



MEETING MINUTES

GRAND RAPIDS COUNCIL

REGULAR SESSION



Held: April 13, 2026

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The Council of The Village of Grand Rapids convened in regular session from 6:00 P.M. to 6:51 P.M. in the Town Hall. Mayor John Berry called the meeting to order with the following members and visitors present:

Rachel Smith – Present Sean Thiebaut - Present
Doug Grey – Present Rick Tolles – Present
Louise Estep – Present Jody Donsbach – Present

EMPLOYEES: Jeremy Weaver and Kristel Beyer

VISITORS: Lynn Sylvain and Janet Obee

MINUTES: Estep made a motion, seconded by Thiebaut to approve the minutes of the meeting held on March 23, 2026. Mayor stated if there are no questions they will be accepted as presented.

BILLS:

Estep made a motion, seconded by Smith to approve the bills from March 20 – April 9, 2026 in the amount of \$55,180.11. Mayor asked where the three backflow preventers are, Administrator said at the shop, Old Fire Station and Lincoln Street. Estep asked how many water leaks there have been in the last 6 months, Administrator said two. Grey asked if the Town Hall chairlift needed repaired, Administrator said it is for the annual inspection.

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

MOTION APPROVED

INTRODUCTION OF VISITORS APPEARING BEFORE COUNCIL:

Estep asked if she can read something from the Council Rules and regulations concerning the order of business. Any person wishing to address Council, will register upon entering meeting and indicate the topic on the roster sheet. The presiding officer of Council shall determine if the topic is of interest for the Council to review before allowing the person to speak. Council reserves the right to limit repetitive comments.

Lynn Sylvain asked the Mayor if the public has been allowed access to the Village Administration Office. Mayor stated yes via an appointment. Sylvain stated on March 23rd she had requested an appointment to go over the public records requests she has outstanding, including the electronic ones that have no cost. She has not received that appointment request, when will that be granted. Mayor stated send an email to the office and schedule an appointment. She would like the office to provide three days and times when they are available. Lynn stated on March 9th she has requested a hearing to go over her water bills and has not been

scheduled yet. Smith asked her to email her request and what she is looking for, her request is very vague and wants to make sure everyone knows what she is requesting.

Janet Obee submitted the application for Cub Scout Pack 325 for the Applebutter Fest and it is the same as previous years. The only change is they are considering having food trucks since the area was lacking food vendors last year, they are working with Historical Society on this. Donsbach asked if 80 vendors are normal, Janet stated last year we had close to 100 vendors, Grey asked what their capacity is, Janet said probably 120 vendors. Grey asked where the food trucks would go, Janet said in the parking area of the old school property on Bridge Street.

Donsbach made a motion seconded by Smith to approve the application for use of public property for non profit organizations, sponsoring organization Cub Scout Pack 325 for the Applebutter Fest.

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

MOTION APPROVED

SHERIFF'S REPORT: Estep stated there is another vehicle by the same individual that still revs their engine and runs down Woodburn.

MAYOR'S REPORT: Mayor stated the flags and banners have been ordered and are in. They have talked about the mosaic that will be constructed on July 11th. Estep stated they discussed the design and they decided to go back to the original design given to them. Theibaut mentioned if weather permits, they will be using the area in front of the mural for public participation or the Old Fire Hall. Mayor received a call last night that the Town Hall doors were wide open last night.

ADMINISTRATOR'S REPORT: Administrator said we received the pavement analysis. The Bridge Street lift station pump # 2 had moisture detected and last Thursday we had that removed and spare pump installed. The backflow meter pit project should start next Monday or Tuesday. We received quotes for the Town Hall roof and he is waiting on a few more. Strayer Concrete will be coming to look at the sidewalk project. The clarifier is up and working again. Grey asked about the fence in Howard Park that was damaged, Administrator said a tree fell on it. Grey asked if that can be repaired, Administrator said we can try to repair or may need replaced.

ZONING INSPECTOR'S REPORT: Ken Taylor designed and sent a proposed new zoning permit application to the Mayor and Fiscal Officer. He received an email from a property owner on Front Street regarding information required for an addition, he replied with steps required for a permit. Received notification about chickens at a residence on 2nd Street, wrote a letter that will be mailed out this week. He drove through town looking for potential zoning violations and did not

seem to bad. Fiscal Officer sent an email from a resident on 2nd Street regarding noise, smoke and lights from a Commercial establishment on Front Street. He did not find anything in the code that would reflect that they could not do it. He received a phone call from a relative of the commercial establishment on their responsibilities and he told them the same thing. He received an email from a property owner on Sycamore regarding placement of an accessory building, he sent them the information for a zoning permit. He received email regarding non traditional shipping container used as a shed, he does see it addressed in the zoning code as this, but we do have a structure which needs a zoning permit, this will go out in tomorrows mail. Ken Taylor asked about fences in town and not requiring a permit. In the code, it describes fences as a structure and structures need a permit except a fence, he thinks this needs looked at. Grey asked if his proposed permit would replace the current permit, Ken said yes he thinks the proposed permit is more user friendly.

FISCAL OFFICER'S REPORT: Fiscal Officer stated we have a second reading on the agenda and a third reading of a Resolution. Estep asked if Suburban Natural Gas sent any information on how they did their formula on the overages. Mayor stated he received a document that was practically word for word that the Council received. Mayor stated Derrick Proffitt said he got his properties figured out and was satisfied. Mayor said there is a storm warning for tomorrow. We have talked about the siren and they are talking about placing a manual switch on it since it cannot be run through the county frequency. Mayor stated he has Channel 13 and 11 on his phone and it is almost faster than the alerts from the county. He encourages everyone to get these on their phones for storm warnings. Grey asked if there was a manual switch installed, who would be responsible for activating it. Mayor stated someone on the Fire Department.

READING OF COMMUNICATIONS: None

COMMITTEES: None

ORDINANCES/RESOLUTIONS:

Mayor gave the second reading to Resolution 2026-04: Contract to Furnish Emergency Management between Wood County, Ohio and the Village of Grand Rapids.

Mayor gave the third reading to Resolution 2026-03: Resolution Authorizing the Village of Grand Rapids to Enter Into an Agreement and Become a Member of Lake Erie West Regional Council.

Donsbach made a motion seconded by Thiebaut to approve Resolution 2026-03: Resolution Authorizing the Village of Grand Rapids to Enter Into an Agreement and Become a Member of Lake Erie West Regional Council.

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

MOTION APPROVED

March 20, 2026 - April 9, 2026 Bills

Jim Palmer Excavating	\$5,165.00	Water leak repair near alley on 2nd Street
Yankee Doodle Flags	\$1,993.40	Flags & 250th Celebration Decorations
M2X	\$44.95	Town Hall Internet
Gearhart Plumbing	\$677.97	3 backflow preventer tests
Envirocare	\$477.00	Lawn Care Application Blue Bell & Howard Parks
Toledo Edison	\$3,783.83	Electric Bill
Kleinfelder	\$1,173.20	Backup Wastewater Operater ORC
Masi	\$1,022.85	Water & Sewer Testing
CasaBella	\$440.00	Public Restroom Cleaning
Municipal Utilities	\$17,955.34	Wholesale Water
National Pavement Analysis	\$3,950.00	Pavement Analysis
Jim Palmer Excavating	\$2,029.02	Clean out canal
Davis & Newcomer	\$312.00	Town Hall Chair Lift
Rumpke	\$247.92	Monthly Trash Pickup and Ball Park Dumpster
Toledo Chamber	\$499.00	Annual Membership Dues
WC Sheriff	\$9,367.68	Contract Service
Huntington Credit Card	\$1,135.67	Blacktop patch, Town Hall cleaning supplies, Town Hall sweepers, Sludge Core sampler, 2 coils stamps, postage
Kleinfelder	\$4,460.28	Master Meter Upgrades
C & L Sanitation	\$445.00	Ball Park Portable Restrooms
Total	\$55,180.11	