**RECORD OF PROCEEDINGS**

Minutes of The Regular Meeting

Held November 14, 2022, @ 7:00 P.M.

Council met in Regular session with Austin Scheiner, Jason Hower, Lora Lyons, Nancy Speice, Kevin Wannemacher and Jennifer Zartman present. Allen Wobler was absent.

Guests Present: Fire Chief Jesse Hefner, Police Officer Kyle Wobler, EMS Coordinator Travis Zartman and Adam Papin from the Paulding Progress.

The Minutes October 24, 2022 meetings were read. Councilwoman Lyons made a motion to approve the minutes. Councilwoman Zartman seconded and the motion passed unanimously.

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

1. There have been seven runs this month.
2. Schultz Automotive will be looking at the brakes on Squad 51.
3. The computer in the back of Squad 54 is not functioning. The price of a refurbished computer is $1,800.00. Coordinator Zartman explained that the computer is essential when transporting a patient. Councilman Wannemacher made a motion to purchase the refurbished computer for $1,800.00. Councilwoman Lyons seconded and the motion passed unanimously.
4. Coordinator Zartman stated that he is still waiting to receive the updated drug license with his name on it.
5. Mayor Scheiner stated that Michael Sturgess has completed and passed his classes to be an EMT. He is know eligible to receive one-half of this $500.00 bonus. Councilwoman Zartman made a motion to pay Michael Sturgess $250.00. Councilwoman Lyons seconded and the motion passed unanimously.

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

1. There have been seven runs this month.
2. The Fire & EMS meeting with the township trustees will be November 16, 2022 at 7:00 p.m. This meeting will serve as the quarterly meeting as well as the budget meeting.
3. Chief Hefner updated Council on repairs needed for the trucks. Jay Lamb is fixing the defroster on Truck #53. The leak on Truck #56 will be scheduled for repair. Also, 4 cascade bottles were tested at Van Wert Fire Equipment for $172.00.
4. Chief Hefner informed Council that he has received a quote for the generator repair. The cost is $2,254.96. Mayor Scheiner stated that the Fire Fund budget is tight. Councilwoman Lyons made a motion to pay $2,254.96 to repair the generator from the Capital Improvement Fund. Councilwoman Zartman seconded and the motion passed unanimously.
5. Chief Hefner informed Council that EDP Renewables has contacted him and indicated they will give the department a $5,000.00 grant. This is to thank the Fire Department for providing fire protection for the solar farm being built north of the Village.
6. Chief Hefner stated that they have applied for a grant for $14,636.00 for MARCs radio fees and for five new radios.
7. J&K will install the chips in the Fire/EMS radios on December 5, 2022. Also, J&K will be here tomorrow to look at a radio that is not working properly.

**Police Department: Police Chief Miller** was not present, **Officer Wobler** was present but did not have a report.

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

1. Street employee Josh Fraley resigned his position as a Class 3 Laborer on October 28, 2022. He gave one week notice and his last day of work with the Village was November 4, 2022. Councilwoman Zartman made a motion to accept Josh Fraley’s resignation. Councilwoman Lyons seconded and the motion passed unanimously.
2. Four applications for the Class 3 Laborer have been received. Mayor Scheiner stated that he plans to interview later this week.

**Zoning: Inspector Tom Sinn** was not present. **Mayor Scheiner** reported the following to Council:

1. The resolution to rezone the former Horney’s Trailer Court is ready and will be discussed in New Business.
2. The next Zoning Committee Meeting will be Monday December 12, 2022 at 6:00 p.m.
3. The Zoning Inspector position has been posted. Mayor Scheiner has received some interest but no applications have been received.

**Committee Reports:** **Mayor Scheiner** reported the following to Council:

1. Councilwoman Lyons updated Council on the progress at Buckeye Park. She stated that about one-third of the brick pavers were installed by the Girl Scouts and their parents, Nick Longardner and her husband and herself.
2. Mayor Scheiner informed Council that he has had more requests to rename Buckeye Park to include the words “Veterans” and “Memorial”. He has spoken to Bryce Stein at the West Bend News to get a price on updating for replacing the sign. He will have a update at the next meeting.

**Correspondence Letters:**

1. Mayor Scheiner reminded Council of EPA Compliance Letter that states that Council needs to complete the RCAP training by January 29, 2023.
2. Mayor Scheiner informed Council that OBM will have a Ohio Grants Summit on November 30 and December 1, 2022. Mayor Scheiner stated he was planning to attend one day and would ask Fiscal Officer Rhonda Stabler to attend the other day.
3. Mayor Scheiner provided Council with an annual letter from the Paulding Chamber of Commerce. The Mayor asked the Council to review the activities and programs they provide.

**OLD BUSINESS:**

1. Mayor Scheiner informed Council that Zoning Secretary Jill Treat and Fiscal Officer Rhonda Stabler went to ABM to look at a printer that could print legal size pages and specially that could scan the 17” books that house old ordiances and resolutions. ABM suggested renting a printer at the cost of $150.00 per month with a minimum of two months rental to take care of the scanning of the large books. There would also be a delivery/removal fee of $250.00. Councilman Zartman offered the copier/scanner at Mercer Landmark for the Zoning Secretary to scan the ordinances and resolutions. Mayor Scheiner and Council accepted Councilwoman Zartman’s offer and thanked her. Mayor Scheiner will inform the Zoning Secretary tomorrow. There is still the issue that the new printer will not copy legal size pages. ABM will be contacted again to see if we can upgrade the new printer.
2. Mayor Scheiner informed Council that he received a letter from the ODNR stating that the Village has conditionally been awarded funding for the Village Park for $8,672.00 for a Nature Works Grant. The funding is awaiting approval by the Controlling Board.
3. Mayor Scheiner informed Council that he spoke to Stacy Agler from AEP to discuss the power quality issues. She stated that a capacitor bank was installed on October 28, 2022 to assist with the power quality issues. She said that the Payne Substation rebuild should be completed by December 1, 2022. Stacy also has received the order for the additional two street lights in the Village.

**NEW BUSINESS:**

1. Mayor Scheiner presented the following Mayor’s Court statements for the Finance Committee for their signatures:

March 2022 $000.00

April 2022 $000.00

May 2022 $000.00

August 2022 $150.00

September 2022 $000.00

October 2022 $155.00

1. Mayor Scheiner stated that an email was receive asking the Village to participate in the 2022 Census of Governments. Councilwoman Lyons made a motion to participate in the 2022 Census of Governments. Councilwoman Zartman seconded and the motion passed unanimously.
2. Mayor Scheiner presented Council with the Mayor’s Court Fine Structure. Mayor Scheiner explained that the State Auditors noted that the fine structure was not approved by Council. After reviewing the structure, Councilwoman Lyons made a motion to accept the Mayor’s Court Fine Structure as presented by Mayor Scheiner. Councilwoman Zartman seconded and the motion passed unanimously.
3. Mayor Scheiner informed Council that part of the siding on the front of the Village Hall has fallen out. He has asked TAZ Construction to look at the siding to see what needs to be done to repair the area.
4. Mayor Scheiner discussed the December Council Meetings with Council. The meetings are scheduled for December 12, 2022 and December 26, 2022. Mayor Scheiner suggested having one meeting and moving it to December 19, 2022. This would be to allow Fiscal Officer Rhonda Stabler additional time to prepare the temporary appropriations after the budget meeting on December 3, 2022 and to allow Council an additional day to spend with family for the Christmas holiday. Council unanimously agreed to move the meeting to December 19, 2022 at 7:00 p.m. The change will be posted to inform the public.
5. Mayor Scheiner informed Council that the State Auditors have stated that the Village needs to pass an annual resolution allowing any income tax funds to be transferred from the General Fund to other funds by the Fiscal Officer. There must also be a motion made monthly for the transfers. Village Solicitor Hyman is preparing a resolution.
6. Mayor Scheiner asked Council if they would like to schedule an exit meeting with the State Auditors or if they would prefer to have the information emailed to them and waive the exit meeting. After a short discussion, Council decided they would like to schedule an exit meeting. Mayor Scheiner will contact Brenda Troyer when the audit is complete to schedule the exit meeting.
7. Mayor Scheiner introduced Resolution 2022-CC, a resolution amending the zoning code for the Village of Payne and declaring an emergency. Councilwoman Zartman made a motion to suspend the rules, Councilwoman Lyons seconded and the motion passed unanimously. President of Council, Lyons, read Resolution 2022-CC. Councilman Zartman made a motion to adopt Resolution 2022-CC, Councilman Lyons seconded and the motion passed unanimously.

**BPA:** **Mayor Scheiner** reported the following to Council:

1. Mayor Scheiner stated that he contacted Poggemeyer Design to inform them that the EPA is requesting the Plainfield Waterline Replacement project be completed by March 31, 2023. Poggemeyer Design will contact Fenson Construction to inform them of the request.
2. There is no update on the funding for the meter replacement or for the Merrin Street Waterline Replacement.

**Good and Welfare:**

Mayor Scheiner and Council would like to thank the Village of Payne Fire/EMS Department for hosting the costume judging as part of the Village of Payne Trick or Treat activities.

Mayor Scheiner and Council would like to thank the voters of the Village of Payne for passing the Police and Fire Equipment levies that were on the November 8, 2022 ballot.

Mayor Scheiner and Council would like to thank Girl Scout Troop 20508 and their parents, Nick Longardner of Flat Rock Concrete and Billy and Lora Lyons for their help in setting the pavers in the walkway at Buckeye Park.

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

Councilman Wannemacher moved to approve the payment of bills presented, Councilman Hower seconded, and the motion passed unanimously.

Councilwoman Speice moved to go into executive session for personnel and legal reasons at 8:14 p.m., and Councilwoman Lyons seconded, and the motion passed unanimously.

Councilman Wannemacher moved to go back into regular session at 8:52 p.m., and Councilwoman Lyons seconded, and the motion passed unanimously.

With no further matters to discuss, Councilwoman Zartman moved to adjourn, Councilman Wannemacher seconded, and the motion passed unanimously, and the meeting adjourned at 8:52 p.m.

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Mayor Austin Scheiner Fiscal Officer Rhonda Stabler