**Village of St. Paris**

**August 19, 2019**

**Council Meeting**

The meeting was called to order at 7:30 p.m. followed by the Pledge of Allegiance to the Flag.

Roll call was taken by Mayor Brenda Cook. Terry Ervin II, Ben Hackley, Steve Lett and Susan Prince were present. Niven Jester was absent. Village Administrator Spencer Mitchell and Fiscal Officer Marc McGuire were also present.

**Motion** was made by Councilor Prince and seconded by Councilor Hackley to approve the Council agenda as amended. Motion passed.

**Motion** was made by Councilor Prince and seconded by Councilor Ervin to approve the Council meeting minutes dated July 15, 2019. Motion passed.

**Motion** was made by Councilor Lett and seconded by Councilor Prince to approve the Council special meeting minutes dated July 29, 2019. Motion passed.

The presentation of financials dated July 31, 2019 was reviewed. **Motion** was made by Councilor Prince and seconded by Councilor Lett to approve the financial reports as presented. A roll call vote was taken and Council voted in favor 4-0. Motion passed.

The presentation of the Bank Reconciliation dated July 31, 2019 was reviewed. **Motion** was made by Councilor Lett and seconded by Councilor Hackley to approve the Bank Reconciliation. A roll call vote was taken and Council voted in favor 4-0. Motion passed.

The presentation of Water/Sewer Account Adjustments dated July 31, 2019 was reviewed. **Motion** was made by Councilor Prince and seconded by Councilor Hackley to approve the Water/Sewer Account Adjustments. A roll call vote was taken and Council voted in favor 4-0. Motion passed.

**Mayor’s Notes:**

* The next Our Town meeting is scheduled for September 23, 2019 at 6:00 PM at the Old Soul’s Farm located on Smith Road just outside the Village. All are welcome to attend.
* Our Town has raised approximately $1,300 to be used to purchase playground equipment for Harmon Park, and the committee is wanting to do more fundraising and has asked Council representatives to be a part of a sub-committee to help determine what type of playground equipment is needed.
* Mayor Cook asked Council for help in following the Pony Wagon Days parade on September 5, 2019 to clean up the street.
* Mayor Brenda Cook read a Proclamation from the Urbana Chapter DAR recognizing the week of September 17 through September 23 as Constitution Week to reaffirm the ideals the Framers of the Constitution had in 1787 in protecting our freedom and liberties. A bell ringing ceremony at Freedom Grove (located at 1512 South US Route 68, Urbana) will be held at 4:00 P.M. on September 17th, 2019. All are welcome to attend.
* Mayor Cook thanked Gina Verlaney for her work in creating and publishing a quarterly newsletter, The St. Paris Quarterly. The newsletter was placed in all of the August water/waste water bills sent to residents.

**Police Department:**

* Officer Hammond stated that Officer Cole Shepherd turned in his letter of resignation to the Chief of Police. Officer Shepherd’s last day on patrol is August 28, 2019. Mayor Cook read his letter of resignation and thanked him for his service to the Village.

**Administrator:**

* Village Administrator Mitchell stated that there was a chlorine leak at the water plant on August 18, 2019. Jim Copes, Village employee, had entered the building and inhaled the chlorine fumes and was taken to a local hospital for respiratory issues and was admitted overnight for precautionary reasons. Mr. Copes was released the next day but is off work until August 21, 2019. Administrator also thanked the Johnson St. Paris Fire Department for their quick reaction time.
* Administrator Mitchell noted that the Graham Youth Athletic Association lease discussions are progressing and is anticipating to finalize the lease for council review in the coming months.
* Administrator Mitchell mentioned that he has inquired with neighboring municipalities about the possibility of borrowing/renting their street sweeper. Due to legal issues, this is not possible. Administrator Mitchell has obtained a quote for street sweeping from Contract Sweepers and Equipment for $675/sweep. He is awaiting another quote from DSS.
* Administrator Mitchell has switched our internet and phone system from Windstream to Spectrum at the Municipal Building and the Police Department. Administrator Mitchell added that there was a discount to using Spectrum if the Village enrolled in a Cooperative Purchasing Program. The membership cost is $100/year. The Cooperative Purchasing Program does meet the Village’s competitive bid requirement per Village Solicitor, Daniel Bey.
* Administrator Mitchell stated that there have been 39 zoning violation letters sent out in 2019. The main reason for the violations have been junk cars, tall grass and nuisance and significant progress has been made in getting these issues resolved. Administrator Mitchell noted that he will attend zoning training conducted by the Logan-Union-Champaign (LUC) Regional Planning Commission.
* Administrator Mitchell informed the council that the Village’s new website is up and running.

**Committee Discussion:**

* **Employee Needs:** Mayor Cook stated that she and Administrator Mitchell has meet with Daniel Bey, Village Solicitor, and asked for help in updating the Village Employee Handbook.
* **Buildings and Facilities:** No update.
* **JSP Fire Board:** Councilor Ervin noted that the Fire Board is awaiting word on whether or not they are qualified for a grant to receive money for a new fire truck.
* **Parks and Recreation:** Councilor Lett stated that, due to health issues, Jared Shank will not have the Harmon Park cannon restored before the Pony Wagon Days Festival in September. Councilor Lett conveyed to Mr. Shank to continue restoring the cannon.
* **Planning Commission:** Councilor Ervin stated that the next Planning Commission meeting is scheduled for October 3, 2019 at 7:30 PM in the Municipal Building. At the last meeting, the commission worked on completing a draft for installing solar panels, wind turbines and outdoor furnaces. The draft will be reviewed at their next meeting.

**Public Comments on Agenda Items:** Paul Wheeland (317 W. Main St.) thanked Village Administrator Mitchell for “doing a good job.”

**Old Business:**

* Mayor Cook asked Council if they have received any letters of interest regarding the empty council seat vacated by the resignation of Kathy DeWeese. Council has not received any letters of interest. If Council does not appoint a resident to Council prior to September 1, 2019, then Mayor Cook has until October 1, 2019 to appoint a resident to Council provided she receives a letter of interest.

**New Business:**

* Resolution #1309 authorizing the Village of St. Paris to participate in the State of Ohio Cooperative Purchasing Program was read by Mayor Cook. **Motion** was made by Councilor Ervin and seconded by Councilor Hackley to adopt Resolution #1309. A roll call vote was taken and Council voted in favor 4-0. Motion passed.
* Resolution #1310 accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor was read by Mayor Cook. **Motion** was made by Councilor Hackley and seconded by Councilor Ervin to adopt Resolution #1310. A roll call vote was taken and Council voted in favor 4-0. Motion passed.
* Mayor Cook conducted the 1st reading of Ordinance #863 – Amendment. The amended Ordinance amends section 7 titled Account Responsibility and section 10 titled Adjustment for Leak. Section 7 amended states that all accounts are listed in the name of the property owner. Section 10 amended adjusts the formula used to adjust an account for a water leak, the multiplier being .5 and not the .05 listed in the previous version. It was determined, in talks with previous Village Administrator, that the .05 multiplier was perhaps a typing mistake.
* Mayor Cook noted that Fiscal Officer Marc McGuire received the annual renewal from Superior Dental Care. The renewal has no price increase and the renewal date is November 1, 2019. The renewal has been signed and returned to Cindy Hellman, our insurance provider.
* Mayor Cook discussed cancelling the next council meeting scheduled for September 2, 2019 due to the Labor Day holiday. Council agreed and rescheduled the council meeting for September 9, 2019 at 7:30 PM in the Municipal Building.

**Public Comments:** none

**Executive Session:**

Pursuant to Ohio Revised Code section 121.22 (G)(1), to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. **Motion** was made by Councilor Lett and seconded by Councilor Hackley to enter into an Executive Session. Motion passed and Council entered into the Executive Session at 8:25 PM. Village Solicitor, Daniel Bey was asked to join Executive Session.

At 9:51 PM, Executive Session ended and council resumed the open meeting.

There being no further business, **motion** was made by Councilor Lett and seconded by Councilor Hackley to adjourn at 9:52 PM. Motion passed.

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Marc McGuire, Fiscal Officer Brenda Cook, Mayor Date