On Tuesday, March 28, 2023, at 6:33 PM, Chris Raftery opened the Council meeting with a word of prayer, and the Pledge of Allegiance to the flag was recited by those present.

The regular meeting for the Council of the Village of Monroeville was then called to order.

Present at roll call:

Chris Raftery and: Tom Gray, Village Administrator

Craig Franklin Heather Alicea, Administrative Specialist

Joe Galea Gary Lyons, Chief of Police

Sue Rogers

Bob Whitacre

Sam Wiley

Also attending: Ann Beck, and Troy Kimball.

Absent: Mayor Melissa Fries-Seip

**APPROVAL OF AGENDA**

President pro-tem Chris Raftery opened the meeting and asked for Council’s approval of the agenda as presented. Sam Wiley made a motion, seconded by Sue Rogers, to approve the agenda. Motion carried with no discussion.

**DISPOSITION OF MINUTES**

Joe Galea made a motion, seconded by Sam Wiley, to approve the minutes as presented from the February 28, 2023, special Council meeting. Motion carried with no discussion.

**MONROEVILLE LOCAL SCHOOLS TRACK**

Council was provided a hand-out to verify the permit fees that Greg Schafer previously asked Council to waive, in regards to the construction of the MLS track. The fees are: building permit #1 for $30, building permit #2 for $30, sign permit for $24, storm sewer tap-in for $100, sanitary sewer tap-in for $100, water tap-in for $760, and a street opening deposit for $300, for a total of $1,344. Chris asked Council for a motion in regards to the waiver of the fees in the amount of $1,344. Joe Galea made that motion, seconded by Sue Rogers. Motion carried with no discussion.

**ADMINISTRATIVE REPORTS**

**Administrator** - Tom presented his report to Council. In regards to the MLS fee waiver, the Village will have very little expended labor to facilitate the tie-ins to our water, sewer, and storm systems, as well as the electric. Tom has one action item to present for approval. He would like Dave Hamons to attend the APM Technical Services Conference, which is to be held 4/11/23-4/12/23, along with Dave’s lodging on 4/10/23 and 4/11/23. The conference is used to review the national electric safety code, which is paramount to operations here in the Village. It also gives Dave an opportunity to undertake a project review and planning session. The meals during the day are covered, with the exception of the dinner on Tuesday night. Chris asked Council for a motion in regards to this request. Sam Wiley made a motion, seconded by Craig Franklin, for Dave Hamons to attend the AMP Technical Services Conference on 4/11/23 & 4/12/23, along with lodging costs for 4/10/23 and 4/11/23. Motion carried with no discussion.

**Fiscal Officer** - Chris asked for Council’s approval for the new job position and job description for the new utility position. Sam Wiley made that motion, seconded by Sue Rogers. Motion carried with no discussion. Heather presented Bonnie’s report that was previously submitted to Council. Heather asked Council to approve the following requisitions: $64,540 for a new pickup truck for the Electric Department from Valley Chevrolet; $450,000 for a new digger derrick for the Electric Department from Altec Industries; $2,778.80 for eight F6 controller batteries for the Electric Department from Power Line Supply; $2,800 for the OEPA required renewal with the Ohio Treasurer for the Water Department; and $4,603 for a mag flow meter for the Water Department from Siemens Industries Inc. Chris Raftery asked Council for a motion to approve those requisitions. Sue Rogers made that motion, seconded by Sam Wiley. Bob asked about the digger derrick and Heather mentioned it was in the Fiscal Officer’s report for this meeting. Tom added to that and advised he has shared in his week in review and his board reports about the need to plan ahead for a replacement. We are 3-5 years out for a delivery of this equipment. As Bonnie has previously explained, the fund has to be set up now for the total amount and it will roll from year to year, because the expenditure won’t be made until the 3–5-year mark. Discussion about the age of the current digger derrick. Bob asked if we are taking possession of the truck for the Electric Department this year. Tom said that will be an expenditure this year. We have the OBWC grant that’s allowed us to purchase the yard waste pick-up, packing system. That particular unit is a drop in the bed of a pickup truck in order for it to be used for yard waste detail. We don’t currently have a pickup truck that could be staged for installment of the packing system. The thought process was that the Electric Department 2014 pickup truck is almost through its cycle and it’s fine, but it can be moved to the Street Department. The yard waste packing unit can go into that and then the Electric Department can get a new pickup truck. The pickup truck itself is $49,000 out of the box, but outfitted with a plow, as we are doing with all of our utility vehicles, adds extra cost. The bed liner, and additional wiring and trailer adds cost as well. The path of least resistance was to allow Electric to purchase a new truck, because of their stability, income and revenue. Sam asked if the other new trucks were expected last year. Tom said the two trucks for water and for streets started in 2020. The two trucks are in possession of the dealer and are expected to be delivered soon. We are almost complete with vehicles, save for procuring a new dump truck. Joe reminded we have a motion and the second on the floor. Motion carried with no further discussion. Heather also asked for Council’s approval for Bonnie to appropriate $66,000 for a A/B bus-tie switch at the Herbert substation. Sam Wiley made that motion, seconded by Joe Galea. Motion carried with no discussion.

**Police** – Chief said he advertised for a new officer on the MPD Facebook page and there hasn’t been any interest. Part-time officer Curtis Silvers is about a month away from leaving to go to Avon Lake or Bay Village. The new portable radios that they previously received from the county are starting to show end of life, they have lost one. Further conversations are being held with Huron County EMA on replacements. They still have sufficient radios and plenty of batteries for full-time and part-time officers. They should receive the second phase of the body camera grant soon and every full-time officer will have a body cam.

**Solicitor** – Not present.

**Mayor** – Not present.

**ORDINANCES AND RESOLUTIONS FOR PASSAGE**

Chris asked for a motion to suspend the rules for the following legislation. Sam Wiley made that motion, seconded by Sue Rogers. Motion carried with no discussion.

**Ordinance 2023-05** *An Ordinance to make appropriations for expenses and other expenditures of the Village of Monroeville, State of Ohio, during the fiscal year ending December 31, 2023 and declaring an emergency* was presented for passage. Joe Galea made a motion, seconded by Craig Franklin, to pass Ordinance 2023-05 by title only. Motion carried with no discussion.

**Resolution 2023-07** *A Resolution establishing a special revenue fund for the accounting of monies from an Ohio EPA grant and declaring an emergency* was presented for adoption. Sam Wiley made a motion, seconded by Sue Rogers, to adopt Resolution 2023-07 by title only. Motion carried with no discussion.

**Resolution 2023-08** *A Resolution establishing a special revenue fund for the accounting of monies from the Ohio Bureau of Workers’ Compensation and declaring an emergency* was presented for adoption. Sam Wiley made a motion, seconded by Sue Rogers, to adopt Resolution 2023-08 by title only. Motion carried with no discussion.

**COUNCIL BUSINESS**

Sue asked when yard waste pick-up begins. Tom advised 4/11/23.

**ADJOURNMENT**

There being no other business to come before them, Sam Wiley made a motion, seconded by Craig Franklin, to adjourn. Motion carried with no discussion. The meeting adjourned at 6:53 PM.

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Heather Alicea, Administrative Specialist

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Chris Raftery, President pro-tem

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