

The Village of Dunkirk council met in regular session on January 6, 2020. Baum and Gibson were sworn in by the Mayor prior to the meeting.

Mayor Cramer presiding. Roll call-Gibson, Marshman, Rickle, Cramer, Prater and Baum present. Motion by Baum, second by Cramer, to approve minutes as presented. Motion passed 6-0.

Motion by Rickle, second by Prater, to elect Josh Cramer as council president. Motion passed 5-0-1, Cramer abstaining.

Guests: Alan Long, county commissioner candidate, was present to discuss his candidacy.

Adam Paxton of Independent Security Services reported having helped a property owner inspect and secure their empty home which was being used by unknown people for unknown purpose.

Old Business: Gibson asked about the completion of work at 326 W Washington. Evans reported that once it was dry enough to bring in the equipment they would finish.

New Business: Gibson asked for a delay in the start of the next meeting due to other obligations a few had. It was agreed that the start time of the meeting on January 21st would be 7:30pm.

Cramer requested use of the village park for the Doug Bailey Memorial Car Show on July 25. He added the proceeds for 2020 would be the dog shelter and the HN Community Center. All agreed to allowing use again.

Prater had residents complain about meter pits that have sunk and are a trip hazard in their yards. Evans will check once dry enough and get risers on those in need.

Baum asked about a newly erected mailbox and its proximity to the road. Evans stated he just misses it with the snow plow. BPA member, Steve Drake, provided the legal placement requirements and they are to be at least 8" from the road and this one is not. Mayor Cramer asked the solicitor to send a letter to the owners.

Superintendent's Report: Evans reported that he had taken down most of the Christmas decorations he could from the ground and would now have to contact Brian Shook to finish.

Fiscal Officer's Report: Correspondence Received: OBWC – NOTICE OF HEARING FOR CRAMER CLAIM; NEWEST MEDCO-14; STATE INVESTIGATOR (PHONE) - REQUESTED ADDITIONAL RECORDS FROM 16&17. RECORDS SCANNED AND SENT; STATE AUDITOR – UPDATE ON HINKLE NOTE CHANGES FOR FILING; STATE AUDITOR – RESULTS OF BID PACKETS FOR 2020 & 2022 AUDITS - \$11,900/AUDIT & \$7800 PER AUDIT; FORMER EMPLOYEE CRAMER – REQUEST FOR PAYOUT OF SICK LEAVE BALANCE **Correspondence Sent:** CSX – BILLING FOR 2019 MOWING, WITH REMINDER OF 2018 MOWING DUE – SEND CERT RETURN RECEIPT; SOLICITOR SCHWEMER – PAUL CRAMER'S REQUEST FOR PAYOUT WITH QUESTIONS, SCHWEMER DIDN'T KNOW WHAT TO DO AND DIRECTED FO SPENCER TO FIND SOMEONE WHO SPECIALIZED IN THE FIELD. **Reports Presented: DECEMBER 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. FINAL EXTRACT WAS EARLIER IN THE DAY; FINAL LETTERS FOR DELINQUENCIES WERE SENT WITH MODERATE RESPONSE; THOSE IN NON-COMPLIANCE WILL NOW HAVE TO DEAL WITH RITA WHOM THEY MIGHT TAKE MORE SERIOUSLY THAN HER WHEN THEY BEGIN ADDING INTEREST TO THEIR BALANCES ON A MONTHLY BASIS (A PRACTICE THAT DUNKIRK DIDN'T DO) **Other Misc:** ALL PERMISSIVE FUNDS DUE FOR N MAIN PROJECT FINALLY COLLECTED ONCE BILLING CONFUSION WAS SETTLED; DISCOVERED AND USED VILLAGE CREDIT CARD POINTS TO PURCHASE A NEW VACUUM FOR THE TOWN HALL OFFICES, COST WAS 17,372 POINTS AND \$2; METER READER ISSUES FOR DECEMBER READING; IN CONTACTING TECH SUPPORT IT WAS LEARNED THAT THE EQUIPMENT AND SOFTWARE WE HAVE WILL ACTUALLY NOT BE SUPPORTED AS OF JUNE 2020. FO SPENCER AND EVANS HAVE BEEN IN CONTACT WITH BUCKEYE STATE PIPE. HE IS HELPING WITH FINDING ANOTHER UNIT TO USE FOR NEXT READING OR TWO, AND WILL BE CHECKING INTO PACKAGE SPECIALS FOR UPGRADES AT A CONFERENCE HE WILL BE ATTENDING LATER IN JANUARY.

Legislation:

ORDINANCE 2020-01 TEMPORARY BUDGET

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

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

ORDINANCE 2020-02 CONTRACTING WITH SHERIFF AS VILLAGE MARSHALL
MOTION TO WAIVE THREE READING RULE: 1 Cramer, 2 Rickle, roll call 6-0
MOTION TO PASS: 1 Cramer, 2 Gibson, roll call 6-0

Solicitor's Report: Presented members with the first two of many packets to come for 2020. He is working section by section on updating the codified ordinances and is asking that council help by reviewing and editing each packet as needed. He stated that by the end of the year they will have all packets complete and a new codified can be prepared and passed as one whole unit.

Mayor's Report: Mayor Cramer announced that for the vacant board of public affairs seats she appointed Pam Halsey to complete Greg Driskill's term and Jaide McBride to take the second seat left open by elections.

Motion by Cramer, second by Prater, to enter into executive session to discuss the hiring of a replacement for Patrick McCoy who chose to continue with his resignation. Motion passed 6-0. Motion by Rickle, second by Cramer, to re-open the meeting. Motion passed 6-0. FO Spencer was asked to place an ad in the Kenton Times for one week for a PT employee for approximately 20-30 hours a week. All apps/resumes are due to the village office by January 20th so council can decide at their meeting on the 21st.

Mayor Cramer noted that while the council has worked hard to make the downtown look nice there was one building she felt needed attention. Solicitor Schwemer was asked to send a letter asking that the owner paint, or even provide the paint for volunteers to paint it for him. Prater said residents keep asking her how we can tell the people how to keep their property if we aren't zoned. Solicitor Schwemer explained that zoning dictates how land can be used while ordinances dictate the maintenance and care required.

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:

VILLAGE BPA	XMAS LIGHTS/WATER BILL-McCOY	\$ 340.00 PD
ALLOWAY	TESTING	\$ 335.70 PD
J & N HALLERS	TRASH SERVICE	\$ 160.00 PD
ML TECH	CHLORINE	\$ 330.00 PD
MARK SCHWEMER	2018/19 EXPENSES	\$ 246.63 PD
SHELLY MATERIALS	STONE	\$ 86.78 PD
TIME WARNER CABLE	PHONES/INTERNET/LIFTS	\$ 662.96 PD
VERIZON WIRELESS	CELL PHONE	\$ 85.47 PD
ARTESIAN OF PIONEER	LEAK DETECTIONS (2 VISITS)	\$3750.00 PD
AMERICAN ELECTRIC	ELECTRICITY	\$2389.72
BRIAN SHOOK ELECTRIC	MISC COMPLETED TASKS	\$3445.00
HARDIN CO CHAMBER	2020 MEMBERSHIP	\$ 125.00
SETH BUSH TECHNOLOGIES	WEBSITE CREATION/DOMAIN	\$ 455.99
SHELDON GAS	PLANT/GENERATOR	\$ 238.99
TRACTOR SUPPLY	MISC CHARGES	\$ 3.98
WEX BANK	FUEL	\$ 158.56

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, at a special day and time, **January 21, 2020 at 7:30pm**, made by Baum, second by Rickle, and passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session January 13, 2020. Jaide McBride (appointed for an open 4 yr term) and Pam Halsey (appointed to finish the term of Driskill) were sworn in by Mayor Cramer. Drake was absent. McBride was nominated as president. Minutes approved as presented with confirmation of previous member Delong who was present.

Guests: Bob Carder, County Commissioner candidate, was present to discuss his candidacy.

Hackworth Construction and ERI presented a video of some of the 2019 issues and remedies taken in order to bring the new board up to date. Also stated they were still waiting on quotes for repairing the manholes on South end of village. Employee Evans suggested that Hackworth Construction be the auto dial number for the lift stations. All members agreed. Discussion continued with topic of storm sewers and work completed as well as work to be completed. Hackworth was certain to include the Wykes area re-route, with maps for viewing, just to show the improvements made to date. Next Hackworth and FO Spencer discussed the Jerry Smith property. They noted that the previous board motioned to allow them sewer but with a written agreement from our solicitor as to the tap fee of \$2000 and the property owner's responsibility for providing and maintaining a grinder pump. FO Spencer noted that request was already made and being worked on by Schwemer. They explained that that village has been placing water meter pits and abating basement meters at no cost to homeowners and noted the Tri-Point needed confirmation this would be the case for Smith as well. With conformation from former BPA president Delong, Halsey and McBride agreed that the pit should be provided at the village's cost as other relocations have been done. FO Spencer noted that the previous board decided to not motion on how to bill for these services since his set up with the village would be different than any other. Suggestions were made and it was tabled until Drake was present at the next meeting.

Evans reported that Water Operator Albert asked Evans to get quotes on repainting the tanks mentioned in the January 2019 violation report while he (Albert) was obtaining quotes for replacing the tanks completely. Next Evans noted that the new EPA representative was coming for a visit on January 16 at 10am and all members were encouraged to attend. It was added by FO Spencer that due to the nature of the visit and a topic to include the 2019 violations, she had also contacted former BPA President Delong, former Superintendent McCoy, Hackworth Construction and ERI to attend as well.

Fiscal Officer's Report: Correspondence Sent: Pam Halsey - 2018 & 2019 village minutes; Tri Point – copy of December minutes making the jerry smith tap official; USDA – Evans was able to obtain the 2018 reading still needed for their reports; also got 2019 while at it since those reports are now in the works; solicitor Schwemer – email re agreement with Jerry Smith for providing and maintaining grinder pump **Correspondence Received:** Buckeye State Pipe - old quote for updating meter reading system due to current system becoming obsolete in **June 2020**, FO Spencer noted that an updated quote is to come following his conference where new packages will be rolled out. Until then we will be utilizing a reader from another local community on same system; EPA – notification of a plant visit on Jan 16 10am to inspect plant and discuss the Jan 2019 letter of violations **Utility account updates:** 12 shut off notices hung – put aside with meter reading issues; had to estimate bills – had to make several adjustments for oddball exceptions **Reports presented:** December month end: payment and receipt listing; appropriation, revenue and fund status **Other Misc:** New quote in from Robinson Salt – state pricing increased from \$191 to \$204/ton, FO Spencer added that one last load was order at end of December to get the old rate; new w/s rate sheets are being prepared and the rates will soon be input into the GASI system for next billing; next Spencer asked members how they wanted reports presented, explaining how it was done in the past but offering for anyone interested to receive hard copies or electronic.

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

ALLOWAY	TESTING	\$ 25.00
AMERICAN ELECTRIC	STREET LIGHTING	\$ 896.08
DELONG PLUMBING	REPAIR LEAKING TOILET	\$ 70.74
FIRST CITIZENS VISA	MISC CHARGES	\$ 745.49
HARDIN CO EMA	ANNUAL ASSESSMENT	\$ 218.75
ML TECH	CHLORINE	\$ 330.00
OH DAS	ANNUAL RENEWAL	\$ 100.00
ROBINSON SALT	TREATMENT SALT	\$4198.18
XEROX	MAINT AGREEMENT	\$ 77.43

PAYROLL AND LIABILITIES

Motion passed 2-0.

Motion to adjourn was made by McBride, second by Halsey. Motion passed 2-0. The next BPA meeting will be January 27, 2020.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on January 21, 2020. Mayor Cramer presiding. Roll call- Gibson, Marshman, Rickle, Cramer, and Baum present. Prater absent. Motion by Gibson, second by Cramer, to approve minutes as presented. Motion passed 5-0.

Guests: HN Superintendent, Jeff Price, was present to keep the open forum between school and village. He asked about the village's strategic plan to which Mayor Cramer stated they still hadn't gotten anything back on it yet. Baum asked about the recent random drug testing at the school. He stated they do them 3X a year and can only test athletes in season and those who drive to school.

Motion by Baum, second by Rickle, to enter into executive session to review applications for the part time opening. Motion by Cramer, second by Rickle, to return to open session. Mayor Cramer stated that there would be no decision made until the solicitor was present at next meeting. Evans was directed by the Mayor to continue as he is doing until then.

Old Business: Rickle reported that the light in the alley behind her is out yet again. Evans will get pole information and report it.

Baum asked about the mailbox that was in question at last meeting. FO Spencer noted that the owners were in to pay their water bill and said they have already moved it.

New Business: none

Superintendent's Report: none

Fiscal Officer's Report: Correspondence Received: Patrick McCoy – request for sick leave buyout and request to pay on breach of contract. Council agreed to the sick leave but want FO Spencer to contact an attorney specializing in payroll for Cramer's buyout and McCoy's breach. Sandra Prater – dr note for February 1 through April 30. BWC - Record of proceedings from Cramer's Jan 3 hearing; Copy of letter and forms sent to Cramer for temporary total comp; response to the injections recommendation; she also received a reminder for completing the PERRP 300AP report. USDA – email confirmation waiving the full audit requirement and allowing an AUP due to FO Spencer's performance; OH Auditor of State – Notice of award of contract for audits with Charles E Harris & Associates at \$7800 per audit. FO Spencer added that she has already made the modification request for the AUP. **Correspondence Sent:** BWC – requesting guidance on Cramer's requested buyout of leave. Because of the legal nature they directed her to contact an attorney specializing in payroll law. **Reports Presented:** FO Spencer's 2019 annual hours report. **Income Taxes:** 2019 collections were 3% over budget, and 5.4% above 2018. Items recently created and sent to RITA included the last negative and positive balance reports; the final draft of the arrangements on record; a special positive balance report broken down per tax year and by tax, interest and penalty; prepared over 30 Form 09s for sending items being sent to the village rather than to RITA since January 1. Weekly conference calls will soon be ending. Suggested council members watch SB206 in regard to nonresident municipal tax credit. **Other Misc:** Reported that she is near closing 2018 and will be preparing the AFR, Notes to the financials, and Hinkle notes soon. FO Spencer added that once those are done she will work on the annual USDA reporting. She stated that W2s and 1099s would be completed the week of January 27.

Legislation: none

Solicitor's Report: n/a

Mayor's Report: none

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

GOV'T ACCOUNTING SOLUTIONS	LAST CONVERSION	\$ 500.00
HARDIN CO ENGINEERS	ALLEY DONE IN 2019 (JUST BILLED)	\$1739.78
HARDIN CO TREASURER	PROPERTY TAXES	\$ 284.57

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, February 3rd, 2020, made by Cramer, second by Rickle, and passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session January 27, 2020. All members present. Drake was sworn in by Mayor Cramer prior to the opening of the meeting. Motion to approve the minutes as presented was made by Halsey and seconded by McBride. Motion passed 3-0.

Guests:

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** Seth Busch Information Technologies – quote of \$199.99 for upgrade system to support growing camera count. Motion to accept by McBride, second by Drake. Motion passed 3-0. **Utility account updates:** Noted she hadn't received the agreement for the Smith property yet but knew the solicitor was working on it as he had requested more info. **Reports presented:** none **Other Misc:** From previous discussions in her office it was mentioned that while exercising the hydrants has been planned, there should also be a plan for exercising all the valves in town as well. Members agreed. Next it was brought up that Halsey was handed papers from former BPA member, John Delong, dealing with the 2019 EPA violations. It was noted that there were no follow up documents etc for the sewer side. FO Spencer will prepare a letter to Steve Manns requesting that the village be cc'd on all correspondence pertaining to The Village of Dunkirk. Next FO Spencer discussed HB163 and encouraged members to be mindful of it. Lastly the village roster and committee assignments were passed out to members. McBride has passed his finance committee assignment to Halsey, all other info stays as printed.

Evans reported that he still had no word from ML Tech on painting the softener tanks. He did ask if he and Hackworth could repaint the walls and floors in the plant. Board was in favor. Next Evans presented quotes from Buckeye State Pipe and EJ Prescott for items needed to rebuild stock. After discussion it was motioned by Halsey to get the stock rebuilt by using both companies with the division at Evans and Hackworth's discretion. Drake seconded the motion and it passed 3-0.

Discussion was held on how to bill Jerry Smith when the new home is in place and he has services back on. Drake stated that since he still lives out of the village limits and doesn't contribute to the municipal taxes he should continue to pay water as he has been. All agreed with his water remaining as was billing in the past and then sewer and sewer debt being billed as they are billed for all others charged for those services.

Hackworth brought up H2O Ohio program and the possibility that it might benefit Dunkirk for some of the 2019 work performed as well as potential future costs being discussed. Board was in favor of him contacting Representative Jon Cross to see if there would be a chance of help for the village. It was noted that the postponed meeting with EPA Rep Ralph Baker needed to get rescheduled so questions for 2020 could be answered and money could be budgeted accordingly. Hackworth will work on setting up a meeting. The bid for the repairing the five leaking manholes on south side of the tracks was \$4000 and that it would come with a guarantee. Motion by McBride, second by Halsey, to accept the proposal and proceed with the repairs. Motion passed 3-0.

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

Motion by Drake, second by Halsey, to pay the bills as presented:

ALLOWAY	TESTING	\$ 444.20
BFMC	WATER CARDS	\$ 226.65
EJ PRESCOTT	STORM SEWER PIPE	\$1644.00 (CR TO COME)
HACKWORTH CONSTRUCTION	LIFT STATION WORK	\$ 220.00
HACKWORTH CONSTRUCTION	STORM TILE REPAIRS	\$1500.00
SPECTRUM	PHONES/INTERNET/LIFTS	\$ 659.92
STEVE STAIR	HAULING/STONE FOR TILE WORK	\$ 300.03
VERIZON	CELL PHONE	\$ 85.36

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by McBride, second by Drake. Motion passed 3-0. The next BPA meeting will be February 10, 2020.

BPA President

Fiscal Officer

The Village of Dunkirk BPA met in regular session February 10, 2020. All members present. Motion to approve the minutes as presented was made by Halsey and seconded by Drake. Motion passed 3-0.

Guests: none

Fiscal Officer's Report: Correspondence Sent: FB Forum – posted note that unusual names were on the delinquent list **Correspondence Received:** Solicitor Schwemer – Jerry Smith agreement, made copy for Smith to review **Utility account updates:** delinquent list to date **Reports presented:** January month end – payment and receipt listings; appropriation, revenue and fund status **Other Misc:** Dal Albert requested changing from Alloway to Masi for sample collections and testing. All agreed the change could be made. Informed members that the meter reading equipment was sent off to Badger for diagnosis. Discussed need for new computer tower for utility and general village business. Presented one as potential from Amazon for \$530. Drake asked about trying local companies if possible. FO Spencer will contact Databit to see if they can build anything comparable. All agreed to approve purchasing at a maximum of \$550.

Superintendent's Report: Evans had stopped in prior to the meeting and passed on information that a chlorine pump leak was discovered but repairs were already in the works. This information was shared with all during the meeting in order to be a part of the meeting minutes.

FO Spencer brought up a resident who had concerns with the cost of water and sewer taps. She explained that the current rates take into consideration that it could require a bore under the road and that is what makes it so high. She suggested maybe setting two rates for each, one with and one without boring. Drake noted he too was approached by the resident and wanted to do some research on the cost. Board will consider a multi part rate after Drake completes his research and returns to a later meeting with his findings.

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

ALLOWAY	TESTING	\$ 972.10
AEP	ELECTRIC	\$3347.05
BRIAN SHOOK ELECTRIC	DEDUCTIBLE ON INS CLAIM	\$ 500.00
CRAUN LIEBING CO	EQUIPMENT	\$ 211.42
FIRST CITIZENS VISA	MISC CHARGES	\$ 396.68
GOV'T ACC'TING SOLUTIONS	1099G FORMS/ENVELOPES	\$ 62.50
HACKWORTH CONSTRUCTION	MISC LABOR	\$ 300.00
HARDIN CO ENGINEER	LABOR/EQUIP	\$ 712.42
KENTON TIMES	JOB AD	\$ 66.40
MACDONALD SUPPLY	MISC SUPPLIES	\$ 50.67
SHELDON GAS	PLANT/GENERATOR	\$ 187.21
TRACTOR SUPPLY	MISC SUPPLIES	\$ 52.96
WEX BANK	FUEL	\$ 149.94

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by McBride, second by Drake. Motion passed 3-0. The next BPA meeting will be February 24, 2020.

BPA President

Fiscal Officer

There being an incomplete quorum on Feb 3, there was no council meeting held.

The Village of Dunkirk council met in regular session on February 18, 2020. Mayor Cramer presiding. Roll call-Gibson, Marshman, Rickle, Cramer, and Baum present. Prater absent. Motion by Gibson, second by Cramer, to approve minutes as presented. Motion passed 5-0.

Guests: Commissioner Candidates – Fred Rush, Russell Blue, and Roger Crowe were present to introduce themselves and answer any questions/concerns with their candidacy.

HN Superintendent Price was present to observe and keep communications open with the village.

Old Business: none

New Business: Marshman noted he would miss the March 3 meeting due to a vacation.

Baum confirmed with Evans that ‘the apartment situation’ was taken care, no other detail was shared with council.

Superintendent’s Report: Evans stated he had contacted AEP three times over the light in the alley but Rickle confirmed it is still not on. The other one reported was now on. He will contact AEP once again. Next Evans reported that someone is driving cars on the railroad properties and has devised a way to find out who it is should they repeat this action. He added that if they do and are identified it will be turned over to the sheriff. It was announced that the game gear shed at the park was broken into. Evans tried to get a coach to help with contents but with sheriff there they peered inside and there were no footprints in the lime coating on the floor so it is believed nothing was taken.

Fiscal Officer’s Report: Correspondence Received: OBWC – Cramer case notices of hearings, records of appeal, other misc copies of forms sent to Cramer; AOS – confirmation on receipt of annual financial report, notes to the financials, and Hinkle notes. AEP (R Dougherty)-summation of issues leading to power issue of Jan 25 in which traffic lights and village cameras were effected; Basol Maintenance – pricing for janitorial supplies; OH EPA-CY19 sewer and water rate survey; Nina Jackson (IPA)-questionnaire for AUP; Linda Hoetger (email)- requesting a proclamation. **Correspondence Sent:** OBWC – performed payroll true-up; completed the 300AP report; Rona Homes – address assignment confirmation for new home on S Walnut; PERSO – paperwork for insurance claim on Jan 25 power surge; First Citizens Visa-requesting limit increase since her card is now the only purchasing card for both departments (already approved and on card) **Reports Presented:** January bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; revenue and appropriation status; appropriation supplemental. 2019 Attendance records were provided to all members. **Income Taxes:** Stated that she was asked by RITA to be sure to inform council that 2020 would be lower on income due to being a month behind on distributions while getting started with them. FO Spencer noted that she has sent another packet of tax items received to the Village and that the first distribution was recently direct deposited. **Other Misc:** FO Spencer listed tasks recently completed – year end reporting, closing of 2019 on UAN, notes to the financials, annual financial report, Hinkle Notes, and prepared and mailed W2s, 1099Misc and 1099Gs. She suggested council pay attention to HB34. Asked if council wanted to keep the Verizon account since the phone is no longer being used. All agreed to discontinue the service. Last she requested that the finance committee meet to finalize the permanent budget for 2020. Meeting was set for March 10 at 3pm.

Motion by Gibson, second by Baum, to enter into executive session to discuss hiring. Motion passed 5-0.

Motion by Cramer, second by Rickle, that the council exit executive session and re-open the meeting to the public.

Mayor Cramer stated she would contact the solicitor regarding a contract. Motion by Marshman, second by Rickle, to authorize Mayor Cramer to offer Todd and Garrett Hackworth a proposal contract for the next meeting. Motion passed 5-0.

Next, Gibson motioned with a second by Marshman, to pay former employee, Patrick McCoy, a gross pay of \$864 for contracted hours he was shorted from February 2015 to February 2017. Motion passed 5-0.

Legislation: none

Solicitor’s Report: n/a

Mayor’s Report: none

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

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

ACE HARDWARE	MISC PARTS	\$	52.17
OHIO811	ANNUAL ASSESSMENT	\$	75.00
SETH BUSCH INFO TECH	JAN WEBHOSTING	\$	12.87
USDA	LOAN PAYMENT (APRIL 1)	\$	108,228.75

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, March 3rd, 2020, made by Cramer, second by Rickle, and passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session February 24, 2020. All members present. Motion to approve the minutes as presented was made by Halsey and seconded by Drake. Motion passed 3-0.

Guests: none

Fiscal Officer's Report: Correspondence Sent: OH EPA – water sewer rate survey; Sewer Operator Stephen Manns – regarding 2019 and future reporting being CCd to FO Spencer for files
Correspondence Received: OH EPA Ralph Baker – meeting March 2 at 10am; Buckeye State Pipe- quote for new meter reading software and equipment to replace that going obsolete in June. Motion by McBride, second by Drake, to accept the proposal and get ordered. Roll call 3-0. **Utility account updates:** Discussed delinquent accounts and requests for extensions beyond the 25th. Halsey suggested allowing this cycle but noting all are off as soon as the requested date has passed if no payment. All members agreed. Discussed several leaks found during the reading – some from the reader but others by FO Spencer reviewing the usage report line by line **Reports presented:** none **Other Misc:** presented a sample of a revised shut off hang tag and asked permission to have printed. Board approved doing so. Also mentioned was a tag for when there is a leak discovered and water is shut off. All agreed for those as well. Discussion was held on possibly finding a delivery style other than the door knock due to issues posting them. FO Spencer is to look into other alternatives.

Superintendent's Report: Chlorine numbers are up now that they replaced the pump and line. Evans added that they will need to be ordering replacement poly line. Next Supt Evans stated that he has found he can perform the chlorine transfer without issue. All members agreed, due to his compromised pulmonary system, he is to purchase masks with filters. He announced that the lagoons are draining and he took samples earlier in the day.

Discussion was held on remaining basement meters and getting them eradicated.

Mayor Cramer reminded all of the community meal on the 25th. She urged members to let people know this is not for any one demographic and all are welcome. FO Spencer will be placing a reminder of the meal, noting this additional info, on the forum.

Motion by Halsey, second by Drake, to pay the bills as presented:

ALLOWAY	TESTING	\$ 319.20
BUCKEYE STATE PIPE	STOCK SUPPLIES	\$1062.02
EJ PRESCOTT	PARTS	\$ 637.30
HARDIN CO REGIONAL PLANNING	ANNUAL ASSESSMENT	\$ 612.50
ML TECH	CHLORINE	\$ 330.00
MOMAR	TRASH BAGS	\$ 249.27
SPECTRUM	PHONES/INTERNET/LIFTS	\$ 659.92
PAYROLL AND LIABILITIES		

Motion passed 3-0.

Motion to adjourn was made by McBride, second by Drake. Motion passed 3-0. The next BPA meeting will be March 9, 2020.

BPA President

Fiscal Officer

The Village of Dunkirk BPA met in regular session March 9, 2020. McBride and Halsey present, Drake absent. Motion to approve the minutes as presented was made by Halsey and seconded by McBride. Motion passed 2-0.

Guests: Todd Hackworth reported that 2 air pumps were changed out, 1 meter head was replaced, chlorine was transferred and lagoon gate was closed. The meeting with Ralph Baker of EPA was discussed. Focus was on the 2019 violation checklist but question was presented on lead lines. The village has to purchase kits for any locations with lead lines and the occupants taught how to use the testing kit. When a test is taken the village will then the village is to pick it up and have it tested at the village's expense. Also requested by Mr Baker was that the gas well on the plant property be capped off, the chlorine testing machine is recalibrated quarterly, and that a waste valve be placed on well #2 for when we have to test it.

Fiscal Officer's Report: Correspondence Sent: Nick Augur – landlord procedure form letter; Cheryl Sampson – faxed current bill and meter reading history **Correspondence Received:** Ralph Baker (EPA) – several emails in regard to visit (1) asset management needing updated annually, FO Spencer is to look into date original submitted last year and then ask if we are able to do so annually by the anniversary of submission (2) well #2 still needs tested for performance. Board approved that quotes for the well analysis be obtained in order to get the testing done as soon as possible; EPA notice of violation due to CCR18 link and error. FO Spencer noted that she has tested the link herself, even again upon receipt of the email, and it works. She stated that she will have to check with Albert on the error and noted that since it came from 2018 he will have to research as that was prior to his arrival to the village; Pittsburg Tank – email offering divers to clean water tower – response was sent stating the work was already done. At that time FO Spencer noted, given the discrepancy of the Pittsburg Tank report and what diver's from another company found, that the board not hire the same company to inspect and address inspection issues. **Utility account updates:** Cheryl Sampson requested a leak adjustment for the running water hose that Supt Evans discovered. All agreed that this is not a leak and therefore will not allow an adjustment; a total of four accounts were shut off with 2 already paid and service has been restored. Two NSF notices were received but both have already contacted the office for repayment so no letters were sent. Each was reminded of the penalty for a second NSF for the next 12 month period. Discussed one resident who claimed to have paid their bill online but the village had no verification of this and the site used was unfamiliar. **Reports presented:** February month end – payment and receipt listings; appropriation, revenue and fund status **Other Misc:** Presented each member with a pamphlet on backflow prevention and cross-connection control as this was something asked about by Operator Albert in 2019. Next Spencer updated the board on the meter reading equipment. She noted that she contacted Buckeye State Pipe first thing the morning after the last meeting to get the ordering of new equipment expedited. As for the old handheld, she learned that Badger couldn't figure it out and sent it to the manufacturer and they are hoping to have it back in the next week or two. Lastly FO Spencer brought up issues with the install of water and sewer at 331 S Walnut. Procedures weren't followed. The Board requested that Rona Homes be contacted and informed that they will be responsible for any cost the village has for fixing these issues.

Superintendent's Report: Stated that well #2 is pumping at 92 gallons/minutes which for some reason Mr. Baker feels is short for feeding the plant. Hackworth discussed a possible remedy that would allow use of both wells to keep both in operation.

Halsey asked about the painting of the tanks. Evans noted that it was still up in the air if painting or possibly replacing the two with a three pump system. Baker felt the new system would be best but pricing will obviously be a factor.

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

AMERICAN ELECTRIC	ELECTRIC	\$3223.10
BADGER METER	READCENTER THRU AUG 2020	\$ 780.00
DELONG PLUMBING	LABOR-REMOVE/INSTALL TOILET	\$ 110.00
FIRST CITIZENS VISA	MISC CHARGES	\$1135.51
GRAINGER	NEW HANDTOWEL DISPENSERS (6)	\$ 223.38
HACKWORTH CONST	MISC LABOR	\$ 150.00
ML TECH	CHLORINE	\$ 180.00
OH AUDITOR OF STATE	IPA QUALITY REVIEW	\$ 16.40
SETH BUSCH INFO TECH	COMPUTER TOWER	\$ 504.28 (PD)
SHELDON GAS	PLANT/GENERATOR	\$ 173.24
TERRY EVANS	REIMBURSE FOR BATTERIES BOUGHT	\$ 8.40
TRACTOR SUPPLY	MISC CHARGES	\$ 31.90
USPS	PO BOX RENEWAL	\$ 92.00
WEX BANK	FUEL	\$ 101.64
XEROX	MAINT AGREEMENT	\$ 75.86

PAYROLL AND LIABILITIES
Motion passed 2-0.

Motion to adjourn was made by McBride, second by ^{Halsey}Drake. Motion passed 2-0. Due to the building being closed to the public the mayor cancelled the March 23rd meeting. The next BPA meeting will now be April 13, 2020.

BPA President

Fiscal Officer

There being an incomplete quorum on March 2, there was no council meeting held.

The Village of Dunkirk council met in regular session on March 16, 2020. Mayor Cramer presiding. Roll call- Gibson, Marshman, Rickle (tardy), Cramer, and Baum present. Prater absent. Motion by Gibson, second by Marshman, to approve minutes as presented. Motion passed 5-0.

Guests: Independent Security Services leader, Adam Paxton, was present to discuss an incident that recently took place in which a resident called about witnessing drug dealing in progress. Paxton and his wife located the vehicle from which the dealing was taking place. They kept tabs on its whereabouts, called the Sheriff's Department, then stayed in a safe distance from the location where the vehicle had ended up at, waiting for the authorities. After waiting well over an hour and a half without any authorities arriving, he went home. Paxton added that he contacted a state trooper and their discussion ended that he was to contact the state patrol for drug related issues going forward.

Todd Hackworth was present to ask about opening the park so the high school girls' softball team could practice hitting and such. Solicitor Schwemer noted that would be against OHSAA rules, to which it was stated this was just the girls with no coach. Mayor Cramer stated her concern with the current COVID-19 situation. Council agreed that the park would remain closed until the April 6th council meeting at which time they would decide to open or still hold off.

Resident John Delong was present to discuss what he felt were violations needing addressed. First was a home in the 300 block of South Main in which trash was piled very high and was putting off an odor. Gibson noted that a violation notice was being passed during the meeting for that property. Next he brought up the village alley running north off of Pine Ave. He stated it was blocked off by the owner of a lot on that alley. This led to a letter of complaint from a resident on that alley that cannot access her own garage due to that block. Council members were all presented a copy of the letter. Points brought up were that the village street and alley map, as prepared by former Superintendent Cramer, has recorded that this area in question has been maintained by the village with occasional tarring/chipping as well as snow plowing in the winter. The last mention by Delong were the untagged vehicles along that alley. The ordinance committee will get the papers prepared for them for the next meeting. Mayor Cramer advised Supt Evans and Todd Hackworth to contact the sheriff's office to be with them and pull the stakes at the back of the property that are blocking the alley.

Old Business: none

New Business: Marshman reviewed a few items from the 2019 Northern Hardin County Fire District's annual report and provided copies for everyone.

Baum reported that the new ambulance had arrived.

Superintendent's Report: nothing to report

Fiscal Officer's Report: Correspondence Received: OBWC - Multiple communications regarding Cramer claim including a request for council decision needed for an appeal. Council directed FO Spencer to state that the council wished to continue following the advice of their representative. CompManagement – notice that they filed an application for handicap reimbursement on the village's behalf as it would help ease the costs of the Cramer claim. Sheldon Gas – rate decrease; State of Ohio – multiple agencies updating municipalities on their status with COVID-19; ODOD – invitation to review the draft for statewide transportation improvements; PEP – annual renewal form to complete; Hardin CO Chamber – 2020 sticker for plaque and 2020 calendar of events. OH Dept of Commerce Liquor Control – renewal time for local establishments, council agreed to not contest any. Brian Shook Electric – quote of \$350 per intersection for annual traffic light inspections. Motion by Marshman, second by Gibson, to accept the quote. Motion passed 4-0. **Correspondence Sent:** Solicitor Schwemer – request for a legal opinion, per Local Government Services (LGS) Legal advice, regarding McCoy's backpay and question regarding previous motions being appealable. **Reports Presented:** February bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; revenue and appropriation status. **Income Taxes:** nothing new **Other Misc:** Cancelled Verizon account; received signed sewer install agreement from Jerry Smith; received in-office resident complaints for construction debris in the 100 block of S Buckeye as well as the concern over the structure not being secured; untagged vehicles in this same block, different property, the blocking of an alley (as discussed above), and a mounting trash pile (as discussed above). Discussed a concern from H.E.A.P. about shutting off water services during the COVID-19 event. All agreed to not perform shut offs during this crisis – unless there is a leak. FO Spencer asked council if she could look into a safety grant for blinking lights south of the 68/81 intersection to warn drivers of the dangerous intersection. All agreed to do so. Informed council of her plan to send one last notice to CSX for the

2018 and 2019 billing, warning them that non-payment would mean the village would discontinue mowing per agreement and would cause ordinance violations. FO Spencer mentioned an idea by Supt Evans to place flag poles in the library lot and display the military banners there so they weren't damaged by the semis on Main Street. Council was in favor so Spencer and Evans will work on obtaining poles and get them installed as soon as able. Lastly FO Spencer reported on the results of her call to LGS. For former Supt Cramer, we are to calculate his accumulated sick leave to contract end and for former Supt McCoy a legal opinion that it was council's intent for his contract to have him paid for no less than 30 hours regardless of hours worked. Solicitor Schwemer made that into a resolution to be presented. Spencer stated that she is still waiting for LGS to respond as to the proper way, accounting or payroll, to pay both; as well as still waiting for their response to the new fund request from November which was sent once again March 2nd after speaking to them on the payroll issues.

Legislation: RESOLUTION 1-2020 CLARIFYING INTENT OF COUNCIL FOR McCOY CONTRACT

MOTION TO WAIVE 3 READING RULE : 1ST MARSHMAN, 2ND RICKLE, ROLL CALL 5-0.

MOTION TO PASS LEGISLATION: 1ST MARSHMAN, 2ND GIBSON, ROLL CALL 5-0

ORDINANCE 03-2020 PERMANENT BUDGET FOR 2020

MOTION TO WAIVE 3 READING RULE : 1ST BAUM, 2ND GIBSON, ROLL CALL 5-0.

MOTION TO PASS LEGISLATION: 1ST MARSHMAN, 2ND BAUM, ROLL CALL 5-0

ORDINANCE 04-2020 DESIGNATING ALTERNAT MEETING SITE & FORMATS IN STATES OF EMERGENCY

MOTION TO WAIVE 3 READING RULE : 1ST GIBSON, 2ND MARSHMAN, ROLL CALL 5-0.

MOTION TO PASS LEGISLATION: 1ST RICKLE, 2ND GIBSON, ROLL CALL 5-0

ORDINANCE 05-2020 DIRECTING FISCAL OFFICER TO PAY BILLS DURING STATE OF EMERGENCY

MOTION TO WAIVE 3 READING RULE : 1ST BAUM, 2ND CRAMER, ROLL CALL 5-0.

MOTION TO PASS LEGISLATION: 1ST CRAMER, 2ND MARSHMAN, ROLL CALL 5-0

Motion to enter into executive session to discuss personnel- 1st Gibson, 2nd Cramer, roll call 5-0.

Motion to re-open meeting to the public – 1st Gibson, 2nd Rickle, roll call 5-0.

Solicitor's Report: nothing more

Mayor's Report: Mayor Cramer made the recommendation to hire Todd and Garrett Hackworth, on an as needed basis, continuing to pay as independent contractors, as well as give Todd purchasing and decision powers on behalf of the village. Motion to accept by Cramer, 2nd by Marshman, roll call 5-0.

Mayor Cramer recommended that Water Operator Dale Albert contracted wages be increased by \$200 per month (now \$1300/mo) beginning with April 1, 2020 pay. Motion to accept by Marshman, 2nd by Rickle, roll call 5-0.

Mayor Cramer recommended a 2% pay increase for FO Spencer, beginning April 1, 2020. Motion to accept by Rickle, 2nd by Marshman, roll call 5-0.

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

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

FORNEY S&S	MISC SUPPLIES	\$ 31.99
HACKWORTH CONST	MISC LABOR/EQUP PROVIDED	\$310.00
SETH BUSCH INFO TECH	FEB WEB HOSTING	\$ 12.87

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, April 6, 2020, made by Rickle, second by Marshman, and passed 5-0.

Mayor

Fiscal Officer

Due to COVID-19 the Mayor cancelled the March 23rd and April 13th meetings.

The Village of Dunkirk BPA met in regular session April 27, 2020 on the front lawn with a livestream to the FB group "Dunkirk Forum". All members present. Motion to approve the minutes as presented, with the correction of Halsey seconding the motion to adjourn, was made by Halsey and seconded by McBride. Motion passed 3-0.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Brad Cooper – balance at time of sale; Jamison Drilling – exemption certificate; Resident – NSF notice, multiple warning; Layne Christiansen – inquiry on new pump leaking **Correspondence Received:** Jamison Drilling – request for W9 & insurance liability form; OPWC – no loan payments due July 1 due to COVID19.; OH EPA – orders to cease shut offs for non-payment, asset management review, notice of violations for CCR link and copper reading on CCR with both resolved, request to respond to a resident complaint turned in to them; realtor Donald Cochran – requesting annexation of client's property. FO Spencer advised members to hold so Hackworth can determine the feasibility for the Board to make their recommendation to council for an informed decision. **Utility account updates:** two leak adjustments were given. **Reports presented:** March month end – payment and receipt listings; appropriation, revenue and fund status **Other Misc:** Showed members the new shut off and leak notices for posting on doors. Stated that the total estimate for Jamison Drilling was \$24,440 and stated for the minutes that it was approved via one-to-one conversations with all board members since it was of urgent nature and meetings were being cancelled due to COVID19. Announced that Operator Albert had turned over the CCR amendments and that she would be preparing them so a notice could be on the coming water bills. Reported that total village cost for fixing errors made by contractor when installing a new service was \$80 and all agreed to bill Rona Homes for that portion of the work performed.

Superintendent's Report: absent

Drake noted that the well #2 work was complete and they were just waiting for the test results. He stated that it wouldn't be put into service until Ralph Baker, EPA, gave them his recommendation of procedures to place it into service.

Halsey asked if Layne Christiansen had yet replied to the email regarding the pump leak. FO Spencer stated she had received no response.

Motion by Halsey, second by Drake, to pay the bills as presented:

ALLOWAY	TESTING	\$ 25.00
BUCKEYE STATE PIPE	ANTENNA/TRANSCEIVER	\$3696.00
HACKWORTH CONST	LABOR	\$ 140.00
ROBERT DOUGLAS	BOAT COVER AND CENTER POST	\$ 20.00
SCIOTO SIGNS	EMERGENCY SIGN FOR PLANT	\$ 200.00
STUMPS FIRE PROTECTION	PLANT EXTIGUISHER INSPECTION	\$ 40.90

PAYROLL AND LIABILITIES

ATTACHED PAYMENT LISTING OF CHECKS WRITTEN BETWEEN MEETINGS, PER ORD #06

Motion passed 3-0.

Motion to adjourn was made by Drake, second by Halsey. Motion passed 3-0. Next meeting will be May 11, 2020.

BPA President

Fiscal Officer

Due to COVID-19 the Mayor cancelled both meetings in April.

The Village of Dunkirk council met in regular session on May 4, 2020. Mayor Cramer presiding. Roll call-Gibson, Marshman, Rickle, Cramer, Prater and Baum present. Motion by Gibson, second by Cramer, to approve minutes as presented. Motion passed 6-0.

Motion to enter into executive session to discuss potential legal action- 1st Rickle, 2nd Prater, roll call 6-0.

Motion to re-open meeting to the public – 1st Marshman, 2nd Prater, roll call 6-0. Meeting went on air live to FB.

Motion by Marshman, second by Prater, to have a survey performed to locate the actual alley that has been in conflict. Motion passed 6-0.

Old Business: none

New Business: Gibson presented several ordinance violations to be turned acted upon. FO Spencer will scan and send to solicitor in the morning. Gibson asked how to report on 360 W Washington since it is now owned by the State of Ohio but had someone living there without water and not maintaining the property. Solicitor Schwemer advised her to include the note on no water and he would figure out how to locate proper service address. Gibson also asked for fellow committee member Cramer to assist in identifying vehicles for violation service.

Marshman announced that Kenton was discontinuing the military banner program but that Crowe would still assist the village in keeping theirs going yet.

Prater received a resident complaint on a property with an untagged vehicle and many people in and out of the home at all hours. Mayor Cramer said that the sheriff department needs people to call every time they see something so a log is built for them to act upon.

Baum reported that the new ambulance will be put into service in the month of May. Discussed some new applicants taking courses. Next Baum asked if the village could do anything for the high school seniors who won't get a proper graduation due to COVID19. Marshman felt that tax payer money shouldn't be spent but that he would donate toward something. Following discussion it was decided that they would take donations toward a banner to be displayed in the village's open lot on Main. FO Spencer will prepare a plan and present to Golden Graphics and Scioto Sign for price comparison before purchasing.

Superintendent's Report: Stated that Well #2 was ready to put into service but they were waiting for direction from Ralph Baker on procedure to do so. Flowers were ordered for downtown, benches were going out, and park gates were opened with playground still being wrapped off. They will soon be repairing any property damaged with digs over the winter and filling pot holes with concrete. Lastly he reported that the lagoon gate was repaired and the lagoon is currently draining. Gibson asked about the 326 Washington Street lot. Citing weather as the main hold up he stated he would reach out to the contractor and ask for a completion time. Baum asked about the gas well from Ralph Baker's visit to which Evan's wasn't sure where it stood and would ask Operator Albert.

Fiscal Officer's Report: Correspondence Received: Many COVID19 emails; multiple email and fax contacts from OBWC concerning P Cramer claim. An issue under appeal in the claim has come to a point of dropping or appealing at village cost. Marshman suggested that particular issue be dropped to not have costs in fighting it. All agreed. Landtech proposal for mosquito abatement. For \$323/application for 12 applications. All agreed to accept; Ohio Open the Books records request, which FO Spencer has already provided the requested information; Email from someone purchasing a property for commercial purposes and needing information on permits, which FO Spencer has already replied with information; RITA – notifying village to prepare for slower income due to extended filing date from COVID19 and to also expect less since many may be unemployed during the stay-at-home orders. **Correspondence Sent:** The above-mentioned public records request; CSX – final notice in attempt to collect for the 2018 and 2019 mowing. FO Spencer added that she received a call from them wanting to pay by phone but missed them earlier in the day and will contact them on the 5th.

Reports Presented: March and April bank reconciliations; payment and receipt listings; wage earnings; investment listing; fund summary; revenue and appropriation status; appropriation and revenue supplemental. **Income Taxes:** nothing new, just reminded to expect even lower revenue for 2020 due to COVID19. **Other Misc:** Obtained tax exempt status for online purchasing with WalMart and working on Amazon. Cleared and replaced budget and PO/BCs from temporary to permanent. Requested that should a season be put together for the summer that the village waive the fee to hang the homerun banners. All agreed to do so. Noted that the town hall generator was serviced and asked if council wanted the bill split with NHCDF. All said to bill them for their share. Announced that the refund for the Local Government Officials' Conference was received; property tax settlement brought \$450 in violation payments; a refund from OBWC was received which was to be approximately that of our 2018 payment so that year's wages were used for the distribution of the receipt. Per request of Fire Chief Dysert the town hall has been closed to the public and will be until further notice. Noted that all legal guidance was received and the final sick leave payout for Cramer and back pay for shortage to McCoy were paid in full. Lastly Spencer introduced a rough draft drawing for a "Field of Honors" in the empty village lot beside town hall. The plan would include moving the army tank, currently at the park, to the lot and displaying the military banners there. Members were in favor of the idea and Spencer is to begin getting costs together so council can determine if it will be done at once or in phases.

Legislation: none

Solicitor's Report: nothing more

Mayor's Report: nothing at this time

Supt Evans informed council that the Spearman structure on N Buckeye was being brought down that that the crew would then be taking down a building on S Main and therefore he would be supplying village barricades and cones as well as assisting with traffic during dropping of front wall. Council all approved with his supplying the assistance.

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

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

FORNEY S&S	MISC SUPPLIES	\$ 31.99
HACKWORTH CONST	MISC LABOR/EQUP PROVIDED	\$310.00
SETH BUSCH INFO TECH	FEB WEB HOSTING	\$ 12.87

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, May 18, 2020, made by Gibson, second by Baum, and passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session May 11, 2020. The building was open for the meeting plans in place for social distance of any guest. All members present. Motion to approve the minutes as presented was made by Halsey and seconded by Drake. Motion passed 3-0.

Guests: none

Fiscal Officer's Report: Correspondence Sent: OEPA – completed A.M. form as requested **Correspondence Received:** OEPA – recommendation for water supply flushing for reopening buildings following COVID. FO Spencer provided copies for all and will post on the FB Dunkirk forum; Jamison Well Drilling – Well #2 report. Will make file copy then get original to Operator Albert. **Utility account updates:** a resident has reported that a payment was made and not credited. Upon investigating, the check number provided would be fitting for that account but would have been written in early 2019 given numbers of other posted payments. She also noted that running the check number as well as the payment amount as a search of all 2020 payments came up empty. FO Spencer will send this information to the resident. **Reports presented:** April month end – payment and receipt listings; appropriation, revenue, and fund status **Other Misc:** Reminded all that next meeting will be on Tuesday, May 26, due to the holiday. CCRs are being put together already. Once draft is approved by Operator Albert she will disburse copies and post to website. Informed members that she received a call from Supt Evans asking to view camera footage because the side door to the building was open when he arrived. It was found to have been Sewer Operator Manns who had come in that door the prior day and didn't close it. She added the Evans was provided the footage and was to talk to Manns. Next FO Spencer stated that she had yet to receive any response from Layne Christiansen in regard to the leaking pump. After discussing an annexation proposal the members agreed that Todd Hackworth's professional opinion for feasibility would be their recommendation to the council.

Superintendent's Report: absent

Old Business: discussed an email from EPA in regard to a resident call. Mayor Cramer reported that she had attempted contact via voice and text on several occasions. She read her text message to the board along with a response from the complainant that he was busy and would get back with her. She stated he has not gotten back with her as of yet.

Halsey asked about the lead test kit status. FO Spencer was asked to email Op Albert to find out what the hold up is.

Mayor Cramer brought up 360 W Washington which has been without water since 2017 with an occupant knowingly living there since late 2018. FO Spencer is to try and find contact information for the owner, State of Ohio, so she can report the circumstances of their property.

Drake mentioned the gas well from the visit with Ralph Baker. According to Baker, the person who closes off the well must be certified. FO Spencer was given names of possible people to get quotes from.

Also brought up were a number of issues needing addressed: well #3 , whether the ion exchangers would be repainted or replaced, why well #2 wasn't operating, a sanitary survey to be completed, why EPA was warning the village about a copper sampling plan coming in 2021 or 2022, and the procedures required as lead lines are identified. With all these subjects discussed, as well as the lead test kits question, needing answered the board decided that they would like Op Albert to attend their next meeting so they can be filled in and discuss steps moving forward. FO Spencer will send an email invite.

Motion by Halsey, second by Drake, to pay the bills as presented:

ADVANCE	MISC CHARGES	\$ 139.99
AEP	STREET LIGHTING	\$ 791.54
ALLOWAY	TESTING	\$ 855.30
DELONG PLUMBING	WORK AT WATER PLANT	\$ 69.00
FINDLAY FENCING	REPAIR LAGOON GATE	\$ 125.00
FIRST CITIZENS VISA	MISC CHARGES	\$ 911.35
J&N HALLERS	TRASH SERVICES	\$ 160.00
JAMISON WELL DRILLING	REACTIVATING WELL#2	\$22,515.00
PUBLIC ENTITIES POOL	INS POLICY RENEWAL	\$12,611.00
SETH BUSCH TECHNOLOGIES	WEB HOSTING – APRIL	\$ 12.87
SHELDON GAS	NATURAL GAS SVC	\$ 93.83
TERRY EVANS	REIMBURSE SHELF FOR PLANT	\$ 26.67
TRACTOR SUPPLY	MISC CHARGES	\$ 266.08
XEROX	MAINT AGREEMENT	\$ 76.31

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by McBride, second by Halsey. Motion passed 3-0. Next meeting will be May 26, 2020.

The Village of Dunkirk council met in regular session on May 18, 2020. Mayor Cramer presiding. Roll call-Gibson, Marshman, Rickle, Cramer, Prater and Baum present. Motion by Rickle, second by Prater, to approve minutes as presented. Motion passed 6-0.

Old Business: Gibson turned in ordinance violations.

Baum noted that since graduation was now over she didn't see a need for the graduation banner. FO Spencer stated that she felt their accomplishments were just to be recognized for one day and they should still do it. Spencer noted that she had not yet gotten a reply from Supt Price and had reached out to Julie Emerine earlier in the day to try and get help with the class photo. After discussion it was decided that the banner would still be purchased. It was stated that currently only two donations were received.

Prater asked if anyone else had looked at the Buckeye Street alley issue. It was stated that the survey of the true alley was the first step in getting to a resolution.

New Business: none

Superintendent's Report: Asked when he could act on prior violations. Mayor stated the time from notice was up and he could go on as soon as dry. Evans reported that he is doing a tree survey, has moved benches around per requests, is waiting for proper weather to fill potholes, has cleaned up around the Dunkirk entry signs. Next Evans stated that Hackworth spoke with Redneck Recycling and gave them a deadline. Baum asked about the new playground equipment. Hackworth stated that weather was an issue as well as getting the Jerry Smith hookups done. He assured her he would be in as soon as he could. Hackworth noted that the Jerry Smith hook up for water was complete and the sewer boring would be on the 21st, weather permitting.

FO Spencer reported that the annexation request was presented to the BPA for their feasibility recommendation and they all agreed that Todd Hackworth's professional opinion was their recommendation to the council. Hackworth explained several concerns and questions that would need answered by the landowner before any true figures could be known. He stated that the sewer wasn't so much of an issue as getting the water there due to its location. He went on to state the minimum cost will be \$100K but added that the village would really want to do what they could to assure that anyone building there couldn't come back on the town for the smell or flooding. FO Spencer offered to contact the realtor with Hackworth's questions so the council could then make an informed decision on moving forward or not. Marshman felt it should be the solicitor's job to contact them. Spencer will notify him.

Fiscal Officer's Report: Correspondence Received: OBWC- comp paperwork on P Cramer claim; RITA – notice that stimulus money currently will not be taxed by municipalities.

Correspondence Sent: OBWC – response to P Cramer claim re no appeals at village cost.

Reports Presented: none **Income Taxes:** nothing aside from the above notice **Other Misc:** The Debt Reserve CD expired and will be reinvested once check is received from current holder. Audit Engagement letter was signed with an estimated cost of \$3900. Marshman asked what a normal audit usually costs to which Spencer stated that a full audit is \$10K - \$15K but that she once again qualified for the shortened audit which brings the lower price. FO Spencer noted that due to COVID19 much of the research work normally done by the auditors will be done by her and scanned to them, adding to her hours extensively. They will come for the sensitive items that cannot be scanned and emailed toward the end of the audit. Announced that she did get the exempt status on the village's Amazon account now and that the USDA annual report was

near completion, adding that she was also waiting on some items from outside resources. Discussed memorial benches, flower pots, and field of honors. Spencer stated that the VFW wants involved in the moving of the tank with some sort of dedication event following the move. As plans are more set she will post requests for help from volunteers for as much work as possible to keep costs down. All agree that moving the tank is first and foremost. FO Spencer passed around a photo sheet with ideas to which no added input was offered.

Legislation: none

Solicitor’s Report: n/a

Mayor’s Report: Mayor Cramer reported that she was contacted about allowing baseball/softball at the park this season. She provided all members with a copy of the Governor’s orders – mandatory and requested/suggested. Following a brief discussion all agreed to allow them to play providing they followed the orders as provided. Councilman Cramer noted that while the coaches don’t like tilling before the season it would have to be done because of the overgrown grass. All agreed to skip field conditioner for 2020.

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

ADVANCE AUTO	MISC CHARGES	\$139.99
BRINKMAN’S GREENHOUSE	DOWNTOWN FLOWERS	\$373.97PD
HACKWORTH CONST	LABOR & CONTRACT WORK	\$715.00

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, June 1, 2020, made by Baum, second by Cramer, and passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session May 26, 2020. The building was open for the meeting plans in place for social distance of any guest. All members present. Motion to approve the minutes as presented was made by Halsey and seconded by Drake. Motion passed 3-0.

Guests: none

Water Operator Albert was present per invite of the members. Albert updated the board on the status of various violations and answered questions. First on the list was well #2- A study was ran for the flow rate and one will be done soon on well #1. He feels confident that they will be operating close enough that we can duplex without a second chlorinator. Next he reported finding that the ion exchangers were put in in 1990 and then re-bedded 10 years ago. He has ML Tech preparing a quote for 2 steel tanks. It was questioned about EPA wanting to open it up to see inside to which Albert said it would a bad idea as we don't want to expose it when our numbers are good. Supt Evans noted that he has made contact once again for painting of the outside of the tanks as he wants that done before he and Hackworth paint the floor and such. He also noted that he obtained a quote for \$500 from McCoy painting to pressure wash the outside of the clearwell. All agreed to get it done. Albert brought up the gas well being sealed, noting a seal report would have to be turned in to the EPA by whoever does it. As for the contingency plan update, he has left messages at least twice with RCAP for help but has had no response. He will keep trying. It was confirmed that for the time being well #3 would be the existing well at the park. Halsey asked why the EPA was giving us forewarning on the lead & copper sampling for 2021/22. Albert explained that it is a 3 year process so they just remind entities when their turn is coming. At this time he also took time to explain the SMPID process and stated that he has to redevelop a new SMPID by year end, per EPA, due to the prior plan that had been in place for years was no longer acceptable. Halsey asked about the testing of individual homes to which Albert explained that this testing will take place in 2021. A corrosion control program was discussed and Albert recommended getting an Ortho Phosphate Feed added to the existing system to begin such a plan. He added that this would require a PTI (permit to install). When asked about the costs he said it would save money in the long run. FO Spencer asked if anything had been done about the leaking pump as she had yet to get a response from Layne Christensen. Op Albert said he hadn't and added that it is a very simple fix but he cannot do it as it would void any warranty on the pumps. He will make contact.

Fiscal Officer's Report: Correspondence Sent: Resident – regarding claimed payment on bill that wasn't credited to the account; Operator Albert – email inviting to this meeting. **Correspondence Received:** OEPA Baker – requesting an update on softener replacement and well #2; partial resolution to violations; OEPA Scheiffer – partial resolution to asset management violation. **Utility account updates:** provided delinquent list for review **Reports presented:** none **Other Misc:** Discussed calls coming in about pools and water/sewer discounts. She plans to put a notice on the website and forum explaining why the village no longer bills bulk, noting that bulk was \$10/1K and for anyone over 10K usage the cost on their bill would be \$6.37/1K. Announced that she is now on the upgraded GASI utility billing software. Spencer added that there is a way to email bills now and once she has practiced and is confident she will announce its availability. Performed a routine deposit audit and found some accounts where a deposit is still on the account while the occupant now owns the home. She will be clearing these deposits from the system.

Superintendent's Report: He will be speaking with fireman Ridgeway later in the week about getting the hydrant flushing starting. He is just waiting on the mapping and form prior to doing so. Stated that training on the new meter reading equipment would be done this month so it can be used for the next reading. Announced that the park water/sewer is all on and operating, except for the yard hydrants.

Drake asked if the rumors of a splash pad were true. FO Spencer explained that she had the blessing of council to be looking into one for the park but wanted to find time to talk with Op Albert for his input on do's and don'ts. Albert's main suggestion was to be sure to meter it. He also referred Spencer to check with Gallion as theirs operates very smoothly.

Motion by Halsey, second by Drake, to pay the bills as presented:

ACE HARDWARE	MISC CHARGES	\$ 44.52
SPECTRUM	PHONES, INTERNET, LIFTS	\$658.62
TERRY EVANS	REIMBURSE FOR PARTS NEEDED	\$ 23.58

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by Drake, second by Halsey. Motion passed 3-0. Next meeting will be June 8, 2020.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on June 1, 2020. Mayor Cramer presiding. Roll call-Gibson, Marshman, Rickle, Baum, and Prater (tardy). Cramer absent. Motion by Gibson, second by Marshman, to approve minutes as presented. Motion passed 4-0.

Guests: none

Old Business: none

New Business: none

Superintendent's Report: New banners put up, S McCoy pressure washed clearwell and issues were found for BPA to fix, Flowers all planted and weed kill sprayed around town, mowed ordinance violation properties, water all ready at park, 3 of 4 ball fields tilled and one left to be tilled, Sheldon advised they would seal the gas well at the water plant. Supt Evans discussed issues with the mower, noting that much of bill they see was warranty work. He had one of the two quotes in for tree trimming/removal, waiting for second. Baum stated that she was contacted by Council Pres Cramer asking why Garret was spraying chemicals. Evans noted that it was Todd not Garrett, adding that Garrett isn't of age and he cannot spray due to his medical condition so Todd does it all. Several members voiced their understanding and approved this. Next Supt Evans reported that Dola Transport was willing to coming in and finish 326 W Washington for \$4K since Redneck Recycling has informed Hackworth that he will not be back to complete. Members were hesitant to accept without knowing more from Redneck. FO Spencer did advise that there had been no payment made to them to date and council was concerned that he would come back wanting paid.

Fiscal Officer's Report: Correspondence Received: OPERS – 2021 rating; Ohio Open the Books – public record request, already answered; Hardin Co Auditor – W9 and direct deposit form, completed and returned; OBWC – paperwork on P Cramer claim; CENSUS – requesting help with finding additional workers for going door-to-door as Hardin County's online and mail response was lower than expected. **Correspondence Sent:** LGS – 4th attempt for new fund request, responded and approved; USDA – annual reports; Solicitor Schwemer – council's request for him to present questions and concerns to potential annexation email. **Reports Presented:** May month end: bank reconciliation; payment and receipt listings; fund summary; appropriation and revenue status; wage earnings; investment listing; appropriation supplemental. **Income Taxes:** nothing **Other Misc:** RITA annual meeting will be a webinar on June 18 at 11am. Delegate Spencer will attend. Reminded all that the town clean up was rescheduled for June 20. Asked if she could post for village residents needing help to contact the office. All agreed to have village assist in picking up where needed. Announced that the grad banner would be done the next week; she renewed the village DUNS and MPIN info; invested the debt reserve funds at Quest FCU in Ada; finally obtained disinfectant to distribute between office, plant, and concession stand- noted that the public restrooms would have to have the high-touch surfaces cleaned every two hours they are open; had to change air conditioner plan as a wall unit cannot be used in the office. Next FO Spencer asked about Fun Day as it was time to apply for the grant if so. Mayor Cramer feels that at this time it should be considered cancelled for 2020. Next she noted she has a shelter house rental for June 13. After discussing the risk the village takes with the local snitches, Spencer is to refund and cancel. Lastly Spencer stated that she is currently gathering the multitude of documents requested by the auditor, scanning and sending them through a private link. She also wanted council to know that her YTD ave weekly hours has increased from 24 to nearly 27.

Legislation: none

Solicitor's Report: Alley survey hasn't been performed yet. Annexation response was that it was the responsibility of the landowner to start the process, so he didn't make contact.

Mayor's Report: Stated that June had always been the village officials' turn to do the community mean and asked if they would still do again. All agreed to but with it being a drive through they went with sloppy joes to avoid having choices so they can just pack all trays the same. Next she asked about condemning two structures on a property within the village. Solicitor Schwemer stated to have FO Spencer send the inspection requests to the Council President, Fire Chief and Health Department. **Lastly all council members were asked to have their changes marked on the first section of codified ordinances that were handed to them at the beginning of the year and turn them in by the July 6th meeting.**

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

BURNHAM AND FLOWER	FO BOND RENEWAL	\$ 350.00
FINDLAY IMPLEMENT	MOWER PARTS	\$ 80.86
HACKWORTH CONST	LABOR & CONTRACT EQUIP	\$1060.00
KENTON TIMES	ADVERTISING	\$ 84.48
WEX BANK	FUEL	\$ 129.23

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, June 15, 2020, made by Gibson, second by Prater, and passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session June 8, 2020. All members present. Motion to approve the minutes as presented was made by Halsey and seconded by Drake. Motion passed 3-0.

Guests: Council members Gibson and Baum were present to observe only.

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** EPA (Baker-email) – requesting updates on various projects still open. **Utility account updates:** none **Reports presented:** May month end: payment and receipt listings; fund, appropriation, and revenue status. **Other Misc:** Updated members that the missing payment was located in old software, it hadn't been transferred to the new software because FO Spencer accidentally had it in their old address which was an inactive account and wasn't brought forward.

Superintendent's Report: Assistant Hackworth presented in Evans' absence. Drake had received a complaint from Paul Cramer about a resident building over a right-of-way and that it would lead to trouble. Hackworth spoke with the installers of the project and the homeowner. The homeowner stated that nothing was in the deed. One issue he did discuss was that an OUPS ticket submitted at 8pm on a Friday would technically have meant them waiting longer than their start time of Monday at 11am. He commented that they did cut the power and had to bring in AEP already. He also noted that while he and Evans were there taking photos for the meeting it was witnessed that there were 6 other structures on that same right-of-way, all placed during the complainant's time of service. With that said, it was agreed by all that the complaint was moot as he himself set the precedent to allow this action with the 6 other structures on that same right-of-way, as well as allowing a friend to build over an existing sewer line elsewhere in the village. The board does want to address it with a notice of some type, including the responsible party should something happen and these structures need to come down. They were concerned with why nothing was in the deed, if that be the fact, and why no as-built plans were at the water plant. FO Spencer stated that since the village solicitor's family were involved in the annexation of that area he could likely provide the answers to both those questions. She will inquire. Next Assistant Hackworth announced that in power washing the clearwell, issues were found that will require repair. Mayor Cramer commented that she felt these were mainly due to the lack of maintenance all along by then Supt Paul Cramer. Hackworth stated that Supt Evans was looking into getting repair quotes. It was announced that the flow test on well #1 was complete and that the two wells are within 8-10 GPM so Shook Electric will be in to duplex the system. Discussed well #3 and the cost for RH Sheldon to run the line to the plant. There would be additional costs but it gave board an idea. Hackworth informed the board that he is taking care of getting waste line done for well #2. Halsey asked about painting of the ion exchangers to which Hackworth assured her that Supt Evans was constantly calling to try and get it scheduled.

Old Business: Discussion was held in regard to the lead testing due to knowledge of former Supt Cramer not reporting the lead lines vs the lead & copper testing that takes place in 2021. They feel Dale was mixing them up at the last meeting by saying there wouldn't be any lead testing until next year. They were under the understanding that these individual home owners where we think there is lead would be tested sooner rather than later. Next, the EPA requested water line improvement plan, was discussed. FO Spencer suggested asking if this was a plan that Hull Engineering could create while updating the Asset Management plan this late summer. She will ask Operator Albert about the lead tests and the improvement plan.

Mayor Cramer reminded all that the village officials are in charge of the community meal for June 23. She noted it was a drive through so sloppy joes were being prepared in place of hamburgers and hot dogs so all can be packaged and ready to distribute. She also added that at this time there was no plan for a Family Fun Day for 2020.

New Business: none

Motion by Halsey, second by Drake, to pay the bills as presented:

AMERICAN ELECTRIC	ELECTRICITY	\$2556.76
FIRST CITIZENS VISA	MIS CHARGES	\$ 108.06
ML TECH	CHLORINE	\$ 330.00
PRECISION CONCRETE CUTTING	J SMITH SEWER TAP	\$ 402.75
RH SHELDON	J SMITH SEWER TAP	\$1280.00
SCIOTO SIGNS	SENIOR BANNER	\$ 250.00 ALL FROM DONATIONS
SHELDON GAS CO	PLANT AND GENERATOR	\$ 65.32
TRACTOR SUPPLY	MISC CHARGES	\$ 254.92
XEROX	MAINT AGREEMENT	\$ 91.57

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by Halsey, second by Drake. Motion passed 3-0. Next meeting will be June 22, 2020.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on June 15, 2020. Mayor Cramer presiding. Roll call-Gibson, Marshman, Baum, and Prater present. Rickle and Cramer absent. Motion by Gibson, second by Prater, to approve minutes as presented. Motion passed 4-0.

Guests: none

Old Business: Gibson turned in ordinance violations. FO will scan/email to solicitor.

Marshman informed everyone that he wouldn't be at the community meal but had arranged for former BPA member, Delong, to come help in his place.

Prater asked for an update on the Buckeye Street alley situation. FO Spencer noted that she had received a call from the resident at 120 wanting an update as she would like to be able to access her garage and be able to have a dumpster delivered to continue with the cleanup. It was stated that it was thought that the survey of legal alley had yet to be done still.

New Business: none

Superintendent's Report: Informed council of issues discovered with clearwell; that Shook would be in later in the week to repair the traffic light damaged by the turbines coming through and to look at duplexing the wells. He said that the concrete was ordered for the 18th for potholes, new playground pieces, and memorial bench pads along walking path. Discussion was held on the village property at 326 W Washington. Motion by Marshman, seconded by Prater, to officially consider Redneck Recycling in breach of contract. Motion passed 4-0. Next Marshman motioned, with a second by Gibson, to have Dola Transport complete the project for \$4000, with 50% paid now and the balance upon completion. Motion passed 4-0. Next Supt Evans reported that Garrett had been out leveling and restoring old dig locations, adding that the areas look very nice now. He also asked about any rules about dogs on the playground. After discussion it was agreed that signs be put up requesting that pets be on a leash at all times and that the owner cleans up after them. FO Spencer suggested purchasing a dog station with bags and a receptacle but council wasn't interested. Hackworth asked how he was to handle the cleanup on the 20th. He noted he was donating the use of his skid loader, and trash wagon, but was unsure how to address the labor. Baum suggested that council pays them all to be there and the rest of council agreed.

Fiscal Officer's Report: Correspondence Received: Public Records Request rec'd and answered; OML COVID survey – rec'd, completed and sent; OBWC – multiple correspondence regarding P Cramer claim; Hardin County Board of Health – certificate of assessment for 2021; ODJFS – claim and appeal letters; Yahoo Small Business – attempt to renew account, informed them we no longer use that account so the closed it; RITA – request to complete a form authorizing them to send delinquency letters rather than their normal summons due to back up in courts from COVID- signed and returned **Correspondence Sent:** Solicitor Schwemer – requested notarized document for SAM renewal; Hardin County Board of health/Council Pres/Fire Chief – request from mayor to inspect 320 S Walnut for nuisance protocol; MidOhio Energy – applied for a grant for 2 wall amount hand sanitizing stations for the park and outside town hall. She had included that the village would supply one or two in addition as their share. Council discussed and do not want to provide the stations and FO Spencer is to inform them to cancel the request; Donald Cochran – provided status on his client's annexation request. **Reports Presented:** none **Income Taxes:** nothing aside from the above-mentioned item. **Other Misc:** Due to Gov DeWine's updated openings, the Mayor allowed the June 13th shelter rental. Due to residents wanting a community garage sale again, FO Spencer asked if she were permitted to

move forward and plan as usual. All agreed. Stated that training for her and Supt Evans on the new meter reading equipment and software would be the 16th and 17th. Spencer will then also attend the required RITA virtual meeting then on the 18th. Next she stated that the auditor would be on site the week of the 22nd. With many unplanned occurrences since the beginning of the year Spencer would like the finance committee to meet for a budget amendment to be passed at the next meeting. Meeting times were difficult so it was offered that each committee member stop in to go over the planned changes with her prior to the meeting. Permission to make needed changes, above her legal level of control, to pay for well #2 work required by EPA and for the Jerry Smith sewer tap. Motion by Marshman, second by Gibson, to allow. Motion passed 4-0. Next FO Spencer brought up the conditions at 330 S Main. Hackworth and Evans had visited the property to set plans for the cleanup and discovered it was a hazardous situation and that it would require a hazmat type business to clear it. There were instructed to find someone to do it, at a maximum cost of \$1000. In other ordinance dealings, a situation was explained to council with a request to allow the resident at 160 Pioneer more time as she was working as she could. All agreed to allow the time. Lastly she reminded all of the cleanup on the 20th and that they were to have their first set of ordinances marked for the next meeting.

Legislation: none

Solicitor's Report: none

Mayor's Report: Presented a report she had asked FO Spencer to prepare to show the wage comparison from 2018, 2019 and current. She explained that while council voted to do it this way, there have been regular comments about paying them. She pointed out the savings and said about Todd that "He's worth it and is not taking advantage of the village in any way, shape or form". Mayor Cramer asked all to think about having Fun Day as a "peaceful protest" in October.

It was discussed to keep the graduation banner up until the end of the month. FO Spencer said that the Board of Elections asked to spread the word that they needed poll workers for November yet.

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

LANDTECH	APPLICATION #1	\$323.00
SETH BUSCH TECH	WEBPAGE MAY	\$ 12.87
TERRY EVANS	REIMBURSE EXPENSE	\$ 81.01

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, July 6, 2020, made by Marshman, second by Baum, and passed 4-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session June 22, 2020. All members present. Motion to approve the minutes as presented was made by Halsey and seconded by McBride. Motion passed 3-0.

Guests: Council member Gibson present to observe only.

Fiscal Officer's Report: Correspondence Sent: Solicitor Schwemer and Water Op Albert - questions from last meeting; **Correspondence Received:** Solicitor Schwemer and Water Op Albert – partial response to questions sent. Incl from the solicitor was a copy of the section of deed that it is mentioned as well as an area map showing the right-of-way. Mayor Cramer stated that the solicitor is sending a letter to Mr Burnworth in regard to the structures placed in the right-of-way and all risks he is taking by doing so. Members were assured that should a break happen and we must destroy the structure(s), the landowner will be responsible for taking care of the damages, NOT the village. **Utility account updates:** presented that delinquent list to date. **Reports presented:** none **Other Misc** Reported that during the training on the new meter reading equipment and software it was discovered that one of the trouble resident's meter had a setting change to not transmit the readings. This account will be watched. Discussed how a new individual account report can pull up a specific date range and give a 2 hr interval report on usage. This will be helpful with the customers that aren't sure how they used that much water.

Superintendent's Report: Informed the board he would be gone July 8-15. Reported the following: Reich property is cleaned and the septic tank filled; Shook and Hackworth working on getting a set up for the wells to duplex; no word from Walden on gas well yet; company to work on clearwell not found yet. Halsey asked about the status of the ion exchangers to which Evans was unsure of Op Albert's plan. Supt Evans stated he would like to arrange a meeting with Albert so he could get himself on the same page and know the direction Albert is going. Reported that sampling was taken from well #1 but still working on making a way to get samples from well #2.

Old Business: After more discussion on lead testing it was decided that in order to prep for the 2021 lead and copper testing they would like to have all homes tested. Motion by Drake to divide the village into quarters, using RR tracks, and do one quarter each quarter of the year. Halsey seconded and motion passed 3-0. FO Spencer will be preparing a letter to be distributed with the testing bottles and directions.

New Business: none

Motion by Drake, second by Halsey, to pay the bills as presented:

ACE HARDWARE	MISC CHARGES	\$ 14.94
ALLOWAY	TESTING	\$ 319.20
BUCKEYE STATE PIPE	TRAINING COMPLETE	\$5335.00
HACKWORTH CONST	LABOR & EQUIP	\$1225.00
ROOT LUMBER	REBAR & BOLTS-PARK	\$ 70.56
SPECTRUM	PHONE/INTERNET/LIFTS	\$ 658.97

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by Drake, second by Halsey. Motion passed 3-0. Next meeting will be July 13, 2020.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on July 6, 2020. Mayor Cramer presiding. Roll call-Gibson, Marshman, Baum, Rickle, Cramer and Prater present. Motion by Gibson, second by Rickle, to approve minutes as presented. Motion passed 6-0.

Guests: none

Old Business: none

New Business: Gibson was approached about putting a frisbee golf course at the park. All agreed to have FO Spencer look into it.

Cramer reminded all of the Bailey Benefit car show on July 25 and announced that the beneficiaries this year will be the dog shelter and the HN Community Center. Next he brought up the stop light and the timing. After discussion it was decided that the green light timing would be 30 seconds and 30 seconds rather than the current setting which keeps the Patterson traffic sitting too long at the red. Cramer stated that he would have photos of trash behind the Pioneer Street properties for the next meeting. He mentioned that the stone from the car lot is covering the Main Street sidewalk. Solicitor will send a letter asking him to get it swept off and maintained. Discussion was held on the various junk vehicles on a property at 331 S Main. Issue being access to get photos.

Prater reported a tree limb on Schiewe Street that would need removed before it hit a car or person. Supt Evans and Hackworth will take care of it.

Baum stated that the village's property at 326 W Washington looks good now. Brief comments as to what to do with the property included selling, turning it into a mini park with open shelter, and a community garden.

Superintendent's Report: Informed all that he would be on vacation July 8-15 as approved by Mayor Cramer. Sheldon's completed the vacuuming of the Main Street catch basins; Ulrey would be in soon to do the trees; park water was ready for car show; Well #2 was used for a week and they are manually swapping them back and forth until duplexing is ready to go; he is working on paperwork to get the hydrant flushing going soon; Motter Lawncare will be coming in to chop down the grass/weeds at 362 W Wayne so the village equipment can then keep it maintained. Supt Evans stated that he was able to find a company to clear 330 S Main for \$500. He noted that they spoke with the owner's daughter-in-law and told her that if she marked things she wanted to keep they would leave it but when they returned nothing was marked and everything considered trash or unusable was taken. Next he brought up a recent incident about a spill and asked if he could purchase spill kits to have on hand should the need occur. Motion by Gibson, second by Prater, to purchase the kits. Motion passed 6-0. Mayor Cramer also suggested that Fire Chief Dysert contact the owner of SouthSide about his employees being taught protocol as required. Next he asked if the village should fill in a spot between Main Street and the sidewalk where it appears a couple trees might have been removed. All agreed to take care of it.

Fiscal Officer's Report: Correspondence Received: County Auditor – COVID CARES ACT packet; Hardin Co Health Dept – inspection report for 320 S Walnut; BWC/CompManagement – multiple items regarding P Cramer claim; PERSO – acknowledging stop light claim and check paying on claim; State Auditor – announcing UAN user fees and hardware surcharges for 3rd quarter 2020 will be waived **Correspondence Sent:** PEP-insurance claim and photos for stop light; Solicitor Schwemer – the litigation part from the Co Auditor's packet to prepare; Charles E Harris & Assoc – signed representation letter for AUP. **Reports Presented:** June month end: bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; revenue and appropriation status; appropriation supplemental **Income Taxes:** Reported that the Jan through June collections had a net income of \$55,909.21. She stated that considering there will be more with the extended tax date of July 15 she feels things are actually looking good with collections. **Other Misc:** Reported that an auditor was on-site June 22 & 23. With the audit complete and the draft disbursed, she asked if they wanted an Exit Audit. Motion by Marshman, second by Baum, to waive the exit audit. Motion passed 6-0. She noted that vandals had messed with the posts of the grad banner so it was removed early to protect from them returning and damaging the banner itself. A hearing impaired child sign was requested by a resident. Supt Evans is looking for the one the village already had. If not found one will have to be ordered. An offer was forwarded

by Vanderpool construction to donate labor for the work preparing the tank pad if he was promised the sidewalk job. Council was concerned with the possibility he could just over charge for the paid work and Hackworth assured them that he would have to give his price up front before council accepts any such deal. FO Spencer reported that she was going to be out on vacation July 13-15, as permitted by the Mayor, and asked if she could prepare paychecks for her and Evans on the 10th. Permission was granted. Announced that the garage sale dates were set for July 24-26; and that she obtained tax exempt status from Amazon, Lowes, and Harbor Freight for online ordering. Next Spencer brought council's attention to a property recently deemed a Public Nuisance by the State Department of Commerce. She wanted to inform council so they could decide if they wanted to do anything. She stated that she has placed a public records request with the department for all records for proof should they choose to address the issue.

Legislation: ORDINANCE 2020-06 BUDGET AMENDMENT

Motion to waive three reading rule: 1-Marshman, 2-Gibson, Roll 6-0.

Motion to pass: 1-Marshman, 2-Baum, Roll 6-0.

RESOLUTION 02-2020 ACCEPTING COVID CARES FUNDING

Motion to waive three reading rule: 1-Marshman, 2-Cramer, Roll 6-0

Motion to pass: 1-Marshman, 2-Cramer, Roll 6-0.

Solicitor's Report: Presented members with a draft for new "trailer" ordinance for them to review. Stated that the survey was complete on the Buckeye alley and he is waiting for the report. He stated that a letter was sent to the owner of a property building on a right-of-way on Geneva Street to inform the owner of his responsibility to fix anything damaged should those in the right-of-way need to make repairs. He will also be sending letters to all others along that E Geneva area since they too have structures on the right-of-way.

Mayor's Report: nothing

Motion by Cramer to accept the financial reports as presented. Second by Prater, roll call 6-0.

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

AMERICAN ELECTRIC	ELECTRICITY	\$2372.30
BRIAN SHOOK ELECTRIC	INS DEDUCTIBLE/TR LIGHT DAMAGES	\$ 500.00
CHARLES E HARRIS & ASSOC	AUDIT COSTS	\$3120.00
FARMERS CO-OP	DIESEL FUEL	\$ 302.77
FINDLAY IMPLEMENT	PARTS	\$ 67.29
FIRST CITIZENS VISA	MISC CHARGES	\$ 811.09
HACKWORTH CONST	LABOR/PLAYGROUND/CLEANUP/MULCH	\$2540.00
K&L READY MIX	PARK CONCRETE	\$ 698.75
KENTON TIMES	LEGAL ADS	\$ 71.04
LAND TECH	APPLICATIONS 2&3	\$ 646.00
TRACTOR SUPPLY	MISC SUPPLIES	\$ 265.50
WEX BANK	FUEL	\$ 142.23

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, July 20, 2020, made by Cramer, second by Rickle, and passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session July 13, 2020. All members present. Motion to approve the minutes as presented was made by Halsey and seconded by Drake. Motion passed 3-0.

Guests: none

Fiscal Officer's Report (as presented by Halsey in her absence): **Correspondence Sent:** Read Center – request end of billing for ReadCenter and begin for Beacon (acknowledgement already rec'd) **Correspondence Received:** EPA (Baker) – multiple re lead service line inventory and ion exchangers. Board discussed the quartered lead testing and Water Operator's request to not do them. They are unsure of his reasoning but feel strongly that they want this testing done. They agreed to hold off for reasoning by Albert. Gov't Accounting Solutions - copy of EPA letter never rec'd by village for release of ban for utility shut offs due to COVID19, eff July 10. FO Spencer had left the aged balance report for review and left details as to how Kenton City was handling their return to regular shut offs. Following discussion it was decided that the board would allow all delinquencies until the August billing shut off date of Sept 16 to have their bills brought current. Upon FO Spencer's return she will be asked to post this information so resident's have ample time to get payments going and catch up. **Utility account updates:** Ricky Lytle's tenant is out and another slid in without deposit or prior tenant's bill paid – letter was provided to new tenant stating that all prior balance needed paid by owner as well as them paying their deposit paid with a completed agreement (which was provided to them); auditing of the Ridgdon rental (J Smith tenant) found the need for penalty adjustments to properly account for the owner's unpaid portion; reported the need to send a corrected bill to J Dye Sr Estate bill due to water usage on an account supposedly off. All utility account updates were approved by the board. **Reports presented:** JUNE MONTH END: payment and receipt listings; fund, revenue, and appropriation status. **Other Misc:** Had a request from owner Dave Varney to change his account from double to single status. Board was unsure the meaning and tabled until FO Spencer could explain. Brian Brothers Painting and Restoration provided a proposal for painting the ion exchangers, pipes, and floor at the water plant. Quote was \$10,900, \$1,800, \$3,000 respectively. Motion to accept full proposal by McBride, second by Drake, motion passed 3-0. The Corpro cathodic protection proposal was presented at a cost of \$820. Motion by McBride, second by Drake, roll call 3-0. FO Spencer had provided papers from old files showing prior reports created by the fire department during hydrant flushing. Water Operator Albert had a list of items to be recorded during the flushing this year but Supt Evans was told by a member of the department that they didn't want to test the flow. Board members discussed the issue and felt that the fire department would need to follow the instruction of Water Operator Albert as they were required procedures and not just a choice. Discussion was also held regarding the purchase of a flow meter by the village should there not be one.

Superintendent's Report: absent

Old Business: Waiting on RCAP and Dale for

New Business: none

Motion by Drake, second by Halsey, to pay the bills as presented:

ALLOWAY	TESTING	\$ 25.00
AMERICAN ELECTRIC	STREET LIGHTING	\$ 737.64
GOV'T ACC'TING SOLUTIONS	SOFTWARE UPGRADE	\$2000.00
RH SHELDON	CATCH BASINS CLEANED	\$ 375.00
ROBINSON SALT	TREATMENT SALT	\$4820.52
SHELDON GAS	PLANT/GENERATOR	\$ 30.02

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by Drake, second by McBride. Motion passed 3-0. Next meeting will be July 27, 2020.

The Village of Dunkirk council met in regular session on July 20, 2020. Mayor Cramer presiding. Roll call-Gibson, Marshman, Baum, Rickle, Cramer and Prater present. Motion by Rickle, second by Prater, to approve minutes as presented. Motion passed 6-0.

Mayor Cramer explained FO Spencer's absence was due to her recent travel and the new 2-week quarantine mandate by Gov DeWine. Mayor Cramer stated that with no one else qualified to perform Spencer's duties, she agreed to come to the office with it closed to the public for two weeks. She would disinfect prior to leaving every day and would not attend meetings given her risk status. This decision was made to keep the village running but avoiding any issues among the public.

Guests: none

Old Business: Marshman reported that the firehouse addition is being put on hold at this time.

Prater asked about the tree limb reported at the prior meeting.

New Business: Cramer was asked by resident Shane Curtis to plant two trees in the street lawn area of 221 N Buckeye. All approved.

Superintendent's Report: Park light taken care of, park mowed and will place 5 additional trash cans at park for the car show. Supt Evans stated he had contacted Motter Mowing to do first mowing on 362 W Wayne so the village mower can then keep up with it for the remainder of the season. Received quote from Nate Ulrey for additional tree work. 3 removed on Shuee and 3 removed on Walnut would add \$2100, added to the original \$4000 for a new total of \$6100.

Fiscal Officer's Report (as presented by Baum): Correspondence Received: Xerox – maintenance agreement; CompManagement/OBWC – multiple updates on P Cramer claim; OH Auditor – hourly billing rates presented; R.I.T.A. – update on coronavirus withholding lawsuit; ONU HealthWise – regarding flu clinic. Council agreed they would like one; OMAC – survey to complete and return. **Correspondence Sent:** Charles E Harris & Associates – signed audit exit waiver; State of Ohio's COVID site – signed resolution for COVID Cares Act funding. **Reports Presented:** Budget reports to finance committee members to verify changes as approved.

Income Taxes: nothing **Other Misc:** Noted that the inspections on the Walnut Street trailers were yet to be received from Council Pres Cramer and Fire Chief Dysert. Informed council that there is a need to establish funds and line items for the new COVID Cares Act funding, adding that she will inform the solicitor of necessary information once the details come down to her from the State Auditor's office.

Legislation: none

Solicitor's Report: n/a

Motion by Gibson, second by Cramer, to enter into executive session for financials. Motion passed 6-0. Meeting was reopened to the public, mistakenly without a vote.

Mayor's Report: none

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

ACE HARDWARE	MISC SUPPLIES	\$140.30
LAND TECH	APP 4,5,6	\$969.00
SETH BUSCH INFO TECH	WEB HOSTING	\$ 12.87
XEROX	MAINT AGREEMENT	\$ 76.42

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, August 3, 2020, made by Cramer, second by Prater, and passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session July 27, 2020. All members present. Motion to approve the minutes as presented was made by Halsey and seconded by Drake. Motion passed 3-0.

Guests: none

Fiscal Officer’s Report (as presented by Halsey due to FO Spencer’s quarantine): Correspondence Sent:

Water Operator Albert – requesting reasoning behind not testing all of village for lead. **Correspondence Received:** none **Utility account updates:** Lytle rental update – owner paid balance but tenant did not pay deposit and turn in agreement therefore Supt Evans shut the water off earlier in the day. Three deposits were applied as the tenant had moved and a balance was due on the property. Presented a printout with two penalty adjustments, both for having a balance of only cents when fees were applied. Board President McBride signed for the records. **Reports presented:** Provided with papers left by Water Operator Albert for the board’s files. Members reviewed and discussed the paperwork. All members agreed they would like to see a monthly report from Operator Albert. Members will visit the plant on their own schedule to view documenting papers and mapping of lead lines as left by former Supt McCoy. **Other Misc:** Motion by McBride, second by Drake, to change billing type from double to single at 166 N Main. Motion passed 3-0. FO Spencer had left a draft of the notice for the ending of the EPA shut off ban from COVID for board to approve. All agreed it was ready to post to the residents.

Superintendent’s Report: Noted that the water is currently running too soft so they loaded the line with raw water to harden it. Supt Evans is still trying to make contact with Suez in regard to an inspection and potential repair to the clearwell. All water and sewer numbers are looking good, no major issues aside from the soft water. In contact with Brian Bros to arrange a date to begin the painting in the plant.

Old Business: none

New Business: none

Mayor Cramer reminded all of the drive-thru community meal on the 28th.

Motion by Halsey, second by Drake, to pay the bills as presented:

ALLOWAY	TESTING	\$413.25
BUCKEY STATE PIPE	PARTS	\$312.78
CHARLES E HARRIS & ASSOC	AUDIT	\$780.00
ML TECH	CHLORINE	\$330.00
SPECTRUM	PHONES/INTERNET/LIFTS	\$653.26
PAYROLL AND LIABILITIES		

Motion passed 3-0.

Motion to adjourn was made by Drake, second by Halsey. Motion passed 3-0. Next meeting will be August 10, 2020.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on August 3, 2020. Mayor Cramer presiding. Roll call-Gibson, Marshman, Baum, Rickle, Cramer and Prater present. Motion by Rickle, second by Baum, to approve minutes as presented. Motion passed 6-0.

Guests:

Old Business: Gibson asked FO Spencer if she had any info on frisbee golf to which Spencer replied that she hadn't had time.

Cramer thanked council for the use of the park for the benefit car show and announced there were 105 vehicles participating.

New Business: Gibson reported that there was no speed limit sign on CR 135 for the village side. It was mentioned that this street is maintained by Washington Township. All agreed to have Supt Evans put up a couple children at play signs.

Marshman announced that he will miss the August 17th meeting.

Superintendent's Report: Had a request from the library to do a small program at the park. It would require spray painting circles in the grass for family units to comply with health dept rules on social distancing. All members agreed to allow the program and painting. Next Evans reported that the first set of tree removals were complete and provided a quote for the additional 6 trees from last meeting as a vote was not taken. Motion by Marshman, second by Cramer, to have Arbor Elite trim/remove another 6 trees for \$2100. Motion passed 6-0. Reported that the gas well at the water plant property was sealed by Aaron Fry who worked with Ralph Baker to be sure it was done properly. In order to streamline the chlorine containment/refilling, Evans asked to purchase a drum cart, bung wrench and level meter. Council approved. Evans stated that Hackworth and Brian Shook were working on tapping into well #2 for the purpose of being able to draw required samples for testing. Contacted Suez about repairing the clearwell. They were not the correct company for the job but they referred us to MidAtlantic for the work and they will be here to inspect the damages on the 4th. Announced that the insurance company physical inspection would be September 9th. He and FO Spencer are working on the preliminary paperwork for that visit.

Fiscal Officer's Report: Correspondence Received: USDA – compliance review and inspection prep reports; OBWC – notice of hearing for P Cramer claim; Combs Concrete – estimate for concrete work at Field of Honors. Council requested quotes be requested of Vanderpool and Guyton as well. Elan City – flier for radar speed signs. Council did not wish to consider the speed controlling devices at this time. OH Dept or Commerce – file of notices and Public Nuisance letter for 166 N Main. Solicitor Schwemer advised not to act on the information. OH Dept of Taxation – Survey rec'd, completed and returned; PEP claims adjuster – requested details on the damages to the traffic light. With the help of Mayor Cramer, FO Spencer provided all there was given the circumstances. **Correspondence Sent:** none **Reports Presented:** due to UAN computer issues the July month end reports will be presented at the next meeting. FO Spencer stated that she did reconcile but only got a couple reports printed due to the issues. **Income Taxes:** nothing new **Other Misc:** Phone Complaint from 130 Pioneer about cats and racoons living in 140 Pioneer. Solicitor Schwemer stated there was nothing the council could do about damages claimed to be from a cat but he will send a letter to the owner at 140 Pioneer. Requested permission to order new garland and wreath for the front of town hall while the discount period was going. All approved.

Legislation: none

Solicitor's Report: Filed to participate in the OPIOD class action suit; Still no report from Fox Survey, he will contact them again; Discussed a forwarded issue from FO Spencer in which a potential buyer wanted to know the legalities of building a barn to raise chickens, placing an inground pool and pool house, as well as building another home on the property. Mayor Cramer asked about the letters to those in the annexation houses to which he stated they were ready to go and would be sent on the 4th.

Mayor's Report: Read a thank you card from a resident regarding the tree removal in front of her property. Reported her findings on the concern of two being paid for watering during Supt Evans' absence. She stated that only one was paid and the second was along for the ride. Lastly Mayor Cramer asked that both 130 and 140 Pioneer get sent trash notices. Baum is also sending photos to FO Spencer to prepare a weeds and grasses on 121 S Walnut to scan and send to Solicitor Schwemer on the 4th so that notice can be going.

Supt Evans asked about using a 3rd party for property cleanups to avoid retaliation to him personally. He suggested the same company he found to do a hazard filled property just recently. Council was in favor of doing so.

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

AMERICAN ELECTRIC	ELECTRIC	\$2069.12
BLANCHARD TOWNSHIP	VILLAGE SHARE FOR CLEANUP	\$ 711.55
LANDTECH	APPS 7 & 8	\$ 646.00
MAYOR'S ASSOC-OHIO	MEMBERSHIP RENEWAL	\$ 50.00
RESIDENT	PARK SHELTER REFUND	\$ 50.00
TERRY EVANS	REIMBURSE OOP EXPENSES	\$ 33.80
WEX BANK	FUEL	\$ 105.59

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, August 17, 2020, made by Cramer, second by Baum, and passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session August 10, 2020. All members present. Amendment to July 27 minutes: *Superintendent's Report: Noted that the water is currently running too soft so they replaced a ¾" pipe with 1" to be able to add raw water.* Motion to approve the minutes, with correction, was made by Halsey and seconded by Drake. Motion passed 3-0.

Guests: Council members Baum and Gibson were present to learn more about the issues with Stephen Manns. Discussion covered concerns with what his duties are per EPA requirements and if he was following them. Supt Evans has been advised to log all sewer tasks he does, with note as to if done per Manns' request. Hackworth is going to approach backup operator, Webb, to learn what the sewer operator requirements are so it can be determined if they are being met in the village. Mayor Cramer will then contact Operator Manns to discuss his performance. Also mentioned was his failure to include the board in village related correspondence to EPA or any other source.

Fiscal Officer's Report: Correspondence Sent: Notice was placed on the forum for the end of shut off ban and will be refreshed occasionally. **Correspondence Received:** Water Operator forwarded an email regarding the EPA acceptance of the 2019 CCR with a suggested addition for the 2020 report. **Utility account updates:** Presented late fee adjustments for approval. Explanations were provided and with approval the board president signed off. **Reports presented:** stated that due to computer crash the July reports would be presented later. **Other Misc:** Brian Brother's quote addition for finishing the entire area by doing the walls with a double coat industrial epoxy for \$3200. After discussion it was requested that Brian Brothers be asked their lowest price for all so they could decide whether to do all now or not. FO Spencer then stated that she is planning to place costs of sealing the gas well in the General fund because it doesn't really pertain to the water or sewer departments. She said this would help with covering painting costs.

Superintendent's Report: Informed the board that the gas well has been sealed by Aaron Frey under the direction of Ralph Baker; rearranging the chlorine pumps and drums for better accessibility and less spill risk. A drum cart, bung wrench and level sensors have been ordered for the project. Hackworth and Shook will be tapping into well #2 to make access for pulling samples for testing. They will need to replace the underground electric line from the building. Shook's quote for the work is \$1500. Supt Evans spoke with Suez regarding the clearwell and while they weren't to proper company to take care of it, they knew who was and gave him a contact at Mid Atlantic out of Washington Courthouse, OH. They already had a crew come out and seal the rusted holes at no cost and will now take over the clearwell maintenance since Gateway Tank is out of business. Mid Atlantic would like to come out next year to drain and inspection the inner lining and replace the anodes. Next Supt Evans reported that one lagoon aerator is out and there is no backup. Shook's quote for 1 motor replacement, crane truck and labor would be \$2500, with an additional \$795 if they want a backup motor as well. Hackworth will be taking the broken one to see if there is a better, cheaper, way to rebuild/replace them since they go out so often. Evans suggested secured docks at the lagoons to get the motors out as this would eliminate the chances of a boat capsizing into the contaminated water. He has reached out to Shoreline Construction for an estimate. Lastly it was announced that the village's insurance company has a scheduled risk control survey on September 8th at 10:30am. He and FO Spencer will be completing the preliminary paperwork needed. Motion by McBride, second by Drake, to accept both Shook proposals, with spare motor. Motion passed 3-0.

Old Business: Discussed the lead testing issue. It was stated that Operator Albert is concerned with doing the entire village as he was afraid of what it might stir up. Hackworth suggested offering tests to those who are interested/concerned and to have them come to office to pick up. He added that it would be good to have them sign an agreement to follow the instructions. No decision was made at this time. FO Spencer was asked to be certain that the letters were sent to the E Geneva St properties about buildings on utility right-of-way.

New Business: none

Motion by Halsey, second by Drake, to pay the bills as presented:

ACE HARDWARE	ROPE FOR GAS WELL	\$ 17.98
AEP	STREET LIGHTING	\$ 761.22
BADGER METER	BEACON HOST SVC	\$ 22.92
FIRST CITIZENS VISA	MISC CHARGES	\$1091.54
GOVT ACCTING SOLUTIONS	UTILITY BILLING SUPPORT RENEWAL	\$1500.00
HACKWORTH CONST	LABOR & EQUIP 7/6 TO 8/4	\$2485.00
ML TECH	CHLORINE	\$ 330.00
SHELDON GAS	PLANT & GENERATOR	\$ 30.18
SHELLEY MATERIALS	GRAVEL FOR GAS WELL	\$ 120.15
TSC	MISC CHARGES	\$ 99.99
XEROX	MAINT AGREEMENT	\$ 78.30

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by Drake, second by Halsey. Motion passed 3-0. Next meeting will be August 24, 2020.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on August 17, 2020. Mayor Cramer presiding. Roll call-Gibson, Baum, Rickle, and Prater present. Marshman and Cramer absent. Motion by Gibson, second by Prater, to approve minutes as presented. Motion passed 4-0.

Guests: Clayborn White was present to ask about surveyors around his property. He asked why they were there and noted that they were wrong compared to his two surveys previously done. He noted that the village's surveyor markings would mean that a sewer line went through his property without an easement signed. He also stated that another neighbor was very upset with us still pursuing this matter. Mr. White was informed that the village is just trying to clear things up so that the resident adjacent would have access to their garage at the back of the property.

Resident John Delong was present asking that council try to find a resolution to an ongoing barking dog issue near his home. It was stated that enforcement is the problem given all dogs bark at some time or another. Delong suggested only enforcing for those in constant violation. Mayor Cramer said they would look into what other entities have on file and see if they can do anything.

Old Business: Gibson asked if council wanted to do anything about the property at 241 W Wayne as they had covered the sidewalk when filling in their yard and drive. No action was taken.

New Business: Gibson presented ordinance violations.

Prater asked about 362 W Wayne getting mowed. She was informed that it had be bush hogged and sprayed and that the village would now be able to maintain it for the remainder of the season.

Baum asked about requesting that CSX clear their brush around 110 N Rangeline. FO Spencer added the mound of debris with weeds surrounding on Wayne, just prior to crossing the tracks. No action was taken.

Superintendent's Report: Discussed finding that the lagoon aerators are graded as explosion proof and that they are looking into alternative motors for the system. Resident Josh McCleese requested permission to remove trees behind his property at 538 N Main. All agreed he will need to determine whether they are on village property or his since so close to the line. Next Evans reported that Hackworth and Brian Shook would be running the new electric to well #2 on the 7th. Lastly Evans asked for the park committee's help with the park shelter rentals. With his limited hours allowed per week, he has tasks that rank higher on his priority list. FO Spencer stated that the work would be a matter of checking that the shelter and restrooms were left cleaned, that trash was removed, and then just report to her if she is to release the deposit or not. All were in agreement that the committee would take over that responsibility, but with some varied opinions on any needed cleaning of the restroom.

Fiscal Officer's Report: Correspondence Received: Thank you card from Doug Bailey Memorial Car Show; OBWC – multiple emails re P Cramer claim; NHCDF Chief Dysert – inspection report for nuisance property. **Correspondence Sent:** NHCDF – billing for portion of generator maintenance; USDA – additional papers for annual reporting; compliance review papers, excluding those needing completed by Sewer Operator Manns. **Reports Presented:** July month end: bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; revenue and appropriation status; revenue and appropriation supplementals. **Income Taxes:** nothing new **Other Misc:** Only one estimate on concrete work for field of honors. Motion by Gibson, second by Rickle, to accept Combs Concrete bid of \$12,500. Motion passed 4-0. Asked that everyone be coming up with ideas for her to kick off a fundraising campaign for the Field of Honors costs. She suggested a BBQ or Spaghetti supper with a raffle. Explained computer issues with UAN system. FO Spencer took the laptop to Columbus on the 12th and they re-imaged and were able to save everything up to her last backup on July 8th. She managed to re-post all of July and get back to date but added that since it was learned that the NVR had not performed a weekly backup since March, she would return to performing her own backups to not lose that much information again. Next she stated that she would soon be able to get to researching the splash pad and disc golf so she has good figures for the 2021 budgeting. Asked that everyone be turning in any projects for 2021 as she wants to begin meeting with the finance committee in October so the budget can be ready for and

passed at the December meeting. FO Spencer noted that while she was waiting on certain steps during the computer crash and attempted resets she managed to transfer many physical files into e-files so help with space issues in the filing cabinets. Spencer mentioned having a letter be sent from solicitor to Seth Busch Information Technologies requesting he complete a proper training on the website. Following discussion all agreed to have Spencer start looking for another company that would provide better service all together. They did then add that they would like a letter be sent in regard to the cameras that have been out of service for many months. FO Spencer will inform Solicitor Schwemer.

Legislation: Announced that an amendment would be forthcoming with the main reason being the COVID Cares money requiring a special fund as well as needing to set up for donations and funding of the Field of Honors. Motion by Prater, second by Gibson, to allow FO Spencer to add the fund and revenue line now, ahead of the legislation, to deposit the check already received. Motion passed 4-0.

Solicitor's Report: n/a

Mayor's Report: nothing

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

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

ACE HARDWARE	MISC CHARGES	\$ 31.55
ARBOR ELITE	TREE WORK -ORIG	\$4035.00
	TREE WORK – ADD'L	\$2100.00
LANDTECH	APPLICATION 9	\$ 323.00
OH MUNICIPAL LEAGUE	ETHICS LAW WEBINAR	\$ 125.00
SETH BUSCH TECHNOLOGIES	WEBSITE HOSTING	\$ 12.87
TODD HACKWORTH	REIMBURSE FUEL	\$ 15.12

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, **September 7, 2020**, made by Gibson, second by Baum. Motion passed 4-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session August 24, 2020. Halsey and McBride present, Drake absent. Motion to approve the minutes made by Halsey and seconded by McBride. Motion passed 2-0.

Guests: none

Fiscal Officer's Report: Correspondence Sent: none **Correspondence Received:** Brian Bros Painting – discounted price for walls, from \$3200 to \$1600. After discussion regarding the condition of some of the room's walls it was decided to table any motion until estimates can be requested on repairing the walls first. OEPA – reminder voicemail for the disinfection by-product testing results due Sept 30. Operator Manns – email updating status of USDA forms needed, working with RCAP **Utility account updates:** aged delinquent list provided for viewing **Reports presented:** July Month End reports: payment and receipt listings; appropriation, revenue and fund status **Other Misc:** Reported that the second half settlement for delinquent utilities netted \$1878.38. Stated that they would be reading meters soon, with bills printed on 31st.

Superintendent's Report: Stated that they were now starting to track the chlorine usage routinely with the new setup in place; Hackworth and Brian Shook placed the new electric line for well #2; Hackworth also performed the tapping for well #2 to allow for sampling; updated the board on the hydrant flushing process including issues with a select few hydrants that will be checked soon.

Old Business: Discussed Sewer Operator Manns' performance. No one seemed to know if he is fulfilling his required tasks. Once said requirements are known the Mayor will contact Manns so verify he is doing them, as well as request better communication and documentation with the village for village business. Supt Evans reported that one aerator is down and that they would be taking it to Hackworth Electronics to see why they are going down so often and verify certain needs. For example current motor is rated "explosion proof" which they the need for. Given the age of the lagoon system (installed in the 1980s), Evans and Hackworth are looking to see if there is an updated aerator system and the feasibility of changing over if so. Next Evans presented the bottle and process for lead testing. He suggested that the chemical agent that is to be added not be handed to the resident but kept in the village's hands. All members agreed. After much discussion into who and how, it was decided that the first tests will be from the in-town railroad to Patterson, including the Main Street side of N Walnut and N Buckeye.

New Business: Mayor reminded everyone of the drive thru community meal on the 25th.

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

AARON FRY HEATING & COOLING	SEALING OF GAS WELL	\$1525.00
ACE HARDWARE	MISC SUPPLIES	\$ 48.22
ALLOWAY	TESTING	\$ 480.50
BUCKEYE STATE PIPE	EQUIPMENT/PARTS	\$1275.45
ML TECH SERVICES	CHLORINE	\$ 640.00
SPECTRUM	PHONES/INTERNET/LIFTS	\$ 653.26
PAYROLL AND LIABILITIES		

Motion passed 2-0.

Motion to adjourn was made by Halsey, second by McBride. Motion passed 2-0. Next meeting will be September 14, 2020.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on September 8, 2020. Mayor Cramer presiding. Roll call-Gibson, Baum, Cramer, and Prater present; Rickle and Marshman tardy. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 4-0.

Guests: none

Old Business: Gibson asked if all cameras were working yet. Mayor Cramer noted that librarian Coker had reported previously and they weren't. FO Spencer checked the footage and found that all but one camera are operating now. Cramer noted that the camera cable running from shelter is hanging very low and needs lifted. It was also mentioned that the ISP lines all around the tower could be better organized and hidden. Mayor Cramer will be contacting Mr. Busch about these issues.

Baum was asked if the flag at the park had been replaced yet. Mayor Cramer and Supt Evans both confirmed it was done back when originally requested.

New Business: Cramer stated that the park is in need of new backboards and asked that it be put into the 2021 budget. He also asked about placing a blue line down Main St to support police. It was discussed and agreed that a blue line would go between the two yellow from the railroad tracks to the Patterson St stoplight.

Baum asked about Trick-or-Treat. After discussion it was agreed that there was little to no risk involved and the village would still have a night set aside for the event. It will be Oct 29th, 5:30 – 7:00. People are welcome to set up downtown if they would like. Council did request that all items be commercially wrapped. Next Baum brought up the Sept 16th HN homecoming parade and festivities. It was asked whether Dunkirk would allow the parade to take place down Main Street with festivities at the park. All council was in agreement providing the athletic department was cleared to do so.

Superintendent's Report: First to be discussed was the issues will killing weeds downtown and at the park. Hackworth discussed getting licensed to spray better stuff but it would take time. For a temporary fix all agreed to contract getting one last spray for the year. Next a complaint on water quality was turned in to the EPA. Supt Evans stated that as soon as it was known he went and took a water sample immediately. He reported recently catching 2 cars at the lagoons hanging out. Council agreed to get signs for the entrance to the drive. Rickle added that the no semi parking sign a bit south of the tracks needed replaced as it was fading. Next Evans said that he had informed McCleese of the need for a survey before cutting the trees as requested. It was announced that Sewer Operator Manns would be at the lagoons on the 9th. Baum asked if things were improving with his performance and Mayor Cramer stated that she had spoken with him and for now things are better. Nate Ulrey (Arbor Elite) will be in to complete the tree removal but is waiting on the freeing up of equipment. It was noted that FO Spencer is still holding his check until work is completed. At this time part time assistance Hackworth brought up issues with the concrete quote process. Mr. Vanderpool is harassing Hackworth for his quote not getting there in time. FO Spencer explained how Hackworth went beyond his duties to help him get a quote in but stated that 'even with Hack's help' he couldn't get it turned in on time. Council all agreed that Hackworth went above and beyond and that it was Vanderpool's responsibility, not Hackworth's, to get the quote to the village. Next Hackworth reported that he and Garrett had worked on all fire hydrants that had issues during the flushing and are all fixed. Painting the hydrants was mentioned. Next issues with flow on E Patterson were brought up as the fire department couldn't use the nearest hydrant to work a fire in that area as the flow wasn't enough. Hackworth suggested doing a flow test on well #3 at the park to see if it could service that hydrant. Due to the safety issue involved all agreed to get the flow test done as soon as possible. Hackworth asked if the park disinfecting is to continue to which all agreed to keep doing it for now.

Fiscal Officer's Report: Correspondence Received: State Auditor – AUP has been released and is now public. ONU Healthwise – provided fliers for the flu shot clinic to take place during the community meal on the 22nd of this month. They also provided a form to be completed by those getting the shot. FO Spencer will be printing several forms and place them at the post office. She has also reported all info on

the forum. Open The Books – public records request; OBWC – papers on P Cramer claim; Council Pres – nuisance inspection draft letter for FO Spencer to prepare. **Correspondence Sent:** 811 OUPS – change of contact information **Reports Presented:** none **Income Taxes:** nothing new **Other Misc:** Second half property tax settlement ordinance violation receipts netted \$1885.23; Requested approval for a drive thru memorial held at the park to not be charged, all agreed to not charge the family due to COVID issues with funeral visitations; for this family FO Spencer noted that a select group of 2005 graduates had donated to the family and it was requested that a tree be placed at the park in Jacob Lawrence’s name. All approved without hesitation. Next Spencer brought up suggestions for use of COVID monies and explained the basics regarding the use. Fundraising for the Field of Honors costs were once again brought up, including a request to open a paypal group collection. Nothing was decided. It was mentioned that the budget amendment for COVID would include other changes due to water plant expenses (unplanned) and the Field of Honors.

Legislation: Resolution 2020-03 ACCEPTING THE RATES OF THE BUDGET COMMISSION

Motion to pass first reading by Baum, second by Cramer. Motion passed 6-0

Solicitor’s Report: n/a

Mayor’s Report: Stated that Solicitor Schwemer would need copies of the surveys done by the White family in regard to the ongoing alley dispute. FO Spencer noted that Mrs. Oman stopped in the office the day after the last council meeting about the most recent survey being incorrect. While in the office she was told of White’s claim that the Oman’s were angry over the dispute too. Mrs. Oman assured Spencer that she and her husband were in full support of reopening the alley, stating that the village has stoned and plowed it during the 25 years she has lived there and had no issues with it being there. Next Mayor Cramer brought up barking dogs and referred everyone to page 28 of the codified ordinances in which there was already a remedy in place. She asked that members check out the community garden behind the Community Center and stated that anyone from the village is welcome to its produce.

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

ACE HARDWARE	MISC SUPPLIES	\$ 3.78
AMERICAN ELECTRIC	ELECTRIC	\$2323.07
GP DESIGNS	XMAS WREATH & GARLAND	\$ 653.14
HACKWORTH CONST	LABOR, EXPENSES, EQUIP	\$2890.00
LANDTECH	APPLICATIONS 10 & 11	\$ 646.00
MOTTER LAWN SERVICE	CHOP DOWN 362 W WAYNE	\$ 150.00
OH AUDITOR	AUP FEES, UAN FEES	\$ 807.10
TRACTOR SUPPLY	WEED KILL	\$ 309.97
WEX BANK	FUEL	\$ 240.65
XEROX	MAINT AGREEMENT	\$ 80.73

PAYROLL & LIABILITIES

Motion passed 6-0.

Motion to adjourn until the next regular meeting, September 21, 2020, made by Cramer, second by Rickle. Motion passed 6-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session September 14, 2020. Drake and McBride present, Halsey absent. Motion to approve the minutes made by Drake and seconded by McBride. Motion passed 2-0.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Resident – NSF letter **Correspondence Received:**

OHEPA (R Baker) – regarding a citizen complaint on water issues. **Utility account updates:** Aged delinquent list presented; explained reasoning for extending the due date for HN and Steve Combs. Board approved and documentation was signed. Also approved and signed off on a leak adjustment since Supt Evans had witnessed that the leak was fixed. **Reports presented:** none **Other Misc:** Discussed that she had learned of the H2OHIO Initiative paying for removal and replacement of lead lines in Cincinnati Ohio. Suggested that the board look into this for lines here.

Superintendent's Report: Hackworth discussed the idea of him getting his sewer license so when there were questions arise, he would have answers since it is seemingly difficult to currently obtain answers to many questions. He stated he would only want paid the same as the current operator and that those required hours would obviously not be included in his other billed hours. He was given their blessing to pursue this avenue. Next it was brought up that HN is considering a water line to the bus garage on Cherry Street. Hackworth suggested seeing if the new landowner across the street would want a meter set for future building as well, so the village could do both at the same time. The water plant cost for Guyton was \$800 for the interior -trouble spots only- and \$1200 for digging around foundation and sealing from the outside. The quote from Brian Bros would be for refinishing all walls from the bottom of windowsills to floor. Because of this difference, and the latter coming with a guarantee, the board decided to go with Brian Bros for all interior work. The total cost was \$21,444. Motion was by Drake with McBride second. Motion passed 2-0. It was suggested that Supt Evans try to get the work for \$20K. Other tasks reported on were that well #2 had it's first sample draw and the test results were all good, the lagoons are now closed per Manns, and the disinfectant by-product sampling has been started. A customer complaint to the EPA was discussed. The day the email was received by the village samples were taken and results all were within accepted guidelines. It was noted that the complaint was made nearly two weeks following the day of the issue. On the 8th an outside specialist was in town to take photos of village properties in order to reset any insurance policy values that were no longer accurate. Then on the 9th the insurance's safety inspection took place. A request from him was made to get depths for well #3 and some other minor pieces of information to complete his report.

Old Business: none

New Business: none

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

ALLOWAY	TESTING	\$ 319.20
BADGER METER	HOSTING FEES	\$ 22.92
BRIAN SHOOK	LAGOON AERATOR	\$2500.00
BRIAN SHOOK	WELL #2 ELECTRIC LINE	\$1500.00
FIRST CITIZENS VISA	MISC CHARGES	\$ 747.35
HACKWORTH ELECTRIC MOTORS	TEST LAGOON MOTORS	\$ 100.00
J&N HALLERS	TRASH SERVICES	\$ 160.00
SETH BUSCH INFO TECH	WEBHOSTING FEES	\$ 12.87
SHELDON GAS	PLANT & GENERATOR	\$ 30.02

PAYROLL AND LIABILITIES

Motion passed 2-0.

Motion to adjourn was made by Drake, second by McBride. Motion passed 2-0. Next meeting will be September 28, 2020.

The Village of Dunkirk council met in regular session on September 21, 2020. Mayor Cramer presiding. Roll call- Gibson, Baum, Marshman, Rickle and Prater present, Cramer absent. Motion by Baum, second by Prater, to approve minutes as presented. Motion passed 5-0.

Guests: none

Old Business: none

New Business: Marshman reported that the hydrant flushing was completed with 3 hydrants needing repair which has already be taken care of by Hackworth. He added that their next project was to paint the hydrants. Marshman also reported that all fire hoses were tested. Lastly he brought up that the EMS would be providing free CPR training in October.

Baum noted that they still needed to get the park committee and post-rental inspections worked out with key distribution etc. FO Spencer stated she would get things organized for next year so the new structure works together.

Superintendent's Report: Spent Sunday and Monday cleaning for Brian Brothers to start the work in the building, which did start earlier in the day. In speaking to Nutrien employee, Brian Spencer, they learned they were able to purchase a stronger weed kill without the need of a license. They have picked it up and used it already. Next Evans reported on a resident who has rented their own dumpster and has been cleaning their property on their own. It was added that the pad has been poured for the tank, they are organizing the maps and adding a bench and lighting for map viewing; and lastly he stated that the only issue from the insurance company's safety inspection was the lack of a fire extinguisher in the closed shelter house.

Fiscal Officer's Report: Correspondence Received: Sheldon Gas- rate increase; OH Dept of Taxation – annual tax certification which was completed and returned already; USDA – community contact sheets needed for annual review; Solicitor Schwemer- next set of codified ordinances for council to review for passage; BWC – notice that the village is required to have someone do 2 hours of safety training before year end in order to stay in the group rating plan; ODJFS – credit awarded for recent COVID unemployment claim **Correspondence Sent:** none **Reports Presented:** August month end: bank reconciliation; payment and receipts listings; wage earnings; investment listing; fund summary; revenue and appropriation status; appropriation and revenue supplementals. **Income Taxes:** non-filer letters went out. Finding many are ending up needing a simple clarification if info they could not have known such as a couple that files joint one year but separate another. **Other Misc:** Signed up for a webinar on covid cares subgranting; presented the proposal for GovOffice as a web host; all nuisance inspections for the June request are now received, copies were provided to solicitor Schwemer for the next step; flu shots will be provided by ONU Healthwise the evening of the community meal (Sept 22); spent some time explaining some of the ideas for using the Cares Act funding; asked for ideas to raise funds for the Field of Honors project as well as an idea for a phase three addition – no actions or input were provided for either items; and she reminded all to be turning in 20201 projects. Next FO Spencer presented a bill from Redneck Recycling for the removal of the trailer from 326 W Washington, which was part of the job he failed to complete and council has since paid another company to finish. All agreed that they would pay for that as he did do that part of the work, but Mayor Cramer asked that FO Spencer add a copy of the payment made to the other company and state that this was the only money he would receive since the village had to pay someone else to finish the work.

Legislation: Resolution 03-2020 ACCEPTING THE RATES OF THE BUDGET COMMISSION

Motion to pass second reading by Marshman, second by Prater. Motion passed 5-0

Ordinance 2020-07 AMENDING THE BUDGET INCL ADDITIONS FOR CARES ACT FUNDING

Motion to waive the three reading rule: 1-Baum, 2-Gibson, Roll call-5-0.

Motion to pass: 1 Marshman, 2 Prater, Roll call 5-0.

Solicitor's Report: Requested that all review the codifieds sent as his goal is still to have all prepared for a new edition of codified ordinance book in 2021. He was asked about the disputed alley but having just been handed the White's two surveys prior to the meeting he will have to review them and confer with professionals to determine why three surveys with three different results. Once that is determined the plan can proceed to the next step.

Mayor's Report: Having already reviewed the codified set emailed earlier in the day she asked if there were any alternatives on the animal section for enforcement to which the solicitor stated calling the warden who has the power to issue a citation if he/she deems it fitting. Next a resident was brought up for the 2019 service of paperwork for nuisance due to the continual litter and garbage at the property. Solicitor Schwemer wasn't aware that the service ever occurred as he was never provided the appropriate papers following the service. He will look into it so that property can be addressed once and for all. Lastly the mayor reminded all of the community meal on the 22nd.

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

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

SPECTRUM	PHONE/INTERNET/LIFTS	\$ 653.34
COMMUNITY MEMBER	SHELTER DEPOSIT REFUND	\$ 50.00

PAYROLL & LIABILITIES

Motion passed 5-0.

Motion to adjourn until the next regular meeting, October 5, 2020, made by Baum, second by Prater. Motion passed 5-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session September 28, 2020. Drake, Halsey and McBride present. Motion to approve the minutes made by Drake and seconded by Halsey. Motion passed 3-0.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Operator Albert – fwd emails from OEPA requesting testing results from the customer complaint. Solicitor Schwemer – regarding the Weirauch situation per last meeting. **Correspondence Received:** OEPA (Baker)- requesting test results from customer complaint; another wanting LSL report and he provided a possible funding direction for lead line abatement; Shelley Co – notice of 2021 price increases; AEP – notice of work being done in a right-of-way in front of lagoons **Utility account updates:** delinquent list to date FO stated she would put a reminder on the Dunkirk Forum in regard to the Oct 16 deadline for the COVID balances. **Reports presented:** August month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc:** Supt Evans was able to get the Brian Bros to agree to an even \$20K for the entire contract.

Superintendent's Report: Dale is turning in EPA paperwork regarding well #2, photos of work for that well, and the customer complaint. Brian Bros started work on the plant on the 21st. Next he and Mayor Cramer informed the board of an incident that took place at the water tower. Seth Busch of Parrot Communications had requested work done by Spectrum within the fence. They were discovered there digging without having called in an OUPS ticket but also had made access to a location that they should never had access to. They learned that Busch shared with them how to get in. The Mayor had the sheriff department respond. During the incident Evans learned from Busch that a key wasn't even needed to gain access; something McCoy had never shared with Evans. Supt Evans immediately obtained a new lock and placed the chain to disable the "other" way into the fence. Busch was informed that his having access was not something that was to be shared and for purposes of security he will not be provided a key and will have to contact someone with the village to gain access from this point forward. Next Evans reported that there was a very minor leak in a well on one of the tanks. They are bypassing it so it dries out and then having a welder come and try to weld it to stop the leak. He said that he and Hackworth are working on it but they did inform Operator Albert of the situation to keep him in the loop. Having been absent the last meeting, Halsey asked why the board went with Brian Bros over Guyton given the price difference. It was explained that Guyton's was only touch up while Brian Bros was entire walls from windowsill to floor. It was added that the exterior portion of Guyton's bid would be budgeted for 2021 for him to expose and seal the foundation as it wasn't done with the last tuck point work performed. Evans discussed plans to upgrade an area for map storage and viewing, all were supportive of the changes.

Old Business: none

New Business: none

Motion by Halsey, second by Drake, to pay the bills as presented:

ACE HARDWARE	MISC SUPPLIES	\$115.00
ALLOWAY	TESTING	\$ 25.00
OHIO RURAL WATER ASSOC	ANNUAL DUES	\$135.00
TERRY EVANS	REIMBURSE EXPENSE	\$ 21.10

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by Drake, second by Halsey. Motion passed 3-0. Next meeting will be TUESDAY October 13, 2020.

BPA President

Fiscal Officer

The Village of Dunkirk council met in regular session on October 5, 2020. Mayor Cramer presiding. Roll call-Gibson, Baum, Marshman, and Prater present. Rickle and Cramer absent. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 4-0.

Guests: none

Old Business: none

New Business: none

Superintendent's Report: Brian Bros put a second coat on the floor earlier in the day; EPA is sending an outsourced company to test in the village; wire mess at tower cleaned up by Busch; Salt was ordered; catch basin repair coming along; street sign locations OUPSeD and will be put in soon; new weed kill worked much better and will make 2021 much easier; mums have been placed; he and Hackworth exercised all valves. Presented a quote from Jeffers Crane Service to move the tank from the park to the new location for \$600. Due to concerns with prior plan a motion by Gibson, and second by Marshman, was made to accept the proposal. Motion passed 4-0. Informed council of ongoing issues with Vanderpool over the Field of Honors bid. Stated that he would be out Oct 13 & 16. Lastly Evans requested the village purchase work boots and HiVi winter jackets for him, Todd and Garrett. All agreed to do so.

Fiscal Officer's Report: Correspondence Received: OBWC – due to covid they are sending out another dividend for 2020; OBWC – multiple documents on P Cramer claim; INSURANCE - notice that stop light claim is now closed; SHELLEY COMPANY – notice of 2021 price increase; AEP – notice of work within easement (lagoon/81); HARDIN CO TREASURER – notice of change in taxable values; DOLA TRANSPORT – quote for removal of 261 W Washington (will honor into 2021 aside from any markup from asbestos site); CHARLES E HARRIS & ASSOC – offer to prepare our financial stmts and footnotes for the Hinkle report (typically \$400-\$750). Council decided to table the Dola Transport proposal. FO Spencer explained that she felt having the financial notes written by the same entity that audits the village was a conflict of interest and she has written them herself for several years. With that information council agreed to decline the Chas E Harris offer. **Correspondence Sent:** none **Reports Presented:** September month end: bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; revenue and appropriation status; revenue and appropriation supplementals. **Income Taxes:** nothing new **Other Misc:** Learned of another disbursement of COVID Cares money. Had Kneuve and Sons in to provide a quote for the touchless toilets and faucets as well as instant water heaters for town hall. Reported that she sat in on the Oct 1 webinar; purchased mums for downtown; and ordered Fall decorations for the large planters. Explained an error in the prior motion for web hosting. With the corrected amounts provided a motion was made by Gibson, and seconded by Marshman, to choose the Progressive Responsive plan for an initial \$6700, then \$2100 (\$700/yr) for three years of support, with no transfer or ADA review services. Motion passed 4-0. Once again FO Spencer reminded council that someone would have to do 2 hours of virtual safety training for the village to stay in the group rating plan. Member Marshman took the paperwork and will take care of fulfilling the requirement.

Legislation: Resolution 03-2020 ACCEPTING THE RATES OF THE BUDGET COMMISSION Motion to pass third & final reading by Marshman, second by Prater. Motion passed 4-0

Solicitor's Report: handed out the junk yard ordinance for members to review for the codifieds. Reported that he was still waiting on the full survey from one of the White's surveyors before he could determine the next step in the alley dispute.

Mayor's Report: Reported that she spoke with Ohio EPA representative Ralph Baker as to the village's standing for violations and his only concern was the lead and copper test list. She will be speaking with Operator Albert to try and get him pinned down on the list needed.

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

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

ACE HARDWARE	MISC SUPPLIES	\$ 47.15
AMERICAN ELECTRIC	ELECTRIC SERVICE	\$2719.88
FIRST CITIZENS VISA	CHARGES TO DATE	\$1182.03
HACKWORTH CONST	LABOR 9/10 – 10/5/20	\$1255.00
MOMAR	BLUE STREET MARKING PAINT	\$ 328.27
NUTRIEN	WEED KILLER	\$ 387.50
OML	GRANT FINDER RENEWAL	\$ 50.00
TRACTOR SUPPLY	MISC SUPPLIES	\$ 17.98
US PLASTICS	SAFETY SHIELD FOR PLAYGROUND	\$ 154.20
WEX BANK	FUEL	\$ 140.74

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, October 19, 2020, made by Gibson, second by Marshman. Motion passed 4-0.

Mayor

Fiscal Officer

The Village of Dunkirk council met in regular session on October 19, 2020. Mayor Cramer presiding. Roll call-Gibson, Baum, Marshman, and Prater present. Rickle and Cramer absent. Motion by Baum, second by Prater, to approve minutes as presented. Motion passed 4-0.

Guests: none

Old Business: Gibson asked about progress on disc golf. FO Spencer stated that it took a back burner to the COVID Cares spending and reporting.

New Business: Marshman reported that AEP would soon be in to replace some of the main service poles on Main Street.

Baum asked about a Halloween Parade and any Christmas Lighting ceremony. It was stated they didn't believe the fire department was doing the parade this year due to COVID. It was agreed to forego any lighting ceremony as well and just have them come on the day after Thanksgiving as usual.

Superintendent's Report: Park being winterized; began work with FO Spencer on rewriting the village's contingency plan; preparation for the sidewalk around tank has already begun.

Fiscal Officer's Report: Correspondence Received: PBWC – items regarding P Cramer claim; OH Division of Liquor Control – permit for Mr Cheezy's, all agreed no hearing is needed; Chief Dysert – request using COVID funds for a hand free chest compression device; New Resident – questions re fence permit to which my response included welcoming them to town and filled them in on services and such within the village. **Correspondence Sent:** Chief Dysert – requesting cost of an AED unit for the town hall; First Citizens – closed the Smith Family account, FO Spencer added that Mr Smith withdrew the funds and donated them to Hannah Leichner who recently lost her parents in a murder/suicide. **Reports Presented:** none **Income Taxes:** Stated that as of October end the new receipts are in line with 2019 gross collections. **Other Misc:** Thanked all who made the moving of the tank a reality. At this time FO Spencer noted that all extra time on Field of Honors events will be volunteer time for Supt Evans, Hackworth and herself. Extinguisher inspections took place. The one in concession stand was replaced and one was provided for the closed shelter which didn't have one. No comments or action was taken when FO Spencer asked council about possibly having a fundraiser with ShopWithScrip for the Field of Honors. The ODOT and NCO letters with legislation examples were not reviewed by the solicitor yet. Asked that the finance committee set up a meeting to get the final 2020 and start the 2021 budget. Meeting was set for November 2nd at 6pm.

Legislation: none

Solicitor's Report: n/a

Mayor's Report: Asked for members to donate for a gift card to Brian Robinson for his part in getting the tank moved. Also decided a thank you note to the crane crew would be included with the payment. Discussed getting a camera on the tank, stating it may mean a new camera, to which all agreed. Suggested selling the village's properties on Washington street. FO Spencer to contact Anthony and Chrissy Whitaker (realtors). Discussed the need for a fee/deposit for use of park restrooms when not renting closed shelter. Agreed amount was \$25 with \$15 refunded. Had a resident ask about a community compost pile or leaf pickup. While won't help this year FO Spencer will look into options for the future. Reminded all that there is only the first meeting in November and December.

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

ACEHARDWARE	MISC SUPPLIES/PARTS	\$ 144.63
ALLOWAY	TESTING	\$ 367.50
AMERICAN ELECTRIC	STREET LIGHTING	\$ 785.97
BADGER	MONTHLY SUPPORT	\$ 22.86
BUDDE SHEET METAL	REPAIR WATER TANK	\$ 488.30
JEFFERS CRANE SERVICE	MOVE ARMY TANK/WEEKEND	\$1000.00
KENTON TIMES	LEGAL NOTICE	\$ 34.56
LANDTECH	LAST APPLICATION	\$ 323.00
SETH BUSCH INFO TECH	WEB HOSTING	\$ 12.87
SHELDON GAS	PLANT/GENERATOR	\$ 35.78
STUMPS FIRE PROTECTION	EXTINGUISHER INSPECTIONS	\$ 164.50
XEROX	MAINT AGREEMENT	\$ 84.75

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, November 2, 2020, made by Gibson, second by Baum. Motion passed 4-0.

Mayor

Fiscal Officer

Due to absences the Dunkirk BPA meeting for October 13, 2020 was not held. The Village of Dunkirk BPA met in regular session October 26, 2020. Drake, Halsey and McBride present. Motion to approve the minutes made by Drake and seconded by Halsey. Motion passed 3-0.

Guests: none

Fiscal Officer's Report: Correspondence Sent: Austin Prokup, Hull Engineering – re EPA letter, and request for the annual AM update. She noted that he helped get an extension on the letter subject and provided her with a template for a proper contingency plan as well. A quote for the update was also provided, at an amount of \$2000. Motion by Halsey, second by McBride to accept proposal. Motion passed 3-0.

Correspondence Received: OH EPA – preliminary notice of annual discharge fee; due in January; OPWC – loan restructuring due to COVID allows us to pay both July 2020 and January 2021 or only pay January 2021 and allow the July payment to be added to the end of the loan. Motion by McBride, second by Drake, to pay July and January. Motion passed 3-0. **Utility account updates:** presented the delinquent list to date; placed a notice on the forum ahead of shut offs to try and cut back the number of accounts to be shut off. FO Spencer noted that BPA member Halsey approved of the posting prior to her putting it on the forum. Presented for approval and signatures – removing of water billed to an account that was off, and late fee adjustments due to bank errors. All were approved and signed. **Reports presented:** September month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc:** none

Superintendent's Report: Chlorine pump had a hose leaking. Discussed replacing that spot every 4-5 exchanges of chlorine drums. He added it was cheap enough and it would keep from having crusting issues as well. Shut off to a Cherry Street meter was broken during shut offs. Will fix as soon as able. FO Spencer noted that she and Hackworth had discussed possibly metering the water usage at the park. This is an idea that come about from reading an article on the audit of another entity and water loss figures. She added that for now it is just in consideration phases and that Hackworth and Evans will be trying to come up with best way to do it to get as many outlets on the fewest meters.

Old Business: Halsey asked the Mayor if she has talked to Ralph Baker about the citizen comment regarding 'watching' the village. Mayor Cramer stated that she did speak with him and he now knows the type of person he is dealing with for any future dealings. Next she asked Supt Evans if they had found anything about aerator alternatives. Evans stated that was currently on hold due to other issues taking precedence.

New Business: none

Mayor Cramer obtained ideas from the county mayor's group for dealing with properties that are occupied with no water/sewer service. It was suggested that we dig up the line and install a bladder which stops the flow from getting away. Alger and Mt Victory have both used this method. Next Mayor Cramer announced that the group also is putting together agreements for sharing of equipment from one entity to the other. She has provided the draft from another entity to Solicitor Schwemer to review and prepare for council to pass.

Motion by Drake, second by Halsey, to pay the bills as presented:

FIRST CITIZENS VISA	COVID + EXPENSES	\$1681.48
ML TECH	CHLORINE	\$ 330.00
OH MUNICIPAL LEAGUE	MEMBERSHIP RENEWAL	\$ 355.00
SPECTRUM	PHONES/INTERNET/LIFTS	\$ 654.93
PAYROLL AND LIABILITIES		

Motion passed 3-0.

Motion to adjourn was made by Drake, second by Halsey. Motion passed 3-0. Next meeting will be November 9, 2020.

D. Cramer

The Village of Dunkirk council met in regular session on October 19, 2020. Mayor Cramer presiding. Roll call-Gibson, Baum, Marshman, and Prater present. Rickle and Cramer absent. Motion by Baum, second by Prater, to approve minutes as presented. Motion passed 4-0.

Guests: none

Old Business: Gibson asked about progress on disc golf. FO Spencer stated that it took a back burner to the COVID Cares spending and reporting.

New Business: Marshman reported that AEP would soon be in to replace some of the main service poles on Main Street.

Baum asked about a Halloween Parade and any Christmas Lighting ceremony. It was stated they didn't believe the fire department was doing the parade this year due to COVID. It was agreed to forego any lighting ceremony as well and just have them come on the day after Thanksgiving as usual.

Superintendent's Report: Park being winterized; began work with FO Spencer on rewriting the village's contingency plan; preparation for the sidewalk around tank has already begun.

Fiscal Officer's Report: Correspondence Received: PBWC – items regarding P Cramer claim; OH Division of Liquor Control – permit for Mr Cheezy's, all agreed no hearing is needed; Chief Dysert – request using COVID funds for a hand free chest compression device; New Resident – questions re fence permit to which my response included welcoming them to town and filled them in on services and such within the village. **Correspondence Sent:** Chief Dysert – requesting cost of an AED unit for the town hall; First Citizens – closed the Smith Family account, FO Spencer added that Mr Smith withdrew the funds and donated them to Hannah Leichner who recently lost her parents in a murder/suicide. **Reports Presented:** none **Income Taxes:** Stated that as of October end the new receipts are in line with 2019 gross collections. **Other Misc:** Thanked all who made the moving of the tank a reality. At this time FO Spencer noted that all extra time on Field of Honors events will be volunteer time for Supt Evans, Hackworth and herself. Extinguisher inspections took place. The one in concession stand was replaced and one was provided for the closed shelter which didn't have one. No comments or action was taken when FO Spencer asked council about possibly having a fundraiser with ShopWithScrip for the Field of Honors. The ODOT and NCO letters with legislation examples were not reviewed by the solicitor yet. Asked that the finance committee set up a meeting to get the final 2020 and start the 2021 budget. Meeting was set for November 2nd at 6pm.

Legislation: none

Solicitor's Report: n/a

Mayor's Report: Asked for members to donate for a gift card to Brian Robinson for his part in getting the tank moved. Also decided a thank you note to the crane crew would be included with the payment. Discussed getting a camera on the tank, stating it may mean a new camera, to which all agreed. Suggested selling the village's properties on Washington street. FO Spencer to contact Anthony and Chrissy Whitaker (realtors). Discussed the need for a fee/deposit for use of park restrooms when not renting closed shelter. Agreed amount was \$25 with \$15 refunded. Had a resident ask about a community compost pile or leaf pickup. While won't help this year FO Spencer will look into options for the future. Reminded all that there is only the first meeting in November and December.

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

ACEHARDWARE	MISC SUPPLIES/PARTS	\$ 144.63
ALLOWAY	TESTING	\$ 367.50
AMERICAN ELECTRIC	STREET LIGHTING	\$ 785.97
BADGER	MONTHLY SUPPORT	\$ 22.86
BUDDE SHEET METAL	REPAIR WATER TANK	\$ 488.30
JEFFERS CRANE SERVICE	MOVE ARMY TANK/WEEKEND	\$1000.00
KENTON TIMES	LEGAL NOTICE	\$ 34.56
LANDTECH	LAST APPLICATION	\$ 323.00
SETH BUSCH INFO TECH	WEB HOSTING	\$ 12.87
SHELDON GAS	PLANT/GENERATOR	\$ 35.78
STUMPS FIRE PROTECTION	EXTINGUISHER INSPECTIONS	\$ 164.50
XEROX	MAINT AGREEMENT	\$ 84.75

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, November 2, 2020, made by Gibson, second by Baum. Motion passed 4-0.

Mayor

Fiscal Officer

The Village of Dunkirk council met in regular session on a special day and time, November 30, 2020 at 5pm. Mayor Cramer presiding. Roll call-Gibson, Marshman, Rickle and Cramer present. Prater and Baum absent due to quarantine. Motion by Gibson, second by Rickle, to approve minutes as presented. Motion passed 4-0.

Guests: Jason Hartman new owner of 120 S Buckeye Street was present regarding the ongoing alley issue. Solicitor Schwemer stated that the legal alley is that of Fox Survey company and that the N/S and E/W alleys in question are still both open and legal alleys. Resident John Delong was present to confirm the long-term existence of the legal N/S alley as well as the shifted E/W alley. Solicitor Schwemer stated that council would be going into executive session to discuss the legal position and make decisions on how to proceed.

Seth Busch of Parrot Communications was present to request an application for easement to put fiber optics within the village corporation to allow for better access to his ISP. Solicitor Schwemer advised him that his first step was to submit the plans to the council.

Old Business: none

New Business: Marshman reported that the fire house addition estimates were coming in at the \$875K area, meaning a need for 2.8 Mills to be put on the ballot. The current struggle is when to place such a plan on the ballot with COVID. Next Marshman presented a map of areas that Spectrum is looking to improve in the near future.

Rickle questioned the legality of shutting people's water off during this pandemic, citing a recent statement made by Sherrod Brown. FO Spencer noted that the EPA lifted its ban on July 15th and the village gave everyone until October 16th to get their accounts caught up before going back to shut offs. Solicitor Schwemer retrieved that video and found that he said it was unconscionable but not illegal.

Superintendent's Report: Discussed various mower purchase options. First was to trade in for another John Deere as in the past, at a net cost around \$12K. His second option was to spend \$12K on a Simplicity or Bobcat Zero Turn and keep the current John Deere to have two mowers. He explained that in the summer it would be very helpful to have two mowers. Councilman Cramer noted that with the vast acreage being mowed his father, former Supt Cramer, had often used his personal mower as a second mower just to get everything done. After discussion, Marshman motioned to allow a cost of \$12K for the purchase of a new mower for 2021, keeping the John Deere as a backup. Second was by Gibson and roll call was 4-0.

Fiscal Officer's Report: Correspondence Received: OBWC – acceptance in the One Claim Program with continued training needed to stay; OBWC – multiple items relating to the Paul Cramer claim; OH Auditor – required login updates which are already done; OH Sec'y of State – information request which will be responded to later in the week; Sheldon Gas - rate increase; Hardin Co Auditor – reminder of any unspent COVID Cares money be returned, provided statement that it was 100% encumbered; Hardin County Court of Common Pleas – offering of two Washington Street properties going up for final sale; Hardin Co Auditor – redistribution payment for additional COVID Cares Act funding; RITA – save the date notice for 2021 annual meeting (webinar); UAN – confirmation of year end update webinar submission; Public Entities Pool – copy of recent property appraisal as performed by CBIZ Group. **Correspondence Sent:** UAN – chose computer for 2021 roll out; Hardin Co Dept of Health – email stating dissatisfaction in their lack of action during the Fiscal Officer's recent positive test result for COVID. **Reports Presented:** October month end: bank reconciliation; payment and revenue listings; investment listing; wage earnings; fund summary; appropriation and revenue status; appropriation and revenue supplementals. **Income Taxes:** nothing to report **Other Misc:** Asked to schedule a

finance committee meeting before the December 7th council meeting. Meeting was set for 6pm on December 7th. Discussed the COVID Cares Act funding just received. Items she was looking at were an automatic door for the building entrance and AED unit for the council room.

Legislation:

ORDINANCE 2020-08 ODOT AGREEMENT TO MAINTAIN STATE ROUTES IN VILLAGE LIMITS

WAIVE THREE READING RULE – 1ST MARSHMAN; 2ND CRAMER; ROLL CALL 4-0

MOTION TO PASS 1ST CRAMER; 2ND RICKLE; ROLL CALL 4-0

ORDINANCE 2020-09 2020 BUDGET AMENDMENT

WAIVE THREE READING RULE – 1ST MARSHMAN; 2ND GIBSON; ROLL CALL 4-0

MOTION TO PASS 1ST GIBSON; 2ND RICKLE; ROLL CALL 4-0

RESOLUTION 04-2020 NCO SOLID WASTE GENERATION FEE ABOLISHMENT/REPEAL

WAIVE THREE READING RULE – 1ST MARSHMAN; 2ND CRAMER; ROLL CALL 4-0

MOTION TO PASS 1ST MARSHMAN; 2ND CRAMER; ROLL CALL 4-0

RESOLUTION 05-2020 AGREEMENT TO SHARE EQUIPMENT WITH OTHER HARDIN COUNTY MUNICIPALITIES

This resolution will be reviewed by council while FO Spencer checks into questions on insurance covering as per the agreement.

Solicitor’s Report: nothing but alley for executive session

Mayor’s Report: Informed councilman Cramer that a police report was made out and a deputy did speak with Mr Inmon about the damages to the park parking lot with his four wheeler. Mayor Cramer went on to state that she spoke with him and come Spring he will be at the park to assist with raking out the damages.

Motion by Gibson, second by Marshman, to go into executive session for pending legal issues. Motion passed 4-0.

Motion by Rickle, second by Gibson, to re-open the meeting to the public. Motion passed 4-0.

Council directed Solicitor Schwemer to send letters to all residents along the N/S alley having been in ongoing conflict. Residents will be asked to be certain that the alley is cleared for future updates to be made. Council will be stoning the entire run, from the first alley off Washington Street to Pine Ave. Due to the conflict at hand, the first section to be done will be far enough to get access to the garage of 120 S Buckeye. The rest of the alley will be done in sections as time allows.

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

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

AMERICAN ELECTRIC	ELECTRIC	\$2287.21
HACKWORTH CONST	LABOR/EQUIP 10 /5 – 11/29	\$1610.00
JEFFERS CRANE SERVICE	BALANCE ON MOVING OF TANK	\$1724.00

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, December 7, 2020, made by Cramer, second by Rickle. Motion passed 4-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session November 23, 2020. Drake, Halsey and McBride present. Motion to approve the minutes made by Halsey and seconded by McBride. Motion passed 3-0.

Guests: Water Operator Albert was present to discuss concerns and questions with the board. The annual asset management will need to be completed by year end, which includes the contingency plan that Evans and Spencer are working on. Discussed a high hardness issue noting that a transducer switch needs replaced. Board agreed to replace it and tower transducer at same time. Supt Evans will contact Artesian of Pioneer and get them ordered. Discussed in detail the SMPID lead reporting that EPA is asking for this year vs what will be done in 2021. Provided examples of the maps that will be created. After discussion 2 businesses and 3 residential locations will be first to get tested. Two of the three residential locations were chosen as the former Supt Cramer supposedly removed them from the SMPID list when their lead came back too high. Operator Albert also discussed starting an anti-corrosion plan, stating that the cost is very minimal for the benefits received. Supt Evans reported that the lagoons had been open for 1 week and that Manns requested they be closed on the 25th. Halsey asked about the combined service overflow. It was stated that this doesn't exist for the village as that is what was vacated and lines rerouted properly in 2019. Halsey asked why EPA was still mentioning it and it was suggested that it just wasn't reported to them as vacated.

Fiscal Officer's Report: Correspondence Sent: OH EPA – re Steve McCoy complaint; HHWP/CAC – initial balance and updated account info for account they are working to help with payment; BPA members – regarding possible leak but could also be tampering by squatters. Supt Evans is keeping an eye on it for now. **Correspondence Received:** OH EPA – re Steve McCoy complaint; inquiry on elevated/inconsistent hardness. **Utility account updates:** none **Reports presented:** October month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc:** Informed members that if anyone asked about a check clearing their bank for utility payments to just let them know that she was out due to COVID and that she was catching up with higher priority tasks first and will be posting and depositing later in the week. Noted that assessments were due and she would be compiling the utility accounts that will be reported to the auditor.

Superintendent's Report: Supt Evans reported that the lagoons had been open for 1 week and that Manns requested they be closed on the 25th. Halsey asked about the combined service overflow. It was stated that this doesn't exist for the village as that is what was vacated and lines rerouted properly in 2019. Halsey asked why EPA was still mentioning it and it was suggested that it just wasn't reported to them as vacated.

Old Business: McBride asked where they were in learning about the aerators and their necessity. Hackworth stated they were having trouble finding anyone who knew the reason for them so he is waiting until he begins his own classes and will find out at that time. Supt Evans will contact Rural Water and see if they might know more about why they are needed or if they are needed.

New Business: none

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

ACE HARDWARE	MISC SUPPLIES	\$ 51.13
AMERICAN ELECTRIC	ELECTRICITY	\$2896.06
BADGER METER	HOSTING SERVICE	\$ 22.74
BRIAN SHOOK ELECTRIC	SVC WELL PUMP	\$ 640.00
CAN SURETY	MAYOR'S BOND	\$ 100.00
FENDER BENDERS	WORK ON DUMP TRUCK	\$ 603.55
FIRST CITIZENS	STMT BAL + ORDERS	\$ 985.39
ROBINSON SALT	TREATMENT SALT	\$4504.32
SETH BUSCH TECH	WEB HOSTING	\$ 12.87
SHELDON GAS	PLANT & GENERATOR	\$ 69.79
SPECTRUM	PHONES/INTERNET/LIFTS	\$ 653.81
TERRY EVANS	REIMBURSE O.O.P.	\$ 28.34
XEROX	MAINT AGREEMENT	\$ 80.75
TERRY EVANS	REIMBURSE O.O.P.	\$ 208.00 PD
ACE HARDWARE	MISC SUPPLIES	\$ 2.36 PD
GOV OFFICE	NEW WEBSITE	\$2933.00 PD
WEX BANK	FUEL	\$ 96.34 PD

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by Drake, second by McBride. Motion passed 3-0. Next meeting will be December 14, 2020.

The Village of Dunkirk council met in regular session on a special day and time, November 30, 2020 at 5pm. Mayor Cramer presiding. Roll call-Gibson, Marshman, Rickle and Cramer present. Prater and Baum absent due to quarantine. Motion by Gibson, second by Rickle, to approve minutes as presented. Motion passed 4-0.

Guests: Jason Hartman new owner of 120 S Buckeye Street was present regarding the ongoing alley issue. Solicitor Schwemer stated that the legal alley is that of Fox Survey company and that the N/S and E/W alleys in question are still both open and legal alleys. Resident John Delong was present to confirm the long-term existence of the legal N/S alley as well as the shifted E/W alley. Solicitor Schwemer stated that council would be going into executive session to discuss the legal position and make decisions on how to proceed.

Seth Busch of Parrot Communications was present to request an application for easement to put fiber optics within the village corporation to allow for better access to his ISP. Solicitor Schwemer advised him that his first step was to submit the plans to the council.

Old Business: none

New Business: Marshman reported that the fire house addition estimates were coming in at the \$875K area, meaning a need for 2.8 Mills to be put on the ballot. The current struggle is when to place such a plan on the ballot with COVID. Next Marshman presented a map of areas that Spectrum is looking to improve in the near future.

Rickle questioned the legality of shutting people's water off during this pandemic, citing a recent statement made by Sherrod Brown. FO Spencer noted that the EPA lifted its ban on July 15th and the village gave everyone until October 16th to get their accounts caught up before going back to shut offs. Solicitor Schwemer retrieved that video and found that he said it was unconscionable but not illegal.

Superintendent's Report: Discussed various mower purchase options. First was to trade in for another John Deere as in the past, at a net cost around \$12K. His second option was to spend \$12K on a Simplicity or Bobcat Zero Turn and keep the current John Deere to have two mowers. He explained that in the summer it would be very helpful to have two mowers. Councilman Cramer noted that with the vast acreage being mowed his father, former Supt Cramer, had often used his personal mower as a second mower just to get everything done. After discussion, Marshman motioned to allow a cost of \$12K for the purchase of a new mower for 2021, keeping the John Deere as a backup. Second was by Gibson and roll call was 4-0.

Fiscal Officer's Report: Correspondence Received: OBWC – acceptance in the One Claim Program with continued training needed to stay; OBWC – multiple items relating to the Paul Cramer claim; OH Auditor – required login updates which are already done; OH Sec'y of State – information request which will be responded to later in the week; Sheldon Gas - rate increase; Hardin Co Auditor – reminder of any unspent COVID Cares money be returned, provided statement that it was 100% encumbered; Hardin County Court of Common Pleas – offering of two Washington Street properties going up for final sale; Hardin Co Auditor – redistribution payment for additional COVID Cares Act funding; RITA – save the date notice for 2021 annual meeting (webinar); UAN – confirmation of year end update webinar submission; Public Entities Pool – copy of recent property appraisal as performed by CBIZ Group. **Correspondence Sent:** UAN – chose computer for 2021 roll out; Hardin Co Dept of Health – email stating dissatisfaction in their lack of action during the Fiscal Officer's recent positive test result for COVID. **Reports Presented:** October month end: bank reconciliation; payment and revenue listings; investment listing; wage earnings; fund summary; appropriation and revenue status; appropriation and revenue supplementals. **Income Taxes:** nothing to report **Other Misc:** Asked to schedule a

finance committee meeting before the December 7th council meeting. Meeting was set for 6pm on December 7th. Discussed the COVID Cares Act funding just received. Items she was looking at were an automatic door for the building entrance and AED unit for the council room.

Legislation:

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WAIVE THREE READING RULE – 1ST MARSHMAN; 2ND CRAMER; ROLL CALL 4-0
MOTION TO PASS 1ST CRAMER; 2ND RICKLE; ROLL CALL 4-0

ORDINANCE 2020-09 2020 BUDGET AMENDMENT

WAIVE THREE READING RULE – 1ST MARSHMAN; 2ND GIBSON; ROLL CALL 4-0
MOTION TO PASS 1ST GIBSON; 2ND RICKLE; ROLL CALL 4-0

RESOLUTION 04-2020 NCO SOLID WASTE GENERATION FEE ABOLISHMENT/REPEAL

WAIVE THREE READING RULE – 1ST MARSHMAN; 2ND CRAMER; ROLL CALL 4-0
MOTION TO PASS 1ST MARSHMAN; 2ND CRAMER; ROLL CALL 4-0

RESOLUTION 05-2020 AGREEMENT TO SHARE EQUIPMENT WITH OTHER HARDIN COUNTY MUNICIPALITIES

This resolution will be reviewed by council while FO Spencer checks into questions on insurance covering as per the agreement.

Solicitor’s Report: nothing but alley for executive session

Mayor’s Report: Informed councilman Cramer that a police report was made out and a deputy did speak with Mr Inmon about the damages to the park parking lot with his four wheeler. Mayor Cramer went on to state that she spoke with him and come Spring he will be at the park to assist with raking out the damages.

Motion by Gibson, second by Marshman, to go into executive session for pending legal issues. Motion passed 4-0.

Motion by Rickle, second by Gibson, to re-open the meeting to the public. Motion passed 4-0.

Council directed Solicitor Schwemer to send letters to all residents along the N/S alley having been in ongoing conflict. Residents will be asked to be certain that the alley is cleared for future updates to be made. Council will be stoning the entire run, from the first alley off Washington Street to Pine Ave. Due to the conflict at hand, the first section to be done will be far enough to get access to the garage of 120 S Buckeye. The rest of the alley will be done in sections as time allows.

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

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

AMERICAN ELECTRIC	ELECTRICITY	\$2287.21
HACKWORTH CONSTRUCTION	LABOR/EQUIP OCT 5-NOV 29	\$1610.00
JEFFERS CRANE SERVICE	ADD’L OWED FOR MOVING TANK	\$1724.00

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, December 7, 2020, made by Cramer, second by Rickle. Motion passed 4-0.

Mayor

Fiscal Officer

The Village of Dunkirk council met in regular session December 7, 2020. Mayor Cramer presiding. Roll call- Gibson, Baum, Marshman, and Cramer present. Prater and Rickle absent. Motion by Gibson, second by Cramer, to approve minutes as presented. Motion passed 3-0-1 abstain (Baum).

Guests: none

Old Business: none

New Business: none

Superintendent's Report: Distributed COVID supplies to Community Center. Will be burning his comp time thru to month.

Fiscal Officer's Report: Correspondence Received: OH PUCO – reporting a clerical error in certified letter sent back in November; Liberty National Bank – depository agreement to be passed. Motion by Marshman, second by Gibson, motion for FO Spencer to sign said agreement. Motion passed 4-0. **Correspondence Sent:** BMV (call) – asked about license plate on dump truck, was advised to move front plate to back since Ohio is a one-plate state now; Contacted insurance about the equipment sharing agreement for the county municipalities. She has sent question further up chain and hasn't heard back as of yet. **Reports Presented:** November month end: bank reconciliation; payment and revenue listings; investment listing; wage earnings; fund summary; appropriation and revenue status; appropriation and revenue supplementals. **Income Taxes:** nothing **Other Misc:** Ass per the disputed alley locations, FO Spencer suggested stoning the E/W legal alley from the N/S to the East enough to clear where his drive is should his garage be set back from that legal alley. Motion to stone if garage not on alley by Marshman, second by Cramer. Motion passed 4-0. Lastly FO Spencer asked council to be seriously considering Field of Honors fundraising for 2021 so some of the costs can be absorbed. She also noted that she too would be burning personal time remaining.

Legislation: 2021 budget was discussed but due to rushing FO Spencer will continue to study through the month. She will communicate any changes with the committee who will meet again if necessary. Budget will be ready to pass at the January 4, 2021 meeting.

Solicitor's Report: nothing

Mayor's Report: Requested that Supt Evans call AEP about the pole behind Shenanigan's that is leaning into the public alley way. Requested that council prepare their goals for the next meeting and stated she would like to see the unneeded village-owned properties sold.

Discussion was held as to the status of the Larson home and the rumor that it was handed back to Habitat for Humanity by the surviving child. Concern included the vehicles and such abandoned on the property and what was being done to get it cleaned up.

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

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

ACE HARDWARE	MISC CHARGES	\$ 9.99
AMERICAN ELECTRIC	STREET LIGHTING	\$ 845.93
KNEUVE & SONS	TOUCHLESS AMENITIES/CARES ACT	\$25655.00
OH AUDITOR OF STATE	UAN FEES	\$ 762.00
SHELDON GAS	PLANT/GENERATOR GAS	\$ 174.88
SUNBELT	MANLIFT RENT FOR CHRISTMAS LIGHT	\$ 934.54
WEX BANK	FUEL	\$ 77.35
XEROX	MAINT AGREEMENT	\$ 76.72

PAYROLL & LIABILITIES

Motion passed 4-0.

Motion to adjourn until the next regular meeting, January 4, 2021, made by Cramer, second by Baum.

Motion passed 4-0.

Mayor

Fiscal Officer

The Village of Dunkirk BPA met in regular session December 14, 2020. Drake, Halsey and McBride present. Motion to approve the minutes made by Drake and seconded by Halsey. Motion passed 3-0.

Guests: NONE

Fiscal Officer's Report: Correspondence Sent: Resident – deadline for payment of deposit and current balance; Austin Prokup (Hull Engineering) – Provided reports needed for asset management annual update **Correspondence Received:** none **Utility account updates:** presented delinquent list and list of annual assessments **Reports presented:** November month end – payment and receipt listings; appropriation, revenue and fund status **Other Misc:** Discussed a property currently empty but once had a structure. Need to know procedure should a new structure be place there. Since the new system was already installed all agreed no need for another permit fee. Person will need to complete a new permit form and have Hackworth inspect the connection when made so a proper mapping can be made for the new connection. Discussed a property with either a leak or just tamper by squatters. All agreed no tamper charge to the owner and still need to verify if leaking when able to coordinate with owner. FO Spencer thanked board member Halsey for picking up where she left off with helping Supt Evans with the typing of the contingency plan. Spencer will now submit it to the EPA as well as prepare all hard and electronic copies.

Superintendent's Report: Mentioned looking into reporting on two poles (one down one leaning); discussed a stolen flexible stop sign that was in place on Walnut and McCaskey due to a damaged stop sign. Stated they are currently switching wells manually so they can slowly learn the water needs – salt, chlorine, etc. FO Spencer is to prepare a letter to go with the sampling bottles to the following initial sampling sites: 311 W Washington, 311 E Patterson, 122 E Wayne, 270 N Main, 200 N Main, and 154 N Main. One item needed for the contingency plan is a dollar limit for the Board of Public Affairs President to be authorized to approve without a special meeting of the board in an emergency. Motion by Drake, second by McBride, to set the emergency approval limit of the BPA president at \$5000. Motion passed 3-0. Halsey discussed other areas of the plan that she is still finishing up.

Old Business: none

New Business: Board approved that any remaining CARES ACT funding be divided among the occupied utility accounts, excluding public officials.

Mayor Cramer reminded all present of the community meal taking place on the 15th.

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

ALLOWAY	TESTING	\$ 319.20
BADGER METER	MAINT AGREEMENT	\$ 22.86
FENDER BENDERS	MAINTENANCE ON PICKUP	\$ 43.49
FIRST CITIZENS VISA	MISC CHARGES	\$ 153.58
HARDIN CO ENGINEER	GRIT	\$ 64.74
HULL ENGINEERING	AM WORK COMPLETED	\$ 220.00
IMPRESSIONS BY PJ (PHYLLIS)	WHOLESALE COST FOR GUY'S JACKETS	\$ 372.45
ML TECH	CHLORINE	\$ 330.00
OH EPA	PUBLIC WATER LICENSE RENEWAL	\$ 746.88
OH EPA	DISCHARGE FEE	\$ 200.00
JOSH SALTZMAN	DRAFTING TABLE FOR MAPS	\$ 100.00
OPWC	LOAN PAYMENTS (JULY DEFERRED)	\$12666.77

ALL REMAINING BILLS THAT COME TO YEAR END – TO BE REPORTED TO & APPROVED AT FIRST COUNCIL MEETING OF 2021

PAYROLL AND LIABILITIES

Motion passed 3-0.

Motion to adjourn was made by Drake, second by Halsey. Motion passed 3-0. Next meeting will be January 11, 2021.

BPA President

Fiscal Officer

