

RECORD OF PROCEEDINGS  
Village of Ottoville Council

Minutes of

Meeting

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

Held November 22, 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  
Karen Hoersten WD Miller

BPA:  
Solicitor: Theresa VonSosson

Presiding: Mayor Miller presiding

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

Minutes of the October 25, 2021 regular meeting were provided to each Council member prior to the meeting and approved as written.

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

Ordinance #2021-02 Ordinance granting Paulding Putnam Electric COOP right to operate within the Village was reviewed prior to meeting for the second time. Mr. Moreno moved to approve second reading, second by Mr. Lies. Roll call vote: Hoersten, yes; Leis, yes; Moreno, yes; Honigford, yes; Miller, yes; & Markward, yes.

Ordinance #2021-03 increase sewer ready to serve and sewer rates was reviewed prior to meeting for the second time. Mr. Miller moved to approve the second reading second by Mr. Leis. Roll call vote: Hoersten, yes; Leis, yes; Moreno, yes; Honigford, yes; Miller, yes; & Markward, yes.

Resolution 2021-13 Hire Solicitor was reviewed prior to meeting. Mrs. Hoersten moved to approve Resolution 2021-13 as reviewed, second by Mr. Lies. Roll call vote: Roll call vote: Hoersten, yes; Leis, yes; Moreno, yes; Honigford, yes; Miller, yes; & Markward, yes.

Resolution 2021-14 Ebar Xor New Fund was reviewed prior to meeting. Mr. Moreno moved to approve Resolution 2021-14 as reviewed, second by Mrs. Hoersten. Roll call vote: Roll call vote: Hoersten, yes; Leis, yes; Moreno, yes; Honigford, yes; Miller, yes; & Markward, yes.

Resolution 2021-15 Ebar Xor TIF Agreement was reviewed prior to meeting. Mr. Moreno moved to approve Resolution 2021-13 as reviewed, second by Mr. Honigford. Roll call vote: Roll call vote: Hoersten, yes; Leis, yes; Moreno, yes; Honigford, yes; Miller, yes; & Markward, yes.

Mr. Moreno moved to approve the transfer of \$86,373 from the Village General Fund to Streets Fund to pay Ward Paving for the paving of the streets and alley. This motion was second by Mr. Miller. Vote: Hoersten, yes; Leis, yes; Moreno, yes; Honigford, yes; Miller, yes; & Markward, yes.

Mr. Lies moved to approve the purchase of 5 Ottoville flags. This motion was second by Mr. Moreno. Vote: Hoersten, yes; Leis, yes; Moreno, yes; Honigford, yes; Miller, yes; & Markward, yes.

Mrs. Hoersten moved to approve the semiannual transfers of \$2,000 to water reserve, \$4,000 to sewer reserve, and \$2500 to police. This motion was second by Mr. Honigford. Vote: Hoersten, yes; Leis, yes; Moreno, yes; Honigford, yes; Miller, yes; & Markward, yes.



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Chief Jay Herrick was present to inform council:

- Ashley Lovette was sworn in as a part time police officer.
- The purchase of labtops for cruisers are on hold until first of 2022
- Officers are available to help with Winterfest, December 5; 12-2 pm.

A decision was made by council that Austin Carter was not to cover the swale in Bendele Triangle.

The decision to move or cover the swale by Austin Markward was agreed to be left between Mr. Markward and his neighbor, Don Kramer because if done incorrectly, it would flood their properties.

Schnipke Engraving Forced Main

- Glen Raymond was present. He would like to tap into the force main.
- Village will take over the forced main from the Putnam County Commissioners.
- Theresa Von Sossan will contact Gary Lammers, Prosecutor.
- Mr. Moreno will contact Schnipke Engraving to have a meeting between Schnipke's, two council members, Kyle Lehman, and Chad Knippen.
- More taps create more flow; this will help the smell.

Business Park, Mr. Moreno reported:

- Choice One will work on Site Plan; hopes to have ready by 1<sup>st</sup> quarter of 2022.
- PSI Intertek sent quotes for four studies; prices range from \$16,000 – approx. \$25,000
- He is working with Amy Sealts of Putnam County CIC to update information on <sup>marketing</sup> <sup>smw</sup> <sup>marketing</sup> the Progressive Drive Properties.
  - Update Zoom Prospector to 150,000 a day excess water <sup>smw</sup> <sup>capacity</sup> <sup>capacity</sup>
  - With this excess in mind, do we need to do an additional evaluation for site capacity? – Amy reaching out to Insite on this.
- Zoning needs updated
  - Was suggested to compensate Zoning Board to start this
  - Mrs. Theresa Von Sossan didn't recommend due to the complexity and size of the project. She suggested Choice One might be a good idea.
  - Fiscal Officer will contact Choice One on a quote to redo zoning.

Darren accepted the position as council representative on the zoning board.  
Jerry stepping down, will need another zoning member.

Sale of 2006 Chevy Truck:

- Reserve set at \$7500; list on ads
- Mr. Miller will put ad on Facebook
- Fiscal Officer will contact Microtronix to put on Village website
- Open bids December 15 at rescheduled regular council meeting

Maintenance Position:

- Derek Meyers last day will be December 10, 2021
- Chad Knippen contacted several councilmen and suggested Chad and Kyle Lehman could help fill in when needed, rather than hiring another employee.
- Mr. Miller will sit down with Mr. Knippen, Mr. Lehman, and Mr. Barry Koester to discuss possibilities.

BPA report:

- Schweller Electric working with PAC Engineering to remove existing controls and install new controls at the WWTP to automate the system
  - A motion was made by Mr. Leis to go ahead with automating the system, Mr. Miller second. Vote: Hoersten, yes; Leis, yes; Moreno, yes; Honigford, yes; Miller, yes; & Markward, yes.



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- Sewer plant lift station needs cleaned out. A contractor will need to be hired to do this job.
- The aerators still need cleaned, hopes to have this complete by the end of 2021. Projected cost of this will be \$3600. After completion they will retest well #7 and possibly add another aerator to help with reducing the sulfur in this well.
- Mike Hohlbein called in OUPs so he could replace the two non-working hydrants, one off Sunset Drive and the other on N. Otto Street.
- Two air relief valves need replaced. One valve is on Schnipke Engraving forced main line, other is by Ottoville School.
- Hunt Engineering has plans drawn up concerning the WWTP clarifiers. They will present information to council after the first of the year along with possible grant opportunities.
- The lining of the manholes, done by Advanced Rehabilitation Technology, is reducing infiltration of the surface water. The plant is catching up quicker after heavy rains. The Board agrees and would like to budget \$50,000 more for additional manholes in upcoming years until all manholes are done.
- Discussion about Confined Space Re-certification was held. Mr. Lehman is current and will renew when needed. Mr. Knippen plans on getting certified also.
- New hand and small power tools for the utilities department are needed

Mr. Honigford

- Sandblasting and repainting of the fire hydrants in the village.
  - Tabled until 2022
- Stop sign by Rick Byrne is loose; Mr. Barry Koester will address

Mr. Lies

- Sunset Dr curbs need done
  - Prior quotes by Newcomer Company

Mr. Moreno

- 30 new trees will be planted in the park
  - Donated by Ottoville Mother's Club

Discussion by council about getting infrastructure money into the village.

- Mrs. Theresa Von Sossan will look into a grant writer.

Michelle Weyrauch and Jeanne Wannemacher will be going to the UAN Year End Seminar in Columbus December 1, 2021.

Moving regular council meeting to December 15 at 6:15pm; Christmas party to follow.

With no further business meeting was adjourned at 8:33pm.



Mayor



Fiscal Officer