

On Tuesday, August 8th, 2023, at 6:00 PM, Mayor Melissa 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	Heather Alicea, Administrative Specialist
Bob Whitacre	Jim Barney, Village Solicitor
Sam Wiley	Gary Lyons, Chief of Police

Also attending: Mark Miller and Kevin Rasnick.

The July 2023 financial reports, bank statements, balance sheets, check reports, and bank reconciliations were previously distributed to Council via e-mail.

APPROVAL OF CORRECTED AGENDA

Mayor Fries-Seip asked for Council's approval of the agenda with one correction, and that was to change Ordinance 2023-16 to first reading. Sam Wiley made a motion, seconded by Craig Franklin, to approve the corrected agenda. 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 July 25, 2023, regular Council meeting. Motion carried with no discussion.

APPROVAL OF FINANCIAL REPORTS

Sue Rogers made a motion, seconded by Craig Franklin, to approve the July 2023 financial reports as presented. Motion carried with no discussion.

APPROVAL OF THE MONTHLY CREDIT CARD REPORT

Sue Rogers made a motion, seconded by Joe Galea, to approve the July 2023 credit card report. Motion carried with no discussion.

OPPORTUNITY FOR CITIZENS TO ADDRESS COUNCIL

Kevin Rasnick spoke on behalf of the Huron County Chamber of Commerce (HCCC). Kevin said he is from Monroeville and served on Council for several years. Kevin mentioned different things that HCCC can assist Huron County localities with, like prepping for the upcoming solar eclipse, building housing and bringing in more businesses. He wants to make sure the Huron County localities are taken care of and wants to help the area grow. Sam asked Council if they have sought Kevin's help for NC Inland Trail signs. The Mayor said not that she is aware of. The Mayor explained to Kevin that Council is currently reviewing trail signage that could be placed to make trail users aware of where businesses can be found when coming off the trail. Sam asked if Kevin can offer any insight. Kevin advised a good start would be to review other community trail signs in order to keep things uniform across the county. Kevin offered to make connections and introductions in order to assist. Bonnie said money is needed. Kevin said to that end, if the Village is looking for fundraising or whatnot, he is happy to help in any way he can, including sending out information. Bonnie asked if Kevin has a HCCC brochure. Kevin said they have a new website, www.HuronCountyOhio.com. The website lists the chamber members, benefits of membership and they also have an event schedule. Kevin would like to make the HCCC the hub for Huron County, and have flyers available to the communities. He said the Village is welcome to send whatever they would like to share, be it a pamphlet or whatnot. He considers the HCCC the front door for Huron County. Kevin exited the meeting at 6:07 PM.

Mark Miller advised he is here to observe the meeting.

ADMINISTRATIVE REPORTS

Administrator - Tom presented his report that was previously submitted to Council. The restrooms at Clark Park are currently out of order due to a lack of water pressure. There is a water supply problem between the main and the restroom. It started over the weekend and they are continuing to work on it. Tom asked for Council's approval to send Chad Cheek and Dustin Crabtree to an ODOT APWA training and equipment show at the Lucas County rec center in Maumee, 9/13/23, at a cost of \$20 each. Tom and Bonnie had to make sure the registration was submitted prior to seeking Council's approval, or they

would've missed the registration deadline. Sam asked about their transportation to and from the event. Tom advised they would take a Village vehicle.

Police – Chief presented his report that was previously submitted to Council. Photo enforcement was down last month due to the traffic cameras being taken offline for a week in order to complete yearly maintenance and calibration. GATSO court is scheduled for 8/10/23. Nick Meyer submitted a write-up to Council in regards to his CIT school training. Chief has 3 solid candidates scheduled to interview for the full-time police officer position, on Wednesday, 8/23/23. One of them is part-time officer Eric Reinhart. Chief asked if someone from the Public Safety Committee can sit in on the interviews. Sue Rogers volunteered. Safety Town is this week, and they've had a good turn-out. The graduation and pizza party are scheduled for Friday, from 5pm-7pm, at the MAC building. Joe asked about the hit-skip that occurred this past Saturday morning during the set-up for the St. Joe's Festival. Chief said the driver has been identified and warrants are forthcoming.

Fiscal Officer – Bonnie said she realized she is not on the agenda as she didn't have a Fiscal Officer's report to present, but she's had a few things come up in the meantime and asked the Mayor if she can present them. The Mayor advised Bonnie to go ahead. Bonnie said she emailed Council last week about the \$3200 requisition for the VAC truck repair. She asked for Council's approval since the req is over \$2500. Sam made a motion to approve the requisition of \$3200 for the VAC truck repair, seconded by Sue Rogers. Motion carried with no discussion. Bonnie said there have been two water leaks. The first leak was in the crawlspace of a home and 26,000 gallons of water were lost. The second leak occurred yesterday. That leak was found to be between the house and the meter, and 41,000 gallons of water were lost. Bores Excavating repaired the leak for the homeowner. For the first leak, Bonnie asked for Council's approval to excuse \$235.48 of the sewer charges, utility account 03.1054.16. For the second leak, Bonnie asked for Council's approval to excuse \$386.80 of the sewer charges, utility account 03.1110.7. Sam Wiley made the motion to excuse those sewer charges, seconded by Sue Rogers. Motion carried with no discussion. Bonnie said the Water Department has asked for 1,400 gallons of water and sewer be excused from Chris Raftery's utility bill, as they had to flush her hose due to rusty water. Based on the Village's current utility rates and Chris's average use, the excusal would be \$17.27 of the sewer charges and \$12.10 of the water charges. Bonnie asked for Council's approval to excuse the total amount of \$29.67 from Chris Raftery's utility bill. Sue Rogers made that motion, seconded by Sam Wiley. All voted yea, except Chris Raftery, who abstained.

Solicitor – Jim Barney had no information to present. Sue asked if Jim received a response from Jason Zimmerman, in regards to the letter that Gabby Toscano sent him. Jim verified that Jason responded via email and demanded certain things and mentioned an attorney's name. Jim said he didn't respond to it, as the letter he sent at Council's request was sufficient and the concerns that Jason brought up should be addressed with the court. Joe brought up the traffic signs that Jason had asked to be placed on Sandusky Street. Joe asked Jim if the Village should place no parking/no standing signs in that area. Jim said that's a Village street, so it's up to the Village to do what it wants. Tom said it's a grey area. Jason had referred to a semi parking in the road in front of his lot. The semi isn't being parked on State Route 99 or on Jason's lot, it's being parked further down the road by the carwash. It hasn't been an issue that needs brought to the PD's attention. There's been no impediment to traffic and no complaints from any other residents besides Jason. Jason's complaint is that he doesn't like it close to his business, which is currently a vacant lot. Tom said that he will keep tabs on it and if an issue arises or there is a legitimate complaint, he will talk to the PD.

Mayor – The Mayor asked Council for a motion in regards to Tom's request for Chad Cheek and Dustin Crabtree to attend the ODOT APWA training and equipment show on 9/13/23, at the cost of \$40 total. Craig Franklin made that motion, seconded by Sam Wiley. Motion carried with no discussion. The Mayor appreciated Nick Meyer's training update and continued to encourage Administration to have their staff provide training updates. The Mayor appreciates Nick being certified as an armorer, and reminded Council that the Village would have to pay for that service if Nick wasn't certified. The Mayor thanked the men who are handling Safety Town, as it's quite an undertaking. The Mayor thanked Bonnie for her email update about the trail signs, and looks forward to discussing it during Council business or at the next work session. Chris asked if the map Bonnie provided via email can be posted somewhere on the trail. Bonnie suggested talking to someone at the Depot to see if they could have it available. Bonnie also recommended creating a brochure for the Village of Monroeville, and said perhaps Council could talk about that when the signs are discussed. The Mayor is still trying to get a hard copy rendition of the plaque. The Mayor asked Tom if she should post something on her Facebook page about the Clark Park restrooms being closed and Tom confirmed that is fine. The Mayor said that Governor DeWine announced a \$12,000 retention grant for officers and asked Chief if he's heard anything yet. Chief said he hasn't heard anything, but is anxious to see what it comes out to be. Heather asked if there are stipulations on how that money is spent. The Mayor said she doesn't have any information yet.

BOARD AND COMMISSION REPORTS

Bob Whitacre reported that the H.R.J.F.D. met on 8/2/23. They needed a push lawnmower and someone mysteriously donated one. They applied for a grant for SCBA air packs. During fair week, the local fire departments take turns manning the FD booth at the fair. HRJFD will be there on Wednesday.

ORDINANCES AND RESOLUTIONS FOR FIRST READING

Ordinance 2023-16 *An Ordinance rescinding Ordinance No. 01-21, and authorizing and directing the Fiscal Officer to transfer a portion of the funds generated by the implementation of the kilowatt-hour distribution tax from the General Fund to the Electric Enterprise Fund* was presented for first reading. No discussion.

APPROVAL OF BILL SUMMARY

Sue Rogers made a motion, seconded by Chris Raftery, to approve the bill summary as presented, which included memo expenses and checks # 045253 to # 045330, for a total of \$784,870.26. Motion carried with no discussion.

COUNCIL BUSINESS

Bonnie asked Council what they thought about the new utility bills. Council advised they like them. Bonnie said the Administrative Office is getting a lot of phone calls, especially in regards to the shut-off information being listed on the bottom of the bill. Bonnie said the language is going to be changed from shut-off notice to shut-off information, so that it's not offensive to those who pay their bills in a timely manner. Heather said the residents who pay timely get very irate when they receive utility shut-off information. However, those residents aren't aware that the Administrative Office was sending anywhere between 50-70 shut-off notices a month before the new utility bills went in effect. With this new process, shut-off notices aren't going to go out on the 20th of the month anymore, therefore the shut-off information needs to be noticeable on the new utility bill. Bonnie said the people who probably need to notice that information won't notice it. Bob asked how many customers we send bills too. Bonnie said there is about 900 average a month. The Administrative Office had to manually fold all of the new bills, and stuff the envelopes, which took about four hours. The new letter folder came today and that will make the process easier. The Mayor asked if the next newsletter should be the last printable one, with a reminder to residents that unless they request to receive a paper copy, they have to view it online. Bonnie said we will save money by not mailing the newsletters to all of the residents, especially since many of them end up in the recyclable bin at the Post Office. The Mayor would like to give residents one last chance to receive it and be reminded that it's going online. Chris did a shout-out to Jessica Wasserman for the sidewalk planters. Bob asked if Council is going further with the armed services banners. The Mayor advised that it will be discussed at the September work session, which Jessica Wasserman, Scott Sparks and Dick Palmer are scheduled to attend.

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 6:40 PM.

Heather Alicea, Administrative Specialist

Melissa Fries-Seip, Mayor

THIS IS NOT A RATIFIED OR APPROVED COPY