On Tuesday, May 10, 2022 at 6:00PM, Mayor Fries-Seip 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: Melissa Fries-Seip, Mayor

Craig Franklin Tom Gray, Village Administrator

Joe Galea Bonnie Beck, Fiscal Officer

Sue Rogers Jim Barney, Solicitor

Bob Whitacre

Also attending: Chief Gary Lyons and Scott Summerlin.

The April 2022 financial reports and bank reconciliations were previously distributed to Council via e-mail.

**EXCUSAL OF COUNCIL MEMBER**

Sam Wiley had previously notified Heather Alicea that he would be unable to attend the meeting. Craig Franklin made a motion, seconded by Bob Whitacre, to excuse Sam Wiley from the meeting. Motion carried with no discussion.

**APPROVAL OF AMENDED AGENDA**

Mayor Fries-Seip asked for Council’s approval to amend the agenda to include Ordinance 2022-08. Sue Rogers made a motion, seconded by Joe Galea, to approve the agenda as amended. Motion carried with no discussion.

**DISPOSITION OF MINUTES**

Chris Raftery made a motion, seconded by Sue Rogers, to approve the minutes as presented from the April 26, 2022 Council meeting. Motion carried with no discussion.

**APPROVAL OF FINANCIAL REPORTS**

Chris Raftery made a motion, seconded by Joe Galea, to approve the April 2022 financial reports as presented. Motion carried with no discussion.

**APPROVAL OF THE MONTHLY CREDIT CARD REPORT**

Sue Rogers made a motion, seconded by Chris Raftery, to approve the April 2022 credit card report as presented. Motion carried with no discussion.

**OPPORTUNITY FOR THE PUBLIC TO ADDRESS COUNCIL**

Scott Summerlin advised he has been a resident of the Village for thirty-four years. Scott would like to serve on the Administrative Board of Zoning Appeals (BZA) and he advised he was a prior member of the BZA. Scott asked if he can serve as an “alternate” member of the Planning Commission. Discussion. Chris advised Scott that Council would look into it and get back with him.

**ADMINISTRATIVE REPORTS**

***Administrator –*** Tom presented his report that was in Council’s packet. A property located on Horseshoe Drive was discussed in regards to cleaning, discarding items and assessing fees for that process. The Village of Monroeville assisted with cleaning and discarding of items two years ago for the property. Via a third party, the property owner has been in discussion with the Village about cleaning and discarding items and providing payment for those services. If the Village were to step in again, an agreement would need to be signed by the property owner. Tom gave the quarterly data that was provided by North Central EMS (NCEMS), per the presentation NCEMS gave at a prior Council meeting. The total ambulance runs were seventy (nine were cancelled in route) and the average response time was nine minutes and eighteen seconds. Jim added information about the prior agreement that was signed by Council and NCEMS, as well as the agreement between the Ridgefield Township and NCEMS. Discussion in regards to the run information and the contracts signed by both the Village of Monroeville and Ridgefield Township. The Mayor advised this topic is top priority for the upcoming work session later this month.

***Fiscal Officer*** – Bonnie presented her report that was in Council’s packet. No questions from Council.

***Police*** – Gary presented his report that was in Council’s packet. He has been in discussion with Gatso about adding additional areas for traffic cameras. It’s a “wait and see” situation for now. Gary would like to send Troy Kimball to Police Executive Leadership College (PELC) and he would like to send Jordan Hanuscin to Subject Control Instructor Training. Gary advised that agencies typically send an officer to PELC if said officer is being considered as the next police chief. Gary applied for a scholarship to help offset the costs of Troy’s training. Gary asked for Council’s approval for the training including costs. Craig Franklin made a motion, seconded by Sue Rogers, to send Troy Kimball to PELC training and to send Jordan Hanuscin to Subject Control Instructor Training. Motion carried with no discussion.

***Solicitor –*** Jim Barney had no updates. The Mayor asked Jim where the Village stands with the parking lot issue and if anything has changed with Croghan Bank. Jim advised the ATM hood still hasn’t been paid for. Jim and the Village are working with owner Gary Pollock and Gary hasn’t been aggressive in collecting on the payment, so no further update at this time.

***Mayor*** – The Mayor asked Council and Village Administration to update their calendars to reflect the Finance Meeting on Tuesday, 5/17/22 at 6:00 PM and the Work Session on Tuesday, 5/24/22 at 6:00 PM. The Memorial Day parade is scheduled for Monday, May 30th and it starts at 10:00 AM. The Mayor has been asked to give a speech at the park. Hooked on Fishing will begin once the Memorial Day ceremony is over. The Mayor advised there are community concerns with Hamilton Street and she knows that was addressed in the report Tom provided to Council. The Mayor said there’s been lots of talk about the community garage sale. Bonnie advised the Mayor that the Village doesn’t sponsor it anymore, but the residents are required to register their garage sale information with the Village Administrative Office. The sale is held the third weekend of June, Friday, 6/17/22 and Saturday, 6/18/22. The Mayor stated that she and Tom have a meeting tomorrow with the new, downtown merchants and she will share an update on that at the next Council meeting. May is Motorcycle Awareness Month and it will be made official with a signature and a proclamation. The Mayor asked Council for a motion regarding the nomination of Scott Summerlin to the BZA. Chris Raftery made a motion, seconded by Craig Franklin, to accept Scott Summerlin as the new member of the Administrative Board of Zoning Appeals. Motion passed with no discussion. The Mayor asked if the date of 12/3/22 had been agreed upon for the Vintage Village Christmas. Bonnie advised the date shouldn’t be a problem. Tom advised the Mayor to facilitate having the Village Administration be a part of the representation for the Village Flea and for the Vintage Village Christmas committees. Tom would like to make sure communication and situational awareness improves in those areas. The Mayor said she is fine with doing that. The Mayor said fireworks and food trucks can be discussed at the next work session. The Village Flea is scheduled for 9/18/22.

**BOARD & COMMITTEE REPORTS**

***HURON RIVER JOINT FIRE DISTRICT –*** Bob Whitacre provided an update per the HRJFD meeting that was held on 5/4/22. There were two calls in April. Touch a truck will coincide with the St. Joe’s festival this summer. Discussion on the recent tornado siren that went off. Tom advised the latency and activation of the siren is being worked on to avoid future issues. Discussion.

**ORDINANCES & RESOLUTIONS FOR FIRST READING**

**ORDINANCE 2022-19** *A RESOLUTION ESTABLISHING A SPECIAL REVENUE FUND FOR THE ACCOUNTING OF MONIES FROM A STATE OPIOID SETTLEMENT AGREEMENT* was presented for first reading.

**RESOLUTION 2022-20** *A RESOLUTION AUTHORIZING THE MAYOR AND THE FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH JAMES C. BARNEY, ESQ. FOR THE LEGAL COUNSEL SERVICES AS A SOLICITOR FOR THE VILLAGE OF MONROEVILLE* was presented for first reading.

**ORDINANCES & RESOLUTIONS FOR SECOND READING**

**ORDINANCE 2022-07** *AN ORDINANCE ESTABLISHING A CAPITAL PROJECT FUND FOR THE ELECTRIC DEPARTMENT OF MONROEVILLE, OHIO FOR THE PURPOSE OF ACCUMULATING RESOURCES FOR THE IMPROVEMENT OF THE SUBSTATIONS, POLES AND APPURTENANCES, AND TO TRANSFER THOSE REVENUES FROM THE ELECTRIC FUND TO THE SPECIFIC REVENUE FUND CREATED HEREIN* was presented for second reading.

**ORDINANCES & RESOLUTIONS FOR PASSAGE**

The Mayor asked for a motion to suspend the rules for the following legislation. Sue Rogers made the motion, seconded by Craig Franklin. Motion carried with no discussion.

**ORDINANCE 2022-08** *AN ORDINANCE DECLARING THE INTENT TO SELL PERSONAL PROPERTY, EQUIPMENT, OR SUPPLIES NOT NEEDED FOR PUBLIC USE, OR IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED, AND DECLARING AN EMERGENCY* was presented for passage. Joe Galea made a motion, seconded by Sue Rogers, to pass Ordinance 2022-08 by title only. Motion carried with no discussion.

**RESOLUTION 2022-16** *A RESOLUTION IN THE MATTER OF DETERMINING EMERGENCY MANAGEMENT SERVICE FOR THE POLITICAL SUBDIVISION OF THE VILLAGE OF MONROEVILLE, AND DECLARING AN EMERGENCY* was presented for adoption. Chris Raftery made a motion, seconded by Craig Franklin, to adopt Resolution 2022-16 by title only. Motion carried with no discussion.

**RESOLUTION 2022-17** *A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO REPAY THE GENERAL FUND A PORTION OF THE ADVANCEMENTS OF FUNDS FOR THE WATER SYSTEM IMPROVEMENT PROJECT, AND DECLARING AN EMERGENCY* was presented for adoption. Chris Raftery made a motion, seconded by Craig Franklin, to adopt Resolution 2022-17 by title only. Motion carried with no discussion.

**RESOLUTION 2022-18** *A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO REPAY THE GENERAL FUND FOR THE ADVANCEMENT OF FUNDS USED FOR THE PUBLIC UTILITIES COMMISSION OF OHIO RAILROAD ENHANCEMENTS PROJECT, AND DECLARING AN EMERGENCY* was presented for adoption. Sue Rogers made a motion, seconded by Chris Raftery to adopt Resolution 2022-18 by title only. Motion carried with no discussion.

**APPROVAL OF BILL SUMMARY**

Craig Franklin made a motion, seconded by Joe Galea, to approve the bill summary as presented. Motion carried with no discussion. The summary includes memo expenses and check # 044131 to # 044163, for a total of $427,929.22.

**COUNCIL BUSINESS**

Tom advised that during the course of the water meter change outs, two events occurred. At Ted Long’s property, the meter change caused a galvanized line to fail outside of the basement, between the basement wall and the street. It was the Village’s responsibility to change that line and R.A. Bores assisted with the repair. At Bob Whitacre’s property, a water hammer was created in the system when the meter was changed out. When the water was turned back on, it moved debris from the pipe into the home and caused the kitchen unit faucet to fail as well as a potential problem with the toilet. Bob incurred the expense for the repairs. Tom asked Council for their approval to reimburse Bob for the purchase of a faucet and the labor associated with the repair. Chris Raftery made a motion, seconded by Craig Franklin, to reimburse Bob Whitacre for the repair and labor of the faucet, in the amount of $272.71. Bob abstained from voting since the motion was in regards to his reimbursement. Motion carried with no discussion. Tom advised these are the only two events out of over six hundred meters that have been changed out and Rick Whiteside has done a great job with the meter change outs.

**ADJOURNMENT**

There being no other business to come before them, Craig Franklin made a motion, seconded by Sue Rogers, to adjourn. Motion carried with no discussion. Meeting adjourned at 7:00 PM.

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Bonnie Beck, Fiscal Officer

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Melissa M. Fries-Seip, Mayor

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