



Minutes of the Village of Galena Council Meeting March 24, 2025

On March 24, 2025 the Village of Galena meeting was called to order at 6:00 p.m. in Council Chambers of the Village Hall, 109 Harrison St., by Mayor Kinnell.

Roll Call

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

Kathy Krupa, Council Member (Absent)
Pete Casuccio, Council Member (Present)
Zach Hopper, Council Member (Present)
Michelle Dearth, Fiscal Officer (Present)

Also Present

Ken Molnar, Solicitor
Tom Marshall, Village Administrator

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

The Pledge of Allegiance was recited.

Minutes of February 24, 2025 Council Meeting

Gillian Doucette made a motion to adopt the minutes of the February 24, 2025 Council meeting Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 voice vote.

A Public Hearing is Scheduled for Monday March 24, 2025 at approximately 6:00 P.M. In the Council Chambers of the Galena Village Hall located at 109 Harrison Street in Galena, Ohio regarding the Growth Strategy Report that was completed by The Neighborhood Strategies Organization. This will be the opportunity for public comments and feedback, and Neighborhood Strategies will be on hand to answer questions.

The hearing was opened at 6:02 p.m.

Court reporter transcription is attached.

Hearing was closed at 7:15 p.m.

Executive Session

Solicitor Ken Molnar stated reason for executive session was 121.22G8 to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance.

Zach Hopper made a motion to adjourn to executive session. Gillian Doucette seconded the motion and the motion passed unanimously in a 5-0 voice vote.

Council adjourned to executive session at 7:24 p.m.

Gillian Doucette made a motion to reconvene to regular session. Josh Porter seconded the motion and the motion passed unanimously in a 5-0 voice vote.

Council reconvened at 7:51 p.m.

Public Participation

No public participation after the hearing.

Mayor's Report

No report.

Council President Report

No report.

Administrative Report

Tom Marshall, Village Administrator, report was submitted available upon request. No verbal report given.

Fiscal Officer Report

Fiscal Officer, Michelle Dearth, report was submitted available upon request. No verbal report given.

Approval of Financial Statements

Gillian Doucette made a motion to approve the Financial Statements for March. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 voice vote.

Zoning Officer Report

Matt Shock's report stated that the Blackhawk Phase-D inspection and maintenance agreement for the detention basin has been signed by the HOA and KEM will verify all remaining punch list items have been completed and then the final acceptance of the subdivision can be completed. Miller Farm section 1 public infrastructure is complete up to the pump station, pump station construction is ongoing. Inquiries have begun on individual construction permits for 32 homes. Miller Farm Section 2 improvement plans for section 2, phases A,B, and C have been approved and construction is underway. Miller Farm Section 3A had first submittal package received. Planning and Zoning had no comments and KEM comment letter was relayed to EMH&T.

Resolution No. 2025-02 (3rd Reading, Emergency)

A Resolution Approving The Permanent Appropriation Budget For The Village OF Galena For Calendar Year 2025 And Declaring An Emergency.

Mayor Kinnell read the Resolution. Zach Hopper made a motion to adopt Resolution No. 2025-02 as an emergency. Josh Porter seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-03 (3rd Reading)

Resolution To Approve The Delaware, Knox, Marion, Morrow Joint Solid Waste Management District's Solid Waste Management Plan Five Year Update.

Mayor Kinnell read the Resolution. Josh Porter made a motion to adopt Resolution No. 2025-03. Gillian Doucette seconded the motion and the motion passed unanimously in a 5-0 roll call vote:
Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-05 (2nd Reading, Emergency)

A Resolution Establishing The Spending Limits For The Village Administrator And Declaring An Emergency.

Mayor Kinnell read the Resolution.

Resolution No. 2025-12 (1st Reading, Emergency)

A Resolution Transferring Funds In the Amount Of \$62,400.00 (Sixty-Two Thousand Four Hundred Dollars) From Salary Mayor 1000-710-161 To Other Parks 1000-320-600 And, Declaring An Emergency.

Mayor Kinnell read the Resolution. Pete Casuccio made a motion to suspend the second and third reading. Zach Hopper seconded the motion the motion failed in a 4 Yes-1 No roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-No Porter-Yes

Resolution No. 2025-13 (1st Reading, Emergency)

A Resolution Authorizing The Filing Of A Grant Application For An ODNR Nature Works Grant.

Mayor Kinnell read the Resolution. Zach Hopper made a motion to suspend the second and third reading. Pete Casuccio seconded the motion and the motion failed in a 4-Yes 1-No roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-No

Resolution No. 2025-32 (1st Reading, Emergency)

A Resolution Ratifying the Application For And Acceptance Of Capital Improvement Community Park, Recreation/Conservation Passthrough Grant Agreement From The Ohio Department Of Natural Resources (ODNR) And Declaring An Emergency.

Mayor Kinnell read the Resolution. Zach Hopper made a motion to suspend the second and third reading. Gillian Doucette seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Zach Hopper made a motion to adopt Resolution No. 2025-32 as an emergency. Gillian Doucette seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-14 (1st Reading, Emergency)

A Resolution To Solicit Quotes And Select The Best contractor In Excess Of The Village Administrator's Authority Not To Exceed Fifty Thousand Dollars For ODNR Park Improvements And Declaring An Emergency.

Mayor Kinnell read the Resolution. Pete Casuccio made a motion to suspend the second and third reading. Zach Hopper seconded the motion and the motion failed in a 4-Yes 1-No roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-No Porter-Yes

Resolution No. 2025-15 (1st Reading, Emergency)

A Resolution Authorizing To Solicit Quotes And Select The Best Contractor In Excess Of The Village Administrator's Authority Not To Exceed Seventy-Five Thousand Dollars In Accordance With The Attached Contract With the Named Payee For Pavillion Project Completion And Declaring An Emergency.

Mayor Kinnell read the Resolution. Zach Hopper made a motion to suspend the second and third reading. Pete Casuccio seconded the motion and the motion failed in a 4-Yes 1-No roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-No Porter-Yes

Resolution No. 2025-16 (1st Reading, Emergency)

A Resolution Authorizing To Solicit Quotes And Select The Best Contractor In Excess Of The Village Administrator's Authority Not To Exceed Fifteen Thousand Dollars For Pavement Marking And Declaring An Emergency.

Mayor Kinnell read the Resolution. Zach Hopper made a motion to suspend the second and third reading. Pete Casuccio seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Zach Hopper made a motion to adopt Resolution No. 2025-16 as an emergency. Mike Fry seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-17 (1st Reading, Emergency)

A Resolution Authorizing To Solicit Quotes And Select The Best Contractor In Excess Of The Village Administrator's Authority Not To Exceed Twenty-Five thousand dollars For Speed Control Devices And Declaring An Emergency.

Mayor Kinnell read the Resolution. Pete Casuccio made a motion to suspend the second and third reading. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Gillian Doucette made a motion to adopt Resolution no. 2025-17 as an emergency. Mike Fry seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-18 (1st Reading, Emergency)

A Resolution authorizing To Solicit Quotes And Select The Best contractor In Excess Of The Village Administrator's Authority Not To Exceed Twelve Thousand Dollars For Maintenance Building Overhead Door Purchase And Declaring An Emergency.

Mayor Kinnell read the Resolution. Pete Casuccio made a motion to suspend the second and third reading. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Zach Hopper made a motion to adopt Resolution No. 2025-18 as an emergency. Pete Casuccio seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-19 (1st Reading, Emergency)

A Resolution Authorizing A Contract in Excess Of the Village Administrator's Authority Not To Exceed Fifteen Thousand Dollars In accordance With The Attached Contract With the Named Payee For Closed Circuit TV Inspection Of Wastewater Collection system And Declaring an Emergency.

Mayor Kinnell read the Resolution. Mike Fry made a motion to suspend the second and third reading. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Zach Hopper made a motion to adopt Resolution No. 2025-19 as an emergency. Mike Fry seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-20 (1st Reading, Emergency)

A Resolution authorizing a Contract In Excess Of The Village Administrator's authority not To Exceed Eighty-eight Thousand Dollars Annually (Six Thousand Dollars Monthly) In Accordance With The Attached Contract With The Named Payee For WWTP Operations contract And Declaring An Emergency.

Mayor Kinnell read the Resolution. Zach Hopper made a motion to suspend the second and third reading. Pete Casuccio seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Pete Casuccio made a motion to adopt Resolution No. 2025-20. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Legislation will take effect in 30 days.

Resolution No. 2025-21 (1st Reading, Emergency)

A Resolution Authorizing A Contract in Excess Of The Village Administrator's Authority Not To Exceed Six Thousand Dollars In Accordance With The Named Payee For WWTP Sludge Hauling And Declaring An Emergency.

Mayor Kinnell read the Resolution. Pete Casuccio made a motion to suspend the second and third reading. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Zach Hopper made a motion to adopt Resolution No. 2025-21 as an emergency. Pete Casuccio seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-22 (1st Reading, Emergency)

A Resolution Authorizing a Contract In Excess Of The Village Administrator's Not To Exceed Six Thousand Dollars In Accordance With The Attached Contract With The Named Payee For Outside Legal Consulting Services And Declaring An Emergency.

Mayor Kinnell read the Resolution. Pete Casuccio made a motion to suspend the second and third reading. Zach Hopper seconded the motion and the motion failed in a 3-Yes 2-No roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-No Porter-No

Resolution No. 2025-23 (1st Reading, Emergency)

A Resolution Authorizing A Contract In Excess Of The Administrator's Authority Not To Exceed Eight Thousand Dollars In Accordance With The Attached Contract With The Named Payee For Plat Preparation For Annexation Of Village Property In The Village Of Galena And Declaring An Emergency.

Mayor Kinnell read the Resolution. Pete Casuccio made a motion to suspend the second and third reading. Gillian Doucette seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Pete Casuccio made a motion to adopt Resolution No. 2025-23 as an emergency. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-24 (1st Reading, Emergency)

A Resolution Authorizing A Contract In Excess Of The Village Administrator's Authority Not To Exceed Six Thousand Dollars In Accordance With The Attached Contract with The Named Payee For Digitization And Declaring An Emergency.

Mayor Kinnell read the Resolution. Zach Hopper made a motion to suspend the second and third reading. Pete Casuccio seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Zach Hopper made a motion to adopt Resolution No. 2025-24 as an emergency. Pete Casuccio seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-25 (1st Reading, Emergency)

A Resolution Authorizing A Contract In Excess Of The Village Administrator's Authority Not To Exceed Four Hundred Twenty Thousand Dollars Annually (Thirty-Five thousand Dollars Monthly) In Accordance With The Attached Contract With The Named Payee For Village Engineering And Declaring An Emergency.

Mayor Kinnell read the Resolution. Pete Casuccio made a motion to suspend the second and third reading. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Zach Hopper made a motion to adopt Resolution No. 2025-25 as an emergency. Gillian Doucette seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-26 (1st Reading, Emergency)

A Resolution Authorizing To Solicit Quotes And Select The best Contractor In Excess Of The Village Administrator's Authority Not to Exceed Thirty-Two Thousand Dollars For Village Hall BWC Improvements And Declaring An Emergency.

Mayor Kinnell read the Resolution. Pete Casuccio made a motion to suspend the second and third reading. Gillian Doucette seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Zach Hopper made a motion to adopt Resolution No. 2025-26 as an emergency. Gillian Doucette seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-27 (1st Reading, Emergency)

A Resolution Authorizing To Solicit Quotes And Select The Best Contractor In Excess Of The Village Administrator's Authority Not To Exceed Twelve Thousand Dollars For Village Hall ADA Improvements And Declaring An Emergency.

Mayor Kinnell read the Resolution. Gillian Doucette made a motion to suspend the second and third reading. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Pete Casuccio made a motion to Adopt Resolution No. 2025-27 as an emergency. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-28 (1st Reading, Emergency)

A Resolution Authorizing To Solicit Quotes And Select The best contractor In excess Of The Administrator's Authority Not To Exceed Thirty Thousand dollars For Roadway Crack Sealing And Declaring An Emergency.

Mayor Kinnell read the Resolution. Pete Casuccio made a motion to suspend the second and third reading. Gillian Doucette seconded the motion and the motion passed unanimously in 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Pete Casuccio made a motion to adopt Resolution No. 2025-28 as an emergency. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-29 (1st Reading, Emergency)

A Resolution Authorizing A Contract In Excess Of The Village Administrator's Authority Not To Exceed Fifty Thousand Dollars In Accordance With The Attached Contract With The Named Payee For Accrued Invoices And Declaring An Emergency.

Mayor Kinnell read the Resolution. Pete Casuccio made a motion to suspend the second and third reading. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Pete Casuccio made a motion to adopt Resolution No. 2025-29 as an emergency. Zach Hopper seconded the motion and the motion passed unanimously in a 5-0 roll call vote:

Doucette-Yes Hopper-Yes Casuccio-Yes Fry-Yes Porter-Yes

Resolution No. 2025-30 (1st Reading, Emergency)

A Resolution Authorizing Acceptance Of Grant Funding From The Ohio Public Works Commission (OPWC) And Delaware county For Harrison Street Improvements and Authorizing The Village Administrator To Solicit Design-build Proposals And To Enter Into Contract With The Selected Design-builder In Excess Of The Village Administrator's Authority Not To Exceed Four Hundred Sixty Thousand Dollars.

Mayor Kinnell read the Resolution.

Resolution No. 2025-31 (1st Reading, Emergency)

A Resolution Authorizing Solicitation Of Proposals and Selection Of The Best Qualified Proposer In Excess Of The Village Administrator's Authority Not to Exceed Five hundred Thousand Dollars For WWTP Sludge Dewatering Capital Improvements And Declaring An Emergency.

Mayor Kinnell read the Resolution.

Ordinance No. 2025-05 (1st Reading, Emergency)

An Ordinance To Approve The Supplier For The Village of Galena Electric Aggregation Program And Declaring An Emergency.

Mayor Kinnell read the Ordinance.

Ordinance No. 2025-09 (2nd Reading)

An Ordinance Establishing By Rule the Time And Place Of All regular Meetings And For notice Of The Same And Further Providing Notice Of Special Meetings.

Mayor Kinnell read the Ordinance.

Payment of Invoices for March

Gillian Doucette made a motion to pay the invoices for March with the exception of PPPS which was approved but won't take effect for 30 days. Pete Casuccio seconded the motion and the motion passed unanimously in a 5-0 voice vote.

Other Business

Pete Casuccio gave an update on Easter preparations. The Easter egg hunt and activities is on Saturday, April 19th from 12:00-2:00 at Ruffner Park.

Need Volunteers to stuff eggs.

Adjournment

Josh Porter made a motion to adjourn and Gillian Doucette seconded the motion and the motion passed unanimously in a 5-0 voice vote.

Council adjourned at 9:42 p.m.

Next Meeting

The next Council meeting will be held on April 28, 2025 at 6 p.m. in Council Chambers at the Galena Village Hall and on Teams.

Respectfully submitted, Michelle Dearth, Fiscal Officer

Fiscal Officer

Date

Mayor

Date

Certification: I, Michelle Dearth, 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.