

Village of St. Paris
May 6, 2019
Council Meeting

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 Councilor Prince and seconded by Councilor DeWeese to approve the Council agenda as amended to include a work session discussion regarding a street analysis. Motion passed.

Motion was made by Councilor Prince and seconded by Councilor DeWeese to approve the Council meeting minutes dated April 1, 2019. Motion passed.

The presentation of financials dated March 31, 2019 was reviewed. **Motion** was made by Councilor DeWeese and seconded by Councilor Hackley 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 Bank Reconciliation dated March 31, 2019 was reviewed. **Motion** was made by Councilor Hackley and seconded by Councilor Prince to approve the Bank Reconciliation. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

The presentation of Water/Sewer Account Adjustments dated March 31, 2019 was reviewed. **Motion** was made by Councilor Prince and seconded by Councilor Hackley to approve the Water/Sewer Account Adjustments. A roll call vote was taken and Council voted in favor 5-0. Motion passed.

The presentation of the Appropriation Supplemental dated March 31, 2019 was reviewed. **Motion** was made by Councilor Prince and seconded by Councilor Hackley to approve the Appropriation Supplemental. A roll call vote was taken with Council voting in favor 5-0. Motion passed.

Mayor's Notes:

- The next Our Town meeting is May 13, 2019 at 6:00 PM in the Municipal Building. On May 18, 2019, Our Town is sponsoring a Silent Auction and Dinner held at Lakeland Golf Course beginning at 6:30 PM. Proceeds from the event will go towards updating playground equipment for Harmon Park. Mayor Cook also stated that the pillars at Harmon Park are dated from the year 1919. The Mayor is investigating as to whether the year 1919 was the opening of Harmon Park and if correct, the Park is celebrating 100 years of existence.
- The next meeting for Pony Wagon Days is June 6, 2019 at 7:00 PM at Harmon Park.
- Memorial Day is May 27, 2019. Mayor Cook stated that beginning at 9:00 AM on May 27th at Harmon Park, an opening ceremony will begin to celebrate Memorial Day. After the ceremony, everyone will proceed to the cemetery with the Honor Guard and Color Guard from the VFW (Veterans of Foreign War) to commemorate all those who have died while serving the United States.
- The Food Cooperative Group will be meeting on May 14, 2019 at 1:00 PM in the Municipal Building to continue discussing the future of a Food Cooperative (much like an indoor farmer's market) located at the old IGA grocery store on West Main Street.
- The open house for the new Water Plant located at 370 South High Street is May 11, 2019. The open house is from 10:00 AM until 12:00 PM (noon), with a ribbon cutting ceremony beginning at approximately at 10:15 AM. Everyone is invited to tour the new plant.
- Mayor Cook stated that she will attend the Mayor's Conference on June 13, 2019 in Columbus.
- Mayor Cook is participating in a Sequential Intercept Mapping meeting on May 6 and May 7, 2019 in Urbana. The group discusses an approach to strengthening local strategies to provide core services to address behavioral and social factors of people to minimize criminal justice involvement.

Police Department: no report

Administrator:

- Village Administrator Mitchell thanked Graham Local Schools for allowing students to come to St. Paris during United Service Day on April 24th and volunteer their services for several tasks around the Village. Approximately 60 students helped the Village on their United Service Day.
- The street department picked up 26 loads of brush during the Village Spring Clean-Up Week from April 29th thru May 3rd, 2019.
- Zoning violations are still ongoing. Approximately 25-30 letters have been mailed to Village residents regarding violations, with most violations due to junk cars.

Committee Discussion:

- **Employee Needs:** Councilor Ervin presented a handout outlining some of the possible changes to the employee handbook. Changes could include the classification of hourly employees as being part time, salaried, or fixed salaried. Other topics involved compensation time, what constitutes a normal week, and that employees are entitled to a 30-minute lunch break.
- **Buildings and Facilities:** Councilor DeWeese and Councilor Prince reviewed a draft of a 5-year plan. For 2019, some of the items listed involved the evaluation of Village streets, repairs needed at Harmon Park as well as the Municipal Building, Police Department Building and Street Department Building, the Harmon Park cannon repair and renewal of the Graham Youth Athletic Association (GYAA) lease. For the year 2020, a new police cruiser and decision on the disposal of the old Junior High Building were a few of the items noted. Councilor DeWeese and Councilor Prince noted that the 5-year plan is a continuing work in progress report.
- **JSP Fire Board:** Councilor Ervin noted that the Fire Board is currently accepting bids for a new EMT unit.
- **Parks and Recreation:** Councilor Lett reported that the Harmon Park cannon is being restored by Jared Shank. Mr. Shank's research also revealed that September 17th is World War 1 (WWI) day in St. Paris. Mr. Lett suggested that there should be a rededication of the cannon to Harmon Park when the restoration is complete. Council discussed the possibility of meeting with the Pony Wagon Days Committee to have the rededication during Pony Wagons Days in September in junction with celebrating 100 years of Harmon Park.
- **Planning Commission:** Councilor Ervin noted that more information is needed from the LUC about R-1 zoning language. The commission tabled talks about the zoning language until their next meeting. Councilor Ervin stated that the Planning Commission is reviewing and researching the use of solar panels, wind turbines and outdoor furnaces before presenting any findings to the Village Council.

Public Comments on Agenda Items: none

Old Business:

- A second reading was held for Ordinance 420 Amended regarding the rezoning of Linda Rivera's property located at 139-141 W. Walnut St. Ms. Rivera noted that she wants to open a rooming house instead of a Bed & Breakfast/Café/Youth Hangout-Arcade/and provide housing for Foster Children as previously noted on the zoning application and the Ordinance. Council had concerns over changing the request from a R-2 to a R-3 classification instead of the proposed B-1 classification. Mayor Cook noted that Council would review the zoning classifications and determine the steps needed by Ms. Rivera if she wants to have her property considered a rooming house. Mayor Cook noted that the 3rd reading of Ordinance 420 Amended will be at the next council meeting scheduled for May 20, 2019.
- Ordinance 15-896, Board of Tax Appeals. Mayor Cook appointed Village Administrator Mitchell as a member of the Board of Tax Appeals. Mayor Cook presented a list of 4 names for the Council to select 2 members to the Board of Tax Appeals. **Motion** was made by Council Ervin and seconded by Councilor DeWeese to nominate Naomi Mills of Signature Taxes & Bookkeeping (110 N. Springfield St.) as a member. A roll call vote was taken and Council voted in favor 5-0. Motion passed. **Motion** was made by Councilor Ervin and seconded by Councilor Lett to nominate Lynn Merica (243 E. Walnut St.) as a member. A roll call vote was taken and Council voted in favor 5-0. Motion passed. Ms. Mills and Ms. Merica will serve a 2-year term beginning in June 2019.

New Business:

- **Resolution 1308** – A resolution for supplemental appropriations to complete an interfund transfer from the General Fund to the Capital Projects 370 E. Main Fund of \$28,000. **Motion** was made by Councilor Prince and seconded by Councilor Lett to increase supplemental appropriations from the General Fund to the Capital Projects 370 E. Main Fund of \$28,000. A roll call vote was taken and Council voted in favor 5-0. Motion passed.
- Administrator Mitchell reviewed the agreement between the Village and Graham Local Schools regarding the water/sewer services provided by the Village to the school. The old contract expired in July 2018 and Administrator Mitchell reviewed a new contract with Council. The new contract will be back dated to begin in July 2018 and will expire in June 2022. The contract includes a 3% increase per year for the services provided by the Village to monitor the schools water and sewer. **Motion** was made by Councilor DeWeese and seconded by Councilor Prince to accept the terms the contract. A roll call vote was taken and Council voted in favor 5-0. Motion passed. Administrator Mitchell will now present the contract to the Graham Local Schools for their acceptance.

- Councilor Ervin inquired about the progress of investing Village monies into a Certificate of Deposit (CD). Fiscal Officer McGuire stated that in speaking with Local Government Services, an investment policy is not needed to invest money into CD's. Fiscal Officer McGuire noted that he inquired about CD's with the President of The First Central National Bank, Jeff McCulla. Mr. McCulla noted that if the Village invested at least \$100,000 per CD, then the bank could provide better interest rates. Council recommended to have Fiscal Officer McGuire continue talks with Mr. McCulla to determine what the higher CD rates would be and furthering the possibility of investing into CD's.

Public Comments:

- Rudy Bachman, 320 E. Main Street, asked Council that if the old Jr. High building was demolished, then would it be possible to have the old gymnasium turned into a community swimming pool. Council would consider the possibility. Mr. Bachman also asked where each council member lived. Council took turns around the table stating their home address to the public.

Work Session:

- Administrator Mitchell reviewed a handout pertaining to the condition of the Village Streets. An infrastructure analysis was performed by Buckeye Infrastructure that listed the pavement rating and the current recommended process for the Village streets. Many streets within the Village are in need of repair.

There being no further business, **motion** was made by Councilor Hackley and seconded by Councilor Lett to adjourn at 9:06 P.M. Motion passed.

Marc McGuire, Fiscal Officer

Date