

The Village of Dunkirk council met in regular session on January 3, 2017. Mayor Cramer presiding. Marshman, Baum, Cramer, Gibson and Hayes present. Prater absent. Motion by Cramer, second by Gibson, to approve minutes as presented. Motion passed 5-0.

Guests: none

Baum accepted the nomination for Council President. Motion by Gibson, second by Marshman for Baum to be 2017 council president. Motion passed 5-0.

Old Business: Marshman stated that he knew of just one more sign going up on the welcome signs and then they were done unless the churches wanted to participate. Mayor Cramer asked that perennials be used over annuals for expense purposes. Baum added that if at their (Garden Club's) expense, they could do what they want, but if the village is paying then cost was a consideration.

New Business: Baum stated that in the nearly 10 years on the council she felt 2016 was the worst year she has had because of all the infighting, complaining, and nit picking. She felt the employees are all doing a good job and that they deserve the support of the council. She also suggested a complaint form to be used in which the complainant puts their issue in writing and then it goes to council as a whole before the complaint is addressed rather than one or two people discussing and deciding things.

Superintendent's Report: Asked that the PO for the mower be approved so that he can get the new mower ordered as the old is already sold as soon as it hits the lot. Motion by Marshman, 2nd by Cramer to purchase the mower and a PO be prepared for it to be ordered. Motion passed 5-0. Discussed details of two EPA updates that have come to his desk. He has some items already done and others he is working on. Announced that the 2017 testing schedule for water samples was received and minimally changed from 2016. Lastly he requested his 2017 medical assistance stipend. FO Spencer noted that McCoy had requested his as well. Both were approved to be paid out.

Fiscal Officer's Report: **Correspondence Sent:** none **Correspondence Received:** OML – offerings a grant finder program for \$50 annual cost. She suggested trying it for one year and see if it is helpful. All agreed to try for one year. Sheldon Gas – rate increase; Councilman Cramer's inspection report on 111 S Main. **Reports Presented:** December month end: bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; appropriation and revenue status; appropriation supplemental. Also presented her 2016 annual hours report. **Income Taxes:** Ended 2016 with collections of \$7767.57 over the estimated \$100K. Due to those tax accounts with payment plans that extend to the end of 2017 she will keep the estimate higher for 2017 as well. **Other Misc:** 2014/2015 audit has been released, with no findings, by Auditor Yost's office and is now a matter of public record. Reported a complaint received earlier in the day by Norm Jones, owner of 150 S Walnut, complaining about 160 S Walnut. Ordinance committee will take a look at the property again.

Legislation: 2017-01 2017 BUDGET

WAIVE 3 READING RULE – 1 Baum, 2 Cramer, ROLL 5-0

PASS - 1 Marshman, 2 Cramer, ROLL 5-0

2017-02 AUTH MAYOR TO CONTRACT W/CO SHERIFF AS MARSHALL

WAIVE 3 READING RULE – 1 Marshman, 2 Cramer, ROLL 5-0

PASS - 1 Marshman, 2 Baum, ROLL 5-0

2017-03JOB CREATION INCENTIVE PROGRAM

PASS FIRST READING- 1 Gibson, 2 Baum, ROLL 5-0

2016-08ODOT PRELIMINARY CONSENT

WAIVE 3 READING RULE – 1 Gibson, 2 Cramer, ROLL 5-0

PASS - 1 Gibson, 2 Baum, ROLL 5-0

Solicitors Report: all covered within meeting.

Mayor's Report: Noted the committee assignments were completed and to be mindful of them. Reminded all that the second day for recycling would begin – Second Tuesday and 4th Thursday now. Then Mayor Cramer announced that she would be keeping a log of employees' hours and that if there are any questions or concerns she can be contacted. Lastly she thanked all members for turning in their goals already.

Motion by Gibson, second by Cramer, to accept the financial reports as presented. Motion passed 5-0.
Motion by Cramer, second by Marshman, to accept the bills as presented:

ALLOWAY	TESTING	\$193.20 PD
J&N HALLERS	JAN-MARCH TRASH SERVICE	\$152.00 PD
BWC	JAN INSTALLMENT	\$ 88.50 PD
PAUL CRAMER	REIMBURSE MAP FEES	\$ 28.00 PD
TIME WARNER CABLE	PHONE/DSL/LIFT STATIONS	\$580.70 PD
ROOT LUMBER	MISC PARTS	\$ 24.30 PD
VILLAGE OF DUNKIRK BPA	APPLY DEPOSIT – 00203300	\$150.00 PD
OHIO TREAS	AUDIT BALANCE	\$205.00 PD
VERIZON	CELL PHONES	\$128.90
WEX BANK	FUEL	\$227.63
OH MUNICIPAL LEAGUE	GRANT FINDER RESGISTRATION	\$ 50.00
HARDIN CO SHERIFF	2017 MARSHALL AGREEMENT	\$ 1.00

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, **January 17, 2016**, was made by Cramer and seconded by Marshman. Motion passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on January 9, 2017. Hipsher, Driskill and Delong present. Minutes were approved as presented.

Delong accepted the nomination for President. Hipsher motioned for said appointment, Driskill seconded and motion passed 3-0.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Co Health Dept – 4 properties off with occupants; Charter Realty – utility bill for period between tenants **Correspondence Received:** Bowermaster water bill returned; Hardin Co EMA – updated emergency operations plan disc **Utility account updates:** Discussed R Powell property with conflicting stories on tenant; 120 W Patterson sold; suggested adding to arrangement rules on following cycle to include those who are shut off even without arrangement. All agreed. Got approval from Board to waive the G Jarrell late fees from last cycle, and to waive R Reffitt's on this cycle as he paid all but some change. Board decided to establish a standard to permit the FO to waive late fees for miswritten checks or rounded differences for any balance at or below \$3 at time of late fee assessment without the need for board approval. **Reports presented:** December month end: payment and receipt listing; appropriation, revenue and fund status; shared copy of the Final status for payment arrangements on previous cycle. **Other Misc:** none

Superintendent's Report: Contingency plan is now updated per EPA requirements. Mapping is complete and he just needs to transfer all info to the additional maps that will be sent elsewhere, also per EPA requirements. SMP report is finished, turned in and confirmation of receipt received. Explained an issue with the brine tank due to a bad coupler. A replacement was ordered and Brian Shook Electric will install it with his bucket truck. Next Supt Cramer reported that the air pump in the town hall lift station broke. He went on to explain that the part broken is not in the rebuild kit. He contacted Craun-Leibing, first to learn if a cheaper version such as a fish tank pump would work and since it couldn't, the price for a new pump. He was quoted \$760 for 2. He added that they retail for \$900 each. Motion by Hipsher, second by Driskill to purchase the pair at \$760 so there is always a backup. Motion passed 3-0. Discussed chemical monitoring for 2017. Presented a quote from Brian Shook Electric to place LED lighting, such as in the fire department bay, in the back service building at water plant. Motion by Hipsher, second by Driskill, to accept the quote of \$2250 for said work. Motion passed 3-0.

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

ADVANCE AUTO	MISC CHARGES	\$ 228.91
ALLOWAY	TESTING	\$ 25.00
AMERICAN ELECTRIC	ELECTRIC	\$3909.95
FIRST CITIZENS VISA	MISC CHARGES	\$ 270.66
HARDIN CO ENGINEERS	GRIT	\$ 324.12
ROOT LUMBER	MISC CHARGES	\$ 83.94
SHELDON GAS	NATURAL GAS	\$ 215.70
XEROX	MAINT AGREEMENT	\$ 78.03

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **January 23, 2017**, 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 January 17, 2017. Mayor Cramer presiding. Marshman, Baum, Cramer, Gibson and Prater present. Hayes absent. Motion by Cramer, second by Baum, to approve minutes as presented. Motion passed 5-0.

Guests: Resident Mary Jo England discussed an issue with prowlers at her home. She asked if there were others with same issues. Council was unaware of any but advised her to keep reporting it and also suggested getting a security system with cameras to catch them.

Old Business: Marshman reported that welcome signs were complete unless any area churches wanted to provide a sign. He also brought up possibly lighting up the sign with solar lighting.

New Business: Marshman reported that 2017 would most likely be the last year for HN softball at the park due to HN acquiring land with a new softball field being installed.

Gibson presented ordinance violation report and pictures for 360 W Washington, and vehicle violation pictures and reports for 391 and 393 W Washington. Due to the vehicles being on village property they can be towed without violation notification. Prater added comment that 362 W Wayne also needed attention of the ordinance committee.

Baum asked for status of the 101 S Main. FO mentioned still waiting for NHCDFD Chief's report. Mayor Cramer will contact him.

Superintendent's Report: Asked if he could go ahead and get the downtown trees trimmed now since it was approved in the budget. All agreed to do so. He and FO Spencer discussed issues with the purchase order needed for the mower. Spencer explained that they now wanted a PO with the gross cost and the trade credited to the order. She stated that if the net is the budgeted amount then a PO for the gross couldn't be done, adding that purchase orders don't allow for credit amounts. Next Supt Cramer brought up a desire for a Friday night cruise in and bbq downtown with the fire department or a group from the school helping with it and being awarded the profits as a fund raiser. Council all liked the idea.

Fiscal Officer's Report: **Correspondence Sent:** none **Correspondence Received:** OH Dept of Taxation – survey to complete and an income tax rate certification to complete; OH Municipal League – salary survey to complete; OH BWC – 2016 work related injury forms to complete; Census Bureau – survey to complete. **Reports Presented:** a copy of the UAN budget reports were handed to the finance committee members to verify they matched what was decided on in December. **Income Taxes:** Presented the 2016 monthly revenue report. Noted she will be sending out the 2017 payroll withholding forms very soon. **Other Misc:** Requested council take action on some equipment and misc items simply taking up space in the office. Motion by Marshman, second by Gibson to declare the items of no value to the Village of Dunkirk Council and to distribute any working equipment to a non-profit in need. Motion passed 5-0. FO Spencer stated she is finalizing the financial notes and slowly working on the Hinkle report. Lastly she noted that an energy provider would have people going door-to-door in the near future.

Legislation: 2017-03 JOB CREATION INCENTIVE PROGRAM

PASS SECOND READING- 1st Marshman, 2nd Cramer, ROLL 5-0

Solicitors Report: n/a

Mayor's Report: Discussed need for an update to the codified ordinances. FO will request that the solicitor resend those ordinances he wanted reviewed. FO Spencer noted that everyone needs to review them for any possible changes needed prior to the new printing to avoid amendments right away. Requested Marshman attend the economic and community development meeting on January 20th. Next she reviewed the council goals for 2017, asked that the ordinance committee get started on violations, and reminded all of the community meal on the 24th.

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

HARDIN CO EMA	2017 ASSESSMENT	\$218.75
HARDIN CO TREASURER	FULL YEAR PROPERTY TAXES	\$529.75
OH DEPT OF ADMIN SVC	DAS MEMBERSHIP RENEWAL	\$100.00

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, **February 6**, 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 January 9, 2017. Hipsher, Driskill and Delong present. Minutes were approved as presented.

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Guests: none

Fiscal Officer's Report: Correspondence Sent: County Health Dept – reporting payment from 2 of the 4 properties shut off. **Correspondence Received:** none **Utility account updates:** Voicemail from Jack Miller on 1-20 needing amount due as they didn't get a water bill. Waive late fee? All agreed yes. Email from Andy Diller that he mistakenly placed his payment in the post office box rather than the drop box. Waive late fee? All agreed providing he had payment to us by 29th. Supt Cramer wanted it on the record that C Inmon called him and claimed he didn't receive a bill. Cramer advised him to contact FO Spencer for his amount due, which he has yet to do. **Reports presented:** Provided Delong with the UAN budgetary papers to verify they matched with the finance committee budget set in December. **Other Misc:** none

Superintendent's Report: Brine tank is now fixed; the lift station air pump is replaced and running; and the new lighting has been installed in the service building. Announced that the EPA has added the State level health department and JFS to those required to have a lead and copper map. Mayor Cramer stated that she was approached by EMA director, Max Trachsel, and informed that Dunkirk is the only entity to turn their mapping in to him.

Delong brought up the Trump Infrastructure programs, suggesting the village look into it for new water lines. Supt Cramer had already looked into it and stated that a 20% match would be required. Delong noted that he wouldn't support anything that incurred more debt and so the idea was moot.

Mayor Cramer reminded all of the community meal on the 24th.

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

ALLOWAY	TESTING	\$ 352.00
BRIAN SHOOK ELECTRIC	SHOP LIGHTING	\$2250.00
BRINE SYSTEMS INC	CLEAR WELL PARTS	\$ 74.95
CRAUN LEIBING	LIFT AIR PUMPS	\$ 760.00
ROOT LUMBER	MISC CHARGES	\$ 120.29
SPECTRUM	PHONE/DSL/LIFTS	\$ 579.81

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **February 13, 2017**, 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 February 6, 2017. Mayor Cramer presiding. Marshman, Baum, Cramer, Gibson, Hayes and Prater present. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 6-0.

Guests: none

Old Business: Prater found some discrepancies in the 2007 codified ordinances and pointed each out to the solicitor. Changes were discussed in regard to leave benefits for employees then solicitor Schwemer suggested leaving specific contract terms out of the ordinances all together. Everyone agreed. Solicitor will send the proposed changes he has prepared to all members for review. Everyone is to review their books for any other changes needed before a new codified ordinance book is prepared.

Baum reported on progress made with the Reich family. She will forward all information to Solicitor Schwemer.

New Business: Hayes stated his concern with Kasich's proposal for centralized collecting of municipal taxes.

Marshman reported on the Economic meeting he attended. He learned that Hardin County has an employable work force of 14,800 with 14,100 of those working; MidOhio and HMS are both expanding; updated on county wind turbine project; there is going to be a student job fair; and lastly learned that the county has a higher than average drug issue leading to narcan issues. All in all, he stated, it was a good, interesting and encouraging meeting.

J Cramer presented 18 junk car violations to be served and added that he still has about 30 to go.

Baum was approached by HN softball coach, Mast, about the opening of the park as they wanted to begin practice March 6. Supt Cramer noted mainly depends on weather as time approaches but added it should be open by the beginning of March.

Superintendent's Report: Asked to have one more tree trimmed just south of the ambulance drive due to obstructed view of street. Council agreed to do so. Baum added that the pine trees between 470 and 460 S Main also obstruct views for the intersection at 68 & 81. It was noted that those trees were not on village right of way. Next Supt Cramer announced that he would be attending a class on Feb 22 and then taking vacation days on the 23rd and 24th.

Fiscal Officer's Report: **Correspondence Sent:** Surveys/reports turned in to OH Dept of Taxation, OH Municipal League, OH BWC, Census Bureau, and USDA. **Correspondence Received:** Fire Chief's inspection report on 111 S Main; PERSO – flower pot insurance claim closed; Public Entities Pool anniversary questionnaire which she will work with Supt Cramer to complete and return. **Reports Presented:** January month end: bank reconciliation; payment and receipt listings; fund summary; appropriation and revenue status. **Income Taxes:** Prepared a compliance news release which Marshman suggested the solicitor review prior to any publication. **Other Misc:** Annual financial report and Hinkle report are completed and turned in to UAN. Performed the trueup for BWC and will report and pay online now. Next she asked for input on Hardin County Community Foundation grant ideas. She noted downtown flowers and Christmas light strands with which all were in agreement. FO Spencer noted that she still had not found a charity for the HP printer. Marshman will check with the Humane Society.

Legislation: 2017-03 JOB CREATION INCENTIVE PROGRAM

PASS THIRD READING- 1st Marshman, 2nd Gibson, ROLL 6-0

Solicitors Report: Presented the nuisance letter for 111 S Main to the mayor for signing. Due to the size of the project he has went with the long process so Mr Prowantt can't tell the court he didn't have enough time. Schwemer also advised council to be looking into taking it down themselves should Mr Prowantt not comply by his deadline.

Mayor's Report: Passed around the January calendar with employee hours posted. Reminded all of the holiday Monday on the 20th and that the meeting would be **Tuesday the 21st**. Announced a disability awareness month breakfast and presentation on March 1 at Simon Kenton and the Annual Hardin County Chamber Awards meeting at ONU on Feb 23. She also noted that the Chamber event would cost \$25 should someone wish to attend. Lastly she reported that the Chamber will be delivering new plaques to all members this year.

Motion by Baum, second by Prater to accept the financial reports as presented. Motion passed 6-0.
Motion by Gibson, second by Cramer, to accept the bills as presented:

AMERICAN ELECTRIC	ELECTRIC SERVICES	\$3698.09
FIRST CITIZENS	RENEW SAFE DEPOSIT BOX	\$ 60.00 AUTO W/D
FIRST CITIZENS VISA	MISC CHARGES	\$1085.39
HANLEY PRINT	VILLAGE CHECKS (QTY 1000)	\$ 178.16
HARDIN CO ENGINEERS	GRIT	\$ 68.06
HARDIN CO REG PLANNING	2017 ASSESSMENT	\$ 612.50
DON HULL TREE CARE	13 TREES TRIMMED	\$2600.00
OH UTILITIES PROTECTION SVC	2017 ASSESSMENT	\$ 50.00
PAUL CRAMER	REIMBURSE MAP COST	\$ 6.00
ROOT LUMBER	MISC CHARGES	\$ 6.98
SHELDON GAS	NATURAL GAS SERVICES	\$ 232.97
VERIZON	CELLS	\$ 128.86
WEX BANK	FUEL	\$ 350.08
XEROX	MAINT AGREEMENT	\$ 95.43

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **February 21**, 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 February 13, 2017. Hipsher, Driskill and Delong present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: (as presented by Mayor Cramer upon FO Spencer's absence)

Correspondence Sent: Hardin Co Health Dept- update on shut off properties **Correspondence**

Received: none **Utility account updates:** applied deposit to 241 S Main and 231 W Wayne. **Reports presented:** January month end-payment and receipt listings; appropriation, revenue and fund status.

Other Misc: none

Superintendent's Report: The North Main hole will be filled on the 14th. Mayor was pressed to contact ODOT as to the condition of Main Street.

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

ALLOWAY	TESTING	\$ 456.80
HD SUPPLY	CLAMP	\$ 436.60
ML TECH	CHLORINE	\$ 117.50
ROBINSON SALT	TREATMENT SALT	\$3960.24

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **February 27, 2017**, 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 February 21, 2017. Mayor Cramer presiding. Marshman, Baum, Cramer (tardy), Gibson, Hayes and Prater present. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 5-0.

Guests: Blanchard Township Trustee, Kevin Ridgeway, was present to ask if council wanted to share in the cost of the town cleanup this year. He stated that the date was April 1 from 9-11:30am. Ridgeway noted that in 2016 they spent \$1536.41 and received \$737.50 in NCO grant monies. He said the only the advertising isn't included in the 50% coverage grant. Motion by Marshman, second by Prater, to share evenly in the net cost. Motion passed 5-0.

Jennifer Prowantt, owner of 111 S Main, was present regarding their letter and the need to demolish the building. She asked if the council would like them to sign the property over to the village and let the village take the building down as they didn't have the funds to do so. Council did not want to commit until they consulted with Solicitor Schwemer. She asked her to return to the March 6 meeting. Council also confirmed that they would consider this time on hold when it came to her deadline to have the building down.

Robert Morrison was present with a sealed quote for demolishing 111 S Main should the village have to absorb the cost. Supt Cramer noted that he also requested a quote from Crates but had not received a response.

Old Business: Marshman asked for guidance in finding the correct solar lighting for the welcome signs. Supt Cramer with check with Brian Shook for ideas.

Prater asked if Fender Benders needed a release from the village for the David Rose vehicles that were towed. She was informed that since these were not removed under an ordinance violation no release was needed.

Baum reported that she and Gibson will be attending the informational breakfast at Simon Kenton to represent the village.

New Business: Marshman informed all that the firefighters were hosting a BBQ and open house to show the new truck which has already been placed in service. The event will be April 30 from 11-2.

Superintendent's Report: Stated that the park is now open, all but the water in the concession stand and restrooms. Next he asked if council wanted him to proceed with the outfield fence for the newest diamond. All agreed to do so. Cramer reminded council that he would be in class in the 22nd and then off on vacation until the 27th. Lastly he discussed a situation with the water department in which a property owner has damaged a shut off. He wanted to let council know that there will probably be a request for council to amend an ordinance to specifically include the cost of damages with their current tamper fee. It was noted that while it is still legal to charge for the damages, it would be better to have it in the ordinance as well.

Fiscal Officer's Report: **Correspondence Sent:** Senator Hite – requesting assistance finding funds should the council have to demolish 111 S Main; Hardin County Community Foundation – prior year project reports and grant applications. **Correspondence Received:** none **Reports Presented:** none **Income Taxes:** Shared a comparison report from 2015 to 2016 fiscal years; an individual summary for tax years 2011-2015 showing losses to other cities and refunds; prepared a special report on the outcome of the tax roundup completed in 2016. Next FO Spencer discussed the state law regarding declarations by individuals and payroll withholding deadline changes. Following the discussion council agreed that the 2016 returns and 2017 withholding being collected now would have penalties, interest and fees waived with a follow up letter informing of the new law, what the costs would have been if not waived, and that this was the only year it will be waived. Lastly she commented on a statement from the prior meeting, informing council that for Dunkirk, the minimal fee for a proposed centralization of municipal tax collection would actually be less than the annual software support currently paid. **Other Misc:** Announced that the HP printer was still available for a non-profit organization. Discussed potential grants found on the grantfinder council had recently signed up for. She suggested others obtain the logins and search as well. FO Spencer noted that the grants she requested from the HCCF was \$1000 each for downtown flowers, commercial Christmas strands, and field conditioner.

Legislation: none

Solicitors Report: n/a.

Mayor's Report: Mayor Cramer asked for someone to attend the March 3 Health Department meeting to represent the village. This is their annual report and officer elections and there are certain requirements to attendance in order to be able to hold the meeting.

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

SPECTRUM	PHONES/DSL/LIFT STATIONS	\$ 583.20
USDA –RD	LOAN PAYMENT	\$108,212.50

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **March 6, 2017**, was made by Marshman and seconded by Gibson. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on February 27, 2017. Hipsher, Driskill and Delong present. Minutes were approved as presented.

Guests: Resident Rob Purdy was present regarding 378 W Wayne. He has interest in purchasing the property in order to tear it down but was wondering if the village would be willing to waive the delinquent liens currently on the property. Delong informed him that others have had to pay delinquencies upon the purchase of a home and he would have to as well.

Fiscal Officer's Report: Correspondence Sent: Ohio EPA – 2016 water sewer rate survey. **Correspondence Received:** none. **Utility account updates:** 16 shutoffs on the 20th, 5 still off. Letter will be sent to health department on the 28th. Water bills will go out on the 28th as well. **Reports presented:** none **Other Misc:** FO Spencer stated that she and Supt Cramer suggest amending the ordinance in the tamper fee section to include any damages caused during said tampering will be charged as well. Board agreed. FO Spencer will inform Solicitor Schwemer to make this addition for the codified ordinance book update.

Superintendent's Report: Assistant McCoy was present in Cramer's absence. McCoy discussed the 271 W Washington situation with damages incurred. He noted that when he arrived at the residence the female owner was standing right beside the meter pit and the lid was already cleared of stone. He was suspicious at that point but upon getting into the pit he found the handle to the valve was broken off. He took pictures immediately as the break was completely clean of any debris which meant it was very recently done. McCoy also noted that the handle was nowhere to be seen inside the pit. Motion by Hipsher, second by Driskill to bill the owner for the excavation work and the value of the valve being replaced. Motion passed 3-0. When asked about the jetting bill McCoy stated that they had to jet a sewer line out by Diamond Plastics. He added that SouthSide Marathon requested a jetting but the plug was to be found on their side of the line and therefore was their responsibility to have done.

Mayor Cramer reminded everyone of the community meal on the 28th.

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

ALLOWAY	TESTING	\$ 220.20
HACKWORTH CONST	METER PIT WORK (2)	\$ 450.00
HARDIN CO ENGINEER	JETTING/LABOR	\$ 232.07

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **March 13, 2017**, 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 March 6, 2017. Mayor Cramer presiding. Marshman, Baum, Cramer, Gibson, Hayes and Prater present. Motion by Baum, second by Cramer, to approve minutes as presented. Motion passed 6-0.

Guests: Brandon Hoyt was present to obtain information on the current trailer ordinance. He was told that any trailer brought in had to be 15 years old or newer. He questioned any grandfather allowance if it was going onto an existing pad where another trailer had been and was told there was no such allowance.

Jennifer Prowant was present to inform council that they sold their 111 S Main Street property to Frank McCoy. It was stated that the new owner intends on rehabbing the building for a painting business. Mayor Cramer said that she had spoken with McCoy prior to the meeting and strongly stated that the building would have to be brought to a safe structure immediately or council would begin action on them as well. Solicitor Schwemer stated that this development did not mean council would have to go back to inspections, only a new letter. He stated he will send a letter giving them 30 days from the date of the property transfer.

Old Business: Gibson discussed the breakfast she and Baum attended.

New Business: Prater received a complaint on untagged cars at 110 Rangeline Road. It was noted that this property had already been served and that one vehicle was gone, one does have current tags but wasn't on front due to bumper repairs, and a third was just purchased for daughter and will be tagged.

Superintendent's Report: Presented the Brian Shook Electric quote for the traffic light inspections at \$250 per light. Motion by Marshman, second by Cramer, to accept. Motion passed 6-0. Stated that Shook was still working on finding a reasonable solar lighting set up for the welcome signs. Next Supt Cramer reported that bricks from 111 S Main were falling into the street on the Washington Street side. Council decided to caution tape off the pedestrian area and close the one lane with cones. A tree at 260 W Patterson has dead spots with larger branches coming down. Supt Cramer asked if he could have it trimmed. Council agreed it needed done. Lastly he announced that the park water was now on and ready for use.

Fiscal Officer's Report: Correspondence Sent: Pahoia Express – regarding one of their trucks seen ignoring the detour and using village side streets; apology email received in response. Correspondence Received: Hinkle System-verifying receipt of reports; Ohio OpenTheBooks – another public records request; Sheldon Gas- rate decrease. Reports Presented: February month end: bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; revenue and appropriation status; appropriation supplemental. Income Taxes: Currently working on the letters to address declaration laws and timely withholding payments. Other Misc: FO Spencer stated that she had signed up for the Local Government Officials Conference and asked if anyone else was interested in attending. Next she reported that she received a phone call from Senator Hite in response to a letter she sent asking for any sources of financial assistance for demolishing 111 S Main. Sen Hite stated that he was aware from another similar situation that the County Commissioners are supposed to help with these situations but that they rarely do. Spencer confirmed it would be the same for Hardin County. Sen Hite also stated that he tried to tie it into a federal program but it was not accepted.

Legislation: none

Solicitors Report: Solicitor Schwemer reported that most all of the car violation notices were accepted. With the Prowant issue already discussed earlier he moved on to another program that he felt council might be interested in. This is a new program so no one local has jumped on board yet. He explained that the municipalities could put nuisance properties on a list with the auditor's office. Then, when the property is purchased and the nuisance is abated, the cost of that abatement is charged against the taxes, resulting in a tax credit until that amount is paid off. He noted that one drawback is that the local school has to be in agreement with the program as well. Council was interested and asked Solicitor Schwemer to look more in depth into the program for them.

Mayor's Report: Stated that due to the issues with trucks ignoring the detour as soon as the railroad crossing was closed she contacted FO Spencer and asked if the village's finances could pay half the cost -\$10 of the \$20 per hour- to keep a deputy in town to ticket the semi's not complying. Spencer confirmed it could financially be done so Mayor Cramer made the decision to have an officer assigned to the village. Next the mayor stated that she was contacted by the County Treasurer who would like to auction the Trinity Church property on South Main. She wanted to know if there was any known interest in it before she would proceed. Prater mentioned knowing of someone who had wanted it for some time and said she will check to see if they still had an interest. Mayor Cramer then reported that there would be a mitigation meeting on 3-29 at 7 pm in the fire room and asked those involved to attend. Lastly she announced the next Medication drop off day on April 8 from 9-11am. FO Spencer will put the details on the village website and hang the notice provided to the village.

Motion by Gibson, 2nd by Prater, to accept the financial reports as presented. Motion passed 6-0.

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

ACE HARDWARE	MISC SUPPLIES	\$ 114.77
AMERICAN ELECTRIC	ELECTRIC	\$3414.17
FIRST CITIZENS VISA	MISC CHARGES	\$ 322.58
GOV'T ACCTING SOLUTIONS	TAX SOFTWARE PYMT	\$ 475.00
HARDIN CO ENGINEER	COLD PATCH	\$ 181.28
JOHN DEERE	NEW TRACTOR	\$8094.40
SHELDON GAS	NATURAL GAS	\$ 138.06
USPS	PO BOX RENT 12MO	\$ 88.00
VERIZON	CELLS	\$ 128.88
WEX BANK	FUEL	\$ 124.33
XEROX	MAINT AGREEMENT	\$ 101.56

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **March 20, 2017**, was made by Baum and seconded by Marshman. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on March 13, 2017. Hipsher, Driskill and Delong present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Kenton-Hardin Health Dept – reporting service updates; M/M Josh Miller – charges for tampering and damages **Correspondence Received:** none
Utility account updates: 2 bills mailed on December 28, 2016 were just returned undeliverable **Reports presented:** February month end: payment and revenue listings; appropriation, revenue and fund status.
Other Misc: Presented a copy of the property tax settlement report in which \$2123.27 was received for delinquent utilities.

Superintendent's Report: Explained that for some unknown reason the tower water level went well below normal. He found that the high service pump #2 had drained out, which then emptied the clearwell. He spent the day going in and manually manipulating the system until the tower was caught back up, which was approximately 1:00am Sunday. Next a voicemail from landlord Robert Powell was played for the board. Mr Powell was responding to the tamper fee placed on the property as well as the reporting to the health department of the service being off with occupants. It was noted by all that there were contradictions within the message as well as outright threats. Board had no further comment or need for response.

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

ALLOWAY	TESTING	\$79.00
STUMPS FIRE PROTECTION	EXTINGUISHER INSPECTIONS	\$35.90

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **March 20, 2017**, 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 March 20, 2017. Mayor Cramer presiding. Marshman, Baum, Cramer, Gibson, Hayes and Prater present. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 6-0.

Guests: Gerda England of 100 Pioneer Street was present requesting closure of certain alleys around her property. Supt Cramer noted that behind her is a legal alley for a tile and can't be closed as village needs access. Marshman suggested discussing with attorney to see if there could be a clause allowing it to close but giving village access when needed. Ms England was asked to return to the next meeting as they would have to review and/or visit the area and confer with their attorney before any decision can be made.

IGS representatives Mike Bardwell and Amy Smith came to present their proposal for being the village's electric supplier. Council was informed that AEP no longer supplies electric and if the customer doesn't choose one then their bill is farmed out randomly at variable rates each month. Discussed the meter usage report, swing tolerance, and the intricacies of choosing IGS as the supplier. Marshman requested references. Several were provided on the spot and Mrs. Smith will be emailing him more. Mayor Cramer asked that all take the information home to review and a decision can be made at a later meeting.

Motion by Baum, 2nd by Gibson, to go into executive session to discuss personnel disciplinary issues. Motion passed 6-0. Session started at 8 pm and the meeting was reopened to the public at 8:15.

Old Business: Councilman Cramer reported that he had spoken with Steve Drake of Fender Benders regarding the cars parked on the sidewalk as well as junk cars on the lot. It was stated that council had previously asked them to pull the cars up and over the sidewalk so that vehicle traffic could safely see at the intersection. Drake also reported that most of the junk vehicles have been hauled away. Cramer then noted that he and Gibson went around and had presented a few ordinance violations for signing so that FO Spencer could forward them to Solicitor Schwemer.

New Business: Marshman reported on attending the Health Department meeting. He stated it was very informative and he enjoyed attending. Marshman stated that "these folks work hard" as to all that the different members do as a part of their jobs. A handout of their annual report was provided for everyone. Next he discussed the economic development meeting he attended. He learned that some of the hints given to attract people to move into your municipality are already being done in Dunkirk. He stated that smaller municipalities need to look for the mom and pop shops and not spend their time on chain businesses.

Prater brought attention to potholes at Washington and Buckeye. Supt Cramer was aware. Next Prater requested council's permission to remove the sidewalk on the east side of Fender Benders so that the cars can be parked closer to the building. It was learned this was the businesses sidewalk and not one the village put in so she was told no permission would be needed.

Superintendant's Report: Informed council that he would be out Friday morning (3/24) for a medical appointment.

Fiscal Officer's Report: **Correspondence Sent:** D Varney, owner of 166 N Main, regarding renter reporting requirements. **Correspondence Received:** BDB Companies sent an email request to place a broadband antenna on the water tower. Supt Cramer noted that the last time this was done there was nothing but problems with the electronics of the tower during any storm. Council unanimously decided they did not want to allow the antenna. FO Spencer will respond to the email. A phone call was received from an assistance of Cliff Hite checking on the progress of 111 S Main issue. Once given the updated info she asked that we keep them up to date if any further issues. **Reports Presented:** Property tax settlement was received and the village received \$739.89 in ordinance violations. **Income Taxes:** Letters are now going out in regard to the new declaration laws and timely withholding reporting. **Other Misc:** Asked for decisions on the Annual LGOC. No one was interested so FO Spencer will turn in her lone reservation payment. Next she reported that computer selection was due for UAN. She explained that she chose the laptop this time as there have been circumstances when it would be helpful to be able to bring it to the council table. She added that if it doesn't work out she will go back to desktop with the next rollout.

Legislation: none

Solicitors Report: n/a

Mayor's Report: Announced that Family Fun Day will be September 24th this year. Brought up the new shop with mowers being parked too close to the road allowing for little or no walking room. Councilman Cramer will talk with the owner to get them set back more.

Marshman noted to council that he sees the new owners of 111 S Main have been working on the building already.

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

FLAG LADY'S FLAG STORE	FLAGS AND SPINNER POLES	\$616.59
HARDIN CO ENGINEER	SIGN TRUCK & LABOR	\$ 30.78
ROOT LUMBER	FOR FLAG POLES	\$ 53.77
SPECTRUM (TWC)	PHONES/DSL/LIFT STATIONS	\$579.81

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **April 3, 2017**, was made by Cramer and seconded by Baum. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on March 27, 2017. Driskill and Delong present, Hipsher absent. Minutes were approved as presented.

Guests: Kathryn Wolfe was present to discuss her delinquent water bill in which a portion belonged to the owner prior to her moving in. Delong informed her that the bill stays with the property and she would have to pay it to get her service resumed. Mayor Cramer felt that this situation was wrong since she is actually paid into the current billing for what is her share. After discussion it was decided that rather than placing on the taxes they would allow \$154.51 (the owner's share of the bill) to stay on the bill with no action and then when Ms Wolfe moves out Supt Cramer will pull the meter so the owner has to pay his delinquency before he can sneak another tenant into the residence.

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** none **Utility account updates:** Refunding a deposit which was paid the prior week as there were too many issues with the property and the renter did not move in. **Reports presented:** none **Other Misc:** FO Spencer stated that no response was received from the owner of 217 W Washington. Board decided that she is to send one last letter stating a final notice with a 30 day limit before the charges would be assessed to the property taxes.

Superintendent's Report: Discussed a leak at N Walnut where an old service line of 2" plastic was broken and since parts were obsolete they rigged something to stop the leak. Next lagoon treatment was discussed due to a letter received from the Toledo River Alliance in regard to a crackdown on algae blooms. Driskill asked how the barley treatment went last year. Supt Cramer stated that while they did what they were supposed to, it wasn't enough. Industrial Fluid Management provided a proposal for treatment with lagoon spikes as a part of it. The cost was \$5066 for one year. Supt Cramer noted that he would still like to add a treatment of algaecide for a quick kill right before the spikes are placed. The cost for that was \$1005.68 a barrel. Motion by Delong, second by Driskill, to approve both the IFM treatment as well as the algaecide. Motion passed 2-0.

Mayor Cramer reminded all of the Community Meal on the 28th, and that the town cleanup was April 1.

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

ACE HARDWARE	MISC SUPPLIES	\$ 53.95
ALLOWAY	TESTING	\$ 206.70
COMPMANAGEMENT	BWC GROUP RATING PLAN	\$ 350.00
PAUL CRAMER	REIMBURSE FOR BARRELS	\$ 20.00
ROBINSON SALT	TREATMENT SALT	\$4294.32

PAYROLL AND LIABILITIES

Motion passed 2-0.

Motion to adjourn until the next regular meeting, **April 10, 2017**, was made by Driskill, second by Delong. Motion passed 2-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on April 3, 2017. Mayor Cramer presiding. Marshman, Baum, Cramer, and Hayes present. Gibson and Prater absent. Motion by Baum, second by Marshman, to approve minutes as presented. Motion passed 4-0.

Motion by Cramer, second by Baum, to enter into executive session to discuss personnel discipline. Roll call 4-0. Entered the session at 7:05 and reopened the meeting to the public at 7:30pm.

Guests: Kenneth Newman was present to observe.

IGS representatives Mike Bardwell, Cameron Beadle and Amy Smith came to answer any questions council had after having taken the information of the last meeting home to review. Mr. Beadle addressed the contract language issues in regard to the swing tolerances and presented documentation from the AEP website in regard to outages and how they are addressed. Marshman felt that the linemen were not going to be looking up addresses to see who is on what power supplier before servicing in an outage. Marshman reported positive reference findings and stated that he felt comfortable with them (IGS). He added that he personally believed Dunkirk would save money by going with ICS.

Old Business: Cramer reported on the township cleanup stating the 34 Dunkirk residents and 28 township residents participated.

New Business: Marshman reported he will attend the April 6 regional planning meeting. Next he discussed a tourism booklet the county is creating and his desire to put our army tank at the park in as a picture for it. He will attempt to get some history info to go along with it.

Baum passed a complaint received by Prater in regard to the Paugh Estate property on W Wayne and the junk around it. There was a question of a possible ownership change which will need to be looked into and notice sent.

Superintendent's Report: In his absence McCoy was present and had no business to discuss.

Fiscal Officer's Report: Correspondence Sent: BDB Companies – declining use of water tower for an internet antenna. Census Bureau – survey completed. **Correspondence received:** Presented the mosquito abatement proposal – 12 applications @ \$323/application (2016- \$313). Motion by Baum, second by Marshman, to accept the proposal. Motion passed 4-0. **Reports presented:** March month end: bank reconciliation; payment and receipt listings; fund summary; appropriation and revenue status; wage earnings; investment listing; appropriation supplemental.

Income taxes: Announced receipts for first quarter were \$26,626.90. **Other misc:** Asked solicitor whatever came of the letter from OH Dept of Taxation and the ty15 school taxes? Schwemer stated he would check on it. Next Spencer presented a traffic signal inspection report to the street & light committee and stated she would keep 1 copy in 2018 budget file so repairs would be included in the budget.

Legislation: ORDINANCE 2017-04 AUTHORIZING MAYOR TO CONTRACT WITH IGS.

Motion to waive the three reading rule by Marshman, 2nd by Cramer. Roll call 3-1, Hayes against.

Motion to pass first reading by Marshman, 2nd by Baum. Roll call 3-1, Hayes against.

Solicitors Report: Nothing not already discussed. He was given a copy of the initial IGS contract to review.

Mayor's Report: Mayor Cramer asked if anyone knew what could be done about all the property corners damaged by semis during the railroad closure. Hayes mentioned that the county was in doing some work on one near him. Councilman Cramer stated that council probably didn't want to get into anything to set a precedent. All agreed that since county has come in they would let the county take care of them.

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

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

ADVANCE AUTO	SUPPLIES	\$ 43.78
BRIAN SHOOK ELECTRIC	TR LIGHT INSPECTIONS	\$500.00
"	CONC STAND ELECTRIC WORK	\$475.00
MILLER'S TEXTILE	SUPPLIES	\$190.55
OH AUDITOR OF STATE	UAN FEES	\$762.00
ROOT LUMBER	SUPPLIES	\$ 60.95
SCIOTO SIGNS	HOMERUN FENCE BANNER	\$ 75.00
STEVE STAIR TRUCKING	STONE/HAULING	\$290.78
VERIZON	CELLS	\$128.88
WEX BANK	FUEL	\$148.85
XEROX	MAINT AGREEMENT	\$ 84.95

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, **April 17, 2017**, was made by Baum and seconded by Cramer. Motion passed 4-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on April 10, 2017. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Josh Miller – final notice for charges incurred was sent. Industrial Fluid Management – sent signed agreement. **Correspondence Received:** Florence Johnson – request for extension on utility bill to May 3. All agreed they would only allow until the 25th of April. FO Spencer is to contact her with their decision. **Utility account updates:** Will be applying the tenant deposit at 360 W Washington. **Reports presented:** Current delinquent list. **Other Misc:** Announced that Stu Smith and Allen Comesky will attend the May 8 meeting to discuss wells. Due to recent comments regarding the village not using Hempy Water for their treatment salt FO Spencer created a timeline of the complications faced during the attempt to use Hempy in 2014. FO Spencer reminded all that she would be at the Local Government Officials' Conference on the 12th and 13th.

Superintendent's Report: Announced that the annual Regional Planning meeting was held and it was learned that the US Congress currently has no funding for 2018. All villages were asked to contact Ohio's US politicians (Latta, Brown, Portman) to request support of the CDBG programs in their budget. FO Spencer will prepare a letter for the Mayor to sign. Reported that the annual EPA plant inspections would be on the 19th of April. Supt Cramer presented pricing from another company for chlorine purchases. Miami Products (dba KOK Products) charges \$2.03 per gallon with a standard truck charge of \$9 per delivery. He noted that the current price paid is \$3.07 per gallon. Board agreed to change suppliers. Supt Cramer added that this company also services the tanks, which the current doesn't.

Mayor Cramer discussed decisions made by council in regard to a recent executive session meeting with part time assistant, McCoy. They were going to purchase a laptop for him to use for his sewer courses as not having a computer at home was an issue for McCoy. FO Spencer noted that there is already an available laptop for him since Supt Cramer wasn't using one purchased for his lift station reading. Supt Cramer stated that the course is all bookwork and no computer work. Mayor Cramer said that McCoy is to use downtown at work to study. Supt Cramer is to see that he does so. She then pointed out that the current contract gives him 30 hours minimum to 40 hours maximum. The verbiage of an 'annual average' of 30 hours was no longer a part of his contract. Delong asked Supt Cramer about McCoy's ability to take over day-to-day operations in an emergency. Cramer felt he could do everything but the signing of documents. Lastly Supt Cramer reminded everyone that contracts would all be up in 2019 and they might want to be addressing some of the issues and concerns they are currently discussing.

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

ADVANCE AUTO	SUPPLIES	\$ 43.78
ALLOWAY	TESTING	\$ 125.50
AMERICAN ELECTRIC	ELECTRICITY	\$2573.92
FIRST CITIZENS VISA	MISC CHARGES	\$ 125.60
HD SUPPLY	MISC PARTS	\$ 344.00
RON MILLER	COMPUTER REPAIRS	\$ 129.00
SHELDON GAS	NATURAL GAS	\$ 150.48

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **April 24, 2017**, was made by Hipsher, second by Delong. Motion passed 3-0.

The Village of Dunkirk council met in regular session on April 17, 2017. Mayor Cramer presiding. Marshman, Baum, Cramer, Hayes, Gibson and Prater present. Motion by Gibson, second by Baum, to approve minutes as presented. Motion passed 6-0.

Guests: none

Old Business: Marshman reported his findings on the history of the tank at the park. He provided the info and a picture to the Tourism Bureau and was informed it will be a part of the new brochure.

The Mayor reported a complaint on a property at 130 W Geneva for trash and asked Councilman Cramer to prepare a write up. Supt Cramer then requested that the routine vacant properties have their grass violations in the paper so he can get to them before they are too high. FO Spencer took the list of names and will send to the solicitor in the morning. At that time the mayor brought up an idea she and Supt Cramer had to see if there is a way to waive tax assessments for someone who purchases a blighted property and tears down the structure(s). She added that the waiver would only come after the removal. Council asked that Mayor Cramer talk with the County Treasurer's office to discuss such a plan.

Baum received complaints on the vehicles at 261 E Patterson.

New Business: Marshman announced that he is now part of United Way and informed council of a Community Health Fair taking place on April 26 from 9-1 at the Fairgrounds Community Building. Mayor Cramer added that an Open Gate will be held on the 27th from 11-1 at the Hardin Northern Community Center.

Gibson had a request from resident Aaron Lawrence that the village stone in where people are cutting his corner from the alley into the street. Supt Cramer said they will do so but he is concerned it will lead to people cutting in further.

Prater reported several complaints from resident Steve McCoy in regard to water meters, a fire hydrant, trees he felt needed trimmed and a number of other issues. Supt Cramer said to inform him that he would need to contact Sheldon Gas about the dirt since they created that issue when repairing a gas line, that the meter can't be changed and is fine as is, and that they will take care of the trash issues on Mr. McCoy's list. Everyone agreed that the trees were fine.

Superintendent's Report: Announced that the EPA water plant survey will be the 19th at 10:00 am. Projects completed were field conditioner delivery and they put a new roof on the small park shed. Next Supt Cramer brought up a tree at 394 W Patterson. Due to a broken limb hanging over the road he contacted Hulls Tree Care and it was found that the tree was completely dead inside. It cost \$700 to remove it but he ordered it done for safety reasons. Marshman stated he made a good decision and supported it.

Fiscal Officer's Report: Correspondence Sent: Landtech – signed Mosquito Abatement agreement for 2017 season. **Correspondence received:** Spectrum – stating that Time Warner would continue to as a subsidiary for business accounts. Received a letter from the OH Atty General in regard to the school district withholding letter received in 2016. She stated that the Village is now being fined and that she will be contacting the solicitor to find out whether a legal response and proof of payments was ever sent back in November 2016. She noted that she has confirmation numbers and provided them to the solicitor for him to respond and therefore does not feel she should be held responsible for these fines. **Reports presented:** none **Income taxes:** Reported that taxes are steadily rolling into the office. **Other misc:** Provided a report on comments heard in regard to the IGS topic. The report included the estimated savings for the prior 3 years had they been the supplier. The report showed an average savings of \$18,338.88 over a three year period. Marshman stated that he inadvertently learned that Hardin Northern has been with IGS and has saved money. Hayes stated that the Village of Arlington had been with IGS and did not renew their contract due to add on fees that kept popping up on their bills. Marshman stated that Wes Potter, of HN, didn't say anything about hidden fees and added that given his history with Mr. Potter, he was certain that if it wasn't a good deal they wouldn't be with them. Gibson agreed with Marshman. During the calling of the roll Baum showed concern with doing the right thing for the village but decided to support the potential \$6K savings a year.

Legislation: ORDINANCE 2017-04 AUTHORIZING MAYOR TO CONTRACT WITH IGS.

Motion to waive the three reading rule by Marshman, 2nd by Prater. Roll call 5-1, Hayes against.

Motion to pass ordinance 2017-04 by Marshman, 2nd by Prater. Roll call 4-2, Hayes and Cramer against.

Solicitors Report: n/a

Mayor's Report: Discussed sidewalk violation notices, Fun Day, and additional ordinance violations.

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

PHYLLIS J SPENCER	MILES YTD, CASE OF WATER	\$104.77
ROOT LUMBER	MISC CHARGES	\$443.15
SHELLEY MATERIALS	PARK PARKING LOT	\$758.69

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **May 1, 2017**, was made by Marshman and seconded by Gibson. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on April 24, 2017. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: **Correspondence Sent:** none **Correspondence Received:** none **Utility account updates:** no response from J Miller in regard to charges so it will be assessed to his property taxes. Also noted there were four final bills with deposits to apply – D Curl, V Grindell, S Reeves, and C Inmon. **Reports presented:** Delinquent list with arrangements was presented. FO noted that many people arranged for the 25th so bills will be prepared on the 26th with any shut offs then performed. **Other Misc:** Reminded board members that Smith & Comesky will be at the May 8 meeting to discuss options for wells.

Superintendent's Report: Stated that the EPA plant survey went well. A couple minor things, such as a split screen on a cap, were found but no major violations were found. He reminded them that follow up letters on the visit will be forthcoming. Supt Cramer was informed of a few changes to be coming and he and McCoy are already beginning to implement them. Cramer also stated that the backup chlorine pump was in the bills for approval as he felt a backup should be on hand.

Mayor Cramer reminded all of the community meal on the 25th and also mentioned that the elected officials are down for the June 27th meal.

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

ALLOWAY	TESTING	\$ 265.00
HD SUPPLY	MISC PARTS	\$ 315.35
MIAMI PRODUCTS	CHLORINE	\$ 59.00
MOMAR	CLEANING COMPOUNDS	\$1061.46
RH SHELDON	WATER LEAK REPAIR	\$ 555.00
ROOT LUMBER	RESTOCK PLANT PARTS	\$ 227.55
TIME WARNER	PHONES/DSL/LIFT STATIONS	\$ 580.50
USA BLUEBOOK	TESTING SUPPLIES/DOME LID	\$ 927.29

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **May 8, 2017**, 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 1, 2017. Mayor Cramer presiding. Marshman, Baum, Cramer, Hayes, Gibson and Prater present. Motion by Baum second by Gibson, to approve minutes as presented. Motion passed 6-0.

Guests: Karen Rettig, owner of 240 S Walnut, presented information on what is happening with that home. It has become the site of Not an Ordinary Place, where they provide life experiences for individuals living with physical and mental disabilities. While speaking she also mentioned an issue with termites, noting their nesting location was a village tree. She requested it be brought down. Supt Cramer stated that he isn't surprised due to the cutting methods used by Asplundh as it exposes the heart of the tree. Council all agreed that the tree will be taken down.

Old Business: Marshman reported that the alliance meeting was cancelled and he attended another meeting with some State level politicians that were in the area. Next he reported that while speaking with the Arlington Mayor on other matters, the IGS Energy subject was broached and what he learned was different than what Hayes had reported at a prior meeting. He was told that the Village was never with IGS but did say that they are not happy with the supplier they do have. Hayes stated that his contact was a councilman. Marshman added that he just wanted council to be aware of what he had learned since they had been told otherwise.

Cramer spent the day reviewing the junk vehicle list and presented three vehicles in non-compliance. FO Spencer is to prepare the tow orders on the 2nd. Next he stated that once the rain stops and people have had a chance to mow the committee will start preparing weed and grass violations.

Prater reported that her contact was no longer interested in the former Trinity Church building. She added that she spoke with the owner's wife who said they were unsure if they wanted to sell it or what they might want to do with it. During the discussion it was noted that several windows are knocked out so Solicitor Schwemer will send a notice to get them boarded up.

New Business: Marshman reported that prior to the meeting he was handed a catalog with solar lighting fixtures in it and will review it for potential use at the welcome signs.

Gibson asked about an address assignment for Camp Common Grounds as there was no green number to aid in any 9-1-1 situations during events there. Supt Cramer stated that the green signs are for out of town and they have a street address that should be on a building somewhere. FO Spencer looked it up and told her that their address is 105 S Rangeline.

Baum brought up concerns on the Dunkirk Forum regarding a junkyard coming into town. Guest Lynn Inmon was present as she owns property near the location and doesn't want it there. Inmon asked if there was anything they could do to stop it. Solicitor Schwemer stated that with the Village there was a permit process but that the best deterrent would come with the hoops to jump through at the State level these days. In discussion it was stated that the property cannot be sold, only rented, due to underground gas tanks. Hayes stated that even if it got through council the State would stop him due to EPA and the tanks. Mayor Cramer asked if a letter could be sent stating what has been rumored and to inform them of the proper steps that must be taken. Hayes was hesitant to send a letter over hearsay, although he was in agreement that it would be good to clear things up before it progressed. Inmon mentioned that other home owners in that area were concerned as well. Solicitor Schwemer reiterated Hayes, stating that the council can't act on rumors. He also suggested that someone try a one-on-one talk with the tenant to inform them of the procedure should this rumor be true. Mayor Cramer will attempt to do so. The mayor asked that everyone keep an eye for any activity.

Superintendent's Report: Received a call from Dave Vasarhelyi, Sr Project Mgr for Trust Republic Lands. He is working with Michael Thomson, quarry realtor. His company's "Close to Home Parks Preserved" Campaign can obtain the lands and then donate to the Village if they would want it. One local project noted by Mr. Vasarhelyi was the Bellefontaine Girl Scout Camp. Council agreed they didn't want the land due to the liability of such a large body of water.

Fiscal Officer's Report: Correspondence Sent: Representative Letter and Senators Portman and Brown – requesting their support of the CDBG program which is currently excluded from the 2018 national budget. CSX – address assignment for a base station, needed for the E911 system.

Correspondence received: Hardin County Community Foundation- grant reward letters for trees, downtown flowers and downtown Christmas light strands; rec'd one denial for the park field conditioner. She added that the amounts would be known at the May 18 celebration event which she will attend. Received an email from CompManagement reporting the State's approval of BWC rebates in 2017. **Reports presented:** April month end: bank reconciliation; payment and revenue listings; wage earnings; investment listings; fund summary; revenue and appropriation status. **Income taxes:**

Many last minute filers. Several letters to be sent once things settle down. She added that most letters are just for the new declaration law and very few are corrections. **Other misc: none**

Legislation: none

Solicitor's Report: Nothing that hadn't already been addressed.

Mayor's Report: Noted still no entertainment for Fun Day. It was mentioned that the karaoke doesn't have much involvement so it was agreed there would be no contest. FO Spencer suggested having Qwik as a Wink come as a DJ but yet allowing people to perform karaoke for fun. Mayor Cramer asked that Spencer contact Qwik as a Wink and the bounce house people to get them reserved. The mayor will ask J Delong to contact the train owner. Baum noted the lack of interest in the corn hole tournament in 2016, as well as the lack of participation for any attempted adult contest aside from bingo. All agreed to go with bingo only. Baum also suggested trying to make a mudhole and do tug-of-war. Mayor Cramer will get with Motter to schedule his canopy now rather than waiting.

Motion by Gibson, second by Prater, to accept the financial reports as presented. Roll call 6-0

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

ACE HARDWARE	FERTILIZER	\$ 69.89
ADVANCE AUTO	BATTERY/OIL	\$ 180.84
AMERICAN ELECTRIC	OFFICES/LIFT STATIONS/PARK	\$3374.45
BLANCHARD TOWNSHIP	SHARE FOR SPRING CLEAN UP	\$ 477.81
DON HULL TREE CARE	TREE TRIMMING AND REMOVAL	\$1525.00
GREEN VELVET	FIELD CONDITIONER	\$1521.00
MOTTER LAWN SERVICE	TILLING OF BALL FIELDS	\$ 225.00
SCIOTO SIGNS	PARK SIGN BANNER	\$ 75.00
VERIZON	CELLS	\$ 128.92
WEX	FUEL	\$ 212.40

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **May 15, 2017**, was made by Prater and seconded by Marshman. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on May 8, 2017. All members present. Minutes were approved as presented.

Guests: Supt Cramer introduced Stu Smith and Alan Comesky, hydrologists and 'aquifer gurus'. They were present to discuss wells. Comesky showed a power point presentation that explained the procedure for a new well, from start to finish. They do everything per EPA code 3745-9 and that they base a site by utilizing ODNR reports, satellite imaging, USGS and more. They noted the 300 foot radius needed and said that the land would have to be owned and controlled by the village. It was stated that a new wellhead protection plan would have to be prepared for any new well as well; and they suggested a downhole video of a new well prior to operation- for any future need. Smith suggested that the village use a contingency plan with the landowner for potential sites. The purchase would hinge on whether the site was found to be viable for a well. He added that this would avoid ending up with land and no use should it not be a viable spot for a well. Smith went on to say that they, along with our engineers, would be able to assist in finding potential sites. With cost being of a concern for the board it was stated that there would be potential funding via the State Revolving Fund, RCAP, Issue II or CDBG. Smith and Comesky will put together a formal proposal for the site location so Supt Cramer can turn it in to the county Regional Planner to get the village on the list.

Fiscal Officer's Report: Correspondence Sent: Latta/Portman/Brown – re CDBG funding in budget year 81; Ohio Unclaimed Funds- proof of residency for former resident **Correspondence Received:** none **Utility account updates:** Discussed a residents desire to waive his late fees from the prior cycle as he was unaware that the day he puts on his online banking isn't the day the village gets it. Board agreed there would be no adjustments made. **Reports presented:** April month end: payment and revenue listings; appropriation, revenue and fund status. **Other Misc:** none

Superintendent's Report: Discussed the EPA survey letters. Noted that the only violations were a split in a screen of a cap which was already replaced; and then the need to deliver a pamphlet to residents which will be done at the same time as the CCRs to have door-to-door deliveries only once. They discussed some of the recommendations and plans to address them. Lastly, 'on a positive note, we had no water quality violations' stated Cramer.

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

ALLOWAY	TESTING	\$ 375.00
AMERICAN ELECTRIC	STREET LIGHTS	\$ 780.86
BURNHAM & FLOWER	FO BOND	\$ 350.00
FARMER'S CO-OP	DIESEL FUEL	\$ 397.85
FINDLAY IMPLEMENT	TRACTOR MAINT	\$ 69.86
FIRST CITIZENS VISA	MISC CHARGES	\$ 510.08
GREEN VELVET SOD FARMS	MARKING CHALK (PARK)	\$ 156.25
J&N HALLERS	DUMPSTER	\$ 475.00
ML TECH	CHLORINE	\$ 267.50
PUBLIC ENTITIES POOL	PROPERTY INS RENEWAL	\$10,579.00
SHELDON GAS	NATURAL GAS SERVICE	\$ 61.55
XEROX	MAINT AGREEMENT	\$ 86.33

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **May 22, 2017**, 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 15, 2017. Mayor Cramer presiding. Marshman, Cramer, Gibson and Prater present. Baum and Hayes absent. Motion by Gibson second by Marshman, to approve minutes as presented. Motion passed 4-0.

Guests: none

Old Business: none

New Business: Gibson reported on a conversation with the mail carrier regarding the lack of house numbers on so many homes here in the village. She asked if anything could be done and was informed that there is already a house number ordinance on the books. FO Spencer noted it is just not being enforced. Gibson also presented ordinance violations for signatures and reporting.

Prater reported that there were chunks of metal at the Bill Brooks property on E Washington and that they were subject to flying around in a storm and causing damage. Supt Cramer noted that there are also concrete blocks on the roof which could fall at any time and injure someone passing by. FO Spencer will request that Solicitor Schwemer send a letter to Mr. Brooks.

Superintendent's Report: Discussed the EPA plant survey, stating that two minor violations were found – a hole in a screen for a vent and a required pamphlet needing distributed every so many years. He stated that the screen was already fixed and he was planning to distribute the pamphlets and CCRs at the same time. Cramer also reported that the Evans Field outfield fence will be installed on the 16th; he is working on the new sewer permit paperwork; all downtown flowers were planted except those by the memorial benches which FO Spencer has sent letters to allow family to plant if desired; the camera people for the park security cameras were coming on the 16th to view the footage and try to figure out why there was a lapse in time on the camera during the time of the most recent vandalism. Next Supt Cramer announced that on July 14 there will be a Friday Night Cruise In downtown with a car show, dinner, DJ, games, kettle corn and more. He stated that the proceeds for this first year will be going toward the 8th grade trip to DC for school year 17/18. He requested and was given the day of the event off as he is involved in the organization of the event. Lastly Cramer brought up a suggestion that he and McCoy get paid extra when cleaning up ordinance violations of trashy houses. His reasoning was the health conditions of many of the properties and that they run into animal feces, maggots, mold, and syringes. FO Spencer suggested a per site stipend using a portion of the amount assessed to the owner for said violation. Mayor Cramer has asked that the contract committee meet and come up with a recommendation. Marshman will contact the other members and report with the date of meeting so it can be posted properly ahead of the meeting.

Fiscal Officer's Report: Correspondence Sent: Letters regarding flower pots at memorial benches as stated above. As requested at the last meeting, tow orders were sent to Fender Benders for 3 vehicles **Correspondence received:** OH Atty General-request to discuss the TY15 school district withholding to resolve issue. US Bankruptcy Court – reporting on a resident filing BR in which the village was named as a debtor. Received a bill and proof of publication from Kenton Times but also a statement showing a credit balance from an apparent overpayment, therefore it was not presented for payment. **Reports presented:** none **Income taxes:** nothing new **Other misc:** none

Legislation: none

Solicitor's Report: n/a

Mayor's Report: Read a thank you note from Karen Rettigg for removing the termite infested tree so quickly following her request at the last meeting. She spoke with the tenant of the old Community Oil station and was informed they will be scrapping but that there would be nothing outside. It was brought up that they would still need the permit. Supt Cramer noted that once they filed their permit with the Village and were square with us, then it would be up to the State to see that they followed through with their rules for a junk/scrap yard. The mayor will take a printout of the ordinance and present it to them and discuss the need for a permit still. She did not discuss the illegally connected camper since they are to be receiving a letter from the solicitor in regard to it. Lastly Mayor Cramer brought up the Community Center Meal that council will be providing on June 27. It was decided that the menu would be hamburgers, hot dogs, bags of chips, baked beans and desserts. Prater offered to prepare the beans.

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

DON HULL TREE CARE	TREE REMOVAL	\$650.00
J & N HALLERS	GARBAGE REMOVAL	\$152.00
SCIOTO SIGNS	PARK SIGM PROGRAM SIGN	\$ 75.00

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, **June 5, 2017**, was made by Marshman and seconded by Cramer. Motion passed 4-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on May 22, 2017. All members present. Minutes were approved as presented with one addition by Supt Cramer noting that the pamphlet to be distributed was on backflow prevention and cross connections.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Kenton-Hardin Health Dept – correspondence regarding occupied properties with no water service due to delinquency. **Correspondence Received:** OEPA notices of violation from inspection and notice of violation resolution. **Utility account updates:** Discussed a previous owner, Bill Miller, moving back into the village and paid the back bills from before. After much research it was found that the property he owned was foreclosed and all balances were paid in the sale. It was decided that the village is not responsible for collecting on behalf of the bank that paid it and that it isn't even known if the bank actually paid or if it was collected by them during the sale. Therefore the payment made by Mr Miller will be credited to the new account where he is renting – except a portion for discovered unbilled usage following the assessment. FO Spencer noted that she waived the late fee for C Zeigler of 271 W Washington as she is moving and a final readout and bill will be necessary. **Reports presented:** none **Other Misc:** none

Superintendent's Report: Informed board members that both violations were taken care of and reported to OEPA. He has turned over information to FO Spencer and she will be preparing the CCRs for distribution. A wastewater survey was performed and so letters reporting their findings will be soon to come. He added that there were no violations found and actually had compliments given by the inspector.

Hipsher asked Supt Cramer about the catch basins being slow to drain during the last rain event. Cramer stated that they were all blown out last Fall but that people throw their grass clippings into the road and bog them back down. Supt Cramer added that it is against State law to blow your grass clippings into the road and that all it takes is one pass down the road blowing them back into the yard.

Mayor Cramer reminded all of the community meal on the 23rd.

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

ALLOWAY	TESTING	\$ 258.70
HACKWORTH CONST	WORK @ TILE BLOWOUT	\$ 200.00
ML TECH SERVICES	CHLORINE	\$ 180.00
OPWC	LOAN PAYMENTS	\$15,166.52
SPECTRUM	PHONES/DSL/LIFT STATIONS	\$ 580.50

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **June 13, 2017**, 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 June 5, 2017. Mayor Cramer presiding. Marshman, Gibson, Prater, Hayes, Baum and Cramer (tardy) present. Motion by Gibson second by Prater, to approve minutes as presented. Motion passed 4-0-1 abstain (Baum).

Guests: none

Old Business: Hayes reported receiving a call regarding flower pots not being at one memorial bench. It was a situation of not having enough pots and Supt Cramer was already in the process of donating two of his for that bench. Hayes contacted the person and explained.

Marshman presented the recommendation of the contract committee to not provide additional pay to Supt Cramer and Assistant McCoy for cleaning up properties. Marshman also suggested to Supt Cramer that he follow the proper channels and approach the mayor first, then if not resolved then come to council.

New Business: Gibson brought up that the roads to the south weren't blocked for the Memorial Day Parade. She then asked if council could declare no parking on Main Street during parades. She was advised that this would be up to the individual(s) in charge of each parade. Next Gibson brought up requests of ball parents wanting a piece or two of playground equipment for their toddlers near the ball diamonds. She added that the CIC was willing to make the purchase. Council agreed they were not interested in starting a second playground area at this time. It was also confirmed that the store sets CIC had as samples wouldn't pass the liability insurance standards.

Baum asked that the park committee meet Wednesday. She will get with the other members and set up the time. FO Spencer asked that she be notified once set up so that the proper posting would be done prior to the meeting.

Marshman brought up a Kenton Times article about Kenton City taking ordinance violators to court and asked if that would work for Dunkirk as well. Schwemer had already discussed this issue with their solicitor and he feels it would be too costly for the village to do as it was a very timely process. Prater noted that it sounded like 'more money than it was worth'. Schwemer stated that he would keep an eye on Kenton as it goes forward and then if it look more promising than what was assumed he could put it together for Dunkirk.

Gibson turned in several ordinance violations to be sent notices.

Superintendent's Report: Reported that the wastewater inspection went well with no violations. Stated a request from softball coach Beth Thomas for keys to the HS shed. He informed her that was there specifically for the HS and that all summer league gear was to be stored in the shed by the concession stand to be viewed by the cameras.

Mayor Cramer asked the he discussed the findings of the security camera footage of the recent vandalism. Supt Cramer briefly stated that the cameras didn't catch the vandalism as a four hour time frame of footage was missing. He and the mayor are certain of who it was but cannot proceed given the cameras did not catch it.

Fiscal Officer's Report: Correspondence Received: USDA- paperwork for the June 7th compliance review completed and turned in already; OH Dept of Taxation – request for a 2016 report which has already been sent; OH DAS invitation to open house; OH Municipal League's Village Salary Survey; PERSO's acknowledging receipt of accident report at lift station; and Sheldon Gas – rate increase. **Correspondence sent:** Hardin Health Dept – reported a complaint of alleged garage occupancy. FO Spencer noted that she has learned this may already be remedied. **Reports presented:** May month end- Bank Reconciliation; payment and revenue listings; fund summary; appropriation and revenue status; investment listing; wage earnings; appropriation supplemental. **Income taxes:** Announced she will be attending in an income tax seminar July 12, 13 and 14 at a member cost of \$200. Motion by Marshman, second by Baum to approve her attendance. Motion passed 6-0. **Other misc:** The new UAN computer has arrived. She will begin the rollover of programs from the old computer so council can decide what to do with the equipment. She reminded them that they can donate it or take bids to sell it. FO Spencer also reported that the restroom cabinet was broken into again between May 17 and 22; that the AVG security on the old computer does protect against the ransomware and that she was certain UAN had their systems all protected; and that she is assisting the CIC with their Hinkle notes for the auditor.

Legislation: none

Solicitor's Report: Received a call from owner VanVoorhis regarding an ordinance violation on his S Walnut property. Supt Cramer noted that it was not fully taken care of still so the solicitor will contact the owner and inform him of further steps needed. Next Solicitor Schwemer discussed the Ohio tax credit program for nuisance properties. Some rules were that it must be a new owner, not related to the prior owner; the new owner must get 3 bids for the cleanup even if he plans to do himself as the amount of credit correlates with those bids; the maximum credit was \$10K. He also added that depending on the credit amount there could be a need to contact the HN school district for their approval as well. It was suggested that someone from the village discuss this program and the village's goals with the school ahead of beginning the program so they have a chance to learn more if desired. Solicitor Schwemer noted that the legwork on the village's end was minimal but would need an ordinance to set up. Council all agreed to participate in the program. Baum asked if the property was the new owner's to do with what he wanted, such as donate for a habitat house. It was confirmed that the owner could do as they so pleased. Lastly Solicitor Schwemer went over an option for the village, as a creditor, to force a sale of the Reich property. Motion by Marshman, second by Baum, to open an estate on behalf of the Reich property and to name the mayor as executor of the estate. Motion passed 6-0.

Mayor's Report: Stated that she delivered the junk ordinance to Hoyt as discussed in prior meetings. Details of the June 27th village officials' turn for the Community Meal and Family Fun Day were discussed.

Baum asked the council encourage all residents of Main Street to place the little flags along their properties for the 4th of July week, or even the entire month.

Motion by Gibson, second by Prater to accept the financials as presented. Motion passed 6-0/

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

ACE HARDWARE	MISC SUPPLIES	\$ 30.93
AMERICAN ELECTRIC	ELECTRICITY	\$ 2865.56
DISPLAY SALES	CHRISTMAS LIGHTING	\$ 1067.50 (\$500 GRANT)
ELWER FENCE	OUTFIELD FENCE AT EVANS FIELD	\$10575.00
FINDLAY IMPLEMENT	MOWER BLADE	\$ 70.77
FIRST CITIZENS VISA	MISC CHARGES	\$ 817.85 (\$500 GRANT-FLOWERS)
GOV'T ACC'TING SOLUTIONS	TAX SOFTWARE PAYMENT 10 OF 20	\$ 475.00
KENTON TIMES	LEGAL ADS	\$ 36.48
MOMAR	WEEK KILL	\$ 303.98
OHIO TREAS - OEPA	SEWER PERMIT RENEWAL	\$ 200.00
OHIO TREAS - UAN	3 RD QUARTER 2017 FEES	\$ 762.00
OH MUNICIPAL LEAGUE	INCOME TAX SEMINAR	\$ 200.00
ROOT LUMBER	MISC SUPPLIES	\$ 102.38
VERIZON	CELLS	\$ 128.92
WCOIL	SECURITY CAMERA ASSIST	\$ 33.75
WEX BANK	FUEL	\$ 257.39
XEROX	MAINT AGREEMENT	\$ 73.89

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **June 19, 2017**, was made by Marshman and seconded by Baum. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on June 12, 2017. All members present. Minutes were approved with correction of a meeting date.

Guests: none

Fiscal Officer's Report: **Correspondence Sent:** EPA – SPDES renewal application and payment
Correspondence Received: none **Utility account updates:** F Johnson requested special arrangements. Board will only allow the regular deadline of the 25th. Delong will contact her and inform her of the decision since no number was given. FO Spencer noted that she waived the late fee for Kris Delong as they were in the process of moving and a final readout would be necessary. **Reports presented:** May month end: payment and revenue listings; appropriation, revenue and fund status. **Other Misc:** Discussed the USDA compliance review of June 7. Stated that financials were all good but they were asking for action on some A.D.A. & L.E.P. issues, including an addition to the water service agreement.

Superintendent's Report: Has quotes coming in for a full water tower inspection as the last was performed in 2009. Noted that several areas where they had water leaks over the winter were finished with concrete earlier in the day. Announced that the CCRs and Backflow Prevention/Cross Connection Control pamphlets are now available at the library and will be online as well. Also reported that the wastewater permit was finished and sent for renewal; they will soon start on finding more curbstops to eliminate more indoor meter locations; last salt load lasted 2 ½ months ; and 159 E Patterson is still off with occupants. FO Spencer will contact health department to verify he received her message since this situation is in their hands at this time.

Mayor Cramer discussed the community meal that the village officials are providing this month. Urged all to donate and bring desserts.

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

ALLOWAY	TESTING	\$ 27.00
BRIAN SHOOK ELECTRIC	LIFT STATION REPAIR	\$2000.00
BRIAN SHOOK ELECTRIC	LAGOON PUMP REPLACE/REPAIR	\$ 500.00
HACKWORTH CONST	CONCRETE WORK	\$ 500.00
HARDIN CO TREASURER	PROPERTY TAXES	\$ 18.01
ROOT LUMBER	ROOF CAULK	\$ 5.98
SHELDON GAS	NATURAL GAS	\$ 42.87

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **June 26, 2017**, 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 June 19, 2017. Mayor Cramer presiding. Gibson, Prater, Hayes, Baum and Cramer (tardy) present. Marshman absent. Motion by Baum second by Prater, to approve minutes as presented. Motion passed 4-0.

Guests: Jon Cross was present on behalf of the Chamber Business & Alliance noting he is working with Mayor Cramer to bring a dollar store to the Dunkirk area. He also discussed his run for State Representative and asked for the council's support. Cross noted that his aim is "to get the State to work for little districts rather than cities". He added that he felt a representative should simply "vote your conscience and vote your district" rather than making their vote a bargaining chip.

Old Business: Cramer was asked by the Mayor if the 30 day limit was up on the vehicle at 211 N Walnut. It was confirmed so she asked him to get the second picture for the violation reporting.

Gibson brought up concerns regarding the B Taylor property asking why there isn't a fence required and why it wasn't a junkyard. Since Solicitor Schwemer did go personally view the property following the last meeting he attended, Mayor Cramer will contact him to see what he decided could be done.

Prater noted that the blocks were still on the roof of the B Brooks building. Discussed the N Marquart property as to a vehicle on blocks and the weeds. It was suggested that the vehicle might be on village right-of-way allowing for immediate tow order. Councilman Cramer will get pictures taken and write up the violations on all vehicles and the weeds. Also discussed was the camper sitting on village right-of-way at the R Bowermaster property. Prater stated she has someone interested in hauling it away to break it down and part it out. There was question as to the ability for the town to give it away but Mayor Cramer will check with Solicitor. Action will be taken according to his response. Next Prater asked if businesses could advertise on the welcome signs. She was informed it could only be non-profits and such organizations.

Baum reported that she made contact with a Reich family member who has agreed to try and obtain the needed addresses for the action being taken on the property in Dunkirk.

New Business: Gibson stated that people are asking about community garage sale. The days of July 28-29 were chosen by council. It was stated by Baum that there was no need for maps and listings, just some fliers advertising the event.

Baum asked if Melissa Bowers could participate in Fun Day promoting her Alley Cat program. Next Baum discussed the results of the park committee meeting. The committee recommends reconsideration of the CIC purchasing some sort of playground unit to place around the ball field area and to put in more parking. Prater noted that many parks she has visited have more than one play area. Cramer noted that their meeting was during a four game night and there was nowhere to park. Cramer then made suggestions to what areas could be easily turned into a lot. Council asked Supt Cramer to put together an estimate. He stated he would also see if he could get stone donated as he did with the Evans field. Motion by Baum, second by Cramer, to accept the CIC donation of a piece of playground equipment for the ball park area. During roll call Hayes noted his desire to spend tax money on things that is for all taxpayers rather than just a few. He also questioned at what point the park quits being a park and is just a big parking lot. Gibson noted that when they can hold tournaments the whole town benefits in the way of increased traffic to businesses as well as the CIC making more for their many contributions to the village. Motion passed 5-0.

Superintendent's Report: Informed council that a sign was purchased thanking all those who donated money, time or supplies to the Evans Field.

Fiscal Officer's Report: Correspondence Received: PEP – insurance declaration page and proof of insurance cards for vehicles. OH Treasurer – regarding inactivity on Foltz's CPIM account.

Correspondence sent: none **Reports presented:** Ordinance Violation reporting update **Income taxes:** Last batch of letters regarding the new declaration payment law went out and she will work with them on catching up their payments. She noted that a few correction letters and the payroll withholding timeliness letters are all that are left of all taxes filed to date. **Other misc:** Presented the results of the USDA compliance review. She noted issues council must address by the next review in three years. While the financials were all compliant they had building renovations needed for A.D.A. compliance and action plan in place for the L.E.P. program. Next she reminded council that there would be 4 council seats open this election year and reminded those interested in returning would need to file. Informed council that the Xerox was having issues and a technician was working to resolve them.

Legislation: ORDINANCE 2017-05 AN ORDINANCE AMENDINT THE VILLAGE OF DUNKIRK CODIFIED ORDINANCE BY THE ENACTMENT OF THE TITLE THREE, CHAPTER NINETEEN ENTITLED "TAX CREDIT FOR ABATING NUISANCE ON TAX FORECLOSED PROPERTY" AND ESTABLISING AN INCENTIVE FOR PERSONS TO ABATE NUISANCE PROPERTIES IN THE VILLAGE OF DUNKIRK, OHIO.

Motion to pass the first reading by Prater, second by Gibson. Roll 5-0.

Solicitor's Report: n/a

Mayor's Report: Mayor Cramer noted her approval of the following vacation days for Supt Cramer. June 26 & 27, August 14-20. Next she discussed final details for the community meal. Mayor Cramer read the contract committee meeting minutes as prepared by Marshman. It was noted by the committee that to refuse to clean up the properties would be a major infraction of contract. Supt Cramer stated that he originally approached council rather than the mayor because his contract states that wages and such were under control of the contract committee; he was not trying to avoid asking the mayor. Prater stated that the council is responsible to provide the proper safety equipment for them, such as boots and gloves. Mayor Cramer said for them to clean up a property as best as possible, using shovel and tractor as necessary. But if they run across health risk to even do that they are to leave it. Gibson voiced concern as to what is done about those items left then. No solution was given.

Supt Cramer informed council that due to the amount of response to the Doug Bailey Memorial Friday Night Cruise In there may be a need to close off a section of Wayne Street.

Prior to bills being accepted the bill for Landtech/NHCFD was brought up. Council was concerned with not having been informed that there was a need for a door replacement. Council felt they should have had a say in the replacement, at the least, since it is the Village's building. All agreed council will not assume a share and therefore will not pay that bill. Since Fire Board representative Marshman is absent, Mayor Cramer will contact him about the decision so he can inform the district.

Motion by Prater, second by Cramer, to accept the bills as presented excluding payment to Landtech/NHCFD for a door and keypad:

LANDTECH	NEW DOOR & KEYPAD TO BLDG	\$ 615.45
KLEEM	STREET SIGNS	\$ 271.33
ROOT LUMBER	CAULK – TOWNHALL WINDOW	\$ 15.97
SCIOTO SIGNS	SIGN AT EVANS FIELD	\$ 50.00

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, **July 3, 2017**, was made by Cramer and seconded by Prater. Motion passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on June 26, 2017. All members present. Minutes were approved with correction of a meeting date.

Guests: none

Delong was asked by Adam Bowermaster if he could move into his father's trailer without paying the outstanding balance. All agreed that the current policy (stating that all balances must be paid to return service) stands for him just like everyone else.

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** none **Utility account updates:** B Paugh sold property but didn't pay his final bill. New owner, D Baier requests a waive of the late fee. Board agreed to waive the fee. Reported that five accounts were shut off for nonpayment on the 21st; also that tenant at the R Powell property has moved out and the meter will be pulled as formerly agreed upon once McCoy verifies with Supt Cramer. **Reports presented:** delinquent list **Other Misc:** water bills will be printed on the 27th.

Superintendent's Report: (as reported by assistant McCoy) Received a quote of \$1000 from Hackworth Construction to haul approximately 35-40 loads of debris from the plant property and the remaining rail yard area. Motion by Driskill, second by Hipsher, to accept quote. Motion passed 3-0. He reported that the new chlorine didn't arrive today as scheduled. Board asked that McCoy inform Cramer in the morning so he can make contact.

Hipsher asked Delong if he managed to contact F Johnson. Delong confirmed he discussed her deadline and suggested finding and fixing her leak to help with making her bill.

Mayor Cramer reminded all of the community meal on the 27th that is presented by the village officials.

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

ALLOWAY	TESTING	\$ 52.00
ROOT LUMBER	MISC CHARGES	\$ 68.88
ROBINSON SALT	TREATMENT SALT	\$4285.62
SPECTRUM	PHONES/DSL/LIFTS	\$ 580.50

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **July 10, 2017**, 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 July 10, 2017. All members present but Delong. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: (as presented by Supt Cramer in her absence) Correspondence Sent: none **Correspondence Received:** none **Utility account updates:** none. **Reports presented:** June month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc:** Reminder that she will be out of the office July 12 for an income tax training.

Superintendent's Report: Will be pulling meter at the R Powell rental property as the tenant left. Presented the 2018 Corpro service agreement for \$840. Motion by Driskill, second by Hipsher, to accept. Motion passed 2-0. Next he presented the two quotes received for tower inspection and cleaning. Pittsburg Tank - \$1250.00 and Midco - \$2545.00. Motion by Driskill, second by Hipsher, to award the work to Pittsburg Tank. Motion passed 2-0.

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

ALLOWAY	TESTING	\$ 193.20
AMERICAN ELECTRIC	ELECTRIC	\$1599.98
HACKWORTH CONST	RUBBISH REMOVAL	\$1000.00
CORRPRO	TOWER INSPECTION	\$ 800.00
FIRST CITIZENS VISA	MISC CHARGES	\$ 450.89
HENSEL READY MIX	STONE FOR LEAKS	\$ 635.50
INDUSTRIAL FLUID MGMT	LAGOON TREATMENT	\$5066.00
LANDTECH	MOSQUITO SPRAY 1&2	\$ 646.00
MIAMI PRODUCTS	CHLORINE	\$ 456.25
PAUL CRAMER	FINDERS FEE	\$ 747.00
TSC	MISC CHARGES	\$ 36.97
SHELDON GAS	NATURAL GAS	\$ 12.60
VERIZON	CELLS	\$ 128.92
WEX	FUEL	\$ 180.37
XEROX	MAINT AGREEMENT	\$ 83.64

PAYROLL AND LIABILITIES

Motion passed 2-0.

Motion to adjourn until the next regular meeting, **July 24, 2017**, was made by Driskill, second by Hipsher. Motion passed 2-0.

BPA President

Fiscal Officer

The Village of Dunkirk council was unable to hold its July 3, 2017 meeting due to an incomplete quorum. Only Cramer, Baum and Marshman were present.

The Village of Dunkirk council met in regular session on July 17, 2017. Mayor Cramer presiding. Gibson, Prater, Hayes, Baum, Marshman and Cramer (tardy) present. Motion by Baum second by Gibson, to approve minutes as presented. Motion passed 5-0.

Guests: none

Old Business: Prater brought up property owned by J Hartman and N Marquart for grasses. Supt Cramer noted Marquart is mowed but the lot owned by Hartman is not.

New Business: Reported receipt of an ordinance violation letter meant for another property owner. It was stated that the error was already taken care of by FO Spencer and Councilman Cramer.

Superintendent's Report: Thanked council for allowing him to hold the Doug Bailey Memorial Friday Night Cruise In in downtown Dunkirk. He said it was a big success and he will definitely be continuing the event. Some of the proceeds went towards individual HN 8th graders for their Washington DC trip, a donation was made to the Hardin County Dog Pound in Doug's name, and they are creating 2 scholarships for HN students going into the automotive field. Next Supt Cramer discussed the recent flood. He reported that 4 lift stations were submerged but he has reported such to the EPA. Council complimented Cramer and McCoy on the handling of the flood.

Fiscal Officer's Report: Correspondence Received: Hardin Co Victim Assistance - case update on the 2016 Waller accident; First Citizens – renewal application of agreement; Kenton Hardin health Dept – a copy of the Cottage Food rules for FO Spencer to make available to citizens during garage sale season; Atty General – recognition of document receipt **Correspondence sent:** Tow order for Bowermasater camper. **Reports presented:** June month end: bank reconciliation; payment and receipt listings; fund summary; appropriation and revenue status; wage earnings; investment listing; appropriation supplemental. **Income Taxes:** Quarterly report of receipts handed out. **Other misc:** Discussed her income tax trained she recently attended. Presented all with a printout showing the drop in electric bill with the first IGS billing. Asked finance committee to meet in August to review budgetary amendments for the balance of the year as well as begin preparation for the 2018 budget. She added that she welcomed any 2018 project needs or wishes.

Legislation: ORDINANCE 2017-05 AN ORDINANCE AMENDINT THE VILLAGE OF DUNKIRK CODIFIED ORDINANCE BY THE ENACTMENT OF THE TITLE THREE, CHAPTER NINETEEN ENTITLED "TAX CREDIT FOR ABATING NUISANCE ON TAX FORECLOSED PROPERTY" AND ESTABLISING AN INCENTIVE FOR PERSONS TO ABATE NUISANCE PROPERTIES IN THE VILLAGE OF DUNKIRK, OHIO.

Motion to waive the three reading rule by Marshman, second by Gibson. Roll 6-0.

Motion to pass ordinance 2017-05 by Marshman, second by Baum. Roll 6-0.

Solicitor's Report: n/a

Mayor's Report: Asked councilman Cramer to obtain a second photo of the Kindle car as the 30 day limit has passed and it has not moved. She asked the ordinance committee to take a look at the J Heacock property and to take a pass through the village for any other violations. Read the invitation for the open house the Not An Ordinary place and asked that council members take a moment to pop in and see what it is about so they are more informed with this added service in the Village.

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

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

ADVANCE AUTO	MISC CHARGES	\$ 55.98
ROOT LUMBER	MISC CHARGES	\$129.26

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **August 7, 2017**, was made by Baum and seconded by Marshman. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on July 24, 2017. Delong, Hipsher and Driskill all present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** Pittsburg Tank – certificate of insurance **Utility account updates:** FO Spencer spoke with the son responsible for the Dye Sr water bill. They now understand what is needed to get the account current and stay current. They are sending the entire balance and asked if the late fee for this current cycle could be waived as he tried to talk to someone on the 20th, prior to the deadline. All agreed to waive the current late fee only. **Reports presented:** none **Other Misc:** nothing

Superintendent's Report: Received the proposal from Ground Water Science. The proposal is from assisting in finding a well through the end of the project and putting the well into operation. Cramer asked that everyone take the document home and review to be ready for discussing at the next meeting. Pittsburg Tank has already made contact to get the tower work scheduled. Nest Supt Cramer presented the Village's waterline map from the HN school location. He stated that the school is needing a new line for the new diamonds and concessions. HN employee Webb provided Cramer with contact information for the engineer in charge of the project so they could discuss details. Supt Cramer did note to Webb that the planned 4" tap would be \$56,000. Hipsher wanted to be sure that there wasn't a plan to give them the tap like was done for several when supplying the school with water initially. Lastly Supt Cramer showed maps and pointed out the location of a plug in a village storm tile. There is approximately 1000' to be repaired and in locating the issue they have two private properties with exposed holes. Cramer noted that this was an emergency situation due to the water problems as well as these open hazards. Motion by Delong, second by Hipsher that FO Spencer be permitted to add \$2500 to the Fund 2011 capital outlay line ahead of the council adopting their budget amendment to cover this emergency repair. Motion passed 3-0. Cramer stated the work is scheduled to be done on Thursday. Supt Cramer noted he has a class on July 26 and August 9.

Delong asked about the Zumbrum situation he and Supt Cramer had dealt with in the absence of FO Spencer last week. It was noted that she paid one of the two payments. Delong then recalled that the second payment was with money to come on the first of August.

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

ALLOWAY	TESTING	\$ 193.20
AMERICAN ELECTRIC	ELECTRIC	\$1599.98
HACKWORTH CONST	RUBBISH REMOVAL	\$1000.00
CORRPRO	TOWER INSPECTION	\$ 800.00
FIRST CITIZENS VISA	MISC CHARGES	\$ 450.89
HENSEL READY MIX	STONE FOR LEAKS	\$ 635.50
INDUSTRIAL FLUID MGMT	LAGOON TREATMENT	\$5066.00
LANDTECH	MOSQUITO SPRAY 1&2	\$ 646.00
MIAMI PRODUCTS	CHLORINE	\$ 456.25
PAUL CRAMER	FINDERS FEE	\$ 747.00
TSC	MISC CHARGES	\$ 36.97
SHELDON GAS	NATURAL GAS	\$ 12.60
VERIZON	CELLS	\$ 128.92
WEX	FUEL	\$ 180.37
XEROX	MAINT AGREEMENT	\$ 83.64

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **August 14, 2017**, was made by Driskill, second by Hipsher. Motion passed 3-0.

The Village of Dunkirk council met in regular session on August 7, 2017. Mayor Cramer presiding. Gibson, Prater, Hayes, Baum, Marshman and Cramer (tardy) present. Motion by Baum second by Gibson, to approve minutes as presented. Motion passed 5-0.

Guests: Bob Carder was present to request support when he runs for County Commissioner in the spring primary. He also thanked all those who supported him in the last election.

Tim Street of MidOhio Energy was present to put a face on their business and remind people of the grants they provide regularly. FO Spencer thanked him for the years of their support of the Family Fun Day event.

Resident Peggy Rickle was present to discuss an assessment she was recently made aware of. During the purchase of a property at 479 W Patterson there was an ordinance assessment in transit. She requested that it be waived due to the circumstances. Solicitor Schwemer confirmed that since the date the assessment was stamped by the county was after the date of the sale, the assessment would have to be waived. FO Spencer will inform the county of the reversal for the ordinance violation assessment.

Old Business: Hayes discussed the county hazard mitigation plan meeting. Mayor Cramer explained that they need input on the plan so it can be finalized. Hayes explained that once the plan is finalized it gets sent to FEMA for approval. Once approved then each entity of the county will be asked to sign up on the plan by resolution. This plan should allow for more access to grants later on.

New Business: Marshman discussed a finding in the village attic brought about by former clerk Robert L Douglas. Two trunks were found and within them are items from the Grand Army of the Republic (GAR). FO Spencer has CONTACTED THE Hardin County Museum and they are interested in taking possession should the village want to donate the items. Solicitor Schwemer stated that he felt the donation would have to follow the retention schedule since it was on village property. FO Spencer will begin preparing documents and get the process started. Marshman stated he was grateful that Mr Douglas shared this information.

Gibson presented several ordinance violations which would be passed around for signatures. FO Spencer will then scan and send to the solicitor's office. Next Gibson noted that the CIC would like to pay for the tile to go on top of the new outfield fence. Supt Cramer will work on getting the tile.

Prater had a resident ask if a pole barn was allowed to be built in the village limits. All agreed there was nothing saying it couldn't. Supt Cramer stated that she may want to tell the resident to be sure of where their lot lines are so they don't cross one.

Baum had a resident asking about the grass alleyway that runs between the houses of W Patterson and W Wayne. One is wanting to place a garage in back of their property and access it via the legal alley while another is now upset that he has mowed this area (at his property location) and has stated he will no longer do so if the village is going to stone the alley. It was noted that the alley will not be stoned as parts of it are not even accessible. All agreed that it could be used for accessing a garage as requested.

Superintendent's Report: Discussed issues with the flooding event at Southside Marathon's pumps. He had the county come in and a considerable plug was found. Through jetting they learned that the tiles were collapsed and a need for 300' of tile would need replaced. He noted that they pulled tree roots out that were all of 6' long. Supt Cramer added that the BPA approved the repair and motioned to allow FO Spencer to add to appropriations in advance of ordinance in order to address this issue because of open holes on two properties and the liability of them being open for any long period of time. Supt Cramer stated that while BPA is to make decisions on the storm sewers but since there was the action taken on the financial end he felt they should be informed. FO Spencer added that she hadn't needed to make the addition as of yet. Cramer said that Southside shouldn't flood again not. Next Supt Cramer reported that they would be jetting a tile on W Washington soon to clear it of debris. Lastly Supt Cramer announced he would be attending a training on the 9th and on vacation the 12th – 23rd.

Fiscal Officer's Report: Correspondence Received: Kenton Hardin Health Dept- offering to come give flu shots to village officials/employees. Council declined; Census – forms to complete.

Correspondence sent: Tow order for Kindle car was sent to Fender Benders. **Reports presented:** July month end: bank reconciliation; payment and receipt listings; fund summary; appropriation and revenue status; wage earnings; investment listing; appropriation supplemental. **Income Taxes:** Forwarding delinquencies to solicitor soon and asked how council wanted to deal with those who suddenly wish to settle prior to the hearing. Hayes felt it would need to be on a case by case basis as each situation may be different. Marshman disagreed stating we need to treat each case the same to avoid showing favoritism. All agreed that however FO Spencer chose to treat those situations she was to be consistent.

Other misc: Asked again to hold a finance committee meeting before the Sept 18 meeting so an amended budget could be passed at that meeting. A date of Aug 31 at 1:30 was set. Stated she renewed the village's SAM code so they were eligible for any federal monies should they need. Added that a small box/binder of old correspondence was found and will be placed in a locked cabinet now. Next FO Spencer stated that she has revived her plan to create a "Mayor's Wall" and has already contacted several relatives to try and obtain a picture of those past mayors. Reported that the computer systems are all switched over and the Optiplex 740 is ready for donation or sale. It was decided to try and sell the system this time. Lastly Spencer reported that she would be working shortened hours on August 21 and taking full personal days on the 22nd and 23rd in order to prep for the fair. She noted that she would be attending the meeting on the 21st.

Legislation: ORDINANCE 2017-06 AN ORDINANCE AGREEING TO ACCEPT A DEED OF REAL ESTATE LOCATED ADJACENT TO 170 WEST PATTERSON STREET IN THE VILLAGE OF DUNKIRK, OHIO AND DECLARING AN EMERGENCY.

Motion to waive the three reading rule by Marshman, second by Cramer. Roll 6-0.

Motion to pass ordinance 2017-06 by Cramer, second by Marshman. Roll 6-0.

ORDINANCE 2017-07 AN ORDINANCE DECLARING ITEMS OF PERSONALITY OWNED BY THE VILLAGE OF DUNKIRK, OHIO AS UNNECESSARY FOR MUNICIPAL PURPOSES AND AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS FOR THE SALE OF SAID PROPERTY AND DECLARING AN EMERGENCY.

Motion to waive the three reading rule by Marshman, second by Cramer. Roll 6-0.

Motion to pass ordinance 2017-07 by Cramer, second by Baum. Roll 6-0.

Solicitor's Report: nothing aside from that already discussed

Mayor's Report: Asked council if they would approve of the village moving on to publishing the heir for the Reich property since they are not responding to contacts made. All agree to move along in the process of the mayor becoming the executor on file.

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

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

ACE HARDWARE	MULCH N WELCOME SIGN	\$ 14.97
AMERICAN ELECTRIC	ELECTRIC	\$3106.19
FIRST CITIZENS VISA	MISC CHARGES	\$ 678.32
KLEEM	TRAFFIC PAINT	\$ 328.16
LANDTECH	TREATMENTS 3-7	\$1615.00
MAYOR'S ASSOCTION	MEMBERSHIP RENEWAL	\$ 40.00
ROOT LUMBER	TILE REPAIRS & FAUCET	\$1929.99
SHELDON GAS	NATURAL GAS SERVICE	\$ 12.60
SHELLEY MATERIAL	TILE REPAIRS	\$ 516.16
TSC	LANDSCAPE CHEMICALS	\$ 178.96
VERIZON	CELLS	\$ 133.98
WEX BANK	FUEL	\$ 221.05
XEROX	MAINT AGREEMENT	\$ 17.20

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **August 21, 2017**, was made by Cramer and seconded by Baum. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on August 14, 2017. Delong, Hipsher and Driskill all present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report (as presented by Mayor Cramer): Correspondence Sent: none

Correspondence Received: none **Utility account updates:** Zumbrum paid deposit but not the landlord's balance on account. McCoy told to turn off when doing shut offs. Noted the unusually high number of accounts without arrangements on the delinquent list presented. Made note of service shut off for leak at 159 E Patterson but with occupants living there. Health Dept legal counsel wishes for the villages to exhaust their steps per ordinance before contacting them. Dunkirk Ordinance is weak on steps for properties occupied without service and FO Spencer will be working with Solicitor Schwemer to prepare a draft for approval to be added to the new codified ordinances. **Reports presented:** July month end: payment and receipt listings; appropriation, revenue and fund status **Other Misc:** Board agreed to hold off on discussing the Ground Water Science proposal on the well project until Supt Cramer was in attendance. They also chose to hold on having a representative attend until after said discussions. A request by FO Spencer to begin assessing to property taxes quarterly beginning in 2018 was approved.

Superintendent's Report (as reported by Assistant McCoy): no report to be made

Other discussion was held on the J Miller property at 271 W Washington St and the R Powell rental at 119 E Patterson. Questions were in regard to tenants and bills.

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

ADVANCE AUTO	MISC CHARGES	\$ 71.62
ALLOWAY	TESTING	\$ 65.50
GOV'T ACCOUNTING SOLUTIONS	ANNUAL SUPPORT	\$1300.00
ROOT LUMBER	STORM TILE	\$ 55.37
STEVE STAIR TRUCKING	STONE – STORM SEWER	\$ 288.70
XEROX	MAINT AGREEMENT	\$ 66.37

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, **August 28, 2017**, 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 August 21, 2017. Mayor Cramer presiding. Gibson, Prater, Hayes, Baum, Marshman present. Cramer absent. Motion by Gibson, second by Prater, to approve minutes as presented. Motion passed 5-0.

Guests: none

Old Business: Hayes was approached by resident Donna Plaughter, in response to an ordinance violation notice in the Kenton Times, stated that she has nothing to do with the Worst Estate. Hayes asked that the ordinance committee check these things more carefully. Gibson reminded Hayes that he too was on the committee.

New Business: Marshman discussed what he planned to report to Kenton Times writer Dan Robinson in regard to the trunks from the attic. He mentioned the 1881 service manual from the G.A.R., and 1882 journal from the Women's Relief Core.

Gibson asked if another ordinance committee member could obtain the make/model of cars on the Nikki Marquart property.

Superintendent's Report: (Ass't McCoy reporting in his absence) All recent graffiti at the park has been removed.

Fiscal Officer's Report: (as reported by Baum in her absence) **Correspondence Received:** Hardin Co Victim Assistance – need to know if village wants informed when Waller is released. Motion by Marshman to not be informed, second by Gibson. Motion passed 4-1, Prater against. OH Dept of Taxation – one with a claim of not paying State withholding in 2015 now, which she will send copies all documentation as proof of payment just as she had to for the 2015 school withholding; second was asking if the village wanted to participate in the tax data exchange this year. Motion to participate by Marshman, second by Prater. Motion passed 3-0-2, Baum and Hayes abstained. Also received correspondence from ONU Mobile Clinic, Ohio History.org and HHWP Headstart. **Correspondence sent:** none **Reports presented:** Property tax settlement with ordinance violation collections of just under \$1K. **Income Taxes:** nothing **Other misc:** Visited the HN treasurer and got some guidance on getting the retention process. Reminders of finance committee meeting at 1:30 on August 31 and that FO Spencer would be off the remainder of the week. Discussion was held to hold the finance meeting at 3:30 instead. Requested council's approval to do ordinance violation assessments quarterly beginning in 2018. All agreed. One bid was received on the computer system from Impressions by PJ with a bid of \$100. Motion by Gibson, second by Prater, to accept the bid. Motion passed 5-0.

Legislation: none

Motion by Marshman, second by Baum, to hold only the second meeting in September (18th) due to the Hardin County Fair. Motion passed 5-0.

Solicitor's Report: n/a

Mayor's Report: Reminded everyone to be getting Fun Day bingo prizes, including for kids. Confirmed train, bounce houses, "Poppy", and Qwik as a Wink DJ. Fire department will provide and cook the hamburgers and hot dogs. Games were in question. Decided to get together and make signs after the fair.

Decision on closing an alley was tabled until Supt Cramer was present.

Guest Shane Curtis was present suggesting a parking ban on Main Street during any parades. Council will discuss legality with Solicitor Schwemer.

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

RH SHELDON	TILE REPLACEMENT WORK	\$975.00
SPECTRUM	PHONES/DSL/LIFT STATIONS	\$580.13

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, **September 18, 2017**, 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 August 28, 2017. Delong, Hipsher and Driskill all present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** OH EPA – annual discharge fee notice **Utility account updates:** performed six shutoffs on 21st with only one paying to date. An additional was turned off earlier on the 28th due to failure to follow through with arrangements.

Reports presented: Delinquent list. Fall 2017 property tax settlement with just over \$2K collected on delinquent utilities. **Other Misc:** Discussed moving first meeting of September to Tuesday in order for FO Spencer to use the 11th to catch up from missed fair week. All agreed to the change.

Discussion was held on procedures for properties not paying but also having no service for various reasons. Discussed empty lots with garages and the possibility of not charging unless the structure is connected to the village's lines. FO Spencer voiced concern with making sure legislation included stopping someone from running lines out of their residence to the garage when on a separate lot. FO Spencer will discuss further with Solicitor Schwemer.

Superintendent's Report: Stated that Pittsburg Tank was in earlier in the day and performed the tank inspection. They will send a report with pictures and videos of their findings, if any. Meters were ready today and there were four leaks found. Supt Cramer reported that the practice drill for the contingency plan and generator use went well during the AEP shut down on the 26th. He, McCoy and Hackworth were all present. The other outage will be September 16th, 6:30 – 8:30am. Stated there hasn't been enough rain yet to verify the storm tile repair will work but he has no concerns that it won't. Requested purchasing enzyme packs at a cost of \$645 plus shipping. He wants to try them in place of a liquid treatment in the lift stations. Motion by Hipsher, second by Driskill, to make the purchase and see if they have a better outcome. Motion passed 3-0. Discussed the Ground Water Science proposal as well as CDBG funding and Issue II funding. Hipsher noted that land cost has to be considered. Delong suggested that he and Mayor Cramer approach the insurance company holding the one property and try to get a better deal by discussing the dire need. Delong also asked if maybe waiting a year would be a possibility. Supt Cramer felt that with CDBG already being cut, he would suggest moving as quickly as possible before there is no funding. FO Spencer felt that the proposal was to be paid by the task. Supt Cramer will contact them and verify so the board can make a more informed decision at the next meeting. Lastly Supt Cramer reported he will be on vacation Sept 21 and 22.

Hipsher asked Cramer about the HN tap discussed before. Cramer said that they decided to run lines from the concession stand and won't be needing the tap.

Supt Cramer then added an announcement that in closing the grant for the generator, it will be a 30KW instead of a 27KW but will be about \$1200 less because the larger unit is in stock and doesn't need to be special made.

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

ALLOWAY	TESTING	\$ 40.50
EJ PRESCOT	RISER	\$ 90.48
VERIZON	CELLS	\$128.96

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, held on a special day of **September 12, 2017**, 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 September 12, 2017. Delong, Hipsher and Driskill all present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** none **Utility account updates:** none **Reports presented:** none **Other Misc:** none

Delong asked FO Spencer if she had spoken with Solicitor Schwemer about the ordinance changes. She stated she hadn't been able to yet with the time off for fair. Next he asked Supt Cramer if he found out how payment worked if they accepted the Ground Water Science proposal. Cramer informed them that payment was per task (as listed in the proposal). Motion by Hipsher, second by Driskill, to accept the July 24, 2017 Ground Water Science proposal for new wellfield hydrogeologic services. Motion passed 3-0. Discussion on potential properties was held following the motion.

Superintendent's Report: Reminded all of the scheduled AEP power outage in the village on the 16th from 6:30am to 8:00am. Hipsher asked if the D Shelton water issue was taken care of, to which Supt Cramer noted it was. Next Cramer reported that during remodeling at the A Wellmerling home it was discovered that there were some connection issues with some of their fixtures. He noted that they are being corrected.

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

AEP	ELECTRIC	\$2276.40	PD 8/30/17
ROOT LUMBER	STORM TILE	\$ 680.00	PD 8/30/17
ACE HARDWARE	MISC SUPPLIES	\$ 95.83	
ALLOWAY	TESTING	\$ 231.70	
AMERICAN ELECTRIC	ELECTRIC	\$ 770.39	
FIRST CITIZENS VISA	MISC CHARGES	\$ 346.05	
J&N HALLERS	SEPT/OCT/NOV/DEC PICKUP	\$ 152.00	
OHIO AUDITOR OF STATE	UAN FEES	\$ 762.00	
SHELDON GAS	NATURAL GAS	\$ 12.60	
WEX BANK	FUEL	\$ 197.71	
XEROX	MAINT AGREEMENT	\$ 74.13	

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, held on a special day of **September 25, 2017**, 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 Sept 18, 2017. Mayor Cramer presiding. Gibson, Prater, Hayes, Baum, Marshman and Cramer present. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 6-0.

Guests: Kathy Hines or the Hardin County Genealogy Society was present to request that the recent historical finds be donated to the society for preservation. She stated their goal is to preserve and protect records of Hardin County and is the official repository of several county courts. She noted she has already received calls from people wanting to know if any of their ancestors are on any of the documentation. Brad Bailey was also present on behalf of the Sons of Union Veterans requesting the anything relating to the G.A.R. go to their special room at the courthouse. FO Spencer stated that the village must wait for official answer from the State Archivist as to whether procedures through RC forms would be required or not. Council all agreed that when the materials were allowed to be released and donated they would go to the Hardin County Genealogy Society.

Tony Crowe of TLC ministries was present regarding empty and blighted homes. His church has a group that rehabs homes to make them livable again so a family can be placed in them. With the village not in possession of any of the empty homes Mr. Crowe would have to work with the owners of those homes to perform any such project. He then added they clean up properties as well so council was given permission to place his contact information on all ordinance committee notices going out for trash or weeds.

Old Business: Baum asked about the Supt Cramer about the alley closing request by Ms. Gerda England as the issue was tabled until he returned from vacation. Cramer stated that it cannot be closed due to the need of access to village tile. FO Spencer will send a letter to notify her of council's decision.

New Business: none

Superintendent's Report: A project list has been provided to FO Spencer but a dollar figure for certain street resurfacing will not be attainable until the County Engineer provides their estimate which is usually at the first of the new year. Cramer discussed the scheduled AEP outages and the contingency training that took place during the first one. He stated that he will be on vacation September 21 and 22. Cramer said there has been no notification of when the Main Street resurfacing will take place. Lastly Supt Cramer reported on an email from Mark Doll of Hardin County Regional Planning stating that he was happy to see the village maintaining the park so well and being a good steward of the funds obtained from grants.

Baum reported that the Homecoming Parade for HN would be September 27 at 7pm. Solicitor Schwemer stated that it is fine to close Main Street parking from the Dairy Dream to the railroad tracks for the event and suggested closing it of about an hour from parade time.

Fiscal Officer's Report: Correspondence Received: Kathleen Schenck (email) – compliment and make a suggestion for the 2024 eclipse; Sheldon Gas – rate decrease; bankruptcy court – notice of bankruptcy of a resident (owes back taxes); Midohio Energy – FO Spencer's grant request awarded \$500

Correspondence sent: Midohio Energy – grant request for fun day; tax data exchange – requesting the 45836 tax payer listing; OH Dept of Taxation – proof of payment and documentation for state taxes

Reports presented: month end: bank reconciliation; payment and receipt listings; investment listing; wage earnings; fund summary; appropriation and revenue status; appropriation supplemental **Income Taxes:** 3RD quarter collections results **Other misc:** Requested permission to attend an OML Lunch and Learn session on Oct 18 in Waynesfield. The session is free and will be covering records retention which council is about to embark upon. Council approved. Cited a correction from her report at the prior meeting stating the OH Dept of Taxation letter was for TY2016 not 2015. In regard to 437 N Main's notice discussed at the last meeting she presented a printout from the Auditor's website showing where information is obtained for sending out ordinance violation notices. Hayes suggested that the solicitor take the time to send any future notices to those who are in control of said property since the one named in the paper claims to have no say or control. Supt Cramer stated that the situation of control was between them and it wasn't for the council to get involved. With continued pleading Solicitor Schwemer stated he would do his best to change his method should any future notices be needed for this property. Lastly FO Spencer discussed ordinance updates needed by the BPA to address several current and upcoming issues. She suggested that maybe it was time council followed through with reviewing the 2007 codified so an update could be prepared at the same time.

Legislation: **2017-08 AN ORDINANCE AMENDING THE 2017 BUDGET FOR THE VILLAGE OF DUNKIRK**

WAIVE 3 READING RULE: 1 Baum, 2 Marshman, Roll call 6-0

PASS: 1 Baum, 2 Marshman, Roll call 6-0

01-2017 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSIONS

WAIVE 3 READING RULE: 1 Gibson, 2 Baum, Roll call 6-0

PASS: 1 Gibson, 2 Marshman, Roll call 6-0

Solicitor's Report: Reich has had no luck getting a response from family and asked if council wanted to proceed with secondary measures of making the Mayor the executor. Council agreed. Sol Schwemer also noted he provided a copy of the signed Miller deed to FO Spencer for her files.

Mayor's Report: Stated she heard back from Christopher and was told there was currently no business suitable for Dunkirk. She reported that there is word of something coming to the Oldaker lot. Discussed fun day final details. Reminded all that they still needed bingo prizes, tents, and desserts.

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

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

ACE HARDWARE	MISC CHARGES	\$ 17.95
GOVERNMENT ACC'ING SOLUTIONS	TAX SOFTWARE PAYMENT	\$475.00

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **October 2, 2017**, was made by Cramer and seconded by Prater. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on September 25, 2017. Delong, Hipsher and Driskill all present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: **Correspondence Sent:** none **Correspondence Received:** none **Utility account updates:** Discussed and board approved of 5 late fee waivers and two leak adjustments. Noted one more adjustment pending repair. Discussed certain accounts prior to turning in assessments to the auditor. **Reports presented:** none **Other Misc.:** Discussed in more detail the changes needed to the ordinances for certain unusual situations. Delong stated that he felt it wasn't the business of the Board whether a person wanted to live in a home without water. Mayor Cramer and Supt Cramer both noted it is more of an issue for the Kenton Hardin Health Department but since they weren't willing to deal with it council will have to address it in ordinance form as it is a health and safety issue to be without said services. Decisions made were that construction on a separate property must connect to the village lines should they want water/sewer services; they could not hook up services to adjoining property. They need to find out state rules for structures conducting business and any requirement for water-sewer services so that too can be addressed in the ordinance. FO Spencer will present Solicitor Schwemer with the details needed for ordinance additions and obtain the needed information on those that are businesses.

Superintendent's Report: Discussed new well and potential sites again.

Mayor Cramer reminded all of the community meal on the 26th.

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

ALLOWAY	TESTING	\$ 883.50
GOV'T FORMS	PROCEEDINGS JOURNAL	\$ 167.06
HARDIN CO ENGINEER	LABOR/JETTING	\$ 98.03
ROBINSON SALT	TREATMENT SALT	\$4440.60
ROOT LUMBER	WATERSEAL	\$ 19.99
TIME WARNER	PHONES/DSL/LIFTS	\$ 579.36

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, held on a special day of **October 10, 2017**, 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 October 2, 2017. Mayor Cramer presiding. Gibson, Prater, Hayes, Baum, Marshman and Cramer present. Motion by Baum, second by Marshman, to approve minutes as presented. Motion passed 6-0.

Guests: none

Old Business: Marshman stated that he will be taking the trunks to the Genealogy Society on the 5th. FO Spencer reported that the State called informing her that the Head Archivist decided the historical memorabilia would not have to go through an RC form but did suggest some sort of record be made of the transaction for any future needs. Spencer noted she will be preparing some sort of document to record the donation.

New Business: none

Superintendent's Report: Informed everyone that the ODOT is replacing all S Main sidewalk ends with the new required handicap piece.

Fiscal Officer's Report: Correspondence Received: County Auditor – change of values to village properties **Correspondence sent:** Gerda England – regarding denial for alley closure; County Auditor – assessments for delinquent utility and ordinance violations; OMAC – financial survey and questionnaire.

Reports presented: September month end- bank reconciliation; payment, receipt, and investment listings; wage earnings; fund summary; appropriation and revenue status; appropriation and revenue supplementals. **Income Taxes:** nothing **Other misc.:** none

Legislation: none

BPA President, John Delong, discussed the need for a new well and announced they are in the preliminary stages of obtaining one. Delong stated that finding the land is the first step and Supt Cramer noted it is difficult to find given the radius of activity free land required around the well.

Solicitor's Report: Presented members with the house numbering ordinance for all to have as reference. Gibson reported to Supt Cramer of another tree splitting. Cramer will inspect it.

Mayor's Report: Reviewed letters of upcoming events-Crossroads Crisis Center candlelight vigil and Keep Hardin County Beautiful banquet and auction. She also received a letter from Senator Rob Portman responding to a letter sent earlier in the year about CDBG funding. Next Trick-or-Treat was discussed and set for October 26th, 5:30 to 7:00pm. Next Mayor Cramer brought up complaints received from four residents about a nuisance property at 362 W Wayne as trash is all over the yard and it blows into theirs. She asked that the solicitor send a letter to the residence asking that the trash be collected and hauled away. Prater then brought up the property at 160 S Walnut that is habitually trashed. She asked if they have to keep sending notices. Solicitor Schwemer explained that as long as they comply at the time of the notice, another notice would need sent for the next violation. Gibson noted that a violation report was prepared for weeds and vehicle at 220 N Walnut. Notices will be sent to all above mentioned violations by Solicitor Schwemer. Lastly Mayor Cramer reported on a tentative interest in the Oldaker lot for a business.

Supt Cramer asked that a thank you note be sent to the new owner of 201 S Walnut as the property looks better than it has in a long time. FO Spencer will prepare and send a card to recognize the efforts.

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

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

ACE HARDWARE	CONCESSION STAND SUPPLIES	\$ 34.93
ADVANCE AUTO	MISC SUPPLIES	\$ 35.98
AMERICAN ELECTRIC	ELECTRIC	\$2356.48
LANDTECH	APPLICATIONS 8-12	\$1615.00
MOTTER LAWN SERVICE	TILL/SEED @ TILE REPAIR SITE	\$ 550.00
VERIZON	CELLS	\$ 145.12
XEROX	MAINTENANCE AGREEMENT	\$ 98.11

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **October 16, 2017**, was made by Cramer and seconded by Marshman. Motion passed 6-0.

The Village of Dunkirk BPA met in regular session on October 10, 2017. Delong and Driskill present, Hipsher absent. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: annual assessments totaling just over \$8K for delinquent utility. **Correspondence Received:** none **Utility account updates:** deposit applied for L Zumbum and J Blakley **Reports presented:** September month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc.:** contacted dept of commerce and learned that any property conducting business and open to the general public must be connected to a water sewer source per Ohio Plumbing Code. Presented a listing of changes that have been discussed for ordinance updates. All agreed with said listing. Presented a copy of a quote from Artesian of Pioneer for repairs to the clear well which was approved in advance by Hipsher and Delong so the repair could be performed due to urgency.

Delong reported that there is a tenant in the Paul Yates rental. FO Spencer will send a letter regarding said unreported tenant.

Superintendent's Report: none

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

ACE HARDWARE	TRASH CAN FOR SHOP	\$ 13.99
ADVANCE AUTO	MISC CHARGES	\$ 163.78
ALLOWAY	TESTING	\$ 581.80
AEP	STREET LIGHTS	\$ 800.65
BFMC	WATER SEWER CARDS	\$ 223.04
FARMERS COMMISSION	FUEL	\$ 419.22
FIRST CITIZENS-VISA	MISC CHARGES	\$ 23.00
HACKWORTH CONSTRUCTION	CLEAN UP TILE REPLACEMENT	\$ 150.00
SHELDON GAS	NATURAL GAS SERVICE	\$ 12.60
WEX BANK	FUEL	\$ 315.97

PAYROLL AND LIABILITIES

Motion passed 2-0.

Motion to adjourn until the next regular meeting, held on a special day of **October 23, 2017**, was made by Driskill, second by Delong. Motion passed 2-0.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on October 16, 2017. Mayor Cramer presiding. Gibson, Prater, Hayes, Baum, and Cramer present. Marshman absent. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 5-0.

Guests: none

Old Business: none

New Business: Cramer reported a pickup truck parked on village right-of-way with flat tires, no tags, and junk in the bed. A map of the property lines was presented to the Mayor to verify its location. Mayor Cramer ordered that FO Spencer prepare and send a tow order. They asked that she also ask about serving notice on a vehicle abandoned at 220 N Walnut.

Supt Cramer asked that a thank you note be sent to resident Lanny Hipsher for his volunteering to mow and clear weeds at an overgrown property at 220 N Walnut. FO Spencer will do so.

Superintendent's Report: nothing to report

Fiscal Officer's Report: **Correspondence Received:** none **Correspondence sent:** none **Reports presented:** none **Income Taxes:** none **Other misc.:** asked that the finance committee look into meetings for November to prepare the 2018 budget. With Marshman absent they would have to hold on setting any dates.

Legislation: none

Solicitor's Report: n/a

Mayor's Report: Discussed a situation at 320 S Walnut where someone appears to be living in a camper. FO Spencer will forward the information to Solicitor Schwemer so the owner and tenant can be served a letter informing them that this is not allowed. Next she reported that the next community meal would be a carry in and in place of bingo there would be an auction of donated items to raise money for a new roof at the center. She asked that everyone pass on the information. Baum added that there will be bunco games held at the center to also raise funds for the roof. Mayor Cramer reminded all of the single meeting for November and December, and she asked council to be preparing their 2018 goals.

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

ARTESIAN OF PIONEER	MANHOLE GASKET REPLACEMENT	\$1700.00
HARDIN CO ENGINEER	TILE JETTING	\$ 171.55

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, **November 6, 2017**, was made by Prater and seconded by Gibson. Motion passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on October 23, 2017. Delong, Hipsher and Driskill all present. Minutes were approved as presented.

Guests: none

Reviewed the Pittsburgh Tank report on their tower inspection. Discussed those improvements suggested. Supt Cramer noted he has already ordered all the required signage.

Fiscal Officer's Report: Correspondence Sent: Charles Amweg & Paul Yates – explaining tenant reporting requirements; Amweg was also informed of a tamper fee on his rental. **Correspondence Received:** none **Utility account updates:** Twenty-two services were turned off for non-payment with only four remaining off at this time. Board approved removing fee for Arnett and Larson due to special circumstances presented. **Reports presented:** none **Other Misc.:** Reminded board that she would not be in the week of October 30.

Superintendent's Report: Announced that 341 West Washington is now connections to the village's water and sewer systems. Billing will begin with the Nov/Dec billing. Reminded board that he would be in classes the morning of the 8th. Stated that he and McCoy are working on priming and painting the clearwell. At the suggestion of Artesian of Pioneer they purchased a grinder to aid in the process. Reported that the new generator gas line was installed and concrete to be poured on the 24th. Meters were read earlier in the day so FO Spencer could prepare bills prior to her absence the next week.

Mayor Cramer reminded everyone of the community meal on the 24th.

Delong suggested holding just one meeting in November and to hold it on the 20th so there would be a two week span between village meetings to aid in getting bills approved and paid on time. All agreed. FO Spencer will inform the paper so proper notification is made to the public.

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

ROOT LUMBER	BLACK TOP PATCH	\$ 27.98
TIME WARNER	PHONES/DSL/LIFT STATIONS	\$581.12
VERIZON	CELLS	\$129.04

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, held on a special day of **November 20, 2017**, 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 November 6, 2017. Mayor Cramer presiding. Gibson, Prater, Marshman, Baum, and Cramer (tardy) present. Hayes absent. Motion by Baum, second by Prater, to approve minutes as presented. Motion passed 4-0.

Guests: Lacey Isenbarger, HN student, was present to observe for her government class.

Old Business: Gibson asked why the parking wasn't blocked off for the Halloween Parade. Supt Cramer commented that he thought that was only for the homecoming parade. It was confirmed that it would be for all parades.

Prater asked if 362 W Wayne was cleaned up. FO Spencer stated that she wasn't sure if official notice had gone out yet given recent emails with the solicitor and the lack of a violation form.

New Business: Gibson reported several citizens concerned with the loud booms being heard around town on multiple occasions. Supt Cramer stated he is trying to pinpoint the source.

Superintendent's Report: Trees from the grant have been ordered. Delay is because they are yet to go dormant given the weather this year. Christmas lights will be going up in order to light them after Thanksgiving. Brian Shook will be volunteering his time and equipment once again this year to assist in this task. Supt Cramer suggested a possible fundraiser opportunity with the large Christmas tree on the night of the Masonic's Winterfest. Baum suggested the Community Center doing it since they need funds for a new roof. Next he noted that he did have to put in considerable overtime due to a transducer issue with the tower. He added that there was never any danger of not having water, just wanted council to know why the extra hours were needed. Lastly he commented on the recent storm stating that no town trees were damaged and he believes the flooding near 210 S Main was caused by leaves on the basins, which have been cleared away now.

Fiscal Officer's Report: Correspondence Received: UAN email announcing another hardware surcharge holiday for 12 months. Liberty National Bank sent notice of CD renewals. OBWC sent the certificate for 2018 compensation coverage. **Correspondence sent:** Resident Lanny Hipsher-thanking him for the volunteer work performed at 220 N Walnut. **Reports presented:** October month end: bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; appropriation and revenue status. **Income Taxes:** nothing new **Other misc:** Announced that the UAN Yearend Update session is December 6. She added that she will be staying with family for this trip so no hotel stay needed. FO Spencer reported that Marshman had delivered the historical trunks and contents to the Hardin County Genealogical Society. She noted that prepared a document to record the transaction; which was signed and sealed with a copy for both entities. Next she asked that the finance committee meet to discuss the 2018 budget. A meeting was set for December 13th at 2:30 pm.

Legislation: none

Solicitor's Report: Received updated language requirements for the income tax ordinance in accordance with HB49. He will be preparing the amendment for review and passage. Discussed 362 W Wayne and 160 S Walnut as they pertain to ordinance violations for trash. The committee will have to prepare another complaint since they complied with the prior. Prater thought it would work like the grasses and mowing but Solicitor Schwemer stated that wasn't the case and that as long as they comply with the notice, a new notice would have to be filed for the new trash accumulated. Discussed a vehicle parked across the sidewalk and in other violations at 331 S Main. Prater stated that the vehicle owner was in jail and the property owner was working to obtain them so it could be moved. Solicitor Schwemer will send a letter informing them that it has to be moved as wheelchairs can't get around it on the sidewalk and are forced to go out into the street. Councilman Cramer stated that since it doesn't have proper tags and is on village property it should be towed. No other comment was made to this.

Mayor's Report: Read an email from Christopher McFarland, chamber member assigned with helping to find a business to bring into the village. She made contact about the downsizing of Target stores, including miles in each direction to get to one of their stores, and asked about one in Dunkirk. She felt that his response was more of a put off while he concentrates on Kenton. Next Mayor Cramer wanted to clear up some rumored misconceptions. She stated that the Village council and she had no say toward bringing in the area windmills and that the village is making absolutely nothing off of them. The same goes for Blanchard Township, she added. Lastly she asked everyone to be working on their 2018 goals and to remember to vote on the 7th.

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

AMERICAN ELECTRIC	ELECTRICITY	\$2988.10
BUCKEYE OUTSIDE SVC	PLAYGROUND MULCH	\$ 85.50
FIRST CITIZENS VISA	MISC CHARGES	\$ 600.73
KLEEM	PORTABLE STOP SIGN	\$ 318.52
ROOT LUMBER	MISC CHARGES	\$ 41.81
WEX BANK	FUEL	\$ 200.60
XEROX	MAINT AGREEMENT	\$ 75.72

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, **December 4, 2017**, 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 November 20, 2017. Delong, Hipsher and Driskill all present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Zimmerman Realty- balance for 220 N Walnut; J Garmon – NSF notice. Deadline for Garmon was up with no response so Board directed Supt Cramer to shut him off. **Correspondence Received:** J VanSchoick – thanking board for the annual electric allowance; R Rizor – note re empty property **Utility account updates:** J Spearman – request for final bill at their Rangeline Rd address; Yates tenant paid a deposit and completed the agreement form; no response from Amweg. **Reports presented:** October month end: payment and receipt listings; appropriation, revenue and fund status **Other Misc.:** finalizing 2018 budget projections with committee including the continued storm tile repairs.

Delong congratulated Driskill on his re-election. Next he asked about the buffing and such of the clearwell. Supt Cramer stated they haven't gotten started as of yet.

Superintendent's Report: Received an email from Ground Water Science informing him that they have land recommendations ready and wish to meet to discuss and will need a location where they have access to a projector screen. Board decided to offer the first meeting of January or February. Supt Cramer will contact them to see which is best. Ideas for location were the library or the fire room. Next Cramer noted that he would be in class on Dec 6 for continuing education.

Delong brought up holding the December meeting on the 18th for the every two week span again. Mayor Cramer reminded all of the community meal on the 28th.

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

ACE HARDWARE	MISC SUPPLIES	\$ 20.16
ADVANCE AUTO	MISC SUPPLIES	\$ 338.38
ALLOWAY	TESTING	\$ 272.20
MIAMI PRODUCTS	CHLORINE	\$ 384.55
MOMAR	ENZYME TOSS BAGS	\$ 693.03
OHIO MUNICIPAL LEAGUE	MEMBERSHIP RENEWAL	\$ 345.00
OHIO PUBLIC WORKS	LOAN PAYMENTS	\$15,166.52
PITTSBURG TANK	INSPECTION	\$ 1,250.00
ROOT LUMBER	MISC SUPPLIES	\$ 138.68
SCIOTO SIGNS	WATER TOWER SIGNS	\$ 140.00
SHELDON GAS	NATURAL GAS SERVICE	\$ 27.93
TIME WARNER	PHONES/DSL/LIFT STATIONS	\$ 581.12
USA BLUEBOOK	WATER DEPT PARTS	\$ 1,230.19

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, held on a special day of **December 18, 2017**, 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 December 4, 2017. Mayor Cramer presiding. Gibson, Prater, Marshman, Baum, Hayes and Cramer present. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 6-0.

Guests: Seth Bush, Hot Spot Interactive, presented a proposal for security cameras at Town Hall and the park. Several packages were offered. Highlights were that the village would own the equipment, no monthly payments or lease agreements. Hayes asked about the cameras in ice storm conditions. Bush stated that they had an internal heater that could withstand as much as 32 degrees below zero before operations were impacted. Council will review the packages and return to the next meeting prepared to discuss.

Ken and Deb Doll were present requesting a Limited Easement for recently purchased property at 160 S Main where a structure is currently onto the village right-of-way. Solicitor Schwemer informed council that an ordinance would be needed. Council instructed Schwemer to prepare the ordinance for the next meeting.

Auditor Mike Bacon was present in response to meeting minutes concerning the wind turbines. He presented a spreadsheet in order to help clarify the distribution of any proceeds. Council thanked him for the information. Other issues brought to the auditor's attention while there included solar fields, property tax values, and conservation practices going into effect by state order. As a resident Bacon asked if a resident was allowed to repair village tiles themselves. Supt Cramer asked to come see which tile is of concern; adding that field tile doesn't belong to the village but if it is a village tile then the village is responsible for repairs.

Old Business: none

New Business: Gibson, representing the Community Center, asked to use the council room to sell Christmas memorial balls on Wednesday Dec 6th. All agreed.

Baum reported receiving many compliments on the Christmas lighting downtown. All thanked Paul for the hard work.

Superintendent's Report: Asked that a thank you be sent to Steve McCoy and Brian Shook for helping with hanging the Christmas lights. Marshman suggested that each member of council and board of public affairs donate \$5 so Supt Cramer could purchase gift cards for Shook as well. Reminded council of the Winterfest on December 6th. Next Supt Cramer noted that Shook found out that Minster had a traffic light control panel for sale. They were willing to sell it to the village for \$250. This is one of the items needed for the traffic light upgrades in 2018. Motion by Gibson, second by Cramer, to purchase the panel from Minster at the price of \$250. Motion passed 6-0.

Fiscal Officer's Report: Correspondence Received: CCA – letter intended for Ball Metal on behalf of Shreve. ONU Healthwise – requesting FO Spencer come speak on their behalf on December 11th at ONU. This is an attempt for them to qualify for a special reward. Sheldon Gas – rate increase OH Utilities Protection Service – announcement for the 2018 rates, to be billed in February **Correspondence sent:** CCA & Village of Shreve – correcting letter sent to the village **Reports presented:** November month end: bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; appropriation and revenue status. **Income Taxes:** nothing new **Other misc:** Discussed the finance meeting outcome. Noted the need for a few adjustments to the current year and stated that 2018 was pretty well ready. Reminded council of her attending the UAN Year End update session on December 6. Reported that both CDs were rolled over with the same maturity date for smoother future record keeping. Next Spencer reminded council that January's first Monday is January 1, therefore the meeting will be Tuesday January 2nd. Lastly Spencer asked Solicitor Schwemer if he had heard anything from the United Collection Bureau letter in which he had not yet.

Legislation: ORDINANCE 2017-09 – 2017 BUDGET AMENDMENT

WAIVE 3 READING RULE – 1ST GIBSON, 2ND CRAMER, ROLL CALL 6-0
PASS – 1ST CRAMER, 2ND BAUM, ROLL CALL 6-0

Councilman Cramer reported a car driving on the park walking path. He was able to get a license plate and it was turned in to the sheriff. Mayor Cramer noted that this is something to consider when discussing the camera proposal.

Solicitor's Report: Discussed more changes by the state for the local income tax law. He handed out a copy of the ordinance for all to review for the next meeting. He said it must be passed by January 31, 2018 but must go into effect retro-actively to January 1, 2018. Next he reported that the Wright paperwork is completed and signed by the Mayor. He added that it will be filed by year end.

Mayor's Report: Mayor Cramer asked that a letter be sent to residents Jamie Smith, Megan Duncan, and Bobby Taylor to recognize the improvements made to their property. She asked that council pay more attention to things like this so others can be recognized for the same. Then added to the current list was the tenant of the Walnut Street Van Voorhis property. Next Mayor Cramer informed everyone that the community meal was moved to the 3rd Tuesday for December. She presented a letter from the Health Department's CMA, Diana Carroll-Aghdam, introducing herself and some of the programs she is working on. Lastly Mayor Cramer thanked Councilman Hayes for his years of service. All members thanked him as well.

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

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

AMERICAN ELECTRIC	ELECTRICITY	\$3190.40
GOV'T ACC'TING SOLUTIONS	PYMT 12 OF 20, TAX SOFTWARE	\$ 745.00
OH AUDITOR OF STATE	UAN FEES – 1 ST QTR 2018	\$ 612.00
VERIZON	CELL PHONES	\$ 129.04
WEX BANK	FUEL	\$ 270.89
XEROX	MAINT AGREEMENT	\$ 72.01
SANDRA PRATER	REPLACE #22060/JAN PAYROLL	\$ 85.24
VILLAGE OF MINSTER	TRAFFIC SIGNAL BOX	\$ 250.00

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **January 2, 2018**, made by Hayes and seconded by Cramer. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session on December 18, 2017. Delong, Hipsher and Driskill all present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Staschiak Realty – history report on 373 N Main; OEPA/NW Office – WWTP permit papers; Pittsburg Tank – signed proposal **Correspondence Received:** Hardin CO Auditor – Report on tax proceeds from windmills; Solicitor Schwemer – legal opinion on fence being erected at 400 S Walnut; USDA – requesting annual reports required in financing agreements; F Johnson & B Dye – requesting extensions both of which were denied. FO Spencer is to contact both informing that December 26 is deadline. **Utility account updates:** applying T Paugh deposit as he has purchased the home **Reports presented:** delinquent list and arrangement list; November month end-payment and revenue listings; appropriation, revenue and fund status **Other Misc.:** informed board of shorter office hours in next couple weeks so FO Spencer can use her personal hours remaining.

Superintendent's Report: Letter was sent to EPA confirming having met regulations. Red lights on top of water tower – the originals – have burned out and need replaced. Pittsburg Tank can install them for \$1000 with the village supplying the bulbs. All approve to have replaced as soon as possible. Announced that Ground Science will attend the January 8 meeting. Choice One Engineering will also attend for any questions that may come up on their end. Received the 2018 monitoring schedule from OEPA. Next Supt Cramer had FO Spencer play a video presentation from Dude Solutions. This company has software and manpower to assist the village in complying with the newest UNFUNDED EPA MANDATED asset management program. After some discussion on what will be required, the board tabled taking any action until next meeting.

Mayor Cramer reminded all of the change for the December community meal, noting it will be on the 19th due to Christmas.

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

ALLOWAY	TESTING	\$ 272.20
COLE-HUMPHREY	BONDS (SUPT/MAYOR)	\$ 200.00
FIRSTCITIZENS	MISC CHARGES	\$ 609.74
HACKWORTH CONST	INSTALL NEW WATER SVC	\$ 300.00
OH EPA	NPDES PERMIT	\$ 200.00
OH EPA	PUBLIC WATER LICENSE	\$ 746.88
PHYLLIS J SPENCER	BALANCE 2017 MILEAGE	\$ 230.80
ROBINSON SALT	TREATMENT SALT	\$4327.80
ROOT LUMBER	MISC CHARGES	\$ 68.73
SHELDON GAS	NATURAL GAS SVC	\$ 115.82
USA BLUE BOOK	MISC CHARGES	\$ 49.51
WADE & GATTON	GRANT PROCEED TREES	\$ 804.00
ANY OTHER NECESSARY COMMITMENTS TO YEAR END		

PROJECT BEGIN 2018 PHASE ONE FOR NEW WELL \$2421.60 PAYABLE EFF 2018

PAYROLL AND LIABILITIES

Motion passed 3-0.

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

BPA President

Fiscal Officer

