

RECORD OF PROCEEDINGS

Minutes of

Meeting

Village of St. Paris

January 28, 2019

Council Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

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. Kathy DeWeese, Terry Ervin II, Ben Hackley, Steve Lett and Susan Prince were present. Niven Jester was absent. Fiscal Officer Marc McGuire was also present.

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

Motion was made by Councilwoman Prince and seconded by Councilwoman DeWeese to approve the Council meeting minutes dated January 7, 2018, with the correction of stating in New Business that the purchase of a police cruiser will be re-evaluated in May of 2019. Motion passed.

Fiscal Comments: Mayor Cook suggested to Council that Marc McGuire attend a Local Government Officials Conference on March 7 and March 8, 2019. The conference is at the Hyatt Regency in Columbus, Ohio. **Motion** was made by Councilwoman Prince and seconded by Councilman Hackley to have Marc McGuire attend the Local Government Officials Conference with training fees, hotel accommodations, and travel and meal expenses being paid by the Village. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

Mayor's Notes:

Our Town:

- Mayor Cook noted that the next Our Town meeting is scheduled for February 11, 2019 at 6:00 PM in the Municipal Building. Mayor Cook reported the next event sponsored by Our Town is a Progressive Dinner and Home Tour on Saturday, February 23, 2019. Raffle tickets are available and a drawing will be held February 8, 2019.

Pony Wagon Days:

- Joyce Bowlin (274 Poplar Street) noted that the next Pony Wagon Days meeting is Tuesday, February 12, 2019 at Harmon Park at 7:00 P.M. On March 16, 2019, Pony Wagon Days will be sponsoring a bowling party at Coral Bowling Lanes in St. Paris. The event begins at 7:00 P.M. and is family friendly. Interested participants can register at the bowling alley with the cost being \$30 per couple which includes 4 games of bowling. Other things of note by Ms. Bowlin was that the food truck served 52 families in 1 hour on January 28, 2019.

Police Department Update:

- Mayor Cook noted that the police department has been doing door checks at all the businesses within the Village. Chief Barga commented that 90-95 door business door checks are done nightly.
- Mayor Cook brought to the attention of Council that Chief Barga received a letter from Kevin Talebi, Prosecuting Attorney for Champaign County, stating his opinion regarding the status of law enforcement within the Village of St. Paris. Mr. Talebi noted that the Police Department faces many challenges when having a relatively small budget but continues by commending Chief Barga on her work in the Village and her "commitment to be a cooperative partner in law enforcement." With Chief Barga's commitment and willingness to desire more training, Mr. Talebi has selected Chief Barga to attend the REID advanced interrogation training in Columbus, Ohio at his expense. He states "this training will provide you with knowledge and practical training that will enhance your existing investigative skills" and hopes that Chief Barga will continue in her "capacity as Chief of Police for many years to come". **Motion** was made by Councilman Hackley and seconded by Councilman Lett to allow Chief Barga to attend the REID training in Columbus with travel expenses paid by the Village. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

Administrator:

- Village Administrator Mitchell recommended to Council that Jack McGill be promoted to a full-time position within the Street Department for the Village of St. Paris. Administrator Mitchell reported that Mr. McGill is currently a Village part-time employee and has demonstrated his ability to do all assigned tasks and he also currently holds a CDL that is required to drive one of the Street Department trucks. Mayor Cook asked to move Resolution 1305 out of order on the agenda from New Business to be discussed. Mayor Cook noted that Mr. McGill has done exceptional work and is an asset to the Village. **Motion** was made by Councilman Hackley and seconded by Councilwoman DeWeese to adopt **Resolution 1305** promoting Jack R. McGill, Jr. to a full-time position within the Street Department. A roll call vote was taken and Council voted in favor 5-0. Motion passed.
- Village Administrator Mitchell discussed a quote for roof repairs on the municipal building. At a cost of \$9,500, a contractor could repair and recoat the roof on the East side of the municipal building (2,800 square feet). The West side of the roof (4,400 square feet) would cost \$13,000 for repairs and recoating. Administrator Mitchell noted that he has discussed the possibility of

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appraising the properties that house the Municipal Building and the Police Department, but the cost of the appraisal would be \$2,500. Councilman Hackley suggested that before any repairs being made to the Municipal Building, an appraisal should be conducted. Administrator Mitchell also discussed a quote for the repair of the 16 concrete columns at the Harmon Park building. The columns are deteriorating and need varying degrees of patching along with replacing downspouts. The cost of repairs to the Harmon Park building was quoted at \$2,500. Administrator Mitchell had another quote for the demolition of the old Jr. High Building on Main Street. At a cost of \$151,000, the contractor would demolish the building and crush all of the concrete/brick which would be kept by the Village to use as needed. If the Village decided to have the crushed concrete/brick hauled away by the contractor, then the cost would be \$174,000.

- Village Administrator Mitchell discussed the rehabilitation of water well #3 would cost \$11,900 as quoted by the Layne Christensen Company (Layne). The rehab of the well is necessary and needs to be done as soon as possible. **Motion** was made by Councilman Lett and seconded by Councilwoman Prince to use Layne in the rehabilitation of water well #3. A roll call vote was taken and Council voted in favor 5-0. Motion passed.
- Village Administrator Mitchell noted that Linda Rivera has submitted an application to re-zone her property at 139-141 W. Walnut Street. She would like to re-zone her property from a Residential R-2 to a Business B-1 for a Café/Bed and Breakfast/Spa.

Committee Discussion:

- Mayor Cook explained that the Committees are more of a fact finding, investigatory committee rather than a supervisory committee. Mayor Cook has invited a Graham Youth Athletic Association (GYAA) representative to the next council work session meeting on February 4, 2019 to discuss the GYAA ballpark lease.
- Mayor Cook asked that Councilman Ervin, a JSP Fire Board member, give a monthly report updating the Council on the JSP Fire Board meetings.
- **Planning Commission:**

Councilman Ervin stated that the next Planning Commission meeting is February 7, 2019 at 7:30 P.M. and discussion will be regarding the re-zoning application submitted by Linda Rivera as mentioned earlier by Administrator Mitchell.

Public Comments on Agenda Items:

- none

Old Business:

- Councilman Hackley provide an update on the Village cannon. Councilman Hackley and Administrator Mitchell has met with Jared Shank discussing the restoration of the canon. Mr. Shank will take the canon to his residence and do a thorough inspection. Mr. Shank will return the canon to the Village after the restoration, if possible, is completed at no charge.
- The **2019 Appropriations** were submitted to Council for review and approval. Appropriations include: 1000 - General Fund \$656,720; 2011 - Street Construction Maintenance & Repair Fund \$161,100; 2021 - State Highway Fund \$15,000; 2041 - Parks & Recreation Fund \$22,020.70; 2081 - Drug Law Enforcement Fund \$1,000; 2091 - Law Enforcement Trusts \$1,500; 2101 - Permissive Motor Vehicle License Tax Fund \$35,750; 2271 - Enforcement & Education CPT Training Fund \$2,700; 2906 - Shank Trust \$5,000; 5101 - Water Operating Fund \$1,099,900; 5201 - Sewer Operating Fund \$473,600; 5601 - Sewage Treatment Capital Improvement Fund \$350,000. **Motion** was made by Councilman Lett and seconded by Councilwoman Prince to approve the 2019 Appropriations. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

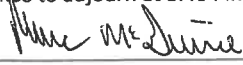
New Business:

- Employee Handbooks were distributed to Council. Councilman Ervin, Employee Needs Committee along with Councilman Jester, asked the council to submit either to himself, Councilman Jester or Mayor Cook recommendations for any possible changes to the employee handbook within 30 days. Councilman Lett suggested that Village employees also submit their recommendations for handbook changes.

Public Comments:

- Tim Bierbaugh (346 W. Elm Street) asked if Council was classified as Village employees and had to adhere to the employee handbook. Mr. Bierbaugh's concern was to address the need for a code of conduct that Council members must adhere to. Councilwoman DeWeese noted that she is working on a code of conduct to possibly be implemented into the employee handbook.

There being no further business, **motion** was made by Councilman Lett and seconded by Councilwoman Prince to adjourn at 8:40 P.M. Motion passed.


 Marc McGuire, Fiscal Officer


 Date