

PRESIDING OFFICER, THOMAS J. GARDNER, MAYOR

ROLL CALL:

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

ABSENT: N/A

OTHER ATTENDEES: Rick Swiger, Donna Meek, DJ Meek

VISITORS: Nancy Bourne, Pat Herbert

MOMENT OF SILENCE/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 Joe Bourne to dispense with the reading of the minutes and accept the minutes from regular meeting held June 3, 2025. Roll Call as follows: Joe Bourne yay, Steve Adams yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay.

VISITORS

*Visitor/Resident Pat Herbert – Resident Pat Herbert addressed the council concerning the mowing violations, trash issues and bee problems within the village corporation. Herbert indicated that she has a neighbor who are raising bees; however; the bee hives are close to her property and causing issues. The village does not have any type of restrictions for bee hives. Mayor Gardner informed Herbert that the village police department has been working on clean up notices, junk vehicles and mowing violations. Gardner will work with the village police department on the continued effort in enforcing the village ordinances. Herbert stated that she feels that one notice for violations should be sufficient and then they should be cited into court if they don't comply; and that these are adults who should take pride in the community.

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, Steve Adams yay, John Little yay, Ed Steffek yay, Nate Penrod yay.

POLICE

*No Reporting - Absent

STREET

*Heard that Street Supervisor Rick Swiger completed the assembly of the stands/lights for the usage at the village square during power outages. Swiger indicated that batteries and other supplies are needed. **Motion made by Brandie Bourne and seconded by Nate Penrod** to approve the purchase of batteries and all other supplies needed for the street barricades signs. Roll call taken and all council members present were in favor.

*Swiger indicated that the street light at the square/Rt. 36 is hanging a little low. ODOT needs to be contacted in order to raise the sagging lights.

SOLICITOR MARK PERLAKY

*No Reporting - Absent

INCOME TAX ADMINISTRATOR

*Income Tax Administrator Donna Meek informed council that 3 village residents will be cited into court on violation of complying with the village income tax ordinance. A total of approximately \$11,000 is owed to the village for delinquent income tax remittance.

ZONING/ADMIN ASST.

*Admin Assist. DJ Meek indicated that he and the mayor did a run through of the village for the sidewalk project which will be completed in the Spring of 2026. Many trees will be removed on Main Street. All residents that will be affected by the project were contacted.

*Heard that Mayor Gardner signed off for a \$14,000 payment to Thrasher Engineering Co. for design fees.

MAYOR

*Mayor Gardner informed council that the cemetery- board has agreed to purchase a new mower for the cemetery. No cost to the village for the purchase.

*Mayor Gardner presented and read the 3rd and final reading of Ordinance #2025-4 for passage (prohibiting the keeping of certain animals). No new information was brought to the table. See passage under the Resolutions & Ordinances section.

JOE BOURNE

*Bourne stated that a small hole has formed in the back of the Historical Society Bldg. after the paving was recently completed. Bourne indicated that this has happened in the past and the village will fill the hole with sand and grit for a temporary patch to see if anything else develops.

NATE PENROD

*Penrod stated that there are a number of trees within the village that needs trimmed back from the alleys and streets. Street Supervisor Swiger will take a few days and handle the trimming as needed.

BRANDIE BOURNE

*Bourne requested that the village pay \$20 for Patrolman Tom Casimir to complete a CPR class. **Motion made by Brandie Bourne and seconded by Joe Bourne to approve the payment of \$20 for the CPR class as requested.** Roll call taken and all council members present were in favor.

***Motion made by Brandie Bourne and seconded by Nate Penrod to increase the police dept employee wages effective June 1, 2025.** Roll call taken and all council members present were in favor. Police Chief wages will be increased to \$30.00 per hour (from \$25.00). Patrolman wages will be increased to \$28.00 per hour (from \$21.00).

STEVE ADAMS

*Adams noted that a refuse dumpster has damaged some newly paved asphalt on W. Canal Street.

JOHN LITTLE

*Discussed a recently installed carport that is located near the street. Little indicated that the zoning regulations need to be enforced to move the carport off the street. No action was taken. This issue was tabled in order to review the zoning regulations.

ED STEFFEK

*No Reporting

FISCAL OFFICER

*No Reporting

TREASURER'S REPORT

* **Motion made by Brandie Bourne** and seconded by Nate Penrod to accept the May 2025 Treasurer's report with the following: \$532,665.05 General Fund, \$ 33,684.26 Street Construction, \$660.64 State Highway, \$235.33 Cemetery Fund, \$11,260.18 Permissive Vehicle Tax, \$3012.63 Capital Project, \$0 Mayor's Court. With a total of all funds \$581,518.09. 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 July 1, 2025 at 7:00pm. Meeting Adjourned

Thomas J. Gardner, Mayor

Date

Darissa R. Lute, Fiscal Officer

Date

RESOLUTIONS & ORDINANCES

Heard the 3rd and final reading for ORDINANCE #2025-4 for prohibiting the keeping of certain animals in the Village of Port Washington.

Motion made by Brandie Bourne and seconded by Nate Penrod to pass and enact said **ORDINANCE #2025-4**. Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

Motion moved by Joe Bourne and seconded by Steve Adams approving the payment of Then and Now Purchase Order #11-2025 for Newton Asphalt for a recent paving project in the amount of \$43,100.00 on an emergency basis. **(RESOLUTION 06-2025)** Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

Motion made by Brandie Bourne and seconded by Nate Penrod to pass and enact said **RESOLUTION 06-2025**. Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

RESOLUTIONS & ORDINANCES-CONT'D

Motion moved by Brandie Bourne and seconded by Nate Penrod establishing salaries and wages for the village police dept employees effective June 1, 2025 and declaring it an emergency. **(RESOLUTION 07-2025)** Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.

Motion made by Brandie Bourne and seconded by Nate Penrod to pass and enact said **RESOLUTION 07-2025**. Roll call as follows: Joe Bourne yay, Nate Penrod yay, Brandie Bourne yay, John Little yay, Ed Steffek yay, Steve Adams yay.