

MINUTES – December 23, 2013

WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, December 23, 2013 in Council Chambers, 530 Lime Street at 7:00pm. Present at Roll Call were Mayor Rich Harman, Fiscal Officer Barb Runion, Council Members – Denny Fetzer, Judy Karchner, Stephanie Rizor, Jeff Tate, and Ty Tracy. Also present: Village Administrator Keith Kruse, Chief Roy Whitehead, and Karen Schepman.

Council Member Joe Riffle entered at 7:10pm. Solicitor Bob Kuhlman was excused.

Mayor Rich Harman called the meeting to order and led the pledge to the flag.

Minutes of the Regular Meeting and Finance Committee meeting on December 9 were approved as presented.

AUDIENCE PARTICIPATION- None.

CORRESPONDENCE- Mayor Harman read thank you notes from:

- United Methodist Church for village personnel's help in decorating the community Christmas tree.
- Erica Schiets for Council's hospitality during her council meeting visit.
- Woodville July 4th Celebration Inc for village staff help during the 2013 celebration.(attached)
- Poggemeyer Design Group for our support and friendship. A donation was made to a local food bank on behalf of the Village.

OLD BUSINESS- None.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report, absent.

PUBLIC WORKS & MAINTENANCE – Karchner – No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – Rizor – No report.

FINANCE – Tracy made a motion to adopt Finance Ordinance #1579 in the amount of \$98,359.73, Tate second. VOTE- Yeas-Tracy, Tate, Fetzer, Karchner, and Rizor. Nays-None **MOTION CARRIED 5-0.**

Tracy reported that Kay Reiter, Director of the Sandusky County Economic Development Corp. (SCEDC) will attend the January 13, 2014 council meeting to discuss the annual pledge and update council on the SCEDC's current projects.

Council Member Joe Riffle entered at 7:10pm.

PUBLIC SAFETY- Tate – No report.

RECREATION & PARKS DEVELOPMENT – Fetzer – No report.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **Project Update:**
 - New School: Transformer was installed on December 17. Waiting on an Electrical Service Agreement. John Courtney will attend the council meeting on January 13 to discuss a large power rate schedule for the new school.
 - Sewer Separation: The wet well excavation is complete. Sewer improvements Main Street to College manhole structure has been installed.
 - Efficiency Smart contract is under review. The potential grant money available for a contract renewal will be between \$1,500.00 - \$2,500.00.
 - Solar Field: Documents are being sent to John Courtney for review.
- **Other:**
 - Coordinating a roundtable meeting with surrounding village administrators to discuss current affairs. The December scheduled meeting was postponed until mid-January.
 - Met with Larry Limpf of the Suburban Press regarding tree planting in boulevard area's and right of way concerns.

POLICE DEPARTMENT- Chief Whitehead reported:

- Presented and reviewed the November activity report. (attached)
- Jack Jacobs has successfully completed his six month probation period. Mayor Harman recommended Jack Jacobs for a \$0.50 per hour raise. Tate made a motion to allow Jack Jacobs a \$0.50 per hour raise, Tracy second. VOTE- Yeas- Tate, Tracy, Fetzer, Karchner, Riffle, and Rizer. Nays – None. **MOTION CARRIED 6-0.**
- Due to the way the holidays fell this year, Chief Whitehead requested permission to carry 16 hours of vacation time into 2014 to cover his scheduled vacation days of January 2nd and 3rd. Tate made a motion to allow Chief Whitehead to carry over 16 hrs of vacation time into the 2014 calendar year, Riffle second. VOTE – Yeas – Tate, Riffle, Fetzer, Karchner, Rizer, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

FISCAL OFFICER- Runion presented the following ordinances and resolutions for council's consideration:

RES. #21: DECLARING THE NECESSITY FOR PROPERTY OWNERS TO SEPARATE AND BUILD SANITARY SEWER LATERALS AND CONNECTIONS. – 1ST Reading.

ORD. #25: EMPLOYING ROBERT A. KUHLMAN AS VILLAGE SOLICITOR. Riffle made a motion to adopt Ordinance #25-2013, Fetzer second. VOTE- Yeas- Riffle, Fetzer, Karchner, Rizer, Tate, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

ORD. #26: TO ESTABLISH A RECORDS COMMISSION. Rizer made a motion to adopt Ordinance #26-2013, Karchner second. VOTE-Yeas- Rizer, Karchner, Fetzer, Riffle, Tate, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

ORD. #27: EMPLOYEE GIFTS OF APPRECIATION. Tate made a motion to suspend the rules, Fetzer second. VOTE- Yeas- Tate, Fetzer, Karchner, Riffle, Rizer, and Tracy. Nays- None. **MOTION CARRIED 6-0.** Tate made a motion to adopt Ordinance #27-2013, Fetzer second. VOTE- Yeas- Tate, Fetzer, Riffle, and Tracy. Nays- None. Abstain – Karchner and Rizer. **MOTION CARRIED 4-0-2.**

ORD. #28: AMENDING CODIFIED ORD. #1117.08 SPECIAL YARD REQUIREMENTS – 2nd Reading

ORD. #29: AMENDING CODIFIED ORD. #1125.02(a) PARKING & STORAGE OF RECREATIONAL, UTILITY EQUIPMENT AND MOBILE HOMES – 2nd Reading

ORD. #30: AMENDING CODIFIED ORD. #1125.04(b) and (f) FENCES & PLANTING SCREENS – 2nd Reading

ORD. #31: AMENDING CODIFIED ORD. #1105.02 DEFINITIONS – 2nd Reading

ORD. #32: APPROVING THE EXECUTION OF AN EFFICIENCY SMART SCHEDULE WITH AMERICAN MUNICIPAL POWER, INC. 1st Reading.

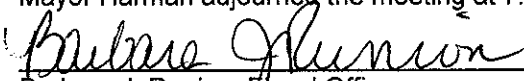
RES. #33: 2014 TEMPORARY APPROP. Tracy made a motion to suspend the rules, Tate second. VOTE- Yeas- Tracy, Tate, Fetzer, Karchner, Riffle, and Rizer. Nays- None. **MOTION CARRIED 6-0.** Tracy made a motion to adopt Res. #33-2013, Tate second. VOTE- Yeas- Tracy, Tate, Fetzer, Karchner, Riffle, and Rizer. Nays- None. **MOTION CARRIED 6-0.**

Runion reported the Woodville Township Fire Department will receive a grant to help purchase another tornado siren. The siren cost \$17,118.00. The State Grant will pay 50%, and previously the Village has split the remaining share with the Township. The Village share would be approximately \$4,280.00. Karchner made a motion to contribute a not to exceed amount of \$4,500.00 towards the purchase of a new tornado siren, Fetzer second. VOTE-Yeas- Karchner, Fetzer, Riffle, Rizer, Tate, and Tracy. Nays- None. **MOTION CARRIED 6-0.**

NEW BUSINESS- The Woodville Township Fire Department will be checking into putting an antenna on the water tower.

MAYOR'S REPORT- Mayor Harman requested that council allow Kruse to take a Village vehicle to and from work. Fetzer made a motion to allow Kruse to use a village vehicle to go to and from work, Riffle second. VOTE- Fetzer, Riffle, Karchner, Rizer, Tate, and Tracy. Nays- None. **MOTION CARRIED 6-0.**

Mayor Harman adjourned the meeting at 7:50pm.


Barbara J. Runion, Fiscal Officer


Mayor Richard A. Harman