

RECORD OF PROCEEDINGS

Minutes of

Meeting

Village of St. Paris

January 7, 2019

Council Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

20

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

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

Motion was made by Councilwoman Prince and seconded by Councilman Lett to approve the Council meeting minutes dated December 17, 2018, with the correction of the word "are" to "our" in the Public Comments section. Motion passed.

The presentation of financials dated December 31, 2018, were reviewed. **Motion** was made by Councilman Ervin and seconded by Councilwoman Prince 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, 2018, was reviewed. **Motion** was made by Councilman Jester and seconded by Councilwoman DeWeese to approve the Bank Reconciliation. A roll call vote was taken and Council voted in favor 6-0. Motion passed.

The presentation of the Appropriation Supplemental dated December 31, 2018 was reviewed. **Motion** was made by Councilman Hackley and seconded by Councilman Jester to approve the Appropriation Supplemental. 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, 2018 was reviewed. **Motion** was made by Councilwoman Prince and seconded by Councilman Lett to approve the Water/Sewer Account Adjustments. A roll call vote was taken and Council voted in favor 6-0. 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 3 "buy it now" tickets have been sold; however, raffle tickets are still being sold for a drawing that will be held February 8, 2019 in which 3 winners will be drawn. 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.

Pony Wagon Days:

- Joyce Bowlin (274 Poplar Street) noted that the next Pony Wagon Days meeting is Thursday, February 7, 2019 at Harmon Park. 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.

Administrator:

- Village Administrator Mitchell has met with 2 contractors regarding the repairs needed to the concrete support pillars at Harmon park as well as the repairs to the roof and Northeast corner of the Municipal Building. Administrator Mitchell is awaiting estimates from the contractors.
- Village Administrator Mitchell also met with a contractor regarding the demolition of the old Junior High Building and he is expecting an estimate by mid-January.
- Village Administrator Mitchell gave a statistical summary of the Street Department for the year 2018. The Street Department used 10 tons of cold patch to repair streets, collected 64 load of leaves during the fall season, collected 170 loads of brush as well as picked up 17 Christmas trees that were set out by the curb by residents. Administrator Mitchell thanked Jim Copes and Jack McGill for all of the work they do.
- Village Administrator Mitchell noted that he and Mayor Cook have had a preliminary meeting with a Graham Youth Athletic Association (GYAA) representative, Adam Jenkins, to discuss a new lease. Mayor Cook will invite Mr. Jenkins to the February 4, 2019, Council Work Session Meeting to discuss the lease agreement.

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Committee Discussion:

- Mayor Cook discussed developing 2019 council committees. The Parks and Recreation Committee duties would include assisting with the GYAA lease, looking into the possibility of creating a dog park, developing a multi-use path, having exercise equipment and playground equipment near GYAA facilities, overseeing improvements to Harmon Park and the park building, and other needs as they arise. Councilman Lett and Councilman Hackley agreed to be the Parks and Recreation Committee liaisons.
- The Employee Needs Committee would review/update the current employee handbook, be involved in the decision making of employee health insurance and benefits, and other employee needs as they arise. Councilman Ervin and Councilman Jester agreed to liaison the Employee Needs Committee.
- The Facilities and Beautification Committee would be a part of building maintenance, the Junior High Building demolition, be involved in coming up with a plan in the consolidation of facilities or constructing a new Municipal Building, village decorations, and other needs as they arise. Councilwoman DeWeese and Councilwoman Prince volunteered to be the liaisons for the Facilities and Beautification Committee.
- It was noted that Councilman Ervin will continue with the Planning Commission as well as continue his appointment to the JSP Fire Board thru 2019.
- Mayor Cook noted that Village Administrator Mitchell will continue to oversee the new water plant and help coordinate any furnishings needed for the water plant. An open house set for April 27, 2019.
- Mayor Cook stated the Village Communications is mostly handled by Village employees, most notably Gina Verlaney. Ms. Verlaney is currently responsible for updating the Village website, adding notes to the monthly water/sewer bill, as well as maintaining the public sign, located in front of the Municipal Building, with community news.

Public Comments on Agenda Items:

- Paul Wheeland (317 W. Main St.) suggested that the public have an opportunity to purchase items from the old Junior High Building before any demolition is done. There are windows, molding, wood flooring and copper piping that could be sold to offset the cost of demolition.

Old Business:

- Village 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. Upon entering the 5-year contract, the Village agrees to purchase water treatment salt only from Artesian of Pioneer, and Artesian of Pioneer agrees to inspect and perform a tank cleaning, once every 5 years, at no charge. The estimated cost of a tank cleaning is \$6,500. Council agreed to purchase water treatment salt from Artesian of Pioneer, but suggested going thru an "open-bid" process before entering into a contract.
- Mayor Cook suggested that the 1st meeting of the month (the 1st Monday of the month) be an abbreviated business meeting followed by a work session meeting. The 3rd Monday of the month will be the other date assigned for a meeting and it will be a business meeting. Council agreed to the dates and structures of the monthly meetings.
- Councilman Hackley noted that the Village canon will be costly in trying to restore. It was suggested that Councilman Hackley inquire with the Ohio Hi-Point Career Center about the possibility of them restoring the canon. Councilman Hackley will contact the Ohio Hi-Point Career Center.

New Business:

- Mayor Cook asked for a Council President to be elected. **Motion** was made by Councilman Lett and seconded by Councilman Hackley to elect Councilwoman Prince as Council President. Councilwoman accepted the motion. Motion passed.
- Council discussed possibly purchasing a new police cruiser for 2019. After much deliberation, council agreed that at this time a new cruiser is not needed, but will re-evaluate in May of 2018 and asked for more information to be given as to why a new cruiser is needed.
- Council reviewed final appropriations for 2019. Council asked Fiscal Officer McGuire to make changes to the General Fund appropriations, more specifically appropriations for the police department. Council will review appropriations again at the next council meeting on January 28, 2019.

Public Comments:

- none

There being no further business, **motion** was made by Councilman Lett and seconded by Councilwoman Prince to adjourn at 9:39 P.M. Motion passed.

Marc McGuire

Marc McGuire, Fiscal Officer

11/29/19

Date