0.00	\$0.00	\$75.00	\$0.00	\$0.00	\$75.00	0.000%
1000-735-220-0000	Insurance Benefits	\$0.00	\$0.00	\$25.00	\$0.00	\$12.03	\$12.97	48.120%
1000-740-344-0000	D Tax Collection Fees	\$0.00	\$0.00	\$13,500.00	\$0.00	\$8,696.92	\$4,803.08	64.422%
1000-740-345-0000	D Election Expenses	\$0.00	\$0.00	\$1,000.00	\$0.00	\$221.02	\$778.98	22.102%
1000-745-342-0000	Auditing Services	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
1000-750-140-0000	D Salaries - Legal Counsel's Office	\$0.00	\$0.00	\$30,000.00	\$0.00	\$7,025.74	\$22,974.26	23.419%
1000-750-141-0000	D Salary - Legal Counsel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-750-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$5,300.00	\$0.00	\$400.00	\$4,900.00	7.547%
1000-750-213-0000	D Medicare	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
1000-750-220-0000	Insurance Benefits	\$0.00	\$0.00	\$100.00	\$0.00	\$52.78	\$47.22	52.780%
1000-750-341-0000	Accounting and Legal Fees	\$0.00	\$0.00	\$2,000.00	\$0.00	\$1,000.00	\$1,000.00	50.000%
1000-790-344-0000	D Tax Collection Fees	\$0.00	\$0.00	\$400.00	\$0.00	\$0.00	\$400.00	0.000%
1000-910-910-0000	D Transfers - Out	\$0.00	\$0.00	\$109,400.00	\$0.00	\$0.00	\$109,400.00	0.000%
1000-920-920-0000	D Advances - Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-930-930-0000	Contingencies	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
General Fund Total:		\$0.00	\$0.00	\$400,585.00	\$15,838.43	\$67,747.06	\$316,999.51	16.912%

Fund: Street Construction, Maint. and Repair

Pooled Balance: \$355,486.04

Non-Pooled Balance: \$0.00

Total Cash Balance: \$355,486.04

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2011-620-120-0000	D Salaries - Clerk/Treasurer's Office	\$0.00	\$0.00	\$5,750.00	\$0.00	\$1,683.90	\$4,066.10	29.285%
2011-620-130-0000	D Salaries - Administrator's Office	\$0.00	\$0.00	\$82,000.00	\$0.00	\$16,552.82	\$65,447.18	20.186%

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By Fund

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Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2011-620-132-0000	D Salaries - Administrator's Staff	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2011-620-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$15,360.00	\$0.00	\$2,096.28	\$13,263.72	13.648%
2011-620-213-0000	D Medicare	\$0.00	\$0.00	\$1,300.00	\$0.00	\$0.00	\$1,300.00	0.000%
2011-620-220-0000	Insurance Benefits	\$0.00	\$0.00	\$23,700.00	\$5,619.67	\$7,156.78	\$10,923.55	30.197%
2011-620-300-0000	Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2011-620-400-0000	Supplies and Materials	\$0.00	\$0.00	\$375,000.00	\$45,959.91	\$21,991.85	\$307,048.24	5.864%
2011-800-590-0000	Other - Capital Outlay	\$0.00	\$0.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.000%
2011-850-710-0000	Principal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2011-850-790-0000	Other - Debt Service	\$0.00	\$0.00	\$5,856.00	\$0.00	\$2,927.97	\$2,928.03	49.999%
2011-990-990-0000	Other - Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
Street Construction, Maint. and Repair Fund Total:		\$0.00	\$0.00	\$553,966.00	\$51,579.58	\$52,409.60	\$449,976.82	9.461%

Fund: Commemorative Gardens

Pooled Balance: \$203.36

Non-Pooled Balance: \$0.00

Total Cash Balance: \$203.36

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2041-320-400-0000	Supplies and Materials	\$0.00	\$0.00	\$334.33	\$0.00	\$140.97	\$193.36	42.165%
Commemorative Gardens Fund Total:		\$0.00	\$0.00	\$334.33	\$0.00	\$140.97	\$193.36	42.165%

Fund: State/CO Leaf Recycle

Pooled Balance: \$440.86

Non-Pooled Balance: \$0.00

Total Cash Balance: \$440.86

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2061-990-990-0000	Other - Other Financing Uses	\$0.00	\$0.00	\$440.86	\$0.00	\$0.00	\$440.86	0.000%

Report reflects selected information.

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Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
	State/CO Leaf Recycle Fund Total:	\$0.00	\$0.00	\$440.86	\$0.00	\$0.00	\$440.86	0.000%

Fund: Police Levy

Pooled Balance: \$412,448.39

Non-Pooled Balance: \$0.00

Total Cash Balance: \$412,448.39

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2081-110-190-0000	D Other - Personal Services	\$0.00	\$0.00	\$260,663.00	\$0.00	\$41,289.53	\$219,373.47	15.840%
2081-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$6,000.00	\$0.00	\$38.71	\$5,961.29	0.645%
2081-110-213-0000	D Medicare	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
2081-110-215-0000	D Ohio Police and Fire Pension Fund	\$0.00	\$0.00	\$65,904.00	\$0.00	\$12,582.30	\$53,321.70	19.092%
2081-110-220-0000	Insurance Benefits	\$0.00	\$0.00	\$160,000.00	\$47,048.90	\$43,907.90	\$69,043.20	27.442%
2081-110-300-0000	Contractual Services	\$0.00	\$0.00	\$29,859.00	\$7,528.73	\$11,170.00	\$11,160.27	37.409%
2081-110-400-0000	Supplies and Materials	\$0.00	\$0.00	\$52,000.00	-\$576.69	\$2,176.34	\$50,400.35	4.185%
2081-110-433-0000	Repairs and Maintenance of Motor Vehicles	\$0.00	\$0.00	\$24,750.00	\$3,813.55	\$3,762.86	\$17,173.59	15.203%
2081-800-550-0000	Motor Vehicles	\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.000%
2081-800-590-0000	Other - Capital Outlay	\$0.00	\$0.00	\$57,000.00	\$0.00	\$0.00	\$57,000.00	0.000%
2081-990-990-0000	Other - Other Financing Uses	\$0.00	\$0.00	\$3,792.00	\$0.00	\$0.00	\$3,792.00	0.000%
	Police Levy Fund Total:	\$0.00	\$0.00	\$714,968.00	\$57,814.49	\$114,927.64	\$542,225.87	16.075%

Fund: CARES Act

Pooled Balance: \$0.21

Non-Pooled Balance: \$0.00

Total Cash Balance: \$0.21

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2151-990-990-0000	Other - Other Financing Uses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Report reflects selected information.

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By Fund

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Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
	CARES Act Fund Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Fund: American Rescue Plan Act
Pooled Balance: \$252.18
Non-Pooled Balance: \$0.00
Total Cash Balance: \$252.18

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2152-800-500-0000	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
	American Rescue Plan Act Fund Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Fund: Village Hall Debt
Pooled Balance: \$5,648.77
Non-Pooled Balance: \$0.00
Total Cash Balance: \$5,648.77

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
3901-850-710-0000	Principal	\$0.00	\$0.00	\$40,835.00	\$0.00	\$0.00	\$40,835.00	0.000%
3901-850-720-0000	Interest	\$0.00	\$0.00	\$6,740.00	\$0.00	\$0.00	\$6,740.00	0.000%
	Village Hall Debt Fund Total:	\$0.00	\$0.00	\$47,575.00	\$0.00	\$0.00	\$47,575.00	0.000%

Fund: Dam Repair, Maintenance, Capital Project
Pooled Balance: \$34,961.60
Non-Pooled Balance: \$0.00
Total Cash Balance: \$34,961.60

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By Fund

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Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
4901-800-500-0000	Capital Outlay	\$0.00	\$0.00	\$97,961.60	\$30,000.00	\$0.00	\$67,961.60	0.000%
	Dam Repair, Maintenance, Capital Project Fund Total:	\$0.00	\$0.00	\$97,961.60	\$30,000.00	\$0.00	\$67,961.60	0.000%

Fund: Lift Station Project

Pooled Balance: \$4.11
Non-Pooled Balance: \$0.00
Total Cash Balance: \$4.11

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
4902-800-560-0000	Utility Distribution Systems	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
4902-850-710-0000	Principal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
	Lift Station Project Fund Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Fund: Water

Pooled Balance: \$294,085.84
Non-Pooled Balance: \$0.00
Total Cash Balance: \$294,085.84

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-531-120-0000	D Salaries - Clerk/Treasurer's Office	\$0.00	\$0.00	\$5,750.00	\$0.00	\$1,683.90	\$4,066.10	29.285%
5101-531-130-0000	D Salaries - Administrator's Office	\$0.00	\$0.00	\$146,215.00	\$0.00	\$31,866.32	\$114,348.68	21.794%
5101-531-132-0000	D Salaries - Administrator's Staff	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
5101-531-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$26,595.00	\$0.00	\$3,270.51	\$23,324.49	12.297%
5101-531-213-0000	D Medicare	\$0.00	\$0.00	\$2,203.49	\$0.00	\$0.00	\$2,203.49	0.000%
5101-531-220-0000	Insurance Benefits	\$0.00	\$0.00	\$42,796.51	\$11,345.06	\$11,806.16	\$19,645.29	27.587%
5101-531-300-0000	Contractual Services	\$0.00	\$0.00	\$15,000.00	\$10,295.10	\$3,307.49	\$1,397.41	22.050%
5101-531-400-0000	Supplies and Materials	\$0.00	\$0.00	\$100,000.00	\$36,172.22	\$13,185.61	\$50,642.17	13.186%
5101-531-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$50,000.00	\$35,681.59	\$34,281.76	-\$19,963.35	68.564%

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By Fund

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Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5101-533-400-0000	Supplies and Materials	\$0.00	\$0.00	\$150,000.00	\$119,992.51	\$24,007.49	\$6,000.00	16.005%
5101-539-400-0000	Supplies and Materials	\$0.00	\$0.00	\$28,500.00	\$0.00	\$0.00	\$28,500.00	0.000%
5101-800-520-0000	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
5101-800-550-0000	Motor Vehicles	\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.000%
5101-800-590-0000	Other - Capital Outlay	\$0.00	\$0.00	\$82,500.00	\$0.00	\$0.00	\$82,500.00	0.000%
5101-910-910-0000	D Transfers - Out	\$0.00	\$0.00	\$64,980.00	\$0.00	\$26,266.77	\$38,713.23	40.423%
Water Fund Total:		\$0.00	\$0.00	\$764,540.00	\$213,486.48	\$149,676.01	\$401,377.51	19.577%

Fund: Sewer
Pooled Balance: \$268,636.10
Non-Pooled Balance: \$0.00
Total Cash Balance: \$268,636.10

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5201-541-120-0000	D Salaries - Clerk/Treasurer's Office	\$0.00	\$0.00	\$5,750.00	\$0.00	\$1,683.89	\$4,066.11	29.285%
5201-541-130-0000	D Salaries - Administrator's Office	\$0.00	\$0.00	\$146,215.00	\$0.00	\$36,861.78	\$109,353.22	25.211%
5201-541-132-0000	D Salaries - Administrator's Staff	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
5201-541-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$26,595.00	\$0.00	\$3,631.86	\$22,963.14	13.656%
5201-541-213-0000	D Medicare	\$0.00	\$0.00	\$2,203.49	\$0.00	\$0.00	\$2,203.49	0.000%
5201-541-220-0000	Insurance Benefits	\$0.00	\$0.00	\$42,796.51	\$11,130.78	\$11,785.29	\$19,880.44	27.538%
5201-541-400-0000	Supplies and Materials	\$0.00	\$0.00	\$123,109.00	\$37,605.75	\$28,344.46	\$57,158.79	23.024%
5201-541-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$228,631.00	\$45,768.83	\$9,485.09	\$173,377.08	4.149%
5201-543-300-0000	Contractual Services	\$0.00	\$0.00	\$100,000.00	\$38,031.42	\$36,242.59	\$25,725.99	36.243%
5201-800-550-0000	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
5201-800-590-0000	Other - Capital Outlay	\$0.00	\$0.00	\$242,500.00	\$0.00	\$1,662.50	\$240,837.50	0.686%
5201-910-910-0000	D Transfers - Out	\$0.00	\$0.00	\$131,545.00	\$0.00	\$55,258.30	\$76,286.70	42.007%
Sewer Fund Total:		\$0.00	\$0.00	\$1,049,345.00	\$132,536.78	\$184,955.76	\$731,852.46	17.626%

Fund: Water Infrastructure Improvement
Pooled Balance: \$58,396.78

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Non-Pooled Balance: \$0.00
Total Cash Balance: \$58,396.78

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5701-539-430-0000	Repairs and Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
	Water Infrastructure Improvement Fund Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Fund: Water Debt Service
Pooled Balance: \$28,391.93
Non-Pooled Balance: \$0.00
Total Cash Balance: \$28,391.93

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5721-850-710-0000	Principal	\$0.00	\$0.00	\$56,903.70	\$0.00	\$53,122.20	\$3,781.50	93.355%
5721-850-720-0000	Interest	\$0.00	\$0.00	\$2,985.52	\$0.00	\$2,985.52	\$0.00	100.000%
	Water Debt Service Fund Total:	\$0.00	\$0.00	\$59,889.22	\$0.00	\$56,107.72	\$3,781.50	93.686%

Fund: Sewer Debt Service
Pooled Balance: \$33,467.20
Non-Pooled Balance: \$0.00
Total Cash Balance: \$33,467.20

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5722-850-710-0000	Principal	\$0.00	\$0.00	\$93,946.96	\$0.00	\$70,973.48	\$22,973.48	75.546%
5722-850-720-0000	Interest	\$0.00	\$0.00	\$3,420.00	\$0.00	\$3,420.00	\$0.00	100.000%
	Sewer Debt Service Fund Total:	\$0.00	\$0.00	\$97,366.96	\$0.00	\$74,393.48	\$22,973.48	76.405%

Fund: Water Reserve
Pooled Balance: \$71,461.94
Report reflects selected information.

Appropriation Status

By Fund

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Non-Pooled Balance: \$0.00
Total Cash Balance: \$71,461.94

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5761-910-910-0000	D Transfers - Out	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.000%
	Water Reserve Fund Total:	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.000%

Fund: Sewer Reserve
Pooled Balance: \$263,690.77
Non-Pooled Balance: \$0.00
Total Cash Balance: \$263,690.77

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
5762-910-910-0000	D Transfers - Out	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.000%
	Sewer Reserve Fund Total:	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.000%

Fund: Unclaimed Monies
Pooled Balance: \$2,548.44
Non-Pooled Balance: \$0.00
Total Cash Balance: \$2,548.44

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
9101-884-690-0000	Other - Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
	Unclaimed Monies Fund Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
	Report Total:	\$0.00	\$0.00	\$3,816,971.97	\$501,255.76	\$700,358.24	\$2,615,357.97	18.349%



Village of Roaming Shores

2500 Hayford Road,
Roaming Shores, Ohio 44084
Phone: 440-563-3132
RoamingShoresOH.gov

MEMO

DATE: June 21, 2024

TO: Mayor & Council

FROM: Public Works Committee

SUBJECT: Utility Rate Recommendation (2024 Utility Rate Study)

Summary

The 2024 Utility Rate Study was completed in collaboration with the Ohio Rural Water Association (ORWA) and studied 3 different rate options for the Village's water and sewer utilities. These options were: 1) no rate change, 2) a 3% annual rate increase, and 3) removal of all vacant-lot charges. Raising utility rates is never something that should be taken lightly. In an environment where record inflation has taken its toll on all of us, implementing a rate increase is certainly never a desired outcome, but is unavoidable. The goal of the water and sewer utilities is to ensure revenues cover all operating and infrastructure expenses.

Committee Recommendation

The Public Works Committee presents the following recommendations to Council:

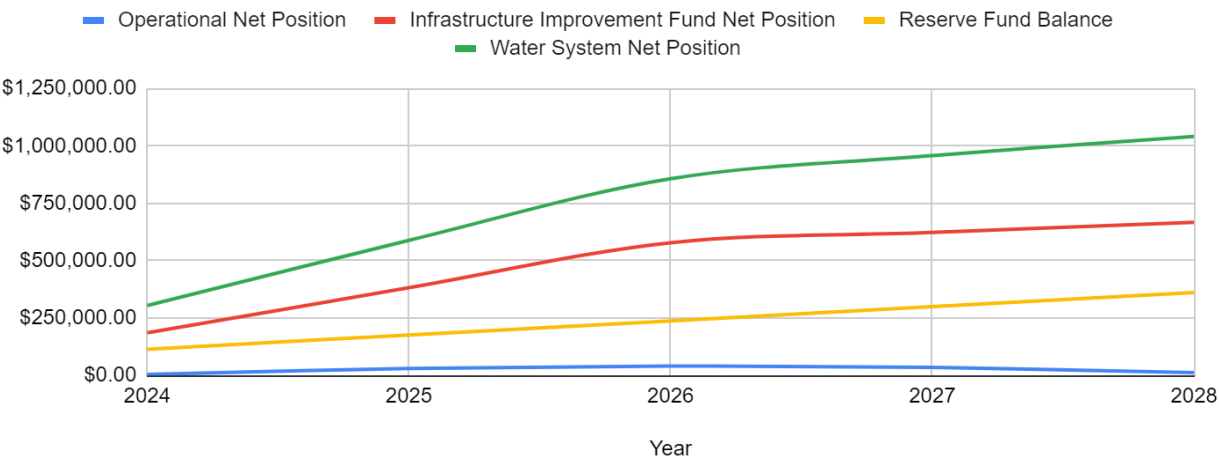
- a) Water Rates: *The Committee recommends no changes at this time.*
- b) Water Infrastructure Improvement Fee: *The Committee recommends no changes at this time.*
- c) Sewer Rates: *adopt a 3% annual increase, starting in January 2025.*
- d) Sewer Infrastructure Improvement Fee: *adopt a \$9 per month SIIF charge, starting in January 2025.*

In order for the proposed changes to go into effect by January 2025, the committee recommends that they be adopted by November 2024.

Water System Net Position – no change recommended.

The *Water System Net Position* chart below shows that, assuming a 3% annual increase in operational expenses, the Water System is currently able to sustain itself until at least 2028. The saving grace of this system is the ability to transfer major infrastructure improvements, such as the water tower replacement, onto the separate Water IIF. According to this study, by 2028 the water system will have 7.6 months of operational expenditures in reserve, very close to the industry-standard of 8-12 months.

Water System Net Position

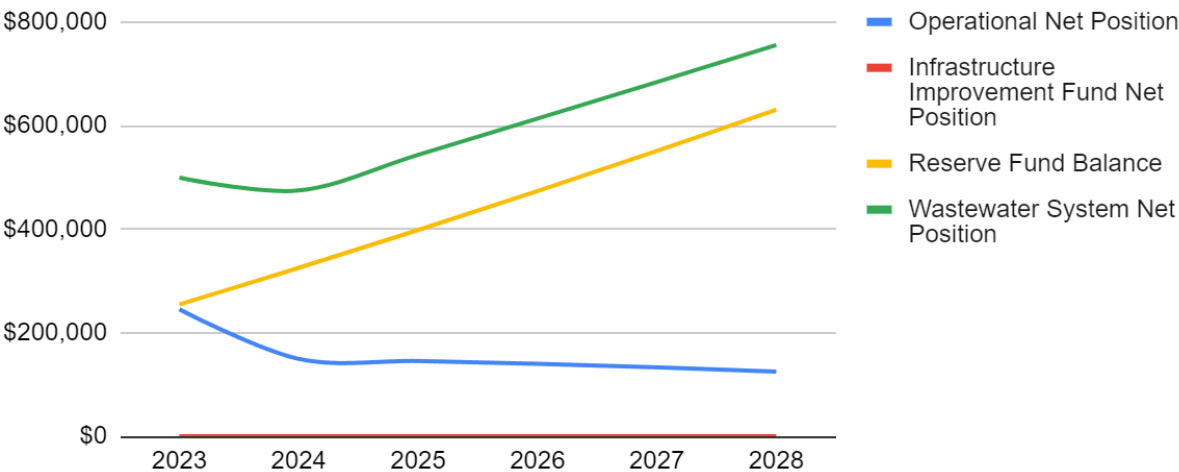


Sanitary Sewer Net Position – 3% annual increase recommended.

The *Sanitary Sewer Net Position* chart below shows expected net position with a 3% annual increase in user charges (both in usage and base rates), assuming a 3% annual increase in operational expenses. With these increases, the system will have 8.5 months of operational expenses in the Reserve Fund by 2027, and 9.5 months by 2028. Without the 3% increase the reserve fund stagnates at around \$250,000, or 3.8 months of operational expenses in 2028.

This chart does not show revenue from the Sewer Infrastructure Improvement Fee / SIIF, which is discussed in the next section.

Sanitary Sewer Net Position



Sewer Infrastructure Improvement Fee (SIIF)

The sanitary sewer system currently has 950 in-village connections, 22 out-of-village connections, 795 AFU accounts, and 476 consolidated lot accounts, for a total of 2,243 accounts, 1,767 of which are paying accounts (consolidated lots have their costs deferred until an indeterminate future date and are not included in the below calculations).

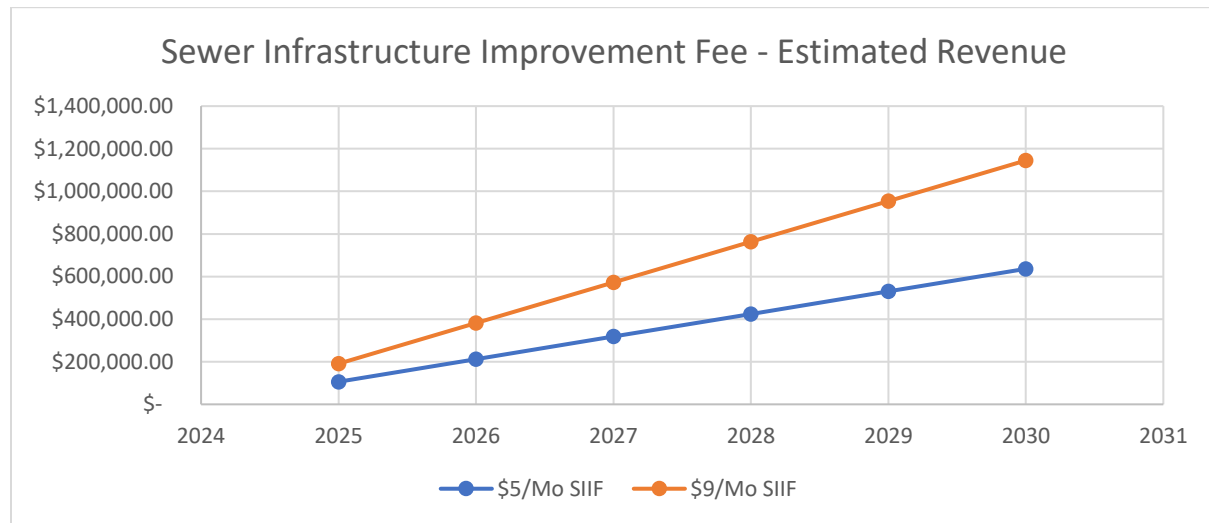
The following chart presents the estimated annual revenue of both a \$5.00 per month and a \$9.00 per month SIIF. A \$9 SIIF will see 80% higher revenues, allowing the SIIF fund to fully cover the cost of a replacement lift station by the end of 2026, rather than mid-2028 with the \$5 SIIF (assuming a new lift station costs around \$350,000).

Revenue data assumes collection would begin in January 2025.

SIIF Annual Revenue, Compounded Over Time

Data only represents income and is presented without assumed expenses

Year	\$5/Mo SIIF	\$9/Mo SIIF
2025	\$ 106,020.00	\$ 190,836.00
2026	\$ 212,040.00	\$ 381,672.00
2027	\$ 318,060.00	\$ 572,508.00
2028	\$ 424,080.00	\$ 763,344.00
2029	\$ 530,100.00	\$ 954,180.00
2030	\$ 636,120.00	\$ 1,145,016.00

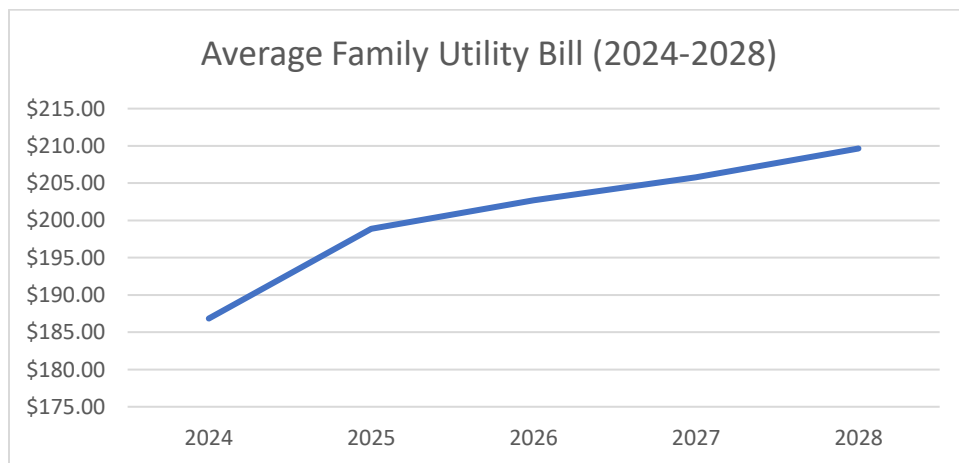


Customer Bill Projections

Using an average family of 5 with one consolidated lot, the below table represents their estimated bill based on the recommendations from the Public Works Committee. In 2025, a customer's bill would increase 6%, then an average of 2% each year after 2025.

Sample Bill for a Family of 5 w/ 1 Consolidated Lot

Service Charge	Usage	2024	2025	2026	2027	2028
Water Usage (Inside Village)	7,200	\$46.80	\$46.80	\$46.80	\$46.80	\$46.80
Water Base (Inside Village)		\$18.75	\$18.75	\$18.75	\$18.75	\$18.75
Wastewater Usage (Inside Village)	7,200	\$79.20	\$81.36	\$84.24	\$86.40	\$89.28
Wastewater Base (Inside Village)		\$29.75	\$30.64	\$31.56	\$32.51	\$33.48
Consolidated Lot - Water		\$1.42	\$1.42	\$1.42	\$1.42	\$1.42
Consolidated Lot - Wastewater		\$1.92	\$1.92	\$1.92	\$1.92	\$1.92
Water Infrastructure Improvement Fee		\$9.00	\$9.00	\$9.00	\$9.00	\$9.00
Wastewater Infrastructure Improvement Fee		\$0.00	\$9.00	\$9.00	\$9.00	\$9.00
Total		\$186.84	\$198.89	\$202.69	\$205.80	\$209.65



Village of Roaming Shores
Human Resources Committee Minutes
In Person

May 22, 2024

Present: Koziol, D'Amincone, Mayernick, Roskos and Fell. **Guests:** L. Darling and S. Kaufman.

The meeting was called to order by Chair Koziol at 10:10 a.m.

Minutes: Motion to approve printed April 30 minutes made by D'Amicone and seconded by Mayernick. Motion carried.

Old Business

Policy/Human Resource Documents: Language was printed at the last meeting for the members and we are waiting for a new solicitor to review.

Employee Handbook: A working group (D'Amicone, Roskos and Darling) have met twice with the next meeting on the 28th. All will be forwarded to the solicitor and possible outside counsel. Should be ready for committee review soon and then to be forwarded to Council.

Public Works Department

Overtime Solutions – Overtime has been curbed. Darling submitted recommendations for scheduling. The committee instructed changes to cover the entire week (Monday through Sunday) and peak hours everyday. It was agreed that customer service training is in order for all staff.

Police Staffing – The Chief is continuing to network and brainstorm ideas to recruit new officers or support the training of willing candidates. Coverage continues to be focused on key volume timeframes and support from the Sheriff's Department.

Chief overtime was reviewed and to be sent to Council. The wording may need tweaked and a plan made for future overtime formula. Recommended that the solicitor review vocabulary.

Group Term Life Insurance – This has been reviewed and completed.

Fiscal Officer Position. Fell met with our Fiscal Officer/Clerk and reviewed workload and hours spent on duties. This will be reviewed more thoroughly at one of our next meetings.

Permanent PT Zoning Inspector – Fell met with the zoning inspector, reviewing hours, duties and things to be accomplished this calendar year. We will review at our next meeting.

Permanent Health Savings Account Policy – Roskos and Darling are researching effective dates in other jurisdictions and make a recommendation for how to pay out for employees who join staff before and after the July payout date. We want to make sure we are using this as a recruiting tool.

Elected Officials Salary – Research was submitted to members of committee and council.

New Business – None

Other Business: None

Motion to adjourn by Mayernick, seconded by D'Amicone at 12:35 p.m.

Next meeting is Thursday, May 30 at 10 a.m.

Respectfully submitted,
Holly Mayernick, Member/Secretary

**Village of Roaming Shores
Human Resources Committee Minutes
In Person**

May 30, 2024

Present: Koziol, D'Amincone, Mayernick and Fell. **Guests:** L. Darling.

The meeting was called to order by Chair Koziol at 10:10 a.m.

Minutes: None submitted.

Old Business

Fiscal Officer Position. Fell met with our Fiscal Officer/Clerk and reviewed workload and hours spent on duties. Debate about how to pay, provide insurance, and possible additional expectations were considered. No recommendation at this time. Referred back to Fell for fiscal evaluation.

Permanent PT Zoning Inspector – Fell met with the zoning inspector, reviewing hours, duties and things to be accomplished this calendar year. Motion made by D'Amicone, seconded by Mayernick to request Council approve the extension from August 1st to December 31st. Roll call: Yes from Koziol, D'Amicone, Mayernick, Fell, Roskos. This will allow for more study of what the administrator should do and what we want the inspector doing.

Permanent Health Savings Account Policy – Roskos and Darling are researching effective dates in other jurisdictions and make a recommendation for how to pay out for employees who join staff before and after the July payout date. We want to make sure we are using this as a recruiting tool. Expect recommendation at the next meeting.

Elected Officials Salary – This is referred to Finance for review.

New Business – The chief is going to submit new language for Part-time officers. This will be reviewed by administrative staff.

Other Business: None

Motion to adjourn by Roskos, seconded by Mayernick at noon.

Next meeting is Tuesday, June 25th at 10 a.m.

Respectfully submitted,
Holly Mayernick, Member/Secretary

**Village of Roaming Shores
Human Resources Committee Minutes
In Person**

June 25, 2024

Present: Koziol, D'Amincone, Mayernick, Roskos and Fell. **Guests:** L. Darling.

The meeting was called to order by Chair Koziol at 10:06 a.m.

Minutes: Were not available.

Old Business

Policy/Human Resource Documents: Awaiting solicitor review.

Public Works Department

Overtime: Has been better managed. New scheduling has not been done because of administrator resignation.

Police Staffing – Awaiting enactment of the new pay scale.

Chief overtime was reviewed and Mayor and Administrator will have new language to Council for the upcoming meeting.

Fiscal Officer Position. Final salary recommendation in the works. Still debating FT vs. PT. A complete job description needs put together. Fell working on this.

Elected Officials Salary – It was agreed that councilors need to have a small increase to better pay for mileage and copying costs. The mayor is going to do a time study of meetings, calls, emails and human resource interface. Based upon findings, Finance will review for available funds and sources.

New Business – None

Other Business: None

Motion to adjourn by Mayernick, seconded by D'Amicone at 11:40a.m.

Next meeting dependent upon the solicitor's availability. Date to follow. (Target is 7/9 at 11 a.m.)

Respectfully submitted,
Holly Mayernick, Member/Secretary

SPECIAL COMMITTEE ON UTILITY BILLING

Date: June 18, 2024

Time: 3:00 PM

Meeting called to order by: Mayor D'Amicone

IN ATTENDANCE

Members: Mayor D'Amicone, Councilor Kaufman, Clerk-Treasurer Philips, Administrator Darling, Yvonne Gibson, Brenda Haist

Visitor: Madison Roskos

APPOITMENTS

A motion to nominate Councilor Kaufman as Chairman was made by Mayor D'Amicone and was seconded by Clerk-Treasurer Philips. The motion passed with all votes in favor. A motion to nominate Clerk-Treasurer Philips as Secretary was made by Councilor Kaufman and was seconded by Yvonne Gibson. The motion passed with all votes in favor.

OLD BUSINESS

No old business as this was the first meeting.

NEW BUSINESS

Philips advised committee of the Q1 collection of penalty fees. Roskos gave explanation of how penalties are assessed – each individual lot can receive a penalty, consolidated lots receive one penalty for all lots.

The challenges that are present are 1) receiving payments on time, 2) customers not paying the total amount due, 3) minimum delinquent amounts for shutoffs, 4) multiple lot delinquencies/master bill, 5) cost of being delinquent.

Haist and Philips suggested a one-time courtesy for each customer.

Committee agreed that keeping the billing on a monthly basis is easier for budgeting purposes for customers.

Roskos is checking with MuniLink to see if it's possible to credit autopay accounts \$1.95/month. Darling will look at renegotiating the InvoiceCloud contract to be able to waive or credit \$1.95 for autopay. Kaufman suggesting incentivizing an e-bill/autopay combination.

Committee suggested giving the Administrator/Mayor discretion beyond a one-time courtesy as long as any/all waivers are reported to council.

Committee suggested changing late fees to \$15 instead of \$25.

SUMMARY

Recommendations for Council:

- One-time courtesy waiver for all customers
- Credit autopay customers/renegotiate Invoice Cloud contract
- Reduce late fees from \$25 to \$15

NEXT MEETING

Not scheduled at this time.

ADJOURNMENT

Meeting was adjourned by unanimous consent.

ORDINANCE NO. 926-05-2024

AN AMENDED ORDINANCE ESTABLISHING A REIMBURSEMENT RATE FOR THE CHIEF OF POLICE, RETROACTIVE TO JANUARY 1, 2024, AND NOT DECLARING AN EMERGENCY.

WHEREAS, Chief William Roskos is a salaried employee but has worked at least ninety (90) hours in excess of his regular schedule from January 1, 2024, to April 21, 2024, to cover open shifts due to temporary staffing shortages; and

WHEREAS, the Village is fully committed to the safety of its residents and the protection of private property; and

NOW, THEREFORE, BE IT ORDAINED, by the Council of the Village of Roaming Shores, in the County of Ashtabula, State of Ohio, as follows:

SECTION 1. William Roskos shall be reimbursed a total of \$6,196.18.

SECTION 2. Effective upon adoption, Chief Roskos shall be paid \$52.51 per hour for additional open shifts he works as authorized in writing by the Mayor. Such overtime payments may be terminated or modified by the Mayor at any time, and such payments shall not be construed to convert the Chief of Police position into anything other than a salaried employee without overtime, except under circumstances where he is needed to cover open shifts.

SECTION 3. This Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of this Council and of any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 4. This ordinance is deemed not to be an emergency for the health, safety, and welfare of the residents of the Village and shall take effect thirty (30) days after passage.

ADOPTED by the Council of the Village of Roaming Shores, Ohio, this _____ day of _____, 2024.

Jennie D'Amicone
Mayor

ATTEST:

Kerri Philips
Clerk/Treasurer

APPROVED as to form and legality:

Christopher Newcomb
Solicitor

Clerk's Publication Statement:

I hereby certify that a summary of the foregoing ordinance was published twice by the Jefferson Gazette News on the following dates, _____ and

_____.

Kerri Philips
Clerk/Treasurer

ORDINANCE NO. 929-06-2024

**AN AMENDED ORDINANCE REPEALING AND REPLACING VILLAGE CODE
§125.03 REGARDING THE CREDIT CARD POLICY AND NOT DECLARING AN
EMERGENCY.**

WHEREAS, the Ohio General Assembly enacted Ohio Revised Code §717.31 in November 2018 requiring certain standards be met for municipal corporations to utilize credit card; and

WHEREAS, the Village presently has one credit card that is shared by the Police Department, Public Works Department, Clerk-Treasurer's Office, and Administrator; and

WHEREAS, the various departments have experienced declined credit cards due to high utilization by other departments; and

NOW, THEREFORE, BE IT ORDAINED, by the Council of the Village of Roaming Shores, in the County of Ashtabula, State of Ohio, as follows:

SECTION 1. Village Code §125.03 shall be repealed and replaced.

SECTION 2. Village Code §125.03 shall read as follows:

“§125.03 CREDIT CARD POLICY.

(a) Authorized Persons.

(1) Authorized Department Heads. The following officeholders shall have the authority to use a municipal-issued credit card:

- A. Mayor.
- B. Administrator.
- C. Clerk-Treasurer.
- D. Chief of Police.
- E. Chief of Public Works.

(2) Authorized Employees. Any person listed in subsection (a)(1) above may allow a person under their direct supervision to use a municipal credit card provided the card is returned to such authorized person upon the conclusion of its use.

(b) Authorized Expenses.

(1) Authorized Expenses shall include:

- A. Overnight lodging for events on behalf of the municipality.
- B. Meals while attending events on behalf of the municipality (per diem).
- C. Registration for seminars, conferences, and/or other registrations such as exams, trainings, etc.
- D. Service contracts that require credit card payments online.
- E. Operational supplies that require purchases online or that can be purchased at a lower cost by using a credit card.
- F. Fuel and motor vehicles repair/maintenance expenses.

(2) Uses Prohibited. The following uses are expressly prohibited and unauthorized:

- A. Personal purchases, gratuities, excess daily meal allowance (per diem), gasoline for any personal vehicle, cash advances, alcoholic beverages, tobacco products, or any other expense not related to the operation of the municipality or within their scope of employment.
 - B. Authorized users shall be prohibited from obtaining or attempting to obtain new lines of credit using the credit card issued to the authorized user.
 - C. Purchases made without authorization (Purchase Order) shall be prohibited.
- (3) All existing purchasing policies, including obtaining a Purchase Order from the Clerk-Treasurer's office and policies related to travel and per diem expenses, apply to purchases made on a credit card.
- (c) **Payment Records.**
 - (1) **Itemized Receipts.** An authorized user shall obtain and retain itemized receipts for all purchases made using a municipal credit card and shall submit clear and legible copies of said receipts to the Clerk-Treasurer within five (5) business days of the date the charges were incurred.
 - (2) **Unidentified Charges.** Any charges which cannot be properly identified, or which are not properly authorized shall be paid promptly by the authorized user by check, together with interest and all other charges assessed by the card issuer.
 - (3) **Agreement Required.** Upon receipt of a credit card, each authorized user shall execute an agreement to be personally liable for any charges, which are unauthorized, not documented, or cannot be properly identified.
- (d) **Lost Card Policy.**
 - (1) **Authorized User Responsibility.** Each authorized user shall be responsible for contacting the issuing financial institution and the Clerk-Treasurer, immediately upon discovering that a credit card has been lost, stolen, or is otherwise unaccounted for. Authorized users shall maintain in a safe location, the telephone number for reporting cards lost or stolen. The employee in violation of this section may be held responsible for unauthorized charges used on the lost or stolen card.
 - (2) **Affidavit Required.** An employee who reports their issued card lost, stolen, or unaccounted for shall be required to submit an affidavit to the Clerk-Treasurer attesting to the date the loss was discovered and the last charge used.
- (e) **Department Credit Limits.**
 - (1) The following departments shall have a monthly credit limit of \$3,000.00 per department:
 - A. Police Department
 - B. Public Works Department
 - (2) The following offices shall have a monthly credit limit of \$3,000.00 combined:
 - A. Mayor
 - B. Clerk-Treasurer
 - C. Administrator
- (f) **Misuse Policy.**
 - (1) **Accidental Misuse.** The accidental misuse of a credit card for unauthorized expenses shall be documented and the authorized user shall be required to make

prompt payment for all unauthorized balances and charges incurred.

Documentation of each incident of accidental misuse shall be provided to the Mayor and President Pro Tempore of Council, and a copy of that report shall be filed with the applicable credit card statement and in the employee's file.

Recurring incidents of accidental misuse shall result in the authorized user losing credit card privileges or having their card held permanently in the Clerk-Treasurer's Office.

- (2) **Willful Misuse.** The use of a credit card account for expenses beyond those authorized by the legislative authority constitutes misuse of a credit card account. An officer or employee of the municipal corporation or a public servant as defined in ORC §2921.01 who knowingly misuses a credit card held by the municipal corporation violates ORC §2913.21. [ORC §717.31(F)]

(g) Compliance Officer.

- (1) **Designation of a Compliance Officer.** The Chair of the Finance Committee shall be designated as the Compliance Officer for the municipal credit card policy. [ORC §717.31(C)(1)]
- (2) **Quarterly Review.** At least quarterly, the Compliance Officer and the Council shall review the number of cards and accounts issued, the cards' and accounts' expiration dates', the cards' and accounts' credit limits, and any rewards received based on the use of the cards. [ORC §717.31(D); (G)]
- (3) **Quarterly Review Report.** The quarterly review outlined in §125.03(g)(2) shall constitute a report provided to the Compliance Officer by the Clerk-Treasurer or Administrator with the required information and shall include the signature of the Compliance Officer and Mayor, upon their approval of the report. Quarterly Review Reports shall be maintained by the Clerk-Treasurer.
- (4) The credit cards may be utilized both in person as well as for the purchase of goods over the internet, by telephone, or by fax. These purchases shall be evidenced by a valid purchase order along with either the original packing slip that accompanied the purchased goods or an itemized receipt. When using the internet, the user shall insure the website where the credit card information is being placed is secure, and that all account numbers are encrypted while being passed electronically.

(h) Procedure.

- (1) **Written Acknowledgment.** The Clerk-Treasurer shall issue a Village credit card to a Village employee as authorized by this ordinance and such employee shall execute a written statement acknowledging receipt of a copy of this ordinance and agreeing to comply with its provisions.
- (2) **Receipt Requirement.** For all credit card transactions, the employee or official using a Village card shall submit to the Clerk/Treasurer within five (5) days of use the following documentation, including but not limited to, the credit card slip (customer copy), a receipt or invoice from the vendor that documents the goods or services purchased, the cost of the goods or services, the date of the purchase and such other information as the Clerk-Treasurer may request. Each receipt will also indicate the official Village business for which the expense was incurred.

- (3) **Tax Exempt.** Employees are responsible for informing vendors of the sales tax exemption for Village purchases. If requested by a vendor, a State of Ohio sales tax exemption certificate is available from the Clerk-Treasurer's office.
- (4) **End of Employment.** Cardholders who terminate their employment or whose job duties change and no longer include purchasing must surrender their credit card immediately.
- (5) **Reward Report.** Rewards and/or points received shall be used towards paying the statement balance on the card. "

SECTION 3. This Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of this Council and of any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 4. This ordinance is deemed not to be an emergency for the health, safety, and welfare of the residents of the Village and shall take effect thirty (30) days after passage.

ADOPTED by the Council of the Village of Roaming Shores, Ohio, this _____ day of _____, 2024.

Jennie D'Amicone
Mayor

ATTEST:

Kerri Philips
Clerk/Treasurer

APPROVED as to form and legality:

Cris Newcomb, Esq.
Solicitor

Clerk's Publication Statement:

I hereby certify that a summary of the foregoing ordinance was published twice by the Jefferson Gazette News on the following dates, _____ and _____.

Kerri Philips
Clerk/Treasurer

ORDINANCE NO. 932-06-2024

AN ORDINANCE ESTABLISHING A HIRING BONUS PROGRAM FOR THE ROAMING SHORES POLICE DEPARTMENT AND DECLARING AN EMERGENCY.

WHEREAS, for the purpose of competitively compensating and attracting sworn officers of the Roaming Shores Police Department, the Council wishes to establish a Hiring Bonus Program for lateral transfers; and

WHEREAS, the Mayor, Administrator, and Chief of Police have expressed concerns regarding the Department's ability to recruit new personnel as a result of historically low police academy enrollment; and

NOW, THEREFORE, BE IT ORDAINED, by the Council of the Village of Roaming Shores, in the County of Ashtabula, State of Ohio, as follows:

SECTION 1. Hiring Bonus Program (New Employees Over Two-Years Experience). The Chief of Police shall be authorized to offer all new full-time sworn Police Officers hired after the adoption of this ordinance a ten-thousand dollar (\$10,000) hiring bonus as distributed in §3.

SECTION 2. Eligibility. To be eligible for the Hiring Bonus Program (Over Two-Years Experience), a full-time Police Officer must be currently certified as an Ohio Peace Officer as defined in Ohio Administrative Code §109.71 and be a lateral transfer having in excess of two (2) years of full-time experience (over 4,160 hours) prior to their employment with the Village of Roaming Shores.

SECTION 3. Payment Schedule.

The payment of hiring bonuses for the Hiring Bonus Program (Over Two-Years Experience) shall be as follows:

- a) \$2,000 given at six months or upon the completion of the probationary period.
- b) \$1,000 following the first (1) anniversary of §3(a).
- c) \$1,500 following the second (2) anniversary of §3(a).
- d) \$2,000 following the third (3) anniversary of §3(a).
- e) \$3,500 following the fourth (4) anniversary of §3(a)

SECTION 4. Hiring Bonus Program (New Employees Under Two-Years Experience). The Chief of Police shall be authorized to offer all new full-time sworn Police Officers hired after the adoption of this ordinance a five-thousand dollar (\$5,000) hiring bonus as distributed in §6.

SECTION 5. Eligibility. To be eligible for the Hiring Bonus Program (Under Two-Years Experience), a full-time Police Officer must be currently certified as an Ohio Peace Officer as defined in Ohio Administrative Code §109.71 and have (2) years or less of full-time experience (4,160 hours or less) as a certified Ohio Peace Officer prior to their employment with the Village of Roaming Shores. New officers with no law enforcement experience shall be eligible for this program.

SECTION 6. Payment Schedule.

The payment of hiring bonuses for the Hiring Bonus Program (Under Two-Years Experience) shall be as follows:

- a) \$1,500 given at six months or upon the completion of the probationary period.
- b) \$1,500 following the first (1) anniversary of §6(a).
- c) \$2,000 following the second (2) anniversary of §6(a).

SECTION 7. This Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of this Council and of any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 8. This ordinance is deemed to be an emergency for the health, safety, and welfare of the residents of the Village, to attract additional officers to the Roaming Shores Police Department, and shall take effect immediately after passage.

ADOPTED by the Council of the Village of Roaming Shores, Ohio, this _____ day of _____, 2024.

Jennie D'Amicone
Mayor

ATTEST:

Kerri Philips
Clerk-Treasurer

APPROVED as to form and legality:

Christopher Newcomb, Esq.
Solicitor

Clerk's Publication Statement:

I hereby certify that a summary of the foregoing ordinance was published twice by the Jefferson Gazette News on the following dates, _____ and _____.

Kerri Philips
Clerk-Treasurer

June 3, 2024

Mr. Lukas Darling
Village Administrator
Village of Roaming Shores
2500 Hayford Road
Roaming Shores, OH 44084

**Re: *Roaming Shores WWTP Headworks Design
 Bid Results***

Dear Mr. Darling:

Bids were received for the above referenced project on May 29, 2024 and attached you will find a copy of the Bid Tabulation outlining each bid for your review. The bids for the Base Bid ranged from a low bid of \$232,000.00 to a high bid of \$268,476.00 as compared to the Opinion of Probable Construction Cost of \$225,000.00.

The low bidder for the Base Bid or Base & Alternate is S.E.T., Inc. of Lowellville, Ohio whose bid has been reviewed and found to be in conformance with all contract requirements. It is our opinion that they are experienced and qualified to perform the work within the contract.

Should you have any questions or require additional information, please feel free to contact our office.

Respectfully,

CT CONSULTANTS, INC.



George Conway, P.E.
Senior Project Engineer

GC:will

Enclosures

cc: Mayor Jennie S. D'Amicone
 Kerri Philips, Clerk-Treasurer
 Kyle Smith, Solicitor

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ROAMING SHORES WWTP HEADWORKS DESIGN
OWNER: VILLAGE OF ROAMING SHORES
PROJECT NO.: 241188
BID OPENING DATE: MAY 29, 2024 AT 12:00 P.M.
BID TABULATION

Ref No.	Description	Quan.	Unit	S.E.T., Inc.				Union Industrial Contractors, Inc.			
				Unit Price Labor	Unit Price Material	Total Unit Price	Item Total	Unit Price Labor	Unit Price Material	Total Unit Price	Item Total
1	GENERAL CONSTRUCTION	1	LUMP	100,000.00	132,000.00	232,000.00	232,000.00	93,476.00	175,000.00	268,476.00	268,476.00
	Total Bid Amount - Base Bid						232,000.00				268,476.00

Ref No.	Description	Quan.	Unit	S.E.T., Inc.				Union Industrial Contractors, Inc.			
				Unit Price Labor	Unit Price Material	Total Unit Price	Item Total	Unit Price Labor	Unit Price Material	Total Unit Price	Item Total
1	EFFLUENT MANHOLE DEDUCT	1	LUMP	(1,000.00)	(500.00)	(1,500.00)	(1,500.00)	(750.00)	(2,500.00)	(3,250.00)	(3,250.00)
	Total Bid Amount - Deduct Alternate Bid						(1,500.00)				(3,250.00)

	Total Bid Amount - Base Bid and Deduct Alternate Bid						233,500.00				271,726.00
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ORDINANCE NO. 933-06-2024

AN ORDINANCE TO AUTHORIZE THE VILLAGE ADMINISTRATOR AND/OR MAYOR TO AWARD THE BID AND ENTER INTO A CONTRACT WITH S.E.T., INC. FOR THE ROAMING SHORES WWTP HEADWORKS DESIGN AT A BID PRICE OF \$232,000, AND DECLARING AN EMERGENCY.

WHEREAS, the Village of Roaming Shores has received bids for the ROAMING SHORES WWTP HEADWORKS DESIGN, and S.E.T., INC. has submitted the lowest and best bid for the Base Bid Only, with a bid price of \$232,000; and

NOW, THEREFORE, BE IT ORDAINED, by the Council of the Village of Roaming Shores, in the County of Ashtabula, State of Ohio, as follows:

SECTION 1. That the Village Administrator and/or Mayor is hereby authorized to award the bid and enter into contract for with S.E.T., Inc. for the Roaming Shores WWTP Headworks Design at the total bid price of \$232,000 which includes the Base Bid Only/ Base Bid and Alternate.

SECTION 2. This Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of this Council and of any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 3. This ordinance is declared to be an emergency measure in the interests of public peace, health, and safety and shall allow the work to begin immediately and, if approved shall take effect immediately upon passage.

ADOPTED by the Council of the Village of Roaming Shores, Ohio, this _____ day of _____, 2024.

Jennie D'Amicone
Mayor

ATTEST:

Kerri Philips
Clerk-Treasurer

APPROVED as to form and legality:

Christopher Newcomb, Esq.
Solicitor

Ordinance 933-06-2024, cont.

Clerk's Publication Statement:

I hereby certify that a summary of the foregoing ordinance was published twice by the Jefferson Gazette News on the following dates, _____ and _____.

Kerri Philips
Clerk-Treasurer

BILLS FOR REVIEW - JULY 2, 2024

1000-410-252	DAVID MURACO	\$ 179.56
	MILEAGE - 06/03 - 06/16	
1000-730-392	DEBBRA MAJIKAS	\$ 224.00
	VILLAGE HALL CLEANING	
1000-730-410	HUNTINGTON BANK	\$ 10.00
	BUSINESS ONLINE FEES	
2081-110-400	COMPTech	\$ 875.00
	REPLACEMENT COMPUTER - CHIEF ROSKOS	
2081-110-300	OHIO TREASURER OF STATE	\$ 135.00
	MARCS FEES - 01/01/24 - 04/01/24	
4901-800-500	CT CONSULTANTS	\$ 2,500.00
	TASK ORDER #2	
2081-110-300	WILL ROSKOS	\$ 6.66
	REIMBURSEMENT - OFFICE SUPPLIES	
1000-410-320	KERRI PHILIPS	\$ 8.04
	REIMBURSEMENT - CERTIFICATE OF MAILINGS	
1000-710-400	LUKAS DARLING	\$ 151.42
	MILEAGE - 04/10 - 04/23 AND 05/02-05/31	
1000-730-392	HAVE INC	\$ 468.75
	LABOR - VILLAGE HALL	
1000-715-340	GAZETTE PRINTING	\$ 41.25
	LEGAL NOTICES	
2081-110-400	SHORESIDE PLUMBING	\$ 167.67
	POLICE DEPT - PLUMBING	
1000-730-410	WASTE MANAGEMENT CHARDON	\$ 520.00
	BLUE BAGS	
2081-110-300	COMDOC	\$ 1.40
	COLOR COPY USAGE	
2011-620-400	JUNCTION AUTO SALES	\$ 1,286.50
	DODGE REPAIRS	
1000-730-392	EDGEWATER PRO WASH	\$ 890.00
	VILLAGE HALL	

BILLS FOR REVIEW - JULY 2, 2024

4901-800-500	TREASURER, STATE OF OHIO, FUND 615 DAM SAFETY ANNUAL FEE	\$ 1,398.40
2081-110-400	AXON ENTERPRISE, INC PD EQUIPMENT	\$ 609.35
1000-730-392	WINDSTREAM	\$ 42.00
2081-110-300	INTERNET	\$ 126.00
1000-730-410	COMDOC BLACK/COLOR COPY USAGE	\$ 353.80
1000-730-392	ILLUMINATING CO VILLAGE HALL	\$ 551.80
1000-730-392	NORTHEAST OHIO NATURAL GAS VILLAGE HALL	\$ 221.52
2081-110-300	VERIZON CELLULAR	\$ 243.03
2011-620-400	MIDWAY CHEVROLET INC CHEVY REPAIRS	\$ 196.95

Council Members,

Tonight, I am presenting the request for this council to start the active discussion to develop and fund an Infrastructure fund. It is not a question of need. The only question is how we fund it and how aggressively we fund it. The numbers provided have been supplied by Duane with the help of CT Consultants. In most cases these numbers are estimates. We certainly could be 10 – 15% off. However, normal inflation and technological improvements will undoubtedly impact the final numbers. I am asking the council to look past these estimates so that we may start the collection process at a monthly amount far lower than we will ultimately be required.

Background - Underground Collection (Sewage) System (UCS) - very simplified view:

The UCS is made up of several components – Lift Stations elevating the waste, Generators assuring that the Lift stations stay operational in the event of a power failure, and the underground piping transporting the sewage to the wastewater treatment plant. These components are all failing for several reasons including normal aging, fatigue, abuse from residents, plantings on tree lawns, and many other reasons. Regardless of the reasons, I believe that this council is single-minded in our agreement that we need to assure that UCS stays properly operating for many years into the future.

There are three general categories of required improvements –

Lift Stations – The attached represents the “guesstimates” based on input from CT Consultants and complied with the help of Duane. Thankfully, we do not need all these stations updated immediately. The estimated financial need is spread over the next 5 -10 years that will be required to complete the project(s). The excel attachment has been color coded. Green is completed, Grey represents possible need for future component updates and no color cells have dollars needed (in 2024 dollars) necessary. The last two columns give an option of using a new wet well or revitalizing our existing wells. Duane estimates that the sand blast option will last 30 – 40 years and a new prefab will last more than 60 years. Estimates are approximately \$902,000 to \$1,432,000 to update all lift stations depending on the option chosen.

Generators – We need to consider retrofitting each station with a backup power system. Estimates are 29 generators or an estimated \$435,000 to update all.

Sewer Piping - This is a mammoth undertaking. CT has supplied Duane with a very rough cost per foot of \$60.00. To understand the magnitude of this we have 29 miles of underground piping (153,120 feet) or \$9,197,200 to replace all. Duane and CT recommend a process of lining the piping as a test.

Summary

The total to do EVERYTHING will exceed \$11,000,000 in today's dollars. This comes to a cost per sewer billing account of more than \$5,500 for each of 1800 billing accounts, which includes empty lots, collected over 10 – 15 years.

At this time, I am only asking the council to set up a fund to address the most important issue of the lift station and possibly the generators.

The magnitude of the problem and the cost of the updates cannot deter this Council from starting. No one method of funding will suffice. This project will require a variety of funding sources. The infrastructure fund is only the beginning. We need to start to consider grants, loans, levies and assessments. The burden of these infrastructure updates cannot fall on the residents alone.

Tonight, I am asking the council to start the process, to do something politically unpopular and bring forth the \$9.00 per month Infrastructure fee that the PWC recommended currently included in the council packets for this meeting.

Steven Kaufman - PWC

		1: ok	2: soon							Option 1	Totals		Option 2	Totals
		Priority	PANEL	VFD PANEL	PUMP	RSV Labor (\$90.00 / Hour)	PIPING	RSV Labor (\$90.00 / Hour)		WET WELL Sand blst and epoxy	Total Cost with Sand Blast Option		WET WELL pre fab	Total Cost with Pre Fab Station
	1E	2	\$7,000.00	\$15,000.00	\$10,000.00	\$1,000.00	\$5,000.00	\$4,400.00		\$10,000.00	\$52,400.00		\$89,400.00	\$119,800.00
	2E	1		\$15,000.00	\$10,000.00	\$1,000.00								
	4E	2	\$7,000.00	\$15,000.00	\$10,000.00	\$1,000.00	\$5,000.00	\$4,400.00		\$10,000.00	\$52,400.00		\$89,400.00	\$119,800.00
	5E	2	\$7,000.00	\$15,000.00	\$10,000.00	\$1,000.00	\$5,000.00	\$4,400.00		\$10,000.00	\$52,400.00		\$89,400.00	\$119,800.00
	6E	2	\$15,000.00			\$1,000.00	\$10,000.00	\$4,400.00			\$30,400.00			
	7E	2	\$7,000.00	\$15,000.00	\$10,000.00	\$1,000.00	\$5,000.00	\$4,400.00		\$10,000.00	\$52,400.00		\$89,400.00	\$119,800.00
	8E	1		\$15,000.00	\$10,000.00	\$1,000.00					\$26,000.00			
	9E	2	\$7,000.00				\$10,000.00	\$4,400.00			\$21,400.00			
	10E	1		\$15,000.00	\$10,000.00	\$1,000.00					\$26,000.00			
	11E	2	\$15,000.00				\$10,000.00	\$4,400.00			\$29,400.00			
	12E	2	\$15,000.00				\$10,000.00	\$4,400.00			\$29,400.00			
	14E	2	\$7,000.00	\$15,000.00	\$10,000.00	\$1,000.00	\$5,000.00	\$4,400.00		\$10,000.00	\$52,400.00		\$89,400.00	\$119,800.00
	1W	2	\$7,000.00	\$15,000.00	\$10,000.00	\$1,000.00	\$5,000.00	\$4,400.00		\$10,000.00	\$52,400.00		\$89,400.00	\$119,800.00
	2W	1		\$15,000.00	\$10,000.00						\$25,000.00			
	5W	1		\$15,000.00	\$10,000.00	\$1,000.00					\$26,000.00			
	6W	2	\$7,000.00	\$15,000.00	\$10,000.00	\$1,000.00	\$5,000.00	\$4,400.00		\$10,000.00	\$52,400.00		\$89,400.00	\$119,800.00
	8W	2	\$7,000.00	\$15,000.00	\$10,000.00					\$10,000.00	\$42,000.00		\$89,400.00	\$114,400.00
	9W	1		\$15,000.00	\$10,000.00						\$25,000.00			
	10W	2	\$7,000.00	\$15,000.00	\$10,000.00	\$1,000.00	\$5,000.00	\$4,400.00		\$10,000.00	\$52,400.00		\$89,400.00	\$119,800.00
	10WA	1		\$15,000.00	\$10,000.00						\$25,000.00			
	11W	2	\$7,000.00	\$15,000.00	\$10,000.00	\$1,000.00		\$4,400.00		\$10,000.00	\$47,400.00		\$89,400.00	\$119,800.00
	12W	1		\$15,000.00	\$10,000.00						\$25,000.00			
	13W	2	\$7,000.00	\$15,000.00	\$10,000.00	\$1,000.00	\$5,000.00	\$4,400.00		\$10,000.00	\$52,400.00		\$89,400.00	\$119,800.00
	14W	2	\$7,000.00	\$15,000.00	\$10,000.00	\$1,000.00	\$5,000.00	\$4,400.00		\$10,000.00	\$52,400.00		\$89,400.00	\$119,800.00
											\$902,000.00			\$1,432,200.00

Public Works Committee Meeting Minutes

May 23, 2024

Call to Order

Members Appointed by Council - Duane Hems, Gary Meighen, Rick Gainar, Steven Kaufman, Bob Cook, Kevin Roberts, Larry Seymour, Mike Petersen

In Attendance

Absent: Duane Hems (late), Gary Meighen, Rick Gainar, Steven Kaufman, Bob Cook, Mike Petersen

Visitors: Lukas Darling

Approval of Minutes: 4/18/2024 approved. Moved by Steven, Second – Rick.

Visitors Comments - none

General Committee Business

CT Task Order status – (This will track outsourced projects for review and updates from funding to conclusion)

Task Order #1 – General Services (\$15,000) – This is used for engineer availability, meetings, consultation, etc.

Task Order #2 – Water Distribution System Model (\$25,000) – Initial meeting took place and CT Consultants are moving forward with project results expected in Q4 – Note - this will cover engineering only and will determine tower/tank, location(s), and modifications to distribution pipe.

Task Order #3 - Free Cyanide and Total Recoverable Copper Study – Plan was submitted to the EPA. EPA has completed first level review of submission, and the study has been sent to the next person for review.

Task Order #4 – Headworks Project – PTI completed up-front work and RFQ has been sent out. Interest in project has been less than expected and discussions are continuing with potential bidders.

Task Order #5 – Pavement Condition Rating Report (\$4,000) – report submitted.

DLZ Task Order status- (This will track outsourced projects for review and updates from funding to conclusion)

Task Order #1- HHPD Grant – as soon as the FEMA portion is approved we will have the Admin issue a Task Order.

Roads

Old Business

1. Maintenance

- a. Pot holes – nothing to report
- b. Crack hot sealing – nothing to report
- c. Boulevard - Lukas to advise on new Task Order for revamping medians

New Business

1. Joint Road Committee- Village counsel has determined that Village Council Members should not sit on this committee, therefore Rick Gainar, Larry Seymour and either Ron

Teplitzky or Mike Turkovich will represent the Village. These changes were unanimously approved by all in attendance.

- a. Initial meeting – date set for May 11 at the Village Office pending confirmation with Association Committee Members.
- b. The Association feels the committee should be headed by a Village Council Member and this will be discussed at the meeting.

Dam

Old Business

RRA Funding/assistance – No change

Inverted Filter Burning – Did get feedback from Brian Walling with the EPA regarding the open burning of the inverted filter.

New Business

1. Pylon at dam needs to be replaced. Association is using solar lights on buoys, something similar could be added to the pylons, Randy can help with information if needed.

Utility

Old Business

Yard Hydrants

1. List of addresses was sent to Lukas to write letter.

New Business

1. Smoke testing – Met with ORWA to go over the remaining areas that need to be completed. We will be placed on the schedule for end of May to end of June. Working on plan to back into results if owners did not allow testing on private property.
2. 9E shut down as a result of failed floats – new floats and a new panel have been ordered and should be installed by mid June.
3. 14E had run capacitors fail shutting down the station until the capacitors can be replaced, replacement parts are available.
4. Different scenarios for funding of the wastewater system were reviewed and the committee unanimously approved recommending that council accept the solution which includes a 3% increase each year as well to institute a \$9/month infrastructure fee moving forward.
5. There is nothing new to report regarding the potential installation of a garage near the waste water plant south of the aeration units.
6. A spread sheet needs to be prepared that will be used to estimate the cost of updating the pump stations.

Next Meeting

Scheduled for June 19th at 6:30PM and weather permitting there will a walk of the dam.

2021-10-26 ODNr Dam Safety Inspection Report Remedial Measures			
ITEM #	ACTION REQUIRED	STATUS	NOTES
	Engineering repairs & Investigations		
Eng #1	Clear & repair erosion behind the downstream end of the left spillway sidewall	Open	Engineering needs to be completed before this work can begin, and funding for the work has not yet been obtained
Eng #2	Investigate principle spillway underdrains	Open	Repeat gig New camera head was ordered and arrived.
Eng #3	Seepage and stability report	Open	
Eng #4	Investigate the sand blanket drain and inverted filter construction	Open	
	Owner Repairs		
Own #1	Clear the underdrains below the principle and auxillary spillways	Open	We will be addressing the auxillary spillway in May and the primary when water stops flowing over the primary
Own #2	Brush from the inverted filter and its discharge channel	Open	Will look to fo this in June or July as it dries up.
Own #3	Clear right sidewall and outlet area of the auxillary spillway and the left sidewall of the principle spillway	Open	
Own #4	Clear & establish positive drainage on gutters drains behind both sidewalls of the principle spillway	Open	Repeat gig
Own #5	Seed the sparse areas in the emergency spillway inlet	Open	Will be seeded by end of spring
Own #6	Repair the rodent burrow adjacent to the right principle spillway sidewall and gutter drain	Open	Filling with gravel to deter new arrivals
Own #7	Reseal the seeping crack on the interior of the auxillary spillway right sidewall and repair the seperated joints on both sidewalls of the principle spillway	Open	Repeat gig
	Owner monitoring		
Mon #1	Monitor Deterioration of fabric-formed concrete on upstream slope of the principle spillway	Ongoing	Working with Randy at the Association to place large rip rap at this location.
Mon #2	Monitor the Hummocky appearance of the downstream slope in the right groin near the toe adjacent to the auxillary spillway left sidewall	Ongoing	Ongoing monitoring
Mon#3	Monitor the leakage from the lake drain system for sudden increases in flow	Ongoing	Ongoing
Mon #4	Monitor the uneven alignment of the right sidewall of the principle spillway	Ongoing	Ongoing
Mon #5	Monitor the piezometers and record the findings	Ongoing	Monthly as long as accessibility is safe
	Operation, Maintenance, and inspection Manual (OMI)		
OMI #1	Update current procedures	Open	
	Emergency Action Plan		
EAP #1	Update contact info	Open	Ready for distribution

Submitted by: M. Petersen

Date: 5/31/2024

SOUTH CENTRAL AMBULANCE DISTRICT

U.S. HWY 6
ROME, OHIO 44085
563-5619

	South Central Ambulance District	May 13th, 2024
<p>Chairman Dave Hartz Orwell Vil.</p> <p>Vice Chair Herb Dean Dorset Twp.</p>	<p>The meeting was held at SCAD Base and was called to order at 7 p.m. by Mr. Hartz. The Pledge of Allegiance was recited and roll call was taken with greetings being extended to Mrs. Smith, the new board member from Rock Creek Village. Mr. Spangler, Mr. Edelman, Mr. Hart, & Mr. Savel were absent. All other members were present. Minutes from the April 13th meeting was approved as written. Motion for approval was made by Mr. Gottron. Second Mr. LaRosa. Motion passed.</p>	
<p>Secretary Asst Chief Steve Grimm</p> <p>Mr. LaRosa Morgan Twp.</p>	<p><u>Accounts Payable:</u> Bills totaling \$646,513.64 were discussed. The bills of mention are as follows: A transfer of \$500,000.00 to the Star Ohio account; \$58,634.24 to Stryker for the cot lift system; \$95.00 to Ogram Heating & Cooling; \$3,650.00 to J & M Welding for new handrails for the outside walkway & steps. Motion to pay the bills made by Mr. LaRosa. Second by Mr. Dean. Motion passed.</p>	
<p>Mr. Spangler Rome Twp.</p>	<p><u>Inc. & Expense Summary:</u> Income for the month was \$120,858.78 with expenses totaling \$97,016.94. Billing fees brought in for the month totaled \$44,041.46. Total available money is \$1,551,038.20</p>	
<p>Mr. Benton Colebrook Twp.</p> <p>Mr. Gottron Hartsgrove Twp.</p> <p>Mr. Edelman New Lyme Twp.</p> <p>Mr. Eastlake Lenox Twp.</p>	<p><u>Activity Report:</u> Chief Buehner discussed SCAD's activity summary; We had 142 calls for the month of April and took care of 109 patients with 97 patients transported; We responded for mutual aid 2 times and had to call for mutual aid 5 times. Mr. LaRosa inquired about the frequency of us providing mutual aid to CCAN; Chief Buehner advised that although we are frequently called to provide mutual aid for CCAN, they also provide mutual aid to us when needed; We responded mutual aid for CCAN 1 time in April and if it becomes an issue Chief Buehner will speak with CCAN; Chief Buehner stated he met with the trustees of Andover Twp. & Andover Village. multiple times and advised them it not feasible for South Central to bring their communities into our district as it would require a significantly increased tax burden on our citizens.</p>	
<p>Mr. Hart Orwell Twp.</p> <p>Mr. Ed Koziol Roaming Shores Vil.</p>	<p><u>Old Business:</u> Chief Buehner & Asst. Chief Grimm will travel to Braun on May 15th to inspect and take delivery of the new squad; The company that decals our squads is currently scheduling 8-10 weeks out; Chief Buehner is looking into different decaling companies; The cot lift system for 639 is scheduled to be installed and crews will begin to stock the squad once it is at the Rome Station; 639 should be in-service and responding to calls by the end of May; Using the funds in the Star Ohio account to pay for the new squad was discussed, it was decided that funds would remain in the Star Ohio account for now and we will see how the fund balances are going forward after the squad is paid for. ESO training for Chief Buehner & Asst. Chief Grimm is on-going with a final training session scheduled for May 21st. The 2022-2023 audit is complete; The auditor's finding included: 2 missing receipts - 1 for food bought for a training held at the station and the other for uniforms; 1 late fee on a departmental credit card that was due to the timing of the credit cards due date vs board meeting date; A \$24.00 discrepancy was found to be a double entry and was easily corrected, and an occasional occurrence of paying sales tax at stores was reported; There were no payroll issues; The auditor complemented Chief Buehner stating that South Centrals audit is</p>	
<p>Mrs. Smith Rock Creek Vil.</p> <p>Mr. Savel Cherry Valley Twp</p>		

typically significantly easier than most other departments & she enjoys performing our audits. Records retention has been an ongoing process with 17 boxes of old records dating from 2000-2016 currently being kept in Asst. Chief Grimm's office; The items in these boxes need to be reported to Ohio History Connection who will, in turn, tell us what we can destroy vs what they want a record of; Destruction of any applicable documents will be contracted to a document shredding company. CMS reporting is close to being complete, Chief Buehner advised CMS requires the reporting of all 2023 expenditures. Medicare renewal has been completed.

New Business: Mr. Gottron stated he spoke with the County Engineer about the station's kitchen renovation and advised the plans have been approved by the County. Mr. Dean made the motion to go ahead with the project and accept bids with a Second by Mr. Koziol, motion passed; Chief Buehner stated he would speak with Kraftmaid about donating cabinets for the new kitchen. Chief Buehner stated he applied for a \$1,000.00 PEP grant to go towards the station's handrail replacement expenditure. Paramedic Sopko made a request to Chief Buehner to attempt to sell the department's old and not used radio equipment on Gov Deals; Chief Buehner stated that Paramedic Sopko has experience with Gov Deals as he used the service to sell equipment for Madison FD; Mr. LaRosa made the motion, Second by Mr. Gottron, motion passed. Left Ventricular Assist Device (LVAD) training will be held at the station on May 20th at 1800 with the instructors coming from The Cleveland Clinic; We have had multiple citizens in our district with an LVAD implant over the years and were recently advised by The Cleveland Clinic that another of our citizens has had an LVAD implanted. Chief Buehner discussed his and Asst. Chief Grimm's recent trip to Columbus with OEMSCA; The purpose of this trip was to meet with State Representatives and Senators to stress the importance of EMS becoming an essential service in Ohio as are Fire and Law Enforcement; Chief Buehner and Asst. Chief Grimm met with 3 Representatives and 2 Senators and in total OEMSCA members met with 60. Paramedic Michael Russo was sworn in as South Central Ambulance Districts newest full time member; Paramedic Russo's 1st official day was April 18th, and he comes to us with 10 years of experience in EMS, 4 years as a paramedic.

Mr. Dean made a motion to adjourn, motion passed.

Respectfully submitted,
Steven M. Grimm, Asst. Chief
Secretary

Dave Hartz, Chairman