

In the absence of Mayor Dammeyer, Council President Pro-Tempore Paulus called the Council Meeting to order at 7:00 p.m.

Roll call found the following Council Members present: Mr. Paulus, Mr. Griesdorn, Mr. Steinbrunner, Mrs. Dieringer, and Ms. Shaffer. Mr. Weaver was absent. Also present were Village Administrator Francis, Fiscal Officer Ording, Village Attorney Tom Guillozet, and Fire/EMS Chief Brian Pearson.

The Pledge of Allegiance and Invocation was led by Mr. Paulus.

Mr. Paulus requested that the consent agenda be amended by adding item D. Approval of recommendation from Fire/EMS Chief Pearson to promote Nathan Schutz from job classification EMT Basic to EMT Advanced, effective December 18, 2024. Item E. Approval of recommendation from Fire/EMS Chief Pearson to promote Malachi Hughes from job classification EMT Basic to EMT Paramedic. Item F. Acceptance of an anonymous \$1,000 donation through the Dayton Foundation for the EMS.

Mrs. Dieringer made a motion to approve the amendments to the consent agenda and the approval of the following:

- Approval of Agenda as amended
- Approval of Minutes from the February 12, 2025 Public Hearing and February 12, 2025 Regular Meeting
- Approval of List of Expenditures for February 26, 2025

Ms. Shafer seconded the motion. Vote: all yeas. Motion carried.

For the first item of old business, Village Attorney Guillozet read by title only, the second reading of Ordinance No. 25-04, an ordinance prohibiting truck turns at the intersection of Main and Center Streets within the Village of Versailles. Mr. Griesdorn made a motion to declare the ordinance an emergency measure, suspend the rules, and have it read by title only for the third reading, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried. Ordinance No. 25-04 was read by Attorney Guillozet a third time, by title only. Mr. Steinbrunner made a motion to approve Ordinance No. 25-04, as read, seconded by Ms. Shaffer. Vote: all yeas. Motion carried.

Village Attorney Guillozet read by title only, the second reading of Ordinance No. 25-05, an ordinance establishing the zoning classification for a 6.467-acre tract of land, more or less, located along Grand Avenue in the Village of Versailles, Ohio. Mr. Griesdorn made a motion to declare the ordinance an emergency measure, suspend the rules, and have it read by title only for the third reading, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried. Ordinance No. 25-05 was read by Attorney Guillozet a third time, by title only. Mr. Steinbrunner made a motion to approve Ordinance No. 25-05, as read, seconded by Ms. Shaffer. Vote: all yeas. Motion carried.

Village Attorney Guillozet then read by title only, the second reading of Resolution No. 25-06, a resolution authorizing the sale of certain vehicles and equipment not needed for any municipal purpose, a 2012 Ford F-250 pickup.

Ordinance No. 25-07, an ordinance revising and adopting an updated Interest Allocation Policy for the Village of Versailles, Ohio was read by title only, the second reading. Mr. Griesdorn made a motion to declare the ordinance an emergency measure, suspend the rules, and have it read by title only for the third reading, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried. Ordinance No. 25-07 was read by Attorney Guillozet a third time, by title only. Mr. Steinbrunner made a motion to approve Ordinance No. 25-07, as read, seconded by Ms. Shaffer. Vote: all yeas. Motion carried.

Ordinance No. 25-08, an ordinance accepting the infrastructure improvements completed in conjunction with Section 2 of Rosecomb Estates Subdivision was read by title only, the second reading. Mr. Griesdorn made a motion to declare the ordinance an emergency measure, suspend the rules, and have it read by title only for the third reading, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried. Ordinance No. 25-08 was read by Attorney Guillozet a third time, by title only. Mr. Steinbrunner made a motion to approve Ordinance No. 25-08, as read, seconded by Ms. Shaffer. Vote: all yeas. Motion carried.

Village Attorney Guillozet read by title only, the second reading of Resolution No. 25-09, a resolution authorizing the Fiscal Officer to advertise for the 2025 Street Maintenance Project. Mr. Griesdorn made a motion to declare the resolution an emergency measure, suspend the rules, and have it read by title only for the third reading, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried. Resolution No. 25-09, was read by Attorney Guillozet a third time, by title only. Mr. Steinbrunner made a motion to approve Resolution No. 25-09, as read, seconded by Ms. Shaffer. Vote: all yeas. Motion carried.

Moving on to new business, Village Attorney Guillozet read by title only, the first reading of Ordinance No. 25-10, an ordinance approving, adopting and enacting American Legal Publishing's Ohio Basic Code, 2025 Edition, as the Code of Ordinances for the Municipality of Versailles, Ohio, and declaring an emergency. Mr. Griesdorn made a motion to declare the ordinance an emergency measure, suspend the rules, and have it read by title only the second and third reading, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried. Ordinance No. 25-10 was read by Attorney Guillozet a second and third time, by title only. Mr. Steinbrunner made a motion to approve Ordinance No. 25-10, as read, seconded by Ms. Shaffer. Vote: all yeas. Motion carried.

Next for consideration was Resolution No. 25-11, a resolution enacting revisions and updates to the Village of Versailles' Personnel Policy Manual, and declaring an emergency. Attorney Guillozet read by title only, the first reading of Resolution No. 25-11. Mr. Griesdorn made a motion to declare the resolution an emergency measure, suspend the rules, and have it read by title only the second and third reading, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried. Resolution No. 25-11, was read by Attorney Guillozet a third time, by title only. Mr. Steinbrunner made a motion to approve Resolution No. 25-11, as read, seconded by Ms. Shaffer. Vote: all yeas. Motion carried.

Read by title only for the first reading was Ordinance No. 25-12, an ordinance enacting revisions and updates to the compensation for the Emergency Medical Services Personnel for the Village of Versailles, Ohio and declaring an emergency. Mr. Griesdorn made a motion to declare the ordinance an emergency measure, suspend the rules, and have it read by title only the second and third reading, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried. The ordinance was read by title only for the second and third readings. Mr. Steinbrunner made a motion to approve Ordinance No. 25-12, as read, seconded by Ms. Shaffer. Vote: all yeas. Motion carried.

Resolution No. 25-13, a resolution enacting revisions and updates to the job description for the EMT-Basic position, EMT-Intermediate position, and EMT/Paramedic position for the Village of Versailles and declaring an emergency was read by title only, the first reading. Mr. Griesdorn made a motion to declare the resolution an emergency measure, suspend the rules, and have it read by title only the second and third reading, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried. The resolution was read by title only for the second and third readings. Mr. Steinbrunner made a motion to approve Resolution No. 25-13, as read, seconded by Ms. Shaffer. Vote: all yeas. Motion carried.

Attorney Guillozet read by title only, the first reading of Resolution No. 25-14, a resolution determining the necessity for the installation of certain sidewalks within the Village of Versailles and assessing the costs of the same against the lots and lands abutting the same.

Mayor Dammeyer received a written letter from Amber Griffin, Manager of The Rails of Versailles LLC restaurant requesting the Village of Versailles to establish a Revitalization District (RD) as to allow entities which primarily serve food to apply for a non-quota D5-L liquor license. With this request, a Public Hearing must be held after 2 weeks of public notice. Mr. Griesdorn made a motion to schedule a Public Hearing for the presentation of establishing a Revitalization District (RD) within the Village for March 26, 2025 at 6:45 p.m. at the EMS facility, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Next, Mr. Paulus reported that the Finance & Audit Committee met prior to the meeting to review the annual premium renewal concerning the Village's property and general liability insurance. The annual premium has increased approximately 7% from the previous year. This is due primarily with the addition of the well field property. There are no changes in the companies providing the coverage. The Finance & Audit Committee recommended to approve the renewal. Mrs. Dieringer made a motion to approve the recommendation from the Finance & Audit Committee for the renewal of the Village's property and general liability insurance, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Council members reviewed a recommendation letter from Sawvel & Associates regarding the McGreevey Road Request for Qualifications for electrical engineering services for McGreevey Road substation. There were 2 responses received; Aubrey Silvey Enterprises, Inc. and GPD. The recommendation from Sawvel is for the Village to pursue an agreement with GPD for electrical engineering design services. GPD Group is in Ohio and they have worked with the Village's electric system and American Municipal Power Transmission (AMPT) in the past. The other firm is in Georgia. Mr. Griesdorn made a motion to authorize the Village Administrator to negotiate an electrical engineering services agreement with GPD Group, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Village Administrator Francis provided Council members with 3 price quotes through Sourcewell to purchase a new excavator to replace a 2012 Case Backhoe per the 2025 Capital Improvement Plan. The quotes were received from:

- Ohio Cat - \$147,281 – Cat 308 CR
- Murphy Tractor - \$140, 852.73 – John Deere 85-P
- Columbus Equipment - \$131,940 – Komatsu PC88MR-11

Mr. Francis explained that the street and electric department were able to operate all three machines, side by side, for one week. They were able to test out the digging, loading and lifting capabilities of each piece of equipment. The consensus was that most operators were in favor of the Caterpillar 308. The feel and controls are almost identical to the Villages' current 305 Caterpillar mini-excavator. The flow controls are adjustable with a few clicks on the control screen and can be slowed down to assist less experienced operators. This was not mentioned with the other machines. There is also more cab space than the others which aids operators wearing heavy clothing in the winter months. Council members discussed the safety features of all three pieces of equipment. With the Caterpillar having controls similar to the mini-excavator and the features of a larger cab and touch screen control panel, Ms. Shaffer made a motion to authorize the purchase of the Caterpillar 308 CR through Ohio Cat, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Ms. Shaffer made a motion to authorize the Village Administrator to enter into a contract for professional engineering services with Access Engineering for the South Center Street Area Sanitary Sewer Improvements Project – Phase I as approved in the 2025 Capital Improvement Plan, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Mr. Steinbrunner made a motion to authorize the Village Administrator to enter into a contract for professional engineering services with Access Engineering for the Greenlawn Cemetery Area Waterline Improvements Project per the 2025 Capital Improvement Plan, seconded by Ms. Shaffer. Vote: all yeas. Motion carried.

Mr. Griesdorn made a motion to authorize the Village Administrator to enter into a contract for professional engineering services with Access Engineering for the North West Street Extension Phase II Project per the 2025 Capital Improvement Plan, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried.

Next, Mr. Steinbrunner made a motion to approve the recommendation from the Tree Commission to award the 2025 Street R/W Tree Trimming Project to Grilliot Tree Trimming & Stump Grinding, seconded by Mr. Griesdorn.

Mr. Francis said that he received two quotes to repair and paint the exterior of the Administrative Building. The building needs repairs made to the damaged dryvit, cleaning to remove dirt, mildew, and any other contaminants and then painting. Midwest Maintenance (Piqua) quoted \$39,500 and Brian Bros (Piqua) quoted \$29,972. No quote was received from Wysong Plastering out of Greenville. Mr. Griesdorn made a motion for the Village Administrator to obtain services from Brian Bros for the restoration of the Administrative Building, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Reviewed were 2 quotes for a 1500 kVA, 480/277V padmount transformer for stock. The size of the transformer is used for larger, industrial customers. T&R Electric provided a price of \$61,687 and UTB Transformer quoted \$61,470. Mr. Francis explained that the T&R transformer is copper wound and the UTB Transformer is aluminum. The requirement is for copper wound since the units are heavy-duty and rated for heavy-industrial use. Ms. Shaffer made a motion to authorize the Village Administrator to purchase the transformer from T&R Electric, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

For the last item of new business, Village Administrator Francis said it was time to revisit plans for the Town Hall/Police Department. Brandstetter-Carroll performed an inspection of the building back in late 2023. The building needs major repairs both inside and outside of the facility. The Police Department is currently out of space. More space is needed for their daily operations, storage of files, and evidence storage just to name a few. Mr. Francis said that he would advise to have a facility study done to see what renovation options are available for the use of the current Town Hall building. The study would address if the building is capable of renovations to meet the needs of the Police Department, what are the estimated costs involved to get the building up to code (ADA compliant, building code, law enforcement requirements, etc.), and if the building cannot meet the needs of the Police Department, what other options are feasible. There are many questions that need answered before official plans can be made. Once the facility study is performed, he proposed that the Facility Committee meet to review the study and then discuss options.

With all new business complete, Mr. Steinbrunner made a motion to enter into executive session to consider the sale of property no longer needed for municipal purposes. Ms. Shaffer seconded the motion. Vote: all yeas. Motion carried. Members entered executive session at 8:07 p.m. The executive session ended at 8:24 p.m. Upon returning to the regular meeting, Mr. Paulus stated that no decisions had been made.

Moving on to Administrative Reports, Village Administrator Francis distributed his Village Administrator's Report to members and reported on the following items: A ribbon-cutting event with the Versailles Area Chamber of Commerce at the BowlerStore took place on Kley Rd. Feb. 17th. The ribbon cutting was for the recent expansion at the facility that has doubled their square footage. Christmas light removals are underway as weather and temperatures allow in the downtown business district areas. The new 1000 kVA transformer for the new Weaver Bros. Cramer Rd. Pullet Farm service has been delivered from UTB Transformers. The Electric Dept. is currently going through transformer inventories and we will be trading in damaged transformers to suppliers for

scrap and rebuilds. We attempt to rebuild what we can to keep costs down for customers as rebuilt transformers are much cheaper than new units. In addition, we will be preparing to order an assortment of new padmount and pole-mount transformers to replenish stock as well as supply units for new capital improvement projects as outlined in the five-year CIP. A new Ingersol-Rand air compressor from Lefeld Welding Supply for the Fire Dept. was recently installed by the Street Dept. at the station. The existing air compressor unit which was well over 20 years saw its electric motor begin to fail. This compressor is used for the air lines that are connected to the trucks in the equipment bay for their air brake systems. This allows for the trucks to go out the door immediately during a call without waiting for them to build air. Request for Qualifications (RFQ) for water and wastewater plant engineering services for preliminary engineering studies for each plant expansion project were due back to the Village on February 14th for review. Three RFQ submissions were supplied to the Village. We will be working with Access Engineering Solutions to help us review the RFQ's and provide a recommendation on who to proceed with hopefully at the March 12th council meeting. Electric Dept. personnel have started work on an underground primary electric line replacement along Woodland Dr. South of Hubert Dr. The existing underground electric line is direct buried and is a concentric neutral power cable that was likely installed almost 50 years ago. Concentric neutral direct bury cables are notorious for failing once they reach 30-35 years in age. This line serves two customers along Woodland Dr. and is being done in conjunction with a requested electric service relocation due to a home addition project at 637 Woodland Dr. Access Engineering Solutions will be assisting us with the preparation of the 2025 Street Paving Program. Their fees for the project this year are \$12,500.00 for preliminary engineering, design engineering, bidding engineering, and construction administration. We are currently reviewing construction plans provided by BrightSpeed who is looking at building out the entire Village with a fiber optic network. This new fiber optic network is for internet/data connection only as they are not wanting to be in the video service world such as Spectrum and NKTelco. With the recent cold weather, electric linemen have resumed replacing fluorescent light bulbs with LED tubes in the Fire/EMS Station. The LED tubes use less power than the existing fluorescent T-8 light bulbs and the existing fixture ballast can be removed that also uses power. Utilities Superintendent Mumaw and I met with a representative with Ohio Rural Water Association (ORWA) on Feb. 25th. ORWA provides free assistance in updating and creating Source Water Protection Plans that are required by the Ohio EPA. We are currently being required by the Ohio EPA to update our Source Water Protection Plan with the new Reed Rd. wellfield and the addition of Well #11 off Grand Ave. that was performed a few years ago. The Ohio EPA has already provided the well model information for the plan and ORWA will help us with the rest. The updated Source Water Protection Plan is due to the Ohio EPA in June and we should be good on having it completed on time according to the ORWA. The primary electric extension on Reed Ave. across Monet Ln. from Chateau Phase II and into Edgewood Phase II is complete. Denlinger Construction is currently working on their first duplex unit on the South side of Reed Ave. between Monet Ln. and Franklin St. We will be moving forward with another year of quarterly residential well monitoring related to the Reed Rd. wellfield in 2025. The continued well monitoring has been planned for and laid out by Eagon & Associates since the new Reed Rd. wellfield came to fruition. Eagon & Associates has provided us a proposal for quarterly water level monitoring including the pond levels at Cottonwood Lakes Campground. As they did last year, they will provide us all of this collected data in updated tables, graphs, and water level maps documenting the findings. The cost for these services for 2025 is \$15,468.00 with this project planned for in the 2025 CIP with a budget item of \$18,000 originally allocated. We continue to see water loss totals elevated above levels that we saw towards the end of 2024 which were some of the best loss results that we have seen in years. We will be looking to bring in a water leak detection company again to perform a system-wide leak detection survey that will see each gate valve checked in addition to water services. With the cold winter that we have had, and now the thawing process, it is possible that new leaks may have emerged and we wish to catch such leaks as quickly as possible. This survey will likely be taking place sometime in the next week or so. Some Village electric customers will likely see higher utility bills this month due to the last several weeks of cold weather and higher electric consumption totals based on the most recent electric meter readings that were taken last week. Even if a customer does not use electric for heating, they likely saw their furnace or boiler run additional cycles due to the cold. Natural gas and propane fired furnace fans and boiler recirculation pumps still rely on electricity to operate. Utility and Street personnel attended the monthly OSHA Safety Training meeting provided by AMP 2/25. Street Dept. personnel have been working on barricade repairs in the shop during the most recent cold snap. Cross-arms and A-frames were also repainted orange with fresh VOV stamps applied. It has been several years since this necessary work has taken place.

Fiscal Officer Ording provided the January 2025 YTD Fund report and the Report of the Tax Department for the Village. She also informed Council members that she has been in contact with the county auditor concerning the fire and EMS levy information.

Village Attorney Guillozet reported that he was contacted by the Darke County Prosecutors Office in regards to OVI and Domestic Violence cases which occur within the Village. In 2004, Council approved Resolution No. 04-38 approving a contract between Darke County Prosecuting Attorney's Office and the Village for prosecution of those cases in the Darke County Municipal Court. The agreement is for the Prosecuting Attorney(s) Office to handle those cases. Attorney Guillozet said that the recent call was to discuss the Village Attorney(s) to take over these cases. Attorney Guillozet expressed that it is not in the best interest for the Village since these types of cases usually involve mandatory jail time. The Village would be liable for jail expenses.

Committee and Board reports were as follows:

- Finance & Audit – met prior to the meeting. Mr. Paulus reported they reviewed and recommended the Village’s insurance renewal. Fiscal Officer Ording reviewed the 2024 Annual Financial Report and Associated Notes with Committee members. The report is to be filed by February 28th.
- Board of Zoning Appeals – met February 19th to review a front setback variance and conditional use request for a sign for the Versailles Rehabilitation and Healthcare Center. Next meeting March 17, 2025 at 6:30 p.m.
- Park Board – met February 17th to kick-off the 2025 season with youth softball and baseball representatives.
- Tree Commission – meeting February 21st to review the 2025 Street R/W Tree Trimming pricing

With no further business to conduct, Ms. Shaffer made a motion to adjourn the meeting; Mr. Steinbrunner seconded the motion. Vote: all yeas. Motion carried.

Mr. Paulus adjourned the meeting at 8:41 p.m.

Kent Paulus, President Pro-Tempore

Kathy Ording, Fiscal Officer