



# MEETING MINUTES

## GRAND RAPIDS COUNCIL

### REGULAR SESSION



Held: April 28, 2025

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The Council of The Village of Grand Rapids convened in regular session from 6:00 P.M. to 7:15 P.M. in the Town Hall. Mayor John Berry called the meeting to order with the following members and visitors present:

Rachel Smith – Present  
Rick Tolles – Present  
Jody Donsbach – Present

Martha Frantz - Present  
Lynn Sylvain – Present  
Louise Estep – Present

**EMPLOYEES:** Chad Beyer

**VISITORS:** Chuck Thomas, Denise Huth, Carol Sarkan, Mike Bailey, Janet Obee, Bob Trame

**MINUTES:**

Smith made a motion, seconded by Donsbach to approve the minutes of the meeting held on April 14, 2025.

Mayor stated if there are no questions, the minutes will be approved as presented.

**BILLS:**

Donsbach made a motion, seconded by Tolles to approve the bills from April 11 – April 24, 2025 in the amount of \$24,108.56

Sylvain questioned the traffic analysis, Administrator stated for an ongoing court case. Sylvain asked about the Toledo Chamber and asked if we are also a member of the Grand Rapids Chamber and if we are paid up. Mayor stated he is unsure if we paid the dues.

Votes were:	Tolles – yes	Donsbach – yes	Smith – yes
	Frantz – yes	Sylvain – no	Estep – yes

**MOTION APPROVED**

**INTRODUCTION OF VISITORS APPEARING BEFORE COUNCIL:**

Chuck Thomas submitted the Historical Societies application for the Applebutter Fest. Chuck stated everything is the same as previous years. Sylvain asked Chuck about blocking off parking from the Town Hall down, 2/3 used to be open to vendors to park there. In front of her property was blocked off and asked if this was a new way of doing it. Chuck stated they have always closed from West Street to Beaver Street for their vendors. Sylvain stated last year vendors could not park there. Chuck stated we have offsite parking for vendors. Sylvain said last year was a change prior to that they could park from the old Marina up to in front of her property. Chuck stated that is news to him, if he would have known people were parking there, he would have had them moved. Chuck stated he knows what his responsibilities are and what this paper gives him approval on, people are not supposed to be parking there. Sylvain clarified so prior to last year they were allowed, Chuck said no. Chuck stated his application has stayed the same except for changing dates, adding bus turn arounds and covid protocols, Chuck has been doing this since 2009. Sylvain stated she has owned that property for almost 10 years and people have parked there. Chuck stated Sylvain can do what she wants on her property but she is not entitled to the roadway in front, that is his responsibility to keep that open and safe for the people visiting the Applebutter Fest. Chuck stated he will keep policing it better each year. Estep made a motion seconded by Smith to approve the application for use of public property for non-profits for



the Grand Rapids Historical Society for the Applebutter Fest on October 12, 2025 and approve the dates per the attachment.

Sylvain asked Chuck if he is aware that there is a food truck policy now, Chuck stated in their area they are not using them, they use all nonprofits.

Votes were:           Donsbach – yes           Smith – yes           Frantz – yes  
                  Sylvain – yes           Estep – yes           Tolles – yes

**MOTION APPROVED**

Denise Huth stated the Town Hall Committee has booked and provided many incredible programs for the Town Hall Theatre. There is so much talent, they have been fun ,entertaining and most enjoyable. We are proud to provide these programs to our community and surrounding areas. On Saturday, Warren and Flick told our audience they love performing in our beautiful theatre and we have heard this many times. Denise stated she feels sad, discouraged and disappointed when our attendance is low during our programs and when tickets sold do not pay for our performers. Denise stated they definitely thank the people who regularly attend the programs and thank the sponsors. Denise would like to see more people from our community attend the programs. Denise stated possibly when the painting is complete and we have a fresh new look, we will be supported more by our community. Any and all ideas are welcome and will be considered by our Town Hall Committee. Carol Sarkan stated the purpose of the Town Hall Committee is to find proper and realistic events for the Town Hall and bring the community to the production. We the community want to see the Grand Rapids Town Hall restored to its former splendor which would allow our organizations to host activities for all to enjoy. They had eight events last year in the Town Hall. Carol stated this year we will have 21 events at the Town Hall. Carol said at 5:30 pm on May 3rd they have invited Representative Haraz Ghanbari and Tim Brown to join them for a meeting, to walk them through the entire building. Carol stated then at 6 pm they will have a meeting to talk about ways to receive monies to help with the restoration of the Town Hall. Carol stated they will be scheduling another meeting with Poggemeyer and Theresa Gavorone. Carol said Poggemeyer was instrumental with helping with the Pemberville Opera House. Carol said they are going to link their Facebook with the Chambers to help get more advertising. Chuck said he was advised to reach out to Tim Brown to get some state legislature money, Tim Brown said it needs to be done by June 1<sup>st</sup>. Chuck said Tim Brown stated to reach out to our state representatives and invite them to come and have a conversation, so this is what we are doing. Chuck said we as a Town Hall Committee would love to update curtains, lighting and things on the interior, anything structural would be the Village's responsibility. Chuck invited council to come to the meetings and speak to these representatives and is hopeful to get into their program.

Janet Obee submitted the application for Cub Scout Pack 325 for the Applebutter Fest and it is the same as previous years. Sylvain asked if they are aware of the Food Truck Policy, Janet Obee stated they do not have food trucks.

Estep made a motion seconded by Frantz to approve the application for use of public property for non-profits for the Grand Rapids Cub Scouts Pack 325 for the Applebutter Fest on October 11- 12, 2025 per the attached diagram as previous years.

Votes were:   Smith – yes           Frantz – yes           Sylvain – yes  
                  Estep – yes           Tolles – yes           Donsbach - yes

**MOTION APPROVED**

Mike Bailey stated the Historical Society would like to install fiberoptic Wi-Fi in the Town Hall, they would like it for the productions and they will eventually use it for the Applebutter Fest.

He stated there is no charge for the install and no contract. Mayor does not see a problem with it and will discuss with our solicitor.

Bob Trame was here on behalf of the Grand Rapids Grand Growers and they submitted applications for Spring & Fall plant exchanges and the Garden Walk which will include a tour of the Kerr House. They would request the use of the parking lot next to the information cabin and the Chamber provides the insurance for them. Mayor asked if they are busy, Bob Trame stated the plant exchanges are small but bring people into town, the Garden Walk brings a lot of people in town which are encouraged to support local businesses. Bob stated we are also working with the Historical Society to maintain the information cabin area. Sylvain stated the presentation the Grand Growers did on native plants was well attended and informative. Sylvain said she is hoping since we did some clear cutting along the canal that we could get some help from the Grand Growers or the gentlemen that presented to correct the area. Donsbach made a motion seconded by Smith to approve the applications for use of public properties for non-profit organizations to sponsor activities and events for the Grand Growers, for May 17, 2025, June 21, 2025(rain date June 22, 2025) and October 18, 2025.

Votes were:                      Frantz – yes                      Sylvain – yes                      Estep – yes  
   Tolles – yes                      Donsbach – yes                      Smith – yes

**MOTION APPROVED**

**SHERIFF'S REPORT:** Estep stated to the Deputy that it sounds like a race track on the weekends. Deputy asked if there was a certain time. Estep said she heard it on Saturday around 4 pm. Carol Sarkan said normally on Friday and Saturday from 2 pm to 8 pm. Estep said she can only imagine what the people on Front Street hear when she lives on Woodburn and can hear them from Front Street. Tolles stated sometimes a bunch of cars come into town and go to Mary Jane Thurston Park, this happened last Tuesday.

**MAYOR'S REPORT:** Mayor stated the ball fields and parks have been rolled, he thinks it really makes a difference. Mayor said the ball parks are being utilized more and asked everyone to watch out for the kids around the area.

**ADMINISTRATOR'S REPORT:** Administrator stated the tuck pointing of the Town Hall has been done they will come back to clean up. The trees on the tow path have been started. The chipper is done and will be picked up for next weeks brush pickup. We had holes in the gas lines and they fixed the throttle cable on it. They mentioned that the shaft is going out but we should make it through this season and will get replaced after, estimate \$2,400. We had about 16.5 ton of items picked up at the unlimited pickup. Administrator talked with the concrete guy; it will be about three weeks. Administrator stated the Village employee Mr. Weaver had reported that Ms. Sylvain cut in front of him while mowing this parking lot, this stopped him from doing his job for a couple minutes and then she left. We were also blowing off the boat dock area and Ms. Sylvain drove by filming the employees, which is not safe to drive and film, he mentioned if Ms. Sylvain wants to film them to stop first. Sylvain stated this did not occur, Administrator said why would he lie about such a situation, Sylvain does not know. Sylvain stated the Village employee blocked her and then when he moved she left. Administrator stated Mr. Schroeder asked the Village to pay for pressure washing the downtown sidewalks from Mill Street down to the end of Beaver Street. Mr. Schroeder got a quote from Brosneck Pressure Washing out of Napoleon \$1,300, Mayor asked if other quotes were received, Administrator does not know. Estep stated she contacted a few people in the trailer court and they were very appreciative of the unlimited pickup and the upcoming brush pickup. Estep stated the lady she spoke with thanked the Administrator and Fiscal Officer both for making this happen and they finally feel apart of the Village. Estep was glad



they could participate and they did finally get notified by their property manager. Administrator stated one of the dumpsters were  $\frac{3}{4}$  full and the other half full, since this was the first year they may get utilized more in the future. Frantz stated that Julie Buetler was very appreciative that this has started. Sylvain questioned the tree project and thought only dead trees were to be removed, Administrator said and trees leaning over the tow path and canal for safety reasons. Sylvain thought they would be marked, Administrator said they did mark them, Sylvain stated a pine tree from her property was removed. Administrator asked if she owned property over the Tow Path to the river, Sylvain said yes, Administrator was not aware. Sylvain stated the contractor left a pile of debris on her property and her flowers were destroyed. Sylvain asked if the Village owns a gator, Administrator said no. Sylvain said a raspberry bush was destroyed and her yard needs to be reseeded. Sylvain did not realize we were clear cutting trees, Administrator stated he mentioned it was going to be a big difference. Sylvain has an article on trees that prevent erosion. Sylvain thinks there is an opportunity to make the tow path look better, she thinks we could use the information from the speaker on native plants. Bob Trame said he thinks there is a need for the tow path to be regenerated in a sustainable way. Bob Trame agrees with the removal of the trees because the trees were a danger and they were falling into the river and were unsustainable. Bob Trame thinks Hal Mann would give good advice. Mayor stated the Village was not planning on keeping the tow path this way, this is a start.

**FISCAL OFFICER'S REPORT:** None

**READING OF COMMUNICATIONS:** None

**COMMITTEES:** Smith stated we have a Buildings, Parks, Properties and Maintenance Committee meeting scheduled for May 6, 2025 at 6 pm in the Town Hall to discuss Town Hall improvements.

**ORDINANCES/RESOLUTIONS:** Mayor gave second reading to Resolution 2025-1: A Resolution Authorizing Participation in the ODOT Road Salt Contract Awarded in 2025.

Donsbach made a motion seconded by Frantz to waive the third reading of Resolution 2025-1: A Resolution Authorizing Participation in the ODOT Road Salt Contract Awarded in 2025 due to the May 2<sup>nd</sup> filing deadline.

Votes were:	Sylvain – yes	Estep – yes	Tolles – yes
	Donsbach – yes	Smith – yes	Frantz – yes

**MOTION APPROVED**

Donsbach made a motion seconded by Smith to approve Resolution 2025-1: A Resolution Authorizing Participation in the ODOT Road Salt Contract Awarded in 2025.

Votes were:	Estep – yes	Tolles – yes	Donsbach – yes
	Smith – yes	Frantz – yes	Sylvain – yes

**MOTION APPROVED**

Mayor stated Resolution 2025-1 has passed.

**UNFINISHED BUSINESS:** Sylvain said she has her proposed no fault absentee policy, does anyone have questions. Sylvain stated the policy is intended to make sure we are not harming the Village from moving forward and the only way that would happen is because we do not have a majority. Estep said every entity she contacted all vote on the absences, either with a reason or without reasons. Estep's draft indicated the reason would be given to the Mayor or the Clerk, then the Mayor during roll call would let Council know if they were notified for the absence. Sylvain stated the only criteria is that they notify before the meeting and the reason is not given publicly. Estep said yes. Smith thinks that it is just common

courteously to let the Village know before the meeting if someone cannot attend to make sure we have a quorum. Estep would like the solicitor to review both drafts.

Sylvain received a quote from Dunrite on benches, this is for steel tubing powder coated black with teakwood for \$563.18. Sylvain is still waiting on the signage that she discussed. Sylvain asked about the goals, she gave Smith a copy to distribute.

**NEW BUSINESS:** Estep stated she sent Council an email concerning the accidents that have been happening at the intersection RT65 and 295 on the south side of the bridge. Estep talked with ODOT spoke with Christopher Waterfield about the concern. Estep asked if he could send some information to present to council. Estep submitted copies to council. Estep said based on the crash information, we do not meet the criteria to warrant a multi-way stop. Estep said Chris stated a potential study of this intersection should be focused on minimum volumes. Estep asked if ODOT would cover the cost of the study or would the village be responsible for it. Estep said Chris stated the Village would be responsible for this cost of the study and their office would review the results. Estep said she has had a major concern for this intersection. Estep said the Solicitor mentioned he would be willing to create a Resolution urging ODOT to implement a different traffic pattern. Estep made a motion seconded by Tolles to have the Village Solicitor drafting the resolution urging ODOT to implement a different traffic pattern at RT295 and RT65 in the Village of Grand Rapids.

Votes were:	Tolles – yes	Donsbach – yes	Smith – yes
	Frantz – yes	Sylvain – no	Estep – yes

**MOTION APPROVED**

**COMMENTS:** None

**ADJOURNMENT:**

Donsbach made a motion seconded by Smith to adjourn the meeting. The meeting was adjourned. The next scheduled meeting is May 12, 2025 at 6:00 P.M. at the Town Hall.

Votes were:	Donsbach – yes	Smith – yes	Frantz – yes
	Sylvain – yes	Estep – yes	Tolles – yes

**MOTION APPROVED**

  
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Kristel Beyer, Fiscal Officer

  
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John Berry, Mayor

All formal actions of the Council of The Village of Grand Rapids concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.



## April 11, 2025 - April 24, 2025

WC Landfill	\$10.87	Brush from canal
Gearhart Plumbing	\$3,958.81	Boring&Water Tap & Blackflow Preventer Testing
Core & Main	\$386.75	Storm Sewer Repair Parts
Panning Excavating	\$1,989.10	Catch Basin Replacement
C & L Sanitation	\$315.90	Ball Park Portable Restrooms
Vas-ko	\$176.08	Public restroom toilet paper
Heartland Disposal	\$7,562.87	Unlimited Pickup
CESO, Inc	\$3,746.80	Traffic Analysis
Suburban	\$892.81	Natural Gas
Toledo Chamber	\$499.00	Annual Chamber Membership
Casa Bella	\$240.00	Public Restroom Cleaning
Toledo Edison	\$4,329.57	Electric Bill
<b>Total</b>	<b>\$24,108.56</b>	

Approved 5 - 1, Sylvain voting no