

**RECORD OF PROCEEDINGS**

Minutes of

Meeting

**Village of Ottoville Council**

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held January 4, 2018 20

Members of Village Council met this day in **Special** session in Council chambers, Municipal Center of Ottoville, Ohio at 7:00 pm.

Present	Jerold Markward	Darren Leis
	Carl Byrne	Joseph Moreno
	William D. Miller	Karen Hoersten
Presiding:	Ronald N. Miller, Mayor	

The meeting was opened with members reciting the Pledge of Allegiance. There were no minutes or bills to present.

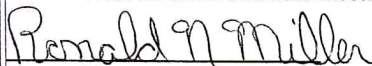
Nominations for 2018 Council President were taken. Mr. Miller nominated Mr. Leis second by Mrs. Hoersten. Mr. Moreno moved nominations be closed second by Mr. Miller. Mr. Leis was appointed by acclamation.

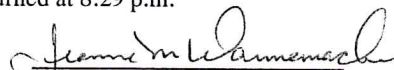
The Fiscal Officer gave 2017 year end reports.  
The Fiscal Officer then read Resolution 2018-01, Permanent Appropriations for the year 2018:

<b>GENERAL</b>	\$	722,669.19
<b>STREET CONSTRUCTION</b>		214,448.14
<b>STATE HIGHWAY</b>		11,604.22
<b>PERMISSIVE TAX</b>		10,000.00
<b>POLICE</b>		29,767.71
<b>VILLAGE CAPITAL</b>		3,900.00
<b>WATER</b>		191,853.93
<b>SEWER</b>		242,846.07
<b>SEWER RESERVE</b>		50,000.00
<b>WATER RESERVE</b>		30,000.00
<b>UTILITY DEPOSIT</b>		<u>750.00</u>
<b>Total Annual Appropriations</b>	\$	1,507,839.26

Council reviewed Appropriations status, then Mr. Moreno moved that Council approves to appropriate at the "FUND LEVEL" and to accept Resolution 2018-01 as read, second by Mr. Byrne. Roll Call Vote: Byrne, yes; Markward, yes; Moreno, yes; Hoersten, yes; Miller, yes; Leis, yes.

With no more business meeting was adjourned at 8:29 p.m.

  
Mayor

  
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Village of Ottoville Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

January 22, 2018

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
Carl Byrne Joseph Moreno - absent
Karen Hoersten WD Miller

Solicitor:
Guests: Phil Hilvers & Dan Honigford, BPA Board
Presiding: Ronald N. Miller presiding

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

Minutes of the December 20, 2017 regular meeting and January 4, 2018 special were provided to each Council member prior to the meeting and approved as written.

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

Ordinance 2018-01, An Ordinance setting limitation upon animals within the Village limits of the Village of Ottoville, providing penalty for the violation and declaring an emergency, was read. Mrs. Hoersten moved to suspend the rules and declare Ordinance 2018-01 an emergency second by Mr. Byrne. Roll call vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; & Markward, yes.

Then Mr. Markward moved to accept Ordinance 2018-01 as read second by Mrs. Hoersten. Roll call vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; & Markward, yes.

Mr. Miller moved to approve the first reading of Ordinance 2018-02, An Ordinance adopting special purpose flood damage reduction Putnam County, Ohio and repealing special purpose flood damage prevention Ordinance passed June 15, 1987. This motion was second by Mrs. Hoersten. Roll call vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; & Markward, yes.

Mrs. Hoersten moved to approve the Zoning Board appointments for 2018: Ron Miller, Jerry Markward, Ed Wannemacher, Bill Wannemacher, & Mike Ricker. Mr. Byrne seconds this motion. Vote: Hoersten, yes; Leis, yes; Byrne, yes; & Miller, yes. Markward abstains.

Mr. Markward moved to approve the 2018 OVFD Dependents Board: Ron Miller, Carl Byrne, Josh Kahle, Dan Horstman, & Phil Hilvers. Mr. Leis seconds this motion. Vote: Hoersten, yes; Leis, yes; Markward, yes; & Miller, yes. Byrne abstains.

Mrs. Hoersten moved to approve Darren Leis as the Village Park Board representative second by Mr. Miller. Vote: Hoersten, yes; Markward, yes; Byrne, yes; & Miller, yes. Leis abstains.

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Mr. Leis moved to approve the appointment of Mr. Roger Miller as the Village's 2018 Port Authority representative second by Mr. Byrne. Vote: Hoersten, yes; Markward, yes; Leis, yes; Byrne, yes; & Miller, yes.

Mr. Leis moved to approve the appointment of Mr. Philip Hilvers as the Village's 2018 Putnam County CIC representative second by Mr. Miller. Vote: Hoersten, yes; Markward, yes; Leis, yes; Byrne, yes; & Miller, yes.

Chief Herrick reported that the police vests on the BWC Grant have been reordered from another vendor. The Village will apply for a 60-day extension on the grant.

Mayor Miller presented the committees for 2018:

- ❖ Finance-Budget-Appropriations-Insurance: CHRM. Council Pres. Darren Leis, Karen Hoersten, & Joe Moreno.
- ❖ Grants & Technology: CHRM. WD Miller, Joe Moreno, Darren Leis
- ❖ Ordinance-Resolutions-Annexations-Commercial-Industrial: CHRM. Jerry Markward, WD Miller, & Joe Moreno.
- ❖ Public Utilities of Water-Sewage-Refuse pick-up-Cable TV-Street Lights: CHRM. Karen Hoersten, Carl Byrne, & WD Miller.
- ❖ Personnel-Safety-Police-EMS-V.F.D: CHRM. Carl Byrne, Joe Moreno, & Karen Hoersten.
- ❖ Streets-Sidewalks-Curbs-Alleys-Storm Sewers: CHRM. Darren Leis, Carl Byrne, & WD Miller.
- ❖ Welcome Resident-Aid to Senior Citizens-Tree Beautification: CHRM. Jerry Markward, Darren Leis, & Joe Moreno.

Mr. Miller reported:

- 2018 paving: Otto Street between Second Street and Seventh Street, or Winkelman Street, or Express Mart or Ottoville Bank alleys.
- Four way light has been ordered.
- Third Street paving/waterline repair
- Street sweeper being repaired
- Breaker bar being used for water line breaks cutting through ground frost
- Hiring summer maintenance help. Trevor Schroeder.
- Technology committee will be meeting to discuss GIS/GPS assets, and Village website.
- Problems with the free paper from Delphos Herald tossed on the Village streets getting into catch basins.

Council discussed replacing the worn Christmas lights. The Chamber will be contacted to assist with financing this project.

Mayor Miller informed all that he talked to the owner of the two barns on South Otto Street. He was given Friday of this week as a deadline to have them taken down.

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

- Quotes are being obtained to dig a well this year.
- Report from the Ohio EPA concerning arsenic & fluoride detection in the Village water system.
- Water line on E. Third St. was discussed when SR189 is paved in 2018.
- Otto Street waterline loop was discussed.
- Ohio EPA request for an asset management program to be finished by October.

Ohio BWC health & wellness grant for employees coming in February.

With no further business meeting was adjourned at 8:09 p.m.

*Ronald N Miller*  
Mayor

*James W. Wainman*  
Fiscal Officer

RECORD OF PROCEEDINGS

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 26, 2018 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
- Carl Byrne                              Joseph Moreno
- Karen Hoersten                          WD Miller
- Solicitor:    Theresa Von Sossan
- Guests:      Phil Hilvers & Dan Honigford, BPA Board
- Presiding:    Ronald N. Miller presiding

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

Minutes of the January 22, 2018 regular meeting was 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. Leis. Vote: Hoersten, yes; Markward, yes; Byrne, yes; Leis, yes; Moreno, yes; & Miller, yes.

Mrs. Hoersten moved to approve payment to M&W Trailers for \$141.16 steel for carts, second by Mr. Moreno. Vote: Moreno, yes; Hoersten, yes; Miller, yes; Byrne, yes; & Leis, yes. Markward abstains.

Mr. Markward moved to approve Ron Miller and Jeanne Wannemacher to the Tax Incentive Review Council second by Mr. Leis. Vote: Hoersten, yes; Markward, yes; Leis, yes; Byrne, yes; Miller, yes; & Moreno, yes.

Mr. Leis moved to approve Irene Helms as contract cleaning personnel second by Mr. Byrne. Vote: Hoersten, yes; Markward, yes; Leis, yes; Byrne, yes; Miller, yes; & Moreno, yes.

Mr. Byrne moved to transfer \$50,000.00 from General Fund to Street Construction Fund second by Mr. Leis. Vote: Hoersten, yes; Markward, yes; Byrne, yes; Leis, yes; Moreno, yes; & Miller, yes.

Mr. Moreno moved to approve the annual renewal of Dental & Vision insurance from Guardian, 4% increase annual cost for 7 employees \$9,645.00 second by Mrs. Hoersten. Vote: Hoersten, yes; Markward, yes; Byrne, yes; Leis, yes; Moreno, yes; & Miller, yes.

Mr. Leis moved to approve permission for the Fiscal Officer to attend the Auditor of State Local Government Officials conference held in March, and pay the \$200 registration fee, second by Mr. Markward. Vote: Byrne, yes; Hoersten, yes; Markward, yes; Leis, yes; Miller, yes; & Moreno, yes.

Ordinance 2018-02, an Ordinance Enacting Chapter 196 Entitled "Chapter 196, Filing Net Profit Taxes" and declaring an emergency, was read. Mr. Miller moved to suspend the rules and declare Ordinance 2018-02 an emergency second by Mr. Markward. Roll call vote: Hoersten, yes; Leis, yes; Byrne, yes; Moreno, yes; Miller, yes; & Markward, yes.

Then Mrs. Hoersten then moved to accept Ordinance 2018-02 as read second by Mr. Miller. Roll call vote: Hoersten, yes; Leis, yes; Byrne, yes; Moreno, yes; Miller, yes; & Markward, yes.

The Village police deputies were commended on their enjoyable presentation given to the Ottoville Boy Scouts.

The Technology Committee reported that they reviewed two proposals for website hosting and recommended Microtronix at a one-time fee for set up of \$1,475.00, and \$79.99 per month for maintaining and updates. Mr. Moreno moved to accept this quote second by Mrs. Hoersten. Vote: Hoersten, yes; Markward, yes; Byrne, yes; Leis, yes; Moreno, yes; & Miller, yes.

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Mr. Leis discussed the lack of visibility of the Police office. Mr. Byrne will contact Chief Herrick to see about adding signage outside of the police office.

Mr. Moreno stated that the light poles just installed in the Bendele Subdivision are leaning due to lack of good base. AEP will be contacted to repair this issue.

Council was informed that the owners of the barns on South Otto Street have one barn removed and are in the process of removing the other one.

The new four way flashing lights will be installed at West Canal Street and Third Street this week.

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

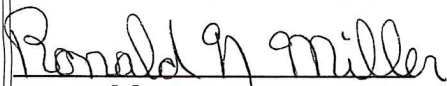
- Sewer plant bypassed the ponds to the river for a couple days due to 3" of rain.
- Water break on Main & Church Streets was repaired.
- Quotes for a new well were approved: Choice One \$17680 (-bidding \$2,800); Jackson Well \$49,466; Century Water Service \$12,105.
- Consumer Confidence report (water quality) is finished and displayed on the webpage.
- Steve will be off for a minimum of 3 weeks for neck surgery.

The Board and Council discussed Otto to Second Streets waterline loop: tap into 8" water tower service line to replace North Otto Street 4" waterline with 6" line connecting it to Third Street. Council requested this line be replaced before ODOT paves SR189. Mr. Leis moved to call for bids/quotes for this project, requesting contractors have the job finished by June 1, 2018, and have the Utility Director order parts so the total cost can be established. Mr. Miller seconds this motion. Vote: Hoersten, yes; Markward, yes; Byrne, yes; Leis, yes; Moreno, yes; & Miller, yes.

Council discussed paving for 2018. It was decided to get paving quotes for Winkelman Street, Otto Street (Second to Seventh), and Alleys: between Cabinet Creations & Express Mart; between Ottoville Bank & Ottoville Hardware, and between Elmer Markward & Dave Landwehr. Once quotes are obtained Council will discuss which paving jobs will be the priority.

Mr. Leis informed all that the Lady Otts have money to pave a walking path around the park on the Village right of way 7 feet wide. (\$45K) They have contacted Bluffton Paving on this project. Council approved this project.

With no further business meeting was adjourned at 8:30 p.m.

  
Mayor

  
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Village of Ottoville Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held **March 26, 2018** 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
- Carl Byrne                              Joseph Moreno
- Karen Hoersten                          WD Miller
- Solicitor:    Theresa Von Sossan
- Guests:      Phil Hilvers & Dan Honigford, BPA Board
- Presiding:    Ronald N. Miller presiding

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

Minutes of the February 26, 2018 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 Mrs. Hoersten. Vote: Hoersten, yes; Markward, yes; Byrne, yes; Leis, yes; Moreno, yes; & Miller, yes.

Mr. Moreno moved to approve payment to M&W Trailers for \$277.88 steel for projects, second by Mr. Byrne. Vote: Moreno, yes; Hoersten, yes; Miller, yes; Byrne, yes; & Leis, yes. Markward abstains.

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; Hoersten, yes; Leis, yes; Miller, yes; & Moreno, yes.

Resolution 2018-03 Then & Now purchase order cost of \$46,056.00 to Van Wert Fire Equipment for the Ottoville Volunteer Fire Department for 20 sets of turn out gear was read. Mrs. Hoersten moved to accept Resolution 2018-03 as read second by Mr. Leis. Roll call vote: Byrne, yes; Hoersten, yes; Miller, yes; Leis, yes; Markward, yes; & Moreno, yes.

Resolution 2018-04 Then & Now purchase order cost of \$10,080.00 to Treasurer State of Ohio for the Ottoville Volunteer Fire Department for 20 MARCS radios was read. Mr. Moreno moved to accept Resolution 2018-04 as read second by Mr. Markward. Roll call vote: Byrne, yes; Hoersten, yes; Miller, yes; Leis, yes; Markward, yes; & Moreno, yes.

Then Mrs. Hoersten moved to pay Van Wert Fire Equipment \$44,003.02 for 18 sets of turnout gear, and Treasurer of State \$5040.00 for 10 MARCS radios second by Mr. Miller. Vote: Byrne, yes; Hoersten, yes; Miller, yes; Leis, yes; Markward, yes; & Moreno, yes.

Council was informed that Guardian Insurance for dental & vision insurance has agreed to renew with 0% increase for the 2018-2019 year.

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

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

Mr. Moreno moved to approve the Fiscal Officer permission to apply for Real Estate exemption of taxes second by Mr. Byrne. Vote: Leis, yes; Moreno, yes; Byrne, yes; Hoersten, yes; Markward, yes; & Miller, yes;

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Held

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Mrs. Hoersten moved to accept the recommendation of the Records Commission to dispose of records on the RC 2 report, after approval of the Ohio History Connection-State Archives and the Auditor of State. This motion is second by Mr. Moreno. Vote: Leis, yes; Moreno, yes; Byrne, yes; Hoersten, yes; Markward, yes; & Miller, yes;

Chief Herrick reported:

- ❖ He is working with the Income Tax Administrator to collect income tax returns from delinquent residents.
- ❖ The belts/vests have not been delivered yet.
- ❖ The chief has made himself more visible at school in the mornings.
- ❖ New signage & frosted windows will help with the visibility of the Police office.

John Schlumbohm candidate for Putnam County Commissioner was present to introduce himself.

Council discussed the 15K program. More information will be obtained.

The Fiscal Office discussed applying for a \$500 grant through Public Entities Pool. Mr. Byrne moved to approved applying for strobe lights for the utility truck and a new welding helmet, second by Mrs. Hoersten. Vote: Leis, yes; Moreno, yes; Byrne, yes; Hoersten, yes; Markward, yes; & Miller, yes.

Mr. Leis informed all to be thinking about the budget and set up a meeting to discuss this.

Mr. Markward moved to approved permission for WD Miller and Joe Moreno to attend a Human Resources seminar in Dublin, Ohio, cost of \$150.00 each, second by Mr. Byrne. Vote: Leis, yes; Byrne, yes; Hoersten, yes; & Markward, yes. Miller & Moreno abstains.

Council discussed ODOT paving US224, and the storm sewer main line that needs repairs. Also reapplying for OPWC Issue II monies. Mr. Leis informed all that he talked to an ODOT worker who told him the State of Ohio is planning to take down all the blinking lights in the State of Ohio.

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

- Steve is off until he sees the Doctor on April 16.
- There were no water breaks last month.
- Quotes for the waterline loop E. Second to E. Third St. on N. Otto St. were presented. EJ Prescott will do two taps. Parts are ordered. Council decided to wait to pave N. Otto St. until 2019 so this project is on hold!
- Discussed the over flow of surface water at the sewer plant, and the 10 homes that have no line to tap their sump pump into.
- The new well will be drilled in May.
- Marty Gerdeman's sewer tap has a flow issue and will be dug up on Tuesday.

Paving quotes were presented from Ward Construction Co. and Bluffton Paving. After discussion Mr. Leis moved to pave South Otto Street (Third to Sixth), Winkelman Street, and three alleys (between Cabinet Creations & Express Mart; between Ottoville Bank & Ottoville Hardware, and between Elmer Markward & Dave Landwehr). Mr. Moreno second this motion. Vote: Leis, yes; Moreno, yes; Byrne, yes; Hoersten, yes; Markward, yes; & Miller, yes. Mr. Moreno will contact property owners of the alley between the bank and Hardware and let them know their costs (50%).

Council approved the Fiscal Officer permission to visit the Ohio History Connection in Columbus.

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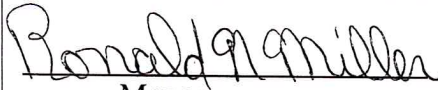
Held March 26, 2018 20  

Mr. Miller moved to approve the first reading of Ordinance 2018-03, An Ordinance adopting special purpose flood damage reduction and repealing special purpose flood damage prevention Ordinance passed June 15, 1987. This motion was second by Mr. Moreno. Roll call vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; Moreno, yes; & Markward, yes.

Mr. Moreno moved to approve the assignment of the Horstman Brothers Farms LLC, lease second by Mr. Miller. Vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; Moreno, yes; & Markward, yes.

The last business of the night, the Ottoville Chamber requested council's opinion on holding fund raisers to fund expenses for the purchase of new Christmas lights

With no further business meeting was adjourned at 8:45 p.m.

  
Mayor

  
Fiscal Officer



Held

April 23, 2018

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
	Carl Byrne	Joseph Moreno
	Karen Hoersten	WD Miller
Solicitor:	Theresa Von Sossan	
Guests:	Phil Hilvers & Dan Honigford, BPA Board	
Presiding:	Ronald N. Miller presiding	

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

Minutes of the March 26, 2018 regular meeting was provided to each Council member prior to the meeting and approved as written.

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

Scott Mangas Ottoville Local School Superintendent was welcomed to the meeting. He was present to thank council for allowing the police time to enter school in the mornings and be more visible to calm fears of school shooters.

Mr. Moreno moved to approve the second reading of Ordinance 2018-03, An Ordinance adopting special purpose flood damage reduction and repealing special purpose flood damage prevention Ordinance passed June 15, 1987. This motion was second by Mr. Byrne. Roll call vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; Moreno, yes; & Markward, yes.

Mr. Byrne moved to approve liquor permits within the Village to continue second by Mr. Moreno. Vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; Moreno, yes; & Markward, yes.

Mrs. Hoersten moved to request \$21,000.00 from the Putnam County Engineer and Auditor, of the Villages' Permissive Tax for paving Winkelman & Otto Streets second by Mr. Leis. Vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; Moreno, yes; & Markward, yes.

Mrs. Hoersten moved to donate \$2,000.00 to the Putnam County CIC second by Mr. Moreno. Vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; Moreno, yes; & Markward, yes.

The Village joined the Putnam County Safety Council.

After discussion, Mr. Miller moved to apply for the \$15K Ohio BWC program second by Mrs. Hoersten. Vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; Moreno, yes; & Markward, yes.

Chief Herrick reported:

- ❖ Income tax non filers have been contacted by certify mail.
- ❖ The belts/vests have not been delivered yet.
- ❖ Still waiting for the new signage for the Police door

The South Otto Street barns are tore down and due to be cleaned up.

Choice One Engineering has been contacted about reapplying for OPWC Issue I monies. They will be returning with quotes for storm sewer line repairs on the east side of Ottoville and filling out applications.

Council discussed donations for new street Christmas decorations.

Residents who need to clean up their properties were discussed.

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

April 23, 2018

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Mr. Leis moved to approve the renewal of the OVFD property and liability insurance cost of \$7,582.00, second by Mr. Miller. Vote: Hoersten, yes; Leis, yes; Byrne, yes; Miller, yes; Moreno, yes; & Markward, yes.

Council approved to allow the Cub Scouts permission to camp overnight in the park on Saturday May 5, 2018.


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

- Steve is back to work.
- There were no water breaks last month.
- The new well will be drilled in May.
- Marty Gerdeman's sewer tap was repaired. Tree roots were the problem.
- Jim Roby's water bill was discussed.

The new website was viewed and discussed.

May meeting will be held Wednesday May 23, 2018, 7pm due to Memorial Day.

With no further business meeting was adjourned at 8:26 p.m.

  
Mayor

  
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Village of Ottoville Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

May 23, 2018

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
Carl Byrne-absent Joseph Moreno
Karen Hoersten WD Miller

Solicitor: Theresa Von Sossan

Guests: Amy Sealts Putnam County CIC director, Phil Hilvers BPA Board

Presiding: Ronald N. Miller presiding

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

Minutes of the April 23, 2018 regular meeting was provided to each Council member prior to the meeting and approved as written.

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

Resolution 2018-05 a Resolution requesting the Putnam County Auditor certify to the Village of Ottoville the total current tax valuations and the dollar amount of revenue that would be generated by the tax levy, a levy that was a renewal levy started in 1984 is now a replacement levy, was read. Mr. Miller moved to approve Resolution 2018-05 as read second by Mrs. Hoersten. Roll call vote: Hoersten, yes; Markward, yes; Leis, yes; Moreno, yes; & Miller, yes.

Resolution 2018-06 Then & Now Source Power \$4,527.31 termination fee was read. Mr. Markward moved to accept Resolution 2018-06 as read second by Mr. Leis. Roll call vote: Hoersten, yes; Markward, yes; Leis, yes; Moreno, yes; & Miller, yes.

Mrs. Hoersten moved to pay Source Power \$4,527.31 second by Mr. Leis. Vote: Hoersten, yes; Markward, yes; Leis, yes; Moreno, yes; & Miller, yes.

Mr. Miller moved to hire Trevor Schroeder retroactive to May 7, 2018 as part time seasonal maintenance at minimum wage of \$8.30 per hour second by Mr. Leis. Vote: Hoersten, yes; Markward, yes; Leis, yes; Moreno, yes; & Miller, yes.

Mr. Miller moved to approve the third reading of Ordinance 2018-03, An Ordinance adopting special purpose flood damage reduction and repealing special purpose flood damage prevention Ordinance passed June 15, 1987, and approved the passage of this ordinance second by Mrs. Hoersten. Roll call vote: Hoersten, yes; Leis, yes; Miller, yes; Moreno, yes; & Markward, yes.

Buckeye Trail volunteers will be doing maintenance on the canal land property this weekend.

Kaye Borchers, Choice One Engineering was welcomed to the meeting. She was present to discuss reapplying for OPWC Issue I monies. She presented quotes for storm sewer line repairs on the east side of Ottoville. Council then discussed the main storm line and the possibility of applying for 0% loans from the state.

Ryan Walston then joined the meeting. He requested the alley north of his property line be vacated. He was told to start the paperwork and bring it back to council.

The OVFD chief Josh Kahle and firefighter Jim Rhodes requested permission from council to reconstruct the monument, flag pole, and landscaping in front of the fire station. They are working on donations & quotes for replacing concrete, flag poles, and landscaping. Mr. Leis moved to give permission for the firefighters to do this reconstruction and provide the Village maintenance department labor to remove the old concrete. Mr. Miller seconds this motion. Vote: Hoersten, yes; Markward, yes; Leis, yes; Moreno, yes; & Miller, yes.

0404  
**RECORD OF PROCEEDINGS**

Minutes of

**Village of Ottoville Council**

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

**May 23, 2018**

20

There was discussion on repaving the OVFD parking lot. This will be discussed for the 2019 budget. Mr. Markward offered to approach Leo Wurst & Adam Beining about the Village purchasing the canal land from them, where the OVFD parking lot is.

Amy Sealts, Putnam County CIC director was welcomed to the meeting. She was present to introduce herself to council. She congratulated the Village on receiving the "Red Rose Award".

Mr. Moreno moved to allow the Immaculate Conception Catholic Church to use the maintenance garage for the July 2018 Church fair second by Mrs. Hoersten. Vote: Hoersten, yes; Markward, yes; Leis, yes; Moreno, yes; & Miller, yes.

Council discussed the walking path the Lady Otts wish to put in the park. It was discussed that there is a need to attach this path to the sidewalk at the corner of East Main & North Church Streets. This new sidewalk along North Church Street south of the bridge should be a sidewalk like all others to distinguish it as a walk path and not car parking. Mr. Moreno moved to approve the Lady Otts permission to proceed with the engineering and soliciting funds for this project, second by Mrs. Hoersten. Vote: Hoersten, yes; Markward, yes; Leis, yes; Moreno, yes; & Miller, yes. A sidewalk project cost will be obtained and then decisions made on how to proceed with this project.

The Village has been asked to provide \$2 million liability to the park carnival for Schnipke Brothers & Firestone Tire to provide "Big Foot" for the carnival. This will be checked into.

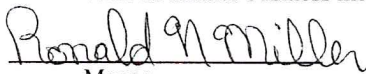
Mr. Miller discussed applying for part time police. He gave an update on the website. He notified all that Chad would be locating assets after the well has been drilled.

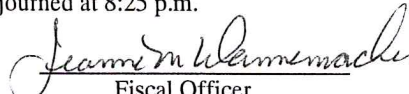
Board of Public Affairs member Phil Hilvers reported from the board meeting:

- There were no water breaks last month.
- The new well will be drilled June 18<sup>th</sup>.
- Sludge was hauled
- WD & Phil will attend Regional 5 water forum June 5<sup>th</sup>.

Ward Construction Company will start paving streets & alleys in July.

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

  
Mayor

  
Fiscal Officer

RECORD OF PROCEEDINGS

0015

Minutes of

Village of Ottoville Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 1014B

Held

June 25, 2018

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
	Carl Byrne	Joseph Moreno
	Karen Hoersten-absent	WD Miller
Solicitor:	Theresa Von Sossan	
Guests:	Dan Honigford BPA Board	
Presiding:	Ronald N. Miller presiding	

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

Minutes of the May 23, 2018 regular meeting was provided to each Council member prior to the meeting and approved as written.

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

Resolution 2018-07 a Resolution declaring it necessary to levy a tax in excess of the ten-mill limitation was read. Mr. Moreno moved to accept Resolution 2018-07 as read second by Mr. Byrne. Vote: Byrne, yes; Markward, yes; Leis, yes; Moreno, yes; & Miller, yes.

Mr. Byrne moved to accept the updates to the "Drug Free Work Place" policy second by Mr. Moreno. Vote: Byrne, yes; Markward, yes; Leis, yes; Moreno, yes; & Miller, yes.

Mr. Markward moved to accept the transfer of the liquor permit from OJS Main Street Market, LLC, to Black Angus on Main Bar. This motion was second by Mr. Moreno. Vote: Byrne, yes; Markward, yes; Leis, yes; Moreno, yes; & Miller, yes.

Chief Herrick reported that there would be interviews to hire auxiliary police deputies Tuesday evening. In addition, the police department served past due letters from the Ottoville Income Tax administrator.

Monterey Township Trustees Steve Hilvers, Virgil Miller, Rodney Beining were present to request library support. Mr. Moreno moved to donate \$1400.00 for library support second by Mr. Miller. Vote: Byrne, yes; Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

The Village paving projects will start the week of July 16, 2018.

Mr. Markward presented a quote from Adam Wannemacher for removal of three trees. Mr. Byrne moved to accept this quote of \$1,075.00 second by Mr. Miller. Vote: Byrne, yes; Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

The committee is set up to send out letters for funding of new Christmas lights for the Village.

Mr. Byrne discussed trimming of low hanging trees.

Mr. Moreno moved to nominate Karen Hoersten as the Village Putnam County Health Department representative second by Mr. Miller. Vote: Byrne, yes; Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

A quote for additional work on the Valero Gas Station Alley from Ward Construction Company was presented. Mr. Moreno moved to approve this extra work at a cost of \$1,400.00 second by Mr. Miller. Vote: Byrne, yes; Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

Mr. Miller informed all that the utility department would begin to use the GIS equipment to record assets within the near future.

RECORD OF PROCEEDINGS

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

June 25, 2018

20

Applying for OPWC Issue I monies was discussed. Resolution 2018-08 Storm Sewer main line authorizing Mayor to prepare and submit application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement program(s) and to execute contracts as required was read. Mr. Miller moved to accept Resolution 2018-08 as read second by Mr. Moreno. Roll call vote: Byrne, yes; Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

Resolution 2018-09 Max Street storm sewer authorizing Mayor to prepare and submit application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement program(s) and to execute contracts as required was read. Mr. Markward moved to accept Resolution 2018-09 as read second by Mr. Byrne. Roll call vote: Byrne, yes; Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

Resolution 2018-10 Second Street storm sewer-authorizing Mayor to prepare and submit application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement program(s) and to execute contracts as required was read. Mr. Moreno moved to accept Resolution 2018-10 as read second by Mr. Miller. Roll call vote: Byrne, yes; Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

Resolution 2018-11 Walnut Street paving authorizing Mayor to prepare and submit application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement program(s) and to execute contracts as required was read. Mr. Moreno moved to accept Resolution 2018-11 as read second by Mr. Miller. Roll call vote: Byrne, yes; Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

Board of Public Affairs member Dan Honigford reported from the board meeting:

- There were no water breaks last month.
- Jackson Well Drilling is due to start drilling the new well June 26<sup>th</sup>.
- The generator at the water plant was serviced and the battery replaced.
- Koester Korp will be engineering an upgrade on the electrical controls for the water plant.
- The Board will be looking at the need to increase rates.
- Jackson Well Drilling will abandon Well #3.
- Paint on the southeast leg of the 100,000-gallon water tower is peeling. Pittsburg Paint will repair at no cost.

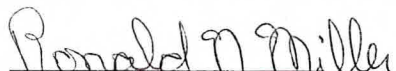
Phil Hilvers and WD Miller attended a water forum where there was discussion on retaining water & sewer personnel and tower maintenance.

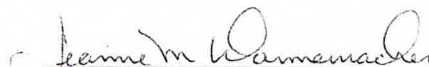
Leo Wurst was approached about selling his share the paved property that the OVFD & EMS parks on. He was not interested in selling or signing any easements. The fire department personnel will contact him on this issue. This paving project will be put on hold until the Village has a better claim on this land.

The Police Department vests will be shipping next week.

At 8pm Resolution 2018-12 the budget for 2019 year was read. Mr. Moreno moved to accept Resolution 2018-12 as read second by Mr. Miller. Roll call votes: Byrne, yes; Leis, yes; Markward, yes; Miller, yes; & Moreno, yes.

With no further business meeting was adjourned at 9:06 p.m.

  
Mayor

  
Fiscal Officer

RECORD OF PROCEEDINGS

0119

Minutes of

Meeting

Village of Ottoville Council

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held July 23, 2018 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-absent Darren Leis
Carl Byrne Joseph Moreno -absent
Karen Hoersten WD Miller

Solicitor: Theresa Von Sossan

Guests: Nancy Beining resident, Lisa & Jill Poe and Jan Kimmet residents, Tyler Albright resident, Dan Honigford BPA Board, Brian Goubeaux Choice One Engineering.

Presiding: Ronald N. Miller presiding

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

Minutes of the June 25, 2018 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. Byrne. Vote: Byrne, yes; Hoersten, yes; Leis, yes; & Miller, yes.

Mr. Miller moved to hire three police deputies: Wesley Roby, Chase Kuhlman, & Grant Bradford. Mrs. Hoersten seconds this motion. Vote: Byrne, yes; Hoersten, yes; Leis, yes; & Miller, yes.

The police tactical vests have arrived and are in use.

Wards Contracting will be arriving to pave Otto & Winkelman Streets in a couple weeks. ODOT is finishing paving SR66 & 189 in the Village limits.

Nancy Beining was welcomed to the meeting. She was present to request council vacate the alley south of her home. She plans to add a second car garage to her existing garage. Theresa will send her the appropriate statute for her to proceed.

Lisa & Jill Poe were present to request council approve their request to build a home north of Jan & George Kimmet's property, south of the west quarry. Theresa will review health & flooding requirements with the Village ordinance and Putnam County and have them come back to the next meeting.

Brian Goubeaux Choice One Engineering was welcomed to present estimates for the Village to apply for grant monies from OPWC Issue I funds & Small Government funds. Council felt the Main Storm Line project was the priority. The Village share of funds committed towards these projects will be decided at the next meeting.

Mr. Miller moved to allow full time police officers take the time off for the Labor Day holiday on Tuesday after the holiday due to them being required to work at the Park Carnival on this holiday. Mr. Leis second this motion. Vote: Byrne, yes; Hoersten, yes; Leis, yes; & Miller, yes.

Mr. Miller then moved to purchase per quote from J.L. Wannemacher's a "Woods Tiller" cost \$1800.00, less trade in of a "three point finish mower" \$800.00, total cost of \$1,000.00, second by Mr. Byrne. Vote: Byrne, yes; Hoersten, yes; Leis, yes; & Miller, yes.

Mr. Leis moved to change the Certificate of Estimated Resources and Appropriations and add \$15,000.00 to the Street Construction fund (trees removal, Valero alley extra paving, wages, & tiller), second by Mrs. Hoersten. Vote: Byrne, yes; Hoersten, yes; Leis, yes; & Miller, yes.

Mr. Leis moved to transfer \$15,000.00 from the General Fund to the Street Construction Fund to cover the cost of a tiller, removal of trees, & extra paving. Mr. Miller seconds this motion. Vote: Byrne, yes; Hoersten, yes; Leis, yes; & Miller, yes.

## RECORD OF PROCEEDINGS

Minutes of

Village of Ottoville Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

July 23, 2018

20

Board of Public Affairs member Dan Honigford reported from the board meeting:

- Jackson Well Drilling is finished drilling the new well.
- Larger transformer is needed for power supply going to well motor, Koester Corp quote of \$7033.
- Hydrogeologist needed to perform pumping test for water quality on new well, cost \$12989.
- Koester Korp replaced 3 bad switches, fixed a loose wire, & changed light bulbs to LED's on the water plant control panel, cost of \$787.
- The cost for Jackson Well Drilling to abandon Well #3 is \$3925.00
- ODOT had an issue with water leaking from under the road, while paving at SE Canal & SR189.
- The Board discussed raising water rates at the end of the year.

A \$500K Grant/\$500K Loan through ODOT was discussed and will be looked into.

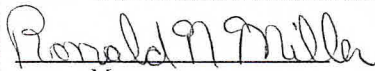
Mr. Miller moved to change the Certificate of Estimated Resources and Appropriations and add \$25,000.00 to the Water Fund (transformer, hydrogeologist, abandon Well #3) second by Mr. Leis. Vote: Byrne, yes; Hoersten, yes; Leis, yes; & Miller, yes.

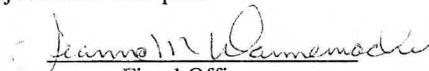
Mr. Leis moved to accept the quote from M&W Construction to repair the shop roof in 2019-year cost of \$21,230.00 second by Mrs. Hoersten. Vote: Byrne, yes; Hoersten, yes; Leis, yes; & Miller, yes.

Mr. Leis moved to accept the quote from All Service Glass to replace the west end doors on the Municipal Center in 2019-year cost of \$7,343.00 second by Mr. Byrne. . Vote: Byrne, yes; Hoersten, yes; Leis, yes; & Miller, yes.

Leo Wurst contacted Village officials concerning the request to sell his share of the paved property where the OVFD & EMS park. He stated that he would sell, but requested the Village come up with a fair price and pay for all costs for surveying or recording. The paving on this parcel will be put on hold until the Village has a better claim on this land.

With no further business meeting was adjourned at 8:29 p.m.

  
Mayor

  
Fiscal Officer



RECORD OF PROCEEDINGS  
Village of Ottoville Council

009

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

August 27, 2018

Held

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-absent	Darren Leis
	Carl Byrne	Joseph Moreno
	Karen Hoersten	WD Miller
Solicitor:	Theresa Von Sossan	
Guests:	Tyler Albright resident, Phil Hilvers & Dan Honigford BPA Board, Brian Goubeaux Choice One Engineering.	
Presiding:	Ronald N. Miller presiding	

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

Minutes of the July 23, 2018 regular meeting was provided to each Council member prior to the meeting and approved as written.

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

Resolution 2018-13 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. Leis moved to accept Resolution 2018-13 as read, second by Mrs. Hoersten. Vote: Byrne, yes; Hoersten, yes; Leis, yes; Moreno, yes; & Miller, yes.

Ordinance 2018-04 Ordinance to approve ODOT paving US224 within the Village limits (west bridge to corporation line) was read. Mr. Moreno moved to suspend the rules and declare this ordinance an emergency second by Mr. Miller. Vote: Byrne, yes; Hoersten, yes; Leis, yes; Moreno, yes; & Miller, yes.

Mr. Leis then moved to accept Ordinance 2018-04 as read second by Mrs. Hoersten. Vote: Byrne, yes; Hoersten, yes; Leis, yes; Moreno, yes; & Miller, yes.

The Fiscal Officer applied for exemption of real property from taxation. A notice from Ohio Department of Taxation was received that the property north and west of 287 Church Street was approved for exemption. Taxes, penalties, and interest for tax years 2015, 2016, & 2017 will be remitted.

Anthem Life insurance sent notice that the 2018-2019 employee life insurance will renew without an increase in premiums.

Chief Herrick reported that the school watch is going good this year. The new tactical vests are in and are in use.

All the paving is finished: Otto Street, Winkelman Street, & alleys. There is a spot by the Ottoville Lumber Company & Dr. Knerr's office that needs ground and paved. A quote will be obtained. Second Street has a spot that is settling & will be considered. All were informed that there was a sink hole on South Otto Street at Seventh Street. After digging it was found that a man hole cover broke loose. A riser and new cover repaired this hole.

OVFD Chief Josh Kahle was present to request approval to add four new firemen to the department: Austin Wieman, Brian Sheets, Brandon Miller, & Brandon Kimmert. Mr. Leis moved to approve these candidates second by Mr. Moreno. Vote: Byrne, yes; Hoersten, yes; Leis, yes; & Moreno, yes. Miller, abstains.

Mr. Miller informed all that there might be an OD&R grant 50/50 match to use for the Lady Otts walk path in the park. The deadline is November 15 so he will contact the Lady Otts.

Mike Hohlbein contacted Mr. Miller requesting the possibility of needing sanitary sewer ran to his property in the industrial park. Council requested more information on this project before any decisions are made.

RECORD OF PROCEEDINGS  
Village of Ottoville Council

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

August 27, 2018

Held

20

Mr. Moreno moved to approve starting pay for police auxiliary \$12.00 per hour, and raise Matt Bockrath's hourly wages .25 cents to \$13.75 per hour. This motion is second by Mr. Leis. Vote: Byrne, yes; Hoersten, yes; Leis, yes; Moreno, yes; & Miller, yes.

An ad will be posted for a contract-cleaning person to clean the Municipal Center building.

Mr. Byrne moved to approve the payment of 30% cost of installing a sidewalk per Ordinance 250 to Joe Moreno cost of \$990.00, second by Mrs. Hoersten. Vote: Byrne, yes; Hoersten, yes; Leis, yes; & Miller, yes. Moreno abstains.

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

- Koester Korp will be installing a larger transformer for power supply going to new well motor.
- The new well will not be on line until the Hydrogeologist finishes testing.
- Jackson Well Drilling has yet to abandon Well #3.
- Water rates were approved to be raised 30 cents per 1000 gallons used beginning January 1, 2019 billing. (\$2.75/1000 gallons)
- Recommend raising sewer rates 25 cents per 1000 gallons used. (\$6/1000 gallons)
- Requested council raise the annual transfers from General Fund to Water Reserve add \$1000 total of \$5000 and Sewer Reserve add \$2000 total of to \$10,000.
- A letter will be attached to the next quarter billing stating why the increases are needed.
- Recommend changing the water & wastewater ordinances allowing only a 15 day late delinquent notice for unpaid bills before terminating service.

Brian Goubeaux Choice One Engineering was welcomed to discuss what the Village match would be when applying for grant monies from OPWC Issue I funds & Small Government funds. Council felt the Main Storm Line project was the priority. Mr. Leis moved that for each of these projects: Main Storm Line, Second Street, and Max Street apply for \$100,000 grant, Village share be \$50,000, and the rest loan money. The Walnut Street paving project apply for 50% of the project as grant or loan, and the Village would match with the other 50%. Mr. Miller seconds this motion. Vote: Byrne, yes; Hoersten, yes; Leis, yes; Moreno, yes; & Miller, yes.

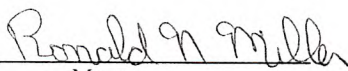
At 8:36pm Mr. Leis moved to go into executive session to consider purchasing property and include the Mayor, Solicitor, & Fiscal Officer. Mr. Miller seconds this motion. Vote: Byrne, yes; Hoersten, yes; Leis, yes; Moreno, yes; & Miller, yes.

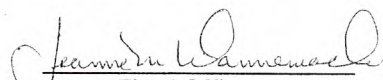
At 8:47pm council came out of executive session and resumed the regular meeting.

Mr. Moreno moved to approve Mr. Leis permission to negotiate with Alan Beining to purchase a small portion of parcel# 27-0350210000 for the fire department parking lot, offering \$500 up to \$1000. Mr. Leis seconds this motion. Vote: Byrne, yes; Hoersten, yes; Leis, yes; Moreno, yes; & Miller, yes.

Mr. Byrne moved to approve Mr. Byrne permission to negotiate with Leo Wurst to purchase a small portion of parcel# 27-0350110000 for the fire department parking lot, offering \$1000 up to \$2000. Mr. Leis seconds this motion. Vote: Byrne, yes; Hoersten, yes; Leis, yes; Moreno, yes; & Miller, yes.

With no further business meeting was adjourned at 8:50 p.m.

  
Mayor

  
Fiscal Officer

RECORD OF PROCEEDINGS  
Village of Ottoville Council

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

September 24, 2018

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-presiding  
                    Carl Byrne    Joseph Moreno  
                    Karen Hoersten                                        WD Miller-absent  
Solicitor:       Theresa Von Sossan  
Guests:         Mike Hohlbein, Tyler Albright resident, Phil Hilvers & Dan Honigford BPA Board,  
Presiding:       Ronald N. Miller absent. Darren Leis presiding

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

Minutes of the August 27, 2018 regular meeting was provided to each Council member prior to the meeting and approved as written.

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

Mr. Markward moved to approve to transfer from the General Fund: \$2500 to Police Fund, \$2000 to Water Reserve Fund, and \$4000 to Sewer Reserve Fund. Mr. Moreno seconds this motion. Vote: Byrne, yes; Hoersten, yes; Moreno, yes; & Markward, yes.

Mr. Markward moved to accept the quote from Klima's Carpet Cleaning for \$763.00 to clean the carpets in the Municipal Center. Mr. Byrne seconds this motion. Vote: Byrne, yes; Hoersten, yes; Moreno, yes; & Markward, yes.

Mike Hohlbein was present requesting electric installed to his property in the industrial park. Council requested more information on this project before any decisions are made. The AEP representative will be on site October 2, Tuesday to discuss it. Joe, Carl, & Jerry volunteered to attend. This meeting will be posted.

Mr. Byrne moved to approve Jim's Excavating pave four spots: Church & Main Sts, Second St. by Lumber Company, Walnut St. by cemetery, & Daycare alley approximate cost for these spots \$2000-\$2500, second by Mrs. Hoersten. Vote: Byrne, yes; Hoersten, yes; Moreno, yes; & Markward, yes.

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

- Water and sewer for Mike Hohlbein property (possibly grinder pump)
- Fire hydrants will be flushed next week
- Well #7 is not in service yet. Waiting on EPA testing & approval
- Well #3 abandonment costs reduced from \$3925 to \$900
- Discussed letter-informing residents' reasons why water and sewer increases are needed.
- Recommend raising sewer rates 25 cents per 1000 gallons used
- Proposed increasing the annual transfers from General Fund: Water Reserve up to \$5000 and Sewer Reserve to \$10000.

Irene Helms quit the cleaning job for the Municipal Center. This job will be advertised and interviews conducted.

The Village Income Tax Administrator has resigned. This job will be advertised and interviews done.

RECORD OF PROCEEDINGS  
Village of Ottoville Council

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

September 24, 2018

Held

20

Trick or Treat will be held October 26 from 5:30 to 7pm.

Mr. Leis gave an update on the walking path project.

Quotes for property and liability insurance will be obtained.

The council approved to survey Leo Wurst and Adam Beining's land that will be part of the OVFD parking lot.

Council discussed prior approval to install sidewalks.

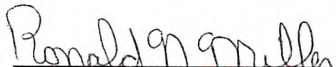
Mr. Markward moved to raise sewer rates 25cents per 1000 gallons used, starting the January 1, 2019 billing. Mr. Byrne seconds this motion. Vote: Byrne, yes; Hoersten, yes; Moreno, yes; & Markward, yes.

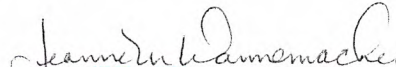
All were notified that Jackie Schimmoeller property across from school will be developing in the spring of 2019. The Village will have to pay for sewer to the middle of the road for this development.

Over grown weeds on two properties were discussed.

Mr. Moreno moved to approved renewing the State Cooperative Purchasing contract and pay the annual fee of \$100.00 second by Mrs. Hoersten. Vote: Byrne, yes; Hoersten, yes; Moreno, yes; & Markward, yes.

With no further business meeting was adjourned at 8:49 p.m.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Fiscal Officer

RECORD OF PROCEEDINGS

10.18

Minutes of

Meeting

Village of Ottoville Council

DAYTON LEGAL BLANK, INC., FORM NO. 1014B

Held

October 22, 2018

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
Carl Byrne Joseph Moreno
Karen Hoersten WD Miller
Solicitor: Theresa Von Sossan
Guests: Brian Goubeaux Choice One Engineering, Phil Hilvers & Dan Honigford BPA Board,
Presiding: Ronald N. Miller presiding

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

Minutes of the September 24, 2018 regular meeting was provided to each Council member prior to the meeting and approved as written.

Resolution 2018-15 Then & Now Haviland Energy \$5458.08 was read. Mr. Leis moved to approve Resolution 2018-15 as read second by Mr. Markward. Roll call vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes

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

Mr. Byrne moved to approve to transfer \$70,000.00 from the General Fund to Street Construction Fund for paving & operations. Mr. Moreno seconds this motion. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Mr. Moreno moved to pay Ward Construction Company \$63,890.40 for paving Otto & Winkelman Streets, and three alleys. This motion is second by Mr. Leis. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Ordinance 2018-05 raising sewer rates 25cents per 1000 gallons was read for the first time.

Insurance reimbursement for damaged streetlights was discussed. The Chamber of Commerce felt this money should be used to purchase new lights. Council felt this money should be stay with the Village and be used for replacement parts as they are needed.

After discussion concerning the payment of constructing sidewalks, Mr. Leis moved to pay Joe Moreno 30% of his cost of constructing sidewalks at his new home in the Bendele Subdivision, due to the mandated rule in this subdivision. Mrs. Hoersten seconds this motion. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Miller, yes; & Markward, yes. Moreno abstains.

At this time, Brian Goubeaux Choice One Engineering was welcomed to the meeting. He was present to discuss the OPWC Issue I grant monies and applications submitted. The council felt their priority project was the Storm Sewer Main Line project. The second priority project is the Max Street Storm Improvements. Mr. Miller move to approve sending a letter requesting the Putnam County representatives negotiate on the Village's behalf, and to request additional loan funds for submitted projects from the District if available. This motion was second by Mr. Leis. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Mrs. Hoersten moved to hire Ceil Eickholt as contract cleaning person for the Ottoville Municipal Center at \$9.00 per hour. Mr. Byrne seconds this motion. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Mr. Leis informed all that the insurance committee met with Jason Stolly of Stolly Insurance Group concerning property and liability insurance for the Village of Ottoville. Stolly Insurance's quote was \$15,294.00 and Public Entities Pool quote was \$18,219.00. Mr. Leis recommended the Village go with Stolly Insurance Group and the Ohio Plan saving \$2,925.00,

RECORD OF PROCEEDINGS

Minutes of

Village of Ottoville Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held October 22, 2018 20    

and made this motion, second by Mr. Moreno. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Mrs. Hoersten reported the committee and Chamber of Commerce are still working on the Christmas light project.

Mr. Leis reported that the survey of the OVFD parking was incorrect so it will be surveyed to correct.

He also reported that two quotes were received for the sidewalk connecting the Lady Otts walk path in the park to the existing sidewalk on North Church Street. Ottoville Concrete Solutions quote is \$15,596.00 and Miller Contracting Group quote is \$10,248.00. Thirty percent of this project is approximately \$3,074.00, which may be the Village cost. The Park Board will pay 70% of the cost.

Council discussed inquires as to any rules or restrictions on the trailer park within the Village limits. This will be researched.

The remnants of the barns on South Otto Street still need to be removed. This property owner will be contacted to finish the cleanup.

Mr. Moreno reported that he met with Mike Hohlbein and the representative from AEP to discuss adding power to lots in the industrial park. AEP noted that it was the responsibility of the Village to get power to these lots. A quote will be obtained. He also added that streetlights should be installed on Progressive Drive.

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

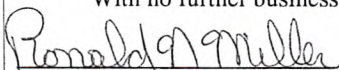
- Well #3 was abandoned.
- Well #7 is not in service yet, still waiting on Ohio EPA for approval.
- Sludge hauling is finished. More loads than planned were hauled.
- EPA has changed staffing requirements for the Wastewater treatment plant
- Information will be posted informing residents of the expenses causing the increased rates.
- Half of the Village water assets have been recorded in the GPS system
- There was a water main break repaired at Third & Winkelman Streets
- Fire hydrants are flushed. All are operational
- Options & costs for a sewage pump for Mike Hohlbein's property will be obtained.

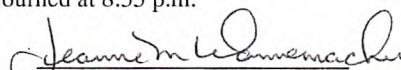
At 8:33pm, Mrs. Hoersten moved to go into executive session to discuss the employment of a public employee, and include Mayor, Fiscal Officer, & Solicitor, second by Mr. Moreno. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

At 8:45pm the regular meeting resumed.

The Ottoville Library closing was discussed.

With no further business meeting was adjourned at 8:55 p.m.

  
Mayor

  
Fiscal Officer

RECORD OF PROCEEDINGS

0115

Minutes of

Meeting

Village of Ottoville Council

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

20

November 7, 2018

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-absent
	Karen Hoersten	WD Miller

Solicitor: not present

Guests:

Presiding: Ronald N. Miller presiding

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

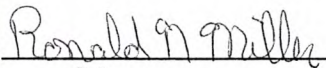
No minutes or bills were presented.

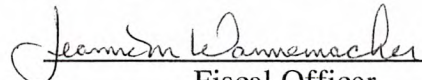
This meeting was called to hire an Income Tax Administrator to fill Jane Horstman's empty position. Mr. Byrne moved to hire Maria Burgei second by Mrs. Hoersten. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Miller, yes; & Markward, yes.

Mrs. Hoersten moved to pay Maria Burgei \$8,460.00 annual salary second by Mr. Byrne. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Miller, yes; & Markward, yes.

Wages for Jane Horstman to train Maria Burgei were discussed. This will be approved at the next meeting.

With no further business meeting was adjourned at 6:10 p.m.

  
 \_\_\_\_\_  
 Mayor

  
 \_\_\_\_\_  
 Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Village of Ottoville Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 1014B

Held

November 26, 2018

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
Carl Byrne Joseph Moreno
Karen Hoersten WD Miller

Solicitor:

Guests: Phil Hilvers & Dan Honigford BPA Board, Bella & Matt Fiedler

Presiding: Ronald N. Miller presiding

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

Minutes of the October 22, 2018 regular meeting and November 7, 2018 special meeting were provided to each Council member prior to the meeting and approved with corrections.

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

Mrs. Hoersten moved to approve the Fiscal Officer permission to attend the Auditor of State UAN year end seminar December 7, 2018 in Columbus, second by Mr. Leis. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Mr. Leis moved to approve the second reading of Ordinance 2018-05 raising sewer rates 25cents per 1000 gallons, second by Mr. Miller. Roll call vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Due to the Christmas holiday, the December meeting will be held Wednesday December 19, 2018 at 6pm.

A letter from Ryan Walston requesting vacating the alley to the north of his property was read. Mr. Moreno moved to approve this vacation with all costs (surveying, recording fees, etc.) be Ryan's expense. This motion second by Mr. Miller. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Putnam County CIC Christmas party will be held December 13, 2018 at Schnipke Inn, Ottawa.

Council discussed alleys with pot holes that need filled in.

Mrs. Hoersten reported the committee and Chamber of Commerce have decided to purchase three new Christmas decorations for the streetlights. Then after Christmas, more will be ordered at 50% off the regular price. She also informed all that Jane Horstman agreed to assist the new Income Tax Administrator, and moved to approve Jane's wage at \$17.00 per hour. This motion was second by Mr. Byrne. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Bella Fiedler was introduced to council. She is a cub scout and was present to observe council.

Mr. Moreno reported that he contacted AEP concerning adding power to lots in the industrial park. They have yet to do any installation. After discussion he then made a motion to purchase an LED TV and accessories for council chambers second by Mr. Byrne. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.



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Village of Ottoville Council

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held November 26, 2018 20  

After discussion, Mr. Miller moved to request Bockrath & Associates replot the five parcels, which contain the Ottoville Fire Department building and parking into one parcel, at a quote of \$200. This motion is second by Mr. Leis. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Council discussed the remnants of the barns on South Otto Street that still need removed.

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

- Well #7 plans will be approved by the Ohio EPA in the near future.
- Chad Knippen has been approved for a Class I water license by the Ohio EPA
- Steve will be having back surgery Friday. Chad Knippen has been granted an exemption by the Ohio EPA effective until March 1, 2019, as a Class I operator as the operator of record for the WWTP in Steve's absence.
- Half of the Village water assets have been recorded in the GIS system

With no further business meeting was adjourned at 7:32 p.m.

Ronald N Miller  
Mayor

Jeanne M Wamman  
Fiscal Officer

RECORD OF PROCEEDINGS

Minutes of

Village of Ottoville Council

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

December 19, 2018

20

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

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

Solicitor: Theresa Von Sossan

Guests: Denny Mumaw & Judy Bosch Putnam County Board, Nancy Beining, Phil Hilvers & Dan Honigford BPA Board,

Presiding: Ronald N. Miller presiding

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

Minutes of the November 26, 2018 regular meeting was provided to each Council member prior to the meeting and approved.

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

Ordinance 2018-05 raising sewer rates 25cents per 1000 gallons was read for the third time. Mr. Byrne moved to approve Ordinance 2018-05 as read, second by Mr. Markward. Roll call vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Chief Herrick presented a quote for a new 2019 Ford Explorer Police cruiser cost of \$39,988.00. Mr. Leis moved to approve the purchase of this car after January 1, 2019 second by Mr. Moreno. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Denny Mumaw & Judy Bosch Putnam County Library Board were welcomed to the meeting. They were present requesting the Ottoville Branch Library be moved into the Ottoville Municipal Center building. After discussion, Mr. Moreno moved to approve Mayor Miller sign an agreement with the Putnam County Library Board to allow the library use of Room #101 in the Municipal Center, and to repaint and install carpet into this room. This motion was second by Mr. Miller. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

Nancy Beining was present to request council vacate the alley to the south of her property. After discussion, Theresa Von Sossan Solicitor informed Nancy as to what she needs to do to get this accomplished. Ryan Walston also wishes to vacate the alley to the north of his property. Theresa will contact them both to help get this paperwork finished.

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

- Well #7 plans have been approved by the Ohio EPA. The feed line from this well has yet to be approved due to bacteria in this line.
Chad Knippen has been approved to be operator of record for the WWTP by the Ohio EPA effective until March 1, 2019

At 6:57pm, Mr. Moreno moved to go into Executive Session to discuss compensation of public employees and include the Village Solicitor second by Mr. Miller. Vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

At 7:33pm, the regular meeting resumed.

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Meeting

Village of Ottoville Council

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held December 19, 2018 20

Resolution 2018-16 Pay increases for 2019 was read. Mr. Byrne moved to approve Resolution 2018-16 as read second by Mrs. Hoersten. Roll call vote: Leis, yes; Byrne, yes; Hoersten, yes; Moreno, yes; Miller, yes; & Markward, yes.

The Storm Sewer Main Line project was discussed. Easements needed for this project will be obtained.

The new year organizational meeting will be held January 9, 2019 at 6pm.

With no further business meeting was adjourned at 7:37 p.m.

Ronald N Miller  
Mayor

Jeanne M Wammacher  
Fiscal Officer