

RECORD OF PROCEEDINGS

Minutes of A REGULAR COUNCIL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held FEBRUARY 7

20 23

On this day the Glandorf Village Council and Board of Public Affairs met in regular session. Calling the meeting to order at 7:30 pm with the Pledge of Allegiance was Mayor Charlie Schroeder with the following members present: Brian Inkrott, Dale Warnecke, Zachary Klausing, Scott Buckland, Kristen Gerding-Heffner and Douglas Trombley. Board of Public Affairs members present were: Chris Recker, Brian Seimet and Derrick Schierloh.

Others present were: Fiscal Officer Sharon Stechschulte, Fiscal Officer Assistant Joyce Fuerst, Police Chief Jared West, Village Maintenance Superintendent Mark Kaufman, Tom Giesken & Dwight Schroeder from the Lifewise Academy, and various village residents.

Minutes from the January 3, 2023 regular council meeting were read by Fiscal Officer Sharon Stechschulte. Motion approving the minutes as read was made by Kristen Gerding-Heffner and seconded by Dale Warnecke. All members were in favor.

Bills were presented by Fiscal Officer Sharon Stechschulte. Motion approving the bills was made by Brian Inkrott and seconded by Scott Buckland. All members were in favor.

The third reading for Ordinance No 1513 revising the water shut off procedure for past due utility bills was presented. Joyce Fuerst suggested tabling the final approval of this ordinance due to wording issues and until final review. All members were in favor to table the third reading.

The third reading for Ordinance No 1514 approving the zoning change request from the Ottawa-Glandorf School Board was given. This would change parcel No. 31-551000.0000 and Parcel No. 31-028110.0000 from R-1 to R-2. Motion approving the third reading was made by Doug Trombley and seconded by Zachary Klausing. Roll being called, vote was as follows:

Inkrott	Aye	Buckland	Aye
Warnecke	Aye	Gerding-Heffner	Aye
Klausing	Aye	Trombley	Aye

Tom Giesken from The Lifewise Academy presented the opportunity to purchase the Jay Miller property and construct a new building on part of this property for use by The Lifewise Academy. He would like to get the small area of land that separates his land from the village right of way either purchased or to get the Toledo Diocese to agree to dedicate this small area of land as public right of way. This would adjoin his property to public right of way. There was also discussion if the village should/could get Right of Way up to this property if Tom is unable to purchase the small land area in question. The Toledo Diocese also needs to approve some of the variances. Village council agreed to wait until the Toledo Diocese decides how they would like to handle.

The personnel committee met on January 17, 2023 and recommended the hiring of Gary Birkemeyer for summer 2023 help. A motion was made by Scott Buckland and seconded by Doug Trombley. All members were in favor.

Mayor Schroeder presented two quotes to get the city building front door glass and side panel glass replaced. The first quote from All Service was \$1,811.81 and the

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second quote from Leever Glass was for \$1,334.00. Brian Inkrott made a motion to have Leever Glass complete the repairs, Dale Warnecke seconded it. Roll being called, vote was as follows:

Inkrott	Aye	Buckland	Aye
Warnecke	Aye	Gerding-Heffner	Aye
Klausing	Aye	Trombley	Aye

Resolution #2207 was presented to Council by Mayor Charles Schroeder. This resolution will allow the Fiscal Officer and/or Mayor to sign any bank related documents. Roll being called, vote was as follows:

Inkrott	Aye	Buckland	Aye
Warnecke	Aye	Gerding-Heffner	Aye
Klausing	Aye	Trombley	Aye

Mayor Schroeder informed council that there is a gas line break in Deter's Park. There is currently a service line from the west to Denny Strauer's. An easement may be needed to get this repaired. Village solicitor, Theresa VonSossan, informed council that the gas company should provide the easement paperwork to council for approval.

Fiscal Officer, Sharon Stechschulte, presented council an estimate to get a server for the village documents. A server would allow the village administration to organize village documents better and decrease the files needed on each office computer. The estimate from Relentless IT was for \$6,396.98. Doug Trombley noted that he agreed a server would be beneficial for the office, he would like to see additional estimates. Sharon will get additional estimates before the next council meeting.

The street commission next meeting is February 14, 2023 at 5:00.

Fiscal Officer Sharon Stechschulte presented an appropriation transfer for all to sign. This transfer will allow for additional appropriation consistency. She noted that the 2022 year- end was finalized February 7<sup>th</sup> and a publication will be in the February 15<sup>th</sup> Putnam County Sentinel informing community members of this which is required by the State of Ohio.

Sharon has been working with the finance committee members to review and better allocate the investment funds. Sharon will be cashing out the lower interest rate CD's and re-investing funds into higher interest yielding funds at Premier Bank, Fort Jennings State Bank, The Union Bank Company and First National Bank of Pandora. Marilyn's names are on some of these CD's and by cashing them out her name should be off all documents. A motion was made by Zachary Klausing and seconded by Doug Trombley approving the movement of investment monies. All members were in favor.

Brian Seimet requested that council appoint Chris Recker as the Board of Public Affairs President. All members were in favor.

The next TTHM test is set for February 8, 2023 with hopes it is under the required EPA levels.

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Board of Public Affairs President Chris Recker stated that Structured Solutions has done inspecting and repairs on some of the manholes within the village. There are approximately 100 manholes and this should be the last year of inspection and repairs. Going forward Structured Solutions will be providing preventative actions. Chris requested from council approval of up to \$38,500 to have Structured Solutions complete this years required items. Scott Buckland made the motion and Zachary Klausing seconded this motion to proceed.

Chris also noted that they need to set a date to train and start the collection of the information to be entered into the digital software. This will be happening soon.

Joyce Fuerst stated that Trevor Utrup's water was shut off January 8<sup>th</sup> due to non-payment. A lien will be placed to collect this outstanding balance.

Gene Warnecke presented each council member a packet of information on the Christ the King Retreat Center. He stated that informational sessions will be coming and the Facebook account with questions and answers should be online soon.

Police Chief, Jared West, mentioned that the police department needed a new printer. For confidentiality reasons, the police department cannot use the administrative offices printers. He noted that a riffle with an approximate cost of \$1,500 - \$2,000 will be needed in the future. Jared also requested permission from council to purchase ammunition for himself and Tyler. Zachary Klausing made a first motion to approve this purchase and Dale Warnecke seconded this motion. All members were in favor.

Whitney Linhares requested that council vacate Morman Street back to his house. Theresa VonSossan recommended he present council with a written request to be reviewed further.

Mayor Schroeder brought the following items to council's attention.

1. The "A Glandorf Album" books are available for sale for \$34.57 via check payable to the Village of Glandorf
2. There have been complaints of dogs being aggressive and feces lying around town, especially in the park. Suggestions of providing more receptacles and baggies in the park area were taken.
3. The Village of Ottawa's plan to hook into our 12" line is currently on hold until 2024
4. The Lions Club is interested in having canoe access in the village, possibly off Blake Street. They are looking into grants to assist with this project.
5. He is looking into getting the police department new office furniture and will be getting quotes.

Dale Warnecke asked if the meeting minutes can be put online. Sharon Stechschulte advised council this can be done but a process for review and posting will have to be discussed.

The next council meeting was scheduled for Tuesday, March 7<sup>th</sup> at 7:30 pm.

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With no further business at hand, a motion to adjourn was made by Zachary Klausing and seconded by Dale Warnecke. All members were in favor.

  
 Mayor

  
 Fiscal Officer