

Agenda
Village of Roaming Shores Council
June 4, 2024 – 7:00 PM

Call To Order

Pledge to the Flag

Roll Call

Minutes to the Previous Meetings: *May 21 Council Meeting*

Visitor's Comments

Mayor's Report: *Jennie D'Amicone*

Administrator's Report: *Lukas Darling*

Solicitor's Report: *Cris Newcomb*

Zoning Inspector's Report: *David Muraco*

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:

- Water Rates Study (with Public Works)
- Status Update for Water/Sewer Infrastructure Projects
- Funding Sewer Infrastructure
- Salary – Elected Official(s)
- Codification
- Utility Garage
- Purchase Expense Authorization (with Administrator/Solicitor)

New Business:

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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 (3rd) – Requested by Mayor D'Amicone

(Over)

Ordinance 928-06-2024: AN ORDINANCE REPEALING ORDINANCE 867-02-2023 AND ESTABLISHING PAY RATES FOR PART-TIME POLICE OFFICERS AND DECLARING AN EMERGENCY (1st) – Requested by Mayor D’Amicone

Ordinance 929-06-2024: AN ORDINANCE AMENDING VILLAGE CODE §125.03 REGARDING THE CREDIT CARD POLICY AND NOT DECLARING AN EMERGENCY (1st) – Requested by Mayor D’Amicone

Ordinance 930-06-2024: AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND (WPCLF) AGREEMENT ON BEHALF OF THE VILLAGE OF ROAMING SHORES FOR CONSTRUCTION OF WASTEWATER FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN; AND DECLARING AN EMERGENCY (1st) – Requested by Administrator Darling

Ordinance 931-06-2024: AN ORDINANCE AMENDING ORDINANCE 880-06-2023 TO THE TENURE OF THE TEMPORARY ZONING INSPECTOR FROM JULY 31, 2024, TO DECEMBER 31, 2024, AND DECLARING AN EMERGENCY (1st) – Requested by the Human Resources Committee

Bills For Review

Any Other Topic of Discussion

Visitor’s Comments

Adjournment

Village of Roaming Shores Council Meeting
May 21, 2024

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

MINUTES TO THE PREVIOUS MEETING: A motion to accept the meeting minutes for the May 7 Council Meeting was made by Councilperson Kaufman and was seconded by Councilperson Fell. Roll Call: Cook – Absent, Fell – yes, Kaufman – yes, Koziol – yes, Mayernick – yes, Meighen – yes. May 7 meeting minutes were APPROVED.

VISITOR COMMENTS: Mr. Hiltz (1848) – Commented regarding the pump failure at 9E.
Ms. Fronk (1856) – Commented regarding the pump failure at 9E.

MAYOR'S REPORT: No report

TREASURER'S REPORT: Clerk/Treasurer Philips stated that the February financial report was provided in the previous council packet for review. She is continuing to work on the March financial report. UAN has not provided a conversion date for the payroll software, but she anticipates around July. A motion to accept the Treasurer's Report was made by Councilperson Mayernick and was seconded by Councilperson Meighen. Roll Call: Cook – Absent, Fell – yes, Kaufman – yes, Koziol – yes, Mayernick – yes, Meighen – yes. Treasurer's Report has been ACCEPTED.

ADMINISTRATOR'S REPORT: In addition to the report that was provided in the council packet, Administrator Darling stated that the group term life insurance renews in June. The Village will move forward with Hartford, which will save the village 72% and provide better coverage for the employees.

POLICE CHIEF'S REPORT: A written report was provided in the council packet. Councilperson Fell thanked Chief Roskos for the additional data that was provided in the report.

SOLICITOR'S REPORT: Solicitor Newcomb stated that it is preferable for the Clerk/Treasurer to specify in the meeting minutes what each councilperson's vote is. Also, regarding Ordinance 927-05-2024, he has no concerns with waiving the three-reading rule.

ROME ROCK ASSOCIATION LIASON'S REPORT: No report

FINANCE COMMITTEE: No report

PUBLIC SAFETY COMMITTEE: No report

PUBLIC WORKS COMMITTEE: Minutes were provided in the council packet.

HUMAN RESOURCES COMMITTEE: Minutes were provided in the council packet. The next meeting is 05/22/2024 at 10:00 am.

TECHNOLOGY COMMITTEE: No report

PLANNING COMMISSION: Minutes were provided in the council packet.

RECORDS COMMISSION: No report

SCAD: Monthly/YTD Calls – Village 11/56, District 142/601. SCAD's new ambulance arrived. After some equipment is installed, it will be placed in service.

SPECIAL COMMITTEE ON SELF-GOVERNMENT: No report

SPECIAL JOINT COMMITTEE ON STREETS: A written report was provided in the council packet. The committee is recommending an ordinance to change the composition of the committee. Councilperson Kaufman stated that the Association had a lot of volunteers that want to be a part of the committee. Solicitor Newcomb has concerns with having council members represent the Association. That brings on a chance for impropriety. Councilperson Mayernick stated that the committee is a Village committee and the village council has the say on the composition of the committee. Mayor D'Amicone stated that the ordinance passed stating 3 Village and 3 Association representatives. She asked if anyone on the Council was opposed to that. Councilperson Kaufman stated that he will resign as committee chairperson. The Public Works Committee elected Councilperson Cook, Larry Seymour, and Rick Gainar. Rick stated that he will find one member to replace Councilperson Cook as a Village representative. The next committee meeting is June 15 at 10:00 am.

OLD BUSINESS:

- Water Rates Study – Corey Timko introduced himself to the council. He works for Ohio Rural Water and he helps small rural communities. He started the rate study in January. Mr. Timko looked at the revenues and expenses. He stated that this was a complex study due to the different services and charges that the village has. The study provided three options that the Council can choose from and the outcome of those options for the next 4 years. Councilperson Fell thanked Mr. Timko for all of the work that he put into this study. She asked when the chosen option would go into effect. Mr. Timko stated that January 1 would be easiest for fiscal purposes. Councilperson Fell also asked if there was any discussion around simplifying the village's charges and services so it's not as complex as it currently is. Mr. Timko stated that what he normally sees in small villages is 1. Charges, and 2. Capital Projects. The village has base charges, usage charges, plus several charges surrounding vacant and consolidated lots. He stated that the village could simplify and it's not uncommon. Councilperson Fell suggested having the Public Works Committee look at the study in greater detail and make a recommendation to the council. Council was not opposed to that suggestion.

Mayor D'Amicone advised that Trevor Elkins with SiteStream was going to give a presentation so he didn't have to wait until the end of the council meeting. Mr. Elkins provided information to the Council regarding a speed camera program. He stated that photo enforcement is legal in Ohio. Any violations would be civil violations that would result in zero points on a driver's record and would not impact insurance rates. It would simply result in revenue to the police department.

OLD BUSINESS CONTINUED:

- Status Update for Water/Sewer Infrastructure Projects: Pending rate study recommendations.
- Funding Sewer Infrastructure: Pending rate study recommendations.
- Salary – Elected Official(s): Human Resources Committee is still working on this.

- Codification: Administrator Darling is waiting on a final quote from American Legal Publishing. He also had a phone call with CivicPlus this morning.
- Utility Garage: No update
- Purchase Expense Authorization: Administrator Darling and Solicitor Newcomb have spoken regarding this topic. They will gather additional data and will make a recommendation to the council.

ORDINANCE 922-04-2024: AN ORDINANCE AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) 2024 ENERGIZED COMMUNITY GRANT AND DECLARING AN EMERGENCY (3rd) – Requested by: Administrator Darling. A motion was made to declare Ordinance 922-04-2024 an emergency by Councilperson Kaufman and was seconded by Councilperson Meighen. Roll Call: Cook – absent, Fell – yes, Kaufman – yes, Koziol – yes, Mayernick – yes, Meighen – yes. A motion to PASS Ordinance 922-04-2024 was made by Councilperson Meighen and was seconded by Councilperson Kaufman. Roll Call: Cook – absent, Fell – yes, Kaufman – yes, Koziol – yes, Mayernick – yes, Meighen – yes. Ordinance 922-04-2024 PASSED as an Emergency.

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 (2nd) – Requested by Mayor D’Amicone

ORDINANCE 927-05-2024: A RESOLUTION ACCEPTING AND APPROVING THE GRANT AGREEMENT AND AWARD FROM THE OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA) UNDER THE DRINKING WATER DISTRIBUTION EQUIPMENT GRANT (H2O OHIO GRANT) IN THE SUM OF \$10,000.00 AND NOT DECLARING AN EMERGENCY (1st) – Requested by Administrator Darling. A motion to waive the three-reading rule was made by Councilperson Mayernick and was seconded by Councilperson Kaufman. Roll Call: Cook – absent, Fell – yes, Kaufman – yes, Koziol – yes, Mayernick – yes, Meighen – yes. A motion PASS Ordinance 927-05-2024 was made by Councilperson Kaufman and was seconded by Councilperson Mayernick. Roll Call: Cook – absent, Fell – yes, Kaufman – yes, Koziol – yes, Mayernick – yes, Meighen – yes. Ordinance 927-05-2024 PASSED.

OTHER TOPICS:

- Councilperson Fell advised that the Appalachian Community Development Grant was not awarded to Morgan Twp/Rock Creek/Roaming Shores.

BILLS FOR REVIEWS: Councilperson Mayernick asked for clarification regarding an Amazon order. Clerk/Treasurer Philips explained the breakdown.

VISITOR COMMENTS: No comments

EXECUTIVE SESSION: Not needed

ADJOURNMENT: A motion to adjourn the meeting was made by Councilperson Mayernick and was seconded by Councilperson Meighen. Roll Call: Cook – absent, Fell – yes, Kaufman – yes, Koziol – yes, Mayernick – yes, Meighen – yes.



Village of Roaming Shores

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

ADMINISTRATOR'S REPORT

DATE: May 31, 2024

TO: Mayor & Council

FROM: Lukas Darling, Administrator

MEETING DATE: June 1, 2024

Utilities/Public Works

Lien Processing / Balance Certification

Muni-Link is setting up a new "service" for lien/certification balances to be transferred to and will be adding our Notice of Certification to the system. Kerri Philips and I met with Mariah on May 17th. Mariah will make some additional changes to the process before we can do our first certification. We are also working with the County Auditor's Office to determine how to best address their fees/charges in our process.

Ongoing Utility Billing Issues

We are working with Muni-Link to address several issues with their billing platform:

- 1) **Master Accounts signed up for E-Bills.** Each month, when we issue bills, all our Master Accounts that are signed up for e-bills also receive a paper bill. The support team has not been able to provide a solution to this issue.
- 2) **Rebalancing within Master Accounts.** Our team currently does not have the option to rebalance between sub-accounts within a Master Account. We have several Master Accounts that show a negative balance on the Consolidated Bill but have several sub-accounts with positive balances (and accumulate late fees because of this).

These issues were shared with our Customer Support Specialist, and he reported that their team is looking into these issues.

OEPA Public Water System Equipment Grant

The Village was informed on 1/31/2024 that we were awarded a \$10,000 grant to purchase two valve exercisers and two adjustable gate valve keys. This is a reimbursement grant. Purchases cannot be made until we receive a signed agreement from OEPA.

Ordinance 927-05-2024 was adopted at the May 1st Council meeting.

FY2025 Federal Appropriation Request

The Village submitted a FY2025 Federal Appropriations request through Rep. Joyce's office on March 22nd. This request was for \$1,875,000 with a \$625,000 match (project total: \$2.5 million).

We were invited to submit more information to Rep. Joyce's office. *The Village's application was not selected for FY2025 Federal Appropriations.*

Position: Billing Clerk (PT)

We are excited to announce that Madison Roskos will be returning to the United States Naval Academy in August. Ms. Roskos will continue to work with and train Minadeo and Hatfield until her departure.

Lead Service Line Survey

As part of the Lead Service Line Inventory, the Village will be sending out a survey to all homeowners to determine the material of customer-owned service lines. This survey is currently in development.

Forman Road Fire Hydrant – Damage

On May 30, 2024, a two-car collision at Forman Road and Jefferson-Eagleview Road resulted in a fire hydrant being struck. We have obtained the crash report from OSHP and filed a claim with Love Insurance. The Public Works team is working on replacing the hydrant.

Water System Violation Notice

On May 29, 2024, the Village received a Notice of Violation from the Ohio Environmental Protection Agency. In April 2024 one routine Coliform monitoring sample was submitted to OEPA. Two routine samples are required each month. Our water Operator of Record, H2O, confirmed that they only collected one sample in April. A copy of the Notice of Violation is available upon request.

Village Engineer

Village Engineer Meetings

The Village Engineer meeting is on the third Tuesday of every month at 2:00pm via Microsoft Teams. If you would like to attend a Village Engineering Meeting online or in-person, please let me know.

Water System Study (Task Order #2)

- Schedule:
 - Next Project Meeting Date: June 14th at 10am
 - Monthly meetings via Teams on the 2nd Friday of each month
 - Calibration Testing – Fire flow Testing – May/June 2024
 - Hydrant Pressure Recorders were installed for the Memorial Day weekend. HPRs have since been removed.
 - Physical Model Build – May 2024
 - System Analysis – July 2024
 - Recommendations + Memorandum – September 2024

Copper and Cyanide Study (Task Order #3)

Complete.

WWTP Headworks Project (Task Order #4)

- OEPA has issued the Permit to Install.
- Timeline:
 - Bid Date: May 1, 2024 – **Bids are due May 15 at noon May 29 at noon.**
 - Construction Start Date: June 1, 2024 (this will be pushed back)
 - Expected Completion Date: July 1, 2025

- The Village will need to utilize a construction loan from OEPA DEFA (Department of Environmental and Financial Assistance). This loan is expected to be awarded in late June.

Pavement Condition Rating (PCR) Study (Task Order #5)

Complete.

Dam Engineer

2022 HHPD Lake Roaming Rock Shore Dam Grant

No update at this time.

- We received \$58,500 in grant funding, with a \$31,500 match.
- DLZ will be taking over administration and implementation of this grant once the contract has been signed by ODNR.
- ODNR has been working with FEMA to move their HHPD grants along. The bulk of the wait has been project review (for construction projects, which we are not a part of) specifically the Environmental and Historical Preservation investigation that the federal government conducts. ODNR reports that FEMA is finished with their requests for information, and we are beginning to see some light at the end of the tunnel.
- FEMA is finalizing the review with a 30-day comment period for local tribes and the State Historic Preservation Officer. Once the 30-day time period is up and there are no outstanding concerns from the mentioned parties, they will finalize their review and we are planning to move forward with the grant.
- While we are not a construction grant, we are lumped in with all of ODNR's HHPD grants.

Non-Disclosure Agreements

No update at this time.

We have asked the Solicitor to draft a blanket nondisclosure agreement for all village employees who handle personal data. This would prohibit employees from disclosing personal data related to billing and other government services, clarifying the Village's existing position. This will also be reinforced in the Personnel Code when amendments are proposed.

Insurance

Group Term Life Insurance

- Our current group-term policy with Principal is up for renewal in June 2024.
- We are moving forward with The Hartford for Group Term Life Insurance.

Ohio Plan 2024-2025 Renewal

We have scheduled a meeting with Love Insurance for August 5 at 11am to review the 2024-2025 Ohio Plan renewal proposal. As we discussed last year, PEP of Ohio is not able to provide coverage for the dam, which limits our options for an insurance carrier. Our Ohio Plan policy renews on October 1. The adoption ordinance will be presented to Council at its August 6th meeting and can be discussed on August 20 prior to renewal.

ORWA Utility Rate Study

This study is currently being reviewed by the Public Works Committee. A report with recommendations will be approved at their next meeting.

Village Hall Repairs & Maintenance

Fire & Security Alarm System

Vector Security came to Village Hall to install a cellular communicator on both the security alarm and the fire alarm panel. The technicians stated that our security alarm panel is 'fried,' and that the Fire alarm panel's LCD screen is not working. A cellular communicator was successfully installed on the fire alarm panel.

Vector Security is preparing a quote to replace both the Fire and Security panels with one combined panel.

HVAC System

HAVE Heating and Cooling has confirmed that the cooling issue is related to Johnson Controls proprietary technology. HAVE is working with Johnson Controls to have a technician or subcontractor come to Village Hall to address the issue.

Exterior Cleaning

Edgewater Pro-Wash cleaned the exterior of Village Hall on May 24, 2024.

Equipment

1986 Ford F350

No update at this time.

The vehicle approved for sale by Ordinance 851-11-2022 will be listed with GovDeals. The title has been located. The auction will last 16 days, and no reserve will be made. The truck is sold as is/where is without guarantee. We will send out an email when the auction goes live.

Currently we are working with the Solicitor to comply with all provisions of Ordinance 851, including additional public notices.

House Fire (1902 Morning Star Drive)

On March 3, 2024, the Rome Township Fire Department responded to a house fire at 1902 Morning Star Drive. The Village has sent a notice to American Family Insurance and the property owner of our intent to enforce Village Code §1521 (ORC §3929.86), requiring ~13.33% of the insured's payout to be held by the Village until the house is repaired, restored, or demolished.

The Village received a payment of \$44,000 from American Family Insurance. These funds will be held in the Fire Insurance Fund until the house is repaired or demolished.

1902 Morning Star has been boarded up by the property owner.

Funding Matrix

The Clerk-Treasurer and I are working on creating a funding matrix that will outline current and future projects and the required cash and/or loan funding.



Village of Roaming Shores

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MEMO

DATE: May 31, 2024

TO: Mayor & Council

FROM: Lukas Darling, Administrator

SUBJECT: Utility Garage Proposal

At the May 7, 2024, Council meeting, the body requested that staff investigate a proposal for a new utility garage to house equipment. At this time, I am recommending that we postpone this project until larger issues are addressed. In discussions with Mr. Duane Helms, we concluded that while additional space would be nice to have, it is not currently a top priority for the Public Works Department.

The Public Works Department has limited funds with which to operate and maintain the water system, wastewater system, 29 lift stations, the wastewater plant, and the Village's streets. While we understand the need for more space, it is a lower priority compared to workplace safety, and maintaining the structures and facilities we currently have.



Village of Roaming Shores

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Roaming Shores, Ohio 44084

Phone: 440-563-3132

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ZONING INSPECTOR MONTHLY REPORT

To: Mayor, Council & Administrator

From: David Muraco, Zoning Inspector

Date Submitted: May 20, 2024

Reporting Period: YTD Through May 20, 2024

Code Enforcement Cases

Open Cases

Case Type	Address	Date Filed	Notes
Maintenance Violation	589 Thrush	9/27/23	Request for Compliance 4/27/24. Referred to Admin to file case
Maintenance Violation	2137 Flame Lake	9/27/23	Admin Hold
Maintenance Violation	534 Rome Rock Creek	4/27/24	1st Notice Sent
Maintenance Violation	362 Rome Terrace	4/27/24	1st Notice Sent
Maintenance Violation	340 Rome Terrace	4/27/24	1st Notice Sent
Maintenance Violation	334 Rome Terrace	4/27/24	1st Notice Sent
Maintenance Violation	501 Peacock Lane	4/27/24	1st Notice Sent
Maintenance Violation	492 Peacock Lane	4/27/24	1st Notice Sent
Maintenance Violation	478 Owl Point	4/27/24	1st Notice Sent
Maintenance Violation	480 Owl Point	4/27/24	1st Notice Sent
Maintenance Violation	610 Oriole	4/27/24	1st Notice Sent
Maintenance Violation	1872 Morning Star	4/27/24	1st Notice Sent
Maintenance Violation	2111/10/09 N. Park	4/27/24	1st Notice Sent
Maintenance Violation	2169 Morning Star	4/27/24	1st Notice Sent
Maintenance Violation	2406 Creek Point	4/27/24	1st Notice Sent
Zoning Violation	2423 Plum Creek	4/27/24	1st Notice Sent
Zoning Violation	969 Long Shadow	4/27/24	1st Notice Sent
Maintenance Violation	822 Western Star	4/27/24	1st Notice Sent
Maintenance Violation	612 Oriole Dr	4/27/24	1st Notice Sent
Maintenance Violation	642 Wren Circle	4/27/24	1st Notice Sent
Maintenance Violation	592 Thrush	4/27/24	1st Notice Sent
Maintenance Violation	338 Rome Terrace	4/27/24	1st Notice Sent
Zoning & Mnt. Violation	927 Long Shadow Ln	5/6/24	1st Notice Sent
Zoning & Mnt. Violation	846 Western Star Court	5/6/24	1st Notice Sent
Maintenance Violation	820 Western Star Court	5/6/24	1st Notice Sent
Zoning Violation	2122 Morning Star	5/6/24	2 nd Notice Sent

Maintenance Violation	1012 Evening Star D5r	5/15/24	1rst Notice Sent

Total Open Cases: 27

Filed Cases

Case Type	Address	Date Filed	Notes

Total Cases filed with the Village Solicitor this Year: 0

Closed Cases

Case Type	Address	Date Closed	Notes
Maintenance Violation	350 Rome Terrace	12/27	Complied
Maintenance Violation	940 Long Shadow	12/27	Complied
Maintenance Violation	327 Rome Terrace	1/30	Complied
Maintenance Violation	352 Rome Terrace	1/30	Complied
Zoning Violation	238 Rome Terrace	1/30	Complied
Maintenance Violation	245 Rome Terrace	1/30	Complied
Zoning Violation	740 Lark Court	1/30	Complied
Zoning Violation	2122 Morningstar	12/1/23	Complied
Maintenance Violation	2190 Deer Run	3/28/24	Complied

Total Closed Cases this Month: 9

Zoning Permits

Permit Type	Number Issued	Total Permit Fee
Residential New Construction	4	\$3,000.00
Residential Additions	7	\$2,450.00
Commercial New Construction		
Commercial Additions		
Fence	6	\$ 600.00
Shed, Carport, Pavilion, or Gazebo	6	\$ 1,400.00
Detached Garage	3	\$ 350.00
Deck, Porch, Wheelchair Ramp	6	\$1,350.00
Swimming Pools (above-ground/hot tubs)		
Swimming Pools (in-ground)		
Home Occupation		
Signage		
Seawalls / Riprap		
Floating Docks, Fixed Docks, Dock Fingers	9	\$ 900.00
Lot Clearing	2	\$ 200.00

Driveway Installation	6	\$ 300.00
Contractor Registrations	108	\$12,480.00
BZA Meeting Applications	5	\$ 1,250.00
TOTAL ISSUED THIS YEAR	113	\$24,280.00

Board of Zoning Appeals Cases

Case Number	Address	Approved/Denied	Meeting Date
BZA-2024-001	1504 Morningstar Dr	Approved	2/15/24
BZA-2024-002	1959 Calabria	Partial Approval	4/4/24
BZA-2024-003	279 Morgan Terrace	Approved	4/4/24
BZA-2024-004	2424 Plum Creek	Approved	4/4/24
BZA-2024-005	2563 Dam Vue	Denied	4/4/24

Total Cases this Year: 5

NEW HOMES UNDER CONSTRUCTION

Builder	Property Address	Org Permit Date	
Soltese Builders	907 Rome Rock Creek	1/25/24	20% Complete
Tradesman Carpenter	171/172 Kingsville	1/24/03	60% Complete
Tradesman Carpenter	1504 Morningstar	6/19/23	50% Complete
Tradesman Carpenter	138 Roaming Way	8/2/23	30% Complete
JP Leyda	243 Rome Terrace	10/30/23	80% Complete
DeLong Custom Bldgs	574 Thrush Drive	11/1/23	80% Complete
Ellsworth Construction	2405 Creek Point	11/10/23	5% Complete
Boczar Construction	353 Rome Terrace	2/20/24	20% Complete
Henry Yoder	1328 Lake Vue	3/27/24	30% Complete
Doug McGilbra	243 Rome Terrace	4/12/24	0% Complete

New Homes Under Construction:

Total: 10

ORDINANCE NO. 926-05-2024

AN 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 for 90 hours of covered open shifts from January 1, 2024, to April 21, 2024, at a rate of \$52.51 per hour (\$35.01 x 1.5), for a total reimbursement of \$4,726.35.

SECTION 2. Effective April 22, 2024, 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:

Kyle B. Smith
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. 928-06-2024

AN ORDINANCE REPEALING ORDINANCE 867-02-2023 AND ESTABLISHING PAY RATES FOR PART-TIME POLICE OFFICERS AND DECLARING AN EMERGENCY.

WHEREAS, Ohio Revised Code 737.16 provides for the appointment of police officers; and

WHEREAS, Ordinance 867-02-2023 established a tiered system for part-time officers; 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. Ordinance 867-02-2023 shall be repealed and replaced.

SECTION 2. HOURS. Part-time Police Officers shall be appointed by the Mayor and confirmed by the Council. Part-time Police Officers shall not work more than an annual average of thirty (30) hours per week, nor less than twenty (20) hours per year.

SECTION 3. RATES OF PAY. Existing and newly appointed Part-time Police Officers shall be appointed on a temporary basis at a rate of \$20.00 per hour. After a period of training and upon the recommendation of the Chief of Police, a Part-time Police Officer shall be paid at a rate of \$25.00 per hour.

SECTION 4. 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 5. This ordinance is deemed to be an emergency for the health, safety, and welfare of the residents of the Village, in order to provide adequate police protection 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

Ordinance 928-06-2024, continued.

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

ORDINANCE NO. 929-06-2024

AN ORDINANCE AMENDING 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 amended to read as follows:

§125.03 CREDIT CARD POLICY. USE OF VILLAGE CREDIT CARDS FOR LOCAL AND INTERNET PURCHASES.

(a) Village Credit Card Authorization ~~Authorized Persons.~~

(1) Authorized Department Heads. ~~The following officeholders shall have the authority to use a municipal-issued credit card~~Village Council herein approves the following individuals or positions within the Village Government who shall have authority to use the Village credit cards. The credit cards shall be kept at all times by the Clerk-Treasurer except when she has provided the card to an authorized user. No such user shall keep a Village credit card for more than five days unless expressly authorized by the Mayor and Clerk-Treasurer. The current list of authorized users is as follows:

- A. Mayor.
- B. ~~Village~~ Administrator.
- C. Clerk-~~/~~Treasurer.
- D. Chief of Police.
- E. ~~Utility Superintendent~~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 ~~Village municipal~~ credit card provided the card is returned to such authorized person upon the conclusion of its use, ~~not to exceed five business days.~~

(b) Authorized Expenses.

(1) A credit card held by the Village shall be used only to pay the following work-related expensesAuthorized 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 Food expenses, transportation expenses, gasoline/oil expenses (Village vehicles), motor vehicles repair/maintenance expenses (Village vehicles);

— telephone expenses, lodging expenses, internet service provider expenses, Court filing fees and recording fees, departmental equipment and supplies, registration/enrollment fees for seminars, webinars and continuing education classes, license and membership renewal fees and other goods and services incurred on behalf of the Village. (All per diem amounts and restrictions within the travel policy are still applicable).

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

A. No person shall use credit cards for pPersonal purchases include, including gratuities, and 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 Village of Roaming Shoresmunicipality or within their scope of employment.

B. Authorized users shall be prohibited from obtaining or attempting to obtain new line of credit using the credit card issued to the authorized user.

C. Purchases made without authorization (Purchase Order) shall be prohibited.

—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.

—No fees or interest charged by a card company because of late payments due to untimely submission of record will be paid from Village funds, unless authorized by Village Council. Unauthorized payment of fees will be the responsibility of the employee who utilized the card, who will be personally responsible for those fees if they appear on the billing for the department.

The Clerk/Treasurer is responsible to make sure that any charges incurred by employees are authorized Village expenditures and that adequate funds are available within the Village approved budget.

The debit incurred as a result of the use of a credit/debit card shall be paid from monies appropriated to the specific appropriation line items of the Village of Roaming Shores, Ohio.

(3)

(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 on or before the last business day of each month for the month that the charge was 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.

~~(3) Village credit cards shall be titled solely in the name of the Village of Roaming Shores, and no card shall have a maximum credit limit exceeding five thousand dollars (\$5,000.00). No authorized user can charge more than three thousand dollars (\$3,000.00) per month on a Village credit card. Emergency purchases exceeding this amount shall require joint prior authorization from the Mayor and Clerk-Treasurer.~~

~~(4) The use of debit cards is strictly prohibited except for valid law enforcement purposes.~~

~~(5)~~(4) The credit cards may be utilized both in person as well as 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.

~~(b)~~(h) **Village Credit Card Use by Employees.** The following guidelines are established to ~~assure~~ensure the proper use of the Village credit cards.

~~(1) A credit card held by the Village shall be used only to pay the following work-related expenses:~~

~~A. Food expenses, transportation expenses, gasoline/oil expenses (Village vehicles), motor vehicles repair/maintenance expenses (Village vehicles), telephone expenses, lodging expenses, internet service provider expenses, Court filing fees and recording fees, departmental equipment and supplies, registration/enrollment fees for seminars, webinars and continuing education classes, license and membership renewal fees and other goods and services incurred on behalf of the Village. (All per diem amounts and restrictions within the travel policy are still applicable).~~

~~(2)~~(1) ~~No person shall use credit cards for personal purchases include, including gratuities and excess daily meal allowance, gasoline for any personal vehicle, cash advances, alcoholic beverages or any other expense not related to the operation of the Village of Roaming Shores or within their scope of employment.~~

~~(3)~~(1) ~~All existing purchasing policies apply to purchases made on a credit card.~~

~~(4)(1) No fees or interest charged by a card company because of late payments due to untimely submission of record will be paid from Village funds, unless authorized by Village Council. Unauthorized payment of fees will be the responsibility of the employee who utilized the card, who will be personally responsible for those fees if they appear on the billing for the department.~~

~~(5)(1) The Clerk/Treasurer is responsible to make sure that any charges incurred by employees are authorized Village expenditures and that adequate funds are available within the Village approved budget.~~

~~(6)(1) The debit incurred as a result of the use of a credit/debit card shall be paid from monies appropriated to the specific appropriation line items of the Village of Roaming Shores, Ohio.~~

~~(e)(i)~~ **Procedure.**

(1) **Written Acknowledgment.** The Clerk-Treasurer ~~and the Mayor~~ 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) The Clerk-Treasurer and the Mayor may revoke any credit card use by an employee found violating any term or provision of this ordinance or otherwise misusing the credit card. For any such violation, the Administrator may seek reimbursement of misused funds and/or disciplinary action up to and including termination. The Clerk-Treasurer and Administrator shall provide Council written notice of such credit card misuse, and any actions taken thereon, within thirty (30) days of the misuse.~~

~~(4) The Clerk/Treasurer, or his designee, is responsible for the physical custody of the card, and for maintaining confidentiality of all information relating to the card such as the account number and expiration date. No person shall loan a Village card to anyone not authorized by this ordinance.~~

~~(5)(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.

~~(6) End of Employment. In the event that a credit card is lost or stolen, the individual holding the card shall notify the Clerk-Treasurer immediately.~~

~~(7)(4)~~ Cardholders who terminate their employment or whose job duties change and no longer include purchasing must surrender their credit card immediately.

~~(8)(5)~~ **Reward Report.** The Clerk-Treasurer shall file an annual report with the Village Council no later than March 15th of the following year detailing any rewards, points, awards, or bonuses received from the use of the card.

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 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



Village of Roaming Shores

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

COUNCIL AGENDA ITEM REPORT

Date: May 31, 2024

Subject: 930-06-2024 – Headworks Project Funding

Meeting: Regular Council – June 4, 2024

Contact: Lukas Darling, Administrator

Background Information:

Ordinance 930-06-2024 authorizes the Administrator to apply for and accept a Water Pollution Control Loan Fund (WPCLF) loan from the Ohio Environmental Protection Agency Division of Environmental & Financial Assistance (DEFA) for the Wastewater Plant Headworks Project. This ordinance is a required part of the loan application.

Current Project Schedule

In January 2024, the Village renegotiated our project schedule with OPWC:

- Bid Date: ~~May 1, 2024~~ May 29, 2024
- Construction Start Date: ~~June 1, 2024~~ TBD
- Expected Completion Date: July 1, 2025

Bid Results (Unofficial)

Bidder	Amount
S.E.T., Inc.	\$232,000.00
Union Industrial Contractors, Inc.	\$268,476.00

Official bid results will be provided by CT Consultants.

Financial Impact:

Source	Amount
Cash-on-Hand / Village Match	\$85,000
OPWC Loan	\$50,000
OPWC Grant	\$35,000
DEFA Loan <i>estimated</i>	\$112,360
Estimated TOTAL	\$282,360

The DEFA Loan is a 20-year loan (~\$5,000 annual payment).

Please note that bids do not include engineering services, grant reporting/management, or project management services necessary for this project.

Recommendation:

The Administrator recommends that Ordinance 930-06-2024 be passed as an emergency and that the 3-reading rule be waived.

ORDINANCE NO. 930-06-2024

AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND (WPCLF) AGREEMENT ON BEHALF OF THE VILLAGE OF ROAMING SHORES FOR CONSTRUCTION OF WASTEWATER FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN; AND DECLARING AN EMERGENCY.

WHEREAS, the Village of Roaming Shores seeks to upgrade its existing wastewater facilities; and

WHEREAS, the Village of Roaming Shores intends to apply for Water Pollution Control Loan Fund (WPCLF) for the construction of the wastewater or water facilities; and

WHEREAS, the Ohio Water Pollution Control Loan Fund (WPCLF) requires the government authority to pass legislation for application of a loan and the execution of an agreement as well as designating a dedicated repayment source; now therefore,

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 Village Administrator be and is hereby authorized to apply for a WPCLF loan, sign all documents for and enter into a Water Pollution Control Loan Fund (WPCLF) with the Ohio Environmental Protection Agency and the Ohio Water Development Authority for planning, design and/or construction of wastewater facilities on behalf of the Village of Roaming Shores, Ohio.

SECTION 2. That the dedicated source of repayment will be Fund: 5201 Sewer.

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 to be an emergency for the health, safety, and welfare of the residents of the Village, to provide funding for necessary Wastewater improvements, 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, 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. 931-06-2024

AN ORDINANCE AMENDING ORDINANCE 880-06-2023 TO EXTEND THE TENURE OF THE TEMPORARY ZONING INSPECTOR FROM JULY 31, 2024, TO DECEMBER 31, 2024, AND DECLARING AN EMERGENCY.

WHEREAS, the Mayor, Administrator, and Human Resources Committee has requested that the tenure of the temporary Zoning Inspector be extended through December 31, 2024; 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 Mayor and Administrator are hereby authorized to extend the tenure of the part-time temporary Zoning Inspector through December 31, 2024, at the rate of \$20/hour, not to exceed sixty (60) hours per month except as authorized by the Mayor or Administrator. The temporary Zoning Inspector shall answer zoning questions, review zoning permit applications, issue permits, manage the contractor registration program, administer the property maintenance code, and attend Board of Zoning Appeals and Planning Commission meetings, and shall work at the pleasure of the Mayor. The Zoning Inspector shall be paid mileage for job related travel.

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 deemed to be an emergency for the health, safety, and welfare of the residents of the Village, to provide continued zoning and property maintenance enforcement, and 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

Ordinance 931-06-2024, cont.

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

BILLS FOR REVIEW - JUNE 4, 2024

100-730-392	WINDSTREAM	\$	51.31
2081-110-400	PHONE SERVICE	\$	153.90
2081-110-433	ROAMING SHORES UTILITY	\$	383.40
	MARCH FUEL		
100-410-252	DAVID MURACO	\$	224.58
	MILEAGE 05/06/24 - 05/19/24		
1000-730-392	DEBBRA MAJKAS	\$	224.00
	VILLAGE HALL CLEANING		
2081-110-400	RED DIAMOND UNIFORM & SUPPLY	\$	315.00
	UNIFORM SUPPLIES		
2011-620-400	ILLUMINATING CO	\$	130.41
	LIGHTING		
1000-730-392	ILLUMINATING CO	\$	556.32
	VILLAGE HALL		
1000-730-392	NORTHEAST OHIO NATURAL GAS	\$	386.36
	VILLAGE HALL		
2011-620-400	HOMETOWN AUTO PARTS	\$	167.95
	HYDRAULIC HOSES AND OIL		
1000-730-392	LINK COMPUTER CORP	\$	160.00
	MONTHLY BILLING		
1000-730-410	CINTAS CORP	\$	2.30
2011-620-400	FIRST AID KIT REFILL	\$	7.34
1000-730-392	WELLS FARGO	\$	77.89
	COPIER		