



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, January 8, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, Nick Greve, and Kevin Market
Also in attendance: Village Administrator Randy Purdy and Fiscal Officer Hannah Paul.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda: Brown – first; Petek - second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE DECEMBER 11, 2024, MEETING

Motion to approve the minutes from the December 11, 2024, meeting as presented: Roberts– first; Market- second.
All voted in favor - motion carried.

APPROVAL OF THE DECEMBER 2024 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the December 2024 financial statements and reports: Brown– first; N. Greve- second. All voted in favor - motion carried.

GENERAL COMMUNITY COMMENTS AND REQUESTS / SPECIAL GUESTS

COMMITTEE REPORTS

BCIC

- Nothing to report. Next meeting is Monday, January 13th.

JOINT RECREATION BOARD

- Nothing to report. Next meeting will be held in February.
- Admin Purdy is currently working on re-writing the bylaws.

FINANCE/AUDIT

- Jim has updated the payroll system to the new server but we are still waiting for him to update fund accounting.
- The Fire Department quarter four 2024 payroll has been processed and distributed.
- Fiscal Officer Paul asked for feedback regarding the monthly financial reports. Council determined a lot of what is sent is not useful.
 - They have requested a report that highlights major expenses for the month.
 - They would like the vendor report to be a quarterly report rather than monthly.
 - The most important documents are the ones that highlight the Village's financial position.

SERVICE

- Service met last week. No major updates.



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FIRE & SAFETY

- Next meeting will be held on January 27th.

VILLAGE ADMINISTRATOR'S REPORT

- 56 acres of farm ground will be going out to bid. Admin Purdy has put an advertisement in the Sidney Daily News. We will also be posting on Facebook and at our five posting locations.
 - Bids will be closed bids.
 - We will open the bids at 10AM on January 24th.
 - This will be for a three-year agreement.
- The Recorders Office is requesting a survey be done for the vacation of sub-streets on Meadow Drive. We will be holding off on legislation until the survey is complete.
- 2025 road projects: South Sycamore, West Walnut and South Street.
 - Letters have been sent out to all affected residents.
 - Material cost for waterline replacement came in around \$30,000 less than estimated.
 - Concrete work expected to begin in late spring.
- Admin Purdy discussed potential funding opportunities through Ohio Rural Industrial Park Program.
 - There is \$1,500.00 fee for applying.
 - If awarded, there is an immediate forgivable loan, up to 75% of the project cost.
 - Council asked Admin Purdy to get some figures from Access Engineering before they will approve the Village applying for this program.
- Legislation
 - We have our first reading for sidewalk legislation.
 - There will be some minor changes to wording in this legislation.
 - There is an appropriation ordinance on the agenda. Admin Purdy has asked council to waive the three readings and pass this as an emergency.
 - The appropriation is needed for diving board invoice that was not anticipated.
 - The Service Committee approved the service department to go after a hydro excavator. A neighboring municipality has one for sale that the Village is looking to buy.
- Zoning: Admin Purdy and Council discussed section 151.05.14 Nuisance Performance Standards. No changes were made.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- Mayor Symonds will be attending the Community Club meeting on January 13th. He plans to ask for donations for upgrades at Cole Field.
- He will be attending the Beautification Club meeting at the end of the month and will be asking them to consider applying for the Sheets Grant to be used for landscaping efforts at Cole Field.
- He is looking in to dedicating Cole Field as Cole Park.
 - Admin Purdy will be working on legislation for the dedication.
- The first governing board meeting for Anna Rescue will be on January 23rd.
- Mayor Symonds attended the quarterly mayors meeting on December 30th.
 - The biggest topic was the “Star Program” when it comes to investments.
- The Mayor will be holding the next “Office Hours” on Saturday, January 11th.



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RESOLUTIONS / ORDINANCES

Resolutions/Ordinances were read by title.

EMERGENCY READING

RESOLUTION NO. 25-02: A RESOLUTION INCREASING APPROPRIATION OF THE 2025 BUDGET \$17,200 AND TO DECLARE AN EMERGENCY

Motion to waive the three readings: N. Greve - first; Roberts - second. All in favor – motion carried.

Motion to approve Resolution 25-02: Petek - first; Roberts - second. All in favor – motion carried.

FIRST READING

RESOLUTION NO. 25-01: A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING AND REPAIRING CERTAIN SIDEWALKS, CURBS, AND APPROACHES IN THE VILLAGE OF BOTKINS, OHIO, AND REQUIRING THAT ABUTTING PROPERTY OWNERS CONSTRUCT OR REPAIR THE SAME

NEW BUSINESS

OLD BUSINESS

- State Route 25-A – Susan Manchester’s office called and asked if we wanted to reschedule her visit. Council instructed Admin Purdy to proceed with rescheduling.
- Pole Maintenance – NK Telco is still making efforts. Once NK Telco is done, Admin Purdy will push PUCO regarding Brightspeed.
- South Street Project- Discussed in admin report.
- Village Investments- There are two investments set to mature on January 29th. These are the Stofer and Sheets investments that have been set to auto roll to a new term. Council asked Fiscal Officer Paul to gather information regarding these investments. She will pull requested information and email it prior to the next council meeting.
- Zoning Code Updates- Discussed in admin report.

MOTION FOR ADJOURNMENT

Motion to adjourn: Roberts - first; Petek- second. All in favor – motion carried.

Meeting adjourned.



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Respectfully Submitted,

Hannah Paul

Hannah Paul - Fiscal Officer

Lance Symonds

Lance Symonds – Mayor

1/29/25

Approved



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Wednesday, January 29, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, Nick Greve, Lucas Greve and Kevin Market

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda: Roberts – first; Brown - second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE JANUARY 8, 2025, MEETING

Motion to approve the minutes from the January 8, 2025, meeting as presented: Petek– first; Roberts- second. All voted in favor - motion carried.

GENERAL COMMUNITY COMMENTS AND REQUESTS / SPECIAL GUESTS

- Nicole Combs from the Community Club was in attendance to go over the plans for the 2025 Carousel.
 - Carousel events are scheduled to be held June 2nd – June 9th.
 - The pageant will be held on Thursday this year.
 - Carousel asked for various permissions from council pertaining to security, alcohol sales, and golf cart use.
 - Mayor Symonds presented a security plan that Chief Jordan compiled to ensure the safety of all attendees. Nicole will present the plan to the Community Club and will provide any feedback they give her.
 - Randy will work on drafting legislation for 2025 Carousel.

COMMITTEE REPORTS

BCIC

- Nothing to report.

JOINT RECREATION BOARD

- Nothing to report. Next meeting will be held in February.

FINANCE/AUDIT

- Information for the Stofer and Sheets CDs were provided prior to the meeting. Council had no issue with continuing to allow these two CDs to auto renew.
- BS&A software is live and a trainer is on site.
- We are moving to direct deposit for all employees. Each employee will need to provide a voided check or an account verification letter from their financial institution.
- In the payroll set up process we discovered that our prior system was using outdated tax tables which was causing our employees to under pay into federal and state taxes. This is going to be corrected going



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forward. The ones that will see the biggest hit to their paycheck are the full-time employees.

SERVICE

- Service meets Wednesday, February 5th.

FIRE & SAFETY

- Chief Jordan presented a safety and security plan for Carousel 2025.
- Engine 261 for the fire department will be out of commission for two weeks.
- No updates from the grass truck committee on specifications they are looking for.

VILLAGE ADMINISTRATOR'S REPORT

- A bid tabulation sheet was provided to Council regarding the 56 acres of farm ground that was put out to bid. Council reviewed and accepted Austin Barhorst's bid.

Motion to accept Austin Barhorst's bid for a 3-year contract: N. Greve – First; Petek – Second. All voted in favor – motion carried.

- Asphalt cost for the 2025 road project were quoted less than anticipated.
- Council discussed widening Sycamore St. where it narrows.
 - Admin Purdy will reach out to the residents on either side of the street where the road narrows.
- Senator Manchester's Office said the first available date for her to attend a Botkins Council Meeting would be July 9th. Council directed Admin Purdy to schedule.
- Zoning
 - Section 153.068: Residential Design and Appearance Standards
 - Fiberglass, corrugated metal and plastic vinyl are now permitted exterior siding materials.
 - Minimum roof pitch has been removed.
 - Minimum garage size has been removed.
 - Section 153.069: Adult Entertainment Facilities
 - Annual permit fee has been increased to \$8,500.00.
 - Location must now be at least 3,000 feet from a church or school.
 - Section 153.070: Mobile Homes
 - No longer permitted within the Village.
 - Section 153.071: Bed and Breakfast
 - No changes made to this section.
 - Section 153.072: Automobile Washing Facility
 - Removed "waste water must remain on site."
 - Removed dedicated drying spots.
 - Removed parking and traffic regulations.
 - Section 153.073: Wireless Telecommunication Facilities
 - No longer permitted within the Village.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- The advisory board for Anna Recue met last week. They are working toward establishing a rescue district.



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ORDINANCES / RESOLUTIONS

Resolutions/Ordinances were read by title.

SECOND READING

RESOLUTION NO. 25-01: A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING AND REPAIRING CERTAIN SIDEWALKS, CURBS, AND APPROACHES IN THE VILLAGE OF BOTKINS, OHIO, AND REQUIRING THAT ABUTTING PROPERTY OWNERS CONSTRUCT OR REPAIR THE SAME

NEW BUSINESS

OLD BUSINESS

- State Route 25-A – Admin Purdy will schedule Susan Manchester for the July 9th meeting.
- Pole Maintenance – Spectrum and NK Telco are down to two poles. Admin Purdy will be reaching out to PUCO regarding Brightspeed.
- South Street Project- Will be asking Mote & Associates to have prints before the next Service Meeting.
- Village Investments- Discussed in finance.
- Zoning Code Updates- Discussed in admin report.

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; Roberts- second. All in favor – motion carried.

Meeting adjourned

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

2/12/25

Approved



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Wednesday, February 12, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Lucas Greve, Jake Roberts, Christian Petek, Nick Greve, and Kevin Market

Also in attendance: Village Administrator Randy Purdy and Fiscal Officer Hannah Paul.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda: Petek – first; L. Greve - second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE JANUARY 29, 2025, MEETING

Motion to approve the minutes from the January 25, 2025, meeting as presented: Roberts– first; N. Greve- second. All voted in favor - motion carried.

APPROVAL OF THE JANUARY 2025 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the January 2025 financial statements and reports: Petek– first; Brown- second. All voted in favor - motion carried.

GENERAL COMMUNITY COMMENTS AND REQUESTS / SPECIAL GUESTS

COMMITTEE REPORTS

BCIC

- Nothing to report.

JOINT RECREATION BOARD

- Nothing to report. Next meeting will be held in February.

FINANCE/AUDIT

- All employees should have received access to their Employee Self Service portal. Reminder to go on and fill out tax related information and direct deposit information.
- Council will have warrants to sign tonight. Fiscal Officer Paul brought up the fact that, with the new system, purchase orders no longer have to be printed. Warrants won't exist for signing. Council discussed having a report, sent along with all the other monthly financial reports, that will show which vendors were paid and how much. Paul will work on creating a report that will give them the information they are looking for.
- Training with BS&A had some bumps along the way due to incorrect chart of account set up. Additional training was required. Admin Purdy will be reaching out to the project manager regarding the things that went wrong that caused our training to be interrupted.
- Fiscal Officer Paul is working on the annual reporting to the State. She is having some difficulties and has tried reaching out to the State Auditor as well as Local Government Services. She has not gotten any assistance and is concerned about completing reports by the deadline.



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SERVICE

- Nothing to report.

FIRE & SAFETY

- The next meeting is February 24th.

VILLAGE ADMINISTRATOR'S REPORT

- The agreement has been signed for the farm ground that went out to bid.
- Road project updates:
 - An exhibit was sent to Council that goes along with the sidewalk legislation that will have the final reading tonight. If passed, letters will be going out to residents this week and will outlay cost for concrete work.
 - We are looking at early March for waterline work to begin.
- Todd Weigandt responded to Admin Purdy's email. He is aware he has until August to put in sidewalks and grass on his vacant lots. He gave an update that two lots are pending sale.
- NK Telco has all equipment moved from the poles and Spectrum has two poles left. Admin Purdy has put in a request to PUCO regarding Brightspeed.
 - AES was in last week and went around with Pat to review the poles we would like moved or removed.
 - N. Greve mentioned having them move the pole at the end of South Street ahead of the South Street project. Admin Purdy will let them know which pole to add to the list.
- South Street Project Updates:
 - Mote and Associates will be in next week to meet with Admin Purdy.
 - Service looked at the prints and they have a few minor changes they want made.
- We will have legislation for Carousel on the agenda at our next meeting as a first reading.
- Zoning: Nothing new added. Admin Purdy opened the floor to any questions regarding what has been covered thus far.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- Mayor Symonds attended the Beautification Club meeting. They will be applying for the Sheets Grant for landscape updates at Cole Field.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

THIRD READING

RESOLUTION NO. 25-01: A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING AND REPAIRING CERTAIN SIDEWALKS, CURBS, AND APPROACHES IN THE VILLAGE OF BOTKINS, OHIO, AND REQUIRING THAT ABUTTING PROPERTY OWNERS CONSTRUCT OR REPAIR THE SAME

Motion to approve Resolution No. 25-01: Roberts– first; N. Greve- second. Petek abstained. All remaining voted in favor - motion carried.



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NEW BUSINESS

OLD BUSINESS

- State Route 25-A – Susan Manchester is on our July 9th agenda.
- Pole Maintenance – Discussed in admin report.
- South Street Project- Discussed in admin report.
- Village Investments- Rates will be presented at the next meeting for CD 406483 and 406484.
- Zoning Code Updates- Nothing new covered.

MOTION FOR ADJOURNMENT

Motion to adjourn: Brown - first; N. Greve- second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

2/26/25

Approved



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, February 26, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek and Kevin Market.

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda: Brown – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE FEBRUARY 12, 2025, MEETING

Motion to approve the minutes from the February 12, 2025, meeting as presented: Petek – first; Market – second. All voted in favor - motion carried.

GENERAL COMMUNITY COMMENTS AND REQUESTS / SPECIAL GUESTS

COMMITTEE REPORTS

BCIC

- Nothing to report.

JOINT RECREATION BOARD

- Legislation is on the agenda as a first reading for the Joint Park Board bylaws.
- The Easter egg hunt will be held on April 19th.
- The board has signed up to cook breakfast at Carousel.
- President and treasurer have been voted on. Scott Bayless is president and Andy Yenser is treasurer.

FINANCE/AUDIT

- The annual reports were submitted to the State last week.
- There are two CDs set to mature on March 3rd. CD rates were provided to Council along with some additional hand outs and information regarding STAR Ohio. Council discussed all options and decided that one CD will be renewed while the other CD will be moved over and invested with STAR Ohio.

Motion to renew CD 406483 for a nine-month term at First National Bank and to use funds from CD 406484 to invest with STAR Ohio: Market – first; Brown – second. All voted in favor- motion carried.

SERVICE

- Service meets next week.

FIRE & SAFETY

- Meeting was held on Monday.
- Police Department car 2 went in for brake work today.



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- Chief Jordan has a potential candidate for the scholarship program that would be slotted for the July academy.
- Fire engine 261 is back up and running.
- There was a fire at Boomerang on Sunday. No one was hurt. EPA came out and tested for contaminants. The water testing came back clean.
- No updates from the grass truck committee.
 - Sidney Daily News put out an article stating that a \$325,000 grass truck has been approved for purchase this year. Admin Purdy had them release corrections to this statement. A grass truck budget of \$200,000 has been approved and the grass truck purchase will take place in 2026.

VILLAGE ADMINISTRATOR'S REPORT

- A fire suppression line was installed at Boomerang today.
 - Boomerang has one month (30 days) to patch the road.
- Nancy Stutsman approached the Village with sample images of an LED sign that the library is looking to install. The sign stands 6 feet tall. Since the Village owns the land, Council discussed whether or not they want this sign installed. Admin Purdy will reach out to the Friends of the Library organization and ask them for additional information/options. They would be applying for the Sheets grant if Council approves the sign.
- Our renewal for health insurance for Village employees came with a 0% increase. Council had no objections to the renewal.
- The Miami Valley Regional Planning Commission is looking at designation of roads. The Village is working to get an additional designation for our stretch of 25A to provide additional funding for road maintenance.
- A representative for Jim Jordan will be at the library on March 7th from 12-5p.m.
- Admin Purdy received an email from Brightspeed following the PUCO complaint filed against them.
- OPWC will be up for voting in May. OPWC funding helps fund many projects within the Village and is a great resource.
- Zoning review: Conditional Use Permitting
 - Many sections were reviewed with a few minor changes.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- No updates.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

FIRST READING

ORDINANCE NO. 25-03: AN ORDINANCE PERMITTING THE CONSUMPTION OF ALCOHOLIC BEVERAGES ON CERTAIN DESIGNATED STREETS WITHIN THE VILLAGE OF BOTKINS DURING CAROUSEL DAYS

RESOLUTION NO. 25-04: RESOLUTION TO APPROVE THE CREATION AND PARTICIPATION IN THE NORTHERN SHELBY COUNTY JOINT AMBULANCE DISTRICT

RESOLUTION NO. 25-05: VILLAGE OF BOTKINS, OHIO BOARD OF EDUCATION OF THE BOTKINS LOCAL SCHOOL JOINT RESOLUTION ESTABLISHING A JOINT RECREATION BOARD



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NEW BUSINESS

OLD BUSINESS

- State Route 25-A – Discussed in admin report.
- Pole Maintenance – Discussed in admin report.
- South Street Project – Mote & Associate was in last week to go over the changes Service suggested. They will be updating the drawings for the project.
- Village Investments – Discussed in finance.
- Zoning Code Updates – Discussed in admin report.

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; Roberts- second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

3/12/25

Approved



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, March 12, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Nick Greve, Christian Petek, Lucas Greve and Kevin Market.

Also in attendance: Village Administrator Randy Purdy and Fiscal Officer Hannah Paul.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda: N. Greve – first; Brown – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE FEBRUARY 26, 2025, MEETING

Motion to approve the minutes from the February 26, 2025, meeting as presented: Petek – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE FEBRUARY 2025 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the February 2025 financial statements and reports: L. Greve– first; Roberts- second. All voted in favor - motion carried.

GENERAL COMMUNITY COMMENTS AND REQUESTS / SPECIAL GUESTS

- Tracy Cooper from the Botkins Community Club was in attendance. The Botkins Community Club is making a donation of funds that will go toward improvements at Cole Field. She presented Mayor Symonds with a \$10,000 check.
 - Tracy also wanted to discuss the Community Clubs concerns for parking for the Carousel parade, due to the Sycamore Road project. Admin Purdy stated that the road will not be closed. It may be gravel but it will still be available for parking.

COMMITTEE REPORTS

BCIC

- BCIC has been sent the invoice for the lighting done at the industrial park.
 - Fiscal Officer Paul noted that the payment has been received.

JOINT RECREATION BOARD

- No updates. Meeting will be held next week.

FINANCE/AUDIT

- The CD Council motioned to renew has been renewed for a 9-month term.
- The funds that Council motioned to deposit into a STAR account have been deposited.
 - The STAR Account was set up through phone calls and emails. Fiscal Officer Paul did an initial deposit of only \$1,000.00 to verify the validity of the account. She deposited the remaining funds a few days later.



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- The CPA responded stating they will not be able to give us cash balances until audit is complete. This would not be until June/July. Paul is working with BS & A to try to get rough cash balances in the system so she can process reports and reconcile the month within the system.

SERVICE

- No updates.

FIRE & SAFETY

- Next meeting is March 31st.

VILLAGE ADMINISTRATOR'S REPORT

- Admin Purdy has received another email from Brightspeed (a public advocate and an engineer CCed).
 - He has provided another list of all poles that they have remaining assets on.
 - He has also asked they come in to go over their action plan.
 - We cannot remove them from the right of way but PUCO can fine them for failing to comply.
 - He has not heard back from them.
- The Public Works department replaced the media in the aerator tank today. Artesian of Pioneer initially quoted the project at \$45,000. Our Public Works department was able to complete the project on their own for around \$7,000.
- Admin Purdy will be sending out the updated copy of Resolution No. 25-05 prior to our next meeting.
- We have received the survey back for Autumn Circle. We can now move forward with the vacation of the two sub-streets. Admin Purdy asked Council to entertain a motion to approve the plat mat.

Motion to approve the Autumn Circle plat mat: N. Greve– first; Roberts- second. All voted in favor - motion carried.

- Admin Purdy and Mayor Symonds met with a representative from Jim Jordan's office last Friday. They discussed our application for the AFG grant.
- Admin Purdy issued a refuse container permit today. If anyone notices a container sitting on Warran Street, the resident has obtained a proper permit.
- Core & Main sent us a letter notifying us that we will see additional costs to waterline materials due to the proposed tariffs.
- Zoning review: Planned Development Unit
 - Council discussed whether or not this section should remain in the zoning code. They went over the pros and cons. In the end, council decided to remove this section entirely.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- Botkins, Anna, and Jackson Center have all had readings for the joint rescue district legislation.
 - These municipalities, along with their solicitors, met with the prosecutor's office last week. She would like an additional 7-10 days to make a decision.
- The next Joint Rescue Board meeting will be in April.
- The Mayor will be attending the next Community Club meeting (April 7th) along with Chief Jordan. They will be discussing the proposed barriers and security measures for Carousel.
- Mayor Symonds thanked the Community Club for their gracious donation to our Cole Field efforts.
- The Beautification club is applying for the Sheets Grant. The funds could go toward a new flag pole and some landscaping at Cole Field.



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- The Mayor had a conversation with Adam Koenig regarding the dugouts at Cole Field. He proposed we extend the dugout to add storage. Since they will already be knocking a wall down, extending won't be much additional cost. Adam had no issue with the idea.
 - Pat will be reaching out to Beem to see how much extra it will cost.
- The next Shelby County Mayors meeting will be held on March 31st.
- A soliciting permit was recently obtained within the Village. Going forward, we will be notifying residents via social media to let them know when a solicitor will be going around town.
 - As a reminder- it is illegal to solicit in the Village without a valid permit.
 - Councilmen Lucas Greve suggested we get lanyards that solicitors have to wear while they solicit. We can add a permit number and Village seal. They will need to show this to residents as proof of going through the proper channels.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

SECOND READING

ORDINANCE NO. 25-03: AN ORDINANCE PERMITTING THE CONSUMPTION OF ALCOHOLIC BEVERAGES ON CERTAIN DESIGNATED STREETS WITHIN THE VILLAGE OF BOTKINS DURING CAROUSEL DAYS

RESOLUTION NO. 25-04: RESOLUTION TO APPROVE THE CREATION AND PARTICIPATION IN THE NORTHERN SHELBY COUNTY JOINT AMBULANCE DISTRICT

RESOLUTION NO. 25-05: VILLAGE OF BOTKINS, OHIO BOARD OF EDUCATION OF THE BOTKINS LOCAL SCHOOL JOINT RESOLUTION ESTABLISHING A JOINT RECREATION BOARD

NEW BUSINESS

OLD BUSINESS

- State Route 25-A – The Miami Valley Regional Planning Commission met and said that re-classifying 25A will not provide any additional grants or Federal/State funding. Susan Manchester is still on the agenda for the July 9th meeting.
- Pole Maintenance – Discussed in admin report.
- South Street Project – Still waiting on updated drawings from Mote & Associate.
- Village Investments – Discussed in finance.
- Zoning Code Updates – Discussed in admin report. We will be discussing commercial parking next week.

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; Roberts- second. All in favor – motion carried.

Meeting adjourned.



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Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

3/26/25

Approved



Village of Botkins Council Meeting

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Wednesday, March 26, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Nick Greve, Christian Petek and Kevin Market.

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda: Petek – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE MARCH 12, 2025, MEETING

Motion to approve the minutes from the March 12, 2025, meeting as presented: Roberts – first; Brown – second. All voted in favor - motion carried.

GENERAL COMMUNITY COMMENTS AND REQUESTS / SPECIAL GUESTS

- Chief Mark Jordan was in attendance along with Bill Miller.
 - Chief Jordan presented Bill Miller with a certificate of appreciation. Bill Miller has been the school crossing guard for many years. He ensures the children are safe when crossing the road and always offers a friendly smile and wave. Chief Jordan wanted to recognize him for his work and dedication to the town of Botkins and its residents. The new cross walk signs have been dedicated to Bill and have a plaque on them in honor of his dedication.
 - Chief Jordan also wanted to recognize Pat Ellinger (not in attendance). A new resident locked herself out of her home with two small children inside. Pat was able to pry the door open with no damage and get her inside and back to her children. Chief Jordan wanted to recognize Pat for going above and beyond for the town.

COMMITTEE REPORTS

BCIC

- BCIC will meet on April 14th.

JOINT RECREATION BOARD

- There will be an Easter Egg Hunt at the Botkins Community Park on April 19th at 3:30p.m.
- The Joint Board is looking for future improvement ideas at the park.
- They will be reimbursing the Village for the new fencing cost.
- We have the third reading for the Joint Legislation tonight.
 - Per the park bylaws, the Joint Park Board was missing one member. Mayor Symonds has appointed Casey Dietz to the vacant position.

FINANCE/AUDIT

- Fiscal Officer Paul worked with BS&A to establish cash balances. We will not know for certain if these balances are correct until after the audit this year.
- Now that balances have been established, Paul can work on bank reconciliations within the system. She is



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looking at additional training with BS&A.

- Paul will be able to provide reports to Council now that balances have been established. She did point out that she cannot verify the accuracy of the reports until she has been able to complete the bank rec process with BS&A. Because of how the new system works, she is not sure what payroll related items she needs to post and what the system automatically does. The report figures are subject to change depending on these findings.
- Reminder that direct deposit information is needed prior to the first payroll of April.
- Paul will be attending the Local Government Conference in Columbus on March 27 and 28.

SERVICE

- Service meets April 2nd.

FIRE & SAFETY

- Next meeting is March 31st.

VILLAGE ADMINISTRATOR'S REPORT

- Admin Purdy attended the annual tax incentive review committee meeting. His recommendations were accepted by the board.
- Road project updates: Waterline work will start on S Sycamore and then they will move to Walnut.
 - Concrete work will begin in one month.
- We have gotten reports of bag worms at the park. They have been removed and the trees have been treated.
- There have been a few water leaks in town. Boomerang had a water meter freeze. Public Works put in a shut off and Boomerang is working to fix the leak. There is also a leak on Karen Court.
- The Cole Park projects are being finalized. We are working to finalize plans for the bathrooms. Botkins Youth Baseball is working with the Village regarding the concrete work at the baseball field.
- We have three pieces of legislation with final readings tonight. There was a minor change to 25-04. We added a note regarding Ohio Revised Code 505.71 per the prosecutor's suggestion.
- Zoning Code: Off Street Parking.
 - Section 153.152: Screening requirement has been removed.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- Mayor Symonds will be attending the Mayors Meeting on March 31st at Woody's in Kville.
- In addition to Casey Dietz, he officially appointed Andy Yenser and Fred Schmerge to the Joint Park Board.
 - Admin Purdy and Fiscal Officer Paul will be assisting with tracking terms for appointed members of the various boards within Botkins.
- Mayor Symonds also appointed Ethan Zimpfer to the Board of Zoning Appeals.



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ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

THIRD READING

ORDINANCE NO. 25-03: AN ORDINANCE PERMITTING THE CONSUMPTION OF ALCOHOLIC BEVERAGES ON CERTAIN DESIGNATED STREETS WITHIN THE VILLAGE OF BOTKINS DURING CAROUSEL DAYS

Motion to approve Ordinance No. 25-03: N. Greve – first; Petek – second. All voted in favor - motion carried.

RESOLUTION NO. 25-04: RESOLUTION TO APPROVE THE CREATION AND PARTICIPATION IN THE NORTHERN SHELBY COUNTY JOINT AMBULANCE DISTRICT

Motion to approve Resolution No. 25-04: Roberts – first; N. Greve – second. All voted in favor - motion carried.

RESOLUTION NO. 25-05: VILLAGE OF BOTKINS, OHIO BOARD OF EDUCATION OF THE BOTKINS LOCAL SCHOOL JOINT RESOLUTION ESTABLISHING A JOINT RECREATION BOARD

Motion to approve Resolution No. 25-05: Petek – first; Brown – second. All voted in favor - motion carried.

NEW BUSINESS

- Christian Petek has been approached by a few residents inquiring if we could put a crosswalk across Main Street from the gravel parking lot to Meyers Tavern. Admin Purdy will have Public Works paint a piano key crosswalk and put up a crosswalk sign.

OLD BUSINESS

- State Route 25-A – Susan Manchester is on the agenda for the July 9th meeting.
- Pole Maintenance – Brightspeed was in town reviewing which poles still had assets on them. They anticipate the work will be complete within a month.
- South Street Project – Still waiting on updated from Mote & Associate.
- Village Investments – No updates. Next CD matures June 6th.
- Zoning Code Updates – Discussed in admin report.

MOTION TO ENTER EXECUTIVE SESSION – PERSONNEL

Motion to enter executive session: Petek – first; Roberts – second. All voted in favor - motion carried.

MOTION TO RE-ENTER REGULAR SESSION

Motion to re-enter regular session: Roberts – first; Brown – second. All voted in favor - motion carried.

MOTION FOR ADJOURNMENT

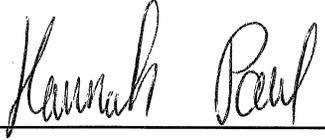
Motion to adjourn: Roberts - first; Petek- second. All in favor – motion carried.

Meeting adjourned.

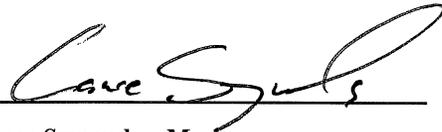


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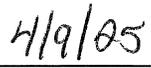
Respectfully Submitted,



Hannah Paul - Fiscal Officer



Lance Symonds – Mayor



Approved



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers
Wednesday, April 9, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Lucas Greve, Christian Petek and Kevin Market.

Also in attendance: Village Administrator Randy Purdy and Fiscal Officer Hannah Paul.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda: Petek – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE MARCH 26, 2025, MEETING

Motion to approve the minutes from the March 26, 2025, meeting as presented: Brown – first; L. Greve – second.
All voted in favor - motion carried.

APPROVAL OF THE MARCH 2025 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the March 2025 financial statements and reports: Brown– first; Roberts- second. All voted in favor - motion carried.

GENERAL COMMUNITY COMMENTS AND REQUESTS / SPECIAL GUESTS

COMMITTEE REPORTS

BCIC

- BCIC will meet on April 14th.

JOINT RECREATION BOARD

- There will be an Easter Egg Hunt at the Botkins Community Park on April 19th at 3:30p.m.
- Park board meets next week.

FINANCE/AUDIT

- Fiscal Officer Paul is still waiting to schedule reconciliation training with BS&A.
- Reminder that the first direct deposit for Council will be this Friday. Paul asked council to check their bank accounts and contact her if there are any issues.
- Paul has been working with BS&A on moving activity on GL numbers and inactivating GL numbers that have been replaced. She will continue to clean up GL numbers.

SERVICE

- Service met last week.
- Two quotes (\$30,000 and \$27,000) were received for a project to widen the west side of 25A from Lock 2 to 274.
 - If Council approved this project, we would need to remove resurfacing Hickory St. from our 2025 project list.
 - We can review the budget later in the year and see if we can fit Hickory St. in.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, April 9, 2025 6:00 p.m.

- Council approved the quote of \$27,000 and gave the green light to move forward with the 25A project.

FIRE & SAFETY

- Chief Glass will be invoicing Boomerang for the hose and gear that were damaged during the Boomerang fire.
- The police department will be submitting bids for a new police cruiser. Estimated cost of a new cruiser will be around \$75,000.

VILLAGE ADMINISTRATOR'S REPORT

- We have two pieces of legislation on the agenda tonight.
 - 25-06 is updating our depository to include STAR Ohio. Admin Purdy asked Council to consider waiving the three readings.
 - 25-07 relates to water policies. We have updated our water policy to state that properties within 50 feet of a water line can be tied in. If a property is over 50 feet, the property owner will incur the cost for the feet exceeding 50 feet. The property is not to exceed 250 from a water line.
- There has been a delay in the start of the 2025 road projects due to weather and equipment failure. Public works will start water line work after Easter.
- The Planning Commission meets next week to review the plat map for the vacation of Autumn Circle. They will also be reviewing the zoning changes that have been made thus far.
- The trees at the park have been treated for bag worms. It has been suggested that we spray the grounds twice a year.
 - Councilmen Brown asked if public works pesticide license cover this type of spraying. Admin Purdy will look in to this.
- The spring newsletter is almost complete. Look out for it in the near future.
- PUCO called to follow up with our pole maintenance ticket. They have stated that they have little pull with telecom companies. They will continue to try to apply pressure and our ticket will remain open.
- Pat is looking in to thermal plastic paint for the cross walk we will be adding to Main Street. Thermal plastic paint will hold up longer.
- Botkins Commons is going to be ripping out concrete and paving their portion of Mill Street. They contacted the Village asking if we would be interested in paving our portion. Admin Purdy is waiting on cost estimates.
- The new detention basin did a wonderful job during the bad weather we have been having lately.
 - Councilmen Roberts noted a complaint he received regarding a catch basin that is not properly draining and causing a resident's driveway to flood.
 - Admin Purdy will have public works clear the leaves from the drain and will also have them look in to a grate with larger holes.
- Shelby County EMA has asked Botkins to identify a debris dumping ground in the event of a natural disaster. We have designated the field in front of the waste water plant as the dumping ground. This would mainly be used for debris that are blocking roads such as trees and housing materials.
- Zoning Code: Signage
 - Abandoned signs: Once a sign has been deemed abandoned, the property owner has 30 days to remove the sign.
 - Exemptions in section 153.172 have been removed.
 - Admin Purdy will be asking the solicitor what defines a political sign so we can better define in our zoning code.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, April 9, 2025 6:00 p.m.

MAYOR'S NOTES

- Mayor Symonds attended the Mayors Meeting on March 31st.
- The County is gifting the Village with a white oak tree. This is the beginning of the bi-sentential celebrations that will take place next year.
- The Mayor and Chief Jordan attended the Community Club meeting and discussed the safety plan for Carousel. Plans were received well.
 - The Mayor also presented the Community Club with a thank you card for their generous gift to our Cole Field efforts.
- Cole Field projects are in the final planning stages.
 - We will be right-sizing the playground.
 - The old fencing and pole vault equipment will be removed.
 - Bathrooms are going in and will be complete ahead of the pool season.
 - A new shed and batting cages are going in by the ball field.
 - The Beautification club will be installing a new flag pole.
- Mayors' hours are this Saturday from 9-11 a.m.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

EMERGENCY READING

ORDINANCE NO. 25-06: AN ORDINANCE DESIGNATING FINANCIAL INSTITUTIONS AS PUBLIC DEPOSITORIES; AND DECLARING AN EMERGENCY

Motion to waive three readings Ordinance No. 25-06: L. Greve – first; Petek – second. All voted in favor - motion carried.

Motion to approve Ordinance No. 25-06: Petek – first; Brown – second. All voted in favor - motion carried.

FIRST READING

ORDINANCE NO. 25-07: AN ORDINANCE ESTABLISHING UTILITY RULES, POLICIES, AND REGULATIONS PERTAINING TO THE VILLAGE OF BOTKINS WATER AND SEWER UTILITIES

NEW BUSINESS

OLD BUSINESS

- State Route 25-A –Susan Manchester is on the agenda for the July 9th meeting.
- Pole Maintenance – Discussed in the admin report.
- South Street Project – Still waiting on updated from Mote & Associate.
- Village Investments – No updates. Next CD matures June 6th.
- Zoning Code Updates – Discussed in admin report.

MOTION FOR ADJOURNMENT

Motion to adjourn: L. Greve - first; Brown- second. All in favor – motion carried.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, April 9, 2025 6:00 p.m.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

4/30/25

Approved



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, April 30, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Lucas Greve, Christian Petek and Nick Greve.

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda: L. Greve – first; Petek – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE APRIL 9, 2025, MEETING

Motion to approve the minutes from the April 9, 2025, meeting as presented: Brown – first; Petek – second. All voted in favor - motion carried.

GENERAL COMMUNITY COMMENTS AND REQUESTS / SPECIAL GUESTS

COMMITTEE REPORTS

BCIC

- BCIC discussed taking the committee in another direction to promote improvements in the Village.
- The committee has been tasked with finding ways to make a bigger impact in the community.
- Additional funding can be made through grants and fundraising.

JOINT RECREATION BOARD

- There were 177 children in attendance at the annual Easter egg hunt.
- Donations from various organizations has increased.
- Big shout out to Tin Acres for donating 200 cups of popcorn.

FINANCE/AUDIT

- Reconciliation training with BS&A has been scheduled for May 19th.
- We have received the first email from the CPA regarding our audit. More to follow.

SERVICE

- Service meets next week.
- Council discussed and agreed to move meeting to Monday.

FIRE & SAFETY

- Nuisance letters were the main topic of the meeting. They discussed the process we are to follow when handling these.
- The Police Department worked with Agape and they have established a food pantry at OBM that will be open Monday through Friday.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, April 30, 2025 6:00 p.m.

- Chief Jordan has another candidate that he would like to put through our grant program. If approved, we would need to appropriate because this was not in the 2025 budget. Council approved an additional candidate for 2025.
- Agrana Fruits has had numerous false fire alarms this year. Per ordinance 15-07, we can invoice Agrana after five false alarms. Chief Glass would like to invoice them for their overage. Fiscal Officer Paul will invoice them.

VILLAGE ADMINISTRATOR'S REPORT

- The recorder's office would like legislation to go with our vacation of Autumn Circle. We have the legislation on the agenda tonight. Admin Purdy would like council to consider waiving the three readings and passing this as an emergency.
- 2025 road projects have started. Water line has been put in on S Sycamore. We did run into a few issues with water leaks. We will be starting on W Walnut next week.
- All legislation for Shelby County Ambulance District have been sent in to the Shelby County Auditor and has been approved. The taxing district has also been approved by the State.
- OPWC funding is on the ballot for May 6th. We will be putting signage out around town regarding this.
- Six nuisance letters were sent out this week. Admin Purdy has reached out to other municipalities to see what their process is for handling nuisances.
 - If someone has a complaint about a neighbor, they should come into the Village office and speak with the administrator regarding the issue.
- An email will be sent to Weigandt about his upcoming deadline to put sidewalks in on the properties that have not sold yet.
 - Admin Purdy will be preparing the ordinance of necessity in the event he does not complete this by the deadline.
- Spectrum will be in this week to continue work on poles.
 - Admin Purdy heard from Brightspeed. Their contractor has a list of assets to move but they have other projects that are top priority.
- The Village of New Bremen is ready to sell the hydro excavator. We have received the invoice and it should be delivered next week.
- Zoning Code: Administration
 - Admin Purdy met with the planning commission and they sent some feedback on the changes that have been made.
 - Permit costs have not increased since 2014. Council would like to find out how much surrounding municipalities are charging for various permits. Admin Purdy will reach out.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- Sheets met last week and has awarded youth baseball and the beautification club with funding for the batting cages and the new flag pole.
- The Joint Rescue Governing Board meets May 1st.
- Cole Field updates:
 - Concrete for the batting cages has been installed.
 - The new shed is being delivered on Monday.
 - The bathrooms are waiting on fixtures.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, April 30, 2025 6:00 p.m.

EMERGENCY READING

ORDINANCE NO. 25-08: AN ORDINANCE VACATING CERTAIN DEDICATED STREETS IN THE VILLAGE OF BOTKINS, OHIO AND DECLARING AN EMERGENCY

Motion to waive three readings for Ordinance No. 25-08: L. Greve – first; Petek – second. All voted in favor - motion carried.

Motion to approve Ordinance No. 25-08: N. Greve – first; Brown – second. All voted in favor - motion carried.

SECOND READING

ORDINANCE NO. 25-07: AN ORDINANCE ESTABLISHING UTILITY RULES, POLICIES, AND REGULATIONS PERTAINING TO THE VILLAGE OF BOTKINS WATER AND SEWER UTILITIES

NEW BUSINESS

OLD BUSINESS

- State Route 25-A – Susan Manchester is on the agenda for the July 9th meeting.
- Pole Maintenance – Discussed in the admin report.
- South Street Project – Still waiting on updated from Mote & Associate.
- Village Investments – No updates. Next CD matures June 6th.
- Zoning Code Updates – Discussed in admin report.

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; L. Greve- second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

5/27/25

Approved



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Tuesday, May 27, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek and Kevin Market.

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda: Petek – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE APRIL 30, 2025, MEETING

Motion to approve the minutes from the April 30, 2025, meeting as presented: Roberts – first; Petek – second. All voted in favor - motion carried.

APPROVAL OF THE APRIL 2025 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the April 2025 financial statements and reports: Market– first; Brown- second. All voted in favor - motion carried.

GENERAL COMMUNITY COMMENTS AND REQUESTS / SPECIAL GUESTS

COMMITTEE REPORTS

BCIC

- No updates.

JOINT RECREATION BOARD

- A “leave a book take a book” box has been donated to the Park Board. Park Board has been discussing where to place the box at the Community Park.
 - Council has approved the idea but would like more information on where it will go and how much it will cost the Village to install.
- There will be a hog raffle this year. It is \$10 per ticket and the processing fee is included in the winning.
- The Park Board is hosting breakfast on Sunday morning of Carousel.

FINANCE/AUDIT

- First day of bank rec training was on 5/19 but the second day has been delayed due to needing to re-establish cash balances.
- All of the requested information was sent to the CPA that will be doing our audit. Still have not received a date for audit to begin.
- Interest rates were presented to Council for the two CDs that are set to mature on 6/3/25. Council deliberated and decided to move funds to Star Ohio.

Motion to transfer funds from CDs 406480 and 406482 to Star Ohio upon maturity date: Petek– first; Roberts- second. All voted in favor - motion carried.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Tuesday, May 27, 2025 6:00 p.m.

SERVICE

- Service meets next week.
- PVC pipe popped up on a sidewalk corner close to Vehorn. Admin Purdy will have Pat address the issue.

FIRE & SAFETY

- The Police Department is still exploring options for a new cruiser.
- The recruit who is set to graduate from the academy in June has decided to not continue with the Village of Botkins.
 - We will be invoicing him for the cost of the academy.
- The Police Department has been working on Carousel planning.
- Car one is having some issues upon cold start. They will be taking it to the mechanic for evaluation.
- The pump on truck 262 is having some issues. Estimated cost to repair is \$3,500-\$4,000.

VILLAGE ADMINISTRATOR'S REPORT

- Connor passed his water one test.
- Todd Weigandt was supposed to be on the agenda but was unable to make the date change.
 - He wants to discuss phases 3 and 4 of his subdivision.
 - Council is wanting a cross street that was not in the initial agreement. If he has to put a cross street in, he will lose multiple lots and it will come at a significant cost to him.
 - Councilmen Brown suggested swapping lots with him so that the cross street would be put in on our land instead of his.
 - Weigandt will be attending the next council meeting to discuss.
- Spectrum was in yesterday working on pole transfers. There are three poles left that are currently affecting summer projects.
 - Admin Purdy will be sending notice to Brightspeed letting them know that they have 30 days to remove assets or we will be cutting lines.
- There have been a few additions to the reclamite quote from last year. An additional \$7,700 has been added that was not in the 2025 budget. Part of this is to do reclamite on the park parking lot.
 - Council approved appropriation of 50% to the Thaman GL number for the cost of the park parking lot.
- Multiple nuisance letters have been sent out with some recipients failing to comply. Our next options are to file criminal charges or civil litigation.
 - Council suggested sending one additional letter to notify them that fines will be assessed for each day that the owner is not in compliance.
 - Admin Purdy will bring a fine structure and legislation to the next council meeting for Council to consider passing as an emergency.
- Jackson Center will be in next week to do street sweeping ahead of Carousel.
- Zoning Code: Permit Request and Enforcement
 - No changes were made to this section
 - Council directed admin Purdy to not make any changes to the current fee structure for permits.
- Boomerang paved the trench they were responsible for.
 - They would like to put in 2-3 silos that are 45' tall. This would require three variances. They have now proposed moving to the west side of their building which would require less variances.
 - Services requested an action plan to take care of cleaning up their properties. No action plan has been received yet.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Tuesday, May 27, 2025 6:00 p.m.

MAYOR'S NOTES

- The Joint Ambulance District held their first meeting. They established positions and reviewed bylaws.
- A resident has requested we close Sycamore Street while road work is being done. Council discussed and does not want to close the road.
- Four Council Members are up for re-election in November. Paperwork must be turned in by August.
- Little Playful Bears had an open house and will be a great addition to the community.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

THIRD READING

ORDINANCE NO. 25-07: AN ORDINANCE ESTABLISHING UTILITY RULES, POLICIES, AND REGULATIONS PERTAINING TO THE VILLAGE OF BOTKINS WATER AND SEWER UTILITIES

Motion to approve Ordinance No. 25-07: Roberts – first; Brown – second. All voted in favor - motion carried.

NEW BUSINESS

OLD BUSINESS

- State Route 25-A – Susan Manchester is on the agenda for the July 9th meeting.
- Pole Maintenance – Discussed in the admin report.
- South Street Project – Still waiting on updated from Mote & Associate. We hope to have this out to bid by the end of this year.
- Village Investments – Discussed in finance.
- Zoning Code Updates – Discussed in admin report.

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; Roberts- second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

6/11/25

Approved



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, June 11, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Lucas Greve, Jake Roberts, Christian Petek and Kevin Market.

Also in attendance: Village Administrator Randy Purdy and Fiscal Officer Hannah Paul.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda: Market – first; Brown – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE MAY 27, 2025, MEETING

Motion to approve the minutes from the May 27, 2025, meeting as presented: Roberts – first; Petek – second. All voted in favor - motion carried.

APPROVAL OF THE MAY 2025 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the May 2025 financial statements and reports: Petek– first; Roberts- second. All voted in favor - motion carried.

GENERAL COMMUNITY COMMENTS AND REQUESTS / SPECIAL GUESTS

COMMITTEE REPORTS

BCIC

- No updates.

JOINT RECREATION BOARD

- Scott Bayless is asking Council to approve the Dietz family request to have alcohol at the Community Park for a family reunion. They would also like to have a bounce house.
 - Admin Purdy noted he has written a hold harmless agreement so the Village will not be held liable for any mishaps.
 - Council approved the requests.
- Carousel breakfast went well and roughly \$1,300 was raised.
- The Village was gifted a white oak tree. Mayor Symonds asked that the Park Board determines a location for the tree at their next meeting.
- There will be a hog raffle this year. It is \$10 per ticket and the processing fee is included in the winning.
- Agrana has contacted the Village regarding bench donations. They would like to donate 5 benches. Park board will discuss at their next meeting which is June 18th.

FINANCE/AUDIT

- Funds from the CDs that matured June 3rd have been transferred to STAR Ohio.
- Bank rec training has been completed and all months have been reconciled in the system.
- We have discovered that the Ohio Cash Basis report from the software system is broken. A case has been opened with the software engineers and Fiscal Officer Paul has contacted the solutions consultant. As of right now, she cannot validate the accuracy of the reports. But she has been able to account for all expenses



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, June 11, 2025 6:00 p.m.

and revenue via the bank recs in the system. She will update them as she gets information from BS&A.

- The police recruit that will no longer be moving forward with the Village has been invoiced for the academy expenses. He has until the end of the month to reimburse the Village.

SERVICE

- No updates from service.
- Councilmen Roberts noted that the pavement in front of E. Zimpfer's home has ripples and splits. Admin Purdy noted that Wagner's is coming out to assess.

FIRE & SAFETY

- There were no incidents at Carousel.
- Some of our officers will be assisting at Anna Homecoming this weekend.
- Market brought up complaints he has received regarding loose dogs.
 - If someone has concerns about a loose dog, residents should contact the non-emergency number.

VILLAGE ADMINISTRATOR'S REPORT

- Todd Weigandt could not make the meeting tonight but he plans to be at the next meeting.
- Hagaman Woods has sold another lot. Only two remain. They may start on phase 2 this fall.
 - Tom Schnippel asked if the Village would like the dirt pile from phase 1. We will be moving the dirt and using it to correct some elevation issues.
- Spectrum should be done with their pole transfers tomorrow and Brightspeed only has 2 remaining.
 - Once complete, an updated list will be sent to AES for pole removal.
 - We will be removing the poles that are holding up projects ourselves.
- Concrete work has begun on S Sycamore.
- Legislation on the agenda tonight to update nuisance ordinances.
 - A resident has made contact with Admin Purdy and has shared plans to clean up their property. Admin Purdy will monitor their process. If no progress has been made, fines will be enforced.
 - Additional nuisance letters will be going out soon.
- Admin Purdy is working on vacation of various streets and alleyways in the Village.
- Zoning Code: Non-conformities
 - No changes were made to this section.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- The Joint Ambulance District held their second meeting.
 - Bylaws have been passed.
 - Official officers will be voted on at the next meeting.
 - The meetings will be held at each Village's office on rotation. The July meeting will be held in Anna and the August meeting will be held in Botkins. The schedule and locations are posted outside of the Village Office.
 - There will be a link on the Village's website that will house the Ambulance District's minutes and legislation.
- Mike Barhorst, Mayor of Sidney, is organizing a meeting for all the mayors within his district.
 - There will also be a meeting for all of the mayors within Susan Manchester's district. No date yet for either meeting.
- Carousel went very well. Mayor Symonds thanked everyone involved in the event.



Village of Botkins Council Meeting

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- Mayor Symonds commended the Village for their decision to contract out curb painting and cross walk painting. The work was done within two days and the Village looks much better with the updated paint.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

EMERGENCY READING

ORDINANCE NO. 25-09: AN ORDINANCE AMENDING AND REPLACING CERTAIN PORTIONS OF THE VILLAGE OF BOTKINS'S ("VILLAGE") ZONING CODE AS IT PERTAINS TO NUISANCE ABATEMENTS AND DECLARING AN EMERGENCY

Motion to waive three readings for Ordinance No. 25-09: Roberts – first; Brown – second. All voted in favor - motion carried.

Motion to approve Ordinance No. 25-09: L. Greve – first; Roberts – second. All voted in favor - motion carried.

NEW BUSINESS

OLD BUSINESS

- State Route 25-A –Susan Manchester is on the agenda for the July 9th meeting.
- Pole Maintenance – Discussed in the admin report.
- South Street Project – Admin Purdy and Pat will be meeting with Mote and Associates next week.
- Village Investments – Will have rates at the next meeting
- Zoning Code Updates – Discussed in admin report.

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; Roberts- second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

6/10/25

Approved



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, June 25, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Lucas Greve, Jake Roberts, Christian Petek and Kevin Market.

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda: Brown – first; Petek – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE JUNE 11, 2025, MEETING

Motion to approve the minutes from the June 11, 2025, meeting as presented: Roberts – first; L. Greve – second. All voted in favor - motion carried.

GENERAL COMMUNITY COMMENTS AND REQUESTS / SPECIAL GUESTS

- Todd Whitt was in attendance to discuss the pothole in front of his home off 25A. Public Works filled the pothole with gravel and now all of the gravel is in his yard. He requested we look in to cold patching. Admin Purdy advised that the hole will be patched when we have pavers come in to do paving projects throughout the Village. Whitt asked if he was allowed to put a cone over the hole to deter drivers from driving over it. Council had no issue with that.

COMMITTEE REPORTS

BCIC

- Next meeting is on July 14th.

JOINT RECREATION BOARD

- The oak tree location was discussed. They will be planting it were the lane splits.
- Chris Monnin has concerns about foul balls hitting viewers in the stands. The park board is going to look in to netting that would hang above the stands. The cost is roughly \$50,000-\$80,000.
 - Council approved moving forward with getting quotes. Admin Purdy mentioned the Governors Capital Grant as a funding option as well as the Sheets grant.
 - The Mayor asked Councilmen Roberts to ask if the School Board would be willing to pitch in on this.
- Quite a few residents have inquired about railing in the stands at Cole Field. Railings will be added along with a flat concrete pad with railings for handicap viewing.
- There have been more inquiries regarding a pickleball court. We will be looking in to the possibility of adding a pickleball court at Cole Field. The Mayor would also like the Joint Board to revisit the cost of adding retractable nets on the basketball court at the Community Park.

FINANCE/AUDIT

- Fiscal Officer Paul has not gotten an update from the software engineers at BS&A regarding the Ohio Cash Basis Report.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, June 25, 2025 6:00 p.m.

- We have not received payment yet from A. Hines for reimbursement for the police academy cost.
- The park board was not interested in the benches from Agrana Fruits. The Mayor has asked for three benches and would like them unfinished so we can stain them.
- There are two CDs maturing on June 30th. Council was presented with interest rates and decided to move the funds into STAR Ohio.

Motion to move CD 406560 and 406563 funds from First National to Star Ohio.: Roberts – first; Petek– second. All voted in favor - motion carried.

SERVICE

- Meeting next Wednesday

FIRE & SAFETY

- Next Monday's meeting is being rescheduled. Date is to be determined.

VILLAGE ADMINISTRATOR'S REPORT

- Admin Purdy brought up some old park picnic tables that have been in storage. He requested that Councilmen Roberts brings this up at the next Park Board Meeting. They were interested in selling these as a fundraiser.
- Concrete work on Sycamore should be complete next week, weather permitting. They will move on to W Walnut next.
- Legislation on the agenda tonight to vacate an alley coming off of Sycamore.
- Legislation on the agenda for the vacation of sub streets on Autumn Circle. This was previously passed but we had to update some wording per the recorder's office.
- Two individuals have contacted Admin Purdy regarding the lot for sale behind Meadow Drive. Both options would require re-zoning of the lot.
- All utility assets have been removed and pole removal has begun. Three poles have electrical that needs to be moved. We will have to contract that work out.
- Work on the summer newsletter has begun. Look for this in the coming weeks.
- The Village website has been updated to include the link to the Rescue District's documents.
- Electrical aggregation will be soliciting rates soon. The current contract is for one year and is set to expire soon.
- Admin Purdy and Pat met with Mote and Associates last week. They will be coming to the next service meeting.
- Additional nuisance letters will be going out for weed issues and signage issues.
- Zoning: Sections Appeals and Variances and Amendments
 - Changed sections to no longer require posting in newspapers. Updating to posting at our five posting locations.
 - Changed certified mail requirements from footage to abutting properties.
 - Admin Purdy will finish the line striking version and get that to the planning commission for their review.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- The Joint Ambulance District has their third meeting on July 3rd in Anna.
- The next Shelby County Mayors Meeting is Monday, June 30th at Meyers Tavern.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, June 25, 2025 6:00 p.m.

- A list of upcoming Legislation for the State has been emailed to all Council members. The Mayor encouraged Council to review and bring questions to our next meeting when Susan Manchester will be here.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

FIRST READING

ORDINANCE 25-10: AN ORDINANCE VACATING A CERTAIN ALLEY IN THE VILLAGE OF BOTKINS, OHIO AND DECLARING AN EMERGENCY

EMERGENCY READING

ORDINANCE 25-11: AN ORDINANCE VACATING CERTAIN DEDICATED STREETS IN THE VILLAGE OF BOTKINS, OHIO AND DECLARING AN EMERGENCY

Motion to waive three readings for Ordinance No. 25-11: L. Greve – first; Brown – second. All voted in favor - motion carried.

Motion to approve Ordinance No. 25-11: Petek– first; Roberts – second. All voted in favor - motion carried.

NEW BUSINESS

OLD BUSINESS

- State Route 25-A –Susan Manchester is on the agenda for the July 9th meeting.
- Pole Maintenance – Discussed in the admin report.
- South Street Project –Mote and Associates will be at the Service meeting next week.
- Village Investments – Rates discussed in finance.
- Zoning Code Updates – Discussed in admin report.

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; Roberts- second. All in favor – motion carried.

Meeting adjourned.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, June 25, 2025 6:00 p.m.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

7/9/25

Approved



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, July 9, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek and Kevin Market.

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to amend the evening's agenda to include executive session - personnel: Brown – first; Roberts – second. All voted in favor - motion carried.

Motion to approve the amended agenda: Petek – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE JUNE 25, 2025, MEETING

Motion to approve the minutes from the June 25, 2025, meeting as presented: Petek – first; Brown – second. All voted in favor - motion carried.

APPROVAL OF THE JUNE 2025 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the June 2025 financial statements and reports: Roberts– first; Market- second. All voted in favor - motion carried.

COMMITTEE REPORTS

BCIC

- Meets next week.

JOINT RECREATION BOARD

- Drawing for the hog raffle will be at the next meeting.

FINANCE/AUDIT

- Hines sent in payment for reimbursement for the police academy.
- Paul is working with BS&A to update the Ohio Cash Basis Report. It should be fixed in a patch that will take place on July 15th. She has determined that there is a discrepancy in the January expenses that is causing the end of month cash balance to be off. All bank recs balances so it is an expense that wasn't disbursed from an account in any way. She is working with the software company on that issue as well.
- There is a CD set to mature on July 17th. No CD rates were provided since rates are likely to change between now and the maturity date. Paul suggested they either deposit the funds into the general account and she can bring rates to the next meeting or they can make a motion if they anticipate what they will be doing with the funds.
 - The CD maturing is for the Thaman Funds. If the funds are deposited into STAR Ohio, it will be harder to track how much interest was accumulated on these funds alone. Councilmen Brown asked if a separate account could be made with STAR Ohio. Fiscal Officer Paul will look in to this. If it is possible, Council would like the Thaman Funds moved to STAR Ohio once the CD matures.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, July 9, 2025 6:00 p.m.

Motion to create a separate account with STAR Ohio and deposit funds from CD 406610 into the account. If not, funds will be deposited into general and rates will be brought to the next meeting: Brown – First; Roberts – Second. All voted in favor - motion carried.

SERVICE

- Service met last week.
- Jerry from Mote & Associates attended and they went over changes to the South St. project. The project will be going out to bid at the end of this year.
- They are having quotes drawn up for adding a pickle ball court at Cole Field. It would be poured just behind the basket ball court. Hemmert Concrete is working on estimates for this project.
- We are looking to spend an additional \$3,500.00 to pour a concrete pad at the main baseball field at Cole Field. It would have railings around it and be a good handicap viewing spot.
- The backstop fence at the smaller field will be extended. Baseball will be taking care of this project and cost.
- We will be paving the gravel parking lot that is located next to the pool.
- The second half of this year will be very heavy with Cole Field projects.

FIRE & SAFETY

- The meeting needed to be cancelled due to conflicts. It has not been re-scheduled yet.

VILLAGE ADMINISTRATOR'S REPORT

- South Sycamore concrete work is wrapping up. W Walnut concrete work will begin next week.
- In two weeks, we will start concrete removal work on W South Street, with the exception of the police department and EMS building.
- Nextgen would like to pave the alley behind their building.
 - Admin Purdy suggested they talk to their neighbors about vacating the alley way. Neighbors may be willing to sell their portion of the alley to Nextgen so they can pave the area. They would be responsible for upkeep of the pavement.
 - Council approved Nextgen moving forward with petitioning neighbors for a vacation of the alley.
- Bergman Drywall is looking to purchase the land for sale behind Meadow Drive. Admin Purdy is looking at waiving tap in fees and doing a CRA tax agreement in order to promote growth within the Village.
- Admin Purdy is working on the red line strike out version of the zoning code for planning commission to review.
 - Once reviewed, Admin Purdy can start on legislation.
- Susan Manchester cancelled her appearance for tonight's meeting.
- The Mayor sent information for the Federal Economic Development Grant to Admin Purdy for review. This could be a potential funding option for paving 25A.
 - We will be removing 25A from old business.
- The quarterly newsletter will be going out soon.
- Admin Purdy continues to issue nuisance letters. Progress is being made.
 - Admin Purdy has a meeting with Boomerang next week regarding their nuisances.
 - A few residents will be going on to the next steps for their nuisance violations.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- The Mayor attended the Shelby County Mayors Meeting. They discussed grants.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, July 9, 2025 6:00 p.m.

- He has been invited to attend the John Glenn School for Public Affairs on July 15th. They have asked him to participate in a panel.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

SECOND READING

ORDINANCE 25-10: AN ORDINANCE VACATING A CERTAIN ALLEY IN THE VILLAGE OF BOTKINS, OHIO AND DECLARING AN EMERGENCY

NEW BUSINESS

- Admin Purdy will be out of the office next Thursday and Friday. Potentially Monday as well.

OLD BUSINESS

- State Route 25-A – Being removed from old business.
- Pole Maintenance – Pat is meeting with Botkins Electric to move electrical on the remaining poles. Once complete, we will submit to AES for removal.
- South Street Project – Discussed in admin report.
- Village Investments – Discussed in finance.
- Zoning Code Updates – Discussed in admin report.

MOTION TO ENTER EXECUTIVE SESSION – PERSONNEL

Motion to enter executive session: Brown - first; Roberts- second. All in favor – motion carried

MOTION TO RE-ENTER REGULAR SESSION

Motion to re-enter regular session: Petek - first; Roberts- second. All in favor – motion carried

MOTION FOR ADJOURNMENT

Motion to adjourn: Market - first; Roberts- second. All in favor – motion carried.

Meeting adjourned.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, July 9, 2025 6:00 p.m.

Respectfully Submitted,

Hannah Paul

Hannah Paul - Fiscal Officer

Lance Symonds

Lance Symonds – Mayor

7/30/25

Approved



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, July 30, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, Nick Greve and Lucas Greve.

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda as presented: Roberts – first; Petek – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE JULY 9, 2025, MEETING

Motion to approve the minutes from the July 9, 2025, meeting as presented: N. Greve – first; Roberts – second. All voted in favor - motion carried.

GENERAL COMMENTS

- The Mayor will be leaving at 6:50. If the meeting is still in session, Council President Brown will finish facilitation of the meeting.

SPECIAL GUESTS

- Botkins Library Committee (Martha Koenig, Beth King, and Nancy Stutsman) was in attendance to present plans for a new LED sign for the front of the library. They presented a packet with all of the specs of the new sign along with a cost estimation. The cost does not include the price of running electricity to the sign.
 - They do plan to apply for the Louise Sheets grant in the fall and are looking at other grant options.
 - Council deliberated. The Village will cover the cost of running electricity. The CDs for the library (Stofer and Sheets) were presented as a possible funding option. Fiscal Officer Paul will pull the specifications of each donation to see if funds could be used for this purpose.
 - Council has approved the Library Committee to move forward with their Sheets Grant application.

COMMITTEE REPORTS

BCIC

- No updates

JOINT RECREATION BOARD

- Drawing for the hog raffle went well. Roughly \$840 was raised. Thank you to Andy Yenser for donating the hog.
- The board does not currently have plans to apply for the Louise Sheets grant this fall.
 - The Mayor asked that they get quotes for the cost of painting lines on the basketball court and retractable pickleball nets. The board could apply for the sheets grant to cover this cost if the board decides to move forward with this.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, July 30, 2025 6:00 p.m.

FINANCE/AUDIT

- Fiscal Officer Paul was able to open a second account with STAR Ohio for the Thaman funds. The funds from the CD that matured on July 17th have been deposited to STAR Ohio.
- The Ohio Cash Basis report was patched.
- BS&A worked with Paul to resolve the expense discrepancy from January. It was caused by some duplication of expenses when BS&A duplicated our payroll and some purchase orders relating to payroll. This has been corrected.
 - All reports were repulled. Rather than sending hundreds of pages of reports for the last six months, Paul let Council know that the reports are available for review upon request.
- Paul asked Council some questions relating to the financial documents that are provided on a monthly basis. Currently, she sends them the official bank statement, an excel spreadsheet she keeps that reflects the information on the bank statement and a reconciliation report from the software. Council has approved her cutting out the excel document and just providing them the official bank statement and reconciliation report.

SERVICE

- Service meets next week and the meeting will be converted to a special council meeting. Todd Weigandt will be in to discuss phase III as well as potential cross streets. If all council members cannot attend, this will be changed back to a normal service meeting.

FIRE & SAFETY

- Fire calls are down compared to July of 2024.
- They are still waiting on quotes for the grass truck.
- Engine 265 is going in for an AC repair.
- The equipment that Boomerang (damaged in Boomerang fire) had to replace has come in.
- Hardware at the police station is on Windows 10 and Windows 10 is being phased out. They are looking at upgrades and will be getting figures together if costs need to be built into the 2026 budget.
- National Night Out is this coming Tuesday. All are welcome. There will be food and goodies.

VILLAGE ADMINISTRATOR'S REPORT

- Admin Purdy provided a timeline for the budgetary process in his admin report.
- There are three pieces of legislation on the agenda tonight.
 - Legislation relating to Sycamore St will be tabled until next meeting.
 - Legislation to vacate an easement.
 - Legislation to increase the park budget by \$26,000 to cover additional projects at Cole Field.
- Boomerang will be attending the next council meeting to present their long-term maintenance plan.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- The Mayor will be out of town from Sunday to Wednesday of next week.
- He will be attending the Shelby County Ambulance District meeting next Thursday and it will be held at the Botkins Village building.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, July 30, 2025 6:00 p.m.

EMERGENCY READING

RESOLUTION NO. 25-12: A RESOLUTION INCREASING APPROPRIATION OF THE 2025 BUDGET \$26,000 AND TO DECLARE AN EMERGENCY

Motion to waive the three readings for Resolution No. 25-12: L. Greve – first; Roberts – second. All voted in favor - motion carried.

Motion to approve Resolution No. 25-12: Petek – first; Brown – second. All voted in favor - motion carried.

FIRST READING

ORDINANCE NO. 25-13: AN ORDINANCE VACATING A CERTAIN PORTION OF UTILITY EASEMENT IN THE VILLAGE OF BOTKINS, OHIO AND DECLARING AN EMERGENCY

THIRD READING (TABLED UNTIL 8/13/25 MEETING)

ORDINANCE 25-10: AN ORDINANCE VACATING A CERTAIN ALLEY IN THE VILLAGE OF BOTKINS, OHIO AND DECLARING AN EMERGENCY

NEW BUSINESS

- Admin Purdy will be out of the office next Thursday and Friday. Potentially Monday as well.

OLD BUSINESS

- Pole Maintenance – Pat is meeting with Botkins Electric to move electrical on the remaining poles. Once complete, we will submit to AES for removal.
- South Street Project – Will go out to bid at the end of this year.
- Village Investments – Discussed in finance. No CDs are set to mature until October.
- Zoning Code Updates – Working on the updated version to give to the Planning Commission

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; Roberts- second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

8/13/25

Approved



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, August 13, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, Kevin Market, Nick Greve and Lucas Greve.

Also in attendance: Village Administrator Randy Purdy and Fiscal Officer Hannah Paul.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda as presented: Roberts – first; Brown – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE JULY 30, 2025, MEETING

Motion to approve the minutes from the July 30, 2025, meeting as presented: Roberts – first; Petek – second. Market abstained. All remaining voted in favor - motion carried.

APPROVAL OF THE JULY 2025 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the July 2025 financial statements and reports: L. Greve – first; Roberts – second. All voted in favor - motion carried.

GENERAL COMMENTS

SPECIAL GUESTS

- Boomerang Rubber (Bobby B, Ross C, and Dave G) attended and went over an action plan for cleaning up their properties in Botkins.
 - They shared a PowerPoint and highlighted what they have done so far and what they still plan to do.
 - They discussed their wishes to install silos. Council advised that the location they chose will require three variances from the board of zoning appeals. Council has asked that they speak with the property owner that is adjacent to their property and then Admin Purdy will set up a meeting with the board.

COMMITTEE REPORTS

BCIC

- Audit is under way.

JOINT RECREATION BOARD

- The next meeting will be held next week.
- The book nook has been installed and has books in it already. Residents can take a book and leave a book.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, August 13, 2025 6:00 p.m.

FINANCE/AUDIT

- Fiscal Officer Paul notified the library of the fund balance for both library funds (Sheets and Stofers). The Sheets funds could be used to pay for running electricity to the sign the library plans to order.
- Now that the Village has established accounts with STAR Ohio, we could move funds from the MMDA account to STAR Ohio and get more interest. The MMDA account is at 2.75% while STAR is currently at 4.45%. Council discussed and would like to move \$325,000 to STAR. Fiscal Officer will reach out to First National to make sure there is no minimum balance required for the MMDA account. If not, she will move the \$325,000. If there is a minimum balance, she will move remaining funds after the minimum to STAR. Council motioned for this to take place

Motion to move \$325,000 to STAR Ohio, unless there is a minimum balance with First National, in which case all funds less the minimum balance would be moved to STAR Ohio: Petek – first; Brown – second. All voted in favor – motion carried.

- Paul has reached out to the Auditor again to see when they plan to complete our audit. No response has been received yet.

SERVICE

- Weigandt did not make it to the last service meeting so he plans to attend the next Council meeting.
- No other updates.

FIRE & SAFETY

- Next meeting is August 25th.

VILLAGE ADMINISTRATOR'S REPORT

- There are multiple pieces of legislation on the agenda tonight
 - 3rd reading for legislation to vacate alley.
 - 2nd reading for legislation to vacate easement.
 - 1st reading to establish no parking rules.
 - Emergency reading for appropriations for the sewer fund.
- Concrete work is finished and asphalt work is set to begin soon.
 - There will be additional costs at the police department. When concrete was removed, we found that the ground underneath was soft. We are correcting the issue now to ensure the new pavement lasts for years to come.
- Admin Purdy was approached by a resident to see if the Village would voice its opinion on the auxiliary gym and provide an opinion on location.
 - Council discussed and does not feel they should give opinion on location. They are willing to put a blurb in the next news letter to let residents know that there will be a fundraiser to the auxiliary gym.
- Next week we will be rightsizing the playground at Cole Park.
- Electric has been removed from the remaining poles and a list has been submitted to AES for removal.
- We will be applying for OPWC funding for the second phase II of South St. The likelihood of us receiving it is low but not impossible.
- The water fountain in the Council chambers broke and we will not be replacing it. We are looking at other options for filtered water.
- Admin Purdy is about 2/3 done with the updated strike out version of the zoning code that will be provided to planning commission.
- There has been progress on numerous nuisance violations.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers
Wednesday, August 13, 2025 6:00 p.m.

- The hotel has not taken care of their weeds so we will be hiring a company to come in and clean up the property and then we will invoice the hotel.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- The Mayor has been working with the baseball club for ideas for the fall Sheets Grant application.
 - In the process of getting quotes for bleachers.
- The Northern Shelby County Joint Ambulance District met last week and are working to establish a scope of expectations for contracts.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

EMERGENCY READING

RESOLUTION NO. 25-14: A RESOLUTION INCREASING APPROPRIATION OF THE 2025 BUDGET \$40,500 AND TO DECLARE AN EMERGENCY

Motion to waive the three readings for Resolution No. 25-14: Brown– first; L. Greve – second. All voted in favor - motion carried.

Motion to approve Resolution No. 25-14: Roberts – first; Petek – second. All voted in favor - motion carried.

FIRST READING

ORDINANCE NO. 25-15: AN ORDINANCE DESIGNATING A NO PARKING AREA WITHIN THE VILLAGE OF BOTKINS, OHIO

SECOND READING

ORDINANCE NO. 25-13: AN ORDINANCE VACATING A CERTAIN PORTION OF UTILITY EASEMENT IN THE VILLAGE OF BOTKINS, OHIO AND DECLARING AN EMERGENCY

THIRD READING

ORDINANCE 25-10: AN ORDINANCE VACATING A CERTAIN ALLEY IN THE VILLAGE OF BOTKINS, OHIO AND DECLARING AN EMERGENCY

Motion to approve Resolution No. 25-10: L. Greve – first; Brown – second. Roberts and Petek abstained. All remaining voted in favor - motion carried.

NEW BUSINESS

OLD BUSINESS

- Pole Maintenance – A list has been submitted to AES for removal.
- South Street Project – Will go out to bid at the end of this year. OPWC application going out soon for phase II.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, August 13, 2025 6:00 p.m.

- Village Investments –No CDs are set to mature until October.
- Zoning Code Updates – Working on the updated version to give to the Planning Commission

MOTION TO ENTER EXECUTIVE SESSION- POTENTIAL SALE OF REAL PROPERTY

Motion to adjourn: Petek - first; Roberts- second. All in favor – motion carried.

MOTION TO RE-ENTER REGULAR SESSION

Motion to adjourn: L. Greve - first; Petek- second. All in favor – motion carried.

MOTION FOR ADJOURNMENT

Motion to adjourn: Roberts - first; L. Greve- second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

8/27/25

Approved



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, August 27, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, Kevin Market and Nick Greve.

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda as presented: Petek – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE AUGUST 13, 2025, MEETING

Motion to approve the minutes from the August 13, 2025, meeting as presented: Roberts – first; Petek – second. All voted in favor - motion carried.

SPECIAL GUESTS

- Nancy Stutsman was in attendance on behalf of the Beautification Club to discuss this years Christmas event. She presented ideas for an “ice rink.” Council discussed locations for set up. They would like to shut down a small portion of South St for the event. Council asked that we approach the residents that would be affected by the shutdown.
 - The Beautification Club is going to apply for the Sheets grant for funding toward this event. Admin Purdy will write a letter of support for the club.
- Todd Weigandt was in attendance to discuss phase 3 of his subdivision. He did state that if phase 2 of Hagaman will begin soon, he may hold off on starting his phase 3.
 - Council discussed their wishes to put in a cross street. They shared various ideas. The Village would pay for the cost of the street as well as sidewalks on the street. Todd was fine with the ideas as long as he still has 20 lots to sell in the end. Council would like Admin Purdy to get some engineering ideas to share with Todd.
 - Council had given Todd a deadline of August 2025 to plant grass seed and put in sidewalks on his vacant lots. He has sold one and it is set to break ground in spring of 2026. He has interest in another lot. Council advised they will give him an extension to spring of 2026.

COMMITTEE REPORTS

BCIC

- Next meeting is in October.

JOINT RECREATION BOARD

- Discussed striping on basketball court for additional pickleball courts. They will be going after the Sheets Grant to cover the cost of the nets.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, August 27, 2025 6:00 p.m.

- They are looking to see if the Village would pay for the cost of the line painting. Council would like them to go back to Joint Board and discuss if they would split this cost with the Village.

FINANCE/AUDIT

- The transfer of \$325,000 was made to STAR Ohio from the MMDA account.
- No update on the audit. Fiscal Officer Paul followed back up with the CPA's office and has not gotten a response.

SERVICE

- Meets next week.

FIRE & SAFETY

- The last meeting focused on budget discussion.
- There have been three calls this month for the fire department.
- There are still no quotes for a grass truck.
- The police department has been busy with two felony drug cases, two felony theft cases and one domestic violence case.
- The police department will be applying for the Sheets grant to cover the cost of new computers and tablets for the department.

VILLAGE ADMINISTRATOR'S REPORT

- 2025 road projects are complete.
 - Admin Purdy is working on assessment invoices. Residents will have 60 days to pay. Costs will be assessed if unpaid.
- Working with Mote & Associates to build a timeline for South St. The project will go out to bid at the end of November / early December. They are working on putting together bid packets.
- Admin Purdy met with the County engineer. They are looking to pave 25A, south of 274, next year. They will cover the cost of widening our portion if we cover the cost of paving our portion of 25A.
 - If we pave our portion when they do this project, they have stated that when it comes time to pave 25A through town, they will consider it a "country project" and we will benefit by getting county rates. They will also assist with the engineering of this project.
- The recorder's office no longer accepts colored photos or parcel numbers on the legislation for vacation. We will have to re-pass the legislation 25-10 regarding the alley vacation.
- Public works is currently working on rightsizing the playground at Cole Park.
 - They will be ripping out the basketball court next. Once that is done, the new basketball court and pickleball court will be poured.
 - We are currently working on getting quotes to fix some steel pieces on the playground.
- Budget work is underway. PD and FD have already been discussed. Service will be discussed next week.
 - The next two meetings will have executive session. The second meeting in October will have the budget presentation.
 - Admin Purdy has asked for final numbers from the departments no later than mid-October.
- The strike out version of the zoning code has been sent to planning commission. They are working on setting up a public forum meeting for mid-September.
- The Mayor asked Admin Purdy if we should do a town street sweep since the road projects are complete. Admin Purdy let him know that public works is currently moving a lot of dirt. He will work to set something up once they are done.
 - We will be looking in to doing a quarterly street sweeping.



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Administration Bldg. – Council Chambers
Wednesday, August 27, 2025 6:00 p.m.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- There will be a map presentation at the historic society this Saturday at 1:30 if anyone would like to attend.
- He is currently working with community organizations to establish a trash clean up day for the town. Anyone willing to volunteer will be welcome.
- He has been invited to the 200th anniversary at First Presbyterian Church in Sidney on September 7th. He will be out of town and unable to attend.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

FIRST READING

RESOLUTION NO. 25-16: RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

SECOND READING

ORDINANCE NO. 25-15: AN ORDINANCE DESIGNATING A NO PARKING AREA WITHIN THE VILLAGE OF BOTKINS, OHIO

THIRD READING

ORDINANCE NO. 25-13: AN ORDINANCE VACATING A CERTAIN PORTION OF UTILITY EASEMENT IN THE VILLAGE OF BOTKINS, OHIO AND DECLARING AN EMERGENCY

Motion to approve Ordinance No. 25-13: Roberts – first; N. Greve – second. All voted in favor - motion carried.

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; Market- second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

9/10/25

Approved



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, September 10, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, Kevin Market and Nick Greve.

Also in attendance: Village Administrator Randy Purdy and Fiscal Officer Hannah Paul.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda as presented: Roberts – first; Petek – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE AUGUST 27, 2025, MEETING

Motion to approve the minutes from the August 27, 2025, meeting as presented: Market – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE AUGUST 2025 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the August 2025 financial statements and reports: Brown – first; Petek – second. All voted in favor - motion carried.

GENERAL COMMENTS

SPECIAL GUESTS

- Megan Lewis- Sidney Daily News

COMMITTEE REPORTS

BCIC

- Meets next month. A reminder email will go out.

JOINT RECREATION BOARD

- Discussed changes to the Sheets application. The park board is looking to paint lines on the tennis courts which would allow for four pickleball courts. They will reach out to the donors of the tennis court to see if we can paint lines on the tennis courts.
 - Council has no concerns with this plan, given approval from the donors.

FINANCE/AUDIT

- The third week of September is a tentative time frame for the auditor visit.
- We received an invoice from Wagner paving in the amount of \$141,072 that needs to be approved by council. Council reviewed the invoice and made a motion to pay.

Motion to pay Wagner invoice 50873 in the amount of \$141,072. N. Greve – first; Petek – second. All voted in favor – motion carried.



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SERVICE

- No updates.

FIRE & SAFETY

- No updates.

VILLAGE ADMINISTRATOR'S REPORT

- Admin Purdy received drawings for phase two of the Hagaman estates.
 - Both Pat and Randy reviewed along with an access engineer.
 - No longer a need for water and sewer on two of the lots.
 - A temporary hydrant will be put in to help flush lines.
 - Looking at raising elevation level of the road.
 - Changing of easement from north of the lot to south of the lot on lot 24.
 - Water looping will be moved to the south.
 - After all of the changes discussed, council approved the drawings for phase 2 of the Hagaman woods.

Motion to approve Hagaman Woods Drawing for Phase 2. Brown– first; N. Greve – second. All voted in favor – motion carried

- A Board of Zoning Appeals meeting is going to be scheduled but Boomerang has made another change to their silo location.
 - Boomerang will need one variance for the height.
 - BZA will also be reviewing a fence variance request.
- An updated version of ordinance 25-10 is on the agenda. The recorders office has already reviewed and advised the updated version can be recorded. It will need to be tabled tonight.
- We have an alley vacation on the agenda tonight that runs east to west, perpendicular to S. Sycamore Street located between Lot 29 to the north and Lot 401 to the south.
 - A petition has been signed by parties involved.
- We will have an appropriation ordinance at our last meeting in September. We will be adding additional funds to the Thaman fund to cover reclamite for the park lane and park parking lot.
- Cole Park Updates
 - Curbs have been poured around the playground.
 - Mulch has been blown in.
 - Basketball court removal has begun.
- A number of letters of support will be going out for the Sheets Grant.
- Work continues on the 2026 budget.
 - We have a heavy year coming but we are in a good financial position.
 - We will be adding an additional project to 2026- the paving of 25A from 274 to south of the corporate limit.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- The Northern Shelby County Joint Ambulance District met last week. They have been diving in to budget discussions.
- The Mayor attended the map dedication ceremony at the Historical Society. They will be holding an open house for the public to come and see the map.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, September 10, 2025 6:00 p.m.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

FIRST READING

ORDINANCE NO. 25-18: AN ORDINANCE VACATING A CERTAIN ALLEY IN THE VILLAGE OF BOTKINS, OHIO, AND DECLARING AN EMERGENCY

SECOND READING

RESOLUTION NO. 25-16: RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

THIRD READING

ORDINANCE NO. 25-15: AN ORDINANCE DESIGNATING A NO PARKING AREA WITHIN THE VILLAGE OF BOTKINS, OHIO

Motion to approve Ordinance No. 25-15: N. Greve – first; Roberts – second. All voted in favor - motion carried.

NEW BUSINESS

- There have been some inquiries regarding the stop sign in the new subdivision. Some residents feel it is unnecessary due to the flow of traffic.
 - The Mayor advised that the stop sign was put in because there were numerous complaints about the speed at which vehicles were going around the corner. The need for this stop sign will only grow as the subdivision grows.

OLD BUSINESS

- Pole Maintenance – A list has been submitted to AES for removal.
- South Street Project – Will go out to bid at the end of this year.
- Village Investments – Will be discussing CD 406592 at the next meeting.
- Zoning Code Updates – Has been sent to Planning Commission for review.

MOTION TO ENTER EXECUTIVE SESSION- PERSONNEL

Motion to adjourn: N Greve - first; Roberts- second. All in favor – motion carried.

MOTION TO RE-ENTER REGULAR SESSION

Motion to adjourn: Petek - first; Brown - second. All in favor – motion carried.

MOTION FOR ADJOURNMENT

Motion to adjourn: Roberts - first; Petek - second. All in favor – motion carried.



Village of Botkins Council Meeting
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Meeting adjourned.

Respectfully Submitted,



Hannah Paul - Fiscal Officer



Lance Symonds – Mayor

9/24/25

Approved



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, September 24, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, Kevin Market and Lucas. Nick Greve arrived after approval of the agenda and minutes.

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda as presented: Roberts – first; Petek – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE SEPTEMBER 10, 2025, MEETING

Motion to approve the minutes from the September 10, 2025, meeting as presented: Petek – first; Roberts – second. All voted in favor - motion carried.

GENERAL COMMENTS

SPECIAL GUESTS

- Chief Mark Jordan was in attendance along with Jordan Reineke. Reineke is joining the Botkins Police Department as an auxiliary officer. Reineke was sworn in by Mayor Symonds.

COMMITTEE REPORTS

BCIC

- Meets next month. A reminder email will go out.

JOINT RECREATION BOARD

- The park board contacted the donor of the tennis ball court at the community park regarding their idea of adding pickleball courts. The donor would rather we remove one of the tennis courts and put in permanent nets for the pickleball courts rather than doing movable nets.
 - Council discussed and determined that if we are going to do this project, we need to do it correctly. The court is in need of resurfacing. If we are going to paint lines, they want the court resurfaced and the official lines painted for the pickleball court.
 - Council would like the park board to continue with the fall sheets grant application. They will be going after permanent nets rather than portable nets.
- Football squares are for sale.

FINANCE/AUDIT

- CD set to mature on October 10th. We will have rates at our October 8th meeting.
- Fiscal Officer Paul has been in contact with the CPA officer doing our audit. She has been scanning documents to



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them. If she can scan everything they need, no on-site visit will be needed. She is currently waiting on the expense samples.

SERVICE

- Meets next week.

FIRE & SAFETY

- Meeting has been moved from September 29th to September 25th.

VILLAGE ADMINISTRATOR'S REPORT

- Public works has been busy at Cole Park.
 - Pickleball court will be poured this week, pending weather.
 - Straightening of alleyway is in process.
 - The old shed is being removed.
 - Turf has been added to the batting cages.
 - Cole Field will be dedicated as Cole Park, tentatively at Carousel 2026.
- Planning Commission is set to meet October 16th to discuss the zoning changes.
- October 6th is the tentative date that the Board of Zoning Appeals will be meeting to discuss the Boomerang variance and a fence variance.
- A refuse container has been issued for State Street.
- AES has stated they will be removing the poles around town soon.
- The budget is mostly done. Admin Purdy is still waiting on some final figures from a few departments.
- We have multiple pieces of legislation on the agenda tonight.
 - Appropriation to the Thaman fund to cover reclamite invoice.
 - OPWC legislation which will authorize Mote to apply on our behalf for OPWC funding.
- Councilmen Market asked if there is any update on the clean up around interstate. Admin Purdy stated ODOT would be doing it later this fall.
- Councilmen Market asked if there was any update on the nuisance violations for signs. Admin Purdy stated he has been told by the businesses that they are in the process of ordering new signage.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- Mayor's meeting will be held next Monday in Russia.
 - The Mayor of Fort Loramie will be retiring in November.
- There is a Joint Ambulance District meeting on October 2nd. It will be held in Anna.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

EMERGENCY READING

ORDINANCE 25-17: AN ORDINANCE VACATING A CERTAIN ALLEY IN THE VILLAGE OF BOTKINS, OHIO, REPEALING AND REPLACING ORDINANCE NO. 25-10, AND DECLARING AN EMERGENCY



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, September 24, 2025 6:00 p.m.

Motion to waive three readings for Ordinance No. 25-17: L. Greve – first; Brown – second. All voted in favor - motion carried.

Motion to approve Ordinance No. 25-17: Market– first; L. Greve – second. All voted in favor - motion carried.

RESOLUTION 25-19: A RESOLUTION INCREASING APPROPRIATION OF THE 2025 BUDGET \$29,000 AND TO DECLARE AN EMERGENCY

Motion to waive three readings for Resolution No. 25-19: Petek – first; Roberts – second. All voted in favor - motion carried.

Motion to approve Resolution No. 25-19: Roberts– first; L. Greve– second. All voted in favor - motion carried.

RESOLUTION 25-20: A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.

Motion to waive three readings for Resolution No. 25-20: Brown – first; Petek – second. All voted in favor - motion carried.

Motion to approve Resolution No. 25-20: L. Greve– first; Roberts– second. All voted in favor - motion carried.

SECOND READING

ORDINANCE NO. 25-18: AN ORDINANCE VACATING A CERTAIN ALLEY IN THE VILLAGE OF BOTKINS, OHIO, AND DECLARING AN EMERGENCY

THIRD READING

RESOLUTION NO. 25-16: RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

Motion to approve Resolution No. 25-16: Petek – first; Roberts – second. All voted in favor - motion carried.

NEW BUSINESS

- There has been a car parked on N Sycamore St for months and it has a flat tire. There are rules regarding nonworking vehicles on the road. We will have the police department look in to this.
- There has been inquiries regarding designating an address for the community park. Admin Purdy will talk to the auditor about designating an address. There are other properties that run along the park lane.
- The Mayor will be hosting Mayor’s hours starting in October. It will be the second Saturday of each month from 9-11 am.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, September 24, 2025 6:00 p.m.

OLD BUSINESS

- Pole Maintenance – A list has been submitted to AES for removal. They will be removing soon.
- South Street Project – Will go out to bid at the end of this year.
- Village Investments – Will be discussing CD 406592 at the October 8th meeting.
- Zoning Code Updates – Planning Commission to meet October 16th.

MOTION TO ENTER EXECUTIVE SESSION- POTENTIAL SALE OF REAL

Motion to enter executive session: Petek - first; Brown- second. All in favor – motion carried.

MOTION TO RE-ENTER REGULAR SESSION

Motion to re-enter regular session: Brown - first; Roberts - second. All in favor – motion carried.

MOTION TO APPROVE 2026 WAGE AUTHORIZATION

Motion to approve 2026 wage authorization: Roberts - first; L. Greve - second. All in favor – motion carried.

MOTION FOR ADJOURNMENT

Motion to adjourn: Roberts - first; Petek - second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

10/8/25

Approved



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, October 08, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, Kevin Market and Nick Greve.

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda as presented: Petek – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE SEPTEMBER 24, 2025, MEETING

Motion to approve the minutes from the September 24, 2025, meeting as presented: Brown – first; Petek – second. All voted in favor - motion carried.

APPROVAL OF THE SEPTEMBER 2025 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the September 2025 financial statements and reports: Brown – first; Roberts – second. All voted in favor - motion carried.

GENERAL COMMENTS

SPECIAL GUESTS

- Megan Lewis of Sidney Daily News

COMMITTEE REPORTS

BCIC

- Will meet Monday the 13th at 6PM.

JOINT RECREATION BOARD

- The board has submitted for the Sheets grant to cover painting pickleball lines and the four pickleball nets.
- Football squares are still for sale.

FINANCE/AUDIT

- All of the expense samples have been sent to the auditor. Fiscal Officer Paul is unsure if the auditor will be requesting anything else.
- Quarter three payrolls for the fire department and council will go out this Friday.
- CD rates were presented for CD 406592. Council has decided to transfer the funds to STAR Ohio once the CD matures (10/10/25). A motion was made:

Motion to transfer funds from CD 406592 to STAR Ohio under a new account. Roberts – first; Petek – second. All



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, October 08, 2025 6:00 p.m.

voted in favor - motion carried.

- Council also discussed the two CDs relating to the library. Historically, these have been set to auto renew. Council would like to stop the auto renew and transfer these funds to STAR Ohio once they mature (10/29/25). Motion was made:

Motion to transfer funds from CD 851382 and 851383 to STAR Ohio under a new account once CDs mature. Brown – first; Roberts – second. All voted in favor - motion carried.

- Fiscal Officer Paul will be out next week for vacation.

SERVICE

- Met last week. Updates will be covered in Admin report.

FIRE & SAFETY

- The fire department has applied for the Sheets grant.
- The police department reviewed packages for a new cruiser. The cost is going to be higher than anticipated but no final figures have been received yet.
- The police department discussed the public records request that was received. He would like council to revisit the idea of adding a fee for video footage requests. He discussed how some requests are for websites that showcase police videos and the primary goal is click bait. He would like to deter those kinds of requesters. Admin Purdy is going to set up a meeting with the police chief and the attorney to ensure that whatever council decides, we are within the law. Admin Purdy also stated that we will always fulfill requests received as it is our requirement. A fee would help to cover the cost of the hours it takes to pull the footage. Council will discuss more once the meeting has been held.

VILLAGE ADMINISTRATOR'S REPORT

- The pickleball court has been poured. There is a 60-day waiting period before lines can be painted.
- Public works is shifting focus to smaller projects at Cole Park.
- We have some ideas for Cole Park projects that will be presented with the 2026 budget presentation.
- The ground under the bleachers cannot support our original idea for bleacher repairs. We will be replacing the bad wood and will look at a larger project down the road for replacing the bleachers.
- The picnic table in Cara's corner (Community Park) is being replaced. Public works has removed the old picnic table. New table is coming in spring of 2026.
 - Mayor noted that the picnic table sitting next to the playhouse is broken. We will have public works replace this table.
- Assessment letters have gone out. Residents have 60 days to pay. Assessment legislation will be read in January of 2026 for those who do not pay.
- Planning Commission will be meeting next Wednesday to discuss zoning changes.
 - A public hearing will be held once Planning Commission has reviewed. We will pass legislation after that hearing is held.
- Board of Zoning Appeals met last night and discussed variances. They have passed both variance requests with stipulations.
- AES is in the process of removing poles.
- Social media post went out regarding the aggregate program. This contract will be for two and a half years.
- Admin Purdy is in the process of finalizing the budget. We will have the budget presentation at the next meeting.
- South Street OPWC application has been submitted. A revised version was also submitted for small government. These applications would be for 2027 funding.



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- Admin Purdy has reached out to Wilson regarding their sign and their land in front of the hotel. He is waiting to hear back about a meeting date.
- The fall newsletter is in process.
- Council discussed the legislation regarding refuse containers. They have requested Admin Purdy sends the legislation out ahead of the next meeting so they can discuss potential changes at our next meeting.
- Pat passed his waste water two test. He has his hours and has submitted for the certification.
- Councilmen Market noted that the stop signs are no longer flashing in the morning and may need batteries changed.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- The Mayor attended the Shelby County Mayors meeting on Monday. They discussed the petitions going around that would do away with property tax.
 - Our fire contracts are funded by property tax.
 - They discussed how the tax would need to be made up elsewhere (IE: Sales tax and income tax would increase).
- The Fort Loramie Mayor retires November 1st and the Russia Mayor will be retiring in December.
- The Joint Ambulance District met last week. They have been discussing a budget and what funds would be needed to staff a full time district. They would need 2.7 mills to fund. The board is preparing legislation. Legislation would allow them to send the millage request to the auditor.
- Mayors' hours will resume Saturday, October 11th and will be held from 9-11 am.
- The Fire Department's comedy night will be held on November 1st at the Palazzo.
- Good luck to the boy's varsity golf team at the State tournament.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

THIRD READING

ORDINANCE NO. 25-18: AN ORDINANCE VACATING A CERTAIN ALLEY IN THE VILLAGE OF BOTKINS, OHIO, AND DECLARING AN EMERGENCY

Motion to approve Ordinance No. 25-18: Petek – first; Roberts – second. All voted in favor - motion carried.

NEW BUSINESS

- The Police Department checked on the car on N Sycamore St. The tires are currently full and it has a valid license plate. Nothing can be done about the sitting car.

OLD BUSINESS

- Pole Maintenance – AES is in the process of removing poles.
- South Street Project – Will go out to bid at the end of this year.
- Village Investments – Discussed in Finance
- Zoning Code Updates – Planning Commission to meet October 16th.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, October 08, 2025 6:00 p.m.

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; Roberts - second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,



Hannah Paul - Fiscal Officer



Lance Symonds – Mayor

10/29/25

Approved



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, October 29, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, Kevin Market and Nick Greve.

Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda as presented: Brown – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE OCTOBER 8, 2025, MEETING

Motion to approve the minutes from the October 8, 2025, meeting as presented: Roberts – first; N. Greve – second. All voted in favor - motion carried.

GENERAL COMMENTS

SPECIAL GUESTS

COMMITTEE REPORTS

BCIC

- No updates.

JOINT RECREATION BOARD

- The board has been awarded the Sheets grant to cover painting pickleball lines and the four pickleball nets.
- Football squares are still for sale. Park board will be at Meyers Tavern on Thursdays selling them.

FINANCE/AUDIT

- Additional requests were received from the auditor. Everything has been sent to date. Unsure if any more requests will come through.
- Accounts have been opened with STAR Ohio for the Sheets and Stofers funds. These CDs matured today, and the transfer has been initiated.
- CD406644 matures on October 31st. CD rates were provided to council for review. Council made a motion to transfer the funds to STAR Ohio under the general account.

Motion to transfer funds from CD 406644 to the general account with STAR Ohio. N. Greve – first; Roberts – second. All voted in favor - motion carried.

- Payment has been received for phase II of the Hageman land. Council discussed and made motion to transfer these funds to the general account in STAR Ohio.

Motion to transfer funds from the sale of phase II of the Hageman land to the general account in STAR Ohio.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, October 29, 2025 6:00 p.m.

Roberts – first; N. Greve – second. All voted in favor - motion carried.

SERVICE

- Meeting next week. Mayor Symonds will not be able to attend.

FIRE & SAFETY

- Two quotes have been received for the grass truck. It looks like the truck may come in under budget.
- The state contract has been opened for the new police cruiser.
- Both the fire department and police department have been awarded Sheets grants to help offset some 2026 expenses.
- The footage that was requested through a public records request was 4.5 hours of footage. It took the police department 19.5 hours to compile the requested footage.
 - N. Greve asked what would need to be done to implement a fee. Admin Purdy stated that the Village would need to work closely with the solicitor. Legislation would need to be read out for the full three readings and after passed, would go into effect 30 days after passing. The solicitor is currently looking into laws and what other Villages do regarding fees for records requests.

VILLAGE ADMINISTRATOR'S REPORT

- The Verizon extender is not working. Admin Purdy is going to contact Verizon, but we may need to purchase a new one. In the meantime, Council was encouraged to call the office directly since phone calls are not going through to cell phones in the building.
- The backboards have been installed at Cole Park and the walls at Cole Field have been poured. The fencing will be re-installed after the coating is complete.
- The library was awarded a Sheets grant. The funds awarded will only cover a portion of the cost for the LED sign. They are going forward with the purchase and hope to fundraise the remaining funds.
- The Beautification Club was not awarded Sheets funding for the ice rink. A resident was kind enough to donate funds to cover the cost of the ice rink for Christmas in the Village.
- Admin Purdy received the quote to resurface the tennis courts at the Community Park. It would be \$28,000. Council previously discussed that if we are going to do the project to convert one court to a pickleball court, we need to do the project correctly. It has also been 10 years since this court was resurfaced. Council approved adding \$28,000 to the 2026 park budget.
- A public forum will be held at the Palazzo on November 6th at 6PM. The forum will be to discuss zoning changes. This information has been posted at our five posting locations.
- Most of the duplicate utility poles have been removed. Public works will be going around to take inventory of remaining poles.
- Regional planning funding could be used to re-surface our portion of 25A. Admin Purdy met with Choice One to go over engineering. This funding would be for a 2029 project.
 - We can still have the county apply for safety funding and we can apply for OPWC funding for this project.
- We have had inquiries to add a walking path down 25A that would cut over to Lock 2. Admin Purdy met with engineers and this project would require a larger right of way and a walking bridge to cross over 25A. The estimated cost of this project would be \$1.5 million. This is not something the Village is interested in currently.
- The OPWC application has been submitted for phase 2 of South St.
- Admin Purdy had a meeting with Adam Koenig. They discussed various grant options for youth baseball to apply to. They will work on applications this fall. The funding would be used for Cole Park projects.
- The Governors' Capital Grant will be opening soon. Admin Purdy plans to apply. More to come later.
- The advertisement has been sent to Sidney Daily News for the South St project. Opening bids on November 20th.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, October 29, 2025 6:00 p.m.

- Admin Purdy gave the budget presentation to Council. He highlighted the biggest expenses for 2026. He also discussed current fund balances and positions.
 - Our biggest focus areas will be grants, capital investments, debt retirement and infrastructure and QoL balances.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- The Joint Ambulance District meets November 6th at 7PM.
- Sidney has approved a data center to be built in Sidney. A data center will use a lot of resources (electric and water) and we can expect our utility expenses to increase. The Mayor is looking into possible ways that the Village can save on electricity use.
- Election day is November 4th and we have multiple council members that are up for re-election.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

EMERGENCY READING

RESOLUTION NO. 25-21: A RESOLUTION INCREASING APPROPRIATION OF THE 2025 BUDGET \$31,500 AND TO DECLARE AN EMERGENCY

Motion to waive three readings for Resolution No. 25-21: Brown – first; N. Greve – second. All voted in favor - motion carried.

Motion to approve Resolution No. 25-21: Petek – first; Roberts – second. All voted in favor - motion carried.

NEW BUSINESS

OLD BUSINESS

- Pole Maintenance – AES is in the process of removing poles. Public works will take inventory of remaining poles.
- South Street Project – Will go out to bid November 20th.
- Village Investments – Discussed in Finance
- Zoning Code Updates – Public Forum to be held on November 6th.

MOTION TO ENTER EXECUTIVE SESSION – POTENTIAL SALE OF REAL PROPERTY

Motion to enter executive session: Petek - first; Roberts - second. All in favor – motion carried.

MOTION TO RE-ENTER REGULAR SESSION

Motion to re-enter regular session: Petek - first; Roberts - second. All in favor – motion carried.

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; Market - second. All in favor – motion carried.

Meeting adjourned.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, October 29, 2025 6:00 p.m.

Respectfully Submitted,

Hannah Paul

Hannah Paul - Fiscal Officer

Lance Symonds

Lance Symonds – Mayor

11/12/25

Approved



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, November 12, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, Kevin Market, Lucas Greve and Nick Greve. Also in attendance: Village Administrator Randy Purdy and Fiscal Officer Hannah Paul.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda as presented: Roberts – first; Brown – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE OCTOBER 29, 2025, MEETING

Motion to approve the minutes from the October 29, 2025, meeting as presented: Petek – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE OCTOBER 2025 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the October 2025 financial statements and reports: Roberts – first; L. Greve – second. All voted in favor - motion carried.

MOTION TO ENTER EXECUTIVE SESSION – POTENTIAL SALE OF REAL PROPERTY

Motion to enter executive session: Petek - first; Roberts - second. All in favor – motion carried.

MOTION TO RE-ENTER REGULAR SESSION

Motion to re-enter regular session: L. Greve - first; Petek - second. All in favor – motion carried.

GENERAL COMMENTS

SPECIAL GUESTS

- Megan Lewis of Sidney Daily News

COMMITTEE REPORTS

BCIC

- No updates.

JOINT RECREATION BOARD

- Football squares are still for sale. Park board will be at Meyers Tavern on Thursdays to sell squares.

FINANCE/AUDIT

- All funds that council motioned to move to STAR Ohio have been transferred.
- We have a CD that matures December 4th. We will review rates at our next meeting.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, November 12, 2025 6:00 p.m.

- Fiscal Officer Paul emailed the auditor for an update. They responded that they would get her a status update soon.

SERVICE

- No updates.

FIRE & SAFETY

- Next meeting will be held on November 24th at 6PM.

VILLAGE ADMINISTRATOR'S REPORT

- Our last council meeting of November is the night before Thanksgiving. Admin Purdy asked if council would be willing to move that meeting. Council agreed to move the meeting to Monday the 24th at 7PM.
- Bill Miller has retired from crossing guard duties. The school is looking for someone to take over as crossing guard.
- A public forum was held regarding our zoning code changes. The first reading of legislation is on the agenda tonight.
- A streetlight had to be repaired in the Hageman subdivision.
- Bids open for phase I of the South St project open on November 20th.
- Admin Purdy and Pat have been working with engineers regarding elevation of the street in phase II of Hageman Woods.
 - We will likely have a third party come in and do compaction testing to verify compaction of the ground before street work begins.
- Baseball grants open at the beginning of December so Admin Purdy will be assisting Youth Baseball with applications.
- He is also working on an application for the industrial grant.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- There will be a beer and wine tasting event at the Palazzo on November 25th.
- The Joint Ambulance District met last week and voted to send certifying results to the auditor. They will be requesting 2.7 mils. This would remove and replace existing millage that the Villages and Townships currently have.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

FIRST READING

ORDINANCE 25-22: AN ORDINANCE AMENDING THE RENTS AND CHARGES FOR WATER USE AND DISTRIBUTION AND SEWERAGE SERVICES TO RESIDENTS AND COMMERCIAL ESTABLISHMENTS LOCATED WITHIN THE MUNICIPAL CORPORATION LIMITS OF THE VILLAGE OF BOTKINS AND TO USERS OF THE VILLAGE'S WATER DISTRIBUTION AND SEWERAGE SYSTEMS WHO RESIDE OUTSIDE THE MUNICIPAL CORPORATION LIMITS OF THE VILLAGE.

ORDINANCE 25-23: ANNUAL APPROPRIATION ORDINANCE



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, November 12, 2025 6:00 p.m.

ORDINANCE 25-24: AN ORDINANCE AMENDING AND RESTATING THE ZONING REGULATIONS OF THE VILLAGE OF BOTKINS, OHIO

NEW BUSINESS

OLD BUSINESS

- Pole Maintenance –Public works will take inventory of remaining poles.
- South Street Project – Will go out to bid November 20th.
- Village Investments – Nothing until December 4th
- Zoning Code Updates – First reading of legislation for zoning changes on agenda tonight.

MOTION FOR ADJOURNMENT

Motion to adjourn: Roberts - first; L. Greve - second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

11/24/25

Approved



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Monday, November 24, 2025 7:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, and Kevin Market. Also in attendance: Village Administrator Randy Purdy and Fiscal Officer Hannah Paul.

APPROVAL OF THE AGENDA

Motion to amend the evening's agenda to include Resolution No. 25-25: Brown – first; Petek – second. All voted in favor - motion carried.

Motion to approve the evening's amended agenda: Roberts – first; Market – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE NOVEMBER 12, 2025, MEETING

Motion to approve the minutes from the November 12, 2025, meeting as presented: Market – first; Petek – second. All voted in favor - motion carried.

GENERAL COMMENTS

SPECIAL GUESTS

COMMITTEE REPORTS

BCIC

- No updates.

JOINT RECREATION BOARD

- Football squares are still for sale. Park board will be at Meyers Tavern on Thursdays to sell squares.

FINANCE/AUDIT

- We received feedback on the audit. There were four findings, two from 2023 and two from 2024. All findings were related to misclassification of revenue funds. For any state funds received that do not fall into specific categories like local government or gasoline tax, those funds need to be deposited to an "intergovernmental" revenue line. We will be creating this miscellaneous intergovernmental line for each fund.
- We have a CD maturing on December 4th. Fiscal Officer Paul did not bring any interest rates because she was unsure how rates would change with the change in months. Council discussed and decided to have the funds moved to STAR Ohio once the CD matures.

Motion to move funds from CD 406910 to STAR Ohio once the CD matures. Roberts – first; Petek – second. All voted in favor - motion carried.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Monday, November 24, 2025 7:00 p.m.

SERVICE

- Meets next Wednesday.

FIRE & SAFETY

- Meeting was rescheduled for November 25th at 6pm.

VILLAGE ADMINISTRATOR'S REPORT

- Bids for South Street came in less than expected.
 - Council discussed all alternate bids. They have declined alternates one and two and have accepted three through nine.
 - \$696,724.50 is the total bid with accepted alternates.
- Council may need to meet for a special meeting in December to approve a plat map.
- OPWC funding should be awarded in the spring of 2026. This would go toward Phase II of South Street.
- Admin Purdy is looking for funding and grant options for the industrial park.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- Christmas in the Village will be held on December 7th. Activities will be held all day long.
- 2026 committee assignments will be announced at our next meeting.
- The Mayor will be out of town from Saturday – Thursday.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

EMERGENCY READING

RESOLUTION NO. 25-25: A RESOLUTION ACCEPTING THE LOWEST AND BEST BID FOR THE SOUTH STREET PHASE I PROJECT, AND DECLARING AN EMERGENCY

Motion to waive three readings for Resolution No. 25-25: Roberts - first; Brown- second. All in favor – motion carried

Motion to approve Resolution No. 25-25: Petek - first; Roberts- second. All in favor – motion carried

SECOND READING

ORDINANCE NO 25-22: AN ORDINANCE AMENDING THE RENTS AND CHARGES FOR WATER USE AND DISTRIBUTION AND SEWERAGE SERVICES TO RESIDENTS AND COMMERCIAL ESTABLISHMENTS LOCATED WITHIN THE MUNICIPAL CORPORATION LIMITS OF THE VILLAGE OF BOTKINS AND TO USERS OF THE VILLAGE'S WATER DISTRIBUTION AND SEWERAGE SYSTEMS WHO RESIDE OUTSIDE THE MUNICIPAL CORPORATION LIMITS OF THE VILLAGE.



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Monday, November 24, 2025 7:00 p.m.

ORDINANCE NO 25-23: ANNUAL APPROPRIATION ORDINANCE

ORDINANCE NO 25-24: AN ORDINANCE AMENDING AND RESTATING THE ZONING REGULATIONS OF THE VILLAGE OF BOTKINS, OHIO

NEW BUSINESS

OLD BUSINESS

- Pole Maintenance –Public works will take inventory of remaining poles.
- South Street Project – Lowest bid was accepted.
- Village Investments – Can remove this going forward since all funds have been moved to STAR Ohio.
- Zoning Code Updates – Second reading of legislation for zoning changes on agenda tonight.

MOTION FOR ADJOURNMENT

Motion to adjourn: Roberts - first; Petek- second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

12/10/25

Approved



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, December 10, 2025 6:00 p.m.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / INVOCATION

Mayor Lance Symonds called the meeting to order at 6:00 p.m. Pledge of Allegiance and Invocation followed.

ROLL CALL

Members answering roll call: Craig Brown, Jake Roberts, Christian Petek, Nick Greve, Lucas Greve and Kevin Market. Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

APPROVAL OF THE AGENDA

Motion to approve the evening's agenda as presented: Brown – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE MINUTES FROM THE NOVEMBER 24, 2025, MEETING

Motion to approve the minutes from the November 24, 2025, meeting as presented: L. Greve – first; Roberts – second. All voted in favor - motion carried.

APPROVAL OF THE NOVEMBER 2025 FINANCIAL STATEMENTS AND REPORTS

Motion to approve the November 2025 financial statements and reports: Brown – first; Market – second. All voted in favor - motion carried.

GENERAL COMMENTS

SPECIAL GUESTS

COMMITTEE REPORTS

BCIC

- The BCIC will need to meet to sign a certificate of action for land sale.

JOINT RECREATION BOARD

- All football squares were sold and winners were awarded.

FINANCE/AUDIT

- Funds from CD 406910 have been moved to STAR Ohio.

SERVICE

- No updates.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, December 10, 2025 6:00 p.m.

FIRE & SAFETY

- Specs for the grass truck were presented. The truck came in just under budget. There is potential for the cost to increase if any changes are needed. The committee will be going to Michigan to examine the truck.
 - The lead time is six to seven months.
 - If council approves the specs, the agreement can be signed so construction can begin.
 - Half of funding will be due when the chasey arrives and the other half will be due when the truck is complete.
 - There is potential for additional funding from the committee and Sheets in the event the budget is exceeded.
 - Council made motion to approve the specs.

Motion to approve the fire grass truck specs and enter into an agreement, not to exceed budget of \$200,000: Roberts - first; N. Greve- second. All in favor – motion carried

VILLAGE ADMINISTRATOR'S REPORT

- Pre-Construction meeting for South Street will be held after the first of the year.
- Planning Commission met and approved the plat map for potential land sale.
 - Council made motion to approve the plat map.

Motion to approve plat map: N. Greve - first; Brown- second. All in favor – motion carried

- There is legislation on the agenda tonight that would transfer land to the BCIC for a land sale.
- Council discussed and made motion to waive December 31st, 2025, Council Meeting.

Motion to waive December 31st, 2025, Council Meeting: Petek - first; Roberts- second. All in favor – motion carried

- There was a small water leak on the north end of town that public works has fixed. The sidewalk will not be poured until the weather warms.
- Our zoning designation project will begin in the new year. There are 400+ properties that need to be re-zoned.
 - Admin Purdy is working on a list of properties.
 - A public forum will be held.
 - The re-zoning will not affect property tax for any residents.

Purdy closed the Admin Report pending any Council Questions – Nothing was heard.

MAYOR'S NOTES

- Mayor's hours will be held this Saturday from 9-11am at the Village office.
- The Mayor will be attending the DARE program tomorrow.
- He will be interviewing a potential candidate to join our Auxiliary Police team.
- The joint ambulance district met and voted to send levy to the ballot. The issue will be on the spring ballot.
- He will be attending the Shelby County Mayor's Meeting on December 29th.
- No changes are being made to the 2026 committee assignments.
 - Christian Petek will be the chair for fire and safety.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, December 10, 2025 6:00 p.m.

EMERGENCY READING

ORDINANCE NO. 25-26: AN ORDINANCE DETERMINING THAT PARTICULAR LAND LOCATED IN THE VILLAGE BOTKINS IS NO LONGER NEEDED AND AUTHORIZING THE BCIC TO ENTER INTO AGREEMENT WITH TRED PROPERTIES, LLC, REPEALING ALL OTHER ORDINANCES PERTAINING TO SAID LAND, AND DECLARING AN EMERGENCY

Motion to waive three readings for Ordinance No. 25-26: Roberts - first; Petek- second. All in favor – motion carried

Motion to approve Ordinance No. 25-26: Roberts - first; N. Greve- second. All in favor – motion carried

RESOLUTION NO. 25-27: A RESOLUTION INCREASING APPROPRIATION OF THE 2025 BUDGET \$22,600 AND TO DECLARE AN EMERGENCY

Motion to waive three readings for Resolution No. 25-27: L. Greve - first; Roberts- second. All in favor – motion carried

Motion to approve Resolution No. 25-27: Petek - first; Brown- second. All in favor – motion carried

THIRD READING

ORDINANCE NO 25-22: AN ORDINANCE AMENDING THE RENTS AND CHARGES FOR WATER USE AND DISTRIBUTION AND SEWERAGE SERVICES TO RESIDENTS AND COMMERCIAL ESTABLISHMENTS LOCATED WITHIN THE MUNICIPAL CORPORATION LIMITS OF THE VILLAGE OF BOTKINS AND TO USERS OF THE VILLAGE'S WATER DISTRIBUTION AND SEWERAGE SYSTEMS WHO RESIDE OUTSIDE THE MUNICIPAL CORPORATION LIMITS OF THE VILLAGE.

Motion to approve Ordinance No. 25-22: Petek - first; Roberts - second. All in favor – motion carried

ORDINANCE NO 25-23: ANNUAL APPROPRIATION ORDINANCE

Motion to approve Ordinance No. 25-23: Market - first; Roberts - second. All in favor – motion carried

ORDINANCE NO 25-24: AN ORDINANCE AMENDING AND RESTATING THE ZONING REGULATIONS OF THE VILLAGE OF BOTKINS, OHIO

Motion to approve Ordinance No. 25-24: Roberts - first; Brown- second. All in favor – motion carried

NEW BUSINESS

- The Village employees will be going to Christmas lunch on December 19th.



Village of Botkins Council Meeting
Administration Bldg. – Council Chambers
Wednesday, December 10, 2025 6:00 p.m.

OLD BUSINESS

- Pole Maintenance – An updated list has been sent to AES.
- South Street Phase II Project – We have been selected to go on to small government for funding.
- Zoning Code Updates – Third reading of legislation for zoning changes on agenda tonight.

MOTION TO ENTER EXECUTIVE SESSION – POTENTIAL SALE OF REAL PROPERTY

Motion to enter executive session: L. Greve - first; N. Greve - second. All in favor – motion carried.

MOTION TO RE-ENTER REGULAR SESSION

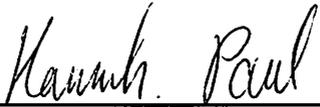
Motion to re-enter regular session: Petek - first; Roberts - second. All in favor – motion carried.

MOTION FOR ADJOURNMENT

Motion to adjourn: Petek - first; Roberts - second. All in favor – motion carried.

Meeting adjourned.

Respectfully Submitted,



Hannah Paul - Fiscal Officer



Lance Symonds – Mayor

1/14/26

Approved