

**Village of St. Paris**  
**Council Meeting Minutes**  
**December 15, 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 Mayor Susan Prince. Present were Councilors Tony Hoyt, Terry Ervin II, Drake Huffman, Joe Curran (who arrived at 7:22 PM), and Steve Lett. Councilor Frank Blair was absent. Village Administrator Jay Lewis, Fiscal Officer Gina Verlaney, and Sheriff's Deputy Jacob Farber were also present.

**Approval of Agenda:**

A **motion** was made by Councilor Hoyt and seconded by Councilor Lett 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 December 1, 2025. Motion passed.

**Mayor's Notes:** None

**Financial Reports:**

• **Financial Statements (November 30, 2025):**

A **motion** was made by Councilor Lett and seconded by Councilor Huffman to approve the financial statements as presented. A roll call vote was taken; Council voted in favor 4-0. Motion passed.

• **Bank Reconciliation (November 30, 2025):**

A **motion** was made by Councilor Huffman and seconded by Councilor Lett to approve the bank reconciliation. A roll call vote was taken; Council voted in favor 4-0. Motion passed.

• **Water/Sewer Account Adjustments (November 30, 2025):**

A **motion** was made by Councilor Lett and seconded by Councilor Hoyt to approve the water/sewer account adjustments. A roll call vote was taken; Council voted in favor 4-0. Motion passed.

• **Supplemental Appropriations (November 30, 2025):**

A **motion** was made by Councilor Huffman and seconded by Councilor Hoyt to approve the supplemental appropriations. A roll call vote was taken; Council voted in favor 4-0. Motion passed.

**Administrator's Report:**

The application for the new well has been completed and submitted to the Ohio EPA. On Thursday, December 18, 2025, the Ohio EPA will conduct a well site inspection. The Village of St. Paris was awarded \$250,000 in OPWC funds for the paving project on North High Street and Church Street. Construction of the salt storage shed has been delayed due to weather and is expected to be completed shortly after the new year. The street truck, purchased from Integrity Ford, is expected to be completed later this week. The new Village website is progressing, and Administrator Jay Lewis encouraged residents to bring in photos of St. Paris for inclusion on the website.

**Police Report:**

The Sheriff's Department reported the following call activity in St. Paris: 2 burglaries, 5 court papers delivered, 5 animal reports, 1 non-injury vehicle crash, 2 domestic calls, 1 crash with injury, 4 emergency runs, 2 juvenile calls, 1 vehicle crash with injury, 4 suspicious persons, 5 suspicious vehicles, 3 harassment calls, 8 traffic stops (2 citations and 6 warnings), 15 complaints, 31 building checks, and 6 welfare checks.

**Committee Reports:**

- **Finance:**

A meeting was held Friday, December 5, 2025, to discuss temporary appropriations for 2026.

- **JSP Fire Board:**

The next meeting will be held January 13, 2026, at 7:00 PM at the Fire House.

- **Parks, Land & Buildings:**

Nothing to report.

- **Planning Commission:**

The Planning Commission is updating the zoning map for the Village. The next meeting is scheduled for January 8, 2026, at 7:00 PM in the Council Room.

- **Safety:**

No committee member was present.

- **Street:**

No meeting.

- **Zoning Enforcement:**

No meeting.

**Old Business:** None**New Business:**

A. Mayor Prince read Resolution 1399, a Resolution for Indigent Defendants. Councilor Ervin reminded everyone that this applies to criminal cases that could result in loss of liberty. A **motion** was made by Councilor Lett and seconded by Councilor Hoyt to adopt Resolution 1399. A roll call vote was taken; Council voted in favor 4-0. Motion passed.

B. Mayor Prince read Resolution 1400, 2026 Temporary Appropriations. Fiscal Officer Gina Verlaney reminded everyone that these are temporary appropriations, with permanent appropriations to be decided in March 2026. A **motion** was made by Councilor Lett and seconded by Councilor Huffman to adopt Resolution 1400. A roll call vote was taken; Council voted in favor 4-0. Motion passed.

**Public Comments:**

David Faulkner, 3424 Cambridge Drive, stated that on behalf of Terry Howell and himself, he wished to thank Susan Prince, Jay Lewis, and Joe Curran for their vision and assistance in helping to get the Old Soul's project started.

**Adjournment:**

There being no further business, a motion was made by Councilor Lett and seconded by Councilor Curran to adjourn at 7:27 PM. Motion passed.