On Tuesday, January 25th, 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

Sue Rogers Bonnie Beck, Fiscal Officer

Bob Whitacre Heather Alicea, Admin. Specialist

Craig Franklin Tom Gray, Village Administrator

Sam Wiley Jim Barney, Solicitor

Joe Galea

Also attending: Chief Gary Lyons, as well as Ashley Ballah and Nick Sabbato from North Central EMS.

The December 2021 financial reports and bank reconciliations were previously distributed to Council via e-mail.

**APPROVAL OF AMENDED AGENDA**

Mayor Fries-Seip asked for Council’s approval to amend the agenda to include Resolution 2022-02. Sam Wiley made a motion, seconded by Craig Franklin, to approve the agenda as amended. Motion carried with no discussion.

**DISPOSITION OF MINUTES**

Sue Rogers made a motion, seconded by Craig Franklin, to approve the minutes as presented from the December 14th, 2021 Council meeting. Motion carried with no discussion.

**APPROVAL OF FINANCIAL REPORTS**

Chris Raftery made a motion, seconded by Sue Rogers, to approve the December 2021 financial reports as presented. Motion carried with no discussion.

**APPROVAL OF THE MONTHLY AND ANNUAL CREDIT CARD SUMMARY REPORT**

Sam Wiley made a motion, seconded by Sue Rogers, to approve the December 2021 credit card reports and the annual credit card summary report as presented. Motion carried with no discussion.

**2022 STANDING COUNCIL COMMITTEES**

The 2021 Standing Council Committees were previously distributed to Council via e-mail. Joseph Galea took the positions vacated by prior Council member Mark Rupp, in regards to the Finance/Audit Committee, the Service/Utility Committee and the Employee Relations/Grievance Committee. Sue Rogers took the position vacated by prior Council member Mark Rupp in regards to the Administrative Board of Zoning Appeals Committee. Leonard DeCarmine is deceased and has therefore been removed as a member of the Administrative Board of Zoning appeals. Sam Wiley made a motion for Chris Raftery to remain as the Council President Pro-tem, seconded by Craig Franklin. Motion carried with no discussion.

**OPPORTUNITY FOR THE PUBLIC TO ADDRESS COUNCIL**

Tom Gray introduced Director Ashley Ballah and Field Operations Manager Nick Sabbato, from North Central EMS. Ashley spoke in regards to upcoming negotiation for a new contract with the Village of Monroeville. She distributed a handout with data that showed total runs, call types, run times, transports and billing/collections for North Central EMS and advised the data can also be distributed electronically. Sam Wiley asked about the ET3 that is listed on the handout and Ashley explained that ET3 is a new call line for EMS, which was explained later in the discussion. Ashley advised that North Central EMS has been chosen for a grant for a three-year rural pilot program through the Ohio Department of Health in regards to paramedicine. North Central will teach other places how to start a paramedicine program. Paramedicine allows paramedics and emergency medical technicians to operate in expanded roles by assisting with public health and primary healthcare and preventive services to underserved populations in the community. This involves patients who are high-risk for readmission. The hospital sees the patient and identifies their needs, then pays North Central EMS to go out and provide services. ET3 is emergency triage, transport and treat. It allows patients to be treated on scene and see a doctor on the phone, and be directly billed as to where they couldn’t be before. It has been operating for one year. Craig Franklin asked what the Village of Monroeville is currently paying per year for an EMS truck to be in the Village. Bonnie advised it’s $53,502.00 for year 2022. Craig brought up a concern in regards to one of the Village residents being billed $700.00 for an ambulance transport to FTMC and didn’t understand why the charge was so high if the Village is already paying a substantial amount for a truck to be in the Village. Ashley advised the charge for the Village doesn’t cover EMS services for the patient. The patient’s insurance company, etc., is billed as well. Payment in full can qualify for a discount as well as if they are deemed as a charity. Jim Barney asked Ashley if she has the data that shows the number of runs from Monroeville to outside of Monroeville going to other destinations run locations. Ashley said the software doesn’t show that data and more than one truck is used in Monroeville. Jim is concerned with trucks in Monroeville that get a call for other areas and vice versa. Jim also asked Ashley how many of the Township runs are in Monroeville. Ashley advised the software shows if it’s either the Village of Monroeville or if it’s the Township. She knows the Village sits in the Township, but any of the runs that are considered the Township are outside of the Village. Jim asked Ashley if she can get Jim those numbers. Ashley said she typically doesn’t share data from other entities without their permission. Sam stated we are within the Township though. Ashley said that is tricky, the runs that she considers to be in Townships are outside of the Village. Jim said that is fine, he thinks she has to give it to us, but he can reach out and retrieve the information on his own from the Township through a public records request. Bob asked Ashley how the subsidy that the Village and that the Township pays is configured. Ashley advised there is no specific formula, you can’t compare one Village or Township to another equally. It depends on geography, run volume and resource utilization. Monroeville’s was specifically because Council wanted to have an ambulance here as much as possible. Without that, the subsidy would go down significantly but then the Village wouldn’t have that resource at their disposable. If the Village wanted one ambulance that never left the Village, it would be about $400,000.00 per year. The Township doesn’t have that resource specific to them and they don’t have a station there. Bob asked about the section that shows run times. Do the times listed reflect the average response time? Ashley advised it’s if they were responding from within the Village. That number isn’t perfect because their software considers every response, it’s not a perfect number and it’s as close as they can get. Ashley advised the Village contract will be up at the end of the year, so considerations can begin for that. Ashley advised that Tom Gray wanted to discuss crew quarters to see if updates can be done to develop a more permanent solution and she asked Tom if he wanted to speak on that. Tom advised that at this juncture, the Village and Council hasn’t had further conversation with the fire department to see if that can be a new location option. The Village facilities are in a state of flux and that will be worked on this year, hopefully. Jim asked Ashley about the number of calls versus the subsidy payment and how that works with roughly estimating the charge per call. Also take into consideration the charge that the resident is paying for the transport. Jim asked if Township has a contract with North Central EMS as well and Ashley confirmed they do. Jim asked if North Central would still be contractually obligated to service the Village if the Village didn’t have a contract with North Central. Ashley advised that North Central would cover the Village for 911 service but they wouldn’t put a truck in the Village. Jim advised he was surprised to hear about the subsidy because he thought the $53,502.00 charge was to get the ambulance here. It seems like the Village is being double billed. The Village has the ambulance here, plus paying for a subsidy to get an ambulance here. Ashley advised that’s the cost to have rural EMS. Jim said he is going to assume that the Township had significantly less runs than the Village and Ashley confirmed that. Jim is also going to assume the Township pays significantly less and Ashley confirmed that, but also said they have a different arrangement. Jim said the Village is being called rural but the Village is being run as a municipality, the Village is tightly dense, everyone is right here, there are more runs here and the Village is paying significantly more. Ashley confirmed that, but said the Township doesn’t pay for the resource to stay in the Township. The Village pays for a station here and to have the resource here which is significantly different, which makes a difference in cost. North Central didn’t charge Monroeville for the cost of a dedicated truck. Since the resource is shared, it brings the cost down. Jim asked Ashley if she can give him the run time for the Township. She said yes, probably. Council had no other questions for Ashley, so that concluded Ashley’s presentation and both she and Nick exited the meeting.

**ADMINISTRATIVE REPORTS**

***Administrator –*** Tom Gray presented his report that was in Council’s package. He advised we will need a motion from Council to accept Alex Carper’s resignation from the Electric Department. Tom also advised he undershot the tree trimming estimate, in regards to Leimeister and Kiley Tree. The prior approved estimate was $7,000.00 less than the quotes received. Supply and demand and the availability of resources and tree trimming workers has changed the costs. Bob asked Tom about the “on the shelf” program mentioned in Tom’s report. Tom advised its spare valves, spare gauges, spare pumps, etc. Something that a department might have readily available if the need arises. Bonnie had started this program previously with the Electric Department. Tom would like to continue the program with the water and wastewater departments.

***Fiscal Officer*** – Bonnie advised there are several things in her report that need attention. She started off with the water leaks. There are two listed in her report, but yesterday there was a 73,000-gallon leak that she would like to add. If Council approves, they can make one motion to cover all three excusals. This is for sewer excusals; the resident has to pay the full amount of the water. The first one is for $216.20 for account 03.1054.14, the second one is $22.54 for account 03.184.10 and 73,000-gallon leak is $728.77 for account 03.759.7and that customer will be paying almost $600.00 for water usage. Bonnie advised we do allow payment plans for these situations, but not for regular utility bills. Sam Wiley made a motion to accept the three sewer excusals, seconded by Craig Franklin. Motion carried with no discussion. In regards to the not to exceed amounts for blanket purchase orders, the Auditor had brought to Bonnie’s attention that it needed to be amended. She is recommending a not to exceed amount of $225,000.00 for blanket purchase orders. Chris Raftery made a motion to accept the blanket purchase order maximum amount of $225,000.00 and it was seconded by Sue Rogers. Motion carried with no discussion. Bonnie had spoken with John Courtney in regards to paying off the $150,000.00 AMP BAN principal this year. Based on the calculations, it can be done. Sam Wiley made the motion, seconded by Sue Rogers. Motion carried with no discussion. The Mayor asked if this pinches the Village too much or if there is still wiggle room. Bonnie confirmed that the debt ratio calculated ok and $120,000.00 was paid off last year so that reduces expenditures for this year. Bonnie advised that with Alex Carper’s resignation from the Electric Department, she would like to begin advertisement for the job posting in the Electric Department. Bonnie advised Alex’s resignation and the advertisement for the job posting can all be done under one motion. Sam Wiley made a motion to accept Alex Carper’s resignation as well as the advertisement for the electric department job posting, seconded by Chris Raftery. Motion carried with no discussion. Bonnie asked if Council is interested in starting a committee in support of our local businesses. Peans Pizza will be in the Village thirty-five years next month, so we could do something for them and it could be discussed more at the Finance meeting. Bonnie asked Council if they are interested in RFQ’s (quotes) for casualty liability insurance packages this year. Chris Raftery confirmed. Chris advised Mike Moore expressed interest to present something to Council. Bonnie advised we will get three quotes, unless Council wants more. Bonnie stated the drive-thru window improvements have been moved to February 14th, 2022, due to the weather and customer needs of the drive-thru. Bonnie advised we will be going with Rumpke to remove non-hazardous sludge. Bonnie asked Council for a motion to accept the 2022 blanket purchase orders that are over $2500.00. Sue Rogers made a motion, seconded by Craig Franklin. Motion carried with no discussion. The list of those purchase orders is attached to these minutes and made a part herein.

***Police*** – Chief Lyons advised the department did pretty good despite having two full-time officers go down with Covid in December 2021. The Monroeville Police Department (MPD) were approved for a body camera grant in the amount of $2,425.00, which will cover the purchase of three body cameras. They are looking for one, perhaps, two more, on those rare occasions when two are in use and/or one is broken. They are going with Pro Vision in regards to linking up with the current system. That way, they won’t have to have the audio system since the mics link up the cruiser system. The Mayor advised policy will need to be in place for the body cameras and Chief Lyons verified that he is finishing the policy and will submit to Council at the next work session. The cameras may arrive mid-summer. MPD and Norwalk received the grant. MPD received it since they were far enough along on the Ohio Collaborative, they are 75% of the way in. The GATSO hearings continue and are going well. Tom asked Gary a question about the amount of the grant listed on Gary’s report that was previously distributed via e-mail. Gary advised he will need to check to make sure the amount is listed on his report correctly, as it might have mixed up between MPD and Norwalk. He will verify the correct amount and get back with Council.

***Mayor –*** While the Mayor was prepping for her State of the Village address, Sam asked Tom about the central site collector once we have the radio reads in order to catch major leaks when they occur. Tom advised it’s an off the shelf product. It will have a master antenna that will sit atop of Sunrise and it will feed a decoder cellular modem that will transfer the data to the computers at the administrative office. Once it’s going, a couple of key strokes will read the water meters. On a daily basis, the alarm screen can be viewed to look at excess usage, tamper, low flow and high flow. It could be used to alert us of a water leak, a toilet running all night, a pit meter issue, etc. Sam asked if we can go ahead and start using it even if all the meters aren’t in yet. Tom advised we have to wait until the additional AARPA money is available in September of 2022. We don’t want to use enterprise funds and we haven’t found a source for a grant to procure that equipment.

Sam asked for a price point. Tom advised $13,000.00 to $18,000.00. Bonnie advised that the program isn’t perfect, it can still be off a few numbers on an account sometimes. The Mayor advised Council previously discussed having a Historical Committee, which Chris Raftery expressed interest in, so keep it in mind. The Mayor stated the new Village website looks very nice and asked if we have more control on our end. Bonnie and Heather verified that we do and that the SEARCH function is still being worked on and will be added once finished. Bonnie advised we all have access and we can add news banners on the front page. The aerial pictures from Eagle Eye look wonderful and Vince Thompson with Effective Web did a great job on the site. The Mayor asked for the administrative staff pictures to be added to the site as well as an updated Council picture, since we have a new Council member. The Mayor then presented her State of the Village Address.

**BOARD & COMMITTEE REPORTS**

***HURON RIVER JOINT FIRE DISTRICT –*** Bob Whitacre provided an update per the HRJFD meeting that was held on 1/5/22. There were seven runs in December. Chris Carroll is the new fireman put on duty. The tanker truck is being built. The new pumper is ordered and last-minute details are being ironed out. Bob was the chairman last year and remains as the chairman this year.

**ORDINANCES & RESOLUTIONS FOR PASSAGE**

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

**RESOLUTION 2022-01** *A Resolution establishing a water system improvement fund for the purpose of accountability of funds received for the engineering and construction of certain waterlines within the Village of Monroeville, and declaring an emergency.* Sam Wiley made a motion, seconded by Chris Raftery, to pass Resolution 2022-01 by title only. Motion carried with no discussion.

**RESOLUTION 2022-02** *A Resolution authorizing the Village Administrator to apply for, accept, and enter into a water supply revolving loan account (WSRLA) Agreement on behalf of the Village of Monroeville, Ohio, for planning, design, and/or construction of water facilities. Designating a dedicated repayment source for the loan, and declaring an emergency.* Chris Raftery made a motion, seconded by Sam Wiley, to pass Resolution 2022-02 by title only. Motion carried with no discussion. Bob asked for verification of the location, which Tom provided.

**APPROVAL OF BILL SUMMARY**

Sue Rogers made a motion, seconded by Craig Franklin, to approve the bill summary as presented. The summary includes memo expenses and check # 043791 to # 043870, and manual check # 040537 to # 040540, for a total of $869,180.44. Bob asked for clarification of expenses on the Route 20 waterline project and engineering services, which Bonnie provided.

**COUNCIL BUSINESS**

The Mayor asked for a date for the Finance meeting. Craig asked the Mayor if the issues with North Central EMS will be addressed again. The Mayor verified that and advised Tom that he could speak better to that. Tom advised that he, Bonnie and Jim need to wrap their minds around the statistical side of this and the financial questions as well. The contract that the Township has with North Central EMS specifically states that the Village is included under that contract. That is where we are having a continental divide with the Township, as they are paying significantly less. It would be better if we were paying less for the runs in the Village, but it could compromise the timeliness of response. There’s been a ten-minute response time at times. There could be life safety issues if the Village goes to a regressed contract amount, which is not good or bad. Bonnie asked Tom how often the truck is currently in the Village. Tom said that is what we asked Ashley earlier and we didn’t get a clear response. Staffing may be spread thin, so it would be impossible for North Central to have a full crew and that explains why you see a supervisor truck on scene to provide additional support at times. Craig felt as if North Central had Council over a barrel in signing the current contract and its garbage to be charging residents that much for transport. Tom said the cost of the run has been modified since the start of the contract and that needs to be discussed. There have been trepidations as far as the services that the Village is actually getting versus what the Village is paying for. Bonnie verified that the cost goes up 3% every year. Bob asked if the Township used to pay the Village for each call. Bonnie advised that is what the Township is supposed to be doing and Bob said they aren’t doing that. Bob advised supplying our own ambulance service would cost significantly more. Joe advised in other municipalities, residents get billed for EMS runs, so residents pay for it one way or another. Tom stated that when the conversation first came about with North Central EMS, their survival was dependent on the contracts they were developing with us and other locations. Council needs to wrestle this down and figure it out. Jim can’t figure out why the Village is paying to have service here, as it’s making North Central more efficient in reaching the townships and the Village is paying four times what the Townships are paying. Ashley said the Village is rural and that’s incorrect, she needs to sell it to him as he doesn’t get it. Joe verified it’s a coat-tail effect for the Township and the ambulance will come just as fast for someone right down the road from the Village. Bob wants to know what the costs are based on. Joe advised he understands the argument, but the Village seems to be a central location for the townships. Bob verified North Central used to park here years ago because of that. The Mayor wondered what other municipalities had for ambulance service. Tom went over other locations that have agreements with North Central or others, like Firelands Ambulance. Jim agreed with Tom, that at the time the contract was signed, Monroeville did what it had to do to protect its citizens. Sam advised that North Central EMS did this with the Village and the townships, telling us that Council had to sign and forcing our hand. Tom said most of the Townships have become signatory.

**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. Meeting adjourned at 7:20 PM.

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Heather Alicea, Administrative Spec.

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Melissa M. Fries-Seip, Mayor

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