

RECORD OF PROCEEDINGS
VILLAGE OF DEGRAFF COUNCIL
REGULAR SESSION

The Legislative body of the Village of DeGraff convened in regular session on July 1st, 2025 from 7:00 P.M. to 8:29 P.M. 107 S. Main St., DeGraff, OH 43318.

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

Mayor Stephanie Orsborne – Present
Sue Walls, Council Member – Present
Gabe Kean, President Pro Tempore – Present
Nancy Hall, Council Member – Present
Sandra Short, Council Member – Absent
Tom Rowley, Council Member – Present
Heidi Duckro, Council Member – Present

Staff Present: Kenneth McAlexander, Village Administrator

Mr. Rowley made the motion to excuse Ms. Short due to car issues and being stuck in Lima, seconded by Ms. Hall. Roll Call – All Ayes **MOTION**

Mrs. Duckro made the motion to suspend the reading and accept the June 17th, 2025 minutes as presented, seconded by Mr. Kean. Roll Call – All ayes. **MOTION**

Visitors –

Jack Reser, Logan County Auditor presented the Resolution to Proceed, Certificate of Estimated Property Tax Millage Rate, and the Resolution of Necessity for a 0.7 mill levy for 5 years, for years 2026 through 2030 for the purpose of cemetery operation or improvements. *See Resolutions later in minutes for specifics*

Karen Young of 8776 St. Rt. 508, DeGraff, OH 43318 stated that she is unhappy with the work that was done by the landscapers. She said that there are rocks on the manhole cover, she found a hose in the dirt as well that was from one of the pieces of equipment. She said that she spent 6 hours picking up rocks and that it looks like all the landscapers did was cover the rocks with dirt. She said she does not want those that did the landscaping to do her fence, since they did not do a good job. Mr. McAlexander stated that the Village will be replacing the fence, not the landscaping company. He said he would take a look at her yard and that she isn't the only one with these complaints and he has talked to the County about this, as they are the ones actually managing the project.

- Mr. Chuck Strayer, Pleasant Township Trustee and a member of the Greenwood Cemetery Board stated there are gouges in the ground that have not been addressed after the project was completed. Mr. Schindewolf, Pleasant Township Trustee stated he actually showed the workers the areas that needed addressed and they weren't addressed. Mr. McAlexander stated he would take a look at this issue as well.

Tim and Kelly Allen of 110 S. Mill Street, DeGraff, OH 43318 stated that they have ongoing issues with their neighbors. He said currently his neighbor is building a fence near the road and he doesn't know if he is allowed to put it that close to the road. He said that he thought that the front fence could only be 4 feet tall and the back could be 6 feet tall. He said this may be a Merle (Zoning Officer) question and he would get with him about this, but he wanted to let the Council know as well. He also said that the neighbor's dog almost jumps over the fence and has a history of biting children/adults. He said that he is worried about his grandchild getting bit. Both he and Kelly stated that they can't use their back yard, due to the feces smell, as he has chickens, rabbits, and dogs out back. They said he also burns trash and vinyl, so that is another reason they can't use their back yard. They did speak with the local Police

Officer when he was still here and they said he told them that they dog would have to bark for 15 minutes before anything could be done. They said the Police Officer told them that if they went outside and he barks, that they are provoking the dog, so that wouldn't count towards the 15 minutes. Mr. Allen stated he is here today to make this complaint and that he isn't trying to smear his neighbor's name, but something needs done about this issue. Mrs. Orsborne stated she would speak with the Zoning Officer and that the Zoning Officer would come speak with him about the issues, but that Mr. Allen may need to call the Logan County Sheriff's Department for the other issues.

Others present were: Miami Township Trustees: Ed Stevenson and Marvin McCully, Chad Kean, and Clinton Buchenroth.

Mr. McCully stated that Miami and Pleasant Township Trustees would like to see if they would be able to lease the Riverside EMS building once, they close. They said they would be willing to provide all the maintenance, repairs, and insurance for the building. Zeb Wagner, Solicitor stated that first the Village would need to receive a letter from Riverside EMS' Solicitor, Daniel Bey stating that they will be ceasing operation as of 12/31/2025. Then once that would occur, that the Township's Solicitor, the Prosecuting Attorney/Assistant Prosecuting Attorney would then need to contact him. He stated that the Solicitors would be the ones negotiating a lease agreement. Mr. McCully, Chuck Strayer, and Jeff Schindewolf after a few questions, verbalized that they understood the next steps to take.

Zoning – Mr. McAlexander stated there are 14 Zoning Permits for 2025 with 3 outstanding.

Solicitor – Mr. Wagner stated he had nothing to add, but would be available for any questions.

Village Administrator – Mr. McAlexander presented the following:

Electricity Aggregation Program

- Mr. McAlexander stated he had received a phone call from the company that does the electricity aggregation for the Municipality. They informed Mr. McAlexander that electric prices are forecasted to continue to increase, so they gave him some options on multiple year locked in pricing for electric. He presented the different options as follows:
 - 41 Months at 5.66 cents per KWH
 - 53 Months at 5.925 cents per KWH
 - 62 Months at 6.125 cents per KWH
 - Mr. Kean made the motion to approve the electricity aggregation locked in price of 5.925 cents per KWH for 53 months, seconded by Mrs. Duckro. Roll Call – All Ayes

MOTION

Annex Building

- Mr. McAlexander stated that the A/C/Furnace at the Library is 25 years old. It has a small leak and had to be recharged recently. He said he had budgeted around \$10,000 this year for replacement of the unit. HE said he received 2 quotes, with the cheapest being \$7659.00 from Area Energy and Electric.

Other

- Mr. McAlexander explained that Resolution 2025-26 is for the Easton Property at 202 N. Koke Street, the house that was torn down. It is to add the delinquent water and sewer charges to the taxes.
- Mr. Wagner explained Resolution 2025-25 is about the easement at 304 W. Miami Street. The property owner wants to build a fence on the property. The memorandum of understanding makes the property owner present and future aware that if the Village needs to access the easement, then any damage that needs fixed on the fence is at their cost. This easement will be filed with the Recorder' Office as well, so future property owners are aware as well.
- Mr. McAlexander asked if at the park, the metal slide, if it could be removed or if he needed to fix the footers. The consensus is that that slide should be removed.

Miami Valley Lighting

- Mr. McAlexander has been trying for 3 years to get estimates on replacing light poles in DeGraff. He said that Miami Valley lighting was out today to look at the poles and they will hopefully be getting him an estimate on replacing them.
- Mrs. Orsborne stated she has had complaints that multiple lights are out and they have been for a while and have not been replaced. Mrs. Orsborne stated that she had the pole numbers and would get them to Mr. McAlexander so Miami Valley Lighting could be made aware.

Culvert – Sandra Drive

- Material is here, will start working on replacing culvert after the Holiday.

Fire House

- On July 7th, 2025 the old siren and bell will be coming down. Roof will be patched as well.

Sewer

- 2 Manholes at river will be fixed with a coating, around \$8000.00.
- Pitless adapters leaking, looking at how to address.

Utility Office

- Melanie, new Utility Clerk will be starting July 7th, 2025. Around 2.5 weeks later on July 22nd, 2025, Frey Training will occur. This is a Tuesday and he would like to have the office closed from 9 am – 12 pm for that training.

Water

- Sampling of water, including lead and copper.

Neighborhood Revitalization Grant

- Tom's Construction has been the contractor hired by the County for the grant program. They subcontracted out the landscaping.
- Mr. McAlexander has had complaints about the work that was done. He tried to go around and show them exactly what needed done. He said that the County has been out to look at the issues and then contacted Tom's Construction about the issues.
- He said that he and the maintenance workers went out and tried to take care of some of the issues, as they weren't addressed by the landscapers.
- There is a one-year workmanship once the contract is signed, which has not occurred. After this is signed, then if the grass is not growing within that year, then the contractor will have to address/remedy that issue.

New Fire House

- Mr. McAlexander stated that the threshold for competitive bidding is \$77250. He said that the engineering fees for the new fire house will be over the competitive bidding threshold, so he said it will need to be advertised. He said that he is looking into what all needs to be in this advertisement. He believes he has to have it sent to 3 companies as well as advertising it.
- He and the Mayor spoke with Mr. Mann and Riverside Local Schools Lawyer about the land that they would like to build the Fire House. They spoke about that they would either have to purchase the land for fair market value or lease the property for possibly \$1 for 100 years. The Council discussed this and most of the Council stated that they liked the idea of purchasing the land better then leasing it, but it would dependent on the price. They spoke that they thought the fair market value may be 10-11,000 dollars per acre, but weren't positive.
- Mr. Wagner stated that he doesn't see a problem with leasing the property, if that is what they decide to do. He said that they could do a slow pay if they wanted to purchase the land, if Riverside was agreeable with so much upfront and then pay the remaining over 3 years for example.
- Mr. McAlexander stated that bore sampling would need to be done to see what size foundation it can hold. He said that the total cost for the Engineer can't be divided, for example if they wanted to do the bore sampling separate and then do the remaining work, that can't be done without

bidding, as the whole project total is what they look at for the competitive bidding. It can't be split up to make it under the threshold.

Ms. Hall made the motion to enter into executive session regarding compensation of an employee at 8:00 pm, seconded by Ms. Walls. Roll Call – Ayes

MOTION

Ms. Walls made the motion to exit executive session at 8:21 PM. With no action taken, seconded by Mr. Rowley. Roll Call – All Ayes.

MOTION

Safety Committee

Fire: None

Police: None

Finance

The following topics were discussed:

- Bank Reconciliation for May is complete. Kaitlyn has been trying to keep on top of June's transaction, so she is hoping to have the June Bank Reconciliation done this week.
- Starting Balance on amended certificate is incorrect. Kaitlyn presented this information at the last Finance Committee meeting. Correct starting balance is what is in UAN. The estimated revenue must have been added to correct starting balance. Mr. Reser has been made aware and is going to amend the certificate, so the certificate and UAN match.
- She has started working on calculating the correct vacation and sick leave accrual for employees. The vacation and sick leave for employees has been corrected from the middle of May going forward, but she will have to go back years to correct some of the employees. Kaitlyn asked if she needed permission from the Council to update the Vacation and Sick Leave to the correct amounts. Mrs. Orsborne stated that she is correcting the Vacation and Sick Leave to what was actually supposed to be accrued, then she does not need the Council's permission.
- We found the Cellphone Reimbursement resolutions and it states that employees must provide an invoice and verify it is their account before reimbursement can occur. We no longer need a policy to be created/signed, just need to know going forward who Council would like to get the reimbursement. Current resolution just states employees. Sue Walls presented the information that the Finance Committee discussed regarding the cell phone reimbursement, she stated that the Finance Committee recommended the following: Administrator – yes, Street/Maintenance Employees – yes, Fiscal Officer – yes, Sewer Operator – yes, Fire Chief – yes, Solicitor – No, Mayor – No, and Zoning Officer – yes. They discussed who should not receive the cell phone reimbursement and the following jobs were recommended to not be included: Part Time Utility Clerks and Park/Seasonal Help. *Resolution 11-10 amended 12-18 is the most up to date resolution in relation to cell phone reimbursement*
 - Ms. Walls made the motion to have the following job positions receive the cell phone reimbursement: Administrator, Street/Maintenance Employees, Fiscal Officer, Sewer Operator, Fire Chief, and Zoning Officer and that the following job positions should not receive the cell phone reimbursement: Part Time Utility Clerks, Park/Seasonal Help, Mayor, and Solicitor, seconded by Ms. Hall. Roll Call – All Ayes

MOTION

Park Committee

- Mr. Rowley communicated the following:
 - Baseball season is over.
 - Travel Team from Bellefontaine are using fields to practice. They let them know coaches are responsible for making sure messes are cleaned up and if they want to use the bathrooms, Laura and Becky of the Sports Association will be responsible for cleaning the bathroom.
 - He said that those renting the park are cleaning up their own garbage, which he appreciates.

Cemetery

- o No report, Ms. Short not present.

Joint Sewer Board

- Next meeting Monday July 7th at 1 pm.

Ordinances & Resolutions:

Resolution 2025-25 A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN MEMORANDUM OF UNDERSTANDING WITH THE OWNERS OF 304 W. MIAMI ST., DEGRAFF, OHIO FOR PURPOSES OF CONSTRUCTING A PRIVACY FENCE WITHIN THE VILLAGE'S UTILITY EASEMENT AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO

Mr. Kean made the motion to suspend the 3-reading rule for Resolution 2025-25, seconded by Mrs. Duckro. Roll Call – All Ayes.

MOTION

Mrs. Duckro made the motion to accept Resolution 2025-25, seconded by Mr. Kean. Roll Call – All Ayes.

MOTION

Mr. Kean made the motion to adopt Resolution 2025-25, seconded by Ms. Walls. Roll Call – All Ayes.

MOTION

Resolution 2025-26 RESOLUTION OF THE VILLAGE OF DEGRAFF, OHIO AUTHORIZING THE VILLAGE OF DEGRAFF, OHIO TO ORDER LOGAN COUNTY AUDITOR TO ADD AN ADDITIONAL TAX LIEN ON CERTAIN REAL ESTATE TAXES FOR COLLECTION FOR SERVICES RENDERED AS STATED HEREIN AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO.

Mr. Kean made the motion to suspend the 3-reading rule for Resolution 2025-26, seconded by Mr. Rowley. Roll Call – All Ayes.

MOTION

Mrs. Duckro made the motion to accept Resolution 2025-26, seconded by Ms. Walls. Roll Call – All Ayes.

MOTION

Mr. Kean made the motion to adopt Resolution 2025-26, seconded by Ms. Hall. Roll Call – All Ayes.

MOTION

Resolution 2025-27 RESOLUTION OF NECESSITY – RESOLUTION REQUESTING CERTIFICATION FROM COUNTY AUDITOR PURSUANT TO OHIO REVISED CODE SECTION 5705.03.

Mr. Kean made the motion to suspend the 3-reading rule for Resolution 2025-27, seconded by Ms. Walls. Roll Call – All Ayes.

MOTION

Ms. Hall made the motion to adopt Resolution 2025-27, seconded by Mrs. Duckro. Roll Call – All Ayes.

MOTION

Resolution 2025-28 RESOLUTION TO PROCEED OF THE TAXING AUTHORITY

Ms. Walls made the motion to suspend the 3-reading rule for Resolution 2025-28, seconded by Ms. Hall. Roll Call – All Ayes.

MOTION

Mr. Kean made the motion to adopt Resolution 2025-28, seconded by Mrs. Duckro. Roll Call – All Ayes.

MOTION

Old Business: None

New Business: None

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

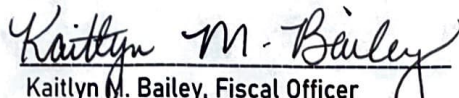
MOTION

Mrs. Duckro made the motion to adjourn at 8:29 PM, seconded by Mr. Rowley. Roll Call – All Ayes

MOTION


Mayor Stephanie Orsborne


Gabe Kean, Council Pro Tempore


Kaitlyn M. Bailey, 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.