

On November 26, 2019 the Council for the Village of Monroeville held a work session at the Administrative Offices at 6:02PM.

Present were: Council Members Craig Franklin, Bob Whitacre, Chris Raftery, and Sue Rogers; Mayor Melissa Fries-Seip, Fiscal Officer Bonnie Beck, Administrator Tom Gray and Solicitor Jim Barney.

Also attending was Chief Gary Lyons.

Tom asked if the Utilities Committee could meet to discuss the water and sewer infrastructure and to get thoughts and ideas for potential growth. Berry Global will be having some extensions done, which usually involves tap fees, PTI (Permit To Install) fees for the sewer part, and engineering costs per the EPA. Berry will be paying for the line and installation. They are our #1 utility customer and we don't want to set a precedence, but we do want to help them with future growth.

The Police Department's goal is to purchase a new cruiser to replace #14, which recently blew its engine. He would like to offer it to EHOVE's auto mechanic group, who will help with the installation of a new/used engine, and in turn it will be given to the Police Academy. This would be a great PR campaign. Our PD's options are to purchase a new cruiser or lease one. Chris emphasized the great PR potential for giving cruiser #14 to EHOVE.

Gary explained that the cause for the blown engine was that part of a spark plug was broken off in a cylinder. Fitzgerald's quoted \$3100 to repair the engine with a 12,000 mile warranty, and Caranfa quoted \$6500 for a new one with unlimited mileage for 2 years. He noted that cruiser #14 has always been a lemon. For now they have a cruiser from the Norwalk PD, which can only be used for calls. Due to the urgency for a new cruiser, instead of getting the hybrid he is going to be getting a 2020 Ford Utility Interceptor, which should be here in 2 weeks – hopefully by 12-8. The extended warranty is included with the cost of this cruiser, which will make the total cost just a few hundred dollars less than the hybrid. Tom added that while new tires had been ordered for #14, they were not installed at the time of the engine failure so the order was cancelled.

Gary stated that he met with other Chiefs and the Sheriff regarding the 911 levy. Funds will start coming in around April. They want a county-wide communications network, digital public safety which will be compatible with the P25 (next gen), infrastructure, 911 software improvements, and a records management system. The \$5400 we've been paying annually for dispatch will be paid for by the levy, with the understanding that we will continue to support them when the levy comes up for renewal. Craig asked about the use of Kenwood, and Gary said Kenwood gives the best bang for the buck. Gary then referred to the 2 policies, Sections 600 and 602, that he would like to have Council pass. He said he has talked with Jim about them, and a few modifications have been made. Chris asked if Gary would send those policies with the modifications to everyone for their review, and Gary said he would do that.

Gary then asked for Council's consideration to increase the uniform allowances from the \$450 they have had for a number of years now. He thought that a \$100 increase would be appropriate. He also asked for consideration to include a shift premium in the wage ordinance.

Jim was asked if there was a decision made yet on the photo enforcement case, and he said no.

Bonnie asked Gary if his intent was to have the two policies passed at the December Council meeting. He replied that he would like them to be in place ASAP. The Mayor stated that he was to send the modified copies to everyone for review. Council would need the opportunity to review them, and since there would

not be a work session in December they wouldn't get approval until the February Council meeting. Gary said that if this has to wait until February, then he would like to include a couple more policies for approval. Jim said much of Sections 600 and 602 were copied from Belpre's model, which is fairly statutory.

The Mayor asked Bonnie for a report, and she replied that things were business as usual in the office. The Mayor asked about getting the (first 4 chapters of) the handbook approved. Chris said she needs to finish reviewing the draft, and she has some clarification questions for Bonnie.

The Mayor stated that Bonnie had mentioned employee wage increases in her Council report, and asked if Council would like to talk about that. Discussion about what past increases have been. It was determined to have legislation presented that would show a 25 cents per hour increase for all non-probationary employees. Chris stated that Council should also look at Gary's request for a shift differential. Gary said that third shift is especially brutal, as they are doing the duties essentially in the dark, which increases the danger. Also, there are no routine traffic stops. Chris suggested a 50¢ increase for third shift and 25¢ for second shift. Bonnie stated that she knew she would be hated for this, but she had done an e-mail blast to the OMCA when Gary had first mentioned a shift differential, and none of the villages that responded did this. Some of the cities did, but their tax bases are higher than a village's. A couple cities did 50¢, and a few did 35¢ and 45¢. The Mayor said she did remember that the initial request was for the third shift. Chris said that a 50¢ increase is only \$40 more per pay period, and she doesn't think that would hurt us financially. She realizes that this sets a precedent, but factories do it all the time. Gary said we could back off and do 20¢ and 40¢. Gary was asked what the shift hours were, and he replied that second shift was 3PM-11PM, and third shift was 11PM to 7AM. He added that he did away with the one-half hour overlap that the department used to have because it was not a good use of those hours. The Mayor suggested that since this a new, maybe we shouldn't do a 25/50¢ increase this year. After we see how a lower rate increase works we can judge it better. Tom asked that Council keep in mind the fund differences. The enterprise funds (water, sewer and electric) are consumer funded. Bob stated that we need to be diligent. Gary suggested tabling the shift differential and maybe increasing the uniform allowance. The uniforms are expensive, but they have to make an impression in court and having a Class A uniform is important. Bob asked about the vendors, and Gary said they use Gall's and Rakich. Part-time uniform allowances are based on hours worked. Craig asked how much it costs to fully clothe an officer, and Gary said it was about \$1800 including the vest. Bonnie said that the Village pays for the vests and badges. Gary said the vests are about \$900. Bob asked if a shift premium should be a percentage or per hour, and it was determined to keep it at the per hour rate. Discussion. Bob suggested giving third shift a premium of 25¢ per hour to show their support. Gary said that would be appreciated. Council also agreed to an increase in uniform allowances to \$550.

Reference was made to the letter received from an anonymous person regarding the former Bond house on S. Ridge St. that was sold a few months ago. Jim said he assumes they are not behind on their taxes. The Village can have the house inspected and if it's declared to be unsafe, then a letter will need to be sent. The house can be razed if necessary, and the costs recouped on the property taxes, OR the county can foreclose on the house. Tom noted that the new owner (Shaver) requested electrical services to the house and indicated that he needed it to get started with the work on the house. He is now receiving electric services. Chris said we need to find out his intent and timeline.

Tom said that our Christmas in the Park is scheduled for December 8<sup>th</sup> from 3-5PM. The local businesses are promoting that weekend, and will offer their specials on December 7<sup>th</sup>. This plan is business driven. Discussion about who would be the Santa this year, (as Dave's sister's health is declining.) Firelands Federal Credit Union will once again be donating cookies. Bonnie will go to Sam's to purchase the candy and other goodies for the buckets. Tom cited a few highlights for Saturday, with Old Soul Woodworking giving a gift certificate, and Twist-n-Shout will open from 10AM to 1PM for cash and carry ice cream. The Mayor read off the other events from the invitation. Chris added that Wreaths Across America will be at Commons Park at noon on December 14<sup>th</sup>.

Discussion about what to have for the employee Christmas luncheon on December 19<sup>th</sup>. A decision was made for the sandwiches, and everyone will provide a side. It was suggested to Tom to check with Andrew Brown, of Old Soul Woodworking, to see if he could build the table for the new Council chambers. Tom said he would check.

There being no further business to discuss, the meeting adjourned at 7:01PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Bonnie Beck". The signature is written in black ink and is positioned above the typed name.

Bonnie Beck, MMC  
Fiscal Officer