**RECORD OF PROCEEDINGS**

Minutes of The Regular Meeting

Held September 23, 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: Travis Zartman, EMS Assistant Coordinator and Firefighter; Nancy Speice; Kevin Wannemacher; Stacey Blankenship; and Josh Fraley, Street Department.

The Minutes from the September 9, 2019, meeting were read, and approved as corrected.

The floor was given to Stacey Blankenship who expressed the following concerns:

1. The feral cat population is growing down by her house. There were approximately 35 cats there, and two more mother cats were dropped off with their kittens recently. Mayor Wobler stated the only thing that can/should be done is a trap, neuter, and release program. Councilwoman Collis stated that although there are grants that help cover the costs, the Village would have to find an organization that would partner with them in order to apply for the grant. Ms. Blankenship asked if there could possibly be an Ordinance that would keep people from dropping off their unwanted cats.
2. The mosquitoes are really bad down at her property. Her husband just sprayed their lawn, however, it didn’t seem to help due to the creek and accompanying foliage. The Mayor stated the Village was just sprayed on September 9th, and would not be sprayed again until October 7th. She asked if they could possibly do a heavier spray down by the creek in order to help with the problem. The Mayor stated he would ask.

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

1. There have been 8 runs in September, but only 6 are billable.
2. She would like to reinstitute ride-a-longs for potential EMTs, as it has been shown that it cuts down on probationary time after they pass the class, and also allows them to determine if being an EMT is something they really want to do. She stated that Austin Miller took the Van Wert Fire Department’s Waiver of Liability and changed it so Payne can use it. She was told the Solicitor would need to approve the form.
3. The hotspot has been installed in Squad 51.
4. She was wondering if a HIPPA form needs to be signed when they treat patients. Mayor Wobler stated she should ask Heath Smedley at Medicount.

Mayor Wobler asked if people would be available to drive the Squad around town during Trick-or-Treat on October 26th. Coordinator Litzenberg stated she did not know, but would ask.

**Fire Department: Chief Hefner** was not present, so Travis Zartman reported the following to Council:

1. There have been two runs in September.
2. Captain Zach Mansfield was wondering if it was okay to ask for donations in order to purchase weight equipment. Council suggested they do a fundraiser and pay for it with the Fire Association’s money.
3. Dave Thomas turned in an application to be the new Chaplain. At the end of the meeting, Lyons made a motion to accept Dave Thomas as the new Fire and EMS Chaplain, Collis seconded, and the motion passed unanimously.
4. Christian Munoz turned in a letter of resignation as of October 1st. He is moving out-of-town. Mr. Munoz has been on the Fire Department for just over a year.
5. He gave the Fiscal Officer an invoice for the EVOC Training that was approved earlier in the year and taken in August.

Mayor Wobler addressed the following concerning the Fire Department:

1. The department received a FEMA grant in the amount of $18,523.80. It will be used in order to purchase hose, intakes for the engines, and adaptors.
2. The Halloween parade will be leaving from the Catholic School parking lot, with judging to follow at the Firehouse. He asked if they were going to hold a dinner, and was told that they do not know yet. He also stated he would like to have a truck out and about from 7:00 to 8:30 p.m. if at all possible.

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

Mayor Wobler stated the Police Chief will be working the afternoon of the 26th until after Trick-or Treat is over.

**Street:** Mayor Wobler addressed the following concerning the Street Department:

1. Asphalt Maintenance Service sealed and striped the Village parking lot on Hyman Street, and will be starting work on the designated streets on October 7th. Councilwoman Collis was given permission to publicize the streets that will be paved.
2. Curb painting continues. A portion of the curb in front of the barbershop was painted yellow when it shouldn’t have been. He is going to have it repainted blue and make it a ADA parking spot.
3. Councilman Zartman stated there used to be a light in the alley between East Merrin and Oak Streets, but it was removed by the homeowner. He was hoping it could be replaced as it is really dark in that area of town. Nancy Speice stated there isn’t a street light on Maple Street and it is pitch black on that street. It was decided to have Councilmembers look at it before any action would be taken.
4. The John Deere tractor’s bucket brackets broke and have been repaired/welded. In addition, the community service worker bent the blades on the mower which was also repaired. In the future, community service workers will not be allowed to use Village equipment.
5. The benches and swings have been straightened and new concrete poured. He will be getting a load of pea gravel from Derck’s to put around the benches and in the playground.
6. Treece has been working on the park’s main electric line this week, so the lights have been off. While Treece was working on the pole, he found out that the breaker box was rotted. A new one will cost around $1000.00. Council was okay with replacing the breaker box due to its disrepair.
7. The leaf box will be built, and the leaf machine will be ready to pick up leaves when it is time. Councilwoman Lyons stated the brush pick-up is going well and people seem to be happy with it.
8. He contacted ODOT regarding the stop lights flickering then flashing. They replaced the flasher, and stated if that didn’t fix the problem, then any repairs are the Village’s responsibility.
9. He has not heard from Ohio Gas regarding them fixing the spot in the alley that they dug up and still need to repair. He will contact them.
10. Councilman Miller stated there are weeds growing up in the middle of the alley behind the restaurant, and they need to be sprayed.

**Zoning: Inspector Tom Sinn** was present and reported the following to Council:

1. He has only been able to do the bare minimum lately, however, he has been doing building permits and vehicles without tags. He plans on getting caught up before it gets cold.
2. 420 Oak Street does not have to be rezoned for the new building to be put up. Councilwoman Lyons stated she would let the interested parties know.
3. He has received a list of zoning complaints from the Zoning Board, and has been told the addresses that apply. He will be working on it.
4. He asked Council to let him know if they see any construction going on in town so he can make sure the owners are complying with the Zoning Ordinance.

Mayor Wobler addressed the issue that came up regarding the vote to rezone 100 S. Maple Street at the last Council meeting. He stated the vote was taken after he checked with the Zoning Board and was told that the property could be rezoned with just a motion/vote from Council. Upon receiving complaints from nearby residents, more research into the issue was done by the Zoning Inspector, and it was realized that the land could not be rezoned by just a vote of Council. However, the permitted uses under the R3 designation allows for public uses, and therefore, the property did not need to be rezoned at all (ORC 330.01). Collis made a motion to rescind her motion of rezoning 100 S. Maple Street from R3 to R2, Lyons seconded, and the motion passed unanimously. Mayor Wobler reiterated that the park will not have playground equipment, and will have a Veteran’s Memorial. Council decided to have a picture, of what they envision the park looking like, blown up and posted at the park so people can see what the actual plans are.

**Committee Reports:**  Mayor Wobler addressed the following concerning committee reports**:**

1. The Fire and EMS Committee suggested that the Fire Chief and EMS Coordinator only need to show up for one meeting each month. The proposal would give them the following alternatives: give the Mayor the information they want to convey, send an alternate in their place, or attend both meetings if they wish. Collis made a motion to accept the Fire and EMS Committees suggestion to allow the Fire Chief and EMS Coordinator the option of only attending one Council Meeting each month, and Zartman seconded. The motion passed with the vote being: Scheiner, yes; Miller, no; Zartman, yes; Lyons, yes; Head, yes; and Collis, yes.
2. At the Special Trustee Meeting to determine a new EMS Coordinator due to the resignation of Amber Schuerman, it was unanimous to recommend Sadie Litzenberg as the new EMS Coordinator. Lyons made a motion to accept Sadie Litzenberg as the new EMS Coordinator pending a six month probationary period, Collis seconded, and the motion passed unanimously.
3. It was also recommended at the Special Trustee Meeting to drop the EMS Captain position and allow for an Assistant EMS Coordinator. This recommendation comes due to the amount of work that is now required for the Coordinator to perform. They recommended Travis Zartman for the position of Assistant EMS Coordinator. Head made a motion to drop the EMS Captain position, to add the Assistant EMS Coordinator position, and to accept Travis Zartman as the Assistant EMS Coordinator. Scheiner seconded the motion, and the motion passed unanimously.

Councilwoman Collis updated Council on the following:

1. The Vision Board’s Quality of Life Committee is meeting on October 1st in order to discuss the various projects that have been approved pending donations. Representative Craig Reidel informed them of a Capital Budget Grant that has funds set aside for local projects. It is looking like the Buckeye Park project is toward the top of the list should the grant be received.
2. The next Vision Board meeting is being held on October 7th at the Payne Community Park’s pavilion.
3. She met with the representative from Vortex Aquatics. He gave her four examples of projects that can be done. The prices to install the concrete and equipment ranged from $76,200 to $96,000. She also stated that in order to install it at the main park, the Village would need to a larger overflow pipe installed in the pond due to the nature of the flow through system of the splash pads. Mayor Wobler stated that a NatureWorks grant would pay for some of it, however, the Village would have to fund the $40,000 overage, which is not possible at this time. Other Councilmembers stated that the upkeep would be too expensive and it would be difficult to keep it free of vandalism.

**Correspondence Letters:**

1. Mayor Wobler informed Council he received an Ohio EPA DWAF update which he gave to the BPA.
2. Mayor Wobler informed Council he received a flyer regarding an Integrated Planning Workshop being held on October 2nd, in Columbus, Ohio. He forwarded it to the BPA.
3. Mayor Wobler informed Council he received information from ODOT regarding a Statewide Transportation Improvement Program being held on October 1st at the Northwest State Community College campus, should anyone like to attend.

**Old Business:**

1. Mayor Wobler informed Council that seven benches have been ordered, and are on their way. Fessel Jewelers has agreed to do the plaques for the benches at no cost. They cost $410.00 should anyone want to purchase a bench.
2. Mayor Wobler informed Council that AEP has stated they are not responsible for the concrete in order to keep the metal pole on Merrin Street that is currently leaning. They are willing to replace the metal pole with a wooden one, but should the Village decide to keep the metal pole, then the Village would be responsible for repairing the concrete. Council decided to let AEP replace the metal pole with a wooden one.

**NEW BUSINESS:**

1. Mayor Wobler introduced Resolution 2019-O to Council for its third and final reading. Resolution 2019-O is a resolution certifying the levies and tax amounts to the County Auditor. President of Council, Austin Scheiner read Resolution 2019-O. Miller made a motion to accept Resolution 2019-O, Zartman seconded, and the motion passed unanimously.
2. Mayor Wobler informed Council that he went with Councilwoman Lyons and got the tree removal agreements signed with three West Merrin Street residents. This will allow the Village to remove the trees prior to the Safe Routes to School project beginning. He will be getting estimates for the removal of the trees, and all the trees have been marked. Councilwoman Collis asked if the trees were going to be replaced, and the Mayor stated they would be replaced.
3. Mayor Wobler informed Council that he has had residents complain about the tree branches being in the road on Fairfield Street. The branches were trimmed right after the new dump truck was purchased in late June/early July. He investigated the complaint that the tree branches are scraping the roofs of cars as they go down the street, but he only found tall weeds growing along the roadway, so he had the Street employee re-trim the weeds.
4. Mayor Wobler informed Council that the Fiscal Officer will be attending required training on Wednesday, October 16th, and Certified Public Records training on Tuesday, November 19th. Both are in the Toledo/Perrysburg area. The Village of Latty agreed to pay the $100.00 registration fee for the October 16th training, and the November 19th training does not have a registration fee. However, there is mileage to pay in the amount of $104.17, and she would like the Village of Payne to pay that as their portion of the training costs. Council agreed.
5. Mayor Wobler informed Council that the Event Committee is happy to announce the Halloween Harvest Event on October 26th. Kickoff starts at the park with flag football from 9 a.m. till 3 p.m. JEBZ Coffee will be there, and the Woodburn Lions Club will have doughnuts available for purchase. Puckerbrush will be sponsoring a pizza eating contest, and the Boy Scouts will be grilling hot dogs, and have chips, cookies, Gatorade, and cotton candy available. There will be live music, a life-size Jenga game, a nerf shoot-out, hoola-hoop pumpkin, and other games in which to participate. Trunk-or-Treat will be in the park in the afternoon, followed by the parade with judging at the Fire House, and then Trick-or Treat. There isn’t an age limit for either the Trunk-or-Treat, or the Trick-or-Treat. A flyer will be distributed soon with all the details and times for the events.
6. Mayor Wobler informed Council that he will be purchasing a truck load of pea gravel from Derck’s in order to put around the newly reset park benches, and to put in the playground.
7. Councilman Head commented that the dumpster that was behind the old grocery store is now on Bailey Street. Mayor Wobler stated he thought they were done with the dumpster a while ago, therefore, he will call the Meeks and see if it can be removed.

**BPA:** Mayor Wobler addressed the following concerning the BPA:

1. RCAPP field day is being held in Hicksville on Tuesday, October 1st. Al Wobler and Josh Fraley will be attending, and Councilwoman Collis plans to go after the Vision Board Quality of Life Committee meeting that is also being held on that day.
2. The Ohio EPA sent a Notice of Violation to Jarrod Childs, and a copy was sent to the Village of Payne, regarding the fact that there isn’t a logbook on site for the winter of 2018, while Winston Gross was on sick leave, and for the time Mr. Childs was the water operator on record after Mr. Gross retired, until Mr. Childs left the Village’s employment in July 2018. The EPA is asking for the logbook to be located and returned to the water plant as they are required to stay on site.
3. The SWCD stakeholder meeting, to discuss the Flat Rock Watershed, is being held on Thursday, October 17th at 1:30 p.m. at the Black Swamp Nature Center. They are looking to create a nine-element watershed plan for this area. The Mayor and Al Wobler will be attending, and information is available should anyone else want to attend.
4. Mayor Wobler stated the full $7500 that the Council okayed to be spent out of the Capital Projects fund to repair catch basins, will not be needed this year. He would like to see that amount set aside again for next year, and is requesting that $5,000 of the money for this year be allowed to be spent on replacing valves for the water system. Head made a motion to approve using $5000 of the original $7500 set aside for repairing catch basins to be used replacing water system valves, Zartman seconded, and the motion passed unanimously.
5. Councilman Miller asked about getting the catch basin fixed that is in front of his house. The lid is broken. Mayor Wobler stated he would send the Water Operator to check on it. Mayor Wobler also stated they are still jetting and cleaning the catch basins in town. The lids of the ones that have been cleaned have been painted yellow. The unpainted ones have yet to be cleaned, and the Sewer Operator has new lids with which to replace the broken ones.

**Good and Welfare:**

Mayor Wobler, Council, and the Benton and Harrison Township Trustees would like to thank Amber Schuerman for the great job she performed as the EMS Coordinator for the Village.

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

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

Miller moved to go into executive session for legal reasons at 8:14 p.m., and Zartman seconded. The motion passed unanimously.

Miller moved to go back into regular session at 8:41 p.m., and Zartman seconded. The motion passed unanimously.

With no further matters to discuss, Head moved to adjourn, Miller seconded, the motion passed unanimously, and the meeting adjourned at 8:42 p.m.

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Mayor Steve Wobler Fiscal Officer, Zoe McMaster