

RECORD OF PROCEEDINGS

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

January 21

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**The Village of Weston
Council Meeting Minutes**

January 21, 2025

Council Meeting was called to order by Mayor Jeremy Schroeder at 6:00PM, followed by the Pledge of Allegiance and presentation of the agenda. A roll call was taken: Mr. Craig Warner, Ms. Erica Rupp, Mr. Rob Myerholtz, Ms. Jessica Susor, Mr. Rick Easterwood, Ms. Brittney Klockowski. *A motion to approve January 6, 2025 council meeting minutes as written was made by Mr. Easterwood, seconded by Ms. Susor; Approved unanimously.*

Old Business

The Council Committee Assignments were approved unanimously following a motion by Ms. Klockowski, seconded by Mr. Easterwood, as detailed below:

- Administrative Process: Jessica (Chairperson), Craig, Rob - Meeting 2nd Mondays at 6PM
- Public Works: Craig (Chairperson), Jessica, Erica - Meeting 4th Tuesday at 6PM
- Public Safety: Brittney (Chairperson), Rob, Erica (Interim) - Meeting 4th Monday at 6PM (at Emergency Services building)
- Community Development & Public Affairs: Erica (Chairperson), Brittney, Jessica (Interim) - Meeting 3rd Tuesday at 6PM
- Rec Board Liaison: Brittney - Meeting 2nd Wednesday at 6:30PM
- Weston Sports Initiative Board Liaison: Jessica - Meets as needed
- Cemetery Board Liaison: Craig (Interim) - Meets 1st Thursday at 6PM
- Council Member on the Planning Commission: Erica - Meets as needed
- RITA Income Tax Board of Appeals Liaison: Rob - Meets as needed
- Representative on Records Commission: Craig - Meets as needed

An ordinance restricting the operation of vehicles in Weston parks received a second reading.

Reports

Attendance: Stephanie Monts (Fiscal Officer), Harold Boggs (Village Administrator)

Mayor: Nothing to report.

Fiscal Officer: Several unique 2024 purchase orders require council approval to carry over into 2025 to accommodate payments. While purchase orders are typically carried over for outstanding 2024 invoices, these cases involve new invoices applied to 2024 purchase orders. *Mr. Myerholtz moved to approve the carryover of the following invoices, seconded by Ms. Susor; Approved unanimously: GEM Consulting Limited (\$6,290) to complete the grant writer contract through February, Motorola Solutions (\$762), and P&R Communications (\$300) for MARCS Radio updates that were delayed, Mark D. Tolles (\$2,000) for legal services related to the WSIB 501(c)(3). W-2s have been completed and distributed. The Medicare Ground Ambulance Data Collection System (GADCS) report was submitted and certified despite challenges due to data limitations during a billing service transition. This effort avoided a 10% penalty and provided EMS valuable insights for future data tracking. For the TNR program, \$1,700 remains available at Midway Animal Hospital for feral and stray cat spay/neuter services. Information will be shared in the next newsletter and on social media, and a resident verification form will be implemented to streamline the process. CSX plans to reject the sidewalk project submission for its grant program, as the grant focuses primarily on charitable giving for veterans and first responders, particularly fire departments. CSX considers the sidewalk project a public rail crossing, requiring a diagnostic review by the rail commission. This process includes evaluating the crossing, collaboration with state and local agencies, engineering input, cost assessments, and adherence to federal regulations, making it a lengthy, multi-step process. The grant's website, described as a community service initiative, lacks clarity on eligibility, but CSX clarified it is a charitable giving program to enhance its corporate image. For future railroad-related projects, early coordination with the CSX Safety Group is recommended to address the extensive requirements. The America250 grant requires a letter of support from council.*

Administrator/Maintenance: A catch basin issue was identified on Locust St, currently marked with a cone, and noted that repairs would require excavation and asphalt work, with a quote already obtained for the project from JPX. He also discussed a mailbox incident, explaining that while photos and inspection suggest the damage was not caused by village plow equipment, the responsible party could not be determined. Two lift trucks, possibly Frontier vehicles, were in the area, but their involvement could not be confirmed. Harold recommended reimbursing the resident approximately \$58 for the mailbox and post replacement as a practical resolution.

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Code Enforcement/Zoning: Not in attendance.

Committee Reports

Cemetery: The sexton reported completing cleanup of the island and around the pond, trimming vegetation and removing two trees. Additional work will include laying extra dirt and grass seed where the Mausoleum was torn down and removing the linden tree. He is also obtaining a quote from Rowe for stump removal. The success of the Wreaths Across America event was discussed, with plans to continue the event in the future. Updates were provided on the American 250 grant application process, and quotes from North Branch Nursery were reviewed. The board decided to proceed with the grant process, with Jodie planning to email the grant writer for more information and form a committee. The board voted to approve the quote for native trees for \$6,656, with the project mostly funded by the grant and the tree memorial fund. Jodie was contacted by the Army Donations Program Office about transferring the ownership of the M-5 anti-tank gun from the defunct American Legion 409 Weston unit. The board voted to retain the anti-tank gun and transfer the deed and certification process to the Village of Weston. The board voted to reinstate Diane Hillier as the chairman of the board and approved the purchase of a new deed book and papers, totaling approximately \$185 before tax and shipping. Actionable items include voting to accept or decline the deed and certification duties for the M-5 anti-tank gun at the Weston Cemetery.

Council inquired about the cost of the annual recertification, but the amount was unknown. No further action was taken, and the matter is awaiting Paul Skaff's review of the documents.

WSIB: In-person sign-ups for the ball program will be held on 1/25 from 9 a.m. to 3 p.m. The scholarship program will continue into this year. The board plans to create new email accounts for all members, which will be used once they are separated from the village. Sponsor letters will be sent out after the new bank account is established. Actionable items include preparing paper printouts for the sign-ups on the 25th and receiving updates on the drafts of the leases and contracts between the board and the village.

Update on drafting the legislation for the WSIB transfer: Paul proposed a plan, noting that the process cannot proceed until the charitable organization is officially established with the Ohio Secretary of State, including a board, officers, and by-laws. His plan suggests passing a resolution to delegate control of the ball program to the organization, with the Village spending down the remaining fund balance through vendor payments approved by the council. Once the fund is depleted, the Village's obligations will end. Until the 501(c)(3) is established, the Village must wait for WSIB to form the organization.

Upcoming Meetings: Cemetery 2/6 at 6PM, WSIB 2/25 at 5:30PM, Variance Hearing to be Scheduled

New Business

With Kristi's (grant writer) contract set to expire in February, Stephanie reached out to her directly to request a contract and proposal for council review, due to the delay in committee assignments. A copy of the proposal and contract is available in the meeting folder, and feedback from Kristi, who was previously agreeable to continuing the contract, was read:

"We had a little bit of a slow start, but that is to be expected. Thus far, we have spent 37% of the contract. In January and February, I anticipate much more work to occur. Below are the statuses of the grants: Submitted: State Farm, CSX, & Firehouse Subs. Nearly complete: USDA SEARCH for stormwater drainage study. February 28 - USDA Rural Business Development Grant to pave and mark the public parking lot (currently a stone lot) with a natural sound barrier (by the railroad tracks). Awaiting guidance: Ohio Humanities Spark Grant (rolling), Bureau of Workers Compensation Safety Grant (rolling), ODNR Step Outside Grant (rolling), T-Mobile. My estimate was that we could do between 6-10 grants this round. If progress continues as planned, we will have submitted 8 grants in the time frame. Areas of strength: Working with Stephanie has been great. She is a wealth of knowledge, very professional, and quick to respond. We have established what I see as a strong working relationship. We have worked well to establish work that can be tackled in the upcoming years. The spreadsheets incorporate council guidance, grant opportunities, and application status. Opportunities for improvement: Once the council approves a grant, it would be good to assign a point person from a committee to work with Stephanie and me to get the grant over the finish line. If there are grants with deadlines in the future, I would recommend the council make decisions on them three months ahead of the deadline so the grant writing team (myself, Stephanie, and the committee point person) have time to draft a competitive application and come back to the council with questions as they arise. If it would be helpful, we can work on monthly updates for the council on upcoming grants."

There was no additional discussion, and this will be sent to the Administrative Process committee for final review.

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Approval of Expenditures

Council reviewed a summary of the bills (\$28,636.20) and outstanding invoices (\$3,284.03). A motion to approve the summary of the bills and payment of outstanding invoices was made by Mr. Warner, seconded by Mr. Easterwood; Approved unanimously.

Citizens & Visitors

Howard Lashuay, Randy Hann, Ron Dallas (Virtual), Ashley Patel (Virtual), Jigar Patel (Virtual)

Randy Hann asked when the next Parks and Recreation Board meeting would be held. The Mayor responded that it would typically take place on the second Wednesday of the month. Ms. Klockowski then asked whether the meeting would proceed or be canceled, to which the Mayor replied that he is working with Mr. Easterwood and expressed hope that the meeting could take place.

Ron Dallas asked if a dollar amount had been assessed to the accepted grants. Stephanie clarified that while specific amounts for submitted grants were not available at the meeting, none from the grant writer had progressed to the award phase yet. Stephanie mentioned a few previously submitted grants, including State Farm (\$6,600 for radar signs), Firehouse Subs (\$42,000 for a life pack), and CSX (\$16,000 for sidewalks, though rejected). She also noted prior successful grants, such as those for the Park District, Nature Works, PEP Safety, and Suburban Natural Gas, which she handled personally. Ron rephrased his question to focus on the total amount of accepted grants, and Stephanie confirmed there were no new accepted totals at this time.

A motion to adjourn at 6:40PM was made by Mr. Myerholtz, seconded by Mr. Warner; Approved unanimously.



Jeremy Schroeder, Mayor

Rick Easterwood



Stephanie Monts, Fiscal Officer/Clerk