

## RECORD OF PROCEEDINGS

Minutes of

Regular

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held

Tuesday, October 8, 2024

The Pandora Village Council met in Regular Session on Tuesday, October 8, 2024, at 7:00 PM at the Municipal Building, with Mayor, Jeremy Liechty, presiding.

Members Present: Burkholder, Eisenbach, Dettrow, Fricke, Braidic, Gray  
Members Absent: None

Also in attendance: Chief, Scott Stant/Village Administrator, Rick Morrison/Fiscal Officer, Kimberly Reese/Solicitor, Scott Basinger.

Guests Present: Nancy Hovest, Luke & Kayla Warnecke, Wendie Swary, Kelly Ward.

The meeting was opened with the Pledge of Allegiance.

Motion was made by Mr. Gray, seconded by Mrs. Braidic, to approve the September 24, 2024 Minutes. Voting: All Yea.

Kelly Ward-Director of the Putnam County Library, along with Wendie Swary and Kayla Warnecke, were present to discuss with Council an opportunity to move the Pandora library branch to the Hilty Faithful Foundation building, formerly the Hilty Memorial Home. Currently the village and township split the rent and utilities 50/50 for the library branch, so approval from both would be needed. According to representatives, the main benefits of changing locations would be; easy access for the school and day care and access to a meeting room and yard to hold extra events. They also stated that repairs have been slow by the current landlord and that some improvements to the space have been done by the Friends of the Library group that were not reimbursed by the landlord. Rent and utility costs have not yet been provided which will need to be known before the village/township can make a decision on changing locations. Nancy Hovest expressed concern with moving the location from Main Street.

Motion was made by Mr. Burkholder, seconded by Mr. Eisenbach, to approve the bills as presented; non-payroll of \$34,030.92 and payroll of \$25,417.18 for a total of \$59,448.10. Voting: All Yea.

Motion was made by Ms. Dettrow, seconded by Mr. Fricke, to approve the Fund Summary, Bank Reconciliation and Bank Balance Reports for September, 2024. Voting: All Yea.

Motion was made by Mr. Burkholder, seconded by Mrs. Braidic, to approve the Revenue and Appropriation Summary Reports for September, 2024. Voting: All Yea.

Council reviewed five water Forgiveness Request Forms which listed five residents requesting a one-time calendar year forgiveness on their September bills due to undetected water leaks. Motion was made by Mr. Gray, seconded by Ms. Dettrow, to approve said requests. Voting: All Yea.

Water Tower Replacement Project: Council reviewed the Certificate of Substantial Completion which reduced the operational run-in period from 45 days to 30 days, listed the date of substantial completion as September 25, 2024, and included Punch List #1, which listed items to be completed/corrected prior to final closeout of the base bid contract. Motion was made by Ms. Dettrow, seconded by Mr. Fricke, to authorize Mayor Liechty to execute said Certificate of Substantial Completion. Voting: All Yea.

Water Tower Replacement Project: Council reviewed Change Order #6, to extend the base bid contract final completion date by 75 days to December 15, 2024 for coordination with local utility companies. Contract price adjustment \$0.00. Motion was made by Ms. Dettrow, seconded by Mr. Gray, to approve said change order. Voting: All Yea.

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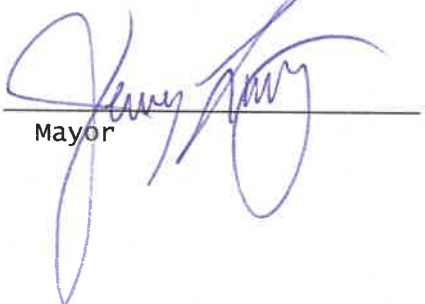
Tuesday, October 8, 2024

Fiscal Officer, Kimberly Reese, presented to Council the following items: (1) Reviewed with Council the village's share of past township fire expenses and revenues collected from the village's fire levy. The township has requested that the village purchase 2 fire suits at a cost of \$4,400 each as they currently have 10 suits that need to be updated. There are not funds available in the Fire Levy Fund to cover the full cost of these suits as the levy money received is used to pay the village's half of all fire expenses each year. It was the consensus of Council to pay for two fire suits from the Income Tax Fund. (2) Medical Mutual has raised the employee medical deductibles from \$3,000 to \$3,500 individual and from \$6,000 to \$7,000 family. This was a result of the IRS increasing the minimum deductible based upon an inflation factor, to maintain a qualified high deductible status, which then allows for HSA contributions.

Village Administrator, Rick Morrison, presented the following report; (1) when valves were being exercised, the valve at South Jefferson Street by Walnut Street broke. This valve is still under warranty so the parts for repair will be covered. (2) The EPA required service line inventory is due by October 16, 2024. Have been spending a lot of time on this and will be able to meet this deadline. (3) Koenig Equipment will be providing a mower demo tomorrow. (4) The correlating equipment was delivered last Thursday and they provided a demo. (5) Reached out to wards regarding the manholes on State Route 12, have not heard back from them. (6) Fiber optic lines are being installed for TSC and while marking out the water/sewer utilities for the OUPS ticket, we found a water main break that we were unaware of.

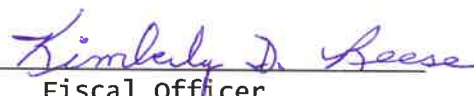
With no further business to discuss, the meeting was adjourned upon a motion by Mr. Gray, seconded by Mr. Burkholder. Voting: All Yea.

SIGNED:



Mayor

SIGNED:



Fiscal Officer