

PRESIDING OFFICER, THOMAS J. GARDNER, MAYOR

ROLL CALL:

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

ABSENT: Steve Adams

OTHER ATTENDEES: Donna Meek, DJ Meek

VISITORS: Nancy Bourne, Chad Bourne, John Bourne, Mike Conaway, Kathy Sullivan, Tim Bryant

MOMENT OF SILENCE/PLEDGE

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

PRIOR MEETING MINUTES

Motion was made by Nate Penrod and seconded by Brandie Bourne to dispense with the reading of the minutes and accept the minutes from regular meeting held June 17, 2025. Roll Call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay.

VISITORS

*Visitor Mike Conaway (Historical Society) expressed sorrow in the recent passing of Street Commissioner Rick Swiger. Conaway volunteered to temporarily assist in mowing the grass around the Street Maintenance Garage until a replacement for the Street Commissioner can be hired. Historical Society Representatives Kathy Sullivan and Mike Conaway indicated that there is standing water in the Historical Society Building. They expressed concern that the water and dampness will destroy records if the issue isn't rectified. Council member Joe Bourne indicated that the recent paving project may have resulted in some of the standing water issue. Bourne has spoken to the paving contractor and they will return to assist in rectifying the situation. Conaway also stated that some of the gutter downspout needs reattached.

PAY BILLS

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

POLICE

*Heard that Patrolman Tom Casimir is on vacation for the next week. Heard that Patrolman Kyle Lawver is currently on duty.

STREET

*Discussed the recent passing of Street Commissioner Rick Swiger. Mayor Gardner indicated that there are several people who have shown interest in the position. In attendance is Chad Bourne, Tim Bryant and council member Nate Penrod. Danny Bloom and George Herbert are also interested in the position. Bourne, Bryant and Penrod were given the opportunity to speak concerning their experience and interest in the Street Commissioner position. Information brought to the table about candidates for the position is as follows:

STREET-CONT'D

Chad Bourne: Bourne is young, has full time employment elsewhere, but looking to pick up a part time job. Bourne has limited experience, but will have a lot of help for training purposes as his father and grandfather both reside in Port Washington and worked for the county road and bridge dept.

Tim Bryant: Has 15 years of experience previously working for the Village of Newcomerstown in the Street Dept. Council Member John Little stated that he has known Bryant for many years, and that Bryant has a lot of experience running different types of equipment. The Street Commissioner position would be his only employment and he would be able to commit fully to the position. Heard that the Newcomerstown current Mayor (Pat Cadle) knew little about Bryant – but commented Bryant had been a good employee to his knowledge.

Danny Bloom: Retired Navy – Upstanding Person but has no experience for the position.

George Herbert: Was a former Port Washington Street Commissioner. Herbert currently has a concrete business.

Nate Penrod: Current Council Member who has a landscaping business. Penrod has stated that his business will not interfere with the Street Commissioner's position. Penrod has been adamantly involved in enforcing ordinances to clean up village properties. Penrod stated that he will assist and help out temporarily until the position is filled. It was noted that Penrod would need to step down as council member if he takes the Street Commissioner's position.

EXECUTIVE SESSION

7:50PM MOTION MOVED BY JOE BOURNE AND SECONDED BY ED STEFFEK TO PROCEED INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL. ROLL CALL VOTE TAKEN AS FOLLOWS: JOE BOURNE YAY, NATE PENROD YAY, BRANDIE BOURNE YAY, JOHN LITTLE YAY, ED STEFFEK YAY.

Discussed the open position of the Street Commissioner position. It was noted that several council members would need to abstain from voting on the replacement. Solicitor Mark Perlaky needs to research on the voting process when a quorum is needed. No action was taken.

8:10PM MOTION MADE BY NATE PENROD AND SECONDED BY ED STEFFEK TO EXIT THE EXECUTIVE SESSION AND RETURN TO THE REGULAR COUNCIL MEETING. ROLL CALL TAKEN AS FOLLOWS: JOE BOURNE YAY, NATE PENROD YAY, BRANDIE BOURNE YAY, JOHN LITTLE YAY, ED STEFFEK YAY.

It was noted that no action was taken in the executive session. A full council will be needed to proceed with the voting process. A special meeting will be held on July 8, 2025 at 7pm for the purpose of discussing and fulfilling the Street Commissioner position when all council members can be present.

SOLICITOR MARK PERLAKY

*Heard that Perlaky will be out of the office from July 19 thru July 26th.

ZONING/ADMIN ASST.-DJ MEEK

*Meek reported that several permits are pending: Shed@148 School Street, Fencing@206 W Main Street, Concrete Drive@123 Bremer Street and a Building on Canal Street.

*Heard that the County Map Office and the County Sheriff's Office notified Meek that the address for the property at 311 N. High incorrect. The correct address should be 311 School Street. The village needs to officially change the address.

INCOME TAX ADMINISTRATOR

*Heard that 3 of 4 village residents have complied with court action in the collecting of municipal income tax that is owed to the village. A total of \$6804.00 was collected on the delinquent tax filers. \$1,569.00 is still owed by the remaining delinquent tax filer.

***Motion made by Brandie Bourne and seconded by Joe Bourne** to accept the 2nd Quarter Municipal Income Tax Report as stated. Roll call taken and all council members present were in favor. A total of \$48,167.76 was received for municipal income tax collections for the 2nd Quarter. A total to date received is \$94,658.25.

MAYOR

*Mayor Gardner expressed gratitude for the many volunteers that helped clean up trees in the cemetery. Heard there are two large trees remaining in the cemetery that needs to be handled by a professional tree service.

*Gardner presented a wish list for items needing purchased: 2 boxes of 55 galloon bags, 2-5x8 American Flags to be used at the village square, 2-4x6 American Flags to be used at Belden Park, 1 mini refig for the Cemetery Building to hold water and 1 mini refig for the Street Maintenance Garage to hold water. **Motion made by Joe Bourne and seconded by Brandie Bourne** to approve the requested purchases. Roll call taken and all council members present were in favor.

*Gardner requested that the unnamed alley between 304 and 306 W Main Street be named in honor of Rick Swiger (former Street Commissioner). The name of the alley is pending until Swiger's mother can be contacted.

JOE BOURNE

*Bourne distributed the June 2025 Delaware Fire Dept. report. A total of nine calls were reported with 1 service call, 2 assisted calls to Arrowhead Dept, 2 auto accidents, and 4 downed line calls.

*Gratitude expressed for the volunteers who assisted in clean up of the cemetery and streets during the recent weather conditions.

*Heard that the gutters on the park pavilion have been repaired/replaced.

NATE PENROD

*No Reporting

BRANDIE BOURNE

*Bourne reported that the village fire siren currently is only operating on one battery. Staley Electronics will return to repair the siren/battery issue.

STEVE ADAMS

*No Reporting - Absent

JOHN LITTLE

*No Reporting

ED STEFFEK

*No Reporting

FISCAL OFFICER

*No Reporting

Next special meeting will be July 8, 2025 at 7:00pm.

Next regular meeting will be July 15, 2025 at 7:00pm. Meeting Adjourned

Thomas J. Gardner, Mayor

Date

Darissa R. Lute, Fiscal Officer

Date

RESOLUTIONS & ORDINANCES

Motion moved by Brandie Bourne and seconded by Nate Penrod approving the re-numbering of section 74-52 to Section 72-125 for the prohibiting of engine brakes (jake brakes) and declaring it an emergency. **(ORDINANCE #2025-8)** Roll call as follows:

Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay,

Motion made by Brandie Bourne and seconded by Ed Steffek to pass and enact said

ORDINANCE #2025-8. Roll call as follows: Joe Bourne yay, Nate Penrod yay,

Brandie Bourne yay, John Little yay, Ed Steffek yay