On Tuesday, November 8, at 6:00 PM, 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

Sue Rogers Bonnie Beck, Fiscal Officer

Bob Whitacre Heather Alicea, Administrative Specialist

Sam Wiley Jim Barney, Solicitor

Gary Lyons, Chief of Police

Also attending: Lieutenant Troy Kimball

The October 2022 financial reports, bank statements, balance sheets, check report, and bank reconciliations were previously distributed to Council via e-mail.

**EXCUSAL OF COUNCIL MEMBER**

Joe Galea had previously notified the Mayor and Bonnie Beck that he would be unable to attend the meeting. Sam Wiley made a motion, seconded by Sue Rogers, to excuse Joe Galea from the meeting. Motion carried with no discussion.

**APPROVAL OF AGENDA**

Mayor Fries-Seip asked for Council’s approval of the agenda. Chris Raftery made a motion, seconded by Craig Franklin, to approve the agenda as presented. Motion carried with no discussion.

**DISPOSITION OF MINUTES**

Craig Franklin made a motion, seconded by Sam Wiley, to approve the minutes as presented from the October 11, 2022 regular Council meeting and the October 25, 2022 work session. Motion carried with no discussion.

**APPROVAL OF FINANCIAL REPORTS**

Chris Raftery made a motion, seconded by Sue Rogers, to approve the October 2022 financial reports as presented. Motion carried with no discussion.

**APPROVAL OF THE MONTHLY CREDIT CARD & 3RD QTR. 2022 CREDIT CARD REPORT**

Sue Rogers made a motion, seconded by Sam Wiley, to approve the October 2022 credit card report. Motion carried with no discussion.

**OPPORTUNITY FOR CITIZENS TO ADDRESS COUNCIL**

None.

**ADMINISTRATIVE REPORTS**

**Administrator** - Tom presented his report that was previously submitted to Council. Leaf pickup has begun and will continue. Bret Gfell submitted his resignation. Tom asked Council to accept Bret Gfell’s resignation effective 11/4/22, and to thank Bret for his four years of work for the Village. This leaves the utility worker position vacant and that will be re-visited, along with the rest of the job descriptions, for the wage and salary plan as the Village goes into the new year. The Christmas decorations are in the process of going up. The Mayor asked Council to move forward with motions regarding the action items listed in Tom’s report. Chris Raftery made a motion, seconded by Sam Wiley, to authorize the Village Administrator to secure proposals for 2023 three-phase and single-phase distribution line tree trimming/clearing in the amount of $25,000, and for the 2023 shade tree trimming in the amount of $6,500. Motion carried with no discussion. Sam Wiley made a motion, seconded by Craig Franklin, to authorize the Village Administrator, in cooperation with the Fiscal Officer, to secure the possible employment of two part-time 2023 seasonal employees. Motion carried with no discussion. Chris Raftery made a motion, seconded by Sam Wiley, to authorize the Village Administrator to send letters of notification advising Courtney & Associates and Poggemeyer Design Group, a Kleinfelder Company, that each will provide professional consulting services to the Village of Monroeville for 2023. Motion carried with no discussion. The Mayor asked Council for a motion regarding Bret Gfell’s resignation. Sue Rogers made a motion, seconded by Bob Whitacre, to accept Bret Gfell’s resignation effective 11/4/22. Motion carried with no discussion. Bob asked if Bret is leaving on good terms, as he said he always likes to know. Tom confirmed.

**Fiscal Officer** - Bonnie presented her report that was previously submitted to Council. Mike Raftery and Ken Honigford have accepted serving another three-year term for the Board of Zoning Appeals Committee. The Mayor designates and Council approves these appointments. The Mayor asked Council for a motion regarding the designations. Craig Franklin made a motion, seconded by Sam Wiley, to approve the Mayor’s designation of appointments for Mike Raftery and Ken Honigford, to serve a three-year term for the Board of Zoning Appeals. Motion carried with no discussion. The Mayor asked everyone for suggestions on anyone else who would like to fill the vacant position on the BZA. Bonnie received notification from the Ohio Division of Liquor Control that Flicker Enterprise LLC (dba Cold as Ice Drive Thru) is transferring their liquor licenses to Jasbir of Ohio LLC. Council can either request a hearing on the advisability of issuing the permit, or accept the transfer. A motion will need to be made on this matter. Chris Raftery made a motion, seconded by Sam Wiley, to accept the transfer of the liquor licenses from Flicker Enterprise LLC to Jasbir of Ohio LLC. Motion carried with no discussion. Bonnie asked Council for approval regarding the cost of the 2021 audit. Sam Wiley made a motion, seconded by Sue Rogers, to approve a purchase order in the amount of $10,906 for the 2021 audit. Motion carried with no discussion. At the last meeting, Bonnie informed Council about the increase of the additional engineering fees for the Water System Improvement Project, specific to Hilltop Court issues. Bonnie will need Council approval for the additional fees. Chris Raftery made a motion, seconded by Craig Franklin, to approve the additional $17,500 in engineering fees for the Water System Improvement Project. Motion carried with no discussion. Civica CMI, the Village Administration’s computer agency, has informed Bonnie that they will no longer support the JBase/Client Server applications as of July 2023. A quote was requested for the utilities transition into Authority Utility, which includes training, and payment is due January 2023. In order to obtain a discount of $34,780 (the discount expires 12/31/22), Bonnie would like Council’s approval for the quote of $49,550. Sam Wiley made a motion, seconded by Sue Rogers, to approve the Civica CMI quote of $49,550, in order for Administration to transition to Authority Utility. Motion carried with no discussion. Bonnie asked the Mayor if she wanted to discuss the pay for the day after Thanksgiving, 11/25/22. The Mayor confirmed. Bonnie said the motion would be for time-and-a-half to be paid to any employees who are working 11/25/22 and all other employees to be paid holiday pay at their regular rate of pay. Sue Rogers made a motion, seconded by Craig Franklin, to pay any employees that work the day after Thanksgiving, 11/25/22, at time-and-a-half, and to pay all other employees holiday pay at their regular rate of pay. Motion carried with no discussion. Sam asked if the day after Thanksgiving should just be made part of the standard holiday list. Bonnie asked as well. The Mayor advised it will be discussed at a later time.

**Police** – Chief Lyons presented his report that was previously submitted to Council. There was a significant increase in photo enforcement. Contested citations are increasing and will most likely continue. Citations are given if a driver is 12mph and over the posted rate of speed. If the driver is in a school zone, they are given a citation if they are 10mph and over the posted rate of speed. Bob asked about second notices on old citations being sent out. Chief Lyons confirmed that GATSO is sending out second notices on older citations, due to a computer glitch in their system, and the drivers can’t contest these older citations. Chief Lyons advised accidents have been cut in half since the cameras were installed. Bob asked Chief Lyons if the MPD isn’t giving out as many tickets physically anymore. Chief Lyons advised that is the whole idea, people start knowing about the cameras and they start slowing down.

**Solicitor** – Jim Barney received a new proposal from North Central EMS on 10/10/22. It was more than what the Village is paying now. Jim can’t figure out why Council would want to pay that much money for the services they are getting. There’s an option to get out of the contract within thirty days and that is what Jim recommends. The service to the Village would then fall on the township’s contract, which specifically states, “including the Village of Monroeville.” Jim reached out to the prosecutor’s office to let them know what the Village is considering and that it could cause ramifications to the township’s contract. If Council were to do this, Jim would reach out to the prosecutor’s office again, and the clerk, and treasurer, just to forewarn them. Craig asked for the amount of the new contract. Jim advised it starts at $55,000 and Tom said it can go up to $75,000. NCEMS also didn’t like being in the Village, they didn’t like the accommodations and the sleeping quarters. Bob asked if NCEMS can refuse service to the Village. Jim confirmed, as a private entity, they could refuse, but not right now since the contract with the township still stands, which includes the Village. NCEMS is currently being double paid since they have a contract with both the Village and the township and the township’s contract includes the Village. Jim said he already contacted the township’s attorney and had conversations about what the Village council could do. Jim said the township’s contract amount is the exact amount that their levy brings in. Per Jim’s advisement, Council agreed to opt out of a new contract with NCEMS, with an end date of 12/31/22 for the current contract, and Jim will send the required thirty-day notification to NCEMS to close out the current contract effective 12/31/22. Chris Raftery made that motion, seconded by Sam Wiley. Motion carried with no discussion.

**Mayor** - The Mayor said there have been two attempts to have a meeting with the Flea committee, the second attempt being today at 5:00 PM, which had to be cancelled. The Mayor asked the Flea committee to reschedule after the 1st of the year. The Mayor thanked the Water Department employees for their diligence and hard work in passing the inspection of the water treatment plant. The Mayor talked about the Rules of Council that were sent out prior. The Mayor said after talking to Bonnie and others, and after considerations were thought about, Bonnie sent out the changes and asked if Council received them. Council confirmed. The Mayor said since there is one Council meeting a month, if a someone comes and would like to talk, she doesn’t necessarily want to prevent them from speaking, she wants to hear what the constituents want to say. The Mayor said that would be her only change to what was discussed before, if Council is in agreement. The Mayor asked Council for a motion to change the Rules of Council to represent what they’ve discussed. Sam Wiley made that motion, seconded by Craig Franklin. Bonnie asked for clarity since she has to change the wording. The Mayor said to make the time changes, but if the resident doesn’t call ahead and get themselves on the agenda, she still wants to give them a chance to speak. Bonnie asked if they don’t have to call to be on the agenda. The Mayor verified. The Mayor said it would be a nice courtesy though. The Mayor said having them notify Administration by Friday is okay. Bonnie asked if she needs to keep letting a person speak for five minutes and the Mayor and Council agreed. Motion carried with no discussion. The Mayor said that Council had discussed waiving the food truck fees for schools and churches during the last work session and asked Council for a motion. Chris Raftery made that motion, seconded by Sue Rogers. Sam asked if those are for only one-time events. The Mayor said this would be for specific events. Motion carried with no discussion. Bonnie asked the Mayor to go back to the Results of Council; where it was discussed that only in the items on the agenda, does the Mayor want that crossed off and the Mayor confirmed. Tom asked Council when they are including the schools and the churches, but not excluding Village authorized events, what happens then. Tom said Council may be opening pandora’s box and suggested there has to be some kind of control. Tom asked if “single day events” could be inserted for schools and churches in order to not create an open end. The permit app would have to be completed, but no fees would be charged. Council agreed that more needs discussed on this topic and to table it for now, and agreed to let the prior motion die. Christmas in the park is 12/11/22 and the next regular Council meeting is 12/13/22. The Mayor thanked the fire department for their participation in Fire Prevention week in October and for the Halloween celebrations.

The Mayor was excused from the meeting at 6:40 PM. President pro-tem Chris Raftery facilitated the meeting in the Mayor’s absence.

**BOARD AND COMMISSION REPORTS**

Bob reported that the HRJFD met on 11/2/22. There were ten calls in October 2022.

Chris reported the Planning Commission met on 11/7/22 regarding a storage facility for Ohio Store & Lock, and Monroeville Local Schools track. The go ahead was given for the plans to be completed and submitted, conditional for both.

**ORDINANCES AND RESOLUTIONS FOR PASSAGE**

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

**Ordinance 2022-19** *An Ordinance amending, reducing, or supplementing certain funds for appropriations Ordinance No. 2022-06 and declaring an emergency* was presented for passage. Sue Rogers made a motion, seconded by Craig Franklin, to pass Ordinance 2022-19 by title only. Motion carried with no discussion.

**Ordinance 2022-20** *An Ordinance to make temporary 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. Sam Wiley made a motion, seconded by Bob Whitacre, to pass Ordinance 2022-20 by title only. Motion carried with no discussion.

**Resolution 2022-30** *A Resolution authorizing the Fiscal Officer to advance back to the General Fund the advancement of funds for the Body Worn Camera Grant Fund, and declaring an emergency* was presented for adoption. Sam Wiley made a motion, seconded by Craig Franklin, to adopt Resolution 2022-30 by title only. Motion carried with no discussion.

**APPROVAL OF BILL SUMMARY**

Sue Rogers made a motion, seconded by Craig Franklin, to pay the bills as presented on the bill summary, which included memo expenses and check # 044540 to # 044615, and manual check 040545, for a total of $572,470.56. Motion carried with no discussion.

**COUNCIL BUSINESS**

None.

**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 6:48 PM.

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Melissa M. Fries-Seip, Mayor

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