

March 13,2023

The meeting was called to order by mayor Elva Wyandt.

Present were Village Administrator Jessi Randall, Zoning Administrator Fred Weber, councilpeople present were Brenda Kimmich, Mike Medina-absent, Chris Healy, Nick Stephy, Jamie Hohenberger.

Brenda made the motion to approve the minutes of the previous meeting, Nick made the second. The motion was approved. The vote was: Nick-yes, Brenda-yes, Chris-yes, Jamie-yes, Mike-absent.

Tiffany Swihart was in attendance to promote Development Disability Month. She explained their services and had one of her clients talk.

Jamie made the motion to approve the proclamation for Developmental Disabilities, Nick made the second. The vote was: Brenda-yes, Nick-yes, Jamie-yes, Chris-yes, Mike-absent.

Tiffany will bring signs to be displayed in the village.

No action was taken on the Sheriff's contract.

Jamie made the motion to approve the finance statement, Chris made the second. The motion was approved. The vote was: Jamie-yes, Chris-yes, Nick-yes, Brenda-yes, Mike-absent.

There will be a water committee meeting March 27<sup>th</sup> @ 6:00.

Fred said he had given 4 addresses of houses to be torn down to The Henry County Land Bank.

Discussed complaints about alleys needing leveled so water doesn't run into yards. Jessi said they had already started on them. It will take time.

If anyone has an issue with their alley, please provide name and address to the clerk so it can be checked.

Jessi had 2 quotes to install mixers as part of our water upgrade. One at 421 Chicago for \$22795.00, and the other at 420 Chicago for \$23995.00. The electrical would be extra.

This issue was referred to the water committee.

Jessi received a quote from Tawa Mulch for \$5335.00 for grinding and hauling the brush pile or \$6700.00 if splitting larger pieces. No action was taken.

Chris made the motion to approve the bills, Jamie made the second. The motion was approved. The vote was: Jamie-yes, Chris-yes, Nick-yes, Brenda-yes, Mike-absent.

Jamie made the motion at 7:50 to adjourn, Brenda made the second. The motion was approved. The vote was: Nick-yes, Jamie-yes, Chris-yes, Brenda-yes, Mike-absent.

The next regular meeting will be March 27<sup>th</sup> at 7:00.

# Village of Holgate

P.O. Box 217  
327 Railway Avenue  
Holgate, Ohio 43527

Village Administrator  
Jessi Randall

Office (419) 264-4395  
Fax (419)264-8001  
Administrator@HolgateOhio.com

**Summary: 3/13 to 3/26/2023**

## **Work Completed:**

- Jessi
  - Customer service calls
  - Continued working with Wessler Engineering team on the water treatment study.
  - Made progress on updating regulatory documentation
  - Reviewed utility rate ordinances
  - Prepared MCL violation noticed, stuffed and stamped envelopes for mailing
  - Troubleshooting at SR-18 liftstation, multiple alarms and failures
  - Attended a mosquito spraying workshop
  - Met virtually with Ohio EPA and other small systems Administrators and Operators to discuss upcoming state rules changes for small water and wastewater systems
  - Troubleshooting on Low Service pumps at Water Treatment Plant. Pumps were air-bound each morning for several days.
- Tim & Chris – Downtown and Park trash pickup. Took wastewater samples to IFM. Took both weekends of water/sewer readings and plant checks. Customer service calls. Vehicle maintenance. Building maintenance. OUPS/811 tickets completed. Picked up Village-wide brush. Graded alleys to remove tire ruts and the high points in the center. Hung white board and repaired outlet in Council room. Stuffed and stamped MCL notice envelopes. Installed new disinfection pump at water plant. Troubleshooting low service pumps at Water Treatment Plant. Changed tubing on disinfection line. Troubleshooting at SR-18 liftstation.

**Respectfully Submitted by: Jessi Randall**

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**Summary: 3/27 to 4/9/2023**

Respectfully submitted by Jessi Randall

## **Work Completed:**

- Jessi
  - Customer service calls
  - Monthly water reports submitted to Ohio EPA
  - Met virtually with Wessler Engineering team and Ohio EPA engineering and regulatory team to review status of Wessler's ongoing study. Received a 60-day extension on the deadline to submit the General Plan to Ohio EPA.
  - Made progress on updating regulatory documentation
  - Troubleshooting low service pumps at Water Treatment Plant. Two air leaks found and repaired.
  - Presented a utility rate increase proposal
  - Replaced level transducer at SR-18 liftstation. Bergren Assoc did the reprogramming.
  - Found low-level float at Lee Ave liftstation had fallen and caused liftstation to be pumped dry. Reset float control, alarms and pump controls.
  - Village-wide power outage 4/1-4/4. The Village's towable generator's fuel tank is rusted internally beyond use. Henry County EMA outsourced a portable generator for us during the outage. Sufficient water levels and system pressure were maintained throughout the emergency.
  - Multiple virtual meetings and phone calls with Sensus tech support regarding the meter reading system upgrade process/progress
  - Reviewed water fund expenses from past 15 months

- Tim & Chris – Downtown and Park trash pickup. Took wastewater samples to IFM. Took both weekends of water/sewer readings and plant checks. Customer service calls. Vehicle maintenance. Building maintenance. OUPS/811 tickets completed. Picked up Village-wide brush. Troubleshooting low service pumps at Water Treatment Plant. Assisted during the power outage. Inspected the fencing and tree problems at the lagoon site. Banners and netting were rehung at the baseball/softball fields.

**Respectfully Submitted by: Jessi Randall**