

**RITTMAN CITY COUNCIL – AGENDA
REGULAR MEETING
Monday, October 26, 2026 at 7:00 p.m.**

- 1. Invocation**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Minutes**
 - a. October 12, 2026**
 - b. October 15, 2026 Special Meeting**
- 5. Citizens Forum**
- 6. Old Business**
- 7. New Business**
 - a. Motion to Approve the Membership Drive/Sale for the Rittman Recreation Center.**
 - b. Ord. No. 8550 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, amending Chapter 941.05 (b) 1 (a) Sanitary User Charges of the Codified Ordinances. First Reading.**
- 8. City Manager's Remarks**
- 9. Finance Director's Remarks**
- 10. Second Citizens Forum**
- 11. Council Remarks**
- 12. Adjournment**

RECORD OF PROCEEDINGS

Minutes of

Council Meeting

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 10148

Held October 12, 2026

Rittman City Council Met in a
REGULAR MEETING
October 12, 2026
7:00 p.m.

Members Present: Don Sweigert, Sonya Hayward, Rick Schumacher, Missy Shows and Nick Huff
Members Absent: Amanda Nelson
Presiding: Mayor Rudy Arnold

The invocation was given by Rich Schumacher followed by the pledge of allegiance.

Approval of Minutes

a. September 28, 2026. Shows moved to approve, all Yeas on roll call and motion carried.

Workshop

a. Erik Pietras with Great Lakes Community Partnership on a rate study for water and sewer. Erik Pietras presented the water and sewer rate study and described RCAP’s nonprofit assistance to rural communities. He stated that the study used Rittman’s financial information and AWWA methodology, rather than aggregated financial information from other communities. The objectives were full cost recovery, funding infrastructure and regulatory requirements, correcting billing inequities, establishing reserves, and supporting economic development.

Mr. Pietras reported that unchanged revenue would produce growing shortfalls beginning in 2027 and could leave the utilities approximately \$400,000 short by 2031. He discussed an earlier 14-year period without rate adjustments. During questions, participants distinguished that historical period from the City’s more recent annual water-rate increases. He identified aging mains, service lines, treatment facilities, debt service, and deferred capital work as financial pressures.

The study included approximately \$8.8 million in improvements over five years: \$5.9 million for wastewater and \$2.9 million for water. Mr. Pietras stated that no grant funding was available for the wastewater improvements and that funding had been obtained for the water improvements, with approximately \$1 million attributable to the City. He explained that establishing rates before undertaking improvements would help fund capital needs and reduce the need for later corrective increases.

Mr. Pietras recommended replacing declining-block rates and the existing 3,000-gallon water allowance with separate base and uniform usage charges. He stated that declining-block discounts could shift costs among customer groups and discourage conservation. Under the proposed structure, every customer would pay for actual usage from the first gallon. The proposed 2027 monthly base charges were \$51 for water and \$53 for sewer, with a \$1 charge per 1,000 gallons for each service. For an average customer using approximately 5,500 gallons monthly, the projected combined water and sewer bill was approximately \$116 in 2027 and \$156 in 2031. The proposed 2031 base charges were \$72 for water and \$69 for sewer.

The proposal included approximately \$450,000 in combined reserves for emergency operations, maintenance, and replacement needs. Mr. Pietras discussed AWWA’s recommended 120% debt-service coverage and provided a dashboard through which the City could adjust assumptions and rates. He stated that the proposed structure replaced, rather than supplemented, the existing rate schedule. He recommended annual financial reviews and another rate study in three to five years, preferably three years.

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Discussion addressed the size of the proposed increase, described during the workshop as approximately 47%, and its effect on residents receiving fixed incomes. An alternative of lower base charges and higher usage charges of \$2 or \$3 per 1,000 gallons was discussed. Mr. Pietras stated that higher fixed-cost recovery reduced exposure to inaccurate meters, billing data, water loss, and inflow and infiltration. He also stated that the \$1 usage charge provided a straightforward point for future adjustments. Participants discussed the possibility of using general-fund resources if utility revenues were insufficient.

Questions addressed discounted service to Apostolic Nursing Home, existing contractual arrangements, and the effect of meter-size charges on farms with one- and two-inch service lines and substantial monthly bills. Mr. Pietras stated that the proposed uniform usage rate would apply to all customers and that nonresident charges were included in the study and would increase. He described meter-size-based charges as an AWWA-recommended option for unusually high-demand customers, while noting that many commercial customers use little water. No change to a customer contract or rate was approved.

The Utilities Administrator clarified that the current water base charge was \$27.78 and the sewer base charge was \$21.01. Water usage charges begin at 4,000 gallons, while sewer charges apply to each 1,000 gallons, at \$4.39 per 1,000 gallons. Only water had an automatic 7% annual increase; sewer increases required Council approval, and sewer had not been increased the preceding year. Participants compared continuation of the existing water increases with the proposed schedule. It was also noted that the utility bill includes trash at \$24.33 and storm sewer at \$4.25, in addition to water and sewer.

The Utilities Director discussed lead and galvanized service-line replacement requirements and stated that lead removal was required by 2037. He identified approximately 10 lines needing replacement and described a goal of completing future side-street work in-house to limit additional borrowing. He reported approximately nine existing loans and stated that contracted waterline projects generally cost at least \$500,000 and require 20-year loans. The rate study also provided for an additional employee to support replacement work and other required maintenance, including exercising valves.

The Utilities Director reported that chlorine cylinders had increased from less than \$100 to nearly \$200 each, with nine cylinders used at each treatment plant. A dissolved-oxygen probe had increased from approximately \$800 to \$1,700; although annual replacement was recommended, replacement was being based on operating performance. He discussed recommended sewer-camera inspections every five years, infrastructure more than 100 years old, and equipment costs. Removing a well for its five-year service costs approximately \$25,000 before repairs, with total repair costs potentially reaching \$50,000. Sewer booster-pump rebuilding costs approximately \$5,000 to \$10,000, while replacement costs approximately \$25,000 to \$50,000.

Mr. Pietras stated that RCAP is supported by federal and state grants, with Ohio its largest funder. He reported that the water study cost \$10,000, while the sewer study and his attendance that evening were provided without charge. The study work had been underway for approximately one year. The workshop concluded without a motion or adoption of new utility rates.

Citizens Forum

Ken Park – 348 Decourcey- Stated that his approximately \$86 monthly utility bill would increase to approximately \$170 under the proposal within four years. He stated that rates were too low but asked Council not to double customers’ bills over that period.

Dana Gardner – 34 South Main Street - Requested advance notice of construction that would block business driveways, stating that she and Milton Real Estate had not received notice before access was blocked for several days. She also requested notice of extended noisy work near the autism center in the former PNC Bank because of its effect on therapy sessions. Regarding the proposed sign ordinance, she discussed privacy needs of professional offices, the proposed 25% window-coverage restriction, unequal effects of

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variances on different storefront businesses, and First Amendment concerns associated with exceptions for City-approved community-event signs.

Teresa McAvinew – 80 Bellevue Street - Reported that she had shown the Service Director rocks and related conditions along Industrial, Bellevue, and surrounding areas. It was reported that photographs had also been provided to the Service Director. She requested enforcement of lawn-height requirements at a neighboring property. In response, it was stated that Officer Holmes had checked the property that week and that it was on the enforcement list.

Linda Imhoff – 6 N. Hickin - Commented on utility-rate affordability for senior citizens and requested careful consideration of restrictions affecting student and veteran banners, residential flags, and school-spirit window decorations. She cited an existing four-by-six-foot residential flag and asked that established community displays be considered. She also requested attention to e-bike safety and possible regulations to prevent injuries involving children.

Dana Gardner – 34 S. Main Street - Suggested that underage e-bike users receive road-safety instruction or assist with Safety Town as a way to reinforce traffic rules and help address staffing needs. She reported discussing the idea with Fran Leatherman and the possibility of Lions involvement. Additional discussion noted safety concerns involving younger children using electric scooters.

Old Business

a. **Motion to remove Ord. No. 8536 from the table.** Huff moved to remove Ord. No. 8536 from the table, upon roll call, Shows – Yes, Schumacher – Yes, Hayward – No, Sweigert – Yes, Huff - Yes and **motion carried.**

b. **Ord. No. 8536 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, amending Chapter 1325 Sign Regulation of the Codified Ordinances of the City of Rittman. Third Reading.** Ord. No. 8536 was read on third reading. Huff moved to adopt. The Law Director advised that the ordinance required Planning Commission review under the charter before adoption and recommended referral after Council finalized the proposed language.

Schumacher proposed amendments to Section 1325.06 A2, A3, B2, B3 and G, and Section 1325.09 C. The proposals addressed eliminating the two-flag and flag-size limitations; allowing an announcement sign for each entity operating within a shared building; permitting both a building sign and a pole sign; increasing a 20-square-foot limit to 25 square feet; allowing projected images; and replacing the requirement for an exact replica of a refaced sign with a similar-sign standard. Discussion included residential decorative flags, four-by-six-foot flags, shared church and school buildings, and changes in business names or sign colors.

The Law Director advised that an exemption limited to holiday displays would require evaluating sign content and would be unconstitutional. He stated that projected images could be permitted generally without distinguishing between holiday and business content. Temporary signs, size limits, road rights-of-way, deterioration, and removal of time limitations were also discussed.

Schumacher moved to amend the identified sections as a group. Upon roll call, Schumacher – Yes, Huff – Yes, Shows – Yes, Hayward – Yes, Sweigert – No and **motion carried.**

Further discussion addressed whether a \$50 permit fee for temporary QR-code signs would apply to each sign or to a group of signs. The Law Director stated that he would need to consult the administration and anticipated one permit identifying the number and locations of signs rather than a separate permit for each sign. The Law Director again advised that Planning Commission review was required. A referral was proposed, but no referral vote was taken before the pending adoption motion was called.

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Huff made a motion to adopt Ord. No. 8536, upon roll call Schumacher – Yes, Huff – No, Shows – No, Hayward – No, Sweigert – No and **motion failed**.

New Business

a. Ord. No. 8547 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio amending the Annual Appropriation Ordinance No. 8492, as amended according to the attached sheet(s) and declaring an emergency. Three Readings. Ord. No. 8547 was read on first reading. Huff moved to suspend the rules, all Yes on roll call and **motion carried**. Huff moved to adopt.

The Finance Director explained that the amendment included \$39,400 in insurance proceeds for vehicles involved in the July incident and \$55,454.34 in police-fleet appropriations for additional Chargers and the Explorer purchase discussed September 14. Other changes addressed higher streetlight electricity costs, moving personnel funding from EMS to fire for payroll, water capital funding for the South Main Street waterline project and concrete repairs, and transfers involving nature preserve and EMS funds to cover additional costs.

All Yeas on roll call and **motion carried**.

b. Res. No. 8548 A Resolution of the Council of Rittman, Wayne and Medina Counties and State of Ohio, certifying that when a municipal obligation was incurred sums were lawfully appropriated in the funds to satisfy the obligation and sufficient sums currently exist to satisfy this obligation according to the attached sheet(s) and declaring an emergency. Three Readings. Res. No. 8548 was read on first reading. Sweigert moved to suspend the rules. All Yeas on roll call and **motion carried**. Huff moved to adopt.

Discussion concerned a then-and-now certificate for the first payment, described during discussion as approximately \$146,000, for South Main Street waterline construction. The administration reported that a purchase order had not been issued and that an anticipated OWDA loan application had not been completed before construction began. The issue was identified after the contractor requested payment. The City Manager and Utilities Director attributed the discrepancy to a miscommunication with Engineering Associates, which understood the project to be self-funded, while the City expected loan financing.

Council questioned how construction had been authorized without confirmed financing, who was responsible for applying for the loan, and whether the City could be obligated for the approximately \$500,000 project without reimbursement. The administration stated that Engineering Associates normally applies for these loans on the City's behalf and that bidding, preconstruction meetings, and contract execution had proceeded with the expectation of loan funding. The Utilities Director explained that signing the construction contract authorized the contractor to begin and that the construction specifications did not identify the financing source.

The Finance Director reported participating in a meeting with the engineer and funding representatives, providing budget information, and being advised that the application could be submitted after Council supplied the necessary legislation. The anticipated OWDA consideration was at the end of the month. She clarified that loan approval was not guaranteed. A 60-day look-back period was discussed, under which the initial payment could be considered for reimbursement if the loan were approved. The project had begun approximately two weeks earlier.

The Finance Director stated that the payment would be made from water-fund carryover using the appropriations amendment just approved, regardless of whether the loan was subsequently approved. If approved, the City would request reimbursement. Paying the entire project from available funds would use approximately half of the water fund's carryover and reduce capacity for other work. Discussion addressed possible smaller future projects if financing were unavailable and the Utilities Director's goal of performing later replacement work in-house.

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Council discussed ongoing construction, progress payments, and potential additional payment requests before loan approval. The Utilities Director stated that the main line was in the ground from Erie to Ohio and estimated the project was approximately half complete. The project replaces lead infrastructure, removes existing routing through alleys, and includes new service lines to businesses around the square. Required building connections by a licensed plumber were included in the project. The administration distinguished this project from the Ohio Public Works Commission application discussed September 14, which concerned a road project.

Council requested follow-up checks on financing and purchase orders before future work begins and discussed documenting whether projects are self-funded or loan-funded. The Utilities Director stated that he would be more diligent about communication with the engineer and confirming loan arrangements. The City Manager and Finance Director reported improvement in timely purchase-order submissions over the preceding year. The administration stated that it was working with the engineer and funding agencies to complete the application and address the current payment.

All Yeas on roll call and **motion carried.**

c. **Res. No. 8549 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, authorizing the Municipal Manager to apply for, accept, and enter into a Cooperative Agreement with the Ohio Water Development Authority for construction of waterline improvements on S. Main Street and declaring an emergency.** Three Readings. Res. No. 8549 was read on first reading. Sweigert moved to suspend the rules, all Yeas on roll call and **motion carried.** Sweigert moved to adopt, all Yeas on roll call and **motion carried.**

City Manager's Remarks

The City Manager reported that GLOW, Get the Lead Out, an agency working with EPA, had scanned the City's waterline maps without charge. The maps would be available through an online portal for locating lines, taps, and construction-related information. GLOW was also assisting with identifying properties with lead service lines.

Office and maintenance staff would clear the old City Hall on Saturday from 9:00 a.m. to noon in preparation for demolition. Items would be evaluated for sale through GovDeals, donation to the historical society, or disposal. In response to a question, the City Manager stated that demolition had to be completed by year-end and that the City was awaiting the demolition bidder selection through the grant process. The State of Ohio demolition grant was \$100,000.

The City Manager reported that school resource officer Matt Schilling had proposed designating the portion of Route 57 within the City as the Sergeant Scott Ries Memorial Highway. She would work with the Law Director on a supporting resolution and intended to present it at the next meeting.

FirstEnergy had provided a list identifying streetlights owned by the City and by FirstEnergy after several months of review. The City Manager would review the list with Chuck and Erik so that needed replacements could be directed to the appropriate owner. Chuck had been out sick that day, and the review had not yet occurred.

The City and AFSCME and OPBA were working on contract negotiations. Meetings with AFSCME would begin the following day, and agreements would be brought to Council after terms were settled. The City Manager also reported working with the Finance Director and department heads on the budget.

Finance Director's Remarks

The Finance Director reported reviewing department budget requests and maintaining sufficient resources for emergencies, regulatory compliance, and sustainable utility service. She stated that the rate study was intended to identify the funding needed for

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EPA requirements, clean water, functioning infrastructure, and reliable service to residents and businesses, and that its proposed figures were not necessarily the rates the City would adopt. She discussed the importance of identifying financial issues before then-and-now certificates were needed and stated that processes were in place to detect issues earlier.

The Finance Director anticipated presenting the 2027 budget at the next meeting's workshop and invited Council to identify budget goals or items it wished to consider.

a. **Approval of Financial Report for September, 2026.** Shows moved to approve the financial report.

Questions addressed a \$12,500 B&K Concrete Construction entry described as walkway repair. Discussion identified possible recreation-center work involving replacement of a temporary asphalt repair and accessible parking areas; the Finance Director indicated that Chuck could provide further information. A \$26,404.00 Software Solutions payment was identified as the City's accounting software supporting purchase orders, budgeting, payroll, human resources, and utilities. CSU Testing was identified as a Fire/EMS expense.

Discussion of EMS billing identified approximately \$160,000.00 received during the year to date, compared with no collections at the end of May. It was clarified that the amount represented money collected rather than amounts billed.

All Yeas on roll call and **motion carried.**

The Finance Director noted that American Express charge details had been added to the financial information. She explained that the document distributed that evening contained the same information sent by email, with line-item detail. Following discussion of the preferred format, she stated that she would use the detailed format going forward.

Second Citizens Forum

Jared Conley – 66 Grant Street - Asked about a pronounced bump near the railway crossing at Ohio and County Road 70, near the former Harley's location, and whether a culvert or sewer had collapsed. The Utilities Director reported that camera inspections of the plastic sanitary line had not identified a collapse, cracks, or other defects. He stated that the Service Director wanted to grind the affected area and place asphalt, with the cause of the pavement condition not yet determined.

A further question concerned water flowing for an extended period along Industrial between the beverage center and the former Marathon, near the UPS box. The Utilities Director stated that the location had been tested repeatedly and that the water was not from the City's water system. He described the source as a natural spring.

Council Remarks

Sweigert – Thanked Fire, EMS, and Police personnel and others who participated in the benefit at the Moose for the Ries and McWilliams families. He reported that the event raised more than \$10,000 for the families. He thanked the rate-study presenter and residents who spoke. Following the failure of the sign ordinance, he recommended a small citizens committee to review the ordinance within a defined timeframe and return recommendations to Council, similar to the earlier property-maintenance-code review. No committee or deadline was established. He also thanked the Finance Director for the credit-card details and financial breakdowns.

Hayward – Thanked residents for attending and providing opinions, stated agreement with several comments about the sign ordinance, and thanked the Finance Director for answering questions and supplying detailed financial information.

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Shows – Thanked those attending and residents who had contacted her about sign-ordinance concerns. She acknowledged the work already completed and stated that the ordinance still needed changes and further work.

Schumacher – Thanked those attending and stated that his purpose in seeking sign-ordinance revisions was to resolve recurring disputes and develop an ordinance the community could support. He reported that the Law Director considered much of the existing ordinance unconstitutional. He discussed meeting with residents and incorporating their concerns into the proposed amendments. He stated that he would step aside from leading the issue and supported further work by a citizens group or the Planning Commission. The Rittman Lions’ Boo at the School on October 31 from 7:30 to 9:30, following trick-or-treat. Planned activities included four food trucks, haunted bus and classroom attractions, games, crafts, and an activity for younger children. He also announced the Laugh and Roar reverse raffle on November 14 at the Wadsworth Eagles. Tickets were \$60 and included dinner, music, the raffle, and comedy by the winner of the 2025 World Series of Comedy. Tickets were available through Lions members.

Huff – Thanked those attending and residents who had contacted him by telephone and text message, and invited residents to contact him with concerns.

Mayor Arnold – Thanked those attending and invited residents to contact officials with questions or requests.

Executive Session

a. Motion to go into Executive Session in accordance with ORC 121.22 for Hiring, Firing and Discipline of a public employee and invite the Law Director and Mayor – 9:03 p.m. Huff so moved. Second by Hayward, upon roll call Huff – Yes, Shows – Yes, Schumacher – No, Sweigert – Yes, Hayward – Yes and motion carried.

b. Motion to Come Out of Executive Session – 10:51 p.m. Hayward so moved, all Yeas on roll and motion carried.

Adjourn: 10:52 p.m. Huff moved to adjourn, all Yeas on roll call and motion carried.

Mayor

Clerk of Council

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

October 16,

2026

Rittman City Council Met in a
SPECIAL MEETING
October 16, 2026
5:00 p.m.

Roll Call

Members Present: Don Sweigert, Sonya Hayward, Amanda Nelson, Rich Schumacher, Missy Shows and Nick Huff
Members Absent: None
Presiding: Mayor Rudy Arnold

New Business

a. **Motion to Go Into Executive Session to discuss the hiring, firing or discipline of a city employee – 5:00 p.m.** Mayor Arnold asked if there was a motion from Council. Huff responded motion. Mayor Arnold called for a second. Schumacher seconded. Upon roll call Huff – Yes, Nelson – No, Shows – Yes, Schumacher – Yes, Sweigert – Yes, Hayward - Yes and **motion carried.** Mayor Arnold inquired who they wanted to invite into the meeting. Huff responded the law director, the mayor and immediate council.

b. **Motion to Come Out of Executive Session – 6.01 p.m.** Schumacher so moved, all Yeas on roll

Adjourn: 6:01 p.m. Schumacher moved to adjourn, all Yeas on roll call and **motion carried.**

Mayor

Clerk of Council

RECORD OF ORDINANCES

Ordinance No. 8550

Passed: _____, 2026

ORDINANCE NO. 8550

AN ORDINANCE OF THE COUNCIL OF THE CITY OF RITTMAN, WAYNE AND MEDINA COUNTIES AND STATE OF OHIO, AMENDING CHAPTER 941.05 (b) 1 (a) SANITARY USER CHARGES OF THE CODIFIED ORDINANCES.

NOW THEREFORE, be it ordained by the Council of the City of Rittman, Counties of Wayne and Medina and State of Ohio, two-thirds of all members elected and appointed thereto concurring:

SECTION ONE.

That Chapter 941.05(1)(a) Sanitary User Charges be amended to read as follows:

(1) Domestic and ordinary commercial rates.

(a) The rate application to all active connections within the system not included with classes described in paragraphs (b)(2), (3), (4) and (5) hereof shall be as follows effective January 1, 2027.

Base Rate \$22.48
Plus \$4.70 per every 1,000 gallons

SECTION TWO.

That this ordinance shall take effect and be in force from and after the earliest period allowed by law.

Passed: _____, 2026

Mayor

Attest:

Clerk of Council