**RECORD OF PROCEEDINGS**

Minutes of The Regular Meeting

Held March 11, 2019, @ 7:00 P.M.

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

Guests Present: Matt Miller, Solicitor.

The Minutes from the February 25, 2019, meeting were read, and approved as read.

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

1. There were 15 runs in February, and they have made 6 runs in March to date, but missed one run this morning.
2. She has sent in all the grant applications.
3. The Stryker representative has locked in the price for a new LifePak 15 due to the possibility that a grant might cover the cost.
4. She has been told that the Lucas and the LifePak 15 are supposed to have preventative maintenance service done on them every six months. Neither unit has been serviced for a while, and the Physio-Control representative told her they have two different maintenance agreements that cover four years. The first one is called Preventative and would cost $763.80 per year for them to come out and service both the Lucas and the LifePak 15 every six months.. The second plan is called Prevent and this plan would include the six month service calls, and also cover travel, labor, parts, and batteries. It costs $3,043 per year. Council stated they thought the machines were supposed to get serviced through the hospital, and tasked the EMS Coordinator with doing more research into the situation. Several Councilmembers believe the service plans have been brought up in the past and that they declined due to the cost/benefit ratio.
5. All four people in the EMT Basic class passed their written finals. They will be taking their physical assessments on March 23rd. Once they pass the physical assessment, they will be able to sit for the National Registry testing.

Mayor Wobler handed the EMS Coordinator inventory sheets and instructed her to take an inventory of all permanent assets in the squads. He stated she did not have to count the supplies that are used on a regular basis. He also handed inventory sheets to the Fire Chief with the same instructions.

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

1. There have been four fire runs since the last meeting, and a total of 13 runs for the year, to date.
2. He would like to purchase the Secretary/Treasurer a refurbished laptop on which he can take minutes, send e-mails, and do Emergency Reporting and payroll. He was told that the laptop the previous Secretary/Treasurer used was his own personal laptop, and could not prove otherwise. Councilwoman Collis asked if the Village’s property was tagged, and was told no, that is why the inventory is being taken. The cost of a refurbished computer was $332. Councilman Head inquired how much a new one would cost, and Chief Hefner said $576. Council stated they would prefer he get a new computer. Lyons made a motion to allow the Fire Chief to purchase a new laptop for his Secretary/Treasurer, Head seconded, and the motion passed unanimously. It was mentioned that the Fire Association bank account information still can’t be accessed until they purchase Quicken, then hopefully all the information will be on the back-up the previous Secretary/Treasurer supplied to them.
3. He would like to purchase a new vanity, faucet, and guts for the men’s bathroom at the Fire House as they are not in good shape. The cost is $170.47 for all three items at Menards. Scheiner made a motion to allow the Chief to purchase a vanity, faucet, toilet tank replacement parts, Miller seconded, and the motion passed unanimously. They will do the labor themselves.
4. There is an SCBA Bottle that needs to be repaired. He will take it to Van Wert Fire Equipment and get an estimate on the cost, and then get a PO for the repair.
5. Christian Munoz passed Firefighter School.
6. He would like to use Jay Lamb as a mechanic should one be needed. Council was okay with that.
7. The Pancake and Sausage Breakfast will be held at the school from 6 a.m. to 11 a.m., on Saturday, April 20th.
8. He will be purchasing the oil and filters for the yearly oil changes on all the trucks. They will be doing the labor themselves, so the cost is estimated to be around $500.
9. The SCBA air compressor needs to be certified, he will be getting an estimate prior to having it serviced.
10. He has a firefighter who is around 6’5” tall that does not have correctly fitting gear, and he would like to purchase a jacket and pants for him for a cost of around $1680. Miller made a motion to allow the Fire Chief to purchase gear for said firefighter, Zartman seconded, and the motion passed unanimously.
11. He needs four more e-mail addresses so his officers can do their official duties on the Village’s e-mail account and not their personal ones.
12. He has two firefighters (Travis Zartman and Zach Mansfield) that would like to attend Firefighter II class. This class will be from June to August of this year, and he may be able to get a grant to have the training costs reimbursed to the Village. He also has two people interested in taking the Volunteer Class being held in Bryan.

Council inquired as to where he was with the heating situation, and he stated they still have one that works, and he is getting more estimates on the replacement cost.

The Mayor excused himself from the proceedings and President of Council, Austin Scheiner, took over in order to discuss Chief Hefner’s recommendations for officers. Chief Hefner recommended promoting Kyle Wobler and Ben Thomas to Captain, and would like to make Zach Mansfield a Lieutenant. John Hall is already a Lieutenant. Solicitor Miller explained that according to the Fire Department’s By-laws, a firefighter shall not become a Captain until he has been a Lieutenant in the department for a full year. The Solicitor then stated the By-laws could be changed and voted on, and then he could have his Captains. Until then, however, the Solicitor suggested making all three Lieutenant’s and giving them Captain’s duties. The Solicitor stated he would redo the By-laws for Chief Hefner. Head made a motion to promote Kyle Wobler, Zach Mansfield, and Ben Thomas to Lieutenant, Scheiner seconded, and the motion passed unanimously.

The Solicitor then addressed concerns regarding Kyle Wobler and stated he would like to send a letter to the Ethics Commission to get their opinion. In the meantime, he suggested passing a resolution stating that any issues directly affecting Kyle Wobler, and not the department as a whole, be taken to Council and not Mayor Wobler. Lyons made a motion to have the Council (and not the Mayor) in charge of making any decisions to take action regarding any issues directly involving Kyle Wobler as opposed to the whole Fire Department. Scheiner seconded, and the motion passed unanimously.

Mayor Wobler returned to the meeting and thanked both the EMS and Fire Departments for the great job they have been doing recently in responding to runs.

**Police Department: Chief Miller** was present and reported to Council the following:

1. The Mayor had received two complaints regarding the pallet fence around LaBounty’s house. He went down there, and the fence and the junk that was inside the fence have been removed.
2. The camera on the dash of the cruiser is not working right. It is still under warranty, so he will be removing it and sending it in to be repaired or replaced.

**Street:** Mayor Wobler reported the following to Council regarding the Street Department:

1. The have been picking up the sticks from all the storm damage. As a result, the pile is getting too big, and will need to be mulched. He will have them chip the sticks and fill in the empty areas in the back first. The mulch will be offered to residents free of charge.
2. The dump truck has been repaired and was returned to service last Wednesday for a cost of $650.54.

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

Mayor Wobler reported that the South Laura Street pallet fence has been removed. It had been decided by the Zoning Committee that it would need to be removed if there were complaints, and the Mayor received two complaints regarding it.

**Committee Reports:** Councilwoman Collis gave a report on the Laws, Contracts, Ordinances, and File Retention Committee meeting that occurred prior to the regular Council meeting, stating:

1. They reviewed the Garbage Contract, and some changes regarding bag tags, free pick-up for the Village Hall, park, etc. It will be posted in the paper this week that the Village is accepting sealed bids.
2. The Fiscal Officer is looking into updating the three Continuing Levies for the Police Department.
3. The Record Retention Policy is being worked on, but an inventory of records needs to be taken prior to submission. The committee will be meeting this Saturday at 1:30 p.m. in order to begin scanning the Ordinances and Resolutions onto jump drives.

**Correspondence Letters:**

1. Mayor Wobler informed Council that he received a letter from the Ohio EPA. It basically reiterated that the media filters need to be replaced, and the town needs to be split into quadrants, both of which are in the works.
2. Mayor Wobler informed Council that he received an invitation to the ODNR Floodplain Conference that is being held in Cleveland from May 19th to the 23rd. He forwarded the information to the BPA.
3. Mayor Wobler informed Council that he received a letter regarding an Anti-degradation Project Application that was filed for Insource Technologies in Paulding. It looks like they are applying in order to be able to discharge waste water into a ditch. The Ohio EPA is involved in the process, and meetings will be held regarding the issue.

**OLD BUSINESS:**

1. Mayor Wobler informed Council that the guardrail has been received. It came without the ends, which were not in the original quote. He had to purchase the ends for $55.00 each, and has ordered/received the necessary signs. It will be installed as soon as possible; the gaslines have already been marked.
2. Mayor Wobler informed Council that the council room floor is almost finished.
3. Mayor Wobler informed Council that the John Deere tractor grill was received and installed.
4. Mayor Wobler informed Council that the grader-box was received and has been used.
5. Mayor Wobler informed Council that he has handed out inventory sheets to each of the departments for them to fill out.

**NEW BUSINESS:**

1. Mayor Wobler informed Council that he had a meeting with Lee Rausch and Paulette Mills regarding available funding through grants. He would like to sit down with the Committee and review the possibilities. He is really interested in the Neighborhood Restoration Grant, however, it would cost the Village at least $12,000 to apply.
2. Mayor Wobler informed Council that the Paulding County Economic Development is holding a special Mayor’s meeting on March 26th at 5:00 p.m. It will entail a “Show Me the Money” workshop, which will go over various funding options for the Villages. The Mayor, John Hall, and Brad Young are planning on attending. The location has not been announced yet.
3. Mayor Wobler informed Council that the Property and Liability Insurance through Ohio Plan will cost $18738.00 this year. Last year it cost $20712.00. The difference is due to the 16% reduction the Village receives for being with Ohio Plan for 29 years. Next year the reduction percentage increases to 19%. He stated the quote received from Rob Beglin of USI was higher, and came with the caveat that should the Village ever switch from them to another insurance company, the Village would be liable for all claims during the years they were with USI. Lyons made a motion to accept the Ohio Plan coverage through V.S. Beck Insurance, Miller seconded, and the motion passed unanimously.
4. Mayor Wobler informed Council that Mercer Landmark would like to install a 70’ scale. They have inquired about purchasing Hyman East and West to 49. He stated a water line runs through the middle of that street, and unless Mercer Landmark wants to move it for the Village, then the Village is not interested in selling that street to them.
5. Mayor Wobler stated he would like to buy a used dump truck, and opened the issue for discussion. He found a used one, a 2003 Ford F550, diesel, with 4-wheel drive, a plow, and only 56,000 miles, for $12,500. He has contacted the dealer, and the Village will have the first chance to purchase it once the dealer gets it. He also got a price on a used 2016 double-cab, $39,900; a 2019 Chevy in Columbus for $48,000, and a new 2019 Ford F350, with a plow and salt-box, that can be purchased on a municipal lease (2, 3, or 4 years) for $52,114.74. Several Council members stated they would go down and look at the 2003 Ford F550 with the Mayor to see if it is worth purchasing.
6. Mayor Wobler informed Council that Councilwoman Lyons has registered the Village for National Bike to School Day, which is on May 8th, and has applied for bike helmets. Councilwoman Lyons stated she is trying to organize a Bike Rodeo on the opening day of the Payne Ball Association, which is Friday May 10th. She is hoping to get some people from Taylor’s to help. The Solicitor then handed her the Neighborhood Watch Safe House Application.
7. Mayor Wobler informed Council that the Refuse Contract is out for bid.
8. Mayor Wobler informed Council that the Fire Department is due to purchase a fire truck in 2020, following the agreed upon 10-year rotation. He stated the Village does not have enough money to buy new, but was hoping to purchase a used one. The truck that will be replaced is an 89 with an open cab, no seatbelts, and electrical problems. Council members were open to the idea of purchasing a truck, and wanted to know what is needed, what capabilities will be lost when trading out trucks, and what kind of funding the Townships have to put into the purchase. The issue will be discussed at the next Trustee Meeting on April 23rd.
9. Mayor Wobler reminded Council that the next event meeting is set for April 9th at 7:00 p.m. The bands have already been picked for Rock-the-Block, and it has been confirmed that the Pancake House will be serving dinner during the event.
10. Mayor Wobler stated that the Laws, Contracts, Ordinances, and File Retention Committee will be meeting on Saturday, March 16th, to start scanning the old Ordinances and Resolutions onto jump drives.
11. Mayor Wobler asked Council if they would like to set a Park Committee Meeting. He would like to go over what needs to be done at the parks. The Committee includes: Lyn Collis, Andrew Zartman, and Andrew Head. They decided to meet at 6:30, March 25th (prior to the regular Council Meeting).
12. Mayor Wobler asked Council if they would like to set a Street Committee Meeting in order to go over what work needs to be done this year. He stated he wants Dallas Street worked on, to fill in the hole in the alley, to smooth out the bridge on Fox Street, and to seal the parking lot. The Committee includes: Andrew Zartman, Austin Scheiner, and Randy Miller. It was decided to set a date at the next Council Meeting.
13. Mayor Wobler introduced Resolution 2019-I, a resolution increasing appropriations for the Water CDBG Grant 2019 Fund (West Street project) and for the General Fund (possible purchase of a dump truck), and declaring an emergency. Miller made a motion to suspend the rules, Zartman seconded, and the motion passed unanimously. President of Council, Austin Scheiner, read Resolution 2019-I. Scheiner made a motion to accept Resolution 2019-I as presented, Lyons seconded, and the motion passed unanimously.
14. Mayor Wobler informed Council that he has requested an estimate for putting in water and sewer lines to the new park restroom from Dangler Excavating. They will use the line off the pavilion for water in order to reduce costs. Councilman Scheiner also suggested perhaps renting a trencher and excavator and dig the lines ourselves as the cost can then be reimbursed by the NatureWorks grant. The options will be weighed after the estimate has been received.

**BPA:**

Mayor Wobler informed Council about the following concerning the BPA:

1. The water leak at 49 and 613 has been repaired.
2. He has received the new rules regarding boil water advisories. If it is less than 20psi in the line, then one must be issued. The new rule allows for lifting the advisory after 24 hours if the test comes back negative; however, if it comes back positive, then the time period could be extended out until they receive a negative test result.
3. A water line was repaired at Plainfield Drive.
4. He is recommending removing Al Wobler from probation since his six-month probationary period is up on March 13th. Collis made a motion to remove Al Wobler from probation, Scheiner seconded, and the motion passed unanimously.

The floor was given to the Solicitor who reviewed the following with Council:

1. He received a Memorandum of Understanding from the Paulding County Sheriff’s Office regarding the MARCS radio grant. It states they will provide the Village of Payne with 3 portable and 2 mobile radios. They will retain ownership of the radios for an unspecified number of years, and then the ownership will be transferred to the Village. The Village is to provide for maintenance and pay the monthly user fees. Zartman made a motion to accept the Memorandum of Understanding from the Paulding County Sheriff’s Office, Head seconded, and the motion passed unanimously. The Mayor signed the Memorandum of Understanding.
2. He has reviewed the Fire and EMS Contract and does not see where the Townships have any control over personnel. They can make recommendations, but don’t have any authority over personnel issues. He will be talking with the Townships’ Solicitor in order to come to an understanding regarding the issue.

**Good and Welfare: None**

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

Lyons moved to approve the payment of bills presented, Collis seconded, and the motion passed unanimously with Councilman James R. Miller abstaining from voting on any payments to Rodney Miller.

With no further matters to discuss, Lyons moved to adjourn, Head 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