

July 21st, 2026

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

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The Legislative body of the Village of DeGraff convened in regular session on July 21st, 2026, from 7:00p.m. to 7:37p.m. at 107 S. Main St., DeGraff, OH 43318.

Council President, Gabe Kean, called the meeting to order at 7:00p.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:

Stephanie Knight – Fiscal Officer
Greg Beatty – DVFD Chief

Mr. Kean made the motion to suspend the reading and accept the July 7th, 2026, minutes as presented, seconded by Ms. Duckro.

Roll Call – All ayes.

MOTION

Visitors –

- Sue Walls and Lisa Walters wanted to thank the Mayor and Council for their dedication, work to improve the village, positive attitudes. Keep up the good work.

Zoning – Mayor Orsborne advised there are 15-16 permits pending.

Solicitor – No updates at this time.

Village Administrator – Mayor Orsborne provided the following information:

- Will be scheduling a meeting with the fire department to discuss the architect's quote.
- EPA violations have been rectified. See attached report for details.
- Cybersecurity will be moving forward with ordinance approval this evening.
- Records request with documents from 2020 to present with full signatures and wanted within 3 days has created a productivity bottleneck in the office; as it comes in the middle of the regular audit. Staff are working to get things done as timely as possible. The solicitor is already at 89 hours for the season and will likely be over after this last records requests. This will cause additional finances for the village. Will likely be first to second week of August before request can be completed, putting the village staff further behind.

Safety Committee – Chief Beatty provided the following information:

- Runs to date, see his attached report for details. Mutual aid report not available at this time.
- Engine 32 had a malfunction due to human error. It was corrected on the scene and caused no ongoing issues.
- DVFD was scheduled to assist at tractor pulls at the 2026 Logan County Fair but were cancelled at the last minute.
- Community Days will be 07/25/2026. Will offer food and activities for all ages.
- Breathing Air is being rescheduled.
- Fire Safety Services will conduct flow testing on 07/24/2026.
- Landing zone lights have shipped.
- Turn out gear orders are up to date and in house.
- DeGraff Service Center is checking on dates for scheduled truck maintenance.
- Bill Walter has resigned due to moving out of the area. Mayor Orsborne reminded the chief to obtain a letter of resignation.

- Association has purchased trailer. Working with insurance, fiscal officer and solicitor to make official.
- Ken will set up a meeting to discuss the new building updates from the architect. Quote came in at 2.1 when requested 1.3. Mayor Orsborne advised Jenny this isn't the construction company but the architect. Mayor Orsborne advised Wes of updated numbers (285,000 for electric, removing a bay to bring down to 1.7, state requires prevailing wage and how much to actually show up). Mayor advised we need to work to bring number down to a reasonable amount, otherwise there will be no money for equipment, training, operating supplies, etc.
- Cybersecurity is in process.
- Gabe Kean advised of use of PO system for purchases.
- Mayor Orsborne advised property at corner of Ellis and Koke is having issues and will need a letter sent. Does Council wish to proceed, yes.

Mr. Kean made the motion to send the non-compliance letter, seconded by Ms. Purtee.
Roll Call – All Ayes

MOTION

- Mayor Orsborne confirmed that Derek Andrews is working on a bid for clean-up. She also confirmed that the Marvin Kerr residence has been condemned. Working with LUC to move forward.

Finance – Stephanie Knight provided the following information:

- Explained this evening's ordinances. See ordinances below for details.
- Verified the monies for the cemetery have been sent.

Park Committee – Heidi Duckro provided the following information:

- Ben is working on getting lumber for the rooftop builds.

Cemetery – Amber Armbruster and Heidi Duckro provided the following information:

- A tree is being cut down.
- The drive is being tarred and graveled.
- Mausoleum spots are now being sold.

Joint Sewer Board – Next regular meeting is scheduled for Monday August 3rd, 2026 at 1:00p.m.

- Mayor Orsborne advised Ms. Purtee that Paul Brown can be an alternate so there can be a quorum.

Ordinances & Resolutions –

Ordinance 2026-12

AN ORDINANCE AUTHORIZING THE MAYOR TO DEPOSIT FUNDS FROM THE SALE OF THE POLICE CRUISER INTO THE OTHER SPECIAL REVENUE FUND AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO.

Mr. Kean made the motion to suspend the 3 readings of Ordinance 2026-12, seconded by Ms. Armbruster.

Roll Call – All Ayes.

APPROVED

Mr. McBean made the motion to approve Ordinance 2026-12, seconded by Ms. Purtee.
Roll Call – All Ayes.

APPROVED

Mr. Kean made the motion to adopt Ordinance 2026-12, seconded by Ms. Purtee.
Roll Call – All Ayes.

APPROVED

July 21st, 2026

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Ordinance 2026-13

AN ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE ADMINISTRATOR TO ENTER INTO CONTRACT WITH AUNALYTICS FOR THE PROVISION OF SECURE MANAGED SERVICES AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO.

Ms. Hall made the motion to suspend the 3 readings of Ordinance 2026-13, seconded by Mr. Kean.
Roll Call - All Ayes.

APPROVED

Ms. Duckro made the motion to approve Ordinance 2026-13, seconded by Mr. McBean.
Roll Call - All Ayes.

APPROVED

Mr. Kean made the motion to adopt Ordinance 2026-13, seconded by Ms. Purtee.
Roll Call - All Ayes.

APPROVED

Ordinance 2026-14

AN ORDINANCE MODIFYING THE COMPENSATION FOR THE VILLAGE OF DEGRAFF AND VILLAGE OF QUINCY JOINT SEWER PLANT OPERATOR AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO.

Ms. Armbruster made the motion to suspend the 3 readings of Ordinance 2026-14, seconded by Mr. McBean.
Roll Call - All Ayes.

APPROVED

Ms. Purtee made the motion to approve Ordinance 2026-14, seconded by Mr. Kean.
Roll Call - All Ayes.

APPROVED

Ms. Purtee made the motion to adopt Ordinance 2026-14, seconded by Ms. Armbruster.
Roll Call - All Ayes.

APPROVED

Ordinance 2026-15

AN ORDINANCE REALLOCATING FUNDS FROM PERMANENT APPROPRIATIONS ORDINANCE AND AMENDING THE APPROPRIATIONS ORDINANCE FOR PURPOSES PAYING OPERATING EXPENSES FROM APPROPRIATED FUNDS AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO.

Ms. Armbruster made the motion to suspend the 3 readings of Ordinance 2026-15, seconded by Mr. Kean.
Roll Call - All Ayes.

APPROVED

Ms. Hall made the motion to approve Ordinance 2026-15, seconded by Mr. McBean.
Roll Call - All Ayes.

APPROVED

Ms. Purtee made the motion to adopt Ordinance 2026-15, seconded by Mr. McBean.
Roll Call - 5 Ayes, Heidi Duckro - Nay

APPROVED

Mr. McBean asked if JSP Operator is excellent why he isn't given a 3% increase. Mayor Orsborne advised that Quincy is low on funds so we take that into consideration since they pay a percentage of his salary as well. DeGraff has him on our payroll since we offer insurance and Quincy does not. We do annual increases and Quincy only does them every 3 years.

Old Business:

- Ms. Purtee asked for the latest on the Bruce situation on Ellis. Mayor Orsborne advised we were waiting the estimate for clean-up and for a court update this week before moving forward.
- Ms. Duckro asked about the EPA report. Mr. Kean advised it was just the final update showing compliance.

New Business:

- Ms. Armbruster inquired about the property beside the grocery store with excessive trash behind the building, as she has been approached by several residents. Mayor Orsborne advised there have been no formal complaints to her knowledge. She is aware that Merle has tried to speak with the property owner but he is in a nursing home. His family talked of a possible privacy fence and possible sale of the property.
- Mayor Orsborne asked Council to consider setting a date for the end of summer garage sale; which is usually in September. The first Saturday in September is the 5th.

Ms. Hall made the motion to hold village wide garage sale on Saturday September 5th, 2026; seconded by

Ms. Armbruster.

Roll Call – All Ayes

MOTION

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

Roll Call – All Ayes

MOTION

Ms. Purtee made the motion to adjourn at 7:37p.m., seconded by Mr. Kean.

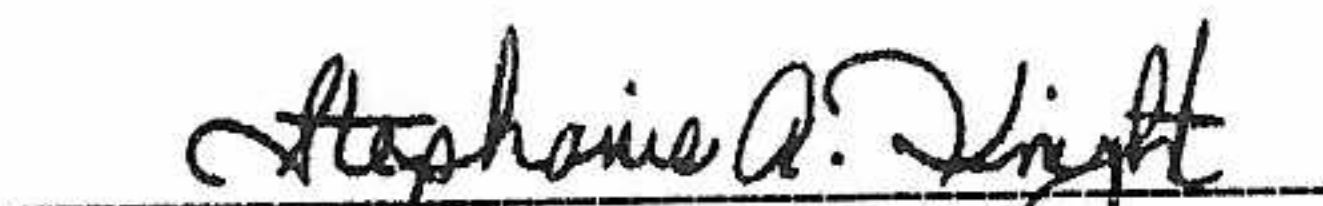
Roll Call – All Ayes

MOTION

Next regularly scheduled Council meeting is August 4th, 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.

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MEETING SIGN-IN SHEET

Date	July 21, 2026	Location	Village Hall
Start Time		End Time	

[illegible]

Safety Committee Meeting

7/21/26

Runs YTD 53 Fire 15 Accidents 11 Other 24 Weather Event 3

Engine 32 broke down on us at a fire. Found problem, Was able to isolate and continue working. Later figured out what happened and have talked with the operator about how to prevent it from happening again.

Logan County Fair, Signed up for the Tractor Pulls, Cancelled

Community Days July 25, Have sent out invitations and have a few said they would like to come provided they don't have any calls. We will be having hotdogs chips cookies water and Starbucks Cold Brew Coffee. Have a few activities for the kids to do, Mock search and rescue, and a burn house they can spray water and "knock down flames" Will be setting up Saturday morning. Wondered if its possible to have the Bathrooms unlocked for the event? And if the power will be on in shelter house #2

Breathing Air was supposed to be scheduled for June to service the Breathing Air Compressor, they did not show. Left a message with them to see what happened.

FFS is scheduled for Friday July 24, between 8-9 to do the annual flow testing on the SCBA's.

Landing zone lights have been ordered.

We have received all of Capt. Cordrey's new turn out gear.

Rex Purtee has received the list of trucks and was supposed to be getting started on servicing trucks, 2 weeks ago now. Will be checking on that.

Received a notice of intent of Bill Walter's resignation. He has moved farther out of the area than anticipated, AC Buchenroth checked in on him to see how things were going and he stated he had moved to Waynesfield and that he felt he should resign from the dept. He will be asked to provide a letter of resignation.

DFD Fire Association has purchased a utility trailer to haul Utility 31- the Gator. Have checked with Comers about insurance and the BMV, Chief Beatty submitted a registration paper to Stephanie Knight to be filled out, and will need a letter from the solicitor for the donation to the Village, same as the Gator, along with the Certificate of origin, and a certified weigh slip (any trailer under 4000# does not have a title, and is registered by weight of the vehicle, from a certified scale, Heritage can do that for us)

Ken is waiting for conformation for the next building meeting to discuss cost concerns.

Cyber Security was also discussed.



**Environmental
Protection
Agency**

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EPA.Ohio.gov

Mike DeWine, Governor Jim Tressel, Lt. Governor John Logue, Director

July 17, 2026

TRANSMITTED ELECTRONICALLY

Kenneth McAlexander
107 S. Main St.
PO Box 362
DeGraff, OH 43318

**Re: Village of DeGraff
Resolution of Violation (ROV)
Drinking Water Program
Logan County
PWS ID OH4600512**

Subject: Resolution of Violation - Sanitary Survey - Facility ID # 4655690

Dear Mr. Alexander,

Thank you for your July 2, 2026 response to Ohio EPA's June 8, 2026, Notice of Violation regarding the Sanitary Survey conducted on May 28, 2026.

Ohio EPA has reviewed the documentation that you provided and determined that Village of DeGraff Public Water System (PWS) has now resolved all violations discovered during the May 28, 2026, sanitary survey. To ensure that all violations have been addressed, I have included Village of DeGraff's response to each violation and its status.

Resolution of Violation

- 1) In accordance with OAC Rule 3745-85-01 "Each community system...shall prepare and maintain a written contingency plan." DeGraff Village PWS contingency plan was reviewed as part of the sanitary survey.: The contingency plan did not address the circumstances required by OAC Rule 3745-85-01 (D) (4), including "Malevolent acts including, but not limited to cyber attacks and vandalism." Within 30 days of this letter please provide a schedule of when the descriptions and procedures for the Malevolent acts circumstance will be added to the contingency plan. See the Contingency Plan Template for examples of the above circumstances.:

Southwest District Office
220 E. Monument Ave., Suite 400
Dayton, Ohio 45402 U.S.A.

937 | 285 6357
epa.ohio.gov

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- a) The contingency plan did not address the circumstances required by OAC Rule 3745-85-01 (D) (4), including "Malevolent acts including, but not limited to cyber attacks and vandalism."
 - b) Within 30 days of this letter please provide a schedule of when the descriptions and procedures for the Malevolent acts circumstance will be added to the contingency plan. See the Contingency Plan Template for examples of the above circumstances.
 - c) On July 13, 2026, Ohio EPA received an email from Ken McAlexander documenting plan for resolving the contingency plan updates with a schedule of completion with a consultant. Therefore, this violation has been **resolved**.
- 2) In accordance with OAC Rule 3745-83-01(H) Maintenance of facilities and equipment, the owner and operator shall ensure that all facilities and equipment necessary for the treatment and distribution of water shall be maintained, at a minimum so as to function as intended. The Great Lakes-Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers' Recommended Standards for Water Works Part 5.1.11 Day tanks shall meet all the requirements of Section 5.1.10 which states in part "Liquid storage tanks shall be kept covered. Large liquid storage tanks with access openings shall have such openings curbed and fitted with overhanging covers." Day tanks had lids with large gaps or holes, and the bungs are missing from the bulk storage drums that are in use. Some of the tanks and containers were covered during the inspection. Cover the remaining holes in the day tank lids and reinstall the bungs in the drums. In areas where tubing, pumps, and mixers are installed, use grommets, threaded connectors, or cover openings to minimize gaps around these penetrations as much as possible. In addition, Recommended Standards for Water Works, part 5.1.10(d): Bulk Liquid Storage Tanks states, "Liquid storage tanks shall be kept covered. Large liquid storage tanks with access openings shall have such openings curbed and fitted with overhanging covers.":
- a) During the sanitary survey, it was discovered that the 55 gallon phosphate feed drum doesn't have a proper seal around the feed lines, leaving an opening where contaminants may enter the system.
 - b) Within 30 days of this letter please provide documentation that the phosphate feed drum has been properly sealed.

- c) On July 2, 2026, Ohio EPA received an email from Ken McAlexander containing photo documentation of the phosphate drum seal being completed. Therefore, this violation has been **resolved**.
- 3) In accordance with OAC Rule 3745-83-01(H) Maintenance of facilities and equipment, the owner and operator shall ensure that all facilities and equipment necessary for the treatment and distribution of water shall be maintained, at a minimum so as to function as intended. The Great Lakes-Upper Mississippi River Board of State and Provincial Public Health and Environmental Managers' Recommended Standards for Water Works Part 5.1.11 Day tanks shall meet all the requirements of Section 5.1.10 which states in part "Liquid storage tanks shall be kept covered. Large liquid storage tanks with access openings shall have such openings curbed and fitted with overhanging covers." Day tanks had lids with large gaps or holes, and the bungs are missing from the bulk storage drums that are in use. Some of the tanks and containers were covered during the inspection. Cover the remaining holes in the day tank lids and reinstall the bungs in the drums. In areas where tubing, pumps, and mixers are installed, use grommets, threaded connectors, or cover openings to minimize gaps around these penetrations as much as possible. In addition, Recommended Standards for Water Works, part 5.1.10(d): Bulk Liquid Storage Tanks states, "Liquid storage tanks shall be kept covered. Large liquid storage tanks with access openings shall have such openings curbed and fitted with overhanging covers.":
- a) During the sanitary survey, it was discovered that the sodium hypochlorite feed line exits the day tank without a proper seal, leaving an opening where contaminants may enter the system.
- b) Within 30 days of this letter please provide documentation that the sodium hypochlorite feed drum has been properly sealed.
- c) On July 7, 2026, Ohio EPA received an email from Ken McAlexander containing photo documentation of the sodium hypochlorite drum seal being completed. Therefore, this violation has been **resolved**.
- 4) In accordance with OAC Rule 3745-85-01 (E)(1) and (3) Exercise Contingency plan: " At least annually, public water systems covered under this rule shall exercise the responses to one or more of the circumstances identified in the plan. The exercise may be discussion-based, tabletop or live. Exercises do not need to be conducted outside of normal business operations.

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DeGraff Village PWS
PWS ID # OH5600512
July 17, 2026
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Each circumstance identified by the plan shall be included in an exercise at least once every five years. An exercise may include more than one of the circumstances identified by the plan.... Documentation of exercise participation shall be maintained at the public water system and made available upon request. Documentation shall include a list of participants, information regarding the topic of the exercise, outcomes of the exercise and a discussion of items that went well and improvements that are needed.":

- a) During the sanitary survey it was discovered DeGraff Public Water System had exercised all the required circumstances in 2026 and had not been exercising them annually.
- b) Please submit a schedule for which circumstances will be exercised to meet the annual requirement.
- c) On July 13, 2026, Ohio EPA received an email from Ken McAlexander documenting plan for resolving the contingency plan updates with a schedule of completion with a consultant. Therefore, this violation has been **resolved**.

Please note that this does not preclude the Director from seeking administrative or civil penalties pursuant to Ohio Revised Code section 6109.23 or 6109.33 for the violation(s) noted in the May 28, 2026 letter. The decision whether to pursue or decline to pursue such penalties regarding these violations is dependent on several factors, one of which is the Village's future compliance with Ohio EPA regulatory requirements.

If you have any questions regarding this letter, or any other matter involving your water system, please feel free to contact me by email at brandon.turner@epa.ohio.gov or by phone at 937.285.6438.

Sincerely,



Brandon Turner

Environmental Specialist

Division of Drinking and Ground Waters

cc: Logan County Health Department

Fiscal Officer,

Stephanie Orsborn, Mayor

Kenneth McAlexander, Village Administrator

Mariano Haensel, DDAGW-SWDO