

On Monday, July 13, 2015 at 7:00 PM President pro-tem Melissa Fries 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: Terry Reed
Melissa Fries
Craig Franklin
Kevin Rasnick
Chris Raftery

And: Bonnie Beck, Clerk-Treasurer
Jim Barney, Solicitor

Also attending: Tom Gray, and Zoe Greszler from the Norwalk Reflector.

The financial report and bank reconciliation for May 2015 was distributed to Council in their packets.

EXCUSAL OF COUNCIL MEMBER

Bonnie informed Council that Mark had asked to be excused from tonight's meeting. Chris Raftery made the motion to excuse Mark, seconded by Terry Reed. No discussion. Motion carried with all voting "yea."

APPROVAL OF AGENDA

Terry Reed made a motion, seconded by Kevin Rasnick, to approve the agenda as presented. No discussion. Motion carried with all voting "yea."

DISPOSITION OF MINUTES

Chris Raftery made a motion, seconded by Craig Franklin, to approve the minutes of the June 8, 2015 Council meeting as presented. No discussion. Motion carried with all voting "yea."

FINANCE REPORTS

Terry Reed made a motion, seconded by Kevin Rasnick, to approve the May 2015 financial reports as presented. No discussion. Motion carried with all voting "yea."

OPPORTUNITY FOR CITIZENS TO ADDRESS COUNCIL

None

ADMINISTRATIVE REPORTS

Police- The Chief reported that on July 10th at the Monroeville library he met with two HC Deputies, who brought two drug dogs with them for the children's education program. They had a blast as they read a book and allowed the children to go through the cruiser and hit the siren. The June stats were off a little due to vacations and getting the new part-time officers ramped up. Officer Meyers has already made a couple DUI arrests and citations. On July 22nd there will be a first time **LEADS audit** by the state, and they will be guiding and making suggestions. The Chief said he would like to see what he could do independently for services. Chief Lyons stated that he has been named as the local law enforcement officer representative for the Ohio Chiefs of Police. This is similar to what he does for the federal government, only not as much traveling. Chief Lyons said he went ahead and applied for the **COPS grant** so the deadline could be met, but legislation is still needed for that purpose. Bonnie apologized for not including that legislation on tonight's agenda. Chief Lyons said he is still pursuing an SRO Officer, and as a way of funding that officer he has talked with Jim Barney and started the process of negotiating a contract with **Optotraffic**. Jim Barney noted that the Chief had reminded him that the Mayor had signed a contract with **Redflex** in June of 2013, but nothing has been done since then. Chief Lyons had e-mailed them at the first of the year asking about their progress, and has not yet had a response. He will write a letter to them terminating the contract and citing the lack of activity in the two years since the contract was signed. Mr. Barney reminded Council of the issues Redflex has had, and thinks it would be good to sever our ties with them. He added that the Mayor wanted him to contact Optotraffic, so he will get a letter out to them tomorrow. The Chief said we can use the equipment whenever we want. The Chief said he's been looking into the life cycle of their equipment, including that of the Model 23 Glock handguns. He said he checked with Bonnie, and it's believed that they've had the guns for 12-15 years, which is the typical cycle of the gun. Vance's in Columbus is doing a trade in program for brand new Glock guns for \$75 per gun, or \$675 for our department. He believes this is a worthwhile endeavor and will be money well spent, with a savings of close to \$3000. He has reviewed the budget, and with the gas prices down and the efficiency of both cruisers, he could move the funds from the gasoline line item. Clerk-Treasurer – Bonnie explained the issue with funds for the **tree line clearance/removal**, noting that Intelligent Tree Service was the only bidder who submitted a complete bid, and the amount total \$15,675, which exceeded the appropriated funds by \$7325. The Shade Tree Commission will pay \$3350 of that for their portion of tree work. Bonnie noted that much of the line clearance was for the Phase X electrical project. Craig Franklin made a motion, seconded by Melissa Fries, to accept the bid as submitted by Intelligent Tree Service. No discussion. Motion carried with all voting "yea." Bonnie asked if anyone had any objections to her recommendation for the salary allocation for the Village Administrator's position. None were voiced. Melissa Fries made a motion, seconded by Chris Raftery, to **approve the Village Administrator's salary allocation** of 40% from

the General Fund, 35% from the Electric Fund, and 12.5% each from the Water and Sewer Funds. No discussion. Motion carried with all voting "yea." Bonnie asked what Council would like to do about the proposed name tags for Council and the Administration. She provided a copy of what the name tag would look like, noting that it would have a brushed gold background with black lettering, and cost between \$7-8 each. After a brief discussion, Melissa said that due to the cost she would be willing to just pay for the tag herself. No objections from Council to pay for their own tags. Bonnie will place the order. Bonnie then referred to Don Clark's letter regarding Matt Brook's **request for a 6-week leave in December when his child is born**. Don's letter states that he understands that Matt deserves the right to take a paternity leave, but his concern is the potential creation of overtime in order to adequately cover EPA mandated shifts. Chris said the precedence has already been set. Bonnie commented that the police department has more employees than any other department and could cover the shifts easier. Terry remarked that this was bad timing, and Melissa said she could see both sides of the issue, and it might be something to warrant further conversation. Chris said we really want to retain our employees and we don't want to lose any of them over this. After a brief discussion, Craig Franklin made a motion, seconded by Chris Raftery, to approve the 6-week leave request for Matt Brooks. No further discussion. Motion carried with all voting "yea." Bonnie concluded her report by announcing that she had received a letter from Dick Palmer tendering his resignation from the Recreation Board effective July 9, 2015. President pro-tem – Melissa read a letter from the Mayor recommending the **appointment of Thomas Gray as Monroeville's new Village Administrator**. The Mayor noted that all of Mr. Gray's pre-employment screenings had the results we desired, and he has agreed to the terms in his employment agreement. Melissa Fries made a motion, seconded by Chris Raftery, to approve the Mayor's recommendation to appoint Thomas Gray to the position of Village Administrator. No discussion. Motion carried with all voting "yea." Mr. Gray will begin his employment on August 3, 2015.

BOARD/COMMITTEE REPORTS

HRJFD- Terry reported that the HRJFD met in July 1, but he was not in attendance. Safety Town is scheduled for the week of July 27th, with the smoke house here on that Monday. He added that the parking lot looks nice. Recreation Board - Kevin stated that at the next meeting the Rec Board will probably do something to recognize Dick Palmer's years of service. He reported that the Rec Board met on June 15th and talked about their set aside fund. They determined that a new truck will not be needed for the next 6 years, and they want to purchase a used gator (used by Cedar Point) from Shearer's in December of this year and a z-turn for next year. Bonnie noted that the purchase of a gator was not in this year's budget. Kevin said a window had been broken in the building at Clark Park, and the school would be paying for its replacement.

RESOLUTION 2015-14 EMERGENCY MANAGEMENT SERVICES

A Resolution in the matter of determining emergency management services for the political subdivision of the Village of Monroeville was presented for third and final reading. Chris Raftery made a motion, seconded by Craig Franklin, to adopt Resolution 2015-14 by title only on third and final reading. No discussion. Motion carried with all voting "yea."

ORDINANCE 2015-14 AMEND OR ADOPT FEES

An Ordinance authorizing the Council for the Village of Monroeville to adopt or amend fees by a majority vote of Council was presented for third and final reading. Terry Reed made a motion, seconded by Chris Raftery, to pass Ordinance 2015-14 by title only on third and final reading. No discussion. Motion carried with all voting "yea."

Craig Franklin made a motion, seconded by Kevin Rasnick, to suspend the rules for the following legislation. No discussion. Motion carried with all voting "yea."

RESOLUTION 2015-20 MONROE ST AGREEMENT WITH POGGEMEYER DESIGN GROUP

A Resolution authorizing the Village Administrator to enter into an agreement with Poggemeyer Design Group for engineering and construction services for the Monroe Street Sanitary Sewer Project, and declaring an emergency was presented for adoption. Kevin Rasnick made a motion, seconded by Craig Franklin, to adopt Resolution 2015-20 by title only. No discussion. Motion carried with all voting "yea."

RESOLUTION 2015-21 ADVANCE MONIES FOR THE MONROE ST SANITARY SEWER PROJECT

A Resolution authorizing the Clerk-Treasurer to advance monies from the General Fund to the Monroe Street Sanitary Sewer Capital Project Fund for professional fees, and declaring an emergency was presented for adoption. Chris Raftery made a motion, seconded by Terry Reed, to adopt Resolution 2015-21 by title. No discussion. Motion carried with all voting "yea."

RESOLUTION 2015-22 REPAY FUNDS FOR PHASE X ELECTRICAL DISTRIBUTION PROJECT

A Resolution authorizing the Clerk-Treasurer to repay the General Fund for the advancement of funds used for the Phase X Electrical Distribution Upgrade Project, and declaring an emergency was presented for

adoption. Chris Raftery made a motion, seconded by Craig Franklin, to adopt Resolution 2015-22 by title only. No discussion. Motion carried with all voting "yea."

RESOLUTION 2015-23 ADVANCE MONIES TO THE PHASE X ELECTRICAL PROJECT

A Resolution authorizing the Clerk-Treasurer to advance monies from the General Fund to the Phase X Electrical Distribution Upgrade Fund to cover construction and material expenses until the American Municipal Power Inc. funds are received, and declaring an emergency was presented for adoption. Craig Franklin made a motion, seconded by Chris Raftery, to adopt Resolution 2015-23 by title only. No discussion. Motion carried with all voting "yea."

RESOLUTION 2015-24 AGREEMENT FOR EMPLOYMENT OF A VILLAGE ADMINISTRATOR

A Resolution authorizing the Mayor to enter into an agreement for the provision of the employment of a village administrator for the Village of Monroeville, Ohio, and declaring an emergency was presented for adoption. Chris Raftery made a motion, seconded by Craig Franklin, to adopt Resolution 2015-24 by title only. No discussion. Motion carried with all voting "yea."

RESOLUTION 2015-25 COOPERATIVE AGREEMENT WITH OWDA FOR STATE SEWER PROJECT

A Resolution authorizing a cooperative agreement for construction, maintenance and operation of a State sewer project between Monroeville, Ohio and the Ohio Water Development Authority, and declaring an emergency was presented for adoption. Chris Raftery made a motion, seconded by Melissa Fries, to adopt Resolution 2015-25 by title only. No discussion. Motion carried with all voting "yea."

ORDINANCE 2015-17 SUPPLEMENT APPROPRIATIONS

An Ordinance amending or supplementing certain funds for appropriations Ordinance No. 2015-11 was presented for passage. Chris Raftery made a motion, seconded by Kevin Rasnick, to pass Ordinance 2015-17 by title only. No discussion. Motion carried with all voting "yea."

ORDINANCE 2015-18 WAGE ORDINANCE AMENDMENT FOR VILLAGE ADMIN POSITION

An Ordinance amending Section 13 of wage/salary Ordinance No. 2015-01 for the Village Administrator of Monroeville, Ohio and declaring an emergency was presented for passage. Chris Raftery made a motion, seconded by Kevin Rasnick, to pass Ordinance 2015-18 by title only. No discussion. Motion carried with all voting "yea."

APPROVAL OF BILL SUMMARY

Terry Reed made a motion, seconded by Craig Franklin, to approve the bill summary for check #035613 to check #035724 as presented. No discussion. Motion carried with all voting "yea."

COUNCIL BUSINESS

Jim Barney informed Council that he had spoken with the Mayor about the creation of the Fiscal Officer's position, adding that this position would need to be appointed soon. The Mayor wanted to know of the process for appointing someone to this position, and Mr. Barney told him that our Employee Handbook states that we have to advertise internally first, then do an external advertisement. Mr. Barney said he thinks it would be wise to consider amending the handbook to read that the external advertisement would only be done if necessary, noting that there are a couple viable candidates from within for this position. He stated that the amendment can be made by motion, and he could draft a letter with the suggested language for Council approval. He said the wage ordinance would need to be amended for this position, too. Council agreed that this should be done, and Mr. Barney said he would do the amendment language.

ADJOURNMENT

There being no further business to come before them, Kevin Rasnick made a motion, seconded by Craig Franklin, to adjourn. No objections were voiced. The meeting adjourned at 7:43PM.

Bonnie Beck, MMC, Clerk-Treasurer

Melissa Fries, President pro-tem

**This is not a ratified or
approved copy.**