

Arcadia Village Council Meeting Minutes December 8th, 2025

Arcadia Village Council met for regular session on December 8th, 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.; John Filkins; Solicitor and Fiscal Officer; Amie Clouse was present. Village Administrator; Mark Bowman was absent.

Residents in Attendance: Carol McDonald, Vi Fink, Jeff Hanna, Karen Hanna, Vicki Simon, Nathan Simon, Michelle Hengsteler, Nan Boone, Teresa Margraf, Simone Jacomet, Shelley Hill, Craig Moore and Michelle Santa Cruz.

Guests in Attendance: no guest in attendance

Minutes: Mayor Brian Fink asked for a motion to forgo the reading of the November 10th, minutes. Stephanie Balderson made a motion to forgo the reading of the November 10th, 2025 minutes. Chester Balderson seconded the motion. Roll call 6-0. All in favor. Motion passes. Mayor Fink asked for a motion to accept the November 10th minutes. Chester Balderson made a motion to accept the November 10th, 2025 minutes. Angela Kimble seconded the motion. Roll call vote 6-0. All in favor, motion carried.

Bills: Mayor Fink asked for a motion to pay the November bills. Rhonda Dingelstedt made a motion to pay the bills. Jennifer Bowman seconded the motion. All in favor. Roll call vote 6-0. Motion carried.

Resident Concerns: Nan Boone was in attendance to inform the council that kids are leaving the school parking lot and turning right when they are not permitted to. Then they speed down Farmers Lane. Mrs. Boone explained that she had videos of speeding and not stopping at the stop sign. Mayor Fink explained that he would share the videos with the faculty at the school. He explained that if the car can be recognized then the school can address it. Mr. Balderson explained that after students leave the school parking lot there is not anything the school can do, they do not have any authority after students leave the school grounds. Mayor Fink will look into the issue. This may be an issue for the sheriff to address.

Guest Concerns: no guest concerns

Administrator Report: Stephanie Balderson read the report Mark Bowman prepared for receipts and expenditures for November 2025:

	<u>Receipts</u>	<u>Expenditures</u>	<u>Gain/Loss</u>
Water	\$44,862.38	\$28,694.51	+\$16,167.87
Sanitary Sewer	\$9,715.20	\$10,443.07	-\$727.87
Electric	\$52,442.25	\$61,927.66	-\$9,485.41

36 delinquent accounts: \$8,757.38

0 residents were disconnected for nonpayment.

Water: The pumps are working and have been flushing hydrants. The back flow inspections are done and a couple of businesses in town need to have back flow devices installed. Council needs to set a time frame for installation to be completed.

The Scada system needs to be upgraded at the water lift station. The EPA identified a security threat to the current Scada system.

Sanitary Sewer: The pumps are working and running properly.

Replacement of Blow off Valves on the forced main going into Findlay along State Route 12 west needs to be replaced as soon as possible. Findlay Water and Sewer has stated that they would help if needed.

Electric: A couple of poles in town need to be replaced. The final upgrade to the electric system needs to get started. The electric upgrade is located behind homes (south) on the west side of Route 12. The trees and brush have been removed from the area.

The administrator also would like council to make a motion to have Hancock Wood Electric install the auto Recloser System to provide protection to village infrastructure and linemen. He wanted to remind the council that Andy Fisher, the Vice President of Engineering and operations, spoke to the council a few months ago. He had the quote with his recommendations highlighted.

Streets: Plows are on and ready for snow.

Other: He submitted a recommendation for an auto switch generator for the office and shop.

Cameras are ordered for the town hall.

Mr. Bowman requested that Mrs. Balderson read a letter he had provided to the council and village residents.

Mrs. Balderson passed the quote to the recloser quote to electric. Mr. Filkins asked for more information about the recloser system. Mrs. Clouse explained that a recloser is a type of circuit breaker, the system will have the ability to manage and isolate power outage. The system is not a requirement but instead a recommendation for safety. The cost for the system was approximately \$88,000. Mrs. Clouse explained that Mr. Bowman reached out to AMP but they were unable to provide him with a quote. Teresa Margraf explained that there were other options to get quotes. Mrs. Balderson further explained that this was a recommendation from Hancock Wood and AEP.

Mr. Filkins inquired about the cost of the Scada system for the water system. Mrs. Clouse did not have this information. Mr. Filkins also asked about the security threat that the EPA notified the village of. Mrs. Clouse explained that there was not a breach, but instead the EPA has a department that looks for weaknesses in water systems. They identified our Scada system with a security vulnerability. Mrs. Clouse explained that the Scada is password protected, but that was not always true. Mrs. Clouse believed that the EPA accessed the old portal to the Scada system but was unable to access the website or controls. Mr. Bowman spoke with the EPA and has been working on a new Scada system but Mrs. Clouse did not have any more information.

Mrs. Balderson read Mr. Bowman's resignation letter effective 12/9/2025. He explained that he had a new opportunity with better pay and less drama. He stated that Shelley Hill had spoken about a "plan" to remove Amie as fiscal officer. He also spoke of hearsay about a conflict of interest because his sister (Jennifer Bowman) is on the council. Mr. Bowman stated issues with communication with the mayor and the lack of his involvement. Mr. Bowman explained that all of these things including being asked to step down as administrator to work under Jeff Hanna before Brian Fink became mayor contributed to his decision to move on to another opportunity. Mr. Bowman finally asked the council to take his recommendation to install the reclosure system for electric infrastructure. Mr. Filkins clarified that the date was Tuesday, the next day.

Shelley Hill asked for clarification on what the letter said about her actions. Mrs. Balderson reread the beginning of the letter where Mrs. Hill is mentioned. Mrs. Hill explained that she did not say any of what the letter stated. Mrs. Hengsteler asked Mrs. Hill if she remembered at the Board of Election. Mayor Fink asked to move on.

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 November</u>	<u>Beginning Balance</u>	<u>Ending Balance</u>
General fund:	\$442,970.48	\$437,982.93
Streets:	\$213,033.14	\$211,438.63
Highway:	\$17,374.66	\$17,595.37
Storm Sewer:	\$143,052.74	\$143,052.74
Permissive Tax:	\$11,451.59	\$11,804.09
ARPA Coronavirus:	\$9,730.89	\$9,730.89
Heart and Soul:	\$49,306.41	\$45,443.35
Water:	\$248,386.54	\$264,554.41
Sanitary Sewer:	\$245,696.63	\$244,968.76
Electric:	\$996,196.93	\$986,711.52
Enterprise Deposits:	\$18,831.90	\$18,831.90
Enterprise Improvement:	\$123,672.90	\$124,823.18

Mrs. Clouse presented the council with Ordinance 2025-5 temporary Appropriations for 2026. She explained this was the budget to cover the first 3 months of 2026. She also presented Ordinance 2025-6 to Reappropriate funds for 2025. Mrs. Clouse explained to the council that she needed to move funds in the Heart and Soul Fund to pay wages. Mrs. Clouse also explained that she was reviewing the water fund. She explained to the council that the fund has seen an increase of around \$80,000. She explained that the majority of the gain was from water taps from Red Hawk. The total for taps was approximately \$76,000. She explained that the water fund did not lose more than it made this when you take the water taps into account. She explained that the rate increase water users did cover the increase from Fostoria. She also explained that the water tap fees from Red Hawk are meant to make the water fund whole from the loss from the Red Hawk development.

Mayor Report: Mayor Brian Fink asked for a motion to pass Ordinance 2025-5 to pass Temporary Appropriations for 2026. Chester Balderson made a motion to accept Ordinance 2025-5. Angela Kimble seconded the motion. Roll call, 6-0. All in favor, motion passed. Mayor Fink asked for a motion to pass Ordinance 2025-6 to pass Reappropriations for 2025 to the Heart and Soul Fund. Chester Balderson made a motion to accept Ordinance 2025-6. Jennifer Bowman seconded the motion. Roll call, 6-0. All in favor, motion passed. Mayor Fink reported that the demolition of the Leathers building is still on track. He explained that there was no asbestos discovered in the inspection. Getting quotes for the demolition will be the next step. Mr. Leathers has explained that it has been very difficult for him to get his belongings out of the structure. He is getting more time to remove the items. Mrs. Hengsteler asked to speak. She asked if the animals will be addressed that live in the building now. Mayor Fink explained that the animals will be addressed when it comes up.

Solicitor Report:

Building Inspector: nothing to report

Old Business: John Filkins asked the council if they had a chance to review the security camera policy and Resolution. He asked if anyone had any questions or recommendations. Adam Duckett asked to confirm that the cameras have been ordered. Mrs. Clouse explained

that Mr. Bowman did order the cameras. Angela Kimble asked who was in charge of the cameras. Jennifer Bowman pointed out that the policy states that the administrator is. Mrs. Clouse explained that during her training about cyber security, security cameras were covered. The webinar recommended that the person that works in the area should be the person in charge of it. This could be with someone else to oversee all areas. Mayor Fink recommended that we table the topic until the new council starts in January. Mrs. Balderson explained that she understood Mayor Fink's point. She also did not think it was a bad thing to have the policy accepted sooner rather than later for security purposes. She also explained that it makes sense to name the clerk/fiscal officer in the policy for the cameras because they are at the office every day. They are with the system everyday and they would know what is going on and be able to call if there are any issues to address. Mrs. Balderson recommended that the cameras be managed by the administrator and fiscal officer. Mr. Duckett also recommended more than one person have this access in case someone quits. Mr. Filkins clarified that the policy was acceptable. The only changes would be that the fiscal officer/ clerk would be added to the policy as a person who has access and management of the security cameras.

Mayor Brian Fink asked for a motion to pass Resolution 2025-H to adopt a security camera policy. Chester Balderson made a motion to pass Resolution 2025-H. Angela Kimble seconded the motion. Roll call, 6-0. All in favor, motion carried.

Mr. Filkins asked Mrs. Balderson if Mr. Bowman had ordered the traffic light and how long the project would take to complete. Mrs. Balderson wasn't sure. Mayor Fink thought the time frame was around 6 months. Mrs. Clouse stated that he did complete the order and had sent her a signed contract.

New Business: Aadam Duckett wanted to discuss Lonnie Moses's house and how he is blocking the alley behind his house, and the rubbish. He also stated that he has heard complaints that Mr. Moses's garage was not built to variance. Mr. Duckett asked what legal action could be taken. Mr. Filkins responded by asking Mayor Fink if he recalled that he was going to speak to Mr. Moses about this matter. Mayor Fink stated that he did speak with Mr. Moses and he was told that the issues had been rectified. Mr. Duckett stated that they had not. Mr. Filkins explained that they could take legal action but recommended a letter detailing what needs to be addressed and a deadline for completion. Then if the issue is not resolved then the council can revisit litigation. Mr. Filkins explained he would need more details about what needs to be addressed. Mr. Duckett explained there is some sort of storage unit in the alley way and a trash dumpster in the street right of way. He explained that these items should be on Mr. Moses's property and removed from the village the right of way. Mr. Filkins then asked the council if they would like him to send a letter on the matter to Mr. Moses detailing the requirements. Mrs. Balderson explained that this has been an issue for a long time. Mr. Filkins also asked for a time frame to have the items removed. Residents explained that Mr. Moses recently hurt himself and would not be able to move the items. Mrs. Simon explained that the dumpster would be moved by a business not Mr. Moses. Mrs. Balderson asked if Mr. Moses would need time or help to move the storage unit. Mr. Duckett stated that Mr. Moses had been aware of the problem before he was injured and would not like him to have extra time to correct the issue. Mayor Fink explained that he spoke with Mr. Moses in October and was informed that the items had been moved. Mrs. Balderson asked Mayor Fink if he checked afterwards. Mayor Fink stated that he had not. Council discussed a month to give him time to resolve the issue. Mrs. Hill asked if the village was going to go after everyone that had things in the alley right of way. Mayor Fink explained that letters were sent out in 2024 to address ordinance violations. He explained that letters were sent out again in the beginning of 2025. He explained that he has been working with individuals that have been sent letters in the past two years on an individual basis. He explained that Mr. Nault has not complied but has been working on improving and Mayor Fink has accepted that. Chester Balderson explained that he would like to work with Mr. Moses and be good neighbors. Mrs. Bowman asked if Mr. Balderson was asking to just let it go? Mr. Balderson said it was an undeveloped alleyway.

Residents and council members explained that they were told that it was not acceptable to have buildings on undeveloped alleyways. Concerns about some residents being able to break rules or be given extra consideration while others residents are reported for their actions. Mayor Fink explained that he would write a letter and contact him personally. He also recommended someone going with him to address the issues at Mr. Moses's property, and give him clear direction about what needs to be addressed. Mr. Balderson would like to do the same for Mr. Moses as for everyone else. Mrs. Clouse explained that the letter with ordinances that is sent to residents with violations is very unclear about what the actions to be corrected are. Mayor Fink explained that he would write a letter to Mr. Moses with details about what needs to be corrected and a time to discuss with Mr. Moses.

Executive Session: Mayor Fink asked for a motion to go into executive session. Chester 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 and fiscal officer. Angela Kimble seconded the motion. All in favor. Roll call, 6-0. Motion carried. The executive session started at 7:40 p.m.

Stephanie Balderson made a motion to come out of executive session. Jennifer Bowman seconded the motion. Roll call, 6-0. All in favor, motion carried. The executive session ended at 8:14 p.m.

Mayor Fink asked for a motion to suspend the rules of three readings and declare an emergency Ordinance 2025-7 to provide employment to Amie Clouse as the Fiscal Officer for the Village of Arcadia. Chester Balderson made a motion to suspend the rules and readings of Ordinance 2025-7. Angela Kimble seconded the motion. Roll call, 6-0. All in favor, motion carried.

Mayor Fink asked for a motion to pass Ordinance 2025-7 to provide employment to Amie Clouse as Fiscal Officer/ Clerk for the Village of Arcadia. Chester Balderson made the motion to pass Ordinance 2025-7. Jennifer Bowman seconded the motion. Roll call, 6-0. All in favor, motion passed.

Mayor Fink asked for a motion to suspend the rules of three readings for Ordinance 2025-8 to employee Solicitor John Filkins. Chester Balderson made a motion to suspend the rules for ordinance 2025-8. Angela Kimble seconded the motion. Roll call, 6-0. All in favor, motion carried.

Mayor Fink asked for a motion to pass Ordinance 2025-8 to employee Solicitor John Filkins. Stephanie Balderson made the motion. Rhonda Dingelstedt seconded the motion. Roll call, 6-0. All in favor, motion carried.

Mayor Fink asked for a motion to go into executive session. Chester Balderson made a motion to go into executive session for pending litigation including all council members except for Aadam Duckett, fiscal officer, solicitor and the mayor. Angela Kimble seconded the motion. Roll call, 6-0. All in favor, motion carried. The executive session began at 8:19 p.m. Residents and Aadam Duckett were excused.

Chester Balderson made a motion to come out of executive session. Jennifer Bowman seconded the motion. Roll call, 5-0. Aadam Duckett was not available for the vote. All in favor, motion carried. Council exited the executive session at 8:51 p.m.

Mayor Fink reported that no action was taken.

Mrs. Balderson inquired about the minutes from the variance meetings. Mrs. Clouse explained that she was only missing the variance meetings for Barb Ebersole. Mrs. Clouse asked Mr. Hanna how many meetings did they have for this variance. Jeff explained that it was 3 or 4 but thought it was 4 meetings. He then explained that the zoning book explains that the variance committee is not responsible for writing the minutes and instead it is the responsibility of the zoning inspector. The variance committee has supplied these documents in the past, including the current committee. The topic was discussed as to whose responsibility the minutes are. It was determined that the zoning inspector should always be at a variance meeting. Mayor Fink asked to have the minutes provided.

Adjourn: Mayor Brian Fink asked for a motion to adjourn. Rhonda Dingelstedt made the motion to adjourn the meeting. Chester Balderson seconded the motion. Roll call 6-0. All in favor, the meeting was adjourned at 8:58 p.m.

Fiscal Officer, Amie Clouse

Mayor Brian Fink