

VILLAGE OF SHEPHERD  
Minutes of Meeting  
September 6, 2022

Regular meeting of the Shepherd Village Council held on Tuesday, September 6, 2022. Meeting was called to order at 7:00 p by President DeGraw.

Pledge of Allegiance

Roll Call: Coughlin, M. Davidson, Maloney, Myers, Reynolds, Roth, DeGraw  
Absent: None  
Present: DPW - Davidson                      Police – Chief Sawyer                      Attorney – Bill Shirley

Motion by Roth, second by Coughlin to approve minutes of the meeting held on August 15, 2022. Carried by roll call vote 7-0.

**Public Comment:** None

**Committee Reports:** (Capital, DPW, Festival, Finance, Fire, Personnel, Police, PC/ZBA/Zoning)  
Capital: committee would like to clarify the changes previously discussed on the ordinances pertaining to swimming pools, accessory building, solar wind panels, etc. Committee will meet again to arrange all the ordinances and proposed changes to bring back to the Council.

Festival: there was a sub-committee assigned to work on the development of a community center, next meeting is September 21, 2022 and Trustee Maloney asked for Council's support with the festival on this.

Trustee Maloney thanked the Shepherd Tri Township Fire Department for their involvement with the help of the house/car fire on Shepherd Rd as that was a co-worker and they expressed to Val how great everyone was.

Planning Commission: Trustee Coughlin discussed the language for accessory buildings from the ordinance 154.092 and section 1402 of the zoning ordinance that will be on the agenda for their next meeting scheduled for September 13<sup>th</sup>. They will also be discussing 2 site plan reviews for Jon Daniels medical office and a new hair salon.

**Old Business:**

Purchase Requisitions: None

Reset Bridge dedication: discussion on still having the gathering that was to take place after the dedication. The organizations that donated their material and time were thankful to be acknowledged at the dedication and the gathering that was cancelled was fine. No gathering was rescheduled.

Sealed bid document for DPW building addition: discussion was held on costs of permits, price changes from previous cost research and that the bid is being submitted for labor, labor & material and just materials. Motion by Roth, second by Coughlin to approve the ad for the DPW building addition bid document seeking bids for labor, labor & material and materials only to be due on 09/19/22 by 2:00 pm at the Village Office, with the bid opening to be held at 4:00 pm. Carried by roll call vote 7-0.

SAMS# is completed!

**New Business:**

Utility billing/late notices: Trustee Coughlin spoke with the Village of Breckenridge regarding utility billing and late notices. They bill monthly, have a late fee and send late fee/shut off notices that are in a different color of original bill. Clerk Gross is seeking costs for additional billing items and has already spoke with BS&A for the program changes on the late notices. More information to follow.

Winn Telecom – Metro Act: Winn Telecom has requested a permit through the Metro Act but nothing in the permit is indicating new installment. Clerk Gross will contact the firm to confirm any work that will be performed. Table until next meeting.

Splash Park season: discussion on opening and closing of the season for the splash park. Motion by Roth, second by Maloney to open the splash park just prior to Memorial Day and to close the splash park right after Labor Day. Motion carried 7-0.

DPW Supt. Davidson: lift station near river is waiting for a possible new pump as there was a crack in the bowl, if no bowl can be found it will be a total replacement. Consumers may cover some cost as the damage was done by the power outage recharge; post office paving will be done next Tuesday; still working on sidewalks; streetlights are starting to be repaired and reset.

Police Chief Sawyer: crossing guard was hired for Wright Avenue and Chippewa Street corner and is doing great; Representative from the Junior class submitted their application for the homecoming parade which is at 5:00 pm on Friday, September 23<sup>rd</sup> with the same route as previous years. Motion by Coughlin, second by Maloney to approve the parade event for homecoming. Motion carried 7-0.

Chief Sawyer discussed 4 no parking signs that were placed on Maple Street in front of the elementary school that are no longer needed as busses do not use that route and asked about removing them. Motion by Reynolds, second by Maloney to remove 4 no parking signs on Maple Street in front of the elementary school that are no longer needed, effective immediately. Motion carried 7-0.  
Large cross-country meet with 40 teams will be in the Village tomorrow making the town very busy. The cross-country team went door to door in the areas of concern for parking and spoke with neighbors to let them know and offered to rope off their properties if needed. Very nice gesture.

Clerk Gross stated that the audit has been completed with no significant findings, the Act 51 report and the F65 report and all have been submitted. Audit reports are available for anyone that would like one and will also be available at the Village Office for viewing.

Clerk Gross also asked about possible crosswalks in front of J & K 4 Seasons Floral for safety reasons as requested. Discussion was that there are more laws with crosswalks that should only be at street corners as they also indicate traffic stops and being in between of intersections would not be a good choice.

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Trustee Roth reminded everyone of the dueling pianos on Thursday, September 15, 2022.

Motion by M. Davidson, second by Reynolds to pay invoices in the amount of \$62,795.82. Carried by roll call vote 7-0.

Motion approved to adjourn at 8:26 pm. Carried 7-0.

Respectfully Submitted by:  
Gina L Gross  
Village Clerk