



Village of Botkins Council Meeting

Administration Bldg. – Council Chambers

Wednesday, March 25, 2026 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, Kevin Market, Jake Roberts and Christian Petek. Also in attendance: Village Administrator Randy Purdy, Fiscal Officer Hannah Paul and Attorney Jason This.

Nick Greve arrived at 6:20, after roll call and approval of the agenda and minutes.

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 MARCH 10, 2026, MEETING

Motion to approve the minutes from the March 10, 2026, meeting as presented: Market – first; Petek – second. All voted in favor - motion carried.

GENERAL COMMENTS

SPECIAL GUESTS

- Nancy Stutsman was in attendance on behalf of the Beautification Club. They are looking to apply for the Sheets Grant and would like to purchase an artificial Christmas tree. She provided a quote to council. Her plan was to apply for the fall grant, but Council asked if she could get a second quote and apply for the spring grant. She said she would try to work on it, but the deadline is Monday. She also asked that Pat reaches out to Jackson Center and ask about their satisfaction with the tree they purchased, as she plans to go through the same company. Council approved moving forward with the application.

COMMITTEE REPORTS

BCIC

- No updates.

JOINT RECREATION BOARD

- The annual Easter Egg hunt will be on April 4th at 3:30.
- The board discussed the project for additional storage at the softball field and they had no objection.
- They discussed concrete curbing around the playground at the Community Park and plan to apply for the fall Sheets Grant.
- They were informed about the grant application that Admin Purdy submitted that would replace all fencing at the community park.
- They will be hosting breakfast at Carousel. They plan to move their set up closer to the picnic tables.
- Admin Purdy advised that the pickleball courts will be painted in June and we will need the pickleball nets buy then.



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FINANCE/AUDIT

- Fiscal Officer Paul attended a session at the Local Government Conference where they discussed diversifying your investments. We currently have all our excess funds invested with STAR Ohio. She provided CD rates for various institutions. After reviewing, Council did not feel the need to invest in a CD at a lower rate. They did, however, ask we add “STAR Ohio Investments” to old business and asked that she provides the current daily rate on each agenda moving forward.
- Councilman Petek reviewed the email from the State regarding the conclusion of the audit and noted an unresolved finding from 2022, which was also cited again in 2023 and 2024. Paul investigated and determined the issue was due to State funds being deposited into the “miscellaneous general” fund instead of the “intergovernmental” fund as required. She has since created intergovernmental codes for each fund based on the 2023 and 2024 findings. Paul also noted that the audit was not finalized until the end of October 2025, so it is possible an additional finding may be issued for misclassified funds at the beginning of 2025. However, going forward, all items will be classified appropriately.

SERVICE

- The next meeting will be held on Wednesday, April 1st.

FIRE & SAFETY

- The next meeting will be held on Monday, March 30th. The meeting will be held at the fire department.

VILLAGE ADMINISTRATOR’S REPORT

- Admin Purdy received a call from Craig at Access Engineering regarding points for the South Street project. Mote & Associates did not obtain points. This should have been part of the engineering phase. Access is working on this now, but it will take about two weeks, pushing our start date.
 - PAB Construction has asked if, in the meantime, they can do another project that will take roughly six weeks.
 - Our new start date is now going to be around the end of May or early June.
 - Access is going to get pins for phase 2 as well, while they do the survey work for phase 1.
 - Access spoke with Mote and they stated they were unaware that pins had not been set.
 - PAB believes our project will take eight weeks, still ahead of our substantial completion date of October 31st.
 - The positive to this is that the project end date will be at a better time for planting grass.
 - Admin Purdy will do an updated social media post to keep residents informed.
 - The hotel has agreed to allow PAB to park their equipment in the back gravel lot.
- Admin Purdy attended the tax incentive review meeting in Sidney. All recommendations are to continue except for one:
 - Air Tow has not paid their pilot to the school for 2025. Their tax incentive is to continue, given they pay this.
 - Purdy informed the committee of the news that Air Tow will be leaving Botkins.
- There were roughly 40 attendees at the zoning public forum.
 - A resident approached Purdy and asked if we would not change his three parcels (from zone 2 to zone 1). Parcels in question are 110232480007, 110233354001 and 110233354002.
 - Council had no objection and made motion to adopt re-zoning.

Motion to adopt re-zoning with the changes to parcel numbers 110232480007, 110233354001 and 110233354002, and to approve the zoning changes: N. Greve – first; Roberts – second. All voted in favor - motion carried.



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- Re-doing the backstop at Cole Field is in the 2026 budget.
 - Admin Purdy noted that, if we are re-doing the backstop, this would be the best time to re-do the steps/stands as well.
 - We need to make an amendment to the 2026 budget.
 - He would like to get quotes from Dan on how much extra this would cost.
 - No objections from council to move forward with quotes.
- Purdy will be going around town to make notes of nuisance violations.
- The telephone box discussed at our last council meeting, along the park lane, can be removed.
- The alarm system at the park is out of life cycle. Purdy noted that we do have cameras out there and asked council if it was necessary to upgrade the alarm system.
 - Council agreed that cameras were sufficient.
- Purdy has reached out to ODOT regarding when they will be cleaning up the exit ramps for I75.
- Egbert wants to add stone, flowers, “BOTKINS” and a trojan head to their area of the exit ramp. It would be seen from the park. It is an FFA project.
 - Council would like to see some ideas for the project.
- Street sweeping will take place in April and again in June, ahead of Carousel.

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

MAYOR’S NOTES

- The first public forum for the Joint Ambulance District was held in Anna. The next meeting will be in Jackson Center on April 6th and then in Botkins on April 20th.
- The Mayor will be attending the Shelby County Mayors’ meeting on March 30th.

ORDINANCES / RESOLUTIONS

Ordinances / Resolutions were read by title.

SECOND READING

ORDINANCE NO. 26-07: AN ORDINANCE APPROVING THE COMMUNITY REINVESTMENT AREA AGREEMENT WITH D & T BERGMAN PROPERTIES, LLC, AND DECLARING AN EMERGENCY

RESOLUTION NO. 26-08: A RESOLUTION ADOPTING A PUBLIC RECORDS POLICY AND A POLICE VIDEO RECORDS POLICY FOR THE VILLAGE OF BOTKINS

NEW BUSINESS

- Councilmen Brown was approached by a resident regarding truck traffic on Hickory Street. Resident complains that trucks are running over his rocks. He would like Council to make this area restricted for truck traffic.
 - We cannot restrict trucks on this road because they make deliveries to the water plant.
 - Council reviewed and the rocks are in the right-of-way.
 - Council proposed removing these rocks and widening the corner. They will take the discussion to Service next week.
- Councilmen N. Greve wanted to discuss the idea of re-directing traffic during interstate shutdowns so that 25A through town does not become a parking lot.
 - While we do have the authority to limit traffic in these events, we would limit traffic for everyone, including residents.



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OLD BUSINESS

- Pole Maintenance – An updated list has been sent to AES. Waiting for updates from them.
- South Street Phase II Project – We should not get an update on funding until late spring.
- Zoning Code Updates – This can now be removed from old business.

MOTION FOR ADJOURNMENT

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

Meeting adjourned.

Respectfully Submitted,

Hannah Paul - Fiscal Officer

Lance Symonds – Mayor

4/8/26

Approved