

On Tuesday, February 9, 2021 at 6:00pm Mayor Fries-Seip opened the Council meeting in the MMC Council Chambers with a word of prayer, and the Pledge of Allegiance to the flag was then recited by those present. Social distancing was maintained.

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
	Craig Franklin		Bonnie Beck, Fiscal Officer
	Chris Raftery		Tom Gray, Administrator
	Sue Rogers		Jim Barney, Solicitor
	Mark Rupp		

Also attending: Chief Gary Lyons, Don Clark, and Heather Alicea.

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

EXCUSAL OF COUNCIL MEMBER

Sam had emailed everyone that he was unable to attend tonight's meeting, so Craig Franklin made a motion, seconded by Sue Rogers, to excuse him. Motion carried with no discussion.

APPROVAL OF AGENDA

The Mayor asked for Council's approval to amend the agenda to include Ordinance No 2021-02, and to adjourn to executive session at the end of the agenda. Sue Rogers made a motion, seconded by Craig Franklin, to approve the agenda as amended. Motion carried with no discussion.

DISPOSITION OF MINUTES

Sue Rogers made a motion, seconded by Bob Whitacre, to approve the minutes of the January 12, 2021 regular meeting as presented. Motion carried with no discussion.

APPROVAL OF JANUARY FINANCIAL REPORTS

Chris Raftery made a motion, seconded by Sue Rogers, to approve the January 2021 financial reports as presented. Motion carried with no discussion.

APPROVAL OF MONTHLY CREDIT CARD REPORTS

Chris Raftery made a motion, seconded by Craig Franklin, to approve the January credit card reports as presented. Motion carried with no discussion.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS COUNCIL

None

ADMINISTRATIVE REPORTS

Administrator - Tom clarified that in his report it should have stated that the water main break was on North St, not N. Main St. He had asked Don to attend tonight's meeting to discuss the WSRLA (Water Supply Revolving Loan Account) application for financial assistance for the 2022 water projects. The application is due by March 1, 2021. We will be applying for assistance to replace the water main lines on S. Main St/Peru Center S. from Rt 20 at Kiwanis Park to the intersection of S. Main and Norwalk St, and the installation of a new 8" line segment from St Rt 99 at Subway to Hilltop Ct. Tom said this loan provides 50% principal forgiveness. Don stated that the S. Main St. water line has multiple bands on it from all of the repairs over the last few years. By doing a loop at Hilltop Ct. it would eliminate a dead end main by Schild's. He also noted that there is a 6" cast iron line that runs behind the North St. homes that is really old. Bob asked if that was going to be replaced, and Don said the new line will connect the line behind the Midway/Subway area. Bob asked if we have an easement for that, and Tom said we will need to get one. The Mayor asked about the likelihood of getting the loan – are we in good standing with WSRLA? Tom replied that the EPA contacted both him and Don about the application. We need to apply and see how it all falls out, as there is no guarantee. We do have the right of refusal if things change. Don said if that would happen we would only be out the engineering fees. Bonnie asked if there were requirements from Council for the 50% principal forgiveness. Tom said there were, as it requires Council members to do a virtual training session. There is a Q&A at the end of the training. There being no further questions or comments for Don, he left the meeting at 6:10pm.

Fiscal Officer – Bonnie reviewed Heather's attendance at the annual OMCA Institute, which will aid in accruing her points to be a Certified Municipal Clerk. The cost for the conference is \$400 for a 5-day agenda. Pursuant to our policy, Council must approve the cost of the lodging. Sue Rogers made a motion, seconded by Bob Whitacre, to approve the cost for the conference lodging. Motion carried with no discussion. Given the close eye being kept on the General Fund, Bonnie would like to apply for a scholarship to reimburse the \$400. By doing that, Heather has to write a 300-800 word essay on why the scholarship is needed and how the conference will help her position, and a letter from the Mayor, Council or VA is needed showing that Heather will be paid to attend the conference. Mayor Fries-Seip said she would write the letter for Heather. Bonnie's report also noted that she and Heather will be attending the OPAT Hot Topics Conference on April 23rd at \$40 each. Craig Franklin made a motion, seconded by Sue

Rogers, to approve the attendance for Heather and Bonnie at this conference. Motion carried with no discussion. Bonnie stated that 4 more requisitions for over \$2500 will need Council approval. They are:

- 1) \$13,207 for the annual maintenance and support of the office computer applications
- 2) FTMC Affiliated Services - \$4200 for December EMS services
- 3) Walter Drane - \$4500 for updating codified ordinances and the website for same
- 4) Utility Truck Equip - \$3000 for urgent work on truck #17 for the electric department. I already signed off on the requisition pursuant to our purchasing policy due to the urgent nature of the repair work

Mark Rupp made a motion, seconded by Bob Whitacre, to approve the requisitions as presented. Motion carried with no discussion. John Courtney contacted Bonnie to let her know that upon his review of the 2019 electric department stats, the amount will need to be reduced to \$120,000 for the AMP BAN principal payment. Mark Rupp made a motion, seconded by Criag Franklin, to approve the AMP BAN principal payment of \$120,000. Motion carried with no discussion. Bonnie brought to Council's attention that they, and the Mayor, have not had a salary increase since 2015, and asked if they wanted to discuss this. It was determined that this could be a work session topic. Mark commented that with four seats up on 12-31-2021 is it a good idea to change rotation. Jim said no, adding that the Ohio Revised Code is clear on the terms and rotations of Council members. Bob asked what would happen if no one ran. The Mayor said she would have 30 days to appoint someone, and if she wasn't able to do that then Council would need to appoint someone. Jim reviewed the procedures pursuant to the ORC, and a short discussion followed.

Police – The Chief reported that they had a typical COVID month as far as stats go, as they are minimizing exposure to the public. They have not yet received notification for their vaccines. The department will start being more aggressive, so we will see an uptick coming in March. The Chief said he has asked for feedback from Council about the survey he would like to have the community reply to, and he thanked Council for the couple responses he received. He and Troy did some research and found that Microsoft will tally the survey results. He would like to roll this out in March. He touched briefly on the annual report he just distributed, saying that he's looking forward to this year. The Chief said that this month marks the end of his ten years with the Village, as well as the end of his 5-year employment contract. He stated that it was time he stepped aside, and anticipated retiring at the end of June. He said he hopes for a smooth transition and thanked everyone for their support. He read from a letter with deep emotion. The Mayor said she understands completely, and appreciates his service to the community. Chris said she wished him the best. Jim stated that he and the Chief met with Judge Weisenburger regarding the Gatso program (traffic cameras). He hasn't heard anything back from him yet.

Mayor – Mayor Fries-Seip asked for a motion to approve applying for WSRLA financial assistance. Chris Raftery made the motion to approve, seconded by Sue Rogers. The Mayor then asked for a motion to apply for PUCO funding for the S. Main St., S. Ridge St., and St Rt 547 railroad crossings enhancements. Chris Raftery made the motion, seconded by Sue Rogers. Motion carried with no discussion. The Mayor said she's saving her report for executive session.

BOARD/COMMISSION REPORTS

Finance Committee – Chris reported that the Finance Committee met on January 26th and stated the committee did a bang up job. They discussed and recommended that the second shift police officers receive a 15 cent per hour shift pay differential, and the third shift officers receive a 40 cent per hour shift pay differential. The COVID stats are lessening, and they will soon start the process of getting the Council laptops up and running. **HRJFD** - Bob reported that the HRJFD Board met on February 3rd. There were 2 calls in January, and the new jaws equipment is now in service. Cadet Krueger passed his fire school, and interviews will begin for the Chief's position.

ORDINANCES/RESOLUTIONS FOR PASSAGE

The Mayor asked for a motion to suspend the rules for the following legislation. Craig Franklin made the motion, seconded by Sue Rogers. Motion carried with no discussion.

RESOLUTION 2021-03

REPAY GF FROM WATER METER FUND

A Resolution authorizing the Fiscal Officer to repay the General Fund a portion of the advancement of funds for the Water Meter Replacement Project, and declaring an emergency was presented for adoption. Mark Rupp made a motion, seconded by Chris Raftery, to adopt Resolution 2021-03 by title only. Motion carried with no discussion.

RESOLUTION 2021-04

REPAY GF DROM BROAD ST SEWER FUND

A Resolution authorizing the Fiscal Officer to repay the General Fund a portion of the advancement of funds for the Broad Street Sanitary Sewer Project, and declaring an emergency was presented for adoption. Sue Rogers made a motion, seconded by Mark Rupp, to adopt Resolution 2021-04 by title only. Motion carried with no discussion.

RESOLUTION 2021-05

APPLY FOR WSRLA FINANCIAL ASSISTANCE

A Resolution authorizing the Village Administrator to apply for, accept, and enter into a Water Supply Revolving Loan Account agreement on behalf of the Village of Monroeville for planning, design and/or construction of water infrastructure, designating a dedicated repayment source for the loan, and declaring an emergency was presented for adoption. Chris Raftery made a motion, seconded by Craig Franklin to adopt Resolution 2021-05 by title only. Motion carried with no discussion.

ORDINANCE 2021-01**AMEND SEC 4 OF WAGE ORDINANCE -POLICE**

An Ordinance amending Section 4 of Monroeville's wage ordinance regarding police officer wages and declaring an emergency was presented for passage. Sue Rogers made a motion, seconded by Bob Whitacre, to pass Ordinance 2021-01 by title only. Motion carried with no discussion.

ORDINANCE 2021-02**AMEND/SUPPLEMENT APPROPRIATIONS**

An Ordinance amending or supplementing certain funds for temporary Appropriations No 2020-18 and declaring an emergency was presented for passage. Chris Raftery made a motion, seconded by Sue Rogers, to pass Ordinance 2021-02 by title only. Motion carried with no discussion.

APPROVAL OF BILL SUMMARY

Craig Franklin made a motion, seconded by Sue Rogers, to approve the bill summary as presented. The bill summary is memo expenses and check #042880 #042972 for a total of \$666,301.34. Motion carried with no discussion.

COUNCIL BUSINESS

Mark said he got a call questioning the PCA (Power Cost Adjustment) on utility bills, as they appear to be significantly higher lately. Bonnie explained that there are several factors that go into the PCA calculations, which is on a 3-month rolling cycle. The calculation is presented by Courtney, and the utility bills are charged the PCA with that calculation based on their electric usage. Tom further explained more in detail the transmission and capacity charges that were part of the calculations. Sue stated that she wanted to let everyone know that when doing the RITA tax form, you have to put "Monroeville" and not "Village" in box 20. Discussion about the use of funds for the police door and bulletin board. Sue asked about an announcement board out front, but space was an issue.

EXECUTIVE SESSION

Craig Franklin made a motion, seconded by Sue Rogers, to adjourn to executive session to discuss the employment of a public employee. Motion carried with no discussion. The meeting adjourned to executive session at 6:40pm and reconvened at 7:32pm.

FINAL COUNCIL BUSINESS

Sue Rogers made a motion, seconded by Craig Franklin, to advertise for **the sale of 2 S. Main St.**, An ad will be created and the draft of the ad will be sent to Council and the Mayor for their approval. Chris Raftery made a motion, seconded by Craig Franklin, to prepare a **legal notice for seeking a Chief of Police**, and waiving the five day internal posting. Motion carried with no discussion. It was determined that the salary range was already in the wage ordinance. Bonnie and Jim will work on this and get a draft to everyone for approval before running the ad.

Jim commented that he recently worked with Heather in the Municipal Court, and she was "a dream."

ADJOURNMENT

There being no further business to come before them, Craig Franklin made a motion, seconded by Sue Rogers, to adjourn the meeting. Motion carried with no discussion. The meeting adjourned at 7:37pm.

Bonnie Beck, MMC, Fiscal Officer

Melissa M. Fries-Seip, Mayor

This is not a ratified or approved copy.