

**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 1<sup>st</sup>.

**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 22<sup>nd</sup>.

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 5<sup>th</sup> through May 2<sup>nd</sup>.

**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 8<sup>th</sup> 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 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.

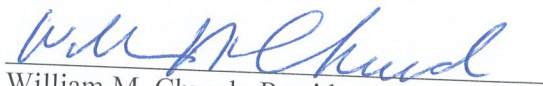
Mr. Heydorn: I think you should all have a copy of the Strasburg legislation as well as a copy of the Ohio Revised Code section that applies to this. It specifies what you have to have in it and what is optional. You have to figure in the streets that are considered throughfares and speed limits that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

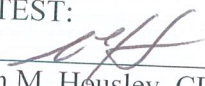
Council exited executive session at 8:45 pm.

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