



# MEETING MINUTES

## GRAND RAPIDS COUNCIL REGULAR SESSION



Held: January 12, 2026

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The Council of The Village of Grand Rapids convened in regular session from 6:00 P.M. to 7:23 P.M. in the Town Hall. Mayor John Berry called the meeting to order with the following members and visitors present:

Council Drew Seats:

1. Thiebaut
2. Grey
3. Tolles
4. Smith
5. Estep
6. Donsbach

Rachel Smith – Present

Doug Grey – Present

Louise Estep – Present

Sean Thiebaut - Present

Rick Tolles – Present

Jody Donsbach – Present

The Mayor John Berry swore in Council Members Jody Donsbach, Doug Grey, Louise Estep and Sean Thiebaut.

Mayor stated next item is a President of Council needs to be nominated.

Donsbach nominated Rachel Smith, seconded by Estep.

Estep nominated Sean Thebaut, seconded by Rick Tolles.

Tolles nominated Jody Donsbach, seconded by Thiebaut.

Mayor stated if no other nominations, nominations will be closed and we will go to a written vote. Written votes were Smith - 2 votes, Thiebaut – 2 votes, Donsbach – 2 votes. A rewritten vote was taken. Votes were Smith – 3 votes, Jody – 2 votes, Sean – 1 vote. 2026 President of Council is Rachel Smith.

**EMPLOYEES:** Jeremy Weaver and Kristel Beyer

**VISITORS:** Lynn Sylvain

**MINUTES:** Smith made a motion, seconded by Tolles to approve the minutes of the meeting held on December 8, 2025. Mayor stated if there are no questions they will be accepted as presented.

**BILLS:**

Donsbach made a motion, seconded by Smith to approve the bills from December 5, 2025 – December 31, 2025 in the amount of \$36,591.79 and January 1, 2026 - January 8, 2026 in the amount of \$12,317.61 for a total of \$48,909.40.

Estep asked about the chamber ad for 1/3 share of advertising, Fiscal Officer stated this was for the entire month of November.

Votes were: Donsbach – yes

Estep – yes

Smith – yes

Grey – yes

Tolles – yes

Thiebaut – yes

**MOTION APPROVED**

**INTRODUCTION OF VISITORS APPEARING BEFORE COUNCIL:**

Lynn Sylvain stated about a year ago Bob Stickle a resident of Grand Rapids asked about the siren working and she asked if it is working now. Mayor stated he is not sure that is a Township siren but he knows it has been worked on. Donsbach stated that the siren test was canceled in January because it was too cold. Sylvain asked if there will be a follow-up or should the residents go to the Township. Mayor stated we can both do a follow-up. Sylvain asked the status on Dora this year, and if there was any information missing that was needed. Smith stated they have all information needed. Sylvain asked if the committees will have established goals and/or review of last year's accomplishments. Mayor stated that might be, this is our first meeting we will tackle that then. Sylvain asked about public records there not being responded to and wondered what the issue is. Mayor stated some of the public records Sylvain requested from a year or two ago have not been picked up. Sylvain asked if the Administration Office can have regular hours and can we get the building unlocked this year. Mayor stated the office is available by appointment, Fiscal Officer stated she is in the office Monday through Thursday from 8 am to 4 pm and that is published on our website. Sylvain asked about the position for the Administrator, Mayor said Jeremy will be taking over in the interim. Sylvain stated the website has not been updated for the new year and the finances are not updated. Mayor stated we will take care of that. Sylvain stated the garage demo next door, she has requested a copy of the quote and certificate of insurance and she has not received anything. Sylvain has ordered a second survey, Mayor stated we are not talking about that anymore.

**SHERIFF'S REPORT:** None

**MAYOR'S REPORT:** The Mayor was not around during the holidays but it was nice to see the videos and pictures of everyone, it was great to see the town coming together. It seemed the town was full of people with friends and families from all over. Mayor thanked everyone involved. Grey stated even with the parade delayed there was still a nice turnout for it. Grey said the Apple Drop on News Years Eve had a decent turnout as well and can see that continuing in the future. Mayor said he wants to get plans together to get a lot of work done in the community, there is a lot our new Council can target and make happen. We can start out with our committee meetings and align ourselves with the budget put in place to make things work. This is a special year because it is the 250<sup>th</sup> year of our nation. There was a meeting with the library and the Historical Society about celebrating throughout the year, starting with a proclamation.

**ADMINISTRATOR'S REPORT:** Jeremy stated we had to replace the faucet in the womens restroom at Lincoln Street, he contacted Top Notch but they were out of town, so he had Kendall Plumbing come in to fix. We had the dump truck transmission leaking, we got that fixed. We ordered another 25 ton of salt. They have been plowing and salting when needed. Smith asked if the salt storage is working out, Jeremy said yes they love it. Sean asked if there was a grant received

to construct that. Mayor stated yes the previous administrator secured the grant and got it built. Estep asked if we heard anything from pavement technologies of when they will start. Fiscal Officer stated she believes the spring but can reach out to get a date.

**FISCAL OFFICER'S REPORT:** Fiscal Officer gave Council the November bank rec. Fiscal Officer stated you will notice the 3 CD's as well as the ICS account. Fiscal Officer said we have two resolutions on the agenda, one is for the master meter improvements, we received our recommendation letter from Kleinfelder and they recommended Unalliance. The resolution allows the Village to contract with Unalliance. The second resolution is authorizing an employee dishonesty and faithful performance of duty policy. We are going through our insurance renewal and our insurance company recommended this policy instead of bonds on employees. There is also a third reading of the council meeting ordinance tonight. Grey asked how often the interest is updated on the new accounts. Fiscal Officer stated the one-year CD we will receive the interest at the maturity date and the two- and three-year CD's will receive interest yearly in December.

**READING OF COMMUNICATIONS:** Mayor stated: I, John Berry, am resigning from the Northwest 190 Emergency Squad effective February 1, 2026. He stated it has been a satisfying term going from Mercy Hospital to a complete stand-alone operation between two townships Grand Rapids and Washington Township. He would like to recommend Conor Evans for replacement, he is familiar with the squad, he has been to many meetings, he is a fire fighter and has lived in the town for about 3 years.

**COMMITTEES:** Estep said we did get a Wood County Park Grant for the resurfacing of the courts. We will receive \$9,285 to resurface the basketball/tennis/pickle ball courts. She hopes we can do other things like lighting up there. Estep stated the Village did submit a State Capital Project for ADA improvements and parking for the Town Hall. Estep asked for the timeline, they stated it would be in the Spring and to follow-up with our legislators. Grey thanked Estep for meeting the deadline. Thiebaut thanked everyone sitting at the table, it was a very tight timeline, with the holidays. He also thanked the support of the community, the civic organizations that sent letters of support and the private individuals that stepped up and also submitted letters of support. Estep also wanted to thank Nicole Dittman that reviewed it for us. Smith stated great teamwork that was done in a very short time.

**ORDINANCES/RESOLUTIONS:** Mayor gave the first reading to Resolution 2026-01: Resolution Authorizing the use of an "Employee Dishonesty and Faithful Performance of Duty Policy" for the Village of Grand Rapids, Ohio, Wood County. Mayor gave the first reading to Resolution 2026-02: Resolution authorizing the Mayor of the Village of Grand Rapids to enter into a contract and/or contracts with Unalliance, Inc for Master Meter Improvements and Declaring and Emergency.



Smith made a motion seconded by Estep to appoint Jeremy Weaver as Interim Village Administrator effective January 1, 2026 at a pay rate of \$26.52 during the interim timeframe.

Votes were: Smith – yes Tolles – yes Estep – yes  
Grey – yes Thiebaut – yes

**MOTION APPROVED**

Estep made a motion seconded by Thiebaut to appoint Conor Evans to fill the seat on the Northwest Ambulance District Board replacing Mayor John Berry.

Votes were: Smith – yes Tolles – yes Estep – yes  
Grey – yes Thiebaut – yes

**MOTION APPROVED**

Grey has an update on the ads that Council voted to pay for a portion of. He has been collaborating with Angie Studer with Chamber and Roger Borer with Historical Society. We have created some content ourselves but it has not made it into the ads yet. We are in the process of finding out why, is it because they did not want to use it or was it not usable because of the way we provided it. They are currently running a generic ad; we are hoping we can provide more content to tailor it to more of the ideas we had. The ads currently go through the end of February. The gentleman that puts the ads together seems to listen to our input but we have not seen it in action yet. The next thing that will be highlighted will be the silent movie at the Town Hall. Council thanked him for working on that.

**COMMENTS:** Estep asked if we can purchase a commemorative flag to celebrate the 250<sup>th</sup> anniversary, she heard that there is one and she would like to see it in Howard Park. Fiscal Officer will see what she can find. Estep reminded everyone of the application for the Veterans Banners, the deadline is January 31<sup>st</sup>. The flags will go up for Memorial Day and fly through Veterans day, then come down for cleaning and storage. Estep asked Council if they would want to send a letter to the Township Trustees asking for a Moratorium for data centers. Mayor stated we can get a letter made for Council to sign.

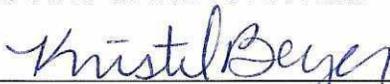
**ADJOURNMENT:**

Donsbach made a motion, seconded by Smith, to adjourn.

Votes were: Tolles – yes Estep - yes Grey – yes  
Thiebaut – yes Donsbach – yes Smith – yes

**MOTION APPROVED**

The meeting was adjourned. The next scheduled meeting is January 26, 2026 at 6:00 P.M. at the Town Hall.

  
\_\_\_\_\_  
Kristel Beyer, Fiscal Officer

  
\_\_\_\_\_  
John Berry, Mayor

## December 5 - December 31, 2025 Bills Paid

|                        |                    |   |
|------------------------|--------------------|---|
| WC Sheriff             | \$8,882.16         | Contract Service  |
| Morton Salt            | \$1,315.93         | Road Salt   |
| Jones & Henry Labs     | \$415.50           | Water & Sewer Testing   |
| FMS Real Estate        | \$450.00           | Sidewalk Salt Pallet  |
| Huntington Credit Card | \$633.54           | Dehumidifier, xmas lights, continued ed, utility knife and blades |
| Casa Bella             | \$240.00           | Public Restroom Cleaning  |
| Rumpke                 | \$222.28           | Monthly Trash Pickup  |
| Municipal Utilities    | \$15,789.61        | Wholesale Water   |
| Yankee Doodle Flags    | \$999.85           | Repaired Flag Poles and replaced flags                            |
| A+ Engineering         | \$200.00           | Air Gap Seperator for Bulk Water Dispensing                       |
| Verizon                | \$106.37           | Cell phones   |
| Frontier               | \$607.62           | Landline Phone/Fax  |
| Ohio BWC               | \$1,763.00         | Annual Workers Comp Premium                                       |
| M2X                    | \$44.95            | Town Hall Internet  |
| Jeff Ludwig            | \$573.55           | Service on 92 Chevy   |
| Luckey Farmers         | \$813.83           | Fuel  |
| Lyden Oil Company      | \$1,657.12         | Grease for Sewer Plant  |
| Grand Rapids Chamber   | \$634.16           | 1/3 Share of Advertising  |
| Treas of State         | \$948.00           | Quarterly UAN Fees  |
| Suburban               | \$294.32           | Natural Gas   |
| <b>Total</b>           | <b>\$36,591.79</b> |   |

## January 1, 2026 - January 8, 2026 Bills

|                  |                    |   |
|------------------|--------------------|---|
| MASI             | \$996.45           | Water & Sewer Testing                           |
| Culligan         | \$16.99            | Water Testing Supplies                          |
| Cindy Hofner     | \$99.00            | Records sorting/organizing per Record Retention |
| Dan Lawrence     | \$360.00           | Annual Website Maintenance                      |
| OUPS             | \$126.79           | 2026 Governmental Assessment                    |
| Mckenzie Flowers | \$100.00           | Flowers for Jim Carter Funeral                  |
| Muni-Link        | \$355.65           | Muni-Link Prorated Startup                      |
| Morton Salt      | \$1,380.57         | Road Salt                                       |
| WC Sheriff       | \$8,882.16         | Contract Service                                |
| <b>Total</b>     | <b>\$12,317.61</b> |   |

**Total of Both**

**\$48,909.40**