

On Tuesday, July 9th, 2024, at 6:00 PM, Mayor Joseph Galea opened the Council meeting with a moment 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:

Mark Miller	and: Joseph Galea, Mayor
Sue Rogers	Tom Gray, Village Administrator
Tammy Schlachter	Bonnie Beck, Fiscal Officer
Bob Whitacre	Heather Alicea, Administrative Specialist
	Jim Barney, Solicitor
	Gary Lyons, Chief of Police

Also attending: Lt. Troy Kimball; Kellie Deeter, republican candidate for State Representative; Phil Wheeler, from the Attica Hub; members of the Monroeville Local Schools girls' softball team, along with their coaches and family members; and Mr. & Mrs. James Ehrman.

The June 2024 financial reports, bank statements, balance sheets, check reports, and bank reconciliations were previously distributed to Council via e-mail.

#### **EXCUSAL OF COUNCIL MEMBERS**

Council members Chris Raftery and Sam Wiley had previously notified the Fiscal Officer that they would be unable to attend tonight's meeting. The Mayor asked Council for a motion to excuse Chris Raftery and Sam Wiley from tonight's meeting. Sue Rogers made that motion, seconded by Mark Miller. Motion carried with no discussion.

#### **APPROVAL OF AGENDA**

The Mayor asked for Council's approval of the agenda as presented. Sue Rogers made a motion, seconded by Tammy Schlachter, to approve the agenda as presented. Motion carried with no discussion.

#### **PRESENTATION OF PROCLAMATION**

The Mayor presented the Monroeville High School girls' softball team with a proclamation in recognition of succeeding to the OHSAA Division IV State Championships and proudly representing the community of Monroeville. The Mayor said he is proud of the team's sportsmanship and success. After the presentation of the proclamation, the softball team, and their coaches and families, exited the meeting at 6:10 pm.

#### **DISPOSITION OF MINUTES**

The Mayor asked Council for a motion to approve the minutes from the regular Council meeting on 6/11/24. Sue Rogers made that motion, seconded by Bob Whitacre. Motion carried with no discussion.

#### **APPROVAL OF FINANCIAL REPORTS**

The Mayor asked Council for a motion to approve the June 2024 financial reports. Tammy Schlachter made that motion, seconded by Mark Miller. Motion carried with no discussion.

#### **APPROVAL OF THE MONTHLY CREDIT CARD REPORT & 2<sup>ND</sup> QUARTER 2024 CREDIT CARD REPORT**

The Mayor asked Council for a motion to approve the June 2024 credit card report and the 2<sup>nd</sup> quarter of 2024 credit card report. Sue Rogers made that motion, seconded by Bob Whitacre. Motion carried with no further discussion.

#### **OPPORTUNITY FOR CITIZENS TO ADDRESS COUNCIL**

Kellie Deeter introduced herself and said she is the republican candidate for State Representative for this district and is running for Dick Stein's open seat. Kellie said that starting in January of 2025, the Village of Monroeville will go from district 89 back to district 54. That will include all of Huron County, with the exception of Lyme and Wakeman township and all of western and southern Lorain County. Kellie has lived in Huron County all of her life, is a wife, and a mother to six children. Kellie has worked as a healthcare provider for the past 28 years and also owns a small anesthesia company. Kellie has worked with the legislature for the last decade in trying to improve healthcare policy in the state of Ohio. Kellie's goals as State Representative are to improve tax structure and provide relief on property taxes, as well as improve healthcare and make sure people have affordable housing.

#### **ADMINISTRATIVE REPORTS**

**Administrator** - Tom presented his report that was previously submitted to Council. Tom asked for Council's approval for Dave Hamons and Colton Ott to attend the Ohio Line Supervisors Equipment Show & Line Worker Training, on August 21<sup>st</sup> and 22<sup>nd</sup>, at the Ohio Expo Center at the state fairgrounds. There

is no cost to the Village for attendance at the show or the training. Sue Rogers made that motion, seconded by Mark Miller. Motion carried with no discussion.

**Fiscal Officer** – Bonnie presented her report that was previously submitted to Council. Per the finance meeting on 7/3/24, the mutual aid that the Village received due to storm damage was discussed. Since both of the emergency requisitions were over \$2500, Bonnie will need Council's approval. The emergency req. for Main Lite is for \$3983; and the emergency req. for Kiley's Tree is \$4000. Tammy Schlachter made a motion to approve both of those emergency requisitions, seconded by Sue Rogers. Motion carried with no discussion. Bonnie advised that during the finance meeting, hiring a part-time employee for the Village Administrative Office was also discussed. Bonnie asked for Council's approval to advertise for the part-time office assistant position as well as approve the job description that was previously provided to Council. Sue Rogers made that motion, seconded by Tammy Schlachter. Motion carried with no discussion. The Mayor asked what the hourly pay is for the position. Bonnie said the pay is \$15 per hour, at 20 hours per week, give or take, depending on the workload. Bonnie previously gave Council the information in regards to the permit for the salt shed. Bonnie spoke with the Huron County Building Department today and she should have the permit in hand by this Friday, 7/12, so that the work can start on the project. Bonnie had shared a draft of the cyber security policy with Council that is required by the Auditor of State and asked Council for a motion to approve the policy. Tammy Schlachter made that motion, seconded by Bob Whitacre. Chief asked Bonnie if that policy applies to the Police Department, as they have their own cyber policy. Bonnie said no, as she doesn't usually create policies that interfere with the MPD's policies. Chief said the MPD has a number of state requirements through LEADS that make their policy unique. The Mayor said he would be happy to review that or have Jim review it with him to see if there are any inconsistencies. Jim said he thinks the police policies have language that says if there is a conflict, then the Village policy prevails, but he doesn't think it will cause any kind of problem with LEADS. Bonnie said the largest part of the cyber security policy that she presented is actually from the Auditor of State's website. Motion carried with no further discussion. Bonnie said the Village Administrative Office has activated the ability for utility customers to receive their utility bill via e-mail. Enrollment forms can be obtained at the Village Administrative Office or via the website. Bonnie asked for Council's approval for a requisition that she received yesterday, for \$9715, for removal of an underground fuel tank at the Water Treatment Plant. Tom added to this and stated that installation of the new emergency generator at the WTP means they have to decommission the older generator and most importantly, the underground storage tank. Bonnie said this will be paid for with the ARPA funds that are left. Mark Miller made a motion to approve the requisition for \$9715, seconded by Sue Rogers. Motion carried with no discussion.

**Police** – Chief presented his report that was previously submitted to Council. Recently, there were a few complaints about fireworks and warnings were issued. GATSO photo enforcement started again on 6/1/24. Officers Silvers and Meyers went to the Tactical Officers Training Conference. Chief said this will be his final Council meeting and it's been a pleasure to serve as the Chief for the Village of Monroeville. Chief said his last action item will be to preside over Safety Town at the end of this month. The Mayor said he and Council owe Chief a debt of gratitude for the time he has put in with the Village.

**Solicitor** – Jim Barney had no information to present.

**Mayor** – The Mayor said that job interviews for the Police Chief are scheduled for Friday, 7/12/24. Both the Mayor and the Safety Committee will be conducting the interviews. Once those interviews have been conducted, the Mayor would like to narrow down the candidates for a 2<sup>nd</sup> interview before a recommendation for hire is made to Council. It's likely that a special Council meeting will need to be held later this month in order to make a recommendation for hire as well address emergency legislation that couldn't be considered tonight due to only four Council members being in attendance. The Mayor said he would like Council to consider a downtown mural that the Village Flea Committee had previously spoke about. Per the funds that the Flea Committee generated from their events, they've decided to fund a mural that is to be placed in the Village. The Flea Committee has already entered into an agreement with the artist and made a down payment. The idea is to have the artist paint the mural on panels and the panels are tentatively set to be placed on the side of the building where the Monroeville Model Railroad Group (MMRG) is housed, on the corner of Main and Monroe Streets. The original idea was to have the mural painted directly on the building. The owners of the building were originally okay with that. Once the idea changed to panels being placed on the building, that raised concerns with the building owners and how it would affect them since they are a non-profit group. The installation is being handled by Janotta & Herner. There was a meeting held on 7/1/24, in which the Mayor, the MMRG group, and Tyler Wasserman and Jason Ott from Janotta & Herner attended. Tyler wears two hats as both working for Janotta & Herner and serving on the Village Flea Committee. Per a compromise reached at that meeting, the MMRG is asking if the Village will accept a donation of the mural and if the Village will take on yearly maintenance responsibilities for the mural. If something were to come to the point where there is a structural issue and/or the mural would need to be taken down, the Village would be responsible and that means most likely, the Village would delegate that work to Janotta & Herner. Jason said Janotta & Herner are very comfortable with doing an inspection and standing behind their installation. The Mayor said he thinks there are benefits to the Village accepting the donation and owning the artwork. That way, if

someone's mind gets changed and the mural needs to come down, the Village would have ownership to change it, move it or take it down. The Mayor said in speaking with Jim Barney, this is something that Council has to agree to and we need to put some legal structure in place and sign agreements with different parties as to how this would look, who would be on the hook for insurance, who would pay for the insurance and other details, in order for everyone to know what their roles are. Tonight, the Mayor just wanted to have a conversation about this and see if this is something Council is interested in doing. Heather asked if there is still a donor that is donating funds to pay for the cost of the mural. The Mayor said yes, there's a donor and the mural is now funded and verified that both the donor and the Flea Committee funded the cost of the mural itself. Heather asked if the Mayor has a cost estimate in regards to annual upkeep of the mural. The Mayor said that is unknown at this time and it could be as little as zero, as Janotta & Herner indicated to him that they would be willing to conduct inspections of the installation to make sure it's where it needs to be. The Mayor spoke to Tom about this prior to tonight's meeting and Tom seemed to feel that the mural will not present long-term issues. If the installation needs to be taken down, we have a Street & Electric Department who can handle it. The Mayor said he doesn't think cost will be very much, whether it's an insurance component or whatnot. The Mayor would not expect Council to accept a donation without knowing any costs beforehand. There was also discussion that if there should be any costs, like insurance, that the Village Flea or a donor could cover the cost. Sue asked what would happen if the mural were vandalized; would that be covered by insurance. The Mayor said part of the prevention of vandalism is to have the mural installed high enough that people can't easily reach it, though he can't say for sure that it won't be vandalized. The installation won't be installed at street level. There is some kind of warranty on the artwork itself if the mural needs to be repainted or whatnot. Heather asked if the cost of the mural also includes shipping. The Mayor said the cost of the creation of the mural, the shipping and the installation have been funded. Bonnie asked if the mural is taking up the whole side of that building or just the 2<sup>nd</sup> story. The Mayor said he doesn't recall the dimensions off-hand but he doesn't think it takes up the entire side of the building, just a good chunk of it. Tammy asked if the mural is going to be lit. The Mayor said it doesn't sound like lighting is part of the plan. Heather asked the Mayor if anyone from the Flea has drawn up any plans to show what the annual costs would be for upkeep and/or if they have contacted other communities that have commissioned the same artist to create murals in order to see what the annual upkeep looks like. The Mayor said he is unaware. Heather said that it would be a good idea for Council to have a rough estimate of what kind of upkeep costs the Village is looking at before Council says yea or nay and the Mayor agreed. The Mayor said he knows this isn't the first time this artist has created this kind of mural and he thinks it's meant to be something that doesn't require a lot of maintenance or continued expense. It's essentially a plywood type of panel that is painted and sealed by the artist, and then it's bolted and sealed to the wall by Janotta & Herner. Heather asked Jim if the mural is going to require a permit. Jim verified and said that the owner of the building will have to obtain a variance. The Mayor said the MMRG made a motion to accept that the mural will be placed on their building, contingent on the Village agreeing to accept ownership of the mural and some agreement as to maintenance and insurance, and also contingent on approval from the Village zoning, Board of Zoning Appeals, etc. If any one of those things doesn't happen, then the Flea Committee will have to go back to the drawing board and figure out how to move forward. If the mural doesn't work for this location, then another location would be looked at. Sue asked if the Village Flea festival is going to continue. The Mayor said that is not clear to him and doesn't know if the group has made a final decision yet. The Mayor knows they have discussed getting more people involved and possibly transitioning to new leadership. The Mayor asked Council to consider making a motion for the Village to cover the cost of lunch for the Mayor and the Safety Committee, during the day long Chief of Police interview process, on Friday, 7/12/24, at a cost of \$60. Sue Rogers said she can bring her own lunch and doesn't think money needs to be spent on lunches. Bonnie said the proposed expense is not in the budget and we don't have a policy that approves it, which is why she previously suggested to the Mayor to ask for a motion of approval. The Mayor said if no one is interested, that is fine.

#### **BOARD AND COMMISSION REPORTS**

The Mayor said due to Chris Raftery's absence, there won't be a report on the Finance Committee meeting that was held on 6/25/24. Bonnie said that Council received the Finance meeting minutes via email and the motions that needed to be addressed per that meeting were already done earlier tonight, so there is nothing further to report. Sue Rogers agreed.

Bob Whitacre reported that the H.R.J.F.D. held a meeting on 7/3/24. Mark asked Bob if he is also going to report the information from the 6/5/24 H.R.J.F.D. meeting, since Bob was excused from the June Council meeting. Bob didn't have any information from the 6/5/24 meeting. Per the 7/3/24 meeting, there were 14 calls in June, 5 that were in the Village. The new truck is expected 7/26/24. The Mayor said if there are any questions from the 6/5/24 H.R.J.F.D. meeting, Bob will have that information at next month's Council meeting.

Bonnie asked the Mayor and Council if they can please go back and discuss the lunch expense that the Mayor requested for 7/12/24. Right now, the Village is in the middle of an audit and the auditors really hone in on money that is spent on the employees. The Village doesn't have a policy that says we can spend money on employee luncheons and it's not in the budget either, so Bonnie would appreciate having a motion to allow for that expenditure. The Mayor said they aren't going to ask the Village to purchase lunch, so he took that as a failed request for a motion.

**ORDINANCES & RESOLUTIONS FOR FIRST READING**

**RESOLUTION 2024-22** *A Resolution directing the preparation of plans, specifications and estimate of costs for Monroeville's 2024-25 sidewalk program* was presented for first reading. No discussion.

**ORDINANCES & RESOLUTIONS FOR SECOND READING**

**Ordinance 2024-13** *An Ordinance repealing Ordinance 2012-15, thereby repealing Chapter 1301 of the Codified Ordinances, and re-creating Chapter 1301 of the Codified Ordinances regarding fees and deposits for Monroeville, OH* was presented for second reading. No discussion.

**Ordinance 2024-15** *An Ordinance amending section 6 of Monroeville's Income Tax Ordinance regarding credit for tax paid to other municipalities* was presented for second reading. No discussion.

**ORDINANCES & RESOLUTIONS FOR THIRD READING**

**Resolution 2024-14** *A Resolution in the matter of determining emergency management service for the political subdivision of the Village of Monroeville* was presented for third and final reading. Tammy Schlachter made a motion, seconded by Mark Miller, to adopt Resolution 2024-14 by title only. Bonnie asked if Craig Franklin is still the representative for this and Tom verified. Motion carried with no further discussion.

**APPROVAL OF BILL SUMMARY**

The Mayor asked Council for a motion to approve the bill summary. Bob Whitacre made a motion, seconded by Mark Miller, to approve the bill summary as presented, which included memo expenses and check # 046134 to check # 046214, for a total of \$773,058.71. Motion carried with no discussion.

**COUNCIL BUSINESS**

Tom presented Chief Lyons with a plaque on behalf of the Water & Wastewater Division, the Electric Division, the Street Division and the Administrative team, in appreciation of Chief's service with the Village of Monroeville. Chief Lyons has exemplified the character traits of devotion to duty, brotherly love for his officers, commitment to the safety and well-being to the citizens of Monroeville, sincerity of purpose and genuine concern for all he has touched. Chief thanked everyone and said he is very touched.

Mark asked Tom if any headway has been made on the sidewalk in front of Cindy Wilson's mother's house. Tom said the Village removed the remainder of the asphalt that was churned up and it was replaced with hydraulic cement. It's still an interim repair, but at this point, the fix is in much better standing that it was before. This past week, with Buckeye Leveling, the Village completed a survey of the Village sidewalks that need attention. We're looking at leveling those areas that need it and then will come back and get costs associated with full replacement of the slabs. The Mayor reminded Mark with the first reading of Resolution 2024-22 tonight, the sidewalk program is being reinstated.

**ADJOURNMENT**

There being no other business to come before them, the Mayor asked Council for a motion to adjourn. Tammy Schlachter made that motion, seconded by Sue Rogers. Motion carried with no discussion. The meeting adjourned at 6:55 PM.

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Heather Alicea, Administrative Specialist

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Joseph Galea, Mayor

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