

**Versailles Village Council Meeting
Held at Fire/EMS Facility**

February 12, 2025

Mayor Dammeyer called the Council Meeting to order at 7:00 p.m.

Roll call found the following Council Members present: Mr. Paulus, Mr. Griesdorn, Mr. Steinbrunner, and Mrs. Dieringer. Absent were Ms. Shaffer and Mr. Weaver. Also present were Village Administrator Francis, Village Attorney Tom Guillozet, Fire/EMS Chief Brian Pearson, and Police Chief Josh Bolin. Fiscal Officer Ording was absent.

The Pledge of Allegiance and Invocation was led by Mayor Dammeyer.

Mayor Dammeyer and Village Attorney Guillozet announced to the Council Members that due to only have four Council Members in attendance, emergency actions as outlined in the provided agenda would not be permitted and that they would need to be presented for first readings only.

Mr. Griesdorn made a motion to accept the consent agenda which included approval of the following:

- Approval of Agenda with a correction to Item 8. New Business, Item E. in which the description should say Section 2 or Rosecomb Estates Subdivision' an addition to Item 8. New Business, Item H. to change the hour requirement for full-time employee status for the Village; and an addition of Item #8 New Business Item M. Discussion on the creation of a Revitalization District (RD) area in downtown Versailles in order to permit the application for D-5L liquor permits.
- Approval of Minutes from the January 22, 2025 Regular Meeting
- Approval of List of Expenditures for February 12, 2025

Mayor Dammeyer proclaimed the week of February 15 through the 22nd as National FFA Week. The signed proclamation will be posted for all to view on the Village's website and social media. Mayor Dammeyer stated that he had met with the FFA earlier in the week at the school for a photo op.

For the first item of new business, Village Attorney Guillozet read by title only, the first reading of Ordinance No. 25-04, an ordinance prohibiting truck turns at the intersection of Main and Center Streets within the Village of Versailles.

Village Attorney Guillozet read by title only, the first reading of Ordinance No. 25-05, an ordinance establishing the zoning classification for a 6.467-acre tract of land, more or less, located along Grand Avenue in the Village of Versailles, Ohio.

Village Attorney Guillozet read by title only, the first reading of Resolution No. 25-06, a resolution authorizing the sale of certain vehicles and equipment not needed for any municipal purpose, a 2012 Ford F-250 pickup.

He also read by title only, the first reading of Ordinance No. 25-07, an ordinance revising and adopting an updated Interest Allocation Policy for the Village of Versailles, Ohio.

Ordinance No. 25-08, an ordinance accepting the infrastructure improvements completed in conjunction with Section 2 of Rosecomb Estates Subdivision was read by title only, the first reading.

Resolution No. 25-09, a resolution authorizing the Fiscal Officer to advertise for the 2025 Street Maintenance Project was read by title only, the first reading.

Next was the consideration of a recommendation from the Personnel & Policies Committee to approve updated job descriptions for EMT/Paramedic, EMT/Intermediate, and EMT-Basic and to create legislation. Mr. Francis explained that the Personnel & Policies Committee had met on January 22nd and reviewed update to the existing job descriptions that were originally created in 2006. Fire/EMS Chief Brian Pearson had reviewed the job descriptions and updated them with current terminology and job requirements. This included the supervisory personnel and structure of the department. Mrs. Dieringer made a motion to create legislation to amend and update the job descriptions as presented, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Presented was a recommendation from the Personnel & Policies Committee to amend the Emergency Medical Services personnel holiday pay and to change the hour requirement for full-time employee status for the Village. Mr. Francis explained that the Personnel & Policies Committee had met earlier in the evening to discuss changes to Section 3.05 Employee Classifications and Section 6.02 Holiday Pay. The proposed change to Section 3.05 is from recent discussions with legal counsel to change the hourly requirement for full-time Village employees to 40 hours from 38 hours which is a standard practice in the industry. The change to Section 6.02 of the personnel manual is in regards to EMS personnel and holiday pay. The addition in this section is required since the EMS department now has full-time personnel. Currently, holiday pay for EMS personnel is defined by ordinance only. The ordinance also is written for continuous pay of holiday time and time and a half rate. The proposed change to Section 6.02 would allow for EMS holiday pay to match the Police Department and Water/Wastewater Personnel. This policy that is in place for those departments is working well. In addition, part-time EMS personnel would remain eligible for holiday pay at one and one-half (1.5x) times their straight time hourly rate for hours required to work on the actual holiday. Mrs. Dieringer made a motion to change Section 3.05 and Section 6.02 of the Village's Personnel Manual as presented in addition to amending the current EMS compensation ordinance to remove the continuous holiday pay provision, seconded by Mr. Steinbrunner. Vote: all yeas. Motion carried.

Next was consideration of a recommendation from the Emergency Services Committee to place a replacement levy for EMS Services on the November General Election Ballot. Mr. Griesdorn outlined the overall EMS Committee meeting that was held on January 21st. From that meeting, the recommendation from the EMS Committee was to recommend to council to proceed with a replacement EMS Levy for the Village of Versailles and to approach Wayne Township to do the same in order to generate additional income for the department. Income is needed add additional full-time personnel for the department. Currently, they cannot meet the coverage requirements for the department with the current roster of part-time personnel. Part-time personnel are not permitted

to work more than thirty hours per week. Mr. Francis explained that in discussion with the Village Attorney Tom Guillozet and Darke County Auditor Carol Ginn, it was recommended for the Village to pursue replacement levies. With a replacement levy, the new tax valuation of properties in the respective districts can be captured without having to add any additional millage. Also, if the replacement levies were to fail, the existing levy valuations would remain with those monies still being collected until a levy could be ran again. The recommendation is to ask for a replacement levy of the Versailles EMS levy and for the three total Wayne Township EMS service levies. It was discussed that contact would be made with the Wayne Township trustees as soon as possible and to discuss the recommendation in addition to contacting the Village of Russia. Currently, the Village of Russia has been paying the Village an annual flat fee for EMS coverage. It will be recommended that they look to place an EMS levy for their coverage area as well. The Emergency Services Committee further had discussion in regards to the current Fire Department levies. Chief Pearson provided information on the existing Fire levies for Wayne Township and the Village of Versailles. By asking for the replacement of the existing fire, additional income for fire services would be generated without adding existing millage. Council members reviewed the information provided by the Emergency Services Committee. After much discussion, it was deemed necessary to proceed with a Fire and EMS Levy Replacement Ballot initiative. Mr. Steinbrunner made a motion to approve the recommendation from EMS Committee to pursue replacement Fire and EMS levies for the Village, coordinate efforts for the replacement of the fire and the three Wayne Township EMS Levies into one with the Wayne Township Trustees, and coordinate with the Village of Russia to create an EMS Levy. The motion was seconded by Mr. Paulus. Vote: all yeas. Motion carried.

Council considered a motion to authorize the Police Chief to enter into an inter-governmental agreement with the Village of Ansonia for the sale of 2 Remington Police Magnum Shotguns. Chief Bolin was present and explained to Council that the department has switched to rifles in place of shotguns and that these weapons were no longer needed. The original plan was to trade the two shotguns into a supplier. The Ansonia Police Chief made contact and asked to purchase them. Ansonia offered more money than what the supplier offered for trade. The proceeds from the sale would be used for further equipment needs/replacements. Mr. Paulus made a motion to authorize the Police Chief to enter into an inter-governmental agreement with the Village of Ansonia for the sale of the two Remington Police Magnum Shotguns, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried.

Council also considered a motion to authorize the Village Administrator to purchase 470 total Sensus Stratus IG AMI electric meters from Core & Main under emergency conditions for their use to operate the Village's Electric System at a cost of \$99,882.24. Mr. Francis explained that the Village's Sensus FlexNet AMI system is proprietary in that only select electric meters with the Sensus FlexNet radio components built into them will work with the current system. Additionally, Sensus utilizes a vendor distribution network with Core & Main having the contract to service our area. No other meter manufacturer or vendor can supply the needed meters. Mr. Griesdorn made a motion to authorize the Village Administrator to proceed with the meter purchase as presented, seconded by Lance Steinbrunner. Vote: all yeas. Motion carried.

Village Administrator Francis reviewed with Council members information for the 2025 Electric Line Clearance Trimming Project. He provided a breakdown of the project and submitted quotes.

The project included four base bids and an alternate #1 bid. The responses were as follows: Fitzwater Tree & Lawn Care with a price of \$52,830.00, Tree Care Inc. with no bid, and Nelson Tree Service with no response. With the provided pricing Mr. Francis recommended to council to proceed with Fitzwater Tree & Lawn Care on Base Bid's #1, #2, #3, and #4 and to omit the alternate bid for a total of \$43,200.00. He noted that Base Bid #4 was for the trimming along the AMP Transmission owned 69 kV transmission line between the East Water Street and Greenlawn Ave. Substations in which the Village would be reimbursed from AMP Transmission for those services. The total cost to the Village for the project would be \$34,500.00. Mr. Steinbrunner made a motion to award the project as presented to Fitzwater Tree & Lawn Care at a cost of \$43,200.00, seconded by Mrs. Dieringer. Vote: all yeas. Motion carried.

The last item of new business was discussion on the creation of a Revitalization District (RD) area in downtown Versailles in order to permit the application for D-5L liquor permits. Mr. Francis presented aerial drawings of the existing Versailles Downtown Revitalization District (DRD) and a proposed Revitalization District (RD). He explained that a Revitalization District (RD) is an area that can be established by a municipality that would then be submitted to the Ohio Department of Commerce Liquor Control Board. The Liquor Control Board can then review the application submittal for such an RD and permit the area for the application of D5-L liquor licenses that would be submitted by business owners. D5-L licenses are only permitted in RD areas and carry a stipulation that 75% of their total gross sales must be from non-alcohol sales. These licenses are geared for food-oriented businesses, not necessarily bars. It would still be up to the Liquor Control Board to review the business applications for the licenses and either approve or disapprove the application. The area as outlined in the sample aerial drawing included the central business district with applicable zoned properties. One license for every five acres of RD area could be obtained. A professional surveyor/professional engineer must sign-off on the overall RD area description and exhibit drawing that would be part of the application by the Village to the State to create the RD. Mr. Francis stated that he would work on generating the necessary information for the application process to the Liquor Control Board and report back to council when ready for a possible submission. Mr. Dammeyer advised council that the process may take some time to get through the Liquor Control Board based on his prior experiences. Upon further discussions, Mr. Paulus made a motion to further investigate and prepare the necessary information to apply for a Revitalization District (RD) to the Ohio Department of Commerce Liquor Control Board to allow for the application of D5-L liquor permits by business owners, seconded by Mr. Griesdorn. Vote: all yeas. Motion carried.

With all new business complete, Mr. Paulus made a motion to enter into executive session to consider the purchase of property for municipal purposes and to consider confidential information related to the marketing plans of an applicant for economic development. Mr. Griesdorn seconded the motion. Vote: all yeas. Motion carried. Members entered executive session at 8:01 p.m. The executive session ended at 8:41 p.m. Upon returning to the regular meeting, Mayor Dammeyer stated that no decisions had been made.

Moving on to Administrative Reports, Mayor Dammeyer reported that he would be absent from the February 26th Council meeting and that Council President Paulus would conduct the meeting.

Village Administrator Francis distributed his Village Administrator's Report to member and

reported on the following items: the Electric Dept. will be taking a break from replacing out of town electric meters with new AMI meters until the next shipment comes in. The next shipment of 236 meters is supposed to be in sometime in March. Water/Wastewater Operator Trevor Jacobs successfully passed his Ohio EPA Class I Water operator's exam. Once he completes the necessary contact hours as a water operator, the Ohio EPA will provide him his official Class I operator's license. We have signed up Utilities Craftsman Caden Hamilton for Class A CDL training. With the change in CDL licensing rules, a certified CDL training program is required in order for someone to get their CDL. There will be a ribbon cutting for the BowlerStore addition on Kley Rd. Feb. 17th as work is just about complete on addition project that which will be doubling their square footage at the facility. Requests for quotes for the 2025 Street Right-of-Way Tree Trimming Project have been sent out and prices are due back Feb. 19th for the East and Southeast section of town. Two responses were provided by two electrical engineers for the McGreevey Rd. Substation Project. Sawvel & Associates is currently reviewing the supplied responses. A recommendation to council will likely be supplied for the Feb. 26th council meeting. Street Dept. personnel have been removing tree stumps and replacing the planting areas with new trees in the downtown streetscape area as weather and temperature allows. A water leak detection survey was completed the week of February 3rd as water loss totals had started to go up over the past few months. Several fire hydrants were found leaking in the southwest portion of the Village during the survey. These hydrants have been taken out of service and Street Dept. personnel will be making the necessary repairs. Christmas lights in the downtown business district area were turned off Feb. 3rd for the season with linemen beginning removals this week. A water service leak for Little Johns Gas Station was discovered recently with a full replacement recently taking place with their private contractor and the Village providing a new tap on the nearby PVC water main. The existing water service was copper but was riddled with pin holes which is a common issue for late 1990's copper lines. Electric Dept. personnel have switched out the Christmas banners with the winter banners on all decorative street light posts. The primary electric extension work south of Reed Ave. in the area of Monet Ln. for the Edgewood Phase II residential PUD is underway currently. A new electric service has been installed for a recent new building at Books by the Bushel's facility on Subler Dr. Three new street lights have been installed in some darker areas along N. Center St. from King's Command to Baker Rd. based on some recent feedback from a neighboring property and observations by Village personnel. The new 1000 kVA transformer for the new Weaver Bros. Cramer Rd. pullet farm service has been delivered from UTB Transformers. A water main break on an existing 4" cast iron water main took place during the morning hours of Jan. 27th. Street personnel were able to valve the area down and make repairs in rather quickly. Updates are currently underway for the former Income Tax Office in the Village's Administrative Office Building. The room is being converted into a larger conference room for use for various committee and other such public meetings. The office buildings current conference room will be utilized for additional records storage. Treatment plant operators have been performing major cleaning and service work on the Village's two lime slakers in the water treatment plant over the last several cold weeks. The lime slakers are used in the water softening process at the plant. They have also pulled High Service Pump #1s's electric motor in the clearwell building and sent it over to Electric Motor Service in Piqua to have the main motor bearings replaced as preventative maintenance. A second high service pump motor will also be sent over soon to have its main bearings replaced. The motors on these pumps are original from the water plant construction project in which the facility went online in early 2006. These pumps are used to

pump potable water into our water distribution system. The former water treatment plant building is currently be cleaned of old equipment, pumps, scrap material, and overall clutter that has accumulated in the building since it was taken offline in 2006. The building is set for demolition this year as a Darke County demolition project. All mulch has been removed from the Village's yard waste facility by ReSource Recycling per their service contract from the last pile grinding. We have been working with Midmark, Kings Command, Weaver Bros., Classic Carriers, and Pohl Transportation on creating new directional signage to aid their trucks and logistics partners navigate to locations throughout the Village. There used to be such signage scattered throughout the Village and a request for such signage to be updated has been made. We are currently working with those entities to include their business logos and have such signage made which will be installed by Village personnel. Letters were recently sent to various County agencies and property owners along Grand Ave. advising them of new address numbers and the elimination of all remaining Old State Route 121 addresses. The new addresses all take effect Feb. 14th and Grand Ave. will now be officially recognized between Marker Rd. and the curve at McBo's Bowling Alley where it meets W. Main St. Electric personnel have been working as weather conditions allow to strip down the former 4kV side of the E. Water St. Substation. This side of the substation was retired in late 2020. We will be reaching out to substation equipment vendors/suppliers for scrap value on the remaining reclosers, regulators, and substation transformers. The Village of Waynesfield is no longer interested in the 4kV x 69kV substation transformers, thus we will need to get rid of these units on our own. Repairs have been completed on the 2008 Tymco Street Cleaner that is set to be sold to the Village of Bradford through an inter-governmental agreement. We are awaiting word from Bradford on their agreement approval. We recently sold on a GovDeals.com auction a 2013 Ford Explorer Police Interceptor for \$3,800.00. This unit was originally used in the Police Dept. as well as by the past Village Administrator and the water/wastewater treatment plants. Request for Qualifications (RFQ) for water and wastewater plant engineering services for preliminary engineering studies for each plant expansion project are due back to the Village on February 14th for review.

Committee and Board reports were as follows:

- Finance & Audit – meeting February 26th at 6:15PM at Versailles Fire/EMS Station
- Street and Safety – nothing to report
- Personnel & Policies – a meeting took place February 12th at 6:30PM involving changes to the Village's Personnel Manual.
- Planning Commission – there was no meeting in February as there was no business to conduct.
- Board of Zoning Appeals – A Board of Zoning Appeals meeting is scheduled for February 19th at 6:00PM at the Versailles Fire/EMS Station to review a front setback variance and conditional use request for a sign for the Versailles Rehabilitation and Healthcare Center, 200 Marker Rd.
- Cemetery Board – meeting February 18th at 9:00AM at Village Administrative Offices
- Park Board – meeting February 17th at 6:30PM at the Versailles Fire/EMS Station to kick-off the 2025 season with youth softball and baseball representatives.

- Tree Commission – meeting February 21st at 12:00PM at Village Administrative Offices to review the 2025 Street R/W Tree Trimming pricing
- Facilities Committee – nothing to report
- Town Hall Property Trustee Board – nothing to report

With no further business to conduct, Mr. Griesdorn made a motion to adjourn the meeting; Mr. Steinbrunner seconded the motion. Vote: all yeas. Motion carried.

Mayor Dammeyer adjourned the meeting at 8:54 p.m.

Todd M. Dammeyer, Mayor

Kyle Francis, Village
Administrator