

Board of Public Affairs members Phil Hilvers & Dan Honigford reported from the board meeting:

- Raising the annual transfer amounts were discussed, annual budget meeting will address this.
- Recommended council considers raising sewer rates. Will check the dollar amount this will generate
- Repair leaking valves at water plant
- February 1 Ohio EPA will be inspecting water plant
- Checking the possibility of drilling well #7
- Discussed funds that the Kubota RTV payments will come out of

Ordinance No. 2017-01 an Ordinance providing for the payment of a security deposit for new customers of the water and sewer systems of the Village of Ottoville, Ohio, repealing Ordinance No. 245 was read for the first time.

At this time Greg Bockrath Bockrath Associates and John Schimmoeller were welcomed to the meeting. They were present to discuss the development of water and sewer on the Jackie Schimmoeller property across from school. After discussion Mr. Moreno moved to approve sharing engineering costs for planning the extension of the water and sewer services across US224 from the lift station at the corner of the school property, and approving the Village assume 50% of the \$7800.00 quote presented (Village share \$3900.00). Mr. Byrne seconds this motion. Vote: Hoersten, yes; Markward, yes; Leis, yes; Byrne, yes; Miller, yes; & Moreno, yes.

Council then discussed the waterline extension from Progressive Drive to the east side of GS Miller properties (Lock 16). Mr. Markward moved to hire Choice One Engineering to engineer this project second by Mr. Leis. Vote: Hoersten, yes; Markward, yes; Leis, yes; Byrne, yes; Miller, yes; & Moreno, yes.

Ottoville Volunteer Fire Chief Gary Wurst was present. He informed council that the Ottoville Volunteer Fire Department has interviewed 5 new firemen applicants. The fire department has voted to include in their bi-laws to have inactive reserve status firemen on the department. Mrs. Hoersten then moved to approve the annual increase of pay to the officers: Assistant Chief, Captain Secretary, & Captain Treasurer from \$100 to \$150 and 2 lieutenants from \$0 to \$100 second by Mr. Leis. Vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; & Moreno, yes. Markward abstains.

The plat of four one acre Village owned lots along Progressive Drive was presented. Mr. Moreno moved to accept this plat as surveyed second by Mrs. Hoersten. Vote: Hoersten, yes; Markward, yes; Leis, yes; Byrne, yes; Miller, yes; & Moreno, yes.

2017 Committees are as follows: Finance-Budget-Appropriations-Insurance: Chairman Darren Leis, Karen Hoersten, & Joe Moreno. Ordinance-Resolutions-Annexation-Commercial-Industrial: Chairman Carl Byrne, WD Miller, & Karen Hoersten. Public Utilities of water & sewage-Refuse pickup-Cable TV-Street lights: Chairman Jerry Markward, WD Miller, & Darren Leis. Personal-Safety-Police-EMS-VFD: Chariman WD Miller, Joe Moreno, & Darren Leis. Streets-Sidewalks-Curbs-Alleys-Storm Sewers: Chairman Joe Moreno, Carl Byrne, & Jerold Markward. Welcome resident-Tree beautification-Aid to Senior Citizens: Chairman Karen Hoersten, Jerry Markward, & Carl Byrne.

Mr. Markward will be obtaining quotes to install new street lights. The dumping of illegal rubbish on the Village mulch pile was discussed. The Ohio Basic Code has enforcement & fines outlined, so council will instruct the Village police to enforce this.

The 2016 Backhoe was delivered Friday. Mr. Moreno moved to advertise the sale of the old 1978 Case Backhoe with an auction to be held next council meeting on February 27, 2017 at 7pm with minimum bid be

\$11,000.00. This motion was second by Mrs. Hoersten. Vote: Hoersten, yes; Markward, yes; Leis, yes; Byrne, yes; Miller, yes; & Moreno, yes.

Two quotes were received to raise the garage door on the east side bay of the maintenance garage to accommodate this backhoe: Schimmoeller Contracting \$3,698.80 and Miller Contracting Group \$7,878.00. A quote for new doors including installation from the Ottoville Lumber Company was also presented cost of \$4,890.00. Mr. Markward moved to raise & replace the garage door on the east side bay and to replace the west side garage door, accepting quotes from Schimmoeller Contracting (\$3,698.80) and Ottoville Lumber Company (\$4,890.00), second by Mr. Byrne. Vote: Hoersten, yes; Markward, yes; Leis, yes; Byrne, yes; Miller, yes; & Moreno, yes.

Police office updates were given.

Council discussed a \$40,000.00 safety grant through Ohio Bureau of Workers' Compensation: some equipment looked at were safety equipment, trench box, new tactical vests for police, and back hoe equipment. There will be a 25% match from the Village.

There was no new information on the vacating of Dollar Street.

Council discussed the dumping of ground on a possible flood zone site. This will be reviewed.

There will be quarterly meetings held with the Ottoville Police deputies to address any concerns.

Mr. Leis presented a quote to purchase two LED solar powered stop signs to be installed on Third Street at SR66 and US224 at a cost of \$3,782.70. He also discussed installing "No parking here to corner" signs. Mrs. Hoersten moved to purchase two LED stop signs at the quoted price of \$3,782.70 second by Mr. Moreno. Vote: Hoersten, yes; Markward, yes; Leis, yes; Byrne, yes; Miller, yes; & Moreno, yes.

Mr. Moreno updated council on the Kubota RTV. The lease is a 6% financing lease agreement. The steering pump was replaced under warranty.

With no further business meeting was adjourned at 8:15 p.m.

Mayor

Fiscal Officer

Village of Ottoville Council

January 5, 2017

Resolution 2017-02, a resolution granting a franchise for the collection of garbage, trash, rubbish, and refuse from the residential and commercial areas of the Village of Ottoville was read. Mr. Markward moved to approve Resolution 2017-02 as read second by Mr. Byrne. Roll call vote: Byrne, yes; Markward, yes; Moreno, yes; Miller, yes; Leis, yes.

Council discussed the request from the Boy Scouts of America, Black Swamp Area Council to use the Village of Ottoville as a partner in applying for grant monies to build a storm shelter at Camp Lakota scout camp. Mr. Moreno moved to approve Mayor Miller permission to sign this application second by Mr. Miller. Vote: Byrne, yes; Markward, yes; Moreno, yes; Miller, yes; Leis, yes.

Mr. Miller moved to approve the purchase of additional equipment; broom kit & hydraulics package, for the Kubota RTV at a cost of \$9,000.00 second by Mr. Moreno. Vote: Markward, yes; Moreno, yes; Miller, yes; Leis, yes; Byrne, no.

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

Mayor

Fiscal Officer

council contact ODOT to meet to get speed limits lowered on state routes, and stop signs improved along the state routes. Council assured him they would look into these concerns.

Then Choice One engineers addressed the council. Andy Schumn reviewed the flow meter report from Auglaize Street. Brian Goubeaux updated council on the US224 East waterline extension project, and the Progressive Drive sanitary sewer extension project. The surveying and topo is being done.

All were informed that the Ohio Basic Code has enforcement & fines outlined to deal with the dumping of illegal rubbish on the Village mulch pile.

Ordinance #201 Unsafe Structures will be sent to property owners of the two barns on South Otto Street, and the old mill on Winkelman Street.

All were informed that four-one acre lots on Progressive Drive are available for sale. Any interested buyers should contact the Putnam County CIC.

Mr. Miller presented a quote from City Blueprint of Toledo for a GPS Trimble R8s Rover, receiver kit, radio, battery charger, and accessories cost of \$18,953.86 to record Village utility assets. He then made a motion to purchase second by Mr. Moreno. Vote: Byrne, yes; Hoersten, yes; Markward, yes; Leis, yes; Miller, yes; & Moreno, yes.

Discussion concerning the flood ordinance was tabled until next meeting.

Mr. Markward informed all that he is in the process of obtaining quotes to install the Chamber street lights.

Mr. Miller presented to council information concerning installing cameras around the Village well fields and brush pile due to the trespassing of trucks, 4 wheelers, and dumping of garbage. More information and pricing will be forth coming.

The new police office is waiting on the installation of the air conditioning unit.

The new shop garage doors are installed.

Council heard updates on the Ohio BWC grant monies.

Council discussed the OVFD request to use the retired firemen as reserved firemen. There is no job description in the Personnel & Policy book. This will be tabled until next meeting. Clemens, Nelson, and Associates will be contacted for guidance.

Celedon Trucking Company will be contacted concerning the vacating of Dollar Street. The Village Council agreed to pay for surveying lots #327 & 328 into one lot so that Dollar Street can be vacated.

Mr. Leis presented quotes for the renewal of the OVFD accident and sickness insurance: VFIS \$1,249.00 and Conrad Beck \$1,316.00. Mr. Leis then moved to stay with VFIS second by Mr. Byrne. Vote: Byrne, yes; Hoersten, yes; Leis, yes; Miller, yes; Markward, yes; & Moreno, yes.

Marge Hicks contacted a council member concerning flooding in her basement. This issue will be checked into.

Having two council meetings per month was discussed. It was decided to just call a special meeting if needed.

Board of Public Affairs members Phil Hilvers & Dan Honigford reported from the board meeting:

- Ohio EPA water plant inspection & violations were discussed: wire casing violation on well #3 & #6 has been resolved.
- Board was informed that the Village water rates are too low.
- Magnesium will be sampled for weekly
- The sanitary sewer permit was renewed for 5 more years. Removal of sump pumps has reduced the inflow of ground water.
- Discussed having alternate bids for the US224 waterline project: the entire US224 east waterline project, or just the job of crossing US224.

Ordinance for raising sewer rates was discussed. This was tabled until a further meeting.

With no further business meeting was adjourned at 9:30 p.m.

Mayor

Fiscal Officer

Village of Ottoville Council

March 27, 2017

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
	Carl Byrne	Joseph Moreno
	Karen Hoersten - absent	WD Miller
Solicitor:	Theresa Von Sossan	
Guests:	Phil Hilvers, & Dan Honigford BPA Board, Larry & Molly Miller S. Otto St. property owners.	
Presiding:	Ronald N. Miller presiding	

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

Minutes of the February 27, 2017 regular meeting was provided to each Council member prior to the meeting and approved as written.

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

Mr. Leis moved to pay M&W Trailers \$451.63 for the brakes air tank leak on fire truck #112, and \$292.95 for drop box, second by Mr. Moreno. Vote: Byrne, yes; Leis, yes; Miller, yes; & Moreno, yes Markward, abstains.

At this time Lawrence & Molly Miller were welcomed to the meeting. They were present to discuss the two barns on S. Otto Street that is in need of repair. He requested extra time to do repairs needed. Council felt if they could see progress being done they would be ok with that. Mr. Miller agreed.

Ordinance No. 2017-01 an Ordinance providing for the payment of a security deposit for new customers of the water and sewer systems of the Village of Ottoville, Ohio, repealing Ordinance No. 245 was read for the third time. Mr. Moreno moved to accept Ordinance 2017-01 as read second by Mr. Byrne. Vote: Byrne, yes; Leis, yes; Miller, yes; Markward, yes; & Moreno, yes.

Mr. Byrne moved to approve the renewal of all liquor permits with in the Village second by Mr. Leis.
Vote: Byrne, yes; Leis, yes; Miller, yes; Markward, yes; & Moreno, yes.

Mr. Moreno made a motion to transfer from the General Fund \$2000.00 to Water Reserve Fund, \$4000.00 to Sewer Reserve Fund, & \$2,500.00 to Police Fund. Mr. Miller seconds this motion. Vote: Byrne, yes; Markward, yes; Leis, yes; Miller, yes; & Moreno, yes.

Mr. Byrne made a motion to approve Guardian dental & vision insurance renewal at 4% increase on dental and 3% increase on vision, second by Mr. Leis. Vote: Leis, yes; Moreno, yes; Byrne, yes; Markward, yes; & Miller, yes;

Mr. Markward moved to approve the Mayor permission to sign the agreement with Choice One Engineering to engineer the East Main Street water main extension and the Progressive Drive sanitary extension. This motion was second by Mr. Leis. Vote: Leis, yes; Moreno, yes; Byrne, yes; Markward, yes; & Miller, yes;

Mr. Moreno moved to approve the Mayor sign the site plan for Niedecken Subdivision Road P second by Mr. Leis. Vote: Leis, yes; Moreno, yes; Byrne, yes; Markward, yes; & Miller, yes;

Mr. Byrne moved to approve permission for the Fiscal Officer to attend a two hour cybersecurity training in Findlay on April 5, 2017, second by Mr. Moreno. Vote: Byrne, yes; Leis, yes; Miller, yes; Markward, yes; & Moreno, yes.

Mr. Markward moved to approve to continue the Community Reinvestment Agreement with Miller Precision Industries/Bookcase Properties, and the Enterprise Zone Agreement with Progressive Stamping Inc., second by Mr. Miller. Vote: Byrne, yes; Markward, yes; Leis, yes; Miller, yes; & Moreno, yes.

Mr. Miller moved to accept the Housing Council's recommendation to approve and continue the ten residential Community Reinvestment Agreements second by Mr. Moreno. Vote: Leis, yes; Moreno, yes; Byrne, yes; Markward, yes; & Miller, yes;

Council also noted that Odenweller Milling is also doing repairs on their building on Winkelman Street.

Council discussed the OVFD request to use the retired firemen as reserved firemen. Council felt it would be in the fire department's best interest to let them decide what position they want to take on these firemen.

The 15 foot easement for the East Main Street water main extension will be obtained.

At this time the Mayor opened the quotes for digging the East Main Street water main extension. Results were as follows: J&M Excavating \$18,495.00, Miller Contracting Group \$20,815.00, Schimmoeller Construction \$21,995.00, and All Purpose \$24,500.00. Mr. Markward moved to hire J&M Excavating at the quoted price of \$18,495.00 second by Mr. Miller. Vote: Leis, yes; Moreno, yes; Byrne, yes; Markward, yes; & Miller, yes;

Mr. Markward moved to change the appropriations and certificate of estimated resources and add \$60,000.00 to the Village Capital Fund for the East Main Street water main extension, second by Mr. Moreno. Vote: Leis, yes; Moreno, yes; Byrne, yes; Markward, yes; & Miller, yes;

Mr. Miller moved to transfer \$50,000.00 from the General Fund to the Village Capital Fund for the East Main Street water main extension, second by Mr. Byrne. Vote: Leis, yes; Moreno, yes; Byrne, yes; Markward, yes; & Miller, yes;

Clemans-Nelson & Associates updated section 7.08 (Violence in the workplace) & 7.10 (Carry and concealment of weapons) of the Village Personnel Policy and Procedure manual. Mr. Miller moved to accept revisions as presented second by Mr. Moreno. Vote: Leis, yes; Moreno, yes; Byrne, yes; Markward, yes; & Miller, yes;

Mr. Miller reported that the lawyer for Celadon trucking company will be recommending his company agree to vacate Dollar Street. He will notify the Village of the company's answer.

The Bureau of Workers' Compensation safety grant is approximately \$27,000.00. The Village will have to match 25% (\$6750).

Village personnel are meeting with ODOT Thursday March 30th to discuss concerns about speed limit zones, signage on Village streets, lights on state routes through the Village, etc.

Mr. Miller reported that the personnel committee met to discuss safety issues: confined space equipment, gas air monitor, & tripod (approximate cost \$8000.00). The OVFD offered the Village use of the fire department's air monitor when needed until it is decided to purchase one. Also discussed were safety vests, noting that they are to be worn by Village personnel at all times when working on the streets.

Applications for full time street help and part time seasonal help will be reviewed on Wednesday.

Board of Public Affairs members Phil Hilvers & Dan Honigford reported from the board meeting:

- Ohio EPA water plant inspection & violations were discussed: wire casing violation on well #3 & #6 has been resolved.
- Compliance with confined space: tripod and air monitor
- Review raising connection fees due to the price of brass increasing
- Sewer line extension materials and a lift pump station quotes being obtained

Electric service to the Progressive Drive lift station was discussed. Niedecken's Engineer informed the Village that they are planning to have Paulding Putnam Coop service Niedecken Subdivision. The Village may be able to get electric from here for the lift pump on Progressive Drive.

At 8:31pm Mr. Moreno moved to go into executive session to discuss compensation of a Village employee, and include in this session the Mayor, Solicitor, & Fiscal Officer. Mr. Byrne seconds this motion. Vote: Leis, yes; Moreno, yes; Byrne, yes; Markward, yes; & Miller, yes;

At 8:46pm the regular meeting resumed.

Mr. Moreno moved to approve an agreement with Jane Horstman Income Tax Administrator and compensate her \$381.40 for excess time worked second by Mr. Miller. Vote: Leis, yes; Moreno, yes; Byrne, yes; Markward, yes; & Miller, yes;

Council approved the fiscal officer's request to apply for Dental & Vision insurance through the Village policy at her cost.

With no further business meeting was adjourned at 8:57 p.m.

Mayor

Fiscal Officer

- The board reviewed water tap connection fees, and approved to double the prices for 3/4 to 6 inch taps.
- Compliance with confined space: equipment needed: harness, tripod, and air monitor
- Agreement was signed with EJ Prescott for parts & safety training
- It was agreed that the paving on East Main Street should be done immediately after crossing US224/Main Street with the waterline extension.

At 8:04 pm Carl Byrne entered & joined the meeting.

Council discussed raising the rates on sewer. Mr. Moreno suggested looking at the budget to decide the need to raise the rates. It was also discussed to raise it a little so the impact would not be as great to the residents. After discussion Mr. Leis moved to raise sewer 25 cents per 1000 gallons second by Mr. Markward. Vote: Byrne, yes; Hoersten, yes; Leis, yes; Markward, yes; Miller, no; & Moreno, no.

There was discussion on a need for a meter at the water plant where bulk water is taken, and if water hauled is being paid for.

Mr. Miller reported he checked into cameras for monitoring the brush pile & the water plant where bulk water is pumped. Cameras, monitors, network video recorder, wireless radios, and installation quoted price of \$22,397.80. Council decided to table this project at this time.

The BWC grant paperwork is in the process of being finalized. Safety policies were presented that need to be adopted and placed in the employee manual. Mr. Miller moved to adopt these policies: Lock Out/Tag Out, Fire Prevention, Electrical Safety, Confined Space, Blood borne-Pathogens Exposure Control, Hazard Communication, & Hazard Assessment, Equipment Selection, Training & Use Requirements. Mrs. Hoersten seconds this motion. Vote: Byrne, yes; Hoersten, yes; Leis, yes; Miller, yes; Markward, yes; & Moreno, yes.

No new information on Dollar Street or the ODOT projects were presented.

Alley paving was discussed. An ordinance will be drafted.

Matt Cross a resident requested trees planted by his house. Council decided they would not be planting any at this time.

Ottoville Volunteer Fire Department property and casualty insurance was discussed. Two quotes were presented: VFIS \$7,936.00 & Selective \$7,204.00. VFIS covered the “One Lunger truck”, covered building/contents, value of trucks listed of what would be covered, “Good Samaritan” on firemen covered, retired reserves covered, & training opportunities available. Selective did not have these. So Mr. Leis made a motion to accept VFIS Insurance quote for \$7,936.00 as best price second by Mr. Moreno. Vote: Byrne, yes; Hoersten, yes; Markward, yes; Leis, yes; Miller, yes; & Moreno, yes.

Mr. Moreno reported that he had met with the police department about concerns. He discussed the problem of speeding through the park. It was suggested to vary coverage times and enforce the limit to get the word out to slow down. Park Carnival police coverage was also discussed.

The need for a policy on “Medical Marijuana” was discussed. Clemens-Nelson will be contacted to define a policy.

With no further business meeting was adjourned at 9:16 p.m.

Mayor

Fiscal Officer

Village of Ottoville Council

April 10, 2017

Members of Village Council met this day in **Special** session in Council chambers, Municipal Center of Ottoville, Ohio at 6:00 pm.

Present	Jerold Markward	Darren Leis
	Carl Byrne	Joseph Moreno
	WD Miller	Karen Hoersten

Presiding: Council President Darren Leis

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

There were no minutes or bills presented.

This meeting was called to approve the Personnel Committees' recommendation to hire maintenance personnel.

Mr. Moreno moved to hire Derek Meyer for FULL TIME maintenance employee, with a 6 month probation reevaluated October 10, 2017, at a wage of \$14.50 per hour. Mrs. Hoersten seconds this motion. Vote: Byrne, yes; Markward, yes; Hoersten, yes; Miller, yes; & Moreno, yes.

Mr. Miller moved to hire Trevor Schroeder as PART TIME seasonal maintenance employee at a wage of \$8.15 per hour, second by Mr. Moreno. Vote: Byrne, yes; Markward, yes; Hoersten, yes; Miller, yes; & Moreno, yes.

With no more business meeting was adjourned at 6:18 p.m.

Mayor

Fiscal Officer

Mr. Miller presented a cost for a camera system for the brush pile. He asked council for their opinion on painting “No Parking” areas at the three way at SR66 and US 224 in front of the Parish Center. Council felt it was necessary and approved painting according to the state’s recommendations.

Mr. Miller also informed council that the BWC Safety grant has been submitted. Approximately \$21,000 was requested from this grant. Approximately \$5,000 from the Village will be needed for the 25% match. Items purchased with these grant funds are: Police tactical vests, hydraulic breaker & compactor for the back hoe, and a chop saw.

Council discussed vacating Dollar Street. There has been no contact by the trucking company to any councilmen or solicitor concerning Dollar Street, so council decided to go ahead with procedures to vacate Dollar Street. This includes the surveying and re plating of Lots# 325, 326, 327, & east and west part of 328 as well as Dollar Street. An easement will be obtained for the sanitary line that runs east & west in front of Lots #325 & 326.

Paving of West Canal, Otto, and Fifth Streets were discussed as well as replacing the deteriorating curbing on Sunset & Westwood Streets. Prices will be obtained for this job.

Mr. Moreno discussed the 2018 Budget planning.

Board of Public Affairs members Phil Hilvers & Dan Honigford reported from the board meeting:

- East Main Street waterline updates
- Sanitary taps for Geise Transmission and Lock 16 were discussed
- Any changes or questions for Jim (Butch) Miller’s property will be handled by the Mayor.
- Discussed replacing the waterline on Third Street east of East Canal to Otto Street.
- Suggested replacing the East Canal Street waterline Third Street to Second or Main Street due to the numerous breaks in that line.

May 18, 2017 Council met with the Putnam County Commissioners and Mr. Erhart of Schnipke Engraving. The cleaning, camera, and repair of two manholes in the sanitary line were discussed. Mr. Erhart agreed that the cost of the line outside the Village Corporation is his responsibility.

All were notified that the Ohio EPA permit for the Progressive Drive sanitary extension was approved. Also the “Right of Refusal” for Vaughn Horstman and the East Main Street waterline easement have been signed by all parties.

With no further business meeting was adjourned at 8:08 p.m.

Mayor

Fiscal Officer

Village of Ottoville Council

May 16, 2017

Members of Village Council met this day in **Special** session in Council chambers, Municipal Center of Ottoville, Ohio at 8:00 pm.

Present	Jerold Markward- absent	Darren Leis
	Carl Byrne	Joseph Moreno
	WD Miller	Karen Hoersten
Presiding:	Mayor Ronald N. Miller	

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

There were no minutes or bills presented.

Curt Croy Putnam County CIC director was welcomed to this meeting. He was present to discuss development of property east of the Village. Mr. Leis moved to approve the Mayor sign the Ottoville Local Schools and Vantage Career Center notification letters for the Proposed Community Reinvestment Area Agreement Application for Geise Properties LLC, Dba Geise Transmission, Inc. second by Mr. Moreno. Vote: Byrne, yes; Leis, yes; Hoersten, yes; Miller, yes; & Moreno, yes.

At 9:05 pm Mr. Byrne exited the meeting.

Mr. Leis moved to approve the First Reading of Ordinance 2017-02 increase in sewer rates 25 cents per 1000 gallons, second by Mrs. Hoersten. Roll call vote: Leis, yes; Hoersten, yes; Miller, yes; & Moreno, yes.

Mrs. Hoersten moved to approve the First Reading of Ordinance 2017-03 increase water connection fees, second by Mr. Leis. Roll call vote: Leis, yes; Hoersten, yes; Miller, yes; & Moreno, yes.

Mr. Miller moved to approve the First Reading of Ordinance 2017-04 Alley paving, second by Mr. Moreno. Roll call vote: Leis, yes; Hoersten, yes; Miller, yes; & Moreno, yes.

With no more business meeting was adjourned at 9:25 p.m.

Mayor

Fiscal Officer

Village of Ottoville Council

May 18, 2017

Members of Village Council met this day in **Special** session in Council chambers, Municipal Center of Ottoville, Ohio at 2:00 pm.

Present	Jerold Markward- absent	Darren Leis
	Carl Byrne -absent	Joseph Moreno
	WD Miller	Karen Hoersten-absent
Presiding:	Mayor Ronald N. Miller	

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

There were no minutes or bills presented.

Putnam County commissioners John Love & Mike Lammers were welcomed to the meeting along with two secretaries. Joe Erhart from Schnipke Engraving, Steve Wittler Utility Director, Chad Knippen; also Phil Hilvers & Don Davies Ottoville Board of Public Affairs. They were all present to discuss the deterioration of the east two manholes in the sanitary sewer gravity line outside of the Village corporation limits. These manholes are in dire need of cleaning & videotaping. The Village would also like to have them lined due to the deterioration of these structures.

After discussion all were in agreement that these costs would be passed on to Schnipke Engraving, as well as any other costs on the sanitary sewer gravity line or forced main sanitary sewer line outside of the corporation.

With no more business meeting was adjourned at 3:00 p.m.

Mayor

Fiscal Officer

Greg Bockrath Bockrath Engineers was present to request approval of the Bendele Triangle Subdivision Phase II plat and approval of all infrastructure. Mr. Leis moved to approve second by Mr. Miller. Vote: Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

Chief Herrick informed all that the police outside door signage is ordered.

Brian Goubeaux Choice One Engineering was present to ask council if they wish to apply for OPWC financial assistance for the alley storm project. This was tabled until later in the meeting where council decided not to pursue these funds since the match funds were not available in the 2018 budget.

Board of Public Affairs members Phil Hilvers & Dan Honigford reported from the board meeting:

- Estimate was given for Third St. (East Canal to Otto St.) waterline - \$60,000-\$70,000. Stone base for ODOT paving project Village cost - \$10,000.
- Well #7 estimate is \$70,000.
- Ohio EPA require contingency plan for major water failure. BPA approved a \$20,000 budget for this.
- Waterline loop SR66 to Otto Street has helped the water flow within the Village.
- Sewer tap for the Miller house cost Village \$5,000. This tap is 16 feet deep.
- Discussed quote to line manholes in the sanitary gravity feed line to Schnipke Engraving.

Mr. Markward moved to approve the lining of the five manholes in the sanitary gravity feed line to Schnipke Engraving, cost of \$13,039.00; \$3,978.00 for the two manholes in the township will be paid by Schnipke Engraving. Mr. Leis seconds this motion. Vote: Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

At 8pm the 2018 Budget was discussed. Resolution 2017-06 Budget for 2018 was read: General \$621,092.00, Street Construction \$173,300.67, State Highway \$28,000.00, Permissive Tax \$15,000.00, Police \$23,400.00, Water \$151,915.00, Sewer \$263,450.00, Sewer Reserve \$50,000.00, Water Reserve \$30,000.00, & Utility Deposit \$825.00, for a total of \$1,356,982.67. Mr. Moreno moved to accept Resolution 2017-06 as read second by Mr. Miller. Vote: Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

Quotes were presented to replace Sunset Drive and Westwood Drive curbing. Council felt the money is not available at this time so these quotes were tabled. Council discussed having the Village maintenance personnel do some of this work to bring the cost down.

The BWC Safety grant has been approved: total \$22,677.02. \$17,007.76 was granted. \$5,669.26 is the 25% match. Items to be purchased with these grant funds are: Police tactical vests, hydraulic breaker & compactor for the back hoe, and a chop saw.

Council discussed the brush pile and the possibility of grinding in the winter. Quotes will be obtained for this.

Council wages were discussed. Mr. Moreno moved to raise the council wages to \$200.00 per month second by Mr. Leis. Vote: Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

Removal of a tree on South Otto Street was discussed. One quote was received and another will be obtained and both presented at the next meeting.

Two paving quotes were presented to pave South Otto Street from Seventh Street to the corporation line, West Canal Street from Main Street to the Quarry, and East Fifth Street from SR66 to South Church Street. Ward's Paving bid was \$34,924.75 and Bluffton Paving bid was \$34,600.00. Mr. Miller moved to accept

Bluffton Paving quote at \$34,600.00 to pave all three streets second by Mr. Moreno. Vote: Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

Mr. Moreno moved to approve the credit limit on the procurement card at \$5000.00 second by Mr. Miller. Vote: Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

Ordinance 2008-03, the bulk water ordinance was discussed. There are some updates needed so a new ordinance will be drafted and proposed at the next council meeting.

The Village received permission to obtain Parcel No. M-114 canal lands from the Ohio Department of Natural Resources. The Ohio DNR requested a survey be submitted to them so a Governor's deed can be ordered. Mr. Leis moved to have this land surveyed second by Mr. Miller. Vote: Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

A draft agreement to purchase the one acre lots in the industrial park for Aaron Burgei and Mike Hohlbein was presented. Council will review and present any changes at the next meeting.

Costs to repair the Municipal Center roof was discussed. Council will consider this on future budgets.

With no further business meeting was adjourned at 9:40 p.m.

Mayor

Fiscal Officer

Village of Ottoville Council

June 5, 2017

Members of Village Council met this day in **Special** session in Council chambers, Municipal Center of Ottoville, Ohio at 6:00 pm.

Present	Jerold Markward	Darren Leis
	Carl Byrne	Joseph Moreno
	WD Miller - absent	Karen Hoersten

Presiding: Mayor Ronald N. Miller

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

There were no minutes or bills presented.

Curt Croy Putnam County CIC director was welcomed to this meeting. He was present to discuss development of property east of the Village. Resolution 2017-04 a resolution by the council of the Village of Ottoville approving the entering into a community reinvestment area agreement and a compensation agreement with the Geise properties LLC/DBA Geise Transmission Inc. was read. Mr. Leis moved to approve Resolution 2017-04 as read and approve the Mayor sign the agreement second by Mr. Moreno. Roll call vote: Byrne, yes; Markward, yes; Leis, yes; Hoersten, yes; & Moreno, yes.

Council then discussed the budget plans for 2018.

With no more business meeting was adjourned at 7:30 p.m.

Mayor

Fiscal Officer

Mr. Leis approved to renew with Anthem Life Insurance for the Village employee life insurance, with no change in premium, second by Mrs. Hoersten. Vote: Leis, yes; Miller, yes; Hoersten, yes; & Moreno, yes.

Mr. Moreno moved to approve the Fiscal Officer permission to sign the contract with Integrity Energy for electric usage for the Village owned properties, second by Mr. Miller. Vote: Leis, yes; Miller, yes; Hoersten, yes; & Moreno, yes.

Curb patching on Sunset & Westwood will be done by the Village maintenance.

Mr. Miller informed all that the Bureau of Workers' Compensation grant monies has been received and part of the equipment has been purchased.

Two quotes were obtained to remove a tree on South Otto Street; Adam Wannemacher \$899 and Joe Hohlbein \$700. Mr. Miller moved to hire Joe Hohlbein to cut down the tree at the quoted price of \$700. Mrs. Hoersten seconds this motion. Vote: Leis, yes; Miller, yes; Hoersten, yes; & Moreno, yes.

Darren Schimmoeller, Mannik & Smith Engineering has requested to meet with two council members and the Mayor to offer his services. Mr. Leis & Mrs. Hoersten volunteered to meet with him.

Mr. Moreno moved to add stone and pavers to the east end of the swale next to the Bendele Triangle Phase II properties to protect the culvert. Mrs. Hoersten seconds this motion. Vote: Leis, yes; Miller, yes; Hoersten, yes; & Moreno, yes.

Costs to repair the Municipal Center roof was discussed. Council will consider this on future budgets.

The Village was requested to mow on the west side of the SR189 ditch. Council felt this is privately owned property and not the Village responsibility.

A list of residents that have failed to file an Ottoville Income Tax return was presented by the Solicitor.

With no further business meeting was adjourned at 9:50 p.m.

Mayor

Fiscal Officer

Resolution 2017-07 Resolution accepting the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Auditor, was read. Mr. Miller moved to accept Resolution 2017-07 as read, second by Mr. Moreno. Roll Call Vote: Byrne, yes; Leis, yes; Hoersten, yes; Miller, yes; Markward, yes; & Moreno, yes.

Mr. Byrne moved to pay Bluffton Paving \$34,600.00 for paving Otto Street, West Canal Street, and patching including Fifth Street. Mr. Markward seconds this motion. Vote: Byrne, yes; Leis, yes; Hoersten, yes; Miller, yes; Markward, yes; & Moreno, yes.

Mr. Leis move to approve a variance for Doneta Knippen Free to build a garage, which has been approve by adjoining neighbors. This motion was second by Mr. Moreno. Vote: Byrne, yes; Leis, yes; Hoersten, yes; Miller, yes; Markward, yes; & Moreno, yes.

At this time Kelly Ward, the Putnam County Library director was welcomed to the meeting. She was present to inform all of the services that the libraries offer.

Mike Hohlbein & Aaron Burgei were welcomed to the meeting. They were present to discuss the purchase of one acre lots in the industrial park and the draft agreement. After discussion, Council felt the purchase price stands at \$8000.00 per lot. Mr. Leis moved that the water and sewer tap in fees for Coin Investments will stay as \$1000.00 for sewer per lot and \$800.00 for water per lot. Mrs. Hoersten second this motion. Vote: Byrne, yes; Leis, yes; Hoersten, yes; Miller, yes; Markward, yes; & Moreno, yes.

Mr. Leis then moved that the water and sewer tap in fees for Concrete Solutions will stay as \$1000.00 for sewer per lot and \$800.00 for water per lot. Mr. Moreno second this motion. Vote: Byrne, yes; Leis, yes; Hoersten, yes; Miller, yes; Markward, yes; & Moreno, yes.

Mr. Leis moved to approve the Mayor permission to sign the purchase agreement with Coin Investments second by Mr. Miller. Vote: Byrne, yes; Leis, yes; Hoersten, yes; Miller, yes; Markward, yes; & Moreno, yes.

Mr. Moreno moved to approve the Mayor permission to sign the purchase agreement with Concrete Solutions second by Mr. Byrne. Vote: Byrne, yes; Leis, yes; Hoersten, yes; Miller, yes; Markward, yes; & Moreno, yes.

Council discussed the request to pave the alley between the Ottoville Bank and Ottoville Hardware. Mr. Moreno will contact representatives at the bank to see what they are requesting.

Board of Public Affairs members Phil Hilvers & Dan Honigford reported from the board meeting:

- Lining manholes in the Schnipke Engraving sanitary gravity feed line will be finished this week.
- Sewer plant-repairing cracks and painting hand rails
- Discussed the bulk water ordinance.

Mr. Miller moved to approve the First Reading of Ordinance 2017-07, ordinance adopting procedure for persons purchasing bulk water from the Village of Ottoville, second by Mrs. Hoersten. Roll call vote: Byrne, yes; Leis, yes; Miller, yes; Markward, yes; Hoersten, yes; & Moreno, yes.

Ohio Bureau of Workers Compensation grant monies have been received and should be expended by the September 24, 2017 due date.

Mr. Leis reported that ODOT has contacted him to inform him they added a “stop ahead” sign by the Little Auglaize River bridge to help notify traffic that there is a stop sign at Third and Wayne Streets.

Mr. Miller reported on the GPS/GIS software and updating Village computers for this.

Trees and bushes blocking traffic view was discussed. Property owners will be contacted to trim or remove these.

Council discussed a bolt bin for the maintenance department. Ottoville Hardware will be contacted to see if they can manage this.

Council discussed the non-working 4-way traffic light and felt this was a safety concern and should be replaced. A light will be ordered and installed.

Mr. Moreno informed all that the VFW has contacted him about hosting a circus in the park. Council felt this would be a great idea. Liability insurance coverage on the park will be checked into.

With no further business meeting was adjourned at 8:20 p.m.

Mayor

Fiscal Officer

An updated quote will be obtained to double grind the brush pile into mulch accessible to Village residents.

Mr. Miller informed all that he met with Joel of Microtronix concerning security of Village computers.

The personnel committee will meet to review Derek Meyer's performance. His six-month probation is due up.

Mr. Leis noted that his committee will need to meet to discuss renewals on health, and liability & property insurance. He also requested forming a new committee for Grants and Technology.

Mr. Moreno contacted the Ottoville Bank concerning paving their drive through alley. This will be patched then possibly paved in 2018.

ODOT representatives were met with to discuss the paving that will be done in the Village on state routes. The Village is responsible to repair the base but ODOT will dig out the bad spots. SR66 will be paved in 2018, and US224 will be paved in 2019. A list of concerns and projects will be presented when the committee meets with ODOT at the District One office in Lima.

Board of Public Affairs members Phil Hilvers & Dan Honigford reported from the board meeting:

- Lining manholes in the Schnipke Engraving sanitary gravity feed line are finished. The steps inside were removed due to the gas detector registered too high of toxic gas levels for anyone to enter without the appropriate gear.
- Sewer plant-repairing cracks and painting hand rails are finished.
- Aeration tanks have been cleaned, patched, and sealed.
- The water contingency plan is being worked on and will be completed.
- A one-inch water break on Auglaize Street was repaired.
- A cordless impact will be purchased to use when repairing water breaks.

Trick or treat will be held October 27, 2017 form 5:30pm to 7pm.

With no further business meeting was adjourned at 8:07 p.m.

Mayor

Fiscal Officer

Mr. Moreno gave a quote o \$1,995.00 for a laptop for the GIS program.

The personnel committee met to review Derek Meyer's 6-month probation performance. Mr. Moreno moved to give him a 50 cents per hour raise beginning on November 1, 2017, second by Mr. Leis. They also reviewed ideas for employee raises for 2018.

Mr. Byrne informed all that nothing has been done lately to the barn on S. Otto St. and suggested the owner be contacted and given a December 1, 2017 deadline. Council agreed. Also the owner of the barn on the corner of S. Otto Street and Fourth Street will be contacted to update or remove it.

Mr. Leis presented two quotes for the Village liability & property insurance for the 2018 year. Public Entities Pool \$18,843.00 and Leland Smith \$23,862.00. Mr. Leis moved to stay with Public Entities Pool second by Mr. Markward. Vote: Byrne, yes; Leis, yes; Markward, yes; & Moreno, yes.

It was noted that there has been no development on the Niedecken lots at the north end of Progressive Drive. Also the 4 way stop light is still not working. Updates were given on the canal lands being acquired by the Village.

The Village Solicitor will draw up an ordinance concerning raising farm animals within the Village limits.

With no further business meeting was adjourned at 8:20 p.m.

Mayor

Fiscal Officer

Mr. Miller moved to purchase a bolt bin from Leipsic Village Hardware at the quoted price of \$498.13, second by Mr. Markward. Vote: Hoersten, yes; Miller, yes; Markward, yes; Byrne, yes; Leis, yes; & Moreno, yes.

The flags have been taken down from the Village entrance signs.

Council discussed the shape of the two barns on South Otto Street. Council felt the property owner has had enough time to remove these buildings and will contact them to finish the tear down. The owner of the barn on the corner of Fourth & Otto Street will be contacted for an update on repairs on his barn.

Board of Public Affairs members Phil Hilvers & Dan Honigford reported from the board meeting:

- Transient protection for lightning protection on the water towers has been purchased and installed on the 100,000-gallon tower. The 200,000 gallon tower will also have this installed in the near future.
- Variable speed drive replaced on #3 raw sewage pump. With the 3.5 inch rain this last week the sewer plant didn't have to bypass excess water.
- Water break on Second St. by Jim Loosers was repaired.
- Two fire hydrants on East Canal St. were replaced.
- Water line on E. Third St. drawing was presented for replacement when SR189 is paved in 2018
- Walt St. flooding was discussed. Council was asked to consider replacing the undersized pipe.

The Village Solicitor presented a list of taxpayers who have yet to file their 2016 Village Income tax return. She requested permission from council to take these taxpayers to court, Mr. Miller moved to initiate this second by Mr. Byrne. Vote: Hoersten, yes; Miller, yes; Markward, yes; Byrne, yes; & Moreno, yes. Mr. Leis abstains.

Theresa also discussed the drafting of an ordinance concerning raising farm animals within the Village limits and requested input from council on the wording.

The Putnam County CIC Christmas party is December 7, 2017 from 5:30 to 8pm.

The next Village council meeting will be held December 20, 2017 at 6pm, with Christmas party to follow.

At 8:23pm, Mr. Leis moved to go into executive session to discuss land purchase ORC 121.22 #G2, second by Mrs. Hoersten. Roll call vote: Hoersten, yes; Miller, yes; Markward, yes; Byrne, yes; Leis, yes; & Moreno, yes.

At 8:39pm, the regular meeting resumed.

Mr. Moreno moved to buy back the one-acre lot in the industrial park, Inlot 605 sold to Aaron Burgei cost of \$8,000.00, and include \$2,000.00 for stone added to property, total of \$10,000.00. This motion second by Mr. Byrne. Vote: Hoersten, yes; Miller, yes; Markward, yes; Byrne, yes; Leis, yes; & Moreno, yes.

After discussion, Mr. Moreno moved to approve the employees' health insurance for 2018 with Anthem BCBS MEWA Option E1 w/RX CE through Fortman Insurance, second by Mr. Leis. Vote: Hoersten, yes; Miller, yes; Markward, yes; Byrne, yes; & Moreno, yes. Mr. Leis abstains.

With no further business meeting was adjourned at 9:11 p.m.

Mayor

Fiscal Officer

stated second by Mr. Moreno. Vote: Byrne, yes; Hoersten, yes; Miller, yes; Leis, yes; Markward, yes; & Moreno, yes.

Mr. Miller reported that the GIS/GPS unit has been delivered and is active. The police vests covered by the BWC Grant have not come in. Another company will be contacted to order from. Mr. Miller moved to pay Ryan Kemper \$15.00 monthly for the website hosting, second by Mr. Moreno. Vote: Byrne, yes; Hoersten, yes; Miller, yes; Leis, yes; Markward, yes; & Moreno, yes.

Council discussed the blinking four way light that is not working and agreed to purchase and install a new light.

Council discussed the shape of the two barns on South Otto Street. Council felt the property owner has had enough time to remove these buildings.

Resolution 2017-10 a resolution approving pay increases for 2018 was read. After discussion Mr. Moreno moved to approved Resolution 2017-10 as read second by Mr. Leis. Roll call vote: Byrne, yes; Hoersten, yes; Miller, yes; Leis, yes; Markward, yes; & Moreno, yes.

Board of Public Affairs members Phil Hilvers & Dan Honigford reported from the board meeting:

- Transient protection for lightning protection on the 200,000 gallon water tower has been installed.
- Compensation for water testing on Sunday & Holidays was discussed. Comp or overtime.
- Water line on E. Third St. was discussed when SR189 is paved in 2018. This will not be done.
- GPS water, sewer, and storm assets discussed. Also ODOT assets within the Village.
- County has Drone to fly around water towers to check condition.
- Discussed digitizing paper copies of all prints.

The Village Solicitor is working on the “failure to file” list of taxpayers.

Resolution 2017-11 Hire Solicitor for 2018 & 2019 years was read. Mr. Leis moved to accept Resolution 2017-11 as read second by Mrs. Hoersten. Roll call vote: Byrne, yes; Hoersten, yes; Miller, yes; Leis, yes; Markward, yes; & Moreno, yes.

With no further business meeting was adjourned at 6:55 p.m.

Mayor

Fiscal Officer