RECORD OF PROCEEDINGS

Minutes of The Regular Meeting

December 29, 2025 @ 6:00 P.M.

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

Guests Present: Brant Heck, Andy Head, Jarrod Childs, Lindsay Moore, Ray Speice, and Jason Miller

The Amended Minutes from the November 10, 2025 meeting were read. Councilwoman Speice motioned to approve the minutes. Councilman Wobler second the motion. Motion passed. The Minutes from the November 24, 2025 meeting were read. Councilwoman Kadolph motioned to approve the minutes. Councilwoman Zartman second the motion. Motion passed.

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

1. There are 13 runs reported for this month with 0 runs being missed.
2. EMS Coordinator Lyons has applied for the BWC Grant for the Lucas System for $17,000.00.
3. The Area Foundation has approved a Grant for $10,000.00 for the Lucas System.
4. The total for the Lucas System is $22,709.30. If the BWC Grant is awarded, EMS Coordinator Lyons may ask to use the excess funds for accessories for the jaws that were purchased.

**Fire Department: Chief Hefner** was not present and **Mayor Lyons** reported to Council:

1. There was 1 run for the month.
2. There is a Quarterly Fire/EMS meeting scheduled for March 24, 2026 at 6:00 PM.
3. The Jaws have been purchased, and there is $500.00 still needing covered for payment.
4. Mayor Lyons asked to have the $500.00 paid by the general fund. Councilman Wobler motioned to pay from the general fund. Councilwoman Kadolph second the motion. Motion passed.

**Police Department:** **Police Chief Miller** was not present and Mayor Lyons presented to council:

1. The official retirement date for Police Chief Miller is set for March 3, 2026. Mayor Lyons would like applications received by January 31st with interviews following in February.
2. The Chief of Police job listing needs to be advertised. Councilman Wobler motioned for the approval of the listing. Councilwoman Kadolph second the motion. Motion passed.
3. The Evening Officer job listing needs to be advertised as well. Councilwoman Kadolph motioned the approval of the listing. Councilman Hower second the motion. Motion passed.

**Street:** **Mayor Lyons** presented to council:

1. Randy Miller has a quote for Truland for headlights and labor to install for the truck for $1,194.80 for parts and $110.00 for labor. Councilman Wobler motioned to approve the quote. Councilman Hower second the motion. Motion passed.

**Zoning: Zoning Inspector Sinn** was not present and **Mayor Lyons** presented to council:

1. Bruce Essex is interested in the Zoning Inspector position.
2. The 2026 Zoning Meeting Schedule is as follows:

* January 26, 2026 @ 6:00 PM
* April 27, 2026 @ 6:00 PM
* July 27, 2026 @ 6:00 PM
* October 26, 2026 @ 6:00 PM

**Committee Reports:** Nothing to report

**Correspondence Letters/Community Events:** Nothing to report

**Old Business:**

1. The Fire/EMS budget meeting on December 13, 2025 at 10:00 AM went well. Fire Chief Hefner and EMS Coordinator Lyons presented what upcoming items will be needed to the townships. Cassie Wright presented the revenues and appropriations to the townships as well. The townships requested their annual invoices for their contracts.
2. The Ohio Gas meeting on December 16, 2025 at 10:00 AM informed Mayor Lyons that the agreement renewal is in 2029. They will send an updated agreement a year out, and the agreement is typically for 10 years.

**NEW BUSINESS:**

1. The nominations for the open council positions are Robert Burkley, Priscilla Kadolph, and Allen Wobler. Councilwoman Zartman motioned for Priscilla Kadolph to be on council. Councilman Hower second the motion. Motion passed 4-1. Councilwoman Zartman motioned for Allen Wobler to be on council. Councilman Hower second the motion. Motion passed 4-1. Councilwoman Kadolph, Councilman Wobler, and Councilman Miller were sworn in.
2. The nominations for the BPA position are Robert Burkley and Jarrod Childs. The BPA members have nominated Jarrod Childs. Councilwoman Speice motioned to accept the nomination. Councilman Hower second the motion. Motion passed. BPA President Jarrod Childs was sworn in.
3. The ODNR Department of Forestry Meeting on December 22, 2025 informed us that there needs to be a certified member that works for the village to remove and plant the trees for the grant.
4. The Subcontractor Agreement for Metalink has been updated to change the language from “5 years” to “from the discovery of any damage”. Councilwoman Kadolph motioned to approve. Councilwoman Zartman second the motion. Motion passed.
5. The council committee selections were brought up for review. They can be finalized at the next meeting.
6. The SRTS needs the Engineer selection to start the process. Councilwoman Zartman motioned to nominate Kleinfelder’s. Councilwoman Kadolph second the motion. Motion passed.
7. The Village has purchased a Double Walled Tank from Mercer Landmark. Councilwoman Speice motioned to pass the purchase. Councilwoman Kadolph second the motion. Motion passed 5-1 with Councilwoman Zartman abstaining.
8. Resolution 2025-X for moving funds to pay EMS personnel was presented to council. Councilwoman Zartman motioned to suspend. Councilwoman Kadolph second the motion. Motion passed. Councilman Bohland motioned to approve the resolution. Councilman Hower second the motion. Motion passed.
9. Resolution 2025-Y for moving funds to pay water personnel was presented to council. Councilwoman Zartman motioned to suspend. Councilwoman Kadolph second the motion. Motion passed. Councilwoman Speice motioned to approve the resolution. Councilwoman Zartman second the motion. Motion passed.
10. Resolution 2025-Z for moving funds to pay sewer personnel was presented to council. Councilwoman Zartman motioned to suspend. Councilwoman Kadolph second the motion. Motion passed. Councilman Bohland motioned to approve the resolution. Councilwoman Kadolph second the motion. Motion passed.
11. Resolution 2025-AA for paying OPERS for the sewer fund was presented to council. Councilwoman Zartman motioned to suspend. Councilwoman Kadolph second the motion. Motion passed. Councilman Bohland motioned to approve the resolution. Councilwoman Speice second the motion. Motion passed.
12. Resolution 2025-BB for moving funds to pay OPERS for the water fund was presented to council. Councilwoman Zartman motioned to suspend. Councilwoman Kadolph second the motion. Motion passed. Councilwoman Zartman motioned to approve the resolution. Councilwoman Kadolph second the motion. Motion passed.
13. Resolution 2025-CC for moving funds to pay Anthem for the street fund was presented to council. Councilwoman Zartman motioned to suspend. Councilwoman Kadolph second the motion. Motion passed. Councilman Bohland motioned to approve the resolution. Councilwoman Kadolph second the motion. Motion passed.
14. Resolution 2025-DD for moving funds to pay life insurance for the water fund was presented to council. Councilwoman Zartman motioned to suspend. Councilwoman Kadolph second the motion. Motion passed. Councilwoman Zartman motioned to approve the resolution. Councilwoman Kadolph second the motion. Motion passed.
15. Resolution 2025-EE for increasing the appropriations for the payment of the jaws through the general fund and the Townline project through the water distribution improvements fund. Councilwoman Zartman motioned to approve. Councilman Bohland second the motion. Motion passed.
16. Ordinance 2025-10 Temporary Appropriations was presented to council. Councilman Bohland motioned to suspend. Councilman Wobler second the motion. Motion passed. Councilman Wobler motioned to approve the Temporary Appropriations. Councilman Hower second the motion. Motion passed.
17. Salary Ordinance 2025-Amended was presented to council for a 5% increase for employees. Councilwoman Zartman motioned to suspend the previous salary ordinance. Councilwoman Kadolph second the motion. Motion passed. Councilman Bohland motioned to approve the salary ordinance. Councilwoman Zartman second the motion. Motion passed.
18. Mayor Lyons asked for a motion that the RITA Income tax be transferred by 80% for $110,000 to police, $40,000 to EMS, and the rest to Capital improvements. Councilman Hower motioned to accept the 80% transfer of funds. Councilwoman Speice second the motion. Motion passed.
19. The proposal to change the Parkway Street name to Copsey Drive is pending to next meeting.
20. The T-Mobile Grant for the walking path has been submitted for $45,330. Councilwoman Speice has motioned to submit the grant. Councilman Bohland second the motion. Motion passed.
21. The signs at the Payne Park are currently pending. The Chamber is wanting to partner with the Village.

**BPA: Mayor Lyons** reported to council:

1. Brant has requested to move his last vacation day to be used in 2026. Councilwoman Speice motioned to approve. Councilwoman Kadolph second the motion. Motion passed.
2. The Youngs Addition water and sewer line for Bowman was presented with estimates for Dangler’s. There are currently estimates for Dangler, Bowman, and Fenson. Dangler is estimating $66,100 for sewer and $70,000 for water. Fenson’s quote was over the threshold. Ryan Bowman will be given an agreement to review and selecting an estimate is currently pending until he reviews the agreement.
3. Kleinfelder’s estimate to update the design for the water plant is $5,750, which includes helping with the permits. Councilwoman Zartman motioned to approve the estimate. Councilwoman Kadolph second the motion. Motion passed.
4. Kleinfelder’s, council, and the BPA discussed the breakdown of phase 1 and 2 to figure out what all needs done with the water plant. The Village needs a village wide survey to help look for Grants. The start for applying for the grants will be bumped to start April 1st.

**Good and Welfare:**

Thank you to the Payne Ministerial Association for the hard work on Jolly Jamboree and the businesses that participated!

Councilman Bohland motioned to approve the financial reports from the Fiscal Officer. Councilwoman Kadolph second the motion. All voted yes. Motion passed.

Councilwoman Zartman motioned to approve the payment of bills presented. Councilwoman Kadolph second the motion. All voted yes. Motion passed.

With no further business, Councilwoman Speice moved to adjourn. Motion second by Councilman Hower. Meeting adjourned at 8:00 P.M.

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Mayor Lora Lyons Fiscal Officer Cassie Wright