

# RECORD OF PROCEEDINGS

Minutes of

## Village of Ottoville Council

Meeting

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

Held January 26, 2026 20

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 Sarah Zeller Joe Moreno	Daniel Honigford Adria Petrick Open Seat
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Solicitor: Austin Buchholz

Presiding: Mayor Ronald N. Miller, presiding

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

The December 15, 2025 and January 8, 2026 meeting minutes were provided to each Council member prior to the meeting and approved as written.

Mrs. Zeller moved to approve bills presented for payment (see register attached) seconded by Mr. Honigford. A vote of five yeses passed this motion.

Mr. Moreno moved to approve the financial reports presented prior to the meeting seconded by Mrs. Petrick. A vote of five yeses passed this motion.

#### Welcomed Guests

- Mr. Jeff Vance spoke about running for Putnam County Commissioner and asked for support in the upcoming election.
- Mr. Barry Schroeder spoke about running for Putnam County Juvenile/Probate Judge and asked for support in the upcoming election.

#### Fire Department by Chief Kimmet

- An application has been submitted for a grant to replace the fire department bay lights.
- Fire Association has received a ~\$2100 grant for new gas meters through Paulding Putnam Electric Coop.
- Additional fire department grants received via Ohio BWC
  - \$7,477.50 for a Rollnrack hose real
  - \$14,693.94 for turnout gear
- Reminder VFIS membership due asap. Chief Kimmet will communicate this with the fire department treasurer.
- Mrs. Petrick moved to approve the 2026 fire department roster seconded by Mr. Moreno. A vote of 5 yeses passed this motion.
- Mr. Wannemacher moved to approve new member Dylan Laney seconded by Mrs. Petrick. A vote of 5 yeses passed this motion.

#### Police by Chief Herrick

- New taser training cartridges and batteries are on order.

#### BPA

- December 16, 2025 meeting minutes
  - The work on the Siefker subdivision has been delayed due to the weather.
  - There was another voltage issue on the generator at the WWTP plant. This was an issue that occurred in the spring as well. After discussion with a tech from Buckeye Power Systems, he suggested doing a 2-hour load test to find out what the issues could be, if any. Council approved this at their meeting and Mr. Knippen contacted Buckeye Power schedule it.

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- There was a slight leak on one of the hatches at the water treatment plant. It may have been snow blowing in. This will be monitored and take action if necessary.
- No issues thus far from the cold and snowy weather.
- There was a water leak at 286 East Street which was taken care of.
- January 20, 2026 meeting minutes
  - Discussion on whether to charge late fees to residents whom have made arrangements for financial help through the county to pay their utility bill. Mr. Davies moved to not charge the late fees when there have been prearrangements with the county agents seconded by Mr. Helms. The motion passed unanimously.
  - There was a water break on Westwood Drive today. 2 bands have been repaired.
  - The work on the Siefker subdivision has begun.
  - Buckeye Power completed the load test on the WWTP generator and found the potentiometer was bad and needed replaced. This is scheduled for tomorrow, January 21. The batteries were also replaced.
  - No issues thus far from the cold and snowy weather.

**Fiscal Officer**

- Discussion concerning the final (balloon) payment which will be due January 2030, on the WWTP design loan project. This payment is currently projected be over \$100,000 if we do not make additional principal payments. Council will periodically review the sewer fund to evaluate the ability to make additional principal payments which will also help lower the interest payment.
- Multiple attempts since November 2025 to reclaim \$8.24 is sales tax from Trend Micro and to date, this still has not been refunded. Mrs. Petrick made a motion to not spend any more time trying to reclaim it seconded by Mrs. Petrick. A vote of 5 yeses passed this motion.

**New & Unfinished Business**

- Zoning Board members are as followed:
  - Mike Ricker, Ron Miller, Daniel Honigford, Alyssa Honigford, David Looser  
Mr. Moreno moved to approve seconded by Mrs. Petrick. A vote of 4 yeses passed this motion. Honigford, abstained.
- Village Fire Department Representative, Mr. Dan Honigford. Mrs. Petrick moved to approve seconded by Mr. Moreno. A vote of 4 yeses passed this motion. Honigford, abstained.
- Village Park Board Representative, Mr. Joe Moreno. Mrs. Petrick moved to approve, second by Mrs. Zeller. A vote of 4 yeses passed this motion. Moreno, abstained.
- Putnam County Health Board Representative, Mrs. Sarah Zeller. Mr. Moreno moved to approve second by Mrs. Petrick. A vote of 4 yeses passed this motion. Zeller, abstained.
- Tax Incentive Review Committee Representative; Mayor and Fiscal Officer. Mr. Moreno moved to approve second by Mrs. Petrick. A vote of 5 yeses passed this motion.
- CRA Housing Officer; Fiscal Officer. Mr. Moreno moved to approve second by Mrs. Petrick. A vote of 5 yeses passed this motion.
- Port Authority Village Representative, Mayor. Mr. Moreno moved to approve second by Mr. Honigford. A vote of 5 yeses passed this motion.
- Mayor Miller will have the new committees for the February council meeting.
- After much discussion on the WWTP phosphorous reduction project council decided to have fiscal officer email Pam Ewing with RCAP to put the EPA loan application on hold until council has time to review/research additional funding options and other alternatives for the project. The village is not currently financially able to support the projected loan payments this project would require.

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- Discussion on mulching of landscape waste. A quote from Resource was submitted. They offered several options, one being to bring it to their facility and they would take it for free. Hauling costs are being sought out. Fire Chief Kimmet was present for this discussion and offered to look into a burn permit and use as a training exercise. Council would like to table the discussion to give additional time for these options.
- Mrs. Petrick made a motion to approve the first reading of Ordinance 2026-02, An Ordinance Accepting Annexation of 12.404 Acres, seconded by Mr. Moreno. Roll Call Vote: Wannemacher, yes; Zeller, yes; Moreno, yes; Petrick, yes; Honigford, yes.
- The new position description for the maintenance and utility technician was presented, discussed, and updated. Mrs. Zeller made a motion to approve the description seconded by Mrs. Petrick. A vote of 5 yeses passed this motion. Mr. Moreno will post the open position.

Mrs. Adria Petrick

- Discussion concerning cars parking in the fire lane at the school. Mr. Moreno will talk to the school board about this safety issue.

Mr. Joe Moreno

- The street department expressed the need to remove piled snow around town due to various points of low visibility. They received a quote of \$90 per hour from J & M Excavating and thought they could get this completed in ~6 hours. Mr. Moreno moved to approve seconded by Mr. Honigford. A vote of 5 yeses passed this motion.
- The USPS made some adjustments when/where they postmark mail which may result in later postmarks on mail. USPS customers have the option to visit the local post office to have them immediately postmark their mail preventing possible late charges/fees.

Mr. Austin Buchholz

- Continuing the research and development of the cybersecurity policy.

Mr. Jim Wannemacher

- Mr. Wannemacher moved to go into executive session including the mayor at 8:11pm to discuss employment personnel matters, seconded by Mrs. Zeller. Roll Call Vote: Wannemacher, yes; Zeller, yes; Moreno, yes; Petrick, yes; Honigford, yes.

Regular meeting resumed at 8:23pm.

Mr. Wannemacher moved to appoint Matthew Wannemacher for the open council seat seconded by Mr. Honigford. 5 yeses passed this motion.

With no further business the meeting was adjourned at 8:25 p.m.

Ronald N Miller  
Mayor

Mabelle T. Wagoner  
Fiscal Officer