

RECORD OF PROCEEDINGS  
Village of Ottoville Council

Minutes of

Meeting

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

Held April 28, 2025

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 Charlie Buss

Solicitor: Austin Buchholz

Presiding: Mayor Ronald N. Miller, presiding

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

The March 24 and April 7 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) second by Mr. Honigford. A vote of six yeses passed this motion.

Fire Department

- Mr. Honigford will follow up with Chief Kimmet concerning the Vantage training and any other details for the 1987 fire truck donation agreement.
- Mr. Moreno moved to approve the \$9888 fire department property & casualty insurance renewal provided to Council prior to the meeting seconded by Mrs. Petrick. A vote of six yeses passed this motion.
- Ottoville Fire Association asked to put their decals on the fire trucks. After discussion Mr. Wannemacher made a motion to maintain current signage for the trucks are the property of the village, no additional signage seconded by Mr. Moreno. A vote of six yeses passed this motion.

BPA by Fiscal Officer

- Mr. Calvelage moved to approve the first Quarter utility credits after reviewing seconded by Mr. Helms.
- Account 438 asked for a late fee credit from the January 2025 utility billing. After discussion, the request was denied.
- The drive on blower #5 at the WWTP went out, currently running on the backup. Verbal quote was received for ~\$6500 to fix.
- The water plant survey/inspection was done by the Ohio EPA on April 14. Some recommendations were made, which Mr. Knippen will take care of when the report comes out. The only violation was the concrete pads on the 100,000 gallon water tower which will be addressed this summer.
- Schweller Electric ordered the parts for the combination disconnect/starter and drive. Once everything is in stock, Schweller's will install.
- Summer operation will begin at the WWTP on May 1. E Coli sampling will begin at this time. New sleeves and bulbs were ordered because the last few results at the end of last year were on the high side. The tank will also be cleaned.

Fiscal Officer

- Fiscal Officer to attend conference May 7.

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New & Unfinished Business

- Reminder to complete the Sunshine Law training and turn in the completion certificate to fiscal officer before elected term ends. The Sunshine Law training must be completed once per term.
- Mr. Moreno moved to approve the employee health, vision, and dental insurance plan for full time employees emailed prior to the meeting for review, seconded by Mrs. Zeller. A vote of six yeses passed this motion.
- The first payment for the WWTP Nutrient Reduction design loan will come due this May. Currently, the only withdraw is the OWDA loan fees totaling \$1520 with additionally interest of \$58.68. The Acknowledgment of Payment was emailed prior to the meeting for review. Mr. Wannemacher moved to approve the acceptance, signing, and return to OWDA seconded by Mrs. Petrick. A vote of six yeses passed this motion.
- Hunt Engineering LLC invoice was emailed prior to the meeting for review. This is the engineering portion of the WWTP Nutrient Reduction Phase 1. The amount of \$196,308 is 80% of the total expected engineering for this phase. This estimate includes one clarifier and connection to existing plant. Not included are items such as, but not limited to; the flow splitter for a future second clarifier, the second clarifier, chemical feed, return activated sludge level regulator for the second clarifier, and legal fees. The remaining 20%, \$49,077 will be invoiced once Ohio EPA approves the permit to install. Mr. Moreno moved to approve the signing of the OWDA Fund Payment Request for the additional amount of \$196,308 and pay Hunt Engineering in this amount seconded by Mr. Honigford. A vote of six yeses passed this motion.
- May Council meeting will fall on Memorial Day. It was decided to move the monthly meeting to Tuesday, May 27, 2025 at 7pm.
- The storm outlet for Progressive Drive and PSI developed a sinkhole in the field West of Progressive Drive. After discussion and determining the outlet is 8' down to the top of the 36" pipe, Mr. Wannemacher moved to have J&M Excavating repair the line seconded by Mrs. Petrick. A vote of six yeses passed this motion. Due to the emergency, the appropriations for Otto Street storm will be used for this project.
- ODOT contacted the village office reporting a complaint on State Route 224/66 in front of the Parish Center. Street Department had already filled the area with cold patch. They will continue to monitor.

Mr. Dan Honigford

- Informed council the Zoning Board has approved the new zoning codes with some alterations. Council will begin to review the documents starting with the Zoning Code portion, Articles 3 and 4; pages 33-50.

With no further business the meeting was adjourned at 8:04 p.m.

Ronald N. Miller  
Mayor

Michelle Tideman  
Fiscal Officer