

On Tuesday, June 10th, 2025, at 6:03 PM, Father Ron Schock commenced the Council meeting with a prayer. (Father Ron subsequently left the meeting at 6:07 PM.) The attendees recited the Pledge of Allegiance to the flag.

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		Eunice Collene, Fiscal Officer
Tammy Schlachter		Ann Beck, Administrative Assistant
Bob Whitacre		Heather Alicea, Administrative Specialist
		Jim Barney, Solicitor
		Lt. Troy Kimball, MPD

Also attending: Fred Leber, Andy Betschman, Paul DeMarco on behalf of Monroeville Local Schools, and Nick Wade from Wade's Truck & Trailer Repair.

The May 2025 financial reports, bank statements, balance sheets, check reports, and bank reconciliations were previously distributed to the Council via e-mail.

EXCUSE COUNCIL MEMBERS

Council member Sue Rogers had previously notified the Administrative Office of her inability to attend tonight's meeting; however, she was present at the meeting, thus her absence no longer requires an excuse.

Council member Sam Wiley had previously informed the Mayor and Council of his inability to attend the meeting scheduled for tonight. The Mayor requested a motion from the Council to excuse Sam Wiley from attending this evening's meeting. However, no motion was put forward.

APPROVAL OF AMENDED AGENDA

The Mayor requested the Council's approval of the amended agenda, which includes adding Ordinance 2025-13 for first reading. Sue Rogers proposed a motion, which was seconded by Tammy Schlachter, to approve the agenda as amended. The motion was carried without any discussion.

DISPOSITION OF MINUTES

The Mayor asked the Council for a motion to approve the minutes from the regular Council meeting on 5/13/25. Chris Raftery made that motion, seconded by Mark Miller. The motion was carried without any discussion.

APPROVAL OF FINANCIAL REPORTS

The Mayor asked the Council for a motion to approve the May 2025 financial reports. Sue Rogers made that motion, seconded by Chris Raftery. The motion was carried without any discussion.

APPROVAL OF THE MONTHLY CREDIT CARD REPORT

The Mayor asked the Council for a motion to approve the May 2025 credit card report. Chris Raftery made that motion, seconded by Bob Whitacre. The motion was carried without any discussion.

OPPORTUNITY FOR CITIZENS TO ADDRESS COUNCIL

Fred Leber spoke about the challenges currently faced by Nick Wade, the owner of Wade's Truck & Trailer Repair. Fred mentioned that he had a conversation with Village Administrator Tom Gray regarding his concerns as well. Fred expressed that he has heard allegations against Nick related to water run-off issues at the Eagle View subdivision. Fred said he is worried about these allegations, as Nick operates a reputable business and keeps the premises in good condition. Fred noted that the Eagle View subdivision has a longstanding history of flooding. Ken Schafer attempted to sell the lots in that area for several years, but due to the area being a floodplain, potential buyers were apprehensive about the cost of flood insurance. Fred said he would be disheartened to witness a reputable business close when not all concerns have been correctly communicated to those who raised them. The Mayor acknowledged Fred's remarks, stating that, at this point, no one is taking sides. The responsibility of the Zoning Inspector is to uphold zoning laws and regulations, and there is no intention to drive anyone out of business. Fred mentioned that the Village operates under home-rule authority as per the State of Ohio, allowing for the issuance of ordinances to safeguard the Village.

Nick Wade inquired of the Council why the construction of homes with basements was permitted in a flood-prone area. Sue Rogers remarked that the area has a history of flooding and questioned whose duty it is to inform homeowners that they are constructing in a hazardous location. Nick expressed that he doesn't wish to develop animosity towards the Village, yet he has been receiving correspondence concerning potential lawsuits. The Mayor clarified that the Village has not sent any lawsuit-related letters to Nick. The objective is for the Village to collaborate with landowners on zoning matters. The Mayor emphasized that all claims are currently unproven and remain allegations. Nick mentioned that a letter from the Village was handed to his business by a Police Officer, which was an incorrect method of delivery. The Mayor acknowledged the existence of an ongoing concern related to a zoning violation, stating that it is not up to the Council to make decisions on the matter.

ADMINISTRATIVE REPORTS

Administrator - Tom presented his report, which was previously submitted to the Council. Tom asked for approval of four action items. 1) Dustin Crabtree has completed his probation period as the Street Department Superintendent and has met or exceeded the requirements for permanent employment. Tom asked for Dustin's rate of pay to be increased by \$1.78 per hour, retroactively, to 5/27/25. Chris Raftery made that motion, seconded by Sue Rogers. The motion was carried without any discussion. 2) To authorize the purchase of River Water Quality Instruments from Fondriest Environmental, Inc., for \$20,971.10, which has been certified by the Ohio Environmental Protection Agency and will be reimbursed to the Village using funds from the approved Ohio Source Water Protection Grant (SWAP). The grant itself was for \$20,971.10. The grant was written in 2024, and since that time, there've been price changes. There will be a local match of approximately \$1,118.90, so Eunice will be presenting a requisition request for \$22,090, which is the difference between the pricing in 2024 and current pricing. Eunice explained that the amount of \$22,090 includes the local share, which is also listed as action item number one on her report that was previously submitted to the Council. Tammy Schlachter made that motion, seconded by Sue Rogers. The motion was carried with no further discussion. 3) Alex Hoyt has successfully tested and passed his Ohio Environmental Protection Agency Water II licensing exam. Tom asked for Alex's rate of pay to be increased by \$1.00 per hour, effective 6/9/25, and that his new classification be Water Treatment Plant II Operator. Sue Rogers made that motion, seconded by Chris Raftery. The motion was carried without any discussion. Tom explained that this will allow Don Clark to relinquish some of the operator of record requirements, which will help with timekeeping. 4) For Council to authorize Tom to submit the ONAN diesel-powered emergency generator with day tank for auction/sale at the Huron County Equipment Auction, held at the Huron County Fairgrounds, on 6/14/25. Chris asked if the Village is required to pay a fee to participate. Tom confirmed that auctioneer Tom Sweeting charges a fee to auction the item, which is determined at the end, per the value of the item sold. Tammy Schlachter made that motion, seconded by Mark Miller. The motion was carried with no further discussion.

Tammy asked Tom for the status of completion of the downtown parking lot, including top coat and line painting. Tom said completion is the near-term; he doesn't have a timeline. The lighting and the cleanup of soil and debris also need to be completed for that project.

Tammy asked Tom for the status of the downtown sidewalks being repaired and restored. Tom said that Austin Draper is setting up his schedule. Tom is optimistic that in the next 2-3 weeks, the project will be accomplished, at least on the south side of Main Street, where Mini Main Street is located. The cost came in below the allocated sum, and the leftover will probably be repurposed with the Council's approval.

Tammy asked Tom for an update on the downtown mural. Tom said he has no further update at this time; nothing has been done as far as framing.

Fiscal Officer - Eunice presented her report, which was previously submitted to the Council.

The first item that Eunice discussed was the approval of a requisition for Fondriest Environmental Inc., for \$22,090. Chris Raftery made that motion, seconded by Bob Whitacre. The motion was carried without any discussion.

Eunice asked Council to address the second item, a utility balance write-off for account # 02.604.5, for \$850.59. The individual responsible for the balance has moved outside of the state of Ohio and has failed to respond to requests for payment from both the Administrative Office and Jim Barney's office. A small claims lawsuit cannot be initiated in court to seek payment, as the resident has relocated out of state. Chris Raftery made that motion, seconded by Tammy Schlachter. The motion was carried without any discussion.

The third item discussed by Eunice was Ordinance No. 2025-13, which was added to tonight's agenda, concerning the residency of Fiscal Officer Eunice Collene outside the corporate limits of the Village of

Monroeville. Ordinance 2025-13 was intended for three readings; however, Eunice inquired whether the Ordinance could be approved as an emergency measure instead, given that she has commenced her employment with the Village. Jim noted the Council has six months to address this. Jim verified that the Ordinance can be passed as an emergency. The Mayor agreed.

The fourth item discussed by Eunice was the request for the Council's approval to include Fiscal Officer Eunice Collene on all accounts of the Village of Monroeville with Croghan Colonial Bank. Additionally, it was proposed to add Fiscal Officer Eunice Collene to all credit card accounts with Croghan Colonial Bank, which encompasses the Visa card, as an authorized signer. Furthermore, it was requested to grant Fiscal Officer Eunice Collene BusinessNET authorization for online access to all accounts held with Croghan Colonial Bank. This clarification is intended to address the minutes from the May 2025 Council meeting. Croghan Colonial Bank requires Council minutes that explicitly state Eunice Collene's name as the Village Fiscal Officer. Eunice requested that Heather include any specific details, as she had communicated with Croghan Colonial Bank regarding this matter. Heather informed the Council that the May 2025 Council minutes indicated the removal of retiring Fiscal Officer Bonnie Beck from the Croghan Colonial Bank Visa card and the issuance of a new card with two employee names. Additionally, it was proposed to grant three Village Administrative employees authorization for BusinessNET online access. In discussions with Croghan Colonial Bank, it was made clear that for the bank to implement the necessary changes to include Fiscal Officer Eunice Collene, they require Council minutes that confirm the authorization for Fiscal Officer Eunice Collene to be added to all accounts of the Village of Monroeville with Croghan Colonial Bank, to be included on all Croghan Colonial Bank credit cards, including the Visa card, as an authorized signer, and to grant Fiscal Officer Eunice Collene online access to BusinessNET. Sue Rogers made a motion to add Fiscal Officer Eunice Collene to all accounts of the Village of Monroeville with Croghan Colonial Bank and to ensure her name appears on all credit cards with Croghan Colonial Bank, including the Visa card, which was seconded by Bob Whitacre. The motion was approved without any discussion. Sue Rogers also made a motion to authorize Fiscal Officer Eunice Collene to have online access to BusinessNET through Croghan Colonial BusinessNET, which was seconded by Bob Whitacre. The motion was carried without any discussion.

Finally, Eunice requested the Council's consent to appoint Fiscal Officer Eunice Collene as the Chief Executive Delegate, with Heather Alicea serving as the alternate delegate for the Regional Income Tax Agency (RITA) within the Regional Council of Governments. Tammy Schlachter made this motion, which was seconded by Chris Raftery. The motion passed without any discussion.

Police – Lt. Kimball presented Chief Earl's report, which was previously submitted to the Council. Hooked on Fishing, Not on Drugs was a great success, with 150-200 people in attendance. Officers Mersereau and Reinhart recently completed training. Chief Earl is close to obtaining the recertification through the Ohio Collaborative. Body camera accessories have been purchased, and all of the officers should be up and running soon with their body cameras.

Solicitor – Jim had no information to report.

Mayor – The Mayor welcomed new Fiscal Officer Eunice Collene. Eunice thanked the Mayor and said she had a wonderfully warm welcome from everyone, and the staff has been very supportive, and she is excited to be here.

The Mayor acknowledged the Monroeville High School girls' softball team advancing to the state finals for the second year in a row. The Mayor would like to have the team attend a future Council meeting to be recognized for their success.

Paul DeMarco is in attendance tonight regarding the legislation on the agenda for the bid lease of the Marsh Field Football Field. If anyone has any questions, please feel free to discuss with Paul.

BOARD AND COMMISSION REPORTS

Utility Committee Meeting, 5/20/25: Chris spoke and said the committee discussed the recommendation from John Courtney at Courtney & Associates to increase the water rates by 10% and the sewer rate by 5%. The recommendation to the Council is to stagger the increase. The water rate will increase by 5% effective 12/1/25, and the sewer rate will increase by 5% effective 7/1/26. Legislation is on tonight's agenda for these increases.

H.R.J.F.D.

Huron River Joint Fire District meeting, 6/4/25: Bob reported there were eight calls in June, one of which was in the Village.

ORDINANCES & RESOLUTIONS FOR FIRST READING

Ordinance 2025-10 *An Ordinance creating water rates and services for Monroeville, Ohio, and repealing Ordinance 2023-07, thereby amending section 929.02 of Monroeville's codified ordinances, was presented for first reading. No discussion.*

Ordinance 2025-13 *An Ordinance approving the residency of Eunice A. Collene, Village Fiscal Officer, outside of the corporate limits of the Village of Monroeville, Ohio, was presented for first reading. No discussion.*

ORDINANCES & RESOLUTIONS FOR THIRD READING

Ordinance 2025-07 *An Ordinance amending section 6 regarding credit for tax paid to other municipalities, and section 2 for definition of classes of individuals, of Monroeville's Income Tax Ordinance 2024-15 was presented for third and final reading. Chris Raftery made a motion, seconded by Sue Rogers, to pass Ordinance 2025-07 by title only. The motion was carried without any discussion.*

ORDINANCES & RESOLUTIONS FOR PASSAGE

The Mayor asked for a motion to suspend the rules for the following legislation. Tammy Schlachter made that motion, seconded by Sue Rogers. The motion was carried without any discussion.

Ordinance 2025-09 *An Ordinance creating wastewater/sewerage rates for Monroeville, Ohio, and repealing Ordinance 2023-08, thereby amending chapter 921.02 of Monroeville's codified ordinances, and declaring an emergency was presented for passage. Chris Raftery made a motion, seconded by Bob Whitacre, to pass Ordinance 2025-09 by title only. The motion was carried without any discussion.*

Ordinance 2025-11 *An Ordinance amending or supplementing certain funds for appropriations Ordinance no 2025-05, and declaring an emergency was presented for passage. Sue Rogers made a motion, seconded by Tammy Schlachter, to pass Ordinance 2025-11 by title only. The motion was carried without any discussion.*

Ordinance 2025-12 *An Ordinance authorizing the Mayor to accept the highest and best bid to lease the Village property known as Marsh Field Football Field, to enter into the required lease documents, and declaring an emergency was presented for passage. Chris Raftery made a motion, seconded by Sue Rogers, to pass Ordinance 2025-12 by title only. Fred Leber asked why the legislation was being passed as an emergency, and Paul DeMarco explained it was because the current lease had expired. The Mayor added to this and explained that passing legislation as an emergency allows the Council to move more quickly. The motion was carried without any discussion.*

Resolution 2025-09 *A Resolution establishing a fund for the accounting of monies from the Ohio EPA S.W.A.P. Grant, and declaring an emergency, was presented for adoption. Sue Rogers made a motion, seconded by Mark Miller, to adopt Resolution 2025-09 by title only. The motion was carried without any discussion.*

Resolution 2025-10 *A Resolution authorizing the Fiscal Officer to advance monies from the General Fund to the Source Water Protection Strategies Grant Fund to cover expenses until the Ohio EPA S.W.A.P. funds are received, and declaring an emergency, was presented for adoption. Chris Raftery made a motion, seconded by Tammy Schlachter, to adopt Resolution 2025-10 by title only. The motion was carried without any discussion.*

Resolution 2025-11 *A Resolution to approve the form and authorize the execution of the AMPT Study Agreement and the ATSI Detailed Load Study Agreement, and the Construction Agreement, and declaring an emergency was presented for adoption. Tammy Schlachter made a motion, seconded by Sue Rogers, to adopt Resolution 2025-11 by title only. The motion was carried without any discussion.*

APPROVAL OF BILL SUMMARY

The Mayor asked the Council for a motion to approve the bill summary. Chris Raftery made a motion, seconded by Bob Whitacre, to approve the bill summary as presented, which included memo expenses and check # 046981 to check # 047031, for a total of \$1,197,908.58. The motion was carried without any discussion.

COUNCIL BUSINESS

Bob inquired about the Council's position regarding the issues surrounding the Eagle View subdivision. The Mayor referred the question to Tom. Tom clarified that, alongside the challenges we are experiencing with water in the allotment, we recently engaged Makeever & Associates to conduct a site walk in the Village. They provided an overview of the original installation of the system and its current status after

many years of being in place. The objective, which includes a financial decision, is to conduct a new survey to ascertain whether the drainage system continues to function properly and has been adequately maintained. We can affirmatively respond to both of these aspects. During the site walk, a question arose concerning the ditch that extends from the top of the hill behind Bob Whitacre's residence and runs beneath North Street. The elevations remain satisfactory; the water continues to flow in the intended direction, and no issues were identified in a preliminary assessment. It is important to note that all discussions thus far have been verbal, and no documentation has been produced. A survey could be initiated to thoroughly verify the initial water flow, as well as to assess any modifications in the allotment regarding the number of downspouts discharging water onto the ground and those connected to the stormwater system. The estimated cost for this would be slightly under \$10,000, should the Council decide to proceed with this step. Tom is confident that the existing underground piping is still sufficient to manage the water flow within the allotment, including any water entering from various sources. The pipes and basins are in good condition, and the connections remain effective as the allotment has expanded. There are no significant issues that require attention concerning the current stormwater piping system. Tom mentioned a comment he made several meetings ago, that the system is not equipped to handle an expansion; this statement was solely based on the observation that the stormwater system running along the hillside behind Jim Ehrman's residence is elevated. It is not feasible to incorporate additional basins into this system, as the water will not flow into it. This has been a contentious issue, and Tom's earlier remark was misinterpreted. The system is not substandard; it simply cannot accommodate another connection at the location behind Jim Ehrman's residence. Otherwise, the pipes, system, and basins are effectively managing the water flow. Due to ongoing construction, the Village will ensure that the basins are vacuumed and that no debris is present in the lines. Bob mentioned that he installed a swale near his residence to manage surface water, which Tom confirmed he has observed. A discussion took place, but no significant points were observed.

ADJOURNMENT

With no further business to address, the Mayor requested a motion from the Council to adjourn. Sue Rogers proposed the motion, which was seconded by Chris Raftery. Bob inquired whether the meeting was being adjourned. The Mayor responded that a motion was currently on the table. Bob then asked Tom about the AI facility that is set to be established in the Industrial Park, to which Tom replied that a load study would be conducted. This led to a discussion. Sue Rogers subsequently made a motion to adjourn, which was seconded by Bob Whitacre. The motion passed without any further discussion. The meeting was adjourned at 7:10 PM.

Eunice A. Collene, Fiscal Officer

Joseph Galea, Mayor

The minutes of this meeting were recorded by Administrative Specialist Heather Alicea. Fiscal Officer Eunice Collene examined them for both form and content, subsequently approving them as transcribed.

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