

## **Arcadia Village Council Meeting Minutes**

### **November 10<sup>th</sup>, 2025**

Arcadia Village Council met for regular session on November 10<sup>th</sup>, 2025, at the Town Hall located at 104 South Gibson Street Arcadia, Ohio at 7:00 P.M. Mayor Brian Fink called the meeting to order. All present recited the Pledge of Allegiance to the Flag.

**Roll Call Attendance:** Mayor; Brian Fink. Voting Council Members: Angela Kimble, Rhonda Dingelstedt, Jennifer Bowman, Aadam Duckett, Stephanie Balderson and Chester Balderson. Village Administrator; Mark Bowman; Village Administrator, John Filkins; Solicitor and Fiscal Officer; Amie Clouse was present.

**Residents in Attendance:** Carol McDonald, Vi Fink, Jeff Hanna, Vicki Simon, Nathan Simon, Michelle Hengsteler, Nan Boone, Teresa Margraf, Tom Ducat, Seth Jacomet, Simone Jacomet, Shelley Hill, Jerry Weaver and Michelle Santa Cruz.

**Guests in Attendance:** Eric Metcalfe and Ruthie Tong

**Minutes:** Mayor Brian Fink asked for a motion to forgo the reading of the October 13<sup>th</sup>, minutes. He explained that there were some minor corrections, Mr. to Mrs. and given. Stephanie Balderson made a motion to forgo the reading of the October 13<sup>th</sup>, 2025 minutes. Angela Kimble seconded the motion. Roll call 6-0. All in favor. Motion passes.

Mayor Fink asked for a motion to accept the October 13<sup>th</sup> minutes with corrections. Rhonda Dingelstedt made a motion to accept the October 13<sup>th</sup>, 2025 minutes with corrections. Chester Balderson seconded the motion. Roll call vote 6-0. All in favor, motion carried.

**Bills:** Mayor Fink asked for a motion to pay the October bills. Stephanie Balderson made a motion to pay the bills. Chester Balderson seconded the motion. All in favor. Roll call vote 6-0. Motion carried.

**Resident Concerns:** Tom Ducat was in attendance to ask if the speed limit on West Fremont Street/ Route 12 could be slowed down, especially by the school. Mayor Brian Fink explained that he has spoken to Mr. Bowman, Deidra Miller with ODOT and a state representative to change the speed limit here. Mayor Fink explained that it would be a very slow process. Mr. Bowman also explained some details about the speed limit rules. They would like to see the 35-mph change at the west end of the village. Mayor Fink also explained that he has witnessed drivers slow down when they see the flashing speed sign.

Carol McDonald was in attendance to inform the council that students are speeding down Farmers Lane and the alley off of South Main to Farmers Lane again. She asked if someone would reach out to Mr. Golden about speaking to the students about speeding down this road. She also thanked Mrs. Clouse, Mrs. Tong and Mrs. Hengsteler for bringing donuts from Heart and Soul for the people making noodles. She also wished Mayor Fink a Happy Birthday,

**Guest Concerns:** Eric Metcalfe explained that he was in attendance to ask the council to change the zoning on lot 76. This lot is currently zoned residential. Mr. Metcalfe was in attendance in case anyone had any questions. Mrs. Clouse explained that she had put the public notice for this matter in the newspaper. Mrs. Kimble asked to clarify that the lot in question was where a house had been removed on South Street. Mr. Metcalfe explained that was true. Mayor Fink asked if anyone would like to make a motion to accept the change. Chester Balderson made a motion to change zoning to lot 76 from residential to light industry. Jennifer Bowman seconded the motion. All in favor. Roll call, 5-0 motion carried. Aadam Duckett abstained from the vote.

**Administrator Report:** Mark Bowman presented the report for receipts and expenditures for October 2025:

	<u>Receipts</u>	<u>Expenditures</u>	<u>Gain/Loss</u>
Water	\$49,035.19	\$21,795.49	+\$25,239.49
Sanitary Sewer	\$13,150.66	\$6,072.62	+\$7,078.04
Electric	\$59,017.20	\$56,409.34	+\$2,607.86

49 delinquent accounts: \$15,156.00

0 residents were disconnected for nonpayment.

**Water:** The village will be sending out letters to businesses that are required to install backflow devices. This is a requirement from the EPA.

**Sanitary Sewer:** The pumps are working and running properly.

**Electric:** There were a couple of power outages. One was due to a vehicle accident, the other was a squirrel.

**Streets:** Mr. Bowman explained that they are still picking up leaves and reminded everyone to keep the sticks out of the leaves as they get stuck in the leaf vector.

**Other:** nothing to report

**Fiscal Officers Report:** Amie Clouse prepared the following reports for the council: Appropriation Status, Revenue Status, Cash Summary by Fund, and the monthly fund balance.

<u>For September</u>	<u>Beginning Balance</u>	<u>Ending Balance</u>
General fund:	\$436,756.43	\$442,970.48
Streets:	\$206,872.19	\$213,033.14
Highway:	\$17,170.36	\$17,374.66
Storm Sewer:	\$143,052.20	\$143,052.74
Permissive Tax:	\$11,200.31	\$11,451.59
ARPA Coronavirus:	\$9,730.89	\$9,730.89
Heart and Soul:	\$57,055.90	\$49,306.41
Water:	\$223,147.05	\$248,386.54
Sanitary Sewer:	\$238,618.59	\$245,696.63
Electric:	\$993,589.07	\$996,196.93
Enterprise Deposits:	\$17,931.90	\$18,931.90
Enterprise Improvement:	\$122,562.35	\$123,672.90

Mrs. Clouse presented the council with Resolution 2025-G to authorize the administrator to contract with Rayle's Signal Restoration to purchase and install a new street signal light and not to exceed \$65,000. Mrs. Clouse also explained to the council that Mr. Bowman asked if the electric fund could be used to pay for the traffic light. Mrs. Clouse reached out to a former auditor and current fiscal officer for a second opinion and they agreed that this would not be an allowable use of the electric fund. Mrs. Clouse reminded the council that the cost would be split between the general fund and the streets.

Mrs. Clouse stated that she was going to remind the finance committee to meet to discuss raises. She explained that the committee had already met.

Mrs. Clouse then explained to the council and residents that at a meeting for new council members it was mentioned that \$20,000 was lost. She further explained that this was a loss in a specific fund because the village had spent \$20,000 more than it made. She further explained that she reviewed the records and the only monthly loss of this amount was in the electric fund that had some extra cost from Hancock Wood electric that contributed to the high loss to that fund. Mr. Balderson stated that Mrs. Clouse should not call it a loss as it is confusing. Mrs. Clouse agreed and explained that the Village spent more in the fund than they made in a month.

Mr. Balderson explained that a resident spoke to him about the date that was on the utility bill. The billing for October was mailed out with the November due date of 11/17/25. The resident paid the bill on the 17<sup>th</sup> instead of the 15<sup>th</sup> and received a late fee. The resident is asking to have the late fee removed under these circumstances. Mrs. Clouse further explained the confusion. Aadam Duckett explained that the late fee should be removed if the bill had the wrong date on it. All of the council agreed. The late fee will be removed from their billing.

**Mayor Report:** Mayor Fink reported that he is still waiting for more information about the building that is scheduled to be removed. He will update everyone when he has more information.

Mayor Fink asked for a motion to pass Resolution 2025-G to authorize the administrator to contract with Rayle's Signal Restoration to purchase and install a traffic signal system and not to exceed \$65,000. Chester Balderson made a motion to accept 2025-G. Rhonda Dingelstedt seconded the motion. Roll call, 6-0. All in favor, motion passed.

Mayor Fink also reported that he spoke with the school about their camera system. He explained that our system is a lot newer than what they use and did not have information about a newer system. Mayor Fink will get Mr. Bowman with the IT person at the school and work on the IT/ camera project with him.

**Solicitor Report:** John Filkins presented the council with a draft resolution adopting a video surveillance policy. He asked the council to review the document by the next council meeting and to let him know of any questions, revisions or suggestions as the policy is a work in progress. Mr. Filkins asked how the information will be stored and for how long. Mr. Bowman explained that he would look into it. Mr. Filkins asked if the new system would be in place by the next meeting. Mr. Bowman could not guarantee this as he will be coordinating with the school and mayor to gather more information.

**Building Inspector:** Shelley Hill presented the council with the results of the variance meeting for Jerry Weaver to build an accessory building that exceeded the building requirements for height limits. Mrs. Hill explained that the building will not cause any issues and is not blocking anything. Jeff Hanna presented the council with the vote from the meeting. He explained the vote was 5-0 in favor of permitting Mr. Weaver to be permitted to complete his building with the extended height to the side walls. Mrs. Clouse asked if the members had a copy of the minutes from their meeting. Mr. Hanna explained that they did not. Solicitor John Filkins asked for more information about the nature of the variance. It was explained that the height limit was 14ft. Mr. Weaver's side walls to his building will be 14ft and the height of the building is measured from the middle point between the peak of the roof and the bottom of it, to the ground. Mr. Filkins also asked if the committee provides minutes from the variance meeting. Mrs. Hill explained that Mrs. Berning completed the minutes but was home sick. Mrs. Balderson asked Mayor Fink if he spoke with the building inspector Scott Lute. Mayor Fink explained that he did and that Mr. Lute found information stating the variance meeting did not need notice 30 days in advance. Mrs. Balderson asked if the meeting had been posted in the newspaper. Mrs. Clouse stated that it had. Mr. Filkins asked the variance meeting minutes to be turned in to have on hand to support why the variance was recommended to be accepted. Mrs. Balderson asked if the village needed the records from all of the variance meetings. Mr. Filkins asked if they are not regularly received? Mrs. Clouse explained that she had received some of the meeting from the variance committee meeting but had not yet received all of them. She did not have all of the minutes from the Barb Ebersole meetings.

Chester Balderson made a motion to accept the recommendation from the variance committee to allow Mr. Weaver to complete the accessory building to exceed the height limit with the requested height. Angela Kimble seconded the motion. Aadam Duckett asked to clarify that the height was the only matter that needed a variance. All in favor. Roll call 6-0. Motion carried.

**Old Business:** no old business

**New Business:** Mr. Bowman has an application for a new employee. He recommended posting the job opening and talking about it again at the next meeting.

Stephanie Balderson recently attended a Lion's Club meeting. She was not sure how to address the topic of Lions Club expectations. She asked if the Lion's club had come up with a check list of what they would like to have taken care of inside and outside of the building during events. She was interested in working to define expectation and working with the Lion's Club, the village and Heart and Soul. Vicki Simon, Lions Club Vice President, explained that this was not a topic that concerns the village. Instead, Mrs. Simon explained that this was between the Lion's Club and Heart and Soul and not a topic to be addressed at a council meeting. Michelle Hengsteler, Lion's Club President, explained that at the last Lion's Club meeting members voted on a time frame to have decorations taken down after the tree lighting event. She also explained that the building is available for the event and a few days prior for decorating and some members have volunteered to help. Mrs. Simon stated that the council should not have anything to do with this topic and should stay out of it and they would likely make it worse. Mrs. Hengsteler thanked Mrs. Balderson for coming to the Lions club meeting to talk about the topic.

**Executive Session:** Mayor Fink asked for a motion to go into executive session. Stephanie Balderson made a motion to go into executive session for appointment, dismissal, promotion, demotion or compensation for a public employee including the council, mayor, solicitor, administrator and fiscal officer. Chester Balderson seconded the motion. All in favor. Roll call, 6-0. Motion carried. Executive session started at 7:30 p.m. Mrs. Balderson excused the session members to the main office for the session.

Chester Balderson made a motion to come out of executive session. Angela Kimble seconded the motion. Roll call, 6-0. All in favor, motion carried. The executive session ended at 7:48. Angela Kimble reported that the finance committee met and they recommended a 3% rate increase to all employees. Mayor Fink asked for a motion to give all employees a 3% raise that will go into effect for the first payroll of 2026. Aadam Duckett made a motion to accept the 3% pay raises for all employees. Chester Balderson seconded the motion. Roll call, 6-0. All in favor, motion carried.

**Adjourn:** Mayor Brian Fink asked for a motion to adjourn. Stephanie Balderson made the motion to adjourn the meeting. Jennifer Bowman seconded the motion. Roll call 6-0. All in favor, the meeting was adjourned at 7:50 p.m.

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Fiscal Officer, Amie Clouse

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Mayor Brian Fink