The Village of Dunkirk council met in regular session on January 7, 2019. Mayor Cramer's presiding. Roll call-Gibson, Marshman, Baum, Cramer, Rickle and Prater present. Motion by Marshman, second by Prater, to approve minutes as presented. Motion passed 6-0.

Marshman was nominated for Council President and accepted. Motion by Gibson, Second by Cramer, to elect Marshman as 2019 Council President. Motion passed 6-0.

Guests: Luke Underwood, Hardin County Engineer, was present to discuss flooding issues and solutions. He opened by noting that this culvert is out of the Village's corporation limits. He noted that the culvert discussed by B Haley as the December meeting was installed by but not maintained by the County Engineer's office. Discussion included the fact that this one culvert wasn't the lone problem and that there are several, with one at the train trestle being the main issue. Underwood stated that the County hasn't really studied this area enough to have a concrete solution and can't promise that opening up the one culvert will fix anything. He explained the petition process with the village. Mayor Cramer asked if the village had to petition it and he stated they did not. Halsey then mentioned that he had asked the town to as they could possibly get grant funding to alleviate the cost among the landowners.

Old Business: Prater brought up her concerns with Salary Continuation to Solicitor Schwemer and if the village was liable for a lawsuit by doing so. Schwemer stated it was a BWC program and many entities do it. Discussion as to continuing said compensation of Supt Cramer while he is unable to return to work. Marshman motioned to continue same program another 30 days, to February 8. Prater noted that "this isn't our money" and Rickle stated that we needed to run this like a business and there are safety issues at issue if we allow Supt Cramer to continue performing the paperwork. Rickle noted that it is rare that someone gets paid 100% when off work and motioned to pay him at 65%. Motion failed for lack of a second.

Gibson motioned to enter into executive session to discuss Supt Cramer's salary and BWC situation. Second was made by Marshman, roll was 6-0. Session was held from 7:42 until 7:53. Motion by Marshman, second by Baum, that effective January 10, 2019, Supt Cramer would change from Salary Compensation to worker's comp. Motion passed 5-0-1, with J Cramer abstaining. Motion by Baum, second by Prater, to approve the mayor hiring a licensed operator to complete necessary water reports at Supt Cramer's hourly rate of $17.60. Motion passed 6-0.

New Business: Marshman stated that the Fire Board would like to have a joint meeting with Council. It was set for Sunday February 10th at 3:00 pm in the fire room. As this is considered a public meeting, FO Spencer will see to it that it is property advertised.

Superintendent's Report (presented by Asst Supt McCoy): Announced issues with certain items being found in sewer system. They are plugging the system so he will study the mapping and narrow it down to find out who and inform them that this must cease. He mentioned infiltration issues are also causing trouble with the sewer lines. The troubles seem to be where the old and new systems connected to get out to the lagoons. FO Spencer will get information on Stantec so council can have their engineers review the plans and suggest some solutions. Guest Bryon Halsey suggested using Waterglass to try and solve some of the infiltration issues. Council asks residents to NOT FLUSH NON-BIODEGRADABLES.

Fiscal Officer's Report: Correspondence Received: Public Entities pool – intergovernmental contract; Chris Instine of JP Moehler – offering a sales tax retrieval program. Council was not interested in the service. **Correspondence sent:**. None **Reports presented:**.December month end: bank reconciliation, payment and receipt listings, wage earnings, investment listing, fund summary, appropriation and revenue status, appropriation supplemental; FO Spencer's annual hours report; Announced that Supt Cramer's overtime for 2018 was 39 hours and Assistant McCoy received 2.5 hours.**Income Taxes:** Stated she isn't getting much positive response in collecting fines from those who aren't in compliance with the State's new estimated payments law. Solicitor Schwemer said Dunkirk isn't alone in that. She added that some of them are not complying for TY18 either. Schwemer will talk with Kenton City to see how that are addressing it. **Other Misc**. CDs renewed at 2.5% APR; need all 2018 committee meeting minutes to file;; stated that there was still no response by Fire Chief Dysert to the Mayor's October 2, 2018 letter requesting property inspections for nuisance procedures. Mayor Cramer will once again remind him as will Marshman as the Fire Board Meeting. Due to lack of resolution for Supt Cramer's free water and tax reporting, Solicitor Schwemer advised that Spencer do as she did for TY17 and that it will be fixed with new contract. She noted that 2018 was reconciled and she was in temporary mode. She is deciding whether to delete the reconciliation to address an NSF but may just perform a fund balance adjustment. She will check with Auditor Brett Clum for his recommendation.

Legislation: ORDINANCE 2019-01 AN ORDINANCE SETTING THE PERMANENT BUDGET FOR 2019.

Motion to waive the three reading rule: 1st Baum, 2nd Prater. Roll Call 6-0. Motion to pass the ordinance: 1st Baum, 2nd Rickle. Roll call 6-0.

ORDINANCE 2018-02 AN ORDINANCE ESTABLISHING HARDIN COUNTY SHERIFF AS VILLAGE CONSTABLE.

Motion to waive the three reading rule: 1st Gibson, 2nd Prater. Roll Call 6-0. Motion to pass the ordinance:1st Baum, 2nd Cramer. Roll call 6-0

Solicitor's Report: Discussed the phone and credit card ordinance. Will wait for information on current card limits. Noted that the Reich property sale is January 8th. Stated we could go forward with the nuisances as long as the other two parties that inspected were in agreement. FO Spencer handed Schwemer the papers to do so.

Mayor's Report: having asked and not received any 2019 goals, she once again asked that council members bring them to the next meeting. Lastly she asked and all agreed to table the ditch/culvert issue.

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

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

AMERICAN ELECTRIC	ELECTRIC	$3231.62
HARDIN CO CHAMBER	2019 DUES	$ 125.00
OH DEPT OF ADMIN SVC	COOPERATIVE PURCHASING	$ 100.00
WEX BANK	FUEL	$ 144.22

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **Tuesday January 22, 2019**, made by Cramer, second by Rickle. Motion passed 6-0.

Mayor | Fiscal Officer

Dunkirk Council met in emergency session on January 14, 2019 do discuss contracting with a temporary water operator. All members but Cramer present. Mayor Cramer explained that Brian Webb found that the going rate was $60-$100 per hour for contracted operators. Webb was willing to help until council found a temporary operator. Webb highly recommended Dale Albert. It was noted that Webb contacted Albert for assistance the prior weekend with the chlorine issues and Albert was the one who found and fixed the problem.

Albert's proposal was for $1100.00 per month for six hours a week. Motion by Marshman, second by Prater to accept the proposal. Motion passed 5-0

Motion by Marshman, second by Rickle, to allow payment to Webb at $60 per hour for his time spent to date at the plant. Motion passed 5-0.

Motion to adjourn by Gibson, second by Prater. Roll call 5-0.

Mayor | Fiscal Officer

The Village of Dunkirk BPA met in regular session on January 14, 2019. Delong, Hipsher and Driskill present. Minutes were approved as presented.

The 2019 Board President will be Delong. Motioned by Hipsher, second by Driskill. Motion passed 2-0-1 with Delong abstaining.

Guests: Todd Hackworth of Construction and Drainage was present with a report on what he has found out about the current water/sewer tile issues as well as a plan and estimate for resolving one main issues. He presented diagrams, aerial and horizontally, to explain the issue and his projected fix. His proposal of $1750 was for his labor to date and the actual labor of the repair. He asked that the village provide the material simply because they can get a far better price than he can on his own. Motion by Driskill, second by Hipsher, to accept his proposal of $1750.00, with the village providing material for an 8" tile. Motion passed 3-0. Hackworth will speak with the landowner, Wykes, where there is currently no easement to get said easement. Hipsher stated that if he needs someone else to speak with Wykes that he would be willing to help as well given existing relationship between him (Hipsher) and Wykes.

Fiscal Officer's Report: Correspondence Sent: NSF notices to M Clark, C Earlywine and J Garmon. **Correspondence Received:** J Vanschoik thanking board for the annual AEP allowance. **Utility accounts:** Noted that the billing error credit belonging to BMAR for 341 S Walnut could be applied to 221 N Walnut where they had yet to pay their portion of a previous bill. She stated that transaction was performed with detailed notes prior to the billing at the end of December. **Reports presented:** December month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc.:** nothing

Pres Delong and Mayor Cramer updated the other members about the chlorine tanks and boil order that had taken place of the weekend. Due to the chance that many residents don't listen to the radio or use the internet to look at the Village website of the Dunkirk Forum on FB, FO Spencer is looking into a mass notification system such as the schools have. She noted that not only boil orders, but reminders of events and such could also be put through the same system. Board felt it was a good idea.

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

ALLOWAY	TESTING	$ 297.20
AMERICAN ELECTRIC	STREET LIGHTING	$ 906.40
CORE & MAIN	PARTS	$ 775.00
FIRST CITIZENS VISA	MISC CHARGES	$ 402.90
HACKWORTH CONTS	WATER LEAK WORK	$ 325.00
MOMAR	ICE BREAKER	$ 391.86
OH AUDITOR OF STATE	LOCAL GOV'T OFFICIALS CONF	$ 200.00

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, January 28, 2019, was made by Hipsher second by Driskill. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on January 22, 2019. Mayor Cramer's presiding. Roll call- Gibson, Marshman, Baum, Cramer (tardy), Rickle and Prater present. Motion by Gibson, second by Baum, to approve minutes as presented. Motion passed 5-0.

Guests: none

Old Business: Marshman reminded members of the February 10 joint meeting with the Northern Hardin County Fire District Board at 3pm in the fire room.

Baum asked if the village really needed two mowers. Several had the same concern. McCoy felt that just one was needed and added issues he had with going to zero turn. Council agreed to purchase just one and the McCoy could find one to fit the job.

New Business: Rickle wanted all aware of an African American adult male approaching people and asking for drugs and where to find drugs. She said we need to let people know that when out walking they need to be careful and aware.

Prater reported that a resident was still having issues with her sewer. Mayor Cramer stated that this issue is between the home owner and the contractor they hired to install it.

Acting Superintendent's Report: Discussed issues with the stored chlorine looking weak. They purchased new and will be starting a new procedure with swapping out drum and all in deliveries going forward. He also discussed the testing he is now doing as required. Next McCoy thanked Blanchard Township for helping him with the plowing during the recent snowfall. He also thanked Rob Purdy and John Miller for assisting when he got stuck. Gibson thanked McCoy for the plowing under the circumstances. Others concurred. Lastly McCoy announced that he had someone coming in to serve their community service.

Fiscal Officer's Report: Correspondence Received: Hardin County Engineer – estimates for alley resurfacing and meeting information; Bankruptcy Courts – village resident filing, scanned and emailed to Solicitor Schwemer upon receipt. **Correspondence sent:**.None **Reports presented:**.2018 income tax monthly reporting sheet. .**Income Taxes:** nothing new **Other Misc.:** Registered for the local gov't officials conference as well as the certified records session the afternoon prior. She noted that she is required to take this session once every "term" for the Fiscal Integrity Act. She also noted her room was reserved. Spencer informed council that she will have to put in some longer hours in the near future in order to finish up the Annual Financial Report, notes, and Hinkle Notes.

Discussed Ordinance 2019-03 and made a few changes to the draft. Acting Superintendent was added to the allowed users list. The section regarding letting another use your card was changed from including other authorized users to excluding due to the recent example of Mayor Cramer using FO Spencer's card for purchasing the barrel decorations. It was noted this is the first time in ten years she had to do this. Another addition was that any change in the phone plan must be approved as well as phone purchases. Mayor Cramer appointed Baum to review logs at any time, and Prater volunteered to assist as needed.

Legislation: ORDINANCE 2019-03 AN ORDINANCE AMENDING THE POLICY FOR USE OF TELEPHONES AND CREDIT CARDS BY OFFICIALS AND EMPOLOYEES

Motion to pass the first reading: Baum, 2nd Marshman, roll call 5-0.

Solicitor's Report: n/a

Mayor's Report: Asked council what they wanted to do about the petition for the ditch repair. J Cramer stated that it won't fix the problem but instead just move it. Mayor Cramer noted that the grant cycle only comes around so often and wondered if the council would want to use this ditch as their rotation or save the grant for something that actually helps the village as a whole. All agreed that they would prefer to keep the grant funds for something benefiting the village at a larger scale than the ditch issue. Next Mayor Cramer asked if anyone had goals for the year. Prater noted that she gets lots of requests for more benches and trees along the walking path.

Motion by Gibson, second by Prater, to go into executive session to discuss employee legal decisions. Motion passed 6-0. FO Spencer was requested to attend in order to provide needed information and explanation. Session began at 7:26pm and the meeting was then reopened to the public at 7:50pm with no action taken.

Cramer, having been tardy, asked why the decision was made to only purchase one mower. Mayor Cramer explained.

Mayor Cramer noted that due to the community meal, she had requested that McCoy plow the community center parking lot. All members were in agreement with her action.

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

HARDIN COUNTY EMA	ANNUAL ASSESSMENT	$218.75
HARDIN COUNTY TREASURER	PROPERTY TAXES	$213.29

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **February 4, 2019** made by Baum, second by Gibson. Motion passed 6-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session on January 28, 2019. Delong, Hipsher and Driskill present. Minutes were approved as presented.

Guests: Steve Drake was present requesting his late fee be waived since he was paying with cash and the FO was out for the holiday on final due date. Board approved.

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** none **Utility accounts:** Rick Miller requested to have his late fee waived. FO Spencer explained that he had written the check but the payment got buried under some papers and he just found it. Due to his pay history board agreed to waive the fee. **Reports presented:** none **Other Misc.:** none

Discussed the overflow issue at the clearwell, stating it is not an ice issue. They have adjusted the high level on the transducer to trick it into proper operation and not overflow.

Mayor Cramer spoke with WW Operator, Manns, about the other overflow issue and the proper protocol when discovered.

Since B Webb is the backup WW operator and is stepping up to main operator, S Manns will now be the backup WW operator. B Webb will be the backup Water Operator.

Mayor Cramer informed the Board of how well Acting Superintendent McCoy is stepping up and dealing with things. She stated he was thrown into a position and she is proud of the job he is doing.

Delong reported on the surprise annual inspection that took place late last week. The inspector was Jill Schieffer and for the most part things went well with just minor things to do differently. She did request our asset management plan and any correspondence regarding it, as well as the new rate sheet. FO Spencer will email it all to her within the week. Delong then stated that she also wanted to know why Well #2 was shut down in 2018 and why a new one is even needed. He added that Water Operator D Albert will be looking into the well and report back his findings.

It was reported that the chlorine testing machine was calibrated earlier in the day. Also, due to the residual chlorine condition, new chlorine was brought in and a new protocol of swapping drum and all from here on out was started.

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

ACE HARDWARE	MISC SUPPLIES	$ 33.83
ALLOWAY	TESTING	$ 927.00
FIRST CITIZENS	SAFE DEPOSIT BOX	$ 60.00 (AUTO WITHDRAW)
ML TECH	SVC CALL, DRUM/CHLORINE	$ 620.00
OH RURAL WATER	RENEWAL FEES	$ 362.50
ROBINSON SALT	TREATMENT SALT	$4786.46
SPECTRUM	PHONES/INTERNET/LIFTS	$ 585.33
USA BLUEBOOK	PUMP	$ 162.93
VERIZON	CELLS/ NEW PHONE PM	$ 545.59

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, February 11, 2019, was made by Hipsher second by Delong. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on February 4, 2019. Mayor Cramer's presiding. Roll call-Gibson, Marshman, Baum, Cramer, Rickle present. Prater absent. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 5-0.

Guests: Chase Doll of Union bank, along with Chris and Dennis Branan were present regarding certain encroachments at the Dunkirk Dairy Dream. They needed an easement allotted for all existing structures so they could close on their loan. Ordinance 2019-04 was passed.

Vanessa Ridgeway-Grindell was present regarding a resident at 111 Cherry Street. She reported that the neighborhood is frequently disturbed by his 'home made fireworks' and she wanted to know if council had any way to stop it. She noted that things in her home shake and often late at night when her babies are sleeping. Mayor Cramer asked if anyone had called the Sheriff. Ridgeway-Grindell stated that they had been called but couldn't do anything if they didn't catch him. Mayor Cramer stated she hated there wasn't anything that could be done as a village but assured her she would talk with the Sheriff about it and see what could be done and then contact her with what is learned.

Old Business: Marshman reminded all of the joint session with the Fire Board on Feb 10.

New Business: Marshman shared segments of the NHCFD 2018 Annual report.

Baum reported the Ambulance Board's Squad 2 needs replaced and they are currently getting quotes.

Acting Superintendent's Report: Discussed the clearwell issue and how a change in settings has stopped the overflow. Had a leak at the apartments over the weekend. Had Aqualine in and found 2 good sized leaks which they will be repairing soon. Noted he has been working on cleaning up at the plant and organizing the files. Stated that we needed two chlorine pumps, one for use and one as backup, because the current ones weren't the correct GPD. Each pump costs just over $500 and he noted that Delong had already approved the purchase as it was needed for the system to run properly.

Fiscal Officer's Report: Correspondence Received: Public Entities Pool – 2019 coverat questionnaire; Wex Bank – changes to online account; OML – salary survey to be completed; OEPA – 2 updated notices for change to operator; Health Dept – call requesting Mayor's help in getting Fire Chief to complete inspection of 130 Pioneer. Bd Rep Marshman will address it with Dysert. **Correspondence sent:** OEPA – sent per request- rate chart, asset management, FO Emails regarding the AM, and valve maintenance charts; All Payroll Withholders – notice of fees beginning with the 20129 receipts. **Reports presented:** none – cannot reconcile in 2019 until out of temporary mode. Will have January reports at next meeting. **Income Taxes:** All PR withholding forms and annual reconciliations were sent out; questioned status of tax accounts sent for litigation with no response. **Other Misc.:** Worked with a former property owner on the assessment history; spoke with ODNR and learned that no boat registration was needed for the village boat as the use was not for leisure and the lagoons are not a patrolled body of water. Discovered the issue with website not allowing any more attachments and upgraded the package. Cost will go from $53.88 per year to $81.48 per year. Will have ability to create enough emails for all officials if council ever felt the need to separate their private and gov't emails for sunshine law purposes. Spencer did state that she planned to obtain one new email for Acting Sup't McCoy. Would like more time to review and compare the proposals for mass messaging. Discussed the contract presented by Brian Webb for being the wastewater operator. Solicitor Schwemer will review prior to any passage. Reminded all that the next meeting would be on Tuesday due to the holiday on Monday.

Legislation: ORDINANCE 2019-03 AN ORDINANCE AMENDING THE POLICY FOR USE OF TELEPHONES AND CREDIT CARDS BY OFFICIALS AND EMPOLOYEES

Motion to pass the second reading: 1st Baum, 2nd Cramer, Roll call 5-0.

ORINANCE 2019-04 AN ORDINANCE REGARDING PROPERY ENCROACHMENT

Motion to waive three reading rule – 1st Marshman, 2nd Rickle, roll call 5-0.

Motion to pass ordinance 2019-04 – 1st Marshman, 2nd Baum, roll call 5-0.

Solicitor's Report: Noted he needed signatures on the documents on the nuisance issues on W Washington. Marshman took Chief Dysert's copy over for signatures and Then President Gibson signed hers. Next he reported that there were no bids on the Reich property so it will go to best bids in April. He noted there will be a whole batch of properties at that sale.

Mayor's Report: none

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

AMERICAN ELECTRIC	ELECTRICITY	$2970.28
DWA SERVICES	WATER OPERATOR	$ 691.67
FIRST CITIZENS	MISC CHARGES	$ 448.58
ROOT LUMBER	BLACK TOP PATCH	$ 55.96
BRIAN L SHOOK ELECTRIC	SVC CALL FOLLOWING ACCIDENT	$ 875.00
TURNED IN TO INSURANCE SO SHOULD BE JUST DEDUCTIBLE ONCE THEY REPLY		
BRIAN WEBB	TEMP WATER OPERATOR	$ 240.00
WEX BANK	FUEL	$ 195.28

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, **Tuesday February 19, 2019** made by Gibson, second by Cramer. Motion passed 5-0.

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Mayor Fiscal Officer

Special Meeting of Dunkirk Council To Consider Adopting Ordinance Number 2019 - TBD and discussion with local Fire Department-

February 10, 2019

Council President, Dan Marshman, called the meeting to order at 3:00 pm

Those members present were Dorothy Baum, Linda Gibson, Dan Marshman, Peggy Rickel

Motion to Start

1st Peggy

2nd Dorothy

All members voted YES

Motion to Wave the 3 Readings

1st Peggy

2nd Linda

All members voted YES

Motion to Adopt Ordinance 2019 - TBD

1st Dorothy

2nd Linda

All members voted YES

Discussion with Fire Board concerning their lack of space and possible solutions-

Motion to Adjourn the Meeting

1st Linda

2nd Peggy

All members voted YES (Meeting Adjourned at 3:40 pm)

The Village of Dunkirk BPA met in regular session on February 11, 2019. Delong, Hipsher and Driskill present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: D Hastings – NSF notice **Correspondence Received:** OEPA – notice of violations, main lift station pump 2 issue; USDA – annual reporting reminder and listing **Utility accounts:** none **Reports presented:** none **Other Misc.:** presented quote from Hot Spot Interactive for security cameras at the water plant. Motion by Hipsher, second by Driskill, to approve the proposal at $339.96 plus installation. Motion passed 3-0. FO Spencer will contact Mr. Busch and make him aware that the board wants them as soon as possible. Next she had been approached by Delong about sending minutes via email and asked if others were in favor. Driskill and Hipsher preferred the hard copy. FO Spencer will continue mailing theirs and begin emailing Delong's.

Acting Supt McCoy was tied up with a leak repair so Delong lead the reporting for the department. He opened with the need for a backup pump for the main pump station. He stated the cost was just over $4K. Motion by Driskill, second by Hipsher, to purchase the new backup if the one pulled cannot be feasibly repaired. Motion passed 3-0. The other members were assured that he and Mayor Cramer were staying on top of all the changes and making sure things were done properly here forward. Discussed obtaining a wastewater operator to perform under the new requirements as well as the need for backup operators for both water and wastewater. Next Delong reviewed the EPA violations and discussed them. WW Operator Manns will be contacted so he can prepare the response by the deadline given. Delong explained to board members how McCoy and Hackworth were working to narrow down the filtration issues occurring in the sewer system. They have pinpointed one big area on Cherry Street. They believe sump pumps may be an issue but are far from being the sole reason given the amount of infiltration. Delong asked for the board's input on prioritizing current issues. They agreed that the first priority would be the East side re-routing as Hackworth proposed at a prior meeting and the board approved. They want that addressed as soon as the land is fit for the equipment. Second would be the find the infiltration issues. Concerns with cost of everything needing addressed and FO Spencer reminded them of the CD that the board has on the sewer fund and that as a last resort that could be used toward the repairs or as a "share" toward any grant/loans that might have to be obtained should the costs go too far. Delong also noted newer EPA financing assistance available as well.

Mayor Cramer noted the Water Operator Albert will be making some changes that will save the village approximately 30% in treatment salt costs. This was a welcome piece of news for the board.

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

ACE HARDWARE	MISC SUPPLIES	$ 41.32
AMERICAN ELECTRIC	STREET LIGHTING	$ 886.30
HACKWORTH CONST/DRAINAGE	SERVICES TO DATE	$ 519.00
HARDIN CO REGIONAL PLANNING	ANNUAL ASSESSMENT	$ 612.50
HOTSPOT INTERACTIVE	WATER PLANT CAMERAS	$ 339.96
ML TECH	TREATMENT CHLORINE	$ 330.00
OHIO811	OUPS MEMBERSHIP	$ 75.00
SHELDON GAS	PLANT/GENERATOR	$ 283.19
STEVE STAIR	STONE/HAULING	$ 279.05
USA BLUEBOOK	PUMP & TESTING SUPPLIES	$1485.03
XEROX	MAINT AGREEMENT	$ 76.19
PROJECTS:		
USDA	ANNUAL LOAN PAYMENT	$108,000.00

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, February 28, 2019, 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 February 19, 2019. Mayor Cramer's presiding. Roll call-Gibson, Marshman, Baum, Cramer (tardy), Rickle present. Prater absent. Motion by Gibson, second by Rickle, to approve minutes as presented. Motion passed 4-0.

Guests: none

Old Business: none

New Business: Marshman distributed booklets from his Chamber and Alliance event. He also shared rumors on possible restaurants coming into Kenton.

Baum said she had received phone calls from people about the condition of the streets during snow events. Mayor Cramer stated that she felt McCoy has done what he can to keep up, which all agreed. It was also noted that the salt/grit is for intersections only. The village has not salted, aside from intersections, in many years.

Acting Superintendent's Report: Two leaks fixed, bringing usage from 120K to 65K. Noted that the clearwell flowed over again and the Artesian talked Hackworth through changes in the panel and has worked so far. Reported that he, Hackworth and Manns are still assessing the infiltration issues but getting closer. McCoy is familiarizing himself with the alley project for when he meets with the county engineer. Also stated he would be staying with another John Deere in the replacing of the mower, the truck needs repaired, he has ordered salt for the coming snow, the stop light/pole damages from the accident have been repaired by Shook, and he will leave early on the 22nd for a doctor appointment. Marshman noted he is hearing many compliments on McCoy and the job he is doing.

Fiscal Officer's Report: Correspondence Received: PERSO – claim letter and payment for the traffic light/pole damages; Charter Communications – legal changes in names etc, but no change effecting village's franchise agreement; Sheldon Gas – rate decrease; OEPA – inspection report, notice of violations for water and notice of violations for sewer. BPA President Delong assured council that none of the violations involved water quality. Kenton Hardin Health Dept – requesting monetary support for the Community Needs Assessment Program. Marshman felt that council shouldn't contribute and Baum concurred noting the lack of cooperation they give to council on certain issues. **Correspondence sent:** OEPA & others – research results as per request; BWC – 2018 tru-up report **Reports presented:** January month end: bank reconciliation; payment and receipt listing; wage earnings; investment listing; fund summary; appropriation and revenue status **Income Taxes:** nothing new to report **Other Misc.:** Reminded council of her training March 6-8, noting this would be a 5 day week and may go beyond 40 hrs. No opposition was made.

Legislation: ORDINANCE 2019-03 AN ORDINANCE AMENDING THE POLICY FOR USE OF TELEPHONES AND CREDIT CARDS BY OFFICIALS AND EMPOLOYEES

Motion to pass the third reading: 1st Marshman, 2nd Gibson, Roll call 5-0.

Solicitor's Report: n/a

Mayor's Report: Briefly reviewed the 11 water and 5 sewer violations. Marshman questioned if these were violations from when Supt Cramer was here to which the mayor confirmed. She then stated that there is an ongoing investigation of records in process and therefore no details could be discussed until the investigation is finished. Baum noted from glancing at the report that some violations were 5 years old. FO Spencer spoke up assuring council that Mayor Cramer and BPA President Delong were watching out for the village's best interest. She said they are putting in extra hours and placing many calls to stay abreast of everything going on in regard to the investigation and the village operations going forward. Next, Mayor Cramer presented a revised contract for Manns, including hours of presence and activity. Motion by Marshman, second by Gibson, to accept the new contract and rate of $450 per month effective March 1, 2019. Motion passed 5-0. Next she explained that we must have a backup water and backup sewer operator on retainer. After discussion motion by Marshman, second by Cramer, to approve Brian Webb as back up operator for both at a maximum $100 per month total. Motion passed 5-0. Announced that the annual health board meeting would be March 13 at 7pm; and the Chamber Awards Dinner on the 28th at 6:30. Said that Blanchard Twp trustee, Ridgeway, had asked if the village was going to split the cost of the Spring Cleanup on April 6th from 8:30 to 11:30. Motion by Marshman, second by Rickle to spend no more than $400 as its share. Motion passed 5-0. Lastly Mayor Cramer had a request from the library that should they purchase cameras and cover the labor for install, would council allow them to feed into the village's system. Motion by Baum, second by Gibson, to allow. Motion passed 5-0.

Marshman then went over the special meeting with the Fire Board for those who weren't present. They passed a limited easement ordinance upon opening and then began their discussion with the board. The Fire Board stated that with the bigger size of trucks these days, they were running out of room in the building. They would like to add on but it would take a levy to do so. With all agreeing that a levy for a Fire District stands a better chance than a village, they wanted to know if council would consider possibly selling the building to the fire district so they could put a levy on and add on to the building. In return they would have a token rent, similar to their current $1 per year, for council to rent the current council chambers, the current fire room, and one bay. They would also then be able to take care of the handicap restroom issue currently facing the village. Mayor Cramer did note that it would mean removing the big Dunkirk sign and the concrete picnic table to make room for the driveways. Baum asked if there would still be a deal in sharing maintenance and such. Marshman noted that the details would have to be decided on but for now the question was just whether council would even consider it before someone did the legwork of hammering out the details. All agreed that council would entertain the idea. Marshman will let them know the decision.

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

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

HACKWORTH CONST	WATER LEAK WORK	$2000.00
SHELLEY MATERIALS	STONE	$ 62.83
SHOOK ELECTRIC	DEDUCTIBLE ON INS CLAIM	$ 500.00
STEVE STAIR	STONE & HAULING	$ 240.51

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, March 4, 2019 made by Rickle, second by Gibson. Motion passed 5-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session on February 25, 2019. Delong and Hipsher present, Driskill absent. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** S Mans – email copy of action plan sent to EPA **Utility accounts:** presented delinquent list, discussed shut offs **Reports presented:** January month end- payment and receipt listings, appropriation, revenue and fund status **Other Misc.:** Reminded all that she would be attending the LGOC March 6-8.

Acting Sup't Report: Updated board on findings on infiltration issues to date and that they will continue as time allows. Delong asked McCoy about a comment made by Supt Cramer at the Sept 11, 2018 meeting in regard to the owner of land in front of lagoons digging a hole. He questioned if this could have caused any of the problems the village is having. McCoy stated it couldn't, also noting the issues began prior to that hole being dug. McCoy discussed the trials run into during the recent power outage. They used the bobcat generator at the water tower and had to use the old Koehler portable generator for the pumps as there were no cords for the new generator recently retrieved. He noted that the Koehler was set up for the wrong wattage and while pumping at the lagoon lift station something happened and both lift station pumps were blown. He and Hackworth will be pulling a pump from the least used station to replace one at the lagoons so each station has the one running for now. He has rented a trash pump and is currently using it on the lagoon station. Discussed revamping the generator to the proper wattage and purchasing a trash pump. McCoy kept Water Supt Albert updated during the outage event and has talked to Wastewater Supt Manns following. Manns is preparing a report and plan for resolution to send to EPA. He discussed the rebuilding and replacement of lift station pumps. FO Spencer will be checking with insurance regarding the blown pumps. McCoy discussed the Kim Combs building site and tapping into sewer. It was noted that they appear to be using the Mendenhall/Prater property which already has taps. Board agreed that should she own that property she could connect to the taps already in place and the board would return the $5K in tap fees. FO Spencer will contact them about it. McCoy did note that the village didn't receive an OUPS contact prior to their dig. A chlorine transfer pump piece snapped off this morning, will be repaired on Tuesday. Lastly McCoy reported that the deadend line that has been the ongoing issue for problems actually is on the mapping done by Stantec/RD Zande, contrary to what the Board was previously told back in 2018. He will provide copies of these maps for the next meeting.

Delong briefly discussed the EPA violations but noted he has invited D Albert to discuss in further detail with each member for a better understanding.

Mayor reminded all of the community meal on Tuesday.

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

ALLOWAY	TESTING	$ 25.00
AQUALINE	LEAK DETECTION	$822.40
SPECTRUM	PHONES/INTERNET/LIFTS	$581.21
USA BLUEBOOK	TESTING KIT	$149.73
VERIZON	CELLS	$141.41

PAYROLL AND LIABILITIES

Motion passed 2-0.

Motion to adjourn until the next regular meeting, March 11, 2019, was made by Hipsher second by Delong. Motion passed 2-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on March 4, 2019. Mayor Cramer presiding. Gibson, Marshman, Rickle, Cramer and Baum present. Prater absent. Motion by Baum, second by Gibson to accept the minutes as presented. Motion passed 5-0.

Old Business: Cramer requested that the Doug Bailey Memorial Car Show on July 19 be moved to the park due to the number of applicants showing interest in participating. Motion by Baum, 2nd by Rickle to allow. Motion passed 4-0-1 with Cramer abstaining.

New Business: none

Acting Superintendent's Report: The offer for trade in with John Deere is $10K. The new mower is just around $18K. He will move forward with ordering. After discussion it was decided to put the mower up for bids should someone local want to purchase it. FO Spencer is to post an ad with the starting bid at $10K and bids to be turned in by 3pm on March 18th so council will then know that night if it is being sold or traded.

Fiscal Officer's Report: Correspondence Received: Wex Bank – regarding changes to account terms, none of which will affect the village. **Correspondence Sent:** OML – village salary survey; Regional Planning – reported 2019 village representatives; ADP – notification of change form **Reports Presented:** February month end: bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; appropriation and revenue status. **Income Taxes:** nothing new **Other Misc:** Reminded council of the certified records and Local Government Officials' Conference that she would be attending March 6-8. Stated that she applied for trees ($1K), Flowers/seasonal decorations ($500), and fun day assistance ($500) with the Hardin County Community Foundation grant program; informed all that she is starting to prepare email accounts for all elected officials to avoid issues with public record requests and personal email accounts; requested to upgrade the office only with Time Warner/Spectrum in order to facilitate the cameras better. She stated the cost would go from $105/month to $170/month. All agreed it was needed.

Legislation: **ORDINANCE 2018-06 BUDGET AMENDMENT**

Motion to pass first reading – 1st Marshman, 2nd Baum, Roll call 5-0.

Solicitor's Report: Noted that the IT cases are moving forward once FO Spencer returns the signed complaints he brought. Discussed ordinance for a temporary Village Superintendant. All felt the ordinance was misleading as it wasn't the "Village" Superintendant but it would be for the Water and Waste Water Superintendents. Solicitor Schwemer will change the wording before it goes to its first reading.

Mayor's Report: nothing to report at this time

Motion to accept the financial reports as presented: 1st by Gibson, 2nd by Rickle. Motion passed 5-0.
Motion to pay the bills as presented: 1st Baum, 2nd Marshman. Motion passed 5-0

AMERICAN ELECTRIC	ELECTRICITY	$2835.35
GOV'T ACCTING SOLUTIONS	PYMT 17 OF 20, IT SOFTWARE	$ 475.00
HACKWORTH CONST	POWER OUTAGE-CONTINGENCY PLAN	$1219.00
SHOOK ELECTRIC	SERVICE CALLS	$1300.00

PAYROLL & LIABILITIES

Motion by Baum to adjourn until the next regular meeting, March 18, 2019, second by Gibson. Motion passed 5-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session on March 11, 2019. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: OH EPA, J Schiefer – response to NOV of 2-11-19 **Correspondence Received:** Preferred Tank & Tower – quote for tower inspection; Hull Environment/energy/infrastructure – proposal for completing the asset management report **Utility account updates:** no shut offs last cycle due to all the higher priority EPA issues being addressed **Reports presented:** February month end – payment and receipt listings; appropriation, revenue and fund status **Other Misc.:** Discussed email accounts she is setting up for all public officials and employees.

Delong suggested holding on all proposals for D Albert to review and provide any input.

Acting Sup't Report: Drain line project has been completed and should alleviate lots of the issues for the field that was being flooded; they located a large infiltration issue on Washington Street,at the A Emerine sewer tap, and repaired it. McCoy stated that another location is on Cherry Street in front of the Fawley property but while they can hear it they have yet to find the cause. He said that once the camera Hackworth has built is operating they will address it. Just the Washington Street fix has the lift stations pump hours cut down and the overflow issues fewer. Next he reported that they would be travelling to Wooster on the 13th to pick up a rebuilt pump. Albert and McCoy are going to be testing Well #2 pump as the records show it was last pulled and tested in 1993 by GH Bierly. Once out, the size and condition will determine if we have another working well or if we need to proceed with the new wells. Another load of chlorine was just ordered. McCoy located and applied degreaser and deodorizer for the lift stations He noted that there won't be need for purchasing more as on the 2019 budget requests previously turned in to the FO by Supt Cramer. McCoy has learned that the barley used on the lagoons was done wrong and therefore was ineffective. He learned it is to be broken up as much as possible and they threw whole bales in when they put them into the lagoon. He raised concern with using fish, also on the budget requests, considering they would eventually die and cause yet another issue to clean up. Members Delong and Hipsher voiced agreement. McCoy stated that he and Albert are investigating to see if all these measures to avoid the algae bloom are necessary or cosmetic.

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

ACE HARDWARE	MISC SUPPLIES	$ 38.96
ALLOWAY	TESTING	$ 351.30
AMERICAN ELECTRIC	STREET LIGHTING	$ 805.04
FIRST CITIZENS – VISA	MISC CHARGES	$ 443.48
BADGER METER	ANNUAL SUPPORT	$ 780.00
HACKWORTH CONST	PROPOSED DRAINAGE WORK	$1950.00
" "	CONNECTION/TILE REPAIR	$ 500.00
HARDIN CO ENGINEER	SIGN TRUCK/LABOR	$ 31.86
KT RENTAL	TRASH PUMP-LAGOON LIFT	$ 260.00
OHIO MUNICIPAL LEAGUE	MEMBERSHIP RENEWAL	$ 50.00
SHELDON GAS	PLANT/GENERATOR	$ 282.05
USA BLUEBOOK	MISC SUPPLIES	$1077.20
XEROX	MAINT AGREEMENT	$ 81.37

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, March 25, 2019, was made by Delong, second by Hipsher. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on March 18, 2019. Mayor Cramer's presiding. Roll call- Gibson, Marshman, Baum, Cramer and Rickle present. Prater absent. Motion by Gibson, second by Cramer, to approve minutes as presented. Motion passed 5-0.

Guests: none

Old Business: none

New Business: Marshman shared information on a military banner project for the village. All agreed to participate. Marshman will attend the next VFW meeting to present to them in order to get the word out. FO Spencer will also put something on the website and forum. Next Marshman presented all with a copy of select pages from the 2018 Health department meeting. Lastly he informed the fire board of the council's willingness to negotiate the sale of the building.

Cramer noted that the ordinance committee should start getting around in search of violations.

Baum reminded FO Spencer that she needed the most current phone logs for review.

Acting Superintendent's Report: McCoy noted that the trees from the 2018 grant were ready for pickup. Cathodics were inspected at the water tower and all was good. He stated that he had a doctor appointment on the 22nd.

Fiscal Officer's Report: Correspondence Received: PERSO – ins claim on lift station pumps blown during power outage; OH EPA – acknowledging receipt of resolution to violations; Dept of Commerce – objections to renewal of liquor permits? no objections. **Correspondence Sent:** several survey and financial reports went out **Reports Presented: NONE Income Taxes:** papers turned over on 4th were signed and dropped off on my way to LGOC on the 6th **Other Misc:** emails set up – each provided with a temporary password and instructions on how to access. She asked that all get used to using these for village business and no longer use personal email addresses for several reason. I will send a test email to each of you this week or next so we are certain you are set up and so you can then save my email to your address book. The following accounts are the same format (last name.first initial@villageofdunkirk.com) so you can add them to your address book – council, mayor, BPA, acting Supt McCoy. Next she noted to all that the financials will be out of wack for a while as we adress violations and get the water and sewer department operating correctly. She is working on figuring out the compmanagement /careworks situation prior to signing up for 2020 as it still is clear as mud and seems both are competing for our business. FO Spencer will be contacting LGS about payroll ordinances and a few other questions that came up while at the LGOC. Other work she is doing: finishing up info for insurance proposal questionnaire, finishing up several other larger reports for USDA and Census. FO Spencer will also be the new contact for shelter house rentals.

Legislation:

ORDINANCE 2019-06 BUDGET AMENDMENT

PASS 2ND READING– 1 Marshman, 2 Gibson, ROLL CALL 5-0

ORDINANCE 2019-07 ALLOW MAYOR TO CONTRACT WITH WATER/WASTEWATER/BACKUP OPERATORS

Motion to waive the three reading rule – 1ST Marshman, 2nd Rickle. Motion passed 5-0.

Motion to pass – 1st Marshman, 2nd Baum. Motion passed 5-0.

Solicitor's Report: Reported that the income tax suits were filed with the court. He stated that the certified letter for the nuisances was returned so he has published the notice in the local paper as required to proceed.

Mayor's Report: nothing to report

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

INCOME TAX REFUNDS	REFUNDS DUE TO DATE	$591.02
PAYROLL & LIABILITIES		

Motion passed 5-0.

Motion to adjourn until the next regular meeting, April 1, 2019 made by Baum, second by Gibson. Motion passed 5-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session on March 25, 2019. All members present. Minutes were approved as presented.

Guests: Bryon Halsey was present to ask about the water/sewer rates. It was explained to him how the 'minimum' is figured and he was informed that should he have the village turn off the water at the meter he could save some.

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** email copy from S Manns' response to EPA; email from Hot Spot Interactive – quote for new computer at water plant. Motion by Delong, second by Driskill, to purchase. Motion passed 3-0. **Utility account updates:** Reported that delinquent utilities paid with the 1st half tax settlement were $3923.30 less fees. **Reports presented:** none **Other Misc.:** Discussed her findings on the asset management plan. Delong will check with D Albert about the proposal he had sent. Will decide at next meeting.

Acting Sup't Report: Discussed the cleaning and inspections of water tower. Midco could clean and inspect for about $3400 but couldn't tighten the windage rods or install the new vent. Pittsburgh Tank's cleaning of tower was $2500. Their quote for cleaning and the other two items was $15,100. Motion by Hipsher, 2nd by Delong, to go with Pittsburgh Tank. Motion passed 3-0. McCoy will look into someone to service the clearwell. Discussed the violation on ledgers not in compliance, McCoy and the operators are now keeping the ledgers active and are now in compliance. McCoy brought up the hole the B Halsey had previously requested by filled. Halsey stated that he is putting in a vent and will then close it himself. McCoy reported that he will be removing a curb stop at 211 N Walnut soon and is looking into a site-glass for lift station 9 for better observation of operation. Provided FO Spencer with copy of S Manns' contract. McCoy noted that they need to service the effluent valves at the lagoons and since they also need exercised anyways it would be a good time to service them. All agreed. Cherry Street lift station was reading a no air issues so they installed a new air filter. He mentioned needing to re-build some inventory after some of the recent issues and usage of stock. He and Hackworth are still actively working on the infiltration when they are able.

Delong brought up a request for someone to fill up their pool by using the fire department's hoses and a nearby fire hydrant. Prior to the meeting Delong had learned that the fire department isn't interested in doing so, and the board didn't have the proper hose, and they didn't want to set a precedent for others. Delong will inform the requestor of the decision.

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

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

ACE HARDWARE	MISC SUPPLIES	$ 14.88
ALLOWAY	TESTING	$ 25.00
HACKWORTH CONST	TRIPS/PUMP INSTALL/CURB STOP	$ 800.00
HACKWORTH ELECTRIC	PUMP REBUILD	$1861.29
ML TECH	CHLORINE	$ 330.00
SPECTRUM	PHONES/INTERNET/LIFTS	$ 606.22
WEX BANK	FUEL	$ 240.93
VERIZON	CELLS	$ 139.15

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, April 8, 2019, 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 April 1, 2019. Mayor Cramer's presiding. Roll call-Gibson, Marshman, Baum, Cramer, Prater and Rickle present. Motion by Marshman, second by Gibson, to approve minutes as presented. Motion passed 5-0-1, with Prater abstaining.

Guests: none

Old Business: Marshman reported that he met with the Dunkirk VFW about the banner program. They will help spread the word. Marshman will remain the contact person for the program.

New Business: none

Acting Superintendent's Report: Asked for park committee to help with location of 6 new trees from the HCCF grant program. He has opened the park, put out the benches and memorial pots, and distributed the trash cans around the park. McCoy stated that he will be patching potholes and painting the downtown parking lines soon. He brought to council's attention the condition of Main Street. It was unsure whether ODOT had it up for repair this year or next. Reminded all of the Spring Clean Up on the 6th, 8:30am-11:30am.

Fiscal Officer's Report: Correspondence Received: Sen Rob McColley, regarding committees and contact info; Stephanie Oney – advising village in regard to Cramer's BWC appeal; Lois Baringer – complaint on a pile of trash at the Union Street entrance to the park; OML – special bulletin re CompManagement lawsuit won; Kenton Hardin Health Dept – notice of no enforcement for village ordinances until they are included in the codified ordinances. FO Spencer noted that she forwarded that notice to Solicitor Schwemer upon receipt so he could take action accordingly. **Correspondence Sent:** Findlay Implement – purchase order form for the lawn mower purchase/trade in;Public Entities Pool – photos and report on damages from car accident for them to use in acquiring repayment from those responsible; Fender Benders – junk yard permit fee request. FO Spencer also sent out the memorial bench flower pot letters. **Reports Presented:** March month end- bank reconciliation; payment and receipt listings; investment listing; wage earnings; fund summary; appropriation and revenue status; appropriation supplemental. Property tax settlement, noting council received $438.82 in ordinance violations. Cell phone call logs were handed to Baum for review. **Income Taxes:** nothing new **Other Misc:** Reminded council of the unfinished items from the USDA 2017 inspection, noting they return again this year. No discussion or action was taken following her listing what was still needed to address. Informed council of two State legislature proposals that council would want to watch. They were in regard to LGF, increase but also penalties against it for issues with water service rates. FO Spencer pointed out the Acting Supt McCoy had helped her get the Mayor Wall started finally. She asked for help in obtaining photos of those missing. Next she stated she was approached by First Citizens about their bank balance and suggested looking into investing. She noted the first obvious would be the USDA Reserve portion that won't be utilized until the final payment is due in 2052. Motion by Marshman, second by Rickle, to allow FO Spencer to invest the $108K into a CD. Motion passed 6-0.

Legislation:

ORDINANCE 2019-06 BUDGET AMENDMENT

PASS 3rd READING– 1 Baum, 2 Gibson, roll call 6-0

Solicitor's Report: The Reich property had went to auction twice with no purchase. The next step is to see if any of the qualified taxing authorities were interested in purchasing for the balance on the taxes. Council all agreed there was no interest from the village. Schwemer noted that if none want to purchase it then it will go for the 3rd and final auction

Mayor's Report: nothing to report

At this time a motion to enter into executive session to discuss personnel was made by Gibson, second by Marshman. Roll call 6-0. Motion to reopen the meeting was made by Rickle, second by Marshman. Roll call 6-0.

Motion to accept the financial reports by Gibson, second by Prater. Motion passed 6-0.

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

AMERICAN ELECTRIC	ELECTRIC SERVICE	$2333.54
KENTON TIMES	LEGAL NOTICES	$ 167.02
OH AUDITOR OF STATE	UAN FEES – 2ND QTR	$ 762.00
WEX BANK	FUEL	$ 335.42
INCOME TAX REFUNDS	REFUNDS DUE TO DATE	$ 766.00
PAYROLL & LIABILITIES		

Motion passed 6-0.

Motion to adjourn until the next regular meeting, April 15, 2019 made by Marshman, second by Baum. Motion passed 6-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session on April 8, 2019. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Pittsburg Tank – signed agreement **Correspondence Received:** Hardin Co RP – proposals for any grants due by May 15 **Utility account updates:** Final payment arrangement listing for January cycle to McCoy. **Reports presented:** March month end – Payment and receipt listings; appropriation, revenue and fund status **Other Misc.:** none

Delong brought up pending proposals for motions. Motion by Driskill, second by Hipsher, to accept Hull Engineering proposal of $6400 to do the asset management. Motion passed 3-0 Mike Lease of ML Tech to repair pin holes in brine tank lined for $563.50. Motion to accept by Delong, second by Driskill. Motion passed 3-0. Discussed learning that Pittsburg Tank wanted to drain the tower to work on it. The will now be doing only the windage rods and vent. Liquid Engineering proposes to send divers to do both the water tower and clearwell at a total cost of $2525. FO Spencer did inform members of the additions possible should the time go over or the sediment be more than the 3" claimed. Motion by Driskill, second by Hipsher to accept the proposal. Motion passed 3-0.

Acting Sup't Report: Ordered the backup Stenner pump, then found an issue with the operating one and ordered another. This was one of the necessary items in the violations, to have a backup. Noted they will be discharging the lagoons soon and will service the valves during that time. Lastly he and Delong informed the board that with all these proposals passed and other work being done by McCoy and Albert, the water violation list is getting knocked down successfully.

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

ALLOWAY	TESTING	$ 759.90
CORRPRO	CATHODIC INSPECTION	$1005.00
AMERICAN ELECTRIC	STREET LIGHTING	$ 810.86
DWA SERVICES	OVERTIME IN MARCH	$ 50.00
EJ PRESCOTT	PARTS	$ 714.40
FIRST CITIZENS VISA	MISC CHARGES (LGOC)	$ 543.71
MOMAR	WEED KILL, TRASH BAGS	$ 775.68
ROOT LUMBER	CONCESSION STAND WATER LEAK	$ 21.78
SHELDON GAS	PLANT & GENERATOR	$ 262.76
USA BLUEBOOK	STENNER PUMPS +	$1069.79
XEROX	MAINT AGREEMENT	$ 84.75

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, April 22, 2019, was made by Hipsher, second by Delong. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on April 15, 2019. Mayor Cramer's presiding. Roll call-Gibson, Marshman, Baum, Cramer, and Rickle present. Prater absent. Motion by Marshman, second by Baum, to approve minutes as presented. Motion passed 5-0.

Guests: none

At this time a motion to enter into executive session to discuss personnel contracts was made by Marshman, second by Baum. Roll call 5-0. Motion to reopen the meeting was made by Baum, second by Gibson. Roll call 5-0.

Old Business: none

New Business: Gibson reported complaints of a resident speeding around the Summit and Lynn Street area, even cutting corners and damaging property. Due to a hidden drive and the kids that play in that area McCoy will be placing Hidden Drive signs and Children at Play signs in the alley. Gibson then brought up a heaved sidewalk issue. Mayor Cramer told Gibson to ask the owner to use a bright paint to mark it for safety.

Marshman gave handouts of highlights from the Regional Planning Full Commission meeting he attended.

Rickle asked about door-to-door salespeople having permission to solicit in the village. She was informed that while an ordinance was presented for this, it was never passed due to disagreement on the limitations. FO Spencer did add that most reputable companies do try to contact her and when they do she will post it on the forum to let people know.

Acting Superintendent's Report: Attended the County Engineer meeting regarding the repaving of an alley within the village. He has patched several potholes and asked that anyone let him know if he missed any so he could get them too. Announced that all three cameras are now up and operating at the water plant. Baum asked about the installer being there alone to which Mayor Cramer stated she was aware and approved it. Next McCoy reported that he and Delong attended the town clean up, including helping pick up for several residents. He noted some items left behind and that he had moved it for the time being and will take care of it soon. Other work done was planting of trees, diesel tank filled, a leak at the concession stand was fixed. McCoy stated that the mower will be ready soon and that he and FO Spencer have received a list of needs for the asset management and they will be working on it. Lastly he reported on his CDBG meeting and noted that the village's LMI is still within the qualifying range and so if there were projects to apply for they could. He asked for input.

Fiscal Officer's Report: Correspondence Received: OBWC contacted her and needed to know if the village wanted to waive the 90-day examination for Cramer. All agreed to temporarily waive to see how his upcoming appointment turned out. **Correspondence Sent:** Sent approved proposals with W9s and Exemption forms. **Reports Presented:** none **Income Taxes:** Noted that several of those served for court have contacted her and settled their arrearages. **Other Misc:** Provided all council members with issues pulled from the OML bulletin that were particularly worthy of their attention. Received the signed contract for water operator.

Legislation:

ORDINANCE 2019-08 ALLOWING MAYOR TO ENTER INTO CONTRACT WITH SOLICITOR

WAIVE 3 READING: 1ST Marshman, 2ND Rickle. Roll call 5-0.

PASS ORDINANCE: 1ST Marshman, 2ND Gibson Roll Call 5-0

ORDINANCE 2019-09 ALLOWING MAYOR TO ENTER INTO CONTRACT WITH FISCAL OFFICER

WAIVE 3 READING: 1ST Gibson, 2ND Marshman. Roll call 5-0.

PASS ORDINANCE: 1ST Marshman, 2ND Gibson Roll Call 5-0

ORDINANCE 2019-10 ALLOWING MAYOR TO ENTER INTO CONTRACT WITH FULL TIME EMPLOYEE

WAIVE 3 READING: 1ST Marshman, 2ND Gibson. Roll call 5-0.

PASS ORDINANCE: 1ST Rickle, 2ND Marshman Roll Call 4-0-1 Cramer abstained.

ORDINANCE 2019-11 ORDERING MAYOR TO NOT RENEW VILLAGE SUPERINTENDENT CONTRACT

WAIVE 3 READING: 1ST Rickle, 2ND Marshman. Roll Call 4-0-1 Cramer abstained.

PASS ORDINANCE: 1ST Marshman, 2ND Gibson Roll Call 4-0-1 Cramer abstained

Solicitor's Report: nothing new

Mayor's Report: Noted the need to hire a part time employee to help McCoy. Motion was made to advertise for someone to work 30 hours per week at $10 per hour. Details for the ad were discussed so FO Spencer could place an ad in the paper. Informed council that Paul Cramer was wishing to keep his phone number but that since his phone was purchased by payment plan, the balance of $403.75 would need to be paid. Motion by Gibson, second by Marshman, to pay off the phone and release the phone number to Paul Cramer. Roll Call 4-0-1 Cramer abstained

FO Spencer brought up Paul Cramer's health insurance stipend which was already paid in full for the calendar year of 2019. She suggested that possibly council could consider it as severance pay. Council agreed with a motion as such by Marshman, seconded by Gibson and passed by a roll call of 4-0-1 with Cramer abstaining.

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

BURNHAM & FLOWER	FO/TA BOND	$350.00
HACKWORTH	STREET REPAIR/PLANTING TREES	$560.00
HOT SPOT INTERACTIVE	INSTALL LABOR AND RADIO/PLANT	$415.39
STUMPS FIRE PROTECTION	EXTINGUISHER INSPECTION	$128.40
INCOME TAX REFUNDS	REFUNDS DUE TO DATE	$558.00
PAYROLL & LIABILITIES		

Motion passed 5-0.

Motion to adjourn until the next regular meeting, May 6, 2019 made by Marshman, second by Rickle. Motion passed 5-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session on April 22, 2019. All members present. Minutes were approved as presented.

Guests: Garrett Hackworth of Environmental Robotic Inspection (ERI) had a video presentation of random videos taken inside the village's sewer tiles and presented an offer to perform a comprehensive audit of each and every sewer connection in the system at $125 per man hole. There is an estimated 85 manholes from the railroad South. Given that side of town has the most infiltration issues they suggest starting there. They would provide video footage with audio stating issues seen and location of camera. The village would also be given a tablet with a micro SD card of the footage for the village to keep. Todd Hackworth of Hackworth Construction and Drainage stated that he would not be capable of the repairs and that the village would need to find a company for that once issues were found and prioritized. He provided the board with input on Bluffton Aeration and Bluffton Precast abilities but noted he would suggest not hiring anyone who wouldn't be able to include a warranty on their work though. Motion by Delong and second by Driskill to allow ERI to perform the inspections of all manholes south of the railroad. Motion passed 3-0. One other issue to be considering is who will be responsible for any issues that are from the tap to the home. With concern that some installations may have passed inspections without having followed the requirement for a stone backfill, in those cases there is question as to who would be legally responsible. FO Spencer will be checking with the attorney for his input on this type situation.

Fiscal Officer's Report: Correspondence Sent: Signed and sent agreements for Liquid Engineering, ML Tech, and Hull Engineering. **Correspondence Received:** none **Utility account updates:** presented current delinquent list. **Reports presented:** none **Other Misc.:** Spoke with Hull about future years and updating of Asset Management. She was told that they provide physical and electronic copies. The electronic will include a set for updating. Some entities update themselves, others pay a minimal fee for Hull to come in and update each year. FO Spencer suggested waiting to see if the reports are easy enough to update before deciding on future updates.

Acting Sup't Report: Informed Board members that the recent rains caused the Geneva line to overflow again. He noted that Sewer Operator, Manns, was informed and that Manns then prepared the report for EPA and submitted it, as is required for each occurrence. Delong made note of how well things are going with knocking out the items on the violations list. Delong added that he would speak with water operator, Dale Albert, to have Paul Cramer officially removed from the Operator on Record for the village effective May 1, 2019.

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	$ 25.00
K&L READY MIX	STONE, HAULING	$1096.90
ROBINSON SALT	TREATMENT SALT	$4679.50
VERIZON	CELLS	$ 139.07

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, May 13, 2019, 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 May 6, 2019. Mayor Cramer's presiding. Roll call-Gibson, Marshman, Baum, Cramer, Prater and Rickle present. Motion by Prater, second by Baum, to approve minutes as presented. Motion passed 6-0.

Guests: none

Mayor Cramer brought up the applications received for the advertised position. She discussed the pros and cons to each candidate as compared to the needs of the village. After discussion a motion was made by Marshman to hire Terry Evans on an as needed basis at $10 per hour, beginning May 7, 2019. Motion was seconded by Rickle and passed 6-0.

Old Business: none

New Business: Gibson asked about community garage sales. FO Spencer will put a post on the Dunkirk Forum to see if there is any interest in closing E. Wayne for vendors or others wishing to set up that day.

Marshman reported that there were 12 banners purchased for Dunkirk to display. He added a thank you to FO Spencer as her post on the Dunkirk Forum sparked more attention than his visit to the VFW meeting. Next he reported that Ralphie's will be coming to Kenton in the Henry's location. Lastly he presented a job sheet with information for job openings and the contact info for each.

Mayor Cramer made mention that the ordinance committee needs to get active on the violations. Baum commented that they needed to find a way to address the habitual offenders. She asked if it were possible to take them to court. FO Spencer will pose the question to the solicitor for him to respond at the next meeting. Baum brought up campers possibly being lived in at 241 W Wayne. Mayor Cramer asked all to watch and try to find out.

Gibson asked about the memorial benches getting treated this year. FO Spencer will discuss with McCoy. Then she discussed being approached about memorial benches along the walking path. FO Spencer noted that she had too and discussed with McCoy how to secure them when out, yet not being permanent so they could be stored in the winter months. Spencer will work with McCoy to put together an estimated cost for some type of footer so council can decide if they want to proceed.

Superintendent's Report: absent for Dr appointment

Fiscal Officer's Report: Correspondence Received: Hardin County Community Foundation – all three grant requested were awarded, amounts to be known at their annual event; State Representative Cross – re Ohio transportation budget; CompManagement/Tina Shearer – upde to BWC for P Cramer; PERSO – lift station pump claim paid and closed; Brian Shook Electric – proposal for traffic light inspections at $350 each intersection. Motion by Marshman, second by Cramer to approve. Motion carried 6-0. LandTech – proposal for mosquito abatement for 12 applications at $323 per application. Motion by Marshman, second by Cramer to approve. Motion passed 6-0. **Correspondence Sent:** Spectrum – town hall account increase to 100 MBS; R.I.T.A. – information requested for providing a quote for their service **Reports Presented:** April month end reports: bank reconciliation; payment and receipt listings; fund summary; appropriation and revenue status and supplementals; investment listing; wage earnings **Income Taxes:** Tax collections are up 9% from the same time in 2018. Stated that all cases were settled out of court having either paid in full or made payment arrangements. **Other Misc:** Reserved Drury for 2020 LGOC before rooms were gone; invested the $108K debt reserve in a CD at 2.5%; had a request of a homeowner to remove a tree in the village right of way on W Washington. All agreed that no healthy trees would be removed. Discussed HB166 and 163 with council. Noted that the Xerox agreement ends in July and that she felt there was no need to be trading it in since the use is far below the average capacity of the equipment. She added that before it ends she would order the ink, toners, etc to be ahead for a few years. Lastly she stated that since the park shelter rental procedures had changed she would need to include the deposit amount in the budget for receipts, and then add a new appropriation line for the deposit refunds. She will prepare it with the amendment needed for the change in employment positions and the vast monies being spent on EPA violations. She plans to have it ready for the next meeting.

Legislation: none

Solicitor's Report: absent – will attend next meeting

BPA President John Delong informed council that Albert and Manns would be at the first meeting in June.

Mayor's Report: Has received many complaints about grass in the road. FO Spencer will make a request on the forum and the village minutes for this to cease. Next she noted to all that they still didn't have the village cell phone from former Supt Cramer. At this time Councilman Cramer asked about the former Supt's request for his journals. He was informed by Mayor Cramer, per village solicitor's legal opinion, that because they were used to record the daily activities of the village there were the property of the village. She added that he was welcome to a copy of anything he might be wanting. Next she brought up Fun Day, and the Community Meal that the village officials do in June. The menu for community meal was put together and plans completed.

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

AEP	ELECTRIC	$3257.96
FARMER'S CO-OP	DIESEL FUEL	$ 363.68
BLANCHARD TWP	SHARE OF CLEANUP	$ 562.31*
COMPMANAGEMENT	ENROLLMENT	$ 150.00
KENTON TIMES	JOB AD	$ 39.20
MOTTER LAWN SVC	TILLING BALL FIELDS	$ 300.00
ROOT LUMBER	MISC PURCHASES	$ 9.59
SPECTRUM	PHONES/INTERNET/LIFTS	$ 606.22
WEX BANK	FUEL	$ 107.72
XEROX	MAINT AGREEMENT	$ 73.25
INCOME TAX REFUNDS	REFUNDS	$ 476.00

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, May 20, 2019 made by Prater, second by Marshman. Motion passed 5-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session on ~~April 22~~ May 13, 2019. All members present. Minutes were approved as presented.

Guests: Residents Greg and Wendy Bazner were present regarding an ongoing situation on their property. For the last 13 years they have had a yard filled with overflow of sewage lines. Mrs. Bazner stated that every time they would complain they got nowhere. She stated that former Supt Cramer wouldn't even get out of his truck to look at the problem and would simply ask them what they wanted him to do about it. Board President Delong assured them that with those involved now it would be addressed and taken care of as soon as it is dry enough. Mrs. Bazner added that Patrick has done more in the last couple of months than had been done in the last 13 years. She added that they were very relieved that the EPA, Supt McCoy, Board President Delong and Mayor Cramer, along with Todd Hackworth, have taken the time to find the problem and are working toward a solution. Mrs. Bazner added that McCoy and Hackworth had done more in the last couple of months than had been done in the last 13 years. Hackworth and McCoy explained what had been done – the closing of a gate valve and new tile - and what is to be done to try and fix the issues – putting lime on their yard and then installing a tile on the North and East sides of the property. It was noted that the EPA had visited the site and was in approval with the plans. Hackworth did make note that since the closing of the gate valve, the excess water will now be from the field behind them and not the village. He also informed the board that a new catch basin is also a part of that work too. Motion by Hipsher, second by Driskill to approve the proposal by Hackworth for $2750. Motion passed 3-0. Delong once again informed the Bazners that once this work was completed, the village would no longer be the issue and they would have to take up any remaining water issues with the Raders who own the field behind them.

Next Garret Hackworth of ERI reported that in inspecting the Lloyd Miller area, they found that his tap was only 5'6" from the main, rather than all others in the area which were in the 25' range. Todd Hackworth feels this was an engineering error that should have been picked up by DiGioia's inspector overseeing the project. At this time need they just need the board's approval to begin the corrections and get the extension to the property. As soon as dry enough they will then get the tap changed from the wrong location to the correct one so the landowner building next door can tap into the system when needed. Motion by Driskill, second by Hipsher, to make the sewer tap corrections. Motion passed 3-0.

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** none **Utility account updates:** Several leaks this reading. One adjusted to date – McElroy. **Reports presented:** none **Other Misc.:** She noted that McCoy took the exceptions report with the researched previous readings on it and made his own notes as he checked each potential leak. Spencer liked this method and will try to make it a routine and keep either the physical copy or make an electronic record so there is a history made.

Sup't Report: Noted that they installed the riser rings on hand at the Bazner location. He noted that Neevah was short one ring in their delivery but added that the ring was already on its way and he will get it installed as soon as it arrives. Repeated that the EPA was in on the 10th and, upon visiting the Bazner property and seeing the situation, were happy with the proposed corrections. Next McCoy reported that the power outage Friday messed with the transducer at the plant but no services were disrupted and all was back online with the help of Operator Albert. McCoy presented photos of the plant pumps and stated that while they need serviced at minimum, Albert is going to price service and replacement and let the board decide what to do. Pittsburgh Tank and ML Tech had been in and completed their services.

Delong reported that a meeting was held on the asset management and the plan is coming along very well.

Mayor Cramer spoke to clarify a statement Hipsher made at the prior meeting. In regard to who performed sewer tap inspections, upon review McCoy inspected 6, Bailey inspected 29, and former Supt Cramer inspected 272.

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

ALLOWAY	TESTING	$ 326.20
COR& MAIN	PARTS	$ 220.00
FIRST CITIZENS VISA	MISC CHARGES	$ 232.85
HACKWORTH ELECTRIC	ZOELLER PUMP, INS DED ON 2 MORE	$ 4398.83
HULL ENGINEERING	HOURS TO DATE	$ 916.50
J&N HALLERS	TRASH SERVICES	$ 160.00
NEENAH FOUNDRY	RISERS FOR TILE WORK	$ 1052.71
OPWC	LOAN PAYMENTS	$12666.77
PITTSBURG TANK	TOWER REPAIRS	$12695.00
SHELDON GAS	NATURAL GAS SERVICE	$ 168.09
USABLUEBOOK	PARTS	$ 210.75

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, Tuesday May 28, 2019, 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 May 20, 2019. Mayor Cramer's presiding. Roll call- Gibson, Marshman, Baum, Prater and Rickle (dismissed early) present. Cramer absent. Motion by Baum, second by Prater, to approve minutes as presented. Motion passed 5-0.

Guests: Representing CIC, Rhonda Stober and Renee Ridgeway were present to ask about field conditioner and offered to possibly help with the cost. Supt McCoy noted it was still far too wet and FO Spencer said she would look up the cost in prior years to give them an idea of the total cost so they could take back to the CIC to discuss any financial assistance.

Cheryl Keller, Census Bureau, was present to discuss the importance of an accurate count for the 2020 census. Having lost 2 Ohio representative seats in the 2010 census, there are trying to hold fast to the remaining seats. She discussed the dates of each roll out – online beginning March 12, 2020, then for those who don't respond they move on to mailing, then calls, and lastly door-to-door visits. Ms Keller talked about how the information from the census determines money for SNAP, school funding, Medicaid, local grants, and so much more. She suggested the council create a Complete Count Committee to begin teaching awareness of why completing the census is needed and such. It was later suggested that possibly the library could make one computer available for people to do their online census. It will be looked into as time comes.

County Commissioner Roger Crowe was present to thank the village for participating in the military banner program. He noted that 14 banners would be hung in Dunkirk.

Old Business: Marshman noted the need for council to begin looking at the sale of the building to the fire department and deciding on the details of any agreement from the village side.

New Business: Gibson presented ordinance violations for signatures and service.

Baum reported having heard from a concerned citizen on Hackworth Construction and Drainage working for the village and employing his underage son, and also questioned why work wasn't required to be done by licensed plumbers and by bid. FO Spencer noted that bids aren't required until $50K and that many digs are urgent due to leaks etc and there isn't time for bidding. Supt McCoy added that there aren't many qualified people with their own equipment in the area. He also noted that Garrett Hackworth (the son) is actually operator of a company, Environmental Robotics Inspections, and is currently under contract with the Village for work.

Superintendent's Report: Reported that Evans was doing a good job and is learning some of the daily duties already. He thanked FO Spencer for helping with the HN Service Day on her day off since no adult was left with the students for supervision. McCoy stated that they will soon have the flags and military banners hung and will be caulking concession stand garage door to help it last longer before a replacement is needed. It was noted that weed whacking will take place as soon as the weather cooperates long enough. He then discussed the plant service pumps which are in poor condition. He added that BPA President Delong and Council President Marshman had both seen the condition and agree that Water Operator Albert should price both re-packing and replacement. Marshman suggested that all officials visit the plant just to see the operations and possibly learn some basics.

Fiscal Officer's Report: Correspondence Received: Public Entities Pool – policy and invoice; OH EPA – partial resolution to violations; Shook Electric – proposal for traffic signal repairs to bring to code, inspections included. Motion by Marshman, second by Prater, to include the additional $1500 needed in the budget to ordinance 2019-12. Motion passed 4-0 **Correspondence Sent:** Solicitor Schwemer – questions from council and BPA. **Reports Presented:** none **Income Taxes:** soon to begin preparing correction/collection letters fron the current year filings – still several not complying with the State required estimated payments. **Other Misc:** Thanked Gibson for attending and representing the Village at the HCCF event so she could travel to Michigan that evening. Noted that they were awarded $1000 for trees, $500 for each flowers and Fun Day. Ohio Municipal League is urging entities to pass a resolution for the restoration of Local Government Funds and to then send it to our State Senator along with a follow up phone call. She noted that a sample was provided should council chose to do so. No action was taken by council.

Legislation: Ordinance 2019-05 was presented, by title only, for another vote due to the initial vote not being valid with only four members present. Motion by Gibson, second by Marshman to waive the three reading rule. Motion passed 5-0. Motion by Marshman, second by Rickle, to pass Ordinance 2019-05. Motion passed 5-0.

ORDINANCE 2019-12 BUDGET AMENDMENT

Motion to waive three reading rule: 1st by Gibson, second by Prater. Motion passed 5-0

Motion to pass: 1st by Marshman, second by Baum. Motion passed 5-0

Solicitor's Report: Stated he had received a phone call from Bryon Halsey to inform the council that the County Engineer had him taking a petition around in regard to the ditch issue. In response to council's question sent to him – yes court is a possibility for ordinance violators in the current ordinances. He discussed the procedure so steps can be taken with a habitual offender. The other question as to grass clippings thrown onto the roadway, he confirmed our ordinances cover it and someone would just need to call the sheriff to file the complaint.

Mayor's Report: Read thank you cards from Cora Gunther and the Dunkirk Public Library for the donation made in former BPA/Councilman William Gunther's memory. Next she discussed an incident at the park over the weekend which did involve calling the police but ended up being no harm other than some donuts in a parking lot. Next she brought up the village cameras and explained why the access was removed from everyone recently. With that information council needed to decide what access was given and how things would go moving forward. There will now be individual logins credentials so it will be known exactly who is on the system at any given time. All individuals will be given live view access only. There will be no village related access to look back and recordings other than from town hall and water plant computers.

Motion by Marshman, second by Baum, to go into executive session to discuss the negotiation and sale of building. Motion passed 4-0. Motion by Baum, second by Prater, to reopen the meeting. Motion passed 4-0.

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

THE FLAG LADY STORE	PARK & DOWNTOWN FLAGS	$ 667.65
KLEEM	STREET SIGNS	$ 210.32
PUBLIC ENTITIES POOL	INSURANCE RENEWAL	$11766.00
PAYROLL & LIABILITIES		

Motion passed 4-0.

Motion to adjourn until the next regular meeting, June 3, 2019 made by Gibson, second by Marshman. Motion passed 4-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session on May 28, 2019. All members present. Minutes were approved as presented.

Guests: Garrett Hackworth of ERI was present with recordings and a report of issues discovered during his inspections. To date he has completed 22 manholes. Several leaks were found, as well as some major plugs. Note was made to the number of baby wipes being found. There were some areas that they were unable to get good footage due to flooding or a plug and that they will re-scope those at no additional cost. Another find was that there were several rocks in the system, assumedly from the installations. Also discussed was the procedure to how they were mapping and the manner in which lines were identified for future use. Delong directed them to scope the known problem areas first so the Board could then get to fixing some of the issues found to get tings remedied. Concerns were made about the construction of some manholes. Hipsher suggested getting the word out that the sump pumps that were not redirected to the storm sewer will be found and must be corrected. FO Spencer was asked to post about the wipes plugging the system and mention the sump pump issue on the Dunkirk Forum. Todd Hackworth was present and stated that it is easy to identify proper and improper hookups because a proper hookup will be dirty and nasty brown while ones with sump pumps running into the new sanitary sewer will be nice and clean.

Fiscal Officer's Report: Correspondence Sent: r Spinner – response to letter regarding high bills **Correspondence Received:** none **Utility account updates:** water adjustment for d ream; coding errors found on four accounts, occurred last billing cycle only, adjustments made and notification to those owing more were sent. **Reports presented:** the final arrangement results from previous cycle, two unable to arrange this cycle **Other Misc.:** CCRs were updated to final draft, copied, distributed and posted as required. Operator Albert has reported to EPA all but the proof of note on water bill which will be sent immediately upon next billing.

Delong brought up that resident Robert Douglas had requested permission to tie into the storm tile in front of his house to alleviate the water issue in his drive caused by the sewer project. All agreed it would set a bad precedent to allow. One suggestion was to find the tile that used to go to his septic system. Delong will talk with him and try to find a solution.

Sup't Report: Discussed the over flow issue from the weekend. He stated that when a vendor was in performing maintenance on Friday, a valve was closed. It was mistakenly left closed when the work was completed. Upon attempting to release the valve it sprayed the entire electric panel and fried the components inside of what was supposed to be a water tight box. He reported the incident to Operator Albert and contacted Artesian of Pioneer who fortunately had the needed parts in stock and were able to get there. McCoy added that the system was maintained manually until everything was back in operation. FO Spencer is to contact insurance to see if this is a viable claim. Delong asked if there was any update on the dive team coming and McCoy stated he had not heard anything new.

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

ALLOWAY	TESTING	$ 766.80
ERI	22 INSPECTIONS TO DATE	$2750.00
J&N HALLERS	EXTRA PICKUP – HN SVC DAY	$ 75.00
JOHN DEERE	MOWER	$8572.14
HACKWORTH CONS & DRAINAGE	L MILLER SEWER TAP ISSUE	$1475.00
HOTSPOT INTERACTIVE	COMP BLD, KEYBOARD, MOUSE	$ 197.00
ML TECH	INSTALL FLANGE, DRAINS, ETC	$ 563.50
TIME WARNER	PHONES/INTERNET/LIFTS	$ 697.33
VERIZON	CELLS	$ 59.50

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, June 10, 2019, was made by Hipsher, second by Driskill. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on June 3, 2019. Mayor Cramer's presiding. Roll call-Gibson, Marshman, Baum, Prater, Rickle and Cramer (tardy) present. Motion by Rickle, second by Prater, to approve minutes as presented. Motion passed 5-0.

Guests: Dennis Gatchell, Shenaniganz owner, was present to request participating in the council's 70-30 sidewalk plan for a 70 foot run on the north side of his building. He stated he had equipment for removing the old sidewalk so that would be an expense saved. Supt McCoy explained that in order for the proper fall away from the building with the new road height the sidewalk would be up higher on his building. Gatchell was okay with this and stated he would likely just adjust it up some. McCoy will obtain a quote(s) for the project.

Bryon Halsey was present seeking council's support by signing his petition for the flooding issue at the north end of the village as discussed at other meetings. Baum questioned what would happen at the railroad pass should this happen and was told that if would bottleneck and flood there instead of where it floods now. It was learned that the petition requests the engineers to then study the area and prepare plans to be shared at a public hearing in which those on the water shed could then voice their opinion and then the commissioners and engineer would make the final decision. Marshman stated that he felt that individuals could sign but didn't feel the council as a whole should sign it. Prater agreed.

Old Business: Gibson asked if signs for the alley were ordered yet. McCoy stated they were in and he was wanting to install within the week. Next she asked about field conditioner to which she was told that they have prices from one company and awaiting another quote, adding that the order would be placed on the 5th either way. J Cramer noted that the fields needed attention as the infields were looking like bowls from all the dragging to the outside. McCoy agreed it was needed done again. Discussion was held on issues with responsibility for equipment and buildings as well as field care. Baum suggested a meeting with the coaches to clear things up.

New Business: Gibson was asked by a resident why the village didn't buy a bush hog. Supt McCoy and J Cramer both commented that the use of the mower was greater as a bush hog could only be used on ordinance violations. Next Gibson brought up a round of tournaments at the park between July 1 and 10. The concern was with blocking off areas that really shouldn't have cars on it. Posts and caution tape will be used at that time. Lastly she turned in ordinance violations.

Baum reported from the ambulance board that they are getting an estimate for replacing Squad 2. She added that they are going to be doing a recruitment drive soon.

J Cramer was asked by a citizen about dogs being allowed at the park. It was stated that they are allowed but they need to be on a leash. Supt McCoy added that it would be nice for the owners to pick up after their dogs' feces also. FO Spencer suggested getting some doggy receptacles and will look into the price etc.

Superintendent's Report: Tasks completed included hanging flags and military banners; planted flowers at those memorial pots not planted; installed the locking key box for the vendors visiting the plant; he has posted and distributed CCRs that were completed by Dale Albert and FO Spencer; ordered traffic paint for downtown; trimmed Main Street trees; weed whacked and weed sprayed at the park, downtown and the water plant, as well as some lift stations; weed whacked and chopped down thorn trees along lagoon drive. Supt McCoy noted that he needed to order mulch for the playground as it was looking bad under the swings.

Fiscal Officer's Report: Correspondence Received: Sheldon Gas – rate decrease; Hotspot Interactive – proposal for an enterprise router at the townhall and a wireless access point to provide same to water plant systems. Motion by Marshman, second by Prater, to accept the proposal. Motion passed 6-0. **Correspondence Sent:** Home Run Banner letters were sent out; USDA- required annual reporting sent all but a couple items waiting on other sources to reply with information; MidOhio Energy – grant request for Fun Day **Reports Presented:** May month end: bank reconciliation; payment and

receipt listing; wage earnings; investment listing fund summary; appropriation and revenue listings; appropriation and revenue supplementals. **Income Taxes:** nothing **Other Misc:** IGS visited offering an early renewal as the rate is currently lower than the current rate. Motion by Gibson, second by Marshman, to renew at the 24 month term. Motion passed 6-0. Lastly she reported that McCoy was able to find record of the 2018 railroad mowing and she will be billing them at both the prior location as well as the address used for the utility bills.

Legislation: none

Solicitor's Report: nothing

Mayor's Report: Asked for status of the Bowermaster and Rose property nuisance actions. Solicitor Schwemer stated they were just posted in the paper as required and is moving along. Next she read apology letters from youth for a minor incident at the park recently. She and FO Spencer explained the situation and how the cameras played a role in finding out who it was. Next Mayor Cramer reported that a window at the community center was broken and had FO Spencer review footage to try and find out who did it. Spencer was able to find footage of a vehicle driving by from the north and hearing the sound of some sort of airsoft or low powered arms. Due to the time of night and reflections of street lights a plate couldn't be identified but the same vehicle was found passing by another day as well so it is assumed it was a local vehicle.

Motion by Marshman, second by Prater, to enter into executive session to discuss the potential sale of property. Motion passed 6-0.

Motion by Baum, second by Cramer, to reopen the meeting. Motion passed 6-0.

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

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

AMERICAN ELECTRIC	ELECTRIC SERVICE	$1703.04
HOTSPOT INTERACTIVE	ENTERPRISE ROUTER/ACCESS POINT	$ 231.54
KENTON TIMES	LEGAL NOTICES	$ 211.20
OHIO AUDITOR	UAN FEES – 3RD QUARTER	$ 762.00
WEX BANK	FUEL	$ 188.72

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, June 17, 2019 made by Rickle, seconded by Prater, and passed 6-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session on June 10, 2019. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: USDA – annual reporting on sewer system; PEP – claim re brine system control panel **Correspondence Received:** PEP – activating claim & requesting reports **Utility account updates:** none **Reports presented:** May month end: payment and receipt listings; appropriation, revenue and fund status **Other Misc.:** Proposal from Shook Electric to replace lagoon motor at $2500, an additional spare would be an additional $795. Motion by Driskill, second by Hipsher, to purchase replacement and spare. Motion passed 3-0. Presented a revamped flier for the issues with sanitary sewer plugs. All agreed to have it posted. Reported that she was finally able to gain access to the village's water department email. She noted that all history was deleted up to April 15, 2019. She has printed potential pertinent emails, deleted non-village business emails and has provided McCoy with the password for him and both operators. Noted she found another strong contender for the community alert systems while reviewing that email and will be looking deeper into their details and pricing. Brought up an issue at the park that would need addressed before July. All agreed it would need done and Mayor Cramer will inform McCoy to do so.

Sup't Report: n/a

Delong had a resident ask if the board would consider a break on his water bill for filling a pool. Not wanting to create a precedence all agreed with no adjustments to bill. He announced that Furr was coming to vacuum some of the bad plugs in the sanitary sewer lines. The county would then follow up by jetting. Delong explained having been at the plant during a recent salt delivery and saw firsthand the overflow issue and stated it almost fried a panel. He and McCoy got it controlled and reported it to D Albert. He learned from McCoy that this has been happening for years. Delong asked that McCoy and Albert address it so it is no longer an issue as the amount of salt lost on the ground was significant and shouldn't have been allowed to go on this long. Board agreed it needed addressed.

Discussion was held on a bill from the Engineer's office for tree clearing and such that was for a request placed by former Supt Cramer in 2018 and just completed in May of 2019. It is currently unknown what this work was for and FO Spencer will not pay until they determine the purpose in order to assure the correct fund is used to pay the bill.

Mayor Cramer reminded all of the village official sponsored community meal on the 25th, noting the eventual need for a TBD share of cost and the need for desserts.

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

AMERICAN ELECTRIC	STREET LIGHTING	$ 759.72
FIRST CITIZENS VISA	MISC CHARGES	$ 765.09
GOV'T ACCTING SOLUTIONS	IT SOFTWARE PAYMENT	$ 475.00
HACKWORTH CONST & DRAINAGE	CLEARING, DRIVEWAY WORK	$ 680.00
HARDIN COUNTY ENGINEERS	JETTER TRUCK & LABOR	$ 835.48
HARDIN COUNTY ENGINEERS	TREE CLEARING, REMOVAL	$ 712.42
ML TECH SERVICES	REBUILD VALVE ON BRINE SYSTEM	$ 684.91
ROBINSON SALT	TREATMENT SALT	$4704.33
SHELDON GAS	PLANT & GENERATOR	$ 65.22
USA BLUEBOOK	SUBMERSIBLE TRANSMITTER	$ 716.31
XEROX	COPIER MAINT. AGREEMENT	$ 73.11

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, June 24, 2019, was made by Hipsher, second by Delong. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on June 17, 2019. Mayor Cramer's presiding. Roll call-Gibson, Marshman, Baum, Prater, Rickle and Cramer (tardy) present. Motion by Gibson, second by Prater, to approve minutes as presented. Motion passed 5-0.

Guests: Dale Albert, new water operator, was present to introduce himself to council and answer any questions they might have for him. Baum asked if he saw any concerns and expenses coming. He stated just the age of equipment is a concern.

Old Business: none

New Business: Marshman reported it is official that Dollar General will be coming just north of the village on 68.

Prater stated that there are village trees needing trimmed on Patterson at the tracks as trucks are hitting them. Mayor Cramer will inform McCoy who gave his report and then left with D Albert to do some needed work.

Superintendent's Report: Informed council that he has fixed things so there is no more salt overflow during deliveries as has been happening for years. Brought up the field conditioner and noted he hasn't put it down as the fields cannot withstand the weight of the equipment until it dries up more. Council discussed issues from field conditioner, ball equipment being left out, and the team storage buildings being left open. All agreed that the village should only need to provide the conditioner and the coaches should ultimately be responsible for getting it on the fields. McCoy stated that he may move some things around in the buildings so one is the remaining conditioner only. Baum noted hearing comments and asked the McCoy not have the fields tilled by Motter unless coaches request it as word is the work is being done at the wrong time of the year.

Fiscal Officer's Report: Correspondence Received: Village of Carey Admin (email) – requesting information on our surveillance cameras, referred him to Hotspot; Brian Shook Electric – traffic signal inspection reports, to be reviewed yet; CompManagement – contact information for main departments **Correspondence Sent:** CSX – mowing bill for 2018; PEP Wendy French – insurance questions regarding potential transfer of building to NHCFD as requested by council; IGS – signed agreement renewal, rate even lower the day of signing, will be $0.0464 **Reports Presented:** none **Income Taxes:** Still waiting to hear from R.I.T.A. regarding quote for contracting the taxes to them. **Other Misc:** Still a few items outstanding for the annual USDA reporting, 2018 gallons of waste treated and the pledge of collateral from First Citizens. Presented her findings on the alert system plans and recommended either Civic Plus or Municipal Impact who would also supply the village with an A.D.A. compliant website as well as the alerts. Marshman requested council hold on the decision so he could review the information. Reported that the only quote for the Dennis Gatchell 70' sidewalk replacement was $1900, making the village's share $570. She added the project was scheduled to start on June 24th. Next FO Spencer reported she was finally able to obtain access to the village water plant email but not there was an issue with the former Superintendent's phone that was turned in. While it worked for the first week the new employee, Evans, used it, the phone has since been removed from the village's account completely. She will be contacting Verizon to find out why this happened as the phone and number were never transferred to former Supt Cramer as originally intended. Due to this situation she did research and found a Birgus Smart Translator that could be used for communicating with a new family in the village and would also bring the village into compliance with the USDA's Language Access Plan. She noted that there are no apps, just needs wifi which could be acquired in multiple ways. Council agreed that FO Spencer purchase the device. Discussed her discovery of Former Findlay Mayor Mihalik being in a new State position that may come in helpful to the village, noting that she has personally worked with Mahalik when working for Mt Blanchard. Lastly FO Spencer stated she was watching HB 252 in regard to state funding for blighted parcels.

Legislation: none

Solicitor's Report: n/a

Mayor's Report: Finalized details for the village official sponsored community meal on the 25th. She asked that all be there by 4:30. Next she asked that a date be set for Fun Day. October 6 from 2:00 to 6:00 pm was set.

Motion by Marshman, second by Gibson, to enter into executive session to discuss possible land transactions. Motion passed 6-0.

Motion to return to open session by Marshman, second by Rickle. Motion passed 6-0.

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

BRIAN SHOOK	TRAFFIC SIGNAL CABINET/INSPECTION	$4500.00
GREEN VELVET	FIELD CONDITIONER	$ 995.00
KLEEM	TRAFFIC PAINT	$ 292.54
LANDTECH	MOSQUITO SPRAYING – APP 1	$ 323.00
ROOT LUMBER	MISC FOR PARK MAINTENANCE	$ 56.09
STEVE STAIR	STONE/HAULING	$1086.10

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, July 1, 2019 made by Rickle, seconded by Prater, and passed 6-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session on June 24, 2019. All members present. Minutes were approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** none **Utility account updates:** Presented delinquent list with arrangements; noted three accounts were shutoff after hanging approximately thirty tags! **Reports presented:** none **Other Misc.:** The State officials requested another meeting on 26th for more records and questioning. Mayor, Water Operator, BPA President and FO Spencer will all be in attendance. Next Spencer stated that she had yet to receive an invoice from Artesian for the control panel incident and cannot get the insurance claim in motion without it. She will contact make contact to try and get that claim moving.

Sup't Report: Spoke with someone connected with the residents at 241 W Wayne. He let them know that the water line cannot be buried so shallow or it will freeze and break in the winter. He also informed them that they cannot be residing in the campers and will need to be moving into the home. Board agreed McCoy had done what he could and if the owners do nothing and it freezes it will be their issue to resolve. Reported that the salt overflow issue was resolved for now; Furr had completed three manholes but had a family emergency come up and will return to complete the vacuuming of the remaining areas; located the meter lid for the Lambert building site and noted he will have to pay for a sewer tap as none were placed there according to the blueprints; lagoon motor has been replaced, McCoy stated they found all sorts of debris wrapped around it so it wasn't a lightning strike as initially suspected; they applied weed killer at lagoons, using a special chemical called Edger along the water as is recommended due to run off into the water. McCoy informed council that Water Operator Albert has suggested a gradual step down in salt usage due to the extreme softness of the water. He explained that when water is too soft it becomes very acidic, which causes issues with plumbing fixtures in homes. Next item discussed was the infiltration issues being found by ERI. It was noted that one DiGioia manhole is leaking in the manner of a power sprayer. It was found that no rubber seal was in that manhole so FO Spencer will check with Stantec engineers to see if they were a part of the engineer's specifications so the Board can then determine the direction to take. It was also noted that the village should look into any warranty of the manufacturer. The manner in which the water runs in some places is making it obvious that sump pumps are a contributing issue as well and will need to be addressed. McCoy informed the board that he has now fixed the park yard hydrants as was supposed to have already been done. Photo documentation of before and after has been taken for reporting purposes. He did note that he will need to blow those lines out prior to each winter to avoid freezing issues. Lastly McCoy reported that Councilman Cramer had arrived at the water plant that morning and returned the manual and spare parts for the portable generator. He also retrieved items stored at the plant belonging to former Supt Cramer such as donated bouncing balls for the car show.

Delong instructed McCoy to start jetting in locations found to be in need.

Mayor Cramer reminded all of the village official sponsored community meal on the 25th.

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

ALLOWAY	TESTING	$ 25.00
BRIAN SHOOK ELECTRIC	LAGOON PUMPS	$3295.00
HULL & ASSOCIATES	ASSET MANAGEMENT WORK	$1178.44
ROOT LUMBER	PLANT BLDG MAINT	$ 65.30
SPECTRUM	PHONES, INTERNET, LIFTS	$ 661.07
VERIZON	CELL	$ 80.76

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, July 8, 2019, was made by Driskill, second by Hipsher. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on July 1, 2019. Mayor Cramer's presiding. Roll call- Gibson, Marshman, Baum, Prater, Rickle and Cramer (tardy) present. Motion by Prater, second by Gibson, to approve minutes as presented. Motion passed 5-0.

Guests: BPA Pres Delong was present to respond to recent social media comments. He reported that due to the water being too soft the water operator is working on tweaking the softeners to find the right blend. Some areas will be impacted more than others as this process takes place.

Old Business: Rickle reported that there are still people parking in front of the Dairy Dream garage by the alley. Solicitor Schwemer is to send them a letter.

New Business: Rickle was approached by a resident asking if her mailbox could be closer to her house rather than out at the road. Rickle is to inform her that this is something between her and the post office.

Prater thanked Superintendent McCoy for trimming the trees at the track as was requested at the last meeting.

Baum noted that the large flower pots are very dry. FO Spencer will mention to Evans in the morning. Next she reported that the ambulance district was awarded the loan for a new ambulance.

Superintendent's Report: n/a – on vacation

Fiscal Officer's Report: Correspondence Received: ONU HealthWise Coordinator – leaving her position, informed of new contact, FO Spencer did extend well wishes to the outgoing coordinator; Solicitor Schwemer – informed that action could now be taken to rid 391, 393, and 360 W Washington of the nuisance, he did add that the 391 and 360 were in foreclosure, at this time Mayor Cramer voiced concern with 360 being lived in without water; solicitor also sent a current violation status; MidOhio Energy – awarded FO Spencer's grant request for Family Fun Day. **Correspondence Sent:** Solicitor Schwemer – forwarded samples for policies and ordinances the Asset Management team suggested; OH Municipal Advisory Council – survey, completed and turned in already **Reports Presented:** June month end – bank reconciliation, payment and receipt listings, wage earnings, investment listing, fund summary, appropriation and revenue status, appropriation supplemental; also presented the income tax collections report for end of second quarter **Income Taxes:** Received a cost range of 5.73% to 6.34% ($5313 to $5872) per year for R.I.T.A. to administer the income taxes, paper work was handed to Councilman Marshman to review; announced that second quarter declaration statements was mailed on the 2nd. **Other Misc:** Reported that she, Mayor Cramer, BPA President Delong, Supt McCoy and Water Operator Albert met with State Officials on June 26th; announced that former Supt Cramer's bond was cancelled; Asked if Councilman Marshman had reviewed the Civic Plus and Municipal Impact documents to make a recommendation. He had not been able to review them so it was tabled for the next meeting.

Legislation: none

Solicitor's Report: all addressed in FO Spencer's report

Mayor's Report: Reminded everyone of the Doug Bailey Memorial Car Show on the 19th at 3pm and of the Community Garage Sales in July 19&20. Lastly she noted that the character for this year's Fun Day would be Woody or Jesse from Toy Story.

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

AMERICAN ELECTRIC	ELECTRIC SERVICES	$2838.36
KENTON TIMES	LEGAL ADS	$ 115.20
LANDTECH	APPLICATIONS 2&3	$ 646.00
MOMAR	WEED KILLERS	$ 688.05
WEX BANK	FUEL	$ 127.36

PAYROLL & LIABILITIES
Motion passed 6-0.

Motion to adjourn until the next regular meeting, July 15, 2019 made by Gibson, seconded by Prater, and passed 6-0.

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Mayor Fiscal Officer

The Village of Dunkirk council met in regular session on July 15, 2019. Mayor Cramer's presiding. Roll call- Gibson, Marshman, Baum, Prater, Rickle and Cramer present. Motion by Gibson, second by Baum, to approve minutes as presented. Motion passed 6-0.

Guests: none

Old Business: Gibson is receiving complaints about the new residents at 241 W Wayne in regard to campers and how many people are residing there. The old town cell phone is being set up for translating and will be addressed soon. Next she asked about vehicle(s) at 211 W. Patterson wanting to know if they were served yet. Mayor Cramer noted a vehicle on N Walnut needing served. Baum asked that the railroad be served as their weeds along the track were getting out of control. Also brought up the Marquart estate for the weeds in the back of the property. FO Spencer asked if council decided what action they wanted to take on 393 W Washington now that all nuisance steps were completed and they could abate all nuisances including structures. Baum stated that they should do what needs to be done to abate the nuisances and all agreed.

New Business: Gibson presented new violation to be signed and served.

Baum, on behalf of CIC, asked if council would entertain the idea of a splash pad at the park. FO Spencer had papers to present with the same question. Spencer discussed what she had learned in initial searches. Council agreed to allow FO Spencer to begin looking into the subject and report back.

Superintendent's Report: Reported that park was mulched, weeded and trees were all trimmed so it was ready for car show. Briefly discussed issues at the water plant that have had him coming in randomly to babysit the plant equipment while waiting for a technician. He added that the tech was supposed to be in on the 16th. McCoy reported that there were trees needing attention. He is to contact trimmers for quotes.

Fiscal Officer's Report: Correspondence Received: OH EPA – updated status on violations; Civic Plus – a combined offer for mass notification and website at $3676 annually. Motion by Marshman, second by Prater, to go with Municipal Impact for the website/notification service. Motion passed 6-0. **Correspondence Sent:** none **Reports Presented:** none **Income Taxes:** Several letters were sent but many to go yet. **Other Misc:** Was asked by Shenaniganz to use the side parking lot, back alley, and grass lot along their fence for a benefit ride on August 17th. All agreed to allow. Reported that she has obtained bounce houses for fun day. She also has the Shenaniganz DJ/Karaoke provider, Brothers Karaoke, to do the event for free. Lastly FO Spencer asked if a decision was made to go with R.I.T.A. for income taxes. Motion by Marshman, second by Baum, to contract with R.I.T.A.. Motion passed 6-0.

Legislation: none

Solicitor's Report: n/a

Mayor's Report: Asked Supt McCoy to get the repeat mowing notices hung soon. Asked that everyone begin gathering bingo prizes for the October 6th fun day. She asked if the firemen could use the leftover burgers from their community center meal. All agreed. She and Sheriff Everhart served a citation to owners at 160 S Walnut earlier in the day.

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

ADVANCE AUTO	VEHICLE EXPENSES	$ 280.17
ALLOWAY	W/S TESTING	$ 564.20
AEP	STREET LIGHTING	$ 740.08
ARTESIAN OF PIONEER	EMERGENCY CALL 5/26	$2596.00
BUCKEYE OUTDOOR SERVICE	MULCH FOR PARK	$ 313.50
FIRST CITIZENS	MISC CHARGES	$ 639.02
ENVIRO ROBOTIC INSPECTION	33 MANHOLES ASSESSED	$4125.00
HACKWORTH CONST	WORK @ GENEVA SPOT	$2750.00
LANDTECH	APPLICATIONS 4, 5, 6	$ 969.00
ROBINSON SALT	TREATMENT SALT	$4589.73
SHELDON GAS	GENERATOR & PLANT	$ 26.05
USA BLUEBOOK	MISC SUPPLIES	$ 88.55
XEROX	MAINT AGREEMENT	$ 98.13

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, August 5, 2019 made by Baum, seconded by Rickle, and passed 6-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA was unable to hold a meeting on July 8, 2019 due to an incomplete quorum.
The Village of Dunkirk BPA met in regular session July 22, 2019. All members present. Minutes approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: First Citizens Visa – request to remove former Superintendent's name from the account and request an increase to FO Spencer's card as sole purchaser for the village; Wex Bank – also removing former superintendent's name from account, and adding authorized user T Evans **Correspondence Received:** Layne & Company – proposal to replace the two plant pumps for $18,200, not including labor or motors. Motion by Delong, second by Driskill to accept proposal. Motion passed 3-0 and agreement was signed for FO Spencer to forward. CORRPRO – cathodics proposal for 9-1-19 to 8-31-20 at $800. Motion by Driskill, second by Hipsher, to accept proposal. Motion passed 3-0, agreement was signed for FO Spencer to forward. OH EPA – updated status of violations. **Utility account updates:** Prepared a leak adjustment for a resident prior to confirmed repairs since service is off until they are fixed and account is paid. The reason being to provide the owner with the balance due. Three NSF letters were sent with 2 of the 3 already taken care of. Noted that several water bills were damaged this billing, and others reporting not receiving them. She will only hand them to the postmaster from this point forward to avoid this happening. Also added was that the card stock weight used is what is required by USPS. **Reports presented:** June month end – payment and receipt listings; appropriation, revenue and fund status. **Other Misc.:** Reported that State Investigators were in on June 26th and met with FO Spencer, Mayor Cramer, BPA President Delong, Water Operator Dale Albert and Village Superintendent McCoy for information and to request further documentation. Obtained bill from Artesian for the Memorial Weekend incident. Turned it in with McCoy's incident report and the salt bill. Insurance paid both invoices in full, except for the deductible. Next FO Spencer noted that she has started the process of assessing the next 5 year rate increases and will have them ready soon so the ordinance can be passed before year end. BPA President Delong, Water Operator Dale Albert, and FO Spencer met with Austin Prokup of Hull & Associates to review the draft of the asset management plan and make all necessary corrections/additions/deletions. McCoy was to plot their map with water line information, which was done that same day and has been turned in to Mr. Prokup along with photos of plant map.

Sup't Report: Stated that things are beginning to run much more smoothly. ERI discovered an issue with the new sewer line going under the Washington Street crossing. It was suggested looking into bonds and/or warranties. FO Spence will contact Regional Planner Mark Doll and see what recourse there might be. McCoy reported having included the removal of thorn trees at the lagoons as part of an estimate being obtained for the village. Lastly he reported that the Gunther water test came back normal. BPA President Delong will inform her of the results.

Mayor Cramer asked McCoy to report what he learned about why hydrants weren't being flushed by the fire district. He stated that two different officers of the district, at two different occasions, told him that they were directed by former Supt Cramer to not flush them as they stirred up rust. McCoy explained that the ones he was able to open and flush for this recent salt issue did show some rust but he allowed them to run until clear, and as residents do the same the lines would be clear. He said that as the flushing becomes routine again the rust will be minimal if at all. McCoy also reported that a couple of hydrants were frozen shut. He will be working on getting all hydrants freed up for safety purposes. It was also noted that the one fire district officer stated they would like to return to flushing them as that helps them with training of new members who haven't done it before. This will be brought before the council at the next meeting.

Delong reported to the other members that he had suggested to McCoy and Hackworth (of Hackworth Construction and Drainage) to be vacuuming and jetting some of the areas found in need to date.

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

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

HULL & ASSOCIATES	ASSET MANAGEMENT WORK	$2621.50
ML TECH	CHLORINE	$ 330.00
SPECTRUM	PHONES/INTERNET/LIFTS	$ 659.76
USA BLUEBOOK	PIPE SADDLE	$ 109.14
VERIZON	CELL	$ 87.81

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, August 12, 2019, was made by Driskill, second by Hipsher. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on August 5, 2019. Mayor Cramer's presiding. Roll call-Gibson, Marshman, Baum, Rickle present. Prater and Cramer absent. Motion by Gibson, second by Rickle, to approve minutes as presented. Motion passed 4-0.

Guests: none

Old Business: Baum brought up the nuisance properties already served at 391 and 360 W Washington. McCoy had two quotes for the removal of 393 W Washington structure. After discussion council decided to table the issue on all three properties with no trailers removed at this time.

New Business: Gibson reported that there was flooding into the concession stand which has damaged part of the building. They have Mark Rupright preparing a quote for repairs. Supt McCoy stated that unless the grade issue of the concrete floor was addressed the leaking would continue and just damage the new repairs. McCoy recommended Rupright consider that in his quote. Next Gibson reported that the CIC would like to donate a maypole for the playground.

Rickle was approached about renting the tables from the park shelter house. All agreed not to rent them out.

Baum reported that Karla Wells was wanting to rent the shelter house.

Superintendent's Report: Reported that the residents at 241 W Wayne are not living in the campers but using them to store supplies for the repairs being done to the home. Discussed issue with hydrants and his discovery of why they weren't being flushed. All agreed to let the fire department resume with McCoy present to record information needed at each flushing. It was also noted that the fire department has agreed to be present for McCoy to burn the large brush pile at the back of the water plant property. Quotes were presented for tree trimming/removal. Motion by Marshman, second by Rickle, to go with Ohio Tree Works for $4600. Motion passed 4-0. Presented old plat maps showing an alley on S Buckeye Street where a resident has blocked off to traffic. McCoy reported that he and the sheriff's department determined it was indeed an open alley and a deputy removed the blockade.

Fiscal Officer's Report (as presented by Baum): Correspondence Received: CO COMMISSIONERS - NOTICE OF TIME OF VIEW & FIRST HEARING; PAUL CRAMER – THANK YOU CARD FROM CAR SHOW; OHIO OPEN THE BOOKS – PUBIC RECORD REQUEST; CAREWORKS – REGARDING P CRAMER CLAIM; OHIO EPA – NAT'L HAZARDOUS WASTE PHARM RULES TAKE EFFECT 8-21-19; ONU HEALWISE – OFFER TO HAVE A FLU SHOT CLINIC FOR OFFICIALS; ALSO SUGGESTED A PUBLIC SHOT CLINIC POSSIBLY DURING A COMMUNITY MEAL. COUNCIL CHOSE TO HAVE IT AT A COMMUNTIY MEAL. PEGGY HARRISON, MT VICTORY – REQUESTED INFORMATION ON OUR DOWNTOWN XMAS LIGHTS **Correspondence Sent:** OHIO OPEN THE BOOKS – RESPONSE TO PUBLIC RECORD REQUEST; CAREWORKS – REPLIED TO EMAIL REC'D; FIRST CITIZENS VISA – REMOVED P CRAMER, REQUEST FULL CREDIT LIMIT TO FO SPENCER CARD AS SOLE PURCHASER FOR ALL VILLAGE CHARGES AS P McCOY CHOSE NOT TO HAVE A CARD; R.I.T.A. – NOTIFIED OF ACCEPTANCE. PROCESS HAS BEGUN FOR A JAN 1, 2020 ROLLOVER; MUNICIPAL IMPACT – NOTIFIED OF ACCEPTANCE AND GOT BALL ROLLING; PEGGY HARRISON (mt victory) – SENT EMAIL DETAILING ALL THE ANSWERS FOR HER. **Reports Presented: JULY MONTH END:** BANK RECONCILIATION; PAYMENT AND RECEIPT LISTINGS; WAGE EARNINGS; INVESTMENT LISTING; FUND SUMMARY; APPROPRIATION, AND REVENUE STATUS; APPROPRIATION SUPPLEMENTAL. **Income Taxes:** NONE **Other Misc:** CONTACTED CHRIS O'FLAHERTY OF ODOT DISTRICT 1. THEY WILL HELP WITH THE ISSUE ON MAIN STREET IN FRONT OF THE DAIRY DREAM. IT MAY BE A TEMPORARY FIX WITH A MORE PERMANENT FIX LATER, BUT THEY WILL TAKE CARE OF IT. (DON'T HAVE THE MILL FOR GRINDING IT DOWN RIGHT NOW). CONTACTED OH DEPT OF TAXATION- DISCUSSED JANUARY nine cent BANK DISCREPANCY FROM 4TH QRTR 2018 SCHOOL WITHHOLDING – WAS TOLD THAT WE HAD TO HAVE RECONCILED OR THEYE WOULD SHOW A BALANCE DUE AND THEY DON'T. THEREFORE I PERFORMED AN FBA (FUND BALANCE ADJUSTMENT) FOR THE NINE CENTS SO WE ARE NO LONGER HAVING TO ACCOUNT FOR IT IN MONTHLY BANK RECONCILIATIONS. IN REGARD TO MUNICIPAL IMPACT – ASKING TO PUT A HOLD ON MOVING FWD AT THIS TIME. REASONS WERE LISTED INCLUDING AN OPPORTUNITY TO GO WITH A LOCAL COMPANY AT A MUCH LOWER COST. COUNCIL CHOSE TO GO WITH HOTSPOT INTERACTIVE AND CANCEL MUNICIPAL IMPACT.

Legislation: ORDINANCE 2019-13 CONTRACTING WITH R.I.T.A. FOR INCOME TAX COLLECTIONS

MOTION TO PASS FIRST READING: 1ST MARSHMAN, 2ND GIBSON. ROLL CALL 4-0/

Solicitor's Report: nothing aside from tax ordinance

Mayor's Report: Reminded all of the public meetings for the ditch proposal. Asked about some ordinance violations from cars to weeds. Stated that the sheriff's office was asking if the village could put another camera in a location enabling a clear view of the Main and Patterson intersection as well as the northern most businesses. All approved of speaking to Busch of Hotspot to get this unit added.

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

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

HULL & ASSOCIATES	ASSET MANAGEMENT PYMT	$1210.50
LANDTECH	APPLICATIONS 7&8	$ 646.00

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, August 19, 2019 made by Rickle, seconded by Gibson, and passed 4-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session ~~July 22~~ Aug 12, 2019. All members present. Minutes approved as presented.

Guests: Garrett Hackworth of ERI presented the village with the computer and accessories for the inspections of the south side of the vilage. He also reported on certain findings with the sewer inspections that the village might need to address. All agreed to work on fixing the issues found in this round and then doing north of the tracks in 2020. FO Spencer discussed her conversation with Regional Planner Mark Doll in regard to the issue found under the railroad. He felt that since the Railroad provided the specs for what to use under their rails, and they were to have an inspector there overseeing the work, that we could possibly use that as leverage to any charges they want for having to fix it. Todd Hackworth noted that for now, it isn't causing an issue but is something to be aware of and watch at this time and address it with the railroad when it becomes an issue. Board will follow his recommendation.

Todd Hackworth and McCoy discussed the storm tiles and the need to install some cleanouts for them so the jetting is an easier and quicker process. Hackworth proposed a way ERI could add to their equipment and be able to inspect the storm tiles and even obtain depths should the board be interested. McCoy added that this would aid in updating old maps. Board agreed they were interested in this so ERI will go forward in purchasing the items needed.

Fiscal Officer's Report: Correspondence Sent: Corrpro – signed proposal for 2020 cathodic services; Layne Granit – signed proposal for replacement of pumps **Correspondence Received:** Ohio EPA – article on flushing of pharmaceuticals; Ohio EPA – update on violation statuses **Utility account updates:** delinquent list **Reports presented:** July month end: payment and receipt listings; appropriation, revenue and fund status **Other Misc.:** Shared additional info from discussion with Regional Planner Doll. He stated that while there is no recourse for any installation errors this far out from project, there should be a project daily log with pictures which might help to see if manholes were done properly. McCoy will try to find this documentation. Presented the Aqua-line 2020 leak detection survey for $1160. Motion by Hipsher, second by Delong, to accept the proposal. Motion passed.

Sup't Report: Noted that Albert has requested a full survey by Aqua-line due to a large increase in consumption. McCoy has taken hydrant locations and directions to the fire department so a plan can be devised for beginning a flushing regimen. He also reported that the lagoons are currently being discharged. Next McCoy discussed potential changes to the storm sewer system that could help with the north end flooding. It would be a costly project but could be done if monies could be found. Hipsher asked Supt McCoy to have Hackworth go in and cleanup the Wykes' area from the tile relocation. Hipsher added that the water issues in that area are so much better since that was done.

Mayor Cramer asked about the storm tiles at the north end of Main Street and why one drain isn't draining. McCoy stated that he and Hackworth will be inspecting to see where it leads and then determine how to remedy according to findings.

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

ALLOWAY	TESTING	$1050.00
AMERICAN ELECTRIC	ELECTRIC SERVICES	$2944.85
CORE & MAIN	PARTS	$ 249.30
FINDLAY IMPLEMENT	MOWER MAINT PARTS	$ 73.36
FIRST CITIZENS VISA	MISC CHARGES	$ 387.26
STREACKER TRACTOR	PARTS FOR TRACTOR	$ 49.90
XEROX	MAINT FEE	$ 81.58
WEX BANK	FUEL	$ 102.46

PAYROLL AND LIABILITIES

Motion passed 3-0.

otion to adjourn until the next regular meeting, August 26, 2019, was made by Delong, second by Driskill. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on August 19, 2019. Mayor Cramer's presiding. Roll call-Gibson, Marshman, Baum, Rickle, Cramer and Prater present. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 6-0.

Guests: Karen White was present in regard to how her son, Clayborn III, was portrayed by the newspaper after the August 5th meeting and wanted the situation "re-opened and changed". Supt McCoy and Mayor Cramer both stated that they had already talked with Mr. White and the correction had been made. It was stated that a map former Supt Cramer had made for street and alley resurfacing was used initially for the village's reference and that they learned it wasn't the legally marked alley. When Mrs. White commented on Supt McCoy being the one to remove the alley blockade, Mayor Cramer corrected her that a deputy did it, reporting it to McCoy after the fact.

BPA President Delong was present to report that there were 20 shut offs for non-payment in the recent billing cycle, much more than normal. He noted that not getting a bill or no shut off notice was not an excuse. He has called several other local municipalities to verify how they handle these excuses and also found that the turn on fee is much lower than others in the area and suggested considering increasing that fee.

Old Business: Gibson presented estimates the CIC obtained for replacing the concession stand garage door and for repairing the water damage to the corner of the building. The door was $1300 and the corner was $150. Gibson went on to state that CIC wondered if the village would share in the cost. Marshman and Rickle asked if any other contractors were approached for bids and questioned if it had to go to bid. FO Spencer stated that the requirement for taking bids starts at $50K. Gibson said she would see if they wanted to get more quotes. Secondly, Gibson requested that the FO print committee and roster sheets for all council members to remind them of their committees.

New Business: Baum reported receiving a complaint about a village employee having work done by Ohio TreeWorks, who was also doing work for the village. She went directly to the vendor and was informed that the work was self-pay, just as as many other residents in town. Next she requested that FO Spencer provide a meeting attendance sheet quarterly.

Superintendent's Report: Completed tasks included painting and sealing memorial benches, striping roadway downtown, and oversaw Ohio TreeWorks. McCoy noted that Ohio TreeWorks did a good job. He reported that things have been running very smoothly with Evans learning and helping with many of the small but necessary daily tasks.

Baum stated that questions were raised on the forum about memorial benches. Mayor Cramer will make sure Root Lumber is still willing to build them and go from there. All agreed there were more spots downtown and that some along the walking path at the park would be a good idea as well.

Gibson added that someone had done more donuts in the park parking lots. FO Spencer requested that when new ones are noticed she needs to be informed right away so she has a smaller window of time to review footage.

Fiscal Officer's Report: Correspondence Received: PEP – new coverage for "active assailant"; Solicitor Schwemer – reminder that Reich property is up for best attainable sale Sept 17th at 10am; BWC – update on Cramer claim and information request; Village of Forest – inquired as to the software systems Dunkirk uses, responded accordingly; County Treasurer – requested all current balances to be assessed on the two Bowermaster properties going into

foreclosure, responded accordingly. **Correspondence Sent:** Reached out to Chris O'Flaherty, local ODOT contact, regarding N Main at the intersection of Patterson. He has gotten it approved for the State to provide the grinding and labor as long as the village pays for the asphalt. FO Spencer added that she has already gotten approval to use permissive funds for that cost. Motion by Marshman, second by Rickle, to agree to those terms. Motion passed 6-0. ONU Healthwise – informed them of council's choice for a flu shot clinic during a community meal, added that their estimate was the October meal. Municipal Impact – notified them of the decision to go another way with the website. **Reports Presented:** Property tax 2nd half settlement – before fees the village collected $5308.75 in ordinance violations. **Income Taxes:** nothing new **Other Misc:** Reminded all of the commissioner's meetings on the Halsey ditch proposal – Aug 20, 11am at the site, and Sept 12, 11am in the commissioner's offices. Also reminded all that there is no first meeting in September. Lastly FO Spencer noted that she is working on the next 5 year rate plan which will likely include certain fine increases as discussed earlier in the meeting.

Legislation: ORDINANCE 2019-13 CONTRACTING WITH R.I.T.A. FOR INCOME TAX COLLECTION SERVICES

MOTION TO WAIVE 3 READING RULE: 1 Marshman, 2 Gibson, roll call 6-0.

MOTION TO PASS 2ND AND 3RD READINGS: 1 Marshman, 2 Baum, roll call 6-0.

Mayor's Report: Stated that Trick or Treat would need to be set and added that HN has parent teacher conferences on October 31. Date was set for Oct 24, 5:30 to 7pm. Next she brought up Fun Day, reminding all to start getting bingo prizes, confirmed a character visit with face painting, and FO Spencer stated that letters for student volunteers were already sent to the school.

Motion by Baum, second by Cramer, to enter into executive session to discuss land acquisition. Motion passed 6-0. Motion by Gibson, second by Cramer, to open the meeting to the public. Motion passed 6-0.

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

J&N HALLERS	ORD VIOLATION DUMPSTER	$ 195.00
LANDTECH	APPLICATIONS 9&10	$ 646.00
OHIO TREE WORKS	TREE TRIMMING/REMOVAL	$5000.00
SHERWIN WILLIAMS	SUPPLIES FOR BENCHES	$ 35.92

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, September 16, 2019 made by Baum, second by Gibson, and passed 6-0.

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Mayor Fiscal Officer

Sp. Meeting 9-25-19 2:30pm

Present: Gibson Cramer Prater Baum
Marshman, Absent Rickle

Establish acct for Jerry Smith family under village tax exempt number.

Motion by D Baum, 2nd by Prater, to approve account.
Roll call all yea.

Motion to adjourn Prater, 2nd Gibson

Thomas Cramer
Mayor

Carl Marshman
Council President

Regina Spencer
Fiscal Officer

9/25/2019

The Village of Dunkirk BPA met in regular session August 26, 2019. All members present. Minutes approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: note for a resident's door regarding water shut off for a massive leak; resident for multiple NSFs within the 12 month period; Hardin CO Auditor and Treasurer – Bowermaster YTD pending assessments for utility and ordinance violations **Correspondence Received:** Governmental Accounting Solutions – software update proposal; Hardin County Regional Planning – re OPWC grant deadline approaching **Utility account updates:** Adjusted bill for Chad Van Voorhis on E Patterson once leak was repaired; Discussed massive leak found earlier in the day. The meter reading showed the resident had used 528K gallons since the last reading, which in full would make his bill over $3k. FO Spencer felt that the standard adjustment would still be unfair for that size of a bill. After much discussion it was agreed to bill the resident at 2X his average usage. FO Spencer will be making a list of instances to compare with other villages in the area and this will be added to that list. **Reports presented:** Reported that the 2nd half tax settlement for utility delinquencies was just over $3600 before fees. **Other Misc.:** Informed the board that state investigators called earlier in the day for additional documentation to which she and McCoy gathered and emailed later in the day. Presented that new rate survey and proposed 5 year rate plan for members to review for the next meeting. Also discussed adding a new fund for short lived water assets, similar to that of the sewer fund 5901. She also mentioned that Ada has a flat fee for Storm Sewer and suggested looking into how this might benefit Dunkirk to do. Delong noted that he learned several places do that to cover all the jetting and such. Other issues to consider for the new rate ordinance was the turn on fee which is currently lower than most other entities according to Delong; how to handle service calls when there is a leak and someone is wanting their meter checked multiple times in trying to fix it. The latter will be included in the list of scenarios FO Spencer will be asking other entities about.

Sup't Report: Stated that 2 broken sewer taps were replaced, Aqualine completed a full survey and said that the village is in good condition; requested several OUPS tickets for him and Hackworth to dig and perform the storm sewer inspections. Supt McCoy stated that Water Operator Albert wanted to know how many of the bad valves were still underground. Board seemed to think there were just a few left. Next he reported that there were 20 shut offs this cycle which brought up yet another issue for FO Spencer to add to her list – how do other entities deal with those requests for the return of service after hours. Also mentioned was the issue with FO Spencer not being in the following day and some people having to be off until the following day to wait for verification it was paid. Mayor Cramer asked if the shut offs could be done the day FO Spencer is off so people can be back on the next day. Supt McCoy noted that many of the people come up and pay the same day they are shut off so that would have its issues too.

Mayor Cramer reminded all of the community meal on the 27th.

FO Spencer asked if the board would once again have the first September meeting on Tuesday in order for her to use Monday to catch everything up and prepare for the meeting. All agreed and FO Spencer thanked them. Meeting will be September 10 at 5:00pm.

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

ALLOWAY	TESTING	$ 25.00
SPECTRUM	PHONES/INTERNET/LIFTS	$659.76
VERIZON	CELL	$ 85.45

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting at a special date, September 10, 2019, was made by Delong, second by Driskill. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk BPA met in regular session September 10, 2019. All members present. Minutes approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Bryan Van Voorhis- new owner of 120 S Buckeye, sent a bill for current balance; Robert Powell – sent calculated bill with leak, sample of leak adjustment had we went the way, and then the handwritten bill with balance due as per motion by board due to the size of the leak. **Correspondence Received:** none **Utility account updates:** none **Reports presented:** August month end – payment and receipt listings; appropriation, revenue and fund status. **Other Misc.:** asked for decision on software upgrade. Motion by Delong, second by Driskill, to purchase the upgrade only at a cost of $2000. Motion passed 3-0. Next FO Spencer asked about the rate research and proposed 5 year rate plan. Driskill felt that with all members leaving office they shouldn't be deciding on rates taking place after they are gone. Delong noted that the board would only be making its recommendation to council as the council would have to pass the ordinance. He added that in order for the rates to begin with the new year as has been for past plans, it would need done before 2020. After more discussion it was left to the council to decide whether to even accept FO Spencer's suggested plan without any board input.

Sup't Report: Noted that the Siler tap was fixed. Discussed sludge found by Hackworth drainage on S Walnut when trying to diagnose the lack of flow in a storm sewer catch basin. McCoy noted that the old combined sewer system wasn't made for raw sewer as everyone had septic tanks. The County will be in to jet storm and sewer tiles. McCoy stated that he and Hackworth would be working on storm sewer systems on N Main yet that week. Next Supt McCoy reported a resident complaint of village sewer backing into their private lines. Upon investigation by ERI it was found that the lines installed from their tap to the home goes up and down several times rather than a consistent slope. While there it was also discovered that the owner had manipulated his cleanout and was using the pipe as a way to drain yard in heavy rains. He informed the owner that this was not allowed and instructed him to replace it with proper working parts.

Delong informed the board that 150 S Main used 50K in the current reading. He and McCoy have visited and viewed the meter several times and there is no leak. He had FO Spencer pull up her history and her usage has one common issue and that is the increase in the warmer months, which Delong noted would be for pool and hot tub. While at the property for one viewing, workers there mentioned the water hose is always in the pool. All agree that the meter is fine and she is simply using that much water. Next Delong stated that due to the leak found at the Robert Powell property there will be a mid-cycle meter reading performed routinely to catch leaks before they get that far. FO Spencer noted that as simple as the task is, it could be done any time there is an unusual fluctuation in the plant usage. Lastly he informed the board that a resident has been working on a number of leaks and has continually called on Supt McCoy to come check the meter for progress. They have been instructed to install a new main and informed that the trip charges would be assessed on their next bill.

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

ALLOWAY	TESTING	$ 399.00
AMERICAN ELECTRIC	ELECTRIC	$1939.24
BADGER METER	METER READ AGREEMENT	$ 780.00
FARMER'S COMMISSION	DIESEL FUEL	$ 420.62
FIRST CITIZENS	MISC CHARGES	$ 139.97
HOTSPOT INTERACTIVE	INSTALL LABOR	$ 220.00
ML TECH	CHLORINE	$ 330.00
MOMAR	MISC SUPPLIES	$ 432.69
SHELDON GAS	GENERATOR	$ 12.60
	PLANT	$ 13.46
WEX BANK	FUEL	$ 261.10
XEROX	MAINT AGREEMENT	$ 69.97
PAYROLL AND LIABILITIES		

Motion passed 3-0.

Motion to adjourn until the next regular meeting, September 23, 2019, was made by Hipsher, second by Driskill. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on September 16, 2019. Mayor Cramer's presiding. Roll call-Gibson, Marshman, Baum, Rickle, Cramer and Prater present. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 6-0.

Guests: Local business owner, Adam Paxton was present to discuss his future plans for a sort of block watch. He has been working with several law enforcement officials including the Hardin County Sheriff's office, including the Narcotics task force to set the group up properly. He discussed steps he had already taken and his findings, but wanted council's blessing on putting together a group to combat the crime and drugs in the village. He assured council his group would be following the laws and working with the sheriff's department, adding that he had already disallowed a few who were of the vigilante mentality as that isn't what he wants. He stated that the group would be in reflective gear and recognizable. Solicitor Schwemer asked that they continue to confer with the sheriff's department and all block watch procedures. Councilman Cramer commented that he liked the idea and felt the presence would be a good thing. Council agreed to Mr. Paxton forming the group under block watch rules but stressed that they didn't want to see any laws broken. Member Baum thanked Paxton for the help in cleaning up the village.

Seth Busch of HotSpot Interactive, a.k.a. Seth Busch Information Technologies, was present to state that he would like to place two cameras together in the area of the Main and Patterson intersection. The purpose to be catching the light and two businesses just north of the light, but the second looking south to catch what the other "north" camera doesn't see for the trees. Council agreed to the idea. Next Busch reported that the village's domain had been moved over and he is beginning to set up the new website. He also discussed helping FO Spencer request a new Spectrum modem for the office due to issues with its operation. The last piece of business by Busch was the idea of providing a low cost internet and phone service to the Dunkirk area by using the village's water tower as the site for the equipment. Councilman Cramer noted that the tower was used years ago for a tv or radio station and something happened that fried electronic equipment in the tower. Busch explained that the type of transmission was completely different and that the internet/phone was a broadband signal and assured council that it wouldn't interfere. It was added that the village, fire dept, ambulance and library would be provided with free service for 5 years as a part of the package should they allow this. Mayor Cramer asked that he write up a proposal for council to consider.

Old Business: Gibson asked Solicitor Schwemer if he had served Bill Brooks for the camper at his E Washington Street property. Schwemer didn't recall and would check.

Rickle noted that there was still no "no parking" sign at the Dairy Dream garage. It was stated that the village cannot put the sign on private property so Mayor Cramer would provide one to the owners for them to place.

New Business: Baum presented papers from the ditch meeting at the commissioners' office. She commented that the attendance was down because so many residents have day jobs and wondered if a meeting could be held in the evening. Solicitor Schwemer stated that all meetings have to be during their hours but that individuals could call in and leave their input with the office for consideration.

Superintendent's Report: had nothing major happening

Fiscal Officer's Report: Correspondence Received: OML – service line warranty program offer; Court of common pleas – offering village, school, twp foreclosed property, Schwemer replied; Court of common pleas – summons rule, Schwemer notified; OML – member alert regarding new FCC ruling on cable "franchise" fees; handing to Schwemer; OBWC – notice of hearing on Cramer claim, email on outcome w/recommendation; responded to continue following her recommendations; Christopher Cockerham of Lenoir NC – sent email praising the downtown american flags displayed; Sheldon Gas – rate increase; Xerox – renewal of maint agreement and new reading submission dates; dollar general – questions re zoning; referred to the township **Correspondence sent:** Kenton Hardin co health dept – notification of 3 occupied homes with no water/sewer service; solicitor Schwemer – above mentioned court documents; requests by mayor to send notice to Bill Brooks for camper on property and Robert Powell re truck blocking walkway for school kids; also sent two weeds/grasses ordinance violations received by Gibson **Reports presented: August month end:** bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; revenue and appropriation status; appropriation supplemental; village roster and 2019 attendance report per council member requests **Income Taxes:** received agreement for signing; will be returned tmw. Starting weekly phone group meetings this week. Gov'tal

accounting solutions will have a fee for the conversion of $500 (in budget amendment) **Other misc:** per request of councilman Cramer, FO Spencer found a number of parent/child swings. She noted that someone would need to see if any were compatible with our swing sets and then need to be approved. Member Baum stated that CIC had already considered them years ago but they were too expensive. Evans has looked into repairing vs replacing the Trailwagon buggy. He has found that repair would be almost as much as a new one and has suggested a new four wheel drive unit with a small plow to plow sidewalks downtown (or even all sidewalks in a bad storm). He doesn't want to look further unless council is interested in such a purchase. Prater asked McCoy about the condition of the current buggy and he stated it was on its last leg. Council agreed to Evans obtaining quotes for replacement. Next Spencer mentioned that Todd Hackworth had some commercial playground equipment for sale - $2500, then $500 for labor and village pays for concrete. She explained that with the required minimum loads for concrete they could get enough to pour several memorial bench pads for when they start coming for park. Spencer stated that there was still plenty in the proper lines to purchase these two items. (10' merry go round, small t-rex 4 child spring ride). Councilmember Baum stated that the CIC had looked at them and the items would need work to have them ready to install so they had decided not to go with them. Discussion was held on the work needed and any decision was held until someone could ask CIC to possibly help in the cost to make the purchase and for finding someone to provide a cost for refurbishing.

Legislation: ORDINANCE 2019-14 BUDGET AMENDMENT

MOTION TO PASS 1ST READING: 1 Marshman, 2 Baum, roll call 6-0.

RESOLUTION 01-2019 ACCEPTING THE RATES & AMOUNTS OF BUDGET COMMISION

MOTION TO WIAVE THREE READING RULE: 1ST MARSHMAN, 2ND CRAMER, ROLL CALL 6-0

MOTION TO PASS: 1ST GIBSON, 2ND MARSHMAN, ROLL CALL 6-0.

Solicitor's Report: 360 W Washington was being offered to all taxing authorities for the price of the balance owed to the county treasurer. When asked what happens if no authority takes it, Schwemer explained that it would go to the State and then in 2020 it would go for best attainable. All agreed to not purchase at this time.

Mayor's Report: Reminded all that the 17th was the date of the Reich property auction. She presented a quote of $5500 for having it cleaned up. Schwemer was asked what happens if no one takes it. He stated that the village would end up cleaning it anyways via the nuisance procedure but not own it so no chance of recovering costs by selling the lot. Marshman suggested they let the Mayor bid as they had agreed. Baum, Gibson and Cramer agreed. Next the Mayor brought up Fun Day. She named more donations received, Rickle offered to donate ice for the tubs of water and drinks. She reminded all to be getting bingo prizes and that all officials needed to help serve. Lastly Mayor Cramer reported that the Halloween Parade would be October 23rd.

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

ACE HARDWARE	MISC SUPPLIES	$ 45.97
AMERICAN ELECTRIC	STREET LIGHTING	$ 776.01
BLUFFTON STONE	MAIN STREET ASPHALT	$2680.00
GOV'T ACCT SOLUTIONS	19 OF 20 PAYMENTS	$ 475.00
HOT SPOT INTERACTICE	2 CAMERAS/EQUIP	$ 410.00
HULL & ASSOCIATES	ASSET MANAGEMENT WORK	$ 379.50
J&N HALLERS	TRASH COLLECTION	$ 195.00
KENTON TIMES	ADVERTISING	$ 51.84
LANDTECH	APPLICATIONS 11 & 12	$ 646.00
STREACKER	MISC PARTS	$ 88.76

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, October 7, 2019 made by Rickle, second by Prater, and passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session September 23, 2019. All members present. Minutes approved as presented.

Guests: none

Delong reviewed the follow up letter from Austin Prokup who has completed the asset management plan. Next he brought up the recent accident and stated that the Jerry Smith home water line had burst in the basement following the accident. All agreed that FO Spencer would bill at the full rate and turn in to insurance as a loss of finished water, as well as any other expenses incurred for that incident.

Fiscal Officer's Report: Correspondence Sent: signed contract to government accounting solutions for software upgrade **Correspondence Received:** Hull Engineering – final draft of asset management plan and follow up letter regarding wells. **Utility account updates:** M Hopson had requested a reduction in bull due to water being off for three weeks but upon checking it was only off for 10 days of the billed cycle and therefore would receive no adjustment. **Reports presented:** none **Other Misc.:** nothing

Sup't Report: Announced that they had a leak to be fixed; a jetting project coming up, and another salt delivery was ordered. Next Supt McCoy announced that more testing discrepancies were discovered during a visit by back up operator Webb. Board wants the information in writing and to send that along with the documentation to the state investigator. Finally McCoy reported that Liquid Engineering had dissolved but one of their employees now works for the competitor, Midco, and they have agreed to honor the quote provided by L.E. for the diving inspections.

Delong asked if the cleanout that was altered by a resident was replaced yet. McCoy wasn't sure and would check. He stated that if it wasn't he can make the change himself.

Mayor Cramer reminded all of the community meal.

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

EJ PRESCOT	W/S LINE PARTS	$647.20
HOTSPOT INTERACTIVE	INCREASE FROM PROVIDER	$ 67.00
MACDONALD SUPPLY	MISC PARTS	$103.17
SPECTRUM	PHONES-INTERNET-LIFTS	$664.62

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, October 14, 2019, was made by Hipsher, second by Delong. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on October 7, 2019. Mayor Cramer's presiding. Roll call-Gibson, Baum, Rickle (tardy), and Prater present. Marshman and Cramer absent. Motion by Gibson, second by Baum, to approve minutes as presented. Motion passed 4-0. Mayor Cramer opened the meeting by thanking everyone who attended and helped with the Fun Day event and that they had a good crowd.

Guests: BPA President, John Delong, was present to inform council that the board members were passing on any input for the next 5 year water/sewer rate increases given they were not going to be members effective December 31st. He brought the lopsided financials of the water and sewer funds due to the number of violations that were placed on the village for the year. Learned that there are three more EPA violation left to fix, including making sure there's enough water in well #2, deciding whether to paint the ion exchange tanks or replace them with fiberglass tanks, and to clean the clear well and the water tower, which was already in progress. Delong added that things had been let go for far too long and was thankful for McCoy as he was a major part of getting them taken care of. Delong went on to praise McCoy and Todd Hackworth for everything they had done to get the village back on the right track.

Seth Busch of Hotspot Interactive was present to announce that he had the two new cameras up and operating, as well as replacing the third park camera that had been out of commission. He also brought up his proposal for becoming an ISP for the village and surrounding area by the use of the water tower. Some discussion was held and then it was tabled for council to consider for the next meeting.

Old Business: none

New Business: Gibson presented two ordinance violations which Solicitor Schwemer wrote down in order to serve them.

Superintendent's Report: Informed council that the weed killer sprayer was broken and that the truck needed to go in for repairs before winter. He thanks PT employee Evans for taking care of the downtown planting and for finding someone to keep the large pot centerpieces for the winter. Council learned from McCoy that an estimated 1200 feet of tile was planned to be replaced at a cost of $6000 per 300 feet increments for a total of $24,000. But with Environmental Robotic Inspection's (ERI) new camera they were able to properly diagnose that area and learned that only about 100 feet will need replaced, effectively saving the village over $18,000. McCoy then reported on catch basin work he and Todd Hackworth had been doing in the north end of the village. They found some tile with tree roots and another small area just past that where the tile will likely soon collapse. Baum asked if any of these were causing the flooding issues. McCoy didn't feel the plugs had as much to do with the flooding as actual grade issues might. He went on to report that not all the tile is clay, some is concrete, and he added they found a concrete vault they are checking out. Most of the village's maps of storm tile is wrong and ERI's new camera set up has been a God send in learning where things really are. Mayor Cramer asked McCoy to update the village on the Bazner property issue. He reported that there has been no water issues from the village since the repairs earlier in the summer. Prater commended McCoy on the good job. Lastly McCoy reported that he has called for leak detection as numbers are up again. He said while it costs to being them in, finding the leak and fixing them saves money in the long run as the treated water being lost has a high cost as well.

Fiscal Officer's Report: Correspondence Received: McGlinchey Stafford – notice of appearance of counsel for a property within the village; OBWC – notice of hearing for Cramer case; Seth Busch – ISP proposal which was emailed to all for review prior to meeting; ODOT – phone call with change of date for Main/Patterson work. **Correspondence sent:** Charter – accepting electronic deposits for franchise fees; Health Dept – reporting payment for a property under temporary condemnation; State Investigators – additional documentation requested by one of the investigators; County Engineer – request for release of permissive funds for the main/Patterson project **Reports presented:** September month end: bank reconciliation; payment and revenue listings; wage earnings; investment listing; fund summary; appropriation and revenue status. FO Spencer also distributed the third quarter monthly income tax report. **Income Taxes:** Progressing with conversion to R.I.T.A. First extraction was completed. Spencer noted the vast amount of reports she has had to create to get them on the same page with accounts holding a negative or positive balance

going into the new tax season. She also is working to update a very outdated client list of individuals, companies, and payroll withholders. Lastly Spencer stated that she was asked to update to Windows 10 to be more compatible with their systems. Motion by Gibson, second by Baum, to purchase and install. Motion passed 4-0. **Other misc:** Provided each member with a segment from an OML bulleting concerning HB163. She encouraged council to get familiar with it since it could cause the village to lose a portion of its local government funding should it pass as it is right now. Next Spencer discussed the process for establishing the new fund (5902) and said she had the request paper ready as soon as the ordinance passes. Council was informed that she would have the next 5-year rate proposal to present at the next meeting. Next FO Spencer turned things over to PT employee, Evans, to discuss his findings for replacing the trailwagon. In staying local he was able to get a quote from John's Performance in Carey and American Powersports in Findlay. Council was reminded of the issues with the current vehicle – bad brakes, exhaust, all shocks, bearings, differential just to name a few. Rickle and Prater asked that he go back and try to get a better price if possible. It was noted that the Prowler Pro was already cut by $3K but he would try. Motion to go with the John's Performance quote with a maximum price of $12,986 was made by Baum and seconded by Gibson. Motion passed 4-0.

Legislation: ORDINANCE 2019-14 BUDGET AMENDMENT

MOTION TO PASS 2ND READING: 1 by Gibson, 2 by Prater, roll call 4-0.

Solicitor's Report: Mayor Cramer asked if the Reich deed had been received. He stated it hadn't.

Mayor's Report: Informed council that she did get the winning bid on the Reich property for $1. She obtained an estimate by resident Randall Baum to clear everything away for $3900. While it was lower than the current estimate of $5500, it was felt that the village needed to have someone with proper insurance doing the work. McCoy mentioned that some company came in and removed a trailer from a lot on Cherry Street in just one day and offered to look into who it was and if they might want to bid.

Gibson added that the CIC had installed the concession stand garage door and fixed the building leak.

Motion to enter into executive session to discuss contract negotiations – with no action to be taken – made by Gibson, 2nd by Baum. Motion passed 4-0.

Motion by Prater, 2nd by Rickle, to leave the session and return to open forum. Motion passed 4-0.

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

ACE HARDWARE	TOP SOIL	$ 14.95
AMERICAN ELECTRIC	ELECTRIC SERVICES	$ 2900.60
AUDITOR OF STATE	UAN FEES	$ 762.00
BRINKMAN FARMS	MUMS	$ 546.53
DENNIS GATCHELL	SIDEWALK COST SHARE	$ 570.00
HARDIN CO ENGINEER	JETTING/LABOR	$ 530.16
JOHN'S PERFORMANCE	PROWLER (REPLACE TRAILWAGON)	$12986.00
SHELDON GAS	PLANT/GENERATOR	$ 31.21
VERIZON	CELL	$ 85.45
WEX BANK	FUEL	$ 150.52
WILSON TIRE	PLUG TIRE	$ 7.50
XEROX	MAINT AGREEMENT	$ 87.38
INCOME TAX CLIENT	INCOME TAX REFUND	$ 86.00

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, October 21, 2019 made by Gibson, second by Baum, and passed 4-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session October 14, 2019. All members present. Minutes approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Midco – signed proposal & exempt form **Correspondence Received:** Aqualine – leak detection report **Utility account updates:** none **Reports presented:** September month end: payment and receipt listings; appropriation, revenue and fund status **Other Misc.:** Explained that while Rigdon has yet to pay the balance for the property he purchased, it was turned on for Jerry Smith and his family due to their circumstances with their house having been destroyed by the semi and needing a place to stay. All were in approval. FO Spencer noted that it will be turned off immediately following Mr. Smith's exit and Mr. Rigdon will be informed this was a special circumstance and won't happen again. Next Hackworth helped FO Spencer discuss Jerry Smith's request for village sewer. Hackworth will check with Sheldon's to be sure they can bore that area. Board would like to see an agreement drawn up with details such as stating that Smith must pay the cost, including the grinder pump, and other details so all sides know who pays for what. FO Spencer noted they will need to determine how to bill him as well. Next FO Spencer stated that she would present the next 5 year rate plan to council but wanted the board to vote on the establishment of the monthly amount for the new 5902 fund as well as amend the 5901 amount. She asked that both be $500 per month (5901 from sewer collections; 5902 from water collections) effective with Jan 1, 2020 collections. Motion for portioning $500 per month to both funds, as stated above, was made by Driskill and seconded by Hipsher. Motion passed 3-0. Spencer also noted that the rate proposal included an increase in the shut off fee to $50 due to Delong's findings that Dunkirk was lower than many in the area.

Delong reported in McCoy's absence. He said that Operator Albert is requesting an extension on painting the ion exchanger tanks so the board can look into simply replacing with fiberglass lined tanks. Next there was a question on check valves being used. Operator Albert questioned why the village was installing them at residences, adding that Kenton doesn't have them. Hackworth commented that he feels they are needed to keep individual systems from infiltrating the lines. Delong noted that this is being researched and someone will report back when they know more.

Todd Hackworth reported on findings to date with the storm sewer lines. He noted his main goal is to just get good maps of the village so they can devise any plans for change in there.

Garrett Hackworth of ERI reported on his work inspecting sanitary and storm sewer lines. Many inspections were those that were re-visits at no charge but others requested to find issues.

Delong reported that Artesian had yet to come back and do the work on the transducer so he will contact them.

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

ACE HARDWARE	MISC SUPPLIES	$ 75.07
ALLOWAY	TESTING	$ 894.10
AQUALINE	LEAK DETECTION SURVEY	$ 1160.00
EJ PRESCOTT	PARTS	$ 647.20
ERI	SEWER & STORM SVC	$ 1450.00
FIRST CITIZENS VISA	MISC CHARGES	$ 129.14
HACKWORTH CONST	SEWER & STORM WORK	$ 4010.00
HULL & ASSOC	ASSET MANAGEMENT	$ 98.00
JOHN'S PERFORMANCE	2019 TEXTRON PROWLER PRO	$12986.00
MACDONALD SUPPLY	SUPPLIES	$ 77.38
ML TECH	CHLORINE	$ 330.00
ROBINSON SALT	TREATMENT SALT	$ 4196.27
HOT SPOT INTERACTIVE	CAMERA INSTALL LABOR	$ 545.00

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, October 28, 2019, was made by Driskill, second by Delong. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on October 21, 2019. Mayor Cramer presiding. Roll call-Gibson, Marshman, Rickle (tardy), Cramer (tardy) present. Prater and Baum absent. Motion by Gibson, second by Rickle, to approve minutes as presented. Motion passed 4-0.

Guests: Lindsay Walden of Sheldon Gas was present to request the village pass an ordinance accepting a rate increase on natural gas services within the village limits. Increase will begin with January usage, billed in February. The increase is the first in ten years and is only a ninety cent increase.

Seth Busch presented sample rate sheets for his pending ISP. Mayor Cramer informed him that no decision would be made at the meeting as everyone needed to consider yet.

Old Business: Gibson asked if the no parking signs for the alley could be put up soon so people stop blocking it. Mayor Cramer will remind McCoy.

New Business: It was reported to Gibson that someone is living in the camper at 270 W Patterson. Village will have the solicitor send a letter immediately.

Marshman presented a flier on a Christmas in Downtown (Kenton) event, A folder of information from ONU Healthwise in which former Clerk Robert Douglas appeared on the front and the Community Center is on the back. Marshman also reported that Graphic Packaging is hiring. Lastly he informed council that HN Sup't Price is wanting to attend the November meeting to discuss working together to promote the village and school.

Rickle asked if they were going to have the tree lighting ceremony again. Mayor Cramer will contact the HN Choir and see if they are available.

Superintendent's Report: absent

Fiscal Officer's Report: Correspondence Received: OBWC – notice of cancellation of hearing by defendent **Correspondence sent:** State Investigators – requested additional documentation, all was sent once gathered **Reports presented:** none **Income Taxes:** Provided all with sample welcome letter that will be sent to all tax accounts with the village. Having to create many reports for the conversion process. FO Spencer noted that she highly encourages those with balances due to get them paid prior to the roll over. She did learn that RITA wants her to prepare the TY18 penalty letters as normal so she will be sending those out. Most are for not paying estimated taxes again, many repeat offenders. **Other misc:** Had a visit from AFLAC agents who were working with Ada village and thought they'd check with Dunkirk about supplemental coverages. They wanted Spencer to have the contract committee call them. Packet was handed to Marshman, who returned it to her. Next FO Spencer reported that the CIC is purchasing two new pieces of playground equipment as well as buying the 2 pieces of Hackworth's. They ask that the village pay for the installation of all and the refurbishing of the used items. Motion by Marshman, second by Rickle, to do so. Motion passed 4-0. Provided all with a flier for a Spaghetti Supper fundraiser being held for Mr. Paxton's Independent Security Services group. She asked that all attend and support them. Presented the proposed 5 year plan for water sewer rates along with other changes and asked if it was accepted and could go to solicitor for ordinance to be written. Motion by Gibson, second by Marshman, to have solicitor prepare the ordinance according to her proposal. Motion passed 4-0. Asked if Redneck Recycling was going to be taking care of 326 W Washington to which all agreed they needed to try and find a better deal. Asked about Trailwagon and council agreed to take bids on it. She had already asked solicitor Schwemer to prepare the ordinance but hadn't received it. Will have for next meeting.

Legislation: ORDINANCE 2019-14 BUDGET AMENDMENT

MOTION TO PASS 3RD READING: 1 by Gibson, 2 by Rickle, roll call 4-0.

ORDINANCE 2019-15 SHELDON GAS RATE INCREASE

MOTION TO PASS 1ST READING: 1- Marshman, 2 – Cramer, roll call 4-0

Solicitor's Report: none

Mayor's Report: none

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

MOMAR	ICE BREAKER	$691.19
SPECTRUM	PHONES/INTERNET/LIFTS	$665.28

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, November 4, 2019 made by Cramer, second by Gibson, and passed 4-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session October 28, 2019. All members present. Minutes approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Layne – signed approval for installation of high service pumps; Kenton Hardin health dept – reporting payment on 120 S Buckeye. **Correspondence Received:** Resident Melissa Weaver – answered concerns with landlord and water bill **Utility account updates:** 17 services shut off this cycle **Reports presented:** none **Other Misc.:** Located backflow prevention ordinances from 2014, 2005, and one prior to 2000. Asked about pulling from CD coming due. Motion by Delong, second by Hipsher, to pull $10K from the balance before rolling it over. Motion passed 3-0. Discussed accounts to be assessed for non-payment. Three in question have, or have potential of, tenants so they will not be assessed.

In the absence of McCoy, Delong reported on a 40K/day leak on S Buckeye Street which has been fixed. It was mentioned by another company that these breaks are being caused when people are pulling water from the hydrants as there is a small amount of vibration caused each time. Next he discussed the findings of the Liquid Engineering dive team. There was no sediment on the bottom of the tower, contrary to the Pittsburgh Tank report that there was 3" present. They did find a small crack in the paint in the tower but will return via scheduling as to do then would require paying emergency pricing. Artesian was in to rewire the transducers. Delong noted the remaining violations are well #2 and painting the ion exchangers. FO Spencer asked if the extension for the latter was in place and if someone was obtaining quotes for simply replacing. Delong wasn't sure where Operator Albert was in that process.

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

ALLOWAY	TESTING	$ 25.00
ARTESIAN OF PIONEER	SVC CALL; TRANSDUCERS	$ 2596.00
BRIAN SHOOK ELECTRIC	REPLACE AERATOR/SPARE	$ 1795.00
COLE-HUMPHREY	MAYOR'S BOND	$ 100.00
LAYNE CHRISTENSEN COMPANY	HIGH SERVICE PUMPS	$18200.00
LIQUID ENGINEERING	CLEANING OF CLEARWELL/TOWER	$ 3345.00
RH SHELDON	WATER LEAK WORK	$ 1150.00
STEVE STAIR	STONE FOR LEAK	$ 544.40
VERIZON	CELL	$ 90.49

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, November 13, 2019, was made by Driskill, second by Delong. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on November 4, 2019. Mayor Cramer presiding. Roll call-Gibson, Marshman, Rickle, Prater and Baum present. Cramer absent. Motion by Rickle, second by Gibson, to approve minutes as presented. Motion passed 4-0-1 with Baum abstaining due to absence that meeting.

Guests: Jeff Price, HN Superintendent, was present to discuss becoming more involved with the community and to help with any strategic plan the village might enact. Discussed promotional work and suggested working to promote the school and village together. Concern discussed were graduates moving away from the area, negative statements needing turned positive, need for life skills courses. Baum asked about drug testing and upon Mr. Price's answer she asked why the staff wasn't tested, adding that she didn't know of any issues just curious. Price noted it was a union issue.

Old Business: Gibson presented ordinance violations that were served;

Rickle noted that the AEP light in the alley behind Cheezy's was once again out. She noted it pops occasionally and she feels there is a short.

New Business: none

Superintendent's Report: absent

Fiscal Officer's Report: Correspondence Received: Hardin CO ARC – donation request to be shared with council as individuals; Public Entities Pool – confirmed change from trailwagon to prowler and provided upgrade at no cost; OH Auditor – notification for IAP for next two audits; BWC – claim forms and updates **Correspondence sent:** Bluegrass Recreation – order and exempt form for new pieces CIC is purchasing; Public Entities Pool – notification of change from trailwagon to prowler **Reports presented:** October month end: bank reconciliation; payment and receipt listings; wage earnings ; investment listing; fund summary; revenue and appropriation status; appropriation and revenue supplementals **Income Taxes:**. Weekly conference calls continue for conversion; preparing several reports and completing several documents quite often. **Other misc:** thanked McCoy for deep cleaning the entry including work on the drinking fountain to get it going again. Did discover a plug beyond the tobacco that plugged the fountain – will be hiring a plumber as McCoy couldn't get the snake past a point that is within the walls. Reported that the building power was flickering all day on the 30th of October, longer than in the past. Announced that the state was turning over the village's next two audits to an IAP again. Presented her Friday visitor logs and requested that her days return to how they had been for the last 8 years. A contract committee meeting was set for the 12th to discuss. Requested updates on the following: merry go round, Marshman wondered if we didn't wait until spring. FO Spencer and Mayor Cramer both noted install was better now due to wet Springs; 326 W Washington clearing – Mayor Cramer met with another contractor who told her the least he would do it for was $10K. Motion by Marshman, second by Gibson, to hire Redneck Recycling at $5500. Motion passed 5-0; ISP research – Rickle and Marshman were positive but others were still unsure. FO Spencer noted that his competitor had set up this way in Forest so Mayor Cramer will contact Forest Mayor and Schwemer will contact their solicitor. Next Spencer requested any 2020 project ideas be turned in by November 13 and she added that the finance committee would need to start setting up meetings to finalize the 2020 budget. Blank budget sheets were handed to committee members.

Legislation: ORDINANCE 2019-15 SHELDON GAS RATE INCREASE

MOTION TO WAIVE 3 READING RULE: 1-Marshman, 2-Prater, Roll call 5-0

MOTION TO PASS: 1- Marshman, 2 – Baum, roll call 5-0

ORDINANCE 2019-16 PERMIT MAYOR TO ADVERTISE FOR BIDS TO SELL TRAILWAGON

MOTION TO WAIVE 3 READING RULE: 1-Gibson, 2-Rickle, Roll call 5-0

MOTION TO PASS: 1-Gibson, 2–Prater, Roll call 5-0. FO Spencer will place ad w/bids due by 12/ 2 at 4pm

Solicitor's Report: none

Mayor's Report: Discussed a land bank meeting but attendance would be difficult since not only is it on Election Day, but also the day of a funeral visitation for a life-long Dunkirk resident.

Motion by Baum, second by Prater, to accept the financial reports as presented. Motion passed 5-0

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

ADVANCE AUTO	HEADLIGHTS FOR PROWLER	$ 35.48
AMERICAN ELECTRIC	ELECTRIC	$1497.32
KENTON TIME	ADVERTISING	$ 28.80
WEX BANK	FUEL	$ 223.29

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, December 2, 2019 made by Baum, second by Prater, and passed 5-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session November 13, 2019. All members present. Minutes approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** none **Utility account updates:** Chad VanVoorhis left a voicemail about his bill and service. A return call was made as per his request and he was informed tamper fee rules. A call later in the day included him apologizing for the angry message left prior. He explained he was in the eviction process with the tenant and didn't want the water on for that purpose. Presented payment arrangement final report for the September billing cycle. **Reports presented:** October month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc.:** FO Spencer presented a worksheet to Delong for finance committee budgeting. She thanked Delong for moving the meeting to Wednesday so she didn't have to come in on her day off. Lastly she stated that the council had yet to commit to any financial assistance via their CD coming due but added she will be asking again at their next meeting.

Superintendent's Report: Stated that the high service pumps were installed but that they blew an electric motor when they powered things up. McCoy feels they deadheaded it but it would be difficult to prove. Delong was there when it happened and called a manager to the plant. Since the backup was used they have asked Shook Electric for a quote on a new backup as it is required to have on hand. The board questioned whether Layne should be held liable for the replacement. The lagoon pump and a lift pump are both having issues. Hackworth is working on the lift station to find the actual cause. FO Spencer noted that she has asked Shook Electric to put together an estimate to fabricate the aerator platforms for her 2020 budget. Hipsher asked McCoy about the Buckeye Street leak to which McCoy confirmed it was a big leak but usage numbers are back down around the 40K per day average and going well again.

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

ADVANCE AUTO	SUPPLIES	$ 16.00
AMERICAN ELECTRIC	STREET LIGHTING	$ 835.58
AQUA LINE	ER LEAK DETECTIONS	$1358.40
FENDER BENDERS	TIRES FOR TRUCK	$ 720.00
FIRST CITIZENS – VISA	MISC CHARGES	$ 257.90
HACKWORTH CONSTRUCTION	MULTIPLE CALLS	$1500.00
ML TECH	TREATMENT CHLORINE	$ 330.00
OHIO MUNICIPAL LEAGUE	MEMBERSHIP RENEWAL	$ 355.00
OHIO RURAL WATER ASSOC	MEMBERSHIP RENEWAL	$ 135.00
SHELDON GAS	PLANT/GENERATOR	$ 66.65
SHELLY MATERIALS	SCREENINGS	$ 155.42
XEROX	MAINT AGREEMENT	$ 90.03

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn until the next regular meeting, December 9, 2019, was made by Hipsher, second by Driskill. Motion passed 3-0.

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BPA President Fiscal Officer

The Village of Dunkirk council met in regular session on November 18, 2019. Mayor Cramer presiding. Roll call-Gibson, Marshman, Rickle (tardy), Cramer (tardy), Prater and Baum present. Motion by Baum, second by Prater, to approve minutes as presented. Motion passed 6-0.

Guests: Lindsay Walden of Sheldon Gas was present to sign the ordinance passed at the prior meeting.

Seth Busch was present to discuss the ISP proposal made. He provided the agreement used in Alger as a sample for the tower use. He also reported that the village's website was up and running and includes an email server should council members want to separate their personal and village email correspondence.

Old Business: none

New Business: Gibson mentioned the wrecked vehicles being parked in the rear of the car lot property and asked if they are required to fence them in since Praters and Taylors had to. The mayor will ask the solicitor. Next Gibson stated that the CIC may back out of the agreement to purchase the playground equipment from Hackworth, citing member issues with the price.

Baum asked if there was going to be a tree lighting ceremony this year. Mayor welcomed Baum to throw something together with the community choir and the big tree if she wanted.

Prater has a citizen report that the catch basin farthest south on Main Street is very low and causing issues. A riser was suggested. Supt McCoy will look into it.

Superintendent's Report: Announced that the new playground pieces had arrived earlier in the day. McCoy then presented all present with a copy of his resignation effective January 1, 2020.

Fiscal Officer's Report: Correspondence Received: C84, dispute letter, C9, and a Medco 14 all for Cramer claim; Sheldon Gas – rate decrease; Wex Bank – federal exemption papers to complete. **Correspondence sent:** Hardin Co Engineers – permissive business; Wex Bank – completed forms **Reports presented:** none **Income Taxes:** Assisted a local withholder with setting up new account; weekly conversion meetings continue; multiple questionnaires and reports being collected or created at their request. **Other misc:** Delong Plumbing re-routed the drinking fountain into the ladies room to avoid tearing into walls to fix the other line. Placed ad in Kenton Times for the sale of the trailwagon. Next Spencer reported that the UAN yearend update was on December 12th and that she reserved a room for the 11th due to the 7am sign in. No one objected. With both village CDs coming due soon she once again asked about the council using a portion of their CD to bump the water fund given the vast amount of money spent on EPA violations in 2019. After discussion a motion was made by Baum to pull $20K from CD for a permanent transfer to the water fund, second was by Gibson and it passed with a roll call of 6-0. Lastly FO Spencer stated she had the request to establish a fund ready to be sent; asked for project proposals; and asked that the finance committee set their first meeting date for the 2020 budget. The committee set a meeting for December 2 at 6pm and asked FO Spencer to prepare a proposed budget.

Discussion was held in regard to Mr. Busch's ISP proposal. Marshman and Rickle both agreed that they had every confidence in Busch and were in favor of accepting the proposal. Marshman made the motion to accept the proposal with the next step being the solicitor drawing up the actual agreement for the tower use. Second was by Prater, roll 6-0.

Legislation: none

Solicitor's Report: n/a

Motion by Gibson, second by Baum, to enter into an executive session to discuss multiple personnel issues with action to be taken following. Roll call 6-0. Motion by Baum, second by Marshman, to re-open the meeting to the public. Motion passed 6-0. Mayor Cramer remarked to Supt McCoy that they all agreed they really didn't want to accept his resignation and asked if he would reconsider at a part time capacity, even if only a couple hours a day. McCoy agreed and said to have the solicitor draw up an agreement to include some daily hours and address emergencies. Next Marshman motioned to pay an annual stipend of $3K, in lieu of insurance, for employee Terry Evans, to include full payment for 2019. Second by Prater, roll call 6-0. Then a motion to set FO Spencer's days back to Monday, Tuesday, Wednesday effective the first of the new year was made by Baum, seconded by Marshman, and passed in a roll call vote of 6-0.

Mayor's Report: Informed all of an invitation to the Chamber's Mingle and Jingle on December 12th and provided information for arranging reservations. Next she asked for 2020 goals for next meeting and reminded all of the community meal on the 19th due to the holiday next week.

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

DELONG PLUMBING	RE-ROUTE FOUNTAIN LINES	$ 152.50
FENDER BENDERS	WORK ON PICK UP TRUCK	$ 351.37
HARDIN COUNTY TREASURER	326 W WASHINGTON FEES	$ 45.00
HARDIN COUNTY RECORDER	326 W WASHINGTON FEES	$ 34.00
K&L READY MIX	ASPHALT FOR N MAIN WORK BY ODOT	$1037.75

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, December 2, 2019 made by Gibson, second by Rickle, and passed 6-0.

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Mayor Fiscal Officer

The Village of Dunkirk council met in regular session on December 2, 2019. Mayor Cramer presiding. Roll call-Gibson, Marshman, Rickle (tardy), Cramer, Prater and Baum present. Motion by Baum, second by Prater, to approve minutes as presented. Motion passed 5-0.

Guests: none

Old Business: none

New Business: Gibson asked about doing a tree lighting during the Winterfest. No action taken, they will go on Thanksgiving Day as ıal.

Baum had a resident question if the new structure brought in by a resident met house trailer ordinance standards. Solicitor Schwemer confirmed the structure didn't have to comply with the house trailer ordinance as it wasn't one according to ordinance. Baum felt that there should be some sort of standards for modular coming in as well. Solicitor Schwemer noted there issues with the state in restricting them, he will look it up and report back.

Superintendent's Report: absent

Fiscal Officer's Report: Correspondence Received: OBWC – notice of overpayment on cramer claim; copy of letter eligibility for temp total disability for cramer; newest medco-14; copy of dispute for treatment denial; STATE AUDITOR'S OFFICE – paperwork and reservation for a conference call with the two perspective iaps bidding for our audits – conference call was at 9:00am on nov 25; OHIO 811 – notice of assessment for 2020 still $75; OHIO MUNICIPAL LEAGUE – very good detailed listing of issues with the pending municipal income tax legislation (will make copies for anyone interested); BRIAN SHOOK ELECTRIC – proposal for permanent power to the new pair of cameras near the main/patterson intersection - $800 (other proposals for bpa as well); MIKE EGNOR OF PEP – called to inform that the january car accident claim payment came through and there was enough to refund our deductible paid on repairing the traffic signal **Correspondence sent:** HARDIN CO ENGINEER'S OFFICE – sent inv w/request for release of permissive funds; more to come; STATE OF OHIO – approval request for new fund (5902)

Reports presented: NOVEMBER MONTH END: BANK RECONCILIATION; PAYMENT AND RECEIPT LISTING; WAGE EARNINGS; INVESTMENT LISTING; FUND SUMMARY; APPROPRIATION AND REVENUE STATUS; APPROPRIATION SUPPLEMENTAL **Income Taxes:** CONTINUING CONVERSION; ALL ON TRACK STILL **Other misc:** MERRY-GO-ROUND/T-REX STATUS – CIC OR VILLAGE – Baum and Gibson stated that CIC would be meeting later in the week to decide. Spencer also asked that someone on the park committee provide input on the placement so they could be installed as soon as Hackworth had a chance. Received 2 in office citizen complaints – one was in regard to trash blowing from a property on Pioneer Street and the other was in regard to issues with animals and vehicle issues at a property on E Patterson Street. Solicitor Schwemer will send a letter to the Patterson residence and an ordinance violation notice to the Pioneer Street property owners. TRAILWAGON BIDS - AT 4:05PM I CHECKED THE DROP BOX FOR ANY FINAL BIDS – FOUR BIDS TOTAL, OPENED AT 4:30PM FOR MEETING REPORT- STEVE STAIR - $455; TODD HACKWORTH - $375; KYLE VERMILLION - $326; JASON KOHLI-$280. Motion by Gibson, second by Prater, to accept the Steve Stair bid of $455. Motion passed 6-0.

Legislation:

ORDINANCE 2019-17 WATER SEWER RATE ORDINANCE

MOTION TO WAIVE THREE READING RULE: 1 Gibson, 2 Marshman, roll call 6-0

MOTION TO PASS: 1 Cramer, 2 Baum, roll call 6-0

ORDINANCE 2019-18 AN ORDINANCE AMENDING THE PROVISIONS OF THE MUNICIPAL INCOME TAX

MOTION TO WAIVE THREE READING RULE: 1 Baum, 2 Gibson, roll call 6-0

MOTION TO PASS: 1 Gibson, 2 Marshman, roll call 6-0

ORDINANCE 2019-19 AN ORDINANCE FOR PARROT COMMUNICATIONS TO USE VILLAGE WATER TOWER FOR AN ISP.

MOTION TO WAIVE THREE READING RULE: 1 Marshman, 2 Rickle, roll call 6-0

MOTION TO PASS: 1 Marshman, 2 Gibson, roll call 6-0

Solicitor's Report: Discussed the foreclosue of a property and filing for default judgement.

Mayor's Report: Asked if anyone had been down to the 326 W Washington lot to see how well it was being cleaned up. Advised all to do so. Asked about 2020 goals but only Gibson turned some in. Mayor Cramer asked that all bring something to the first meeting of the year.

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

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

ACE HARDWARE	SUPPLIES	$ 77.93
AMERICAN ELECTRIC	ELECTRICITY	$2092.08
KENTON TIMES	SALE AD FOR BUGGY	$ 48.80
OH AUDITOR	UAN FEES	$ 762.00
ROOT LUMBER	SUPPLIES	$ 40.28
SPECTRUM	INTERNET/PHONES/LIFTS	$ 668.73
TERRY EVANS	REIMBURSE LIGHT STRINGS	$ 7.98
VERIZON	CELL	$ 85.47
WEX BANK	FUEL	$ 151.41

'ROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, January 6, 2020 made by Cramer, second by Rickle, and passed 6-0.

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Mayor Fiscal Officer

The Village of Dunkirk BPA met in regular session December 9, 2019. All members present. Minutes approved as presented.

Guests: none

Fiscal Officer's Report: Correspondence Sent: S Garrett-NSF notice **Correspondence Received:** Co Auditor – ordered to erase all assessment balances for 326 W Washington ($5316.78 utility and $3529.73 ordinance violations) Brian Shook Electric – proposal to replace damaged water pump motor @$850, install outlet for intersection cameras @ $800; and replace aerator motor and supply a spare for $1795. Discussion was held regarding the pump motor and given they did not bill for putting in the back up motor added to their belief and determination that Layne was responsible for damaging the pump when bringing the system back up. It was motioned by Driskill, that they would pay Shook for the replacement but then deduct that cost from the payment to Layne, supplying a copy of the Shook invoice when paying Layne. Second was by Hipsher. Motion passed 3-0. **Utility account updates:** eleven accounts were assessed to taxes for a total of $7081.57. **Reports presented:** November month end: payment and receipt listing; appropriation, revenue and fund status. **Other Misc.:**

Superintendent's Report: He and Todd Hackworth discussed a request by Jerry Smith to connect to the village sewer system. Included was a potential trade of playground equipment for two Eco One grinder pumps leftover from the sewer project that are of no use to the village. This trade, however, would not occur unless Hackworth actually got the contract for Smith's connection. Hackworth informed the board of the way they would like to place the tap, which may include going through a manhole. He is in the process of putting together the cost of doing so. The Board wanted to make certain that Smith knew anything beyond a supplied tap would be his responsibility, including the operation and maintaining of a grinder pump. Both Hackworth and McCoy assured them that was stressed to him more than once and agreed to. Motion by Delong, second by Driskill, to allow Jerry Smith to connect to the village's sewer system for the standard tap fee of $2K, with Smith responsible for installation from the tap to his structure and for his grinder pump. Motion passed 3-0. FO Spencer will request an agreement written by Solicitor Schwemer to cover that part of the agreement. FO Spencer then asked about the billing since he was out of village limits, noting that water is doubled. Most felt regular sewer and double water was likely the best but chose to leave that up to the new board in January. Next Supt McCoy discussed two storm tiles that were unable to be passed through by the ERI unit. The plugs were in the area of the park and lift station 9. Board approved that funding was still available and gave the go ahead to repair should Hackworth be able to get to those yet in 2019. Another spot mentioned was in a resident's property they discovered a sink hole in which they couldn't pass through. That will be further looked into in 2020.

Mayor Cramer reminded all that the community meal would be the 3rd Tuesday instead of the 4th for December. Next she informed Driskill that if it was indeed his intent to resign at year end he would need to put it in writing for village files.

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

ADVANCE AUTO	MISC SUPPLIES	$ 34.99
ALLOWAY	TESTING	$ 790.50
AMERICAN ELECTRIC	STREET LIGHTING	$ 854.92
FIRST CITIZENS VISA	MISC CHARGES	$ 681.75
GOV'T ACCT'ING SOLUTIONS	IT SOFTWARE 20 OF 20	$ 475.00
HACKWORTH CONSTRUCTION	CLEAN DUMP SITE & LIFT 9	$ 910.00
J&N HALLERS	326 W WASHINGTON DUMPSTER	$ 195.00
LAYNE	INSTALL HIGH SERVICE PUMPS	$ 6570.00
OHIO EPA	DISCHARGE FEE	$ 200.00
OHIO EPA	PUBLIC WATER LICENSE RENEWAL	$ 746.88
OPWC	LOANS	$12666.77
RH SHELDON	WATER LEAK WORK	$ 700.00
SHELDON GAS	GENERATOR/BLDG	$ 272.95
TERRY EVANS	MILEAGE REIMBURSEMENT	$ 85.84
TSC	MISC CHARGES	$ 70.25
USA BLUEBOOK	MISC CHARGES	$ 162.54
XEROX	MAINT AGREEMENT	$ 76.56

AND ALL REMAINING BILLS RECEIVED AND DUE THROUGH THE END OF THE YEAR

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by Hipsher, second by Driskill. Motion passed 3-0. The next BPA meeting will be January 13, 2020.

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BPA President Fiscal Officer