

MINUTES – April 8, 2013

WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, April 8, 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, Joe Riffle, Stephanie Rizer, Jeff Tate, and Ty Tracy. Also present: Chief Roy Whitehead, Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Bob Meyer, and Karen Schepman.

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 March 25 were approved as presented.

AUDIENCE PARTICIPATION- Mr. Meyer, a representative of the 4th of July Celebration Committee, requested permission to have a Beer Tent during the annual 4th of July Celebration. This year's event will be held from July 3 – 6, with fireworks on July 6. The 4th of July Committee is also considering holding a Polka Dance one night during the Celebration. Mr. Meyer requested permission to allow the Polka Dance to be held on the tennis court in Trail Marker Park. Riffle made a motion to allow the 4th of July Celebration Committee to have a beer tent during the annual Celebration, Fetzer second. VOTE-Yeas-Riffle, Fetzer, Karchner, Rizer, Tate, and Tracy. Nays- None. **MOTION CARRIED 6-0.** Riffle made a motion to allow the 4th of July Celebration Committee to have a Polka Dance on the tennis court during the annual Celebration, Fetzer second. VOTE-Yeas-Riffle, Fetzer, Karchner, Rizer, Tate, and Tracy. Nays- None. **MOTION CARRIED 6-0.**

CORRESPONDENCE- None.

OLD BUSINESS- The County Prosecutors office will have documents ready by the April 22 Council Meeting to begin the purchase process for the Temple Furniture Building.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle - No report. Kruse reported Brandon Johnson has been interviewed for the water operator position. Kruse will take him on a tour of village facilities next week.

PUBLIC WORKS & MAINTENANCE – Karchner – No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – Rizer – No report.

FINANCE – Tracy reported that as of May 31, 2013, Huntington Bank will no longer process utility bill payments. A notice will be mailed to residents with the April & May utility bills regarding this matter.

Tracy reported the committee has asked Runion to check with other banks in the area for their investment rates.

Tracy reported the committee reviewed a quote from CMI to upgrade our software for payroll direct deposit, and to email direct deposit pay stubs, as well as, email residents their utility bill. Tracy made a motion to allow the purchase of the direct deposit and emailing software programs in the amount of \$3066.00, Karchner second. VOTE-Yeas- Tracy, Karchner, Fetzer, Riffle, Rizer, and Tate. Nays- None. **MOTION CARRIED 6-0.**

Tracy made a motion to adopt Finance Ordinance #1562 in the amount of \$32,686.58, Karchner second. VOTE-Yeas- Tracy, Karchner, Fetzer, Riffle, Rizer, and Tate. Nays-None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate – No report.

RECREATION & PARKS DEVELOPMENT – Fetzer reported that only three certified lifeguard applications have been turned in for the 2013 season. An email was sent to all of the surrounding school officials, asking them to announce the lifeguard openings. Applications will be accepted until April 12. The Rec. Board will meet again on April 16 at 7:00pm.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **Project Update:**

- New School: Ground Breaking Ceremony will be held on May 30 at 1:30pm.

- **Other:**

- The Police impound lot installation has begun.
- Pursuing estimates for paving E. Main St. (the hollow) and Lime St. (from Main St. to First St.)
- Chris Kutchenriter and Brad Paul have successfully completed their probation periods. Kruse recommended Kutchenriter and Paul for a \$0.50 cent wage increase. Riffle made a motion to increase Chris Kutchenriter's wage to \$18.50 per hour, retroactive to March 11, 2013. Fetzer second. VOTE- Yeas - Riffle, Fetzer, Karchner, Rizor, Tate, and Tracy. Nays- None.
MOTION CARRIED 6-0.
- Riffle made a motion to increase Brad Paul's wage to \$14.25 per hour, effective April 1, 2013. Fetzer second. VOTE- Yeas - Riffle, Fetzer, Karchner, Rizor, Tate, and Tracy. Nays- None.
MOTION CARRIED 6-0.
- Kruse recommended to fulfill the two Seasonal Parks/Grounds Maintenance positions with Jeff Underwood (returning for his 2nd year at - \$8.50per hour) and Tom Hemminger(a new hire at \$8.00per hour). Riffle made a motion to hire Jeff Underwood for the Parks/ Grounds Maintenance position at a wage of \$8.50 per hour, Rizor second. VOTE-Yeas-Riffle, Rizor, Fetzer, Karchner, Tate, and Tracy. Nays – None.
MOTION CARRIED 6-0.
- Riffle made a motion to hire Tom Hemminger for the Parks/ Grounds Maintenance position at a wage of \$8.00 per hour, Rizor second. VOTE-Yeas-Riffle, Rizor, Fetzer, Karchner, Tate, and Tracy. Nays – None.
MOTION CARRIED 6-0.

POLICE DEPARTMENT- Chief Whitehead reported Rene Dix, of the Woodville Library, is organizing a "Meet & Greet with Raider" to introduce the new drug dog to the residents on April 24 at 5:30pm. This information is included in the Huntington Bank payment notice being sent with the utility bills.

FISCAL OFFICER- Runion – No report.

NEW BUSINESS- Mayor Harman read a letter from Linda Bringman, Woodmore School Superintendent, requesting a waiver of the sewer hookup for the Sewer Separation Project. The current school building must be demolished within a year after the construction of the new school building. Council stated they will support the waiver with the condition that if any section of the building is retained for future use, the sewer must be separated by the spring of 2016. Kruse will respond to the schools request and will include a deadline date for the sewer separation, should a portion of the building be retained.

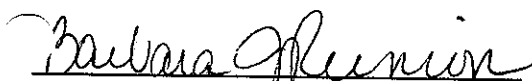
Riffle made a motion to allow Woodmore School a waiver of the sewer hookup for the Sewer Separation Project contingent on the demolition of the entire building, Fetzer second. VOTE-Yeas-Riffle, Fetzer, Karchner, Rizor, Tate, and Tracy. Nays- None. **MOTION CARRIED 6-0.**

MAYOR'S REPORT- Mayor Harman reported that he will attend the Sandusky County Leadership Luncheon on April 16 with Kruse and Tracy. Mayor Harman and Kruse will meet with Sandusky County Engineer, Jim Moyer regarding an equipment exchange program for the county on April 16.

Mayor Harman adjourned the meeting at 7:44pm.



Mayor Richard A. Harman



Barbara J. Runion, Fiscal Officer