**RECORD OF PROCEEDINGS**

Minutes of the Regular Meeting

Held December 10, 2018, @ 7:00 P.M.

Council met in Regular session with Austin Scheiner, Lora Lyons, Andrew Head, and Lyn Collis present.

Guests Present: Josh Anderson—Captain in Fire Department; Jesse Hefner—Assistant Fire Chief; Mark Crosby, Randy Noggle, and Joe Tomey—Fire Department Trustees; and Matt Miller—Solicitor.

The Minutes from the November 26, 2018, meeting were read, and approved as read.

Head moved to go into executive session for personnel and legal reasons at 7:02 p.m., and Lyons seconded. The motion passed unanimously.

Lyons moved to go back into regular session at 7:31 p.m., and Collis seconded. The motion passed unanimously.

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

1. There have been two runs in December so far, and 14 total runs for November.
2. The costs for three EMT’s to attend the continuing education classes being held at Kalahari from February 6th to the 8th, 2019, are as follows: $200.00 per person to attend the classes, and approximately $371.00 for one hotel room for three nights, as everyone will be staying in the same room. There will also be some mileage involved. The class this year is called Partners for Life, and will provide 16 hours of continuing education credits for the EMT’s that attend. These are the same number of credits that the ITLS offers, however, the Kalahari conference costs less. Most of the Village’s EMT’s only have a State card, and state cards require 40 hours of continuing education every three years, so Coordinator Schuerman plans on rotating the EMT’s through the Kalahari conference each year. She stated she will probably be giving up her National Registration as they require you have 40 credits on an itemized list of topics every two years. Collis made a motion to allow the three EMT’s to attend Partners for Life, Scheiner seconded, and the motion passed unanimously.
3. Christian Munoz wants to take the EMT Basic Class so he can be cross-trained. He is willing to forego mileage if the Council will approve him attending the classes through Apollo, in Glandorf, Ohio. The cost of the class is $1,310.00, which includes books, and is less than the cost through Four County. The classes start January 8th, and are on Tuesday and Thursday nights from 6 p.m. to 10 p.m. Mileage to and fro would not be cost-efficient for the Village, but Coordinator Schuerman has an e-mail from Christian stating he will forgo being reimbursed for mileage. He is currently taking the Fire 1 class in Bryan, but it should be over soon, as it was only 124 hours of training. Lyons made a motion to allow Christian Munoz to attend EMS Basic Class in Glandorf, with the Village paying for the cost of the class, and Christian paying for his own transportation. Scheiner seconded the motion, and the motion passed unanimously.
4. Zach Mansfield is stepping down as the EMS Captain at the end of the year, due his lack of free time to devote to the position as they will be starting to use Emergency Reporting at the beginning of the year. Coordinator Schuerman has talked to almost everyone, and they seem to be fine with Sadie Litzenberg taking the position, as said position is mostly administrative, according to the Village’s job description, and not supervisory. Council raised the concern that someone is not happy with the decision, and directed Coordinator Schuerman to go back and talk to each of the EMT’s and confirm that they do not want the position and are okay with Sadie taking it. Coordinator Schuerman requested that Sadie Litzenberg be able to sign up for the NIMS 300 and 400 classes she needs as the ones she is planning on taking in Darke County start in January. Council stated it was fine for her to register just as long as she can cancel her registration easily should someone else with more seniority decide to take the position.

**Fire Department: Chief Anderson** was present and reported the following to Council:

1. In order to be NIMS compliant, the Mayor, Council, and all Trustees need to have NIMS 100, 200, 700, & 800 classes. They can take the classes on-line on the FEMA website. If they believe they have already taken the classes, then they can log-in on that website and check.
2. The LEPC will be purchasing two hazmat suits for the Fire Department. The LEPC will own the suits, but the suits will be stored at the Payne Fire Department.
3. The furnace has been fixed, but it may need to be replaced soon. In addition, the one tube heater that has been having problems may need to be replaced.
4. After the first of the year, Vantage will have two Fire 1 classes. In addition, they will be having a 36 hour class in the spring. Brian Ankney will be the instructor. There isn’t an EMS instructor right now, and their pass rate is zero.

**Police Department: Chief Miller** was not present.

Mayor Wobler stated that Nixle will start charging for some items, but Chief Miller spoke with Ed Bohn from the EMA, who stated they will pick up the charges as they already pay for membership.

**Street:**

1. Mayor Wobler informed Council that the dump truck is still overheating when it idles. The Council may need to look into replacing it soon. It has had two new transmissions in the last three years, and the radiator was replaced four years ago.
2. Mayor Wobler updated Council regarding leaf pick-up. He stated they are about 50% done, and should be able to finish in another 4 or 5 days. He stated some of the issues with pick-up are branches and/or grass in with the leaves, and some people have their piles too far away from the road.

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

**Committee Reports: NONE**

**BPA:**

The Water/Sewer Operator will be attending the GPS/GIS training being held in Defiance by RCAP tomorrow. He stated that sooner or later it will be required for all water and sewer lines.

**Correspondence Letters:**

1. Mayor Wobler informed Council that he received notification from the FFA SW Regional Office that an aeronautical study for wind turbine no asn 2018-wte-7735-oe, to assess whether or not it exceeds obstruction standards. If anyone wants to make comments, they can go to http:/oeaaa.faa.gov206-231-2990. Comments are due by January 9, 2019.
2. Mayor Wobler informed Council that he received a letter from the Ohio EPA. The BPA is getting closer to being compliant.
3. Mayor Wobler distributed the EMS schedule for December 2018 for the Council to review.
4. Mayor Wobler passed around the OML Update for the Council to review.

**OLD BUSINESS:**

1. Mayor Wobler informed Council that Yenser-Gross Heating and Air Conditioning installed the new heater in the Street building for the cost of $1950.00.
2. Mayor Wobler informed Council that Kenn-Feld finished repairing the John Deere tractor today. The original replacement hood was broken and they had to replace it. The total bill for the repair was $4357.91. Insurance paid all but $500.00.

**NEW BUSINESS:**

1. Mayor Wobler informed Council that he only received seven applications for the Class 3 Laborer full-time position. He stated that everyone who applied will be interviewed. Discussion was held as to when was the best time to conduct the interviews, and it was decided to start them on Thursday, the 13th. Several Council members expressed their interest in attending the interviews should their schedules allow.
2. Mayor Wobler informed Council that he received an update and membership request from the Paulding County Economic Development. He asked Council if they would like to join at the same level as last year, which was copper level for $100.00. Head made a motion to join the PCED at the copper level, Lyons seconded, and the motion passed unanimously.
3. Mayor Wobler informed Council that he received a membership request from the Payne Chamber of Commerce. Scheiner made a motion to join the Payne Chamber of Commerce for 2019 for $50.00, Lyons seconded, and the motion passed unanimously.
4. Mayor Wobler informed Council that he received an estimate from Fifer Flooring for installation of laminate with quarter, round in the amount of $2043.11. The Mayor has another estimate coming.
5. Mayor Wobler asked Council about hiring a person to clean the Village Hall on a monthly basis. He sated several people are interested and asked how Council would like to go about hiring someone. The Fiscal Officer stated the cleaning person could be hired as an Independent Contractor, and it was decided to take sealed bids for the position.
6. Mayor Wobler informed Council that he has received a complaint about the pay rate for the temporary street employee, and asked Council if they wanted to change his rate of pay since he was a prior employee of the Village. He stated the complaint did not come from the employee. Council asked the Fiscal Officer what the employee had been making during his prior service, and she stated he was making $11.86, and his current rate of pay is $8.69. Council decided they would wait until the employee asked for a change in his pay rate prior to making any decision.
7. Mayor Wobler informed Council that it was decided at the Fire and EMS Trustee Budget Meeting that the Fire and EMS budgets would remain the same for 2019.
8. Mayor Wobler informed Council that there is surveying being done for the Safe Routes to School grant, in case they see people around town and wondered what they were doing.
9. Mayor Wobler informed Council that he received a notice from the Ohio Division of Liquor Control regarding a liquor permit for Puckerbrush Pizza. The notice wanted to know if the Village wanted a hearing. Council agreed that a hearing was not necessary.
10. Mayor Wobler introduced Ordinance 2018-9, and Ordinance to set Temporary Appropriations for 2019 and Declaring an Emergency. Scheiner made a motion to suspend the rules, Head seconded, and the motion passed unanimously. Mayor Wobler read Ordinance 2018-9. Head made a motion to accept Ordinance 2018-9 as presented, Collis seconded, and the motion passed unanimously.
11. Mayor Wobler informed Council that the 2018-2019 WMEA agreement has been signed.
12. Mayor Wobler informed Council that he has been researching the cost of purchasing a 30-foot guardrail with end caps, poles, and bolts. He found a new one for $973.21, not installed. He then stated that BPA told him there is a place that sells used guardrails, and he will be calling them for a price. He has the schematics for installation and plans on having the guardrail installed by Village employees. He would still need to purchase some “Dead End” signs.
13. Mayor Wobler informed Council that he has been researching chippers. He has found a new 12” drum chipper for between $33,390 and $40,650. He has found used ones on E-Bay for between $17,900 and $18,995. He stated the problem with buying a chipper through E-Bay is he would have to inspect it prior to purchasing. He will keep looking. Council is looking into options due to the approximate $6,000 per year it will cost the Village to have a company chip the brush pile.
14. The Fiscal Officer informed Council that they each had a copy of the first draft of the Village’s mandated Credit Card Policy. She asked them to read it over and put in any additions, corrections, or suggestions at the next Council meeting. She reminded them that a policy has to be in place by February 2, 2019.
15. Mayor Wobler informed Council that in order to have the Attorney General do the Village’s collection work for unpaid EMS charges, the Village would have to enter into a contract. Lyons made a motion to enter into the agreement with the Attorney General’s Office for EMS collections, and to authorize Mayor Wobler to sign the agreement. Head seconded the motion, and the motion passed unanimously.
16. Mayor Wobler asked Council if they still wanted to have a potluck Christmas party. Council agreed and set the date for Friday, December 28th, at 6:30 p.m.

**Good and Welfare:**

Mayor, Council and the Event Committee would like to thank everyone for joining us for the Jolly Jamboree 2018. We hope everyone enjoyed the activities, and look forward to expanding the festivity next year. Look for pictures on our website and on Facebook.

Scheiner made a motion to accept the financial reports as presented by the Fiscal Officer. Lyons seconded the motion, and the motion passed unanimously.

Collis moved to approve the payment of bills presented, Lyons seconded, and the motion passed unanimously. Councilman James R. Miller was not present at this meeting.

With no further matters to discuss, Head moved to adjourn, Scheiner seconded, the motion passed unanimously, and the meeting adjourned at 8:54 p.m.

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Mayor Steve Wobler Fiscal Officer, Zoe McMaster