

**Village of St. Paris
Council Meeting Minutes
November 17, 2025**

Invocation:

The invocation prayer was led by Councilor Ervin.

Call to Order:

The meeting was called to order at 7:01 PM, followed by the Pledge of Allegiance to the Flag.

Roll Call:

Roll call was taken by President Pro Tempore Hoyt. Present were Councilors Terry Ervin II, Drake Huffman, Joe Curran, and Frank Blair. Mayor Susan Prince and Councilor Lett were absent. Also present were Village Administrator Jay Lewis, Fiscal Officer Gina Verlaney, and the Sheriff's Deputy Jacob Farber.

Approval of Agenda:

A motion was made by Councilor Huffman and seconded by Councilor Ervin to approve the council agenda as amended. Motion passed.

Public Comments on Agenda Items:

None.

Approval of Minutes:

A motion was made by Councilor Huffman and seconded by Councilor Ervin to approve the council meeting minutes dated November 3, 2025. Motion passed.

Mayor's Notes:

- Community Breakfast is November 22, 2025, from 8:00 AM–11:00 AM.
- Christmas in the Village is December 6, 2025, from 1:00 PM–6:00 PM. The tree lighting is at 5:30 PM and the Lighted Parade at 6:00 PM.

Financial Reports:

• Financial Statements (October 31, 2025):

A motion was made by Councilor Ervin and seconded by Councilor Huffman to approve the financial reports as presented. A roll call vote was taken, and Council voted in favor 5–0. Motion passed.

• Bank Reconciliation (October 31, 2025):

A motion was made by Councilor Huffman and seconded by Councilor Curran to approve the bank reconciliation. A roll call vote was taken, and Council voted in favor 5–0. Motion passed.

• Water/Sewer Account Adjustments (October 31, 2025):

A motion was made by Councilor Huffman and seconded by Councilor Ervin to approve the water/sewer account adjustments. A roll call vote was taken, and Council voted in favor 5–0. Motion passed.

• Supplemental Appropriations (October 31, 2025):

A motion was made by Councilor Huffman and seconded by Councilor Blair to approve the supplemental appropriations. A roll call vote was taken, and Council voted in favor 5–0. Motion passed.

Administrator's Report:

- The 36 Waterline Project is finished for now. Paving was completed last week, and Ranger Earthworks will resume work in the spring.
- A December meeting will be held with special event coordinators and downtown business owners to discuss ways to hold events without disrupting businesses.
- Z Construction has begun preparing the site for the salt storage building and will begin setting concrete forms this week.
- The street truck is in its final phase of construction. The Village hopes to pick it up soon.

- The leaf vac has broken down and needs a new fan, which is difficult to find. The equipment is 20 years old.

Police Report:

The Sheriff’s Department activity in St. Paris: 8 court papers delivered, 7 animal reports, 4 domestic calls, 1 crash, 33 emergency runs, 4 juvenile calls, 3 suspicious vehicle reports, 1 sexual harassment report, 2 abandoned vehicles, 1 theft, 8 follow-ups, 9 accidental 911 calls, 9 traffic stops, and 2 tickets issued.

Committee Reports:

Finance:

No meeting.

JSP Fire Board:

The next meeting will be held December 9, 2025, at 7:00 PM at the Fire House.

Parks, Land & Buildings:

The next meeting will be held December 21, 2025, at 11:00 AM in the Municipal Building.

Planning Commission:

The Planning Commission is updating the zoning map for the Village. The next meeting is scheduled for December 4, 2025, at 7:00 PM in the Council Room.

Safety:

No meeting.

Street:

No meeting.

Zoning Enforcement:

No meeting.

Old Business:

• Resolution 1393 – Requesting a Temporary Reduction in Property Tax:

A brief discussion was held regarding an email from County Commissioner Tim Cassidy, who previously spoke to Council on October 20 about reducing millage. In his email, he asked entities to rescind or not pass their resolutions to reduce millage, due to the adverse amendment added to a bill under consideration at the State House.

A motion was made by Councilor Blair to untable Resolution 1393 and seconded by Councilor Curran. Motion passed 5–0.

Resolution 1393 was then back on the table for a roll call vote. The motion failed 0–5.

New Business:

None.

Public Comments:

- Charlene Hess, 240 W. Troy Street, commented that she was very pleased with the progress on Troy Street.

Adjournment:

There being no further business, a motion was made by Councilor Curran and seconded by Councilor Huffman to adjourn at 7:43 PM. Motion passed.

Signatures:

Gina Verlaney, Fiscal Officer

Tony Hoyt, President Pro Tempore

Date