

PRESIDING OFFICER, THOMAS J. GARDNER, MAYOR

ROLL CALL:

PRESENT: Joe Bourne, Brandie Bourne, John Little, Steve Adams, Ed Steffek, Nate Penrod

ABSENT: N/A

OTHER ATTENDEES: Rick Swiger (Street Supervisor), Donna Meek (Tax Admin), DJ Meek (Zoning & Mayor's Asst)

VISITORS: Nancy Bourne

MOMENT OF SILENCE/PLEDGE

The meeting was opened with The Pledge of Allegiance led by Mayor Thomas Gardner.

PRIOR MEETING MINUTES

Motion was made by Brandie Bourne and seconded by Ed Steffek to dispense with the reading of the minutes and accept the minutes from regular meeting held November 19, 2024. All council members present were in favor.

VISITORS

*No Reporting

PAY BILLS

***Motion made by Joe Bourne** and seconded by Brandie Bourne to pay bills from respective funds. Roll call as follows: Joe Bourne yay, Brandie Bourne yay, John Little yay, Steve Adams yay, Ed Steffek yay, Nate Penrod yay.

POLICE

* Mayor Gardner reported that the police chief has been working on the installation of the new camera system for the village cruiser.

STREET

*Street Supervisor Rick Swiger expressed gratitude for the approval and purchase of new tools for the street dept. He also expressed appreciation for the assistance of installing the Christmas Lights and Decorations in the village.

ZONING/MAYOR'S ADMINISTRATIVE ASSISTANT

*No Reporting

SOLICITOR PERLAKY

*Solicitor Mark Perlaky marks his one-year anniversary as the village solicitor and expressed his pleasure in working with the administration and representing Port Washington Village.

*Perlaky informed council that he will be reviewing the village's jake brake ordinance and possibly updating the language of the ordinance. Perlaky would like to insert language in the ordinance to reflect the usage of jake brakes for emergency situations. An amendment of the ordinance will be brought to council in the near future.

INCOME TAX ADMINISTRATOR

*No Reporting

FISCAL OFFICER

*F.O. Lute asked that the next council meeting be changed from Tuesday Dec 17th to Monday Dec. 30th at 7pm; for the purposes of closing the books for year 2024. All council members present were in favor.

MAYOR

*Mayor Gardner expressed gratitude for John and Brandie Bourne, Salem Township, Delaware Fire Dept. Staff and other community residents who assisted with the installation of the Main Street Christmas Lights and Christmas Banners. The installation ran smoothly and quickly with the help of many community volunteers.

JOE BOURNE

*Bourne reported 4 Fire Calls for the Month of November (Delaware Fire Dept). The calls included one auto accident, two assists to Newcomerstown Dept. and one structure fire. A total of 43 calls were reported from Dec. 2023 through Nov. 2024.

*Reminder that Santa will be at the Delaware Fire Dept. on Dec. 22nd from 5-7pm.

NATE PENROD

*No Reporting

STEVE ADAMS

*No Reporting

BRANDIE BOURNE

*December 14th from 8-11am has been set for the next Delaware Fire Dept. Breakfast.

*Announced that the December 8th Christmas Dinner Party hosted by the Delaware Fire Dept. will be postponed due to the advancement of the Indian Valley High School Football Team to the State Finals. A rescheduled date for the Christmas Dinner will be set for after the holidays in January of 2025.

*Discussed purchasing additional banner flags for Main Street for Christmas and for Memorial Day. Currently the village has 12 Christmas Banner Flags. Bourne will research pricing and bring back to council for approval.

JOHN LITTLE

*Little proposed that the village update the electrical system in the Historical Society Bldg. (old town hall). There are currently many extension cords being used throughout the building. Mayor's Asst-DJ Meek will get a couple estimates and possibly apply for local funding for the project.

ED STEFFEK

*No Reporting

TREASURER'S REPORT

* **Motion made by Brandie Bourne** and seconded by Joe Bourne to accept the November 2024 Treasurer's report with the following: \$549,174.09 General Fund, \$ 20,064.27 Street Construction, \$1,329.01 State Highway, \$5.37 Cemetery Fund, \$8,313.44 Permissive Vehicle Tax, \$3012.63 Capital Project, \$0 Mayor's Court. With a total of all funds \$581,898.81. Reports included the Bank Reconciliation Report, bank statements, payment listing, receipt detail report, fund status report, appropriation status report. All council members present were in favor.

Next meeting will be December 30, 2024 at 7:00pm.

Meeting Adjourned

_____	_____
Thomas J. Gardner, Mayor	Date

_____	_____
Darissa R. Lute, Fiscal Officer	Date