

RECORD OF PROCEEDINGS  
Village of Ottoville Council

Minutes of

Meeting

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

Held February 26, 2024

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 - absent  
Sarah Zeller Adria Petrick  
Joe Moreno Charlie Buss

Solicitor: Austin Buchholz

Presiding: Mayor Ronald N. Miller, presiding

The January 22 meeting minutes 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), seconded by Mrs. Petrick. A vote of five yeses passed this motion.

Fire Department presented by Fiscal Officer

- Mr. Moreno made a motion to appoint Mr. Ronald Miller and Mr. Dan Honigford as the Firefighters' Dependent board members, seconded by Mr. Buss. A vote of five yeses passed this motion.
- The BWC inactive reserve coverage will be tabled until a report can be obtained from Chief Derek Ricker.
- Mr. Moreno made a motion to approve and pay the VFIS Accident & Sickness renewal for the fire department, seconded by Mrs. Zeller. A vote of five yeses passed this motion.
- It was agreed that when the new fire truck arrives, the village can invoice the townships on the quarterly cycle unless the cycle is far off then invoice immediately.

BPA presented by Fiscal Officer

- Jayhawk has a few modules available to add to the software.
  - a. Email Billing option: This will email the utility invoices to residents for a one-time village expense of \$750. BPA felt this could be beneficial for future financial and time savings. Will need to have a document signed by residents so they are aware that failing to receive the invoice does not waive penalties.
  - b. Customer Portal: Residents can view their bill and see a 12-month graph of usage. This is a \$750 one-time charge plus annually \$240 1<sup>st</sup> year then \$360 following years. BPA is not in favor because we only bill 4 times a year and inquires of this nature are low.
  - c. Credit Cards: Current special \$750 one-time charge (originally \$1500), \$100/month; \$2.95/ transaction fee (this can be passed to resident). BPA felt this was on the expensive side and agreed this would not be a wise investment at this time.
  - d. Mrs. Petrick made a motion to implement the one email billing option, seconded by Mrs. Zeller. A vote of five yeses passed this motion.
- The Muffin Monster was installed by The Henry P. Thompson Company. Everything is working as it should.
- The issue at the school pump station was not the control board. It is a part inside the controls. A replacement is coming through Schweller Electric. Presently, the malfunctioning control is being bypassed so the pump station is working.
- A water leak occurred on West Canal St. in front of the hardware/furniture store. This section of water line should be addressed before any other improvements are made to street.



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- Buckeye Power Sales replaced the block heater on the generator at the WWTP. They also found the fuel filter container has a slight leak. They attempted to tighten the container without success. A quote was received to replace the container at the next PM service in March/April.
- Mr. Knippen will obtain quotes to get the water building painted, replace the overhead door, and to rehab the pump motor on Well #4.
- 2025 budget ideas
  - a. Paint the 100K gallon water tower.
- Well #7 – work on in spring, if abandon we can still reuse the pumps.
- Mr. Chad Knippen is now the Operator of Record at the WWTP.

Police Chief Report presented by Chief Herrick

- Lima Police Department donated their lightly used body cameras and components to the village. Chief sent them a thank you.
- The policemen are being fitted for new vests. The current ones will be expiring. Chief Herrick applied for a grant through Ohio to pay for 75% of the cost.
- Eclipse weekend: Friday, April 5 thru Monday, April 8
  - Will try to have all police officers to cover this weekend.
  - Utilize the town radios for communication, anticipating internet/cell towers going down.
  - Fill gas cans for cruisers.
  - Mr. Moreno will contact Brian Hilvers, EMA director, to speak/inform.
- Some officers attended first-on-scene, first responders training with the fire department, and felt it was very beneficial.

Guest Michael Lammers

- Blighted property grant was a success in the county; 52 properties granted.
- WORPO (West Central Ohio Regional Planning Organization) – new to region
  - Mayor Miller member/representative
  - 7 counties make up this region.
  - Money for infrastructure within region.
  - Mr. Lammers asked for ideas where improvements are needed. This can be waterways, roadways, railroads, bridges, etc. These ideas can be given to Mayor Miller or Mr. Lammers.

Fiscal Officer (FO)

- The CRA Board met tonight and approved the continuation of the residential CRA's.
- Creative Edge submitted a quote for a new council table, \$8,725.
  - Two additional quotes will be obtained from Randy Warnecke and Jason Nussbaum.
- FO will be attending the annual Local Government Conference March 26 – 28.
- A check written to JWC Environmental was lost in the mail. As a result, FO put a stop pay on the check. It was altered to say 'Nyla Lard' and attempted to be cashed. The Ottoville Bank will keep an eye on this check because they said it could happen again.



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Held February 26, 2024 20

New & Unfinished Business

- Tax Review Board
  - 3 interested residents, however one is a business owner and will not qualify for board membership. Will continue to seek third member.
- Repealing of outdated ordinances
  - Mr. Buchholz discussed the Ohio Basic Code which was adopted by Ordinance 2008-05 on December 23, 2008. Some of these codes could potentially interact with village ordinances and resolutions. He recommends codification of the village ordinances.
    - American Legal Publishing does this. Mr. Moreno offered to reach out to them for more information including initial and annual costs.
- Discussion on Devin Ricker’s sidewalks and trees.
  - Would like to remove 1 tree on the side of his residence and 4 in the front that are located between the street and the sidewalk.
  - Mr. Honigford asked him to obtain two quotes for the sidewalks which were presented.
    - Ricker Lawn & Landscape \$12,444.10
    - Riverside Contracting, LLC \$12,300
  - The sidewalks look to have been damaged by Mr. Ricker when he was doing home repairs. There are worse sidewalks in town.
  - Tabled until March meeting.
- Mrs. Petrick moved to pass the first reading of Ordinance 2024-01, An Ordinance providing for health care fund, reimbursement of out-of-pocket medical expenses, providing for monthly payment for full-time employees in certain cases and repealing Ordinance # 226, 233, 243, 260, and 278, seconded by Mr. Moreno. Roll Call Vote: Moreno, yes; Zeller, yes; Wannemacher, yes; Petrick, yes; and Buss, yes.
- Mr. Moreno made a motion to approve the residential CRA for KW Developers LLC’s duplex in the Bendele Triangle, seconded by Mrs. Zeller. A vote of five yeses passed this motion.

Mr. Joe Moreno

- Discussion on street & curb repairs.
  - Street Department will be instructed to get quotes for Pine St and Sunset Dr.
  - Curbing will allocate \$30,000 for the worst parts on Pine St, Sunset Dr, and Westwood Dr.
  - West Canal Street by the hardware and VFW, the water lines will need addressed prior to street repair.
    - Mr. Moreno will speak with the Utility and Street Departments on this.
    - Could be a project for WORPO.
- Putnam County CIC launching Yodel in near future for Putnam County.
  - A way for businesses and organizations to advertise their community events.
  - It is a community calendar to search for events.
  - Putnam County CIC funding 100% of the project.

Mr. Jim Wannemacher

- Concerns of a resident at 349 Walnut Street owning three pit bulls and these dogs are getting loose. A neighboring resident’s dog was attacked by one of these pit bulls. The owner was instructed to call the dog warden and Chief Herrick.

With no further business, the meeting was adjourned at 9:17 p.m.

Ronald Miller  
Mayor

Michelle T. Wynn  
Fiscal Officer