

**RECORD OF PROCEEDINGS**  
**VILLAGE OF DEGRAFF COUNCIL**  
**REGULAR SESSION**

June 1, 2021

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The Legislative body of the Village of DeGraff convened in regular session from 7:00 P.M. to 8:50 P.M. 107 S. Main St., DeGraff, OH 43318.

Mayor Orsborne called the meeting to order at 7:00 P.M. with the following Council Members and staff Present:

Mayor Stephanie Orsborne – Present  
Sandra Short, Council Member – Present  
Ruth Kueterman, Council Member – Present  
Mike Dodds, President Pro Tempore – Present  
Mike Ropp, Council Member – Present  
Tom Rowley, Council Member – Present

Staff Present: Chief Chris Prickett, Police Chief; Kassandra Staley, Fiscal Officer; Ken McAlexander, Village Administrator; Zeb Wagner, Solicitor

Ms. Short made the motion to accept the May 18, 2021 minutes, seconded by Ms. Kueterman.

Roll Call – All Ayes.

MOTION

Visitors:

- ❖ Angie Shoe – Observe
- ❖ Gary Pond – Memorial Day went fine and they had a good turnout.
- ❖ Lebon Hopkins – Looking at purchasing a lot on Cornish Drive. He is wanting to move his house trailer to the property, but was told he needed to ask council because of how those lots were set up and permit issues. He is wanting to move his current modular home with additions it is around 21-22 years old.
  - Mayor Orsborne explained that originally the area was suppose to have curbs, sidewalks, and built homes. She stated one side may be exempt from sidewalks.
  - Council asked Mr. Hopkins to leave his name and phone number and they would do some research and get back with him. Mr. Hopkins expressed his timeline would be sometime this summer.

Zoning – Mr. Orsborne is working on permit number 20 for the year.

Solicitor – No Report

Village Administrator –

- The final blueprints for the Water Treatment Plant, they are ready to submit to EPA for approval. Mr. McAlexander is still waiting on some questions about the estimate to be answered.  
Mayor Orsborne asked about timeline for bidding?  
Mr. McAlexander is unsure at this time until EPA signs off on The prints. The payments will be roughly \$40,000 per year.
- Mr. McAlexander explained that maintenance has fell behind. Mr. Moore is doing good with mowing and helping with trash, but for next year maybe look at bringing back a full-time person.

- Mr. McAlexander gave a handout about the water main loop project, attached to minutes. This project was submitted before it had council blessing, but Mr. McAlexander thinks it would be good to move on the project with the American Rescue Plan money coming. Within talking with CDC of Ohio about this project Mr. McAlexander learned about RPIG he could possibly apply for the Water Plant Project and get a grant.
- The leak at the firehouse has been fixed. They dug up a section on Ellis Street, but could not find the leak. They need more time to know where to dig. The new tap at the school has been installed. The E. Miami St. pump station floor has been cut to be able to install the pump. The brackets for the Mill St. pump station are on the schedule. All of the sewer and water easements have been cleaned.
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Utility – Ms. Short explained at the meeting it was mentioned about moving shut offs to the 15<sup>th</sup> of the month. This would help with the mail issues we have been having.

Ms. Short made the motion to move the shut off day to the 15<sup>th</sup> of the next month, seconded by Ms. Kueterman. Roll Call – All Ayes. MOTION

Safety – No report

Mr. Dodds continued going over the police report, attached to these minutes. He did explain about the purchase of the cloud system for the body camera. It would be a 5-year contract at \$60 month for the cloud system.

Finance - Ms. Staley stated in the meeting the committee discussed the year-end report provided by Ms. Staley, attached to minutes. They also discussed some handbook changes and the current finances for the Village, attached to minutes.

Ms. Short stated in utility they discussed about a collection agency. She would like to recommend a letter be written letting the customers know it will be going to collections, and the company RBC to do the collections. Mr. Short, however, would like Mr. Wagner to look over the proposal first.

Ms. Short made the motion to write the letter about collections and go with RBC if Mr. Wagner doesn't find anything wrong, seconded by Ms. Kueterman. Roll Call – All Ayes.

Parks – Ms. Kueterman has been working with Mr. McAlexander on the turf for the merry-go-round. Starting June 4<sup>th</sup>, the lunches at the park will commence for the summer, Ms. Kueterman volunteered to unlock and lock the restrooms on the Wednesdays. Ms. Kueterman will be handing the bathrooms for the renters for the month of June. Chief Prickett will be dropping off some banners at the Village Hall, he asked if they could hang them around the ball fields.

Cemetery - American Legion put all flags out and they will remain until Veteran's Day on November 11<sup>th</sup>.

Joint Sewer Board- Meeting is next Monday

Special Firehouse Committee - The committee toured Casstown Fire House. Their building cost \$400,000 and it was built in 2009. Mr. Dodds did watch a webinar and it is about \$325 - \$385 per square foot and that price increases 3%-4% each year. The committee is estimating it to cost with the new truck around 2.5 million. The fire department will need a new truck in 2027

Resolution 2021-18: A resolution transferring various sums of money in the year 2021 budget within various funds listed herein, in order to pay obligated expenditures, and declaring an emergency

Ms. Short made the motion to suspend the 3-reading rule for Resolution 2021-18, seconded by Mr. Dodds. Roll Call - All Ayes. MOTION

Mr. Dodds made the motion to approve Resolution 2021-18 on first and final reading, seconded by Ms. Kueterman. Roll Call - All Ayes. MOTION

Ms. Short made the motion to adopt Resolution 2021-18, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

Ordinance 2021-19: An Ordinance prohibiting litter and prohibiting the growing of noxious weeds in the Village and declaring an emergency.

Mr. Dodds made the motion to suspend the 3-reading rule for Ordinance 2021-19, seconded by Ms. Kueterman. Roll Call - All Ayes. MOTION

Ms. Short made the motion to approve Ordinance 2021-19 on first and final reading, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

Ms. Short made the motion to adopt Ordinance 2021-19, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

Ordinance 2021-20: An Ordinance prohibiting leaving junk, unlicensed, or abandoned vehicles on private or public property

Ms. Short made the motion to suspend the 3-reading rule for Ordinance 2021-20, seconded by Ms. Kueterman

Mr. Ropp brought up he thinks we should give residents 14 days instead of the 10 days for work schedules.

Ms. Short made the motion to table the suspended rules until later in the meeting, seconded by Ms. Kueterman. Roll Call - All Ayes. MOTION

Ms. Short made the motion to amend Ordinance 2021-20 that 10 days should read 14 days throughout, seconded by Ms. Kueterman. Roll Call - All Ayes. MOTION

Ms. Short made the motion to waive the 48-hour requirement for amended Ordinances, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

Ms. Short made the motion to remove the suspended rules from the table, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

Ms. Short made the motion to suspend the 3-reading rule for Ordinance 2021-20, seconded by Ms. Kueterman. Roll Call - All Ayes. MOTION

Ms. Short made the motion to approve Ordinance 2021-20 on first and final reading, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

Ms. Short made the motion to adopt Ordinance 2021-20, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

Ordinance 2021-21: An Ordinance authorizing the Village Administrator and/or Mayor to apply for and accept a CBDG critical infrastructure grant for the water line loop project and declaring an emergency in the Village of DeGraff, Ohio

Ms. Kueterman made the motion to suspend the 3-reading rule for Ordinance 2021-21, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

Mr. Dodds made the motion to approve Ordinance 2021-21 on first and final reading, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

Ms. Kueterman made the motion to adopt Ordinance 2021-21, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

Old Business: Ms. Short made the motion to go into executive session at 8:18PM to discuss personnel matters on the police hours proposal, seconded by Ms. Kueterman. Roll Call - All Ayes. MOTION

Ms. Short made the motion to exit executive session with no action taken at 8:46PM, seconded by Ms. Kueterman. Roll Call - All Ayes. Mr. Rowley - No Vote/Abstain MOTION

Mr. McAlexander brought up the old police car. He doesn't think it is beneficial for the Village to keep. The radar unit would need to be removed before being sold. It was suggested to sell all items individually.

Ms. Kueterman made the motion to allow the old police car to be sold on Govdeals, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

New Business: No report

Ms. Kueterman made the motion to pay bills, seconded by Mr. Ropp. Roll Call - All Ayes. MOTION

Mr. Ropp made the motion to adjourn at 8:50 PM, seconded by Ms. Kueterman Roll Call - All Ayes. MOTION

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Mayor Stephanie Orsborne

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Mike Dodds, Council Pro Tempore

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Kassandra Staley, Fiscal Officer

All formal actions of the VILLAGE OF DEGRAFF COUNCIL concerning and relating to the adoption of Ordinances, Resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including section 121.22 of the Ohio Revised Code.

