

RECORD OF PROCEEDINGS
VILLAGE OF DEGRAFF COUNCIL
REGULAR SESSION

The Legislative body of the Village of DeGraff convened in regular session on September 2nd, 2025 from 7:00 P.M. to 8:24 P.M. at 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 – Present
Tom Rowley, Council Member – Present
Heidi Duckro, Council Member – Present

Staff Present: Kaitlyn Bailey – Fiscal Officer, Kenneth McAlexander – Village Administrator

Ms. Short made the motion to suspend the reading and accept the August 19th, 2025 minutes as presented, seconded by Mrs. Duckro. Roll Call – All ayes.

MOTION

Visitors – Chad and Shelly Perk of 4940 Co. Rd. 65, DeGraff, OH, 43318

- Shelly asked why there was a pontoon boat on Main Street and if there was anything that could be done about it. She said that it looks really bad. It was explained that the Owner, Doug and Chris Lamb had put the pontoon boat there to stop people from driving on their property. Since it is private property and it is not considered a junk vehicle, there isn't much they can do. Shelly mentioned possibly putting in a cement block, instead of the pontoon boat. The Council said that Shelly or Chad could speak with them about it, but that it is on private property, so there isn't anything the council can do about it. Shelly said that she had asked them to move it in the past, but nothing happened. Chad said that he would try to speak with them.
- Shelly then spoke about the Ron's Pizza sign. She said it is falling down and it makes it difficult to see around the curve. She said it looks terrible as well. The Council explained that this is private property, so if the Perk's would like to remove the sign, they would have to get permission from the owners of the property. Shelly stated she would contact Mr. Roby to see if this could be removed. She said the laundromat is not looking great either. It was discussed that there are liens on the property, that is why it hasn't sold. Mrs. Orsborne also explained that the grocery store is in the process of being sold again.
- Mrs. Orsborne explained that they are trying to get some of the properties in town cleaned up, but she said it isn't as easy as you would think. She said they have 5 properties right now that they are working on getting cleaned up.
- Ms. Short explained that they (Chad or Shelly) could speak with the owners and also fill out a complaint form in the future, so that if we are ever asked, there is proof that others have complained about this property as well. Shelly asked if this complaint would be in the minutes. Ms. Short said that yes, it would be in the minutes, so there would be proof of the complaint, but in the future, they could fill out the form as well.
- Shelly also stated that she thinks that since she has a business in town, she should be able to vote on things that would affect her business. The Council said that was a state decision and that she follow up with the State.

Zoning – Ms. Short said in the alley behind 117 Boggs Street there are multiple bags of trash. She said it is near the Funeral Home and she said they would be able to see this trash.

Then, it was discussed that the Easton Property wouldn't be able to be mowed normally due to the ground not being leveled and possible debris. Mr. McAlexander said that the skid loader and bush hog could be used. He said that while they are on the subject, they don't have any rates for use of the

equipment. He said if Village is going to have to clean up the properties that letters were sent to, they don't have any way of charging for use of the equipment. Ms. Short said that he should come up with prices and bring them to the Council to approve.

Ms. Short said that the property across from the Legion, that a letter was sent to, she said that she was informed that the girl, Cheyanna had moved out.

Darrell Johnston's letter is the only one out of the 5 letters that were sent that have not been picked up. It was discussed that they would need the Sheriff's department to deliver this letter. Ms. Short said that the owner is out of state right now, but that his son lives at the home.

Solicitor – None

Village Administrator –

Mr. McAlexander presented the following:

Valves

- Valve turning is almost done, only 5 or 6 left to do
- A valve will need changed out at N. Main/Pleasant, to keep the school's water on.

Broken Sewer Pipe

- 527 S. Main Street
 - Tomorrow Tom's Construction will be here to hook up the sewer line.
 - He went out this morning to notify the Owners of the property and he found out that they had been to their lawyer that morning, so the remaining discussion will need to be in executive session.

Ms. Short made the motion to enter into executive session concerning pending or imminent court action at 8 pm, seconded by Mr. Rowley. Roll Call – All Ayes

MOTION

Mrs. Short made the motion to exit executive session at 7:56 PM, with no action taken, seconded by Mrs. Walls. Roll Call – All Ayes.

MOTION

RFQs

- After the last meeting he was informed by Mr. Wagner that an ordinance needed to be done, so that is one of the ordinances for tonight.

Asphalt Repair

- N. Main Street potholes will need milled out and filled, Sandra Drive – culvert has been replaced and will need asphalt repaired, and the potholes on Cornish Drive will need the asphalt repaired.
- Received a quote from Quality Paving for 11725.00, will be using the County Road and Bridge fund for these repairs.

Police Department

- 2 Weapons that the Village had from the Federal Government were reacquired by the Federal Government last week. The Federal Government was concerned, as no inventory had been filed with them, so that is why they came to check up on this last week and removed the guns.

Property Taxes

- There is someone out of the corporation limits that has not paid their debt service fees. Would like to apply to their property taxes. Mr. Wagner said there are 2 options, one we do nothing or we assess to their taxes. If we find that we can't assess to their taxes, then we won't receive the money, but we could also find that we will get the money, because it is legal for us to do so. Mrs. Orsborne said for the Council to think it over and if they would like to assess it to his taxes, then they could decide at the end of the meeting. It is for \$350.62.

Grocery Store

- He explained that he spoke with the Architect and informed them of the storm tile across the parking lot and he informed them that it located in a high-water table.

Safety Committee**Fire:**

- Special Meeting last week to discuss the new Fire Department building. Fire Department members brought in a draft of a building they had designed.
- The Committee like their design, it just comes down to cost.
- Included 6 overhead doors, could be 3 though.

Finance Committee

Kaitlyn Bailey presented the following information:

- She said that she spoke with Jenni at Stolly Insurance on Friday. Jenni told her that they have been asking for quotes from different Companies for the health insurance and that Jason from Solly Insurance should hopefully be getting with Mr. McAlexander this month to go over the different options.
- She said that the handbook states employees cannot clock/punch in more than seven (7) minutes prior to their scheduled start time, there is nothing about clocking out. Mrs. Orsborne said that Mr. McAlexander has to approve all overtime. Kaitlyn stated she would email Mr. McAlexander to get approval or denial of overtime, so that she is covered.
- She explained that she would need a reallocation of funds for Sedgwick, electricity for the park, and UAN Fees. She said for Sedgwick, this is who processes the claims for BWC. BWC comes out of multiple accounts, so Sedgwick will as well. There are very little funds left for electricity in the park fund, so she calculated what would be needed for the last 4 months. She said that she needs additional funds to pay the UAN fees for this quarter and for next quarter.
- August Bank Reconciliation is complete.
- She said at the Finance Committee it was discussed that she wasn't sure if the Fire Levy money from Income Tax would need to be kept in a separate account from the Fire Levy from Property Tax. She said that Mrs. Orsborne said that LGS would be able to answer that and Mr. McAlexander said that Reggie, the Attorney that helped with the levy may be able to help with that also.
- Kaitlyn explained that there were 2, possible 3 resolutions for assessing delinquent water/sewer bills to property taxes and a resolution regarding the budget commission that was sent to us from Jack Reser, Logan County Auditor.

Park Committee

- None

Cemetery – None, meeting is next Monday.

Joint Sewer Board

Mrs. Walls stated next meeting is September 8th, 2025, so she will have a report at the next meeting.

Ordinances & Resolutions:

Resolution 2025-32 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

Mr. Kean made the motion to suspend the 3-reading rule for Resolution 2025-32, seconded by Ms. Short.
Roll Call – All Ayes. **MOTION**

Mrs. Walls made the motion to accept Resolution 2025-32, seconded by Mr. Rowley. Roll Call – All Ayes.
MOTION

Ms. Short made the motion to adopt Resolution 2025-32, seconded by Mrs. Duckro. Roll Call – All Ayes.
MOTION

Resolution 2025-33 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

Ms. Short made the motion to suspend the 3-reading rule for Resolution 2025-33, seconded by Mr. Kean. Roll Call – All Ayes.
MOTION

Mrs. Duckro made the motion to accept Resolution 2025-33, seconded by Mrs. Walls. Roll Call – All Ayes.
MOTION

Ms. Short made the motion to adopt Resolution 2025-33, seconded by Mr. Kean. Roll Call – All Ayes.
MOTION

Resolution 2025-34 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 2025-34, seconded by Ms. Short. Roll Call – All Ayes.
MOTION

Ms. Short made the motion to accept Resolution 2025-34, seconded by Mrs. Duckro. Roll Call – All Ayes.
MOTION

Mr. Kean made the motion to adopt Resolution 2025-34, seconded by Mrs. Walls. Roll Call – All Ayes.
MOTION

Ordinance 2025-35 AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR AND/OR VILLAGE ADMINISTRATOR TO ADVERTISE FOR REQUESTS FOR STATEMENTS OF QUALIFICATIONS FOR THE PERFORMANCE OF SERVICES NECESSARY FOR THE CONSTRUCTION OF A FIRE STATION AND DECLARING AN EMERGENCY IN THE VILLAGE OF DEGRAFF, OHIO

Mrs. Walls made the motion to suspend the 3-reading rule for Ordinance 2025-35, seconded by Mr. Kean. Roll Call – All Ayes.
MOTION

Ms. Short made the motion to accept Ordinance 2025-35, seconded by Mrs. Duckro. Roll Call – All Ayes.
MOTION

Ms. Short made the motion to adopt Ordinance 2025-35, seconded by Mrs. Walls. Roll Call – All Ayes.
MOTION

Ordinance 2025-36 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

Mr. Kean made the motion to suspend the 3-reading rule for Ordinance 2025-36, seconded by Mrs. Duckro. Roll Call – All Ayes.
MOTION

Ms. Short made the motion to accept Ordinance 2025-36, seconded by Mrs. Duckro. Roll Call – All Ayes.
MOTION

Mr. Kean made the motion to adopt Ordinance 2025-36, seconded by Mrs. Walls. Roll Call – All Ayes.

MOTION

Resolution 2025-37 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 2025-37, seconded by Mrs. Duckro. Roll Call – All Ayes.

MOTION

Ms. Short made the motion to accept Resolution 2025-37, seconded by Ms. Hall. Roll Call – All Ayes.

MOTION

Ms. Short made the motion to adopt Resolution 2025-37, seconded by Mr. Kean. Roll Call: Mrs. Duckro – Aye, Mr. Rowley: No, Ms. Hall – Aye, Mrs. Walls – Aye, Mr. Kean – Aye, Ms. Short – Aye

MOTION

Old Business:

Mrs. Walls reminded Council that Garage Sales are September 6th, 2025.

Mr. Kean brought up the animal ordinance. Mr. Kean asked if we had heard anything back from Mr. Wagner. Mrs. Bailey said that Mr. Wagner asked questions via email about if we had contacted LUC. Kaitlyn stated she responded back to him to let him know that the document was a condensed version that LUC had helped to create, that the Zoning Officer had been in contact with LUC about this, and that the Council wanted to move forward with making an ordinance. Mrs. Short said that we should probably speak with him at the next meeting regarding the questions he has, before trying to create the ordinance on our own.

New Business: None

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

MOTION

Ms. Short made the motion to adjourn at 8:24 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.