

RECORD OF PROCEEDINGS

Minutes of

Meeting

Village of St. Paris

December 17, 2018

Council Meeting

Held

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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, Niven Jester, and Steve Lett were present. Councilwoman DeWeese and Councilwoman Prince were absent. Fiscal Officer Marc McGuire was also present.

Motion was made by Councilman Lett and seconded by Councilman Jester to approve the Council agenda. Motion passed.

Motion was made by Councilman Hackley and seconded by Councilman Ervin to approve the Council meeting minutes dated November 19, 2018, with the correction of the misspelling of Councilwoman Prince's name in the Public Comments section. Motion passed.

The presentation of financials dated December 14, 2018, were reviewed. **Motion** was made by Councilman Jester and seconded by Councilman Hackley 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 November 30, 2018, was reviewed. **Motion** was made by Councilman Lett and seconded by Councilman Hackley to approve the Bank Reconciliation. A roll call vote was taken and Council voted in favor 4-0. Motion passed.

Mayor's Notes:

Our Town:

- Mayor Cook noted that the next Our Town meeting is scheduled for January 14, 2019 at 6:00 PM in the Municipal Building. Gina Verlaney reported the next event sponsored by Our Town is a Progressive Dinner and Home Tour on Saturday, February 23, 2019. The event will begin at 6:00 PM starting at 202 N. Springfield Street in the home of Gina Verlaney (the old Baker's Funeral Home) with drinks and appetizers. Dinner will be served at Kiser Mansion located at 149 E. Main Street with dessert being offered at the Ivy Inn at 322 S. Springfield Street. At each location, participants will get a tour of the home. Tickets are being sold at the Municipal Building and Char's Market and the winners will be drawn on February 8, 2019. There will be 6 winners and each will be able to invite a guest.

Pony Wagon Days:

- Joyce Bowlin (274 Poplar Street) noted that the Pony Wagon Days has been working on new ideas for the 2019 festival scheduled for September 5, 6, and 7 of 2019. The committee is considering different family activities to bring crowds to the next festival.

In other Mayor's notes, Mayor Cook is having a Mayor's Lunch for council members and Village employees on December 28, at 12:00 PM.

Committee Reports:**Safety:**

- no report

Streets:

- Village Administrator Mitchell noted that the Street Department recently assisted with a water line break. Also mentioned was that the Street Department has taken down all the flags from the light poles downtown for the winter months.

Parks/Buildings/Trees:

- no report

Planning Commission:

- Councilman Ervin stated that the next scheduled Planning Commission meeting is February 7, 2019 at 7:30 P.M. in the Municipal Building.

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

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Administrator:

- Village Administrator Mitchell has met with a few contractors regarding the repairs needed to the concrete pillars at Harmon park as well as the repairs to the roof and Northeast corner of the Municipal Building. The roof at the Street Garage is leaking as well.
- Village Administrator Mitchell made a special mention of thanks to Gina Verlaney and her mom, Hedwig Wray, for decorating the Harmon Park building for Christmas.
- Administrator Mitchell discussed entering into a 5-year contract with Artesian of Pioneer to be the sole provider of water treatment salt for the new Water Plant. **Motion** was made by Councilman Jester and seconded by Councilman Ervin to approve the contract with Artesian of Pioneer. Motion was passed. However, after more discussion and issues raised by Councilman Lett regarding the length of the contract and the possibility of having open bids placed for the purchase of water treatment salt, **Motion** was made by Councilman Jester and seconded by Councilman Lett to rescind the motion to approve the contract as mentioned above. Council then decided the matter should be discussed with the Village Solicitor and be tabled until the next council meeting.

Motion was made by Councilman Lett and seconded by Councilman Hackley to approve the Committee reports. Motion passed.

Public Comments on Agenda Items:

- Paul Wheeland (317 W. Main St.) asked if the price of the water treatment salt, as stated in the Artesian of Pioneer contract, was a locked in price for the term of the contract. Administrator Mitchell said the price was locked in for the term of the contract.

Old Business:

- Mayor Cook reviewed the 2019 Brainstorming Ideas presented at the November 19, 2018 Council meeting. Councilman Ervin is working on prioritizing the ideas. Mayor Cook has met with Administrator Mitchell to review the list as well. Mayor Cook discussed creating committees to work on certain areas of the brainstorming ideas. Such as a Park Committee designed to work with the Graham Youth Athletic Association (GYAA) on a new lease agreement for the ballfields on Huffman Drive and possibly develop a dog park and walking path at the ballfields. It was noted that the Covenant Lutheran Church will organize the plots for the community garden and Mayor Cook noted that she has asked the Cemetery Board to perhaps have a Memorial Garden located in the cemetery. Another committee would be to review and update the Employee Handbook. A Communications Committee could help with improving the Village's website as well as develop better communications with Village residents. A Village Property Committee could help in deciding the future of the old Graham Junior High property as well as determining the necessary repairs needed to Village owned properties. Mayor Cook also noted Administrator Mitchell met with Principal Lensman from the Graham Middle School regarding the school's Service Learning Day on April 24, 2019, and discussed projects that could be done within the Village by the school children.
- The Village Credit Card Policy and Procedures were reviewed. **Motion** was made by Councilman Lett and seconded by Councilman Jester to approve the Credit Card Policy and Procedures. Motion passed.

New Business:

- Mayor Cook presented **Resolution 1304 – Supplemental Appropriations**. **Motion** was made by Councilman Jester and seconded by Councilman Ervin to approve Resolution 1304. A roll call vote was taken and Council voted in favor 4-0. Motion passed.
- Mayor Cook discussed the possibility of office space storage rental. The office space would be the old Mayor's Court office and council asked that a lease/rental agreement be developed for their review and was open to the idea of renting office space.

Public Comments:

- Jason Voorhees (265 W. Walnut St.) stated that he has spoken with Kay Borchers, a Choice One Engineering employee, and received The Green Report which outlines how to keep our environment "green." Mr. Voorhees will be meeting with Ms. Borchers on January 15, 2019 to discuss ways to keep the Village environmentally friendly and how to fund such activities. Mr. Voorhees also noted that he has looked into funding provided by Miracle Grow for further development of the Village community garden.

There being no further business, **motion** was made by Councilman Lett and seconded by Councilman Hackley to adjourn at 8:42 P.M. Motion passed.

Marc McGuire

Marc McGuire, Fiscal Officer

1/8/19

Date