



## **Minutes of the Village of Galena Council Meeting January 22, 2024**

On January 22, 2024 the Village of Galena Council meeting was called to order at 7:00 p.m. in Council Chambers of the Village Hall, 109 Harrison St., by Mayor Kinnell.

### **Roll Call**

Jeff Kinnell, Mayor (Present)  
Gillian Doucette, Council Member (Present)  
Josh Porter, Council Member (Present)  
Mike Fry, Council Member (Present)

Kathy Krupa, Council President (Present)  
Michelle Dearth, Fiscal Officer (Present)  
Zach Hopper, Council Member (Present)  
Chris Durrence, Council Member (Present)

### **Also Present**

Ken Molnar, Solicitor (on zoom)

Jean Sylvester, Village Administrator

A List of those in attendance is attached at the end of the minutes.

The Pledge of Allegiance was recited.

### **Minutes of January 3, 2024 Council Meeting**

Mike Fry made a motion to adopt the minutes of the January 3, 2024 Council meeting with corrections (wrong date for next meeting). Zach Hopper seconded the motion and the motion passed unanimously in a 6-0 voice vote.

### **Guest Participation**

Jennifer Wilson from the Delaware Public Health District updated Council about the solar eclipse on April 8, 2024 how they are working on keeping people from setting up camps and she also mentioned the March 21, 2024 District meeting, which she will send out more information as to the topics to be discussed at the meeting.

### **Mayor's Report**

Mayor Kinnell thanked the residents of Galena for the opportunity to serve. Mayor Kinnell acknowledged that Council has an important role in securing the future of the Village. He mentioned that everyone will have a chance to talk but he will be utilizing Robert's Rule to keep things moving in the meeting. He is working on a common mission and a Galena brand and has been working with Big Walnut Schools to help with the branding of the Village. Sixteen Big Walnut students visited the Village and spoke with Tom Hopper about the History of Galena, Dave O'Neal showed and talked about the Village Museum and Tom Marshall spoke about the sewer plant, they then returned to Michelle Parson's business for lunch, they will be working on ideas for the Village.

Mayor Kinnell talked about forming a committee with all council members participating to look and research potential partner's to update the Villages Comprehensive plan.

Kathy Krupa made a motion based on the Mayor's recommendation to create a Land Use Planning Committee of Council to research, and evaluate potential partners to assist the Village with a complete update to our strategic and comprehensive plan. After discussion and questions by Council Chris Durrence seconded the motion and the motion passed in a 5-1 voice vote. (Josh Porter voted no)



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Mayor Kinnell discussed about re-allocating his salary to the Economic Development Fund. Explaining that he will not be turning in timesheets for compensation and it would provide the Village with extreme flexibility regarding the state dates, and scope of our engagement, as well as the number of consultant(s) potentially hired to expedite the effort.

Chris Durrence and Mike Fry were hesitant to do this until it is known how much this would all cost. Gillian Doucette stated that we wouldn't necessarily use it all in one year.

After much discussion and hesitation Kathy Krupa made a preliminary motion to recommend writing an Ordinance for the February meeting to re-appropriate the 2024 budget dollars allocated to the Mayor's salary to the budget category of Economic Development Consultant. Mike Fry seconded the motion and the motion passed unanimously in a 6-0 voice vote.

### **Village Administrator's Report**

Village Administrator, Jean Sylvester reported that she completed a contract with Pavement Management Group to begin street assessment, this should begin next month. Playground equipment has been purchased and tentative installation is April 2024. A decision needs to be made on the Traffic logic contract to be able to continue receiving data. It will be discussed at the next Council meeting.

Kathy Krupa asked about the new maintenance building which we are still waiting on a closing date for the purchase.

### **Fiscal Officer Report**

Fiscal Officer, Michelle Dearth reported that we received full amount from foreclosure/Sheriff sale for outstanding sewer payment for 152 Walnut St. All year end reporting was completed, and everything was sent to the Auditor of State including the Hinkle report. Annual tax reports, BWC True-up reports and W2's and 1099's were completed and submitted. Ohio checkbook has also been updated.

### **Payment of Invoices for the January**

Gillian Doucette made a motion to pay invoices for January. Josh Porter seconded the motion and the motion passed unanimously in a 6-0 voice vote.

### **Approval of Financial Statements**

Gillian made a motion to approve the financial statements for January. Josh Porter seconded the motion and the motion passed unanimously in a 6-0 voice vote.

### **Code Compliance Report**

Levi Koehler's report stated that the Miller Farm project has been approved by Council. M/I Homes wished to start infrastructure construction in the spring. Phase 1 begins with the entrance off Sunbury Rd. and the construction of the force main under Big Walnut Creek. Division 7 is constructing a new office building. HOA at the Estates at Blackhawk has reached out to the Village with concerns about the location of the cluster mailboxes and it will be discussed in the Planning and Zoning meeting.



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### **Maintenance Report**

Ted Roshon's report stated that new lights are being installed at the sewer plant and the Village Hall. They have been out plowing and salting streets and painting at the Village Hall.

### **Wastewater Report**

Brian Rammelsberg's report stated there were no violations for the month and no new sewer taps. They responded to a high-level alarm at the Walnut Creek pump station and they pulled and unplugged a raw pump at Blackhawk pump station.

### **Ordinance No. 2023-16 (Tabled from January 3, 2024)**

#### **An Ordinance Adopting The Personnel Policies And Procedure Manual And Repealing Any Existing Or Prior Personnel Policy And Procedures Manuals.**

Mayor Kinnell read the Ordinance. Zach Hopper made a motion to table Ordinance No. 2023-16 until the March 25, 2024 Council meeting. Gillian Doucette seconded the motion and the motion passed unanimously in a 6-0 voice vote.

### **Ordinance No. 2023-18 (3<sup>rd</sup> Reading)**

#### **An Ordinance Approving Various Financial Arrangements Regarding Miller Farms Sub-Division Between The Developer MI Homes, Inc. And The Village of Galena.**

Mayor Kinnell read the Ordinance. Zach Hopper made a motion to adopt Ordinance No. 2023-18 as an emergency. There was no second to the motion. Kathy Krupa made a motion to adopt Ordinance No. 2023-18. Mike Fry seconded the motion and the motion passed unanimously in a 6-0 roll call vote:

Durrence-Yes Hopper-Yes Krupa-Yes Fry-Yes Porter-Yes Doucette-Yes

### **Delaware Regional Planning Report**

Mayor Kinnell had nothing to report. The meeting is next week.

### **MORPC Report**

Mayor Kinnell had nothing to report. The meeting is tomorrow.

### **B.S.T.&G. Report**

Kathy Krupa reported that they are working to find an architect and they are planning on putting a bond levy on the March ballot.

### **Planning and Zoning Commission**

Mike Fry reported that Alison Hillyer was sworn in. There was a discussion about the mailbox clusters at Estates of Blackhawk and they will be working with the post office about this matter and Mayor Kinnell reported that Levi Koehler sent a letter to the HOA.



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### **Finance Committee Report**

Chris Durrence reported that they are still working on the new sewer rates and how to communicate the changes.

### **Personnel Committee Report**

A meeting will need to be set up to review the Personnel Manual.

### **Parks and Recreation Committee Report/Special Events**

Gillian Doucette said they putting together an event on the weekend to get volunteers. They are working with Journey Church on Easter plans and Primrose will be partnering with all children's events. A flyer has been created to get volunteers to stuff eggs and for the day of the event it is on the Village website and on social media pages.

### **Safety and Security Committee Report**

Tim Erb reported to Council about the activity in Galena report that he received from the Delaware County Sheriff's office. (Reports available upon request) The committee is also working on a neighborhood watch, CPR training for staff and Council, doors and lighting at the Galena Village Hall and better communication throughout the Village. There will be a Safety & Security Meeting at the Galena Village Hall on January 31, 2024 at 4:00 p.m.

### **Executive Session**

None.

### **Other Business**

Zach Hopper asked about the DORA map that was sent to Council for review. It appears to be a smaller area than what was originally proposed. It will be reviewed at the February Council meeting.

Kathy Krupa asked about who to contact about looking at the street in front of the Coffee Vault. It will be looked at during the street study.

### **Adjournment**

Josh Porter made a motion to adjourn. Chris Durrence seconded the motion and the motion passed unanimously in a 6-0 voice vote.

The meeting was adjourned at 8:28 p.m.

A recording of the meeting is available upon request.

### **Next Meeting**

The next Council meeting will be held on February 22, 2024 at 7 p.m. in Council Chambers at the Galena Village Hall and by Zoom.

Respectfully submitted, Michelle Dearth, Fiscal Officer



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January 22, 2024**

\_\_\_\_\_  
Fiscal Officer                      Date

\_\_\_\_\_  
Mayor                                      Date

**Certification:** I, Michelle Dearth, Asst. Fiscal Officer of the Village of Galena, Ohio hereby certify that publication of these Minutes was duly made by posting true copies thereof at five (5) of the most public places as determined by Council in Resolution 2015-18.