**RECORD OF PROCEEDINGS**

Minutes of The Regular Meeting

Held November 13, 2023, @ 7:00 P.M.

Council met in Regular session with Lora Lyons, Annette Danner, Jason Hower, Nancy Speice, Kevin Wannemacher, Allen Wobler and Jennifer Zartman present.

Guests Present: Police Officer Brandon Shuherk, Fire Chief Jesse Hefner, Assistant EMS Coordinator James Weaver, Newly Elected Councilman for 2024 Brad Bohland, Street Department employee Randy Miller and Tracy Hower from the Tri-County Crisis Center.

The Minutes from the October 9, 2023 meeting were read. Councilwoman Danner a motion to approve the minutes. Councilman Hower seconded and the motion passed unanimously.

Interim Mayor Lyons welcomed Street Department employee Randy Miller. Randy explained the state of the brush pile. He explained that it would be nearly impossible to mulch the amount of brush with the Village chipper. Council suggested getting a quote to have Go Green from Van Wert do the mulching. Councilman Wobler suggested getting a box for the chipper. Randy will talk to Thomas Zuber about fabricating a box and get a quote. Council discussed setting a day for the last day of leaf pickup. After a brief discussion, Interim Mayor Lyons stated that the last day for leaf pickup will be Friday December 1, 2023. Interim Mayor Lyons will post the date on Facebook. Randy asked for permission to purchase hi vis jackets and bibs for himself and Brant Heck. Councilman Wobler made a motion to purchase jackets and bids for a cost up to $100.00 for each employee. Councilman Hower seconded and the motion passed unanimously.

Interim Mayor Lyons welcomed Brad Bohland who was elected to the Council on November 7, 2023. Brad will take office January 1, 2024.

Interim Mayor Lyons welcomed Tracy Hower from the Tri-County Crisis Center. Tracy explained her position and described the services the crisis center offers, especially for the homeless and those suffering with substance abuse.

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

1. There have been three runs this month and one missed run.
2. The quote for a new ambulance is expected by the end of the week. He stated that he did find out that purchasing a demo ambulance would cost between $360,000.00 and $370,000.00. Also, to remount the older ambulance would cost about $20,000.00 less than purchasing a new one.

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

1. There have been four runs this month.
2. Chief Hefner stated that Truck 52 had to have a battery replaced for approximately $400.00.
3. Chief Hefner stated that they have not been able to find another fire department to split the shipping cost for the new foam. They are in need of five buckets at approximately $184.75 each plus shipping of $59.50.
4. Chief Hefner recommended raising Assistant Chief Gary Gasser’s monthly salary to make the Assistant EMS Coordinator. His pay would increase from $71.51 per month to $163.47. He stated that he is recommending the increase due to the amount of time the Assistant Chief devotes to the position and the time he spends helping apply for grants. Interim Mayor Lyons stated that the increase would need to be discussed with the Benton and Harrison Township Trustees at the budget meeting on Saturday December 2, 2023 at 9:00 a.m.

**Police Department:** **Police Chief Miller** was not present. **Interim Mayor Lyons** reported the following to Council:

1. The tires have been replaced on Chief Miller’s cruiser.

**Street:** **Interim Mayor Lyons** reported the following to Council:

1. A resident inquired about hunting at the lagoons. Interim Mayor Lyons stated that she told the resident hunting is not allowed on Village property.

**Zoning: Zoning Inspector Gonzales** was not present.  **Interim Mayor Lyons** reported the following to Council:

1. Two new members are needed for the Zoning Committee.
2. Scott Straley will look a the survey for 301 West Oak Street to see if the fence is on the property of a neighbor. The neighbor says the survey stakes were pulled prior to the installation of the fence. If a survey cannot be found, an estimate for a new survey will be done.
3. Zoning Inspector Gonzles and Zoning Secretary Jill Treat are investigating a fence that was installed at 412 Maple Street without a permit. A certified letter is being sent to the property owner.

**Committee Reports:**

1. Interim Mayor Lyons reported the Fire/EMS Meeting was held on October 25, 2023. A decision was not made on the purchase of a new ambulance. At the budget meeting on November 4, 2023, it was decided that the Village would start putting back $56,250.00 per year for the Village portion of a new ambulance. This will start with the 2024 budget.
2. Interim Mayor Lyons reported the budget meeting on November 4, 2023 went well. Temporary appropriations for 2024 will be ready for approval at the December Council Meeting.
3. A grant request has been submitted to the Paulding County Are Foundation for building repairs at the Village Park as well as for a playground boarder and additional games.

**Correspondence Letters:**

1. Interim Mayor Lyons reported that annual membership fee is due to the Ohio Municipal League. Dues are $470.00. Councilwoman Zartman made a motion to pay the $470 membership fee. Councilwoman Speice seconded and the motion passed unanimously.
2. Interim Mayor Lyons informed Council that there is a Mayor’s Conference on November 20, 2023.

**OLD BUSINESS:**

1. Interim Mayor Lyons informed Council that the paving at State Route 613 and State Route 500 has been completed.
2. Interim Mayor Lyons also informed Council that the Village Park restrooms and concession stand have been winterized and new toliets installed in the Village Hall and Water/Sewer Department. Both services were provided by Lippincott.
3. Interim Mayor Lyons reported that two trees on Merrin Street have been cut down by True Vine Tree Service as well as one tree near State Route 613 and State Route 500 trimmed.
4. Interim Mayor Lyons reported that there has been a delay in getting the new cell phones ordered for the Street and Water Departments. Fiscal Officer Rhonda Stabler will order them on Wednesday.
5. Interim Mayor Lyons and Councilman Wobler reported that Johnny Schwartz is hoping to get the posts in soon the for pavilions or sunshades being funded with the ODNR grant.

**NEW BUSINESS:**

1. Interim Mayor Lyons informed Council that Zoning Secretary Jill Treat’s huband, Bill, has been cleaning the Village Hall and he does not want to continue cleaning. Councilwoman Zartman made a motion to post the cleaning of the Village Hall for bids.
2. Interim Mayor Lyons informed Council that the second meeting in December is Christmas Day. She asked if Council would consider having one meeting in December on December 18, 2023. Councilwoman Zartman made motion to have one meeting in December on December 18, 2023 and cancel the meetings on December 11 and December 25, 2023. Councilman Wobler seconded and the motion passed unanimously. Interim Mayor Lyons will post the change on Facebook and Fiscal Officer Rhonda Stabler will place an ad in the Paulding Progress stating the change.
3. Interim Mayor Lyons introduced Ordinance 2023-9, an ordinance for the purpose of allocating and authorizing funds transfers and distributions from the General Fund and declaring an emergency. Councilman Wobler made a motion to suspend the rules. Councilwoman Zartman seconded and the motion passed unanimously. President of Council, Speice, read Ordinance 2023-9. Councilman Zartman made a motion to adopt Ordinance 2023-9. Councilwoman Danner seconded and the motion passed unanimously.
4. Interim Mayor Lyons introduced Resolution 2023-U, a resolution accepting the petition for annexation of the James and Jane Linder property described in annexation petition #4-23 and declaring an emergency. Councilwoman Danner made a motion to suspend the rules. Councilwoman Zartman seconded and the motion passed unanimously. President of Council, Speice, read Resolution 2023-U. Councilwoman Zartman made a motion to adopt Resolution 2023-U. Councilman Wobler seconded and the motion passed unanimously.
5. Interim Mayor Lyons introduced Resolution 2023-V, a resolution accepting a donation of real property from Mercer Landmark, Inc., and declaring an emergency. Councilwoman Speice made a motion to suspend the rules. Councilwoman Danner seconded. Councilmen Hower, Wannemacher and Wobler voted yes. Councilwomen Danner and Speice voted yes. Councilwoman Zartman abstained. President of Council, Speice, read Resolution 2023-V. Counciwoman Danner made a motion to adopt Resolution 2023-V. Councilman Wobler seconded. Councilmen Hower, Wannemacher and Wobler voted yes. Councilwoman Danner and Speice voted yes. Councilwoman Zartman abstained.
6. Interim Mayor Lyons introduced Resolution 2023-W, a resolution to amend appropriation for the EMS Fund (2901), Fire Equipment and Maintenance Fund (2902) and the Police Fund (2903) and declaring an emergency. Councilwoman Zartman made a motion to suspend the rules. Councilman Wobler seconded and the motion passed unanimously. President of Council, Speice, read Resolution 2023-W. Councilwoman Speice made a motion to adopt Resolution 2023-W. Councilwoman Danner seconded and the motion passed unanimously.
7. Interim Mayor Lyons stated that she would not introduce Ordinance 2023-10 until after the Fire/EMS Meeting with the Benton and Harrison Township Trustees due to the earlier conversation regarding the salary of the Assistant Fire Chief.
8. Interim Mayor Lyons informed Council that Zoning Secretary Jill Treat took several old books of minutes to the Hubbard Company in Defiance to be bound at a cost of $390.00. Councilwoman Speice made a motion to approve the cost of binding the books. Councilwoman Zartman seconded and the motion passed unanimously.
9. Interim Mayor Lyons informed Council that the Village will have a Waterwater Combined Sewer Overflow Inspection on November 15, 2023. Water/Sewer Operator Brant Heck is prepring for the inspection.
10. Interim Mayor Lyons asked Council if they were interested in making a counter offer for the 25 acres of land that is proposed for a new well field and water plant. The previous offer of $14,000.00 per acre was not accepted by the owner. The owner counter offered $20,000.00. Councilwoman Danner made a motion to offer $15,000.00 per acre. Councilwoman Zartman seconded and the motion passed unanimously.
11. Interim Mayor Lyons asked Council for their thoughts on creating a Village Administrator position. After a short discussion, it was decided to announce a time and invite Village residents for a discussion.
12. Interim Mayor Lyons informed Council that the Wayne Trace Art Department is offering banners at no cost to Wayne Trace Veterans, Active-Duty Reserve and National Guard members to recognize their service and to be hung in the communities from Memorial Day to Veterans Day. There is information on the Wayne Trace Local Schools website or by contacting Angie Stokes at Wayne Trace High School. Interim Mayor Lyons stated that she is planning to inform those who purchased bricks at Buckeye Park about the banners.
13. Interim Mayor Lyons reported to Council that she received an email and form from AEP to be completed in order to provide electric service to James and Jane Linder. AEP is requesting a copy of the deed for the street in Young Acres. Interim Mayor Lyons informed Council that since we do not have a deed, she has forwarded the information to Village Solicitor Shane Lee.
14. Interim Mayor Lyons informed Council that there is a Capital Budget Grant available. She has discussed with Estee Miller at Maumee Valley Planning if the Village would be eligible for LED street lighting through this grant.

**BPA: Interim Mayor Lyons** reported the following to Council:

1. The Hyman Street repair is complete. Dangler Excavating hopes to do the paving before the asphalt plant closes for the winter.
2. The water meter replacement is complete. Brant Heck and Lindsay Moore are scheduled to complete training with EJ Prescott.

**Good and Welfare:**

1. Interim Mayor Lyons and Council would like to thank the Fire/EMS Department for their involvement with the Halloween events in the Village. They provided an escort for the Wayne Trace Payne Elemenarty School parade and October 25, 2023 and hosted the Halloween Costume Contest during the Trick or Treat festivities in the Village on October 28, 2023.
2. Interim Mayor Lyons and Council would like to thank the Village of Payne voters for their support of the 1.7 mil Fire Equiment levy that passed on the November 7, 2023 election.
3. Interim Mayor Lyons stated that the Event Committee is planning the Village Jolly Jamboree beginning at 5:00 p.m. on December 2, 2023.

Councilwoman 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, Councilwoman Danner seconded, and the motion passed unanimously.

With no further matters to discuss, Councilwoman Danner made a motion to adjourn, Councilwoman Zartman seconded, and the motion passed unanimously, and the meeting adjourned at 8:38 p.m.

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Interim Mayor Lora Lyons Fiscal Officer Rhonda Stabler