**RECORD OF PROCEEDINGS**

Minutes of The Regular Meeting

Held February 12, 2018 @ 7:00 p.m.

Council met in Regular session with all Councilmembers present.

Guests Present: Aden Baker, Paulding Progress; Matt Miller, Solicitor.

The Minutes from the January 22, 2018, meeting were read, and approved as read.

Matt Miller was given the floor, and he updated the Council on the Village’s ability to use Ordinance 93-6. He stated that the Ordinance can be used by the Village to condemn houses that are in disrepair within the Village if they follow the correct procedures (due process), being: the Police Chief would need to obtain a search warrant in order to inspect the house; once the Police Chief has determined that the house is condemnable, he has to give the owners and any lien holders a 30-Day Notice of what needs to be fixed; the owners have a right to appeal their case to the full Council and have a hearing; if the Council still wants to go forward with condemning the property, they have to wait 30 days in order to give the owners a chance to appeal the ruling/get an injunction through the County Common Pleas Court; once the second 30-day period is over, if no injunction has been sought/granted, the Village can entertain bids to demolish the structure. Solicitor Miller stated that out of the four houses reported to the Land Bank, only one would have to go through this process as the other three can be foreclosed on for tax delinquency.

Solicitor Miller reported he looked into the zoning laws, and the Village can change the zoning of a property if they do it for the “public’s health, safety, or welfare.” He then enquired if the Village was still having issues with the Fire and EMS “double-dipping” to which the Council replied no, and he confirmed the date of the first public meeting to be held on the Income Tax Ordinance.

**EMS:** Coordinator Schuerman was present and reported to Council that there were 10 runs in January and five runs month-to-date for February. She stated would not hear about whether or not the Village will receive the grant for the purchase of a tablet until early March, and she requested permission to apply for the Priority One & Supplemental Grant which reimburses the Village for training and equipment. The Council gave permission. She also stated that there are four other grants that she is looking into:

Coordinator Schuerman updated Council on the purchases of a fax machine (total cost of $309.98) and a new laptop ($629.98) with Microsoft Office installed (would be for the life of the computer). She also requested permission to purchase a new scanner for the EMS billing as the old scanner quit working over the weekend. Stated cost for the scanner is $199.99. Council okayed the purchase.

Coordinator Schuerman updated Council on the recall for the Lifepacks. The representative met with Gary Gasser and replaced the capnography and LP1000 pads. While the representative was here, he went ahead and replaced the batteries in the little AED’s. He was supposed to send an invoice to Coordinator Schuerman, but it was sent to the Fiscal Officer and the check has been written. The representative also stated he was going to send a quote for 12 lead cables and an adult pulse ox, but Coordinator Schuerman has not received one and stated she was not going to purchase them anyway as there is no need for them.

Coordinator Schuerman updated the Council on staffing. She has around 8 to 9 people lined up to do the daytime staffing. That number includes the three we from our department. She had two candidates stop in tonight to pick-up an application, is waiting for one to drop off an application, and has one that will be in Thursday or Friday to pick-up an application. Coordinator Schuerman stated she has three people interested in the EMT class could possibly start again in the Village in four to six weeks (after the conclusion of the current class). She also has three more that are interested in going through the class in the fall.

Coordinator Schuerman updated the Council on the ITLS training being held in Columbus on April 13-15. She will be the only one attending this year and she plans to avoid this particular training in the future as they have cut the number of CE’s offered and are more expensive than the other trainings available. She is also considering attending the free classes being held in Bowling Green, as she needs 72 hours of continuing education in order to keep her national registry card.

**Fire Department, Chief Leroy Anderson** was present and informed the Council that the Paulding-Putnam Grant he applied for was denied. He also stated that he would be purchasing oil filters and oil in order to do oil changes on all of the fire trucks.

Chief Anderson stated that he spoke with Ed Bone and was told that the Fire Department could receive reimbursement from the LEPC for the full $2300.00 spent on hazmat training.

Chief Anderson informed Council that all three firemen passed their written test. They still need to take the skills test and the state test.

**Police Dept. Chief Miller** was not present. Mayor Wobler informed Council of a trash and broken window complaint on Townline Street. He stated the issue should be resolved in the near future.

**Zoning:** Inspector Tom Sinn was not present.

Mayor Wobler informed Council that he received an e-mail from Krystal Hampton—US Surveyor requesting more information on 407 and 230 N. Maple St., and Taylor Made. Ron Eztler and Councilman Scheiner will be working with the Zoning Inspector in order to get it fixed.

**Correspondence Letters:**

1. Mayor Wobler informed Council that he received an e-mail from Choice One, Kaye Borchers, regarding and EPA Class with credit hours at a cost of $29.00 per session. He forwarded the e-mail to the BPA.
2. Mayor Wobler informed Council that he received an e-mail regarding a Webinar on the Freedom of Information Act, but recommended no action be taken.
3. Mayor Wobler informed Council that he received an e-mail from Harrison Township Trustee, Chad Benschneider, notifying Randy Ruge of the decision from the Quarterly Trustee Meeting to move on with staffing Payne EMS with 2 EMT’s on dayshift, Monday through Friday.
4. Mayor Wobler informed Council that he received an e-mail from the Ohio EPA regarding creating an asset management team for Senate Bill 2. He forwarded the e-mail to the BPA.
5. Mayor Wobler informed Council that he received an e-mail from the Ohio EPA DEFA, their February update. He forwarded the e-mail to the BPA.
6. Mayor Wobler informed Council that he received an e-mail from Lee Rausch at Poggemeyer regarding an invitation to the Maumee Valley Society of Professional Engineers luncheon on Friday February 23rd. The speaker will be Craig Reidel, Ohio Representative for the 82nd District. If anyone wants to go, please let the Mayor know.
7. Mayor Wobler informed Council that he received an e-mail regarding the 19th Annual Local Government Officials Conference that will be held March 22nd and 23rd in Columbus.

**OLD BUSINESS:**

1. Mayor Wobler informed Council that Jarrod completed the Ohio EPA survey from the Solid Waste Management District regarding the amount of leaves and compost collected in 2017. He faxed it back. The Village composted 15,840 cubic feet of leaves in 2017.
2. Mayor Wobler informed Council that he sent a response to Prosecutor Burkard on the question of a Village Ordinance 93-6 regarding blighted properties which are not delinquent on their taxes.
3. Mayor Wobler informed Council that Councilman Austin Scheiner, the Village’s PC Vision Representative, and the BPA completed the Village Project List Form covering the years 2018 to 2023. He faxed the completed form to the MVPO.
4. Mayor Wobler informed Council that the PC Vision meetings are going to be held in the mornings and therefore Councilman Scheiner will not be able to attend. He asked if anyone else was interested in attending these meetings as the Village representative.
5. Mayor Wobler informed Council that a replacement for the light globe broken at Young Acres was finally found and ordered. The cost was $450.00. He stated that it looked like someone hit the pole (it was bent) causing the bulb to break, and that it wasn’t the wind as initially thought. Lawrence Temple will be replacing it.
6. Mayor Wobler informed Council that the WMEA contract, for having a port-a-potty at the park for the recycling, has been signed and received.
7. Mayor Wobler informed Council that a time clock was purchased and installed at the Water Department. Another time clock was purchased for EMS staffing.

**NEW BUSINESS:**

1. Mayor Wobler asked for a motion to staff the Payne EMS with two EMT’s during the dayshift, Mondays thru Fridays. This staffing will tentatively begin on March 1, 2018, and will have a nine-month probationary period with an evaluation at six months. The Village of Payne, Benton Township, and Harrison Township will split the cost according to their shares. This recommendation is being made due to a unanimous decision from the Quarterly Trustee Meeting and is being implemented in order to avoid missing dayshift runs due to the current shortage of EMT’s on dayshift. Scheiner made a motion to go forward with the recommendation, Zartman seconded, and the motion passed with the following vote: Scheiner—yes, Miller—yes, Zartman—yes, Lyons—yes, Head—yes, Crowley—no.
2. Mayor Wobler presented Ordinance 2018-3, and Ordinance to adopt the 2018 Ohio Basic Code as the Village’s Code, to the Council. Head made a motion to suspend the rules, Scheiner seconded, and the motion passed unanimously. The Ordinance was read by Council President, James R. Miller. Crowley made a motion to accept Ordinance 2018-3 as presented, Zartman seconded, and the motion passed unanimously.
3. Mayor Wobler presented Resolution 2018-A, a resolution for the Benton Township Fire & EMS Contract, to the Council. Miller made a motion to suspend the rules, Crowley seconded, and the motion passed unanimously. The Resolution was read by Council President, James R. Miller. Miller made a motion to adopt Resolution 2018-A as presented, Crowley seconded, and the motion passed unanimously.
4. Mayor Wobler presented Resolution 2018-B, a resolution for the Harrison Township Fire & EMS Contract, to the Council. Lyons made a motion to suspend the rules, Head seconded, and the motion passed unanimously. The Resolution was read by Council President, James R. Miller. Crowley made a motion to accept Resolution 2018-B as presented, Lyons seconded, and the motion passed unanimously.
5. Mayor Wobler informed Council that the BPA is applying for the CDBG Grant. They will be trying to get funding for a new water line.
6. Mayor Wobler announced that public meetings on the proposed 1% income tax for the Village will be held on February 26th, March 26th, and April 23rd. All meetings will be held from 6:00 p.m. to 6:45 p.m.
7. Mayor Wobler informed Council that the Board of Elections is requesting home addresses and phone numbers for the elected officials of the Village. The Council declined to provide their personal phone numbers.
8. Mayor Wobler informed Council that the Fiscal Officer would like them to consider going to direct deposit for all paychecks. The Council agreed to go forward setting up the direct deposit with the State Bank for a cost of $25.00/month.
9. Mayor Wobler informed Council that the Fiscal Officer would like to have the department heads fill out a Purchase Log in order to keep better track of their expenditures. The Council agreed that the Purchase Logs could be implemented.
10. Mayor Wobler opened the floor up for discussion regarding paying the dayshift EMT’s bi-weekly versus monthly. If the pay schedule is changed to bi-weekly, then the Ordinance would have to be rewritten. The Council decided to wait on deciding whether or not to change the pay scale for the EMS daytime staff. Some of the issues discussed were whether or not they could make two different pay schedules, the fact that some of the paid staff are also fire fighters who currently get paid monthly, and whether or not people would actually sign up if they are only going to get paid monthly. The consensus was to wait and see what the possible staff members think about the subject. Solicitor Miller stated that we would have to either leave everyone the same or change the pay schedule for everyone.
11. Mayor Wobler informed Council that the Fiscal Officer had a discussion with Frontier and found out that the Village could be saving around $200.00 per month by changing to a different plan. The Mayor advised her to make the switch.
12. Mayor Wobler informed Council of the discussion he had with the Prosecutor regarding the Land Bank.
13. Mayor Wobler informed Council of an inquiry that was made into the mowing assessments recorded on the property taxes of 412 S. Laura Street. The purchaser is buying the property from his father-in-law. Police Chief Miller had pictures of the posting and followed the Ordinance, therefore the Mayor is recommending that no reduction to the $1030.00 owed be made. The Council agreed.
14. Mayor Wobler asked the Council if they would like to designate Fiscal Officer, Zoe McMaster, as the designee, for the Mayor and the Council, in order to attend the state required Certified Public Records training. This is a three-hour training that is required for each term of office for public officials by the Auditor of State. The nearest training is in Tiffin, Ohio, on Friday, April 13th. Crowley made a motion to make the Fiscal Officer their official designee for the training, Zartman seconded, and the motion passed unanimously.
15. Mayor Wobler presented Resolution 2018-C, a resolution to increase the permanent appropriations for the EMS and Fire Funds, to Council. Scheiner made a motion to suspend the rules, Miller seconded, and the motion passed unanimously. President of Council, James R. Miller read Resolution 2018-C. Miller made a motion to accept the motion as presented, Scheiner seconded, and the motion passed unanimously.

**Good and Welfare:**

1. Mayor Wobler informed Council that there will be a Rock the Block meeting on February 13th at 6:00 p.m. at the Village Hall. All are welcome—bring your ideas.
2. Mayor Wobler informed Council that Councilwoman Lora Lyons has strengthened the Safe Routes To School Grant Application in the areas that were scored low in 2017 for the Village of Payne Travel Plan. She has spent a lot of time and effort on this project and will continue to do so. Mayor Wobler personally thanked her for her commitment to that project.
3. Mayor Wobler informed Council that Lee Rausch, of Poggemeyer, met with him and will be reviewing the 2017 Safe Routes To School estimates before reapplying for the ODOT SRTS Grant that is due in March. Lee will also review and strengthen the application weaknesses from the 2017 Nature Works Grant that was only approved for partial funding. The Village could not move forward with the project with only partial funding, so it was decided to reapply in 2018. Mr. Rausch will also update the cost estimates for the 2018 Nature Works Grant. This grant deals with installing new restrooms at the park and is due in April.
4. Councilwoman Lyons will look into having the Real Waste free recycling advertised on the Antwerp Exchange Bank’s sign.
5. Councilman Miller inquired as to how much snow we have to receive prior to the streets being plowed as he received a complaint regarding a lack of plowing on Friday the 9th. Two inches is the amount necessary for the plows to go out. He also stated that Dan Gordon is plowing the sidewalks again with a pick-up truck. He has been asked not to do that and the Mayor will contact him again regarding his actions.
6. Councilman Zartman asked for clarification on zoning laws when a property with a trailer is transferred from one person to a relative. Solicitor Miller stated that they would need to update the trailer as the change in ownership voids the Grandfather Clause.
7. Councilman Scheiner stated that there is a wrecked SUV currently parked at the east end of the apartment complex’s parking lot. Mayor Wobler said he would let the Police Chief know and get the situation resolved.
8. John Hall was given the floor and updated Council on an employee’s sick leave and pay/work schedule for the employee covering for the sick leave.

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

With no further matters to discuss, Crowley moved to adjourn, Lyons seconded, the motion passed unanimously, and the meeting adjourned at 8:20 p.m.

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Mayor Steve Wobler Fiscal Officer, Zoe McMaster