**RECORD OF PROCEEDINGS**

Minutes of The Regular Meeting

Held March 22, 2021, @ 7:00 P.M.

Council met in Regular session with Austin Scheiner, James R. Miller, Lora Lyons, Andrew Head, and Kevin Wannemacher present. Steve Wobler and Andrew Zartman were absent.

Council President Austin Scheiner presided over the meeting in the absence of Mayor Wobler.

Guests Present: Police Chief Rodney Miller, Fire Chief Jesse Hefner, EMS Coordinator Sadie Litzenberg, EMS Assistant Coordinator Travis Zartman, Zoning Inspector Tom Sinn and Priscilla Kadolph from the Paulding Progress.

The Minutes from the March 8, 2021, meeting were read, and approved as read.

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

 1. There have been fourteen runs this month.

2. If the Village receives money from the American Rescue Act, the EMS would be interested in purchasing a power load system for the backup squad.

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

 1. There have been six runs this month.

2. If the Village receives money from the American Rescue Act, the Fire Department would be interested in purchasing Haz Mat suits. The department would need a minimum of six suits and a maximum of eight suits. The cost of the suit is $800.00 and the boots are $105.00.

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

1. He has been working on junk and litter complaints. Chief Miller presented the Council with pictures of the complaints for them to review.

**Street: Council President Scheiner** reported to Council the following:

1. The Frontier telephone pole on West Merrin Street damaged by a tree that fell was scheduled to be repaired March 21, 2021 and has not been fixed. If it is not fixed tomorrow, Council President Scheiner will contact Frontier again.

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

1. He has made three trips to Payne. Two trips were for building permits.

2. Zoning Inspector Sinn asked if the next Zoning Committee Meeting scheduled for April 26, 2021, could be moved up because he is unable to attend that night. Council President Scheiner said he would check with the other committee members.

**Committee Reports: Council President Scheiner** reported the following:

1. The 2021 Easter Egg Hunt is scheduled for Saturday April 3, 2021 at 2:00 p.m. at the Payne Village Park with a lesson of the meaning of Easter to follow.

2. The Payne Event Committee meeting for March 16, 2021 at 7:00 p.m. in the Village Hall has been rescheduled for March 25, 2021 at 7:00 p.m. in the Village Hall. Anyone is welcome to attend with ideas.

**Correspondence Letters:**

1. Council President Scheiner read Council a thank you note that was received from Payne resident, Carol Brady, recognizing and thanking the Street Department for their snow removal this winter.

**OLD BUSINESS:**

1. Council President Scheiner presented Council with the estimates from Richland Roofing for the Village Hall roof. The first estimate was for $35,562.00. This estimate is for labor and material to remove the existing roof and install with the necessary wood blocking at walls and gutter edge to receive a new Carlisle .060 white TPO roofing system over ½” high density insulation. The price includes flashing to wall, roof vents, roof top unit and soil pipe. Also, two new gutters, four downs; all new 24 ga metal cap and a manufacturer’s 15 year total system warranty. The second estimate is for $29, 693.00. This estimate is for labor and material to remove wall flashings down to the existing roof leaving the existing VC tile cap. Then installing the necessary wood blocking at gutter edge to receive a new Carlisle .060 black EPCM roofing system over ½” high density insulation. Price includes flashing to wall, roof vents roof top unit and soil pipe. Also, two new gutter, four downs; all new term bar and manufacturer’s 15 year total system warranty. After a discussion, including using the $10,000.00 budgeted for the roof in the General Fund along with the $13,000.00 left from the purchase of the leaf machine that is in the Capital Improvement Fund, and other funds available in the Capital Improvement Fund, Councilman Head made a motion to accept the $35, 562.00 estimate from Richland Roofing. Councilman Miller seconded the motion and the motion passed unanimously.
2. Council President Scheiner informed Council that Lippincott has been working to get the toilet installations completed. When they working on the toilets at the Village Park concession stand today, broken water lines were discovered. The Water Department will replace the line to the utility room. Lippincott has agreed to solder the fitting for approximately $250.00. Councilwoman Lyons made a motion to have Lippincott perform the necessary repair for the approximate cost of $250.00. Councilman Wannemacher seconded and the motion passed unanimously.
3. Council President Scheiner presented Council the ODNR Capital Improvement Community Recreation/Conservation Project Agreement. Solicitor Matt Miller has given permission to sign the agreement while he researches an Affirmative Action Policy for the Village. Councilwoman Lyons made a motion to accept and sign the agreement. Councilman Miller seconded and the motion passed unanimously.
4. Council President Scheiner informed Council that the quote for the Raider emblem from West Bend News for the water tower is $350.00 printed and laminated without installation. The emblem will be 54” wide and 9’ tall. Three to four weeks lead time is needed.
5. Council President Scheiner reported that the Village signs were ordered from West Bend news today. Using wood posts to install the signs would cost approximately $800.00. The estimate for brick posts has not been received. A decision also needs to be made on the placement of the signs. Councilman Miller asked about adding signs at the Village entrances to recognize the Wayne Trace High School students who have won individual state titles in sporting events. Council President Scheiner said he would get a quote for the signs.
6. Council President Scheiner informed Council that Mark Holtsberry will be giving an updated quote for the fence at Buckeye Park due to material increases. After a short discussion, Council asked for the quote to include adding fencing on the west side of the park also. Council President Scheiner will call Mark to add the additional fencing.

**NEW BUSINESS:**

1. Council President Scheiner informed Council that a tree fell in the right of way on West Merrin Street on March 18, 2021. True Vine Tree Service was called to remove the tree from downed wires and clean up the tree in order to reopen the street. The approximate cost of the tree removal and cleanup is $2500.00. Councilman Head made a motion to pay True Vine Tree Service up to $2500.00 for the tree removal and cleanup. Councilman Miller seconded and the motion passed unanimously.
2. Council President Scheiner informed Council that RITA sent a letter requesting the Village to participate in a digital notification campaign to remind individual taxpayers of the municipal income tax filing. Councilwoman Lyons said she would be willing to add that to the Village Facebook page. Councilman Wannemacher made a motion to participate in the digital notification campaign. Councilwoman Lyons seconded and the motion passed unanimously.
3. Council President Scheiner informed Council that the Village has three tax levies that could be placed on the ballot this year. A .50 mill EMS levy expires this year. A 1 mill Police levy expires in 2022 and a 3 mill Street Light levy also expires in 2022. This is a reminder that these levies are coming up, no action is need right now.
4. Council President Scheiner introduced Resolution 2021-E, a resolution to provide enabling the “opt-in” feature of the Uniform Accounting Network that requires timely reconciliation of Village UAN ledgers with Village bank accounts. President of Council, Scheiner, read Resolution 2021-E. Councilman Wannemacher made a motion to accept Resolution 2021-E, Councilman Miller seconded, and the motion passed unanimously.
5. Council President Scheiner introduced Resolution 2021-F, a resolution to amend permanent appropriations to add the MARCs grant funds to the Fire Fund (2902), and declaring an emergency. Councilman Miller made a motion to suspend the rules, Councilwoman Lyons seconded, and the motion passed unanimously. President of Council, Scheiner, read Resolution 2021-F. Councilman Head made a motion to accept Resolution 2021-F, Councilman Wannemacher seconded, and the motion passed unanimously.
6. Council President Scheiner introduced Ordinance 2021-3, an ordinance updating the Salary Ordinance to offer health insurance for spouses and dependents of full time employees. The Ordinance was tabled.
7. Council President Scheiner informed Council that the American Rescue Act has passed and will be providing funds to the Village. The Defiance Crescent News printed that the Village will receive $220,000.00. The Village has not received guidance on how the funds may be spent. Council President Scheiner said he would contact the Paulding County Commissioners for information.

**BPA:** There was no report from the BPA

**Good and Welfare:**

The Payne Village Council would like to thank the Payne Fire Department, AEP Ohio and True Vine Tree Service for their help in cleaning up the fallen tree and power lines on West Merrin Street.

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

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

Councilwoman Lyons moved to go into executive session for personnel and legal reasons at 8:16 p.m., and Councilman Miller seconded. The motion passed unanimously.

Councilman Head moved to go back into regular session at 8:54 p.m., and Councilman Miller seconded. The motion passed unanimously.

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

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Payne Village Council President, Austin Scheiner Fiscal Officer, Rhonda Stabler