

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## Village of St. Paris

January 16, 2023

## Council Meeting

Held

20

DAYTON LEGAL BLANK, INC., FORM NO. 10148

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. Joe Curran, Terry Ervin II, Lynn Miller, Susan Prince, Sam Ronicker and Randy Smith were present. Village Administrator Spencer Mitchell, Fiscal Officer Marc McGuire and Chief of Police Eric Smith were also present.

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

**Public Comments on Agenda Items:** none

Mayor Cook asked for Council President Pro-Temp to be elected. **Motion** was made by Councilor Smith and seconded by Councilor Ervin to elect Councilor Prince as Council President Pro-Temp. Motion passed.

**Motion** was made by Councilor Prince and seconded by Councilor Ervin to approve the Council meeting minutes dated December 19, 2022. Motion passed.

The presentation of financials dated December 31, 2022 was reviewed. **Motion** was made by Councilor Prince and seconded by Councilor Smith to approve the financial reports as presented. A roll call vote was taken and Council voted in favor 6-0. Motion passed.

The presentation of the Bank Reconciliation dated December 31, 2022 was reviewed. **Motion** was made by Councilor Prince and seconded by Councilor Curran to approve the Bank Reconciliation. A roll call vote was taken and Council voted in favor 6-0. Motion passed.

The presentation of Water/Sewer Account Adjustments dated December 31, 2022 was reviewed. **Motion** was made by Councilor Prince and seconded by Councilor Ervin to approve the Water/Sewer Account Adjustments. A roll call vote was taken and Council voted in favor 6-0. Motion passed.

The presentation of the Appropriation Supplemental dated December 31, 2022 was reviewed. **Motion** was made by Councilor Prince and seconded by Councilor Ervin to approve the Appropriation Supplemental. A roll call vote was taken and Council voted in favor 6-0. Motion passed.

Council was given a spreadsheet for 2023 permanent appropriations to review and a Resolution for 2023 permanent appropriations will be brought to council at the next regularly scheduled meeting on February 6, 2023.

**Mayor's Notes:**

- Fiscal Officer McGuire will schedule record/document destruction. Records/documents will be shredded according to the Village's record retention schedule.
- Council received Village Council Meeting Policies and Procedures, dated January 17, 2022, for review. One noted change to the policies and procedures includes changing the start time of council meetings to 7:00 PM instead of a 7:30 PM start time. **Motion** was made by Councilor Curran and seconded by Councilor Ronicker to move the council meeting start time to 7:00 PM. Motion passes. The start time will be effective beginning with the February 6, 2023 meeting date. Council discussed adding an invocation prayer to the agenda, led by a pastor from the St. Paris Federation of Churches. **Motion** was made by Councilor Ervin and seconded by Councilor Ronicker to add an invocation prayer to the agenda following the pledge of allegiance. If a pastor is not available, then the invocation prayer will be led by a member of council. Motion passes. Mayor Cook will meet with the Federation of Churches at their next meeting and develop a schedule for the invocation prayer. Another change to the policies and procedures included renaming the Finance Committee to a Budget Committee and removing the Street Committee. Council also discussed the need to continue to stream the council meetings on FaceBook live. Mayor Cook explained that the livestream began during the COVID 19 pandemic due to the need for the public to have the capability to view meetings. The streaming is no longer required and the doors are open for the public to attend the meetings. Other municipalities and school districts no longer livestream meetings as well. **Motion** was made by Councilor Ronicker and seconded by Councilor Miller to continue the FaceBook live streaming of council meetings. Mayor Cook asked for yay's and nay's and the votes were split. Mayor Cook asked for a roll call vote and a roll call vote was taken and Council voted to a 3-3 tie with Councilor Ervin, Councilor Miller and Councilor Ronicker voting in favor. In order to break the tie, Mayor Cook voted no. Motion failed. Council meetings will not be livestreamed. Mayor Cook also reviewed the Conduct of Discussion section of the policies and procedures and reminded all that no member shall speak until recognized and the discussion/debate shall be confined to the topic at hand. Speakers should be courteous and refrain from injecting personal notes into the debate/discussion.
- The Champaign County YMCA is conducting free yoga classes at the Harmon Park building. Classes are every Thursday and begin at 12:15 PM.
- A movie titled "Diversity in Champaign County Agriculture" is being shown at the Gloria Theater, located in Urbana, OH. The date is January 19, 2023 and the movie will begin at 6:30 PM.
- The Champaign County Career Expo is February 22, 2023 from 8:30 AM – 6:00 PM. The expo is at the Champaign County Fairground's 4-H building.

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**Police Department:**

- For the month of December, there were 57 recordable calls for service, 5 arrests with 4 charges filed, 2 arrest warrants and 13 traffic citations issued.
- The Safety Committee will work with Chief Smith to develop a policy for parking restrictions.
- A grant was awarded to upgrade and add body cameras and docking bays. It is a pay first grant and the Village will be reimbursed. The dollar amount awarded was \$5,218.
- Officer Morgan has resigned from his full-time officer position, but will remain on as part-time. Officer Bird-Bourdeaux has resigned her position as full-time officer, effective January 26, 2023, as she has accepted a position with the Madison County Sheriff's Office.

**Administrator:**

- The Municipal Building maintenance project is nearing completion. Flooring for the hallway is scheduled for the week of January 16<sup>th</sup>.
- 2 radar signs have been purchased to help notify motorists of their current speed. The signs will be placed and permanently located along US Highway 36.
- Trees for Harmon Park, GYAA Park and for along the streets have been ordered and the Shank Trust Fund will be used to pay for the trees. Once the trees arrive, they will be planted as weather allows. Personal Touch Landscaping ordered the trees for the Village with the support of the council Park and Trees Committee.
- Several street name signs are faded and/or damaged. 80 new signs were ordered and the street department will be working on swapping out the signs. The new signs are white with black lettering.

**Committee Appointments and Discussion:**

- Mayor Cook asked for Council to fill committee appointments. Councilor Ervin will serve on the JSP Fire Board Committee and the Planning Commission Committee. Councilor Curran and Councilor Miller will serve on the Land & Buildings Committee. Councilor Miller and Councilor Ronicker will serve on the Park & Trees Committee. Councilor Prince and Councilor Curran will serve on the Budget Committee. Councilor Ronicker will serve on the Safety Committee and Mayor Cook will appoint another Councilor to the Safety Committee at the February 6, 2023 Council meeting.
- **JSP Fire Board:**
  - A work session is scheduled for February 7, 2023 at 7:30 PM to discuss the JSP Fire District budget.
  - The next JSP Fire Board meeting is scheduled for February 14, 2023 at 7:00 PM at the firehouse.
- **Land & Buildings:**
  - The committee is in talks to possibly rent the municipal building kitchen to a catering business. The Champaign County Health Department has done an inspection of the kitchen area and the committee is waiting on their findings.
- **Park & Trees:**
  - Trees have been purchased and planted at the Graham Youth Athletic Association ball park, along select areas of E. Main Street and at Harmon Park.
  - Improvements to the cement/sidewalk at Harmon Park will begin in the Spring of 2023.
  - Next committee meeting is scheduled for February 7, 2023 at 10:00 AM in Municipal Building.
- **Planning Commission:**
  - The next meeting is scheduled for March 2, 2023 at 7:30 PM in the council room.

**Old Business:**

- Ordinance 2023-1 - Policy for Burnable Refuse Collection. Mayor Cook conducted the 3<sup>rd</sup> and final reading of Ordinance 2023-1. **Motion** was made by Councilor Smith and seconded by Councilor Prince to approve and adopt Ordinance 2023-1. A roll call vote was taken and Council voted in favor 6-0. Motion passed.
- Ordinance 2023-2 – Amendment to the Zoning Ordinance. The Ordinance comes as a recommendation from the St. Paris Planning Commission, after consultation from the Logan-Union-Champaign Regional Planning Commission (LUC) and the amendments were discussed at the Public Hearing prior to the Council meeting. Mayor Cook held the 2nd reading of Ordinance 2023-2. The third and final reading will be conducted at the next regularly scheduled council meeting on February 6, 2023.

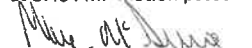
**New Business:**

- Ordinance 2023-3 – Village Marquee Advertising. Mayor Cook held the 1<sup>st</sup> reading of Ordinance 2023-3. The 2<sup>nd</sup> reading will be conducted at the next regularly scheduled council meeting on February 6, 2023

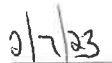
**Public Comments:**

- Joyce Bowlin, 374 W. Poplar Street, asked if community organizations will be charged to advertise on the village marquee sign. Administrator Mitchell noted that the Village supports community organizations and will not be charged for advertisements.

There being no further business, **motion** was made by Councilor Ervin and seconded by Councilor Prince to adjourn at 8:46 PM. Motion passed.

  
Marc McGuire, Fiscal Officer

  
Brenda Cook, Mayor

  
Date