**RECORD OF PROCEEDINGS**

Minutes of The Regular Meeting

Held January 22, 2018

Council met in Regular session with all Councilmembers present, except Austin Scheiner.

Guests Present: Roy Klopfenstein, Commissioner, and Matt Miller, Solicitor.

Commissioner Klopfenstein was given the floor, and he updated the Council on the Land Bank. They have 22 homes and 1 church in the County that were submitted to be a part of this program. A grant was issued to the Land Bank in the amount of $350,000.00, and the Board in charge of the Land Bank has seven target areas, including cleaning up a service station. Commissioner Klopfenstein stated that the best scenario for houses submitted to the Land Bank is when the owner gives up their right to the property. However, if they are not willing to give up ownership and are behind on their taxes, tax foreclosures can be initiated. Discussion was then held as to whether or not the Fire Chief can condemn a house inside the Village limits, but the law only allows a Fire Chief to condemn a building out in the township, and only if it is a fire hazard. They are not allowed to condemn houses with the Village limits.

Solicitor Miller informed Council that he gave John Hall of the BPA the Resolution they requested in order to raise the water and sewer rates.

The Minutes from the January 8, 2018, meeting were read, and approved as read.

**EMS:** Coordinator Schuerman was present and reported to Council:

1. There have been 10 runs month to date for January.
2. She will be applying for the Training Grant that will run from July 2018 to June 2019, and that last year’s grant was never filed as the due date was prior to her being named Coordinator.
3. She is still working on the BWC Grant Survey, but so far has been unable to get into the website.
4. There are two recalls on the Life Paks, and Gary Gasser will be meeting with the representative from the company on Friday.
5. The pharmacy license has to be renewed, it will cost approximately $160. She stated that the EMS squads cannot run without it.
6. She still has to purchase the fax machine, and requested to purchase a new laptop. The Council said to try to keep the cost for the laptop under $500.00.
7. A rough draft of Rules and Regulations for EMT staffing during the daytime hours has been completed and will be brought to the Fire and EMS Committee meeting on Wednesday the 24th.

Coordinator Schuerman asked Mayor Wobler if he had received a firm answer from Kim Mansfield regarding running with the EMS. The Ohio Board says her status is active, but not sure how she is considered active as she needs to be currently running with a squad. It was decided that the issue would be discussed on Wednesday at the Fire and EMS Committee.

Coordinator Schuerman asked the Council to consider making Gary Gasser the Assistant Coordinator for the EMS department if the Council and Fire and EMS Committee decide to go with the daytime staffing of EMT’s that is currently being considered. She stated that Gary would help out with more of the paperwork and the scheduling that needs to be done.

**Fire Department, Chief Leroy Anderson** was present and informed the Council that Bowling Green will be holding a Fire School training on March 10th and 11th, and that there is a Fire Chief Symposium in Reynoldsburg on the same days. He stated that there is some interest in attending from some of the firefighters, and he will probably attend the Fire Chief Symposium. All the classes are free.

The Fire Department has had 3 runs so far in 2018: a mutual aid in Woodburn, a structure fire on South Laura, and a vehicle accident on SR 30.

**Police Dept. Chief Miller** was present and reported that the polygraphs were completed on the 18th, but he has not received the results yet. However, one of the people taking a polygraph, quit the same day they took them.

**Zoning:** Inspector Tom Sinn was present and informed Council that he has made three runs to Payne in January. One was for a building permit, another was in response to questions from US Appraisal, whom he referred to the zoning ordinance that is posted on the Village’s website. He stated that he has not been able to make it the Werfals yet, but that the two residences that he gave seven day verbals to, have cleaned up their issues. Inspector Sinn enquired about the fire on South Laura Street, whether it had insurance or not, and was told that they did not have insurance. Inspector Sinn asked Council to have the Solicitor check on the procedure that would be needed to change Horney’s Trailer Park to residential. He is still not sure that the Village can do it, or if the owner has to start the process. He has been in contact with the owner to see if he will ask to have it changed. The owner wants to sell and it is thought that the 2 lots will sell better if they are zoned residential. If the Village can make the change, then the Zoning Board would have to make the recommendation at their April meeting and have Council approve it. Inspector Sinn also stated that the Collis’ property is still zoned as a trailer court and could be grandfathered in if it is sold. He will talk to the owner and see if she is willing to have it rezoned as residential.

Councilwoman Lyons stated that there is a house in town with a pile of bikes and a broken window. Chief Miller stated he would look into that situation.

**Correspondence Letters:**

1. Mayor Wobler informed Council of an e-mail received from Drake Fire Hydrants and Water Solutions regarding hydrant repairs underway. The BPA has paid Drake $9398.89 so far, with an estimated $1800 to $2000 for one hydrant that needs to be rebuilt, and no estimate on four other hydrants that need new gaskets due to freezing. Drake cannot offer an estimate as they won’t know what else is wrong until they tear the hydrants apart to fix them. John Hall is to call them, as he thought they were done.
2. Mayor Wobler informed Council of the OML Councilmember Seminar that will be held on Saturday, February 24th, in Columbus.
3. Mayor Wobler informed Council of an e-mail received from Poggemeyer for Senate Bill 2, requiring all public water systems to have an asset management program in place by October 1, 2018. He forwarded the e-mail to the BPA.
4. Mayor Wobler informed Council of an e-mail received from Chris at Feller Finch asking if the Village needed any help for the CDBG grants that are available. He forwarded the e-mail to the BPA. The date of the meeting was changed to January 31st at the Commissioner’s office.
5. Mayor Wobler informed Council of the Regional Growth Partnership meeting that will be held on February 26th, at 8 a.m., in Maumee, Ohio. They will be going over the 2017 Highlights.
6. Mayor Wobler informed Council of the TMACOG meeting that will be held on February 13th, at 10 a.m. The topic will be Harassment Unacceptable in Your Workplace Culture. The meeting will be held in Reynoldsburg.
7. Mayor Wobler informed Council of an e-mail received from the Ohio EPA regarding the Drinking Water Assistance Fund. He forwarded the e-mail to the BPA.
8. Mayor Wobler informed Council about the RADAR sign info. The sign would cost $3250.

**OLD BUSINESS:**

1. Mayor Wobler informed Council that he sent an e-mail to the PCED office asking that the CRA for the Village stay the same.
2. Mayor Wobler informed Council that he sent an e-mail to Property Row, LLC, requesting that any projects be reported to the Village prior to starting any projects.
3. Mayor Wobler informed Council that the BPA completed the Annual Water and Sewer Rate Survey, and it was faxed by the Mayor to the EPA.
4. Mayor Wobler informed Council that he received thank you card and receipt from the PCED for the $100 Copper Level donation.

**NEW BUSINESS:**

1. Mayor Wobler gave Council the new 2018 Committee and Board members designations.
2. Mayor Wobler informed Council of the worksheet from Conrad Beck of Ohio Plan Insurance, requesting the insured values of Village properties/assets. Serial #s are needed from the Street, Park, Fire, and Police departments.
3. Mayor Wobler informed Council of a letter received from Prosecutor Burkard regarding the Land Bank. Specifically, one property that is not behind on its taxes, that the owner is refusing to turn over to the Land Bank for demolition. The prosecutor is asking if the Village has any ordinances that could apply to the situation. The Mayor will reply to the letter stating that we don’t have any ordinances that would apply to this situation, and stated that tax foreclosures can be started on those properties that are behind on their taxes.
4. Mayor Wobler introduced Ordinance 2018-1, an Ordinance to make appropriations for current expenses and other expenditures of the Village of Payne, State of Ohio, during the fiscal year ending December 31, 2018, and declaring the same an emergency. Lyons made a motion to suspend the rules, Head seconded, and the motion passed unanimously. The Ordinance was read by President of Council, James R. Miller. Zartman made a motion to adopt Ordinance 2018-1 as presented, Lyons seconded, and the motion passed unanimously.
5. Mayor Wobler introduced Ordinance 2018-2, and Ordinance authorizing the Village Fiscal Officer to transfer funds from the General Fund to the Police Fund in the amount of $25,000.00 and declare the same to be an emergency. Miller made a motion to suspend the rules, Crowley seconded, and the motion passed unanimously. The Ordinance was read by President of Council, James R. Miller. Crowley made a motion to accept Ordinance 2018-2 as presented, Miller seconded, and the motion passed unanimously.
6. Mayor Wobler informed Council that the Fiscal Officer completed the 2017 Census of Governments Survey of Local Government Finances.
7. Mayor Wobler informed Council that he received an e-mail from Krystal Hampton, US Surveyor, requesting information on properties at 407 N. Maple St., and 230 N. Maple St. The Zoning inspector took care of the request by referring them to the zoning ordinances on the Village’s website.
8. Mayor Wobler informed Council that he received an e-mail from Manish Kumar regarding tax and lien research and asking if the Village has any expired building permits or code violations for the property at 503 Carlyle St. The Zoning Inspector will check into it.
9. Mayor Wobler informed Council that he received an e-mail from Ohio Gas requesting updated Village contacts. He returned the e-mail with the requested information.
10. Mayor Wobler informed Council of the new agreement from Solicitor Miller regarding the port-a-potty for the WMEA recycling at the park. The County Commissioners will be signing the agreement along with Becky Suvar from the WMEA.
11. Mayor Wobler informed Council he received an e-mail from Frontier Communications requesting a link be added to the utilities page of the Village’s website. The Council decided they did not want to add a link for Frontier on the Village’s website.
12. Mayor Wobler informed Council that he received a letter from Four County Solid Waste District requesting information on the collection of leaves, etc. Jarrod will fill it out and the Mayor will return it.
13. Mayor Wobler informed Council of a letter from MVPO, regarding CDBG. He forwarded it to the BPA. The meeting will be held on January 31st at the Paulding County Auditor’s office. John Hall is to attend. There is a $150,000.00 minimum.
14. Mayor Wobler recommended to the Council that they remove the Fiscal Officer from the probationary period. Crowley made a motion to remove the Fiscal Officer from her probationary period, Lyons seconded, and the motion passed unanimously.
15. Mayor Wobler proposed holding public meetings on the proposed 1% income tax in February, March, and April. They decided to hold the meetings at 6:00 p.m. on the following Mondays: February 26, March 26, and April 23. They will post these meetings on the website and on the Antwerp Exchange Bank’s sign. Solicitor Miller informed Council of what he has learned about the laws regarding Ohio municipal income taxes. He stated that the Village’s ordinance cannot conflict with state law, it has to have a uniform rate, the Village can offer reciprocity to resident’s who pay income taxes where they work, people who work here but aren’t residents are taxable, businesses within the Village limits are taxable, but the Village can’t tax churches. A Tax Administrator position would need to be created, but the Village can use a third party to collect/administer the ordinance. Lottery and Gambling winnings are taxable, but Armed Forces Service members are not. Discussion was held as how to split the proceeds, with decisions to be made at a later date.
16. Mayor Wobler set a committee meeting for the Street Committee for Wednesday, January 24, after the Fire and EMS Trustee meeting.
17. Mayor Wobler reminded the Fire and EMS Trustees of the quarterly trustee meeting on Wednesday, January 24, at 7:00 p.m.
18. Mayor Wobler will be meeting with Poggemeyer on February 2, regarding a Nature Works grant and the Safe Routes to School.
19. Mayor Wobler suggested to Council that a new time clock be purchased for the Water Department that would have a date stamp as well as a time stamp. The Council agreed and stated that the EMS Department will need one if they decide to go with the daytime staffing option currently being considered.
20. Councilman Crowley read a portion of a letter from Chad Benschneider, of Harrison Township. Chad had met with Brian McLaughlin, Vancrest, regarding sharing some of their employees (allowing them to go on EMS runs during the day). He stated that the nurses and aides would not be allowed to leave work to go on runs per state law, but the maintenance or custodial would be allowed to leave. Chad also stated in his letter that Vancrest has contracted with Sprint for all their non-life threatening runs, and that Medicare only pays $25 for transfer runs. In addition, the EMS Department will be seeing fewer runs when the new addition opens in May, because the increased staffing will mean less calls for lift assistance.

**Good and Welfare:**

 Mayor Wobler stated that he will be meeting with the Chamber of Commerce and the Ministerial Committee regarding Rock the Block 2018. Everyone is welcome to attend. They are planning to add more kids’ games. The meeting will be posted on the sign and the website. Date and time to be determined.

Lyons moved to pay the bills, Miller seconded and the motion passed unanimously.

With no further matters to discuss, Miller moved to adjourn, Head seconded, the motion passed unanimously, and the meeting adjourned at 8:36 p.m.

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Mayor Steve Wobler Fiscal Officer, Zoe McMaster