

RECORD OF PROCEEDINGS

VILLAGE OF DEGRAFF COUNCIL

REGULAR SESSION

December 5, 2023

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The Legislative body of the Village of DeGraff convened in regular session from 7:00 P.M. to 8:28 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
Mike Dodds, Council Member – Present
Mike Ropp, Council Member – Present
Tom Rowley, Council Member – Present
Nancy Hall, Council Member – Present
Sandra Short, President Pro Tempore – Present
Tonya Castellante, Council Member – Absent

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

Ms. Short made the Motion to excuse Ms. Castellante due to work, seconded by Ms. Hall. Roll Call – All Ayes. MOTION

Ms. Short made the motion to suspend the reading and accept the November 21, 2023 minutes, seconded by Mr. Rowley. Roll Call – All ayes. MOTION

Visitors –

Gabe Kean – Observe

Zoning – Currently at 36 or 37 permits for the year. In a couple of weeks Mr. Orsborne will be submitting his annual filing with the county.

Solicitor – No Report.

Mr. Rowley did ask about the Joint fire district resolution. Mr. Wagner has not seen it yet, as the village contracted with outside council.

Village Administrator – Mr. McAlexander went over the following:

- Received an email from SetFlow, our new meter reading company, that they are filing for bankruptcy and have two months of service. Mr. McAlexander explained we switched because at the time Badger had a falling out with Microsoft and it was going to cost the village \$18,000 to upgrade. Mentioned to Zeb about any way to recoup some money. Mr. Wagner still needs to see the contract, and could possibly file a proof of claim, but may be pennies on the dollar.
- Received a PEP Grant for safety equipment. We purchased a confined space meter that was needing upgraded.
- The issue on Virginia Drive and Meade with not having utility easements is in the process of being corrected. Kilgore and Crockett are willing to give easements. Kilgore is willing to donate his portion of the road to the Village. Mr. Wagner is working on the easement paperwork.
- Annual evaluations for employees was completed. Mr. McAlexander wanted council to consider going into executive session
- Water plant permit suppose to be mailed out from the county. The work has a green light.
- No update on the water main project.

Safety Committee – Ms. Short went over the following:

- The fire Department is requesting to add two individuals to the roster pending physicals and 1 year to complete required training.
- The fire department association is purchasing LED lighting for the fire department and EMS building.

Ms. Short made the motion to hire William Nathan Price and Joel Jackson for the fire department pending passing the physicals and 1 year to complete training, seconded by Mr. Ropp. Roll Call – All Ayes. MOTION

Finance – Ms. Staley mentioned the following:

- Temporary appropriation Ordinance was given to each council member to review and ask questions prior to next meeting. Will pass at next meeting on emergency to pay bills in 2024.
- There is a resolution on the agenda to move money to pay UAN fees.
- Ms. Staley will be on vacation from Dec. 20th thru Dec. 27th returning on Dec. 28th.

Park Committee – No Report.

Cemetery – The board is purchasing a new mower that has a rear discharge.

Joint Sewer Board- Mr. Rowley mentioned the following:

- Everything is running well. Mr. Coy has been doing some upkeep on the outer buildings. Falling down insulation was replaced.
- HVAC unit is being considered to upgrade next year at a cost of \$2,485.00.
- Wanting to purchase UV equipment to have on hand, in case something needs replaced.
- Mercury has been good, can resubmit for a permit modification in Feb for a cost of \$750.00
- Mr. Rowley mentioned a review for Mr. Coy. Mayor Orsborne stated the board would discuss.

Ordinances & Resolutions

Resolution 2023-44: A Resolution transferring various sums of money in the year 2023 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-rule reading for Resolution 2023-44, seconded by Mr. Ropp. Roll Call – All Ayes. MOTION

Mr. Dodds made the motion to accept Resolution 2023-44 on the first and final reading, seconded by Mr. Rowley. Roll Call – All Ayes. MOTION

Mr. Dodds made the motion to adopt Resolution 2023-44 on the 3rd and final reading, seconded by Mr. Ropp. Roll Call – All Ayes. MOTION

Ordinance 2023-43: An Ordinance modifying the amount of compensation to be paid to officers of the Village of DeGraff, Logan County, Ohio

Mr. Dodds made the motion to suspend the 3-rule reading for Ordinance 2023-43, seconded by Ms. Hall. Roll Call – All Ayes. MOTION

Mr. Dodds made the motion to accept Ordinance 2023-43 on the first and final reading, seconded by Ms. Short. Roll Call – All Ayes. MOTION

Mr. Ropp made the motion to adopt Ordinance 2023-43 on the 3rd and final reading, seconded by Ms. Short. Roll Call – All Ayes. MOTION

Ordinance 2023-45: AN Ordinance modifying the compensation for the Village of DeGraff Village Administrator and declaring an emergency on the Village of DeGraff, Ohio

Ms. Short made the motion to suspend the 3-rule reading for Ordinance 2023-445, seconded by Mr. Ropp. Roll Call – All Ayes. MOTION

Ms. Short made the motion to accept Ordinance 2023-45 on the first and final reading, seconded by Mr. Ropp. Roll Call – All Ayes. MOTION

Mr. Ropp made the motion to adopt Ordinance 2023-45 on the 3rd and final reading, seconded by Ms. Short. Roll Call – All Ayes. MOTION

Old Business: Mr. Rowley asked if Mr. Vondenhuevel received his raise for his CDL. Mr. McAlexander stated he had and received a \$1 per hour raise for having a CDL.

New Business:

Ms. Short made the motion to enter executive session with all of council, Mayor, Village Administrator, and Solicitor to discuss employee compensation reviews at 7:32 PM, seconded by Ms. Hall. Roll Call – All Ayes. MOTION

Mr. Dodds made the motion to exit executive session with no action taken, seconded by Ms. Short. Roll Call – All Ayes. MOTION

Ms. Short made the motion to approve giving the maintenance employees \$1 per hour raise, seconded by Mr. Rowley. Roll Call – All Ayes. MOTION

Mr. Dodds made the motion to approve giving the backup utility clerk a \$1 per hour raise, seconded by Ms. Hall. Roll Call – All Ayes. MOTION

Mr. Dodds made the motion to approve taking the zoning officer up to \$4,500 per year, seconded by Ms. Short. Roll Call – All Ayes. MOTION

Ms. Short made the motion to approve taking the fiscal officer up to \$48,152.00 per year, seconded by Mr. Dodds. Roll Call – All Ayes. MOTION

Mr. Dodds mentioned the joint resolution contract for something for the council to consider. There is an EMS section for Riverside EMS, and someone needs to get with them about what to place in there. Maybe if we can get something in writing from them on what and if they are still willing to donate. Mayor Orsborne stated it is up to their board if they do donate or don't we cannot make them.

Ms. Short made the motion to pay bills, seconded by Mr. Rowley. Roll Call – All Ayes. MOTION

Mr. Ropp made the motion to adjourn at 8:28 PM, seconded by Ms. Short. Roll Call – All Ayes. MOTION

Mayor Stephanie Orsborne

Sandra Short, Council Pro Tempore

Kassandra Staley, Fiscal Officer