

**Village of St. Paris  
Council Meeting Minutes  
October 20, 2025**

**Invocation:**

The invocation prayer was led by Councilor Curran.

**Call to Order:**

The meeting was called to order at 7:00 PM, followed by the Pledge of Allegiance to the Flag.

**Roll Call:**

Roll call was taken by Mayor Susan Prince. Present were Councilors Terry Ervin II, Tony Hoyt, Drake Huffman, Joe Curran, and Steve Lett. Councilor Frank Blair was absent. Also present were Village Administrator Jay Lewis, Fiscal Officer Gina Verlaney, and Deputy Morris.

**Approval of Agenda:**

**Motion** was made by Councilor Lett and seconded by Councilor Hoyt to approve the council agenda, as amended. Motion passed.

**Public Comments on Agenda Items:**

None.

**Approval of Minutes:**

**Motion** was made by Councilor Hoyt and seconded by Councilor Curran to approve the council meeting minutes dated October 6, 2025. Motion passed.

**Mayor's Notes:**

- Beggar's Night will be held on October 30 from 6:00–8:00 PM.
- Brice Schmitmeyer from Access Engineering gave an update on the US Route 36 waterline project. The project will pause for the winter and continue in the spring. Contractors will move to the Troy Street storm drain project and complete it before winter. Grants are currently in progress for the North High Street and South Church Street projects.

**Financial Reports:**

- **Financial Statements (dated September 30, 2025):**  
**Motion** was made by Councilor Lett and seconded by Councilor Ervin to approve the financial reports as presented. A roll call vote was taken, and council voted in favor 5–0. Motion passed.
- **Bank Reconciliation (dated September 30, 2025):**  
**Motion** was made by Councilor Lett and seconded by Councilor Hoyt to approve the bank reconciliation. A roll call vote was taken, and council voted in favor 5–0. Motion passed.
- **Water/Sewer Account Adjustments (dated September 30, 2025):**  
**Motion** was made by Councilor Lett and seconded by Councilor Hoyt to approve the water/sewer account adjustments. A roll call vote was taken, and council voted in favor 5–0. Motion passed.
- **Supplemental Appropriations (dated September 30, 2025):**  
**Motion** was made by Councilor Hoyt and seconded by Councilor Ervin to approve the supplemental appropriations. A roll call vote was taken, and council voted in favor 5–0. Motion passed.

**Administrator's Report:**

- The Hometown Hero banners are up on Main St. poles, along with some holiday banners.
- The Main Street Project is finished for 2025 and will resume in the spring.
- Mr. Lewis attended the Ohio Municipal League Conference, which provided valuable information on cybersecurity and opportunities to network with other local administrators.
- Councilor Ervin brought up concerns about vehicle speed on South High Street near the park and suggested a low-angle speed bump as a possible solution.

**Police Report:**

The police department had 261 calls with 169 reports, including: 9 court papers delivered, 6 animal reports, 3 juvenile, 1 mental health, 2 suspicious person reports, 9 follow-up, 2 drug cases, 1 alarm drop, 14 traffic warnings, 6 emergency 911 calls, 5 civil matters and 8 welfare checks.

**Committee Reports:**

**Finance:**

The next meeting will be held October 23 at 2:00 PM in the Municipal Building.

**JSP Fire Board:**

The next meeting will be held November 11, 2025, at 7:00 PM at the Fire House

**Parks, Land & Buildings:**

The next meeting will be held October 24 at 11:00 AM in the Municipal Building.

**Planning Commission:**

The next meeting is scheduled for November 6, 2025, at 7:00 PM in the Council Room.

**Safety:**

Councilor Curran spoke with Deputy Morris about security cameras.

**Street:**

Nothing to report.

**Zoning Enforcement:**

Nothing to report.

**Old Business:**

- **Ordinance 2025-10: Rezoning the Water Plant Property**

Mayor Prince conducted the third and final reading. **Motion** was made by Councilor Curran and seconded by Councilor Lett to approve the rezoning of the Water Plant Property. A roll call vote was taken, and council voted in favor 5–0. Motion passed.

**New Business:**

- **Property Tax Reappraisal Discussion**

County Commissioner Tim Cassidy spoke about the 2025 property tax reappraisal. Mr. Cassidy presented a resolution that could save St. Paris property taxpayers \$13,925.78 if adopted by council. The resolution would **eliminate** the increased portion of property tax to be received by St. Paris in 2026.

**Motion** was made by Councilor Ervin and seconded by Councilor Lett to hold a work session on Monday, October 27, at 7:00 PM in the Municipal Building to discuss Mr. Cassidy’s information further. Motion passed.

**Public Comments:**

- Charlene Hess, 240 W. Troy Street, commented that the *Meet the Candidates* event held on October 18 was well done and very informative.

**Adjournment:**

There being no further business, **motion** was made by Councilor Lett and seconded by Councilor Curran to adjourn at 8:29 PM. Motion passed.

**Signatures:**

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Gina Verlaney, Fiscal Officer

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Susan Prince, Mayor

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Date