

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

COPY

The Legislative body of the Village of DeGraff convened in regular session on September 1st, 2026, from 6:59p.m. to 8:12p.m. at 107 S. Main St., DeGraff, OH 43318.

Mayor Orsborne called the meeting to order at 6:59p.m. with the following Council Members and staff present:

Mayor Stephanie Orsborne - Present	Jenny Purtee, Council Member - Present
Gabe Kean, President Pro Tempore - Present	Amber Armbruster, Council Member - Present
Nancy Hall, Council Member - Present	Wesley McBean, Council Member - Present
Heidi Duckro, Council Member - Present	

Staff Present:

Ken McAlexander - Village Administrator
Carol Stewart - Utility Clerk

Ms. Purtee made the motion to suspend the reading and accept the August 18th, 2026, minutes as presented, seconded by Ms. Hall.

Roll Call - All ayes.

MOTION

Visitors -

- Josh Strayer - Indian Lake EMS District Squad Chief: Requesting to place a portable shed at the EMS building they lease in DeGraff. Mr. McAlexander stated it is perfectly fine since it is not a permanent structure. Then discussed whether a permit or zoning fees were applicable. Will have Josh contact the zoning officer to fill out a permit but likely no fee for them.

Mr. Kean made the motion to approve the placement of a portable shed at the property of the squad house in the Village of DeGraff, as leased Indian Lake EMS; seconded by Ms. Duckro.

Roll Call - All ayes.

MOTION

Zoning - Ken Mc Alexander advised on the following:

- Currently 22 permits are out.
- There are 4 properties in the process of clean up and are looking much better.
- Sheriff needed to work on 2 properties; 222 W Main St, and 224 N. Koke. The solicitor advised they went out as certified mail. Ms. Purtee asked if certified mail had to be signed for and the solicitor confirmed yes. She then asked if the property owners received notice and the solicitor confirmed the owner of 224 N. Koke (to both the renter and the owner) received theirs. Ken advised the owner of 222 W. Miami had received theirs as well. Solicitor advised they were mailed out today.
- Ken advised that the Zoning Officer would like a weed notice sent to the owners of 205 N. Boggs St. and 105 N. Mill St.
- Discussed the Kerr property. It has been sold. New owner has been in the process of cleaning it up and is working with the health department as well. Mayor explained the new owner is trying to reverse tear down/condemned. When a home is torn down, the village actually loses revenue on property taxes.
- Ms. Purtee advised a resident complained of tires at the back of the Jeremiah Carman property, tires without rims. Resident did not want to fill out a complaint notice.
- Ken advised that 202 N. Koke is a vacant lot and has 3 feet tall weeds.

Ms. Armbruster made the motion to serve certified letters to the owners of 202 N. Koke and the Jeremiah Carman property as well as notice to clean up their properties; seconded by Ms. Purtee.

Roll Call - All Ayes

MOTION

- Discussed ways to educate community regarding the upkeep of their properties. Mayor Orsborne advised that letters have been included with the utility bills in the past. She also advised of the process that the Zoning Officer follows. Ms. Purtee is concerned about someone becoming violent when the Zoning Officer comes to discuss their property. Ken advised that they keep the Sheriff on standby. Solicitor advised to take in violators who are not in compliance. Mayor Orsborne advised that community will see that the Village is serious about the results and will start to do better at keeping things tidy as we move forward. Mr. McBean suggested a better way to spread the word. Mayor suggested another letter in the utility bills. Ms. Armbruster asked about posting in Facebook. Ken advised he has not had time to work on Facebook page yet.

Solicitor – Zeb Wagner advised he is researching a request for an ordinance /resolution for water bills to taxes.

Village Administrator – Ken McAlexander provided the following information:

- Have ordinances for sale of the truck and the lease of the copier.
- Have resolutions to apply for tax lien clean up and POWC paving projects for 2027. To include the following: S. Boggs, Ellis, Miller, E. Hayes, W. Moore, Russells, N. Mill, and W. Moore. These funds are from sales tax and housed with Logan County Auditor. Verified the funds are certified. Resolution is being redone to update correct wording from Logan County.
- Medical Insurance options are being researched.
- Ken Campbell at 119 N. Main would like the alley closed for this Saturday to allow for a dumpster in the alley while his roof is replaced. Council has no objections.
- Executive session needed later in the meeting tonight for personnel issues.
- Waste Water Treatment plant is using a soft start to help lower energy costs. Free energy audit evaluations will be coming up for all of the facilities.
- Aunalytics is still working on our cyber security updates. Found only 1 computer was covered. Previous provider is slow to release the system, so that Aunalytics can move forward.
- Annual water sampling looks good so far.
- Mr. McBean stated the soft start is good, but when will the second happen? Ken advised next month, October.

Safety Committee – Mr. Kean advised there is nothing new from the last meeting.

Finance – Carol Stewart provided the following information:

- Review of the fiscal reports.
- Bank reconciliations are in process. Were delayed to the ongoing 2024 – 2025 audit. Audit should be completed and results forthcoming by the end of September.
- Review of ordinances and resolutions up for votes this evening.

Park Committee –

- Ms. Duckro and Ms. Purtee gave an update on the process of the dugout roofs that are being installed by volunteers. Moving along in between the rain storms.

Cemetery – No updates at this time, next meeting is this week.

Joint Sewer Board – No updates at this time. Next meeting to be held October 5th, 2026.

Ordinances & Resolutions –

Ordinance 2026-18 *SECOND READING*****

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH MODERN OFFICE METHODS FOR THE PROVISION OF PHOTOCOPYING SERVICES AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO.

Mr. Kean made the motion to suspend the 3 readings of Ordinance 2026-18, seconded by Ms. Armbruster.

Roll Call – All Ayes.

APPROVED

Mr. McBean made the motion to approve Ordinance 2026-18, seconded by Ms. Purtee.

Roll Call – All Ayes.

APPROVED

Mr. Kean made the motion to adopt Ordinance 2026-18, seconded by Ms. Purtee.

Roll Call – All Ayes.

APPROVED

Ordinance 2026-19

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE ADMINISTRATOR TO CONTRACT FOR INTERNET AUCTION SERVICES TO DISPOSE OF UNNEEDED VILLAGE OWNED PERSONAL PROPERTY AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO.

Ms. Hall made the motion to suspend the 3 readings of Ordinance 2026-19, seconded by Ms. Armbruster.

Roll Call – All Ayes.

APPROVED

Ms. Duckro made the motion to approve Ordinance 2026-19, seconded by Mr. McBean.

Roll Call – All Ayes.

APPROVED

Ms. Armbruster made the motion to adopt Ordinance 2026-19, seconded by Ms. Duckro.

Roll Call – All Ayes.

APPROVED

Ordinance 2026-20

AN ORDINANCE AUTHORIZING THE MAYOR AND VILLAGE ADMINISTRATOR TO CERTIFY PROPERTY MAINTENANCE EXPENDITURES AS LIENS UPON REAL ESTATE TO THE COUNTY AUDITOR AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO.

Ms. Hall made the motion to suspend the 3 readings of Ordinance 2026-20, seconded by Ms. Armbruster.

Roll Call – All Ayes.

APPROVED

Mr. Kean made the motion to approve Ordinance 2026-20, seconded by Ms. Duckro.

Roll Call – All Ayes.

APPROVED

Mr. Kean made the motion to adopt Ordinance 2026-20, seconded by Mr. McBean.

Roll Call – All Ayes.

APPROVED

Resolution 2026-02

A RESOLUTION AUTHORIZING THE LOGAN COUNTY ENGINEER, SCOTT C. COLEMAN P.C., P.S. TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO.

Mr. Kean made the motion to suspend the 3 readings of Resolution 2026-02, seconded by Ms. Hall.

Roll Call – All Ayes.

APPROVED

Ms. Purtee made the motion to approve Resolution 2026-02, seconded by Ms. Duckro.

Roll Call – All Ayes.

APPROVED

Ms. Armbruster made the motion to adopt Resolution 2026-02, seconded by Mr. McBean.

Roll Call – All Ayes.

APPROVED

Resolution 2026-03

A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDIOTR AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO.

Ms. Purtee made the motion to suspend the 3 readings of Resolution 2026-03, seconded by Mr. McBean.

Roll Call – All Ayes.

APPROVED

Ms. Duckro made the motion to approve Resolution 2026-03, seconded by Ms. Armbruster.

Roll Call – All Ayes.

APPROVED

Ms. Armbruster made the motion to adopt Resolution 2026-03, seconded by Ms. Duckro.

Roll Call – All Ayes.

APPROVED

Old Business: None at this time.

New Business:

- Ms. Purtee asked how she can find out what kind of alley access there is behind Orphan Annie's. Ken advised the Logan County map room would have details. He believes some of the alley is vacated. Ms. Purtee advised there was an incident this week, "doughnuts" being done in the lot next to her building and Chris Lamb claimed he would barricade the alley to stop the activity. Doing so would stop access to the council person's building. She advised it looks to be the same truck as the person who has been doing this at the park. Mayor Orsborne advised they are trying to catch them. Ken will have to look into the legalities of the alley way.
- Mayor Orsborne advised they were ready to move into Executive Session to discuss a personnel issue. To include the mayor, village administrator, village solicitor, and all of the council members. Carol Stewart stepped outside for the duration of Executive Session.

Ms. Purtee made the motion to move into Executive Session to discuss personnel issues, seconded by Ms. Hall.

Roll Call - All Ayes

MOTION

***** EXECUTIVE SESSION *** Began at 7:43-**

Mr. Kean made the motion to leave Executive Session to discuss personnel issues, with no action taken, seconded by Ms. Armbruster.

Roll Call - All Ayes

MOTION

***** EXECUTIVE SESSION *** LEFT AT 8:09**

Ms. Duckro made the motion to pay the bills, seconded by Ms. Purtee.

Roll Call - All Ayes

MOTION

Ms. Armbruster made the motion to adjourn at 8:12p.m., seconded by Mr. McBean.

Roll Call - All Ayes

MOTION

Next regularly scheduled Council meeting is October 6th, 2026 at 7:00p.m., at the Village Hall.


Mayor Stephanie Orsborne


Gabe Kean, Council Pro Tempore


Stephanie A. Knight, 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.