

The Village of Dunkirk council met in regular session January 4, 2021. Mayor Cramer presiding. Roll call-Gibson, Baum, Marshman (tardy), Rickle, Prater and Cramer present. Motion by Rickle, second by Gibson, to approve minutes as presented. Motion passed 6-0.

**Guests:** none

**Old Business:** none

**New Business:** none

**Superintendent's Report:** Asked about status of continuing the remainder of the alley to be placed. Mayor Cramer asked that they wait for the survey to see if there will be a suspected issue and to deal the next step from there. Stated that they were looking for a way to get decorations down and will do so when able. Reported on the BPA's lead testing performed. He added that the meter lid checks will start when weather turns. Supt Evans noted that the stolen stop sign has not been returned and he will likely need to order another.

**Fiscal Officer's Report: Correspondence Received:** Speedway payroll dept – directed them to RITA; OBWC – multiple letter re P Cramer claim, training requirements for the special plan we are on, reminder for True-up and PERRP 300AP report; State Auditor – Hinkle reminder; Village insurance agent response to the county equipment share issue. Motion by Gibson, second by Marshman to go with the \$25K coverage for \$750 per year. **Correspondence Sent:** Multiple COVID, EPA, and other misc reports/letters. **Reports Presented:** FO Spencer's running annual hours report showing she had worked the equivalent of over 16 weeks' worth of extra hours (based on her 21 hr week per contract); 2020 council attendance report **Income Taxes:** Announced that the 2020 receipts were \$98,855.21 with \$416.28 in fees. She noted that the increase is likely in part to those who ignored her notices having to pay their back taxes. **Other Misc:** Cares Act Money, spent to date, included \$5,368 to the Community Center and \$22,400.99 to the EMS station. She stated that the BPA wanted to use the balance to assist with water bills but Solicitor Schwemer stated that Alger learned that wasn't allowed. With the extension to use the funds FO Spencer asked for input. Rickle suggested helping the local businesses. After discussion a plan was put together for FO Spencer to implement.

Town assistant, Hackworth, brought up an issue run into earlier in the day. He learned that AEP has plans for laying fiber optics in town. He has arranged for their rep to meet with him and Sheldon Gas owner, Richard Walden, to discuss the amount of water, sewer, and gas lines already in the ground.

Motion to elect Gibson as 2021 council president by Baum, second Marshman, motion passed 6-0.

Motion by Cramer to enter into executive session to discuss employee compensation, second by Gibson. Motion passed 6-0. Motion by Cramer, second by Prater, to re-open the meeting to the public. Motion passed 6-0.

Mayor Cramer informed FO Spencer that council chose to give her a \$1000 bonus for the extra work in 2020. Spencer thanked them for the bonus. Motion by Marshman, second by Rickle, to pay \$1000 bonus to FO Spencer for 2020 work. Motion passed 6-0.

**Legislation:**

<b>ORDINANCE 2021-01</b>	<b>2021 ANNUAL BUDGET</b>
WAIVE THREE READING RULE – 1 BAUM, 2 CRAMER, ROLL 6-0	
PASS – 1 MARSHMAN, 2 GIBSON, ROLL 6-0	
<b>ORDINANCE 2021-02</b>	<b>SHERIFF AS MARSHALL</b>
WAIVE THREE READING RULE – 1 MARSHMAN, 2 CRAMER, ROLL 6-0	
PASS – 1 CRAMER, 2 MARSHMAN, ROLL 6-0	

**Solicitor's Report:** all covered. Stated that the company estimated early February for the survey. Gibson asked if the village could force the new car lot to build a fence around the junk cars in the back. Solicitor Schwemer stated there wasn't anything we could do. Mayor Cramer will try to speak with the owner again. She noted his opening officially is still held up by red tape.

**Mayor's Report:** Left all committees the same as 2020. FO Spencer will get updated print outs for all. Asked for goals to be turned in by next meeting since not all had them for this meeting. Asked that all study the attendance of 2020 and for them to try harder to attend meetings in 2021.

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

J&N HALLERS	TRASH SERVICE	\$ 160.00 PD
ML TECH	CHLORINE	\$ 330.00 PD
PHYLLIS J SPENCER	2020 MILES	\$ 128.86 PD
TIME WARNER	PHONES/INTERNET/LIFTS	\$ 653.81 PD
ACE HARDWARE	MISC SUPPLIES	\$ 23.57
AMERICAN ELECTRIC	ELECTRIC	\$2505.31
HARDIN CO ENGINEER	SIGN POST ASSIST	\$ 65.68
OVERHEAD DOOR	REPAIRS AT PLANT	\$ 438.50
PEGGY RICKLE	FALL DECO FOR POTS	\$ 222.25
PHYLLIS J SPENCER	BONUS FOR 2020	\$1000.00
WEX BANK	FUEL	\$ 161.72

**PAYROLL & LIABILITIES**

Motion passed 6-0.

Motion to adjourn until the next regular meeting, **TUESDAY, January 19, 2021**, made by Baum, second by Cramer. Motion passed 6-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session January 11, 2021. Drake, Halsey and McBride present. Motion to approve the minutes made by Drake and seconded by McBride. Motion passed 3-0.

**Guests:** NONE

**Fiscal Officer's Report: Correspondence Sent:** EPA/J Scheiffer – contingency plan; Resident – explanation of final bill; Resident – response to water usage increase; Residents/Businesses having lead testing performed – notice to be tested and the results notices when received. **Correspondence Received:** Several emails from EPA **Utility account updates:** Noted that several calls are coming in about not receiving their bills; Requested leak adjustment for resident – all approved and form was signed. **Reports presented:** December month end: payment and receipt listings; appropriation, revenue, and fund status. **Other Misc:** discussed possibility of filing intent for grant funding even before knowing if we will need any. All felt they would continue on current path and find out if there would be a need. As soon as weather breaks Supt Evans and Hackworth will start inspecting, with Walnut Street a priority.

**Superintendent's Report:** Reported that the lead sampling results came in and all were below the threshold, a few undetectable. These have been marked on the map and as they begin the survey of pit inspections they will keep marking the map.

**Old Business:** Halsey had reviewed the Asset Management as requested of the board and found corrections which were relayed to FO Spencer to be forwarded to Hull Engineering for preparing the final draft. Halsey noted that on the village's side of business they needed to get a hydrant and valve exercising program set and detailed in the contingency plan. Everyone thanked Halsey for doing the review of the plan.

**New Business:** none

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

ALLOWAY	TESTING	\$ 25.00
AMERICAN ELECTRIC	ELECTRIC	\$ 875.45
ARTESIAN OF PIONEER	TRANSDUCERS	\$2225.00
BADGER METER	MAINT AGREEMENT	\$ 22.86
FIRST CITIZENS VISA	MISC CHARGES	\$1493.41
SHELDON GAS	NATURAL GAS SERVICES	\$ 336.46
TRACTOR SUPPLY	MISC CHARGES	\$ 27.46

**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 January 25, 2021.

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BPA President

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Fiscal Officer



The Village of Dunkirk council met in regular session January 19, 2021. Mayor Cramer presiding. Roll call- Gibson, Baum, Marshman, Rickle, Prater and Cramer present. Motion by Baum, second by Rickle, to approve minutes as presented. Motion passed 6-0.

**Guests:** none

**Old Business:** none

**New Business:** Marshman reported getting a call in regard to the Spectrum project but hadn't been able to make a connection to find out their concerns.

Cramer requested use of the park for the Doug Bailey Memorial car show on June 26. All agreed.

**Superintendent's Report:** AEP surveyor met with Hackworth and Richard Sheldon regarding the AEP plan to lay fiber optic in the village. An alternate route was suggested by Sheldon. The surveyor will take their comments and concerns batch to the appropriate people. It was stated the Parrot Communications donated the lift for removing the Christmas decorations. Next Supt Evans asked about a list of possible improvements at the plant to help organize and stream line tasks, as well as provide for a safer environment. Council approved for him to get quotes for the work.

**Fiscal Officer's Report: Correspondence Received:** PUBLIC ENTITY POOL OF OHIO – RENEWAL OPTIONS STANDARD W/ACTIVE PARTICIPATION IN UPDATING OF SCHEDULES (ASSETS) OR NOT. WILL CHOOSE TO CONTINUE WITH THE ACTIVE PARTICIPATION SO WE ARE ALWAYS COVERED; BWC – PAPERS ON P CRAMER CLAIM **Correspondence Sent:** COVID REPORTING DEPT – COMPLETED THE OCT TO DEC 31 REPORT FOR CARES ACT FUNDING; CSX – EMAIL REQUESTING STATUS OF MOWING BILL FOR 2020 (ORIG SENT DEC 9, 2020); FENDER BENDERS – REQUEST FOR ANNUAL JUNK YARD FEE **Reports Presented: DECEMBER MONTH END:** BANK RECONCILIATION; PAYMENT AND RECEIPT LISTINGS; WAGE EARNINGS; INVESTMENT LISTING; FUND SUMMARY; REVENUE AND APPROPRIATION STATUS; APPROPRIATION SUPPLEMENTAL **Income Taxes:** REMINDED OF MY REQUIRED WEBINAR COMING IN FEBRUARY **Other Misc:** NEW ENTRY DOOR TO BE INSTALLED THE WEEK OF JAN 25; NOTED ANNUAL TASKS TO BE TACKLED NEXT; BEGINNING TO IMPLEMENT MORE PAPER-FREE REPORTS BY EFILING UTILITY BILLING RECORDS; WILL BE LOOKING AT ADDITIONAL WAYS TO ELIMINATE PAPER AS YEAR PROGRESSES; FOR THE COMMUNITY FOUNDATION GRANTS FO SPENCER WILL REQUEST TREES, DOWNTOWN DECO, AND FORMOST, FIELD OF HONORS; SHE WOULD LIKE COUNCIL TO CONSIDER A SPAGHETTI SUPPER FUNDRAISER EARLY SPRING TO AVOID COMPETING W/THE CHICKEN BBQ IN THE SUMMER AND FALL. MAYOR CRAMER NOTED ANYTHING LIKE THAT IS STILL DEPENDANT ON COVID RULES; ANNOUNCED THAT CDs WERE RENEWED WITH LIBERTY DUE TO CONVENIENCE WITH COVID AND MANY LOBBIES CLOSED; DISCUSSED THE COVID SPENDING UPDATES

**Legislation: RESOLUTION 01-2021 EQUIPMENT SHARING WITHIN COUNTY**

WAIVE THREE READING RULE: 1<sup>ST</sup> BY Gibson, 2<sup>nd</sup> by Marshman, roll call 6-0

PASS RESOLUTION: 1<sup>ST</sup> Gibson, 2<sup>nd</sup> Rickle, roll call 6-0

**Solicitor's Report:** N/A

**Mayor's Report:** Discussed a citizen complaint about walking their dog and witnessing a neighbor, living in a camper, open the camper door and relieve himself. Council discussed their possible remedies and decided to have the solicitor send a letter in regard to the camper rules and the mayor will inform the complainant to try to get photographic proof and file reports with the sheriff. FO is to have the solicitor mention the complaints in the letter as a side note.

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

HARDIN CO EMA	ANNUAL ASSESSMENT	\$218.75
HARDIN CO ENGINEER	GRIT	\$239.05
PUBLIC ENTITIES POOL	ADDENDUM-EQUIP SHARING	\$270.00
SETH BUSCH INFO TECH	WEB HOSTING/DOMAIN	\$ 28.86

**PAYROLL & LIABILITIES**

Motion passed 6-0.

Motion to adjourn until the next regular meeting, February 1, 2021, made by Baum, second by Cramer. Motion passed 6-0.

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Mayor

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Fiscal Officer



The Village of Dunkirk BPA met in regular session January 25, 2021. Drake (tardy), Halsey and McBride present. Motion to approve the minutes made by Halsey and seconded by McBride. Motion passed 2-0. Motion to appoint McBride as 2021 president made by Halsey, second by Drake, roll call 3-0.

**Guests:** NONE

**Fiscal Officer's Report: Correspondence Sent:** Resident – regarding payment of deposit and water bill; Hull Eng/Austin Prokup – notes for final draft of asset management. **Correspondence Received:** Operator Albert – in response to EPA email I forwarded to him regarding PFAS, stating he was unaware how to report. FO Spencer added that he later sent a copy of his submitted PFAS report so apparently figured it out. **Utility account updates:** none. **Reports presented:** none **Other Misc:** none

**Superintendent's Report:** Told board that Operator Albert had assigned certain pits for him (Supt Evans) and Hackworth to inspect to get the next step going for the lead mapping. Evans added that as they go they are also mapping and marking them at the plant. Discussed upgrades/additions to buildings at the plant. Stated council allowed him to obtain quotes for the improvements. It was stated that they are finding more meters in basements than what was originally estimated.

**Old Business:** Mayor Cramer informed all of her call to EPA representative Ralph Baker in regard to a recent email from Jill Schieffer and concerns with the email recipients. Her complaint regarding the conflict of interest for councilman Josh Cramer to be included in her notice, and that actual board members were not included, reportedly fell upon deaf ears as Mr. Baker gave Mayor Cramer the feeling that it wasn't an issue and somewhat mocked her for even being bothered by it. Discussion followed with all believing that Ms. Schieffer's personal friendship with former Supt Cramer makes it a conflict for her to deal with Dunkirk in any manner. Dissatisfaction with Mr. Baker was mentioned considering he was disregarding the Village's stance and somewhat siding with Ms. Schieffer.

**New Business:** none

Mayor Cramer reminded all present of the community meal on the 26<sup>th</sup>.

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

ALLOWAY	TESTING	\$ 495.00
HULL ENGINEERING	ASSET MANAGEMENT	\$1780.00
ML TECH	CHLORINE	\$ 350.00
SPECTRUM	PHONES/INTERNET/LIFTS	\$ 657.48
XEROX	MAINT AGREEMENT	\$ 78.44

**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 February 8, 2021.

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BPA President

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Fiscal Officer





The Village of Dunkirk council met in regular session February 1, 2021. Mayor Cramer presiding. Roll call-Gibson, Baum, Marshman, Rickle, and Cramer present, Prater absent. Motion by Marshman, second by Rickle, to approve minutes as presented. Motion passed 5-0.

**Guests:** none

**Old Business:** Cramer requested council to contact BWC about the Paul Cramer claim and a motorized wheelchair that was once approved and now denied. His hopes was that it would halt or speed up the appeals process. FO Spencer will make the contact.

**New Business:** Cramer was asked if the village would split the Spring Clean Up (April 10) with the township and to confirm use of the park for the event. Council all agreed to split cost and hold it at the park. Next Cramer asked that a letter be sent to 166 N Main to remove the non-operating Pepsi machine for village to be able to clear the sidewalk properly. Solicitor Schwemer will send one.

**Superintendent's Report:** Announced that the lagoons were opened and that work has begun for the "Bacon" tile issue. Requested permission to purchase the OnX Hunt app, at \$30 per year, for worker Hackworth's phone. The app will become helpful in locating property lines, etc , more accurately when preparing to dig. All agreed to purchase the app for Todd Hackworth's phone.

**Fiscal Officer's Report: Correspondence Received:** OBWC – Items regarding P Cramer claim; Unemployment – regarding FO Spencer's COVID claim for self-employment; Blanchard-Dunkirk-Washington Ambulance District – thank you for the LUCAS 3 and other COVID items donated with the CARES Act funds; AEP – upcoming tree trimming on village properties.  
**Correspondence Sent:** none **Reports Presented:** none **Income Taxes:** Added to recent report noting that the high collections was with only an 11 month disbursement due to the transaction to RITA. **Other Misc:** Completed and submitted the PERRP report, BWC Annual True-Up, all 1099NECs. Presented a contract from Integrity Energy. They determine the best supplier of electric among the many options and found the best rate was AEP Energy at a rate of \$0.0439, lower than the current IGS contracted rate. Motion by Marshman, second by Baum, to accept the contract. Motion passed 5-0. The contract will begin as the IGS contract ends, in June of this year. Stated that lots of Cares Act items for the businesses have arrived. FO Spencer thanked Supt Evans for his work by delivering stuff as it comes, avoiding the loss of space for the council room. She added that to who might have seen items carried to her father's vehicle, those items were for Grace Church since he had a key. FO Spencer gave an additional thank you to Supt Evans for installing all Cares Act items inside Town Hall. She noted all items were installed according to A.D.A. standards. Lastly she requested permission to register the village for an OML webinar on Grant Navigating for \$125. She added that BPA members Halsey and Drake were both interested, and the fee was for as many as would like to view. Council approved the webinar.

**Legislation:** NONE

**Solicitor's Report:** Stated that the email forwarded to them by FO Spencer included a link to all ordinances that had changes in them to date. He asked that all review for typos and any other changes they might want. He also noted that he had the traffic section to complete yet. Also reported was that the survey is still on track for mid-to late February.

**Mayor's Report:** Asked council to review the rules of procedures handed out by FO Spencer and to note the absence rule. She stated that the people vote for someone to be on

council and represent them, but when the member is absent for a majority of the meetings, those people who voted them in aren't being represented. Mayor Cramer then passed the doctor slip for member Prater, which stated in the instructions "OK to go to Florida for Feb/March/April of this year". Rickle stated that it is actually due to her husband's illness. FO Spencer added that she was told by Prater that she hadn't intended on leaving until after this meeting but an opportunity to catch a ride during a company route came up. Prater also told Spencer that she didn't intend to be gone that long either.

FO Spencer brought up a conversation with an officer of Sheldon Gas regarding Parrot Communications and fiber optics in the village. She asked that council make their decision so Mr. Busch, owner of Parrot Comm, could be notified once and for all. Due to concerns with future liabilities in digging, council agreed they would not allow and asked that Solicitor Schwemer send a letter. Another discussion followed as to a complaint from a resident that their neighbor was living in a truck bed camper and had relieved himself one morning from the door of the camper into the yard. Solicitor Schwemer is to send notice regarding ordinance against living in campers, with a mention to the other reported incident.

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

ACE HARDWARE	MISC CHARGES	\$ 43.45
AMAZON BUSINESS	ALL COVID CARES ITEMS	\$6702.41
AMERICAN ELECTRIC	ELECTRIC	\$2659.55
HARDIN CO TREASURER	PROPERTY TAXES	\$ 369.22
JBS HEATING & COOLING	COVID CARES EXPENSE	\$5185.00
OHIO MUNICIPAL LEAGUE	GRANT WEBINAR	\$ 125.00
TERRY EVANS	REIMBURSE OOP	\$ 5.70
WEX BANK	FUEL	\$ 143.83

**PAYROLL & LIABILITIES**

Motion passed 5-0.

Motion to adjourn until the next regular meeting **Tuesday** February 16, 2021, made by Cramer, second by Rickle. Motion passed 5-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session February 8, 2021. Drake, Halsey and McBride present. Motion to approve the minutes made by Halsey and seconded by Drake. Motion passed 3-0.

**Guests:** NONE

**Fiscal Officer's Report: Correspondence Sent:** none **Correspondence Received:** Alloway – offering emailed invoicing, already replied yes. **Utility account updates:** Traves Judy has apparently left and another tenant in without our knowledge. From this tenant we learned that the water is frozen so for payment and safety purposes we have shut off at the meter. FO Spencer will apply the partial deposit paid and send bill to owner for balance. **Reports presented:** none **Other Misc:** Bacon project total for equipment, labor, scope, and supplies was \$3046.60, below the \$5000 estimate.

**Superintendent's Report:** First quote for building changes came in but waiting on others. Stated that the truck's inside driver door handle is broken and the seat is becoming a bigger issue. Fender Bender quote for seats was \$899, but would be less if the passenger cushion was good enough to use for repairs. Quote for door handle was approximately \$650. McBride and Halsey approved both quotes with Drake abstaining. Next Supt Evans stated that Operator Albert had given them the next 15 meters to open and check for any signs of lead fittings, pipe etc.

**Old Business:** none

**New Business:** none

Mayor Cramer announced that officer Scott Holbrook was considering offering carry classes for government officials if there was enough interest. She took the names of those interested in taking the class.

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

ACE HARDWARE	MISC SUPPLIES	\$ 7.47
ALLOWAY	TESTING	\$ 698.70
AEP	STREET LIGHTING	\$ 872.92
BADGER METER	MONTHLY FEE	\$ 22.86
EJ PRESCOT	TILE (BACON PROJECT)	\$ 771.60
ERI	TILE PROBE (BACON PROJECT)	\$ 400.00
FIRST CITIZENS VISA	MISC CHARGES	\$ 783.33
HACKWORTH CONST	EQUIP/LABOR	\$1415.00
HARDIN CO ENGINEER	GRIT	\$ 26.15
KLEEM INC	SAFETY SIGNS FOR STREET WORK	\$ 327.42
SHELDON GAS	PLANT AND GENERATOR	\$ 357.25
SNAPPY'S	REPAIR SNOW BLADE	\$ 330.28
XEROX	MAINT AGREEMENT	\$ 86.55

**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 February 22, 2021.

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BPA President

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Fiscal Officer



The Village of Dunkirk council met in regular session February 16, 2021. Mayor Cramer presiding. Roll call-Gibson, Baum, Marshman, Rickle (tardy), Cramer and Prater absent. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 3-0.

**Guests:** Jason McBride, new youth sports coordinator, was present to discuss details to the coming season so he and the village were on the same page for who takes care of what and such. One item discussed was the home run banner program as McBride wasn't aware of the program. It was decided that the village would continue that program. While there FO Spencer took advantage and inquired about the columns needed for the Field of Honors. He will look into it where he works and get back with her.

**Old Business:** none

**New Business:** Baum asked that alleys that are used, such as hers and her daughters, should be plowed sooner. She added that they used to come off Lynn Street and across to her alley then. Hackworth stated that he was just trying to get everything open, starting with the streets, and then went back to clean things up. He also had assisted with some cars that were stuck or needed an area of street opened for an urgent need. Next Baum presented a copy, for review only, of the Ambulance Board's annual report for 2020. She noted that they are adding to their numbers and are now able to properly cover the day shifts most of the time now.

**Superintendent's Report:** (Hackworth in for Supt Evans) Reported that he and Seth Busch of Parrot Communications had a chance to discuss his plans for fiber optics in the village. From their discussion Hackworth was then in favor of the project to aid in the infrastructure of the village and to get more affordable internet to the people in the area. FO Spencer added that Busch had stated his goals were to use more grass areas than cutting into streets, and that the project would take several years to do.

**Fiscal Officer's Report: Correspondence Received:** OBWC – several documents concerning P Cramer claim; HN FFA – asking if council is interested in allowing them to do a community service project in the village each Spring and Fall. Council asked that FO Spencer respond favorably; CompManagement – reminder/amendment to the required courses for special rating plan. Marshman took the document home to look into requirements for 2021. **Correspondence Sent:** BWC – regarding Councilman Cramer's request to look into the motorized chair denial for his father, P Cramer. Solicitor Schwemer – request for an agreement prepared to put in place for Parrot Communications regarding fiber optics and liabilities. **Reports Presented:** January month end: bank reconciliation; payment and revenue status; wage earnings, investment listing, fund summary, appropriation and revenue status, appropriation and revenue supplementals. **Income Taxes:** nothing **Other Misc:** AFR, Notes to the Financials, and Hinkle notes were all submitted to the state. Applied for trees, downtown décor, and Field of Honor grants with the Hardin Community Foundation. Completed the pre-renewal survey for insurance. Aim to complete amendments to the contingency plan and complete the USDA annual reports and get both submitted soon.

**Legislation:** n/a

**Solicitor's Report:** n/a

**Mayor's Report:** Confirmed that the CCW classes for public officials are looking to have enough to take place. She stated they are thinking of doing them in April. She added that they will be of no cost for the class but noted that the paperwork and such will not be free.

Councilman J Cramer spoke with resident Dave Varney regarding his non-operating Pepsi machine and it was agreed that someone will help him to move it to the side of his building to get it off of the front sidewalk.

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

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

HARDIN COUNTY CHAMBER	2021 MEMBERSHIP	\$125.00
OHIO 811	2021 ASSESSMENT	\$ 75.00

**PAYROLL & LIABILITIES**

Motion passed 4-0.

Motion to adjourn until the next regular meeting March 1, 2021, made by Baum, second by Rickle. Motion passed 4-0.

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Mayor

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Fiscal Officer



The Village of Dunkirk BPA met in regular session February 22, 2021. Halsey and McBride present, Drake absent. Motion to approve the minutes made by McBride, seconded by Halsey, and passed 2-0.

**Guests:** Fred Rush, Hardin County Commissioner, to update the village on his meeting with Jon Cross in regard to the shortage in first responders. Also discussed were the funding proposed for blighted properties and broadband internet. Assistant Hackworth asked that while other villages may need more removed, Dunkirk should not be punished for their pro-active efforts in removing the blighted properties as they still need help and have at least tried to help themselves some and should get some credit for their efforts. This perspective was welcomed by Rush as he hadn't thought of things that way. Mayor Cramer brought up the Diamond Plastics building that still sits empty and asked that the commissioners please help the village in attracting a business into the structure.

**Fiscal Officer's Report: Correspondence Sent:** EPA (Schiefer) – re contingency edits  
**Correspondence Received:** ORWA – utility assistance opportunities **Utility account updates:** Presented current delinquent list. Requested to actually print bills on March 1 since the final arrangement date of 2-25 was on a Thursday. All agreed. **Reports presented:** January month end reports: payment and receipt listings; revenue, fund and appropriation statuses. **Other Misc:** none

**Superintendent's Report:** Leak on Wayne St fixed; chlorine distribution parts ordered and replaced. Discussed a larger leak at another residence in which the new owner had been doing repairs and was told by both Evans and Hackworth that a particular fix wouldn't work and now the home had a severe leak, coming out of the siding of the home. It was noted there was a missing window just above the location of the leak. For these reasons, board agreed there would be no adjustment offered as they took no precautions to avoid this event. Evans thanks Todd and Garrett Hackworth for their help with the snowfall, as well as all other volunteers involved.

**Old Business:** none

**New Business:** none

Mayor Cramer reminded all of the community meal on the 23<sup>rd</sup>.

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

ALLOWAY	TESTING	\$ 369.20
EJ PRESCOTT	METER PITS	\$ 132.84
HACKWORTH CONST	FEB 11-20	\$2090.00
SPECTRUM	PHONES/INTERNET/LIFTS	\$ 657.48

**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 March 8, 2021.

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BPA President

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Fiscal Officer





The Village of Dunkirk council met in regular session March 1, 2021. Mayor Cramer presiding. Roll call-Gibson, Baum, Marshman, Rickle, Cramer present, Prater absent. Motion by Rickle, second by Gibson, to approve minutes as presented. Motion passed 5-0.

**Guests:** Seth Busch, Parrot Communications owner, was present to provide mapping and details to his first phase fiber optic plans, should the council allow. He noted how all of it is down the road yet as he is in the early stages of that planning. Busch stated how the fiber optic would allow for better service within the village due to the trees and other homes blocking many people from a clear shot to the water tower. He also mentioned the liability waiver that he and Hackworth discussed, stating that nothing would happen until it was prepared and signed by all parties. Supt Evans asked if he was aware that he would then need to join 8-1-1 for people using OUPS. Busch was aware and is already joined. Following his discussion and exit, Mayor Cramer asked for any comments. Rickle stated that she was against helping him at all due to his history with the village. The Mayor suggested tabling the issue for the time being.

**Old Business: none**

**New Business:** Rickle asked if the park was open yet. Supt Evans informed her it was but that the concession stand/restrooms weren't open yet due to weather.

Baum reported that resident Mark Southward contacted her about water issues he has had since the sewer separation project took place. He stated that they broke a drain tile and the village needs to fix it. Supt Evans explained that Hackworth had already addressed it letting Southward know that they were attacking issues in the order they received them and that his turn was coming. Next Baum reported taking issue with the post FO Spencer placed on the forum regarding snow removal. She stated that she knew it was directed at her and didn't take kindly to it. FO Spencer stated that while it included her alley complaints, it had much more to do with the loud complaining by other residents that had posted on the forum. Spencer found her post and read it aloud to all. Mayor Cramer stated she thought it sounded good and didn't see anything directing it to Baum, others agreed.

**Superintendent's Report:** Presented 2 quotes for the building project at the water plant. Golden Giant for \$20,640 (without the shelving repair in existing building), and Steve Wellman for \$17,182 (which Evans believes includes the shelving repair). Gibson asked about sharing among funds to which FO Spencer stated it could come from General as well as Water and Sewer there are more than just water and sewer items stored there. With no action taken Evans continued with his report announcing that they would be starting the meter survey; the park is open; plan to cut exposed rebar on sidewalk the following day. He also brought up some issues with the truck following the snow event. He suggested a preventative maintenance plan with no action taken. He brought up the broken poles still down on Main Street. It was suggested that he contact Solicitor Schwemer to send a letter to Century Link that the village would remove at their expense should they not take care of them. Lastly Supt Evans reported that he had a resident complain about the trash at 160 S Walnut blowing over to his property. Council will once again begin service on the property and get photos.

**Fiscal Officer's Report: Correspondence Received:** OBWC – multiple letters and forms for P Cramer claim; Sheldon Gas – rate increase; Hardin County Treasurer – notices for ditch hearing and assessment estimates. **Correspondence Sent:** HN FFA advisor – favorably responded to their offer for a community service project. FO Spencer noted that ideas for projects were needed. **Reports Presented:** none **Income Taxes:** nothing **Other Misc:** Noted a thank you to Seth Busch for his assistance in viewing camera footage to find evidence for a hit and run earlier in the day.

**Legislation:** n/a

**Solicitor's Report:** n/a

**Mayor's Report:** Stated she was contacted by the tenant of the Ricky Lytle property wanting the home reported to the health board. She informed him of all the village tried to do with no luck and suggested that he contact them as the tenant and try. Another resident contacted her in regard to dogs from 290 E Patterson running loose, adding that they have bitten a neighbor more than once. She will ask that Solicitor Schwemer send a letter informing them of the ordinance rules for Dunkirk.

Motion by Cramer, second by Gibson, to enter into executive session for pending litigation. Motion passed 5-0. Motion by Gibson, second by Rickle to re-open the meeting. Motion passed 5-0. No actions from the session were taken.

Lastly the mayor brought up the ditch hearing and discussion was held on comments from residents on the forum as well as opinions on the lack of remedy the proposed project would have.

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

ACE HARDWARE	MISC SUPPLIES	\$ 44.94
FENDER BENDERS	PICK UP REPAIR	\$ 1463.28
USDA	ANN. LOAN PAYMENT	\$108,280.00

**PAYROLL & LIABILITIES**

Motion passed 5-0.

Motion to adjourn until the next regular meeting March 15, 2021, made by Cramer, second by Rickle. Motion passed 5-0.

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Mayor

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Fiscal Officer



The Village of Dunkirk BPA met in regular session March 8 , 2021. Halsey, Drake and McBride present, ~~\_\_\_\_\_~~. Motion to approve the minutes made by Halsey, seconded by McBride, and passed 3-0.

**Guests:** ERI would like to run cameras in the storm sewer systems to confirm where village tiles are for the upcoming hearing for the culvert hearing on the 25<sup>th</sup>. All members agreed to have them do so to help the county verify the efficiency of their projected plans. Drake noted that he was lied to by the petitioner or he would never have signed it.

**Fiscal Officer's Report: Correspondence Sent:** EPA (Scheifer) – contingency plan with corrections made **Correspondence Received:** EPA (Schiefer) – updated letter stating all 11 NOVs from 2019 were abated now. **Utility account updates:** Board approved a leak adjustment for Larry Lynch. Issues with another account were discussed. In another issue two residents were questioning their water usage and it was discovered that the one meter hadn't been read since the October 2020 reading so their bill will have to be adjusted once Supt Evans reads the meter in the morning. She added that the system didn't flag them that it hadn't read. **Reports presented:** February month end reports: payment and receipt listings; revenue, fund and appropriation statuses. **Other Misc:** none

**Superintendent's Report:** Discussed making contact with Century Link for the downed poles still not retrieved. He also discussed the possible poles that may need moved when the alley survey off Buckeye is complete. Next he brought up that he is gathering old, unused equipment and scrap metal to take to the junkyard. Contacted Buckeye Pipe about possibly getting our old meter reading stuff sold to someone still using that equipment. Lastly he noted that the lead mapping is continuing.

**Old Business:** FO Spencer asked about the count of copies needed for the contingency plan. It was stated that a total of 5 would be needed so she will print the other 4 soon.

**New Business:** none

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

ADVANCE AUTO	MISC SUPPLIES	\$ 45.98
AMERICAN ELECTRIC	ELECTRIC	\$3349.34
BADGER METER	SYSTEM SUPPORT	\$ 22.92
FIRST CITIZENS VISA	MISC CHARGES (AND CREDITS)	\$1037.45
HARDIN CO ENGINEER	GRIT	\$ 289.67
ML TECH	CHLORINE	\$ 330.00
SHELDON GAS	PLANT/GENERATOR	\$ 371.13
TERRY EVANS	MILEAGE REIMBURSEMENT	\$ 49.11
TRACTOR SUPPLY	MISC SUPPLIES	\$ 59.97
USPS	ANNUAL PO BOX FEE	\$ 92.00
XEROX	MAINT AGREEMENT	\$ 74.89

**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 March 22, 2021.

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BPA President

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Fiscal Officer

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The Village of Dunkirk council met in regular session March 15, 2021. Mayor Cramer presiding. Roll call- Gibson, Baum, Marshman, Rickle, Cramer present, Prater absent. Motion by Rickle, second by Baum, to approve minutes as presented. Motion passed 5-0.

**Guests:** Mayor Cramer announced that she had received a complaint from a resident who had said they would attend the meeting regarding neighbor disputes. Council was filled in on the complaint as well as other history likely explaining the situation.

**Old Business:** none

**New Business:** Marshman presented the 2020 Northern Hardin County Fire District report.

Rickle brought up an issue with cats on Pioneer Street. She had a citizen ask if they could shoot them, to which she knew that was a no, but they wanted to know when they become a hazard. Councilman Cramer stated that he once was blocked on the road by 18 cats all laying in the middle of the road and wouldn't move. Solicitor Schwemer found an ordinance for which it would disallow them to be running at large, and should the caretaker of them use excuse they aren't hers, the ordinance also prohibits feeding strays as it causes them to harbor. He will send a letter explaining the issue and try to resolve it. Net Rickle brought up a complaint that there are stones on the sidewalk near the aluminum can drop off behind town hall. Supt Evans stated that would be from the snow plowing and will be taken care of.

**Superintendent's Report:** General business of the week included collecting unneeded items for the future sale, still acquiring quotes for the building to be done at the water plant; looking into pallet shelving as an alternative for that part of the project; lead mapping is moving along but was temporarily put on hold due to the ditch hearing and ERI being in town to map storm sewer; cameras are up and working aside from back of library which is from a squirrel issue; community service worker is getting some eyesores taken care of and doing well. He also reported that the century link poles didn't get taken care of as promised to which he will follow up on. Lastly, he reported that on spring on the snow plow was broken and the second was about to go so he will be taking it to get fixed.

Baum was addressed by a resident whose doctor was blaming their husband's illnesses on the village having too much sulfur in the water. Supt Evans stated that there are no traces of sulfur in the village's water.

**Fiscal Officer's Report:** **Correspondence Received:** OBWC- multiple documents on P Cramer claim; Hardin CO Regional Planning – needing representatives for 2021. Mayor put herself and Marshman on the list. State Auditor – save the date for a virtual local government officials conference on April 13 and 14. FO Spencer stated that she has registered but will be taking the courses off site so will not be in the office those days; County Commissioners – notice for ditch hearing since village has properties in the watershed. **Correspondence Sent:** USDA – annual report completed and sent, all but item needing signed by the mayor which she will scan and send on the 16<sup>th</sup>. **Reports Presented:** February month end: bank reconciliation; payment and revenue listings; wage earnings; investment listing; fund summary; appropriation and revenue status. **Income Taxes:** nothing new **Other Misc:** New UAN laptop arrived and therefore the old one is available for sale. Following discussion it was agreed to that FO Spencer will place announcement for bids in the forum and the deadline would be 5pm on April 5 so bids could be presented and awarded at that time. The dvd drive that came with it will not be included as it can be used still. Next FO Spencer brought up an idea that Seth Busch of Parrot Communications had offered, to place a phone where the pay phone had once been and provide all the emergency hotlines on a sign with it. She added this was to be at his cost, aside from any power it might need. Council was concerned with some using it irresponsibly for prank calls, or extremely long long-distance calls. Supt Evans suggested a way to assign codes for each hotline and be the only available use. Council all agreed they would fully support its use for emergencies only. Lastly she reported that the solicitor had provided her a copy of the letter sent regarding loose dogs, and a shelter rental agreement for both the open and closed shelters.

**Legislation:** ORDINANCE 2021-03 DEEMING UAN LAPTOP UNNEEDED AND ALLOWING TO TAKE BIDS

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

Motion to pass: 1 Cramer, 2 Baum, roll call 5-0.

**Solicitor's Report:** noted that the survey was on hold due to weather but should be getting back on schedule

**Mayor's Report:** Asked that the ordinance committed get photos for 160 Walnut and 140 Pioneer and prepare violation forms on both. Discussed abandoned vehicles due to one that had sat on Main Street for several weeks. According to current ordinance the mayor is to obtain the owner's address via BMV, then serve them with a 10 day notice to move. Should they then not comply the vehicle could be towed.

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

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

ACE HARDWARE	MISC SUPPLIES	\$ 30.54
BURNHAM & FLOWER	FO BOND	\$ 350.00
HARDIN CO REGIONAL PLANNING	2021 ASSESSMENT	\$ 612.50
MICROSOFT	OFFICE 365 RENEWAL	\$ 99.99 (CC)

**PAYROLL & LIABILITIES**

Motion passed 5-0.

Motion to adjourn until the next regular meeting April 5, 2021, made by Cramer, second by Rickle.

Motion passed 5-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session March 22, 2021. Halsey, Drake and McBride present. Motion to approve the minutes, with the striking of "Drake absent" made by Drake, seconded by Halsey, and passed 3-0.

**Guests:** Todd Hackworth was present to review ERI's findings on the storm sewer issues pertaining to the county's ditch project hearing. He identified some areas that would need attention soon, as well as potential areas that the village could re-route some of the storm sewer runoff to a location beyond the railroad trestle, which is a concern with the current plan proposed by the county. FO Spencer spoke with Mark Doll, Hardin Co Regional Planning, earlier in the day and obtained some guidance for getting a storm sewer project underway. Drake was chosen to speak on the findings at the meeting, with the mayor, Supt Evans and Hackworth also in attendance.

**Fiscal Officer's Report: Correspondence Sent:** Only responses to that rec'd **Correspondence Received:** Resident with questions and concerns with their recent water bills. **Utility account updates:** Board approved one billing correction and three penalty adjustments. **Reports presented:** reported that the auditor's 1st half receipts for delinquent utilities was a gross just over \$1800. **Other Misc:** none

**Superintendent's Report:** Ask for approval to have Arbor Elite come remove a tree that was impending the storm sewer. Motion by Drake, second by McBride, to approve the \$725 for tree removal. Motion passed 3-0. Park restrooms were open with 1 toilet to be repaired. Discussion regarding Jason McBride's wishes to replace the block pump house and two sheds with one building for all. Board had concerns with any future well analysis if it was included in such a project. It was suggested they just replace the shed but leave pump house alone. Lastly Supt Evans noted he is in need of a new printer for the water plant office.

Halsey  
absent.

**Old Business:** none

**New Business:** none

Mayor Cramer noted that she purchased wind chimes for Ron Hackworth's funeral on behalf of the officials and employees and reminded them of the community meal on the 23rd.

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

ACE HARDWARE	MISC SUPPLIES	\$ 115.02
ROBINSON SALT SUPPLY	TREATMENT SALT	\$4914.36
SPECTRUM	PHONES/INTERNET/LIFTS	\$ 657.59

**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 April 12, 2021.

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BPA President

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Fiscal Officer





The Village of Dunkirk council met in regular session April 5, 2021. Mayor Cramer presiding. Roll call-Gibson, Baum, Marshman, Rickle; Cramer and Prater absent. Motion by Baum, second by Gibson, to approve minutes as presented. Motion passed 4-0.

**Guests:** 13 landowners, 2 BPA members, Todd Hackworth and ERI were present to discuss the County's ditch project and explain how they can appeal. ERI and Todd Hackworth opened the session by presenting video of the insides of village storm sewers, with a map to pinpoint where they were in the tile, and issues found. Following their presentation Solicitor Schwemer explained the criteria that the County had to meet to move forward with the project, as well as being what an appeal would have to prove didn't exist. They were: If the repair was necessary, conducive to public welfare, and that the benefits outweighed the costs. He stated that the village could not file on other's behalf and that no new evidence is allowed in an appeal, including ERI findings. He went on to explain the formula for assessment and said that inside the village limits it would be \$100 per parcel. Also, there will be no added maintenance fee since there is already a maintenance fee for the ditch. Rickle asked if several could go in together for an attorney and appeal to which Schwemer stated they could. Marie Hastings, Glenda Kohli, LeeAna Earlywine and Jason Kohli all raised concerns which were answered as best as could be. Several guests stated their displeasure with the County and how this was handled as they already made up their minds and wouldn't listen to or entertain any evidence ERI had found. It was added that they walked around questions they didn't care to answer or couldn't answer. Hackworth asked the solicitor how to get the easement for the tile behind the N Main homes marked because Bryon Halsey would only permit the village to get concrete blocks removed but would need his permission to do any other tile works or repairs. FO Spencer asked if it could be added to the survey work soon to be done elsewhere for the village. Baum, in response to the last criteria and determining who is assessed, asked just who this project would benefit. At that time Mr. Andy Emerine arrived and discussed the money he has personally spent to stop his flooding on W Washington St, including a retention pond and levy, and provided photos from times it had flooded. He stated that water dams up at the railroad due to a collapsed drain under the rails. If his water can't get away and get to that ditch he feels he shouldn't be paying for any of this. Mayor Cramer thanked Supt Evans, Hackworth Construction and ERI for their hard work in trying to find other solutions. Council and several in the audience agreed.

**Old Business:** none

**New Business:** Gibson brought up concerns from people wanting to know how they can learn about what is going on at council meetings. FO Spencer stated that while she is posting minutes to get into the habit, the new web host won't open the site until it is completely ready, which FO Spencer had little time to get to given her hourly restraints. It was suggested that she copy and paste them to the forum but block any comments. Baum felt that was against the "forum" concept. In a simple head nod vote the majority agreed to posting on the forum but blocking comments as comments would need to be at a council meeting in order to be addressed.

**Superintendent's Report:** Met with Choice One Engineering about storm drains, Main Street resurfacing and other future concerns that the village might want to address with financial help from grants and such. Their rep will be getting with Regional Planner, Mark Doll, to discuss possible ways to address the first issue, the storm sewer system within the village. Reported that a tree impending one of those lines has been removed; Other basins are being worked on as well. Traffic light inspection was completed and went well. He and Hackworth are continuing to map all storm tiles; memorial benches and flower pots are out; lagoons were open but are already closed. Reported that the summer league manager, Jason McBride, approached him about building a new facility to replace the two storage sheds at the park. Supt Evans suggested that they draw up a plan and present it to council. A new sign-out system was put into place for distributing keys to coaches. Building quotes for the water plant were turned in. Confirmed with council to count equipment and hours for Spring Clean Up as they did in 2020. Lastly he received a complaint that a newly built fence on W Wayne was not secure enough and people are worried about the dogs attacking them. Solicitor Schwemer will look into the fencing rules and send a letter.

**Fiscal Officer's Report: Correspondence Received:** OBWC – letters and record of proceedings for P Cramer claim. Decision to stop appeals on home therapy and supplies was motioned by Gibson, second by Marshman, and passed 4-0. State Auditor – announcing the ability to now have a third cycle of AUP audits before returning to a full audit, which she added she will qualify for and save the village approximately another \$10k next year. Presented all with a flier from Nicole Hackworth's 1<sup>st</sup> grade class. They are studying bees and holding a save the bees fundraiser with proceeds to go to the village's downtown flower fund. FFA advisor Overs – needing the volunteer day to be a weekend. After discussion council directed FO Spencer to decline with a thank you for the offer. Prosecuting attorney – notice of offer to buy for taxes: 391, 393, and 360 W Washington. All agreed not to purchase. Motion by Rickle, second by Gibson to allow Mayor to bid on 360 W Washington at the auction with a \$200 limit. Motion passed 4-0. **Correspondence Sent:** CSX – third and final

notice for 2020 mowing with ordinance violation info going forward. She received a call and they requested a contract for the services going forward. A sample was sent to Solicitor Schwemer for review and preparation. **Reports Presented:** March month end: bank reconciliation; payment and revenue listings; wage earnings; investment listing; fund summary; appropriation and revenue status. **Income Taxes:** Regional Income Tax Agency (RITA) – announcing an extension for state and local tax filing to go along with federal. They also provided reports for 2020 collections and FO Spencer noted that just in the P&I the amount collected, pointing out that this is for collections on delinquent taxes that went uncollected before due to people not taking her letters serious. **Other Misc:** 1<sup>st</sup> half property tax settlement came in with no payments on ordinance violations. Had a request from Angie Frater at 300 W Wayne to stone in a parking area on the Wayne Street side of her home. Action was approved and Supt Evans will get with her to discuss the requirements. April COVID Cares report turned in. Webinars April 7 and 27 as well as the LGOC two day online-conference the 13<sup>th</sup> and 14<sup>th</sup>. The Village’s insurance company will be conducting an IT risk assessment on the 19<sup>th</sup>. One bid of \$50, from Impressions by PJ, was received for the laptop. Motion by Marshman, second by Rickle, to accept the bid. Roll call 4-0. Discussed the new American Rescue Plan and the estimated \$160K to be received by the village. She is hoping that there might be a way for some of that funding to be used toward the Field of Honors but will know more after the webinar on the 27<sup>th</sup>. Requested permission to proceed to get the eight columns needed to hang the banners on hand. All agreed to at least get to that point.

**Legislation:** ORDINANCE 2021-04 CONTRACT WITH CSX FOR MAINTAINING THEIR PROPERTIES

Motion to pass 1<sup>st</sup> reading: 1 Marshman, 2 Gibson, roll call 4-0.

**Solicitor’s Report:** Contacted Fox Survey and they said they should be getting the alley marked in the next few weeks.

**Mayor’s Report:** Read a thank you card from the Ron Hackworth family for the wind chimes given at the funeral. Motion to enter into executive session to discuss a legal issue by Gibson, second by Marshman. Roll call 4-0. Motion to open the meeting by Rickle, second by Baum. Roll call 4-0. No action was taken.

Building quotes: Chad Cook and Joey Morrison - \$16354.47, Steve Wellman - \$17182.00, Lester Miller - \$17500.00 and Golden Giant - \$20640.00. Baum made a recommendation to go with Lester Miller’s quote. Discussion was held where it was mentioned that Miller is doing a good job at a church and cleans up after himself and will come back if there are any problems. Other comments were that Morrison’s father rarely finished what he started or cleaned up after himself and that Wellman would be busy with the Field of Honors columns, therefore making Miller the obvious choice to some. It was also noted, by FO Spencer, that Cook and Morrison just recently stopped what they were doing and chased down parts of a customer’s roof that blew off in the high winds overnight and she added that Cook has kept his work area clean in work done for her. Motion by Rickle, second by Marshman, to accept the Lester Miller quote of \$17500 to do the building at the water plant. Motion passed 4-0.

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

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

ACE HARDWARE	MISC SUPPLIES	\$ 21.98
AMERICAN ELECTRIC	ELECTRIC	\$3369.70
FORNEY S&S	OIL	\$ 63.48
OHIO AUDITOR	2 <sup>ND</sup> QUARTER UAN FEES	\$ 762.00
BRIAN SHOOK ELECTRIC	TRAFFIC LIGHT INSPECTIONS	\$ 800.00
WEX BANK	FUEL	\$ 534.14

**PAYROLL & LIABILITIES**

Motion passed 4-0.

Motion to adjourn until the next regular meeting April 19, 2021, made by Gibson, second by Rickle. Motion passed 4-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session April 12, 2021. Halsey, Drake and McBride present. Motion by Halsey to approve the minutes, with the correction to Halsey abstaining on the tree vote, seconded by Drake, and passed 3-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Sent:** none **Correspondence Received:** OEPA (R Baker) to Dale Albert regarding hardness. Dale has already replied but questions why the concern when the allowed number is so much higher yet. All agree it is more about who we are rather than there being trouble. OEPA (G Christie) – to Steve Manns. Steve had already responded and provided a copy of response for the records. Regional Planning – Representative needed for the April 16<sup>th</sup> meeting at 10:30am. Supt Evans and Halsey will attend. **Utility account updates:** Motion by McBride to remove penalties on account 00200100 due to being placed in the wrong PO Box, second by Drake. Motion passed 3-0. The unknown cause of high usage in the October 2020 reading for 120 Pioneer has now been verified as leaks. They are working to fix everything and once complete they will qualify for a leak adjustment. FO Spencer then explained that this second home will then be rented out so the credit will be applied to the main residence at 110 Pioneer since the owner has already paid that bill and then tenants shouldn't get the credit. Provided delinquent list to date. In working with Supt Evans to be sure issues with meter reader were fixed, a complete reading was performed. FO Spencer has prepared a list that were flagged as leaks on the system but also found one account that went from 4K the last cycle to 34K with this only being half way of the next cycle. Supt Evans will look into them all. FO Spencer will be inquiring as to why so many unwarranted leak detections yet the one that is suspicious isn't flagged. **Reports presented:** March month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc:** Mentioned that 2021 was the last of the 5 year rating ordinance. She will be reviewing financials and prepare a proposal for the next 5 years. She also mentioned the plans for the end of a loan within that period as well as possibly instituting a portion going to storm sewer maintenance like Kenton is proposing.

**Superintendent's Report:** Informed the board that council chose the Lester Miller bid of \$17,500 for the addition to the water plant garage. He discussed a place he found racking that was just over \$1000, which was more than half off the other price provided by Menards. Motion by Drake, second by Halsey, to purchase that lower priced racking from the Marketplace site. Motion passed 3-0. Next Supt Evans reported that they are working on the S Main and Pine Ave storm drain issues. Hackworth reported that former Supt Cramer had reportedly cut the storm tile on Pine Ave, during the sewer project. He was told by Southward that he was told they thought the new stone from the sewer line being laid would work as a French drain. In the little work already done they did find that Southward had so many tree roots in one section that his side of the tile was blocked and they couldn't view any further in his direction. Concerned with a chance of where the complaint was going, given the black mold mentioned by the resident, Hackworth asked if they wanted him to follow the line to verify if Cramer happened to have reconnected but didn't tell anyone. Mayor and Board all agreed a definitive answer had to be known given the circumstances. McBride did note, having lived across from Southward for years, that there had always been water sitting around their house after a good rain back before the sewer project went through and that tile was reportedly cut. Supt Evans reported on info learned from a meeting with Choice One Engineering, recommended by Regional Planner Mark Doll, to discuss storm tile and Main Street repair projects. Evans stated that lift station #2 was tampered with and someone shut off the entire power supply so they wouldn't even get their robo-call. He discussed the chain of events that occurred from this action, which did include another station overflowing. The incident was reported to Manns who will file a report to his EPA person as required. While it isn't known why former Supt Cramer only had locks on certain stations, Board agreed that FO Spencer will order a batch of like-numbered locks to be solely used on ALL lift stations.

**Old Business:** Halsey asked if the hydrant flushing was scheduled yet. Supt Evans stated it was done later in the year in 2020 so they hadn't made plans with the fire dept yet for this year. He will contact them and ask for a potential date as well as asking them to exercise the valve in front of each hydrant when performing the task.

**New Business:** none

Mayor Cramer noted that the conceal carry classes for the public entity officials and employees will be May 1 and 15. She provided name and number to call so those interested could set up which day they wanted to take the course.

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

ACE HARDWARE	MISC SUPPLIES	\$ 34.97
ADVANCE AUTO	MISC SUPPLIES	\$ 34.95
BADGER METER	MOBIL HOSTING	\$ 22.92
ERI	STORM SEWER WORK	\$1125.00
FIRST CITIZENS VISA	MISC CHARGES	\$ 283.93
HACKWORTH	LABOR/EQUIP	\$1245.00
ML TECH	CHLORINE	\$ 510.00
SHELDON GAS	PLANT/GENERATOR	\$ 188.05
TSC	MISC SUPPLIES	\$ 123.97
XEROX	MAINT AGREEMENT	\$ 83.43

**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 April 26, 2021.

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BPA President

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Fiscal Officer

The Village of Dunkirk council met in regular session April 19, 2021. Mayor Cramer presiding. Roll call- Gibson, Baum, Marshman, Rickle; Cramer and Prater absent. Motion by Marshman, second by Gibson, to approve minutes as presented. Motion passed 4-0.

**Guests:** Jon Barnett, library representative, requested that they be considered for the village's 70/30 share sidewalk plan so they can put a side walk on the Wayne Street side of their property. Motion by Marshman, second by Baum, that the village provide 30% of their cost. Motion passed 4-0.

Adam Paxton was present to discuss a donation of a memorial wall for the Field of Honors. He stated that Bluffton Precast is donating the form and the truck (for delivery/placement) and he is donating the cost of the concrete, artwork to be completed, and the finishing of the wall. The need for backfill was brought up with Paxton offering dirt from his home, and mentioned possibly from Chris Rodabaugh. Council was thankful for the donation and approved of the project. FO Spencer will prepare amendments to the current plan to accommodate the wall. Another guest, Jason McBride, stated he would see if his employer, Hensel Ready Mix, would help with the concrete base that would be needed.

Jason McBride, representing the summer leagues, was present to ask about replacing the two older sheds with one solid building. He intent is to be able to store all ball equipment, including drags, inside. His estimate was a 20x36 with 8x20 being sectioned off for use by the CIC, exclusively, for the life of that organization. Supt Evans suggested he build some shelving in that section to help them with organizing their stuff. Next McBride stated he was in need of someone to drag the fields for the season as the person he had lined up backed out. By meeting's end FO Spencer stated that Adam Paxton was willing to drag for them and she would share contact info to/from both. Lastly McBride asked if he could place stone in front of their shed for now to make loading/unloading equipment more simple. Council gave permission to do so. Council then asked that he prepare a drawing and provide figures for the building so council could review before approving. At this time Gibson asked that McBride remind the coaches that they need to check the restrooms and disinfect. Baum noted it is obvious this isn't being done as toilets have gone unflushed several times.

**Old Business:** Marshman announced that the Northern Hardin County Fire District has tentatively set the Fall 2022 election for the levy request. He also mentioned that another engineer was able to cut \$400K costs in the plan.

**New Business:** Rickle reported on an incident over the weekend in which she was nearly attacked by 4-5 pit bulls. At first it was guessed to be from the E Patterson house since their dogs have gotten loose and bit a neighbor already. But later she recognized one of the ones involved inside a fence across the street from her. She stated her concern is with the nice weather coming and more people, especially kids, out and about there would be trouble. Letters couldn't be sent without knowing the proper owners to contact so Mayor Cramer stated she would contact the dog warden and see if the village could get some help contacting possible owners.

Baum asked about the letter sent to another resident regarding the fence he was building on W Wayne. She was curious as to what it said given the allegations put forth by that resident in a rather rude and angry manner. FO Spencer will request a copy of it be sent to her to share with council.

**Superintendent's Report:** Discussed vandalism at a lift station. Someone shut off the power which led to a chain of events which included an overflow at another lift station. Evans reported the incident to Operator Manns who will write up a report for the EPA. Board approved buying a batch of like-keyed locks to be used & set aside for all lift stations. Next Supt Evans reported on their meeting with Choice One Engineering in regard to storm sewer and Main Street repairs. Upon attending the regional planning meeting he learned that the engineer and RP Mark Doll had found some funding but that is was for the 2022 and 2023 rounds. Also at the meeting Commissioner Stryker let him and Board Member Halsey know that they will be offering some help to Dunkirk with the ARPA funding coming. Reported that they were in the process of working on storm tile issues on Pine Ave. Lastly Evans reported that during the potholing on W Washington at the Emerine property, lead was found. Operator Albert

contacted the EPA to inform them that the reports provided by former Supt Cramer, are now known to be wrong as they pertain to lead.

**Fiscal Officer's Report: Correspondence Received:** OBWC – re P Cramer claim; SAM Admin – providing extensions to our renewal date to Nov 23, 2021. **Correspondence Sent:** none **Reports Presented:** none **Income Taxes:** none **Other Misc:** Working on a budget amendment since some of the unplanned projects have already hit certain line items hard, in addition she stated that during her LGOC webinar it was stated that a new fund for the ARPA was recommended as the reporting will be separate from the Cares Act funding. Earlier in the day the IT risk assessment went well and they were impressed with some of the measures already in place for security. FO Spencer noted that she was putting together a list of changes to be reported to insurance such as the new mower, updated count on memorial benches, and to inform them that the tank is relocated and provide the Field of Honors plans. Reported that she participated in a webinar on April 7 for mass communications, the LGOC webinar on April 13 and 14, and will have webinars on the 27<sup>th</sup> and 29<sup>th</sup> both on the ARPA funding. Updated council on the Field of Honors changes, stating that with the count of banners on hand and those being ordered she felt the need to change from 12 to 14 columns to allow for future banners that will undoubtedly be ordered once the columns are built. All agreed for Steve Wellman to get a minimum of 8 columns up before Memorial Weekend to accommodate the banners on hand for the 2021 display season. Lastly she stated that she would be approaching First Citizens to see if they would participate in the Ohio Pooled Collateral System to better insure the village's money for the balances being carried now.

**Legislation:** ORDINANCE 2021-04 CONTRACT WITH CSX FOR MAINTAINING THEIR PROPERTIES  
Motion to pass 2<sup>nd</sup> reading: 1 Gibson, 2 Marshman, roll call 4-0.

**Solicitor's Report:** n/a

**Mayor's Report:** Announced that the gov't official/employee conceal carry classes will be May 15 and 22. She provided the name and contact info for all to call and schedule which class they will attend.

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

ACE HARDWARE	MISC SUPPLIES	\$ 6.99
FIRST CITIZENS VISA	CURRENT CHARGES	\$1162.02
HY TEK MATERIAL HANDLING	PALLET RACKING SYSTEM	\$1092.00 PD
<b>PAYROLL &amp; LIABILITIES</b>		

Motion passed 4-0.

Motion to adjourn until the next regular meeting May 3, 2021, made by Gibson, second by Marshman.  
Motion passed 4-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session April 26, 2021. Halsey, Drake and McBride present. Motion by Halsey to approve the minutes, seconded by Drake, and passed 3-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Sent:** none **Correspondence Received:** OEPA (R Baker) – info on funding sources and a request for status on lead line mapping; OPWC – expo invite to virtual event; since there was interest FO Spencer will keep a watch for the schedule so it is known if one or both days will be needed. It was also discussed to all view at town hall to avoid the per person cost.

**Utility account updates:** Spearman rental property sold and the trailers are being removed so that account will be inactive unless another home is placed on the property. **Reports presented:** Delinquent report – no additional shut off as long as the two promising payment overnight don't follow thru. **Other Misc:** Noted receipt of a water bill sent March 1 was just received for a bad address some time after box check on April 21. She stated this was just to show that mail is becoming more and more an issue in the billing cycle.

**Superintendent's Report:** Potholing for lead on W Washington did find a lead service line, contrary to reports provided by former Supt Cramer. Water Operator Albert has prepared a report and informed EPA of the finding. In researching the Southward drain issue, it was discovered that everyone on Pine Ave was disconnected from their tile during the sewer project but that former Supt Cramer's French drain theory was not working and the residents will all need reconnected somehow. Mayor Cramer asked who made that ultimate decision to not reconnect during the project. FO Spencer said with the engineer that worked the project retired it may never be known. Next Supt Evans stated that the radiological tests were completed, they had just crossed between being sent in and receipt of the reminder email from R Baker of EPA. With so many projects needing faced, Halsey asked Supt Evans for a prioritized list. He stated that the potholing for lead was priority one, then Pine Ave repairs, followed by continued surveying of village storm sewers.

**Old Business:** Drake asked if any conclusion had been reached on being able to access and do any work on the tile behind the west side Main Street homes. Since not all were in attendance at the April 5 meeting it was then explained that Bryon Halsey had only given permission to get the concrete blockages out but any other work had to be with his permission so during that meeting Hackworth asked whether there was any legal access or if this was the case. FO Spencer noted that she hadn't heard anything more from the solicitor on that subject. She will try to get an answer for the next meeting.

**New Business:** none

Mayor Cramer reminded all of the community meal on the 27<sup>th</sup>.

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

ALLOWAY	TESTING	\$ 645.25
ERI	STORM TILE INSPECTIONS	\$ 250.00
HACKWORTH CONSTRUCTION	LABOR/EQUIP	\$2310.00
SNAPPY'S	SNOW PLOYW REPAIRS	\$ 283.41
SPECTRUM	PHONES/INTERNET/LIFTS	\$ 658.89

**PAYROLL AND LIABILITIES**

Motion passed 3-0.

Motion to adjourn was made by Halsey, second by McBride. Motion passed 3-0. Next meeting will be May 10, 2021.

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BPA President

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Fiscal Officer





The Village of Dunkirk council met in regular session May 3, 2021. Mayor Cramer absent; Gibson acting mayor. Roll call-Gibson, Baum, Marshman, Prater; Rickle and Cramer absent. Motion by Marshman, second by Baum, to approve minutes as presented. Motion passed 4-0.

**Guests:** J Kohli present to observe.

**Old Business:** none

**New Business:** Marshman handed out packets from the Regional Planning annual meeting and the Alliance report presented at that meeting.

Baum asked about community garage sales. Dates set were for July 16-18. FO Spencer will prepare announcements to round up participants. Next Baum asked Solicitor Schwemer about the height on the presented new fence ordinance. He stated it was simply what Kenton has and council can adjust as they wish.

**Superintendent's Report:** Working on organizing outbuildings at the water plant. Would like to order a steel dumpster for the scrap. Prater asked about getting money from the scrap and it was explained that a steel dumpster just means they cut a few cents off the price we get to pay for the dumpster. Motion by Prater, second by Marshman to allow him to order the dumpster. Motion passed 4-0. Next he asked to order three more shelves and parts for the new pallet shelving. Motion by Marshman, second by Prater, to allow him to make the purchase. Motion passed 4-0. Presented a quote to cut out and fill the four large potholes with concrete. Quote was from Comb's Concrete for \$3000. Motion by Prater, second by Gibson, to accept the quote. Motion passed 4-0. Supt Evans then asked for permission to get quotes on hauling out the massive brush pile, mixed with miscellaneous debris. All agreed to do so. Also brought up: the flower donation of \$560 from the HN first grade class, including a \$200 donation from Pheasants Forever; damaged American flags were picked up by the Dunkirk VFW and delivered to Kenton Eagles for proper disposal; asked for timeline on mowing 360 W Washington to which Solicitor Schwemer stated that the tenant was given 30 days to vacate but that we could go on and mow now; asked about mowing other empty lots to which FO noted that the mayor had requested councilman Cramer get pictures and notices to Spencer for filing but it had not been done; trying to kill growth around tank to then till and fill with pea gravel; pitbull mix loose from 200 W Wayne, owner warned to better contain them. Solicitor Schwemer advised to call warden every time a dog is loose to build a history of the issue so the warden can then take action if/when needed. Next Supt Evans asked about the Buckeye alley survey and the village sharing policy status. While Schwemer had not received anything from Fox Survey yet, Gibson stated she was asked about the new stakes down that area. Schwemer will check with Fox to see if they had been there. FO Spencer stated that the village sharing was still unanswered until Mayor Cramer attends the next Hardin County Mayor's meeting to see if others had followed up and passed theirs yet.

**Fiscal Officer's Report: Correspondence Received:** OBWC – re P Cramer claim; RITA – Ohio supreme court ruling that Ohio Dept of Taxation will have to return admin fees from the net profit opt-in program; OML – open enrollment for managed care. All agree to continue with current provider. PEP – report on IT risk assessment – while impressed with some of the steps already in place, it was suggested that we update the policy on IT use, enhance the disaster recovery plan to include cyber crime; and actually implement the retention plan already in place. **Correspondence Sent:** Jon Cross – request the Dunkirk Field of Honor be placed in the State's capital budget plan. Response was favorable and Cross will meet with FO Spencer to discuss further and prepare for the 2022 budget inclusion. **Reports Presented:** April month end: bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; appropriation and revenue status; appropriation supplemental. **Income Taxes:** RITA will once again be putting in place administrative subpoenas rather than in person. Cost to participate for the 2021 and 2022 is \$1 per subpoena. Morshman motioned to participate, second by Baum. Motion passed 4-0. **Other Misc:** Received her certificates of completion for the LGOC; Contacted C O'Flaherty, ODOT, regarding the closing of one lane to repair a pot hole to which there is no

need to contact them for a single lane closure; also discussed the total repair of Main Street and received contact info for person with ODOT that helps find grants. Info was sent to RP Doll. Redesigned field of honors plan for the wall being donated; Contacted Knueve & Sons about the status of the Cares Act work to which they scheduled work for May 5 and 11 so far; held an online conference call to discuss the village's goals in use of a mass communication plan, quote to come at next meeting; attended webinars on ARPA on April 27 and 29. The 29<sup>th</sup> was part 1 of 3 so more to go. Awarded grants from the Hardin County Community Foundation - \$500 for downtown décor; \$1000 for trees; and \$2000 for the Field of Honors. Asked Solicitor about the possibility of holding a yard sale to sell off unneeded items, or if bids have to be taken to set up like a yard sale a day taking bids, and then awarding to highest bidder. Schwemer still felt that listing on GovDeals was best way. FO Spencer and Supt Evans noted the massive amount of items to have to list and it was tabled for the time being. Lastly FO Spencer stated that she had realized that with the moving of the tank and the newspaper article that sparked some donations, she hadn't actually prepared a letter soliciting donations but will be doing so soon. Marshman thanked her for that plan.

**Legislation:** ORDINANCE 2021-04 CONTRACT WITH CSX FOR MAINTAINING THEIR PROPERTIES

Motion to pass 3<sup>rd</sup> reading: 1 Marshman, 2 Prater, roll call 4-0.

**Solicitor's Report:** all covered within meeting

**Mayor's Report:** n/a (absent)

At this time FO Spencer made notion that the reason no members received the requested copy of the letter allegedly sent to T Mosgrove was because no letter was sent due to a miscommunication. She then stated that given his posts on the forum, someone that sat at the table following the closed session on April 5 had to have said something about it to him, or someone, for him to have posted as he did.

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

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

AMERICAN ELECTRIC	ELECTRIC SERVICES	\$ 2,547.24
PUBLIC ENTITIES POOL	INS POLICY RENEWAL	\$14,017.00
ROOT LUMBER	SHELVING SUPPLIES	\$ 153.28
WILSON TIRE	TIRE REPAIR	\$ 8.50
Combs Concrete	repair 4 major potholes	\$ 3,000.00
HyTek Material Handling	added shelving for new unit	\$ 252.00

**PAYROLL & LIABILITIES**

Motion passed 4-0.

Motion to adjourn until the next regular meeting May 17, 2021, made by Baum, second by Prater.

Motion passed 4-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session May 10, 2021. Halsey, Drake and McBride present. Motion by Halsey to approve the minutes, seconded by Drake, and passed 3-0.

**Guests:** Todd Hackworth reported that with the recent high rainfall the village looked pretty good. Issues were at Jenni Greens shop that we are working on and at the bus garage which we need to check into. He noted that Emerine's tile was full while Frater's had plenty of room so confirmed total blockage between them to work on. Other than that, he said, the only other major standing water was in Bryon Halsey's field. He also took photos of the culvert which had plenty of room for water, which proves even further that the culvert is not the issue. The riser Halsey installed a while back isn't working as intended either. Hackworth and Supt Evans will be fixing village tile in the Kris DeLong driveway and behind the Halsey home. Next they discussed the Pine Ave issue reporting that the old tile has lots of stone from not having been hooked back up and left open. Was agreed that they still need to find the original and/or as-built plans to determine when it was decided to not connect those homes and who made that decision. Lastly Supt Evans and Hackworth reported on an overload to Lift Station #9. There is still too much water infiltration from somewhere. The guess is sump pumps, which are not to be connected to the sanitary sewer as before in the combined system. Discussed was held on how to move forward in finding those still sending non-gray water into the system. FO Spencer reminded them of their request for Tyvek suits for when they are working on the lift stations. All members approved for Spencer to order a box for both of them.

**Fiscal Officer's Report: Correspondence Sent:** Village solicitor – asking about right-of-way for working behind the North Main homes on the West side. His response was that he hadn't looked at it since the April 5 meeting. She did ask that he do so soon so we can be working on that portion, ideally without the need of Halsey's permission every time they need to work on that area in trying to help others with high water issues. **Correspondence Received:** none **Utility account updates:** Had 2 water bills just returned due to end of forward order. Sent them and asked to allow same time frame for late fees. All approve to extend the late fees 21 days from May 11 – the accounts being Ed Stroub and JB Holbrook. **Reports presented:** April month end reports: payment and receipt listings; revenue, appropriation and fund status. **Other Misc:** Reported that the two expo topics they are interested in are not confirmed yet. FO Spencer will continue to watch for their confirmation and then reserve a "seat" for the webinar for one or both days accordingly. All agreed to only signing up for one and all coming to office with a larger screen set up for all interested to come watch.

**Superintendent's Report:** all dealt with while Hackworth was present.

**Old Business:** none

**New Business:** none

Mayor Cramer reported that resident Tim McMillion at 241 W Patterson is complaining that his water is not drinkable because it smells like chlorine and is blue tint. She asked that Supt Evans test his water. Evans left the meeting to grab a sample bottle and get one but Mr. McMillion wasn't answering the door. He will get one later and send it in for testing. Next Mayor Cramer brought up the community meal, noting that June was the village's turn. Menu chosen by all was hamburgers, baked beans, little bags of chips, and cookies. The estimate count was 200.

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

ALLOWAY	TESTING	\$ 919.00
AMERICAN ELECTRIC	STREET LIGHTING	\$ 760.55
BADGER METER	MONTHLY HOSTING	\$ 22.86
FIRST CITIZENS VISA	MISC CHARGES	\$ 733.08
HARDIN CO AUDITOR	DITCH ASSESSMENTS	\$1636.69
J & N HALLERS	TRASH/DUMPSTER SERVICE	\$ 160.00
SHELDON GAS	PLANT/GENERATOR	\$ 75.98
TRACTOR SUPPLY	MISC CHARGES	\$ 9.99
WEX BANK	FUEL	\$ 324.13
XEROX	MAINT AGREEMENT	\$ 112.66

**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 May 24, 2021.



The Village of Dunkirk council met in regular session May 17, 2021. Mayor Cramer presiding. Roll call- Gibson, Baum, Marshman, Prater and Rickle. Cramer absent. Motion by Gibson, second by Baum, to approve minutes as presented. Motion passed 5-0.

**Guests:** none

**Old Business:** Mayor Cramer reported that she spoke with the dog warden about the incident with Rickle outside her home. He talked with both the E Patterson and N Walnut residents and said that the Walnut residents even confirmed that they witnessed the incident but didn't offer what/who's dogs it was. Council discussed Lima's rules about dogs and fences including a requirement that fences for pets were to be contained to back yards only. Mayor Cramer will check with Kenton about their ordinance while FO Spencer will contact Solicitor Schwemer to check into Lima's or any other resources. The Mayor added that she will also talk with the warden again and see what he might be able to provide for potential laws with strong consequences.

**New Business:** Gibson asked if the council wanted to return to the Family Fun Day. After discussion it was suggested to hold for the June announcement from DeWine regarding restrictions. Gibson also presented ordinance violations for signatures so FO Spencer could get them to the solicitor. Supt Evans will assist with the junk car violations by getting the info needed first thing in the morning.

Marshman had a resident complain about a neighbor throwing dead chickens into the back yard and that it is beginning to smell. He was asked to advise them to contact the Health Department for that.

Baum brought up the subject of Thomas Mosgrove's fence as well as the combination of animals all living there. She stated there are now 3-4 St Bernards, 2 pit bulls, 1 small mutt and 2 goats. She witnessed a pit cornering a goat and wasn't sure of that outcome. Concern was voiced from the table of the pit tasting blood and being even more dangerous. She added that the fence is definitely not secure yet and holes on the East side make it difficult for the person mowing the adjacent property to do so safely. It was suggested that a letter be sent to the owner of the property, Nick Augur, to be sure he is aware of the conditions on his property.

**Superintendent's Report:** Flags have been put up downtown. Discussed a plan to expand on block N and one S added each year until to the end of the corporation limit; but noted that would mean an expense in more poles and flags. Council was in favor of the plan. They have started getting the flowers planted downtown and will be working at the welcome signs as well. Lastly Evans thanks council for letting him get the pallet shelving as everything is now getting organized and looking better.

**Fiscal Officer's Report: Correspondence Received:** OBWC – notice of hearing for P Cramer claim; Quest – notice that the debt reserve CD will mature on the 27<sup>th</sup>. FO Spencer stated she will collect the interest and roll over the principal. Landtech – mosquito abatement proposal, 12 applications at \$355 each. Motion by Marshman, second by Gibson, to accept the proposal. Roll call 5-0. Will need electric run to town hall restrooms for the demand water heaters before Knueve can finish their work. Contacted Brian Shook Electric and he will be getting us a quote. CivicPlus – quote for mass notification system, year 1-\$3655 (to incl set up), year 2-\$2625. Motion by Gibson, second by Prater, to accept bid. Motion passed 5-0. **Correspondence Sent:** HN First grade class – thank you for the donation for flowers; Sewer Op Manns – re USDA report needed; Village of Alger – ordinances for their reference; Solicitor – photo of habitat yard which he responded will be sent to proper people, and noted to him that the structures were still listed on the auditor's website for 326 W Washington; RITA – authorization for subpoena program. **Reports Presented:** none **Income Taxes:** nothing new **Other Misc:** Memorial Day parade May 31 at 1:00, need help placing flags at cemetery on 26<sup>th</sup> at 11am, rain date May 27<sup>th</sup>. Attended two ARP zoom meetings. Prepared a highlighted map of all village owned Washington Street lots along with a sheet referencing the parcel number, size and value. Next council will need to find out how to go about selling, assuming legislation will be needed first. Reminded all to be reviewing all the ordinances that were sent throughout 2020 and to prepare questions/comments/corrections so a new codified ordinance can be adopted for 2022 as last was done in 2007. Thanked Baum for reminding her and Supt Evans about the

graduation banner. Spencer placed an order for the new year part to be put on it, and included several years to not have them have to run one tiny item each year. Informed all of pending Ohio HB16 which would require ODOT to maintain and repair state highways within village corporation limits. FO Spencer then noted that she was most likely going to be gone June 1 and 2.

**Legislation:** none

**Solicitor's Report:** n/a

**Mayor's Report:** May 31 is final day for the person living in the trailer at 360 W Washington. At that time she would like to see the trailer gone quickly. Supt Evans noted that he had already spoken with Tim Hastings of Hastings' Hauling who just recently removed two trailers on S Walnut and was very efficient and clean about it. Next Mayor Cramer discussed the issue with getting water to the community garden that is behind the community center. She asked if council would agree to the village watering there when watering the rest of the downtown flowers and such. It was agreed to unanimously that the village could do the watering for them. Presented the quote for the library sidewalk and the village's share of the \$5300 will be \$1590. Stated that in talking to Steve McCoy, he insisted there were no numerals on the tank prior to his painting it last. FO Spencer noted she may have a way to get more detailed information on the tank from another source. Lastly she announced that the village's sponsored community meal on June 22 would be inside. With that said the menu was set as hamburgers, hot dogs, chips, baked beans, and any desserts.

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

COMBS CONCRETE	STREET REPAIRS	\$3000.00
DUNKIRK LAWN AND GARDEN	FLOWERS FOR DOWNTOWN	\$ 550.00
HACKWORTH CONSTRUCTION	CONTRACTED LABOR	\$1905.00
LESTER MILLER ROOFING	DOWN PAYMENT FOR ADDITION	\$5000.00
ROOT LUMBER	MISC SUPPLIES FOR SHELVING	\$ 237.82
STEVE STAIR TRUCKING	STONE & DELIVERY	\$ 298.82

**PAYROLL & LIABILITIES**

Motion passed 5-0.

Motion to adjourn until the next regular meeting June 7, 2021, made by Baum, second by Prater. Motion passed 5-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session May 24, 2021. Halsey, Drake and McBride present. Motion by Drake to approve the minutes, seconded by Halsey, and passed 3-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Sent:** Ashley Wagner – Final billing info for closing on purchase of 110 S Walnut; HWPCAC – Resident balance report, pledged for payment so will waive the late fee since pledge was received before due date **Correspondence Received:** County Treas – orders to remove utility delinquencies and ordinance violations for 360 W Washington; 391 W Washington, and 393 W Washington as they were sold in absolute auction and didn't collect enough to cover all assessments; AEP Bryan Cross – waiting for marked maps for the project discussed in a conference call. Hackworth stated that he had supplied maps for both the person that was here for the fiber work and those here for the power station upgrades, and photos were even taken. FO Spencer will advise that he find those who already have the info requested. **Utility account updates:** Provided addresses needing readouts at the week's end due to sales or moving. **Reports presented:** none **Other Misc:** Resident with inground pool having to replace liner and must have a fast refill, up to a certain point, in order to not let the liner shift. Has arranged approval with fire department to use hose and fire hydrant but needed approval of board as well. Due to the irregular circumstances stated, board approved that he may do it. A flow meter will be used for the bulk water billing to be sent upon completion. FO Spencer informed Hackworth that the spigot on the side of town hall is blown; discussed her concerns with so much personal information needed for the new ARPA funding. Stated she was hesitant to be the one to apply. She added that in talking to County Auditor Bacon, he informed the commissioners that he didn't want to be the one to apply due to the potential identity theft issues.

**Superintendent's Report:** (presented by Hackworth) Two lagoon aerator motors are now out. Steve Manns has been informed. Discussed a sump pump idea to try and see if they would work in place of current style. Reasoning is the cost for rebuilding the existing ones. Board approved. He will start with just the two that are down for now. Informed board that Hackworth Construction and ERI went together on a locator to save having to call and wait for Sheldon's when they need help finding a line. Theirs will be able to pick up the GHz needed to identify lead lines as well.

**Old Business:** none

**New Business:** Drake reported having been called by former Supt Cramer regarding issues that relate to the ongoing court case between the State and Mr. Cramer. Statements of interest made by Cramer were that the only lead was at the Community Center, which can't afford to fix them, and the Masonic Temple where they would have to tear up sidewalks and curb to repair it. He even said that to go looking for lead would only cause problems and asked how long they were going to let Hackworth rip off the village. He also stated that he is still receiving correspondence from EPA Rep Jill Shiefer. Other reported that former Sup't Cramer had also called them... Mayor, Hackworth, and attempted a call to Halsey. With this information the Board and Mayor requested that FO Spencer contact the BCI and EPA investigators first thing in the morning to request they look into the correspondence validity and ask if the defendant is allowed to be calling the village officials and employees and trying to discuss the case.

Mayor Cramer reminded all of the community meal on the 25th and brought up the June meal, announcing that it will be inside rather than drive through so there will be burgers and hot dogs, and that the desserts can be a variety.

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

ACE HARDWARE	MISC SUPPLIES	\$ 33.23
AMERICAN PUBLIC WORKS ASSOC	EXPO AND SESSIONS	\$ 55.00
CIVIC PLUS	NEW MASS NOTIFICATION SYSTEM	\$3,655.00
FIRST CITIZENS VISA	MISC CHARGES	\$1,550.59
HARDIN CO TREAS	PURCHASE OF PROPERTY	\$ 79.00
HARDIN CO TREAS	DITCH ASSESS FOR ABOVE	\$ 500.00
ML TECH SERVICES	CHLORINE	\$ 350.00
SCIOTO SIGNS	GRAD YEAR COVERS	\$ 25.00
SPECTRUM	PHONES/INTERENET/LIFT STATIONS	\$ 659.17
TERRY EVANS	MISC O.O.P. RECEIPTS	\$ 35.29
OPWC	LOAN PAYMENTS	\$12,666.77

**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 14, 2021.

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BPA President

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Fiscal Officer





The Village of Dunkirk council met in regular session June 7, 2021. Mayor Cramer presiding. Roll call-Gibson, Baum, Marshman, Prater and Cramer; Rickle absent. Motion by Baum, second by Prater, to approve minutes as presented. Motion passed 5-0.

**Guests:** County Auditor, Mike Bacon, was present at the request of FO Spencer to discuss the issues of applying for the ARPA funding, the use of someone's personal identity, and the risk of identity fraud. FO Spencer stated that due to having a personal business, she would not use her phone for applying since the remedy for the identity theft issues is blocking unknown numbers or changing the number. It was agreed upon that she could activate the old phone that was used by former Supt Cramer. Bacon also mentioned purchasing Identity Theft Coverage to which FO Spencer was advised to see if her homeowner's policy covered it.

**Old Business:** Gibson asked about Disc Golf and a Splash Pad, noting it was mentioned a long time ago and she hadn't heard any more. Mayor Cramer commented that there were enough irons in the fire at this time and to hold off some. FO Spencer stated that she would look into the disc golf but that the splash pad was something that Hackworth would be heavily involved in and his potholing for lead was a higher priority now. Gibson also turned in another ordinance violation and asked about the ones turned in at the May meeting. It was then learned that the solicitor had not received the email that was sent by FO Spencer. Spencer stated that she had issues with that email going out as a CC to the Mayor too but didn't think to be sure he had it. FO Spencer made copies of the May 18<sup>th</sup> and current violations for him.

**New Business:** Gibson was approached by a gentleman living on Pioneer that works pulling campers and occasionally has an overnight stop at home with one. He requested permission to park it in the Dotson parking lot. All agreed that as long as no games going on that need the lot, and that it was just overnight, he could.

Prater asked if the village cameras were all operating. FO Spencer confirmed they were. It was then asked if that included the new one for the Field of Honors angle, to which Spencer confirmed it is up and operating as well.

Cramer reminded everyone of the benefit car show at the park on June 26<sup>th</sup>.

**Superintendent's Report:** Asked how soon he could mow the lots generally taken care of by the village to which it was noted that since they weren't in the paper yet he would have to wait. Next it was stated that they had to figure out how to attach the pole brackets to the columns and would likely not have any military banners up this year. Supt Evans then asked about maintaining the restrooms following a weekend of him being called down to unplug toilets multiple times. Baum read from a 2014 Full Time job description which lead it to be his responsibility. Baum added that while she doesn't have an issue sweeping up and such following a game, others that run the concessions do. While discussing the restrooms Evans asked if he could bring in a plumber to find the issue in the women's restroom as it was not the toilet but behind the wall. All approved. The subject of the massive amount of items no longer needed was once again brought up for some sort of resolve to the issue. Mayor Cramer asked if it HAD to be on GovDeals to which Solicitor Schwemer stated it would be the easiest and get the best viewing and return. Schwemer also noted a link could be put on the Dunkirk Forum for locals to know what was available and be able to bid. Reported that the lagoons were now closed, potholing is continuing and Hackworth will soon be repairing the collapsed portion of tile behind Pam Halsey residence. Presented a quote for removing the trailer and building on the lot just purchased by the village (360 W Washington). Jason Kohli, who just did the two he purchased across from it, said he would do it for \$2800. Motion by Prater, second by Gibson, to accept the quote. Motion passed 5-0. Waiting on a quote to remove a tree in the village right-of-way on Mecaskey and asked if he could get a quote for the downed tree on the Mike Bacon empty lot on S Walnut. Solicitor Schwemer said we would have to serve a notice and allow him time first. Council allowed him to get the quote for now. Next Supt Evans asked what can be done about all the dogs getting loose and biting people. Mayor said with no current fence ordinance it is difficult. Solicitor Schwemer stated that it is truly the Sheriff and Warden's job and they aren't doing it. Councilman Cramer asked if an animal can be shot if it comes onto his private property. It was stated he could legally, except that you aren't supposed to shoot firearms inside the village limits. Solicitor Schwemer stated that he would have a proposed fence and animal ordinances sent to FO Spencer for council to pass at the next meeting so those items don't have to wait for the passing of the codifieds.

**Fiscal Officer's Report:** **Correspondence Received:** OBWC – record of proceedings on P Cramer claim; Sheldon Gas – rate increase; Hardin CO Board of Revision – letter ordering the village to write off the delinquencies and ordinance assessments for three properties just sold in absolute auction: 320, 391, and 393 W Washington Street. **Correspondence Sent:** Solicitor Schwemer – requesting ordinances for the sale of property, a sample dog laws to review, and ordinance violations; Spectrum (called) – seems they don't even know what the small fees being added to the statement actually are. **Reports Presented:** May month end: bank reconciliation; payment and receipt listing; wage earnings; investment listing; fund summary; revenue and appropriation status; appropriation supplemental. **Income Taxes:** RITA compliance dept sent results of the delinquent letter campaign – 90 letters sent for a total due of \$4622.90 of which \$3009.23 has been collected. She stated that this once again shows that moving to RITA was a good idea as too many people just ignored the hometown girl sending notices. **Other Misc:** Supt Evans and Hackworth managed to collect \$366.80 in scrap metal disposal and \$822 in returns of unneeded pipe supplies to EJ Prescott. Completed the preliminary zoom meeting for the mass notification system. They will now set it up to work for what we are wanting to do with it and then train. While Spencer will be the admin, she stated that she planned to add people who would have posting authority – Evans and Hackworth for boil orders and other such emergencies and then the

Mayor for such things as calling an emergency council meeting. Next she asked the solicitor if he had checked with Fox Survey about the alleged survey work done and the then missing markers. He stated the Fox had called and asked to speak with him about some issues but he hadn't been able to make contact yet, but figures it will be about this issue. She will get to Ada to collect the interest check and then roll over the debt reserve CD at Quest at her earliest convenience. Until then the money sits in the regular savings account. Informed council that Senate Bill 113, if passed, could help the village residents with ongoing issues from people setting off fireworks at random times of the day all year long. She advised that they keep an eye on it. Next FO Spencer gave an update on the Field of Honors progress: due to rain the columns weren't completed in time but Roger Crowe was notified and we hope for the village to understand; the columns will be sprayed with an anti-graffiti product soon; Hensel Ready Mix of Kenton will be donating the concrete needed for the additional walks and pad for the area where the wall will be placed; order for sidewalk pavers was delayed but will be here soon and will get layed; the Girl Scouts will be donating Norway spruce starts to become a backdrop to the entire Field of Honors as they grow. Requested a finance committee meeting, which was then set for June 21 at 6pm. She then requested a motion to pay for the Field of Honors bills coming in, and the Civic Plus (mass notification) invoice, ahead of the budget amendment, stating that those changes were above her fiscal level of control and needed council motion to do. Motion by Marshman, second by Baum, to do as needed to get those specific items paid ahead of the budget amendment. Motion passed 5-0. Lastly FO Spencer discussed an issue in which a contractor preparing to put in a sidewalk had asked about the sidewalk share program but apparently he had misunderstood the order of the steps to take and went ahead with pouring it before obtaining council's approval. She asked if council would be willing to approve this given the circumstances. Council would not allow as they didn't want others to come to council after the fact wanting a share.

**Legislation:** none

**Solicitor's Report:** Has not found the easement for the B Halsey issue but knows there is one. He will be getting the last section of the codified ordinances to council soon and urges everyone to review them all so they can begin the process of passing them for a new codified ordinance to begin with the new year. He will continue to try and reach Fox Survey about the alley.

**Mayor's Report:** Reminded all of their serving of the community meal on the 22<sup>nd</sup> as a dine-in, no drive-thru, from 5-6. Asked their help to get the word out that it was going back to dine-in.

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

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

ACE HARDWARE	MISC SUPPLIES	\$ 66.34
AMAZON BUSINESS	INVOICED PURCHASES	\$ 455.60
AMERICAN ELECTRIC	ELECTRIC	\$ 2370.57
BLANCHARD TWP	SHARE OF CLEANUP	\$ 839.40
HACKWORTH CONST	CONTRACT LABOR/EQUIP	\$ 1180.00
HARDIN CO TREASURER	LEASE DITCH – 1 PARCEL MISSED	\$ 100.00
HN PUBLIC LIBRARY	SHARE ON 70/30 SIDEWALK	\$ 1590.00
OHIO TREASURER	UAN FEES – 3 <sup>RD</sup> QUARTER	\$ 762.00
NUTRIEN	WEED KILLER	\$ 62.50
SHELDON GAS	NATURAL GAS	\$ 45.29
STEVE STAIR TRUCKING	STONE & DELIVERY	\$ 291.47
WEX BANK	FUEL	\$ 287.03
STEVE WELLMAN	FIELD OF HONORS COLUMNS	\$27312.00
JASON KOHLI	REMOVAL OF STRUCTURES	\$ 2800.00

**PAYROLL & LIABILITIES**

Motion passed 5-0.

Motion to adjourn until the next regular meeting June 14, 2021, made by Cramer, second by Prater. Motion passed 5-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session June 14, 2021. Halsey, Drake and McBride present. Motion by Halsey to approve the minutes, seconded by Drake, and passed 3-0.

**Guests:** John Delong, on behalf of Kris Delong, present to discuss a leak discovered underground on the property and what sort of adjustment they could get. All agreed it would get the regular leak adjustment in which the cost of usage over their average is split so the customer accepts half and the village writes off the other half.

**Fiscal Officer's Report: Correspondence Sent:** Allie Reynolds (EPA investigator) and David Wieging (OAG/BCI investigator) – regarding former Supt Cramer contacting village officials regarding the ongoing lawsuit and to report alleged continued correspondence to him from EPA via Jill Shiefer. Noting no response, FO Spencer was asked to send an email asking about any response. Bryan Cross (AEP) – advised to get maps from those who already obtained them for the project; Dale Albert – fwd Pittsburg Tank notice about tank inspections **Correspondence Received:** Robinson Salt – updated pricing; Ralph Baker (EPA) – questioning hardness readings; Austin Prokup/Hull & Assoc – inquiry on lead line location to which Supt Evans provided an update. **Utility account updates:** Resident Kim Combs had a bank printed check from May 4 just show up in the mail, requested a penalty adjustment. Motion by McBride, second by Halsey. Motion passed 3-0. Due to time constraints, there is no delinquent list to review. **Reports presented:** May month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc:** CCR report has been completed by Operator Albert. Spencer will get the report prepared for posting to the public. While re-sending certain reports to USDA that were prepared by Operator Manns, FO Spencer made a printed copy for all to view. Signed up for the Ohio Expo sessions for July. ARPA updates – storm sewer upgrades have now been included for infrastructure; as long as funding doesn't come from a federal source it is allowed to use ARPA funding for engineer and matching fees; council approved the activating of the old village cell phone for FO Spencer to use when applying and reporting so her personal phone isn't involved in any identity theft issues. She still has to look into identity theft plans for consideration. Spencer stated that until she has protection she will not be applying for the funding. Board member Drake suggested seeing if County Auditor Mike Bacon would consider doing the town as well since he is already in the system and he is a Dunkirk resident. FO Spencer will contact him and ask.

**Superintendent's Report:** Hackworth announced that the sidewalk for the library was not OUPSeD and was poured over their sewer cleanout. He added that due to how theirs was installed it will still be accessible but via a manhole. Reported that their potholing for lead discovered lead at 431 S Walnut and 248 W Wayne. Because of 122 W Wayne known to be lead, the map will now mark 122 W Wayne to 248 W Wayne as lead without further potholing. McBride asked about update for Pine Ave. Hackworth said they possibly located the main but will know more when they are able to open things up and get the stone removed from the tile. Halsey asked if Op Albert responded to the Baker email. Supt Evans will leave a note asking if he did so. Evans also stated that Albert advised him to run the water at the sink longer before pulling hardness samples and guessed that it likely had to do with that email. Hackworth brought up new construction by Glen Rader and the subject of taps. After discussion it was agreed that should Rader have definite plans to develop on the land he owns that they would work with him on tap fees for all. While on the discussion of tap fees all agreed that the cost for both water and sewer need to be rewritten. It was suggested that it be at cost, with deposits being set for no boring and another for when boring is needed. Figures to be set later.

**Old Business:** Drake asked that quotation marks be used for comments made by former Supt Cramer in future minutes to assure people know when it is a quote and not just a rewording of a statement.

**New Business:** none

Mayor Cramer reminded all of the community meal they would be providing on the 22<sup>nd</sup>.

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

ACE HARDWARE	MISC SUPPLIES	\$137.24
ALLOWAY	TESTING	\$ 50.00
AMERICAN ELECTRIC	STREET LIGHTING	\$736.87
BADGER METER	MONTHLY SUPPORT	\$ 22.92
FIRST CITIZENS VISA	MISC CHARGES	\$ 80.59
JOHN'S PERFORMANCE	MOWER PART	\$ 44.99
NUTRIEN	WEED KILLER	\$ 62.50
TERRY EVANS	O.O.P. REIMBURSEMENT	\$196.38
TSC	MISC CHARGES	\$204.96
XEROX	MAINT AGREEMENT	\$ 88.25

**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 28, 2021.

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BPA President

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Fiscal Officer



The Village of Dunkirk council met in regular session June 21, 2021. Mayor Cramer presiding. Roll call-Gibson, Baum, Marshman, Prater, Rickle and Cramer (tardy). Motion by Gibson, second by Marshman, to approve minutes as presented. Motion passed 5-0.

**Guests:** none

**Old Business:** Gibson learned that the disc golf would cost approximately \$100/hole and estimated a 9-hole course to cost \$2500. No discussion or decisions were made.

**New Business:** Marshman reported that he was unable to help at the community meal but arranged for former BPA member, John DeLong, to help in his place. Baum added that due to an appointment she may be late.

Prater asked if anyone was going to mow the Marquart property. She was informed that the notice deadline has just hit and it would be taken care of.

Rickle asked if the residents could be informed when Landtech is going to do an application for the mosquito spraying so people don't have their windows open and such. FO Spencer will talk with them and see what could be done, adding that a set schedule is not possible because weather drives their spraying.

**Superintendent's Report:** They are trimming lower branches of village trees for easier sidewalk passage. Only one backboard was installed as he is waiting for the special-order bolts to arrive to do other three. Presented a quote for Shamrock Electric to repair the electric at the park's open shelter house and add extra lighting with light strands. Motion by Gibson, second by Prater, to go with the \$950 quote, as well as purchasing the light strands to be installed under his quote. Motion passed 5-0. Plant addition is complete other than some trim he is waiting to arrive. Used a community service kid to help move things into the structure and work on other organizing. Noted that with the time passed, he will need to have Motter come in and bush hog some properties. All agreed it needed done. Discussed issues with Diamond Plastics and a piece of RR property on the North side of the tracks on Rangeline, next to Earlywine property. FO Spencer will get info to solicitor to address. Lastly Supt Evans brought up the GovDeals sales of items now having had a chance to see how the listings work. He stated it would be a LOT of work to list every single item and asked if there could be another way. Following discussion it was left that there will be a two week window of time for people to view the items for sale by contacting him. Then, another 2 week window for accepting bids will take place with the end being prior to a council meeting so bids can be opened prior to the meeting and a list of awarded bids could be presented at the meeting. FO Spencer will contact the solicitor and fill him in on how council wishes to proceed.

**Fiscal Officer's Report: Correspondence Received:** OBWC – one claim program training requirement reminder; OBWC – P Cramer claim notices; OH Liquor Control – hearing offers for Shenanigan'z (under new ownership) and Mr. Cheezy's (new service). Council agreed no hearing was needed. Hardin Co Prosecutor – deed to 360 W Washington. Structures can now be cleared away. **Correspondence Sent:** Findlay Implement – thank you for participating in homerun fence program. Received call back that they misunderstood the letter and wanted to continue. FO Spencer told them for the shortened hang time she would just accept the \$75 paid and not ask for the extra \$25. All agreed. **Reports Presented:** none **Income Taxes:** Attended the required annual meeting webinar and voted on behalf of the village. Stated she had the results for any wishing to view. A resident placed her W2 in with her water payment and asked that we let her know if it is ok. The W2 will be returned with recommendation that the resident set up an account with RITA and do the fast file. **Other Misc:** Auditor of State bulletin 2021-006 passed and changes the rules to division of audit costs; will be attending another webinar for ARPA on the 23<sup>rd</sup>. Received a resident complaint on 330 S Main. It was reported that the smell is not only from the trash in the back yard, which the village has served notice on, but said that the garage was filled with nothing but trash bags and the odor keeps her from being able to enjoy sitting outside at her own property. FO Spencer advised that she contact the health department, tell them that Dunkirk has done what they can but aren't allowed to police the interior and ask that the Health Dept do their job. UAN sent several updates to be installed; tated that her personal insurance does not carry ID theft protection but council did not want to agree to providing coverage until she had costs. Spencer made it clear that she would not be applying until/unless she was protected. Next she suggested all watch HB155 in regard to nuisance abatement program. Discussed the village owned lot on the south side of W Washington Street. It was mentioned that if there were to be development in the block behind Geneva/Rangeline/Washington homes there would be need for access and that property could serve as the access route. All agreed to not include it in the property sales. Next Spencer announced that Kohli would have the structures on 360 W Washington removed on the 25<sup>th</sup>. Baum noted to Kohli, who was present, that his lots at 391 and 393 W Washington looked great and thanked him for the work done there.

**Legislation:** ORDINANCE 05-2021 BUDGET AMENDMENT

Motion to waive 3 reading rule – 1 Marshman, 2 Baum, roll call 5-0.

Motion to pass – 1 Marshman, 2 Prater, roll call 5-0.

**Solicitor’s Report:** n/a

**Mayor’s Report:** Asked to reconsider the sidewalk share for the McCoy property on S Buckeye. Noting that the contractor did approach the village and ask but simply misunderstood the steps. She added that they consider the improvements Mr. McCoy has done by turning two empty homes into homes with tax paying citizens. She asked that they allow the \$592.25 share on the sidewalk replacement. Motion by Rickle, second by Gibson, to allow for the sharing cost. Motion passed 5-0. Next Mayor Cramer asked if council wanted to get the legal process started for serving 160 S Walnut Street as had been started but dropped before. All agreed and, following discussion, added 140 Pioneer, 130 Pioneer, and 330 S Main to the list as all were repeat offenders and it was felt that if they take them to court it might end the constant cycle of notices and cleaning up at these properties. FO Spencer will notify the solicitor. Next she asked that an admin post on the forum that the community meal will be dine-in and drive thru on the 22<sup>nd</sup>. She asked that all helping out be there at 5. Lastly she brought up the PT and FT job descriptions. She noted that they cannot expect full time work that used to be done at a minimum of 70 hours in employee time out of a part time (20 hour) employee and that council needed to work together to help out. Baum commented that the “town guy encompasses the town: and felt the work was still his to do. The suggestion of committees being more active and helping out failed immediately. Rickle asked why Garrett wasn’t helping much to which she was informed that during planting and harvest seasons his availability does change. It was then suggested that Hackworth should hire others to cover the slack. FO Spencer stated that Hackworth is allowed to hire others per the agreement. Supt Evans stated that he was willing to step down if they had someone else wanting to do the job. At this point in the discussion it was agreed that whatever he can’t get to in one day gets put to the next. Rickle then asked about the kids working at the lift stations noting that one wasn’t working. Supt Evans stated that this was the community service worker that he needed to standby somewhere under supervision while an errand was run and stated that there was no pay and no allotted service hours accumulated at that time. Mayor Cramer then asked that the contract committee meet to work something out. Supt Evans asked if he was to be included in the discussions and Baum stated that he wasn’t to be included and their decisions were a “take it or leave it” thing. Next Baum brought up the employee evaluations that used to be done but no interest was taken by others. Next Rickle brought up her concern with Hackworth hiring others and reminded all that this hiring of Hackworth Construction, rather than hiring Todd and Garrett Hackworth, went against the solicitor’s advice. Rickle didn’t seem to recall it ever coming to a vote to do it that way and warned that ‘trusting was what got the village in the mess they were in’ and we shouldn’t trust that Hackworth won’t hire (undesirables). Prater then asked to see Garrett’s hours and said that if he can’t work then Todd should send someone else to do the work. Supt Evans stated that he can and does hire others, but it was added by FO Spencer that this too had fallen under scrutiny by certain council members.

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

ACE HARDWARE	MISC CHARGES	\$ 207.21
HN LIBRARY	SIDEWALK SHARE	\$1590.00
LANDTECH	APPLICATION 1	\$ 355.00
ROOT LUMBER	SUPPLIES FOR PINE AVE STORM SEWER	\$ 187.90
SCIOTO SIGNS	NEW HOMERUN FENCE SIGNS	\$ 300.00
SHAMROCK ELECTRIC	OPEN SHELTER UPGRADES/REPAIRS	\$ 950.00
STEVEN J McCOY	SIDEWALK SHARE	\$ 592.25

**PAYROLL & LIABILITIES**

Motion passed 6-0.

Motion to adjourn until the next regular meeting **TUESDAY JULY 6, 2021**, made by Cramer, second by Prater. Motion passed 5-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session June 28, 2021. Halsey, Drake and McBride present. Motion by Halsey to approve the minutes, seconded by Drake, and passed 3-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Sent:** Allie Reynolds and Dave Wieging (EPA and BCI investigators) – requested a response to prior email. Wieging responded that Reynolds is no longer in that position and asked that the email be re-sent to him, which was done. No response yet. **Correspondence Received:** Shelley Co – price increases and Robinson Salt – price increase. **Utility account updates:** Reported that four accounts were shut off for non-payment/arrangement. She said that three were paid and back on while the fourth requested it stay off until he is back home. She also noted that she has two accounts that are dealing with serious health issues and missing work so she is working with them and they are staying in touch. **Reports presented:** none **Other Misc:** water bills will be going out the 29<sup>th</sup> or 30<sup>th</sup> and will have information provided for finding the CCR on our website. She added that she has provided the link on the FB page, Dunkirk's Forum as well. It was stated that while it looks like the FB post just links to the website, when clicked on it does actually open directly to the CCR on the website.

**Superintendent's Report:** Hackworth presented photos and a new mapping of the Pine Ave storm sewer tile. Both properties that were disconnected during the sewer project now have access to the storm tile. He pointed out a section that had a possible issue but due to not knowing how big or small that issue could become, the board agreed to just monitor for now. Next the board was informed that a Pine Ave resident was planning to connect their Cherry St property water and sewer to their Pine Ave home to have just one bill. FO Spencer explained why this practice is not allowed and Hackworth informed the contractor doing the work to cease until it was settled. The contractor had told Hackworth that a work order was put in and that the owner didn't want to pay two separate bills; Hackworth's wasn't sure of the source of those two pieces of information but noted that no work order was placed with the village and there was no known water account for the Cherry Street property. This caused FO Spencer to look into the water bill for the property to which she had no history on the account since the prior owner was ordered to disconnect his personal well from the village's system and was never billed for having taps. She added that the amount on the meter, as checked by Supt Evans, was only a couple hundred gallons. The board agreed that given this discovery, the Cherry Street address should be billed beginning with the next cycle (July/August) as any other connected structure is. At this time the water is shut off so billing will reflect that. Next Supt Evans and Hackworth discussed the lift station issues. Between the last meeting and now they had McBride and Drake come to a station and see the work being done to remedy the multiple calls they were getting on the lift stations. There was an agreed upon pricing for them to pull each pump and clean the debris from the pits; something not done since they were installed. During this work they also replaced the cables that lifted the pumps as the old weren't coated and had deteriorated. Hackworth presented a grinder that would chew up debris better than the current ones and suggested just purchasing for the three worst stations. Given their price of \$7200 each and the need for 2 in each station, the board made no decisions. In an attempt to avoid that cost they discussed getting word out to the people that they need to be mindful of what they are flushing, informing people that wipes (including the "flushable" ones), ladies sanitary products, frisbees, toys and other odd items aren't items to be flushed. Next Hackworth reported on the results of the pot-holing done so far stating that it will be recorded that Wayne Street is 100% lead, Washington Street is 50% lead, and Walnut Street is 33% lead.

Dale Albert, water operator, was present to report that the CCR is completed and will be into the EPA by the deadline. Next he presented the SMPID listing for the village as it stands now and stated that his new model will be much larger. He asked that the board have a form sent, with info he will provide, to specific addresses as a part of the new SMPID sampling list. Albert stated that there are several areas that were goosenecked and that is why they weren't finding much with the pit search and had to go to pot-holing. He informed the board of certain rule changes already passed and coming – one being the level that is the threshold for being constituted as lead, and for the number/percentage of locations to be tested. Drake asked what happened when a testing site hits that threshold and Albert stated that the lines must be changed immediately upon discovery.

Supt Evans brought up treatment of sludge at the lagoons. He mentioned a company, ETS, that would grid the lagoons for just \$1750. FO Spencer found that Industrial Fluid Maintenance performed some sort of service in 2017 but neither she nor Hackworth could recall what ended up being done. Spencer will contact them to find out what was done back then. Mayor Cramer stated that with all the spending going on trying to fix everything former Supt Cramer let go, they needed to start holding off where we can if there aren't current issues and an urgent need.

**Old Business:** Drake had another Pine Ave resident ask him about the storm sewer project. The resident was told by his neighbor that 'if there wasn't a complaint they (the village) wouldn't fix it'. McBride recalled that property having water issues during a previous owner's occupancy and added that this particular property drained to the rear of the house and not the tile just repaired by the village. In another issue, Drake informed Hackworth and Supt Evans that it is believed that 362 W Wayne never had its septic tank collapsed or abandoned. All agree that Hackworth is to fill that void if not already done.

**New Business:** none

Mayor Cramer asked that the board revisit the subject of connection fees for residents. All agreed it will be changed to **at cost**, with a deposit required as follows: Water - \$1000 w/o boring, \$2000 w/boring; Sewer - \$1000 w/o boring, \$2000 w/boring. The ordinance will state that the difference to cost would be billed or refunded accordingly and that these amounts are subject to change. Hackworth added that he would be able to give most anyone a pretty close estimate on cost prior to an install.

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

ACE HARDWARE	MISC SUPPLIES	\$ 115.57
ALLEN COUNTY RECYCLERS	360 W WASHINGTON TRAILER REMOVAL	\$2800.00
ALLOWAY	TESTING	\$ 749.30
ERI	WORK ON PINE AVE	\$ 241.00
HACKWORTH CONSTRUCTION	LABOR/EQUIP INVOICE	\$9230.00
HACKWORTH ELECTRIC	MOTOR SUPPLIES	\$ 145.48
ML TECH	CHLORINE	\$ 190.00
ROBINSON SALT	TREATMENT SALT	\$4837.71
SPECTRUM	PHONE/INTERNET/LIFTS	\$ 659.87

**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 12, 2021.

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BPA President

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Fiscal Officer



The Village of Dunkirk BPA met in regular session July 12, 2021. Halsey, Drake and McBride present. Motion by Halsey to approve the minutes, seconded by McBride, and passed 3-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Sent:** CORRPRO – cathodic protection contract. Supt Evans will check with Water Operator Albert to see if any of the extras are needed or if the basic inspection is all for 2022. Board will act on contract at next meeting. OPWC – a new “works wise” portal will be replacing current site. **Correspondence Received:** ORWA – HB168 and funding available; Water Op Albert – sample of an SMPID form to use in creating the questionnaires that go to the residents. **Utility Account Updates:** Adjustments were presented for approval and signed; Discussed the billing issues with the former Larson property and requested a waive of the last 5 late fees due to bills not going to correct location. She also asked if they could have time paying as the estate is running low and may not be able to cover it all. Waiving of previous late fees and time to pay approved but it was also noted no more adjustments going forward. **Reports presented:** June month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc:** Due to number of calls regularly received asking for meaning of the billing line items FO Spencer has printed a key to the items on the stub side of the back of the cards. The form for the SMPID questionnaire is complete. Mayor Cramer and Board President McBride signed the original which will be scanned and enough printed for the addresses listed by Op Albert at last meeting. Lastly, she passed out the hours of sessions by the OPWC Expo sessions on the 14<sup>th</sup> and 15<sup>th</sup> so they could come up and “attend” those they are interested in seeing.

**Superintendent's Report:** Discussion was held regarding a situation the took place earlier in the day. A resident, who purchased a property with a garage on a separate parcel from his, is connecting the water and sewer from that garage to their home in order to avoid having two bills. The structure already was connected to water by the previous owner and there is believed to be a sewer tap provided as well. Due to a previous situation of similar dealings, FO Spencer knew this was not allowed and so Hackworth went and had the contractor stop the work until things were resolved. It was noted by Drake that parcels cannot be combined except for billing purposes due to traceability. He himself had tried to combine parcels for such a purpose, in the past, and the county would not allow it. All members agreed that this sharing of water and sewer between the two separate parcels could not take place and owners will be contacted and told to cease said activity. Next Supt Evans reported that the park spigots, left on since the car show, are now turned off as one was leaking. He said they will blow them out come fall when they are doing the winterizing. Evans then informed everyone that in the hour he worked on Saturday he managed to lose his set of keys for the village. He has made a copy of Hackworth's set for now but hopes to run across his set soon. Announced that the prowler was taken in for routine maintenance and wiring work, and that the truck will be going into the shop for an oil change and to have some warning light issues looked at.

**Old Business:** none

**New Business:** none

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

ACE HARDWARE	MISC CHARGES	\$ 215.58
AMAZON BUSINESS	2 TRASH PUMPS	\$2311.50
AMERICAN ELECTRIC	ELECTRIC SERVICE	\$2903.92
ARTESIAN OF PIONEER	BRINE MOTOR NEXT DAY	\$ 516.91
BADGER METER	MO ADMIN/ANNUAL FEE	\$ 922.92
BRIAN SHOOK ELECTRIC	LAGOON PUMP REMOVE/INSTALL	\$1000.00
FIRST CITIZENS VISA	MISC CHARGES	\$1716.95
JAMISON WELL DRILLING	SERVICE CALL	\$ 125.00
JOHN'S PERFORMANCE	PROWLER MAINT/WIRING	\$ 324.35
KENTON TIMES	LEGAL ADS	\$ 201.60
ML TECH	CHLORINE/SERVICE WORK	\$ 612.00
OH MAYOR'S ASSOC	2021 RENEWAL	\$ 50.00
SHELDON GAS	PLANT AND GENERATOR	\$ 35.50
STEVE STAIR	STONE AND HAULING	\$ 613.48
TERRY EVANS	MILEAGE AND OOP	\$ 105.50
TRACTOR SUPPLY	MISC CHARGES	\$ 246.58
WEX BANK	FUEL	\$ 445.81
XEROX	MAINT AGREEMENT	\$ 82.39

**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 26, 2021.



The Village of Dunkirk council was unable to hold an official meeting on July 6, 2021, due to an incomplete quorum. Mayor Cramer present as well as Gibson, Marshman and Baum present. Absent was Cramer, Prater and Rickle. The Mayor held an unofficial discussion for the solicitor to report anything since he isn't at next meeting; and to update those present of work taking place by Hackworth Construction that caused his larger than normal bill approved by BPA on June 29, 2021. Solicitor Schwemer reminded all that the entire codified ordinance proposal had been sent to all on google docs and wanted them to be sure to review and note any needed changes/additions so they can get passed by year end for a January 1, 2022, effective date. Next, he needed to know what council wanted to do with the alley survey since it is not matching the other two for that section. Those present agreed to move forward and file it, then if someone wants to file against it they can. Hackworth gave a report on the Pine Ave storm sewer work and the extensive lift station cleaning being performed. In that same 3-week period, he also has performed potholing to locate lead lines for Water Operator Albert to prepare an SMPID report for the EPA, worked on the lagoons and well pumps needing his attention. A contract committee meeting was also set for July 12<sup>th</sup> at 6pm.

The Village of Dunkirk council met in regular session July 19, 2021. Mayor Cramer presiding. Roll call Marshman, Gibson, Cramer, Baum. Rickle and Prater absent. Motion by Marshman, second by Baum, to approve June 21<sup>st</sup> minutes as presented. Motion passed 4-0.

**Guests:** none

**Old Business:** none

**New Business:** Gibson asked when the Field of Honors will be finished. FO Spencer stated that as per know it was hoped that the last phase would be 2022 but depended on funding due to cost of columns.

**Superintendent's Report:** (Hackworth, Evans absent) Well pump #2 fixed and running, Brine tank as well; lift stations are all maintenance now; the new style pumps for lagoons were installed and they will keep watch to determine if the less cost version will be able to do the work of the original style. Next, he stated that the lagoons were in need of weed removal and with the shortage of the commercial chemicals he could use product on the shelf and apply by power sprayer but that this method would take a considerable amount. All agreed to proceed with that option so the weed growth didn't get worse. Plans are being made to address the outlet issue behind Pam Halsey's area and Kris Delong's drive; he and Supt Evans met with the engineers about the storm tile issues and the railroad but learned they aren't having any more luck than Dunkirk. Mayor Cramer asked about the fiber optic company coming thru town. Hackworth was aware and placed a stop line at each end of Dunkirk on the OUPS report. They had contacted Mayor Cramer and she invited them to attend or send info via email but neither happened. All agree they don't want it just going thru if there aren't any benefits to those in the area. The company will be invited to the next meeting should they wish to present a case. Baum asked if they could just do it and ignore the council, Hackworth assured her that with the OUPS marked as such the company contracted to do the work will not proceed.

Prior to Hackworth's exit from the meeting Councilman Marshman praised Hackworth and his crew for the work done on Pine Ave. He stated that he and the neighbors were happy with the work done as well as the way they worked and carried themselves. He also praised Supt Evans for coming around, sometimes on his personal time, to check on the workers and be sure they had what they needed.

**Fiscal Officer's Report: Correspondence Received:** Shelley Co – price increases; Co Health Dept – 2022 certified amount due for Dunkirk; J&N Hallers /Rumpke – letters regarding transition; signed agreement, no changes; HN would like to place a 53' connex box on the bus garage property – Motion by Marshman, second by Baum, to approve. Motion passed 4-0. Hardin Co Health Dept provided an inspection letter as their report for getting 330 S Main condemned as soon as possible – FO Spencer prepared inspection requests for council pres & fire chief; Hardin Co Board of Elections – needed info from 2019 election re-sent, also informed us that McBride has to run to complete the term he was appointed to; OBWC – reminder to apply for 2<sup>nd</sup> year of one claim program and to get course in by September. IGS – notice that one electric acct was already pulled for new supplier and if more we will have early termination fees; sent email to Integrity informing them to cease until start of contract; AEP – letter re area improvements project; thank you card from Doug Bailey memorial committee

**Correspondence Sent:** ODOT – turned in completed request for resurfacing including request for head of line; responded with county ODOT contact but informed him we already went that route; Regional Planner, Mark Doll – asked if village might get a piece of the ohios new demo/revit funding; amazon seller – third email regarding warranty on fridge, inability to send video via email **Reports Presented: JUNE MONTH END: BANK RECONCILIATION; PAYMENT AND RECEIPT LISTINGS; WAGE EARNINGS; INVESTMENT LISTING; FUND SUMMARY; REVENUE AND APPROPRIATION STATUS; APPROPRIATION AND REVENUE SUPPLEMENTALS**

**Income Taxes:** letter to resident that left their W2 in the drop box; letter to release supplemental withholding from our payroll acct to employees; rec'd 2020 retainer fees of \$2628.00 to be withheld from Aug 2 distribution **Other Misc:** request to join Amazon Prime business at \$69/year for basic membership. Motion by Gibson, second by Marshman to join. Motion passed 4-0. Obtained identity theft pricing for four companies but learned from County Auditor Bacon that it was possible the Village didn't have to sign up thru the federal system so she will look into it prior to any decisions. Presented a brochure from Elan City Radar for speed signs and suggested they consider a set for a 2022 purchase. She added that Parrot Communications could mount cameras to go with the reports their system creates and provide the sheriff's office with data to use for more effective coverage. Spencer also mentioned the PEP safety grant and other grants she could apply for toward help with the payment. Completed quarterly Cares Act report; noted that the general assembly passed SB113 (fireworks bill), the Governor vetoed, but likely have the votes to defeat veto; Civic Plus mass communication administrator training will be Aug 3; 22 garage sales participated and mentioned that she is looking into using the money for participant yard signs and large signs announcing the coming sales at the village entrances. Lastly FO Spencer reported that LandTech's schedule for mosquito spraying is on Thursdays, with Wednesday as the alternate night should the forecast for Thursday be bad.

**Legislation:** ORDINANCE 06-2021 FENCING AND HEDGE REGULATIONS

Motion to pass 1<sup>ST</sup> reading, amending of Section II- (1) to 8 feet: 1 Marshman, 2 Gibson, roll call 4-0.

ORDINANCE 07-2021 UPDATED ANIMAL CONTROL

Motion to pass 1<sup>ST</sup> reading: 1 Gibson, 2 Cramer, roll call 4-0.

ORDINANCE 08-2021 AUTHORIZING MAYOR TO ADVERTISE FOR SALE OF PARCELS

Motion to pass 1<sup>ST</sup> reading: 1 Cramer, 2 Marshman, roll call 4-0.

ORDINANCE 09-2021 AUTH MAYOR TO ADVERTISE FOR SALE OF MISC UNUSED ITEMS

Motion to pass 1<sup>ST</sup> reading: 1 Baum, 2 Marshman, roll call 4-0.

**Solicitor's Report:** n/a

**Mayor's Report:** nothing

Gibson brought up a request for a sidewalk for people, including children, walking to the Dollar General. She was advised that with that being out of the Village limits it would have to be Blanchard Township to install it as the village would have no jurisdiction.

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

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

HACKWORTH CONSTRUCTION	LABOR, MATERIAL, FINAL LIFT WORK	\$3027.00
LANDTECH	APPLICATIONS 2-5	\$1420.00
MOTTER LAWN SERVICES	ORD VIOLATION LOT CHOPPING	\$ 400.00

**PAYROLL & LIABILITIES**

Motion passed 4-0.

Motion to adjourn until the next regular meeting August 2, 2021, made by Baum, second by Gibson. Motion passed 4-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session July 26, 2021. Halsey, Drake and McBride present. Motion by McBride to approve the minutes, seconded by Halsey, and passed 3-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Received:** ORWA – project criteria guidance from OH Dept of Development; Steve Drake – fwd from County Tax Map Dept in response to Southward issue stating that parcels remain separate even when combined in a legal description for billing purposes. **Correspondence Sent:** Operators Albert and Manns – asking for any guidance from other villages when they have the issue like current Southward issue; BCI investigator – second request for response to May email; Regional Planner, Mark Doll – asked about status of storm sewer project and HB168. He stated that he was yet to get involved with project and wasn't certain but thought the HB was for brownfields only. **Utility Account Updates:** Allen wasn't a leak, all a miscommunication between new and newer modulars. System corrected, newer modular account activated with first cycle the July/August usage, and Allens were notified of corrected bill amount. **Reports presented:** none **Other Misc:** SMPID forms to gather resident info still need taken to residents. APWA equipment showcase is September 16. One person will be allowed in free, second will cost \$10 if registered in advance. Hackworth will get with Supt Evans and decide.

**Superintendent's Report:** [REDACTED] – Lagoons are sprayed, sink at shop fixed, An issue earlier in the day caused low to no chlorine samples. Lines were replaced and working. He and Supt Evans will be putting together a schedule of replacement of the lines that routinely corrode to avoid this in the future.

**Old Business:** McBride asked when the sewer project was to be paid off. FO Spencer stated that the scheduled payoff is in 2052.

Drake was asked who was responsible for what if lead is found. All agreed that meter to house/building is the owner's responsibility. FO Spencer suggested telling all that the village will try to find any financial assistance they can to assist with the resident side.

**New Business:** Halsey asked what the plans were for the SMPID forms to be distributed. Drake stated he was getting a cart to get started following the meeting. With testing being mentioned, FO Spencer stated that the process will be to have resident info for Operator Albert to complete the new SMPID listing. Albert will turn it in to the EPA for approval. Once EPA approves the new list, then samples can be taken.

Per Mayor Cramer's request a motion to enter into executive session to discuss personnel was made by Drake, seconded by McBride. Motion passed 3-0. Motion to re-open the meeting was made by McBride and seconded by Halsey. Motion passed 3-0. No decisions to report as their recommendations will be forwarded to the council for any final decisions.

Mayor Cramer reminded all of the community meal on the 27<sup>th</sup>.

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

ACE HARDWARE	MISC CHARGES	\$ 34.98
ALLOWAY	TESTING	\$392.50
TIME WARNER	PHONES/INTERNET/LIFTS	\$658.03

**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 August 9, 2021.

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BPA President

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Fiscal Officer



The Village of Dunkirk council met in regular session August 2, 2021. Mayor Cramer presiding. Roll call Gibson, Rickle, Baum and Prater present. Marshman and Cramer absent. Motion by Baum, second by Rickle, to approve the minutes as presented. Motion passed 4-0.

**Guests:** Gayle Bilger was present with concerns regarding her goats after reading minutes from the last meeting. She was assured they weren't an issue. Next Ms Bilger informed council that there was a camper being set on the empty Hartman lot on Wayne Street. Supt Evans was filled in on the requirements such as lot size and skirting. He will speak with the owner to find out his intentions. It was mentioned that while there was water to the lot, the sewer being the old system would require them to purchase a permit and connect to the new system, with inspection, and including abandoning any septic tank.

**Old Business:** Gibson asked about update on the alley survey. Solicitor Schwemer stated that Fox Survey hadn't returned his call yet and he would reach out to them again.

**New Business:** Prater asked who the contractor for the Field of Honors was. It was explained that different steps were done by different people, and that the major work included quotes that were approved by council prior to performance. It was added that a lot of the project is being done by volunteers with donations also. Baum asked why the wall portion was being done when it was to be another phase in another year. FO Spencer noted that the timing had to change when a wall donation from Bluffton Precast and Adam Paxton was accepted by council. She noted that the phase ended up being 100% donated as Jason McBride got his employer, Hensel Ready Mix of Kenton, to donate the concrete for that phase and volunteers are doing the installation. FO Spencer added that the next phase, finalizing the project with the last of the columns will now be dependent upon what Rep Jon Cross is able to get in grants in 2022.

Gibson turned in her inspection report and photos for the nuisance issues at 330 S Main. Solicitor Schwemer took that and the Health Department's report. Mayor Cramer reminded Fire Chief Dysert prior to the meeting and learned that he just had to get it typed up and would do so very soon.

**Superintendent's Report:** Weeds at the lagoons were sprayed and successfully dying off. They are working on photos and listings for the selling of miscellaneous items no longer needed.

**Fiscal Officer's Report: Correspondence Received:** AEP – notice of change in electric supplier taking place in August as passed by council earlier in the year; OBWC – acceptance to One Claim program for the next period and reminder for required webinar hours; Village of Alger – section of their water sewer ordinance regarding issues such as that which the BPA is currently facing. FO Spencer forwarded it to the solicitor to reference in updating Dunkirk's ordinance. **Correspondence Sent:** none but prior mentioned **Reports Presented: JULY MONTH END: BANK RECONCILIATION; PAYMENT AND RECEIPT LISTINGS; WAGE EARNINGS; INVESTMENT LISTING; FUND SUMMARY; REVENUE AND APPROPRIATION STATUS; APPROPRIATION SUPPLEMENTAL** **Income Taxes:** Non-filer letters were sent and currently she is fielding calls with questions and such. **Other Misc:** Successfully applied for the ARPA funding through the State, noting that the amount was cut in half due to the sharing with townships now too. She did add that it was felt there would be a re-distribution, similar to the CARES Act, for the funding not taken. The people renting the closed shelter in October is wishing to bring in a food truck for their event. They wanted to know if this was ok and if they needed to pay any additional fees should it need to connect to the water or power supply. Council approved the truck with no extra costs necessary. Next, she reported that the warranty replacement refrigerator was finally on the way. FO Spencer announced that an organizational meeting has been set for the Field of Honors project to which anyone wishing to volunteer would be invited later in the meeting. She will be posting this information on the Dunkirk Forum. Due to the electric work on restrooms being paid mainly from the CARES Act funding, she didn't feel the need to bill the fire department for half as per the building agreement, council agreed. Told all that she was meeting with Representative Jon Cross later in the week about different grant opportunities the village might be able to obtain, largely the Field of Honors

funding from the State Capital budget of 2022. Lastly FO Spencer discussed an idea she and the mayor had for a possible fundraiser to help with the Field of Honors. Spencer said she could get a donated hotel night, movie passes, and restaurant voucher for a main prize, then order items using the visa rewards card as other prizes and raffle them off. She even offered to get some local business donations to get more prizes. Council members weren't interested in helping with selling raffle tickets so the idea was dropped.

**Legislation:** ORDINANCE 06-2021 FENCING AND HEDGE REGULATIONS

Motion to pass 2<sup>nd</sup> reading, amending of Section II- back to 4' : 1 Baum, 2 Gibson, roll call 4-0.

ORDINANCE 07-2021 UPDATED ANIMAL CONTROL

Motion to pass 2<sup>nd</sup> reading: 1 Gibson, 2 Prater, roll call 4-0.

ORDINANCE 08-2021 AUTHORIZING MAYOR TO ADVERTISE FOR SALE OF PARCELS

Motion to pass 2<sup>nd</sup> reading: 1 Baum, 2 Prater, roll call 4-0.

ORDINANCE 09-2021 AUTH MAYOR TO ADVERTISE FOR SALE OF MISC UNUSED ITEMS

Motion to pass 2<sup>nd</sup> reading: 1 Gibson, 2 Prater, roll call 4-0.

**Solicitor's Report:** Turned in a bill for an indigent burial for a village resident, stating that all requirement to meet this status were met. Motion by Baum, second by Prater, to pay the required \$750 to Schindewolf-Stout-Crates funeral home. Motion passed 4-0. Prater asked Schwemer if what she was told was true that the village couldn't profit off the lots they were selling. Schwemer stated that such information was false and the village isn't required to sell at cost and can profit. It was added that with the amount of delinquent utility and ordinance violations written off, the profits are already minimal anyways.

**Mayor's Report:** Motion by Baum, second by Rickle, to enter into executive session to discuss employee contracts. Motion passed 4-0. Motion by Baum, second by Prater, to open the meeting back to the public. Motion passed 4-0. Mayor Cramer stated that no decisions were made in regard to Supt Evans' contract as they are still working on amendments.

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

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

AMAZON BUSINESS	MISC CHARGES	\$ 51.84
AMERICAN ELECTRIC	ELECTRIC	\$2181.19
BRIAN SHOOK ELECTRIC	ELECTRIC WORK FOR TOWN HALL	\$1920.00
STEVE DRAKE	REIMBURSE OOP – KEYS MADE	\$ 16.01
WEX BANK	FUEL	\$ 301.98
SCHINDEWOLF-STOUT-CRATES	INDIGENT BURIAL	\$ 750.00

**PAYROLL & LIABILITIES**

Motion passed 4-0.

Motion to adjourn until the next regular meeting August 16, 2021, made by Baum, second by Prater.

Motion passed 4-0.

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Mayor

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Fiscal Officer



The Village of Dunkirk BPA met in regular session August 9, 2021. Halsey, Drake and McBride present. Motion by Halsey to approve the minutes as presented, striking the "Hackworth in Evans' absence", seconded by McBride, and passed 3-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Received:** NONE **Correspondence Sent:** NONE **Utility Account Updates:** Delinquent list to date presented. Currently 54 accounts due without arrangements or pledges. Board approved FO Spencer posting on the forum on the 11<sup>th</sup> to remind people of the 16<sup>th</sup> shut off. **Reports presented:** July month end: payment and receipt listings; revenue, appropriation and fund status **Other Misc:** Discussed outstanding SMPID questionnaires.

**Superintendent's Report:** Evans and Hackworth reported that 2 potholes on W Patterson were both copper so guessing 0% lead for that area. Mayor Cramer asked about N Main but it was unknown if any of Main Street would be done due to the main road. Reported success at killing the cat tails and weeds at the lagoons. Next they discussed a potential project with Wessler Engineering to make improvements to the lagoons. Initial statement made was that Wessler approached the village and there has been no commitment for any payment on behalf of the village. It was their guess that they will get their payment with the grant funding. The project would include replacement of the existing floating aerators-mixers with a new submersible diffused air mixing-aeration system. It would also include the blowers, piping and electrical work necessary to provide a complete aeration and mixing process. They stated that this would make it run more efficiently, but also would bring the motors up to the ground, taking away the risk of a boat tipping people into the lagoon water. It was noted that HB168 was offering funding for such a project and they wanted to try to get our application in for a chance at that funding. All agreed to have the engineers continue. They are working with Ohio Rural Water Association to get a sludge sampling done as well.

**Old Business:** none

**New Business:** Drake brought up concern with the new ISP taking over for Parrot and had heard a rumor that this new company was affiliated with the company that had equipment on the tower several years ago. This company being the one that left due to damages their equipment caused, and left without any restitution for those damages. FO Spencer, Supt Evans and Hackworth, all having been in contact with different parties involved all believed the rumor was incorrect and that HDR is a very reputable company. Hackworth will make contact and be sure that Mr. Sam Bietler is not involved in this new ISP.

Mayor Cramer was approached by Hardin County EMA Director, Jake Burgbacher, and was told that Dunkirk was the only county entity to turn in such a nice, well-organized Contingency Plan.

Halsey asked Mayor Cramer if there was anything to report from their closed session employee issue. The mayor stated that, due to absences, it was going to be re-addressed at their next meeting.

Supt Evans asked if the Board would consider providing him with free water as a part of his new contract. Board had no issue with that and asked that the mayor add that recommendation when presenting to council.

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

AMERICAN ELECTRIC	STREET LIGHTING	\$ 725.35
BADGER METER	MAINT AGREEMENT	\$ 22.92
FIRST CITIZENS VISA	MISC CHARGES	\$ 517.90
GOV'T ACC'TING SOLUTIONS	ANNUAL SOFTWARE SUPPORT	\$1500.00
HACKWORTH CONST	LABOR/EQUIP/MATERIAL	\$2890.00
JOHN'S PERFORMANCE	MAINTENANCE TO PROWLER	\$ 177.70
KENTON TIME	ADS	\$ 96.00
ML TECH	CHLORINE/REPAIRS	\$1223.25
SHELDON GAS	PLANT/GENERATOR	\$ 33.22
TRACTOR SUPPLY	MISC CHARGES	\$1406.73
XEROX	MAINT AGREEMENT	\$ 96.38

**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 August 23, 2021.

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BPA President

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Fiscal Officer



The Village of Dunkirk council met in regular session August 16, 2021. Mayor Cramer presiding. Roll call Gibson, Rickle, Cramer (tardy), Baum, Marshman and Prater present. Motion by Rickle, second by Prater, to approve the minutes as presented. Motion passed 5-0.

**Guests:** Eric Davis, with Wessler Engineering, was present to fill the council in on work they are preparing to request ARPA funding for a lagoon project. If done the lagoons would run more efficiently, improve oxidation, be maintained more safely and have a longer life expectancy. He and FO Spencer will be finishing the work prior to the deadline. He noted he is still looking into the storm drain issues but set aside to get the lagoon request in with the ARPA funding.

**Old Business:** none

**New Business:** Gibson turned in ordinance violations for signatures. FO Spencer will scan and send to solicitor. Next, she asked if council would agree to pour a memorial bench pad near the concession stand so a bench could be placed for Carolyn McElroy who was a long time CIC member who put in many hours at the concession stand. Council agreed unanimously. Supt Evans stated there was a spot that a bench had been and would allow it to face the front of the building and be in their view.

Prater asked if there were laws regarding people putting poles or rocks on their properties next to the road and on corners. She stated that two vehicles have been damaged from travelling down in the Summit Street area where there are such objects. Gibson commented that the people have them in place because cars were continually cutting into their yards and leaving a mess, she added that they are all on private property. Supt Evans added that he takes the snowplows through there with no issues. All agreed that the objects were not in any conflict of any ordinance or law, and this was not a village issue.

**Superintendent's Report:** Provided quotes for cleaning up 130 Pioneer (\$400), 140 Pioneer (\$800), and 330 S Main (\$300). It was believed they were all served at that time. Motion by Baum, second by Rickle, to accept the bids for Romick Rubbish to do the cleanups. Next Evans asked about mowing at 400 and 410 N Main since they were on Main Street. FO Spencer stated that until a property is served, we cannot mow. She stated that the lot at 410 was served, but since 400 had not been served, she advised against mowing it at this time. Evans brought up that work was being done at the tank, the signs for keeping off the tank were now placed, and he has a community service worker in town helping out. Lastly Supt Evans stated that in talking with the new ISP, HDER Link, he learned that they often donate lift trucks to the villages for use in hanging flags, banners, and holiday displays.

**Fiscal Officer's Report: Correspondence Received:** CSX – request for change in contract just passed earlier in the year, forwarded to solicitor; PEP – cybercrime forms to be completed for coverage; Evan Doyle of DOXO Direct – requesting our banking information for direct depositing of customer water payments made to their bill paying service. Spencer informed council that in checking them out on BBB she found that 12 of the first 20 reviews were a 1 of 5 score, and most related to erroneous account withdrawals. She advised against providing the village's info and council agreed. **Correspondence Sent:** Solicitor Schwemer – fwd email reminder for deadline on OPIOID money. **Reports Presented:** 2019, 2020, and 2021 (older) outstanding checks. Asked to void and reissue. Motion by Marshman, second by Gibson, to do so. Motion passed 5-0. A 2021 research report for 2017 to current labor payment (excluding Solicitor and Fiscal Officer) was provided to each council member as requested by Mayor Cramer. **Income Taxes:** discussed the recent non-filing letters and responses. **Other Misc:** Reported that the 2<sup>nd</sup> half settlement brought in one ordinance violation payment of just over \$700. Discussed her meeting with Jon Cross stating she felt he was receptive to the Field of Honors park and already had ideas as to where he would put in the request for 2022. Announced that the organizational meeting for the Field went well and things are still moving along as time allots for the person or persons performing that specific task. FO Spencer would like to work on the village's inventory list now that Supt Evans has things more organized, and it will be easier to do. She is currently preparing the listing/photo sheets for placing the unneeded items up for bids. Lastly, she asked that council turn in project ideas for 2022 soon, as she will begin work on the budget when she returns from the fair next month.

**Legislation:** ORDINANCE 06-2021 FENCING AND HEDGE REGULATIONS

Motion to pass 3<sup>rd</sup> reading: 1 Gibson, 2 Prater, roll call 5-0.

ORDINANCE 07-2021 UPDATED ANIMAL CONTROL

Motion to pass 3<sup>rd</sup> reading: 1 Gibson, 2 Rickle, roll call 5-0.

ORDINANCE 08-2021 AUTHORIZING MAYOR TO ADVERTISE FOR SALE OF PARCELS

Motion to pass 3<sup>rd</sup> reading: 1 Marshman, 2 Gibson, roll call 5-0.

ORDINANCE 09-2021 AUTH MAYOR TO ADVERTISE FOR SALE OF MISC UNUSED ITEMS

Motion to pass 3<sup>rd</sup> reading: 1 Baum, 2 Gibson, roll call 5-0.

**Solicitor's Report:** n/a

**Mayor's Report:** Motion by Prater, second by Baum, to enter into executive session to discuss personnel contracts. Motion passed 6-0. Motion by Baum, second by Cramer, to reopen the meeting. Motion passed 6-0. Mayor Cramer stated that with the recommendation of the Board of Public Affairs, council has agreed to give a \$1500 bonus to Fiscal Officer Spencer for all the added bookwork being done due to the new employee structure. Motion by Marshman, second by Gibson, to award Spencer with a \$1500 bonus, payable in equal thirds between General, Water and Sewer funds. Motion passed 6-0. Spencer thanked council.

FO Spencer held up a piece of framed artwork that was presented to her earlier in the day by Not an Ordinary Place. She will send a thank you to them.

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

LANDTECH	APPLICATION 6	\$355.00
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**PAYROLL & LIABILITIES**

Motion passed 6-0.

Motion to adjourn until the next regular meeting, at a special date, August 30, 2021, made by Rickle, second by Prater. Motion passed 6-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session August 23, 2021. Halsey and Drake present, McBride absent. Halsey was acting president for the meeting. Motion by Drake to approve the minutes as presented, seconded by Halsey, and passed 2-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Received:** Austin Prokup (Hull Inc) – mentioned asset management anniversary update would be due in January and would be starting before too long; also provided a sample agreement for them to be the village's engineer on record. Board agreed that this wasn't an option given the current work being done through another local engineering company. **Correspondence Sent:** none **Utility Account Updates:** 17 notices were hung and only 3 shut off. Two others couldn't be turned off due to shut off/meter issues. She added that two of those three have already paid and are turned back on. Presented current delinquent list for viewing. **Reports presented:** property tax settlement – only one delinquent utility payment for \$444.36. **Other Misc:** FO Spencer thanked the board for their recommendation to the council to give her a performance bonus. She stated that they approved \$1500 equally divided between general, water, and sewer funds. Presented a lead safe home funding email that came down on the 20<sup>th</sup> with a deadline of the 26<sup>th</sup>. It was suggested she contact Eric Davis with Wessler Engineering to see if they knew anything about it and if the village could get their hand in for some of that funding to help our local residents when they have to abate lead lines. FO Spencer will reach out to Davis. Lastly, she reported finding the invoice from past lagoon work for sludge. It was done in 2012 and involved lagoon spikes being put in by Industrial Fluid Maintenance, and then they left lagoon treatment microbes for village to do maintenance dosing.

**Superintendent's Report:** ML Tech was in to look at the aquamatic valves. One was fixed and the second had to be replaced. All working properly now. Ohio Rural Water was in and cannot do the floating survey for sludge because the lagoons have too much duckweed. There is another process they have but it isn't yet accepted by the EPA. As soon as it gets thru that process of approval, they will be here to do the lagoons. Next, he reported that there were some high readings in the meter readings earlier in the day and he is in the process of checking on them.

**Old Business:** Drake requested emailing Water Operator Albert to find another four locations to replace those not wishing to cooperate – 200 S Main, 240 S Main, 113 W Washington and 123 W Washington. FO Spencer will email Albert.

**New Business:** Drake reported that Sam Biler was not involved with the ISP now on the tower. All is good and no intervention will be needed.

Mayor reminded all of the meal on the 24<sup>th</sup>.

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

ALLOWAY	TESTING	\$886.45
OH ASSOC OF PUBLIC TREAS	MEMBERSHIP	\$ 50.00 (ONLINE)
OH ASSOC OF PUBLIC TREAS	CONFERENCE	\$ 75.00 (ONLINE)
STEVE DRAKE	REIMBURSE O.O.P.	\$ 16.01
TIME WARNER	PHONES/INTERNET/LIFTS	\$657.43

**PAYROLL AND LIABILITIES**

Motion passed 2-0.

Motion to adjourn was made by Drake, second by Halsey. Motion passed 2-0. Next meeting will be September 13, 2021.

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BPA President

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Fiscal Officer



The Village of Dunkirk council met in regular session on a special date of August 30, 2021. Mayor Cramer presiding. Roll call Gibson, Rickle, Baum, Marshman and Prater present. Cramer absent. Motion by Gibson, second by Baum, to approve the minutes as presented. Motion passed 5-0.

**Guests:** Nic Botkin of Independence Fiber Network was present regarding the village's refusal to open the OUPS locations for fiber optics to pass thru the village. He noted that they provide service to the businesses only while then selling use by ISPs to service residential. Local business owner, Mike McKee asked what it would cost for their service, to which he was told that 100 mbs would be \$350 a month. While Mr. Botkin stated they don't just push through a place without communicating, it was noted that had we allowed the OUPS, that would be exactly what would have happened to Dunkirk. Sheldon Gas owner, Richard Walden, was present and informed him that Walnut Street was the worst street to choose and that this information was conveyed to their own surveyor when Village's Hackworth and Evans, and Walden met with him back in the Spring. Blanchard Township trustee, Rob Wilson, was present regarding issues they had with the company. He stated that while they did get a letter informing them of the project, they also requested plans and dates but that request went unanswered. The township resurfaced roads only to be torn up and destroyed by the installation of their fiber. The CEO of Independent Fiber Network responded that all repairs will be made upon request to the company. He added that this included damages to individual farmland as well. Hackworth asked about liability to those that dig in the village and hit their fiber. He was told that in an emergency dig, there would be no liability on the contractor. Should it be properly OUPSed and the line was hit, they would send someone out to repair and then determine fault and bill accordingly. When asked if they would supply service to the Village offices, it was stated by Botkins that they would 'if it made financial sense', to which the CEO spoke up and said they would most certainly supply service to the Village. Mayor Cramer asked that a meeting be set up with those involved – Mr. Botkin, their contractor doing the install, Hackworth, Evans, herself and possibly the solicitor – and determine the best route to get their fiber to pass through the village. Walden mentioned to council that he believed they would also need a franchise or some sort of ordinance drawn up to go through the village.

Mike McKee, McKee Motors, was present regarding his property on North Main. He explained his situation and plans for the location. Following a discussion on fencing and junk car ordinances, a motion was made by Marshman, that he be allowed to keep the damaged vehicles inside an acceptable structure since he is in the business of repairs/parts. The motion went on to allow McKee six months to complete the fencing as planned due to his losses incurred with the COVID19 pandemic. Motion was seconded by Rickle and passed 5-0.

**Old Business:** Marshman reported that he completed 3.5 of the 3 required hours for the BWC One Claim program.

Rickle noted that the landowner of 231 W Wayne needed to clean up the back yard now that the tenant was gone.

**New Business:** Baum asked about the downtown flowers being watered. Mayor Cramer stated that they would be addressing this later in the meeting.

**Superintendent's Report:** Discussed sludge testing for lagoons and reported he was trimming back trees for the Hardin Northern buses.

**Fiscal Officer's Report: Correspondence Received:** Sheldon Gas – rate increase; BWC approved home and vehicle modifications for P Cramer claim; BWC – notification of required independent medical and mental evaluations for P Cramer claim; Wex bank – exemption update needed (completed and returned already). **Correspondence Sent:** DoxoDirect – email denying request for village bank information; Fender Benders – tow orders; Not An Ordinary Place – thank you letter for the artwork; Urbana Air Museum – email asking for recommendations to restore the Sherman Tank. **Reports Presented:** none **Income Taxes:** FO Spencer requested permission to add \$2500 to line 1000-755-344-0000 tax collection fees as this was over her approved level of control. Motion to allow by Baum,

second by Marshman. Motion passed 5-0. **Other Misc:** Requested permission to do payroll on Sept 3 due to holiday on 6<sup>th</sup>. All agreed. Informed council that they had approved Romick to clean up properties that hadn't been properly served so they weren't done. She did add that due to the way the solicitor wrote up the grass violation for 410 N Main, including joining property of 400, the village could maintain both parcels since they were both served. Discussed first training on the Civic Ready mass communication program. She will begin set up and perform a marketing plan once she returns from the fair. Supt Evans noted that 140 Pioneer is currently cleaning up her own property and that the village will give her a chance to help herself before having Romick clean it up. Regardless of the current condemnation process taking place, we are still allowed to clean up 330 S Main as it was properly served. Romick will be scheduled.

**Legislation:** none

**Solicitor's Report:** Fox Surveying has requested a meeting with Solicitor and Mayor to discussed end goal on alley survey.

Motion by Gibson, second by Prater, to go into closed session to discuss personnel and land issues. Motion passed 5-0. Motion by Prater, second by Rickle, to open the meeting back to the public. Motion passed 5-0. Motion by Baum, second by Gibson, to hire Christy Evans as a part time employee to pick up the slack for Supt Evans. Motion passed 5-0.

**Mayor's Report:** none

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

ACE HARDWARE	MISC CHARGES	\$ 41.94
HACKWORTH CONSTRUCTION	CONTRACTED LABOR/EQUIP	\$405.00

**PAYROLL & LIABILITIES**

Motion passed 5-0.

Motion to adjourn until the next regular meeting, September 20, made by Gibson, second by Prater. Motion passed 5-0.

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Mayor

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Fiscal Officer



The Village of Dunkirk BPA met in regular session September 13, 2021. Halsey, McBride and Drake present. Motion by Drake to approve the minutes as presented, seconded by Halsey, and passed 3-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Received:** Austin Prokup (Hull Inc) – email proposal for annual Asset Management (AM) update at \$2500 and proposal to prepare updated lead and copper mapping for \$1000. Motion by McBride, second by Drake to accept the AM update at \$2500. Motion passed 3-0. **Correspondence Sent:** Solicitor Schwemer – info for new water sewer ordinance to cover connection fees and multiple unit connections. Water Operator Albert – suggested alternate locations for SMPID forms, given the go ahead and they have been completed by Drake and Halsey, and sent to Albert immediately. WMS Group – balance information for 300 N Main; will be auctioning and wanted to pay back bill. **Utility Account Updates:** Reported that bills went out August 31<sup>st</sup>. **Reports presented:** August month end: payment and receipt listings; appropriation, revenue and fund status. **Other Misc:** Provided each member with the prior rate surveys and the rate charts thru 2024 for their review and reference as needed. Brought up need for more details on the connection fee changes. Upon discussion it was agreed that the new format with "at cost" and deposit figures would be for the 3/4" residential connections only. Next, they discussed the need to get the multiple unit user calculations on the books. She spoke with her father, former clerk Robert Douglas, as to when and where she might find the procedure and he felt it was likely only done as a motion in a meeting and not a part of any ordinance. She discussed how the calculations were performed and then brought up the recent Southward situation with a recommendation that those multiples that are for personal use and not an income producing venture be waived of the multiple billing procedure. All agreed and want that criteria added to the ordinance as well. It was agreed to prepare Southward's bill as such effective with the current cycle. Noted to the board that one or two accounts may request adjustments, she will have any prepared for the next meeting for signing. Also noted receiving a water bill and had to redirect to a forwarding address so she would allow an additional 10 days to the due date. All agreed to do so.

**Superintendent's Report:** Samples for lead and copper were most all done and paperwork was ready for Water Operator Albert. Evans said they were able to do 11 and that all were turned in to Alloway already. Discussed painting hydrants as a project for a group at the school. Evans will discuss with fire department.

**Old Business:** A question as to Evans' free water was asked. FO Spencer informed all that it will be a part of the contract but cannot do until said contract is signed.

**New Business:** none

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

ACE HARDWARE	MISC CHARGES	\$ 23.17
ALLOWAY	TESTING	\$ 319.20
AMAZON BUSINESS	MISC CHARGES	\$ 137.66
AMERICAN ELECTRIC	ELECTRIC	\$2823.69
BADGER METER	MONTHLY FEE	\$ 22.98
BRINKMAN'S	MUMS	\$ 98.05
FIRST CITIZENS VISA	MISC CHARGES	\$1151.19
OHIO AUDITOR	UAN 4 <sup>TH</sup> QUARTER	\$ 762.00
SHELDON GAS	NATURAL GAS	\$ 32.47
TERRY EVANS	REIMBURSE O.O.P.	\$ 35.33
TRACTOR SUPPLY	MISC CHARGES	\$ 39.98
WEX BANK	FUEL	\$ 145.09
XEROX	MAINT AGREEMENT	\$ 78.36

**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 September 27, 2021.

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BPA President

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Fiscal Officer



The Village of Dunkirk council met in regular session on September 20, 2021. Mayor Cramer presiding. Roll call Gibson, Rickle, Baum, and Marshman present. Prater and Cramer absent. Motion by Gibson, second by Baum, to approve the minutes as presented. Motion passed 4-0.

**Guests:** Resident Jessica Donnelly gave a presentation on the monarch butterfly and asked for the village's support by creating a Monarch Way Station. She agreed to assist in the creation as well as help to maintain it. The HN Junior Girls' GRIT team (two members present observing the meeting for class) offered to assist with the maintenance. Mayor Cramer recommended the garden be put on the village's land on West Washington since it was agreed to not sell the lots and to develop the area. During the discussion Supt Evans noted that, in conjunction with the HN First Grade's bee project, they would also like to place a wildflower area on the far East end of the park grounds for the bees. Council was in full support of both projects. It was stated that the HN Floriculture Team might help with both.

**Old Business:** Gibson reported that another resident threatened to sue her or the village due to the obstruction she has protecting a corner of her property where people used to cut short. She provided photos of the area, alley near Summit Street, as it was previously discussed from others having vehicle damages from the various obstructions landowners have placed along the alley. Her photos proved all obstructions were on individual's properties as allowed. Baum noted that she purposely traveled the alley, in both directions, and had no issues at all with her vehicle and added that those complaining are simply turning too short.

**New Business:** Rickle reported bee issues at the park with a possible nest on the slide. Supt Evans will check and remove the nest if there. He asked that everyone be mindful and if a nest is seen to let him know and he can take care of it immediately rather than waiting for a meeting.

**Superintendent's Report:** Reported that the plan set up by the village and fiber optic company was later found to not work and he is trying to get them to respond to his calls. He and Mayor Cramer already have another suggestion to present to them. Concern was voiced as to the company ignoring the council and just doing their original plan. Rickle commented that council needs to stand its ground and not let them through the village. Brought up a Cherry Street water tap needed and asked for approval for Hackworth to provide that tap as well as get the main portion of the dig and line prepared for the lot next to it while there. All approved. Plans to seal and stain the memorial benches are here and Rickle suggested contacting FFA Advisor, Emily Overs, to get a group to help out for community service hours. Evans will contact her and ask. Reported that the cleanup at 330 S Main didn't happen due to the resident threatening the men. Sheriff was called and the deputy suggested the village use them for violation notices so service isn't an issue in the future. Council agreed that notices, other than weeds and grasses that go in the paper, will be served by the sheriff's department from now on. Next Supt Evans said that a resident asked for trees in an unmaintained alley be trimmed so he could access the rear of his property. Council agreed that he trim them since it is village property.

**Fiscal Officer's Report: Correspondence Received:** BWC – multiple notices on P Cramer claim; ONU Healthwise – flu shot clinic offer. Council agreed to have them do at monthly community meal like before. **Correspondence Sent:** Public Entity Pool insurance – sent in completed Cyber Underwriting application. She thanked Seth Busch for the help with completing the technical documents. **Reports Presented:** August month end: bank reconciliation; payment and receipt listings; investment listing; wage earnings; fund summary; appropriation and revenue status; appropriation and revenue supplementals. **Income Taxes:** nothing **Other Misc:** Completed the Civic Ready refresher on the 15<sup>th</sup> and currently editing the marketing materials provided in preparation for the launch. Started 2022 budget planning. Finalizing sale item listing and then publishing/posting to begin the viewing and bid process. Bids will be awarded at the October 18 meeting. Discussed trick or treat. Mayor Cramer wanted to see what other area towns do before deciding between the evening of the 28<sup>th</sup> or the afternoon of the 30<sup>th</sup>. All agreed to set the date and time at the first October meeting. Next she said

she was asked if the HN Junior boys' GRIT team could do community service – clean up, small tasks, etc,- at the park on October 21. All approved and she will give them Supt Evans' contact info to arrange.

**Legislation:**

RESOLUTION 2021-02 ACCEPTING THE AMOUNTS AND RATES OF THE BUDGET COMMISSION  
1<sup>st</sup> reading passed: 1<sup>st</sup> Gibson, 2<sup>nd</sup> Marshman; Roll call 4-0.

**Solicitor's Report:** n/a

**Mayor's Report:** none

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

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

ACE HARDWARE	MISC CHARGES	\$104.97
HACKWORTH CONST	LABOR	\$540.00
KENTON TIMES	LEGAL NOTICES	\$ 36.48
LANDTECH	APPLICATIONS 8&9	\$710.00

**PAYROLL & LIABILITIES**

Motion passed 4-0.

Motion to adjourn until the next regular meeting, October 4, made by Baum, second by Marshman.

Motion passed 4-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session September 27, 2021. Halsey, McBride and Drake present. Motion by Halsey to approve the minutes as presented, seconded by Drake, and passed 3-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Received:** none **Correspondence Sent:** Austin Prokup – signed agreement for Asset Management update **Utility Account Updates:** note from resident regarding possible leak. Meter will be checked and adjustment offered at next billing should there be one. Presented adjustment sheet for 210 S Main and noted that 557 N Main opted to not take his adjustment given the small amount. **Reports presented:** none **Other Misc:** Civic Ready mass communication program will be rolled out soon and she asked that all accept their invites as there will be internal groups for messages that pertain to the BPA, Council or such. Next, in working on the budget, she noted that the repairing of the clearwell spots and the plant foundation work that was budgeted for 2021 wasn't done to date and asked if it would be or if they would like it to be moved to the 2022 budget. All agreed to put both projects on the 2022 budget.

**Superintendent's Report:** Lead and copper testing is done; letters and reports are all taken care of as well. Reported on a large ground hog hole at the lagoons. Discussion was held on how to eliminate the issue. State that the lagoons are open and samples will be taken on the 28<sup>th</sup>. Lastly it was noted that Supt Evans donated an old mini fridge of his to replace the water/sewer sample fridge at the water plant as that unit recently stopped working. McBride thanked him.

**Old Business:** none

**New Business:** none

Mayor Cramer stated she is still working on the painting of fire hydrant project. While discussing the fire department's issues and coding they want on the hydrants, Halsey requested that the issue with the flow of the E Patterson hydrant be addressed and remedied. It was unknown if simply replacing they hydrant was the issue or what. Supt Evans will discuss with Hackworth to figure out the cause and a way to remedy. FO Spencer suggested to ask the department if there were any other hydrants in the village with such a dangerously low flow. It was suggested that the 2020 report from the hydrant flushing be found to review the flow of each hydrant. Lastly the mayor reminded all of the community meal on the 28<sup>th</sup>.

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

ALLOWAY	TESTING	\$1002.00
ML TECH	CHLORINE	\$ 360.00
ORWA	MEMBERSHIP RENEWED	\$ 135.00
RUMPKE	ROLL OFF SERVICE	\$ 40.00
TIME WARNER	PHONES/INTERNET/LIFTS	\$ 657.43

**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 12, 2021.**

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BPA President

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Fiscal Officer



The Village of Dunkirk council met in regular session on October 4, 2021. Mayor Cramer presiding. Roll call Gibson, Rickle, Baum, Prater and Marshman present. Cramer absent. Motion by Rickle, second by Baum, to approve the minutes as presented. Motion passed 5-0.

**Guests:** HN Superintendent, Jeff Price, was present to continue working with the village to build relationships and share in promoting of the area. Mayor Cramer noted and thanked Mr. Price as the HN Junior boys and girls GRIT teams are going to be helping with village projects soon.

Resident Shane Curtis was present having heard there was an issue with his new fence, to ask that parking downtown be blocked off for Homecoming Parade; and to discuss an area that he said was only a fire lane. As to the fence he was assured that there is no issue with his fence. The 4' rule would be for in front of a home due to state laws for fire and emergency access. Hackworth will place cones in the parking spots at 5:30 the evening of the parade. The area he claims as only a fire lane was recently discussed in a tree trimming request by resident Tony Spencer in order to access his back yard. None were certain if the access he would be using would be what is an unmaintained alley that runs behind the Wayne and Patterson Street homes – from Buckeye Street to Rangeline. Curtis does not want the area used and ruts in the area or he will discontinue maintaining the section he cares for and the village can begin maintaining. Since Supt Evans was the original contact for Mr. Spencer, they will refer to Evans and clarify the plans that Mr. Spencer has for “accessing” the rear of his property.

**Old Business:** none

**New Business:** Prater stated that resident Jeff Ridgeway had concerns with the same alley issue so she will let him know what was said.

Baum asked if the property at 261 W Washington should be more secure. It was stated that the front door has been open for many months and there was concern with animals and people accessing it. FO Spencer will ask Solicitor Schwemer to send a notice to have the structure secured with board on any openings. She added that 362 W Wayne will be added to that request for the same.

**Superintendent’s Report:** Hackworth reporting for Supt Evans – the double meter pit placement won’t work as the property being developed now placed a drive in the way.

**Fiscal Officer’s Report: Correspondence Received:** Shelley Co - rate increases to come by end of October for 2022; OH Sec’y of State – certificate of census, went from 874 to 774 and still qualify as a village. **Correspondence Sent:** MidOhio Energy – grant request for flag poles and flags at the Field of Honors. Prepared by BPA member, Pam Halsey. FO Spencer thanked Halsey for the work. GameTime – requested information for the CIC as they are interested in a parent/child swing at the park. **Reports Presented:** September month end: bank reconciliation; payment and receipt listings; investment listing; wage earnings; fund summary; appropriation and revenue status. **Income Taxes:** nothing **Other Misc:** Asked about trick-or-treat and council set it as October 30 from 2:00 – 4:00. Trees from grant are being ordered; reminded all that she leaves the evening of the 5<sup>th</sup> for the OAPT conference and returns the afternoon of the 8<sup>th</sup>; Advised council to be watching HBs 422 and 385 as they could impact the village. Upon request of councilmembers Spencer gave a brief description of both. Put together papers for councilmember Cramer to reference in looking for speed control solutions. Renewed the debt reserve CD, purchased the last of the edging for the paver walk at the Field of Honors; also dropped off some donation packets to common vendors along the drive. Asked that the finance committee have calendars ready at the next meeting so they can meet late Oct/early Nov to set the 2022 budget.

**Legislation:**

RESOLUTION 2021-02 ACCEPTING THE AMOUNTS AND RATES OF THE BUDGET COMMISSION

2<sup>nd</sup> reading passed: 1<sup>st</sup> Marshman, 2<sup>nd</sup> Baum; Roll call 5-0.

ORDINANCE 10-2021 ADOPTIN UPDATED CODIFIED ORDINANCES

1<sup>st</sup> reading passed: 1<sup>st</sup> Marshman, 2<sup>nd</sup> Gibson; Roll call 5-0.

**Solicitor’s Report:** n/a

**Mayor’s Report:** none

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

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

AMAZON BUSINESS ACCT	MISC CHARGES	\$ 150.20
AMERICAN ELECTRIC	ELECTRIC	\$1957.98
WEX BANK	FUEL	\$ 288.96

**PAYROLL & LIABILITIES**

Motion passed 5-0.

Motion to adjourn until the next regular meeting, October 18, made by Gibson, second by Rickle. Motion passed 5-0.

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Mayor

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Fiscal Officer





The Village of Dunkirk BPA met in regular session October 12, 2021. Halsey, McBride and Drake present. Motion by Halsey to approve the minutes as presented, seconded by Drake, and passed 3-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Received:** none **Correspondence Sent:** none **Utility Account Updates:** no leak at 150 S Main, only 3K used in one month's time. **Reports presented:** Sept month end: payment and receipt listings; appropriation, revenue and fund status **Other Misc:** none

**Superintendent's Report:** Purchased two meter pits, for Cherry Street and Quarry owner. Will also be purchasing four new covers. Watched a box truck damage a tree leaving park area but couldn't get any identifying info. Tire tread fell off one tire on the dump truck. They have two new tires for front now. Back tires have good tread but are dry rotting. Plan to keep them until they can't, then they will need four tires for the rear. Reported that Hackworth couldn't do the double pit dig as planned on Cherry due to construction on the property being developed. Had a resident attempt a pond but hit rock and aborted his plan.

**Old Business:** Halsey asked if any homes were known to need lead abatement so she could look for financial assistance on the homeowner side. It was stated there are none at this time. Next she asked how the lead mapping was coming along and if the hydrant report was found. FO Spencer stated she looked for the report but didn't have it at her office. Supt Evans will get with the fire chief and request one. All agreed that finding any other dangerously low flow hydrants and resolving the issue with all was a priority.

**New Business:** none

Mayor Cramer reported that the painting of the hydrants was now approved. Supt Evans will be in contact with the school to put a plan into place.

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

AMERICAN ELECTRIC	STREET LIGHTING	\$ 772.88
BADGER METER	MONTHLY HOSTING	\$ 22.98
" "	ANNUAL LICENSING	\$ 600.00
FIRST CITIZENS VISA	MISC CHARGES	\$ 387.96
LANDTECH	APPLICATIONS 10,11,12	\$1065.00
OHIO EPA	2021 ANNUAL DISCHARGE FEE	\$ 200.00
PHYLLIS J SPENCER	2021 MILEAGE	\$ 150.30
SHELDON GAS	PLANT AND GENERATOR	\$ 32.47
TRACTOR SUPPLY	MISC CHARGES	\$ 191.36
XEROX	MAINT AGREEMENT	\$ 74.25

**PAYROLL AND LIABILITIES**

Motion passed 3-0.

Motion to adjourn was made by McBride, second by Drake. Motion passed 3-0. Next meeting will be October 25, 2021.

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BPA President

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Fiscal Officer



The Village of Dunkirk council met in regular session on October 18, 2021. Mayor Cramer presiding. Roll call Gibson, Rickle, Baum, Prater and Marshman present. Cramer absent. Motion by Rickle, second by Baum, to approve the minutes as presented. Motion passed 5-0.

**Guests:** State Representative Jon Cross was present to discuss redistricting. His district will lose Hancock County and will now be Hardin, Logan and Champagne counties. He noted that the positive was that each of those counties are very close in size so he will be able to divide his time pretty much equally. Cross also brought up the grant packet he had received from FO Spencer a couple months ago. He complimented the contents of the presentation and stated he felt the best direction to take the request would be the Veteran's direction of the State's Capital Budget for 2022. Next Rickle asked about fighting the mandates to which he discussed HB248 and his support of it in trying to 'save employees' jobs over the jab'. He encouraged the village to contact Cort if we had any specific issues arise that we needed his help with.

Nicole Hackworth, HN 1<sup>st</sup> grade teacher, and Pheasants Forever local chapter member Austin Roby, and the club's biologist were all present to discuss the placement of a pollinator plot in the village. Roby stated that they would do the work to create the area and then the first-grade class would do the planting next Spring. Roby estimated that a ½ acre area would cost maybe \$500 for herbicide and seed to begin and then the upkeep would be minimal by the village. Supt Evans explained the area he felt was best for the plot and council agreed. Due to the need to start as soon as possible council gave Roby the go ahead to get started.

**Old Business:** Gibson asked about the village's liability when someone from HDER link is on the tower. She noted a recent incident when someone was climbing without a second person present. Solicitor Schwemer stated that they would have their own insurance. Supt Evans added that it is rare for there not to be a second person but given the location of his home, if he sees them down there, he keeps an eye anyways.

**New Business:** Gibson asked if it would be possible to keep the park open all year so people that use it to skip the Main and Patterson light can still do so. Mayor Cramer stated that she felt the gates in the off season helped to deter vandals. Marshman added that he didn't see any point to leave it open since the walkers had a parking lot outside the gates to use. Others agreed and the park will still be closed for the off season. Next Gibson asked about bringing back the Christmas decoration contest. Rickle suggested seeing if the local businesses would donate the prize money. Prater, owner of Fender Benders, pledged \$100 for first prize, FO Spencer pledged \$25 for the third place in name of her business, Impressions by PJ, then Marshman stated that he and his wife, Brenda, would pledge the \$50 second place prize. Judging was set for December 20<sup>th</sup>. FO Spencer will prepare an announcement for the forum and to post in town.

Prater asked about November and December meetings as to having both or not. It was confirmed that there would only be the first meeting in November and December. She also reported a resident stating that the water doesn't taste right lately, to which Supt Evans said it is tested and treated daily with no changes.

Marshman said that the fire department asked for council to help spread the word that they wanted floats, carts, and groups to participate in the Halloween Parade.

Baum, on behalf of the CIC, asked if a Dusk to Dawn light could be placed in front of the concession stand to aid in lighting when a game runs into the darker hours. Council all agreed to have Supt Evans get one installed. Next Baum suggested asking that the fire department help hang the Christmas lights and decorations on the large pine tree. Marshman will ask them.

**Superintendent's Report:** He spoke with HN Supt Price and arranged a plan for the painting of the fire hydrants. The Jr boy's GRIT team will be in on the 21<sup>st</sup> and will now be taking wire brushes to the hydrants to prepare them for the ag and art departments to then paint. Discussed the stoning of the N/S alley for 121 S Buckeye's garage access. According to the survey there is an AEP pole that will need moved before they can proceed. He will contact them to get that done. Solicitor Schwemer went on to explain that the village's survey has the best argument to hold up on record as it was a very

inclusive survey, even going clear to the railroad tracks for finding the correct markers. All agreed that to avoid any issues they would only stone just a bit south of that resident's garage. Next Supt Evans brought up the need to remove some dead trees and a plan to replace with the trees ordered through the HCCF grant. Council agreed. In other business he stated that he has yet to catch the driver of the four-wheeler that did the damage at the park, but he knows who it is now; he is preparing to close the park; and has yet to hear on the lagoon project grant application. Evans mentioned that 330 S Main has now been officially condemned and needs boarded shut. Solicitor Schwemer stated he has been in contact with the mortgage holder and they will take care of it. Evans also contacted the company that had a sign on the property to ask what they had been doing there recently, and intended to inform them of the new status, but the person on the line was rude, foul-mouthed, and very unprofessional. He then, with the mayor's permission, pulled all of the company's signs in the village. Rickle asked if there was any further information from the fiber optic issue to which Supt Evans stated he has yet to even hear back from them. Lastly, Supt Evans thanked all for the chimes purchased for his mother's funeral.

**Fiscal Officer's Report: Correspondence Received:** ODJFS – new site for managing unemployment tax, benefits, and appeals all in one place. **Correspondence Sent:** Solicitor Schwemer – questions/requests from Oct 4 meeting **Reports Presented:** none **Income Taxes:** nothing **Other Misc:** Requested to do a virtual ethics course for \$20 for her new "term" with the Fiscal Integrity Act. Council approved. Reported that there were a total of 8 bidders for the auction of unneeded property, bringing in a total of \$1948. There were a few unsold items to which FO Spencer asked if they wanted to try again or if Supt Evans could just discard the rest. Given the items left, council agreed to allow it all to be thrown away. Next Spencer presented a set of maps highlighting the issue from last meeting. She showed that the area in question is indeed still a legal alley, just not a maintained one. She had a zoomed in page showing a section that was vacated attaching to Wayne, which did go alongside the resident's home that was wanting access to the rear of his home. It is still unclear as to the intentions of that resident so they asked Supt Evans to see if he could learn more from the resident as all agree they don't want that alley utilized.

**Legislation:**

RESOLUTION 2021-02 ACCEPTING THE AMOUNTS AND RATES OF THE BUDGET COMMISSION  
3<sup>RD</sup> reading passed: 1<sup>st</sup> Marshman, 2<sup>nd</sup> Gibson; Roll call 5-0.

ORDINANCE 10-2021 ADOPTING UPDATED CODIFIED ORDINANCES  
2<sup>ND</sup> reading passed: 1<sup>st</sup> Marshman, 2<sup>nd</sup> Prater; Roll call 5-0.

**Solicitor's Report:** Most all was covered. FO Spencer stated that they needed to get the BPA changes into the codified ordinance prior to its third and final reading and vote.

**Mayor's Report:** Stated that she was approached by Bryon Halsey and was told that once his crops were off next summer, the village was welcome to dig and repair the blockage in the storm tile.

FO Spencer announced that the factory on Geneva Street has a new company leasing it to build electric school buses.

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

LARICHE	BATTERY FOR TRUCK	\$174.95
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**PAYROLL & LIABILITIES**

Motion passed 5-0.

Motion to adjourn until the next regular meeting, November 1, made by Gibson, second by Baum.

Motion passed 5-0.

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Mayor

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Fiscal Officer

The Village of Dunkirk BPA met in regular session October 25, 2021. Halsey and McBride present, Drake absent. Motion by Halsey to approve the minutes as presented, seconded by McBride, and passed 2-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Received:** EPA – 2022 LTO invoice verification.

**Correspondence Sent:** Eric Davis of Wessler Engineering – OML Bulletin section regarding new grant process direct to state **Utility Account Updates:** Delinquent list and new reading exceptions form – 1 major leak and some others to be looked at on the 26<sup>th</sup>. **Reports presented:** none **Other Misc:** Presented a 2020 hydrant flushing report and a hydrant flow codes map from the fire department.

**Superintendent's Report:** Evans and Hackworth presented maps and discussed an issue with the assumed sewer tap on Cherry Street. The as-built drawings show a tap but when they got in to connect it was not completed. FO Spencer suggested that in the future, for places where there was only a lot at the time of the sewer installation, the sewer tap deposit will be collected up front and that if it is found to have the proper tap they will get their deposit back. All agreed this would be best for those unverified lots being developed since the as-built maps may be incorrect elsewhere. Next the Glen Rader property and development was discussed. The tap in place for a sewer connection to the home being constructed, would make it difficult to develop the remaining land. Hackworth said that he could put in a special line and tap at no cost to the village. He added that Rader is willing to develop the area with more homes after his home is completed and he is settled in. With that knowledge, Halsey motioned to charge Rader \$3000 for his water tap but not charge for a sewer tap. Motion was seconded by McBride and passed 2-0. Supt Evans discussed a meeting with HN Superintendent, Price, in which the school had a goal of a 5% increase in population and were looking for input on how to reach that goal. Next he reported that the HN Jr Boy's GRIT team would be in to wire brush the hydrants and then the Art and Ag departments were coming to paint. The goal was to do just the Main Street hydrants this year and do the rest in 2022.

**Old Business:** Halsey brought up the hydrant issues and wanted to know about getting flow reports on all hydrants. Since the local dept doesn't have a flow meter, all agreed that Hackworth would borrow the Ada Fire Department's meter and to pay Garrett and a helper to get all hydrants measured. FO Spencer will prepare a form for them to complete.

**New Business:** none

Mayor Cramer reminded everyone about the community meal on the 26<sup>th</sup>.

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

ACE HARDWARE	MISC CHARGES	\$ 14.59
EJ PRESCOTT	METER PITS	\$ 260.60
HACKWORTH CONST	LABOR/EQUIP	\$4270.00
ML TECH	CHLORINE	\$ 600.00
PROSOURCE WATER PRODUCTS	METER PIT LIDS	\$ 283.00
RUMPKE	TRASH REMOVAL	\$ 40.00
SHERWIN WILLIAMS	PAINT FOR HYDRANTS	\$ 324.17
SPECTRUM	PHONE/INTERNET/LIFTS	\$ 655.31
STEVE STAIR TRUCKING	STONE & HAULING	\$ 623.39

**PAYROLL AND LIABILITIES**

Motion passed 2-0.

Motion to adjourn was made by McBride, second by Halsey. Motion passed 2-0. Next meeting will be November 8, 2021.

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BPA President

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Fiscal Officer



The Village of Dunkirk council met in regular session on November 1, 2021. Mayor Cramer presiding. Roll call Gibson, Baum, Prater and Marshman present. Rickle and Cramer absent. Motion by Baum, second by Prater, to approve the minutes as presented. Motion passed 4-0.

**Guests:** Bryon Halsey was present to add to what was reported by Mayor Cramer regarding tile repair in the area of his field. He wanted the village to see about contacting the fire department to try and flush out the block without having to dig. He stated that he would allow digging to repair the tile as a last resort, once his crop was off in July of 2022. Halsey added that there was a hole in the south end of that tile and reported on a manhole that needed repaired.

Brian Barrington was present to introduce himself to the village and report that he was leasing the factory on W Geneva and would be building school buses there. He estimates hiring 20-25 in the first year but hopes to hire a total of 50-60 in 3-5 years. All welcomed him and are looking forward to seeing the plant open again.

**Old Business:** none

**New Business:** Marshman and Prater both had residents asking about the progression of the tank. FO Spencer stated that due to health issues and a surgery for one of the main coordinators of the wall portion of the project, it would likely be put off until Spring. She also reminded all that this was not a one- or two-year project, it was meant to be completed in multiple phases.

**Superintendent's Report:** HN Jr GRIT boys' team were in town Tuesday and prepped the Main Street hydrants for the art and ag departments that came in Thursday and painted them. He has closed the park, obtaining quotes for concreting larger potholes, filling in the area at park where tank was, and possibly pour more park bench pads on walking path if leftover from a full order. Brought up that Findlay was interested in the village's large pine tree for their holiday decorating. All agreed it stays until it must come down for the fire department's addition. Discussed the challenges of decorating that tree and it was decided that rather than lights on the tree, Supt Evans could place spotlights aiming at the tree. All agreed to this plan.

**Fiscal Officer's Report: Correspondence Received:** OBWC – estimated annual premium schedule for 2022 and the 2022 certificate of coverage; Ohio grants partnership – had to correct the last report when posting the final report for the Cares funding. **Correspondence Sent:** none **Reports Presented:** October month end: bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; revenue and appropriation status; and appropriation supplemental. **Income Taxes:** nothing **Other Misc:** Completed annual SAM.GOV renewal. Announced amount awarded for lagoon grant was \$342K. Noted that HB172 should be signed by the governor soon and the village could consider creating an ordinance accordingly. She added that new bills of interest are House Bills 464, 123 and 105. FO Spencer noted that she will be out the week of Nov 15, but added she would 'attend' a webinar from home on the 16<sup>th</sup>. Permission was given to prepare payroll on Friday the 12<sup>th</sup>.

**Legislation:**

ORDINANCE 10-2021 ADOPTING UPDATED CODIFIED ORDINANCES

3rd reading passed: 1<sup>st</sup> Marshman, 2<sup>nd</sup> Gibson; Roll call 4-0.

**Solicitor's Report:** nothing to report

**Mayor's Report:** nothing

Motion by Baum, second by Prater, to enter into executive session to discuss BWC claim. Motion passed 4-0. Motion by Prater, second by Baum, to return to open session. Motion passed 4-0.

Motion by Marshman, second by Gibson, to appeal the pressure sore claim for the Cramer BWC claim. Motion passed 4-0. Finance committed set Dec 6 at 6pm for their meeting to finalize the last 2021 budget amendment and the 2022 budget.

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

ACE HARDWARE	MISC CHARGES	\$ 30.96
AMERICAN ELECTRIC	ELECTRIC SERVICES	\$1906.94
PHYLLIS SPENCER	REIMBURSE O.O.P.	\$ 39.92
SHERWIN WILLIAMS	PAINT	\$ 224.65
WADE AND GATTON NURSERY	TREES (HCCF GRANT)	\$ 750.00
WEX BANK	FUEL	\$ 296.00

**PAYROLL & LIABILITIES**

Motion passed 4-0.

Motion to adjourn until the next regular meeting, December 6, by Gibson, second by Marshman. Motion passed 4-0.

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Mayor

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Fiscal Officer





The Village of Dunkirk BPA met in regular session November 8, 2021. All members present. Motion by Halsey to approve the minutes as presented, seconded by Drake, and passed 3-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Received:** Residents Jeff and Connie Lamb – requesting copy of bill and receipt for payment **Correspondence Sent:** Resident Lamb – response letter and receipt. **Utility Account Updates:** presented leak adjustments for approval. FO Spencer noted that she did inform Robert Dysert of the 12-month adjustment rule, and he decided to take the current adjustment knowing this. **Reports presented:** October month end: payment and receipt listings; appropriation, revenue, and fund statue. **Other Misc:** Reported that the lagoon grant was for \$342K. Requested permission to get a room prior to the UAN yearend update on December 1. Board approved the stay.

**Superintendent's Report:** Contacted Eric Davis about the lagoon project and a possible start time. Davis is still gathering details on the actual rollout of the funding etc.

**Old Business:** Halsey asked about hydrant flushing. Supt Evans said he would have to check with the fire chief as the dates he was given have all passed with no action. She also asked about he flow rates to which she was informed that hadn't taken place as of yet.

**New Business:** FO Spencer shared a class action suit regarding flushable wipes and she was asked to scan and email to the solicitor to be sure of what needed to be done to get included.

Drake noted there was a catch basin plugged on W Patterson. Supt Evans is planning to see if Sheldon's can come vacuum it for us. They may also work at the Dairy Dream basin as well. In this discussion FO Spencer spoke up and suggested the county coming in and jetting them. She noted that former Supt Cramer had jetting by the county figured into the budget and done annually. She wasn't sure if it was a rotation of area or if it was just the ones he noticed having issues. Supt Evans will discuss with Hackworth to see what he may recall.

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

ALLOWAY	TESTING	\$ 757.50
AMERICAN ELECTRIC	STREET LIGHTING	\$ 804.71
BADGER METER	MONTHLY SUPPORT	\$ 22.92
BUCKEYE STATE PIPE	MISC SUPPLIES	\$ 335.51
COLE HUMPHREY	MAYOR'S BOND	\$ 100.00
FIRST CITIZENS	MISC CHARGES	\$ 743.76
ML TECH	SERVICE CALL AND CHLORINE	\$1947.00
OML	MEMBERSHIP RENEWAL	\$ 355.00
ROBINSON SALT	TREATMENT SALT	\$4815.81
ROOT LUMBER	MISC SUPPLIES	\$ 65.67
RUMPKE	DUMPSTER SERVICE	\$ 40.00
SHELDON GAS	NATURAL GAS SERVICE	\$ 35.40
TRACTOR SUPPLY	MISC CHARGES	\$ 116.94

**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 November 22, 2021.

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BPA President

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Fiscal Officer



The Village of Dunkirk BPA met in regular session November 22, 2021. McBride and Halsey present, Drake quarantined. Motion by Halsey to approve the minutes as presented, seconded by McBride, and passed 2-0.

**Guests:** none

**Fiscal Officer's Report: Correspondence Received:** Austin Prokup (Hull Inc) – wishing to get the asset management update started soon; Received grant agreement for lagoons, signed, scanned and returned immediately. **Correspondence Sent:** HHWPCAC – notice of missins pledged payments, history report for new applicant **Utility Account Updates:** Brad Rickle Jr – leak adjustment; preparing assessments for taxes, discussed certain accounts in question before finalizing list. **Reports presented:** none. **Other Misc:** ML Tech price discrepancy was in a price increase he was dealt. His price went up by \$25 and he only increased our price by \$30. Next FO Spencer brought up a needed BPA handbook for the intricate billing procedures and such. She noted she feels they need to create a policy for extreme water leaks as well – using the Powell leak of 2019 as an example. All will take under consideration.

**Superintendent's Report:** Reported that Hackworth had completed the connection for the new Rader property and will have the bill turned in prior to next meeting.

**Old Business:** Halsey reported that she contacted Fire Chief Ron Dysert about the flushing of hydrants. He stated that they can't do it when it is cold as they have to be done at night. He also stated that it is in their operating plan for April and May. Halsey asked if he would include measuring flow if the board were to purchase a flow meter. He confirmed that he would. With this information, the board agreed to hold off and adjust the annual hydrant flushing until Spring. They also discussed the concerns of low flow to the hydrant on E Patterson. Dysert mentioned a STORZ fitting that could increase pressure. Other ideas then mentioned by Hackworth would be bigger water lines, looping the lines, or a fire storage tank. FO Spencer will contact Eric Davis for recommendations on best directions. At the end of Halsey's conversation with Chief Dysert, he stated he was not happy with the painting of the hydrants but is getting used to it. His department will code the caps by flow rate for visiting departments.

**New Business:** All agreed there will only be the first meeting in December.

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

ACE HARDWARE	MISC CHARGES	\$ 58.24
ALLOWAY	TESTING	\$ 25.00
FENDER BENDERS	TIRES FOR DUMP TRUCK	\$ 385.98
ML TECH	CHLORINE	\$ 410.00
OPWC	LOAN PAYMENTS	\$12666.77
SPECTRUM	PHONES/INTERNET/LIFTS	\$ 654.68
TERRY EVANS	O.O.P. REIMBURSEMENT	\$ 15.92
XEROX	MAINT AGREEMENT	\$ 86.10

**PAYROLL AND LIABILITIES**

Motion passed 2-0.

Motion to adjourn was made by Hasley, second by McBride. Motion passed 2-0. Next meeting will be December 13, 2021.

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BPA President

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Fiscal Officer



Council meeting for December 6 was moved to December 13 due to illness. Incomplete quorum on December 13. The Village of Dunkirk council met in regular session on December 27, 2021. Mayor Cramer presiding. Roll call Gibson, Marshman, Rickle, Prater and Baum present. Cramer absent. Motion by Baum, second by Gibson, to approve the minutes as presented. Motion passed 5-0.

**Guests:** none

**Old Business:** none

**New Business:** Gibson presented an ordinance violation for signatures. FO Spencer will scan and email to solicitor for service.

**Superintendent's Report:** absent due to COVID

**Fiscal Officer's Report: Correspondence Received:** Multiple OBWC documents per P Cramer claim; needed council to decide if appealing latest ruling to which all agreed to appeal. Grant agreement for lagoon project was signed and sent; Hardin Co EMA sent updated papers to be passed as a resolution and returned; Small Town America group – thank you to FO Spencer for nominating CIC and Community Center for a charity organization grant **Correspondence Sent:** CSX – 2021 property maintenance invoice; Seth Busch – another attempt to get key to cameral equipment box and request he turn over admin credentials for new camera technician. Council all agreed that he will never comply and want FO Spencer to contact Tom Dilts, Jr to just do a factory reset. At this time the finance committee agreed to add \$2K to that budgetary line for the 2022 budget being introduced. Presented photos taken by Supt Evans, upon request of resident H Bostater, of a dead village tree in front of his property on S Main. All agreed to have it removed. **Reports Presented:** November month end: bank reconciliation; payment and receipt listings; wage earnings; investment listing; fund summary; revenue and appropriation status; and appropriation supplemental. **Income Taxes:** Annual webinar required to attend on Jan 14; FO is already registered. **Other Misc:** none

**Legislation:**

ORDINANCE 11-2021 BUDGET AMENDMENT

WAIVE THREE READING RULE: 1<sup>ST</sup> BAUM, 2<sup>ND</sup> GIBSON; ROLL CALL 5-0.

MOTION TO PASS: 1<sup>ST</sup> MARSHMAN, 2<sup>ND</sup> BAUM, ROLL CALL 5-0

ORDINANCE 12-2021 2022 PERMANENT BUDGET

WAIVE THREE READING RULE: 1<sup>ST</sup> GIBSON, 2<sup>ND</sup> RICKLE; ROLL CALL 5-0.

MOTION TO PASS: 1<sup>ST</sup> GIBSON, 2<sup>ND</sup> BAUM, ROLL CALL 5-0

RESOLUTION 2021-03 EMERGENCY MANAGEMENT AGREEMENT

WAIVE THREE READING RULE: 1<sup>ST</sup> GIBSON, 2<sup>ND</sup> PRATER; ROLL CALL 5-0.

MOTION TO PASS: 1<sup>ST</sup> GIBSON, 2<sup>ND</sup> MARSHMAN, ROLL CALL 5-0

**Solicitor's Report:** N/A

**Mayor's Report:** Noted that contracts for Supt Evans and employee Christy Evans are still not presented or passed. FO Spencer will mention it to Solicitor Schwemer.

Discussed an issue with a camper being lived in at 130 Pioneer, which is also likely on the village's alley that runs to the East of that row of homes. Mayor will try to get health department to step in as her first attempt had no success.

Lastly Mayor Cramer thanked Rickle and Prater for their service on council, to which all members agreed and thanked them.

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

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

TOM DILTS JR	WORK ON VILLAGE TECHNOLOGY	\$ 60.00 PD
PHYLLIS J SPENCER	FINAL MILAGE FOR 2021	\$ 79.52 PD
ALLOWAY	TESTING	\$507.80
ML TECH	CHLORINE	\$410.00
RUMKE	TRASH SERVICE	\$ 40.00
SPECTRUM	PHONES/INTERNET/LIFTS	\$654.58
STUMPS FIRE PROTECTION	EXTINGUISHER INSPECTIONS	\$148.50

**PAYROLL & LIABILITIES**

Motion passed 5-0.

Motion to adjourn until the next regular meeting, January 3, 2022 by Gibson, second by Prater. Motion passed 5-0.

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Mayor

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Fiscal Officer

