

RECORD OF PROCEEDINGS

Minutes of

Village of Ottoville Council

Meeting

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

Held August 24, 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 Matt Wannemacher

Solicitor: Austin Buchholz

Presiding: Mayor Ronald N. Miller, presiding

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

The July 27, 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 Mr. Moreno. A vote of six yeses passed this motion.

Mr. Moreno moved to approve the financial reports presented prior to the meeting seconded by Mr. Honigford. A vote of six yeses passed this motion.

Welcomed Guests

- Dawn Kuznik presented information to partner with Regional Income Tax Agency (RITA).
  - Cost range of \$15,373 - \$16,992 (2.75% - 3.04% of collections) based on \$559,400 village income tax collections
  - Retain 3% of collections, paid bi-monthly.
  - Electronic or paper filing and payment options
  - 3 extractions from Government Accounting Solutions Inc (GASI) to convert data ~\$3800, charged by GASI.
  - Welcome letters sent to residents and businesses in December. Also, post on Facebook, OTEC, bulletin boards.
  - Mr. Moreno made a motion to partner with RITA and move forward with necessary steps seconded by Mrs. Petrick. The motion passed unanimously.

Fire Department by Chief Kimmet

- Department is obtaining quotes for a new utility/brush truck to replace the van
  - Fire Association will be contributing financially toward the truck.
  - Looking for Ford F550 or Chevy 5500.

Police Department by Chief Herrick

- Mr. Moreno moved to approve new hire, John Puckett, at \$21 hourly as part time police officer seconded by Mrs. Petrick. The motion passed unanimously.
- Park carnival discussion. This year the festival will run Friday through Sunday.

BPA

- Discussion on the recent heavy rains. They did have several bypass events at the WWTP.
- Nothing additional on the waterline tap request on Road 24Q.
- Jill Kimmet tapped into the water and sewer at George Kimmet's property on Church Street. PTI application will be sent.
- Mr. Knippen will follow up with Elwer Fencing regarding the school pump station fence.
- Discussion on water rates. The board does not see it necessary at this time to increase. They will revisit next year.
- Sewer rate and loans discussed. Will revisit at the September meeting.

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- Anthem Life sold to The Standard Agility. A new contract was emailed prior to the meeting for review. Mrs. Petrick moved to approve and sign The Standard Agility contract seconded by Mr. Honigford. The motion passed unanimously.
- Discussion on what to do with the village's old outdated computers along with water reading equipment. Mr. Matt Wannemacher moved to dispose/destroy this equipment seconded by Mr. Jim Wannemacher. The motion passed unanimously.
- Audit cost proposal, Memorandum of Agreement, and the Certificate of Compliance were emailed prior to the meeting for review to contract Charles E. Harris & Associates, Inc, to be the IPA for the Village of Ottoville audit services for January 1, 2025 through December 31, 2030. Because council felt they did not have a choice in hiring a third-party verses having state auditors, it was with disdain that Mr. Honigford moved to agree to sign the agreement seconded by Mr. Matt Wannemacher. A vote of six disdained yeses passed this motion. They feel the costs for audits are getting too high as well.
  - 2023/2024 audit cost ~\$12,000 (completed by AOS)
  - 2025/2026 audit proposal \$13,500 plus AOS fees
  - 2027/2028 audit proposal \$14,040 plus AOS fees
  - 2095/2030 audit proposal \$14,580 plus AOS fees
- Brian Goubeaux, Choice One Engineering
  - The plans for both OPWC projects are complete.
  - Ads to be placed for bids – January/February 2027
  - Anticipated completion date June 2027
  - Because of rising costs, estimating West Canal waterline to be \$12,000 – \$15,000 higher.
- The village's contract with Elwer Fence for the school lift station fence may be fulfilled by Dunkin Long LLC. Elwer Fence is in the midst of selling to Dunkin Long. Mr. Moreno moved to approve this change seconded by Mrs. Petrick. The motion passed unanimously.

**New & Unfinished Business**

- Mr. Moreno reported the Splash Pad PTI would be paid this coming week split by the Chamber of Commerce and Park.
- Mr. Moreno moved to pass the first reading of Ordinance 2026-06, An Ordinance adopting an Employee Dishonesty and Faithful Performance of Duty Policy in lieu of bond, seconded by Mrs. Petrick. Roll Call Vote: Moreno, yes; Zeller, yes; Jim Wannemacher, yes; Honigford, yes; Petrick, yes; and Matt Wannemacher, yes.
- Mr. Moreno made a motion to approve Ordinance 2026-07, an Ordinance Authorizing and Directing the Mayor to Enter into an Agreement with the Regional Income Tax Agency for the Administration of the Income Tax Laws of the Village of Ottoville and for the Collection of Said Taxes in the Village of Ottoville as an emergency ordinance, seconded by Mr. Matt Wannemacher. Roll Call Vote: Moreno, yes; Zeller, yes; Jim Wannemacher, yes; Honigford, yes; Petrick, yes; and Matt Wannemacher, yes.
- Mr. Moreno made a motion to approve Resolution 2026-05, a Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor as an emergency resolution, seconded by Mrs. Zeller. Roll Call Vote: Moreno, yes; Zeller, yes; Jim Wannemacher, yes; Honigford, yes; Petrick, yes; and Matt Wannemacher, yes.
- Zoning; tabled.

**Mr. Dan Honigford**

- Will not make the September 28 meeting.

**Mrs. Adria Petrick**

- Discussion concerning the Red Maple Court storm drain. Mayor Miller will contact Street Superintendent to have the street department camera the lines.

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Mr. Matt Wannemacher

- Resident on W Fifth Street hit a shut off valve by a fire hydrant while mowing their yard. The street department put dirt to help prevent future problems.

Mr. Jim Wannemacher

- More trees are being dumped on the village landscape pile. This is not meant for trees and only for residential use.
  - Mr. Buchholz suggested drawing up an ordinance stating what is accepted, by whom, and disciplinary actions if not followed.
  - Mr. Moreno will get a quote on a sign for "No Commercial Dumping."
  - Mr. Jim Wannemacher found someone to take the trees currently there.

Mayor Ron Miller

- Resident on Westwood Drive asked about curb and driveway approach replacement. The approach is the resident's responsibility, however, the curbs the village would like to stay with the same contractor so the curbs match all the way through the subdivision. The curbs will be looked at in the neighborhood and council will revisit at a later date.

With no further business the meeting was adjourned at 8:56 p.m.

Ronald A Miller  
Mayor

Nicholas J. DeGraaf  
Fiscal Officer