

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ 20 _____

**MINUTES
BREWSTER VILLAGE COUNCIL
NOVEMBER 18, 2024
7:00 P.M.**

Brewster Village Council met in regular session with Mayor Chuck Hawk presiding.

The invocation was given by Mayor Hawk. Roll Call was taken, followed by the Pledge of Allegiance to the flag.

The meeting took place in the Community Room.

MEMBERS PRESENT:

Charles Hawk, Mayor

Thomas Hilliard, Council Member

David Godwin, Council Member

Tim Dorkoff, Council Member

Brett Long, Council Member

Sydney Radich, Council Member

VILLAGE OFFICIALS:

Michael L Miller, Village Administrator

John Anthony, Village Solicitor

Kris King, Village Clerk-Treasurer

COUNCIL MEMBER HILLIARD MOVED, SECONDED BY COUNCIL MEMBER LONG and motion carried to excuse Council Member Dale Fox from this evening's meeting. The vote: All yes.

MINUTES FROM THE NOVEMBER 4, 2024 PARKS AND GROUNDS COMMITTEE MEETING:

COUNCIL MEMBER GODWIN MOVED, SECONDED BY COUNCIL MEMBER LONG and motion carried to approve the meeting minutes as presented. The vote: All yes.

MINUTES FROM THE NOVEMBER 4, 2024 REGULAR COUNCIL MEETING:

COUNCIL MEMBER GODWIN MOVED, SECONDED BY COUNCIL MEMBER LONG and motion carried to approve the meeting minutes as presented. The vote: All yes.

PRESENTATION OF BILLS:

COUNCIL MEMBER GODWIN MOVED, SECONDED BY COUNCIL MEMBER DORKOFF and motion carried to approve the bills from the November 18, 2024 meeting in the amount of \$156,422.60. The vote: All yes.

AUDIENCE:

Fire Chief Chris Colucy and Police Chief Nathan Taylor were also in attendance.

PRESENTATION OF GUESTS:

Attorney Gerard Yost, Village Solicitor John Anthony's recommended replacement, presented Council with a copy of his resume. Atty. Yost has over thirty years of experience in public sector legal representation as well as civil and criminal trial experience and real property litigation. He has experience in land banks, property nuisance and foreclosure matters. He currently is Solicitor for the Village of Waynesburg and is Senior Assistant Prosecuting Attorney.

CONSIDERATION OF ORDINANCES: Titles of each read by Village Solicitor John Anthony.

Second Reading: An Ordinance Authorizing and Adopting Procedures as set forth in Ohio Revised Code Section 3929 regarding the Payment by an Insurance Company for the Fire Damages to Structures located within the Village limits of the Village of Brewster, Stark, County, Ohio.

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Second Reading: An Ordinance Authorizing the Adoption of 6.14 Reporting Potential Criminal Violations Policy and the addition of the policy as defined to the Village Employee Handbook. This is being updated because a new law was passed the has a reporting requirement.

Second Reading: An Ordinance Amending 6.15 Reporting Fraud Policy and the Addition of the Policy as Revised to the Village Employee Handbook.

Second Reading: An Ordinance employing Attorney Gerard Yost as Village Solicitor from January1, 2025 through December 31, 2025.

Second Reading: An Ordinance authorizing the Village Administrator to prepare specifications and advertise for bids for the 2025 Paving Program and declaring an emergency (at third reading).

First Reading: An Ordinance transferring funds from the General Fund to the Capital Improvement Fund for 2024.

First Reading: A Resolution of Temporary Appropriation for 2025.

First Reading: A Resolution Authorizing the Amendment and Appropriation of Additional Funds for 2024.

First Reading: An Ordinance of Supplemental Appropriations and Amending Ordinance #07-2024 relating to Appropriations and providing for the transfer of funds within said funds for the Fiscal Year ending December 31, 2024.

Tabled at third reading:

Third Reading: A Resolution to Terminate the Contract for Emergency Dispatching Services with the Regional Emergency Dispatching (RED) Center and Authorizing an Agreement for Emergency Dispatching Services with the Stark County Sheriff's Office.

MUNICIPAL DEPARTMENT REPORTS:

A. POLICE DEPARTMENT: *Chief Nathan Taylor*

1. November calls to date = 236
2. The Chief introduced Bret Haven as a candidate for an open position as part time patrolman. Mr. Haven comes with 15 years' experience from the Village of Creston.
3. The Chief is recommending Officer King to take the third and last leg of his firearms instructor training. The class is \$795 plus lodging and meals.
4. All three Flock cameras are up and running. So far 7 cases have been solved, 2 stolen cars, and 7 stolen plates.
5. Chief Taylor provided a comparison on some Ford vehicles from three different dealerships along with his recommendation of a Dodge Durango.
6. The Chief met with Stark County Sheriff's Office concerning dispatch. IF everything goes as planned, the switchover from RED Center Dispatch to the Sheriff's Department should be seamless on January 5th.
7. Council Member Dorkoff asked if the Chief had taken the Tahoe to the other dealerships for a quote for a trade-in. Liberty Ford stated they would not give a quote until the purchase was made and Deihl would have to see what condition it was in at the time of delivery of a new vehicle because it would be several out.
8. Council Member Dorkoff asked if the Chief had checked with other departments to see how well their Dodge's were holding up on the road. The Highway Patrol has blown up a couple of engines, but they are used on the highways. Canton and Massillon both like their Dodges. One of the dealers stated the problem with Ford's right now is the quality of work. Council Member Dorkoff was concerned that since the vehicle only has 59K miles that we might be a little premature on trading it in.

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The Chief explained that all the cars have hour meters now that they use for oil changes. A set of brakes costs \$2,500. He would like to see it replaced.

9. Council Member Hilliard asked if the south-end Flock camera was out towards Baylor's Beach. The Chief stated that it is out by the old telephone building.
10. Council Member Hilliard asked the Clerk how much was in the Police Car Fund and what it is used for. Clerk King stated that the fund has \$52K. She stated it is used to purchase cars and other car related expenses. Council Member Hilliard stated that he felt this decision should be made by the Chief as long as the Clerk says there is money available for the purchase. Council Member Long stated that we have three cars all the same year and we don't want to have to replace all three at the same time. They are calculating the miles by 30 miles per hour on the hours meter then changing the oil every 5K calculated miles.
11. The drones are still at sea.

B. FIRE DEPARTMENT: *Chief Chris Colucy*

1. There has been a total of 822 calls this year.
2. The old ambulance is back in service after the engine was replaced.
3. He has received another application for our staffing services.
4. Next year's FEMA applications are opening up. Our grant writer received 6 out of the 90 grants approved. Our grant was lower on the list and they ran out of money. We were not actually denied. The Chief would like to apply for a 75ft quint this year. This vehicle would take the place of two trucks. He priced a Sutphen at \$1.5 million and a Pierce at \$1.7 million. The Village's match to the grant would be either 5% or 10%. We are putting that we are the only aerial device in 72 square miles. The Chief reminded Council that even if we are awarded the grant, it will take between 3 and 4 years to receive the vehicle. This vehicle would replace the 93 Pumper and the 93 Ladder truck. Capt. Henry drove around our area and there are 42 structures that are 3 stories or above.
5. Council Member Hilliard asked if the SAFER Grant that we applied for had been awarded yet. Chief Colucy stated that one has not been awarded.

VILLAGE SOLICITOR: *John Anthony*

1. Solicitor Anthony stated that he has completed the report for the State Auditor requesting any litigation that may exist against the Village. He reviewed the OPEC-HC case that has been going on for many years for the members of Council that may not be aware of. The Village was involved with a health care consortium for the employee's health insurance, but the company became insolvent. They tried to recoup their losses from the members of the consortium. Stark County and Franklin County both were involved in a class action case of sorts against the consortium. The State Auditor's Office audited the group and determined that the amounts they were trying to recover were way overstated. As of our last audit two years ago, our exposure was around \$17K. Our Attorney is Paul Lafayette, and he has recommended the Village to just ride it out because that amount keeps continuing downward. The case appears to be on hold at this time.
2. Solicitor Anthony assisted Chief Colucy with a records request.
3. Solicitor Anthony is highly recommending Gerard Yost as his replacement. His background in local government makes him a great fit for the Village of Brewster.

COMMUNICATIONS:

VILLAGE ADMINISTRATOR: *Mike Miller*

Council received the Village Administrator's report Thursday before the meeting to review.

COUNCIL MEMBER LONG MOVED, SECONDED BY COUNCIL MEMBER GODWIN and motion carried to approve the Village Administrator's report as presented. The vote: All yes.

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Items the VA wished to comment on that may have come up since the report was issued and questions from Council Members:

- RCAP Renewal-VA Miller will have the Solicitor review the agreement before signing the agreement. The annual cost is \$1,300.
- Update on the Hillview loan, no contingency. This saves \$1,454 in fees. The contract is to be awarded on Wednesday at 1:30 pm.
- Bimiler Park Playground Equipment: VA Miller had one of the manufacturers of the playground equipment come in and inspect the equipment. All three playground areas have equipment manufactured by different companies. VA Miller is going to have each manufacturer come in to inspect the equipment. He is looking at getting a NatureWorks Grant for more equipment to expand the park.
- Ability to certify utility bills: the State is trying to shift the responsibility of renter's unpaid utility from the landlord to the Public Utility Company. This could affect Public Utilities' costs and increase the other people on that utility by increasing their bills to cover the losses caused by renters skipping out on their bills.
- Sidewalks on 7th Street: The poles have been removed. It's probably not a good idea to put \$40,000 in sidewalks if there is a chance they may not cure properly due to the temperature. First thing in the spring after getting updated quotes from our different vendors.
- Council Member Hilliard asked if the insurance company had been contacted concerning a dog park. The Clerk talked to the insurance company and our bill will not go up, but it was stated that a dog park opens the Village up to a whole lot of exposure.
- Council Member Hilliard stated that he received a lot of emails concerning the letters that went out to residents concerning lead pipes. The EPA required that everyone on a public water system receive one of these letters. The Village has no lead lines that we are aware of. There may be a couple of connections on the main lines that are lead.
- Council Member Godwin sent all of Council a text with a link to contact legislators concerning the certifying of utility bills.

Administrator's report for period 11/5/2024 through 11/18/2024:

Hillview Mobile Home Park Pump Station & Force Main Project – Bidding and Construction. An update on the Hillview Mobile Home Park Pump Station and Force Main Project.

- The bids were opened October 23, 2024 at 10:00 AM at the Commissioner's Office (110 Central Plaza South Second Floor Canton, Ohio).
- The Village's engineer on the project, Engineering Associates, has reviewed the bids. EA has, based on the submitted qualifications and reference checks, recommended awarding the contract to the low bidder, Unlimited Core Solutions, LLC in the amount of \$305,959.11. EA has opined that Unlimited Core Solutions, LLC has the capability to adequately perform the work required by this contract.
- The bids have been reviewed by both Ohio EPA (WPCLF Loan with forgiveness) and Stark County (CDBG Grant).
- Solicitor Anthony reviewed and signed off on the WPCLF Loan Agreement for the Hillview Mobile Home Park Sanitary Sewer Project.
- I have also signed off on the WPCLF Loan Agreement for the Hillview Mobile Home Park Sanitary Sewer Project and forwarded it to WPCLF/EPA.
- Again, the **proposed** contract award (low bidder) is in the amount of \$305,959.11.
- The Construction Administration, Construction Inspection, and as built drawings are in the amount of \$32,000.
- An additional 5% has been allotted for contingency in the amount of \$14,897.96 and is included in the WPCLF Loan.

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- The proposed contract amount of \$305,959.11, **plus** Construction Administration, Construction Inspection, and as built drawings are in the amount of \$32,000, **plus** the 5% contingency in the amount of \$14,897.96 **total** \$352,857.07.
- The WPCLF “grant” is \$301,000; the CDBG grant is for \$40,000, for a total “grant” amount of \$341,000.
- With some minor charges from WPCLF, that left/leaves a potential shortfall of \$11,857.20 IF the full amount of the contingency is needed.
- That amount is included in the WPCLF Agreement as a 0% interest loan over 10 years.
- That amount is the responsibility of the owners of Hillview Mobile Home Park,
- The owners of Hillview Mobile Home Park have already deposited MORE than that amount in escrow, so the potential shortfall of \$11,857.20 is covered.
- **As the WPCLF Loan is nearly completed, Stark County has set the date to award a contract to the low bidder on November 20th, 2024.**
- As a reminder, Stark County bid out the Hillview Mobile Home Park Pump Station and Force Main Project because the Village received a \$40,000 CDBG Grant for the Project. The CDBG funds will be first in (spent), followed by the WPCLF Loan.

We are almost at the finish line as far as getting a contract in place. Next – construction!

2025 Paving Project. So that the 2025 Paving Project can be bid out so that bids are opened in early 2025, I have drafted legislation for the 2025 Paving Project. The timeline should be:

- ~~First reading November 4th, 2025~~
- Second reading November 18th, 2024
- Third reading and passage December 2nd, 2024.
- First advertisement Monday January 6th, 2025 (allows for 30 days after passage)
- Second advertisement Monday January 13th, 2025
- Open bids Monday February 3rd, 2025
- Award “base” contract Monday February 17th, 2025.

A quick recap of information previously supplied to Council regarding the 2025 Paving Project, the streets included, based on the Pavement Condition Ratings (PCR) completed by a third party are:

| Street | From | To | 2024 PCR | Notes |
|---------------------|------------------------------|------------------------------|----------|---|
| BASE BID | | | | |
| 6th SW | Washington | McKinley (west Side) | 51 | Water line replaced in 2024 |
| McKinley | 5 th (South side) | 6 th | 54 | ADA were previously installed. 8-foot full depth at sides |
| McKinley | 6 th | 7 th (north side) | 57 | ADA ramps installed. 8-foot full depth repair at sides plus repairs |
| Main SE | Jackson | East terminus | 55 | |
| Church | Harmon | North terminus | 55 | |
| ALTERNATE #1 | | | | |
| McKinley | 4 th (north side) | Main (south side) | 54 | With reduction in base cost, could add in 2025 |
| Alternate #2 | | | | |
| Chestnut | Tuscarawa | east side of 13171 | 55 | Looked at less expensive |

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| | s | drive | | alternates to paving, including chip & seal. Submitted as OPWC Project with widened berms |
|--|---|-------|--|---|

The reasoning and consensus behind the forgoing list was/is:

- McKinley between 6th and 7th would have been a poor choice for an OPWC application. Splitting this portion of McKinley off from McKinley from 5th to 6th and potentially submitting an application for OPWC would reduce the base bid quantities far enough that the prices overall would likely rise as a result. It would also split when they are paved, leading to additional seam in the asphalt. So, it is better that they be completed together. So, we kept the portions of McKinley from 7th to 5th together in the base bid.
- By limiting the amount of full depth repair on the portions of McKinley from 7th to 5th, the estimated cost should be reduced enough to potentially allow McKinley from 4th to Main to be added within the projected available funds.
- Council approved submitting Chestnut be one of the Village's OPWC submissions this year, so IF Chestnut is eligible for OPWC funding, it would not be able to be awarded until after July 1st, 2025, thus it is an alternate. As discussed, Chestnut would be widened (expands berm) IF OPWC funding is obtained as that added 3 points in scoring.

The ADA ramps have been completed at 6th and Mckinley and the alleys between 7th and 6th and 6th and 5th on McKinley. A Purchase Order has been opened for the curb ramps between 4th and Main on McKinley as well, and that work will be done prior to paving beginning on that portion of McKinley.

The Water Department has had the water line on 6th Street from Washington to McKinley replaced ahead of paving. **They will complete, in-house, replacement of the water line on McKinley between 6th and 7th prior to paving as well.**

Manhole Installation Project – East Side Wabash South. The contract with Border Patrol, LLC. of Hopedale Ohio for the Manholes Installation Project in the amount of \$74,965 was executed, the Notice to Proceed was issued, and a Notice of Commencement was filed with the Stark County Recorder. The pre-construction meeting was held on September 18th. The project on the east side of Wabash has been completed. All that remains is the contractor getting proper paperwork submitted so the Village can pay and close the project out.

Lining and Manhole Repair Project. The contract for the Lining and Manhole Repair Project was executed with Insight Pipe Contracting of Harmony, Pennsylvania in an amount of \$152,425, with the final amount to be determined based on actual quantities and bid prices. The Notice to Proceed was issued, and a Notice of Commencement was filed with the Stark County Recorder. A pre-construction was held September 18th. The line has been cleaned as the start of the project. The lining was completed the week of November 11th. Rehabilitation of the manholes should begin shortly. I will keep Council informed.

OPWC – Chestnut Widening and Resurfacing Project. The Village received its final scores for this round of OPWC funding from District 19 staff. It came as a surprise, but the Village was awarded funding at the District level for the Chestnut Widening and Resurfacing Project in the amount of \$27,524. That represents 49% of the total estimated cost of \$56,172.

Chestnut, as was done with the Tuscarawas Paving Project, will be bid out with the 2025 Annual Paving Program, but an award will be delayed until after July 1st, 2025 when the Village receives and executes its Funding Agreement with OPWC. But by bidding it with the

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2025 Paving Program Council can award a contract as soon as possible after July 1st, 2025

OPWC – Wabash South West Side Manhole Project. The Village has received its final scores for this round of OPWC funding from District 19 staff. The Wabash Ave. South West Side Manhole Project ranked high enough to receive OPWC funding at the District 19 level. The Village is slated to receive a \$41,000 OPWC Grant and a \$34,330 OPWC Loan at 0% for 20 years towards the project, or \$75,360 in OPWC funds towards the Project. The Project is estimated at a total cost of \$83,734.

The plan is to introduce two (2) pieces of legislation in 2025:

- legislation passed to advertise and receive bids for the Wabash Ave. South West Side Manhole Project, and
- legislation awarding a contract for the Wabash Ave. South West Side Manhole Project,

Timing of the opening of bids and the and subsequent award of a contract for the Wabash Ave. South West Side Manhole Project would be established so that so that the award by Council occurs **AFTER** funding is released and a contract executed sometime after July 1st, 2025 Once funding is released and a contract executed sometime after July 1st, 2025 the Village can award a contract for the Wabash Ave. South West Side Manhole Project.

Fairless School Travel Plan Update (Safe Routes to Schools). Stark County Regional Planning has selected GPD Group as the consultant to update the Village of Brewster and Fairless Schools Travel Plan for Safe Routes to Schools. The scope is being defined. A meeting was held Friday October 18th to go over the scope. The consultant has been provided with the previous Village of Brewster and Fairless Schools Travel Plan for Safe Routes to Schools. An onsite meeting with the consultant will be held the week of October 21st.

Once a scope is agreed upon, Stark County RPC will negotiate a contract with the consultant and also submit an agreement to the Village for approval (payment of its 10%). At that point, the Travel Plan will be updated.

It is not expected that the Travel Plan will be finalized in time for the Village to use it to apply for SRTS Funding by the March 2025 deadline.

Remaining Proposed Capital Project – Concreting the Safe Routes to Schools Path between Park Drive and Dartmouth. Frontier has removed their poles from the right-of-way between Park Drive SE and Dartmouth SE on 7th Street. That allows the Village to proceed with replacing the limestone Safe Routes to Schools Path with concrete.

I have had four (4) vendors update their prices on the chance weather forecast and timing would allow for this project to be completed yet this year. Unfortunately, the weather forecast is such that proceeding this year risks negatively affecting the concrete both from an installation perspective and a curing perspective. On November 13th the morning temperature was 32 degrees, and both the short and long term forecast for the remainder of 2024 continue to show low temperatures. The safest approach in my opinion is to wait until there is warmer weather in the spring to complete this project. In the Spring, I intend to have the four (4) contractors who have provided prices update their prices and proceed, provided funds are available.

AMPT and Second/Redundant Transmission Line. AMPT has announced their “Final” route choice out of the two (2) presented to Council September 3rd. It exits Brewster roughly by going west on Needham then north on McKinley to 7th, then west on 7th.

The full-size maps from AMPT I requested are available to view at Village Hall.

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AMPT has indicated that 55 of 86 survey permission forms have been signed as of November 12th, 2024.

Employee Handbook Policies 6.15 Reporting Fraud Policy and 6.14 Reporting Potential Criminal Violations. Recently Ohio enacted Ohio Revised Code Section 4113.52 which enhanced the training and added reporting requirements for fraud and added requirements for reporting potential criminal violations. It was forwarded.

As a result, our existing 6.15 Reporting Fraud Policy needs revised, and we need to add a new policy to communicate to Village employees the requirement to report potential criminal violations – 6.14 Reporting Potential Criminal Violations.

I have revised 6.15 Reporting Fraud Policy and drafted a new policy 6.14 Reporting Potential Criminal Violations. I have also drafted proposed legislation for each, which includes the actual policies.

Storm Drainage Projects. The current list of storm sewer projects in their priority order, with updates on their status. These are not necessarily on a first come/first serve basis but based on their criticality and/or ability to fit into the schedule. Three (3) items on the list have been completed or eliminated:

1. Dartmouth/Amherst relief line. **Easement has been signed. Need surveyor to set pins. Work to start when it can be scheduled and weather permits.**
2. Drainage from Harmon west of 264 Harmon. **Survey needs to be completed.**
3. East end of 1st Street SE. **Will have to coordinate with US Army Corps of Engineers.**
4. Open ditch east of Mohican. **We are consulting with Stark County Soil & Water.**

Wooden Soldiers at Fairless High School. The Electric Department finished up putting in 67 wooden soldiers along the south drive behind Fairless High School. They were marked out by Fairless and installed Saturday November 9th. The reason we chose Saturday to do the bulk of the work was that the parking lot was clear (no school), so the employees didn't have any obstacles to work around nor have to worry about hitting persons or vehicles.

The Electric Department completed the finishing touches on the posts this morning. The employees cut the posts to height and finished cleaning everything up. Since an inquiry was made to the Mayor (and maybe a Councilperson), for the record the piece of equipment the Village rented had an opening to pound/push the posts into the ground that was smaller than the posts. That required the Electric Department employees cut the top of **each** post to fit into the 8-inch opening of the equipment. That is why the posts had a "cap" on each of them, up until this morning, when the Electric Department completed the finish work.

There was a "rush" on installation, as the regrading and relandscaping was just completed, and with Basketball season about to start Fairless didn't want those attending games parking in the grass again and getting stuck again.

Per our agreement, the Village will bill Fairless for cost of our employees' time and cost of equipment rental.

Route 93 Bridge Replacement. ODOT contacted me regarding the **FUTURE** replacement of the bridge on south Wabash (Route 93). ODOT District 4 is in the planning stages for a project that will replace the superstructure of the bridge spanning Sugar Creek. The project is estimated to be at least a couple of years out.

The ODOT representative expressed a desire of using Kings Highway (7th Street) as the local detour route. The District intends to sign an official detour route directing through traffic away from local roads, but ODOT expects that a lot of traffic will ignore the official detour

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and will choose to use Kings Highway (7th Street) past the Fairless High School as a local route. The anticipated SR-93 closure duration is 45 days. It did not come up in our initial conversation, but obviously it would be advantageous for the project to be timed when school is not in session, summer, for both the school traffic standpoint and from the fact that there is less chance for flooding at the project site then.

I informed the representative that the entire portion of the affected portion of Kings Highway (7th Street) is maintained by the Village of Brewster, even though a small portion lies outside the corporate limits, as a result of an agreement with the Township and the Village when the school property was annexed. The representative indicated ODOT is willing to provide a pavement repair quantity to repair any areas damaged by the additional traffic during the closure duration to Kings Highway (7th) and would have a before and after video. Based on those assertions, and the fact that most would use Kings Highway (7th Street) as a detour around the bridge closure anyway, I indicated that I didn't see where the Village would object.

Again, this project is at least a couple of years out, but we want to be prepared. I have informed Fairless.

Efficiency Smart – Black Friday Smart Thermostat Deals. From November 13 through December 3, Efficiency Smart will offer the following deals through Our Online Savings Store :

- Up to \$150 off a Google Nest smart thermostat
- Up to \$130 off an ecobee smart thermostat
- Up to \$130 off a Honeywell smart thermostat
- Up to \$129 off a Sensi smart thermostat

Efficiency Smart will be promoting these specials on their Facebook page when the deals go live on November 13. The direct link to their store: <https://b2c2.poweredbyefi.org/efficiencysmart>

Efficiency Smart – Trivia Tuesdays. Efficiency Smart's Trivia Tuesday starts November 5th. Once again, Efficiency Smart is going to run "Trivia Tuesday" on our Facebook page this November. The contests will run each Tuesday in November (November 5, 12, 19, 26).

They will post a trivia question each Tuesday in November, and anyone who answers correctly will be entered into a drawing to win a free energy efficiency kit. One winner will be randomly selected each week, plus they will have a bonus drawing at the end of the month for all participants who guessed correctly throughout the promotion. Residents can participate each week for more chances to win.

Tree City and Tree Growth Awards. Both the Tree City and Tree Growth Award applications have been turned in for 2024.

VILLAGE MAYOR: *Charles Hawk*

1. Jeremy Henry Fire Safety Inspector at a cost of \$895.00.
2. Resignation of Derrick Hunter from the Police Department.
3. Appoint Bret Haven to the Police Department as a part-time Officer.
4. Approve Officer Mitchel King to attend the final class for his Fire Arms Instructor Class.
5. Council Member Hilliard asked when the Christmas lights are going up. Mayor Hawk stated the north side lights went up today and the Electric Department will be putting the lights up on the south side tomorrow.

VILLAGE CLERK-TREASURER: *Kris King*

1. The check register for this meeting was presented to Council for review and initialing. The bills were also on the table for review.

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2. We continue to work on the 2023-2022 audit. They are continuing information requests.
3. The 2009 Ford Ambulance is on the auction website. To view, go to our website: brewsterohio.com and click on the picture on the homepage. The current high bid is \$2,575.00.
4. The JV5 Disclosure to AMP has been completed.
5. We have received our first request for disbursement on the OWDA loan for the Sewer Lining/Manhole Construction Project.
6. I've got a shell started for next year's budget but will not be diving into it until after the auditors have completed the audit. I will be meeting with department heads and the Village Administrator. I will also be using history to determine the 2025 budget.
7. As time permits, I will also be working on the year-end ordinances.
8. The 1990 International Terex Hi-Ranger will be put on the public auction site at a reserve of \$5,000 as soon as time allows.
9. The Police Department received \$6,124.32 from the Attorney General's Office to reimburse the Village for their annual required training.
10. The Fire Department received another \$422.36 from an EMS Training Grant.
11. We had an insurance in-service last Friday. All but a few of our employees showed up and were able to get enrolled for next year. If the rest are not enrolled by December 1st, they will not be eligible until next year.

COMMITTEES or COUNCIL REPORTS: *The Goal of any committee meeting is to discuss an issue or proposal and to provide, by consensus of the committee members, ONE recommendation to Council.*

PENDING EXPENDITURE REQUESTS:

1. None

PENDING PROPOSALS FROM PAST MEETINGS:

1. Employee gift certificates.

OLD or NEW BUSINESS: Council Rules require a two-week waiting period before any expenditure of funds unless determined to be an emergency.

COUNCIL MEMBER HILLIARD MOVED, SECONDED BY COUNCIL MEMBER GODWIN and motion carried to purchase a new Dodge Durango from Sarchione of Dalton with the trade in of one of the 2020 Chevy Tahoe's at a cost of \$26,100. The vote: All yes.

COUNCIL MEMBER GODWIN MOVED, SECONDED BY COUNCIL MEMBER RADICH and motion carried to hire Bret Haven to the Brewster Police Department as a part-time Officer. The vote: All yes.

COUNCIL MEMBER GODWIN MOVED, SECONDED BY COUNCIL MEMBER LONG and motion carried to approve Officer King's firearm training at a cost of \$775.00 plus lodging and meals. The vote: All yes.

COUNCIL MEMBER GODWIN MOVED, SECONDED BY COUNCIL MEMBER HILLIARD and motion carried to approve Assistant Chief Jeremy Henry to attend Fire Inspector training. The vote: All yes.

Council Member Godwin asked that Council think about dedicating the Frisbee Golf Course to Joe Musacchia. Council Member Hilliard asked whose idea it was for the Frisbee Golf Course. No one remembered suggesting it to the Mayor.

COUNCIL MEMBER DORKOFF MOVED, SECONDED BY COUNCIL MEMBER GODWIN and motion carried to accept the resignation of Hunter Derrick from the Brewster Police Department. The vote: All yes.

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ November 18 20 24 _____

Council Member Hilliard asked the Chief to have an Officer watch the traffic at the Toy Distribution. The Mayor stated that he had already spoke to the Chief about having an Officer present from 9:00am – 11:00am at the food distribution.

Council Member Hilliard asked when the additional speed sign would be going up on the north side. VA Miller is looking at purchasing additional signs.

Reminder: The December 2nd, 2024 Safety Committee meeting will be held at the Police Department at 5:30 p.m. at 145 W. Main Street.

VILLAGE SPEAKS (Communications received by Council Members from Village Residents):

Council Member Godwin received compliments on how fast the leaves have been picked up this year.

AUDIENCE COMMENTS:

None.

COUNCIL MEMBER RADICH MOVED, SECONDED BY COUNCIL MEMBER GODWIN and motion carried to adjourn the meeting at 8:06 PM. The vote: All yes.

Respectfully submitted,



Kris King, Clerk-Treasurer



Charles Hawk, Mayor