

RECORD OF PROCEEDINGS

Minutes of

Village of Ottoville Council

Meeting

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

Held June 28, 2021 20

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

Present Jerold Markward Darren Leis
Dan Honigford Joseph Moreno -- absent excused
Karen Hoersten WD Miller

Solicitor: Theresa VonSosson

Presiding: Ronald N. Miller presiding

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

Minutes of the May 24, 2021 regular meeting were provided to each Council member prior to the meeting and approved as written.

Mr. Leis moved to approve bills presented for payment (see register attached), second by Mr. Miller. Vote: Leis, yes; Markward, yes; Honigford, yes; Miller, yes; & Hoersten, yes.

Mr. Leis moved to approve the paving quote from Ward Construction for \$31,407.00 to pave North Otto Street and include Van Wert Health's parking and Cut & Curl's drive approach. Mrs. Hoersten seconds this motion. Vote: Leis, yes; Markward, yes; Honigford, yes; Miller, yes; & Hoersten, yes.

Mr. Markward moved to amend the certificate of estimated resources and appropriations and add \$26,373.00 to the Street Construction Fund to cover paving costs, second by Mr. Honigford. Vote: Leis, yes; Markward, yes; Honigford, yes; Miller, yes; & Hoersten, yes.

Mr. Honigford moved to approve the retroactive transfer of \$39,123.02 from General Fund to the Village Capital Fund to pay Hoehnbrink Excavating LLC Pay#2 for the Max Street storm project. This motion was second by Mrs. Hoersten. Vote: Leis, yes; Markward, yes; Honigford, yes; Miller, yes; & Hoersten, yes.

Mr. Markward moved to transfer \$86,570.94 from General Fund to Village Capital Fund to pay Choice One Engineering \$9430.00, Pay #2 \$30,261.54 Max Street storm to Hoehnbrink Excavating LLC, Legacy Pipeline \$29,200.00, and Paulding Putnam COOP \$17,679.40. This motion was second by Mr. Leis. Vote: Leis, yes; Markward, yes; Honigford, yes; Miller, yes; & Hoersten, yes. Mr. Miller moved to make these payments second by Mrs. Hoersten. Vote: Leis, yes; Markward, yes; Honigford, yes; Miller, yes; & Hoersten, yes.

Mr. Miller moved to approve the renewal and continuation of the liquor permits within the Village of Ottoville, second by Mr. Leis. Vote: Leis, yes; Markward, yes; Honigford, yes; Miller, yes; & Hoersten, yes.

Mr. Miller reported that the quotes that were obtained prior for upgrades to the EMS garage area will be put on hold until the fall or winter due to the price of materials. New quotes will be obtained at that time.

There was discussion about the park entrance off of US224. Poles may be removed, entrance widened, signs moved, lines painted. The dirt lot will be maintained keeping the weeds down. This project was tabled at this time.

Council discussed posting the Fiscal Officer's position. Position description will be updated and posted. Mr. Miller will set up a meeting with committee to discuss this.

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Payment Listing  
6/29/2021 to 7/17/2021

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
GOVERNMENT FUND 2021-PLB 07/06/2021	07/06/2021	07/06/2021	CH	GUARDIAN	\$1,037.62	0
				Purpose: Dental & vision insurance		
Held 291-2021	07/06/2021	07/06/2021	CH	VERIZON WIRELESS	\$43.00	0
				Purpose: cell phone		
292-2021	07/06/2021	07/06/2021	CH	NAVIA	\$199.00	0
				Purpose: HIRA administrative fee		
293-2021	07/06/2021	07/06/2021	CH	ANTHEM BCBS	\$8,863.71	0
				Purpose: Health insurance		
318-2021	07/20/2021	07/20/2021	CH	HOHENBRINK EXCAVATING LLC	\$61,529.70	0
				Purpose: Max St. storm sewer project		
319-2021	07/22/2021	07/22/2021	CH	ALL AMERICAN ENERGY COOP. ASSO , INC	\$210.75	0
				Purpose: natural gas		
320-2021	07/22/2021	07/22/2021	CH	OTTOVILLE MUTUAL TELEPHONE CO.	\$354.37	0
				Purpose: phone		
21066	07/07/2021	07/07/2021	AW	OTTOVILLE PARK BOARD	\$2,500.00	0
				Purpose: Camera system hard drive for park		
21067	07/07/2021	07/07/2021	AW	OTTOVILLE BANK CO.	\$209.45	0
				Purpose: 2nd quarter billing		
21068	07/07/2021	07/07/2021	AW	CECILIA EICKHOLT	\$126.00	0
				Purpose: contract cleaning		
21069	07/07/2021	07/07/2021	AW	PUTNAM COUNTY SENTINEL	\$89.95	0
				Purpose: Progressive Dr. project bid ad		
21070	07/12/2021	07/12/2021	AW	GOVERNMENT ACCOUNTING SOLUTIONS	\$475.00	0
				Purpose: Income tax software support		
21083	07/13/2021	07/12/2021	AW	AMERICAN ELECTRIC POWER	\$1,116.15	0
				Purpose: Street lights electric		
21084	07/13/2021	07/12/2021	AW	A & D Tire	\$8.43	0
				Purpose: water plant aerator belt		
21085	07/13/2021	07/12/2021	AW	SCHWELLER ELECTRIC	\$150.00	0
				Purpose: troubleshoot telemetry system		
21086	07/13/2021	07/12/2021	AW	ALLOWAY TESTING	\$1,073.45	0
				Purpose: water & sewer tests		
21087	07/13/2021	07/12/2021	AW	SARKA ELECTRIC PLBG/HTG	\$427.80	0
				Purpose: generator service @ water plant		
21088	07/13/2021	07/12/2021	AW	THE CRAUN-LIEBING COMPANY	\$4,164.74	0
				Purpose: Keen Hight Head Grinder pump		
21089	07/13/2021	07/12/2021	AW	RICKER'S REPAIR	\$23.25	0
				Purpose: repair utilities weed wacker		
21090	07/13/2021	07/12/2021	AW	GEISE TRANSMISSION INC.	\$835.68	0
				Purpose: Ford F550 brake rotor & ball joints		
21091	07/13/2021	07/12/2021	AW	MICROTRONIX ESOLUTIONS	\$13.00	0
				Purpose: tech support		
21092	07/13/2021	07/12/2021	AW	A & D Tire	\$47.80	0
				Purpose: Oil-Dri		
21093	07/13/2021	07/12/2021	AW	SHAWN & HEATHER GORDON	\$21.30	0
				Purpose: Income tax refund		
21094	07/13/2021	07/12/2021	AW	VISA	\$240.00	0
				Purpose: control board for pitching machine		
21094	07/13/2021	07/13/2021	AW	NEG ADJ VISA	-\$240.00	0
				Purpose: Control board for pitching machine-Park Board paid Village for this.		
21095	07/21/2021	07/21/2021	AW	MICROTRONIX ESOLUTIONS	\$79.95	0
				Purpose: web page support		
21096	07/21/2021	07/21/2021	AW	JEANNE WANNEMACHER	\$101.73	0
				Purpose: mileage & postage		
21097	07/21/2021	07/21/2021	AW	CLEMANS-NELSON & ASSOCIATES, INC.	\$35.00	0
				Purpose: retainer		
21098	07/21/2021	07/21/2021	AW	VEO HOME ASSURANCE LLC	\$100.00	0
				Purpose: yearly maint.HVAC in fire station		
21099	07/21/2021	07/21/2021	AW	E.J. PRESCOTT	\$685.68	0
				Purpose: clean-out casting Progressive Dr.project		
<del>21100</del>	<del>07/21/2021</del>	<del>07/21/2021</del>	<del>AW</del>	<del>M &amp; W-TRAILERS, INC.</del>	<del>\$45.00</del>	<del>0</del>
				<del>Purpose: washers to raise computer stand</del>		
21101	07/21/2021	07/21/2021	AW	Tri-R Guns LLC	\$1,182.00	0
				Purpose: Ammo		
21102	07/21/2021	07/21/2021	AW	PITSENBARGER SUPPLY	\$79.56	0
				Purpose: hydraulic hose & fitting		
21103	07/21/2021	07/21/2021	AW	KUBOTA LEASING	\$1,487.26	0
				Purpose: Kubota RTV lease payment		
21104	07/22/2021	07/22/2021	AW	POSTMASTER	\$220.00	0
				Purpose: stamps		
21105	07/26/2021	07/26/2021	AW	JAY PETROLEUM, INC	\$484.50	0
				Purpose: Diesel		
21106	07/26/2021	07/26/2021	AW	THE LIMA ARMATURE WORKS, INC.	\$642.75	0
				Purpose: rebuild spare motor		
Total Payments:					\$88,535.40	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$88,535.40	

*Josh L. Moore*  
*Karen Oberster*  
*Serold Markwald*

*Dan Honigford*

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## Village of Ottoville Council

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Held June 28, 2021 \_\_\_\_\_ 20\_\_\_\_\_**BPA report:**

- ❖ Kyle Lehman has passed his Wastewater I & II test.
- ❖ A spare pump & cable was ordered for the Progressive Drive pump station due to excessive amount of salt that will be entering this station from the Smokehouse.
- ❖ There have been issues with the Chart Recorder at the water plant. Schweller Electric suggested to go with a wireless system. It may also help to combat lightening strikes. Todd Schweller will come and try a system first then give a definite quote.
- ❖ Todd Schweller will check out updating the control panel at the sewer plant and give a quote.
- ❖ The Generac Generator at the water plant is fixed and running every Monday.
- ❖ Fall protection equipment to inspect manholes has been ordered and received.
- ❖ The new manhole on Progressive Drive will be lined on Thursday morning. This should protect it from the Smokehouse's salt. The first 8' of lining will be donated. The cost for the excess will be \$500.
- ❖ Sunset Westwood subdivision has chimney seals leaking extensively. These will be budgeted for repairs prior to lining.

At 7:30pm Resolution 2021-07 Budget for 2022 year was read and discussed: General Fund \$920,280.00, Street Construction Fund \$226,900.00, State Highway Fund \$18,800.00, Police Fund \$21,400.00, Village Capital Fund \$53,930.00, Water Fund \$131,995.00, Sewer Fund \$297,560.00, Sewer Reserve Fund \$20,000.00, Water Reserve Fund \$20,000.00, & Utility Deposit Fund \$1,800.00. Total of \$1,712,665.00. Mr. Miller moved to accept Resolution 2021-07 as read second by Mr. Leis. Vote: Leis, yes; Markward, yes; Honigford, yes; Miller, yes; & Hoersten, yes.


Austin Markward, Katelin Markward, & Mike Schneeg was present to discuss tapping into the sanitary and water system for annexed land. The annexation ordinance will be presented at the next meeting to start the three readings, and utility easement paperwork will be drawn up.

Discussion was heard concerning painting parking lines. Mr. Markward will work with Barry Koester to decide where these should be painted.

Mrs. Hoersten brought up a few trees which need removed: E. Fifth & SE Canal may be small enough that the street department may be able to cut it down. At W. Fifth & S. Church we may need to hire this one taken down.

Mayor Miller gave an update on the Progressive Drive project. He also informed all that the Putnam County Port Authority has the ability to acquire loan money for the Village to borrow.

With no further business meeting was adjourned at 8:42p.m.

  
Mayor

  
Fiscal Officer