

Village of Van Buren Agenda

(March)

Members Present:

- | | |
|---|--|
| <input type="checkbox"/> Boston Beitzel | <input type="checkbox"/> Eric Coleman |
| <input type="checkbox"/> Eric Heitkamp | <input type="checkbox"/> Natalie Walters |
| <input type="checkbox"/> Ashley Little | <input type="checkbox"/> Don Wills |
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-

Call to order

Any Corrections to the agenda

Approval of Minutes

- Roll Call

Treasurer Report

Bills

- Credit Card Approvals, if applicable
- Roll Call

Community Comments:

In the interest of facilitating the business of the Council, all persons addressing the Council shall be limited to four (4) minutes unless such time is extended by the mayor for good cause.

- o Joe Fenimore – Slugger Baseball Team

Community Correspondences:

- o No Correspondences

Committee Assignments/Old Business:

- MARSHALL – LAW AND ORDINANCE COMMITTEE: Provides legal advice to the Village Council and the Mayor. Additionally, lead discussions on revisions to correct the out-of-date ordinances, address requests for changes from the public and Village Administration, and draft ordinances to address issues as needed:

o COMMITTEE UPDATE

- o Vehicle Damages to the Yellow Traffic Post – Capital
- o Sean Marriott – Junk and Unoperated vehicle
- o Penny Coppes – RV
- o Beth Slough – Abandon House, sinking cistern, and animals
- o Hancock County Sheriff Report 2026-1859 (Wayne Trace-Stop sign)

- ERIC C - RESIDENTIAL PROPERTY COMMITTEE: Provides the Mayor of any issues communicated from the Village Residents or issues that need to be addressed by Council such as abandoned vehicles, tall grass, trash, nuisances, dilapidated structures, and junk on premises:

o COMMITTEE UPDATE

- o Potential Ordinance Violations:
 - o Junk and Unoperated/licensed Vehicle – Peter and Rachel Kidwell: 214 South Main Street – Projected to be in compliance by April 1.
 - o Swimming Pool Fence – Tearany Helms: 208 W. Market
 - o Deteriorated Building - Ruth Jimson: 201 Walnut Street
 - o Deteriorated Building - Roger and Lois Stahl: 216 W. Market Street
 - o Deteriorated Building - Roscoe & Jennifer Stader: 203 W. Market Street
 - o Deteriorated Building - Penny Coppes: 112 & 114 N. Main Street
 - o Deteriorated Fence - Rolando & Isabel Romero: 204 E. Market Street\
 - o Deteriorated Fence - Elizabeth Borkosky: 204 N. Main Street

- GREG – FINANCE AND AUDIT COMMITTEE: Provides recommendations and reviews the Village’s Revenue and Expenditure reports against the annual budget estimates and reports this information to the Council. Additionally, seek grants, responsible for the compliance of the Village’s records policy, and issues Solicitation Permits:

o COMMITTEE UPDATE

- o Third Reading of Ordinance 2026- 2. AN ORDINANCE IN THE VILLAGE OF VAN BUREN, OHIO, REGULATING DANGEROUS DOGS AND DECLARING AN EMERGENCY.
- o Third Reading of Ordinance 2026- 3, AN ORDINANCE IN THE VILLAGE OF VAN BUREN, OHIO, DESIGNATING A DUTY TO KEEP SIDEALKS IN REPAIR AND CLEAN AND DECLARING AN EMERGENCY.
- o **Second reading of Ordinance Number 2026 - 4 - An ordinance authorizing the Mayor of the Village of Van Buren to enter into a contract agreement between the Village and TruGreen and declare an emergency.**
- o Second reading of Ordinance Number 2026 - 5 - An ordinance authorizing the Mayor of the Village of Van Buren to enter into a contract agreement between the Village and Ohio Concrete Solutions and declare an emergency.

- ASHLEY and BOSTON SIFERD - BEAUTIFICATIONS AND COMMUNITY EVENT COMMITTEE: Provides opportunities to build relationships between neighbors through engagements in beautification projects and entertainment/festival events that showcase:

o COMMITTEE UPDATE

- o Apple Butter Festival including the Community Garage Sale Day

- ERIC H – PUBLIC AFFAIRS COMMITTEE: Provides and maintains public relations for the Village Council through advocacy, transparency, and improvement of communications, media, and policies:

o COMMITTEE UPDATE

- o Yearly review started

- DON – INFRASTRUCTURE COMMITTEE: Provides the Mayor recommendations or concerns with any trees, streets including striping and signage, sidewalks, curbs deteriorations, water, sanitary, storm water collection systems including manhole/catch basins, street lights, weather siren, and lane/street vacation:

o COMMITTEE UPDATE

- o Signage Assessments/Street signage/other signage – Findlay or Hancock County
- o 2026 OPWC Grant to pave South Main Street – Bid was \$97,995 or our shard is \$48,997.50
- o Working on 2027 OPWC Grant to Pave North Main Street

- NATALIE – ASSET COMMITTEE: Provides the Mayor with improvements, grant recommendations, and reports of any damages to Hoadley Park, Village Square, Post Office, and Acquisitions:

o COMMITTEE UPDATE

- o The remaining items for completing the flagpole are:
 - o Purchased and install Flagpole's Collar
 - o Installation of the existing plaque
 - o Installation of the New Rope and flag hooks with rubber protectors
- o Village Marker in the Square remaining items:
 - o Refurnish Marker arrived -Spring project - Install a marker post
- o 2026 Hancock County Park District Park Grant - TBD
- o 2026 ODNR's Nature Works Grants – Asphalt the Parking Lot
- o Complete the installation of the camera at the Pickleball court

- ED – PLANNING AND ZONING COMMITTEE: Provides recommendations to the Village Council on all issues related to the Village's zoning code and subdivision regulations including changes to the code and requests to rezone lots:

o COMMITTEE UPDATE

- o Final review by TD Engineering and Hancock County Regional Planning
- o If warranted, start the review of the Subdivision Regs

NEW BUSINESS

- o First reading of Ordinance:
 - o Accepting the Amended Appropriations
 - o Dilapidated Building
 - o No Through Trucks
 - o Open Burning
- o Adoption of the Village of Van Buren Cybersecurity Policy
- o Resolution to Accept the Rates for Appropriations
- o PEP Grant - \$1,000, should arrive in April
- o Post Office Project – Replace the faucet on the outside of the building
- o ODNR's Nature Works Grants – Asphalt the Parking Lot
- o Why Property Taxes Matter in Van Buren, OHIO

EMERGENCY PASSAGE

- **Suspension of all Readings and pass as an Emergency**
- **A Second is required**
- **Roll Call**
- **Second and Third Readings**
- **Roll Call**

MONTHLY ACTON ITEMS (Yellow indicates items have been completed):

- **New Resident Welcome Packets:** January (0), February (0), March (0), April (0), May (0), June (0), July (0), August (0), September (0), October (0), November (0), and December (0)

YEARLY ACTION ITEMS (Yellow indicates items have been completed):

- **January-** Application use of the School Facilities-Community Room for Council for 3rd Wednesday and Planning and Zoning Commission for 4th Tuesday, Organization Meeting which includes Election of the President of Council, Committee Assignments including, Monthly Committee Planning Meetings, Street Assignments, Swearing in New Council member(s) if applicable, Online Sunshine Laws Training for New Council Member(s) if applicable, Fraud Training (every 4 years for entire Council/Mayor and Solicitor (completed September 28, 2024), **Comply with the Village's Records Management Policy including emails**, Annual Appropriation Ordinance Renewal, if applicable, and Ohio State Treasurer's Audit, if applicable.

- **February**- Village's Website Yearly Review, Tree Planting, Tree Trimming, Order American and Military Flags Assessment (Bill Jones for the American flag, Commander for AMVETS for the Military Flags)
- **March** –Grant Development - Hancock County Park, PEP, ODNR's Natural Works, Hancock County Community Foundation, ODOT, and Post Office improvements
- **April** – Create a Snow Plow Damage Restoration (yard, mailbox, or curb damage) List, Draft the Lighting (2 Mills), Streets (4 Mills until 2028), Park (.5 Mill), and Storm Sewer (.5 Mill), Monthly Street Cleaning, and annual backflow Inspection at Hoadley Park.
- **May** –Village Signage Assessment and Monthly Street Cleaning.
- **June** - Street Stripping/Paint Curbs, Cleaning of designated Manhole/Catch basins including painting, and Monthly Street Cleaning.
- Renewal of Domain Carrier - www.util.com (July 31, 2029), Street Repair, Estimate of Revenue for Submission to the Budget Commission, Spray weeds throughout the Village, Monthly Street Cleaning and filing of Inside Millage Ordinances with the Hancock County Auditor.
- **August**- Hancock County Park Grant, Resolution Approving Budget Commission's Rate Determination, Documentation Shedding, and Monthly Street Cleaning.
- **September**- Set Trick or Treat Date, Monthly Street Cleaning. and Seek Bids:
 - Ashcraft (Tree Trimming and Planting Services - Insurance Expires 5/23/2026)
 - Kershner (General Maintenance Activities – Insurance Expires 10/10/24)
 - Hancock County Sheriff Contract (Public Safety Services)
 - TD (Engineering Services)
 - Pine Line Property Maintenance and M&J Landscaping and Design (General Lawn Care Services- Insurance Expires 6/14/24)
 - Hackenberg, Werth & Vajskop, LLC. with Attorney Marshall Wm. Finelli as the Village Solicitor
 - TruGreen
- **October** – Monthly Street Cleaning, apply for the PEP Grant, and Seek Grant for Scanning Records
- **November** – Monthly Street Cleaning, Fall Yard Waste Pick-up, Trimming Branches, removal of back flow device, and Leaf Pick-up.
- **December** –Planning Meeting - Future Capital Projects:
 - 2027 OPWC Grant to pave North Main Street
 - 2027 ODOT paving East and West Market Streets
 - 2027 Carbon Reduction Act – Sidewalk Project
 - 2027 PEP Grant Application
 - Hancock County Park District Grant or ODNR's Nature Works – Hoadley Park – Bathroom Bid at \$62,000 and Parking Lot Bid at .
 - Hancock County Park District Grant- Hoadley Park – Paving the Parking lot when all projects are completed at the park
 - Seek Grant for May Street and laterals storm sewer lines

Outstanding Loans

- OWDA Loan # 4308 - Sewer Collection System – Paid off 1/1/2036
- OWDA Loan #: 9943 - Refinance of USDA-RD Loan 92-03– Sewer -Paid off 7/1/2039
- OWDA Loan #: 9942 - Refinance of USDA-RD Loan 92-01Storm (OPC Loan) – Storm Sewer -Paid off 7/1/2039
- Public Works Commission Loan #CM25V -South Side Storm Sewer Placement Phase 2 – Paid off 01/2040
- Public Works Commission Loan #CM31T -South Side Storm Sewer Placement Phase 1 – Paid off 01/2049

Contractual Commitments:

- Post Office Lease expires October 31, 2028
- AEP Franchise Agreement expires October 16, 2043
- CSX Right-of-Way Agreement NO. NYC043617 expires May 31, 2049