**RECORD OF PROCEEDINGS**

Minutes of The Regular Meeting

Held January 8, 2018

Council met in Regular session with all Councilmembers present.

Guests Present: Joe Shouse of the Paulding Progress and Matt Miller, Solicitor.

The Minutes from the December 28, 2017, meeting were read and approved as read.

**EMS:** Coordinator Schuerman was present and reported to Council that there were 15 total runs for December, and 6 month to date for January. She also stated that she has the 4 EMT’s signed up for the continuing education classes being held at Kalahari, and reported that the room costs were slightly higher than anticipated due to local taxes from which the Village is not exempt. Total costs for 3 rooms for 3 nights is $1049.67.

Coordinator Schuerman informed Council that the EMS needs a new fax/copy machine. The Fire department is going to split the costs with the EMS department. The cost of the Brother Fax 2840 is currently $179.99, and with ink cartridge, it will cost around $233.98.

Coordinator Schuerman informed Council that Chad Benschneider, Township Trustee, requested that she look into some possible other costs that could occur should the EMS start staffing the daytime runs. She stated that the only cost she could come up with would be for polo shirts for the possible employees. She can purchase 25 shirts for $15.99/shirt. They would be embroidered with Payne EMS, but would not contain names. She believes we would only need 25 shirts. The employees would have to provide their own boots and BDU pants.

**Fire Department, Chief Leroy Anderson** was present and informed the Council that there were a total of 89 fire runs in 2017. He also stated that the master relay went bad on Engine 55, and he replaced it for a cost of about $95.

Chief Anderson informed Council that he applied for a state grant that would allow for the purchase of bunker gear, gloves, and boots, but he doesn’t expect to get it because we just received one in 2017 and they are usually given out every three years. He also stated that he filled out a Reimbursement Training Grant that would pay for Josh Anderson to get his Fire Instructor Training Certificate.

**Police Dept. Chief Miller** was present and reported to Council that he has been working on a theft case for a local business and will be taking 2 people to the Bowling Green State Lab for polygraph tests on the 18th of January. He stated that if they both pass then he will be taking a third person down at a later date.

Chief Miller also stated that the Police Department will receive a MARCS Radio base unit, a car unit, and two portables through the Paulding County Sheriff’s Office. The subscription costs of $960/year are not included. The question was brought up as to what we could do with the old radios, and possibly selling them on a surplus website, but with most other counties in Ohio already on the MARCS system the consensus was they probably won’t sell.

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

Mayor Wobler informed Council that the US Department of Commerce is requesting a Report of Building Zoning permits filled out and returned. He forwarded the request to the Zoning Department. Ron Etzler will be taking care of the form, but also informed the Mayor that he will not be volunteering anymore after the end of the month due to health issues.

**Correspondence Letters:**

1. Mayor Wobler informed Council that he received a letter from the Ohio EPA regarding the 30th annual water and sewer survey regarding whether or not the Village’s water and sewer fees have increased and what our tap fees were for the year. He forwarded the survey to the BPA for them to complete.
2. Mayor Wobler informed Council that he received an MVPO letter from the Paulding County Vision Board requesting project needs in the Village (i.e. sidewalks, sewer, roads, bridges, community facilities, trails, railroads, and other projects) as part of the Paulding County’s Vision. Councilman Scheiner, the Village’s Vision Board Representative, John Hall of the BPA, and the Mayor will fill out and return the form by the February 9, 2018, due date.
3. Mayor Wobler informed Council that he received a letter from the Northwest Ohio Community Action Commission stating the Community Service Block Grant for 2018-2019 , and that they applied for $924,094 in funding to provide emergency assistance and social services to low income families throughout the Defiance, Fulton, Henry, Paulding, and Van Wert counties.
4. Mayor Wobler informed Council that he received an e-mail from ODOT and Choice One Engineering requiring Villages with more than 50 employees, and encouraging those with less than 50 employees to have an ADA Transition Plan in place. This is something the FWHA has been asking for when Villages receive Federal Transportation Funding. Mayor Wobler stated he would set up a Street, Alleys, and Ditches Committee Meeting to discuss/formulate an ADA plan.
5. Mayor Wobler informed Council that he received an e-mail from the Ohio EPA on Senate Bill 2 which became effective on October 6, 2017, requiring a public water system to include an asset management program. The e-mail was forwarded to the BPA.
6. Mayor Wobler informed Council that he received an e-mail regarding Division of Environmental and Financial Assistance Webinars being held on January 18th. He forwarded the e-mail to the BPA.

**OLD BUSINESS:**

1. Mayor Wobler informed Council that the 2015-16, 2015-17, and 2015-18 Ordinances were posted on the Village’s website.

**NEW BUSINESS:**

1. Matt Miller supplied Council with a Memorandum of Understanding for Becky Suvar of the Paulding County WMEA to sign. It indemnifies the Village should someone get hurt using the port-a-potty she wants to install for their recycling efforts. It also states that the WMEA is responsible for installation and removal costs of the port-a-potty. This memorandum also limits other companies from coming in and installing a port-a-potty. Mayor Wobler stated he would get the Memorandum signed.
2. Mayor Wobler informed Council that he swore in Councilmembers Andrew Head, Lora Lyons, James R. Miller, and Andy Zartman. BPA member Brad Young was also sworn in.
3. Mayor Wobler called for Council President nominations, Steve Crowley nominated James R. Miller, and everyone agreed that James R. Miller would remain Council President.
4. Mayor Wobler informed Council that the Street Department employee Childs achieved a five-year level of pay in 2017, but his pay was not updated. This resulted in an underpayment to Childs in the $1,206.38. The employer OPERS and Medicare amounts are $168.89 and $17.49, respectively. The amount reflects 1040 hours of regular pay and 6 hours of overtime. Crowley made a motion to pay Childs for the underpayment, Zartman seconded, and the motion passed unanimously.
5. Mayor Wobler informed Council that the PCED Tax Incentive Review Council Meeting is set for February 27, 2018, at 9 a.m. The meeting will cover the Enterprise Zones (EZ) and Community Reinvestment Acts (CRA) in the Villages of Paulding County. The letter recommended that the EZ’s and CRA’s stay the same as written if the Villages agree, and requested a letter from the Village stating they were keeping the agreements the same. Council agreed to keep the agreements the same, and Mayor Wobler stated he would send out a letter.
6. Mayor Wobler informed Council that the Village received a bill for Sadie Litzenberg from the Paulding County Hospital. The bill was for blood tests that Sadie had to have to prove that she had certain shots that are required for her to become an EMT since she did not have an up-to-date shot record. Head made a motion to pay the $113 for the blood tests for Sadie Litzenberg, Miller seconded, and the motion passed unanimously.
7. Mayor Wobler informed Council that he received an e-mail from a June Combs regarding possible fees, permits, and/or bond requirements the Village might have for companies installing overhead lines, fiber optic, and/or lines underground. The Mayor queried Council as to whether or not we have any of those requirements, and the consensus was that the Village only requires the company to get permission prior to installation and that the company would be liable/responsible for any damages that occur during installation.

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

Miller moved to go into executive session for personnel reasons at 7:28 p.m., and Lyons seconded. The motion passed unanimously.

Miller moved to go back into regular session at 8:10 p.m., and Scheiner seconded. The motion passed unanimously.

With no further matters to discuss, Crowley moved to adjourn, Scheiner seconded, the motion passed unanimously, and the meeting adjourned at 8:11 p.m.

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Mayor Steve Wobler Fiscal Officer, Zoe McMaster