

On Tuesday, January 14, 2020 at 6:00PM Mayor Fries-Seip opened the Council meeting with a word of prayer, and the Pledge of Allegiance to the flag was then 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-Seip, Mayor
	Susan Rogers		Bonnie Beck, Fiscal Officer
	Chris Raftery		Tom Gray, Administrator
	Criag Franklin		
	Sam Wiley		
	Mark Rupp		

Also attending: Chief Gary Lyons and Debbie Ewell.

The December financial reports and bank reconciliations were previously distributed to Council via email.

APPROVAL OF AGENDA

Mayor Fries-Seip asked for Council's approval of the agenda. Sam Wiley made the motion, seconded by Sue Rogers. Motion carried with no discussion.

DISPOSITION OF MINUTES

Chris Raftery made a motion, seconded by Sue Rogers, to approve the minutes of the December 10, 2019 regular Council meeting as presented. Motion carried with no discussion.

APPROVAL OF DECEMBER FINANCIAL REPORTS

Sue Rogers made a motion, seconded by Sam Wiley, to approve the December 2019 financial reports as presented. Motion carried with no discussion.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS COUNCIL

None

ADMINISTRATIVE REPORTS

Administrator – Tom stated this his report contained the 2020 work list for all the departments. He and Bonnie will be sitting down to work out the financial numbers for the proposed projects, the majority of the projects being in the enterprise funds. He will then give a factual presentation of what he would like to see get accomplished. (Mark Rupp present at 6:03PM) Fiscal Officer – Bonnie shared with Council that our current carrier for liability insurance provided a quote that shows an increase of only \$1586, which included a slight increase due to our loss ratio. Council determined to continue **the liability insurance** with Rhinehart Insurance when our policy renews in April, and forgo the RFP's this year, with Sam Wiley making the motion, seconded by Chris Raftery. Motion carried with no discussion. Bonnie stated that the Employee handbook Committee had finalized their proposed amendments to the handbook, and she asked if Council was prepared to approve the amendments. Sam said he had found several "baby" things that he thought needed to be corrected. Specifically, he thought that Section 1.2B should state that all employees should be familiar with the contents of the handbook, rather than just the superintendents. He also thought that Section 3.6 should be moved up to 3.2 to read better. He started citing other minor issues, and the Mayor interjected to ask that Section 1.2B be amended, and the other minor issues can just be cleaned up in the final copy. Chris Raftery made the motion, seconded by Sue Rogers, to approve the first four sections of the **employee handbook** as amended. No further discussion. Motion carried. Bonnie explained the need to retroactively amend the motion made at the September Council meeting for the purchase of a hybrid cruiser. With the demise of car #14, we had to make an emergency purchase of a standard SUV and ordered it from Statewide, who does not carry the state contract, but matched the cost. Sam Wiley made the motion, seconded by Sue Rogers, to amend the previous motion to allow for the emergency purchase of the cruiser. Motion carried with no discussion. Bonnie asked if everyone had the opportunity to review the Rules of Council. The Mayor said she would prefer to see the administrative reports given as VA, FO, CoP, and the Mayor last, as the other three people are more involved with the day-to-day operations of the Village. Chris Raftery made a motion, seconded by Sam Wiley, to approve the Rules of Council for FY 2020 as amended. Motion carried with no discussion. Bonnie then asked for Council approval of the list of blanket purchase orders over \$2500 for 2020 which totaled \$745,064.02 (the list is attached to and made part of these minutes). Chris Raftery made a motion, seconded by Craig Franklin, to approve the list as presented. Motion carried with no discussion. Police - Chief Lyons cited some of the monthly stats, noting that even with some sicknesses, December was active. We went live yesterday with Gatso again after having the cameras calibrated. He is still trying to reach Russ Leffler regarding the Hearing Officer position. He said if he couldn't make contact soon he'll have to start looking for someone else. The new cruiser has arrived, and everyone likes it. He's impressed with how it lights up on traffic stops for the officers' safety. The Chief said he never got with Council about removing the part-time officers from probation. He recommended having Officers Querin, Sheehan, Silvers, Henderson

and Wyczalek removed from their probationary status. Craig Franklin made the motion to approve the recommendation, seconded by Sam Wiley. Motion carried with no discussion. The Chief then referred Council to the email he sent them regarding a request from a company whose driver received a collection notice for a speed citation, but never received the original notice. They are willing to pay the original amount of \$110, but have asked that the late charges be waived. Sue Rogers made a motion, seconded by Chris Raftery, to approve waiving the late fees. Motion carried with no discussion. Sam asked if the stats reflected a better job of catching offenders, or were there more out there. The Chief replied that both issues applied, adding that Rt 20 is a main thoroughfare for trafficking. Chris referred to the Chief's documents on the purchase of another new cruiser, and recommended that the Finance Committee meet to discuss this. They will set a date at the close of the meeting. Mayor - The Mayor asked Council if they wanted to keep the same Standing **Council Committee** assignments, and read which Council members were on each committee. Chris Raftery made a motion, seconded by Sue Rogers, to keep the committee assignments the same as last year. Motion carried with no discussion. Chris Raftery was asked if she would be interested in retaining the position of **President pro-tem**, and she agreed to do so. Mark Rupp made a motion, seconded by Sam Wiley, to appoint Chris Raftery as the President pro-tem for 2020. Motion carried with no discussion. Mayor Fries-Seip asked Council if they were interested in personally purchasing individual name tags, noting that some Council members may have already done so a few years ago at a cost of about \$8.00. After a brief discussion, all agreed to purchase the name tags. Bonnie will place the order. The Mayor then shared that she had received information for new Council member training, so if Sam or anyone else would be interested she can email the information.

Chris Raftery gave the Oath of Office to Mayor Melissa Fries-Seip, and the Mayor then gave the Oath of Office to Craig Franklin and Susan Rogers.

BOARD/COMMISSION REPORTS

Bob reported that the HRJFD Board met on January 8th. There were 17 December calls, and 141 for the year, which broke the record by 1. They are working on a couple grants that have a zero match. They discussed dispatching costs, and housing the North Central EMS ambulance. Sam asked what kind of space was required, and Bob said they toured the facility, so it's up to them. They basically need room for the ambulance, a kitchenette and a rest area. Planning Commission- Chris reported that the PC met on January 13th to discuss the fencing issue that Mr. O'Neil presented to Council last month. The permit cannot be approved because the fence would be too high for that area and the fencing product is not appropriate. The PC recommend that this matter go before the BZA, at which Mr. O'Neil will have to prove a hardship before it could be approved.

ORDINANCES/RESOLUTIONS FOR APPROVAL

INDUSTRIAL PARK SEWER EXTENSION

RESOLUTION 2020-01 *A Resolution authorizing the Mayor and Fiscal Officer to enter into a contract with Poggemeyer Design Group for the Village's portion of the Industrial Park Sanitary Sewer Extension, and declaring an emergency* was presented for adoption. Sue Rogers made a motion, seconded by Craig Franklin, to suspend the rules. Motion carried with no discussion. Chris Raftery made a motion, seconded by Sam Wiley, to adopt Resolution 2020-01 by title only. Motion carried with no discussion.

APPROVAL OF BILL SUMMARY

Sam Wiley made a motion, seconded by Sue Rogers, to approve the bill summary that included memo expenses and check #041727 to #041816 for a total of \$726,879.65. Motion carried with no discussion.

COUNCIL BUSINESS

None

ADJOURNMENT

There being no further business to come before them, Craig Franklin made a motion, seconded by Sam Wiley, to adjourn. Motion carried with no discussion. The meeting adjourned at 6:43PM.

Bonnie Beck, MMC, Fiscal Officer

Melissa M. Fries-Seip

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