

RECORD OF PROCEEDINGS

Minutes of

Meeting

Village of St. Paris

December 3, 2018

Council Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held

20

The meeting was called to order at 7:32 p.m. followed by the Pledge of Allegiance to the Flag.

Roll call was taken by Mayor Brenda Cook. Kathy DeWeese, Terry Ervin II, Steve Lett and Susan Prince were present. Councilman Hackley was absent. Fiscal Officer Marc McGuire was also present.

Motion was made by Councilwoman DeWeese and seconded by Councilwoman Prince to approve the Council agenda. Motion passed.

Motion was made by Councilwoman DeWeese and seconded by Councilman Ervin to approve the Council meeting minutes dated November 19, 2018. Motion passed.

The presentation of financials dated November 30, 2018 were reviewed. **Motion** was made by Councilwoman Prince and seconded by Councilwoman DeWeese 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 Appropriation Supplemental dated November 30, 2018 was reviewed. **Motion** was made by Councilman Jester and seconded by Councilwoman Prince to approve the Appropriation Supplemental. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

The presentation of Water/Sewer Account Adjustments dated November 30, 2018 was reviewed. **Motion** was made by Councilman Jester and seconded by Councilwoman DeWeese to approve the Water/Sewer Account Adjustments. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

Mayor's Notes:

Our Town:

- Mayor Cook noted that Christmas in the Village was held on December 1, 2018. There was a small turnout for the event due to the weather, but it was successful. The next Our Town meeting is December 10, 2018 at 6:00 PM in the Municipal Building.

Pony Wagon Days:

- Joyce Bowlin (274 Poplar Street) noted that the next meeting is scheduled for December 11, 2018 at 7:00 PM at Harmon Park.

Mayor Cook noted that President Donald Trump declared Wednesday, December 5, 2018 as a National Day of Mourning with the death of Former President George H.W. Bush, the 41st President of the United States of America.

Committee Reports:

Safety:

- no report

Streets:

- Village Administrator Mitchell noted that the Street Department helped decorate the Christmas Tree in front of the Municipal Building. Also mentioned was leaf pick up will end on December 3, 2018, but is continuing with brush pick up. The Street Department has been busy with shop maintenance and winterizing equipment and will also install a No Thru Traffic sign on the intersection of Dugan Street and Church Street. Administrator Mitchell mentioned that they are preparing for winter and a load of salt was delivered getting ready for snow.
- Village Administrator Mitchell thanked Councilman Lett for lowering the flags to half-staff due to the passing of Former President Bush.

Parks/Buildings/Trees:

- no report

Planning Commission:

- Councilman Ervin stated that the next scheduled Planning Commission meeting is December 6, 2018 at 7:30 P.M. in the Municipal Building.

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Administrator:

- Village Administrator Mitchell discussed the rezoning of 243 E. Walnut Street from a B-1 (Business Services) classification to a R-2 (Medium Density Residential). There were no public comments. **Motion** was made by Councilman Ervin and seconded by Councilwoman Prince to rezone 243 E. Walnut Street (parcel numbers F20-24-00-01-13-008-00, F20-24-00-01-13-009-00, F20-24-00-01-13-010-00). Motion passed.
- Village Administrator Mitchell noted that he has talked to the homeowner of the burnt house on West Walnut Street and has given December 12, 2018 as a deadline to clean up the premises. If no progress is made by homeowner prior to the deadline, zoning violations and fees will be assessed.
- Administrator Mitchell is exploring entering into a 5-year contract with Artesian of Pioneer to purchase salt for the new Water Plant. Negotiations are in the early stages.

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

Public Comments on Agenda Items:

- Paul Wheeland (317 W. Main St.) stated that he has turned his water softener off at his residence due to the softened water now coming from the new water plant.

Old Business:

- Mayor Cook asked Council to prioritize the 2019 Brainstorming Ideas presented at the November 19, 2018 Council meeting. Mentioned were some "quick wins" for the ideas and they are as follows: Starting a suggestion box and a suggestion email address, the State of Ohio's open checkbook, the community tour of the new water plant, the service learning day associated with the Graham Local Schools, the employee handbook, and the community garden (which is approximately 120 feet by 120 feet and the ground has been recently tilled for preparation of next year). Ideas that were categorized as a Priority 1 include the repair of Village owned property buildings (Municipal Building roof, Street garage roof, and the Harmon Park concrete posts and a new floor for the park building). Council was asked to continue with the task of prioritizing the brainstorming idea list for future council meeting discussions.

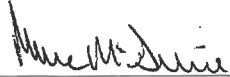
New Business:

- Mayor Cook presented **Resolution 1302 – Temporary Appropriations for Fiscal Year 2019**. **Motion** was made by Councilwoman Prince and seconded by Councilwoman DeWeese to approve Resolution 1302. A roll call vote was taken and Council voted in favor 5-0. Motion passed.
- Mayor Cook presented **Resolution 1303 – Indigent Defendants**. The Mayor explained the Village enters into a contract with the Champaign County Board of County Commissioners and is required to provide legal counsel to qualifying indigent defendants. **Motion** was made by Councilman Jester and seconded by Councilman Ervin to approve Resolution 1303. A roll call vote was taken and Council voted in favor 5-0. Motion passed.
- Fiscal Officer McGuire reviewed House Bill 312 that became effective November 2, 2018. The Bill enacts baseline controls and procedures regarding government entity credit cards, eliminates the use of debit cards, and promotes enforcement of credit card policies and procedures. The Village Credit Card Policy and Procedures were reviewed and Council suggested changes to the Policy and Procedures. Fiscal Officer Marc McGuire is the administrator of the credit card program and will make the noted changes and present back to Council at the next meeting on December 17, 2018.

Public Comments:

- Councilwoman Prince thanked Mayor Cook for all the work put into Christmas in the Village. Mayor Cook stated she will pass the thank you on to the Our Town committee that sponsored the event.
- Charlene Hess (Char's Market & Kitchen, 146 S. Springfield St.) wanted to express her gratitude for allowing local businesses' to participate in the Christmas in the Village.
- Jim Copes (Village employee) recommended that the Christmas Tree in front of the Municipal Building into a service member honor tree dedicated to those who serve our country.

There being no further business, **motion** was made by Councilwoman Prince and seconded by Councilman Ervin to adjourn at 8:48 P.M. Motion passed.



 Marc McGuire, Fiscal Officer

12/18/19

 Date