

RECORD OF PROCEEDINGS

Minutes of

Regular

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held

Tuesday, January 14, 2025

The Pandora Village Council met in Regular Session on Tuesday, January 14, 2025, at 7:00 PM at the Municipal Building, with Council President, Rick Fricke, presiding.

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

Also in attendance: Village Administrator, Rick Morrison/Fiscal Officer, Kimberly Reese

Guests Present: Nancy Hovest, Scott Meyer, Library Representatives/Supporters, P-G Recreation Committee Representatives, Zach Buckland, Evan Schroeder, Matt Gillett and Judge Schierloh.

The meeting was opened with the Pledge of Allegiance.

Motion was made by Mr. Gray, seconded by Ms. Dettrow, to nominate Mr. Fricke as Council President. Motion was made by Mr. Burkholder, seconded by Mr. Gray, for nominations to cease. Voting: All Yea. Mr. Fricke elected Council President for 2025.

Motion was made by Ms. Dettrow, seconded by Mr. Eisenbach, to approve the December 10, 2024 Minutes. Voting: Burkholder-Nay; Eisenbach-Yea; Dettrow-Yea; Braidic-Yea; Gray-Yea.

Motion was made by Ms. Dettrow, seconded by Mr. Gray, to approve the bills as presented; 12/7/24-12/31/24 non-payroll of \$133,602.04 and payroll of \$23,021.06 for a total of \$156,623.10. Bills 1/1/25-1/10/25 non-payroll \$9,187.03 and payroll of \$17,367.64 for a total of \$26,554.67. Voting: All Yea.

Discussion continued on the potential relocation of the library from Main Street to the Hilty Faithful Foundation building. Nancy Stauffer, Fiscal Officer, for the Putnam County District Library was present to represent the Library Board and several residents and library employees were present to show their support in relocating the library. Owners of the Hilty Faithful Foundation building, Zach Buckland and Evan Schroeder were also present and presented to Council an amended floor plan for the potential library space, as well as a revised annual rental cost of \$14,382, a 21% increase from the new 2025 annual rent of \$11,880 on the current space. Utility costs were also discussed as to how those would be calculated as well as the term of a potential lease agreement. The Township Trustees and Council will review and discuss the presented information and will plan on a decision being made at the next Council meeting on January 28th.

Eric Deken with the Pandora-Gilboa Recreation Committee discussed with Council their request to make a change to Diamond 1 at the park. The mound at this diamond is built up for pitching. They want to scrape the mound back off and re-grade so that 7th and 8th grade girls softball can be played on this diamond. If this is done, then all age groups will be able to play under the lights. It was discussed that in previous years there was a lot of time and money donated by Keith Sunderhaus to get the fields in the shape they are now. A meeting will be set with the P-G Recreation Committee, Buildings and Grounds Committee, Rick Morrison, Keith Sunderhaus and Mayor Liechty to discuss further.

Judge Schierloh was present to observe the meeting and find out what is going on in the community.

Matt Gillett, owner of Smokestacks Traditional BBQ, was present to discuss with Council any regulations regarding food trucks within the village and if it would be permissible for him to have his food truck in the stone lot on Main Street every other Thursday evening during the summer. He would like to be able to set up tables and chairs, string up lights, set up corn hole and possibly have live music. It was the consensus of Council to approve his request.

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Motion was made by Mr. Eisenbach, seconded by Mrs. Braidic, to approve the Fund Summary, Bank Reconciliation and Bank Balance Reports for December, 2024. Voting: All Yea.

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

Council discussed the new library lease for the current location and due to the presentation of the new information related to the potential new space, any decision on said lease was postponed until the next meeting. Motion was made by Mr. Burkholder, seconded by Mr. Gray, to authorize the Fiscal Officer to pay the monthly rent for the current space in the amount of \$890.00. Voting: All Yea.

Council reviewed the Fire Agreement with the Riley Township Trustees for the three year period January 1, 2025 - December 31, 2027. Motion was made by Mr. Burkholder, seconded by Ms. Dettrow, to approve said agreement. Voting: All Yea. Fiscal Officer Reese will forward to the Township Trustees for their review, approval and execution.

Volunteer Fire Department expenses were reviewed from July 1, 2024 - December 31, 2024. The village's share of these expenses is \$16,565.61. Motion was made by Ms. Dettrow, seconded by Mr. Eisenbach, to approve said expenses. Voting: All Yea.

Motion was made by Mr. Burkholder, seconded by Ms. Dettrow, to approve the current credit card statement in the amount of \$867.79. Voting: All Yea.

Council reviewed the water Forgiveness Request Form which listed three residents requesting a one-time calendar year forgiveness of their November (1) December (2) bills due to undetected water leaks. Motion was made by Mr. Eisenbach, seconded by Mr. Gray, to approve said requests. Voting: All Yea.

Fiscal Officer, Kimberly Reese, presented to Council for review, a chart of current water and sewer rates and new rates that reflect the annual 1.5% increase to water, .75% increase to sewer, and 3% increase to storm water rates effective with the January, 2025 billing (SEE ATTACHED). Mr. Burkholder made a motion to suspend the increase in 2025, which the Ordinance allows for if it is determined that there is a significant surplus, seconded by Mr. Eisenbach. Voting: Burkholder-Yea; Eisenbach-Yea; Dettrow-Nay; Braidic-Nay; Gray-Nay. Motion was made by Mr. Gray, seconded by Ms. Dettrow, to proceed with the annual increase effective with the January, 2025 billing. Voting: Burkholder-Nay; Eisenbach-Yea; Dettrow-Yea; Braidic-Yea; Gray-Yea.

Water Tower Replacement Project:

1. Council reviewed the Contractor's Application for Payment No. 15, in the amount of \$137,852.95. Motion was made by Ms. Dettrow, seconded by Mr. Gray, to approve payment of said application. Voting: All Yea.
2. Council reviewed Change Order 7, to adjust the contract price amount to account for the differences from plan quantities to the actual installed quantities which is a decrease in the amount of \$76,368.83. Also to add costs to excavate, place #411 aggregate & compact drive from Basinger Road to new Water Tower Asphalt Drive at a cost increase of \$10,809.53 and a deduction of \$2,000 for a uninstalled 8" Gate Valve. Total contract price adjustment is a decrease of \$67,559.30. Motion was made by Ms. Dettrow, seconded by Mr. Eisenbach, to approve said change order. Voting: All Yea.
3. Council reviewed Bockrath & Associates invoice for December, 2024 services in the amount of \$6,472.50. Motion was made by Ms.

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Dettrow, seconded by Mr. Eisenbach, to approve the invoice for payment through grant funds. Voting: All Yea.

- 4. Council reviewed an invoice from Global Electric, Inc. in the amount of \$54,205.56 for required deposits to order a generator and 3 new high service pumps for the water plant. Due to the lengthy lead time to order this equipment, it was requested that the village pay this invoice now from the village's water fund, so that the equipment can be ordered. The village will be reimbursed later from grant funds. Motion was made by Mr. Gray, seconded by Mr. Burkholder, to authorize the Fiscal Officer to pay said invoice now from the village's water fund. Voting: All Yea.
- 5. Council discussed the remaining balance of liquidated damages in the amount of \$34,275.22 still being held due to the contractor not meeting the substantial completion date. Village expenses incurred were from the time period of 7/1/24-9/26/24. Original amount that was held was \$87,000. Village expenses paid and reimbursed for this time period were \$52,724.78. Motion was made by Mr. Eisenbach, seconded by Ms. Dettrow, to release the remaining funds in the amount of \$34,275.22 to Phoenix Fabricators and Erectors, Inc. Voting: All Yea.
- 6. The village will be receiving from grant funds \$57,381.82 which is a reimbursement for engineering services from March-November, 2024 that were previously paid from the village's water fund.

Village Administrator, Rick Morrison, presented the following report; (1) Moody's have provided a quote in the amount of \$3,375 for preventative maintenance on well 1 & 3. (2) There was a water main break in the alley behind the Methodist Church that has been repaired. (3) Phoenix Fabricators have completed the insulation work at the water tower. They will be back to finish the paint touch up when the weather is warmer.

Motion was made by Mr. Burkholder, seconded by Ms. Dettrow, to contribute \$2,000 to each full time employee's HSA account with one or more years of employment and \$1,333.36 to two employees with 8 months of employment.

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

SIGNED:

Mayor

SIGNED:

Fiscal Officer

Annual Rate Increases
Water-1.5% , Sewer-.75%, Storm Water-3%

	WATER RATES	EFFECTIVE 1/2024 BILLING
2024	INSIDE CORP LIMITS	OUTSIDE CORP LIMITS
Base Rate	\$19.39 per month	\$38.78 per month
First 50,000 gals/mo	\$8.89 per 1,000 gals or part thereof	\$11.86 per 1,000 gals or part thereof
Next 50,000 gals/mo	\$5.34 per 1,000 gals or part thereof	\$5.34 per 1,000 gals or part thereof
All over 100,000 gals/mo	\$2.68 per 1,000 gals or part thereof	\$2.68 per 1,000 gals or part thereof
2024	SEWER RATES	EFFECTIVE 1/2024 BILLING
Base Rate	\$16.10 per month	
First 10,000 gals of water used per mo	\$6.75 per 1,000 gals	
All over 10,000 gals of water used per mo	\$4.48 per 1,000 gals	
Unmetered water users per mo	\$46.72	
2024	STORM WATER RATES	EFFECTIVE 8/2024 BILLING
Base Rate	\$3.00 per month	
2025	WATER RATES	EFFECTIVE 1/2025 BILLING
	INSIDE CORP LIMITS	OUTSIDE CORP LIMITS
Base Rate	\$19.68 per month	\$39.36 per month
First 50,000 gals/mo	\$9.02 per 1,000 gals or part thereof	\$12.04 per 1,000 gals or part thereof
Next 50,000 gals/mo	\$5.42 per 1,000 gals or part thereof	\$5.42 per 1,000 gals or part thereof
All over 100,000 gals/mo	\$2.72 per 1,000 gals or part thereof	\$2.72 per 1,000 gals or part thereof
2025	SEWER RATES	EFFECTIVE 1/2025 BILLING
Base Rate	\$16.22 per month	
First 10,000 gals of water used per mo	\$6.80 per 1,000 gals	
All over 10,000 gals of water used per mo	\$4.51 per 1,000 gals	
Unmetered water users per mo	\$47.07	
2025	STORM WATER RATES	EFFECTIVE 1/2025 BILLING
Base Rate	\$3.09 per month	