

RECORD OF PROCEEDINGS

Minutes of

Regular

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held

Tuesday, August 11, 2026

The Pandora Village Council met in Regular Session on Tuesday, August 11, 2026, at 7:00 PM at the Municipal Building, with Council President, Rick Fricke, presiding.

Members Present: Escamilla, Hovest, Braidic, Fricke, Gray
Members Absent: Lammers

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

Guest: Mr. Johnathan Schroeder, UIS Insurance & Investments

The meeting was opened with the Pledge of Allegiance.

Motion was made by Mr. Gray, seconded by Mr. Escamilla, to approve the July 28, 2026 Minutes. Voting: All Yea.

Motion was made by Mr. Gray, seconded by Ms. Hovest, to approve the bills as presented; non-payroll of \$39,728.75 and payroll of \$29,361.74 for a total of \$69,090.49. Voting: All Yea.

Mr. Johnathan Schroeder, UIS Insurance & Investments, was present to discuss with Council the annual employee medical insurance renewal. The village's plan is currently a "grandfathered plan" under Medical Mutual of Ohio which came in with an initial 4.49% premium increase. UIS was able to negotiate this increase down to 1.5%. It was Mr. Schroeder's recommendation for the village to remain with Medical Mutual under the grandfathered plan. Motion was made by Mrs. Braidic, seconded by Mr. Gray, to renew the employee medical insurance plan with Medical Mutual of Ohio at a 1.5% increase. Voting: All Yea.

Motion was made by Mrs. Braidic, seconded by Ms. Hovest, to approve the Fund Summary, Bank Reconciliation and Bank Balance Reports for July, 2026. Voting: All Yea.

Motion was made by Mr. Gray, seconded by Mrs. Braidic, to approve the Revenue and Appropriation Summary Reports for July, 2026. Voting: All Yea.

Fiscal Officer, Kimberly Reese, presented to Council an amendment to the 2026 Appropriation Resolution. This amendment reallocates \$7,000 in the Water Fund and \$650 in the State Highway Fund. Motion was made by Mrs. Braidic, seconded by Mr. Gray, to approve the amendment as presented. Voting: All Yea.

Council reviewed a Water Forgiveness Request Form which listed one resident requesting a one-time calendar year forgiveness on their June bill due to an undetected water leak. Motion was made by Mr. Gray, seconded by Ms. Hovest, to approve said request. Voting: All Yea.

Council continued discussion on the request from the property owner at 205 South Avenue to install a fence on an unimproved alley adjacent to his property. solicitor, Scott Basinger, provided the following update; He emailed Nolan Croy from the Putnam County Engineers Office who stated "that per ORC 711.39, that when a public way is vacated, the vacation proceedings must include a plat, map, or other representation of the area being vacated that is prepared by a licensed surveyor or engineer". Mr. Basinger could only locate a plat from 1877, when Pandora was still Pendleton, and there was no information regarding any alley at this location. The village would need to have a survey done in order to vacate an alley however there is no record that this area is an alley. It was the consensus of Council to not proceed with a survey and to approve the fence permit as provided by the resident.

Fiscal Officer, Kimberly Reese, presented the following report; (1) Three tax assessments will be certified to the Putnam County Auditor as Special Assessments to be placed on the property owner's tax duplicate. Two assessments are for delinquent water/sewer bills in the amount of

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\$1,119.16 and one assessment is for a delinquent property/maintenance bill in the amount of \$257.50. These properties are currently vacant. (2) Erik Gurney, Relentless IT, came to all village offices to install security and back-up systems and to evaluate computers to determine any needed upgrades or replacements. It was his recommendation to upgrade two computers to Windows 11 Pro, replace two desktop computers, and replace both laptop computers in the police cruisers. It was the consensus of Council to proceed with the recommended upgrades and replacements.

Village Administrator, Rick Morrison, presented the following report: 1) Received a quote from Bo-Dec Roofing for needed roof repairs; Municipal Building \$2,641 - Village Administrator Building \$19,256 - Water Plant \$614, waiting on estimate for Fire Station, expecting around \$2,000. It was the consensus of Council to approve work/quotes at all four locations. (2) Met with Hohenbrink Excavating to discuss water line work that needs to be done on South Avenue. They will work on providing an estimate for this project.

Motion was made by Mr. Gray, seconded by Mrs. Braidic, to move into Executive Session to discuss the hiring of an individual and an employee's compensation. Voting: All Yea (7:55 PM). Motion was made by Mr. Gray, seconded by Mr. Escamilla, to move from Executive Session to Regular Session. Voting: All Yea (8:20 PM).

Motion was made by Mr. Gray, seconded by Ms. Hovest, to increase Brandon Cox's pay rate to \$23.50 per hour effective August 10, 2026 and to remain eligible for an additional raise in January per the Archer Company Job Classification Grade Listing. Voting: All Yea.

Motion was made by Mr. Gray, seconded by Mr. Escamilla, to offer the available Maintenance Worker position to Brendan Sutter at a pay rate of \$22.50 per hour, after 90 days and a satisfactory review, will increase to \$23.00 per hour and will also be eligible for an additional raise in January. The village will also honor his accumulated sick hours and vacation time of 3 weeks, starting the first of the year, from his previous public employer. Voting: All Yea.

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

SIGNED

Mayor

SIGNED

Fiscal Officer