

BERNIE HOVEY
Mayor

SEAN M. HOUSLEY, CPA
Clerk-Treasurer

MARK W. LIPAN
Service Director

JAMIE NORRIS
Chief of Police

ROBERT W. HEYDORN
Solicitor



SILVER LAKE VILLAGE HALL

2961 Kent Road
Silver Lake, Ohio 44224-3098

Phone 330-923-5233

POLICE
Non-Emergency 330-929-8771
Phone 330-928-7573
Fax 330-923-6965

www.villageofsilverlake.com

Monday, April 05, 2021

NOTE: Council will meet in Village Hall. Council members should not call in, nor are cell phones required. This meeting will be available to the public via Zoom. Council will be able to hear the public over the speakers.

To access this Zoom meeting follow this link

<https://zoom.us/j/2512086899?pwd=TXpQaUZCandybjh4Y3huUGgzT0dpQT09> or go to <https://zoom.us/> and click join a meeting. Type in the **Meeting ID** which is **251 208 6899** and if it prompts you to enter a **password** enter **Silver18**. If you wish to speak during the meeting type a message in the chat with your first and last name, address and what you wish to speak about.

If you do not have access to the internet you can access this meeting by dialing in using the following phone number. Enter the Meeting ID and Passcode (when prompted).

Dial-in number (US): +1 646-558-8656 **Meeting ID:** 251 208 6899 **Passcode:** 31461176

If you are dialing in and wish to speak you can be unmuted by dialing *6.

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF SILVER LAKE

7:00 p.m.

1. Roll call of Council.
2. Approval of the minutes of the March 15, 2021 Council meeting.
3. Ordinances and Resolutions:

FIRST READING:

RESOLUTION NO.: 21-2021 A RESOLUTION AWARDING A CONTRACT TO PERRIN ASPHALT COMPANY FOR THE 2021 COLD MILLING AND RESURFACING OF

VARIOUS STREETS IN THE VILLAGE OF SILVER LAKE, AND DECLARING AN EMERGENCY. (*Finance & Appropriations*)

ORDINANCE NO.: 22-2021 AN ORDINANCE TO AMEND APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF SILVER LAKE DURING THE FISCAL YEAR ENDING DECEMBER 31, 2021, AND DECLARING AN EMERGENCY. (*Finance & Appropriations*)

ORDINANCE NO.: 23-2021 AN ORDINANCE PROVIDING EXTRA COMPENSATION TO THE EMPLOYEES OF THE VILLAGE OF SILVER LAKE; AND DECLARING AN EMERGENCY. (*Personnel and Public Affairs*)

ORDINANCE NO.: 24-2021 AN ORDINANCE GRANTING A MERIT PAY INCREASE TO THE CLERK-TREASURER FOR EXCEPTIONAL EFFORT RESULTING IN SUBSTANTIAL BENEFIT TO THE VILLAGE; AND DECLARING AN EMERGENCY. (*Personnel and Public Affairs*)

RESOLUTION NO.: 25-2021 A RESOLUTION AUTHORIZING THE CLERK-TREASURER TO HIRE A PART-TIME ASSISTANT, AND DECLARING AN EMERGENCY. (*Personnel and Public Affairs*)

SECOND READING: None

THIRD READING: None

4. Comments from the audience (*3-minute maximum per person*).
5. Committee Hearings to discuss pending legislation.
 - A) Planning, Zoning & Insurance.
 - B) Finance & Appropriations.
 - C) Public Improvements.
 - D) Personnel & Public Affairs.
6. Reports of Council's Standing Committees.
7. Mayor's Report.
8. Reports of Village Officials.
9. Miscellaneous Business.
10. The next regular meeting of Council will be on **Monday, April 19, 2021 at 7:00 p.m.**

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF SILVER LAKE

Monday, March 15, 2021

7:00 p.m.

The Village of Silver Lake held a public hearing regarding Ordinance 62-2020. It began at 6:45 p.m. on Monday, March 15, 2021, at Silver Lake Village Hall, 2961 Kent Road, Silver Lake, Ohio. The meeting was made available to the public via Zoom.

The required public notice was sent to the Cuyahoga Falls News Press and posted on the bulletin board at Village Hall.

Comments from the public: None

The Village of Silver Lake Council met in regular session on Monday, March 15, 2021, at Silver Lake Village Hall, 2961 Kent Road, Silver Lake, Ohio. The meeting was made available to the public via Zoom.

With President of Council Mr. William Church presiding, the meeting was called to order at 7:00 p.m.

Mr. Church led the Pledge of Allegiance.

The following members were present and responded to roll call: Mr. Dann Nivens, Mr. Tim Nichols, Mr. Matthew Plesich, Mr. William Church, Mrs. Therese Dunphy, Mrs. Meyer and Mr. Christopher Scott.

Roll call of Council - 7 members present.

Absent – None.

Mr. Church: Were there any additions or corrections to the minutes of the March 01, Council meeting. There being no additions or corrections, the minutes were approved as submitted.

Mr. Church: Called for the reading of ordinances and resolutions by Mr. Housley and assigned the committees.

First Reading:

ORDINANCE NO.: 20-2021 AN ORDINANCE APPOINTING LORA WILMOTH TO ADMINISTRATIVE SERVICES CLERK, STEP 2, EFFECTIVE MARCH 22, 2021 AND DECLARING AN EMERGENCY. *(Personnel and Public Affairs)*

Second Reading: None.

Third Reading: None.

Fourth Reading:

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF SILVER LAKE

Monday, March 15, 2021

7:00 p.m.

ORDINANCE NO.: 62-2020 (AS AMENDED) AN ORDINANCE AMENDING THE ZONING CODE OF THE VILLAGE OF SILVER LAKE, OHIO, AT SECTIONS 1133.03 AND 1133.04 (a) AND (f) TO REGULATE THE REAR YARD SETBACKS OF LOTS ADJOINING THE SHORES OF SILVER LAKE AND CRYSTAL LAKE, BUT FOR THE EXISTENCE OF INTERVENING PROPERTY. (Planning, Zoning and Insurance)

Comments from the audience:

Mr. Stoiber brought to Council’s attention that the legislation paragraph in the agenda was incorrect and did not include the amended language. It was correct on the actual piece of legislation and will be corrected on the agenda for the record.

Tyler Six: I would like to bring up the potential golf cart legislation. My family enjoys going down to the lake. I think there is enough of us in the Village that support the measure and would really appreciate Council getting something together before our summer season starts.

PLANNING, ZONING AND INSURANCE – Mr. Nichols
ORDINANCE NO.: 62-2020

Mr. Nichols: We have discussed this as much as we need to, so I am going to bring this out.

Roll call to adopt the legislation: Yes 7 No 0

FINANCE AND APPROPRIATIONS COMMITTEE - Mrs. Dunphy

The statement of cash position for March 1, 2021 was discussed and accepted as distributed.

The payment of claims for March 10, 2021 was discussed and accepted as distributed.

Mrs. Dunphy: What are the traffic citations for \$1,658?

Chief Norris: It is the traffic ticket itself that was changed by the State of Ohio starting July 1st.

PERSONNEL AND PUBLIC AFFAIRS – Mrs. Meyer
ORDINANCE NO.: 20-2021

Mrs. Meyer: What was Lora making before and why are we doing step 2.

Mr. Housley: She was making about \$15 and the reason we are doing step 2 is because she is taking all she did for me and is going to continue doing that along with planning and zoning. I have revised the job description for my assistant for reduced hours and work.

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF SILVER LAKE

Monday, March 15, 2021

7:00 p.m.

Mr. Nivens: If she is continuing the same work with the new position then we do not need to post the part time position.

Mr. Housley: Let me correct my statement. She is not taking 100% of the things she did for me. Until we find a replacement, she will be doing everything she did for me. When I get my replacement, they will be dealing with Council and Income tax items.

Mr. Nivens: What are we paying RITA for?

Mr. Housley: RITA is a third-party administrator and they still need our instruction. We instruct them to send delinquent filer letters, to subpoena non-filers. We also determine the taxpayers that get turned over to the prosecutor's office.

Mr. Nivens: In the Mayor's State of the Village, he stated that we outsourced the billing?

Mr. Housley: There is still the logistics of producing a bill digitally. We send that to a third party that prints the bills and mails them.

Mr. Nivens: What are we going to save per account?

Mr. Housley: I would have to get the exact numbers.

Mr. Nivens: Who is this taking the work load off?

Mr. Housley: On the day we produce the bill for the thousand households, it was a 3-person process for about half a day, just to tear the bills apart and get them to the post office. It was about 8-10 hours' worth of work that they shared on that day.

Mrs. Dunphy: What are we paying for that?

Mr. Housley: I will have to get those amounts pulled together for you.

Mrs. Meyer: What was the decision of step 1 to step 2.

Mayor Hovey: With her moving into the Administrative Services Clerk position she has more responsibility and more work to do. Also, the outsourcing of the water bills does not mean that Suzanne has nothing to do. She has been so overloaded, and this will give her more time to catch up and do what she really needs to do.

Mr. Lipan: With the water bills, the only thing we outsourced was them printing the bills and sending them out.

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF SILVER LAKE

Monday, March 15, 2021

7:00 p.m.

Mr. Church: I want you to keep in mind that we just lost a very valuable employee who is going somewhere that will be paying her more money. Whatever this Council can do to retain our employees I think we should strongly consider.

Mr. Heydorn: Planning is an incredibly busy Commission. It is so important because they form what is built around here and all the improvements. Suzanne for years has been the guru and has taken a lot of this work on. By taking this on she is doing more than a normal clerk would be doing. This also involves a certain degree of legal knowledge and knowledge about the Village. She will be trained by both Suzanne and myself. It is very different from any other job in the office.

Mr. Nivens: Last year we lost one person in the service department, two from the police department and Marsha. We need to sit down and look at where we are at. We need to pay these people wages that are going to be retentive to keep them here.

Roll call to suspend the rules:	Yes	7	No	0
Roll call to adopt the legislation:	Yes	7	No	0

REPORTS OF VILLAGE OFFICIALS

Mayor Hovey: I cannot tell you enough how much work Sean put into the sewer bill. They adjusted our bill, and we got a \$9,000 credit. He is a very valuable member of our staff. Thanks to him we are not responsible for over \$265,000 in sewer charges that Summit County said that we owed. I also want to mention regarding how much we are paying employees, we are always going to be in that situation. We are not competitive to the point where we would be able to keep people here forever. When you look at Marsha and see that she is leaving and will be doing much less and making more, I do think when we come around to working on the budget again, we need to look again at our pay scale. They do realize that there are benefits to working in the Village and if we can get their pay up just a little bit more that would help to keep them.

Mr. Robert Heydorn, Village Solicitor: No report.

Chief Jamie Norris: We had the weather siren serviced. The electric disconnects for both sirens were in bad shape. Our officers were vaccinated last week.

Mr. Mark Lipan, Service Director: We had a water break the other day on Silver Lake Blvd. It was the second one within a year in that area. For the next meeting, I am going to be bringing legislation for the sewer line that goes between Harriett and Silverview. Price tag for that is \$20,000. That includes 2 manholes. The problem with that sewer is, there is a lot of separation in it and the roots are getting in. Last time it cost me \$2,000 just to clean that out and they recommend I do that every year. I will also be bringing the legislation for the asphalt. The bids will be due the 22nd.

Mr. Church: What are the dates for the leaf and branch pick-up?

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF SILVER LAKE**Monday, March 15, 2021****7:00 p.m.**

Mr. Lipan: April 5th through May 2nd.

Mr. Sean Housley, Clerk-Treasurer: Congress passed the American Rescue Plan allocating Covid-19 pandemic relief. The Ohio Municipal League (OML) disbursed a spreadsheet to local governments where they identified our potentially eligible Covid-related revenues. They have not come out with the final details on how to interpret these guidelines but on the surface, even though we are estimated to have \$490,000 potentially available to us, I do not know if that will be something, we will receive this year. One point I want to make about the sewer bill is, we paid the entire November bill and did not challenge it. We were billed \$18,000 and I included it in my analysis, and they brought it down to \$12,000. There was a \$6,000 reduction, for a city like Cuyahoga Falls that is probably 10 times us. In 2018 our actual sewage treatment costs were \$294,000, and in 2019 it was \$259,000. Our monthly average for 2019 was \$21,500 and we budget for \$25,000. In 2020 our actual costs were \$262,000 and the monthly average was \$22,000. When I took what our true balance would have been in 2020, using the corrected numbers released by the county, and multiply that by 34%, we are looking at approximately an increase in costs of \$46,000 over what we actually spent last year. That would be \$3.82 per household, which is lower than what I discussed last month. What I would like to do is give this another 30 days or so and continue to take a look at the bills. I do not believe every component of the bill is going up by 34%, I think the base cost is. Sometime in the next 4-6 weeks I should be able to give you more clarity on what the actual increase per household will be. I want to point out, on the financial report that I prepared, when you look at the regulatory basis report page 2 lets you know what the net change in cash was for the year. It says positive \$428,000 for last year. The enterprise funds were another \$154,000. I want to point out that Akron and Summit County are behind in the billing so half of that has to do with October, November, and December. It is probably \$75,000 in bills that were not paid. I looked back 3 years and collectively over the past 3 years we are up approximately \$156,738.

Miscellaneous Business

Mr. Church: There is a discussion of the replacement of the Assistant to the Clerk-Treasurer. Is there any discussion left on that?

Mrs. Meyer: You posted a job on March 8th on the website, and it is different from what you are asking tonight. It says 32 hours but tonight you said 24 hours.

Mr. Housley: Yes, I am reducing it. I will have Kim put up the updated job description.

Mr. Church: Next we have the Mayor's bonus proposal.

Mayor Hovey: I would like to correct the language on that. It is not the Mayor's proposal; the employees came up with it and this is the one I chose to submit.

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF SILVER LAKE**Monday, March 15, 2021****7:00 p.m.**

There was much discussion on what type of bonus should be given to the employees and it was decided that they will not be looking into forward looking pandemic pay or retroactive pandemic pay. It will be a one-time payment to employees when the legislation gets passed. Full-time employees will receive \$1500 and part-time employees will receive \$1000. Employees that have been here for 60 days get the full bonus and those here less than 60 days get half of the bonus.

Mayor Hovey asked if the employees could have the option of spreading the payment out over a number of pay periods so that it could be pensionable?

Council agreed to give the employees the employees this option to spread the payment over a number of pay periods.

Mr. Heydorn: The procedure will be, I will draw up legislation and put it on first reading. If you decide to make changes or put it on more than one reading, that is fine.

Mrs. Dunphy: We have had a lot of talk about the exemplary job that Sean has done for us with this sewer bill issue, and I think it would be nice if we recognized the effort he has done and the hundreds of thousands of dollars he has saved us, I would like to suggest a merit bonus.

Mr. Church: What are your thoughts on the golf cart issue? I personally support it and would be willing to sponsor legislation.

Mr. Nivens: I would support it as well.

Mr. Plesich: I want to support this, but I do not know if it is feasible in the Village. I think we need to hear from a lot more residents. There is a lot more to it. Our Village includes areas that are outside the 25-mph zone that would be almost excluded from usage.

Chief Norris: I did some research and looked at different communities that had legalized golf carts. One of the pieces of legislation I saw that was a little stricter was the Village of Strasburg in Tuscarawas County. They have a similar sized Village and similar situations with main throughfares. They do not allow the golf carts on the main throughfares, they only allow them to cross at the intersection. I think if you are going to draft legislation, it needs to be specific with the safety concerns. I also think these golf carts will need to be inspected properly.

Mrs. Dunphy: I do not want to create safety hazards on the main roads with teenagers driving the golf carts. I would still like to hear how we make sure that as a golf cart is driving to and from the lake, how will we handle parking? There are a lot of issues that we need to address such as car seats and young children, who can drive them, what ages and qualifications?

Mr. Scott: I would hate to see an accident with a golf cart with a bunch of kids hanging on it.

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF SILVER LAKE

Monday, March 15, 2021

7:00 p.m.

Mrs. Dunphy: I think it would be helpful if we had the legislation in front of us and knew that it was a discussion item so that we are all prepared to voice our concerns.

Mr. Plesich: For the legislation we need a lot of parameters that we have not really nailed down.

Mr. Church: I am suggesting that we get some legislation so that we can put it to rest one way or the other.

Mr. Heydorn: I think you should all have a copy of the Strasburg legislation as well as a copy of the Ohio Revised Code section that applies to this. It specifies what you have to have in it and what is optional. You have to figure in the streets that are considered throughfares and speed limits that are applicable to those streets.

Mrs. Dunphy moved that Council enter into executive session at 8:35 pm to discuss compensation for a Village employee. Mr. Plesich seconded the motion and all Council members voted yes.

Council exited executive session at 8:45 pm.

There being no further questions or comments, Council adjourned at 8:45 p.m., until the next regular meeting of Council on Monday, April 05, 2021, at 7:00 p.m.

APPROVED:

William M. Church, President of Council

ATTEST:

Sean M. Housley, CPA
Clerk-Treasurer

prepared by: Lora Wilmoth, Assistant to the Clerk-Treasurer

RESOLUTION NO.: 21-2021

VILLAGE OF SILVER LAKE

INTRODUCED BY: The Administration

A RESOLUTION AWARDING A CONTRACT TO PERRIN ASPHALT FOR THE 2021 COLD MILLING AND RESURFACING OF VARIOUS STREETS IN THE VILLAGE OF SILVER LAKE, AND DECLARING AN EMERGENCY.

WHEREAS, the Council of the Village of Silver Lake, after due deliberation and upon the recommendation of the Village Service Director, has determined the lowest and best bidder.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Silver Lake, County of Summit, State of Ohio:

Section 1. That the bid of Perrin Asphalt is hereby declared to be the lowest and best for the 2021 Cold Milling and Resurfacing Project of various Village streets for the following unit prices: \$1.00 per square yard for Grinding; \$64.00 per ton for Asphalt Concrete No. 448, Type I – Surface Course; \$72.00 per ton for Asphalt Concrete No. 448 Type 1 – Intermediate Course; and \$2.00 per gallon for No. 407 tack coat material and labor.

Section 2. That Perrin Asphalt is hereby awarded the contract for the 2021 Cold Milling and Resurfacing Project of various streets in the Village in accordance with the unit prices itemized in Section 1, above at a total cost not to exceed \$164,320.

Section 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. That this Resolution is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, convenience and welfare of the Village of Silver Lake and the inhabitants thereof, for the reason that it is immediately necessary to proceed with the Cold Milling and Resurfacing program in order to secure the bid, and provided it receives the necessary affirmative votes as required by the Village Charter, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise it shall take effect and be in force at the earliest period allowed by law.

PASSED:

William M. Church, President of Council

RESOLUTION NO.: 21-2021

APPROVED:

Bernie Hovey, Mayor

APPROVED AS TO FORM:

Robert W. Heydorn, Solicitor

ATTEST:

Sean M. Housley, CPA, Clerk-Treasurer

Silver Lake, Ohio _____
I, hereby certify that Resolution or Ordinance
No. _____ was published by title or
in full in the local newspaper, or designated
by Council resolution on the date or dates of
_____.

Clerk of Council

CERTIFICATE OF THE FISCAL OFFICER
I hereby certify that the amount of money
required to meet the Village's obligations under
this contract has been lawfully appropriated and
it is in the treasury or in the process of
collection to the credit of an appropriate fund
free from any previous encumbrance.

Clerk-Treasurer Date

Handout for Discussion

NO.: 21-2021

- Bid Tabulation Sheet

BID TABULATION SHEET

Please print and complete this form. Keep it with your records until the contract has been awarded. Once the contract has been officially awarded, check mark which company was awarded the contract for the project and send or fax a copy to the Wage and Hour Division at 614-728-8639.

Contracting Public Authority: **Village of Silver Lake**

Project Name: **2021 Cold Milling and Resurfacing**

Project No. _____ Bid Date: **3-22-2021** Estimate: _____

Contract Description: General HVAC Electrical Plumbing Asbestos Other _____

Awarded To (check)	List of the Bidding Contractors	Total Bid Amount
	Karvo Companies, Inc	\$ 175,344.00
	Chagrin Valley Paving, Inc.	\$ 193,700.00
	*Perrin Asphalt	\$ 164,320.00
	Barbicas Paving LLC	\$ 177,320.00
	Cardinal Asphalt	\$ 164,520.00
	Honyak Paving, Inc.	\$ 181,844.00
	Carron Asphalt Paving, Inc.	\$ 193,440.00
	Northstar Asphalt, Inc.	\$ 189,800.00

Submitted By	
Print Name: Mark Lipan	Title: Service Director
Telephone No.: 330-923-5233	FAX: _____
Signature: _____	Date: _____

**VILLAGE OF SILVER LAKE
INTRODUCED BY: The Administration**

AN ORDINANCE TO AMEND APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF SILVER LAKE DURING THE FISCAL YEAR ENDING DECEMBER 31, 2021 AND DECLARING AN EMERGENCY.

WHEREAS, increased appropriations are requested for CARES Act related costs (\$6,350.88), sewer lining between Harriet and Silverview (\$20,020), Utility Trust Deposit refunds (\$12,000) and return of a performance bond to EnergyHarbor, FKA: FirstEnergy Solutions (\$13,456); and

WHEREAS, these appropriation changes are summarized as follows:

FUND	Description	Current Appropriations	Proposed Appropriations	Difference
B03	Local Coronavirus Relief Fund	\$0.00	\$6,350.88	\$6,350.88
E02	Sewer Fund	\$817,976.00	\$837,996.00	\$20,020.00
E08	Utility Trust Deposits	\$9,000.00	\$21,000.00	\$12,000.00
G05	Performance Bond Fund	\$0.00	\$13,456.00	\$13,456.00
Total Appropriations		\$4,380,393.00	\$4,432,219.88	\$51,826.88

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Silver Lake, County of Summit and State of Ohio:

Section 1. The annual appropriations Ordinance No.: 54-2020 be, and the same is, hereby amended to appropriate the following sums as follows for the fiscal year ending December 31, 2021:

LOCAL CORONAVIRUS RELIEF FUND:		
Personal Services:		\$4,238.05
Other		\$2,112.83
NEW TOTAL CORONAVIRUS RELIEF FUND:		\$6,350.88
SEWER FUND:		
MAINTENANCE & SUPPLY		
Capital Outlay		\$20,020.00
NEW TOTAL SEWER FUND		\$837,996.00
UTILITY TRUST DEPOSITS FUND:		
Deposits Refunded		\$12,000.00
NEW TOTAL UTILITY TRUST DEPOSITS FUND		\$21,000.00
PERFORMANCE BOND FUND:		
Other Expenditures		13,456.00
NEW TOTAL PERFORMANCE BOND FUND		\$13,456.00
GRAND TOTAL APPROPRIATIONS - ALL FUNDS		\$4,432,219.88

Section 2. That the Village Clerk-Treasurer is authorized to make expenditures upon presentation of proper vouchers therefore and in accordance with applicable law.

Section 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of the Council; and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, convenience and welfare of the Village of Silver Lake and the inhabitants thereof, for the reason that it is immediately necessary to make appropriations for current expenditures, and provided it receives the necessary affirmative votes as required by the Village Charter, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise it shall take effect and be in force at the earliest period allowed by law.

PASSED:

William Church, President of Council

APPROVED:

Bernie Hovey, Mayor

APPROVED AS TO FORM:

Robert W. Heydorn, Solicitor

ATTEST:

Sean M. Housley, CPA, Clerk-Treasurer

Silver Lake, Ohio _____

I, hereby certify that Resolution or Ordinance No. _____ was published by title or in full in the local newspaper, or designated by Council resolution on the date or dates of _____.

Clerk of Council

Handout for Discussion
NO.: 22-2021

- Proposal, Sewer Lining

Sean Housley

From: Mark Lipan
Sent: Tuesday, March 16, 2021 8:07 AM
To: Sean Housley
Cc: Bernie Hovey; Mark Lipan
Subject: legislation
Attachments: 20-211_silverlake_rehab-20201118.pdf

Sean, I will need legislation on April 5th for sewer lining between Harriet Rd. and Silverview Dr. Approximately 260 lf of 10in pipe will be lined and two manholes will be rehabbed.
United survey Inc. cost \$20,020.00

Stay safe and stay healthy.

Sincerely,
Mark W. Lipan
Service Director



2961 Kent Rd.
Silver Lake, Oh. 44224
330-923-5233 O

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Please consider the environment before printing this email.

PROPOSAL



United Survey Inc.

25145 Broadway Ave

Oakwood Village, OH 44146

Contact: Jeff Eaton

Phone: 440-439-7250

Fax: 440-439-7255

Quote To: Mark W. Lipan
Service Director
Village of Silver Lake, OH 44224
Phone: 330-923-5233
Cell:
Email: mlipan@villageofsilverlake.com

Job Name: Harriet Rd. and Silverview Rd. CIPP

Date of Quote:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	10 " Felt Tube 6 mm	260.00	LF	47.00	12,220.00
2	MH Rehab, 48" Dia	2.00	EA	3,900.00	7,800.00

GRAND TOTAL

20,020.00

NOTES:

EXCLUSIONS

Any and all Excavation

Site Work, Matting, Clearing and Restoration

Fees and Permits

QUALIFICATIONS

Access to any and all structures and points of entry required by United Survey to perform work to be provided by others

Hydrant access within 1 mile of job site

ORDINANCE NO.: 23-2021

VILLAGE OF SILVER LAKE

INTRODUCED BY: Council

AN ORDINANCE PROVIDING EXTRA COMPENSATION TO THE EMPLOYEES OF THE VILLAGE OF SILVER LAKE; AND DECLARING AN EMERGENCY.

WHEREAS, Village employees, working for the Village during the Coronavirus Pandemic, deserve extra compensation in the form of a bonus, in an amount and by the method specified herein.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Silver Lake, County of Summit, State of Ohio, that:

Section 1. That all full-time Village employees, as defined by the Village Code and Salary Ordinances, shall be paid the sum of \$1,500 as a lumpsum bonus, unless such employee opts for the payout described in paragraph 4 below, as of the effective date of this Ordinance, with the exception of the Clerk-Treasurer, if the employee has been on the employment roles of the Village for sixty days as of such date.

Section 2. That all Village employees not of full-time status, shall be paid the sum of \$1,000 as a lumpsum bonus, unless such employee opts for the payout described in paragraph 4 below, as of the effective date of this Ordinance, if the employee has been on the employment roles of the Village for 60 days of such date.

Section 3. That all employees described above, who have not been on the employment role of the Village for 60 days as of the effective date of this Ordinance, but are on the Village employment roles on the effective date of this ordinance shall be paid one-half the applicable bonus for such employee, based upon full-time or other than full-time status.

Section 4. That the employees may opt to receive such payment in the form of a lumpsum bonus or to be paid as a merit raise for a defined period only, applied to their regular hours only (not overtime) totaling 1,440 hours for the pay period beginning March 28, 2021 and ending December 4, 2021, and payable retroactively.

Section 5. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of public peace, health, safety, convenience and welfare of the Village of Silver Lake and the inhabitants thereof, for the reason that fair compensation for Village employees during these extraordinary times will contribute to employee morale, provided it receives the necessary affirmative votes as required by the Village Charter, it shall take effect and

ORDINANCE NO.: 23-2021

be in force immediately upon its passage and approval by the Mayor; otherwise it shall take effect and be in force at the earliest period allowed by law.

PASSED:

William M. Church, President of Council

APPROVED:

Bernie Hovey, Mayor

APPROVED AS TO FORM:

Robert W. Heydorn, Solicitor

ATTEST:

Sean M. Housley, CPA, Clerk-Treasurer

Silver Lake, Ohio _____
I, hereby certify that Resolution or Ordinance
No. _____ was published by title or
in full in the local newspaper, or designated
by Council resolution on the date or dates of
_____.

Clerk of Council

ORDINANCE NO.: 24-2021

VILLAGE OF SILVER LAKE

INTRODUCED BY: Council

AN ORDINANCE GRANTING A MERIT PAY INCREASE TO THE CLERK-TREASURER FOR EXCEPTIONAL EFFORT RESULTING IN SUBSTANTIAL BENEFIT TO THE VILLAGE; AND DECLARING AN EMERGENCY.

WHEREAS, the Clerk-Treasurer demonstrated exceptional effort and ability resulting in substantial savings to the Village by eliminating unwarranted charges to the Village Sewer Fund by other governmental units related to the Mud Brook Sewer System, and;

WHEREAS, the Clerk-Treasurer therefore deserves a merit raise for a defined period as specified herein, and;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Silver Lake, County of Summit, State of Ohio, that:

Section 1. That the Clerk-Treasurer shall be paid a merit raise of \$4,500 payable hourly at \$3.1250 per hour for the defined pay period only beginning March 28, 2021 and ending December 4, 2021, encompassing 1,440 hours and payable retroactively.

Section 2. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of public peace, health, safety, convenience and welfare of the Village of Silver Lake and the inhabitants thereof, for the reason that extraordinary services to the Village should be rewarded promptly, provided it receives the necessary affirmative votes as required by the Village Charter, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise it shall take effect and be in force at the earliest period allowed by law.

PASSED:

William M. Church, President of Council

APPROVED:

Bernie Hovey, Mayor

APPROVED AS TO FORM:

Robert W. Heydorn, Solicitor

ATTEST:

Sean M. Housley, CPA, Clerk-Treasurer

ORDINANCE NO.: 24-2021

Silver Lake, Ohio _____
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by Council resolution on the date or dates of
_____.

Clerk of Council

RESOLUTION NO.: 25-2021

VILLAGE OF SILVER LAKE

INTRODUCED BY: The Administration

A RESOLUTION AUTHORIZING THE CLERK-TREASURER TO HIRE A PART-TIME ASSISTANT, AND DECLARING AN EMERGENCY.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Silver Lake, County of Summit and State of Ohio:

Section 1. That the Clerk-Treasurer be, and hereby is, authorized and directed to employ Kathryn Kleinhans as a part-time assistant who shall be under his supervision to assist the Clerk-Treasurer in various clerical and secretarial functions to be determined by the Clerk-Treasurer.

Section 2. That the Clerk-Treasurer's assistant may perform part-time duties limited by the amounts appropriated.

Section 3: That any and all parts of Village ordinances or resolutions in conflict herewith are hereby repealed; but if consistent herewith are hereby ratified and affirmed.

Section 4. That the Clerk-Treasurer's assistant shall be paid in accordance with the pay range and procedures specified in the Annual Salary Ordinance, and subject to subsequent appropriations.

Section 5. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 6. That this Resolution is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, convenience and welfare of the Village of Silver Lake and the inhabitants thereof, for the reason that the efficient administration of Village operations should not be delayed, and provided it receives the necessary affirmative votes as required by the passage and approval by the Mayor; otherwise it shall take effect and be in force at the earliest period allowed by law.

PASSED:

William M. Church, President of Council

RESOLUTION NO.: 25-2021

APPROVED:

Bernie Hovey, Mayor

APPROVED AS TO FORM:

Robert W. Heydorn, Solicitor

ATTEST:

Sean M. Housley, CPA
Clerk-Treasurer

Silver Lake, Ohio _____
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_____.

Clerk of Council

Handout for Discussion

NO.: 25-2021

- Kathryn Kleinhans graduated Kent State in 2020 with a Major in Political Science and Minor in Spanish.
- Following is her Resume

Kathryn Kleinhans

Greater Cleveland Area,
Ohio

katkleinhans@outlook.com

in/kathryn-kleinhans

Experience

Intern, Outcomes and Evaluation Department, League of Women Voters

Jan. 2020 - May 2020

- Analyzed state and local data to produce national reports using Microsoft Word and Excel.
- Reviewed membership and diversity, equity and inclusion program.
- Evaluated infographic software packages for organization's use.

Bilingual Phone Interviewer, Sociology Department, Kent State University

Apr. 2019 – Dec. 2019

- Collected information from bilingual communities to create dataset.
- Consistently exceeded productivity goals using Qualtrics and WinCati software.

Bookseller, Barnes & Noble College

Aug. 2018 – May 2020

- Managed orders and stock of textbooks and merchandise.
- Led store in sales of featured product.
- Aided customers with in-store and phone transactions.
- Assisted with inventory and stocking procedures.

Intern, Women's Center, Kent State University

Aug. 2018 – Dec. 2018

- Quadrupled size of sole campus food pantry.
- Created pantry inventory system.
- Launched year-long drive for donations.
- Oversaw volunteers in reorganizing campus women's career closet.
- Prepared for and served at community outreach events.
- Participated consistently in international Days for Girls charity project.

Note-taker, Kent State University

Aug. 2016 – Dec. 2017

- Took real-time notes for multiple classes.
- Uploaded notes on bi-weekly basis for differently abled students.

Education

Bachelor of Arts in Political Science with Spanish minor, Kent State University

May 9, 2020

- Summa Cum Laude
- Phi Beta Kappa, Alpha Lambda Delta, Golden Key Society
- Inaugural recipient of Leadership, Excellence, Academic Achievement, Dedication, and Student Success Award
- Chosen for elite study-away program, the Washington Program in National Issues
- 2 summers of full-immersion language study in Spain
- Courses in intercultural communication, conflict management, student leader training, and community organizing