

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

The Legislative body of the Village of DeGraff convened in regular session on August 4<sup>th</sup>, 2026, from 7:01p.m. to 7:20p.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 – ABSENT      |
| 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:

Carol Stewart – Utility Clerk

Ms. Armbruster made the motion to excuse absent council member, Jenny Purtee; seconded by Ms. Duckro.

Roll Call – All ayes.

**MOTION**

Ms. Duckro made the motion to suspend the reading and accept the July 21<sup>st</sup>, 2026, minutes as presented, seconded by Ms. Armbruster.

Roll Call – All ayes.

**MOTION**

**Visitors** – None.

**Zoning** – Mayor Orsborne advised there are pending permits but she is unsure of the current number.

**Solicitor** – Mr. Wagner asked about the Facebook page. Mayor Orsborne will follow up.

**Village Administrator** – Mayor Orsborne provided the following information:

- Discussed packet quotes for property clean ups.
- Mayor Orsborne advised Mr. McBean that he would need to abstain from voting due to his relation to Derrick Andrews.

Mr. Kean motioned to accept the clean-up bids from Buckeye Land Management, seconded by Ms. Armbruster.

Roll Call – All ayes.

**MOTION**

- Mayor Orsborne presented information regarding the purchase of a gently used truck. Mr. Kean advised this was discussed at the last Utility meeting. Discussed the financing to use sales from the police cruiser and sale of current truck would assist in covering the cost. A reserve can be placed on sale of red truck. Ms. Hall stated it may be difficult to find another truck as good as this replacement. No vote needed until approval of ordinance later in the meeting.

**Safety Committee** – Mr. Kean presented the following information:

- Clean-up properties were presented at the last meeting.
- Mayor Orsborne advised they met and had a meeting regarding the cost of the new fire department building. The target cost is \$1.6 million. Suggestions were made to lower the cost. They hope to schedule another meeting after the Village Administrator is back from vacation.

**Finance** – Carol Stewart provided the following information:

- Notes from the fiscal officer regarding review of fiscal reports, bank reconciliations, and explanations of ordinances being presented.
- Mr. Kean reviewed the lease/purchase options for the new copier. Verified that paper and ink/toner are included in the agreement. Through a company called MOM, Modern Office Management. Mr. Wagner advised his firm uses MOM and have been very pleased.

Ms. Duckro made the motion to enter into a lease agreement for a printer/copier with MOM, seconded by Ms. Armbruster.

Roll Call – All ayes.

**MOTION**

**Park Committee** – Heidi Duckro provided the following information:

- Dugout roofing will begin this week.
- Many rentals being scheduled.
- Discussion about getting the bathrooms opened and closed, and checking on dumpsters. There is a rental scheduled for a Thursday but committee members will be at work during the week day. Suggested that maybe the maintenance staff could unlock for that day. Ms. Stewart will be in touch with them to make sure it can be covered.

**Cemetery** – Amber Armbruster and Heidi Duckro advised nothing new at this time.

**Joint Sewer Board** – Mayor Orsborne provided the following updates:

- Mike Coy will be out August 17<sup>th</sup> and 18<sup>th</sup>.
- Discussed the maintenance and replacement of the clarifiers and belts. Mike will be able to install the second one himself, which will help to save money. We should also see a big savings in electricity used.
- Monthly flows are Quincy 39%, DeGraff 61%.
- Mayor Orsborne suggested council members take a tour to help understand the facility and work that happens there.
- Mr. Kean asked about electric aggregation and Mayor Orsborne advised that it is similar to DeGraff.
- Mr. Kean asked when insurance will renew. Mayor Orsborne advised that Ken usually looks at it in September for a November renewal.

#### **Ordinances & Resolutions –**

##### **Ordinance 2026-16**

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 2026-16, seconded by Ms. Hall.  
Roll Call – All Ayes.

**APPROVED**

Mr. McBean made the motion to approve Ordinance 2026-16, seconded by Ms. Armbruster.  
Roll Call – All Ayes.

**APPROVED**

Ms. Hall made the motion to adopt Ordinance 2026-16, seconded by Ms. Armbruster.  
Roll Call – All Ayes.

**APPROVED**

##### **Ordinance 2026-17**

AN ORDINANCE TO ALLOW THE MAYOR AND/OR VILLAGE ADMINISTRATOR TO ENTER INTO A PURCHASE AGREEMENT WITH INTEGRITY FORD FOR THE PURCHASE OF A 2015 FORD F250 SUPER DUTY PICKUP TRUCK AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO.

Ms. Hall made the motion to suspend the 3 readings of Ordinance 2026-17, seconded by Ms. Armbruster.  
Roll Call – All Ayes.

**APPROVED**

Ms. Duckro made the motion to approve Ordinance 2026-17, seconded by Mr. McBean.  
Roll Call – All Ayes.

**APPROVED**

Mr. Kean made the motion to adopt Ordinance 2026-17, seconded by Ms. Armbruster.  
Roll Call – All Ayes.

**APPROVED**

**Old Business:** None at this time.

**New Business:** None at this time.

Ms. Duckro made the motion to pay the bills, seconded by Mr. Kean.  
Roll Call – All Ayes

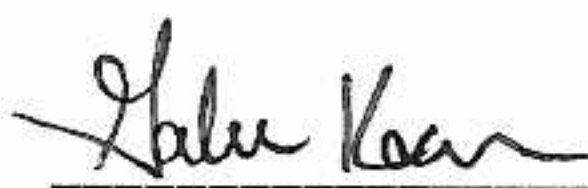
**MOTION**

Mr. McBean made the motion to adjourn at 7:20p.m., seconded by Ms. Armbruster.  
Roll Call – All Ayes

**MOTION**

Next regularly scheduled Council meeting is September 1<sup>st</sup>, 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.

