RECORD OF PROCEEDINGS

Minutes of The Regular Meeting

June 23, 2025 @ 7:00 P.M.

Council met in Regular session with Lora Lyons, Brad Bohland, Jason Hower, Jennifer Zartman, Nancy Speice and Allen Wobler present. Priscilla Kadolph was absent.

Guests Present: Charles Dugan

Mr. Dugan worked on getting an estimate from Schultz automotive to show that if the work had been done at a repair shop, it would have been more than $500. He provided a copy of the estimate to Councilman Wobler showing $5,744 related to vehicle damage on tile line. The estimate was obtained from Schultz Automotive. There are no physical receipts available. Concerns were raised regarding payment without receipts due to audit risk. For clarification, purchase orders require attached receipts to them.

The Minutes from the June 9, 2025 meeting were read. Councilwoman Speice made a motion to approve the minutes. Councilman Hower seconded. Councilmen Bohland, Hower and Wobler voted yes. Councilwomen Zartman and Speice voted yes. Motion passed.

**EMS: EMS Coordinator Lyons** was not present and **Mayor Lyons** reported the following to Council:

1. There have been seventeen runs this month and no missed runs.
2. Mayor Lyons stated that EMS classes are still ongoing. She stated that EMS Coordinator Lyons was inquiring if a student had to repay the Village if they dropped out prematurely from the classes. They are currently struggling to keep up and felt it was too much to do right now. Councilwoman Speice stated in the past they have always required repayment if they do not complete the course. Council briefly discussed the course requirement, stating that it was 3 nights a week and some weekends to fit the course into 3 months.

**Fire Department: Chief Hefner** was not present. **Mayor Lyons** reported the following to Council:

1. There have been three runs and no missed runs this month.
2. Mayor Lyons informed Council the Kleinfelder update for the building permits. The Mannick Smith Engineers estimate is $30,600, and the Kleinfelder’s estimate is $29,300.
3. Council discussed the overall cost far exceeds what the village had anticipated paying and stated that perhaps they needed to wait until next year to be able to budget more funds to the project.
4. Council discussed the pool filling incident with a resident on West Merrin Street. Mayor Lyons informed council that the Fire Department is no longer filling pools.

**Police Department:** **Police Chief Miller** was not presentand there was nothing to report.

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

1. Mayor Lyons stated that Brooks Paving is finishing up the project. Progress is slow due to the weather. Brooks should be finishing work on Dallas, S. Laura, and Zachary streets.
2. Council was presented with the basketball court and walking path quotes for the park. Mayor Lyons stated she reached out to Steve Moore of M&M Asphalt to quote redoing the walking path and the basketball court. Prior quotes came in at $66,000 and another at $120,000 for the path only.
3. Mayor Lyons stated that the catch basin near the gas station is to be repaired from the highway fund with has $15,000. The sinkhole by the library was also addressed. Brooks may be willing to complete the job. She will follow up with them. Dallas street had some damage due to the paving company. Council discussed using capital improvement to help cover that cost.
4. All four digital speed signs are now hung thanks to Water Operator Heck and Councilman Wobler.
5. Council was presented a quote of $7,800 for eight benches and eight trash cans from Pawsome Patio Supplies, which is an Amish owned business. Council was good with this quote. Mayor Lyons was going to reach out to the chamber to see what they are willing to commit and also about seeing if any businesses would like to sponsor the benches.

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

1. The cleanup on E Merrin St was acknowledged. A letter and photos have been sent to the homeowner due to potential structural damage along with some material on how to apply for assistance.
2. Council reviewed the ordinance. No specific code on siding condition; land bank restrictions confirmed. Zoning Secretary Treat was going to review the Village of Antwerp’s zoning for their buildings. Mayor Lyons stated she spoke with Tim Copsey at Economic Development and MVPO-Landbank grand does not tear down building, but they will include buildings on homes that were approved for removal.
3. Council discussed with Kyle Mower on the school property and the hospital office build. The school really only wants the deal if the hospital takes all four acres, but the hospital is not interested in all four acres. They are currently looking at new options for land including Homier’s vacant parking lots. Councilwoman Speice stated that property is already zoned for a business, so it would be a smoother process for the Hospital.
4. Council discussed the Chicken Survey. Currently, there have been 120 surveys taken. 78 have said yes, 30 have said no, and 12 provided additional suggestions. The deadline for surveys aligns with quarterly zoning meeting (4th Monday in July).

**Committee Reports:**

1. The donation bin is still having ongoing issues with clothing being dropped off. Mayor Lyons stated she has a volunteer creating a “No Clothing” sign. Mayor Lyons also stated that Patty Lee volunteered some time to clean it up and thanked her for her efforts.

**Correspondence Letters:**

1. Mayor Lyons reported that Rock the Block will be held in the Village on September 13 and 14, 2025. The Event Planning Committee will meet June 19, 2025 at 7:00 p.m. in the Village Hall.

**OLD BUSINESS:**

1. Mayor Lyons informed council that Paulding Putnam Electric Coop is moving forward quickly with the fiber internet. Councilman Hower stated he saw them doing work outside of town towards the West. Metalink stated they would begin work in Payne by the end of June. However, Mayor Lyons stated that she hasn’t heard anything from the contractors and was told Payne’s project would begin after Antwerp’s, and Antwerp’s was not started yet.
2. The “Slow – Children at Play” signs on 603 N Laura St have been completed.
3. The tree risk assessment for the Buckeye tree at the park will be discussed for removal when the time gets closer. The department of Forestry recommended forming a Tree Committee. Councilman Bohland agreed to be on the committee. Council wanted to see if Councilwoman Kadolph was interested as well. Mayor Lyons stated that there is a Grant available for planting trees that is due August 8th. She is going to connect the tree committee with the Department of Forestry to create a plan. Mayor Lyons is going to add the tree plan and assessment to the Village Website.
4. Brooks Paving has started working on Laura and Zachary St today. They will work on Dallas tomorrow. Arturus and Fairfield streets are done. The sinkhole on Merrin street by the library is being looked into, and Brooks may be able to repair it. There was a camera put into the spot by the gas station to see what is going on, and the catch basin needs repaired. This can be paid out of the street highway fund as it has $15,000 in there. Danglers is looking at doing the repair.

**NEW BUSINESS:**

1. Mayor Lyons informed council of the Townline waterline bid with Fenson Contracting coming in at $329,000. There is an OPWC grant up to $195,305 along with an OPWC Loan for $195,305. Council and BPA discussed using the income tax to help cover some of these infrastructure items. Currently, they are budgeting $75,000 per year for infrastructure. To help with upcoming projects they may consider doing more as well. Councilwoman Zartman motioned to suspend with Councilman Bohland seconding the motion. Motion approved. Then, Councilwoman Zartman motioned to approve with Councilman Bohland seconding that motion. Motion approved as well.
2. Mayor Lyons gave an update on the sidewalk grant for Orchard Street. Flatrock Concrete won the bid at $110,000. We are missing a pre-construction video, which Nick is willing to do one. Mayor Lyons needs to see if that’s allowable since it wasn’t done at the time of the bid. Council discussed and would like the project to go to Flatrock Concrete.
3. Mayor Lyons stated that the Safe Routes to School for the Village of Payne was awarded for Fiscal Year 2028. Safe Routes to School is providing $400,000 for Foreaker, Plainfield, East Oak, and East Merrin streets.
4. Mayor Lyons went over the salary ordinance. Class 1 Laborer and Class 2 Laborer wage has been discussed and moved to increase Class 1 laborer to $13.00 an hour and Class 2 Laborer to $15.00 an hour. Councilwoman Zartman motioned yes with Councilman Hower seconding that motion. Motion passed.
5. PTO was discussed with council as well. Council stated that since part time already has several days off during the week, they did not feel PTO was merited for part time workers. Fiscal officer pay was also discussed, and council would like to wait toward the end of the probationary period to discuss increasing the wage.
6. Mayor Lyons discussed Lippert’s to add paint onto roads. Griffin Pavement Striping was brought up by the street committee. Council discussed reviewing the roads to see which ones needed repainting. Councilman Bohland was going to work on creating a list over the next few days. Once the list is created, Mayor Lyons is going to reach out to Griffin Pavement for a quote.

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

1. Mayor Lyons discussed the WWTP.TP.
2. Mayor Lyons went over the pope at the water plant. It will cost $8,800, which will come out of capital improvements. Councilman Bohland motioned to approve with Councilman Hower seconding the motion. Motion passed.

**Good and Welfare:**

Mayor Lyons and Council would like to thank Councilman Wobler for donating time to hang the digital speed signs.

Mayor Lyons and Council would also like to thank Patty Lee for volunteering time to clean up the donation stand.

Councilwoman Zartman motioned to approve the financial reports from the Fiscal Officer. Councilman Bohland seconded the approval. Motion passed.

Councilwoman Zartman moved to approve the payment of bills presented, Councilman Wobler seconded. Motion passed.

With no further matters to discuss, Councilwoman Zartman made a motion to adjourn, Councilman Wobler, and the motion passed unanimously, and the meeting adjourned at 8:35 p.m.

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Mayor Lora Lyons Fiscal Officer Cassie Wright