

RECORD OF PROCEEDINGS

Minutes of Village of Ottoville Council Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held July 27, 2026 20

Members of the Village Council met this day in regular session in Council Chambers, Municipal Center of Ottoville, Ohio at 7:00 pm.

Present Jim Wannemacher Daniel Honigford
Sarah Zeller Adria Petrick
Joe Moreno – acting mayor Matt Wannemacher

Solicitor: Austin Buchholz

Presiding: Council President Joe Moreno, presiding

The meeting was opened with members reciting the Pledge of Allegiance.

The June 22, 2026 meeting minutes were provided to each Council member prior to the meeting and approved as written.

Mrs. Zeller moved to approve bills presented for payment (see register attached) seconded by Mrs. Petrick. A vote of five yeses passed this motion.

Mr. Jim Wannemacher moved to approve the financial reports presented prior to the meeting seconded by Mr. Matt Wannemacher. A vote of five yeses passed this motion.

Fire Department by Chief Kimmet

- Fire department will be blocking off roads for the Ft. Jennings Fort Fest bike escort that is coming through the village Friday, August 14, 2026.
- The fire department is pleased with the Roll & Rack that was recently purchased in part via BWC grant.

Police Department by Chief Herrick

- Mrs. Petrick moved to approve new hire, Emma Birr, at \$20 hourly as part time police officer seconded by Mr. Jim Wannemacher. A vote of five yeses passed this motion.
- Police will be ready for the park carnival coming up.

BPA

- The rebuilt blower that was sent back to Lima Armature has since been fixed. They did warranty their work so there were no added expenses.
- Todd Schweller with Koester Corp completed the installation of the drive for pump #2.
- Mr. Knippen presented a proposal from Ortman for \$4500 to do some testing/inspection of all three wells. He believes some valuable information could be obtained from performing this. Mr. Davies made a motion to move forward with this seconded by Mr. Calvelage. The vote passed unanimously.
- Mr. Knippen was asked by Susan Calvelage about connecting her home on 24Q to the village water. There is a water main there. A tap would have to be made if they should want to proceed. This area is not annexed so would be charged at three times the rate.
- The splash pad water meter and controls cannot be accessed without setting up 2 ladders to cross over the fence because a gate was not added to this area. This is a safety issue and will need to be addressed. This area will need to be accessed when the system is winterized as well.
 - a. Mr. Moreno will address this with the Chamber at the next Chamber meeting along with the past due permit to install invoice.
- Letters will be mailed this week to the existing homes in the new Siefker Subdivision notifying new residents of their new addresses along with the permit to install application.

RECORD OF PROCEEDINGS

Minutes of

Village of Ottoville Council

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held July 27, 2026 20

Fiscal Officer (FO)

- A retro active motion was made by Mrs. Petrick to submit the light pole that was damaged in July 3rd's storm to insurance. This pole was located on the hardware corner of Third Street and West Canal Street. This was seconded by Mr. Honigford. A vote of five yeses passed this motion.
- Mr. Matt Wannemacher moved to approve the additional Homeland Security invoices as follows seconded by Mr. Jim Wannemacher. A vote of five yeses passed this motion.
 - \$350 for the state fire inspection and truck and fuel surcharges
 - \$1035.30 for the outside restrooms missed in the original estimate
- Discussion on a Dishonesty and Faithful Performance of Duty Policy.
 - Will look into additional information, ask Stolly Insurance to come to August meeting to answer additional questions.
- Cybersecurity discussion
 - MFA - Mrs. Zeller moved to approve the use of a multifactor authentication on the village emails seconded by Mr. Honigford. A vote of five yeses passed this motion. Fiscal Officer will contact Microtronix to implement.
 - Backups – look into flash drive or external hard drive with passcode. Mr. Moreno will send recommendations to Fiscal Officer.
 - VPN – Mr. Matt Wannemacher moved to approve the use of a VPN on Fiscal Officer's computer for security at conferences, etc. seconded by Mr. Jim Wannemacher. A vote of five yeses passed this motion.
- The audits for 2025-2030 will be contracted out to an IPA instead of the state auditors. Costs are unknown at this time.

New & Unfinished Business

- Mrs. Petrick moved to approve Jordon Gudakunst taking correspondence classes for his WWTP Class 2 license at a cost of \$610 seconded by Mr. Honigford. A vote of five yeses passed this motion.
- Mrs. Maria Burgei submitted her retirement/resignation letter to council. She stated her last day can be negotiable but no later than December 31, 2026. Information to contract with RITA will be looked into.

Mr. Dan Honigford

- Zoning discussion – will dedicate the last half hour at the end of the council meetings starting in August to finalize the zoning ordinances.

Mrs. Adria Petrick

- Inquired about why the church did not support closing the St. Rt. 224 entrance to the park by splash pad and use the church drive/parking lot only. The church did not want the liability.

Mr. Jim Wannemacher

- CRA discussion - A resident called the office early February inquiring about property taxes. The fiscal officer asked if an additional CRA application was needed so the opportunity wasn't missed. Resident advised they could pull it from the website. To date this form has not been received from the resident. Residents have six months from occupancy to submit the application.
- Cell tower discussion – would like to have schematic of underground utilities.

With no further business the meeting was adjourned at 8:00 p.m.

Ronald A. Miller
Mayor

Michelle T. Wynn
Fiscal Officer