

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

The Legislative body of the Village of DeGraff convened in regular session on September 16th, 2025 from 7:00 P.M. to 7:30 P.M. at 107 S. Main St., DeGraff, OH 43318.

Mayor Stephanie Orsborne called the meeting to order at 7:01 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 – Present
Tom Rowley, Council Member – Present
Heidi Duckro, Council Member – Present

Staff Present: Kaitlyn Bailey – Fiscal Officer, Mr. Wagner – Solicitor

Mrs. Duckro made the motion to suspend the reading and accept the September 2nd, 2025 minutes as presented, seconded by Ms. Short. Roll Call – All ayes. **MOTION**

Visitors – None

Zoning – None

Solicitor – None

Village Administrator –

Mrs. Orsborne stated that Mr. McAlexander wanted her to pass on the following: Hydrant Flushing this week – trying to get this done, as leaves may be falling earlier than normal and asphaltting of some of the problem areas will be occurring by the end of the month.

Safety Committee

Fire:

- No Fire Runs for August.
- 3 Runs for September: 1 tree down, 1 accident, 1 grass fire
- The Association purchased 2 high powered leaf blowers to keep on each Engine.
- E31's gearbox was replaced, the mechanic said to run it for a while and see if it works itself out.
- Association would like to have Santa again this year along with a parade if possible. Ms. Short made the motion to allow the parade to take place, seconded by Mrs. Walls. Roll Call: All Aye **MOTION**
- A MARCS Radio grant is available, so that more radios can be purchased.
- Mr. Rowley asked if bore sampling had been done for the new Firehouse, as there is a patch of land that is dirt only near the school. Mrs. Orsborne said that she isn't sure what is being done there, but it is nothing for the Village.
- Mrs. Orsborne stated that she needed the Fire Department to get numbers together, so they could start going over if there are increases that are needed on the Fire contracts with the different entities. She said that they could also just send out the same contract and pricing as last year.

Finance Committee

Kaitlyn Bailey presented the following information:

- She will be out next week and is trying to get purchase orders ready for Mr. McAlexander.
- She has an ordinance for reallocation, as money needs moved, so that blanket purchase orders can be made for Mr. McAlexander, so he is able to spend money while she is gone. The reallocations are also needed so that there is money in those accounts for the remainder of the year.
- She went over Ordinance 2025-38 – She said that first 2 lines are for reallocating for worker's compensation for the Sedgwick invoice. The next 2 lines are for electricity that comes out of the sewer account, as there are not enough funds in that account for the remainder of the year. The next 2 lines, the reallocation is needed due to the 2007 pumper being appraised for more than we had coverage for and Mr. McAlexander said it was ok to go ahead and increase the replacement value, but Kaitlyn needed additional funds to be able to pay this. The next 2 lines are for the street fund and there is not much money left in the contractual account, so funds needed to be moved, for future purchases. For the 2 lines after that, Kaitlyn received a letter from MARCS radio for the Police Department and they had not been sending out the invoices timely, so they just now received the invoice for October of 2024 to January 1st, 2025. She said that before the MARCS radio gets switched to Fire, she would probably need \$840.00 in the police contractual account to pay the remaining invoices they receive. Lastly, Kaitlyn stated she needed \$5000 reallocated, as there was only 2.41 left in the contractual account, so this reallocation would be for future purchases. She realized that the final line that states property insurance premium should be for other-other contractual instead, but that the account numbers is correct. The change that is needed for this ordinance is the last line needs to be changed from property insurance premium to other-other contractual
- Auditor of State sent out a Bulletin regarding unclaimed funds. The Village has unclaimed funds from Interstate Gas Supply Inc for over \$100. Ms. Short moved to approve the Village claiming the unclaimed funds, seconded by Mrs. Duckro. Roll Call: All Ayes

MOTION

Kaitlyn also stated that she had received a letter about the Tammy Lynn Inn and the Council could request a hearing with the Liquor Control Division regarding this permit request. Mr. Kean moved to not request a hearing, seconded by Ms. Hall. Roll Call: All Ayes

MOTION

Park Committee

- Mr. Rowley presented the following: Praise in the Park went well. Busy Weekend. Only problem was the on Friday and Saturday, both groups did not leave until 10 pm, but they close at dusk. Mrs. Orsborne stated that those renting the park would need to be reminded that they close at dusk. Ms. Short has submitted the paperwork for the Squirrel Linet grant, which is around \$7500.00.
- The next Park Committee meeting will be on September 23rd at 6 pm.

Cemetery – Ms. Short presented the following:

- Brad, who mows the cemetery, hit the water meter box that was put in possibly with the new pipes, and it totaled his lawnmower and he was injured. Mr. Vondenhuevel brought over dirt to cover up the water meter, to hopefully prevent this in the future. Bank reconciliation total for the cemetery is \$193,000.
- The committee would like to redo the little building at the Cemetery. They are getting quotes for painting and siding.

Joint Sewer Board – Mrs. Walls presented the following:

- Low level mercury is under the threshold.
- Mr. Coy will be off September 11th, 12th, and 19th.
- 25% of the influent piping has been refinished, when it cools down more, they will continue with this project.
- Flow rates: Quincy: 35%, DeGraff 65%

- Mr. Rowley asked how often the mercury was having to be tested. Ms. Walls stated she would ask that at the next meeting.
- Mrs. Bailey said that Mr. Coy had submitted the application to reduce the amount of testing for Mercury to the EPA, but he said that it could be a long time before they get an answer back from them.

Ordinances & Resolutions:

Ordinance 2025-38 AN ORDINANCE REALLOCATING FUNDS FROM 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

Mrs. Duckro made the motion to suspend the 3-reading rule for Ordinance 2025-38, seconded by Ms. Short. Roll Call – All Ayes.

MOTION

Ms. Hall made the motion to accept Ordinance 2025-38 with change, seconded by Ms. Short. Roll Call – All Ayes.

MOTION

Mrs. Walls made the motion to adopt Ordinance 2025-38, seconded by Ms. Short. Roll Call – All Ayes.

MOTION

Old Business:

Mrs. Orsborne stated that Mr. McAlexander received Lakeview's cost for services for cleaning up properties, so that Council had an example of prices. Mrs. Orsborne asked Council to look over the charges and then maybe next meeting they could discuss the prices. Mr. Kean said he would like to see the water and sewer rates, as there are prices for some of the same services, so he thinks it should be consistent for both water/sewer and cleaning up properties. Mrs. Orsborne said that she would get that to them and then next meeting they could discuss the pricing. The topic was tabled until next meeting.

The \$500 base fine per parcel from the Lakeview Property Clean up form was discussed. Mr. Wagner said instead of the \$150 per day fine, the \$500 base fine per parcel would be easier if it was taken to court. He said the current ordinance would need changed for that to occur.

Mrs. Duckro asked about the health insurance. Kaitlyn stated someone from Stolly Insurance should be getting a hold of Mr. McAlexander this month to go over the different quotes that have been received.

New Business: None

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

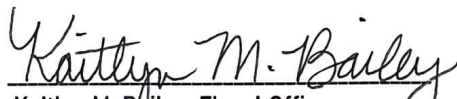
MOTION

Mrs. Duckro made the motion to adjourn at 7:30 PM, seconded by Mr. Kean. 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.