

On Tuesday, October 11, 2016 at 6:00 PM 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:	Bob Whitacre	And:	Melissa Fries, Mayor
	Susan Rogers		Bonnie Beck, Fiscal Officer
	Craig Franklin		Jim Barney, Solicitor
	Mark Rupp		Tom Gray, Administrator
	Kevin Rasnick		
	Chris Raftery		

Also attending: Ivy Keller from the Norwalk Reflector.

The financial report and bank reconciliation for September, 2016 was distributed to Council via email.

APPROVAL OF AGENDA

Craig Franklin made a motion, seconded by Sue Rogers, to approve the agenda as presented. No discussion. Motion carried with all yeas.

DISPOSITION OF MINUTES

Chris Raftery made a motion, seconded by Bob Whitacre, to approve the minutes of the September 13, 2016 Council meeting as presented. No discussion. Motion carried with all yeas.

APPROVAL OF FINANCIAL REPORTS

Sue Rogers made a motion, seconded by Chris Raftery, to approve the September financial reports as presented. No discussion. Motion carried with all yeas.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS COUNCIL

None present

ADMINISTRATIVE REPORTS

Administrator- Tom explained to Council that he would like to **use the remaining funds from the AMP BAN loan** to pay for the Herbert substation circuit upgrades and the continued upgrades to the distribution system, and would need Council's approval for this. Bonnie interjected that the use of the remaining funds would require legislation, as it goes beyond the original scope of the Phase X project. At this point, Council's approval is needed in order to request an Ordinance from AMP's legal counsel. Mark asked how much was left from the loan, and Bonnie replied there was a little over \$351,400. Mark asked what happens if we don't use that money. Bonnie said it would be put toward the first loan payment. Tom stated that the reclosers for the distribution system will use most of the remaining funds. Chris asked if Berry Plastics would lose power would these upgrades assist with the outage. Tom said they would, as they would provide more reliability and a true alternate source of power. Bob asked if we would be doing this if we didn't have these funds. Tom said the project would have started with the 2017 budget process. Bob asked if it was necessary, and Tom replied that it was prudent as it would lead us to the next level of reliability. Council agreed to the allocation of AMP BAN funds for an expanded purpose. Tom then reminded Council that they had discussed the possibility of hiring George Latteman as a **full-time utility worker** at a recent work session. He would be used primarily in the electric division, but will have the ability to work round about through all of the other divisions. Tom asked if Council would agree to advertise for the position internally, pursuant to our Employee Handbook, then approve the staffing in November. Mark asked if there was a job description and a pay range, and Tom said there was, and a copy would be provided. Chris Raftery made a motion, seconded by Kevin Rasnick, to approve the 5-day internal posting for the position of utility worker. No discussion. Motion carried with all yeas. Mark asked about the mowing for next year. Tom said if a utility worker was hired he would be one of them, and we'd like to participate in the TANF program again. This worked out well for us this year, with one other part-time employee, as a lot of additional tasks were accomplished. Mayor Fries asked Council to act on the following action items: 1) Approve the sale of **no longer needed 4kV distribution transformers** and voltage regulators to Jerry's Electric at a rate of \$1.39 per kVa of nameplate capacity in an amount of \$5437.68. Craig Franklin made the motion, seconded by Sue Rogers. Mark asked if we had to do anything to prep for the sale. Tom said that Jerry's will remove the existing manufacturer's nameplate and tag, and will handle it from cradle to grave. No further discussion. Motion carried with all yeas. 2) Approve the attendance of Dave and Darrell at a one-day safety in metering seminar at Brownstown Electric on 10-21-16 at no cost to the Village. Chris Raftery made the motion to approve, seconded by Kevin Rasnick. No discussion. Motion carried with all yeas. 3) Authorize the Village Administrator to **apply to the OBWC** for a Safety Intervention Grant for the amount of \$12,950 for the purchase of automated radio read water meters. The Village's match would be about \$3237.50. Chris Raftery made a motion, seconded by Bob Whitacre, to authorize the request. Mark asked if these would allow automatic readings. Tom replied that yes, they would allow automatic readings, adding that the meters would be compatible with the electric meters as they would have the same technology. No further discussion. Motion carried with all yeas. 4) Authorize the Village Administrator to **apply for a Local Government Safety Capital Grant** on

behalf of the Village and the HRJFD for the purpose of upgrading the radio communication for both entities. The grant's maximum amount is \$100,000 with no required match. Chris asked if there was any other entity to partner with, and Tom said no because it would be easier to keep under one roof. Bob asked what the grant was for, and Tom said it would allow us to become operable under the same shared radio system with other state agencies, and would be a step toward the future. Craig specified the usage of the radio system. Craig Franklin made the motion, seconded by Sue Rogers, to authorize the request. No discussion. Motion carried with all ayes. 5) Authorize the Village Administrator to **apply for funding under the PUCO Supplemental Assistance Program** for approach sign improvements at the Broad Street railroad crossing in an amount not to exceed \$5000, with no required match. Bob Whitacre made the motion to authorize the request, seconded by Sue Rogers. No discussion. Motion carried with all yeas. Fiscal Officer - Bonnie stated that with Council's consensus to allow an expanded use of AMP BAN funds, this will change a couple of the financial amendments noted on the legislation. Mayor – Mayor Fries reported that there were four people who expressed an interest **in serving on the BZA**. She would like to recommend the appointment of Ken Honigford and Ron Graham to the BZA, with Council's approval. Chris Raftery made a motion, seconded by Craig Franklin, to approve the Mayor's recommendation. No discussion. Motion carried with all yeas. The Mayor then read the duplicate plaque that was presented to Tom Herbert for his years of engineering service to our electrical system. Mayor Fries noted that the luncheon for Mr. Herbert and his wife provided a nice afternoon of camaraderie. Mayor Fries commended the office staff, the employees and the administration for the recent newsletter, noting that it was very well done. The Mayor then shared with Council that the first meeting for the sesquicentennial celebration was held with several community members present, as well as Bonnie and Tom. The tentative date of August 24 – 26, 2018 has been set. The group would like to do pop up activities throughout the year, and lots of great ideas were shared. The Mayor invited Council to attend the next meeting on 10-26 at 7:00PM at the MAC building. Craig asked if anyone had contacted Roger Dickman, as he has a lot of Monroeville information. The Mayor said his name had been mentioned. Mayor Fries reminded Council that the next work session will be on 10-25, with a special Council meeting preceding it to pass legislation regarding the AMP BAN funds. Since the next Council meeting will fall on election day, the Mayor asked Council when they would like to meet for the November meeting. After some discussion, it was determined to hold the Council meeting on November 15th and the work session on November 29th. This will also avoid any meetings during the week of Thanksgiving. The Planning Commission will still meet on Monday, November 7th.

BOARD/COMMITTEE REPORTS

HRJFD- Bob reported that the HRJFD Board met on October 5th. There were 11 calls in September. They are ordering a new hose and trying to get a couple grants. The rest of the meeting was business as usual. This is Fire Prevention Week. Shade Tree Commission – Craig reported that they met on September 28th and discussed planting two trees and removing a couple.

Mayor Fries entertained a motion to suspend the rules for the following legislation. Sue Rogers made the motion, seconded by Craig Franklin. No discussion. Motion carried with all yeas.

RESOLUTION 2016-27 ADVANCE MONIES FOR PHASE X ELECTRICAL PROJECT

A Resolution authorizing the Fiscal Officer to advance monies from the General Fund to the Phase X Electrical Distribution Upgrade Fund to reconcile the expense advancements for the closeout of the American Municipal Power Inc. loan, and declaring an emergency was presented for adoption. Chris Raftery made a motion, seconded by Kevin Rasnick, to adopt Resolution 2016-27 by title only. No discussion. Motion carried with all yeas.

RESOLUTION 2016-28 TRANSFER MONIES TO G. O. BOND FUND

A Resolution authorizing the Fiscal Officer to transfer monies from the Water Fund to the G. O. Bond Fund to cover the initial debt service payment, and declaring an emergency was presented for adoption. Sue Rogers made a motion, seconded by Craig Franklin, to adopt Resolution 2016-28 by title only. No discussion. Motion carried with all yeas.

ORDINANCE 2016-14 SUPPLEMENT/AMEND APPROPRIATIONS

An Ordinance amending and supplementing certain funds for Appropriations Ordinance No. 2016-02, as amended, was presented for passage. Bob Whitacre made a motion, seconded by Craig Franklin, to pass Ordinance 2016-14 by title only. No discussion. Motion carried with all yeas.

ORDINANCE 2016-15 REDUCING APPROPRIATIONS

An Ordinance reducing certain appropriations for the fiscal year 2016, as amended, was presented for passage. Sue Rogers made a motion, seconded by Chris Raftery, to pass Ordinance 2016-15 by title only. No discussion. Motion carried with all yeas.

ORDINANCE 2016-16 ODOT SIGN REPLACEMENT PROJECT ON RT 20

An Ordinance authorizing Ohio's Director of Transportation to perform a systematic sign replacement project on US Rt 20 through the Village of Monroeville in Huron County as part of a larger systematic sign replacement project, and declaring an emergency was presented for passage. Bob Whitacre made a motion, seconded by Craig Franklin, to pass Ordinance 2016-16 by title only. No discussion. Motion carried with all yeas.

APPROVAL OF BILL SUMMARY

Kevin Rasnick made a motion, seconded by Bob Whitacre, to approve the bill summary that includes check #037065 to 037140, including check #037038, for a total of \$441,495.07. No discussion. Motion carried with all yeas.

COUNCIL BUSINESS

Craig asked Tom if he had heard anything from Frontier about their future optics. Tom said it was still in review.

ADJOURNMENT

There being no further business to come before them Craig Franklin made a motion to adjourn, seconded by Kevin Rasnick. No objections were voiced. The meeting adjourned at 6:42PM.

Bonnie Beck, MMC, Fiscal Officer

Melissa M. Fries, Mayor

**THIS IS NOT A RATIFIED OR
APPROVED COPY**