

RECORD OF PROCEEDINGS

Minutes of _____

Regular

Meeting

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held _____

Tuesday, December 9, 2025

The Pandora Village Council met in Regular Session on Tuesday, December 9, 2025, at 7:00 PM at the Municipal Building, with Mayor, Jeremy Liechty, presiding.

Members Present: Burkholder, Eisenbach, Dettrow, Fricke, Gray
Members Absent: Braidic

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

Guests Present: Nancy Hovest, Breanna Lammers

The meeting was opened with the Pledge of Allegiance.

The Council meeting on November 25, 2025 was cancelled due to the lack of a quorum.

Motion was made by Mr. Eisenbach, seconded by Mr. Fricke, to approve the November 11, 2025 Minutes. Voting: Burkholder-Yea; Eisenbach-Yea; Dettrow-Abstain; Fricke-Yea; Gray-Yea.

Motion was made by Mr. Burkholder, seconded by Mr. Eisenbach, to approve the bills as presented; 11/8/2025-11/21/2025 non-payroll of \$31,324.30 and payroll of \$28,081.92 for a total of \$59,406.22. Also, 11/22/25-12/5/25 non-payroll of \$82,412.91. Voting: All Yea.

Motion was made by Mr. Burkholder, seconded by Ms. Dettrow, to approve the Fund Summary, Bank Reconciliation and Bank Balance Reports for November, 2025. Voting: All Yea.

Motion was made by Ms. Dettrow, seconded by Mr. Gray, to approve the Revenue and Appropriation Summary Reports for November, 2025. Voting: All Yea.

Resolution No. 2025-742: A RESOLUTION RETAINING ATTORNEY SCOTT L. BASINGER AS VILLAGE SOLICITOR FOR THE VILLAGE OF PANDORA FOR THE 2026 YEAR. Motion was made by Ms. Dettrow, seconded by Mr. Fricke, to adopt Resolution No. 2025-742 as read. Voting: All Yea.

Water Tower Replacement Project: (1) Council reviewed the Contractor's Application for Payment No. 19 in the amount of \$29,473.82. Motion was made by Mr. Gray, seconded by Mr. Eisenbach, to approve payment of said application. Voting: All Yea. (2) Council reviewed Change Order #9 to add the following costs to the contract. 1) Modifications to High Service Pump bases, troubleshooting/repair labor and material=\$18,207.71. 2) Allowable 5% of markup on Subcontractor fees=\$910.38. 3) Contractor's Fees for Bond/Insurance Extension and Administration=\$881.91. Total contract price adjustment=\$20,000. Motion was made by Mr. Gray, seconded by Mr. Eisenbach, to approve said change order. Voting: All Yea.

Council reviewed a request from the Riley Township Trustees for reimbursement in the amount of \$381.20 which represents half the cost of longer bolts to install new road signs. Motion was made by Mr. Gray, seconded by Mr. Burkholder, to approve said request. Voting: All Yea.

Council reviewed the 2026 Temporary Appropriations prepared by Fiscal Officer, Kimberly Reese. Motion was made by Mr. Gray, seconded by Mr. Eisenbach, to approve the Temporary Appropriations for the first quarter of 2026, or until such time as the Annual Appropriation Resolution is adopted. General Fund-\$264,372.00; Street Construction Maintenance/Repair Fund-\$44,802.00; State Highway Fund-\$10,550.00; Park Fund-\$6,495.00; Drug Law Enforcement Fund-\$200.00; Permissive Motor Vehicle License Tax Fund-\$27,900.00; Water Tower Replacement ODOD-ARPA Fund-\$97,560.73; Enforcement & Education Fund-\$200.00; Fire Levy Fund-\$9,000.00; Income Tax Fund-\$350,785.00; Water Operating Fund-\$300,757.00; Sewer Operating Fund-\$139,157.00; Community Center

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Operating Fund-\$33,903.00; Storm Water Fund-\$9,500.00. Total: \$1,295,181.73. Voting: Burkholder-Nay; Eisenbach-Yea; Dettrow-Yea; Fricke-Yea; Gray-Yea.

Council discussed the 2026 budget for sidewalk repairs. It was the consensus of Council to set the 2026 Sidewalk Repair Budget at \$50,000.

Council reviewed the Water Forgiveness Request Form which listed four residents requesting a one-time calendar year forgiveness of their October(1) November(1) October/November(2) bills due to undetected water leaks as well as one former resident who failed to pay their final bill/late charges. Motion was made by Mr. Burkholder, seconded by Ms. Dettrow to approve said requests. Voting: All Yea.

Fiscal Officer, Kimberly Reese, present to Council an amendment to the 2025 Appropriation Resolution. This amendment reallocated \$100 in the Sewer Fund; \$741 in the General Fund; \$50 in the Street Construction/Maintenance Repair Fund; \$50 in the Income Tax Fund; \$125 in the Water Fund. Motion was made by Ms. Dettrow, seconded by Mr. Fricke, to approve the amendment as presented. Voting: All Yea.

Due to the Christmas holiday, there will not be a Council meeting held on December 23, 2025. Motion was made by Mr. Burkholder, seconded by Ms. Dettrow, to authorize the Fiscal Officer to pay any and all bills due and payable on or before December 31, 2025 as well as make any required amendments to the Appropriation Resolution and Certificate of Estimated Resources. Voting: All Yea.

Village Administrator, Rick Morrison, presented the following report; (1) Water Main Replacement - Hohenbrink Excavating has started on replacing the water mains on Russell St. and Hart St. Notices were handed out in advance to all affected neighbors. (2) Leaf Pickup - we will do a final pickup once temperatures cooperate and weather permits. (3) Water Main Break - On 12/5 we had another break on S. Jefferson just feet away from the previous one which we just had patched. Joe and I are working on the next water mains needing replacement. (4) Disc Golf - The signage for the new course is completed, the guys will be working towards getting these installed. (5) Practice Football Field - Estimate to oversee the practice football area would be \$2,368.75. This would include tractor/overseeder/seed and operator. The village would buy the seed direct from Pandora Grain at the discounted price of \$1,718.75. Hermillier Excavating would supply tractor, overseeder, and operator for \$650. (6) Water Plant - Upgrades at the water plant have been completed. Joe and I met with Rick Fricke and Tim Gray and went through all the upgrades made through the grant and those funded by the village.

Mayor Liechty thanked outgoing Council Members, Paul Burkholder, Lee Eisenbach and Amanda Dettrow for their years of service and contributions to the village.

Motion was made by Mr. Fricke, seconded by Ms. Dettrow, to move into Executive Session to discuss employee compensation. Voting: All Yea (8:07 PM). Motion was made by Mr. Fricke, seconded by Mr. Burkholder, to move from Executive Session to Regular Session. Voting: All Yea (8:15 PM).

Motion was made by Mr. Fricke, seconded by Ms. Dettrow, for Village Administrator, Rick Morrison's annual salary of \$76,710.40 to be divided into 27 payments for year 2026 as there will be 27 pay dates in 2026. Voting: All Yea.

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

SIGNED:

Mayor

SIGNED:

Fiscal Officer

Amendment: December 26, 2025 will be an additional paid holiday for full time village employees.