

On Monday, November 9, 2015 at 7:00PM Mayor 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 of the Council for the Village of Monroeville was then called to order.

Present at roll call:	Terry Reed	And:	Melissa Fries, Mayor
	Craig Franklin		Bonnie Beck, Clerk-Treasurer
	Mark Rupp		Tom Gray, Village Administrator
	Kevin Rasnick		Jim Barney, Solicitor
	Chris Raftery		

Also attending: Bob Whitacre, Melodie Adelman, and Aaron Krause from the Norwalk Reflector (present at 7:15PM).

The financial report and bank reconciliation for October 2015 was presented to Council prior to the meeting via email.

APPROVAL OF AGENDA

Chris Raftery made a motion, seconded by Craig Franklin, to approve the agenda as presented. No discussion. Motion carried with all voting "yea."

DISPOSITION OF MINUTES

Terry Reed made a motion, seconded by Chris Raftery, to approve the minutes of the October 12, 2015 Council meeting as presented. No discussion. Motion carried with all voting "yea."

APPROVAL OF FINANCIAL REPORTS

Chris Raftery made a motion, seconded by Kevin Rasnick, to approve the October financial reports as presented. No discussion. Motion carried with all voting "yea."

OPPORTUNITY FOR CITIZENS/GUESTS TO ADDRESS COUNCIL

Melodie Adelman thanked Council for their donation to the new school gymnasium, noting that a lot of kids will benefit from the gym and the donations that helped build it. She also thanked them for the blanket that is hanging in her living room. She said a special thanks goes to Bonnie, Tom and Chief Lyons for taking the time to go to the house to keep Mike informed and updated on Village matters.

ADMINISTRATIVE REPORTS

Mayor - Mayor Fries asked Council President pro-tem Chris Raftery to review the process of filling a vacant Council seat. Chris reviewed the process, noting that at this time there is only one seat open from the vacancy left by Melissa Fries when she became the Mayor. Chris further explained that this seat will be for Mayor Fries's unexpired Council term, which ends on 12-31-2017. She then made a motion, seconded by Mark Rupp, to **appoint Bob Whitacre** to complete the remaining two years of the unexpired term. No discussion. Motion carried with all voting "yea." Bob accepted the appointment, and Mayor Fries administered the Oath of Office then invited Bob to join Council at the table. Mayor Fries explained that Bob would not be called upon to vote, as he did not receive any Council information prior to this meeting. She then noted that there were a few more letters of interest to fill a vacant Council seat, and asked Bonnie to send a letter to the other potential candidates explaining that there will be another vacant seat in January, and that Council will continue the process to fill that seat. Mayor Fries then stated that Council has created the position of a Fiscal Officer, and has made the effort to seek someone to be appointed to that position. Mayor Fries recommended that Bonnie Beck be appointed to that position after the completion of her term as Clerk-Treasurer effective April 1, 2016. Chris Raftery made the motion to approve the Mayor's recommendation, seconded by Craig Franklin. No discussion. Motion carried with all voting "yea." The Mayor asked if this would be the time to discuss the salary for the Fiscal Officer's position, and Jim Barney said that Council will need to create a contract for this position, and the salary can be addressed in the contract. Mark suggested that the salary discussion be included when all of the wages are discussed. Bonnie suggested making this discussion part of the November work session so that any changes can be included in the ordinance and be effective by 1-1-16. It was suggested that Council meeting dates for the following years be discussed at the work session, too. Chris noted that the Mayor has asked about the possibility of moving the Planning Commission meetings to the second Tuesday of the month, but that is still open to discussion. Mayor Fries asked Council to give these matters some thought and bring them to the November 24th work session. Jim Barney commented that he didn't understand the value of a work session. Mark explained the purpose behind it, as there were times when several committees met in a month, then they had to report everything to the rest of Council. The work session provides a forum that allows for discussion on any and all issues, with all of Council in attendance. (Aaron Krause present at 7:15PM) Jim suggested having a meeting with an agenda that can be adjusted so that motions can be made. Mayor Fries recommended that Council think about this for the work session, too. Police - Chief Lyons stated that the October stats were typical. A meeting was held last week with the full-time officers in which he outlined where he wanted the department to head, noting that there is always room for improvement. He has asked for an increase in their activity. He recently found out that Elijah Coe will not be working for us, as Cedar Point (his current employer) has offered him

more hours. Chief Lyons stated that our starting wage for part-time officers was \$1-2 less than other departments. He has interviewed other candidates, knowing that part-time officers are the most cost effective staffing solution. There will be a staffing crunch during the holidays, so Sgt. Gleason has offered to hold off his knee surgery, which was scheduled for December 21st. The Chief said “hats off” to Sgt. Gleason for being a real team player. Regarding traffic fines, the Chief stated that Norwalk is the only municipality ahead of us. With 25,000-30,000 vehicles a day traveling through Monroeville, he wants to make sure that the department maintains safe streets for the Village. He had a meeting last week with the **Optotraffic** people, with Tom Gray attending as well. Training will begin on December 1st, with their laser device working as an extension of the laser device we currently have. Signage will go up in the next couple weeks, which will be our only expense. In December all traffic violators will be issued a warning, which will allow time to work out any bugs in the program. They will go live on January 2, 2016, even though he wants the staff to continue issuing written warnings/citation. Mark asked about appeals. The Chief said he doesn’t think we have to have one in place until they go live, but we probably won’t need one until March or April. He would, however, like to offer a name by January. Mark asked what happens if we can’t find one. The Chief said he didn’t know, but it wouldn’t consume that much time, as there would probably be only 8-10 appeals a month. Mark said he was concerned about having someone in place sooner than later. Jim Barney offered his opinion and concern for getting someone appointed, citing another municipality that has not been able to find someone. The Chief said he can always push the live time back if we’re having a problem with appointing a hearing officer. **Administrator** - Tom said he would hold all action items until the end of his report. He then reviewed the job description for the new position of a Utility Worker, as well as the information regarding the seepage, or wet areas, around the reservoir. The seepage needs to be mitigated pursuant to ODNR regulations. Tom also briefly shared information regarding the contingency plan for the Water Treatment Plant, noting that Poggemeyer Design Group (PDG) has presented agreements to address both the reservoir and the contingency plan. If Council approves the terms of the agreements, the funds will not be utilized until 2016 in order to avoid carryover funding from 2015. Tom said he is also seeking authorization for him to pursue grant funding through the Ohio BWC for the purchase of safety related items, such as truck lifts for yard waste and leaf pick up. This is a 3 to 1 grant for up to \$40,000. He will generate a list of items we could utilize, and an evaluation team will then come on site and a determination will be made. Mark Rupp made a motion, seconded by Chris Raftery, to **approve the job description and wage range for the new position of Utility Worker**. Mark noted that our other job classifications have a step process for wages, and asked if this one would have one as well. Tom replied that further qualifications will be determined through the interview process that can be used as a determination. Roll call – Motion carried with all voting “yea.” Mayor Fries asked that the PDG agreements be combined into one motion, with the total cost of around \$21,000. Mark asked if this was a good time to discuss the end date for the PDG contract. Tom stated that it is in our best interest to continue with PDG, as we have required a dedicated single source of contact, that person being Neal Materni. He is satisfied with the services of PDG so far; they have responded favorably with the minor issues to date. Tom said he did reach out to GPD and two other firms, but utilizing their services would result in a restart of projects, as they wanted to “reinvent the wheel.” He recommended that we continue with PDG. Craig Franklin made a motion, seconded by Chris Raftery, to approve the terms of the agreements for PDG to pursue mitigation of the reservoir seepage and a contingency plan for the WTP. No further discussion. Motion carried with all voting “yea.” Mark Rupp made a motion, seconded by Craig Franklin, to **authorize Tom to pursue a grant from the OBWC** for the purposes presented. No discussion. Motion carried with all voting “yea.” **C-T** – Bonnie stated that unless Council had any questions or comments on her written report, she would ask for Council’s approval to **excuse \$407.30 of sewer charges from account #06*2157*1**. This is the account that has been discussed previously regarding the misreads of the water meter. Mark asked about the policy, and Bonnie confirmed that if any meter reading is zero for three consecutive meters, the office will be requesting a meter change out. Chris Raftery made a motion to excuse the sewer charges as presented, seconded by Mark Rupp. No discussion. Motion carried with all voting “yea.”

BOARD/COMMITTEE REPORTS

Planning Commission - No meeting due to no agenda items. HRJFD – Terry said he did not attend the 11-4-15 meeting. Recreation Board - Kevin said the Rec Board met on 10-19-15 and mostly discussed the 501(C)3 process and the fall cleanup of the parks. Tom added that Clark Park was cleaned up on 10-31, and the Santa house was moved there today.

ORDINANCE 2015-22 MUNICIPAL INCOME TAX

An Ordinance to create Chapter 182 of the codified ordinances of the Village of Monroeville, Ohio regarding municipal income tax was presented for passage on third and final reading. Chris Raftery made a motion, seconded by Kevin Rasnick, to pass Ordinance 2015-22 on third reading by title only. No discussion. Motion carried with all voting “yea.”

ORDINANCE 2015-23 WATER TAPS AND RATES

An Ordinance amending Sections 929.01 and 929.02 of Chapter 929 of Monroeville’s codified ordinances regarding water taps and rates was presented for passage on third and final reading. Mark Rupp made a motion, seconded by Craig Franklin, to table the final reading of this Ordinance until the December Council meeting so that water tap fees can be clarified. No discussion. Motion carried with all voting “yea.”

ORDINANCE 2015-24 SEWER RATES

An Ordinance amending Section 921.02 of Monroeville's codified ordinances regarding sewer rates and charges for the Village of Monroeville was presented for passage on third and final reading. Chris Raftery made a motion, seconded by Mark Rupp, to pass Ordinance 2015-24 on third reading by title only. No discussion. Motion carried with all voting "yea."

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

RESOLUTION 2015-38 REPAY MONIES FOR MONROE ST SANITARY SEWER PROJECT

A Resolution authorizing the Clerk-Treasurer to repay the General Fund for a portion of the advancement of funds used for the Monroe Street Sanitary Sewer Project, and declaring an emergency was presented for adoption. Chris Raftery made a motion, seconded by Terry Reed, to adopt Resolution 2015-38 by title only. No discussion. Motion carried with all voting "yea."

RESOLUTION 2015-39 REPAY MONIES FOR PHASE X ELECTRICAL DISTRIBUTION UPGRADE

A Resolution authorizing the Clerk-Treasurer to repay the General Fund for a portion of 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 Kevin Rasnick, to adopt Resolution 2015-39 by title only. No discussion. Motion carried with all voting "yea."

RESOLUTION 2015-40 ADVANCE MONIES FOR PHASE X ELECTRICAL DISTRIBUTION UPGRADE

A Resolution authorizing the Clerk-Treasurer to advance monies from the General Fund to the Phase X Electrical Distribution Upgrade Project Fund to cover construction and material expenses until the American Municipal Power Inc. funds are received, and declaring an emergency was presented for adoption. Terry Reed made a motion, seconded by Craig Franklin, to adopt Resolution 2015-40 by title only. No discussion. Motion carried with all voting "yea."

RESOLUTION 2015-41 REPAY MONIES FOR MONROE ST. SANITARY SEWER PROJECT

A Resolution authorizing the Clerk-Treasurer to repay the General Fund for a portion of the advancement of funds used for the Monroe Street Sanitary Sewer Project construction, and declaring an emergency was presented for adoption. Chris Raftery made a motion, seconded by Terry Reed, to adopt Resolution 2015-41 by title only. No discussion. Motion carried with all voting "yea."

RESOLUTION 2015-42 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 Project to cover construction expenses until the Ohio Water Development Authority funds are received, and declaring an emergency was presented for adoption. Terry Reed made a motion, seconded by Chris Raftery, to adopt Resolution 2015-42 by title only. No discussion. Motion carried with all voting "yea."

ORDINANCE 2015-26 TEMPORARY APPROPRIATIONS FOR 2016

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, 2016, and declaring an emergency was presented for passage. Chris Raftery made a motion, seconded by Craig Franklin, to pass Ordinance 2015-26 by title only. No discussion. Motion carried with all voting "yea."

ORDINANCE 2015-27 SUPPLEMENTING 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 2015-27 by title only. No discussion. Motion carried with all voting "yea."

APPROVAL OF BILL SUMMARY

Kevin Rasnick made a motion, seconded by Terry Reed, to approve the bill summary for check #036018 to check #036101. No discussion. Motion carried with all voting "yea."

COUNCIL BUSINESS

Bonnie reminded Chief Lyons of his request for a pay increase for Officer Sirse. The Chief said that Sirse has successfully completed his one year probationary period, and asked for approval of a 50 cent per hour pay increase retroactive to his anniversary date of 10-3. Mark Rupp made the motion to approve this request, seconded by Craig Franklin. No discussion. Motion carried with all voting "yea." Mark said that the police pay needs to be reviewed with the other employees'. Three years ago extensive research was done on our wage ordinance, and it needs to be revisited, he added. Kevin said that the starting wages appear to be too low, and we need to address this. Mark commented that wages are hard to do while trying to stay within the budget constraints. Tom stated that Kevin had talked with the employees, which worked out real well as they appreciated the Council representation. Mark stated that all of the employees are valued, and it's tough to do pay increases when we can't increase revenue for the Village.

Mark also noted that he will be having further conversations with appropriate people regarding the traffic congestion on Broad Street and Chapel Street before and after school hours. He said that the school bus pulls off Rt 20 onto Chapel Street and stops to drop off kids, and cars line up behind it even onto Rt 20. Cars stopping on Chapel Street at Broad Street have to be halfway into the intersection before oncoming vehicles can be seen. Mark asked if maybe Chapel Street from Rt 20 to Broad Street could be one way. He said he feels this situation is an accident waiting to happen, and he would at least like to show our residents that we're taking their safety seriously.

ADJOURNMENT

There being no further business to discuss, Kevin Rasnick made a motion, seconded by Craig Franklin, to adjourn. No objections were voiced. The meeting adjourned at 7:58PM.

Bonnie Beck, MMC, Clerk-Treasurer

Melissa Fries, Mayor