

RECORD OF PROCEEDINGS

Minutes of _____

Regular _____

Meeting _____

BARRETT BROTHERS - DAYTON, OHIO

Form 6101

Held _____

Tuesday, June 9, 2026

The Pandora Village Council met in Regular Session on Tuesday, June 9, 2026, at 7:00 PM at the Municipal Building, with Mayor, Jeremy Liechty, presiding.

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

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

Guest: Mr. Trevor Gast

The meeting was opened with the Pledge of Allegiance.

Motion was made by Mrs. Braidic, seconded by Mrs. Lammers, to approve the May 26, 2026 Minutes. Voting: All Yea.

Motion was made by Mrs. Lammers, seconded by Mr. Gray, to approve the bills as presented; non-payroll of \$19,757.71 and payroll of \$11,475.24 for a total of \$31,232.95. Voting: All Yea.

Motion was made by Mr. Gray, seconded by Mrs. Lammers, to approve the Fund Summary, Bank Reconciliation and Bank Balance Reports for May, 2026. Voting: All Yea.

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

Mr. Trevor Gast was present to discuss with Council putting up a fence on an unimproved alley adjacent to his property. He has been maintaining this alley since he has lived there. Per Village Solicitor, Scott Basinger, the correct way to do this would be to vacate the alley. Mr. Basinger will research the process to vacate part of said alley.

Resolution No. 2026-747: A RESOLUTION ADOPTING A CYBERSECURITY POLICY. Motion was made by Mrs. Lammers, seconded by Mr. Gray, to adopt Resolution No. 2026-747 as read. Voting: All Yea.

Resolution No. 2026-748: A RESOLUTION ADOPTING A BUSINESS CONTINUITY PLAN FOR THE VILLAGE OF PANDORA. Motion was made by Mr. Gray, seconded by Mrs. Braidic, to adopt Resolution No. 2026-748 as read. Voting: All Yea.

Resolution No. 2026-749: A RESOLUTION IN ACCORDANCE WITH SECTION 5705.09 OF THE OHIO REVISED CODE ESTABLISHING THE 4203 STREET IMPROVEMENTS-OPWC FUND, CLASSIFIED AS A CAPITAL PROJECTS FUND. Motion was made by Mr. Fricke, seconded by Mr. Gray, to adopt Resolution No. 2026-749 as read. Voting: All Yea.

Fiscal Officer, Kimberly Reese, presented to Council an amendment to the 2026 Certificate of Estimated Resources and Appropriation Resolution. This amendment added the 4203 Street Improvements-OPWC Fund in the amount of \$120,000. Motion was made by Mr. Gray, seconded by Mrs. Lammers, to approve the amendment as presented. Voting: All Yea.

Fiscal Officer, Kimberly Reese, informed Council that the Putnam County CIC has provided their 2026 Contribution Form. It was the consensus of Council to make a \$3,000 contribution as has been done in previous years.

Council reviewed the Bid Tabulation and Contract Award recommendation prepared by Bockrath & Associates for the Street Improvement Project. Motion was made by Mrs. Lammers, seconded by Mr. Gray, to award the contract, with the lowest and best base bid of \$123,269.25, to ward Construction Company, 385 Oak Street, Leipsic OH 45856, as recommended

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by Bockrath & Associates. Voting: All Yea. This was the only bid received and is within the allowable 20% over engineer's estimate.

Village Administrator, Rick Morrison, presented the following report: 1) Received a service agreement from Buckeye Pumps to inspect the three lift stations every six months. This is a one year agreement in the amount of \$5,400. The service would include, inspecting all aspects of the pumps and provide service when needed. It was the consensus of Council to enter into a one year agreement with Buckeye Pumps in the amount of \$5,400. (2) We have discovered that there is a lot of sulfur damage at the new lift station at the park that will need to be addressed. (3) Received a quote from Global Electric for two lights at the pickle ball court, light fixtures for tennis courts, and two lights in the parking lot in the amount of \$44,522.60. They were asked to break down this quote by location, as previously requested. (3) Discussed with Council the several properties that are in violation of the village's property maintenance ordinances. Several of these properties were on the list in 2022 and have not improved. Council discussed if there were financial resources available from the county to assist those that may not have the financial means to make improvements. Mayor Liechty will check into this.

Mr. Morrison informed Council that Trey Hovest turned in his resignation effective June 12, 2026. Due to it being the busy summer and mowing season, Mr. Morrison discussed hiring part-time summer help for the time being. It was the consensus of Council to approve the hiring of two part-time summer help employees at a rate of \$14.00 per hour.

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

SIGNED:

Mayor

SIGNED:

Fiscal Officer

