



Meeting Agenda

Date: 3/12/2026

Location: Village Hall, Council Room

Type of Meeting/ Purpose (Regular, Special, Emergency): Property Personnel & Finance- Regular Meeting

Members Present: DJ Youngblood (Chair), Mark Hammer (Remote attendance via Zoom), Mayor Terry Lindeman

Members Absent: _____

Staff/ Officials Present: Christina Mambourg (Village Admin), Tim Smith, Harold Rozak

1. Call to Order

- Motion & Time Called to Order: _____
- Introduction of Guests (if any): _____

2. Guest Comments & Presentations

- Scheduled Guests/Presentation Topics:
- _____
- _____

3. Staff Reports

- Insert any new proposals, community feedback, or committee concerns:
 - Standing Item: _____
 - _____
 - _____

4. Administrator Report

- Insert any new proposals, community feedback, or committee concerns:
 - Standing Item- Budget Utilization: TBA in Mtg (Cap Ex & General).
 - _____

5. Old Business

- **Insert any progress on prior proposals, community feedback, committee concerns, motions etc.:**
- **Attach. Minutes from 2/11/26 were approved/denied (circle one) on 3/12/26, __ ayes, __ neighs, __ abstain for: _____.**
- **Attach. Streets Committee request to fund gazebo parking lot paving in 2026 budget. Parks Board has also approved.:** Village Admin present quotes. Request motion to recommend Council approval and contract accordingly.
- **Attach. Basement waterproofing:** Jetted, blockage due to crushed pipe. Village Admin present quotes.
- **Attach. New IT Vendor:** 9.64 Law implementation; rolling out MFA and Cybersecurity Training. Network Assessment Completed, Village Admin review. Anticipate Legislation via Emergency April 15 Council.
- **Attach. Flag poles:** Request motion to accept quote to purchase with Capital Expenditures budget in 2026, usable life is 5 years.
- **Safety Program**
 - PERRP support for trainings: Awaiting response.
- **Criminal Penalty Code Review: COMPLETE**
 - Upon further review, determined Ethnic Intimidation code is consistent with ORC (2927.12), OHIO LEGISLATIVE SERVICE COMMISSION DOCUMENT #227370

- Motion to Recommend Council Approve Civil Penalties be included in the Codes as written.
Note: Safety Commission motioned to recommend 2.18.26.
- **TABLED: New Street Garage:** Surveying of the existing site continues. Preliminary design work for new site is being coordinated with electrical, mechanical, and structural engineers. Expected designs in March.
- **TABLED: Columns at V Hall:** Scheduling repair for April 26’.
- **TABLED: Pay Study:** Preparing, anticipated April 26 PPF Meeting.
- **TABLED: Informational, we are coming to term on Liability Insurance, Coverage:** Village Admin is researching providers to present options to PPF. At latest, bid in Aug., award in Sep. and contract in Oct.

6. New Business

- **Insert any new proposals, community feedback, committee concerns, motions etc.:**
- *Attach. Motion to Recommend Council Approve hire of Parks part time temporary personnel.*
Note: Parks Commission motioned to recommend 3.10.26. Streets motion to recommend anticipated.
- *Attach. ITB Template for Prevailing Wage:* Report Solicitor feedback. Request motion to recommend to Council as recommended (addressing trade secrets/ confidential information) by Solicitor for acceptance.
- *Attach. Village Administrator recommends personnel policy revision to impose check reissuance fee.* Operational need due to repeat occurrences. Provided language to Solicitor. Request recommendation to Council for approval as written.
- *Attach. Village Administrator recommends personnel policy revision to provide employee raises become effective at the beginning of the pay period in which the employee’s hire anniversary date occurs. Proposed effective date: January 1, 2027.* Operational efficiency measure for payroll processing. Provided language to Solicitor. Request recommendation to Council for approval as written.
- *Attach. Village Administrator recommends a motion to Council to approve, as written, the processing and classification of Summer Recreation Program helpers as volunteers receiving stipends rather than employees.* While the Village’s current practices are legally compliant, this clarification aligns the program with the structure used by many municipalities and clearly establishes that these roles are not operational employee positions. Provided language to Solicitor. Request recommendation to Council for approval as written.
- *Attach. Village Prioritization.* Will distribute where possible to BCCs and bring remainder to PPF. Will resume annual 1:1 with each Council member.

7. Public Comment

- Open floor for any members of the public who wish to speak (time limit may be applied as needed):
- _____
- _____

8. Adjournment

- **Confirm next meeting date & time: 4/9/2026 6PM**
- Motioned By / Second By / Vote:
