

RECORD OF PROCEEDINGS
VILLAGE OF FORT RECOVERY COUNCIL

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____

December 15, 2025

CALL TO ORDER: Mayor Dave Kaup called to order the Regular Council Meeting on December 15, 2025, at 7:30 pm in the Village of Fort Recovery Council Chambers to conduct regular business.

Roll call was conducted with the following Council members present: Cliff Wendel, Luke Knapke, Scott Pearson and Al Post. Absent: Erik Fiely and Greg Schmitz (arrived 7:42 pm)

Also Present: Randy Diller, Aaron Rengers, Jared Laux, Roberta Staugler, Bailey Cline. Abby Miller, Shawn Thobe, Eric Albers, Jerry Byrum and Amy Wendel

The mayor led with prayer and the pledge of allegiance.

Reports to Council: VA Report November Police Reports.

Minutes: Wendel made a motion to approve the Regular Meeting minutes for December 01, 2025, this was seconded by Knapke. Vote all yes.

Mayor: I did get ahold of appointments on the list, all said yes at this point. Diller: We will do this on January 5th. I will create the sheet. Mayor: Tonight is Cliff's last meeting. Erik Fiely had his accident around Easter time. Thank you, Cliff, I am happy to see we have some faces interested in taking some spots. Nice that you guys did this, I appreciate it. The Christmas light decorating contest after this year we are starting over from scratch. We need to get something for Erik. Diller: We can do a plaque. Mayor: Angie has updated the tax ordinance.

Chief: Stats for November are in SharePoint. I took the trailer to Home Stretch; there is a rendering of what they are putting on it. We will have a photo op for the WOW committee; people like to know where funds go that they raised.

Diller: The street guys are busy, doing a fine job with no complaints except all the leaves got snowed on. Mayor: Dayton News said this is the most snow and coldest December in 30 years. Wendel: Do you have a healthy supply of salt? Diller: We have it stored in Coldwater, so far no issues. We just went over and got some more. You have seen barrels and holes where streetlights will be installed, it is not good to work on this right now, Brandon hopes the weather clears up and allows them to work on it soon.

Mayor: We have some folks here tonight to talk about council positions we have open. We need to talk to them and get their opinions. Diller: What we want to do tonight is ask some of the same questions on the application and let you answer them as a general conversation. Later tonight, council will go into executive session and that appointment will not be official until January 5th. It is great to see we have more people than we have seats. Mayor: Unfortunately, we can only take two.

Greg Schmitz arrived.

Diller: The four members of council that will be carrying over will be making the decision with input from Cliff, Mayor and Aaron too. Randy proceeded to ask possible candidates Shawn Thobe, Eric Albers, Amy Wendel and Jerry Bryum questions.

Diller: We will go into executive session with intention to come out with an informal decision to be made public on January 5th. First thing in the meeting we will appoint, swear in and then they will participate from there on.

RESOLUTIONS/ORDINANCES:

RES 2025-35 A RESOLUTION TO TRANSFER \$178.05 FROM UNCLAIMED MONIES TO GENERAL FUND. Pearson made the motion to suspend the rules which was seconded by Schmitz. Vote all yes. Post made the motion to pass the resolution which was seconded by Pearson. Vote all yes

RES 2025-36. A RESOLUTION TO AUTHORIZE 2026 TEMPORARY APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES. Pearson made the motion to

RECORD OF PROCEEDINGS

VILLAGE OF FORT RECOVERY COUNCIL

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____

December 15, 2025

suspend the rules which was seconded by Schmitz. Vote all yes. Post made the motion to pass the resolution which was seconded by Pearson. Vote all yes.

RES 2025-37. A RESOLUTION TO AMEND 2025 APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES. Pearson made the motion to suspend the rules which was seconded by Schmitz. Vote all yes. Post made the motion to pass the resolution which was seconded by Schmitz. Vote all yes.

RES 2025-38 A RESOLUTION TO TRANSFER \$2,431.18 FROM POLICE CPT FUND TO GENERAL FUND. Pearson made the motion to suspend the rules which was seconded by Schmitz. Vote all yes. Post made the motion to pass the resolution which was seconded by Schmitz. Vote all yes

RES 2025-39 A RESOLUTION ENACTED BY THE VILLAGE OF FORT RECOVERY HEREINAFTER REFERRED TO AS THE LEGISLATIVE AUTHORITY/LOCAL PUBLIC AGENCY OR "LPA", IN THE MATTER OF THE STATED DESCRIBED PROJECT. Pearson made the motion to suspend the rules which was seconded by Schmitz. Vote all yes. Post made the motion to pass the resolution which was seconded by Pearson. Vote all yes

Diller: This is for the sidewalk project, accepting certifies we have the money we need to pay by January 2026.

ORD 2025-14 AN ORDINANCE FIXING THE PAY SCHEDULES OF ALL SALARIED AND HOURLY EMPLOYEES EFFECTIVE 1/1/2026. Second Reading: Pearson made the motion to suspend the rules which was seconded by Schmitz. Vote all yes by roll call vote. Post made the motion to pass the ordinance which was seconded by Knapke. Vote all yes by roll call vote.

ORD 2025-16 AN ORDINANCE TO AMEND THE VILLAGE OF FORT RECOVERY'S MUNICIPAL INCOME TAX ORDINANCE NO.2015-12, AS PREVIOUSLY MENTIONED, IN ORDER TO INCREASE THE VILLAGE'S MUNICIPAL INCOME TAX RATE FROM 1% TO 1.5%; AND DECLARING AN EMERGENCY. Pearson made the motion to suspend the rules which was seconded by Schmitz. Vote all yes by roll call vote. Post made the motion to pass the ordinance which was seconded by Pearson. Vote all yes by roll call vote.

Staugler: The bank reconciliation was presented for approval. The auditor forwarded a draft copy of our 2024 Audit right at the end of the day, I will forward a copy to council. Diller: This is a draft copy and is confidential until final review is completed.

Abels: Cyber Security policy we will have at the next meeting. This program is required to be complete in January and training will follow.

Diller: Wastewater is at the point where we are ready to move forward with a final design with Lemna. We have a quote from Kleinfelder in the amount of \$120,000 which is the 30% design plan. Engineering of the project could be close to \$300,000. The next step is to give approval to begin moving and submit it to EPA. We are at the point where we start zeroing down on where we are going to go. Kelly has been helpful with researching; we may need changes. Once we do a topo, we may find a better way to do it. Knapke: Do we need 30% down? Rengers: You are authorizing, to get to 30%. Diller: That was the study, not the design. Rengers: We can get up to 50 % per EPA, it will take about 3 months, if we have approval to start, they will begin in January. That is not included in this. Diller: What we paid was previously included and was for the wastewater study. We are now at a point where we feel like the system is the right choice. What it doesn't include is sludge removal, we can do it cheaper without getting them involved. It will be dictated by EPA, Kleinfelder will fill in gaps to make sure we get approved by EPA. Knapke: Is it our job or do they get us through it? Diller: They prepare plans we approve and then they will submit to EPA. Kaup: I feel it took them a long time to do anything. Diller: It drug out a long time, but it was partly us because we needed to feel comfortable that this would work for us long term. Rengers: Also, so one system can handle all

RECORD OF PROCEEDINGS
VILLAGE OF FORT RECOVERY COUNCIL

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held

December 15, 2025

the sewage. Diller: If volume increases, we then have ability to treat. Each one is 350,000 gal per day, our big day is 250,000 gallons. We are setting ourselves up for requirements on phosphorus, ammonia and E. coli. March 2028 is the deadline, as long as we are in process that could be extended. There are design loans that are low interest and construction loans. Knapke: Once it is in and we are having issues can we go back to Kleinfelder or Lemna? Diller: Kleinfelder, they are not 100% knowledgeable on Lemna but they can't leave us high and dry. Pearson: Is it our intention to have flow through both or alternate? Diller: Might rotate, if it makes sense fiscally and equipment wise, there are things we have to figure out. It will be one effluent both cells to one box. This project will need a building for a lab. We will figure out a way to potentially remove from project and build it ourselves. It is better to keep separate, we will need office type lab building. Don't need a \$1Mil dollar building. Will look at as design gets going. It will include an office, lab, restroom and a little storage.

Kaup: They were slow. If it takes that long to get reports. Diller: Now we know what we are going to engineer. We can rely on Kelly for technical items. Kaup: If we drain it, can we dredge it locally? Diller: A lot of that will come down to if we don't use one and can let it dry out. Kelly is confident we can land apply it. The dryer we can get the better it will be. Kelly has three companies she knows that can do the work.

Pearson made the motion to authorize Kleinfelder to complete the 30% design plan at a cost of \$120,000 which was seconded by Knapke. Vote all yes.

Kaup: Will we get another 50 years out of it? Diller: New cells need cleaned out regularly every year or so. Rengers: It will be land applied, because it has screening. It will be feasible, once in the program we can easily do regularly.

Water Plant: We are meeting with Marvin & Rob on 29th, this will include Aaron, Mitch and Aidan. We have a lot of questions; we are at the point now it needs tweaked to submit to EPA for approval. We have signed a contract for it to be done. Once we get into construction, it is on original agreement. Once done and we get to that point, we can share the plans. There are a lot of schematics.

Kaup: Has our water changed? Knapke: Seems like more chlorine. Diller: They are changing the media in filters. They have done one, there are three altogether. We have not changed any other processes. Sometimes when you do that you stir things up for a while.

Well Site: After all the research, we are now down to one well to finish out. The final pricing is Quinter \$53,161. for a 10" well. Eagon final test plan is \$28,000 for a total of \$83,000. Rengers: It doesn't include transmission, electric and well connection which is an additional cost. Diller: It's not anything we didn't expect. It was the closest one to the water plant. It ended up being the highest testing. It does come with requirement of getting rid of our lagoon. We also need Buzz to get us another protection easement. This is the least far east as it can be to stay out of other property owner's back yards.

Pearson made the motion to authorize spending \$83,000 to drill the well and complete the testing which was seconded by Knapke. Vote all yes.

Systemic Funding: We are currently set to go out to bid next month. We reviewed the final plan involved. Construction should be awarded in March, and then it will be a month or two before contractor can be approved and finalized.

Safe Routes to school: We did have the RFQ process for people to complete the R-O-W acquisition. Dennis Zicardi was the only company to submit and this should be an easier project with only six-seven properties involved. Rengers and Diller recommend we award bid to Zicardi and Associates. **Knapke made the motion to approve the R/W Acquisition portion of the SRTS project, which was seconded by Schmitz. Vote, all yes.**

RECORD OF PROCEEDINGS
VILLAGE OF FORT RECOVERY COUNCIL

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____

December 15, 2025

Annexation: We have finalized annexation on Fortkamp's property. They have sold a lot to Fort Recovery Car Wash LLC. We can file the Ruhenkamp annexation but not any sooner than December 31st.

Legislative: Nothing new, they are on break. Looking at tax reciprocity, unpaid utility bills by tenants.

Park Board: We won't find out about grant until March.

CRA: Nothing new until we finalize potential annexation.

Cemetery Board: We held a board meeting; we have some minor items they want approval to amend which will be presented to council in January.

Tree Commission: I submitted the Tree City application, they have done final approval at regional, then it goes to the State.

Records Commission: We held a meeting tonight. Bert is the records officer which will become Jenn. Staugler: She will be attending training in March. Diller: You will have the authority to appoint Jenn in January.

Upcoming: Our office will be closed on the 24th/25th and on January 1st.

Poll Council: Wendel: Actually, I have been on council for 12 years, haven't taken advantage of this time. I want to thank the guys that have spent time on council, Rod Thobe 30 years, Dave Bretz 30 years, Dave Garman 25 years, Dave Kaup, Al Post 28 years at a minimum speaks loudly. I am feeling like I am not doing my job by retiring after 12 years. Aaron, you have a bright future. It has been pretty uneventful while I did this job for the town, not many issues to speak of. Bert good luck on retirement. Randy, I think we all know for the most part he makes a lot of decisions for the town, which sometimes makes people angry, and he may get a bad rap. He was our first Village Administrator, and he has done amazing things for our town. I have been greatly impressed with him. Some might not think so because things didn't go their way. He has been impartial and by far has the best interest of the community. It can go on record now that he has been influential more than anyone in our community. Post: Thank you.

Mayor: Do I have a motion to enter executive session to discuss the appointment of public officials in accordance with Ohio Rev Code 121.22(G)(1). Knapke made the motion to enter executive session which was seconded by Schmitz. Vote all yes by roll call vote.

Knapke made the motion to exit executive session which was seconded by Wendel. Vote all yes.

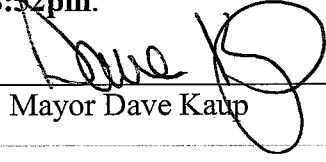
Mayor will contact council appointees to see if they accept the position. Randy will contact the two remaining nominees.

Post made the motion to accept the appointment of Aaron Rengers as Village Administrator effective January 1, 2026, which was seconded by Knapke vote all yes.

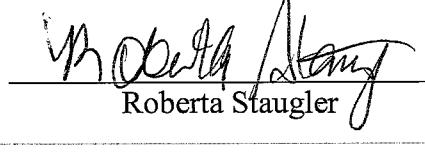
Diller: The Psi Iota Sorority would like to hold the Brick Street Market on April 25, 2026. Schmitz made the motion to authorize the Psi Iota Sorority to close the brick street section of N. Wayne Street to hold the market on April 25, 2026 from 8:30 – 3:00 which was seconded by Knapke. Vote all yes.

Council reviewed invoices for checks 33946 through 33996 including then and now certificates, and electronic payments 902-2025 to 967-2025 inter-departmental transfers and adjustments. Wendel made a motion to approve as presented; this was seconded by Knapke. Vote, all yes.

Wendel made a motion to adjourn the meeting, seconded by Schmitz. Meeting adjourned at 8:52pm.



Mayor Dave Kaup



Roberta Staugler