

## EP COUNCIL 9/14/26 85 N. MARKET ST. 7:00PM

Mayor Conaway called the meeting to order. Present was Mr. Blythe, Mr. Glavan, Ms. Herriott, Mr. Povenski, Mr. Simon, and Ms. Stauffer. Also present was Village Manager Antonio Diaz-Guy, Finance Director Melissa Hiner, Police Chief Chris Weingart and Clerk Misti Martin. The minutes of the 8/24/26 meeting were approved on a motion by Mr. Povenski seconded by Mr. Blythe. Passed unanimously. The August 2026 department reports were approved on a motion by Mr. Glavan seconded by Ms. Herriott. Passed unanimously.

**MAYOR:** Mayor Conaway thanked all involved in make the Fall Fest a success.

**CLERK:** A reminder was given that the Park would be closed to the public on 9/19 for the second annual Kevin Baird Music Festival. Additionally, it was noted the tentative date for trick-or-treating would be 10/31 from 5:30 to 7:00.

**Manager:** In reference to the lights at the dog park and pickleball courts, those lights are currently out due to two breakers being fried in the last storm. The replacement parts are custom and are back ordered. Our marketing coordinator, Courtney Stewart, has recently moved to Indiana. For the last two weeks she has continued full-time but is working remotely; it would be difficult for this position to stay full-time as well as be remote. There is legislation on the agenda for the position to be either full or part time; this would hopefully look like retaining Courtney as well as working with the school for an internship position for a student who is interested in communications/photography or publicly collect images from events. Council supported the idea of moving the current marketing position to a part-time remote position as well as an internship program. There is a resolution on the agenda to set the date/time of the required hearing for the JEDD. The JEDD is a NON-ANNEXATION development agreement between the township and the Village which allows municipal services to be brought to vacant undeveloped commercial/agriculture in exchange for levying an income tax on those specific parcels that would then be split between the Village and the Township. The Township will also hold a hearing on November 4<sup>th</sup> at 6:00 pm after the Village at which time they will also decide if they will be moving forward. The surveying has started for the W. Martin St. culvert replacement project. For the EDA grant the independent cost assessment has been to our finance dept. as well as our contact for the EDA for review/feedback at which time we can then notify the engineer to release their scope/fee for the project. We are still waiting for the final award announcement for the ARC/GOA grant. This fall we will be focusing on removal of dead/diseased trees in the devil's strip; we will begin by marking the trees and then working with property owners as to taking them down. Additional legislation on the agenda includes a loan agreement update; previously there was a \$500,000.00 loan from the Village to the CIC for development projects including 90/94 Market St, the old PNC bank drive through, the Train Depot and the former Jasar property. This would take the previously issued loan from an unsecured demand loan with no fixed payments with 0% interest rate and would turn into a 1.5-million-dollar revolving loan fund which does require pay back. The previous noted properties would be collateral; a mortgage would be issued on each of the properties to put the Village in the first lien holder position. There is immediate need for additional funds for multiple reasons including the Depot project; this was partially funded by a \$100,000 grant from NS; there is a \$250,000 grant coming from CDBG with the same amount matching from the CIC. They have cash in hand to finish this project. The Plaza/coffee roaster project build out is roughly \$900,000 after all value engineering; they have applied for a \$300,000 grant from Jobs Ohio, a requirement of that grant must be confirmation of the matching funds as well and application has been made to the CCPA Downtown Business Renovation program which also requires evidence of the required match to formally submit the application. The immediate need would be to fund any residual costs on the Depot project and to finish the Plaza/roastery project as well as to get 94 N. Market St. (\$200,000 to \$350,000) structurally sound and operational. In reference to the industrial park the CIC paid \$100,000 option contract to secure the eighty-four acres for the project. Should that contract be assigned to another party for the build out the funds come back to the CIC. In reference to the Government Services Complex, it is a 20-million-dollar project with a required 5-million-dollar match with additional funds from the One-Time Strategic Grant from the State of Ohio already being spent. There is a real possibility the project could come over budget even after we have already aggressively value engineered the project; Manager Diaz-Guy stated he feels we should take out state or federally subsidized debt for our match because the investment interest rate on our funds will most likely exceed the interest rate we would pay on a loan. In reference to the coffee roastery, 30% must be wholesale/commercial space which equates to 1000 sq ft (of the total 1500 sq ft) will be

retail/barista/seating etc.; the moment the tenant moves in the CIC will begin receiving rent. There is a three-month introductory period on rent for the coffee shop and then it reverts to market rate rent. Discussion followed as to how to police the current scooter problem including the potential for legislation prohibiting them on high traffic areas, banning them from the downtown area, licensing/registration, and holding parents accountable. In reference to the park closure on 9/19 for the Kevin Baird Music Festival, we have made accommodations for those going to the park to take homecoming pictures. While we want events like this occasionally, we do not want a ton of them because it is a public park. The park is being marketed as closed, however if there are people there using the courts, the dog park, disc golf or the trails the instruction is that no one is to be kicked out.

**STREET:** August the Street Department performed routine cemetery maintenance and prepped/paved water ditches. Cleaned catch basins (focusing on Martin and E. North Ave.), assisted two residents with drainage, and catch basin issues, and prepped Kemple Drive for chip & seal. Crosswalk painting and road striping will continue select roads through October. Conducted regular citywide mowing. Trimmed problematic trees and removed two hazardous trees on Martin and W. Main St. Swept Market St. and set up barriers for Wheels of the Valley. Bulldog banners downtown and replaced damaged street signs. Repaired three mowers, installed new tracks on the mini excavator, and completed general fleet maintenance. Sent a new 8-ton truck to Hill International to fix missed coal chute installations.

**PARK:** August Park revenue totaled \$440.00 alongside standard daily operations and ongoing maintenance of the ballfields and general grounds. Stained pavilions, cleared storm damage, readied the stage for multiple events, and assisted with the downtown sidewalk project. Began pool operations and drained the Duck Pond for upcoming dredging. The pond is mostly dry, though recent weather has added moisture. Weather permitting, dredging is expected to begin within the next two weeks. Completed the final walkthrough and punch list for Phase 2. Earthwork continues Phase 3, where excess moisture in the playground area is currently being addressed; playground equipment delivery is scheduled for mid-to-late October. Park Board meets 9/16 and Friends of the Park meets 10/6. Friends of the Park participated in the Fall Fest by selling raffle tickets for a merchant gift basket as well as selling garden flags. They are also partnering with the Fireman's Association for a Trunk or Treat event at the Park on 10/24.

**DEV/FIN:** forty-four residential permits were issued in the month of August totaling \$1,776.20 and once commercial permit issued through Elevate. Contractor registrations totaled \$1,150.00. Ms. Herriott and Manager Diaz-Guy attended an event by the CCPA with presenters including Lake to River, Valley Partners and Omega with a purpose connecting local businesses/communities with valuable resources/support. Mike Jacoby will handle the pitch deck for the Vibrant Communities Grant for the Plaza project for the CIC. The Depot project continues to move forward. The CIC was awarded an EPA/TBA grant for the former Jasar property for non-derailment related environmental testing; there are several parties interested in the property. 94 N. Market St. is also getting a facelift, and a grant has been applied for 90 N. Market. The next regular CIC meeting will be 9/22 at 10:00 am. EP Act partnered with Roberta Streiffert to hold a seminar for local organizations interested in becoming 501c3 with follow up sessions to come. The education group will hold a new Learn to Teach, Teach to Learn on 9/17 where the kids will learn to tie dye and make slime and then teach that to community members in the evening. The estimated completion date of the Depot project is January 2027. Ms. Herriott will check with the school about a new student.

**WATER/WASTEWATER:** August saw normal operations continued across both facilities, including annual preventive sand filter inspections for drinking water. Produced approximately ten million gallons of water (including 280,685 gallons used for the pool) and treated twenty-seven million gallons of wastewater. Repaired two service line leaks on McClure at a cost of \$700.00, replaced a three-fourths inch tap with a 1-inch tap at a cost of \$1,625.00, and continued routine sewer jetting and system maintenance. Rainfall from April through August totaled 28.5 inches, compared to 25.0 inches during the same period in 2025. Mailed eighty disconnection notices and hand-delivered 37 second notices, resulting in twelve account shut-offs for non-payment.

**SAFETY:** FD had twelve fire calls in the month of August 9 in the Village and three in Unity. EMS saw 125 total calls, sixty-six in the Village, eighteen in Unity and forty-one mutual aid. Seven calls were dropped, two due to squads already on call and five due to no crew on duty. PD saw 369 calls/calls for service resulting in 168 reports for August. Chloe Rafferty was hired as part-time dispatcher and is currently in training. Officers continue to provide security for home football games as well as the Wheels of the

Valley event. Ptl. Gardner completed the 16-hour Advance Roadside Impaired Driving Enforcement program and Cpl. Koehler successfully completed the 40-hour Active Attack Integrated Response program.

Officers participated in emergency exercises at Covington Skilled Nursing and Rehab along with EPFD to prepare for severe weather, fires, evacuations, etc.

**VISITORS:** Brenda Povenski, John Davis, Dot Herbert, Barb Kliner, Joe Della Volle, Carol Harvey, Kennedy Conaway, and Ben Barnes.

**LEGISLATION:** At this time Mr. Glavan motioned to remove Ordinance 35-2026 from the agenda seconded by Mr. Simon. Passed unanimously. Mr. Glavan introduced Ord. 26-2026 for a second reading and motioned it be read by title only seconded by Ms. Stauffer. **An ordinance approving a memorandum of understanding with the Fraternal Order of Police, Ohio Labor Council, Inc.; creating the position of dispatch supervisor; adding the position to the Village employee job descriptions and classification plan; establishing compensation for the position; and authorizing the Municipal Manager to implement the same and declaring an emergency.** Mr. Glavan motioned to suspend the rules and declare an emergency seconded by Mr. Simon. Passed unanimously. Mr. Glavan called to vote seconded by Mr. Simon. Passed unanimously. Mr. Glavan introduced Ord. 27-2026 for a first reading and motioned it be read by title only seconded by Mr. Simon. **An ordinance amending Ordinance No. 14-2026 to permit the position of Marketing Coordinator to be filled on either a part-time or full-time basis and establishing the base wage for part-time Marketing Coordinator.** Mr. Glavan introduced Ord. 28-2026 and motioned it be read by title only seconded by Mr. Blythe. **An ordinance authorizing the Finance director to make supplemental appropriations for the City of East Palestine, Ohio for the fiscal year beginning January 1, 2026, and declaring an emergency.** Mr. Glavan motioned to suspend the rules and declare an emergency as well as call for a vote. Mr. Simon seconded the motions. Passed unanimously. Mr. Glavan introduced Res. 34-2026 and motioned it be read by title only seconded by Mr. Simon. **A resolution approving and authorizing a loan agreement between the Village of East Palestine and the East Palestine Community Improvement Corporation, and repealing Res. 16-2025.** Mr. Glavan called to vote seconded by Mr. Simon. Passed 5-1 with Mr. Povenski being the no vote. Mr. Glavan introduced Res. 36-2026 and motioned it be read by title only seconded by Mr. Simon. **A resolution authorizing public notice of, and establishing the date, time, and location for a public hearing regarding the proposed East Palestine-Unity Township Joint Economic Development District and declaring an emergency.** Mr. Glavan motioned to declare an emergency as well as call for a vote, the motions seconded by Mr. Simon. Passed unanimously.

**ADJOURN:** Mr. Simon motioned to adjourn the meeting seconded by Mr. Glavan. All in favor, meeting adjourned.

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**MISTI J. MARTIN CLERK**

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**MAYOR TRENT CONAWAY**