**Village of St. Paris**

**October 21, 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, Niven Jester, Steve Lett, Susan Prince and Julie Urquhart were present. Ben Hackley was absent. Village Administrator Spencer Mitchell and Fiscal Officer Marc McGuire were also present.

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

**Motion** was made by Councilor Lett and seconded by Councilor Ervin to approve the Council meeting minutes dated October 7, 2019. Motion passed.

The presentation of financials dated September 30, 2019 was reviewed. **Motion** was made by Councilor Prince and seconded by Councilor Urquhart to approve the financial reports as presented. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

The presentation of the Bank Reconciliation dated September 30, 2019 was reviewed. **Motion** was made by Councilor Lett and seconded by Councilor Prince to approve the Bank Reconciliation. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

The presentation of Water/Sewer Account Adjustments dated September 30, 2019 was reviewed. **Motion** was made by Councilor Ervin and seconded by Councilor Jester to approve the Water/Sewer Account Adjustments. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

The presentation of Supplemental Appropriations dated September 30, 2019 was reviewed. **Motion** was made by Councilor Prince and seconded by Councilor Lett to approve the Supplemental Appropriations. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

**Mayor’s Notes:**

* The next Our Town, St. Paris meeting is scheduled for November 11, 2019 at 6:00 PM at the Municipal Building. The discussion will be about Christmas in the Village that will be held on December 7, 2019.
* Mayor Cook stated that Beggar’s Night for the Village is Saturday, October 26th, from 6:00 PM – 8:00 PM. There will be a “trunk or treat” in the parking lot of the Municipal Building. From 4:00 to 6:00 P.M., in the Municipal Building garage, the First Baptist Church of St. Paris is having its free Fall Festival. Games and free prizes/candy will be given throughout the event.
* On November 6th, 2019 there will be a Champaign County Local Government Officials meeting held at Harmon Park beginning at 8:30 AM. The meeting includes Mayors and Village Administrators.
* Mayor Cook, along with Councilor Ervin and Councilor Urquhart and Village resident Randy Smith, met with village employees on October 15, 2019 to discuss health insurance. The meeting was to provide employees a forum to discuss their concerns.

**Police Department:**

* Chief Barga noted that the police department had 287 calls for service in September. There was 108 traffic stops that lead to 50 citations being issued as well as 49 warnings.

**Administrator:**

* Administrator Mitchell noted that the Graham Youth Athletic Association lease is near completion and he should be able to bring it to the next council meeting for Council to review.
* Administrator Mitchell thanked all of those who contributed to the Harmon Park Celebration held on October 20, 2019. To prepare for the celebration, the park building carpet was cleaned and 5 tree stumps were removed from the grounds.
* Administrator Mitchell helped with the county scrap tire disposal day held on October 12, 2019. He noted that the turnout was good and some of the proceeds goes towards mosquito spraying within the local government villages and city.

**Committee Discussion:**

* **Employee Needs:** No Update.
* **Buildings and Facilities:** Councilor Prince asked Administrator Mitchell if he had received the results from the core samples taken from old Junior High building regarding asbestos. Administrator Mitchell noted that he has not yet received the results.
* **JSP Fire Board:** The next JSP Fire Board meeting is scheduled for November 12, 2019 at 7:00 PM in the firehouse.
* **Parks and Recreation:** No update.
* **Planning Commission:** The next Planning Commission meeting is scheduled for November 7, 2019 at 7:30 PM in the Municipal Building. The commission will be meeting with the Logan-Union-Champaign (LUC) Regional Planning Commission to discuss an ordinance relating to outdoor furnaces, solar panels, and wind turbines.

**Public Comments on Agenda Items:** none

**Old Business:**

* Mayor Cook thanked Administrator Mitchell, the Street Department as well as Councilor Urquhart for cleaning the park prior to the Harmon Park Centennial Celebration held on October 20, 2019. She also thanked the John Wright Band and the Graham High School Band for entertainment and the Lion’s Club for serving food prepared by the community. Mayor Cook read the plaque presented by The Patriot Members of the Department of Ohio Military Order of the Purple Heart, U.S.A. the plaque reads “The Military Order of the Purple Heart Special Recognition Award is bestowed with pride to The Village of Saint Paris, Ohio for your dedication and support honoring America’s combat wounded Veterans becoming the Purple Heart Village”. Councilor Prince thanked the Our Town committee for organizing the event and said it “takes people who care about St. Paris to put on a celebration.”
* Mayor Cook and Council previously reviewed the new employee handbook revised by the Village Solicitor. After Mayor Cook noted items to be reviewed and revised, she will speak to the Village Solicitor about the proposed items to be revised in the handbook. Mayor Cook added that the Fair Labor Standards Act (FLSA) was used to determine employee classifications. **Motion** was made by Councilor Urquhart and seconded by Councilor Prince to approve the employee handbook with the noted items to be revised. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

**New Business:**

* Mayor Cook asked that Stu Everett (a Village resident) be appointed to the JSP Fire Board for a 2-year term beginning the calendar year 2020. **Motion** was made by Councilor Ervin and seconded by Councilor Prince to appoint Stu Everett to the JSP Fire Board. Motion passed. Mayor Cook also recommended that Mark Traylor (a Johnson Township resident) be appointed to the JSP Fire Board for a 2-year term beginning the calendar year 2020. **Motion** was made by Councilor Prince and seconded by Councilor Lett to appoint Mark Traylor to the JSP Fire Board. Motion passed.

**Public Comments:** Joyce Bowlin (274 W. Poplar Street) expressed clarification that the Fall Festival is on Beggars’ Night from 4 – 6 PM in the Municipal Garage and is sponsored by the Baptist Church. Rudy Bachman (320 E. Main Street) thanked Administrator Mitchell for fixing the pole behind his house, and Mr. Bachman asked Mayor Cook when Our Town would be judging houses for their Halloween decorations. Mayor Cook said that the judging in done on Beggars’ Night and prizes will be given to 1st, 2nd, and 3rd places.

There being no further business, **motion** was made by Councilor Lett and seconded by Councilor Prince to adjourn at 8:01 PM. Motion passed.

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Marc McGuire, Fiscal Officer Brenda Cook, Mayor Date