



# MEETING MINUTES

## GRAND RAPIDS COUNCIL SPECIAL SESSION



Held: May 20, 2025

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The Council of The Village of Grand Rapids convened in special session from 6:30 P.M. to 7:06 P.M. in the Town Hall. Mayor John Berry called the meeting to order with the following members and visitors present: Frantz arrived at 7:01pm.

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

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

**EMPLOYEES:** Chad Beyer and Kristel Beyer

### **MINUTES:**

Smith made a motion, seconded by Tolles to approve the minutes of the meeting held on April 28, 2025.

Sylvain stated she has some corrections she will submit in writing. Estep asked what section she was talking about. Sylvain stated the clear cutting and the accusations by Chad, Estep stated that was what was said. Estep said we had the minutes prior to the scheduled meeting.

### **BILLS:**

Smith made a motion, seconded by Donsbach to approve the bills from April 25 – May 15, 2025 in the amount of \$61,256.86.

Sylvain questioned Toledo Sign \$650, Administrator said for the signs that were taken out at the corner of 65 and Bridge, this amount will be covered by insurance. Sylvain asked about the attorney fees \$562.50, Mayor stated ongoing litigation for the property to the west of Town Hall. Sylvain asked about the \$460 for fertilizer, she discussed this last year it should not be applied within 25 feet of the canal, she believes it is still being applied within 25 feet of the canal. Sylvain would like an alternative that is eco-friendly. Sylvain asked about Gametime \$460 for adaptive swing safety belt, Administrator said it is for the handicap swing. Sylvain asked about the Cindy Hofner invoice and how long it would take, Fiscal Officer stated there is not a timeline, it may take 2 years, it is a process to go through records. Sylvain asked about USA Bluebook \$659, Administrator stated water & sewer supplies, paint, flags, hearing protection and ivy block.

Votes were: Tolles – yes  
Frantz – yes

Donsbach – yes  
Sylvain – no

Smith – yes  
Estep – yes

**MOTION APPROVED**

Estep stated our next meeting is not until June 9<sup>th</sup>. Estep made a motion seconded by Donsbach to allow the Fiscal Officer to pay any bills that come due before June 9<sup>th</sup>.

Votes were: Donsbach – yes  
Sylvain – no

Smith – yes  
Estep – yes

Frantz – yes  
Tolles – yes

**MOTION APPROVED**

**SHERIFF'S REPORT:** None

**MAYOR'S REPORT:** Mayor stated we will continue to work on the canal and get some ideas. He hopes Memorial Day goes well.

**ADMINISTRATOR'S REPORT:** Administrator is working on getting pricing for the Town Hall items. Asked Council for some ideas for the Wood County Park Grant. The downtown businesses are getting pictures done on June 4<sup>th</sup> and they would like the sidewalks pressure washed before then. Administrator has got a hold of a few other places but they were all more expensive. The company Brosneck Pressure washing can do it for \$1,300. Administrator said there is a big bike run on June 15, 2025 that will be coming through town. Fiscal Officer stated the ice cream shop next to the Marathon is a stop for these bicyclists in the morning, he will have some portable restrooms on his property for them to use. Frantz asked about the crumbling concrete on the sidewalk in front of Town Hall, she did sweep it up. Administrator said they pressure washed where they cracked sealed. Sylvain asked if he contacted the natural plant guy, Administrator will contact him.

**FISCAL OFFICER'S REPORT:** Fiscal Officer gave Council the April bank rec.; the bank corrected the error and you will see it as an adjustment on the statement. We also received the money from the State for the Salt Storage building; therefore, the advance has been repaid to the general fund. We also have two first readings of Resolutions tonight.

**COMMITTEES:** Smith stated the Buildings, Parks, Properties and Maintenance Committee met on May 6<sup>th</sup>. The Village Administrator will obtain quotes and investigate replacing handrail, a light switch and step lighting. Tolles asked if we were going to vote on the paint color for the Town Hall. Smith stated the Town Hall Committee has narrowed it down to two color palettes and the committee decided on option 2.

**ORDINANCES/RESOLUTIONS:** Mayor gave first reading to Resolution 2025-2: Resolution Authorizing the Village Administrator to Prepare and Submit a 2026 Application to Participate in the Wood County Park Grant Program and Execute Contracts as Required.

Mayor gave first reading to Resolution 2025-03: Resolution Encouraging the Ohio Department of Transportation to Make Changes to the Traffic Pattern at the Intersection of State Route 65 and State Route 295.

Estep had more communications between her and Mr. Waterfield, he does not know what would be accomplished by the Resolution but she feels we should continue with it. Estep stated Mr. Waterfield mentioned a survey would need to be done, an engineering firm could do it. Estep asked if his staff could do it, he stated no, if the village wants to hire someone to do the work, he recommends getting a quote from a local engineering consultant who are qualified to perform traffic studies for ODOT. Estep said she has been stopped by residents that live there and they are interested and willing to help with a study. Estep stated Mr. Waterfield said you could collect the data yourselves, volume counts, collect for a minimum of eight hours, can be done on different days but has to be done in the same week. Estep stated a gentleman by the name of Robert Barnhiser had placed a complaint to ODOT about this intersection, he sent a concern on this intersection two years ago. Mr. Waterfield told Mr. Barnhiser that the village is looking into a traffic study for this intersection to determine if a multiway stop is justified and stated Estep may be able to provide more updates. Estep responded that she presented the information provided by Mr. Waterfield at the April 21<sup>st</sup> Council meeting and our Solicitor is drafting a Resolution urging ODOT to install a four way stop to help with this intersection. She stated she is hoping ODOT and the Village can work together on this. Administrator will get some quotes on this.

**NEW BUSINESS:** Mayor stated we received the event application for the Memorial Day Parade from the American Legion Post 232. Donsbach made a motion seconded by Frantz to approve the application for use of public property for non profit organizations for activities and events sponsoring organization being the American Legion Post 232, Bob Clark Commander, for the Memorial Day Parade held on May 26, 2025.

Sylvain stated she does not see a copy of the liability insurance, Estep stated we don't normally receive those with our packet.

Votes were: Smith – yes Frantz – yes Sylvain – yes, contingent  
on receiving the certificate of liability insurance with the village listed as additional insured.  
Estep – yes Tolles – yes Donsbach – yes

**MOTION APPROVED**

Estep stated the veteran's banners will start to be hung this Thursday. There will be 14 in the business district, we have an additional 60 this year that will be hung up to Sycamore Rd and down Wapakoneta. Estep thinks once people notice them more people will want them. These will stay up until Veterans Day, then will come down, be cleaned and stored through the winter.

Sylvain asked if the Administrator got a quote to fix the property damage at her place, Administrator said they will get it fixed, he is waiting for everything to dry out. Sylvain asked about the tree that was taken down behind her place and stated they must have hit the electrical wire because it is hanging down. He will look at it.

Administrator asked if they wanted to go with the \$1300 pressure washing company. Sylvain made a motion seconded by Estep to hire Brosneck Pressure Washing for \$1300 as long as we get a copy of their insurance and references.

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

**MOTION APPROVED**

#### **ADJOURNMENT:**

Smith made a motion seconded by Donsbach to adjourn the meeting. The meeting was adjourned. The next scheduled meeting is June 9, 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**

  
Kristel Beyer, Fiscal Officer

  
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 25, 2025 - May 15, 2025

WC Sheriff	\$8,438.64	Contract Service
Toledo Sign	\$650.00	Sign Replacement
Lake Erie Tree Service	\$30,000.00	Tree Removal
Vermeer	\$1,009.12	Brush Chipper Service
MASI	\$748.85	Water & Sewer Testing
Casa Bella	\$480.00	Public Restroom Cleaning
Gressley, Kaplin & Parker	\$562.50	Attorney Fees
OUPS	\$4.00	Manual Callout
Envirocare	\$460.00	Lawn Care Application Blue Bell & Howard Parks
Luckey Farmers	\$376.55	Fuel
Municipal Utilities	\$16,274.38	Wholesale Water
Frontier	\$502.70	Landline Phone/Fax
Verizon	\$105.68	Cell Phones
Rumpke	\$138.05	Monthly Trash Pickup/Park Dumpster
GameTime	\$460.00	Adaptive Swing Safety Belt
Cindy Hofner	\$297.00	Record sorting/organizing per Record Retention
Huntington Credit Card	\$77.10	Cleaning supplies, receipt books, sheet protectors, postage
USA Bluebook	\$659.09	Water & Sewer Supplies
Culligan	\$13.20	Water Testing Supplies
<b>Total</b>	<b>\$61,256.86</b>	

Approved 5 - 1, Sylvain voting no