

# **VILLAGE OF SUGAR GROVE**

**Mayor Tyson Nye**

101 Bridge St ~ PO Box 7 ~ Sugar Grove ~ OH ~ 43155 ~ P:740.746.8406 ~ F:740.746.9190

## **VILLAGE COUNCIL - MINUTES**

Rescheduled from March 19, 2024 to March 27, 2024, 7:00P.M.

**Committee Members** - Tabitha Deeds, Kendall Leland, Chad Lester, Robin Sanborn, Gerald Selby, Jay Solenbarger, Tyson Nye

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- **Call to Order** - Hon. Tyson Nye, Mayor called meeting to order at 7:00PM
  - **Pledge of Allegiance** - **Moment of Silence**
  - **Roll Call** Ms.Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes

### **Village Officials Present**

Fiscal Officer Sarah Haley

### **Members of the Public (sign in sheet)**

Shad Goodwin, Josh Preece, Beth Lockard, Chris Gorby, Isaiah Smith

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- **Administrative**

1. **Approval of Council Agenda - March 27, 2024**

- a. Ms. Deeds motions to approve, **WITHOUT** changes, Mr. Lester seconds.
- b. **Discussion**

2. **Roll Call** Ms.Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes

Mayor Nye declares the motion passes 6-0

3. **Approval of Minutes - February 19, 2024**

- a. Mr. Solenbarger motions to approve, **WITHOUT** changes.  
Mr. Selby seconds.
  - b. **Discussion**
  - c. **Roll Call** Ms.Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes  
Mayor Nye declares motion passes 6-0
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- **Public Participation**

- Chris Gorby - Inquired about the status of the sewer project
  - Final surveying and special assessments are still being completed

- Isaiah Smith - discussed the need for funds to be given to the batting cages being built, estimated cost \$7-10,000.00

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- **Police Department Report** (report provided by Chief T Swinehart)

SEE ATTACHED

Discussion

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- **Finance** (presented by Sarah Haley, Fiscal Officer) - request for executive session

- Ms. Sanborn moves to go into executive session. Mr. Solenbarger seconds the motion. Executive session begins at 7:44pm.

- **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes,  
Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes

Mayor Nye declares motion passes 6 - 0.

- Discussion about former fiscal officer, former assistant clerk,  
outstanding invoices, status of audit

Mr. Lester moves to end executive session and return to the public forum.

Mr. Solenbarger seconds the motion. Executive session ends at 8:00pm.

- **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes,  
Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes

Mayor Nye declares motion passes 6 - 0.

1. Review of all accounts payable, accounts receivable, bank reconciliation, account balances, outstanding payments, deposits, adjustments, purchase order status, appropriations, ordinances
2. Budget Talks for 2025
3. Current Spending Trends
4. Future Purchase Discussions PRIOR to Purchases Made

- a. Ms. Sanborn moved to approve Financial Report items above and filed for audit at a later date. Mr. Selby seconds the motion

- b. Discussion

- c. **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes,  
Mr. Selby-yes, Mr. Solenbarger-yes

Mayor Nye declares motion passes 6 - 0.

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- **Mayor's Report** (Hon Tyson Nye, Mayor)

1. Updates

- a. Job title change for Jeff Hursey - Streets and Parks Coordinator

- b. Job title change for Shad Goodwin - Public Works Coordinator
- c. *Ms. Deeds made a motion to approve the job title changes. Mr. Leland seconded the motion*
- d. Discussion
- e. **Roll Call** *Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes*

*Mayor Nye declares motion passes 6 - 0*

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- **Village Maintenance Report**

- 1. Updates
    - a. A quote from Spires will be needed in order to address Center Alley
  - 2. Discussion
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- **Administration Update** (presented by Shad Goodwin)

- 1. Update - new role
    - a. Things are going well
  - 2. Discussion
- 

- **Solicitor's Report** (presented by Darren Meade)

- 1. Update
  - 2. Discussion
- 

- **Committee Reports and Recommendations**

- 1. Infrastructure Committee - *nothing*
  - a. Discussion
- 2. Finance Committee
  - a. *Review bank reconciliations, appropriation status, fund balance, payment listing, receipt listing, revenue status*
  - b. *Mr. Lester made a motion to approve financial reports. Mr. Leland seconds the motion*
  - c. Discussion
  - d. **Roll Call** *Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Mrs. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes*

*Mayor Nye declares motion passes 6 - 0*

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- **Council Legislation. Ordinances and Resolutions**

**Ordinance 3-2024 First Reading and PASSED**

Title: Ordinance is to make appropriations permanent through all funding accounts within the village for appropriate budgeting.

- a. *Mr. Selby moved to pass Ordinance 3-2024, for permanent appropriations.*  
*Ms. Sanborn seconds the motion.*
- b. **Discussion**
- c. **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes

*Mayor Nye declares motion passes 6 - 0*

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- **Old Business**

1. J&A Digital Solutions - cyber security, website services, general IT
  2. Consultant Melissa Tremblay Fiscal Officer Hired
    - a. **Discussion**
- 

- **New Business**

1. **Audit results performed by J&A Digital Solutions**
  - a. **Discussion**
  - b. *Ms. Sanborn moved to go into executive session to discuss sensitive information in relation to cyber audit at 7:14pm. Mr. Solenbarger seconds the motion.*
  - c. **Discussion**
  - d. **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes
  - e. *Josh Preece educated council on the need to replace specific equipment and the urgency to do so. Update on ipads, emails, and website*
  - f. *Ms. Sanborn moved to end executive session at 7:24pm. Mr. Solebarger seconds the motion.*
  - g. **Discussion**
  - h. **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes  
*Mayor Nye declares motion passes 6-0*
2. **Monthly Billing - Done by Ampstun**
  - a. **Discussion-** Ampstun will be able to do all utility billing on behalf of the village for \$0.81 per invoice-including envelope and postage
  - b. *Ms. Sanborn motions to approve monthly billing to be done by Ampstun.*  
*Mr. Solenbarger seconds the motion.*

c. **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes

*Mayor Nye declares the motion passes 6 - 0*

**3. Donation to Parks - batting cages**

a. **Discussion** - review budget for parks for remainder of 2024

*Further discussion deciding on donation amount*

b. *Mr. Solenbarger makes motion to donate \$2000.00 to the parks for new batting cages. Mr. Lester seconds the motion.*

c. **Discussion**

d. **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes

*Mayor Nye declares motion passes 6 - 0*

**4. Letter of Resignation of Alyssa Timmons**

a. *Ms. Sanborn makes motion to accept, and approve, the resignation of Alyssa Timmons. Ms. Deeds seconds the motion.*

b. **Discussion**

c. **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes

*Mayor Nye declares motion passes 6 - 0*

**5. Approval to purchase 1 laptop, and 1 desktop, as recommended by J&A Digital Solutions**

a. *Ms. Sanborn makes a motion to purchase computers. Mr. Solenbarger seconds the motion.*

b. **Discussion**

c. **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-yes

*Mayor Nye declares motion passes 6 - 0*

**6. Hiring of Jeff Solenbarger for zoning**

a. **Discussion**

*Monthly - \$100, Per Zoning Meeting - \$25, Monthly Phone Stipend - \$30*

b. *Mr. Selby makes a motion to hire Jeff Solenbarger. Ms. Deeds seconds the motion.*

c. **Discussion**

d. **Roll Call** Ms. Deeds-yes, Mr. Leland-yes, Mr. Lester-yes, Ms. Sanborn-yes, Mr. Selby-yes, Mr. Solenbarger-recused

*Mayor Nye declares motion passes 5 - 0*

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- Announcements / Comments / Concerns of Committee Members
- 

- Public Comment(s)
- 

- Next Regularly Scheduled Committee Meeting - April 15, 2024 at 6:00P.M.
- Adjournment

*Mr. Selby moved to adjourn the meeting at 8:16pm. Ms. Deeds seconds the motion.*

**Discussion**

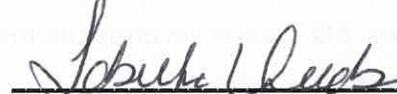
*The Village Council adjourned by acclamation.*

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**SUBMITTED:**

  
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Sarah Haley, Fiscal Officer

**ATTEST:**

  
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Tabitha Deeds, BPA President

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Enclosures: Minutes and agenda from 2.19.24, financial statements from February 2024, Members of the public present at 2.19.24's committee meeting

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101 Bridge Street  
Sugar Grove, Ohio 43155  
(740) 746-8590  
Chief Terry Swinehart

Sugar Grove Police Department

Monthly Council Report

Feb 19, 2024 to March 27, 2024

SGPD CALLS FOR SERVICE	4
SHERIFF CALLS FOR SERVICE	6
REPORTS	4
TRAFFIC STOPS	7
CITATIONS	1
WARNINGS	7
PARKING CITATION	0
PARKING WARNINGS	0
ARRESTS	2
BUSINESS CHECKS	16
CONTACTS W/PUBLIC	10
VACATIONS CHECKS	3
TOTAL HOURS PATROLLED	58.5
OFFICERS ON DUTY PER WEEK AVG.	3
OFFICER CALL OFFS	0
OFFICER DISCIPLINARY	0
FUEL USED	51.3





**THE VILLAGE OF SUGAR GROVE**  
**COUNCIL MEETING**  
(RESCHEDULED FROM 3.19.24 TO 3.27.24)  
**MARCH 27, 2024**

**SIGN IN SHEET FOR PUBLIC ATTENDANCE**

IF YOU ARE A CITIZEN ATTENDING THE MEETING, PLEASE SIGN IN BELOW IN ORDER THAT WE MAY PROPERLY RECORD YOUR PRESENCE ON OFFICIAL MINUTES. IF YOU WISH TO ADDRESS THE COMMITTEE, PLEASE DO SO DURING PUBLIC PARTICIPATION. IF YOU WOULD LIKE TO RECEIVE AGENDAS IN ADVANCE TO THE REGULARLY SCHEDULED MEETING, PLEASE PROVIDE YOUR EMAIL ADDRESS BELOW. WE APPRECIATE YOUR INTEREST AND SUPPORT.

**PLEASE PRINT LEGIBLY**

<b>NAME</b>	<b>ADDRESS</b>	<b>E-MAIL ADDRESS</b>
Seth Lockard	Village	
Chris Gorby	413 N. Main St	thegorb88@gmail.com
ISAIAH SMITH	5411 HANSLEY RD	ias7919@hotmail.com

**Procedural Notice**

All persons in attendance are expected to conduct themselves in accordance with Ohio Basic Code 132.05.

A. No person, with purpose to prevent or disrupt a lawful meeting, procession, or gathering, shall not do either of the following:

1. Do any act which obstructs, or interferes with the due conduct of the meeting, procession, or gathering
2. Make any utterance, gesture, or display which outrages the sensibilities of the group

**WHOEVER VIOLATES THIS SECTION IS GUILTY OF DISTURBING A LAWFUL MEETING, A MISDEMEANOR OF THE FOURTH DEGREE (R.C. 2917.12)**

