

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

**MINUTES
BREWSTER VILLAGE COUNCIL
JUNE 30, 2025
7:00 P.M.**

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

Council Members bowed their heads for the invocation provided by Mayor Hawk, followed by the Pledge of Allegiance to the flag.

The meeting took place in the Community Room.

MEMBERS PRESENT:

Charles Hawk, Mayor

Tim Dorkoff, Council Member

David Godwin, Council Member

Sydney Radich, Council Member

Dale Fox, Council Member

Brett Long, Council Member

COUNCIL MEMBER GODWIN MOVED, SECONDED BY COUNCIL MEMBER RADICH and motion carried to excuse Council Member Tom Hilliard from tonight's meeting. The vote: All yes.

VILLAGE OFFICIALS:

Michael L Miller, Village Administrator

Kris King, Village Clerk-Treasurer

MINUTES FROM THE JUNE 16, 2025 REGULAR COUNCIL MEETING:

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

PRESENTATION OF BILLS:

COUNCIL MEMBER GODWIN MOVED, SECONDED BY COUNCIL MEMBER LONG and motion carried to accept the bills in the amount of \$ 409,667.52. The vote: All yes.

AUDIENCE:

Police Chief Nathan Taylor, Asst. Chief Jeremy Henry, and EMT Cody Walter were in attendance.

PRESENTATION OF GUESTS:

None.

CONSIDERATION OF ORDINANCES: Titles of each read by Village Clerk Kris King.

Tabled at Third Reading: An Ordinance authorizing the awarding of a contract for the Brewster Manhole Installation Project on the west side of Wabash Ave S. VA Miller let Council know that he had received a letter stating we are about to receive funding for this project. He stated we should be able to approve this legislation next meeting.

Second Reading: An Ordinance to Authorize the Execution of the 2025 Energy Schedule with American Municipal Power, Inc. and taking of other actions in connection there with regarding Tallgrass Columbus Community Power, LLC Power Purchase Agreement.

First Reading: An Ordinance Amending Brewster Codified 92.12 "Firearms And Weapons" and Repealing any Previous Portions of Brewster Codified Ordinance 92.12 Inconsistent with the provisions herein.

ORDINANCE 35-2025: An Ordinance Providing for the Appointment of Mitchel K King to the position of Sergeant in the Brewster Police Department and declaring an emergency was given first reading.

COUNCIL MEMBER GODWIN MOVED, SECONDED BY COUNCIL MEMBER RADICH and motion

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ June 30 20 25 _____

carried to suspend the rule requiring three readings and bring the legislation forward for passage. The vote: All yes.

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

MUNICIPAL DEPARTMENT REPORTS:

A. POLICE DEPARTMENT: Chief Nathan Taylor

1. Nothing to report, been busy with all the flooding.

B. FIRE DEPARTMENT: Asst. Chief Jeremy Henry

1. Year-to-date calls are 479.
2. The Chief is requesting that Council approve Paramedic Training for Cody Walter at a cost of approximately \$7,600. The class starts in August and Firefighter/EMT Walter will sign a 3-year contract.
3. Squad 155 will be back this week after all repairs are complete.
4. Recently there were 5 calls that had no one responding. There are many shifts that have no coverage. It's summertime and part-time employees cannot be forced to work.
5. Last year we were not approved for the SAFER grant that would have helped staff the department with full-time employees. They changed it this year to ensure that those receiving the grant had plans to continue to employ those hired under the grant. Asst Chief Henry had put together a plan that would have three full-time employees on duty daily. The grant would cover \$ 2,020,725 and the Village match would be \$ 1,225,044 over the three-year period of the grant. The Village would then be responsible for the full amount after the third year. The Clerk stated the Village did not have the funding at this point for the grant match and the ability to continue after the grant was finished.

VILLAGE SOLICITOR: Jerry Yost

1. Solicitor Yost informed Council before the meeting date was changed that he would not be able to attend a June 30th meeting. COUNCIL MEMBER GODWIN MOVED, SECONDED BY COUNCIL MEMBER LONG to excuse Solicitor Yost from tonight's meeting. The vote: All yes

COMMUNICATIONS:

Resident Angie Hall sent information concerning changing the Village ordinance for pedophiles living near a park. It was stated that the State was working on some changes in Columbus concerning this issue. Council asked to be emailed the information provided to the Clerk and Mayor.

VILLAGE ADMINISTRATOR: Mike Miller

The Council received the Village Administrator's report last week to review.

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

Items the Village Administrator wished to add or emphasize since his report went out:

- The underpass flooded over the weekend and then twice again today. The VA is trying to get someone in to camera the storm sewer lines. With all the rain, the companies that perform that function are busy. The City of Canton is under a decree from the EPA and they are unable to help. VA Miller is waiting for a response from Stark County Sewer District. Council Member Long asked if we have ever considered buying the equipment and doing it ourselves. VA Miller stated that with the length our lines it would not be cost effective. He is considering renting a vactor for a month. Council Member Godwin brought up the sewer backups on Huron and VA Miller stated that it was recommended that the pine trees on the property be removed to eliminate those roots from causing backups several years ago and the trees are still there. Council Member Fox stated he used to work in sanitary sewer and even after trees are removed the roots continue to grow. Our insurance has told us that it is considered an Act of God, and it is not covered. Moral obligations

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____

June 30

20 25

were also discussed. VA Miller stated we need to set some goals for both the sanitary and the storm sewers and line so many lines a year. We also need to consider a smoke test to determine where infiltration from storm sewer may be coming from and ending up in the sanitary sewer system. It was also discussed the need to rebuild some of the manholes.

- VA Miller stated that ODOT said that it was the Village's responsibility to replace the stop bars on Wabash Ave.
- Council Member Godwin stated that this may be more of a question for the Solicitor but wanted the rules for electric bikes checked into. He stated that they are running stop lights and stop signs. VA Miller suggested that we advertise that electric bikes have to follow the same traffic laws as cars as do regular bikes.
- VA Miller stated that he will be presenting the 3 options for Park Drive soon.
- Council Member Godwin stated he is hoping that AMPT is watching the weather for their construction of the new transmission line.

Administrator's report for period 6/17/2025 through 6/30/2025:

2025 Paving Project. Council voted to add Needham west of McKinley (worst rated street segment) and Wandle Court from 2nd to 1st (alley behind the Credit Union and Moose). I have reached out to meet with Superior Paving about timing and details of Paving Program

The ditch from the new water line on McKinley from 6th Street to 7th Street is still awaiting either cementing the trench or asphaltting with the paving program. The options are still under review. The trench needs to stay "as is" so it settles completely before filling. Only AFTER the ditch has had time to compact/settle can the Village fill in the trench. That is necessary so that when McKinley is paved this summer the potential for it to continue to settle and create a dip in McKinley is eliminated.

The ADA Ramps at the intersection of Main/Boulevard and McKinley have now been completed so that the paving of McKinley for 4th north to Main/Boulevard can include the intersection.

OPWC – Chestnut Widening and Resurfacing Project. The Village's request for financial assistance from the Ohio Public Works Commission Infrastructure Program has been approved at the State level for Chestnut Widening and Resurfacing Project. Project Agreements will be released on or about 7/1/2025 assuming budget authority is in place. The OPWC financial assistance is in the form of an OPWC Grant for \$27,524. The engineer's estimate of total cost for the project was \$51,479.50. The actual low bid was \$38,645. Chestnut was bid out with the 2025 Annual Paving Program, but the award must be delayed until after July 1st, 2025, when the Village receives and executes its Funding Agreement with OPWC.

Wabash South West Side Manhole Project. As I previously informed Council, the Village was awarded OPWC funding at the District 19 level for the Wabash South West Side Manhole Project in November of 2024. 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 was **estimated** for OPWC at a total cost of \$83,734.

As there was no guarantee that the Village would receive OPWC funding for the Wabash South West Side Manhole Project, the Village also nominated the project for a WPCLF loan. The Village was also approved for a \$91,940 **construction** loan with a Small Government Loan Forgiveness designation. That means that when the Project is successfully completed, the loan in essence becomes a grant. The WPCLF loan was filled with the premise that:

- The Village might not get OPWC funding.
- That the Village might not get WPCLF funding
- That in the event that the Village received WPCLF AND OPWC funding, any "shortfall" in the WPCLF Loan covering the remaining costs the OPWC Grant/Loan (local match) could cover. Conversely, if the Village used instead the OPWC Grant/Loan, the WPCLF Loan could cover any shortfall in OPWC Funding.

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ June 30 20 25 _____

- The Village's current position is that the WPCLF Loan covers all construction costs., provided any contingencies (change orders) do not exceed \$6,000).
- The Village is also in the position that IF construction the WPCLF Loan of \$59,230 plus \$6,000 is exceeded, we can fall back on the OPWC Grant/Loan.
- In addition, there are costs not included in the WPCLF funding that may be eligible to be paid out of the OPWC Grant/Loan.

Bids were opened on Thursday May 29th. The apparent low bidder (at this writing) is Border Patrol in the amount of \$59,230. That amount is considerably under the Village's WPCLF Loan amount. The Village is scheduled to go for OWDA approval at the end of July (we were not able to get it on the June agenda).

So, the **PLAN** is to:

- Execute the OPWC Agreement for the project as soon as it is available after July 1st. The OPWC Grant/Loan will allow an award of contract.
- Remove from table and pass legislation to award the contract to Border Patrol in the amount of \$59,230.
- Proceed with the WPCLF Loan for the project (with loan forgiveness). The amount that is to be approved by OWDA is \$59,230 bid amount plus \$6,000 for contingency.
- Once the WPCLF Loan (with principal forgiveness, making it in essence a grant) has been approved, determine if all expenses for the Project have been and/or are covered by the previous WPCLF design loan (i.e. bidding expenses).
- At point it is determined no OPWC funds are needed, inform OPWC, **OR**
- At point it is determined OPWC funds are needed, document and draw down.
- At conclusion of construction of the Project, close out both WPCLF Loan and OPWC Grant/Loan.

So, at this point the Village is proceeding with the WPCLF Loan (with loan forgiveness). **The loan application has been submitted. It should be on July's agenda.**

Concession Stand Conversion to Restrooms. Work has almost wrapped up on the conversion of the old concession stand to restrooms. A final change order was executed to swap out the doors with doors that can accommodate additional deadbolt above the entry handle to allow users to "lock" the doors during use. While they could lock the entry door handle, it does not designate to the user or persons attempting to access the bathrooms during use that the bathroom is occupied (or unoccupied). Because of the openness of the restrooms making sure the doors are not opened during use is paramount. This mechanism makes the bathrooms similar to the locking mechanism on porta-potties.

This change order brings the total overall cost to \$74,880. Because we cannot cross the \$75,000 threshold (bidding and prevailing wages), the project will be closed out after with this change order and the installation of the new doors and hardware.

The existing doors will be retained by the Village and reused, one right away for an entry door at the back of the Police garage. A sign has been hung above the AED identifying the location/address so that when dialing 911 to access the AED the caller can provide their location. Doors are expected in within the next week and installation shortly thereafter.

Mosquito Spraying. The tentative schedule for Brewster mosquito spraying has now been set by the Stark County Health Department:

- July 2nd, 2025
- July 15th, 2025
- July 30th, 2025
- August 13th, 2025
- August 27th, 2025
- September 10th, 2025

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ June 30 20 25 _____

- September 24th, 2025
- The 8th spraying will be worked in based on weather and/or need.

As in past years, the sprayings are tentative because weather may cancel/ postpone events. Cancelled spray events will be rescheduled as soon as possible. As in past years, the standard conditions/admonitions apply:

- SPRAYING WILL TAKE PLACE AFTER 8:00 PM ON THE SCHEDULED DATE.
- IN CASE OF RAIN, HIGH WINDS, OR COLD TEMPERATURES, SPRAYING WILL BE POSTPONED.
- PERSONS WHO SUFFER WITH RESPIRATORY AILMENTS MAY VACATE THE AREA.
- BEEKEEPERS SHOULD TAKE THE NECESSARY PRECAUTIONS TO PROTECT THEIR HIVES.
- PLEASE DO NOT APPROACH THE VEHICLE

As was previously conveyed, one of the Village's employees has passed their mosquito certification test. The next steps are:

- To have the Village's mosquito sprayer inspected and certified.
- To check to assure the Village's supply of mosquito chemicals is "current."
- To have the Village employee ride along with the County to become more familiar with the spraying routine

Once those steps are completed the Village will be able to supplement the County's mosquito spraying if necessary.

ODOT – Guardrail Repair at the Bridge over the Sugar Creek. The guardrail on the southeast side of the bridge has been damaged. ODOT has requested an OUPS for the location/work, so I expect work on that repair should begin in the near future.

ODOT - State Route 93 Bridge Rehabilitation Project over the Sugar Creek. The Village has received a letter from the Ohio Department of Transportation regarding the State Route 93 Bridge Rehabilitation Project over the Sugar Creek. The project is scheduled to begin in the Spring of 2027 and will require closure of Route 93 south of Brewster Cheese for 60 to 90 days.

The primary reason that the Village received the letter is to notify us that ODOT will require "minor" temporary and/or permanent right-of-way acquisition. The Village owns three (3) of the four (4) properties adjacent to the bridge. I suggest that Council *consider* "donating" any required right-of-way, and if possible do so before ODOT must commence the formal process that includes expenses for surveying and appraisal.

Hillview Mobile Home Park Pump Station & Force Main Project – Construction. The Project is still awaiting:

- Lift station install, air release and manhole install, all electrical to lift station, and generator has been pushed back.
- Electric Department run electric back (poles are set)
- Manhole tie in
- Demo Existing sewer plant after installing lift station.
- Final clean-up/ seed and straw to disturbed areas to follow.

Brewster Cheese Cogeneration Project. The Brewster Cheese Cogeneration Project is scheduled to be back up and running by the end of June or early July.

AMPT and Second/Redundant Transmission Line. AMPT continues to work on their selected route. The selected "final" route choice out of the two (2) presented to Council September 3rd exits Brewster essentially by going west on Needham then north on McKinley to 7th, then west on 7th. The full-size maps from AMPT are still available to view at Village Hall. AMPT and their agents/contractors recently met with ODNR and the Wilderness Center regarding some potentially sensitive areas and received positive feedback. Activity continues to include

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____

June 30 20 25 _____

surveying, soils sampling, title work/searches, archeology surveys, and coordinating with local entities such as the Stark County Engineer.

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. At the 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.**

VILLAGE MAYOR: *Charles Hawk*

1. Recommending that Council approve Cody Walter to go to paramedic class at a cost of \$7,547.00 with a three-year signed contract.

VILLAGE CLERK-TREASURER: *Kris King*

1. The check register and bills are on the table for the Council's review.
2. The agreement with Paymentus for our online billing has been signed and submitted. We will be having weekly meetings during the onboarding process.
3. National Opioid Settlements –Settlement Allocation Notice – Payment Year 2 (Allergan and Teva) / Payment Year 3 (Allergan, Teva, and CVS) – Ohio. These were less than \$500 each and were reallocated to Stark County. We also received notification that the Kroger Settlement was reallocated to Stark County.
4. National Opioid Settlements –Settlement Allocation Notice – Janssen Payment Year 5 – Ohio. We received a check in the amount of \$599.69.
5. In preparation for month-end, we discovered that all the checks (35) that were issued and mailed on June 2nd have not been delivered. We now have to contact the vendors to see if they are willing to wait or want us to put a stop payment (\$35.00) on their check and reissue or wait a little longer. I contacted the Brewster Post Office, and they said they were sent to Cleveland. I have had a case created with the USPS online. This happened last year in May, and it took two months for the checks to start to be delivered.
6. Council Member Godwin asked to see a comparison of the yard waste cost compared to last year.

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

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.*

1. None.

PENDING EXPENDITURE REQUESTS:

1. None.

PENDING PROPOSALS FROM PAST MEETINGS:

1. None.

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 GODWIN MOVED, SECONDED BY COUNCIL MEMBER LONG and motion carried to approve sending Cody Walter to Stark State College Paramedic Training at a cost of \$7,547.00 out of the EMS Fund with a three-year contract to work a minimum number of hours each year after he completes the classes. The vote: All yes.

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ June 30 _____ 2025 _____

Council Member Godwin asked if the Canton Orchestra would be coming back as they were rained out last Thursday. VA Miller stated that they will not make it back until next year, but he has been contacted by the Akron Orchestra, and he will be following through with them.


Council Member Long stated that the southwest corner of 2nd St. was also struggling with all the storm water on Thursday. There was more discussion on how the water runs into a bowl in the underpass area. The amount of rain in that short period of time just overwhelmed our system.

AUDIENCE COMMENTS:

1. None

COUNCIL MEMBER FOX MOVED, SECONDED BY COUNCIL MEMBER RADICH and motion carried to adjourn the meeting at 7:40 p.m. The vote: All yes.

Respectfully submitted,



Kris King, Clerk-Treasurer



Charles Hawk, Mayor

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____