

PRESIDING OFFICER, THOMAS J. GARDNER, MAYOR

ROLL CALL:

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

ABSENT: N/A

OTHER ATTENDEES: Rick Swiger, DJ Meek, Donna Meek

VISITORS: Nancy Bourne, Darlene Pena, Paul Harvey

PLEDGE

The meeting was opened with The Pledge of Allegiance led by Mayor 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 May 16, 2023. All council members present were in favor.

VISITORS

\*Visitor – Darlene Pena – inquired whether there are lots available at Union Cemetery. Pena also inquired whether there are smaller lots sized down for cremated burials. Mayor Gardner informed Pena that lots are available. And lots have not been sized down for cremated burial.

PAY BILLS

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

FISCAL OFFICER

\*Lute reported that the Rickey Property at 113 N. High has been reappraised by the county. This property was acquired via sheriff's sale and the home was razed. The property is now a vacant lot.

**Motion made by Nate Penrod and seconded by Brandie Bourne** to take sealed bids for the property with a minimum bid of \$5000. F.O. Lute will submit the advertisement for the bidding process. The opening of sealed bids will be held at the August 1, 2023 regular council meeting. Roll call taken and all council members present were in favor.

\*Lute reviewed the recent completed state audit for year 2021 & 2022. The audit was a "audit upon procedure". The village had no violations or findings for the audit period. Numerous items were reviewed to ensure the village was complying by state regulations. Payments, receipts, payroll withholdings, minutes, public records request, mayor's court, income tax reporting, etc were reviewed for the audit.

\*Discussed the two - 6 mil levies for the cemetery. Both levies will need to be placed on the November Ballot for renewal or replacement. **Motion made by Brandie Bourne and seconded by E Steffek** to place a new levy for 1 mil and make it a continuing levy for replacement of the other two 6 mil levies. The other two levies will then expire and no longer exist. Roll call taken and all council members present were in favor.

POLICE

\*Chief Dusenberry absent-No Reporting

## STREET

\*Was reported – paving has been completed on Welch, Lewis, Lincoln, School St, Arch to N. High and Compton Street.

\*Street Supervisor Rick Swiger fixed the dugout at the park. A board was pulled loose by kids in the park.

## ZONING/MAYOR'S ADMINISTRATIVE ASSISTANT

\*Heard that one permit was issued for a front porch project – Herbert resident.

## COCHRAN-SOLICITOR

\*No Reporting - Absent

## INCOME TAX ADMINISTRATOR

\***Motion made by Brandie Bourne and seconded by Nate Penrod to approve** Income Tax Administrator Donna Meek for attendance of an online tax seminar. Cost is \$350. Roll call taken and all council members present were in favor.

\*Meek distributed the revenue report for receipts from Municipal Income Tax from year 2010 thru 2023. A total of \$1,317,229.92 has been received over the last 13 years. \$76,227.68 has been received to date for year 2023.

## MAYOR

\*Mayor Gardner reported that there will be an inspection on June 20<sup>th</sup> for a proposed Street Light Replacement project. Port Washington, Tuscarawas and Newcomerstown are working together to obtain a grant for transitional improvements. Gardner indicated that paperwork for Port Washington has been completed for the proposed project.

\*Heard that Kritters Getters Company is handling a bee problem in the cemetery. Currently, there is caution tape around the tree that is housing the bees. Removal of the tree will be needed at a later date.

\***Motion made by Brandie Bourne and seconded by Nate Penrod** to contract with Kritters Getters Company for mosquito spraying for year 2023. Roll call taken and all council members present were in favor.

\*Gardner reported that five lots on N. High Extension have been sold. The new property owner will be building a new home. Once the owner has the water and sewer lines planned out by the County Water and Sewer Dept.; the village will make arrangements to construct a roadway on the property.

\*Gardner indicated that the Little League Association will be housing an ATV vehicle in the building at the park. F.O. will check with the village insurance company concerning coverage.

## JOE BOURNE

\*Bourne distributed the May Delaware Fire Dept. Report. Five calls were reported for May.

\*Bourne expressed gratitude for the volunteer fire department staff for the many hours involved in the Memorial Day Events. The fire department worked many hours on Friday, Saturday, Sunday and Monday for the Memorial Day Event. Heard that nearly 500 chicken dinners were sold.

## STEVE ADAMS

\*Adams indicated that he would like to see the Little League Association involved with the Memorial Day Events next year. Gratitude was expressed to Jim's Towing for their participation on Memorial Day.

NATE PENROD

\*Penrod inquired whether hot patch will be installed at 209 Canal. A repair is needed in that area. Street Swiger has installed some limestone, but intends to hot patch the area as well.

BRANDIE BOURNE

\*Bourne expressed appreciation for all the support of the community in making the Memorial Day Event successful. Bourne noted that Fire Chief John Bourne volunteered 40 hours over Memorial Day Weekend for the community event.

JOHN LITTLE

\*No Reporting

ED STEFFEK

\*Discussed building the base for the Tusc Love Art Project. **Motion made by Brandie Bourne and seconded by Ed Steffek** to build a base approximately 2ft x 5ft for the art project. Roll call taken and all council members present were in favor.

TREASURER'S REPORT

\* **Motion made by Brandie Bourne** and seconded by Ed Steffek to accept the May Treasurer's report with the following: \$534,168.04 General Fund, \$59,613.04 Street Construction, \$2,226.41 State Highway, \$2.38 Cemetery Fund, \$18,427.48 Permissive Vehicle Tax, \$3,012.63 Capital Project, \$0 Mayor's Court, 2,207.23Local Fiscal Recovery/ARPA Fund. With a total of all funds \$619,657.21. 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.

Meeting Adjourned.

Next meeting will be June 20, 2023 at 7:00pm.

\_\_\_\_\_  
Thomas J. Gardner, Mayor \_\_\_\_\_ Date

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Darissa R. Lute, Fiscal Officer \_\_\_\_\_ Date

