

Town of Roann
Public Hearing Meeting Minutes

March 24, 2025

- I. **Call to order**
Neil Bever opened the 2nd Public Hearing on the Town Park Project for the Town of Roann at 7:30 p.m. on the 24th day of March, 2025 in the Roann Town Hall.

- II. **Roll Call**
The following persons were present: Jerry Nelson, physically absent, Jeremy Fisher, Physically present, Neil Bever, physically present, Robert "M" Ferguson Jr., physically present, Kristina Lynn, Tony Janeway, Peggy Myers, Martin Duffy (Park Project Manager), Mike Kleinpeter, CDBG Administrator (Community Development Block Grant) and 5 citizens.

- III. Mike Kleinpeter (Kleinpeter Consulting Group) is the CDBG administrator and stated the notice for the 2nd required Public Hearing for the CDBG grant was posted in the Plain Dealer on March 12, 2025. Mike Kleinpeter advised we are applying for this grant under the Stellar designation and can submit the application whenever we are ready. The purpose of this meeting is to discuss the Stellar Grant process application for grant funding and park improvement through Stellar designation. The grant amount is \$377,700.00 and local match donations is \$477,944.00 and the Council will look to pass a Resolution at the next Town Board Meeting on April 14th. Mr. Kleinpeter advised we did receive our State Historic Preservation Office and Environment response with no issues for this project so we can submit. Robert "M" Ferguson Jr. reported Phase One we have five separate things to be done for bids: (1) Demolition work, (2) Concrete work, (3) Buildings, (4) Asphalt, (5) Fence. Martin Duffy shared the process of putting together bids for the project, anyone can turn in bids if they would like. The bid documents will be laid out to cover all items in the bid for the grant specifics.

Once the bids have been received and the contractors selected, there will be a meeting for contractors to attend and explain the process so everyone understands. Mr. Duffy advised he will be involved in meeting with the contractors during construction and report to the grant administrator and the town. Once the project is completed we will do a project and grant closeout.

Mike Kleinpeter shared he would like to submit the grant application by the end of April, 2025, OCRA (Office of Community & Rural Affairs) will award the Federal Grant in May, and that takes 45 days. Mr. Kleinpeter shared early July out to bid and open bids late July is the realistic timeline.

Mike Kleinpeter opened the Public Hearing to questions or comments.

Kristina Lynn, 139 Pike Street, questioned, "We have OCRA Grant amount of \$377,700.00 and \$477,944.00 local match, is that local grant required as part of the process?" Mr. Kleinpeter advised yes, it is required but it depends how much you want to do in Phase One and how much of the local funds do you want to put toward the process.

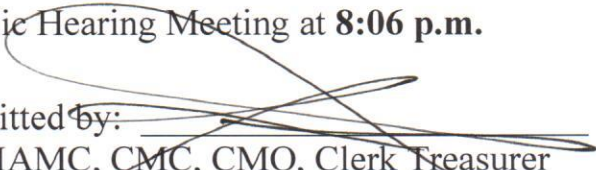
Kristina Lynn, also asked, "Is there any restrictions for CDBG?"

Mr. Kleinpeter advised, yes, there is a lot of restrictions.

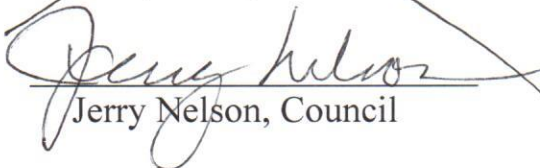
Kristina Lynn, also asked, "So, in using all of the grant \$377,700.00 and local donations 477,944.00, are all those monies subject to OCRA requirements?" Mr. Kleinpeter advised, "yes" and explained some of the requirements. Kristina Lynn questioned, "What is the criteria for awarding the contract for the bids, is it the lowest most responsible bid?" Mike Kleinpeter responded OCRA requires the lowest or most responsible bid unless the attorney specifies or architect recommends not to use them and specifies someone. Martin Duffy explained the process in more detail. Neil Bever advised his concern about the future maintenance and repairs and requested setting monies aside in a fund for this reason. Peggy Myers, 125 South Washington Street, expressed the park committee has worked very hard and excited to see a nice park here in the Town of Roann and have plans to host fund raisers. Robert "M" Ferguson Jr. suggested to do a Park Depreciation Fund specifically for the park or

repairs as needed. Dianna Ferguson, 110 Church Street, expressed that she and a lot of people of the town are very excited about the new park. Neil Bever stated he believes in the park project, but is concerned about how are we going to maintain this park in the future? There was no additional questions from the public.

Neil Bever closed the Public Hearing Meeting at **8:06 p.m.**

Minutes respectfully submitted by: 
Robert "M" Ferguson Jr., IAMC, CMC, CMO, Clerk Treasurer

Minutes approved by:


Jerry Nelson, Council

RMFJ/pm