

On Tuesday, February 13<sup>th</sup>, 2024, at 6:00 PM, Mayor Joseph Galea 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 for the Council of the Village of Monroeville was then called to order.

Present at roll call:

Chris Raftery	and: Joseph Galea, Mayor
Mark Miller	Tom Gray, Village Administrator
Sue Rogers	Bonnie Beck, Fiscal Officer
Tammy Schlachter	Heather Alicea, Administrative Specialist
Bob Whitacre	Jim Barney, Solicitor
	Gary Lyons, Chief of Police

Also attending: Lt. Troy Kimball, Melissa Woodruff, Ron Stang, Rich Marett, Brad Mesenburg and Paul Skidmore.

The January 2024 financial reports, bank statements, balance sheets, check reports, and bank reconciliations were previously distributed to Council via e-mail.

#### **EXCUSAL OF COUNCIL MEMBER**

Sam Wiley previously notified Bonnie Beck that he would be unable to attend tonight's meeting. The Mayor asked Council for a motion to excuse Sam Wiley from the meeting. Chris Raftery made that motion, seconded by Sue Rogers. Motion carried with no discussion.

#### **APPROVAL OF AGENDA**

The Mayor asked for Council's approval of the agenda as presented. Sue Rogers made a motion, seconded by Bob Whitacre, to approve the agenda as presented. Motion carried with no discussion.

#### **DISPOSITION OF MINUTES**

Sue Rogers made a motion, seconded by Chris Raftery, to approve the minutes as presented from the special Council meeting 1/9/24 & the regular Council meeting 1/9/24. Motion carried with no discussion.

#### **APPROVAL OF FINANCIAL REPORTS**

Chris Raftery made a motion, seconded by Sue Rogers, to approve the January 2024 financial reports as presented. Motion carried with no discussion.

#### **APPROVAL OF THE MONTHLY CREDIT CARD REPORT**

Sue Rogers made a motion, seconded by Tammy Schlachter, to approve the December 2023 credit card report & the 4<sup>th</sup> quarter 2023 credit card report, as well as the January 2024 credit card report. Bob Whitacre asked about a \$3000 per quarter charge regarding the Croghan Colonial Bank Visa credit card account. Bonnie explained that when the Village uses the Visa credit card, it's through Croghan Colonial Bank. We use that card for the Amazon orders and for anything else that requires a credit card payment. The charge amount fluctuates from one month to the next based on what we purchase. Bonnie asked Bob if he would like that report to be more detailed, perhaps when it's over a certain amount. Bob said yes. Motion carried with no further discussion.

#### **OPPORTUNITY FOR CITIZENS TO ADDRESS COUNCIL**

Ron Stang spoke about his concerns regarding outside wood burners. His neighbor has one and it's constantly blowing smoke towards his property. The Village Ordinance needs to be updated because it's too old. Ron knows his neighbor is grandfathered in and nothing can be done about that, but something needs to be done about anyone else trying to add a wood burner to their property. Ron would like to see wood burners banned in Monroeville. According to the EPA and the Village Ordinance, only clean dry wood can be burned and the smoke from his neighbor's burner smells like something other than smoke. The language about the nearest structure to the wood-burner and the eaves of the home is also unclear. Ron spoke to someone at the Police Department and they said they would look into it. The Mayor advised that Council will look into Ron's concerns in order to make sure everyone is doing what they should be and that air quality isn't being damaged. Tom said as part of the staff review that's taking place of the zoning rules & regulations, this is one element that's being addressed. Bonnie advised that essentially, wood burners will be banned, except the ones that are grandfathered in. The Mayor asked Jim how the Village could enforce action if something other than what is permitted is being burned. Jim said once it's burning, it's too late to see what was burned. Jim spoke with the PD prior to tonight's meeting and they will keep an eye on it. If there's an opportunity for Jim to address an issue, he certainly will.

Rich Marett spoke and said that he is running for County Commissioner. Rich has been on the Huron County Fair Board for almost 20 years and has been a Norwalk Township Trustee for the same period of time. He owns a small trucking and excavating business. Rich said he has a lot to offer and he would like to give back to the people of Huron County.

Brad Mesenburg spoke and said he is running for the County Commissioner seat opposite of Rich Marett. Brad said he graduated from BGSU in 2006, with a bachelor's degree in science and economics. His family has owned Mesenburg Brothers Trucking for close to 80 years. Brad has worked for his father for the last 17 years. The last 10 years, he has also been the Fiscal Officer for the Vermilion River Ambulance District and served as Fiscal Officer for Townsend Township. Brad believes he brings a lot of value to the community with his background in business and public service. Brad thinks Monroeville is a great place, with businesses like Mini Main Street, and he would like to replicate that around Huron County.

#### **ADMINISTRATIVE REPORTS**

**Administrator** - Tom presented his report that was previously submitted to Council. Tom has one additional item he would like to add. There is a leak at the Industrial Park water tower. He sent Council a brief email this afternoon with a description of the problem. Tonight, Bonnie will present a requisition for \$8000 in the name of Allied Underwater Services. They will come in and identify the leak on the inside of the tank and hopefully get it mitigated quickly with an epoxy application. The epoxy is not harmful to the drinking water in the tower. The tower will not have to be drained to fix the leak. The tower is due for heavy maintenance this year, but the work about to take place will supplant the heavy maintenance at this point in time.

**Fiscal Officer** – Bonnie presented her report that was previously submitted to Council. Bonnie asked for a sewer excusal for a gentleman and his family that have had two back-to-back water leaks and four water leaks in the last few months. Bonnie asked Council to excuse the amount of \$215.30 for 23,000 gallons of lost water, for utility account 03.1054.16. Chris Raftery made that motion, seconded by Sue Rogers. Motion carried with no discussion. Heather Alicea would like to continue her training in order to obtain her Certified Municipal Clerk's designation. Heather did some research on this and is able to do online courses this year rather than traveling to Dayton, Ohio, which will save \$533. Bonnie asked for Council's permission to spend \$720 to allow Heather to take the online courses. Sue Rogers made that motion, seconded by Tammy Schlachter. Motion carried with no discussion. Bonnie took the Sunshine Law training that's mandatory for new elected officials. Bonnie is no longer an elected official, but she still has to take the training every four years for the Fiscal Integrity Act. One of the handouts that was provided to Council was the agenda for this training. Bonnie said it was one of the best training sessions that she's ever had on this topic. Bonnie asked Council to designate that she represented Joe Galea, Mark Miller, Sue Rogers and Tammy Schlachter, to take this training on their behalf. Certificates are no longer issued, it's just a confirmation of attendance. Bonnie has to have it in the Council minutes that she was designated to represent Joe, Mark, Sue and Tammy at the training. Mark Miller made that motion, seconded by Sue Rogers. Motion carried with no discussion. Bonnie previously provided Council with a list of requisitions that will require Council approval and she has two additional req.'s to add to that list. The list is as follows: Anixter, for a capacitor pole mounted bank, cable, etc., \$103,995; Main Lite Electric, for service line extension at the Industrial Park, \$26,400; Brownstown Electric, for 7 replacements of transformers at the Herbert substation, \$11,500; Excellence Opto Inc., for 12 LED flood lights for stock (Village system and rental replacements), \$5129; Power Line Supply, for a reel of #2URD wire, \$7750; Brownstown Electric, for 3, 3-phase transformers, \$53,000; Intoximeters, for a new intoximeter (BAC) machine for the MPD, \$16,531.50; Ag-Pro, for a landscape trailer, \$3800; Close Electric, for panel repairs to the high service pump at the Water Treatment Plant and the river pump, \$3000; adding an additional amount of \$15,600 to a previously approved req for Duncan & Allen, (previously approved in January 2023, for \$9400), for the D3 floating solar power work; Buckeye Power Sales, for a 3-year maintenance program for the Village's generators, which includes battery replacement in year 3, \$6320; Allied Underwater Services, for the repair of the Industrial Park water tower, \$8000; and the painting of the women's restroom at Clark Park, \$2986. Chris Raftery made a motion to approve all of those requisitions, seconded by Sue Rogers. Motion carried with no discussion. The next item in Bonnie's report is for a new dump truck. Bonnie said after speaking with Tom, they are going to take that off the table for this year, which will be further explained at the next Finance Committee meeting. The cost of a new truck is more than what was anticipated and the money currently in the set-asides is not enough for that expenditure. Bonnie asked if Council is okay with the Rails-to-Trails signage (other than the one sign that says Welcome to the Village) that was previously provided to them and Council confirmed. Bonnie said if they remove the language from the sign that is going to be on Halfway Road and just have the sign show an arrow with the four destinations, Bonnie can order them. Bonnie asked Council for a motion to approve the purchase of the signs, 24"x24", \$113.75 each, for a total of \$341.25. Sue Rogers made that motion, seconded by Bob Whitacre. Motion carried with no further discussion. The Mayor asked who is going to install the signs, including the one on Halfway Road. Bonnie said the signs belong to the Village, so we will install them. Bonnie said ODOT will install the signs that are going on Rails-to-Trails for that purpose, but the signs she orders will belong to

the Village. The Mayor thanked Bonnie for getting that completed. Bonnie said every year the Village renews the AMP BAN (bond anticipation note). Every year, Council determines how much to pay off on the principal amount. Last year, the Village didn't meet the debt ratio for the Electric Fund. John Courtney and Bonnie managed to adjust some of the numbers while keeping everything in compliance, so the Village squeaked under the debt ratio. Bonnie asked Council if they will approve a \$150,000 payoff on the principal again this year. If this doesn't work when all of the numbers are put together for the budget, then that amount can be reduced. Bonnie said she will know for sure before the next Council meeting, as the budget will be presented at that time. Chris Raftery made that motion, seconded by Tammy Schlachter. Motion carried with no discussion. Bonnie said she included the footnotes of the annual report in her packet to Council. The footnotes are submitted to the state auditor every year and they contain everything that the Village of Monroeville does financially. She asked Council to read it over and see where the Village is financially in all of the funds as well as what those funds are. In the section regarding the JV notes, Bonnie takes a lot of the information from John Courtney's report, as he has the percentages of participation in each one of our joint ventures.

**Chief** – Chief presented his report that was previously submitted to Council. In regards to the requisition request that Bonnie addressed in her report for a new BAC machine, Chief would like to explain what happened. Last month, Nick Meyer went to get re-certified for his senior operator's license for the BAC data master, the machine that tests for alcohol content. The gentleman who was administering the test said that come January 2025, the current BAC machine will become obsolete and will no longer be permitted for use. The MPD has had their BAC machine since 1998-1999. Last Wednesday, Chief attended a Chief's meeting. The gentleman from the State Health Department was in attendance and suggested that orders for a new BAC machine be placed ASAP. The State Highway Patrol orders several BAC's, which can cause a backlog. Chief proposes that the purchase be funded by the DUI & Education Fund, as well as the MPD set-aside fund. Chief is also hoping for a funding reprieve from the State of Ohio. Next Wednesday, 2/21/24, there will be first aid and CPR training at the MMC for some of the Village staff, including the MPD. Last night, Chief attended a tabletop exercise at the H.R.J.F.D., doing a practice drill for a hazmat leak at 7-Eleven. It was very educational with many departments in attendance.

**Solicitor** – Jim had no information to report.

**Mayor** – The Mayor reported that he had a meeting with the women business owners here in town to see what they have in mind for the eclipse and for the upcoming year. The consensus was that most of the businesses will be active the Saturday and Sunday before the eclipse, and will be closed on Monday, 4/8/24. The American Legion is still finalizing their plans. Everyone is excited for the year ahead and there are great things coming for the community. The business owners are hopeful about the new parking lot construction project. They've been contacting Representative Swearingen in regards to him assisting with pursuing a grant. A ribbon-cutting for the Monroeville Local School's new all-weather track will be held on Saturday, 3/30/24, at 10:15 AM. The Mayor has been asked to speak at the ceremony. From the Mayor's understanding, the track will be open to the public to use from that point on. The American Legion would like to finance the cleaning of the monuments at Commons Park. The Legion is going to provide the funding for that service. The funding legalities are being worked out in regards to the Village accepting that as a donation or contracting it on our behalf, as the Village has to follow the Auditor of State requirements. The Mayor and Bonnie will be sitting down with the Legion's leadership for further discussion before it's brought to Council for approval. The Mayor asked Council for a motion regarding the following: re-appointing Ken Bischoff to the Board of Zoning Appeals (BZA), whose term will be 2/13/24-12/31/26; appointing Melissa Woodruff to the BZA, whose term will be 2/13/24-12/31/25, re-appointing Sue Long to the Shade Tree Commission, whose term will be 1/1/24-12/31/28; and appointing Anna Bischoff to the Shade Tree Commission, whose term will be 1/1/24-12/31/28. Sue Rogers made that motion, seconded by Mark Miller. Motion carried with no discussion. The Mayor noted that Bonnie provided a good overview on the Sunshine Law training that she took on Council's behalf and recommended that Council read through the handout that she provided. The Mayor also reminded Council that motions cannot be made during executive session.

#### **BOARD AND COMMISSION REPORTS**

Bob Whitacre reported that the H.R.J.F.D. met on 2/6/24. There were nine calls in January, four of which were in the Village. They've received two bids for the self-contained breathing apparatuses that they previously received a grant for. There is a county-wide Chief's meeting here in the Village tomorrow, 2/14/24. A date has not been set for the annual chicken BBQ. Paul Skidmore advised the new fire truck may arrive in June of this year.

Chris Raftery reported that the Planning Commission met on 2/12/24. A site plan was presented for a new business coming into the Industrial Park, CW (Crazeweld) Mechanical. If everything goes as planned, they will break ground in April. There was a brief discussion allowing residential in the business district. From no action on the Village's part, work was halted on 5, 7 & 9 S Main Street by the State Inspector.

#### **ORDINANCES & RESOLUTIONS FOR FIRST READING**

**Resolution 2024-02** *A Resolution establishing a special revenue fund for the accounting of monies from the State of Ohio capital budget was presented for first reading.*

**Resolution 2024-03** *A Resolution authorizing the Fiscal Officer to advance monies from the General Fund to the Downtown Parking Lot Construction Project Fund was presented for first reading.*

**Resolution 2024-04** *A Resolution establishing a State Energy and Water CDS Fund for the purpose of accountability of funds received for the Grid Resiliency and Advanced Metering Infrastructure was presented for first reading.*

**Resolution 2024-05** *A Resolution acknowledging the Village Administrator's submittal for financial assistance from the State Energy and Water CDS Fund for the Grid Resiliency and Advanced Metering Project Fund, and authorizing the Fiscal Officer to advance funds from the General Fund into the CDS Fund was presented for first reading.*

#### **ORDINANCES & RESOLUTIONS FOR PASSAGE**

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

**Ordinance 2024-01** *An Ordinance establishing a civil law speed and traffic control device enforcement system, repealing ordinance 2022-16, and declaring an emergency was presented for passage. The Mayor asked Jim to speak regarding this Ordinance. Jim said the citations have been pared down and will be much easier to read and easier for the Village to enforce. Jim believes this Ordinance will pass constitution of muster if the occasion arises. It's a novel idea, but Jim feels good that it will work well for the Village. Jim received a request to make a change to the language in the Exhibit and he didn't have the chance to send the updated version to Council before tonight's meeting. Therefore, he'd like Council's permission to pass Ordinance 2024-01 with the following amendment to the Exhibit: To change OPOTA (Ohio **Police** Officer Training) to OPOTA (Ohio **Peace** Officer Training), in section 301, under definition of a law enforcement officer. The Mayor also asked for Council's permission to pass Ordinance 2024-01 with the following amendment to the Exhibit: In section 302A, traffic control **devises** need to be changed to traffic control **devices**. Sue Rogers made a motion, seconded by Tammy Schlachter, to pass Ordinance 2024-01 as amended, by title only. Motion carried with no further discussion.*

**Resolution 2024-01** *A Resolution authorizing the Fiscal Officer to advance monies from the General Fund to the Ohio Environmental Protection Agency Generator Project Fund, and declaring an emergency was presented for adoption. Chris Raftery made a motion, seconded by Tammy Schlachter, to adopt Resolution 2024-01 by title only. Motion carried with no discussion.*

**Resolution 2024-06** *A Resolution establishing a special revenue fund for the accounting of monies from the H2Ohio River Chloride Reduction Grant, and declaring an emergency was presented for adoption. Sue Rogers made a motion, seconded by Chris Raftery, to adopt Resolution 2024-06 by title only. Motion carried with no discussion.*

**Resolution 2024-07** *A Resolution acknowledging the Village Administrator's submittal for an H2Ohio River Chloride Reduction Grant to procure a salt storage building for Monroeville, Ohio, and authorizing the Fiscal Officer to advance funds to the H2Ohio Fund, and declaring an emergency was presented for adoption. Bob Whitacre made a motion, seconded by Mark Miller, to adopt Resolution 2024-07 by title only. Motion carried with no discussion.*

**Resolution 2024-08** *A Resolution authorizing the Village Administrator to make application for a grant from Source Water Protection Strategies for the protection of Monroeville's water source, and declaring an emergency was presented for adoption. Sue Rogers made a motion, seconded by Chris Raftery, to adopt Resolution 2024-08 by title only. Motion carried with no discussion.*

#### **APPROVAL OF BILL SUMMARY**

Sue Rogers made a motion, seconded by Tammy Schlachter, to approve the bill summary as presented, which included memo expenses and check # 045742 to check # 045828, for a total of \$587,023. Motion carried with no discussion.

#### **COUNCIL BUSINESS**

At a prior meeting, Sue said she had mentioned seeing if a certain musical group was able to perform during the weekend prior to the solar eclipse. Bonnie said the group that she referred to previously will

be playing at Mini Main Street that weekend. Sue said Heather had sent Council an email that came in via the Village website from a vendor who can set up a temporary outdoor movie theater. Joe asked Heather if she has any pricing available for that vendor. Heather said she doesn't, but will be happy to reach out to them and get pricing and plan information. Heather said she isn't sure if it would work out for the weekend of the solar event, due to the amount of people who may attend and/or the weather, but it could be something considered for the Village residents during the summer months. Heather said when she forwarded that email to Council, she had also attached the letter that the Village had received from the 21<sup>st</sup> Century Donation two years ago when they made a significant donation for community events, like an easter egg, a night out for families, etc. An outdoor movie would be a great event for families. Sue thinks it would be a good idea to do this the Saturday evening before the eclipse, weather permitting. Bonnie stated Mellow Yellow Pizzeria has confirmed they can be in the Village the Friday, Saturday and Sunday before the solar eclipse. Heather said Red Shamrock reached out as well, but it sounded as if they would only be interested if the Village is hosting an event that can guarantee customers for their food truck. The Mayor said Hailey Heyman plans on reaching out to some food trucks as well. Bonnie spoke with the owner of the drive-thru to give him notice about the influx of customers to expect that weekend. Bonnie also spoke with the owner of Twist-n-Shout. They will be open that weekend, but hours will be based on staff availability. Bonnie said she also left a message with Subway and is waiting to hear back. The American Legion will be business as usual, as will the Village departments. The Mayor said Pean's Pizza will be open Saturday and closed on Sunday & Monday. Bonnie spoke with Jackie Schafer about the Athletic Boosters running the concession stand at the park during the solar event. With the number of people that are expected to come into the community, the restaurants around us won't be able to handle that kind of a crowd. Jackie is considering running the concession stand Friday, Saturday, Sunday and closing on Monday at 1pm, offering small meals for breakfast, lunch and dinner. The Mayor asked if the boosters would consider offering any meals to people on their way out of town after the solar eclipse is over. Bonnie said she will reach out to Jackie and ask. Bonnie sent the OML newly elected Council member training seminar information to Tammy and Mark. Bonnie asked Tammy and Mark if they are interested in attending. The cost is \$100 per person, plus mileage. Tammy would like to attend, but doesn't need mileage reimbursement. Bonnie asked for Council's approval to send Tammy Schlachter to the OML training seminar. Chris Raftery made that motion, seconded by Sue Rogers. Motion carried with no discussion. Mark said he will review the email Bonnie sent him to see if he will be able to go. Heather said she wanted to add one more thing about the solar event. One of the churches in Norwalk is offering "dry camping" to out-of-towners, which means no water and sewer hook-up. It gives people a place to rest leading up to the solar event. Heather isn't sure if the Village would be willing to consider that in the parks. The Mayor said he doesn't think we will allow that on Village property. Sue said she thinks we should allow it. The Mayor said Council can discuss it at a later meeting. Heather advised she understands restrooms and trash are an issue, but it may be something to consider as it gives people a place to stay since there are no hotels in the Village. The Mayor asked Chief if he has concerns with this. Chief confirmed that he does. Sue said these people may have nowhere else to go. Heather said it's been verified that there will be MPD staff available to monitor the area whether we allow people to park there or not. We may also want to consider putting "no overnight parking" signs up if we aren't going to allow it or people won't realize they can't park overnight. Chris said she would like to discuss this further at the next work session. The Mayor asked everyone to keep this on their radar for future discussion.

**ADJOURNMENT**

There being no other business to come before them, Mark Miller made a motion, seconded by Tammy Schlachter, to adjourn. Motion carried with no discussion. The meeting adjourned at 7:03 PM.

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Heather Alicea, Administrative Specialist

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Joseph Galea, Mayor

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