

COUNCIL MEETING MINUTES (DRAFT)  
VILLAGE OF TIMBERLAKE

**Tuesday, December 19, 2023**

**Regular Council Meeting 6:30 PM**

Meeting began at 6:30 PM with the pledge of allegiance, and the Mayor's opening prayer.

Mayor John Marra presiding.

**Roll Call of Council Members Present and Motion to Excuse:**

Cindy Hardwick, Jerry Joyce, Margaret Joyce, Ryan Konrad, Nancy Marra, and Kevin Thompson.

**Personnel in Attendance:**

James O'Leary	Solicitor
John H. Roskos	Fiscal Officer
Susan Scofield	Chief of Police

**Public Comment, Good & Welfare:**

- **Debbie King, 43 East Shore Blvd.**
  - Said she heard a rumor about outsourcing the Timberlake Police Department
    - Mayor Marra says this is not true; Mr. Thompson said that he has not heard this rumor.
    - There was related discussion about this and about another rumor regarding switching our dispatch to Eastlake.

**Reading & Disposition of the Minutes:**

- a. Regular Council Meeting, November 21, 2023 – Mr. Joyce made a motion approve the minutes of the November 2023 Regular Council Meeting.

Mrs. Marra seconded the motion. Roll call: all were in favor of approving the minutes.

**Executive Session to Discuss the Compensation of a Public Official or Employee**

Mr. Joyce made a motion to adjourn to Executive Session to Discuss the

Compensation of a Public Official or Employee. Mrs. Marra seconded the motion; all were in favor of adjourning to Executive Session at 6:37 PM.

Mr. Konrad made a motion to return to Regular Session Mrs. Joyce seconded the motion to return to Regular Session; all were in favor of returning to Regular Session at 6:58 PM.

## **Adjournment to Executive Session to Discuss Pending Litigation**

Mrs. Joyce made a motion to adjourn to Executive Session to Discuss Pending Litigation. Mr. Thompson seconded the motion; all were in favor of adjourning to Executive Session at 6:59 PM.

Mr. Joyce made a motion to return to Regular Session; Mr. Konrad seconded the motion to return to Regular Session. All were in favor of returning to Regular Session at 7:19 PM.

## **Legislation:**

### **a. Resolution No. 2023-33 (3rd Reading)**

A Resolution approving the Permanent Appropriations Funds for the Village of Timberlake, Ohio for the Year 2024 and declaring an emergency.

Mr. Joyce made a motion to approve Resolution No. 2023-33: Mrs. Joyce seconded the motion; roll call- all were in favor of Resolution No. 2023-33.

### **b. Resolution No. 2023-34 (3rd Reading)**

A Resolution authorizing the Fiscal Officer to transfer forty thousand dollars (\$40,000.00) from the General Fund (1000) as follows: twenty-thousand (\$20,000.00) to the Police Cruiser Capital Fund (4901) and twenty-thousand (\$20,000.00) to the Village Hall Capital Fund (4903) for the current Fiscal Year 2023, and declaring an emergency.

Mr. Joyce made a motion to approve Resolution No. 2023-34: Mrs. Marra seconded the motion; Mr. Joyce inquired as to the reason for the emergency clause. Mr. O'Leary indicated this is to ensure the Resolution goes into effect as soon as possible.

Roll call- all were in favor of Resolution No. 2023-34.

### **c. Resolution No. 2023-35 (3rd Reading)**

A resolution authorizing the Fiscal Officer to transfer forty-three thousand dollars (\$43,000.00) from the General Fund (1000) to the Paving Improvement OPWC Debt Service Fund (3902) for the Fiscal Year 2024, and declaring an emergency.

Mrs. Marra made a motion to approve Resolution No. 2023-35: Mr. Thompson seconded the motion; roll call- all were in favor of Resolution No. 2023-35.

### **d. Resolution No. 2023-40 (Rules Suspended)**

A Resolution amending the permanent appropriations funds for the Village of Timberlake, Ohio for the Year 2023, and declaring an emergency.

Mrs. Marra made a motion to suspend the three reading rule; Mrs. Joyce seconded the motion to suspend the three reading rule. Roll call: all were in favor of suspending the rules.

Mrs. Marra made a motion to approve Resolution No. 2023-40: Mr. Joyce seconded the motion; the Fiscal Officer indicated that the purpose of this Resolution is to allow him to move funds from Other Expenses in Police, Village Hall, and Service to Wages and Benefits (if necessary) to ensure there is enough money for the last payroll of the year. These would come from various line items included in Other Expenses.

**Roll call- all were in favor of Resolution No. 2023-40.**

e. Resolution No. 2023-41 (Rules Suspended)

A Resolution authorizing the Mayor and Fiscal Officer to enter into an agreement with Love Insurance Agency to provide for the continuation of property and casualty insurance coverage for Village Property, and declaring an emergency.

Mr. Joyce made a motion to suspend the three reading rule; Mrs. Marra seconded the motion to suspend the three reading rule. Roll call: all were in favor of suspending the rules.

Mrs. Marra made a motion to approve Resolution No. 2023-41: Mrs. Joyce seconded the motion; the premium went up by about \$1,500 or 10% due mostly to increased litigation costs, and the insurance claim from August Storm Damage.

**Roll call- all were in favor of Resolution No. 2023-4.**

f. Ordinance No. 10-2023 (3rd Reading)

An Ordinance amending wages and salaries for the employees of the Village of Timberlake, Ohio and declaring an emergency.

Mr. Joyce made a motion to approve Ordinance No. 10-2023 with amendments: Mr. Konrad seconded the motion; Mr. Joyce indicated the following amendments- pay rates will stay at 2023 levels. He then went through each Section and line item and indicated the reversion to the 2023 pay rate, with the exception of the Fiscal Officer's pay, which is currently linked to ORC 507.09

**Roll call- all were in favor of Ordinance No. 10-2023 with the proposed amendments.**

g. Ordinance No. 11-2023 (Rules Suspended)

An Ordinance amending the Village of Timberlake's Income Tax Ordinance pursuant to changes approved in House Bill 33.

Mr. Joyce made a motion to suspend the three reading rule; Mrs. Hardwick seconded the motion to suspend the three reading rule. Roll call: all were in favor of suspending the rules.

Mr. Joyce made a motion to approve Ordinance No. 11-2023; Mr. Thompson seconded the motion; Mr. Joyce asked what will be changed. The Fiscal Officer provided more details on the changes from a summary provided by RITA.

*Editor's note- the document summarized can be found at <https://www.ritaohio.com/TaxLawUpdates/Home/HB33Update>*

Roll call- all were in favor of Ordinance No. 11-2023.

## **Reports:**

### **d. Fiscal Officer: Monthly Financials:**

General Fund- ending balance through November, 2023 is \$385,049.99. Month to date revenue was \$27,593.05 vs expenditures of \$44,494.66 for a net decline for the month of **\$-16,901.61**. Expenditures were **\$15,505.34** less than anticipated; this was due to lower than estimated expenses, primarily in areas such as Annual Legal/Ordinance updates, Worker's Compensation, Trees, and Personnel.

General Fund Revenue through November, 2023 is **\$213** less than last year. Revenues in November were approximately **\$3,907** less than estimated, due to lower than anticipated Income Tax Revenues.

At this time, based on current estimated spending rates and revenue , we estimate a surplus for the General Fund this year of around \$29,805.71; this includes the additions of \$20,000 each to the Village Hall and Police Cruiser Capital Funds.

Other Significant Fund Activity and Misc: The City of Eastlake finally billed us for the last two winters of salt usage at a cost of \$2,405.64; this was paid for out of our SCMR Fund (2011); additionally, we paid our second semiannual payment of \$20,493.50 for our Street Improvement Bonds out of Fund 3902. These funds originated from a transfer from our General Fund at the beginning of Fiscal Year 2023. Finally, there were \$500 in refunds issued from the 9901 Hall Rental Security Deposit Refund Fund in November.

Mr. Konrad inquired as to when the next property valuation is being completed by the Auditor; it is coming up soon. He also asked whether the Village would be able to reduce taxes, if the property values increased significantly. The Fiscal Officer indicated the reevaluation would have a small impact on property tax revenues, since we would only benefit from inside millage. The increase in revenues would be from \$5,000 to \$7,000 on the high side.

### **a. Mayor:**

- The old service department truck was auctioned off for \$5,500; was purchased by someone from the Toledo area.
- Yard Waste pick-up is done for the year; however, Republic will pick up Christmas Trees after the Holiday.
- Hasn't been much snow this year to plow yet.

**b. Solicitor:**

- Nothing additional to report

**c. Council Members:**

**Cynthia Hardwick**

- Luminaries will be set-up on Sunday, Christmas Eve at 10:00 AM
  - Additional related discussion transpired.

**Ryan Konrad**

- Speed Radar sign from ODOT is operational on Lake Shore Blvd.
  - Service installed; had to work through some technical kinks. Now is fully operational on battery power.
- Order has been placed for permanent sign with NOPEC Grant.
  - Will not receive until the New Year
  - Is solar powered and mobile.
- Mr. Roediger's catch basin has been fixed; has been moved up by 8 inches. He is happy with the repair.
- Speed sign does seem to be helping
  - Additional related discussion; new sign will have capability for data management
  - Asked Council to keep an eye out for grants.

**Jerry Joyce**

- Thanked Mr. Konrad for work on the Speed Sign
  - Additional discussion related to the Speed Sign; is a great reminder to people (to slow down)
- Holiday lighting around the Village looks great.
- Looking forward to Holiday luminaries this year
  - Mary Beth Germano is calling residents to remind them to light luminaries that will be placed in public areas.

**Margaret Joyce**

- Received a letter from NOPEC regarding the Community Grant for 2024
  - She will give to the Fiscal Officer, who normally completes.
- Went through the Village Directory to find numbers of people on Lake Shore Blvd she has been unable to contact regarding potential Sidewalk Project
  - Will wait till next year to call these residents
- Mr. Konrad provided an update on the status of the grant regarding sidewalks
  - ODOT would like more information; suggests crosswalks and bike trails
  - Mr. Konrad let ODOT know that it would be difficult to have trails due to lack of space.
  - Will talk with ODOT further in January

**Nancy Marra**

- Thanked the Village Club for hosting a great Christmas Party; thanked various members of the Village Club including Cynthia Hardwick, Kim Widdersheim and others
  - About 40 people attended the Party
- There have been less complaints about people feeding animals in Village
- Noted that there appear to be a couple people advertising home-based businesses
  - There may be an Ordinance on the books regarding this,
- Wished everyone a Merry Christmas and Happy New Year!

**Kevin Thompson**

- Nothing to report on trees
- Christmas Party was nice
- Wished everyone a Merry Christmas!
- Provided an update on the tree situation at 3 East Shore Blvd (Elizabeth Waters' residence)
  - Mr. O'Leary sent a letter to the neighbor regarding the tree on his property; the neighbor has complied and the tree has been taken down.

**e. Police Chief- Monthly Report-**

- Mayor Marra presented the monthly report: there was 1 911 call, 1 accident, 2 administrative referrals, 4 responses to alarms, 5 requests for assistance, 1 civil complaint, 1 court appearance, 44 community policing events, 4 disturbances, 31 house checks, 1 call for information, 12 investigations, 1 parking violation, 1 suspicious circumstance, and 1 welfare check for a total of 110 Events.

**f. Zoning/Property Maintenance-**

- Gary Gray was not here; there was nothing to report.

**Purchases & Approvals:****a. A motion to approve the November, 2023 Financial Reports-**

Mr. Joyce made a motion to approve the November, 2023 Financial Reports. Mr. Konrad seconded the motion; roll call, all were in favor of approving the monthly financial reports.

**Public Comment and Questions** (may be directed at the Mayor or Council members only; reserved for follow-up questions on topics discussed at today's meeting):

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- Debbie King, 43 East Shore Blvd.
  - Can we clarify to residents how to contact the Police Department?
    - Mrs. Marra noted that residents should call 911 for emergencies, for non-emergency, please call dispatch number (1-440-354-3434) so it can be logged and Police Department can follow-up.

- Can we put a notice in Times about leaf pick-up being done for the season?
  - There are piles in some yards; Mrs. Marra said residents with complaints can contact Council and they will follow-up.
- Inquired about the missing street sign at Keewaydin and Waban and when a replacement will be put up
  - Sign has been put together according to the Mayor; just needs to go up.

**Editor's Note:** for additional details and discussion, please see our You Tube Page link for this meeting: <https://www.youtube.com/watch?v=KCOsQdNucgE>

### **Adjournment**

Mr. Joyce made a motion to adjourn the meeting. Mr. Konrad seconded the motion. Roll call: all were in favor. Meeting adjourned at 8:06 PM.

Called by: Mayor

Posted

**There will be an organizational meeting on January 1 at 11:00 AM. Our next regular meeting is Tuesday, January 16, 2024 at 6:30 PM.**

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**Fiscal Officer, John H. Roskos**

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**Mayor, John Marra**