

RECORD OF PROCEEDINGS

Minutes of A REGULAR COUNCIL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held FEBRUARY 13 20 24

On this day the Glandorf Village Council and Board of Public Affairs met in regular session. Calling the meeting to order at 8:00 pm with the Pledge of Allegiance was Mayor David Dalrymple 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: Brian Seimet and Derrick Schierloh. Absent – Chris Recker.

Others present were: Fiscal Officer Sharon Stechschulte, Village Solicitor Nick Gerschutz, Village Maintenance Superintendent Mark Kaufman and village residents.

The minutes from the January 2, 2024 regular council meeting were read by Fiscal Officer Sharon Stechschulte. A motion approving the minutes as read was made by Warnecke and seconded by Trombley. All members were in favor.

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

Sharon asked for input on implementing a procurement policy. She will try to have some recommendations by the next council meeting.

There was a discussion on what businesses should receive a tax letter informing them of the requirement to file/pay taxes. It was decided that ALL business types should be sent the letter and a tax return. Sharon will follow up with local village fiscal officers to get input on the timing and wording on the letter. Council also asked Nick (village solicitor) to review the letter.

Ryan and Denise Annesser will be building on Lot # 31-014060-0000 off SR 694. The village needs to run utilities to this lot. Mark will work with Gerding Excavating to get the utilities to this lot.

The Mainstreet Stormwater Drainage Improvement Project pre-construction meeting was held January 23, 2024. The project should start mid-March starting on the south side and moving north. There will be 2 anti-skid sidewalk plates added to the project. A letter will be sent to affected residents by end of week to advise them of the project and potential parking issues. Kristen expressed concern about a sink hole across from Manufacturing Supply last year and noted that a fix for this may need to be added to this project.

The mayor asked council members if they still wanted to look into bidding out a new trash hauler. All members agreed this is necessary. The mayor will try to have a bid sheet for council to review at the next council meeting.

The mayor noted that all bright.net email accounts have been closed. The village needs to add four full office accounts and e-mail accounts for all village personnel. Mark's computer will also be set with automatic updates and backups. The estimate from Relentless IT is \$157/month.

The Glandorf Volunteer Alliance group met on February 8, 2024. The group discussed potential park projects and funding issues. Council then discussed water options for Deters Park. Originally, running a 6" water loop was discussed. This had an estimate of \$114,000. The other option was to run a 1 ¼" direct water line from Anthony Street since we already had many of the parts and due to the urgency to get water to the new restrooms and concession stand before spring. Scott Buckland made a motion and a second was received from Zach Klausing to run a 1 ¼" direct water line from Anthony Street. All members were in favor.

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There was also a discussion about the water issues off Kennedy and Washington Streets. Council will look into the cost of running a water line loop off Kennedy and Washington Streets and tap into O-G Rd to fix these issues.

A motion was made by Dale Warnecke to close Church Street August 28, 2024 – September 1, 2024 for the annual ParkFest. Doug Trombley seconded the motion. All members were in favor.

The mayor talked with Sarka Electric about the Liberty Drive lights. Sarka Electric is now working with a new vendor. The replacement units are ordered and should be installed early to mid March.

Sharon noted that the 2023 year end was filed and the requirement to publish that the financial report was complete appeared in the February 7, 2024 Putnam County Sentinel. Relentless IT fixed the error and paystubs will be e-mailed in the future. A test will be sent out later in the week to all village personnel. Also, Sharon requested that council approve both the utilities and tax adjustment reports monthly per the last audit recommendation.

Brian Seimet noted that the BPA met on January 22, 2024. They are recommending a water only increase of \$6.53 up from \$6.12 (7% increase). It was decided to declare this an emergency so that the change is implemented on the April 1, 2024 utility bills (March usage). Doug Trombley made a motion to declare Ordinance #1522 an emergency and waive the three readings. Gerding-Heffner seconded this motion. Roll being called, vote was as follows:

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

A motion was made by Inkrott, seconded by Warnecke. to approve ordinance 1522 to implement the water usage increase on the April 1, 2024 (March usage) utility bills. Roll being called, vote was as follows:

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

The 2024 bid limits increased to \$75,000, however, council would prefer to still get street project bids. The bid proposals will run in the February 21st and 28th paper. All bids must be submitted by noon on March 5th. The opening of bids will be a 7:00 on March 5th.

Mark received an estimate from Tawa Tree for the annual brush grinding for \$7,885. This up about \$1,000 from last year. Tawa Tree is scheduling 3-4 weeks out. A motion approving this estimate was made by Trombley, seconded by Gerding-Heffner. All members were in favor.

Mark requested the purchase of flags to be put on all fire hydrants so that they can see them when plowing snow. He had an estimate of \$2,616 for 125 flags. There was concern of destruction of the flags, how they would “weather” and the necessity of them. This item was put on hold.

Structured Solutions completed their annual review of the village water/sewer systems. They identified 2 leaks and 5 other miscellaneous fixes. Mark will get an estimate for these repairs.

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Dean Hermiller questioned how the property owned by Gieken Enterprises was zoned. Council noted that this was re-zoned to R2 last fall.

A finance committee meeting was set for February 21, 2024 at 8:00 pm.

The mayor noted that there have been/will be conversations with Jay Laubenthal from Glandorf Elementary re: a crosswalk at Church St. O-G schools resource officer Kyle Stechschulte and Kristen have had conversations about this also. There is also concern in the area off Blanchard Avenue for kids when school is in session. Kristen noted that there are grants available for these improvements.


Brian Inkrott stated that the State has all the required paperwork for the Canoe/Kayak project. We should be hearing soon on the status of the grant.


Dale Warnecke and Chuck Daniels reviewed the building and equipment needs at the park. Dale noted that the restroom needs fixed and that several of the shelter houses are in need of repair. The playground equipment does not appear to have immediate repair needs. The finance committee will be reviewing available funds for these repairs at the next meeting.

Dale also noted that it would be nice to have lights extend out to the village limits on Park Street since AEP just put up new poles in that area.

The next council meeting was scheduled for Tuesday, March 5th at 7:30 pm.

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


Mayor


Fiscal Officer