

Village of Arcanum Council Meeting
October 28, 2025
7:00 p.m. Regular Session

Call to Order – Mayor Bonnie Millard opened the meeting with the Pledge of Allegiance along with all present members of Council.

Roll Call – The following council members were present: David Hartley, Eric VanHoose, Jerry Boolman, Tammy Bruner and Ryan Burns. Also in attendance were Solicitor Nicole Pohlman, VA Marcus Ballinger, Admin. Specialist Julie Miller, Missie Shilt, Mark Gibson, and Ed Bruner.

Council Member Boolman moved to excuse Council Member Genovesi. Council Member Hartley seconded. All present council members voted yea. Motion passed.

Meeting Minutes – Corrections and Approvals –

Council Member Burns moved to approve the Meeting Minutes dated 10/14/2025. Council Member VanHoose seconded. All present council members voted yea. Motion passed.

Amendments to Agenda – None.

Comments from the Public – Missie Shilt – Question on the levy concerning police & fire protection.

Administrative Reports –

Mayor: Bean Supper is on Oct. 30th.

Solicitor:

- East/First/Albright Street Project Assessments – It has come to the Villages attention, and the solicitor has done some additional research, that because there was CDBG funds used on this project, assessments can't be issued on any part of the project that directly used CDBG funds. CDBG funds are traditionally awarded to those areas showing low to moderate incomes, and the intent is that assessments are not passed on to those residents. Solicitor advised that if the Village wants to move forward with the assessments the Village is going to have to assess some property owners and not others for the same project. It is not illegal to do that, but she doesn't believe it to be the best practice, however, her recommendation is for Council to cease the assessments on the entire project. Solicitor went on to say that for the South Main Street project, CDBG funds were used for the utility portion of the project, so therefore, the Village could assess sidewalks on that project. Solicitor went on to state that this was a learning curve for everyone. If Council chooses to not move forward with assessments, the assessments that have been paid will need to be refunded with a motion from Council.

Councilman Hartley asked if the recommendation was based on public opinion, which the Solicitor stated yes, and the fact that notice wasn't properly given. Councilman Boolman asked if Council will be questioned about previous assessments on other projects. Solicitor stated that if they weren't funded by CDBG then the Village was able to do that. Mayor stated that CDBG changed their rules in the last few years, and the Solicitor confirmed that CDBG had changed their grant rules. VA stated that the CDBG rule change was 7 years ago, and the Village hasn't had a CDBG grant since the rule change. Councilman Hartley questioned if this will cost the Village more money. Mayor stated that it's all in the fund, but it will be tacked on as payments out of the ¼%, however, it won't change the payment amount each year.

Village Administrator/ Police Chief: VA Report was provided in Council Packets.

- Sewer Forgiveness – 8 Summerfield in the amount of \$332.63. A leak was found at the pit due to a washer fail, and was at no fault of the resident. Council Member Hartley moved to approve the sewer forgiveness for 8 Summerfield Drive in the amount of \$332.63. Council Member VanHoose seconded. All present council members voted yea. Motion passed.
- PD Personnel – New hire Christopher Banas, approved at previous meeting, has finished up the required evaluations and will be starting on Nov. 2.

Fiscal Officer: Check registers, Sept. Reconciliation, YTD Fund Report and Sept. 1/4% Fund Report were provided in Council Packet.

- Authorized Expenditures 10/15/25-10/28/25

Fire Department:

- Has received 2 grants- An equipment grant from the State Fire Marshals Office (\$1K village match) for turnout gear; Approximately \$25K grant for extrication equipment (\$9k village match). Chief stated that the \$9K match maybe a little hard, and he may have to wait until January to be able to use 2026 monies for the match dollars.
- Twin Township Fire Contract expires at the end of 2025. Chief recommends Council move forward with renewing the same terms with Twin Township, but as a two-year contract versus a one-year contract. General discussion was had on Ithaca being absorbed in the future by Twin Township. Council Member Burns moved to have prepared a 2-year Fire Protection Contract with Twin Township. Council Member VanHoose seconded. All present council members voted yea. Motion passed.

Safety: Nothing to report.

Utility Committee: Nothing to report. Next meeting is scheduled for 11/10/25 @6pm.

Finance, Audit, & Personnel: Report given by Jerry Boolman. Next meeting is scheduled for 11/13/25 @ 5:30pm.

- Discussed new software companies for utility, finance, payroll, etc. Staff discussed the pros & cons of each software company. Administration staff recommended to the Committee to move to Tyler Technologies to replace CMI software. Council Member Hartley moved to authorize the VA to enter into a contract with Tyler Technologies beginning in 2026 for a new financial software system. Council Member Bruner seconded. All present council members voted yea. Motion passed.
- Reviewed capital spending projections for the next few years. For 2026 there is not a lot of capital projects

scheduled.

- Reviewed the 2026 budget proposal from the Fiscal Officer, along with wages and benefits for 2026. Health insurance is budgeted at this time with a 20% increase, but VanVleet Insurance is asking for additional credits with the carriers to bring the increase down. Committee does not currently have any issues with the budget, as it is a balanced budget, but wants to see the final health insurance numbers before the budget is presented to Council.
- Discussed possibly refunding assessments for First/East/Albright Street Project, and how it could affect the budget in 2026.

Street & Service Committee: Nothing to report.

Leisure: Nothing to report.

Planning: Nothing to report.

Additional Discussions-

Council had discussion on assessments for First/East/ Albright Street Reconstruction Project. VA recommended that council waive all assessments for the First/East/Albright Street Reconstruction Project and refund the assessments that have been paid. Councilman Hartley asked what the amount would be that the Village would be waiving/refunding on the assessments that are not CDBG related that the Village could collect on. VA wasn't for sure on the exact amount. VA stated that he never saw the grant or signed the grant, and that he only signed a document that allowed them to apply for the grant. Once the Village got the grant and read the grant, and started asking really hard questions that was when everything was realized. It went from \$218k to \$117K, and he estimates that it will probably be around \$100k that the Village will be losing. Councilman Burns asked if it was possible to do an amortization refund. VA stated that the funds are available to give back. VA discussed with Council on how South High will be managed, how communication with Access Engineering will be done in the future, and further explanation of what happened with the First/East/Albright Street Project. Councilman Burns asked since the Village didn't sign the grant, who carry's the liability, as it is impacting the Village negatively. VA stated that for the grant, the County was forcing the grant to be split in different ways, and Access was finding it very hard to deal with the County. VA said he's not blaming Access or the County, but moving forward the Village will need to be more involved. Councilman Burns stated that going forward the Village definitely needs to be more diligent of reviewing the grants. Councilman Hartley stated possibly not using grant funds to replace sidewalks, as there are other avenues to have those done. VA stated that it could be done by working directly with the property owners, but that could cause a lot of frustration trying to work with 30 different contractors, and is why the Village would try to put them all in total reconstruction. Council Member Hartley moved to waive and refund all assessments issued for the East/First/Albright Street Reconstruction Project. Council Member VanHoose seconded. All present council members voted yea. Motion passed.

Blank Street – On the possibility of installing new sidewalks on two properties on S. High and then Blank Street, Solicitor has done research with the Co. Engineer on whether there are any easements with those properties. S. High has a 50-foot right-of-way, and there shouldn't be an issue with extending the length of sidewalk in front of those two properties using the existing right-of-way. Blank Street only has a 25ft right-of-way, and an additional 12ft was added later when the two tracks were developed that have an actually Blank Street address, which only leaves a 37ft right-of-way, and the 12ft right-of-way is on the south side of the street, not the north which would be the preferred location of a new sidewalk. Solicitor advised that if the sidewalks couldn't be done within the 37ft right-of-way, the Village will have to secure easements from the two properties on Blank Street. VA stated that he can get the owners to agree to an easement for sidewalk and curb. VA stated that with installing sidewalks the Blank Street would have to become a little narrower, but it's not a heavily traveled street. Council Member Hartley moved to allow the VA to begin the process of obtaining two easements on Blank Street for sidewalk and curb installation. Council Member VanHoose seconded. All present council members voted yea. Motion passed. Mayor asked whether the VA was still going to get with Access Engineering to see if the sidewalks would be able to fit within the 37 ft right-of-way before obtaining easements. The VA answered in the affirmative, but it is more likely that the easements will need to be done. Solicitor stated that the actual easement, legal description, etc. would be done through Access.

Old Business – None.

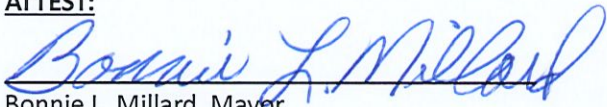
New Business –

1. **Resolution 2025-24** - A Resolution Authorizing Certification To The County Auditor For Nuisance Abatement Fees And Declaring An Emergency. Exhibit A. Council Member VanHoose moved to waive the three-reading rule for Resolution 2025-234 Council Member Bruner seconded. Councilman Hartley abstained. All present council members voted yea. Motion failed.

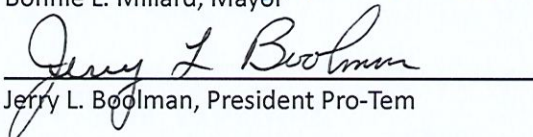
Announcements – AABA Bean Supper/Halloween parade/costume contest on Oct. 30th.

Adjournment – Council Member Hartley moved to adjourn. Council Member Bruner seconded. All present council members voted yea. Meeting adjourned at 19:39pm.

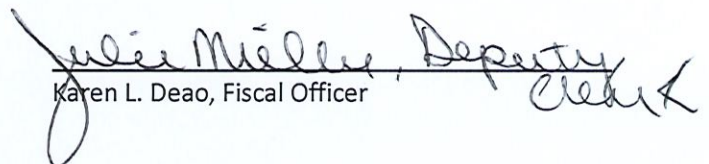
ATTEST:



Bonnie L. Millard, Mayor



Jerry L. Boelman, President Pro-Tem



Karen L. Deao, Fiscal Officer