

The Village of Dunkirk council met in regular session on January 8, 2014. Mayor Cramer presiding. Prior to opening the meeting Mayor Cramer swore in Hayes, Prater, Marshman and Cramer. Baum, Prater, Cramer, Marshman, Hayes and McBride present. Motion by Prater, second by McBride, to approve the minutes as presented. Motion passed 6-0.

Guests: no business

Old Business: Marshman reported that the early warning system would be tested the first Monday of each month using 1 long and 2 short tones.

Hayes asked if Mayor Cramer had received word on where passersby could go if a tornado is coming. She stated that The Assembly of God on W Patterson has responded and is open for such events. Yet to respond with answers is Grace U.M. and the Masonic Temple. Next he asked if there would be signs put up to stop trucks from parking downtown and tearing out the Christmas lighting. Solicitor Schwemer stated we can regulate parking but there is no way to enforce it. Lastly he asked if there were any updates on the open gate program. Mayor Cramer noted that the woman spearheading it was to speak at the January Mayor's meeting and that she would have more information at that time.

New Business: Prater stated that she attended the Community Center's monthly meal and was very impressed. She suggested that Council take a turn in providing the meal one month. Discussed was to do hamburgers and hot dogs on a grill. Given this they chose June 24th as the meal they would provide.

Hayes reported hearing about a deceased resident that might be declared indigent and pointed out what the village would be responsible for if it were addressed. Solicitor Schwemer read from the village ordinance so all were properly informed of the steps that would have to take place.

Superintendent's Report: Noted that the Pre-construction meeting for the Move Ohio Forward program was to be held on the 9th. From the signing of the contracts the contractor, Helms Excavating, will have 90 days to complete all demolitions. Next Supt Cramer handed over all correspondence records for a Kauffman Tire invoice that is not due by the village. The tires being billed were to replace faulty tires purchased but Clayton Tire, who serviced the vehicle, failed to return the faulty tires to Kauffman before going out of business.

Fiscal Officer's Report: Correspondence sent: Brian Shook – thank you for volunteer time putting up Christmas lighting; several outstanding taxpayers – letter explaining a new coupon system and setting a deadline for compliance with prior arrangements. Correspondence received: William Gunther – thank you card; OML – annual survey to complete; Mid Ohio Energy – denied 4th quarter grant request for tables and chairs at park; Kenton Hardin Health Dept – October and November minutes; USDA – annual reporting forms to complete; Call from USPS regarding discontinuing the bulk permit due to being under the required number of pieces. Reports presented: December month end: bank reconciliation; payment and receipt listings; appropriation, revenue and fund status; December appropriation supplemental report. Also presented the following reports: 2013 total income tax collections, 2014 roster and committee assignments; 2013 council attendance, 2013 FO hours report, and Supt Cramer's 2013 OT report. Income Taxes: as per above only Other Misc: Reported that she managed to close 2013, submit AFR to State, and prepare W-2s and certificate of balances all on January 7th. She will also be completing the Certificate of Resources and the new BWC injury report within the week. FO Spencer noted that she has been working on saving pertinent UAN reports from 2008 to 2013 into PDF versions so that there are still reports available as those years are dropped from the UAN system each year. Handed out 2014 W-4 forms for completion.

Legislation: ORDINAN 2014-01 PERMANENT APPROPRIATIONS/BUDGET

WAIVE: 1ST – BAUM, 2ND – MARSHMAN, ROLL CALL 6-0.

PASS: 1ST – MARSHMAN, 2ND – CRAMER, ROLL CALL 6-0.

After the passage of the report McBride stated he had concerns with people complaining about a rate increase and yet adding onto the water plant to make an office. He was advised to simply respond that it was needed for the safety of the workers as well as for longer use of equipment.

Solicitor's Report: nothing new

Mayor Cramer opened the nominations for council president. Nominated was McBride. Nomination was accepted. With nominations closed, Mayor Cramer called for a roll call vote, which was 6-0 in favor of McBride.

Mayor's Report: Noted that the next meeting would be on Tuesday the 21st due to the MLK holiday. She asked that all members have their 2014 list of goals turned in at that meeting. She stated that due to weather the commerce committee meeting had been postponed. She discussed other retail stores she had contacted to try and get them into Dunkirk. Mayor Cramer announced that the Blanchard Township trustees had picked resident Kevin Ridgeway to be their representative on the council's park committee. She announced that January block watch meeting was cancelled and reminded all that the next community center meal would be on the 28th from 5-7.

Baum asked if they were going to be discussing the rules of procedure that were handed out to all at the December meeting. Several stated they didn't realize they had gotten one or hadn't reviewed them. Mayor Cramer had FO Spencer make a copy for those needing them and requested that each be prepared to discuss at the next meeting.

Motion by Prater, second by Marshman, to accept financial reports as presented. Motion passed 6-0.

Motion by Marshman, second by Baum, to accept the bills as presented:

PAID 12/31/13

TIME WARNER	REPRINT FOR MISSING WARRANT	\$ 452.02
ACE HARDWARE	MISC CHARGES	\$ 18.96
ADVANCE AUTO	MISC CHARGES	\$ 227.91
ALLOWAY ENVIRO	TESTING	\$ 40.50
ARTESION OF PIONEER	EQUIP REPAIRS	\$1118.23
F&L SEPTIC	PROJECT & CATCH BASINS	\$6950.00
HACKWORTH CONST	PLANT TREES	\$ 300.00
HARDIN CO ENGINEER	GRIT	\$ 146.11
J&N HALLERS	GARBAGE COLLECTIONS	\$ 152.00
KENTON TIMES	LEGAL NOTIFICATION	\$ 9.60
ML TECH SERVICES	CHLORINE	\$ 370.00
PHYLLIS SPENCER	BAL 2013 MILEAGE	\$ 99.16
ROOT LUMBER	MISC CHARGES	\$ 2.58
TREAS OF STATE	UAN FEES	\$ 765.00
TIME WARNER CABLE	MULTIPLE ACCTS	\$ 522.57
AMERICAN ELECTRIC	ELECTRIC	\$2319.40
MORTON SALT	TREATMENT SALT	\$3777.31

TO BE PAID

ACE HARDWARE	MISC CHARGES	\$ 18.96
AMERICAN ELECTRIC	ELECTRIC	\$1951.57
FIRST CITIZENS-VISA	MISC CHARGES	\$1126.81
HARDIN CO EMA	ANNUAL FEES	\$ 218.75
SHELDON GAS	NATURAL GAS	\$ 372.61
TIME WARNER	LIFT 3	\$ 35.28
VERIZON WIRELESS	CELLS	\$ 122.25

PAYROLL & LIABILITIES

Motion to adjourn until the next regular meeting, January 21, 2014, was made by Marshman and seconded by Cramer. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on January 13, 2014. All members present. Minutes were approved as presented.

Delong was nominated as President, accepted the nomination, and was voted President 2-0-1 (Delong abstaining).

Fiscal Officer's Report: Correspondence Sent: none Correspondence Received: none. Utility Account Updates: none Reports presented: December month end: payment and receipt listing; appropriation, revenue and fund status Other Misc: reported that the Village no longer qualifies for a bulk permit status and therefore will have to individually stamp utility bills. Stated a motion had to be made and passed by the BPA prior to placing any misc charges for tampering and damages onto the utility bill at 160 Pioneer. Motion by Driskill, second by Delong, to place the entire amount of \$293.44 onto account #00207800. Motion passed 3-0.

Delong asked if the Becky Dye payment was made as arranged. FO Spencer stated that it was a couple days late but was more than promised. Next he inquired as to the F&L Septic issue. FO Spencer reported that they did present an invoice, which matched those on record as unpaid, and that payment was made by year end.

Superintendent's Report: Announced that the recent cold spell caused fewer frozen or busted pipes than anticipated. Also stated that he will soon be performing some sewer smoke tests to locate any illegal hookups because there is still too much infiltration of water into the lagoons. He noted that the Southside carwash was a concern regarding the infiltration and that a remedy for separating the rain and wash water needed to be found. Next Supt Cramer discussed a landowner/tenant issue at 467 W Patterson. He found that the property has a considerable leak (has used 84K gallons since last reading) and the tenants are doing nothing to address it since the landlord pays the bill. The board discussed the fact that the village is paying to treat water just to be run through a toilet and all agreed that it had to be shut off until fixed in order to avoid any more financial losses. During the conversation the landowner called stating that her attorney also advised she could have it shut off due to the leak.

Delong questioned whether the water fund would have enough funds to foot its share of the room addition. FO Spencer explained that 2013 ended with a carryover of \$45K and that, with the addition included in the appropriations, they are estimated to end 2014 with a \$55K carryover. The information put the board at ease with the project.

Delong and FO Spencer explained the situation with a portion of the sewer collections going to the sewer debt fund and how it is causing a shortage in the sewer fund. FO Spencer stated that since she computed the debt a few years ago many dwellings have been demolished and other properties have become vacant, which was unforeseeable when she determined the sewer fund could afford to provide a portion of collections to the sewer debt fund. Delong told the finance committee that they could use \$10K from their sewer CD to get them through 2014 as long as the committee would implement sewer debt increases to take over so that the sewer fund could keep all of its revenue. With further discussion the board felt that the General CD should be used to support the sewer fund for 2014 since they would have been able to support the sewer fund if they weren't providing a portion of the collections to the debt fund.

Motion by Driskill, second by Hipsher, to pay the bills as presented:

ADVANCE AUTO	MISC CHARGES	\$ 51.29
EJ PRESCOTT	REPAIR PARTS	\$ 123.50
TIME WARNER	TOWN HALL	\$ 120.34
WEX (MARATHON)	FUEL	\$ 458.27

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, January 27, 2014, by Driskill, second by Delong. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on January 21, 2014. Mayor Cramer presiding. Baum, Prater, Cramer, Marshman, and Hayes present. McBride absent. Motion by Baum, second by Prater, to approve the minutes as presented. Motion passed 5-0.

Guests: no business

Old Business: Baum brought up a building in the newspaper for sale and asked Supt Cramer if it would work for the room addition at the water plant. Supt Cramer stated that the dimensions wouldn't work due to certain building code restrictions at the plant.

New Business: Prater stated that her goals were only of three complaints heard at Southside Six. They were: the water quality needed improved, the costs for water sewer are too high, and the village needed to control taxes.

Superintendent's Report: Discussed the need for a new salt spreader as several attempts to fix it have been less than successful. He believed the cost to be \$5300. All agreed it was necessary and FO Spencer was asked to work on the budget so that it could be purchased as soon as possible.

Fiscal Officer's Report: Correspondence sent: council pres McBride, Fire Chief, and Health Dept: re inspecting 443 Park Street. Correspondence received: State Auditor's Office – will be receiving working papers from prior audit to determine if an A-133 was to have been completed for 2011. Either way, the audit (or audits) will begin as early as next month. Reports presented: none Income Taxes: Preparing a list of tax accounts to be handed over to solicitor for litigation due to non-compliance. Also sending letters to contractors known to be performing business within the village limits but yet not filing payroll withholding or business returns. Lastly she stated that the payroll withholding forms should be ready for mailing on the 22nd. Other Misc: Sending a copy of the Prowant letter to the solicitor requesting that he send a new letter regarding the falling bricks. Discussed OPERS new ruling on independent contractors and businesses providing services to the Village and the need for completion of certain forms regarding their contribution status as to OPERS. She will not meet the Jan 31st deadline, due to lack of response in the return of the forms, but will continue to strive for completion from all service providers. FO Spencer stated she will include a letter with the BWC payment asking why the village is not receiving their early pay credits each year. Requested permission to join a webinar on public records management on February 4th at a cost of \$20. Council approved. She noted that it would be helpful for upcoming retention business and also invited any members to come to the office that day to listen as well.

Legislation: RESOLUTION 01-2014 AUTH SOLICITOR TO REPRESENT COUNCIL AND MAYOR FOR HOUSE BILL 9 TRAINING.

WAIVE: 1ST MARSHMAN, 2ND CRAMER, ROLL CALL 5-0.

PASS:

1ST MARSHMAN, 2ND CRAMER, ROLL CALL 5-0.

Solicitor's Report: N/A

Mayor's Report: Stated that the June 24th meal at the community center was scheduled. She announced the creation of another committee – Community Disaster Committee. Members assigned were R Hayes, J Cramer, NHCDF Chief R Dysert, Sheriff K Everhart and Bld Twp Representative K Ridgeway. She reported that the Masons had responded and stated that the Masonic basement would be open for passersby during a tornado or other type emergency. She had not yet heard back from Grace Church. Next she reported that at the last Hardin County Mayor's meeting they were all commenting on and impressed by FO Spencer's website for the Village. FO Spencer responded with a thank you. Mayor Cramer also noted that Sandy Monfort did not show up at that meeting to discuss the Open Gate program. She will request that Ms Monfort come to a council meeting to discuss that program. Next she brought up the council rules that have yet to be passed. She wanted to be sure that the section on attendance was noticed. She wants to have those unable to attend meetings call and let her or FO Spencer know they will not attend and why. She also made it a note to mention that 4 consecutive absences can be cause for dismissal. Lastly Mayor Cramer requested that when a council member is approached by a citizen with a complaint, they simply respond that they will look into it rather than give advice with possibly less than full information. She asked that they go to the employee that is a part of said complaint and learn the full story before responding to the resident's complaint. Her intention is to create a united front in support of our employees while dealing with local residents. Marshman commented that he always asks that the person making the complaint put it in writing for him to present to the council. Prater commented that the most recent issue didn't occur in the manner in which FO Spencer was told during a call from a resident. Mayor Cramer implied that this particular situation was what she is trying to avoid by asking this of council.

Motion by Prater, second by Cramer, to accept the bills as presented:

ACE HARDWARE	MISC CHARGES	\$ 329.97
FIRST CITIZENS	SAFE DEPOSIT BOX RENT	\$ 55.00 AUTO W/D
HACKWORTH CONST.	DUMP TRUCK REPAIRS	\$ 100.00
HARDIN CO TREAS	2014 PROPERTY TAXES	\$ 356.91
OHIO BWC	2014 PREMIUM	\$1197.32
XEROX	MAINT AGREEMENT	\$ 81.27
OHIO HISTORICAL SOC	JUST THE BASICS WEBINAR	\$ 20.00

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, February 3, 2014, was made by Marshman and seconded by Cramer.

Motion passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on January 27, 2014. All members present. Minutes were approved as presented.

Fiscal Officer's Report: Correspondence Sent: none Correspondence Received: Call requesting verification of residency be sent for Nicholas Gerding. Utility Account Updates: Shut offs going out on 28th. Charges were placed on the Powell account as discussed at prior meetings. Reports presented: Delinquent list to date. Other Misc: Stated that she and Sup't Cramer are working on preparing CCRs in-house and then posting to Village website rather than paying for creation and mass printing, then paying for someone to deliver door-to-door.

Delong requested an update on the Wilkerson Rental situation. Sup't Cramer stated that the tenants moved out. Next he asked if the aquamatic valve was fixed and Cramer confirmed it was.

Superintendent's Report: Discussed the tampering of the meter at the Wilkerson property. The sheriff was called and the officer instructed him to remove the meter. Next he brought up issues with the lift station heating. He has researched and asked around and feels that going to 200 amp service and baseboard heat would be beneficial. Shook can install when weather breaks. Board asked to start with two to see if it makes a difference.

Motion by Driskill, second by Hipsher, to pay the bills as presented:

ACE HARDWARE	MISC CHARGES	\$	100.70
ALLOWAY	TESTING	\$	858.20
AMERICAN ELECTRIC	ELECTRIC	\$	2,436.60
HD SUPPLY	CLAMPS	\$	186.00
KLEEM	MARKING PAINT	\$	86.69
MOMAR	ICE BREAKER	\$	320.70
RH SHELDON	BUCKEYE ST LEAK	\$	120.00
TIME WARNER	PLANT/LIFTS 1,2,4,5,6,7,8,9	\$	417.59
USDA-RD	LOAN PAYMENT	\$	108,232.50
	(DIRECT WITHDRAWAL – APRIL 1, 2014)		

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, February 10, 2014, by Delong, second by Hipsher. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on February 3, 2014. Mayor Cramer presiding. Baum, Prater, Cramer (tardy), Marshman, McBride and Hayes present. Motion by Baum, second by Hayes, to approve the minutes as presented. Motion passed 5-0 with McBride abstaining.

Guests: no business

Old Business: Baum asked about adopting the rules of council. Mayor Cramer stated that she would be addressing it in her business later in the meeting.

New Business: McBride stated that the President of Hempy Water approached him about providing treatment salt for the Village. Supt Cramer stated he had tried in the past and their pricing was too high but he would look into it again and see if things had changed.

Marshman passed out a year end fire report and Chief Dysert discussed it with council. Marshman thanked him for his time in preparing the report and in coming to council. Next Marshman stated that they signed papers at the last Fire Board meeting and the new tanker will now be ordered. They estimate a delivery date of December 2014. At that time he said they will be going to a three truck station.

Prater asked if any houses would be torn down this year. She was informed that the Move Ohio Forward demolitions were under way and that Supt Cramer would be getting estimates from these contractors for other homes.

Superintendent's Report: Stated that the brine feed line froze recently but is fixed now. Reported that the dump bed was ordered. He announced that he gave the wrong figures at the last meeting and that the salt spreader would cost \$5972, which was the best price of several quotes received. Prater asked if the old one could be sent to a shop. Supt Cramer stated that it had been looked at and the minimum parts needed would be \$1400. Members stated it would be a money trap. Motion by Baum, second by Hayes, to purchase the salt spreader from Kalida truck. Motion passed 6-0. Supt Cramer asked if it could be done at same time as bed in order to save them time and the Village to save money on the labor. Lastly he asked permission to paint the council room. Council approved.

Fiscal Officer's Report: Correspondence sent: BWC – re early pay discounts; 2014 payroll withholding forms were sent out. M/M Prowantt (from solicitor) – re securing his building on S Main. Correspondence received: Health Dept – inspection letter for 443 Park Street. Reports presented: January month end: bank reconciliation; payment and receipt listings; appropriation, revenue and fund status. Income Taxes: NONE Other Misc: Received a call from Time Warner on Jan 28 regarding the November 2013 check #20751. They were informed it was reissued when nothing was posted to the accounts and directed them to mark void and return. Requested permission to attend the Local Government Officials Conference in March, noting the cost was \$175. Council approved. Informed council of an incident regarding tampering and damage to a meter. Explained that the solicitor had advised the Board of Public Affairs to go after the owner and place it on the utility bill and follow the same steps as any other account that isn't paid. The owner can then go after the tenant for recovery of the loss.

Legislation: ORDINANCE 2014-02 BUDGET AMENDMENT (TO COVER DUMP TRUCK REPAIRS)

WAIVE: 1ST BAUM, 2ND CRAMER, ROLL CALL 6-0.

PASS: 1ST CRAMER, 2ND MARSHMAN, ROLL CALL 6-0.

Solicitor's Report: Stated he had attended the Open Meetings seminar and provided FO Spencer with a copy of the certificate for the files so the auditor can verify. Marshman asked if the Kauffman Tire billing issue was resolved. Solicitor Schwemer stated he hadn't had time to get to it yet but will before next meeting.

Mayor's Report: Passed out council's conglomerate goals list and reviewed the items listed. Bringing back the town clean up was mentioned with notices that is someone gets it to the curb volunteers will haul it for them. Because of the lack of participation in the past they discussed ways to "advertise" it so the people would participate. Solicitor Schwemer requested that the date of a cleanup coincide with ordinance letter deadlines. Next Mayor Cramer reported that Grace Church will be available for storms. Sandi Monfort was to come to the meeting but had family health issues. Mayor Cramer will see if she can attend in March. Next she stated that she had contacted Whitakers for the Community Center meal prepared by Village officials/employees. They are checking their schedule and will let her know. Lastly she brought up the Council Rules of Procedure. Discussion followed regarding the pay reduction for unexcused absences with Prater and Marshman in disagreement of such a rule. Prater was also concerned with the mentioning of the confidentiality agreement and executive sessions. Motion by Marshman, second by Cramer, to accept the Rules of Procedure as presented, with the removal of Section I,C, sentence two and four. Roll call McBride, Marshman, Cramer and Baum for, Hayes and Prater against. Hayes then changed his vote to yea for a 5-1 vote.

Motion by Prater, second by McBride, to accept the financial reports as presented. Motion passed 6-0.

Motion by Marshman, second by Hayes, to accept the bills as presented:

ACE HARDWARE	MIS CHARGES	\$ 66.88
AMERICAN ELECTRIC	LIFT 1	\$133.41
TREAS OF STATE	GOV'T OFFICIALS CONF	\$175.00
VERIZON WIRELESS	CELLS	\$127.41

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, February 18, 2014, was made by Marshman and seconded by Hayes.

Motion passed 6-0.

The Village of Dunkirk BPA met in regular session on February 10, 2014. All members present. Minutes were approved as presented.

Guests: Dave Shirk was present to request an extension on his utility bill to February 28th. Board approved the arrangement.

Fiscal Officer's Report: Correspondence Sent: Vern Eldgridge Realty – re 2012 assessment to 212 W Wayne; M/M Harshbarger – re NSF notice; Ms Hildreth – re NSF/Stop Payment notice. Correspondence Received: none Utility Account Updates: Delinquent list and Arrangement list presented. Arrangements were approved. Reports presented: January month end: payment and receipt listing; appropriation, revenue and fund status. Other Misc: none

Superintendent's Report: Reported that shut offs will have to be delayed until Wednesday due to his absence for a funeral on Tuesday. He has not done the smoke tests yet due to the weather. The brine tank is doing better since Hackworth worked on it and heat tape was applied. Reported that the plant interior has been patched and painted.

Delong informed members that FO Spencer was working on figures to see if they could avoid pulling any CD monies by discontinuing the disbursement to the sewer debt fund soon rather than next year.

Motion by Delong, second by Hipsher, to pay the bills as presented:

ACE HARDWARE	MISC CHARGES	\$ 135.96
ALLOWAY	TESTING	\$ 51.30
AMERICAN ELECTRIC	ELECTRIC	\$1920.83
FIRST CITIZENS-VISA	MISC CHARGES	\$1027.85
HARDIN CO ENGINEERS	GRIT	\$ 91.16
ML TECH SVC	TREATMENT CHLORINE	\$ 167.50
SHELDON GAS	NATURAL GAS	\$ 430.77
SHERWIN WILLIAMS	PAINT/SUPPLIES	\$ 66.79
TIME WARNER	TOWN HALL, LS3	\$ 159.90
TRACTOR SUPPLY	TOOLS	\$ 207.39
WEX BANK-MARATHON	FUEL	\$ 835.26
XEROX	MAINT AGREEMENT	\$ 83.17

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, February 24, 2014, by Hipsher, second by Driskill. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on February 18, 2014. Mayor Cramer presiding. Baum, Prater (tardy), Cramer, Marshman, McBride and Hayes present. Motion by Marshman, second by Hayes, to approve the minutes as presented. Motion passed 5-0.

Guests: no business

Old Business: McBride as about the status of the softball field and whether Supt Cramer had called about the Hempy offer yet. Supt Cramer noted he will call Hempy for a quote.

Hayes asked if the Prowant building or Kauffman tire bill had been settled yet. Not known without solicitor present.

New Business: Hayes asked about the status of the truck bed and spreader. Supt Cramer stated he had called about it and will continue to work with them.

Cramer brought up the town cleanup. After discussion it was decided that the ordinance violations should start in March so that they would have an April deadline to hold the clean up. Supt Cramer noted the need to be sure notices go out to the people to set things at the curb if they want it picked up by our volunteers.

Superintendent's Report: Painting of office and ladies restroom was complete. Noted that the baseboard heater was in need of replacement too and would be done soon along with new lights with light guards. Presented a copy of an updated job description for Village Superintendent. Updates were generally the changes in the meter reading process along with other outdated tasks no longer needed.

Fiscal Officer's Report: (Read by Mayor Cramer in the absence of FO Spencer) Correspondence sent: none Correspondence received: none. Reports presented: none Income Taxes: Finding more software problems as annual reconciliations are coming in. Papers were printed out the show Governmental Systems. Due to tax season and end of year reporting, the new software will not be addressed until later in the year. Other Misc: Reminded of out of office for training March 5 and 6. Learned audit will begin soon as soon as determination of single audit/AUP issue was resolved. Thanked Supt Cramer and Assistant McCoy for the office improvements. Explained the credit card reimbursement in the bills – FO Spencer was picking up items needed for the Village and did not have the Village card with her and therefore used her personal credit card.

Legislation: none

Solicitor's Report: n/a

Mayor's Report: Announced that she was able to get the Whitaker's for the June Community Meal on June 24th from 5-7pm. Complimented Supt Cramer on the plowing. Discussed the meeting of the Community Disaster Committee and their desire to prepare fliers for info on safety concerns. She and Hayes had worked on the flier and will be asking Sheriff Everhart to review it to be sure all is correct and complete. Next Mayor Cramer stated that the Commerce Committee is still looking to find businesses to come to the Village.

Motion by McBride, second by Cramer, to accept the bills as presented:

ADVANCE AUTO	MISC VEHICLE EXPENSES	\$ 76.69
AMERICAN ELECTRIC	ELECTRICITY	\$ 97.99
HACKWORTH CONST	BRINE TANK LINE WORK	\$ 250.00
PHYLLIS J SPENCER	REIMBURSE VILLAGE PURCHASE	\$ 41.37
SHERWIN WILLIAMS	PAINT/SUPPLIES FOR PLANT/HALL	\$ 66.79

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, March 3, 2014, was made by Marshman and seconded by McBride. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on February 24, 2014. All members present. Minutes were approved as presented.

Fiscal Officer's Report: Correspondence Sent: Deb Forster – 2013 billing history for tax purposes, lost her records Correspondence Received: Bankruptcy Courts – regarding resident filing Utility Account Updates: Applied deposit to Ashley Roby account. Will send final balance due if a forwarding address can be obtained. Reports presented: none. Other Misc: Announced that the audit begins on the 25th. Discussed the issue of the BPA having to donate a portion of their sewer proceeds to cover the sewer debt. FO Spencer reported that her study has found that ending said coverage beginning with March collections would not hurt the Debt fund. She stated that council would then have to decide on how to increase the Debt Fund to account for its own shortfall. Spencer suggested informing council of the decision to discontinue the funding and explain why. Delong will attend to discuss it with the council.

Superintendent's Report: absent

Discussed the Becky Dye leak. The Mayor reported that Becky claimed all was fixed. Supt Cramer went to check the meter but stated that someone inside may have saw them and could very well have run to shut off whatever was the problem. FO Spencer stated that he offered to try again when no one is home, but noted they may have the problem shut off when not home. Spencer pointed out that the proof should be in the next reading. Hipsher noted that if it is down and appears to be fixed, he wants copies of receipts for the fix before giving the adjustment.

Motion by Driskill, second by Hipsher, to pay the bills as presented:

ALLOWAY	TESTING	\$245.20
AMERICAN ELECTRIC	ELECTRIC	\$ 67.31
TIME WARNER	PLANT, LIFTS 1,2,4,5,6,7	\$317.02

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, March 10, 2014, by Hipsher, second by Driskill. Motion passed 3-0.

BPA President

Fiscal Officer

March 3

The Village of Dunkirk council met in regular session on ~~February 18~~, 2014. Mayor Cramer presiding. Baum, Prater, Cramer, Marshman, McBride and Hayes present. Motion by Marshman, second by Hayes, to approve the minutes as presented. Motion passed 6-0.

Guests: Sandy Monfort was present to discuss the Hardin County Open Gate program. It is for anyone with a need to access services such as medical, temporary financial assistance, job searches, etc. The Sheriff's department and other volunteers are available to transport those needing it to get to it. The program is at the St John's Church of Christ at 211 E Carroll St, Kenton on the last Thursday of the month from 1:00-3:00 pm. The month of March they will hold it from 11:00-1:00 to coincide with the church's own soup kitchen. This is a test time as of now. A number of business cards with the information were left with the Mayor and Fiscal Officer to hand out to those in need.

Mr. Roberts, Superintendent of Hardin Northern, was present to discuss the girls' softball field. Parents are requesting that some attention be given prior to the season opening. Suggestions included painting of dugouts, and purchasing of a clay-like substance that was used on the boys' field at the school. Also discussed was whether the sharing of costs between the Village and school was ever put into written form. Supt Cramer noted it was just a 'gentleman's agreement' through the years. Marshman asked if HN was expecting the village to share in the estimated \$2500 cost. Mr. Roberts said that could be discussed later after Supt Cramer is able to check out and approve the materials they are wishing to use. He noted they had volunteers for the physical labor involved.

Old Business: McBride asked if Supt Cramer had gotten figures from Hemy Water for softening salt. Cramer had and it was pretty comparable to where they purchase now.

Hayes asked if the Kauffman Tire issue was handled yet, no one knew if it had.

New Business: none

Superintendent's Report: Announced that all three of the Move Ohio Forward demolitions for Dunkirk were complete, all but the ground restoration which will take place in the Spring. He noted there was one area where a sidewalk was damaged but he reported it to Mark Doll and was assured it will be taken care of with the project. Next he reported that he applied for three grants from the Hardin County Community Foundation – trees, dugouts for the new field, and Fun Day. Stated that he and Steve Wykes, from Blanchard Township, discussed the possibility of the Village joining back in on the cleanup day. He will contact Cramer when the date is set. Next Supt Cramer reported that the backstop and line fence for the new field was now in place and the bills were included in tonight's bills. Lastly he made suggestions to the name of the new field. All were asked to consider for the next meeting where a decision would be made.

Fiscal Officer's Report: Correspondence sent: Joyce Dotson – confirmation of land donation for tax purposes. Mid Ohio Energy – grant request for shelter tables and chairs. Applied for two grants from Hardin County Community Foundation – bleachers for the new field and toddler play equipment for the park playground. Correspondence received: Kenton Hardin Health Dept – December & January minutes. OBWC – a statement showing a credit for the early pay discount, but no other documentation regarding past years. Asked if council wanted her to continue trying to get past year credits or simply make mention in forward years. Council agreed to leave the past alone. State Auditor – a reduction in UAN user fees due to number of new users joining UAN. She noted this was in addition to the 2014 hardware surcharge holiday. Sheldon Gas – rate increase. Time Warner – re merger with Comcast, no changes or actions needed. Personnel Concepts wanted to sell more "required" items for posting and informing employees. She noted that she was advised by the Auditor representative on site that what we already had was plenty for them purposes. She will also check with Solicitor Schwemer per council's request. NOW Solid Waste – re financial assistance program for clean ups. She stated that she will work on it alongside Blanchard Twp Clerk. Reports presented: February month end: bank reconciliation; payment and receipt listings; appropriation, revenue and fund status; appropriation and revenue supplementals. Income Taxes: Reported that taxes were within \$3 of 2013 at the same February month end. Other Misc: Announced that the audit began the week prior. She stated that the 2012 & 2013 boxes with the majority of records were taken to the Hardin County Courthouse where they had

access to a room for several audits they were working on. She added that the income taxes and payroll work would be performed on site due to the confidential nature of those records. The audit manager did find that we were to have had a single audit for 2012 and that the Independent Professional Auditors (Caudill & Associates) had grossly misstated the 2011 single audit to show the project closed when, in actuality, over one million dollars were not spent until 2012 and the single audit threshold is \$500K of federal spending. FO Spencer stated she is preparing the federal reports for the 2012-2013 period, which she had not been asked to do in the prior audit for 2011 and was unaware of the fluctuations taken in that single audit. This situation means the village will not qualify for the AUP as discussed in prior meetings. The audit manager, after performing the opening audit interview, felt that there is a very good chance that the next audit will be qualified, barring any major discrepancies found. Next FO Spencer noted that Humphrey Insurance agent, Annetta Lenhart, provided her with an application for another bonding company to be able to compare costs for when the renewal came in May. She informed council that, due to medical reasons with her Uncle, she would not be able to stay with her Aunt for the Local Government Officials Conference and would be staying in a hotel instead. She also reminded council that she would be at the conference on March 5 & 6.

Legislation: none
Solicitor's Report: n/a
Mayor's Report: none

Motion by Marshman, second by McBride, to accept the financial reports as presented. Motion passed 6-0.

Motion by Hayes, second by Prater, to accept the bills as presented:

AMERICAN ELECTRIC	ELECTRIC	\$2176.14
ELWER FENCE	NEW DIAMOND FENCING	\$7726.00
(\$4588.00 TO BE REIMBURSED BY BLANCHARD TWP AS PREV PROMISED)		
MOMAR	ICE MELT	\$ 320.70
ROOT LUMBER	MISC CHARGES	\$ 636.95
TIME WARNER	LIFTS 8&9	\$ 70.56
USPS	POST OFFICE BOX RENT	\$ 84.00
VERIZON	CELLS	\$ 122.36
XEROX	MAINT AGREEMENT	\$ 76.95

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, March 17, 2014, was made by Marshman and seconded by McBride. Motion passed 6-0.

 Mayor

 Fiscal Officer

The Village of Dunkirk BPA met in regular session on March 10, 2014. All members present. Minutes were approved as presented.

Fiscal Officer's Report: Correspondence Sent: none Correspondence Received: none Utility Account Updates: reported adjusting Henry Reffitt and Diana Wilkerson accounts once leak repairs were verified by Supt Cramer. Reports presented: February month end: payment and receipt listings; appropriation, revenue and fund status; supplemental report. Other Misc: nothing

Delong brought up the allotment from the sewer to sewer debt fund. FO Spencer requested a true motion in order to have such on the books for the changes made. Motion by Hipsher, second by Driskill, in order to maintain sewer fund solvency the Board of Public Affairs will discontinue the \$9.35 per sewer account allotment to the sewer debt fund and change the USDA required monthly allotment from \$150 to \$300 effective with March 2014 collections. Motion passed 3-0.

Next Delong asked Supt Cramer about the Dave Shirk property. Cramer noted that the last reading still showed a leak and usage was still up.

Superintendent's Report: Stated that the Hempy Water quote for treatment salt was \$126.88/ton, not including freight. Morton is currently \$154/ton with freight. He is obtaining quotes from additional suppliers as well. K Vermillion water line replaced, B Haynes water line being placed on the 11th, and smoke testing waiting on better weather. Announced he would be taking a class on the 12th for his CDE hours. Corpro performed the tower check. One element is not accurate but not of concern at this time.

Motion by Driskill, second by Delong, to pay the bills as presented:

ADVANCE AUTO	MISC CHARGES	\$ 223.89
ALLOWAY	TESTING	\$ 27.00
AMERICAN ELECTRIC	ELECTRIC	\$1879.15
FIRST CITIZENS VISA	MISC CHARGES	\$ 483.67
HARDIN CO ENGINEER	GRIT	\$ 54.86
MORTON SALT	TREATMENT SALT	\$3852.43
PHYLLIS J SPENCER	O.O.P. EXP @ CONF	\$ 157.89
SHELDON GAS	NATURAL GAS	\$ 353.99
TIME WARNER	LIFT 3	\$ 35.28
WEX BANK (MARATHON)	FUEL	\$ 510.53

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, March 24, 2014, by Hipsher, second by Driskill. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on March 17, 2014. Mayor Cramer presiding. Prater, Cramer (tardy), Marshman, McBride and Hayes present. Baum absent. Motion by Prater, second by Hayes, to approve the minutes as presented with correction to the date. Motion passed 4-0.

Guests: Cora Gunther of the Dunkirk CIC was present to request the Village enter into contract with them for the 2014 concessions at the park at a cost of \$1. Motion by Marshman, second by McBride to do so. Motion passed 4-0.

Board of Public Affairs President, John Delong, asked that FO Spencer present council with explanation of recent Board motions. She passed out a paper explaining that the Board had voted to discontinue its prior contribution to the sewer debt fund for help with loan payments, and to then increase the USDA required distribution to build the sewer debt fund for future repairs and costs to the system. These changes went into effect with March 2014 collections. The council will need to address how they wish to move forward with this information but FO Spencer asked to give her time to perform a forecast of the water and sewer funds so that any ordinance amendments to the water sewer ordinance could be done at one time. She also presented suggestions of implementing a more consistent, long term rating system to allow for fewer rate ordinances.

Old Business: McBride commented that the new ball fencing looked good. He also asked about the Hempy quote for salt. Supt Cramer said he was waiting on the delivery cost and is getting other quotes as well.

Hayes asked when the ground restoration would take place with the homes demolished in the Move Ohio Forward program. Supt Cramer noted they were going through and getting all the homes down in the County and then going through with restoration once weather was more favorable. Hayes then asked about the abandoned car on W Washington, dumpsters at the Elliott property, and Kauffman Tire issue status. Solicitor Schwemer noted that if someone gets the info on the car he can start action on it and that the Kauffman letter was sent and he is waiting for response. Prater stated that the dumpsters were gone.

New Business: McBride brought up and AEP savings program citing an alleged 450% increase coming in June. Supt Cramer commented that he had talked to Richard Daugherty of AEP and said this was a scam and that the legislation coming down is only for one year and therefore to only contract for one year if wanting to try. Hayes mentioned knowledge of a section of a nearby community having a secondary provider and that section was the last to be turned back on in a recent power outage in that community. Council chose to stay the course. Next McBride asked about purchasing a chain harrow for ball diamonds. Supt Cramer stated he had access to one already.

Superintendent's Report: Announced that the Spring cleanup was scheduled for April 5. He stated that the township was placing 3 ads in the paper and wanted the village to prepare fliers. Mayor Cramer presented fliers prepared by FO Spencer and asked council to distribute them door-to-door. Streets were then divided among the members. He reported having no word on the dump truck bed, the park is open, and that tile is going in on the ball fields as soon as weather permits. Presented his drawing proposal for the new field dedication and Council agreed with it. (He will contact the memorial family before names are made public.) He stated that he met with HN people and was not interested in what they wanted to do. Their provider does a onetime dump of bulk product. He said that the Village can't afford to help pay for that when there were three other fields to be treated, with one of them being new. He negotiated prices and has 5 pallets of conditioner coming for all the fields. Next Supt Cramer discussed the benefits of tilling the ball fields every year for proper performance of the conditioner. Following the discussion council asked that he get someone till all the fields at the park prior to this coming season. Lastly, Cramer reminded council that his and FO Spencer's contracts were expiring. Contract committee set March 31st at 3:30 for their meeting.

Fiscal Officer's Report: Correspondence sent: Blanchard Township – Request for reimbursement along with a copy of the invoice and the village's check. Correspondence received: Ohio Dept of Commerce – regarding liquor permit renewals. Council will not take any actions on it.

Reports presented: none Income Taxes: Many returns are coming in, with very few errors. Seems like

the new format is working out much better. Noted that an older version had been set out for a few days before being noticed and replaced. Due to that there will be some returns calculating other city improperly but they will have to be accepted since they were distributed. She also noted the variance in the computation was very minimal. Other Misc: FO Spencer stated that the Local Gov't Officials Conference was very good overall. She asked if council would be interested in the Findlay City Auditor coming to a meeting to discuss 5 year planning. No one took interest. Next she updated council on the audit- one auditor was on-site the week prior to perform testing on income taxes. While here he taught her some steps for internal controls which she will be implementing soon. She noted that she is also fielding many emails and calls from the auditors working in the courthouse – info gathering and needs for items to be scanned and emailed. Will be typing up the Dunkirk emergency plan as set forth by the newly formed Community Disaster Committee.

Legislation: none

Solicitor's Report: Stated that he had turned in the Inmon and Dotson property exemption requests to the county.

Mayor's Report: Reminded all of the community center dinner on the 25th. Noted that another Sheriff's Academy was coming up and highly recommended members take the course.

FO Spencer wanted to report, for the record, that the Dunkirk Police Department's evidence box was located, with evidence still in it, prior to the office being painted. She contacted Mayor Cramer who immediately drove it to the Sheriff's department and turned it over to them.

Motion by Prater, second by Hayes, to accept the bills as presented:

DOMAIN REGISTRY SERVICES	RENEWAL 5YR	\$120.00
SHERWIN WILLIAMS	PAINT & SUPPLIES	\$ 94.19
TIME WARNER	TOWN HALL PHONE/DSL	\$120.34
NAME WITHHELD	INCOME TAX REFUND	\$ 27.00

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, April 7, 2014, was made by Marshman and seconded by McBride. Motion passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on March 24, 2014. All members present. A motion to approve the minutes was made by Driskill, seconded by Hipsher, and passed by a motion of 3-0.

Fiscal Officer's Report: Correspondence Sent: none Correspondence Received: none Utility Account Updates: Final billing sent to Courtney Whitaker, home sold. Reports presented: March property tax settlement collections – including \$4334.10 (less fees) for delinquent utilities and \$675.51 paid on one of the four sewer connections provided by the village. Other Misc: Informed President Delong that the contract committee was meeting March 31st at 3:30 pm. Shut off notices going out on 25th.

Superintendent's Report: Stated that the lagoon drive is in poor shape and could use 3-4 loads of stone. The best price, from Poor Boy Trucking, was for \$270 per load. This cost included a tailgate drop. Board members all agreed to get it done.

Hipsher asked about any water issues with new resident Sean Dale. Supt Cramer explained the order of steps taken in turning on and off service and how it could not relate to the recent break of the lines inside the home.

Motion by Hipsher, second by Driskill, to pay the bills as presented:

ACE HARDWARE	MISC CHARGES	\$ 13.78
ALLOWAY	TESTING	\$ 38.50
BUCKEYE STATE PIPE	WATER METER	\$ 132.31
QUALITY MECHANICAL	TESTING OF FURNACE	\$ 80.00
RH SHELDON & SON	WATER LINES-PATT/RANGE	\$1065.00
STEVE STAIR	STONE/HAULING	\$ 339.48
TIME WARNER	PLANT; LIFTS 1,2,4,5,6,7	\$ 332.02

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, April 14, 2014, was made by Hipsher, second by Delong. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on April 7, 2014. Mayor Cramer presiding. Prater, Cramer, Marshman, McBride, Baum and Hayes present. Motion by McBride, second by Cramer, to approve the minutes as presented. Motion passed 5-0-1 abstain by Baum.

Guests: none

Old Business: Cramer presented the ordinance list with 21 homes by address only. He requested that FO Spencer provide the names.

New Business: McBride thanked those that showed up at the clean up to help. Supt Cramer noted that 15 Dunkirk residents took advantage of the clean up. He also thanked FFA Advisor, Don Paulin, FFA students, and Richard Walden for their time helping. Next McBride reported that resident Jeff Lamb wanted to know when his yard would be restored from the water line breaks. Supt Cramer noted he needed to let things dry some more first.

Hayes apologized for missing the cleanup, explaining that he had been sick.

Superintendent's Report: Kalida Truck ready to do bed and salt spreader for the dump truck; concession stand is open; field conditioner arrived, 2 fields tilled, 2 water spots tiled. Purchased bases and other supplies of which the Dunkirk CIC has already reimbursed the cost. Reported seeing activity at the demo properties. Announced that the water plant inspection by the EPA would be April 24th at 10:00am. Next he asked Solicitor Schwemer about the Kauffman Tire situation. Schwemer explained that Clayton Tire never turned in the tires so they cannot allow the credit for their warranty replacement. They did, however, offer to allow the Village to use a remaining \$94.66 credit from Clayton Tire's account. Council agreed that the balance would have to be paid then. Supt Cramer noted the need for a new tire again and asked if they would work out a good deal. Solicitor Schwemer will give Supt Cramer the contact information for the person he talked with in order to try for a deal.

Fiscal Officer's Report: Correspondence sent: none Correspondence received: Kenton Hardin Health Department – February meeting minutes. Traffic Signal Maintenance proposal from Brian Shook Electric. Motion by Marshman, second by McBride, to accept the proposal at \$250/intersection. Motion passed 6-0. Reports presented: March month end: bank reconciliation; payment and receipt listings; revenue, appropriation and fund status; appropriation supplemental. Spread sheet of property tax settlement receipts showing delinquent utility, ordinance fines, and sewer connection assessments. Income Taxes: Presented the first quarter report of monthly collections. Noted that receipts were up by \$3K from 2013's first quarter. Other Misc: Received 2 more checks from BWC for the early pay credit. Stated that things had been quiet with the audit until earlier in the day when several questions and requests were received by email.

Legislation: none

Solicitor's Report: nothing further

Mayor's Report: Discussed a group interested in tearing down the condemned homes for the village at no cost. She asked Solicitor Schwemer if that were possible. Consensus was that there would be too much liability and that the group needed to work with each homeowner directly. She also had a complaint on a home needing condemned but felt that since nothing can be done to demolish it council may as well not bother with the condemnation process. Had a request for the Grace Church ladies to hold their annual Easter bake sale in the council room on the 19th. Council agreed. Reminded members of the 13th Blockwatch meeting at 6pm and on May 18th at 6pm the Blockwatch meeting would have Judge Barrett attending to discuss the new drug court. Mayor Cramer requested that a letter be sent to Houston Horton regarding windows broken out in his building and the need to secure the property. Next she had council choose the format for an emergency plan informational flier and then asked that members divided the village into sections for door-to-door distribution again.

Motion by Marshman, second by McBride, to enter into executive session to discuss personnel contracts. Motion passed 6-0 and council went into executive session at 7:35pm. The meeting reopened to the public at 8:15pm. It was announced that council would continue with contracts being dated May 1 through April 30.

Motion by Prater, second by McBride, to accept the bills as presented:

AMERICAN ELECTRIC	ELECTRIC	\$2850.32
BRIAN SHOOK ELECTRIC	MISC VILLAGE WORK	\$ 857.32
FIRST CITIZENS-VISA	MISC CHARGES	\$1187.50
HACKWORTH CONST	BALL FIELD WORK	\$ 500.00
HARDIN CO CHAMBER	RENEWAL	\$ 125.00
MOMAR	WEED KILL	\$ 279.75
OHIO AUDITOR OF STATE	UAN	\$ 612.00
	AUDIT	\$4616.60
ROOT LUMBER	MISC CHARGES	\$ 265.83
SHELDON GAS	NATURAL GAS	\$ 309.37
STEVE STAIR	STONE/HAULING	\$ 610.81
TIME WARNER	LIFTS 3,8,9	\$ 105.84
TRUPOINTE	FIELD CONDITIONER	\$1750.00
VERIZON WIRELESS	CELLS	\$ 122.36
WEX BANK (MARATHON)	FUEL	\$ 419.52
XEROX	MAINT AGREEMENT	\$ 79.79

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, April 14, 2014, was made by Marshman and seconded by McBride. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on April 14, 2014. All members present. Minutes were approved as presented.

Guest Tracy Fredrickson was present to request new arrangements and get her water service resumed. She explained why she wasn't able to keep her prior arrangement. Board accepted \$50 cash at the meeting and allowed the balance for the 25th, which would include the turn on fee.

Guest Carlos Bailey was present to request arrangements on his water as he failed to make arrangements in time and his water is off. Delong explained that arrangements have to be made prior to the shut off date in order to be accepted and that he would now have to wait until his bill was paid in full. All members agreed.

Fiscal Officer's Report: Correspondence Sent: R Rizor – shut off notice with short note regarding responsibility due to not finding former tenant. **Correspondence Received:** none **Utility Account Updates:** 15 shutoffs on list, 2 not able to get to, 6 shut off. Requested permission to bill former tenant Ashley Roby's final due to owner R Rizor. Motion by Delong, second by Hipsher, to bill owner with next billing cycle. Motion passed 3-0. **Reports presented:** March month end: receipt and payment listings; appropriation, revenue and fund status. **Other Misc:** Requested that board set the 25th of the month as the final accepted arrangement date, rather than the end of the month, due to billing cycle. Motion by Hipsher, 2nd by Driskill, to make the 25th the end of arrangement acceptance for the FO and Supt. Motion passed 3-0. Noted that the USDA compliance review will be May 20th at 10am.

Delong asked how the sewer hookup assessment process worked. FO Spencer explained. Next he asked if lagoon drive was done. Supt Cramer said it wasn't yet due to trucker's schedule.

Superintendent's Report: smoke tests still on hold due to scheduling of the equipment, yards with damage from winter leaks will be restored once dry enough, 24th is the plant inspection by EPA, and the 16th and 23rd he would be attending classes. He noted that he intends to ask about the plant addition at the EPA inspection to be sure no issues with them. Received Morton Salt quote which went from \$154.08 to \$153.30 per unit. Hempy's quote was \$126.88 per unit. He will not close the Morton account and will use Hempy for a couple times to be sure quality is the same.

Hipsher asked about the smoke testing and what will be done about those that fail. After discussion it was agreed that a letter with a deadline would be sent to those that failed in order to give each a chance to comply without further issues. The amount of time to give will be decided later, once testing is done.

Delong mentioned that water is still getting under his home and making a sump pump that he installed run when there is a big rain. Discussion as to remedies followed. Delong suggested having the Village move his meter pit but was informed it would be at his own expense and wouldn't take care of the problem. Supt Cramer and Hipsher both agreed that the best thing to do would be to use hydraulic cement to seal where it is getting in.

Motion by Delong, second by Hipsher, to pay the bills as presented:

ALLOWAY	TESTING	\$ 413.70
AMERICAN ELECTRIC	ELECTRIC	\$1036.22
CORRPRO	TANK INSPECTION	\$ 695.00
ML TECH	CHLORINE	\$ 192.50
OHIO EPA	SLUDGE FEE	\$ 100.00
TIME WARNER	TOWN HALL	\$ 120.26

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, April 28, 2014, was made by Hipsher, second by Delong.

Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on April 21, 2014. Mayor Cramer presiding. Prater, Cramer, Marshman, McBride, Baum and Hayes present. Motion by McBride, second by Prater, to approve the minutes as presented. Motion passed 6-0.

Guests: Theresa Allen and Chuck Horn, from All Aboard Ohio, were present to discuss their work on the passenger rail service and to invite the village to join, collectively, in order to stay up to date and advocate goals. She stated that the fee to join was \$25-50. Motion by Marshman, second by Prater, to join. Roll call 6-0. Once information is obtained on how to join, FO Spencer will take the proper steps for the village to join.

Old Business: none

New Business: Prater asked if anything could be done about residents with indoor furniture sitting out in the yard along the sidewalk/road. FO Spencer will ask the solicitor how long they have to allow if for possible trash pickup before a letter can be sent to have it removed.

Baum informed Supt Cramer of broken glass on the walking path. Next she asked about having a recycling center in town. It was mentioned that more than recyclables end up being dropped off and it becomes a dump.

Superintendent's Report: High school conditioner was applied to the girls' softball field, announced plant inspection by EPA on the 24th at 10am, learned demolition properties would be seeded on the 22nd, stated that the Bill Brooks buildings had junk and trash that needed addressed, mower still not returned, and Jeff Lamb's yard was restored. Is receiving complaints about racing 4-wheelers on property next to park. FO Spencer is to check with solicitor as to anything to stop this since it is next to playground and walking path and is a safety concern. New backboards were purchased for the park due to the condition of the current boards. Reported on an incident of bullying at the park between ball players. The coach wants to set up a 2 warnings and out rule but would like the support of the council since the parents may show up to complain. Council agreed that each team can have their own policies, but that they did support the coach in his discipline. They will be reviewing the park rules as stated on the sign and consider addressing bullying if it isn't covered already. Supt Cramer noted that the coach is preparing a code of conduct for each player and parent to sign from this point forward. Council agreed it was a good idea for all coaches to do. Next he asked that the council listen to FO Spencer explain dating issues of the employee contracts as she would need clarification of some items. FO Spencer explained that while the contracts could be agreed upon mid-year, the wages and benefits were by calendar year. She used the example of Cramer being able to buy out the balance of his vacation in December. With this information, she then stated that she needs to know when Paul's medical allotment would become effective – January 2014 or January 2015. Council all agreed it would be January 2014 as they expect him to receive the additional amount yet this year.

Motion by McBride, second by Baum, to go into executive session to discuss personnel contracts. Session began at 7:50pm and the meeting was reopened at 8:20pm.

Motion by McBride, second by Marshman, to update Supt Cramer's contract to allow for an additional \$1000 per year to his medical allotment, for a total of \$7000 per year, effective January 1, 2014 to December 31, 2019. Motion passed 5-0-1 with J Cramer abstaining.

Motion by Marshman, second by Cramer, to extend the current contract for FO Spencer until an agreement can be reached. Motion passed 6-0.

Fiscal Officer's Report: Correspondence sent: several income tax letters are going out for varying errors. Correspondence received: Hardin County Auditor regarding village owned properties without exempt status. She will give it to Solicitor Schwemer. Reports presented: none Income Taxes: none. Other Misc: Presented a backflow ordinance for discussion. Supt Cramer noted that this was passed in 2005 but there was not a signed copy in the files and the EPA would be requesting one during the upcoming inspection.

**Legislation: ORDINANCE 2014-03 BACKFLOW PREVENTION ORDINANCE
WAIVE 3 READING RULE – 1ST MARSHMAN, 2ND CRAMER, ROLL CALL 6-0.
PASS ORDINANCE – 1ST MARSHMAN, 2ND CRAMER, ROLL CALL 6-0.**

Solicitor's Report: n/a

Mayor's Report: Reminded council about the community meal on the 22nd. Also asked that council distribute the emergency info fliers door-to-door.

Motion by Prater, second by Cramer, to accept the bills as presented:

CONFIDENTIAL – 3 PEOPLE	INCOME TAX REFUNDS	\$268.34
KLEEN	STREET SIGNS	\$141.20
MILLER'S TEXTILE	CONCESSION STAND SUPPLIES	\$ 83.12
SHERWIN WILLIAMS	PAINTING SUPPLIES	\$ 66.79
TIME WARNER	PLANT, LIFTS 1,2,4,5,6,7	\$332.00

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, May 5, 2014, was made by Marshman and seconded by Cramer. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on April 28, 2014. All members present. Minutes were approved as presented.

Fiscal Officer's Report: no new news to report

Delong asked if the lagoon drive was filled yet. Supt Cramer confirmed it was. He asked if he had tried Hempy's for salt yet. Supt Cramer stated he had to go with Morton as Hempy would not return his calls and messages when he needed to order. Asked for update on guests from last meeting. FO Spencer stated that Tracy Fredrickson was paid but the Carlos Bailey was still off as no payment was made on the 18th, and still nothing to date.

Superintendent's Report: EPA inspection went well. Did request that the village remove, replace or perform a fix to an issue with the yard hydrants at the park. He also had to make some minor changes to the Contingency Plan, which is already done. The inspector didn't believe there would be an issue with the addition but would be verifying once back to the office. He stated that there will be the routine follow up letter and report sent to him, the Mayor, and BPA Pres Delong. Cramer stated that electrician Brian Shook had discovered a 3 phase, portable generator on a self-contained trailer for only \$6500. He noted this could prove to be crucial if the village were out of power for any amount of time as they would be able to go from lift to lift and allow them to run a few cycles to keep sewage from backing up into homes. Board agreed there was a need and FO Spencer will check to see if the purchase is possible and report back at the next meeting.

Hipsher was approached by Lisa Zumbrum regarding a hole in her mother's yard from where her septic tank was crushed. He informed her it would be between her and her contractor. Ms Zumbrum stated that Supt Cramer signed off on the connection and felt the Village was responsible. Supt Cramer spoke up stating that he inspected the connection and the line leaving the property to verify there was sufficient fall, he also noted that the contractor had panned the trough very nicely. Next Supt Cramer pointed out that her mother also signed off on that same paper. Supt also stated that Brian Robinson had already taken a large scoop of dirt and filled it in. All questioned just how long a contractor should be responsible for settling and that many people are dealing with the same settling and are all taking care of it themselves with no issues.

Motion by Hipsher, second by Driskill, to pay the bills as presented:

ACE HARDWARE	SUPPLIES	\$ 21.47
ALLOWAY	TESTING	\$ 398.50
AMERICAN ELECTRIC	ELECTRIC	\$2346.82
MORTON SALT	TREATMENT SALT	\$3884.63
SHELLY MATERIALS	LAGOON DRIVE	\$ 912.18
TIME WARNER	LIFTS 8 & 9	\$ 70.58

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, May 12, 2014, was made by Driskill, second by Delong. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on May 5, 2014. Mayor Cramer presiding. Prater, Cramer, Marshman, McBride, Baum and Hayes present. Motion by Baum, second by Cramer, to approve the minutes as presented. Motion passed 6-0.

Guests: none

Old Business: Hayes asked if the solicitor found anything that could be done about the 4 wheeler situation from prior meeting. Supt Cramer stated that they haven't been doing it for a while now and that they are building on the site so it may be done. Solicitor Schwemer believed there was an ordinance but hadn't pinpointed it yet.

New Business: McBride stated that there was a need for new tees for the T-ball leagues. Marshman stated he would pay for them personally. Next McBride noted that he and Coach Ken Hopson Jr had purchased a harrow dragger for the fields and it is stored at the park for all coaches to be able to use. Next he brought up the need for more field conditioner as the bags in the shed were almost gone. Supt Cramer stated that there were over 50 bags and they should not be that low. McBride noted that he used some on the new diamond, guessed 12-15, and that Coach Curtis had done a few prior to him. Supt Cramer stated that he had seen a few bags in the HNHS coach's truck and saw they were using it on their field as the kind the school bought isn't as good. Several council members felt that the school needed to be billed for the bags unaccounted for. Question as to whether the coach knew it was not for his field was discussed. Supt Cramer will contact Curtis and get a more definite count and then FO Spencer will send a bill for those bags taken. Supt Cramer then asked if he was to purchase more to replace them or try to be conservative on what is left. Council said to try and salvage what is left. Next McBride asked if Supt Cramer to paint over words and such inside some of the dugouts.

Marshman reported that the NHCDF was purchasing a new air compressor for the department. Supt Cramer voiced interest in the old one when they do.

Prater noted that the truck at the Larson property was still untagged.

Superintendent's Report: Reported that the memorial sign for the new ball field and the Dotson parking lot sign are here. They will be rock hounding the new field on the 7th. He announced that two of his grant requests, for trees and dugouts, were awarded and the FO Spencer's request for toddler playground equipment was awarded. FO Spencer will attend the award ceremony on the 15th which is when they will know what dollar amount was awarded. He stated that the OEPA inspections went very well and that the customary final report will be sent to Supt Cramer, BPA Pres Delong and Mayor Cramer. He discussed some items noted during the inspection, such as the yard hydrants at the park which are not to code and will need addressed, and some additions to the contingency plan were needed and he had already taken care of that.

Fiscal Officer's Report: Correspondence sent: Placed a quick note regarding broken windows on Houston Horton's water bill just sent. If she doesn't see action soon she will send an official letter requesting the securing of his building. Correspondence received: Had a call from the County Treasurer, D Althouser, regarding the auctioning off of the R Claphan property on W Washington that is next to the Wright property the village recently purchased. Solicitor Schwemer explained the process that takes place after two failed auctions as the second auction attempt will be held later this month. Council asked FO Spencer to obtain the amount that will be the minimum should that auction fail, as well as the amount owed to the village for delinquent utility and/or ordinance violations. Next FO Spencer presented the ordinance committee with a list of grass violations Supt Cramer had seen and asked that they be compiling a list for her to turn in. Baum confirmed with the solicitor that the grass violations were going to be advertised in one lump to conserve on advertising. Spencer handed out pocket file folders she had prepared for ordinance committee members which contained several copies of each violation reporting sheet. She then passed out a flow chart she created to help all understand the process for violations. Reports presented: April month end: bank reconciliation; payment and receipt listings; appropriation, revenue and fund status; and the April appropriation supplemental report. Income Taxes: nothing Other Misc: Received the invoice from Governmental Systems for the

IT software annual support. Since council has chosen to change providers this year, she will send a letter informing him that the Village will stick with the as needed charge basis again. Provided all members with a copy of the park rules ordinance for reference regarding any future issues at the park. Announced she has sold 11 home run fence signs so far for 2014, with 2 being new accounts.

Supt Cramer reported that he received a complaint from the owner of 130 Pioneer. She was questioning the property tax assessment for a cleanup in 2013. She stated she had taken care of the pile upon receipt of the violation notice. Cramer noted that she did burn the large pile, but then left the pile. He noted that he did take pictures prior to cleaning it up.

Solicitor's Report: nothing new

Mayor's Report: Reminded council of the Block Watch meeting on the 18th at 6pm. She also announced that the Whitaker Bros were confirmed for the June Community meal. The cost is \$300 of which she has only \$200 pledged by members to cover it.

Motion by Marshman, second by McBride, to enter into executive session to discuss personnel contracts. Motion passed 6-0. Executive session began at 7:32 pm and reopened to the public at 8pm.

Motion by Marshman, second by Prater, to add 5 personal days (for a total of 10) to FO Spencer's contract, making it a 5 year contract, and keeping all other components the same. Motion passed 5-1 with McBride voting against.

Solicitor Schwemer asked that the council increase his contract by \$700 in order for him to meet the new OPERS standards for time served. He explained that he divided the additional he would need by all of the entities he is currently serving. Motion by Marshman, second by Cramer, to approve the increase of \$700, for a total of \$4700, to the solicitor's contract. Motion passed 6-0.

Cramer asked about going to one meeting a month for the summer but was told it was too busy of a time with ordinance violations to do so, adding that they already do so in September, November and December.

Legislation: none

Motion by Prater, second by Hayes, to accept the financial reports as presented. Motion passed 6-0.

Motion by Baum, second by Cramer, to accept the bills as presented:

ACE HARDWARE	SUPPLIES	\$ 42.75
AMERICAN ELECTRIC	ELECTRIC (ST LIGHTS)	\$1019.15
KAUFFMAN TIRE	AS PER 4/21 COUNCIL	\$ 239.41
MARK SCHWEMER	CERTIFIED MAILINGS	\$ 142.78
OHIO AOS	AUDIT	\$8040.10
ROOT LUMBER	MISC CHARGES	\$ 70.17
SHERWIN WILLIAMS	DUGOUT PAINT	\$ 148.95
SCIOTO SIGNS	PARKING/FENCE SIGNS	\$ 225.00
STEVE STAIR	HAULING FOR PARK	\$ 80.00
TIME WARNER	LIFT 3	\$ 35.29
TSC	MISC CHARGES	\$ 275.36
VERIZON WIRELESS	CELLS	\$ 204.78
XEROX	MAINT AGREEMENT	\$ 88.38

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, May 19, 2014, was made by Marshman and seconded by McBride. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on May 12, 2014. Delong & Driskill present, Hipsher absent. Minutes were approved as presented.

Fiscal Officer's Report: Correspondence Sent: Walter Shepherd – NSF letter; Hempy – tax info
Correspondence Received: Ohio EPA – Inspection reports to Supt Cramer, Mayor, and BPA President. **Utility Account Updates: none** **Reports Presented:** April month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc:** Discussed State Auditor bulletin 2009-011 in regard to dividing the audit cost among more than just the general fund. She informed the board that this would be discussed in a financial committee meeting due to the cost of this year's audit. She also mentioned that she had contacted Cliff Hite and would be sitting down with him to discuss the audit billing process.

Delong asked if C Bailey had yet paid his previous balance. Supt Cramer stated he paid the old balance and service is now back on. Next he asked Supt Cramer how the Hempy Salt was. Cramer stated that he had to order from Morton as he needed salt and Hempy hadn't returned his calls. He commented on the poor follow through they had. Lastly Delong asked Supt Cramer about McCoy learning the water end of the job. He wanted some information to take back to the contract committee in regard to his progress on learning and obtaining a license.

Superintendent's Report: Discussed the EPA inspection. Stated there were three requirements with only one needing a response from the Village. The changing of CCR language which is already being done by FO Spencer, and discussing wells and isolation radii which the board has been doing. The other issue which needs a response from council is in regard to the two yard hydrants at the park. He will discuss the options with council and respond accordingly. Cramer then noted two recommendations – a step in the standard operating procedures which he is doing now, and to create a percentage water loss record which is already underway.

Motion by Driskill, second by Delong, to pay the bills as presented:

ACE HARDWARE	MISC CHARGES	\$ 46.96
ALLOWAY	TESTING	\$ 27.00
AMERICAN ELECTRIC	ELECTRIC	\$ 859.62
FIRST CITIZENS VISA	MISC CHARGES	\$ 397.70
J&N HALLERS	PICKUP-MAY,JUNE,JULY,AUG	\$ 152.00
KALIDA TRUCK	SALT BOX	\$5972.00 HOLD FOR MANUAL
	DUMP BED	\$6365.00
	RATCHET STRAP	\$ 15.92
SHEARER'S PLUMBING	BACKFLOW DEVICE TEST	\$ 75.00
SHELDON GAS	NATURAL GAS	\$ 111.52
TIME WARNER	PHONE/DSL TOWN HALL	\$ 120.26
WEX BANK	FUEL	\$ 375.41

PAYROLL AND LIABILITIES

Motion passed 2-0.

Motion to adjourn until the next regular meeting, **May 27, 2014**, was made by Delong, second by Driskill. Motion passed 2-0.

The Village of Dunkirk council met in regular session on May 19, 2014. Mayor Cramer presiding. Prater, Cramer, Marshman, Baum and Hayes present. McBride absent. Motion by Prater, second by Cramer, to approve the minutes as presented. Motion passed 5-0.

Guests: none

Old Business: none

New Business: none

Superintendent's Report: Filled council in on damages to pickup truck when backing the dump truck. At the time of the incident he informed the mayor and insurance company. He is currently getting quotes for the repair. Noted that in the EPA inspection report, one item required a response. He explained the options for bringing the two park yard hydrants into compliance. Given the cost of most options, council chose to plug the weep holes to comply. Supt Cramer noted that the other items needing addressed had already been done by himself and FO Spencer. Next Cramer discussed the amount of trash we may acquire with the recent ordinance violations that went out. A dumpster would run \$165 flat, and taking to a landfill would cost \$51 per ton. Council chose to get dumpsters, starting with one and adding if needed. Cramer stated that the playground is in need of mulch and asked that everyone be looking for deals. Suggestions made were Ada Lion's Club and Newleaf (pickup load for \$30). Announced that Anthony Browne was replacing his trailer with a brand new one and that the permit has already been collected. Next Cramer reported that a tree at 461 N Main was in dire shape. Council requested he have it taken down. Marshman suggested asking for the mulch from it to be used at the park. Lastly Cramer asked to take a vacation day on the 23rd. Council approved, noting that he only need go to the Mayor for permission anyways.

Baum mentioned conversations on McBride's Facebook page. People were asking about restroom availability when using the walking track. Council agreed that it is suggested walker's use the restroom before leaving home because there is too much vandalism to allow the restrooms to be open when no one is around to keep watch on them.

Fiscal Officer's Report: Correspondence sent: Kauffman Tire – accepting the credit balance of Clayton Tire and requesting any good deals for new tires now. CSX Toledo – sent official assignment of physical address for a Positive Train Control (PTC) in the village. Correspondence received: Sheldon Gas – rate decrease. Time Warner – channel formatting going to digital. Reports presented: none Income Taxes: none Other Misc: Reported that the Claphan property total owed was \$3937.52 with \$1898.25 owed to the Village BPA. After discussing budget constraints it was moved by Baum, and seconded by Marshman, to hold for the absolute auction, permitting the Mayor or Supt to bid a maximum of \$1000. Motion passed 5-0. Next FO Spencer requested a motion regarding the solicitor's pay increase and her additional personal days. Motion by Marshman, second by Cramer, that these two contract changes be retroactive to January 2014. Motion passed 5-0. Asked permission to pay McCoy his medical stipend at this time, per request of McCoy. She noted that the contract has specific times he was to collect but also noted it hasn't been adhered to in the past with other contracts. Council approved. Spencer noted that she will see if the solicitor could simply remove the time constraints in future contracts to allow for collection anytime during the calendar year. Next Spencer thanked Baum and Hayes for helping with the Terri Scott request while she had been delayed in returning the call herself. Reported that the Hardin Community Foundation awarded the following money per project: Trees - \$750; Dugouts - \$1000, Toddler playground equipment - \$1000. Next Spencer requested any updated lists for ordinance violations to be turned in, noting that she already had Hayes'. With no others to turn in, she will prepare the list for the solicitor and request that it be expedited since this list would have grass violations. Asked if there would be any further action attempted on 443 Park Street as the only response to the Mayor's January 27th request for inspection was that of the Health Department. No response was received from Council President McBride or NHCDF Chief Dysert. No comment was made. Stated that the USDA compliance review was moved to June 10. Also mentioned that she had been in

contact with Cliff Hite and will be meeting with him in regard to the State's audit billing procedures. Lastly FO Spencer requested that the finance committee meet to prepare a budget amendment for the next meeting, noting the audit as the major concern, but not the only issue. Meeting was set for May 28th at 4:30.

Legislation: none

Solicitor's Report: n/a

Mayor's Report: Had a request where a trailer already in the village is being replaced and another resident would like to replace their trailer with the one being removed. They were asking if the replacement trailer would be grand-fathered in since it was already in the village. Council had to deny this request since they had recently denied the same type request of another resident. She reported that 26 people attended the Block Watch meeting and thanked Baum for attending. Lastly she reminded everyone of the community meal on the 27th.

Motion by Prater, second by Cramer, to accept the bills as presented:

COMPMANAGEMENT	ENROLLMENT RENEWAL	\$ 300.00
KT RENTAL	EQUIP FOR NEW FIELD WORK	\$ 268.00
PUBLIC ENTITIES POOL	VILLAGE INSURANCE PREMIUM	\$9545.00
SHERWIN WILLIAMS	DUGOUT PAINT	\$ 47.08

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, June 2, 2014, was made by Marshman and seconded by Hayes. Motion passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on May 27, 2014. All members present. Minutes were approved as presented.

Fiscal Officer's Report: Correspondence Sent: none

Correspondence Received: CSX – bill from sewer project still not paid by DiGioia. Supt Cramer is in contact with DiGioia. **Utility Account Updates:** Shut off notices going out on 28th. **Reports Presented:** current delinquent list. **Other Misc:** W Shepherd covered the NSF. Reminded Pres Delong of finance committee meeting the 28th at 4:30.

Superintendent's Report: Discussed the damage to the village pickup. Noted a break at the A Lawrence property that ended up with a replacement of a curb stop and backflow preventer. Cramer informed the BPA that Council chose to plug the weep hole on the two park yard hydrants and that he has already made his response to the EPA as required.

Motion by Driskill, second by Hipsher, to pay the bills as presented:

ALLOWAY	TESTING	\$ 25.00	
AMERICAN ELECTRIC	ELECTRIC	\$1527.19	
HACKWORTH CONST	WATER SERVICE WORK	\$ 500.00	
ML TECH	CHLORINE	\$ 180.00	
OPWC	LOAN CP012	\$2499.75	} \$15166.52
	LOAN CP08H	\$4623.43	
	LOAN CP22K	\$3043.47	
	LOAN CT87M	\$4999.87	
TIME WARNER	PHONE/DSL, LIFTS	\$ 374.79	

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, June 9, 2014, was made by Delong, second by Hipsher. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on June 2, 2014. Mayor Cramer presiding. Prater (tardy), Cramer, Marshman (tardy), Baum, McBride and Hayes present. Motion by McBride, second by Baum, to approve the minutes as presented. Motion passed 4-0.

Guests: none

Old Business: Hayes asked Supt Cramer if he had found mulch for playground yet. Cramer noted he was going to wait on some trees coming down to see how much more was needed. Hayes informed him of a location selling it for \$25 a pickup truck load. He then asked FO Spencer to clarify a note from the last meeting about an address for CSX. Spencer explained that the phone company would not put in a special emergency phone station without the parcel having a physical address. Last, Hayes asked if any progress was made about the audit billing. FO Spencer noted that she hadn't met with Rep Hite yet. She stated that it won't make a difference in this audit but hopefully will produce some changes for future audits.

New Business: Cramer presented a new list for weeds/grass violations.

Baum reported that she was approached about heading up a community wide garage sale weekend. FO Spencer asked if this was really something council wanted to be involved in. Mayor Cramer set a date of July 11 & 12 and asked that flyers be made to get people informed and on board.

Superintendent's Report: Asked for council's input on what is acceptable for compliance with trash violations as some have done some clean up. Ordinance committee will review those in question and let him know. Solicitor Schwemer received a call from Bill Brooks asking if the sheets of tin over the wood was acceptable. All agreed it was not and that the wood had to be out of sight. Next Supt Cramer asked if council would consider an ordinance for burning within a contained area rather than on open ground. The solicitor will draw up an ordinance. Cramer expressed his thanks to the CIC and Girl Scouts for the planting of the town hall flowers. FO Spencer will send thank you notes to both entities. Lastly Cramer noted that the CCR (consumer confidence report) was now available on the village website; saving the village the money of printing and delivering to every dwelling.

Fiscal Officer's Report: Correspondence sent: none Correspondence received: Kenton Hardin Health meeting minutes for March and April; CSX bill from project not paid by DiGioia yet. Supt Cramer has notified DiGioia. Public Entities Risk Services opening loss claim on pickup truck; Landtech Mosquito Abatement Proposal – 12 week program for \$3756. Motion by McBride, second by Cramer, to accept Landtech's proposal. Motion passed 4-0. Reports presented: May month end: bank reconciliation; payment and receipt listings; appropriation, revenue and fund status. No May supplementals. Income Taxes: Turned in Round 1 names for solicitor to begin processing. Already compiling Round 2. Other Misc: Ron Miller will be switching old system to Windows 7Pro once it is verified that all software will be compatible and licensing codes are received. Asked council if she could order the balance of tables and chairs needed should the estimates for the new field prep come in under estimated budget. Council discussed and allowed. Reported that she was able to catch a special for the toddler equipment and the total will only be \$162.32 over the grant received. Informed council the Stephanie Batchelder contacted the office to report that her father will be visiting from June 15 to August 3 and will be staying in his RV.

Legislation: ORDINANCE 2014-04 BUDGET AMENDMENT

Waive three reading rule – 1st Marshman, 2nd McBride, Roll call 5-0.

Pass the ordinance – 1st Marshman, 2nd Baum, Roll call 5-0.

Solicitor's Report: Newest nuisance violations are out. Presented a letter from the State of Ohio officially exempting the donated Dotson property from taxes. Nothing on any of the other properties at this time.

Mayor's Report: Read from the January 21, 2014 minutes in regard to not answering customer questions or complaints without first referring with the employee having knowledge of the situation. She noted that it happened again in May, twice, where an issue with a resident was not dealt with well.

She stated that 'we need to support our employees' and provide a united front. Next she discussed details of the Community Meal they are providing on June 24th.

Motion by Hayes, second by McBride, to accept the financial reports as presented. Motion passed 6-0.

Motion by McBride, second by Baum, to accept the bills as presented:

AMERICAN ELECTRIC	ELECTRIC	\$ 295.05
BRIAN L SHOOK	TRAFFIC SIGNAL INSPECTION	\$ 500.00
M&W AUTOBODY	INS CLAIM DEDUCTIBLE	\$ 500.00
MOMAR	PARK GROUNDS CHEMICALS	\$ 285.49
PARK N POOL	TODDLER EQUIP (GRANT \$1K)	\$1162.32 (PD)
PUBLIC ENTITIES POOL	INSURANCE PREMIUM	\$9545.00 (PD)
ROOT LUMBER	MISC CHARGES	\$ 168.31
TIME WARNER	LIFT 8 & 9	\$ 65.29
VERIZON WIRELESS	CELLS	\$ 192.51
XEROX	MAINT AGREEMENT	\$ 89.45

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, June 16, 2014, was made by Marshman and seconded by McBride. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on June 9, 2014. All members present. Minutes were approved as presented.

Guest: Dave Shirk was present to discuss arrangements on his past due bill. After making his case, the BPA accepted an agreement of paying \$88.47 now and \$200 on June 30. He was informed that if the money was not there he would be turned off July 1st.

Fiscal Officer's Report: Correspondence Sent: M/M James Green – NSF notice (noted she was already called by the customer regarding her mistake); hardin county auditor – assessed e lamb past due balance due to foreclosure proceedings. **Correspondence Received:** wex bank – credit line notification capabilities offered; PERSO – truck insurance claim closed **Utility account updates:** presented current delinquent and arrangement list. Sent a final bill to Jessica Allen...property sold but no one has come forward w/new owner info. **Reports presented:** May month end: payment and receipt listing; appropriation, revenue and fund status. **Other misc:** USDA compliance review on 10th at 10:00am. Announced that the budget amendment did pass and that the audit would now be divided among multiple funds including water and sewer.

Superintendent's Report: ABSENT DUE TO ILLNESS

Delong asked about getting an ONU professor to have students do a hydrology study for a well field as a project to save on hydrologist and see what they might come up with. FO Spencer will check into it and see if possibly it could be done this coming school year. **Next Delong asked if Hemy had been heard from.** FO Spencer stated they had received a call and requested information to open a file. She noted, as before, the issue is returning the call to place the order as the calls are made when it is needed and there can't be a long wait for someone to return a call and take the order.

Mayor Cramer reminded members that the Village Officials were putting on the community meal June 24th and that she would like to see their help and donations toward the effort.

Motion by Driskill, second by Hipsher, to pay the bills as presented:

ADVANCE AUTO	MISC CHARGES	\$ 161.45
ALLOWAY	TESTING	\$ 233.70
AMERICAN ELECTRIC	ELECTRIC	\$1946.54
FIRST CITIZENS-VISA	MISC CHARGES	\$ 516.48
HARDIN CO ENGINEERS	LABOR	\$ 36.35
SHELDON GAS	NATURAL GAS	\$ 41.22
TIME WARNER	LIFT 3	\$ 35.29
TSC SUPPLY	MISC CHARGES	\$ 139.36
WEX BANK (MARATHON)	FUEL	\$ 465.01

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, June 23, 2014, was made by Hipsher, second by Driskill. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on June 16, 2014. Mayor Cramer presiding. Prater, Cramer, Marshman, Baum, McBride and Hayes present. Motion by McBride, second by Marshman, to approve the minutes as presented. Motion passed 6-0.

Guests: none

Old Business: none

New Business: Prater asked about condemning the property at 398 W Wayne. FO Spencer noted that the Village would not be able to afford tearing them down at this time but agreed it would stop people from buying them to 'fix and rent'. Council discussed the pros and cons of condemning several properties. Council decided to proceed with the process on the following properties: 398 W Wayne, 443 Park, 231 W Wayne, 131 S Buckeye, 120 S Buckeye, 151 S Buckeye, 150 Pioneer, and 326 W Washington. FO Spencer will prepare the letters.

Superintendent's Report: Discussed a situation that had taken place in regard to a property on the ordinance violation list for trash so that council was aware of it. It was suggested that all members sign the forms and or vote on the forms turned in, beginning with next batch. All agreed. Mayor Cramer reported that one recipient of a letter informed her she would have a dumpster on the 20th and will be cleaned up. Mayor Cramer also discussed a call from a resident that received a vehicle letter. The resident stated her plate was stolen and to stop sending her letters and stop harassing her. Next the Mayor informed Supt Cramer that a complaint on the ball field mowing was received. He stated that they mow the infields twice a week usually, and the outfield at least once a week. She was also asked about lime on the fields. McBride stated it has been and still is the job of each team's coach to lime the field as each league has different rules.

Prater reported that a resident received a letter and had already mowed. Supt Cramer said he had already corrected it with her, stating it was a mistake due to multi tenants on the one lot.

Fiscal Officer's Report: Correspondence sent: Solicitor – ordinance violations and Kauffman bill for the amount we requested using Clayton Tire credit. Mr Margliotti – informing him the village would be cutting down the tree in front of his home. ADP – income tax questionnaire. Correspondence received: Kenton Hardin Health Dept – Community Needs Assessment Survey representative needed for July 29. Marshman will attend. Reports presented: Handed all a report on the USDA compliance review. All finance committee members received a printout of the UAN reports showing the budget changes. Income Taxes: Several new letters sent. Deadlines on others nearing final notice time. Other Misc: Prepared a notice about the community wide garage sale to try and get people involved. Reminded all about the CIC Festival on the 21st.

Legislation: Discussed the burn ordinance drafted by the Solicitor. FO Spencer will make the desired changes for the next meeting.

Solicitor's Report: n/a

Mayor's Report: She and Bob Rice, of block watch, spoke with a parent regarding the juvenile son's behavior. They were told he would talk with the son. They were able to get a second juvenile to admit to some actions and the child assured them he would improve his behavior. They tried the home of a third juvenile involved in recent incidents but no one was there. Hayes asked if the sheriff could deal with the situation. Mayor Cramer noted that she will threaten children services if she has to in order to see we are serious. A report was received that during ball games some male juveniles were checking doors of cars in the parking lots at the park. She noted these were different juveniles than those they visited. Discussed the community meal taking place on the 24th which is being served by the members of council, bpa, the mayor, superintendent and fiscal officer.

Motion by McBride, second by Prater, to accept the bills as presented:

BURNHAM & FLOWERS	FO BOND	\$350.00
KT EQUIPMENT	EQUIP RENTAL	\$182.00
KENTON TIMES	ADVERTISING	\$288.00
MOTTER LAWN SVC	TILLING, SPREAD SAND	\$100.00
PAUL CRAMER	TOOLS BOUGHT @ AUCTION	\$ 12.50
TIME WARNER	OFFICE PHONE/DSL	\$120.26

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, July 7, 2014, was made by Marshman and seconded by McBride.

Motion passed 6-0.

The Village of Dunkirk BPA met in regular session on June 23, 2014. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: C Earlywine – regarding arrangements; R Rizor – giving deadline for past due balance on rental; Lakeside Title – past due balance on HUD house being sold
Correspondence Received: none **Utility account updates:** noted many residents taking until the 25th deadline this cycle, unusual. **Reports presented:** audit cost division breakdown. **Other misc:** Learned that Badger has software annual support costs and that the first bill will be coming soon for the amount of \$1100.04.

Delong asked if FO Spencer had heard anything on the audit cost. She stated that even with others involved, the cost this time would not be different, but possibly can get changes made for future audits. Next Delong brought up concern with the loss of revenue if the Council proceeds with condemning houses as planned. It was pointed out that these were empty homes and all but water is being charged and would continue being charged since there was no money available to tear them down. Delong felt that some people might be willing to live in them.

Superintendent's Report: The quote for the smoke testing should be completed soon. Announced that a valve on the softener went bad over the weekend. They picked up the part earlier in the day and McCoy performed the repair with him talking it through. Cramer noted, that in putting it back together, McCoy was ahead of his instructions. Felt it was a good learning experience for McCoy. Reported that the Slone curb stop was finally found and fixed so it can be shut off as needed now.

Hipsher asked if Cramer was checking for tampering of the 3 properties that have been shut off since the 11th. Cramer stated he would.

Motion by Driskill, second by Hipsher, to pay the bills as presented:

ALLOWAY	TESTING	\$ 38.50
HACKWORTH CONST	WATER SERVICE INSTALL	\$500.00
ML TECH	CHLORINE	\$167.50
TIME WARNER	PLANT/ LIFTS 1,2,4,5,6,7	\$332.00

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, July 14, 2014, was made by Hipsher, second by Driskill.

Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on July 7, 2014. Mayor Cramer presiding. Marshman, Baum, McBride, Hayes, Cramer (tardy), Prater (tardy) present. Motion by McBride, second by Baum, to approve the minutes as presented. Motion passed 4-0.

Guests: Lolita Reffitt was present regarding her juvenile grandson and a notice received from the Mayor serving a warning for his behavior at the Village Park. Mayor Cramer explained what reports were made in regard to the juvenile. Mrs. Reffitt stated that she and her husband, Henry Jr, had taken care of things after talking with Supt Cramer and asked that they be informed any time there is a problem with her grandchildren. Mayor Cramer thanked her for being proactive in regard to their upbringing. Baum noted that she wished more parents were like this.

Old Business: McBride reported he had completed the inspections on the homes as requested. He found two to not be serious enough to be condemned in his opinion.

Marshman reported that he had signed up for the health department health survey meeting.

New Business: none

Superintendent's Report: Decayed tree on North Main is now down. He and McCoy have been working on the ordinance violations when not complied. Still have a few properties to go. Due to the slow progress with the new ball field, such as grass growing back and dugouts to come, he would like to wait until next Spring for the dedication ceremony. Council agreed. Announced he would be on vacation the week of July 21st.

Fiscal Officer's Report: Correspondence sent: CIC – thanking for flower beds and congratulating for festival. Girl Scouts – thanking for flower bed help. Robert Bowermaster – acknowledging work on cleaning yard. Parents of 2 juveniles banning the juveniles from the park for the remainder of 2014; and the grandparents of another, warning of his behavior. David Rose – re junk car on village right of way. Jeffrey Myers and Geoffery England – re high weeds and grasses. Property Inspection requests of Health Dept, Council Pres, and Fire Chief. Correspondence received: Health Dept – May minutes and inspection response. USDA – compliance review report and new forms to track all water and sewer customers by sex, race and ethnicity. Reports presented: June month end: bank reconciliation; payment and receipt listings; appropriation, revenue and fund status; appropriation and revenue supplementals (changes all stemming from budget ordinance passed). Income Taxes: 2nd quarter figures are above those of same period in 2013. Other Misc: Asked if council wanted to perform an overview of ordinance violation forms turned in, with a vote to pass them all; or to simply pass them around for signatures. Council chose to do the signatures. FO Spencer will prepare the forms accordingly. Presented a community garage sale planning progress. She noted it is not the best due to short notice but already has ideas for improvement in 2015. Presented a bill from Kauffman Tire to Solicitor Schwemer in order for him to contact and discuss the Clayton Tire credit that was offered the village. Reminded council of her attendance at the income tax seminar on July 10 and 11, noting a possibility of higher than usual hours.

Legislation: reviewed the revised burn ordinance with cuts as requested. Mayor Cramer noted she had recently received a call from a resident complaining about the smells coming from a fire next to her property in which they were burning all kinds of trash from the home just purchased. Mayor Cramer advised her to call the Sheriff but felt bad she couldn't do more. Solicitor Schwemer stated that to adopt this cut version would cover containment but without a penalty it served no purpose. He also noted that was nothing on what not to burn. Hayes commented that such a list could go on endlessly. Marshman stated that he felt leaves shouldn't be in the list for containment. He also noted that the Fire Board would like to review any ordinance prior to its passage. Supt Cramer suggested that the Village provide a place for branches and leaves, and then ban burning completely. Solicitor Schwemer then reviewed the uncut ordinance with council. Discussed additions, deletions, and penalties. He will prepare another draft and email to Marshman for Fire Board presentation.

Next a draft of a social media ordinance was presented and discussed. Solicitor Schwemer noted it was something being passed in many villages and highly suggested passing it. He asked that

everyone take the draft home and be prepared for another question and answer session prior to moving forward and passing.

Solicitor's Report: Announced receipt of another letter exempting property taxes – 171 Pioneer.

Mayor's Report: Thanked members for their donations and time at the June community meal. Reminded all that Fun Day was September 28th and that planning needed to start soon. A brief discussion of planning took place. Lastly, Mayor Cramer noted that she had asked that FO Spencer send letters to residents when a noticeable improvement takes place, to acknowledge their efforts. She noted recently requesting thank you notes to Bowermaster, A Browne, and W Hamilton.

Motion by McBride, second by Hayes, to accept the financial reports as presented. Motion passed 6-0.

Motion by Prater, second by Marshman, to accept the bills as presented: AMERICAN ELECTRIC

ELECTRICITY	\$3716.50	
FARMER'S CO-OP	DIESEL FUEL	\$ 645.81
GOVERNMENT FORMS	REC OF RES JOURNAL	\$ 187.24
HARDIN COUNTY SW	ROSE PROPERTY DISPOSAL	\$ 42.80
J&N HALLERS	ORD CLEANUP DUMPSTERS	\$ 330.00
LANDTECH	APPLICATIONS 1-3	\$ 939.00
MOTTER LAWN SERVICE	ORD CLEANUP-FIELD	\$ 150.00
OH AUDITOR OF STATE	AUDIT FEES	\$ 492.00
OH MUNICIPAL CLERK'S ASSOC	MEMBERSHIP RENEWAL	\$ 45.00
OH MUNICIPAL LEAGUE	INCOME TAX SEMINAR	\$ 175.00 PD
ROOT LUMBER	MISC CHARGES	\$ 36.56
SHELDON GAS	NATURAL GAS	\$ 16.42
STEVE STAIR	STONE/HAULING	\$ 282.94
TIME WARNER	LIFTS 3,8,9	\$ 106.69
VERIZON WIRELESS	CELLS	\$ 133.19
XEROX CORP	MAINT AGREEMENT	\$ 84.27

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, July 21, 2014, was made by Marshman and seconded by McBride. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on July 14, 2014. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** Corpro quote for 2015 Cathodic protection agreement - \$730. Motion by Driskill, second by Hipsher, to accept the agreement. Motion passed 3-0. **Robinson Salt Supply – treatment salt vendor offering the state pricing – can deliver for \$118 per ton.** Supt Cramer stated that still having trouble with Hemy including an attempt to increase the price already. Motion by Hipsher, second by Driskill, to order from there. Motion carried 3-0. **Utility account updates:** Issue with post office machines tearing up bills. Applying deposits to Chris Arn and Jason Kindle as they have both left their rentals. Arn will have some applied and the balance as a credit to home she purchased. Soon will be applying Andy Emerine and Vanessa Ridgeway. **Reports presented:** June month end: payment and receipt listings; appropriation, revenue and fund status. **Other misc:** presented resulted of her rate survey and suggested 5 year rate increase plan. Driskill asked to table for next meeting and not make a recommendation to the council as of yet.

Superintendent's Report: Placed a new service line to the old Dotson house now owned by Emerine. Meter is now in street rather than basement. Had a tile blowout in the park. Fixed a lead at 220 N Walnut. Brine pump on softener went out. He contacted Lima Armature – rebuild w/o warranty would be \$600 and a brand new was approximately \$670. Board chose the new for the small difference. Required yearly sampling was completed and turned in. Smoke testing estimate received is \$1530 for one day. Next Supt Cramer reported that there was no water at 110 Pioneer and 311 S Walnut, but people were occupying the home. FO Spencer is to send an email to Shane at the health department. Lastly he noted he would be on vacations the week of July 21st.

Mayor Cramer thanked the members for their donations and help given for the meal at the community center. She then reminded them that Family Fun Day was September 28 and that any donations for it would be welcome and appreciated.

Motion by Hipsher, second by Driskill, to pay the bills as presented:

ALLOWAY	TESTING	\$ 487.20
BADGER METER	ANNUAL SUPPORT	\$1100.04
FIRST CITIZENS-VISA	MISC CHARGES	\$1439.66
HACKWORTH	W. SVC. & STORM TILE	\$ 700.00
MOMAR	HYDROCLEAN	\$ 790.76
PHYLLIS J SPENCER	TRAVEL EXP REIMBURSED	\$ 128.56
RH SHELDON	BACKHOE/ORD WORK	\$ 120.00
TIME WARNER	TOWN HALL	\$ 121.13
WEX BANK (MARATHON)	FUEL	\$ 309.98

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, July 28, 2014, was made by Driskill, second by Delong. Motion passed 3-0.

The Village of Dunkirk council met in regular session on July ~~31~~, 2014. Mayor Cramer presiding. Marshman, Baum, McBride, Hayes, Cramer (tardy), Prater present. Motion by McBride, second by Baum, to approve the minutes as presented. Motion passed 5-0.

Guests: Tony Crowe was present to discuss sheriff coverage and juvenile issues in the village. He has fielded many complaints himself and with the current activity people were wondering what it would take to put a force back into action. Several members commented the issue was money. Mayor Cramer noted that in the last few years the sheriff's department was paid for additional coverage but even that had to be cut this year. Hayes suggested that more people attend the block watch meetings and get involved. He stated, it would put more eyes out there to watch for things. Mayor Cramer noted that the people need to call the sheriff's office and not the tip line if they see something going on. Crowe was informed that block watch meetings are the 2nd Sunday of each month at 6pm in the community center.

Old Business: Marshman read the fire ordinance sent to him by the solicitor. Small details were discussed until Mayor Cramer suggested taking a vote to end the repetitive discussions. (see legislation)

New Business: Hayes reported that the new ordinance violations were passed around and signed. Thanked McCoy for attending during Supt Cramer's vacation, and stated his appreciation to Supt Cramer and McCoy for their efforts in following up with cleaning up lots that fail to comply.

Baum brought up a resident concern for a septic tank area that needed filled in more to avoid a hazard to area children. She also noted a junk car at the back of a property but J Cramer noted the committee cannot go onto a property; the violations have to be viewable from the road.

Superintendent's Report: (vacation)

Fiscal Officer's Report: Correspondence sent: Property improvement thank you cards to 4 residents; three ordinance violation notices to the solicitor - levi elliott - 479 w patterson - weeds, trash, gray water runoff, diana wilkerson - 467 w patterson - trash/burn pile, paugh estate - 378 w wayne - trash pile. Correspondence received: none Reports presented: none Income Taxes: working on cleaning up files, deleting deceased and legitimately inactive accounts, to get a clean account list for moving over to the new software in the near future. Other Misc: Prepared ordinance violation reporting forms with signature lines for future use. Also combined the grasses and trash sheets into one sheet with the option to check which violation(s) is being served. Reported on the income tax seminar she attended. Felt that HB5 will have little impact on the village. She noted the bigger issues in the fight were NOL Allowances, penalty/interest, and occasional entrant threshold. These areas are ones that would impact Dunkirk on a small level. She mentioned SB282 being introduced to make Ohio municipal taxes resident only. She learned ways to recover losses by finding businesses and people that should be paying but aren't. Some ways included property audits, LLC listings, sending letters with estimated bills, garnisheeing of wages. It was suggested that entities occasionally perform amnesty programs. Lastly Spencer added that upon passage a replacement ordinance and software changes would be needed. She noted that Dunkirk's new provider was in attendance to keep informed. Next Spencer informed council that having to work all five days of the week put her hours over the contracted limit by 1.5 hours. She did inform the Mayor of this possibility in advance, and left early one day to help cut the total. Spencer willingly paid herself all in regular time, no overtime. Next she reported that the playground equipment and shelter tables had arrived. The cost of the chairs was less if picked up at the store, so she is trying to set up arrangements with a qualified CIC member to go get them as the Village didn't have an account. Finally, Spencer distributed her utility rate proposal and survey. She informed council that the BPA had not made any recommendations yet. Her proposal was a 2% annual increase to water and sewer through 2019, and then small increment steps to the sewer debt. She drew their attention to the survey and the 2019 projected rate for 4K gallons, noting it was lower than other entities' 2014 rates for the same usage. Marshman thanked Spencer for taking the time to perform such a survey as it is a good tool for council to have handy when complaints are made about the rates. Guest Tony Crowe, who also received a copy of the presented papers, commented that he saw no problem with FO Spencer's proposal. No action was taken at this time.

Legislation: ORDINANCE 2014-05 BURN ORDINANCE

WAIVE – 1ST MARSHMAN, 2ND CRAMER. ROLL 4-2, McBRIDE & BAUM AGAINST. MOTION FAILED.
PASS 1ST READING – 1ST MARSHMAN, 2ND PRATER, ROLL 4-2, McBRIDE & BAUM AGAINST.

Solicitor's Report: n/a

Mayor's Report: Reminded members of the community meal on the 15th. She reported that a new exercise group was meeting at the community center most every evening at 6:30pm, stating it was free for anyone to join along. Discussed Fun Day details. All agreed to have a magician stroll the grounds. McBride and Spencer are still working on the entertainment. Confirmed the following activities: bingo, a euchre tournament, and the train. Spencer discussed the new way to distribute prizes – children receive a wristband and can then play all the games they want for as long as they want, then they get a bag of prizes when the wristband is turned in upon leaving or when done.

Motion by Hayes, second by Prater, to accept the bills as presented:

ADVANCE AUTO	MISC CHARGES	\$ 21.08
J&N HALLERS	DUMPSTER FOR ORD CLEAN UPS	\$335.00
LANDTECH	APPLICATION 4 & 5	\$626.00
MAYOR'S ASSOC.	MEMBERSHIP RENEWAL	\$ 40.00
TIME WARNER	PLANT, LIFTS 1,2,4,5,6,7	\$347.38
PAYROLL & LIABILITIES		

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **August 4, 2014**, was made by Marshman and seconded by Hayes. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on July 28, 2014. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** none **Utility account updates:** V Ridgeway deposit was applied. Due to passing J Brady deposit will be applied. Delinquent list was presented and a reported 87 shut off notices were mailed. Due to circumstances with the post office FO Spencer requested a reversal off late fees for Brittany Ward this cycle. Motion by Driskill, second by Hipsher to allow. Roll call 3-0. Account late fees will be reversed. Noted that assessments will take place according to procedures, at the end of this cycle. **Reports presented:** none **Other misc:** Readdressed the proposed rate increase. Brought their attention to the fact that the projected 2019 minimum bill would still be less than the current 2014 bill for the same amount in surrounding entities. Delong pointed out the minuscule change to the bill each year – stating water would increase just under one dollar each year, sewer would be around sixty cents each year. FO Spencer stated that another option would be to go with the USDA suggestion of charging a minimum bill to every lot that has a tap even though there is no dwelling on the lot. It was noted that while the water and sewer funds are not set up to profit, they cannot lose money and must be prepared for unexpected situations. FO Spencer stated that to lose money providing a service would be fiscally irresponsible. Hipsher and Driskill maintained their stand against any recommendation for a rate increase. Mayor Cramer stated that she was disappointed because she would rather see the village be proactive than to get slapped in the face with one big increase should a big event occur. She said small increments are easier to swallow. Hipsher stated that the council would do what they want anyways.

Superintendent's Report: Brine pump is online and running again. Ordered backflow and angle valves along with some meters due to lack of stock on hand. **Reported that a fuel surcharge was billed by Hempy at \$168. He noted that Morton had dropped the surcharge quite some time ago.** Discussed Aqua Store going out of business. This is where the glass lined tank came from. The dealer from there has left literature on another company that he is now with who will take over and help deal with any issues in the future with our tank. Since the estimate for the manhole and valve box replacement plans was from 2012, he was obtaining an updated estimate. He stated that the 2012 estimate was about \$3200 for all seven. Supt Cramer has placed a call to the Gormann Rupp dealer due to lift station 6 shorting out. He wants it fixed prior to the warranty running out. He will continue pushing this with them. He has a contractor coming out to give an estimate for the plant office.

Driskill brought up a resident complaint regarding the settling of an old septic tank location at a certain property. Supt Cramer noted that it had been crushed and was filled in during time of install and is not the responsibility of the Village. Cramer went on to state that while there is some additional settling, there comes a time when the contractor who performed the install is no longer responsible for returning to fill in the area. Hipsher noted that he has had to fill his in some, as have many others in town. FO Spencer stated that she and her father have done theirs and need to again.

Motion by Driskill, second by Delong, to pay the bills as presented:

ALLOWAY	TESTING	\$ 397.50
AMERICAN ELECTRIC	ELECTRICITY	\$1794.18
HEMPY WATER	TREATMENT SALT	\$3216.16
LIMA ARMATURE	PUMP REPAIRS	\$ 603.25
ML TECH	CHLORINE	\$ 142.50
VERIZON	CELLS	\$ 133.15

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, August 11, 2014, was made by Driskill, second by Hipsher. Motion passed 3-0.

The Village of Dunkirk BPA met in regular session on Aug 11, 2014. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Jason Campbell – NSF letter; Robinson Salt Supply – documentation for establishing an account **Correspondence Received:** Robinson Salt Supply – same as those sent **Utility account updates:** Presented Arrangement going beyond date FO can approve – Florence Johnson make a partial payment with a check for the balance dated September 3. Board approved since check was in hand. Discussed a resident, currently moving from an owned home to a rental. Ask how to handle if current bill not paid when requesting service at rental. Board agreed that the prior would have to be paid as well as the rental deposit. Stated that approximately 25 accounts will be assessed this month. Also noted there were approximately 15 shut offs to perform on the 12th. **Reports presented:** Delinquent list, arrangements listing. July month end: payment and receipt listings; appropriation, revenue and fund status. **Other misc:** none

Superintendent's Report: McCoy, in Cramer's absence for vacation, had nothing new or big to report.

Delong asked if the lift stations were insured. FO Spencer noted that they are listed on the Village's policy. He then stated that he went to look at Gloria Inmon's lot and the area does need filled in but noted it is not an issue for the Village. This is something her contractor did. All noted that at some point down the road even a contractor shouldn't be held responsible any more.

Hipsher asked if lift #6 was fixed yet. McCoy stated the parts weren't in but were on the way. Next he asked if the contractor came and met with Paul about the addition. McCoy replied that he had but figures weren't received yet.

Delong suggested that the board consider billing the empty lots with taps in order to help with covering costs. Mayor Cramer stated she was against that. FO Spencer noted that taps were put in without the request of the owners because it was simpler and cheaper for the village to do during the project. But owners who didn't request it might not agree to being charged for something they didn't ask for.

Motion by Driskill, second by Hipsher, to pay the bills as presented:

ACE HARDWARE	MISC CHARGES	\$ 28.48
ADVANCE AUTO	MISC CHARGES	\$ 5.48
ALLOWAY	TESTING	\$ 218.50
AMERICAN ELECTRIC	ELECTRIC	\$ 839.63
FIRST CITIZENS-VISA	MISC CHARGES	\$ 463.49
\$364.77 DUE BY FUN DAY COMMITTEE, NOT VILLAGE		
GOV'T ACC'TING SOLUTIONS	ANNUAL SUPPORT	\$1300.00
HARDIN CO ENGINEER	COLD PATCH	\$ 45.90
OHIO RURAL WATER ASSOC	RENEWAL FEES	\$ 100.00
SHELDON GAS	NATURAL GAS	\$ 12.60
TIME WARNER	TOWN HALL	\$ 121.13
TRACTOR SUPPLY	MISC CHARGES	\$ 34.99
WEX BANK (MARATHON)	FUEL	\$ 433.25

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, August 25, 2014, was made by Driskill, second by Delong. Motion passed 3-0.

The Village of Dunkirk council met in regular session on August 18, 2014. Mayor Cramer presiding. Marshman, Baum, McBride, Hayes, Cramer (tardy) all present. Prater absent. Motion by McBride, second by Baum, to approve the minutes as presented. Motion passed 5-0.

Guests: Hardin County Chamber and Business Alliance president and CEO, Jon Cross, spoke to council regarding both Dunkirk's and the county's future and its "strategic plan" for the next five years. Their six goals or "strategic priorities" were: Foster economic vitality, Revitalize communities, Invest in people, Promote agricultural connectivity, Build community collaboration, and to Strengthen the Alliance. Lastly, he noted that he wanted to make sure the smaller villages in the county were not just "pass-through towns."

Judy Crowe spoke on behalf of her son, Tony, who had received a notice regarding his camper. She noted that many marked issues were untrue and wanted to know who filed the report. Hayes spoke up that he and Cramer had went through town doing several and noted there was no tag and therefore it had to be turned in. She noted the plates were stolen but he has paper documentation of the police report and licensure. Crowe asked why pictures weren't taken to back up these reports. Mayor Cramer agreed that pictures need to be taken on all violations reported upon.

Old Business: Hayes and Supt Cramer want more time to review rate proposal figures before taking any action. Supt Cramer felt the water increase would not be enough. He will get with FO Spencer and review the figures. Mayor asked that they have everything ready for the first reading at the September 15th meeting.

Marshman discussed contact information with Mayor Cramer on the fire trailer for fun day. Mayor Cramer then stated that the magician was confirmed and they were still working with Courtney Morris.

Hayes asked if the Kauffman Tire bill was resolved. FO Spencer noted she knew nothing since sending bill with Solicitor at last meeting.

Baum discussed an issue with property lines and the possibility that the ordinance committee sent a violation notice to the wrong person. She was also asked about the settling of land at Gloria Inmon's but she stated that was between them and their contractor. She then listed areas with weeds that she felt needed addressed. They were the railroad property between Earlywine home and railroad, McCoy's paint shop, and Stump property on Cherry along railroad. Supt Cramer asked how to address the Stump property as part of the issue is with dirt piles and such from the sewer project. It was suggested that it be sprayed. Cramer will do so.

New Business: Marshman reported that the fire department had concerns with a fire hydrant operating. Supt Cramer noted it will work if needed. Just not on full time due to a small leak. He said they are also facing an increase in calls for people burning. They feel they are stuck between politics and policing. He also noted that the department does not wish to charge for such runs. Next Marshman stated he was asked to see if council had considered adding on to the building as they need more room for gear. Mayor Cramer asked if the Fire Board had ideas for where to find the money.

Superintendent's Report: nothing to report

Fiscal Officer's Report: Correspondence sent: Alger Council member – copy of village weed ordinance for reference; OH Division of Liquor – regarding hearing for new owner Correspondence received: OH Auditor's office – amendment to the latter of arrangement due to additional costs accrued during the audit. Reports presented: Property tax settlement distribution sheet, showing approximately \$1800 collected on ordinance violation assessments. Income Taxes: nothing new Other Misc: utility assessments are complied and once ordinance violations are tallied they will all be turned over to the county auditor. Asked if council was wanting an exit audit meeting. She noted that there is a cost for it and that they have reported it was a pretty clean audit. Council did not feel the need for one. FO Spencer then noted that anyone interested is welcome to come to her office with any questions and to discuss anything from the audit. She said she would try to answer as best she could and if she didn't have the answer she would make a call to the auditor's office and get one. She

reminded council, that the draft audit report they all have, cannot be discussed publicly. She said that once the State releases the audit and it is posted on their website, then it is officially public.

Legislation: ORDINANCE 2014-05 BURN ORDINANCE
PASS 3rd READING – 1st MARSHMAN, 2nd HAYES, ROLL 3-2, McBRIDE & BAUM AGAINST.
ORDINANCE PASSES.

ORDINANCE 2014-06 SOCIAL MEDIA ORDINANCE
PASS 2nd READING – 1st BAUM, 2nd CRAMER, ROLL 5-0. 2nd READING PASSES.

Solicitor’s Report: N/A

Mayor’s Report: Asked if Curly’s restaurant could use the closed shelter on September 8th for a cancer benefit dinner and fundraiser, at no cost. Council agreed unanimously to allow use at no cost. Resident Deb Forster drove her car to the mayor’s home to have her sign and verify that it did run as her car was given an ordinance violation. Next Mayor Cramer played a voicemail message left at her home by Catrisha Larson regarding her newest notices on a car and her yard being in violation. Mayor Cramer noted this message was much nicer than the prior one when she was last served. It was mentioned that another habitat home was possibly coming to Dunkirk. Council all agreed this was not acceptable given the ongoing trouble with this habitat owner. Mayor Cramer will once again notify Habitat offices regarding the current situation and that council does not support any future habitat homes in the village.

Motion by Hayes, second by Cramer, to pay the bills as presented:

DON HULL TREE CARE	TREE WORK	\$1150.00
HOSTETLER METAL SALES	2 nd DUGOUT ROOF	\$ 199.68 PD
LANDTECH	APPLICATIONS 6&7	\$ 626.00
MARK SCHWEMER	YTD POSTAL COSTS	\$ 292.68

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, **September 15, 2014**, was made by Marshman and seconded by McBride. Motion passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on Aug 25, 2014. All members present. Minutes were approved as presented.

Guests: Amanda Alberding was present to request a one time extension to August 29th for paying her past due bill. Upon hearing her situation the Board agreed unanimously to allow the extension.

In his absence, FO Spencer spoke for Mike Kindle who is also requesting an extension to the 27th. Having knowledge of his situation the Board also allowed his extension.

Fiscal Officer's Report: **Correspondence Sent:** none **Correspondence Received:** none **Utility account updates:** none **Reports presented:** July cycle payment arrangement results to date. **Other misc:** Presented a breakdown of the property tax settlement, noting that there was approximately \$2500 paid to delinquent utilities. Lastly FO Spencer asked if the September 8th meeting could be moved to the 9th to allow her time to prepare following her absence for the fair. All agreed to the delay.

Superintendent's Report: meter parts have come in and bill is in tonight's folder. Still have a few curbstops to replace, one being the Hildreth residence where he plans to put a whole new service outside of the home. Aqualine is coming to do a town wide leak survey as there is a 15-20K/day loss that he cannot locate. Stated he has completed the BWC quarterly report and is working on the annual report required for the grant the village received for the meters. Requested permission to purchase a 40 gallon barrel of algaecide for the lagoons. He said the cost is between \$800 & \$900. Motion by Hipsher, second by Driskill to purchase it. Motion carried 3-0. Next Supt Cramer suggested that there be nothing accepted past the 25th deadline for utility bills. Board agreed to do so beginning with the cycle that just mailed earlier in the day. Aerator at lagoon was changed out last week and the system is back in service now. The contractor preparing the estimate for the addition to the plant contacted him with suggestions for ways to save money. With the revised information he will be providing his quote soon.

Delong brought up McCoy's contract. He and the Mayor set September 15th at 6:15 for the contract committee to meet so that it could be addressed at the council meeting following.

Hipsher asked if lift station six was fixed yet. Supt Cramer stated he had yet to hear from them and will make contact soon.

Mayor Cramer reminded everyone of the Community Meal on Tuesday, and the Fun Day being held September 28th, noting the any volunteers or donations toward fun day would be appreciated.

Motion by Delong second by Driskill, to pay the bills as presented:

ALLOWAY	TESTING	\$ 38.50
AMERICAN ELECTRIC	ELECTRIC	\$1434.76
HD SUPPLY	METER PIT PARTS	\$1523.00
ML TECH	CHLORINE	\$ 205.00
TIME WARNER	PLANT, LIFTS 1,2,4,5,6,7	\$ 347.45

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **September 9, 2014**, was made by Driskill, second by Hipsher. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk BPA met in regular session on September 9, 2014. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Anne Gunther – NSF notice **Correspondence Received:** Ohio EPA – preapplication for public water permit **Utility account updates:** leak adjustment given to Curtis (00107700) upon verification of repair. All approve. **Reports presented:** August month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc:** Discussed and incident that occurred earlier in the day with Mr Robert Powell, in regard to the charges put on 160 Pioneer for the past meter issue. She reported feeling somewhat intimidated by his tone and demeanor. It was noted by Supt Cramer that the new owner ended up paying off the bill just to get service so Powell is trying to recover something he didn't pay.

Delong questioned the negative adjustment on the payment listing. Spencer explained that this is how the auditor wishes any reimbursement of expenses to be handled if in the same year. She explained that this one was the CIC reimbursing for the dugout costs. Next Delong asked if Alberding and Kindle paid as allowed. FO Spencer stated that both did.

Superintendent's Report: Announced that a new chlorine pump and buffer is needed for lagoon testing. Motion by Hipsher, second by Driskill, to purchase. Motion passed 3-0. Reported placing a new pit with outside service to the Hildreth property on S Buckeye in order to eliminate a basement meter. Leak detection survey checked 46 hydrants, 75 mainline valves, and 11 services. One minimal leak is at Patterson and Walnut intersection, One of the old style valves in the rail yard is going bad and will be replaced soon, Curtis on N Buckeye was also discovered. The last leak found was at 360 W Washington and was approximately 20K/day in loss. In this particular case, it was discovered that the service was turned back on and a tenant was residing there. He reported this to FO Spencer and a tamper fee and turn on fee was assessed to the account. Cramer also noted that the tenant was aware of the leak due to water standing in the back yard, but just didn't report it. Lastly Supt Cramer stated that a representative was in earlier in the day and took a look at lift 6 to begin diagnosing and fixing the problem.

Motion by Driskill, second by Delong, to pay the bills as presented:

ACE HARDWARE	SUPPLIES	\$ 78.91
ALLOWAY	TESTING	\$ 220.20
AMERICAN ELECTRIC	ELECTRIC	\$2079.13
ARTESTION OF PIONEER	VALVES	\$ 147.86
BRIAN L SHOOK	MISC JOBS	\$1600.00
FINDLAY IMPLEMENT	MOWER MAINT	\$ 143.93
FIRST CITIZENS	MISC CHARGES	\$ 517.30
HACKWORTH	METER PIT LABOR	\$ 500.00
HENSEL READY MIX	LIMESTONE	\$ 515.00
MOMAR	LAGOON ALGAECIDE	\$1097.14
MOTTER LAWN SERVICE	WASHINGTON ST LOT	\$ 150.00
OHIO AUDITOR	UAN/AUDIT FEES	\$1309.00
ROOT LUMBER	MISC SUPPLIES	\$ 703.11
SHELDON GAS	NATURAL GAS	\$ 12.60
STEVE STAIR	SAND & TRUCKING	\$ 458.31
TIME WARNER	LIFTS 3,8,9	\$ 108.12
VERIZON WIRELESS	CELLS	\$ 133.09
WEX BANK (MARATHON)	FUEL	\$ 335.95
XEROX	MAINT AGREEMENT	\$ 86.61

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **September 22, 2014**, was made by Hipsher, second by Driskill. Motion passed 3-0.

The Village of Dunkirk council met in regular session on September 15, 2014. Mayor Cramer presiding. Marshman, McBride, Hayes, Cramer (tardy) all present. Baum and Prater absent. Motion by McBride, second by Cramer, to approve minutes as presented. Motion passed 4-0.

Guests: John Delong, contract committee member, reported that the committee's recommendation for McCoy contract is to leave all the same, less the probation period mention. They suggest it have the same end period as all the other employees so that all contracts are then in the same time period. He reminded council that this did not mean they couldn't give him raises and such within the contract period, only that they wouldn't have to hold contract negotiations as often. Motion by Marshman, second by McBride, to accept the proposal of simply striking the probation portion of McCoy's contract and giving it the end date of April 30, 2019. Motion passed 4-0.

Old Business: Marshman stated that the fire department would still like the hydrant located at the old T-Ted site to be completely operable to avoid a tragedy. Supt Cramer estimated \$4K to perform the repair. Hayes noted that he would rather do it than have to explain to someone later why they didn't. Motion by Hayes, second by Marshman, to allow the fiscal officer to move the needed funds for the hydrant repair as necessary. Motion passed 4-0.

Hayes asked if the Kauffman Tire bill was going away any time soon. Solicitor Schwemer stated he hadn't been able to call recently but will do so soon. Next Hayes discussed the Larson property on South Main. He has complaints of them throwing their animal feces onto another property, trash still there, and weeds growing in and out of fence area. He would like to see a one time hit on the property by the village employees but was curious as to how they could be protected while doing so. Solicitor Schwemer advised to arrange with the sheriff to have an officer on scene at the time of entry. Mayor Cramer will set up arrangements with the sheriff and Supt Cramer.

New Business: McBride reported having received a complaint by Mark Southward about ordinance violation issues on an adjacent property, one being a manure pile. Mayor Cramer stated she had gone there on more than one occasion and did not smell anything. She also stated she personally talked with the landowner and he will be taking care of some of the issues during an upcoming time off. Hayes added that the manure is not a violation if being used as a fertilizer, which is indeed the case here.

Hayes was asked by residents if East Patterson could have sidewalks to the apartments given the students have to walk on road to the bus stop. Mayor Cramer's response was that there is just no money for such a project at this time.

Superintendent's Report: Brian Shook came to look at the damage to the traffic lights and assisted in removal. He will be putting together an estimate for replacement to be turned in as a claim. He also noted it will take a while and therefore 81 will be a stop street until they are back in operating condition. He informed council that all proper authorities were contacted and came to the accident scene at Marathon. All steps are being taken to not contaminate any waterways etc.

Fiscal Officer's Report: Correspondence sent: none Correspondence received: Ohio Dept of Taxation re data exchange. Council agreed not to participate this year. Hardin County

Treasurer re changes in tax value with some up and some down; Sheldon Gas – rate increase; and Kenton Hardin Health Department – July minutes. Reports presented: August month end – bank reconciliation; payment and receipt listings; appropriation, revenue and fund status; appropriation supplemental. Income Taxes: nothing new Other Misc: Preparing assessments for delinquent utility and ordinance violations, to be turned in this week yet.

Legislation: ORDINANCE 2014-06 SOCIAL MEDIA ORDINANCE
 PASS 3rd READING – 1ST MARSHMAN, 2ND HAYES, ROLL 4-0. ORDINANCE PASSES.
 ORDINANCE 2014-07 UTILITY RATE AMENDMENTS
 1ST READING – 1ST MARSHMAN, 2ND McBRIDE, ROLL 4-0. 1ST READING PASSES.
 RESOLUTION 02-2014 ACCEPTING RATES OF THE COUNTY BUDGET COMMISSION
 1ST READING – 1ST MARSHMAN, 2ND McBRIDE, ROLL 4-0. 1ST READING PASSES.

Solicitor’s Report: NOTHING NEW

Mayor’s Report: Asked council to set Trick or Treat so that the fire department could arrange the Halloween parade. Council set it on October 30th, 5-7pm. She reminded everyone that the Homecoming parade would be on the 16th going from the park to the school and the community meal is the 23rd at 5pm. Discussed final details for Fun Day. Next she asked if the dirt pile at the east section of the walking path could be removed. Supt Cramer stated no time soon as it is used as needed. She said that the weeds are terrible and several walkers are concerned it is a safety hazard when walking at dawn and dusk.

Motion by McBride, second by Hayes, to accept the financial reports as presented. Motion passed 4-0.

Motion by Marshman, second by McBride, to pay the bills as presented:

ACE HARDWARE	MISC CHARGES	\$ 12.99
ADVANCE AUTO	MISC CHARGES	\$ 8.59
J&N HALLERS	SEPT-DEC PICK UP	\$152.00
KENTON TIMES	ADVERTISING	\$107.52
LANDTECH	APP 8 & 9	\$626.00
TIME WARNER	TOWN HALL PHONE/DSL	\$121.18

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, **October 6, 2014**, was made by Marshman and seconded by McBride. Motion passed 4-0.

 Mayor

 Fiscal Officer

The Village of Dunkirk BPA met in regular session on September 22, 2014. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** Anne Gunther called on 9-22 regarding the NSF and asked if she could have until October 15th to make restitution. Board agreed to give her the same deadline for regular payment arrangements, which was September 25th. FO Spencer will contact her and let her know. **Utility account updates:** Assessments totaling \$11,277.19 in delinquencies was turned in to the county auditor. Sent previous tenant balances to landlord Tom Park for 311 S Walnut and 231 N Buckeye. **Reports presented:** none **Other Misc:** Requested a onetime passage allowing fiscal officer to remove/waive late fees any time there is receipt of an obvious check writing error when customers are paying on their utility bill. Motion by Driskill, 2nd by Delong to permit the above. Roll call 3-0. Motion passes. Noted that shut off notices would be out within the next 2 days.

Superintendent's Report: Leak on N Cherry fixed. Hydrant work began on 19th and continued earlier in the day with another old valve breaking in front of Shenanigans; all was repaired and back up and running by noon. Lines to the plant were installed to allow for the proper flow in the system. He noted the need to restock after the hydrant and valve repairs. Board told him to go forward and be sure stock is replenished.

Mayor Cramer reminded all that the community meal was on the 23rd and that fun day was coming up on the 28th.

Motion by Hipsher, second by Driskill, to pay the bills as presented:

ALLOWAY	TESTING	\$ 38.50
AMERICAN ELECTRIC	ELECTRIC	\$ 44.11
CUSTOM PROBE CO	PROBE BARS	\$ 53.10
EJ PRESCOTT	MISC PARTS	\$262.20
TIME WARNER	PLANT, LIFTS 1,2,4,5,6,7	\$347.43
USA BLUEBOOK	MISC PARTS	\$367.07

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **October 13, 2014**, was made by Delong, second by Hipsher.

Motion passed 3-0.

BPA President

Fiscal Officer

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The Village of Dunkirk council met in regular session on October 6, 2014. Mayor Cramer presiding. Marshman, McBride, Hayes, Cramer and Baum present. Prater absent. Motion by McBride, second by Hayes, to approve minutes as presented. Motion passed 5-0.

Guests: none

Old Business Marshman stated that he went to the park to see the dirt pile at back of walking path and agreed it could appear intimidating to some walking when it is darker out. Supt Cramer noted that they will be pushing the pile elsewhere as soon as they are able to get to it.

New Business: Baum asked if the blinking lights were going back up at 68/81 intersection. Supt Cramer confirmed they were going back up. Next she reported being asked if there could be a central location for trick or treat as kids no longer seem to go to side streets. Mayor Cramer said to tell them they need to turn on their porch lights.

Superintendent's Report: Hydrant is fixed. He ordered trees from grant funds. He also noted 7 trees needing to come down. He stated that 2 could be taken down by him and McCoy but the others would have to be done professionally. He had a quote from Hulls for \$2400 for all 5 to be taken down, stumps ground, and all hauled away. Motion by Marshman, 2nd by Hayes to contract Don Hull Tree Care at \$2400. Motion passed 5-0. Received a new quote for the water plant office. RC Kuhn and Sons can build it for \$24,500 as a high estimate. Cramer noted the counter top amount will be much less than on paper. Hayes asked if this would for sure cut the noise and chemical issues. Cramer noted it would. Motion by Marshman, 2nd by Cramer to accept the bid. Motion passed 5-0. It was strongly noted that this is not in any way related to the rate increases of the current ordinance being passed. Next Supt Cramer requested permission for McCoy to take a correspondence course of basic wastewater systems. He said the course and books cost \$560. Baum noted that it was to the Village's benefit that he take it. Motion by Baum, 2nd by Marshman to cover the cost of the course. Motion passed 5-0.

Fiscal Officer's Report: Correspondence sent: Secretary of State – village roster and statistics survey; Public Entities Pool – insurance claim information. Correspondence received: Phone call from resident regarding a family visitor for the months of October and November, that will reside in a trailer in their drive. Kenton Hardin Health Department – August minutes; Public Entities Pool – response on covering loss of income. The loss was discussed and council felt that it was substantial enough to warrant making a claim on the driver's insurance. Motion by Hayes, 2nd by Marshman to file a claim for loss of gas tax income, according to the amount of gas sales loss Southside claims. Motion passed 4-1 with McBride against. Reports presented: September month end – bank reconciliation; payment and receipt listings; appropriation, revenue and fund status; appropriation supplemental. Income Taxes: nothing new Other Misc: Insurance claim for lights has been paid, village will have the \$500 deductible to cover upon completion. Federal single audit report was turned in and verified. Discussed a fraudulent charge on Cramer's visa. Bank caught it and a new card is on its way and the old was destroyed.

Legislation:

ORDINANCE 2014-07 UTILITY RATE AMENDMENTS

2nd READING – 1ST MARSHMAN, 2ND McBRIDE, ROLL 4-0. 1ST READING PASSES.

RESOLUTION 02-2014 ACCEPTING RATES OF THE COUNTY BUDGET COMMISSION

2nd READING – 1ST MARSHMAN, 2ND McBRIDE, ROLL 4-0. 1ST READING PASSES.

ORDINANCE 2014-5A AMENDMENT TO THE BURN ORDINANCE (2014-05)

WAIVE 3 READ RULE – 1ST MARSHMAN, 2ND HAYES, ROLL 5-0

PASS – 1ST MARSHMAN, 2ND CRAMER, ROLL 5-0.

Solicitor's Report: NOTHING NEW

Mayor's Report: Spoke with Sandi Kurt of Habitat for Humanity. They too have tried to speak with Larson to no avail. While they did agree to abide by village ordinance as a part of their agreement, the home belongs to them and Habitat cannot do anything about their noncompliance. Hayes strongly suggested using a deputy while Cramer and McBride are on the property. Next she discussed a conversation with ODOT. In requesting another traffic survey she was told one was just done in 2013, and they are done every 3 years. She quoted figures of our traffic versus the required traffic for a full traffic light. They also stated that you can have flashing signs or an overhead flashing light, but not both. It was noted that the flashing traffic lights are more visible in the fog. Baum asked if signs stating dangerous intersection ahead could be put up. That wasn't asked. Supt Cramer reminded everyone that the recent accident had nothing to do with the light and everything to do with human error. Mayor Cramer added that there have been fewer accidents since the change to the flashing light. Lastly Mayo Cramer requested setting the 2015 fun day date so that she could work on a special guest. It was set for September 27, 2015.

Motion by Marshman, 2nd by McBride, to accept the financial reports as presented. Motion passed 5-0.

Motion by Marshman, second by McBride, to pay the bills as presented:

AMERICAN ELECTRIC	ELECTRIC	\$4123.25
EJ PRESCOTT	HYDRANT/LEAKS	\$2460.50
FIRST CITIZENS VISA	MISC CHARGES	\$ 28.37
FORNEY SALES & SVC	CHOP SAW	\$ 892.46
HACKWORTH	LINE WORK TO PLANT	\$ 900.00
MOTTER LAWN	TILL NEW DIAMOND	\$ 75.00
OHIO AUDITOR	AUDIT FEES	\$ 295.20
RH SHELDON	LEAK/HYDRANT	\$1807.50
ROOT LUMBER	MISC CHARGES	\$ 385.48
SHELDON GAS	NATURAL GAS	\$ 20.77
STEVE STAIR	STONE/HAULING	\$ 386.53
STUMPS FIRE PROTECTION	INSPECTIONS	\$ 71.45
TIME WARNER	LIFTS 3,8,9	\$ 108.12
VERIZON WIRELESS	CELLS	\$ 131.23
WADE & GATTON	TREES (GRANT)	\$ 774.00
XEROX	MAINT AGREEMENT	\$ 83.43

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, **October 20, 2014**, was made by Marshman and seconded by Hayes. Motion passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on October 14, 2014. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: **Correspondence Sent:** County Auditor – reversed 360 W Washington assessment due to tenant moving in and paying. **Correspondence Received:** none. **Utility account updates:** applying Carlos Bailey deposit. Presented arrangement list for review. Reported that 7 accounts were turned off and all but one is paid and back on. Several others paid prior to shut off. **Reports presented:** September month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc:** nothing

Discussed a rental property where owner had left on and a tenant has no moved in but yet to pay deposit. FO Spencer noted that the owner specifically said to leave it on when asked if they wanted off until deposit was paid.

Superintendent's Report: Since prior leak survey, the usage was down but it has jumped up again so Aqua Line will be in again. Announced that council approved a waste water correspondence course for McCoy and the accepted the quote for the water plant office building addition.

Delong noted that with one more reading the rate increase will be passed.

Motion by Hipsher, second by Driskill, to pay the bills as presented:

ALLOWAY	TESTING	\$ 683.70
CNA SURETY	MAYOR, SUPT BONDS	\$ 200.00
BRIAN SHOOK ELECTRIC	INS DEDUCTIBLE	\$ 500.00 PD UPON COMPLETION
HD SUPPLY	MIS PARTS	\$2292.00
MACDONALD SUPPLY	MIS PARTS	\$ 374.66
ML TECH	CHLORINE	\$ 192.50
ROBINSON SALT	TREATMENT SALT	\$2709.28
SHELLY MATERIALS	STONE FOR PLANT	\$ 217.19
TIME WARNER	TOWN HALL PHONE/DSL	\$ 121.26
WEX BANK (MARATHON)	FUEL	\$ 381.07

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **October 27, 2014**, was made by Driskill, second by Hipsher. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on October 20, 2014. Mayor Cramer presiding. Marshman, McBride, Hayes, Cramer, Prater and Baum present. Motion by McBride, second by Hayes, to approve minutes as presented. Motion passed 5-0, Prater abstained.

Guests: none

Old Business: Hayes asked McCoy (sitting in for Supt Cramer) how the tree removal went. McCoy reported all were down with no troubles.

New Business: Marshman mentioned that the Fire Board noted that the Village needed to check on the building generator occasionally. McCoy stated it is already being done. Next he noted that the fire board would like to sell the old air compressor for \$200. FO Spencer noted there had been questions brought up as to ownership of said compressor and advised that someone check into that before moving forward with the sale. Lastly Marshman had a request that the hydrants be flushed and any difficult to operate be lubed in order to save issues in a fire. It was noted that this is something the fire department has done in the past for practice purposes.

Superintendent's Report: abs

Fiscal Officer's Report: Correspondence sent: Hardin Co Board of Health – condemnation of 6 properties; First Citizens – fraud claim report; Nationwide Ins – claim for loss of income from Marathon accident. Correspondence received: Gov't Accounting Solutions – software license agreement. FO Spencer noted a few typos to be corrected prior to her signing the agreement. Reports presented: none Income Taxes: software rollover will begin soon. Working on updating the client list since the rollover will be billed per account. Other Misc: Mayor Cramer approved a budget supplemental to line 5201-543-399-0000 for \$1713.00 in order to continue with daily business. Noted a finance committee meeting will be held October 27 at 3pm to work on a final budget and discuss 2015. Reported that NHCFD has made their 2nd of three annual payments for building electric. Announced that the final Fund Balance Adjustment was performed per audit and that all grant monies for Short Lived Assets and other system capital outlay is now properly separated.

Legislation:

ORDINANCE 2014-07 UTILITY RATE AMENDMENTS

3rd READING – 1ST MARSHMAN, 2ND McBRIDE, ROLL 5-0. Prater abstained.

RESOLUTION 02-2014 ACCEPTING RATES OF THE COUNTY BUDGET COMMISSION

3rd READING – 1ST MARSHMAN, 2ND CRAMER, ROLL 5-0. Prater abstained.

Solicitor's Report: n/a

Mayor's Report: Discussed a facebook post from a resident noting nothing done in 2 months regarding his complaint. Mayor Cramer noted that the owner has been working on the property but needs time for chemicals to take effect before taking the weed all out. It was also noted that the manure pile had no smell and was legal according to ordinance. Mayor Cramer stated that she received a complaint on the Larson property. She stated she would contact the sheriff's office for a deputy and asked McCoy to be ready to go in and bring her back into compliance. Also discussed other properties with ordinance violations for weed and grasses. McCoy took the addresses for action.

Motion by Hayes, second by Prater, to pay the bills as presented:

AMERICAN ELECTRIC	ELECTRIC	\$41.90
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PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **Nov 3, 2014**, was made by Marshman and seconded by McBride. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on October 27, 2014. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: J Campbell – multiple NSF notice
Correspondence Received: none **Utility account updates:** three accounts shut off for not following through with arrangements. Mayor Cramer discussed a call from Reverend Stafford regarding Dave Shirk contacting her. Discussed the accusations from Shirk and Mayor Cramer will inform her that many of the facts were untrue. **Reports presented:** none **Other Misc:** none

Superintendent's Report: Leak was found by Dairy Dream. While it was not the old valve in the section, they went ahead and changed it out while there since it was one of the old ones that have been going bad and were part of a replacement settlement with supplier. A tower module was replaced as the system was not working properly and causing extra wear and tear on equipment.

Delong informed members that the finance committee discussed that a change in 2015 would be that any ordinance violation cleanup labor would be paid only from the general fund since that is where the assessment revenue goes when received from the county.

Motion by Driskill, second by Hipsher, to pay the bills as presented:

AMERICAN ELECTRIC	ELECTRIC	\$2130.88
ALLOWAY	TESTING	\$ 60.00
HD SUPPLY	MISC PARTS	\$ 408.00
OHIO EPA	OPERATOR CERT RENEWAL	\$ 35.00
ROOT LUMBER	GAS LINE @ PLANT	\$ 13.32
SHELDON GAS	GAS LINE/LEAK REPAIR	\$ 801.25

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **November 10, 2014**, was made by Delong, second by Hipsher. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on November 3, 2014. Mayor Cramer presiding. Marshman, McBride, Cramer, Prater and Baum present. Hayes absent. Motion by McBride, second by Baum, to approve minutes as presented. Motion passed 5-0.

Guests: none

Old Business: none

New Business: none

Superintendent's Report: Responded to prior meeting discussion of maintaining an operating generator at the village hall by stating that it is set up to run a cycle monthly. Reported that the park was winterized and closed, noting that the walking path was still open. Requested to take vacation the week of December 1st. Council approved.

Fiscal Officer's Report: Correspondence sent: NONE Correspondence received: NONE Reports presented: October month end: payment and receipt listings; appropriation, revenue and fund status; appropriation and revenue supplementals Income Taxes: still working on clearing non-active accounts for the rollover. Other Misc: Working on paperwork prior to holding a record retention meeting so that a onetime destruction can be performed and a routine retention action schedule can be set. Final figures on project list received and will be preparing a draft for 2015 budget so that finance committee has time to meet and finalize prior to first meeting in 2015. Will be purchasing the AVG security renewal for computer systems.

Legislation:

ORDINANCE 2014-08 BUDGET AMENDMENT

WAIVE – 1ST MARSHMAN, 2ND CRAMER, ROLL 5-0.

PASS – 1ST MARSHMAN, 2ND BAUM, ROLL 5-0. .

Solicitor's Report: Working on updating codified ordinances and suggested budgeting for binders and such.

Mayor's Report: Was informed by representative of health department that they will not condemn properties unless the village has intentions of demolishing them, cannot be used to keep people from living in them. Solicitor Schwemer noted they can use their own nuisance route to achieve the desired end result. Asked council if a speaker she heard at her Mayor's meeting could come to a special gathering to discuss drug issues in the area. She noted it was very informative. Council agreed to do in new year. Reminded all of block watch on 9th at 6pm. Announced that McCoy's books arrived and he will begin his correspondence course.

Motion by Marshman, second by Prater, to pay the bills as presented:

ACE HARDWARE	MISC SUPPLIES	\$ 15.96
COMBS CONCRETE	SIDEWALK REPAIR/HYDRANT	\$ 700.00
DON HULL TREE CARE	DOWNING OF DEAD TREES	\$2400.00
HACKWORTH CONST	INSTALL BACKFLOW @ PLANT	\$ 200.00
HARDIN CO ENGINEER	COLD PATCH	\$ 16.65
OH AUDITOR	AUDIT COSTS	\$ 250.10
RC KUHN & SON	INITIAL PORTION OF CONTRACT	\$4900.00
TIME WARNER	PLANT/LIFTS 1,2,4,5,6,7,8,9	\$ 419.91
VERIZON	CELLS	\$ 133.45

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, **Dec 1, 2014**, was made by Marshman and seconded by Prater. Motion passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on November 10, 2014. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: T Ruhlen – re NSF; A Alberding (via phone) – re NSF; R Jones (in person) – re NSF; Coldwell – re current balance C Eitel account
Correspondence Received: none **Utility account updates:** Applied VanSchoik and Gossard annual credit for lift station electric. Charged a tamper fee to D Curl. **Reports presented:** October month end: payment and receipt listings; appropriation, revenue and fund status. Final September cycle arrangement records – those unable to arrange in current cycle are A Gunther, P Crowe, and B Dye. CD rate search. **Other Misc:** requested an adjustment to her personal account due to three leaks. Large leak and one small fixed, one small remains at an unused toilet that is turned off until she can afford to repair it. Board approved.

Superintendent's Report: Customer informed about a leak discovered by Hipsher. Building construction on hold for prior jobsite inspections. EPA sewer inspection discussed. Emergency leak survey found large leak new Dairy Dream. Announced taking vacation week of December 1st. Suggested increasing the annual credit given to Eric Gossard and Harvey VanSchoik for the electric on lift stations billed to their private accounts. Motion by Hipsher, second by Delong, to increase the credit to \$50 beginning with 2015. Motion passed 3-0.

Motion by Hipsher, second by Driskill, to pay the bills as presented:

ADVANCE AUTO	SUPPLIES	\$ 242.16
ALLOWAY	TESTING	\$ 218.20
AMERICAN ELECTRIC	ELECTRIC	\$2145.13
AQUA LINE	EMERGENCY DETECTION	\$ 541.40
	ANNUAL SURVEY	\$ 915.00
FIRST CITIZENS VISA	MISC CHARGES	\$ 277.41
HENSEL READY MIX	CONCRETE MIX	\$ 173.00
ML TECH SERVICES	CHLORINE	\$ 167.50
ROBINSON SALT SUPPLY	TREATMENT SALT	\$2975.96
SHELDON GAS	NATURAL GAS	\$ 87.17
TIME WARNER	LIFT 3	\$ 36.08
WEX BANK (MARATHON)	FUEL	\$ 357.36
XEROX	MAINT AGREEMENT	\$ 80.31

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **November 24, 2014**, was made by Hipsher, second by Driskill. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk BPA met in regular session on November 24, 2014. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: **Correspondence Sent:** Coldwell Banker Realty – more information for 140 S Main. **Correspondence Received:** none. **Utility account updates:** Shut offs will be going out on 25th. NSF Status – R Jones, A Alberding and S Ruhlen all paid, J Campbell has not followed through. **Reports presented:** none **Other Misc:** nothing

Superintendent's Report: nothing new

Mayor Cramer reported that she was notified of a leak discovered at Camp Common Grounds and that they will end up needing an adjustment on the next billing. Supt Cramer commented that this may have been the leak he was trying to track down as usage had been up. He will check on things in the morning and be sure they are all fixed.

Motion by Driskill, second by Hipsher, to pay the bills as presented:

TIME WARNER	TOWN HALL DSL/PHONE	\$121.26 PD
ACE HARDWARE	FURNACE FILTER	\$ 28.96
ALLOWAY	TESTING	\$ 40.50
AMERICAN ELECTRIC	ELECTRIC	\$2126.96
DISPLAY SALES	CHRISTMAS LIGHTS,WREATH	\$ 485.00
HARDIN CO ENGINEER	ST REPAIR/RR PAINTING	\$ 853.22
OHIO EPA	DISCHARGE FEE	\$ 200.00
OHIO EPA	PUBLIC WATER LICENSE	\$ 748.80
OHIO MUNICIPAL LEAGUE	RENEWAL	\$ 345.00
OPWC	LOAN CP012	\$2499.75
	LOAN CP08H	\$4623.43
	LOAN CP22K	\$3043.47
	LOAN CT87M	\$4999.87
SHELLY MATERIALS	WORK AT PLANT	\$ 49.38
TIME WARNER	PLANT, LIFTS 1,2,4,5,6,7	\$ 347.75

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **December 8, 2014**, was made by Delong, second by Driskill. Motion passed 3-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on December 1, 2014. Mayor Cramer presiding. Hayes, McBride, Prater and Baum present. Marshman and Cramer absent. Motion by Baum, second by Hayes, to approve minutes as presented. Motion passed 4-0.

Guests: none

Old Business: none

New Business: Prater received complaints about a house trailer being torn down and the debris blowing into neighborhood yards. Discussed the length of time for having the demolition going as owner had discussed with Councilman Hayes who informed him he would need to not drag it out over a long period of time. Solicitor Schwemer will send a letter regarding the debris issue as well as the timing of the project.

Superintendent's Report: Via Mayor Cramer upon his vacation absence – reported that the building of the testing facility/office has begun.

Fiscal Officer's Report: Correspondence sent: Client Survey to Auditor of State; Thank you notes to Brian Shook for hanging Christmas decorations and Fire Department for donating the old air compressor. Correspondence received: Kenton Hardin Health Dept September minutes; Copy of bridge ordinance adopted by Hardin County Commissioners; OH Dept of Taxation – notice of change to monthly reporting and annual survey to complete; OH EPA – survey to complete and return; OH Div of Liquor regarding Moe's Dugout3 license; Sheldon Gas rate decrease; OPERS 2015 compensation/contribution limits. Reports presented: November month end: payment and receipt listings; appropriation, revenue and fund status; appropriation and revenue supplementals Income Taxes: Software transfer on Dec 10th. Collections are still down as of November, but December's first deposit was over 50% of 2013 December. Other Misc: Asked that finance committee set up a meeting to finalize 2015 budget. Meeting was set for Dec 15 at 3:30pm. Announced that Supt Cramer did present proper request per contract to have balance of 2014 vacation paid out. Stated that she will be attending the UAN Year End Update on December 11th. Christmas lights and a replacement wreath had been ordered and was slightly above the allotted allocation and therefore a small reallocation will be needed. Reported a \$700+ refund from BWC for reporting year 2012. Reinvested the sewer CD at the best rate found – 0.3%. Suggested council consider a tax amnesty program for some time in 2015. She explained what it was and the potential to find new tax payers that might have otherwise slipped through the cracks. Lastly she presented her At-A-Glance Report for 2014.

Motion by Baum, second by McBride, to grant permission to FO Spencer to perform any reallocations necessary to complete all obligations of the Village through the end of the year; with a required report of all actions taken to be given at the January 5th 2015 meeting in the form of supplemental reports. Motion passed 4-0.

Legislation: none

Solicitor's Report: He stated he is working on an updated codified report with FO Spencer and asked for council to review the old set and provide any input they see that needs updated.

Mayor's Report: Announced that she and Baum would be attending the Alliance luncheon at \$15 per person at the Armory. She stated that if anyone else was interested to let he know so she could turn in the reservations. Requested 2015 goals at the January 5th meeting. Discussed 160 S Walnut and the condition of the property, mentioning the trash scattered around as well as a camper that is parked in the yard and breaches on the neighbor's property. Hayes is to complete a report for FO Spencer to send to Solicitor Schwemer so that a letter can be sent. Reminded all of the Masonic Winterfest on December 3rd from 5:30 to 7:30pm.

Motion by Prater, second by Hayes, to accept the financial reports as presented. Motion passed 4-0.

Motion by McBride second by Prater, to pay the bills as presented:

OHIO AUDITOR OF STATE	UAN 1 ST QTR 2015	\$612.00
ROOT LUMBER	MISC CHARGES	\$259.06
VERIZON WIRELESS	CELLS	\$140.14
XEROX	MAINT AGREEMENT	\$ 85.22

ALL OTHER VILLAGE LIABILITIES RECEIVED THROUGH YEAR END

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, **January 5, 2015**, was made by McBride and seconded by Prater. Motion passed 4-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on December 8, 2014. All members present. Minutes were approved as presented.

Guests: Dave Shirk was present requesting an extension to December 31st. J Delong noted his failure to follow thru with last cycle arrangements and therefore he shouldn't get any extension. Board approved to give him until December 25th, which is the standard cutoff. FO Spencer asked Mr. Shirk if he accepted the offer of a plumber from Love Inc. to help find their leak. He stated they came out and found nothing. Mayor Cramer noted that if he feels it is the toilet that a new one would pay for itself with one billing cycle.

Steve Drake purchased the Leroy Claphan property and asked if he could have the bills waived since he is tearing it down in the Spring. Board denied as all properties with dwellings on them are billed and they could not do for just one as it would set a precedent for others.

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** none **Utility account updates:** Presented delinquent list and current arrangement list. **Reports presented:** November month end: payment and receipt listings, appropriation, revenue and fund status. **Other Misc:** Mailing error due to new ownership caused a corrected bill to arrive after the original due date. For this reason FO Spencer waived the late fee once the bill was paid within the new 15 day window. Board approved. Bonnie Encinas claimed their billed for 160 S Main wasn't received. FO Spencer noted that they paid for their empty property at 440 N Main and felt that showed they were being honest. Motion by Hipsher, 2nd by Driskill, to waive the late fee at 160 S Main. Motion passed 3-0. At this time she asked about the meeting on December 22nd. President Delong stated that it is cancelled unless notified that FO Spencer or Supt Cramer needed the meeting.

Superintendent's Report: Wastewater inspection was moved to 10th. Usage is down, but still not enough. He suspects possibly the school is the location of a leak. Hipsher suggested that he speak with the school and offer our provider for finding the leak but to ask if they would help pay for the leak detection. Supt Cramer noted that the school would be completely responsible for the cost being it would be beyond the meters. Next Supt Cramer reported that the addition to the water plant would be structurally done very soon. Then the interior would be all that was left to complete.

Motion by Driskill, second by Hipsher, to pay the bills as presented:

ALLOWAY	TESTING	\$ 379.00
AMERICAN ELECTRIC	ELECTRIC	\$2184.34
FIRST CITIZENS VISA	MISC CHARGES	\$ 849.47
HD SUPPLY	ADAPTERS	\$ 121.80
RC KUHN & SONS	2 ND CONTRACT PYMT	\$9800.00
SHELDON GAS	NATURAL GAS	\$ 239.45
TIME WARNER	LIFTS 3,8,9	\$ 108.24
WEX BANK (MARATHON)	FUEL	\$ 372.88

ALL FURTHER INVOICES/EXPENDITURES RECEIVED THROUGH YEAR END

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **January 12, 2015**, was made by Hipsher, second by Delong. Motion passed 3-0.

BPA President

Fiscal Officer

