

## **VILLAGE OF MARBLEHEAD REGULAR COUNCIL MEETING HELD OCTOBER 25, 2023**

Mayor Bird called the meeting to order at 6:00 p.m. and opened with the Pledge of Allegiance.

### **ROLL CALL AND ATTENDANCE**

Answering roll call were Dean Dorko, Matt Kovach, Angie Kukay, Duane Myers, Maryann Sauvey, and John Starcher.

Also present were Fiscal Officer Rhonda Sowers, Administrator Jeff White, and Police Officer Shawn Craig.

Visitors in attendance were Dale Harwood, Karyn Harwood, Joe Gouker, Patty Gouker, Al Mazzeo, Katy Mazzeo, and Jane Milholland.

### **MINUTES**

Minutes of the October 11, 2023 regular meeting were approved as submitted.

### **VISITOR COMMENTS**

Joe Gouker asked to hold his comments until the Village Administrator's report.

### **ADMINISTRATIVE REPORTS**

#### **Mayor**

Mayor Bird stated the annual parking payment has been received from the Kelleys Island Ferry Boat Line and reminded council that the settlement agreement which established this payment is set to expire next year.

#### **Administrator**

Mr. White reported the following:

- The Johnson's Island waterline task group met October 18, Questions about the assessment process were submitted to the special counsel. The waterway permit application is still under review by the Army Corps of Engineers. CT Consultants revised plans to address items identified during the OEPA review and resubmitted the plan for approval. A proposed project staging area has been omitted, obviating the need for additional field studies. Next task group meeting will be held in November.
- Village Solicitor Jim Barney has been in contact with developer John Murphy regarding completion of the Bay Point waterline.
- Fiscal Officer Rhonda Sowers prepared and submitted the final grant report to the Park District of Ottawa County for the James Park Outdoor Musical Instrument project.
- The project to bury electrical service in James Park is in progress.
- Seasonal leaf pickup is underway.
- Swain Masonry completed sidewalk adjustments to address stormwater runoff in front of 922 Elliott Street.
- Ohio Edison is scheduled to remove the utility pole at the intersection of Main and Clemons Streets by the end of October.
- Village personnel spread new gravel in the alley between Stone and Perry Streets.
- 7L Construction completed paving of Church Street between Stone and James Streets.

- Kuzma Concrete and Construction is completing repairs to the sidewalk on Main Street along the curve near Pleasant Street and will be replacing broken sidewalks along Church and Perry Streets.
- A number of proposals for professional design services have been submitted. Deadline to receive proposals is October 26.
- He is currently reviewing ODOT plans for resurfacing SR-163 through the village. This project is scheduled to be done next September.

#### **Fiscal Officer**

Mrs. Sowers reported the following:

- She attended the Village Fiscal Officer training sponsored by the State Auditor's office on October 17 in Perrysburg.
- The Ohio Municipal League is currently surveying finance officers to determine the impact of proposed increases to the employer's contribution rates for the Ohio Police & Fire Pension Fund and the Ohio Public Employees Retirement System.
- Grant payment for the James Park Musical Instrument project was received from the Park District of Ottawa County.

#### **Police Chief**

Officer Craig submitted a written summary of recent departmental activity.

### **COMMITTEE REPORTS**

#### **Personnel**

Mrs. Kukay had nothing to report for her committee.

#### **Zoning**

Mr. Kovach had nothing to report.

#### **Legislative**

Mr. Myers had nothing to report.

#### **Infrastructure**

Mr. Dorko had nothing to report.

#### **Parks, Cemetery, Trees**

Mrs. Sauvey stated her committee met September 18 and, among other things, discussed the need for signs at each of the parks. The committee also recommends providing a \$100 gift card for Linda Twarek, the master gardener who volunteers her services to plan, plant and monitor the care of the village's pots and hanging baskets. Council unanimously approved this suggestion.

#### **Finance**

Mr. Starcher had nothing to report.

### **LEGISLATION**

President Pro Tem Starcher read the following legislation by title only:

- A. **ORDINANCE NO. 12-2023** – An Ordinance Giving Consent to the Director of Transportation on the Project to Resurface SR-163 through the Village of Marblehead in Ottawa County and Declaring an Emergency

Motion to waive three readings on three separate occasions made by Mr. Myers with second by Mrs. Sauvey. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

Motion to retain the emergency clause made by Mr. Dorko with second by Mrs. Kukay. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

Motion to adopt Ordinance No. 12-2023 made by Mrs. Kukay with second by Mrs. Sauvey. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

- B. **RESOLUTION NO. 13-2023** – A Resolution Authorizing the Village Administrator to Contract with the JDI Group to Prepare Construction Drawings, Manage the Bid Process and Support the Construction Phase for the Radar Park Community Center and Declaring an Emergency

Motion to waive three readings on three separate occasions made by Mr. Starcher with second by Mr. Kovach. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

Motion to retain the emergency clause made by Mr. Dorko with second by Mrs. Kukay. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

Motion to adopt Resolution No. 13-2023 made by Mr. Dorko with second by Mrs. Sauvey. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

- C. **RESOLUTION NO. 14-2023** – Resolution Authorizing the Administrator of the Village of Marblehead to Enter into a Contract to Appoint Kocher & Barney as Solicitors for the Village of Marblehead, Ohio and Declaring an Emergency

Motion to waive three readings on three separate occasions made by Mrs. Kukay with second by Mr. Dorko. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

Motion to retain the emergency clause made by Mr. Starcher with second by Mr. Myers. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

Motion to adopt Resolution No. 14-2023 made by Mr. Myers with second by Mr. Dorko. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

## OLD BUSINESS

- A. **Branding Proposal from AHA Creative** – Mr. Myers, a member of the branding subcommittee, stated that some time ago the group worked with Amy Hefflinger of AHA Creative to develop a distinctive brand for the village which would be used on such things as business cards, stationery, signs, website, etc. The Parks Committee would like to place signs at the village entrances and parks but does not want to have signs designed until branding has been approved. Mr. Starcher acknowledged the sub-committee had done its work but the project got sidetracked just short of formally adopting it. Mr. Myers moved to accept the branding design prepared by Amy Hefflinger of AHA Creative. Second by Mr. Dorko. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.
- B. **Update on purchase of police cruiser** – Regarding the suggestion to cancel the order for a Ford police cruiser and order a Dodge Durango instead, Mrs. Sowers explained that because the funds for the Ford cruiser were encumbered with a purchase order that was carried over from 2022 the money cannot be re-appropriated until 2024 if the order is canceled this year. She added that Chief Thellmann has not yet heard whether the order can be canceled but if it can, he would like the council to consider ordering two Dodge cruisers next year.

## NEW BUSINESS

- A. **Additional archaeological study for JI waterline** – The State Historic Preservation Office (SHPO) has expressed concern that the proposed location of the Johnson's Island waterline might disturb interments potentially outside the fenced area of the Confederate Cemetery. CT Consultants has suggested that a method to determine the presence or absence of burials could be to use ground-penetrating radar. This method could be a useful screening tool, but the cost, which is estimated to be around \$20,000, was not included in the original design proposal. Mrs. Sowers said there is sufficient money in the water revenue fund and the amount could apply toward the village's share of the project. Mr. Dorko moved to authorize up to \$20,000.00 for ground penetrating radar. Second by Mrs. Kukay. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.
- B. **Discussion/action to eliminate water service deposits** – Mrs. Sowers asked council to consider eliminating the requirement for new water customers to pay a \$50 service deposit. These deposits are refundable after twelve consecutive months of on-time payments, but one late payment resets the clock and consequently some deposits are held for years creating an accounting nightmare. Mr. Myers moved to eliminate water service deposits effective December 1, 2023 and to refund all deposits currently being held. Second by Mr. Dorko. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.
- C. **Proposal from CT Consultants for Elliott Street as-built drawings** – Due to the number of field changes made on the Elliott Street improvement project Mr. White feels it would be beneficial to have a set of "as-built" drawings for village records but final drawings were not included in the original contract with CT Consultants. Mr. Kovach moved to accept the \$2,000 quote from CT Consultants to prepare "as-built" drawings for the Elliott

Street improvement. Second by Mrs. Sauvey. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

**D. Appoint Jeffrey White to steering committee for Marblehead Peninsula Trail Feasibility Study** – At the request of the Park District of Ottawa County, Mr. Starcher moved to appoint Jeffrey White as the village representative to the steering committee for the Marblehead Peninsula Trail Feasibility study. Second by Mr. Kovach. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

**E. Winter Banners** – Mrs. Sowers said the winter snowflake banners have been in use since 2017 and need to be replaced. She provided a copy of winter bird banners recommended by the Parks Committee. Mrs. Sauvey moved to accept the quote from Display Sales for winter banners. Second by Mrs. Kikay. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs., Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

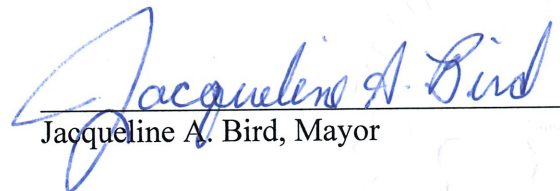
#### **AUTHORIZE PAYMENT OF BILLS**

Motion to authorize payment of bills totaling \$18,144.34 was made by Mr. Starcher and seconded by Mr. Dorko. Vote: Mr. Dorko-yes, Mr. Kovach-yes, Mrs. Kukay-yes, Mr. Myers-yes, Mrs. Sauvey-yes, Mr. Starcher-yes. Motion carried.

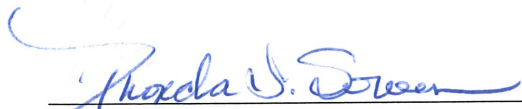
#### **ADJOURNMENT**

Motion to adjourn made by Mrs. Kukay and seconded by Mr. Starcher. The meeting adjourned by unanimous consent at 6:43 pm.

APPROVED:

  
Jacqueline A. Bird, Mayor

Attest:

  
Rhonda I. Sowers, Fiscal Officer