Village of Custar, Ohio

Minutes from **September 13, 2023**

Regular Council Meeting

Mayor Rob Cavin called the meeting to order at 7:31pm. Council members Renee Hartman, Dawn Berry, Cheryl Vanscoder, Dee Bates, and Brian Cron were all present.

The minutes from the July and August 2023 council meetings were presented for council’s review. Ms. Hartman moved to approve both as read, which was seconded by Ms. Bates; all were in favor.

The BPA was not in attendance, as they met instead on Sept 6th.

The Mayor stated that Mr. Clink spoke with him about getting the old electric building taken down. They are working on the cleanout and would like to have the demolition bid out in October.

Visitors:

Employee James Beaupre was briefly in attendance. He reported that he will be taking the village truck in for an oil change soon, and will be fixing some spots with stone and cold patch this weekend.

Fiscal Items:

* Council reviewed the payment register for 8/10/23-9/13/23, which included:

 Regular check #’s 14522-14532, totaling $38,860.63

 Payroll check #’s 14507-14521, totaling $3,156.23

 6 EFT payments, totaling $17,095.45

It was noted that our CDBG local share for Custar Road ($32,629.33) was included with the regular checks on the register. The project was originally bid at $112,681.95, but came in underbudget at $104,629.33 upon completion. It was recently clarified that the $104K figure did indeed include the 3 add-on projects that we had assumed would be billed separately. Therefore, those purchase orders were closed, and we came out quite a bit ahead of where we’d expected. The grant portion of the project was $72K, leaving $32,629.33 to be paid to the county for our local share. Of this, $15,000 was donated by Legacy, we used the full amount we had remaining in ARPA funds ($17,561.02), and only $67.71 had to be paid from the Street Fund.

Ms. Hartman moved to approve the payment register as presented, and Mrs. Vanscoder seconded the motion; all were in favor.

* The financial reports for August 2023 were presented to council for review. Mr. Cron made a motion for approval, and Mrs. Vanscoder seconded; all were in favor.
* Resolution 2023-12R was read, to approve multiple appropriation amendments. Ms. Berry moved for passage, and Ms. Hartman seconded the motion. All were in favor; passed.
* The annual tax rate resolution from the Wood County Auditor’s Office (Resolution 2023-13R) was presented for council’s review. Ms. Bates made a motion for approval, which was seconded by Ms. Hartman. All were in favor; passed.
* The solicitor did not have the Legion transfer items prepared in time for the meeting. Council did, however, discuss how we might split the utilities (between the General Fund & Electric Fund) once we take ownership.

Committee Business

* **Parks & Recreation:**
	+ Ms. Hartman reported that there’s quite a bit of grass growing up around the walking path, and suggested that we either need to drag it or have Palmers come in to freshen it up. Ms. Berry volunteered to look into purchasing a drag, and will first check the width of the path.
	+ Mulch is needed for around the trees at Community Park. Sarah will look back and see how much we got last time, and we will get some ordered.
	+ Ms. Hartman had gazebo estimates for our WCPD grant project. The one that we would want would be $8,834.97 for materials, plus $10,305.23 in labor to put it together. This does not include permits or engineering. Ms. Hartman contacted Wood Co Building Inspection, and was told that if it is under 120 sq ft, then we would not need a permit. They did recommend attaching an anchor to secure the gazebo firmly into the ground. While this is a costly project (over $19K), council agreed that we could comfortably contribute about $3K in local share. Sarah will start working on the application.
	+ Ms. Bates stated that there’s still a bee problem at Community Park. Jim recently sprayed, but there are still hives under the bench at the recycling building. Rob will have him spray again.
* **Streets/Sidewalks:**
	+ We are still waiting on figures from Geddis Paving to fix the problem spot on the north end of Custar Road. Kurt had previously stated that it could be a washed out base, and we will likely need to go down 24-36 inches to get to the root of the issue. Sarah will email Kurt this week to see if he’s gotten the estimate prepared. Council was in favor of getting this completed and resolved ASAP.
	+ The Mayor made mention of 2 alleys that need some work, as well as Perry Street. He would like to get an idea of how much repairs would cost when he talks to Geddis.
	+ The south end of High Street had previously been suggested as a project for our FY2024 CDBG application. In order to do so, we will need an updated income survey. Sarah was asked to contact Feller Finch about this so we have it ready in plenty of time.
* **Zoning:** Sarah was asked to put a printable copy of our zoning permit on the Village website.
* **Water/Sewer:**
	+ Roger will be asked to clean out the drain at Custar Road & Perry Street.
	+ We received a ballot from the NWWSD for Bill Barnhart’s re-appointment to another board term. A resolution to cast our vote will be prepared for the next meeting. .
* **Recycling:** It was noted that the 2 old recycling containers are still at the site, but all 4 are being emptied every week.
* **Safety:** Ms. Bates reported that there have been 3 recent thefts in town, and reminded everyone to keep their items secured, and houses and cars locked.

Other Business:

* The tree work has been completed and the stumps have been ground. It was asked if we should have the company back in to trim the trees hanging over 281 that are constantly getting hit by trucks. Council agreed to have Ms. Hartman obtain an estimate; if it is under $500, they were fine with going ahead with the work without coming back to council.
* Trick-or-Treat was set for 6:00-7:30pm on Tuesday, October 31st.
* We had received some reports of recent vandalism to the food pantry, plus some household trash being dumped in our can at the shelter house. The camera(s) that we had previously purchased will be put up to monitor the area. We also got 2 signs that indicate the area is under “video surveillance”.
* The Mayor stated that he would like to see us sell the High Street property when we sell the old electric building lot. Since we will have costs to take care of the Legion building when it’s ours (sealing the roof, stone for the lot, etc), he felt it made sense to get rid of other properties that we have that are costing us money to maintain. We will wait until the old electric building is taken down and look at selling both properties at the same time.
* Sarah and Dawn will meet before our next council meeting to review and discuss changes to the handbook. We should have a revised version in place well before the next audit.

No further business was brought before council.

At 8:41pm, Ms. Hartman made a motion to adjourn, and Mrs. Vanscoder seconded; all were in favor.

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Fiscal Officer Mayor