

**REGULAR MEETING MINUTES**  
**Village of Put-in-Bay Council**  
**Tuesday, October 3<sup>rd</sup>, 2023**  
**9:00 AM Village Town Hall**

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**Mayor Called Meeting to Order at 9:02 am**

**Roll: Stephens; present, Koehler; present, Market; present, Cox; present, Biery; present via zoom, Cerny; present.**

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**Agenda Additions:**

1. Servepro invoice for the PD: \$62,055.09
2. Scott Sneller accrued time payout for sick time, comp, and vacation; per resignation.

Motion to approve additional items to the agenda:

Cox moved to approve the items to be added to the agenda, Cerny second.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Market moved to add the SRO approval to the agenda. Will act after executive session. Second by Cox.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

**ORDINANCES:**

**ORD: 1414-23                      BOND ANTICIPATION NOTES 2023                      INTRO/EMERG**  
**MARKET MOVED TO INTRODUCE THE ORDINANCE.**

**MARKET MOVED OT TREAT THE ORDINANCE AS AN EMERGENCY. COX SECOND.**

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

**MARKET MOVED OT WAIVE THE THREE-READING RULE. SECOND BY COX.**

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

**MARKET MOVED FOR THE ORDINANCE TO GO INTO EFFECT IMMEDIATELY. STEPHENS SECOND.**

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

**ACTION OF COUNCIL NEEDED:**

Market moved for the bills to be paid in October. Second by Cox.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

August 2023 Financial Reports (including All Purchase Orders, Appropriations, Supplemental Appropriations, and Mayor's Court, Utility Credits). **\*Will be ready for 10-10-2023 Regular Meeting**

Market moved to approve the Minutes from September 5<sup>th</sup> and 12<sup>th</sup> Regular Meeting, and September 21<sup>st</sup>, 2023 Special Meeting. Second by Stephens.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Cox moved to approve the Roetzel invoices: \$16,818.19 for August Legal Fees and Services. Second by Koehler.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Cox moved to approve the D.R. Ebel invoice in the amount of \$4,396.36 for new police department vehicle computer and mount/accessories. Second by Market.  
Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Market moved to approve the Intrensic Invoice \$6,825.00 for body cameras. Second by Cox.  
Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

**Letter the Sheriff's Department:**

Market lead discussion on the letter draft. Letter will be sent to propose a monetary amount for the Village Police Department to take over patrolling the township from November 1<sup>st</sup>, 2023 to April 2024. Amount is \$133,650.00.  
Cerny approved the proposal, amount, and time period for sub-contracting, and to enter negotiations with the Ottawa County Sheriff's department. Second by Cox.  
Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

**Springtime fishermen parking issues:**

Mayor and Stephens lead discussion on a letter drafted to local businesses encouraging them to engage in parking solutions during the spring time for Fishermen and their trucks/trailers.  
Mayor stated letter may not be ready yet, but will need to move forward and not wait until the last Minutes to find a solution.  
Discussion took place on when meters are bagged around the park.  
  
Market moved to move forward with looking for solutions for springtime parking issues. Second by Cox.  
Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

**Amended Items:**

Servepro invoice:  
Cox moved to approve the invoice for Servepro in the amount of \$62,055.09. Second by Market.

Village Administrator stated original invoice was for \$62,055.09. Servepro issued a new invoice with a lesser total of \$48,745.00

Cox and Market both rescind their first and second motions.

Market moved to table until 10/10/2023. Second by Cox.  
Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Scott Sneller accrued time payout per resignation.:  
Will act after executive session.

Market moved to approve the Expenditures for Elevated Tank Project to come out of Fund 5102, Water Impact Fees until OWDA/OPWC starts disbursements. Second by Cox.  
Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Market moved to approve the GameTime Invoice: \$5,359.71; playground part repair due to storm damage; to come out of Fund 2044 Community Playground. Second by Stephens.  
Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Cerny moved to approve the Petrarca Landcare Invoice \$4,600.00 for park tree removal and cleanup due to storm. Second by Stephens.  
Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Market moved to approve the Auditor of State Invoice: \$8,569.00 for auditor fees as of Oct 1<sup>st</sup>, 2023. Second by Koehler.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Market moved to approve the WWTP/WTP intern for the winter at \$15/hour, with less than 30 hours/week. Second by Cerny.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Market moved to approve the Fuel Storage tank/pump \$5000.00 (village admin notes). Second by Stephens.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

### **PUBLIC PARTICIPATION:**

1. Bob Gatewood; Toledo Avenue.

Issues with E.S Wagner and dust issues. Asked council if any progress has been made in negotiating a better way to eliminate dust on the roads when the trucks are coming and going in and out of the plant. Dust is detrimental to the health of the residents that live directly across from the batch plant. The Village Administrator spoke with the EPA and they came out to investigate the claim made. They found no excessive dust on the roads.; and the superintendent of the plant stated they are doing everything by the book to prevent excessive dust.

Bob requested the date of the EPA visit, and if it coincided with the dates after the huge storm that caused flooding and washed away the dust.

Cox suggested looking at the approval dates council gave the plant to operate, and potentially not renewing the approval until dust issues are resolved.

Suggested ways that the town and people of the community can help with regulating the reckless behavior on golf carts. Private reporting can be done if someone sees illegal behavior on carts.

2. Ed Fitzgerald; Catawba Ave.

Rebuttal to Bob Gatewood ideas of reporting bad behavior on golf carts; would be up to the business and the member of the community to get together to discuss. Companies do not go through safety procedures before renting out the carts; too busy in the summer during peak rental times.

Village should consider abandoning the Alley behind the Forge, Brewery, Reel Bar and Depot. Cox will research and bring up to planning commission.

### **COUNCIL BUSINESS:**

Cerny: Still working with the communications vendors on bundling service for a lesser cost.

Cox: The Round House Bar celebrated 150 years of business on the island. There should be a proclamation drafted for the longevity of the business's operation.

### **DEPARTMENTS:**

#### **Chief of Police:**

Radios will be shipped 10/13/2023. IN house training for Lexipol will cost \$547.20/year. This will include OPOTA training and also CPT training.

#### **Administrator: (See Report)**

End of October through the end of the year is free dockage on A and C. The propane project is active; should be finished by the end of October. Shore Villas and Ibis petitions were all picked up and returned. They were turned in to legal and engineer for their review. Will be submitted for council action at next meeting.

**Fiscal Officer:**

1. Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official;
2. Business Licenses addition to application – checkmark for tax status

**LEGAL COUNSEL:**

Request for Executive Session for pending and imminent litigation

**MAYOR REPORT:**

Mayor passed out land use map. Will need reviewed and approval for whatever changes need to be made.

Allocated parking spots given to businesses for their customer parking needs to be reviewed.

Businesses are using those allocated spots to store and rent out golf carts. Asked if council would Approve someone to come in and go through all of the zoning approvals for the businesses in the Village to see how many spots were originally given; then to go and survey what the sports are being used for.

Cox: questioned why the village should be financially responsible for the missue of spots that the business should be held accountable for.

Lengthy discussion took place on how this could be accomplished.

Cerny will schedule a Rules and Ordinance Committee Meeting to further discuss.

Meeting will take place on Monday, October 9<sup>th</sup>, 2023 at 9:00 am; for the discussion of the Regulation of delivery trucks on Delaware and allocated parking spots for Village Businesses.

**Executive Session:**

Market moved for council to enter Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official; and for the discussion of pending and imminent litigation; and for the sale of property.

Second by Cerny.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Council entered Executive Session at 10:10 am.

Cox moved to exit executive session. Second by Market.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Council exit at 11:15 am.

Market moved to approve the SRO contract with the Put-in-Bay school. Second by Cerny.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Council agreed that there should be an affirmative statement made at the bottom of the Business License Application that states they are unaware of any arrears for State and Locally collected Taxes. Legal will look at language.

Stephens moved to approve Scott Sneller sick time, vacation time, and compensatory time Payout for the amount of \$2,907.41 Before Taxes. Second by Market.

Roll: Stephens; yes, Koehler; yes, Market; yes, Cox; yes, Cerny; yes.

Fiscal officer will process the payout and present council with the amended amount after taxes at the November meeting.

**PENDING ITEMS:**

Longevity pay

Cox moved to adjourn the meeting, Second by Market.

Roll: Voice Vote; all yes. Meeting adjourned at 11:17 am.

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Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest:

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Approved:

*Council may enter Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official; and for the discussion of pending and imminent litigation; and for the sale of property.  
Council may enter Executive Session for any items listed in R.C. 121.22*