**Minutes of the Regular Council Meeting**

**August 21, 2023**

Mayor Shelton called the meeting to order. The August Council Meeting was held in the RG Cribbet Recreation Center – Community Room. Those present were Robert Ernst, Donald Kessel, Sharon Lally Jeanne Perkins and Russell Riffle. Christine Renik was absent.

**Reading of the Bills and Bank Reconciliation**

Mayor Shelton asked for the reading of the bills and bank reconciliation. Ms. Lally stated that the bills had been paid and bank statement had been reconciled for the month of July 2023. Mr. Riffle made a motion to approve the bills and bank reconciliation, and seconded by Mr. Kessel. All members present voted Aye.

**Reading of the Minutes**

Mayor Shelton asked for a motion to approve the minutes from the July 24, 2023 Regular Council meeting. Ms. Lally made a motion to approve the minutes, seconded by Mr. Ernst. All members present voted Aye. The July minutes were approved.

**Communications**

None.

**Committee Reports**

The Parks Committee will meet Tuesday, August 29th.

**Mayor’s Monthly Report**

$5,866.00 was received in Mayors Court fines, forfeitures and fees for the month of
July 2023. Mayor Shelton asked for a motion to approve the Mayor’s Monthly Report. Mr. Riffle made a motion to accept the Mayor’s Monthly Report, seconded by Mr. Kessel. All present voted Aye. The Mayor’s monthly report has been approved.

**Administrator’s Report**

**Municipal Parking Lot**: Prus completed the main paving on Monday, 8/21. They still need to do some edge/crack sealing and minor repair work.

Ordinance No. 16-2023 under New Business is for change orders related to the project. At the ECC meeting, we had one change order in hand, but the ordinance has three (3) change orders attached for a total of $11,350.00.

The change orders are for additional work needed for the sump pump, installation of bollards near the maintenance driveway, an additional catch basin, change in grade/elevation near the rec building and a manhole casting.

**Residential Street Project**: RA Miller has indicated that Jurgenson, the subcontractor doing paving work on the streets project may be able to finish Hawthorne and Elder the week of 8/22. We are supposed to get contacted when they get a better sense of their schedule.

**Bike Trail**: Ford Development contacted Ms. Kaminer last week to inform her that JK Meurer, their asphalt sub for the bike trail will be back in a week to a week and a half to adjust the manholes on the trail. That will complete that project once those manholes are adjusted.

**Police Chief Report**

The Department is working on rolling out the Payroll module of GBS Filebound to other departments in the Village. The Police cruisers need to have updated computers installed. The cost to the Village will be $2,500 each, for a total cost $12,500. This will be added to the 2024 Appropriations Budget in December. The Police Department will participate in the first day of school opening ceremony on 8/23 at the elementary school. Patrol Officer Nathan Staggs represented the Fairfax Police Department at this year’s National Night Out.

**Fire Chief Report**

There were 27 calls for service in July for Fairfax. No significant events during the month. Chief Siefke mentioned that the annual Chili Cookoff will be held on Saturday, October 7th. The Department will also do an extraction demo at the cookoff. Chief Siefke also thanked Joe Huskey and his maintenance crew for assisting the Fire Department in taking down and removing a tree by the firehouse.

**New Business:**

**Ordinance 16-2023**

Ordinance 16-2023 Authorizing the Village Administrator to Execute Change Orders for the 2023 Municipal Parking Lot Reconstruction Project and Declaring an Emergency. Mayor Shelton asked for a motion to suspend the three readings. Ms. Lally made a motion to suspend the three readings, seconded by Mr. Riffle. Mayor Shelton asked for a motion to adopt the Ordinance. Mr. Kessel made a motion to adopt the Ordinance, seconded by Ms. Lally. All present voted Aye.

**Resolution R12-2023**

Resolution R11-2023 Authorizing the Drawing of Warrants in Payment of Amounts Due Upon Contracts or Orders for Three Thousand Dollars or More Pursuant to a “Then and Now” Certificate, in Conformance with Revised Code Section 5705.41 (D) (1). Mayor Shelton asked for a motion to adopt the Resolution. Mr. Riffle made a motion to adopt the Resolution, seconded by Ms. Lally. All present voted Aye.

**Old Business:**

**None**

**Council Discussion:**

Mr. Riffle asked Ms. Kaminer to follow-up on the wood and logs that are down by the maintenance building / pole barn on Southern Ave. Still waiting on Altafiber to do final hook up to pool building. Library box is still in progress.

**Five minutes for audience questions/comments:**

**None**

**ADJOURN:**

Mayor Shelton requested a motion to adjourn.

Motion to Adjourn: Mr. Riffle

Motion was seconded: Ms. Lally

All present voted Aye.

The meeting was adjourned.

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Carson Shelton, Mayor Robert Doppes, Fiscal Officer