

# RECORD OF PROCEEDINGS

## Village of Ottoville Council

Minutes of

Meeting

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

Held

July 26, 2021

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

Present	Jerald Markward Dan Honigford Karen Hoersten	Darren Leis Joseph Moreno WD Miller – absent, excused
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BPA: Don Davies, Noah Helms, Utility operators: Chad Knippen & Kyle Lehman

Solicitor: Theresa VonSossion

Presiding: Darren Leis presiding. Mayor Miller – absent, excused

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

Minutes of the June 28, 2021 regular meeting were provided to each Council member prior to the meeting and approved as written.

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

Mr. Moreno moved to approve adding the "American Rescue Plan Fund" (2152) to the appropriations and certificate of estimated resources second by Mrs. Hoersten. Vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes.

Mr. Moreno moved to amend the certificate of estimated resources and appropriations and add \$50,490.01 to the American Rescue Plan Fund to be used for upgrades to the water and sewer plants, and lining manholes, and \$849.74 to Village Capital for Miller Contracting Group Progressive Drive extension. This motion was second by Mr. Markward. Vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes.

Resolution 2021-08 Then & Now purchase order for Miller Contracting Group cost of \$257,958.50 for Progressive Drive extension was read. Mrs. Hoersten moved to approve Resolution 2021-08 as read second by Mr. Markward. Roll call vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes.

Mr. Markward moved to approve the transfer of \$98,650.68 from General Fund to the Village Capital Fund to pay Miller Contracting Group Pay#1 for the Progressive Drive Extension project. This motion was second by Mr. Honigford. Vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes.

Mr. Moreno moved to pay Miller Contracting Group \$98,650.68 for Pay#1 of the Progressive Drive Extension project, second by Mrs. Hoersten. Vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes.

Mr. Moreno moved to approve the change order #1 for the Max Street storm sewer project to allow Hohenbrink Excavating LLC move the completion date 30 days later for grass planting, retroactive to July 7, 2021. Mrs. Hoersten second this motion. Vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes.

Mr. Moreno moved to approve the missed wages for Mayor Miller for the 2020-year total of \$124.00, second by Mrs. Hoersten. Vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes.

Putnam County CIC is working on the "Site Ohio" application and will have it to the state before the deadline. They also are getting the Port Authority TIF agreement finished. Council discussed naming the industrial park with a more enticing "business" name to draw more than just industry to our Village. Installation of a sign at the entrance of Progressive Drive was discussed.

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Council was notified that on July 12, 2021 Fireman James Rhodes twisted his right shoulder while doing truck check. This was turned into workers' compensation.

Mr. Moreno moved to approve the Mayor and Fiscal Officer sign the Agreement between the Village of Ottoville and the Putnam County Sheriff's Office for Compliance with ORC 109.60(A)(1) related to "Submittal of Fingerprints". Mr. Honigford seconds this motion. Vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes.

BPA report: Noah Helms

- ❖ OVFD issue with using water for training took pressure down too low at water plant. Must notify utility directors before doing any water training. Use hydrants at the station or water plant only, for training.
- ❖ Tap fee for Al Miller's home was approved.
- ❖ Generator at water plant has been repaired.
- ❖ Planning to use American Rescue Plan monies -update controls at the water & sewer plants, automating the water towers, and lining manholes.
- ❖ Red light at the water plant noted an issue. After a great deal to tracking, a bad float was found in the clear well. It was replaced and spare floats ordered.
- ❖ Progressive Drive lift station still needs pumps installed.
- ❖ Motor was rebuilt by Lima Armature to be used as a spare for the raw sewage pump.

Mr. Markward reported that he is working with the street department to paint parking lines on the newly paved highways and streets.

Mrs. Hoersten brought up a few trees which need removed: one on W. Fifth Street and one on S. Church Street. Two quotes received: Adam Wannemacher \$622.00 per tree, and Joe Hohlbein total \$1100.00 including Joe trimming a tree in the park. Mrs. Hoersten moved to accept Joe Hohlbein's quote this included grinding stumps, second by Mr. Markward. Vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes.

Quotes are being obtained for curbing & sidewalk repairs on Sunset Drive, and sidewalks in front of Sylvia Horstman's. The property owners that these repairs will impact will be contacted.

Mr. Leis discussed checking into a "Nature Works" grant, possibly using a grant writer.

Mr. Moreno gave an update on the Progressive Drive project.

Lights are being installed along the park south walk path. Waiting for poles to install fixtures on.

Chad Knippen & Kyle Lehman were present to discuss tapping Austin Markward's property into the water and sewer systems. After discussion, council felt Austin could tap along the west side of his property if he chooses. But they also felt it necessary to have an agreement drawn up. If the property develops to the east of his property, he be responsible at his cost not the Village's, to extend water and sewer to the east edge of his property. This agreement should be binding to this property should it sell. Council also felt there should be a 20-foot easement along the road front for future utilities.

After discussion, Mr. Moreno moved to approve extending the sanitary line that ends at Don & Judy Kramer's south east corner of their property to Third Street. Mrs. Hoersten seconds this motion. Vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes. Mr. Honigford will contact Don & Judy to get this signed.

Fire Chief Kahle was present to inform council that the OVFD approved three new fire personnel. Luke Turnwald, Andrew Burgei, & Laura Kimmet.

Mr. Moreno moved to updated the "carry and concealment of weapons section 7.10" of the "Personnel Policy and Procedure manual" second by Mrs. Hoersten. Vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes.

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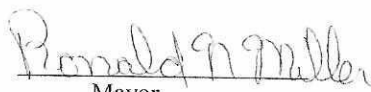
July 26, 2021

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At 7:50pm Mr. Honigford moved to go into executive session to discuss compensation of personnel, and include President of Council and Fiscal Officer. Roll call vote: Moreno, yes; Markward, yes; Honigford, yes; & Hoersten, yes.

At 7:59pm the regular meeting resumed with no action taken.

With no further business meeting was adjourned at 8:10p.m.

  
Mayor

  
Fiscal Officer

## Payment Listing

## RECORD OF PROCEEDINGS

Minutes of	Payment	Transaction	Vendor / Payee	Amount	Status	Meeting
Advice #	Post Date	Date	Type			
334-2021	07/27/2021	07/27/2021 CH	PAULDING-PUTNAM ELECTRIC COOP, INC	\$167.27	C	
Purpose: Electric @ school lift pump & Vost Addition						
GOVERNMENT FORMS & SUPPLIES	08/04/2021	08/04/2021 CH	GUARDIAN	\$804.00	O	
Purpose: Dental & Vision Insurance						
Held	336-2021	08/04/2021 08/04/2021 CH	VERIZON WIRELESS	\$43.71	O	20
Purpose: cell phone						
	337-2021	08/04/2021 08/04/2021 CH	ANTHEM BCBS	\$0,048.89	O	
Purpose: Health Insurance						
	338-2021	08/04/2021 08/04/2021 CH	NAVIA	\$100.00	O	
Purpose: HRA administrative fees						
	339-2021	08/04/2021 08/04/2021 CH	TREASURER STATE OF OHIO, JOSH MANE	\$5,412.00	O	
Purpose: Financial audit						
	21109	07/27/2021 07/27/2021 AW	PUTNAM COUNTY CIC	\$10.00	O	
Purpose: State of the Vision breakfast						
	21110	07/27/2021 07/27/2021 AW	JOE HOHLBEIN	\$200.00	O	
Purpose: remove tree 303 E.3rd SR189						
	21111	07/27/2021 07/27/2021 AW	WEX BANK	\$558.26	O	
Purpose: Fuel						
	21112	07/27/2021 07/27/2021 AW	AMERICAN ELECTRIC POWER	\$5,071.82	O	
Purpose: Electric						
	21115	08/04/2021 08/04/2021 AW	ANTHEM LIFE INSURANCE CO.	\$98.20	O	
Purpose: Life insurance						
	21117	08/10/2021 08/10/2021 AW	ALLOWAY TESTING	\$821.20	O	
Purpose: water & sewer tests						
	21118	08/10/2021 08/10/2021 AW	USA BLUEBOOK	\$402.76	O	
Purpose: supplies						
	21119	08/10/2021 08/10/2021 AW	SCHWELLER ELECTRIC	\$150.00	O	
Purpose: replaced float switch on clear well						
	21120	08/10/2021 08/10/2021 AW	Artesian of Pioneer Inc.	\$816.28	O	
Purpose: change filter at water plant						
	21121	08/10/2021 08/10/2021 AW	VISA	\$1,415.78	O	
Purpose: toner, 3-way isolator, uniforms						
	21122	08/10/2021 08/10/2021 AW	DOLLAR GENERAL-REGIONS 410526	\$4.00	O	
Purpose: cleaning supplies						
	21123	08/10/2021 08/10/2021 AW	AMERICAN ELECTRIC POWER	\$1,127.31	O	
Purpose: Electric street lights						
	21124	08/10/2021 08/10/2021 AW	GOVERNMENT ACCOUNTING SOLUTIONS	\$475.00	O	
Purpose: quarterly software support						
	21125	08/10/2021 08/10/2021 AW	POSTMASTER	\$122.00	O	
Purpose: Annual post Office box rent #488						
	21126	08/10/2021 08/10/2021 AW	OTTOVILLE LUMBER CO.	\$11.90	O	
Purpose: quickrete to repair catch basin						
	21127	08/10/2021 08/10/2021 AW	Hopkins, Klausung, Schroeder, & VonSossan L.	\$48.00	O	
Purpose: recording fee						
	21128	08/10/2021 08/10/2021 AW	CECILIA EICKHOLT	\$120.00	O	
Purpose: contract cleaning						
	21129	08/10/2021 08/10/2021 AW	OTTOVILLE VOL. FIRE DEPT.	\$455.23	O	
Purpose: breakers, copper wire, conduit						
	21130	08/10/2021 08/10/2021 AW	MIDWEST RADAR & EQUIPMENT	\$135.00	O	
Purpose: recalibrate laser						
	21131	08/10/2021 08/10/2021 AW	ST. RITA'S MEDICAL CENTER (LI)	\$41.00	O	
Purpose: drug screen J.Rhodes BWC claim						
	21132	08/10/2021 08/10/2021 AW	WD MILLER	\$25.00	O	
Purpose: Ad for police officer						
	21133	08/10/2021 08/10/2021 AW	AXON ENTERPRISE, INC.	\$71.06	O	
Purpose: tactical battery						
	21134	08/10/2021 08/10/2021 AW	GALLS, LLC	\$112.39	O	
Purpose: uniform pants						
	21135	08/10/2021 08/10/2021 AW	EMERGENCY REPORTING	\$1,633.00	O	
Purpose: subscription fee						
	21136	08/10/2021 08/10/2021 AW	DEREK RICKER	\$294.75	O	
Purpose: door handle, fuel, industrial absorbents						
	21137	08/10/2021 08/10/2021 AW	A & D Tire	\$5.07	O	
Purpose: marking stick						
	21138	08/10/2021 08/10/2021 AW	RICKER'S REPAIR	\$146.00	O	
Purpose: stop leak, freon, fixed air conditioner in truck						
	21139	08/10/2021 08/10/2021 AW	MURPHY TRACTOR & EQUIPMENT CO., INC.	\$5,100.00	O	
Purpose: snow pusher						
	21140	08/10/2021 08/10/2021 AW	PITSENBARGER SUPPLY	\$44.05	O	
Purpose: sweeper switch, shop supplies						
	21141	08/10/2021 08/10/2021 AW	J.L. WANNEMACHER SALES & SERVICE, INC.	\$163.44	O	
Purpose: blade set & belts						
	21142	08/10/2021 08/10/2021 AW	RIDGE TOWNSHIP QUARRY	\$284.40	O	
Purpose: stone						
	21143	08/10/2021 08/10/2021 AW	JEFFREY & JAMIE AVERESCH	\$25.00	O	
Purpose: Income tax refund						
	21144	08/10/2021 08/10/2021 AW	LEGACY PIPELINE SERVICES, LLC	\$29,200.00	O	
Purpose: Progressive Dr. natural gas extension						
	21145	08/10/2021 08/10/2021 AW	PUTNAM COUNTY CIC	\$40.00	O	
Purpose: Breakfast meeting						
	21146	08/10/2021 08/10/2021 AW	AXON ENTERPRISE, INC.	\$131.14	O	
Purpose: laser cartridges						
	21147	08/17/2021 08/17/2021 AW	TREASURER STATE OF OHIO, JOSH MANE	\$35.00	O	
Purpose: Chad's Wastewater license renewal						
	21149	08/19/2021 08/19/2021 AW	PUTNAM COUNTY CIC	\$1,500.00	O	
Purpose: Annual donation						
	21150	08/19/2021 08/19/2021 AW	AQUA-LINE, INC.	\$720.00	O	
Purpose: Water leak detection services						
	21151	08/19/2021 08/19/2021 AW	TREASURER STATE OF OHIO, JOSH MANE	\$950.00	O	
Purpose: NPDES Permit renewal						
	21152	08/19/2021 08/19/2021 AW	CLEMANS-NELSON & ASSOCIATES, INC.	\$35.00	O	
Purpose: retainer						
	21153	08/19/2021 08/19/2021 AW	K & L READY MIX	\$51.46	O	
Purpose: concrete blocks for Otto St. waterline						
	21154	08/19/2021 08/19/2021 AW	KLEEM, INC	\$147.56	O	
Purpose: signs						
	21155	08/19/2021 08/19/2021 AW	MICROTRONIX ESOLUTIONS	\$92.95	O	
Purpose: Monthly support						
	21156	08/19/2021 08/19/2021 AW	AXON ENTERPRISE, INC.	\$205.50	O	
Purpose: laser cartridges						
	21157	08/19/2021 08/19/2021 AW	PAULDING-PUTNAM ELECTRIC COOP, INC	\$17,769.40	O	
Purpose: Progressive Dr. electric extension						
	21158	08/23/2021 08/23/2021 AW	AMERICAN ELECTRIC POWER	\$5,853.50	O	
Purpose: Electric						
	21159	08/23/2021 08/23/2021 AW	WEX BANK	\$600.61	O	
Purpose: Fuel						
Total Debitments				\$40,617.05		

M & W Trailers  
\$15.00 washers  
to raise computer  
stand

J & M Excavating  
Repair 6" water  
main on SR189.  
\$4992.50

Karen Houston

Dan Houghford

Dale