

**Buckeye Lake Village Council Special Meeting**  
**Topic: \$125,000 Streetscape Funding**  
**December 8, 2017 – held at village hall**  
**Meeting Minutes**

**Call to Order:** By Council President Zwissler at 9:00 a.m.

**Pledge of Allegiance:** Led by Council President Zwissler

**Roll Call:** Present: Doug Poorman, Tim Ryan, Peggy Wells, Kitty Zwissler

Absent: Robert Masone, Arletta Ruton, Tim Ryan, Tom Wolfe.

(Arletta Ruton came halfway through the meeting.)

**Staff Present:** Toby Miller, Water Superintendent; Casey Clark, Planning Commission

**Others:** Al & Sherry Segna, Joel Gabor, Dave George, Margaret Toben, Bob Beal, Barry Wright, Bill French, Charlene Hayden.

**New/Unfinished Business:**

President Zwissler explained that the \$125,000 "Streetscape" funding was from the state's Capital Improvement budget and said others applications are due soon for next year. Councilor Wells thanked Kitty Zwissler, Tim Ryan and Doug Poorman for working on the committee to get the funding.

Guest speaker Jessica DeLong, Grants Administrator with the Ohio Facilities Cultural Commission was introduced to speak and answer questions regarding the Streetscape funding. Jessica said the main purpose of the funding was to provide culture. However, the funding can be used on our municipal building for general repair, roof replacement and HVAC if that's a part of the process to provide the culture. She said the project would need approval before June 30, 2017 but recommended that we submit a month earlier to give them time to review the project. The project completion could run into 2019. She also said we could use the equity in the building as our 50% match. The tax valuation from the county is used to establish the value. The funding could also pay for architectural plans for the entire project even though the cultural element is just a portion of the entire project. Jessica said that prevailing wage applies.

We discussed different options in order to comply with the cultural requirement. The main focus was converting the previous Lees Chicken unit into a cultural center through its design and décor as well as its use through events such as a lecture series, art displays or lessons, items on loan from the museum. She also confirmed that a gazebo would qualify if used for music or other cultural events. Also, an outside screen to show films.

Peggy Wells said that all the office employees are cramped into one unit operating at least four different departments yet the police department is taking up two units for just one department. She said the space throughout the building could be utilized much better. She also wants to see all the units connected with interior doors. If the PD needs to be totally separate, she suggested renovating the end unit and re-locating the police department there and using one of the middle units for the cultural center making it a multi-use space for a meeting room with a small office in the back. Interpretive panels could be used displaying the history. Also, the tourism department could function in that space as well.

Doug Poorman talked about the different properties in the village and said there had been talk about selling the municipal building and moving the offices to the water tower site. Charlene Hayden said the building was very old, not insulated and if kept would require upgrades. She also mentioned locating the municipal building at the water tower.

Tim Ryan asked about item #6 (value of a lease) on Jessica's handout regarding what qualifies for a local match. Jessica stated they normally don't consider a leased property as a match. She referred him to Chris Brunner in her office for further information regarding leases. Ryan said the roof would have to be remodeled if the Lee's Chicken unit was used.

Al Segna said we need a master plan in order to put the funding to good use. Margaret Toben said the building was in bad shape and we need to better utilize the space and the entire building.

Barry asked about the timeline for payment to contractors. Jessica said they get disbursements as the project progresses. They do not front any payment before work is commenced. However, as invoices are submitted (no more frequent than every three weeks), payment is made on those submitted invoices.

Dave George asked if the funding was on a draw basis and Jessica said yes. He asked who monitors the project and are there any caveats regarding leased spaces? He noted that this building was built as a strip center. Jessica said we would need to provide the culture element for 10 years. We could not sell, move or demolish the building without paying a penalty which would be a pro-rated portion of the funding.

Bob Beal asked if we improve 20% of the space and use for culture, does the other 80% get picked up? Jessica stated that improvements and repairs could be made on other portions of the building, i.e., the entire roof could be replaced; insulation could be added and also HVAC.

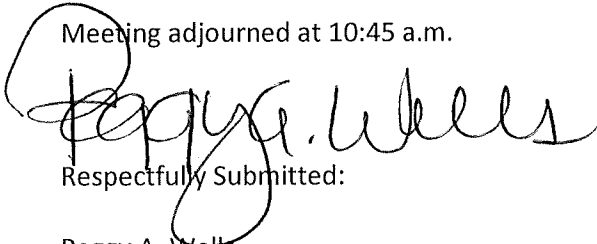
There was discussion regarding the cost of roof replacement. It was mentioned that the roof could be trussed for approximately \$17,000 and finished with metal. Barry shared some information on his experience with getting structures engineered and metal roofs installed. Someone mentioned an old fire house somewhere that had been renovated for a meeting space and a museum.

Bill French asked if the funding would cover two separate buildings if they were on separate lots. It was also mentioned that we could partner with the museum and there are likely many antiques that could be displayed relevant to the area. There was discussion that we don't want to compete with the museum but promote them.

Sherry Segna suggested that the building needed the renovation including a new roof and new doors along the back to replace the rusted doors and broken windows. She also said that the council chambers could be used as the cultural room. Arletta Ruton asked where we would get the matching funding because that's always been the issue. She was informed that the equity in the building could be used for the local match.

**Adjournment:** Motion by Peggy Wells, second by Doug Poorman  
**Vote – Yeas:** Poorman, Ryan, Wells, Zwissler.  
**Motion Carried 4-0**

Meeting adjourned at 10:45 a.m.

  
Respectfully Submitted:

Peggy A. Wells