

MINUTES – September 14, 2015

WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, September 14, 2015 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 Rizor, Jeff Tate, and Ty Tracy. Also present: Solicitor Bob Kuhlman, Village Administrator Keith Kruse, Police Chief Roy Whitehead, Karen Schepman, and Pat Dunn.

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

Minutes of Regular Council and Finance Committee meetings on August 24, 2015, and Administrative & Personnel Committee meeting on August 31, 2015 were approved as presented.

AUDIENCE PARTICIPATION-None

CORRESPONDENCE- None

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle reported the committee met on August 31 and reviewed employee evaluations. Riffle stated Ben Gittus has fulfilled the required operator-in-training hours and has received his Class I Water Operator license. Because Gittus is now licensed, the mandated 20 hours operator of record hours will eventually be reduced to 15 hours per week.

Riffle made a motion to increase Ben Gittus' wage to \$20.00 per hour beginning August 31, 2015, Tate second. VOTE- Yeas Riffle, Tate, Fetzer, Karchner, Rizor, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

Riffle made a motion to hire Rick Runion as a Woodmore Crossing Guard at an annual salary of \$1,260.00 beginning August 31, 2015, Tate second. VOTE- Yeas Riffle, Tate, Fetzer, Karchner, Rizor, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

Riffle made a motion to approve the 2015 Wage Schedule (attached) effective August 31, 2015, Karchner second. VOTE- Yeas – Riffle, Karchner, Fetzer, Tate, and Tracy, Nays – None, Abstain – Rizor. **MOTION CARRIED 5-0-1.**

PUBLIC WORKS & MAINTENANCE – Karchner reported the Rocktober Festival plans have been finalized.

Karchner requested that Eric Kruse, the property owner of a home on S. Walnut, be notified of overgrown weeds/shrubs that are obstructing the view of traffic going in and out of the village parking lot.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – Rizor – No report.

FINANCE – Tracy reported Hylant Group has provided the Ohio Plan Insurance Policy annual renewal proposal for the 2015/2016 period. All policies now include cyber protection. Our premium has decreased this year by \$342.00.

Tracy made a motion to accept the Ohio Plan Package Proposal in the amount of \$23, 548.00 for the 2015/2016 period, Tate second. VOTE – Yeas – Tracy, Tate, Fetzer, Karchner, Riffle, and Rizor. Nays – None. **MOTION CARRIED 6-0.**

Tracy made a motion to adopt Finance Ordinance #1620 in the amount of \$50,374.88, Tate second. VOTE- Yeas- Tracy, Tate, Fetzer, Karchner, Riffle, and Rizor. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate reported it was brought to his attention that there are no white stop bars painted on the road for the new stops signs on W. Erie Street and Spring Street. Kruse replied all curbs at the hydrants, crosswalks, and stop signs are being marked throughout the village.

RECREATION & PARKS DEVELOPMENT – Fetzer reported the committee will meet on September 17 for the pool season wrap up meeting. Pool manager, Dawn Peters has resigned to take a full time position elsewhere.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER PLANT:**

- Well #7 was put back online on September 2
- Well #5 will be re-chlorinated within the next few weeks.

VILLAGE ADMINISTRATOR – Keith Kruse continued:

- **SEWER PLANT:**
 - Addressing issues noted in the Ohio EPA's annual evaluation and report conducted at the Sewer Plant on August 6.
- **STREETS:**
 - All street signs on the North side of town are being replaced with the required retro reflective signs.
- **PARKS & REC:**
 - Miscellaneous tree stumps are being ground out throughout the village.
- **OTHER:**
 - Bill Busdiecker has completed the sewer lateral replacement at Zollinger's (Water St.). Restoration will be done by North Branch Nursery.
 - Rt. 20 flooding issues: the new school could possibly be a contributing factor, but the main cause is a large root ball that was located by Adkins Sanitation in the 400 block of Main St. The root ball will be removed this week.
 - All research has been completed regarding the vacated status of the Sean/William Cairns property on North Street. Will meet with Rizor to discuss moving forward with vacating the village portion of that area on North St.
 - Attended the FEMA Flood Plain Management seminar in Columbus on August 25 and 26. Learned a lot about our responsibilities when dealing with flood plain issues. Local help is available through the Sandusky County Regional Planning Commission.
 - Solomon Lutheran Church has questioned if it would be possible to purchase light pole banners specific for their Church/School. More details regarding this issue are needed before a decision can be made.
 - Notified by ODOT that the railroad crossing on Co. Rd. 117 will now have a stop sign instead of a yield sign.
 - Will be attending the AMP conference from September 28 – October 1.
 - A resident has requested that village workers pick up large amounts of brush from her property. She was informed that debris/brush is only picked up after a major weather event.

POLICE DEPARTMENT- Chief Whitehead reported the Woodville Volunteer Fire Department is hosting an Open House on October 10 from 1:00pm – 4:00pm.

FISCAL OFFICER:- Runion presented the following resolution for council's consideration:

RES. #9-2015- ACCEPTING THE 2016 TAX RATES: Karchner made a motion to suspend the rules, Rizor second. VOTE – Yeas – Karchner, Rizor, Fetzer, Riffle, Tate, and Tracy. Nays- None. **MOTION CARRIED 6-0.** Karchner made a motion to adopt Resolution #9-2015, Rizor second. VOTE – Yeas – Karchner, Rizor, Fetzer, Riffle, Tate, and Tracy. Nays- None. **MOTION CARRIED 6-0.**

Runion reported the mandatory State Auditor Fiscal Officer training conference will be on October 8 in Perrysburg.

MAYOR'S REPORT- Mayor Harman reported he has received a lot of public support to create an ice skating rink in Trail Marker Park this winter. The next step will be to form a committee to finalize the project details.

EXECUTIVE SESSION- Tracy made a motion to enter into executive session at 7:52pm to discuss discipline of an employee, Fetzer second. VOTE – Yeas – Tracy, Fetzer, Karchner, Riffle, Rizor, and Tate. Nays – None. **MOTION CARRIED 6-0.**

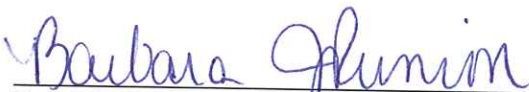
Present in executive session were: Mayor Harman, Council Members: Fetzer, Karchner, Riffle, Rizor, Tate, and Tracy. Others present: Runion, Kuhlman, Whitehead, and Kruse.

Tracy moved to return to open session at 8:35pm.

Mayor Harman adjourned the meeting at 8:35pm.



Mayor Richard A. Harman



Barbara J. Runion, Fiscal Officer

Village of Woodville- Raise/Bonus Schedule 2015

| Name | Current /raise/New |
|--|--|
| <i>Police Department</i> | |
| Tom Gearheart | \$17.67 + .25 = 17.92 |
| Steve Gilkerson | \$16.85 + .25 = 17.10 |
| Dave Mechel | \$15.63 + .20 = 15.83 |
| Shawn Screptock | \$15.53 + .20 = 15.73 |
| Jack Jacobs* | \$10.75 + .50 = 11.25 |
| Robert Miller* | \$11.25 N/C |
| Greg Osuch* | \$11.25 N/C |
| Sean Rizor* | \$11.25 N/C |
| Kevin Smith* | \$11.25 N/C |
| Crystal Spain | \$10.50 N/C |
| Roy Whitehead | \$50,520.37 annual + 2% = \$51,530.78 |
| <i>Utilities Department</i> | |
| Dawn Bockbrader* | \$13.80 + .20 = 14.00 |
| Kevin Berry* | \$25.25 + .25 = 25.50 |
| Ben Brien | \$20.35 + .25 = 20.60 |
| Kris Gerwin | \$11.53 + .10 = 11.63 + 1wk vacation |
| Ben Gittus | \$16.85 + 3.15 = 20.00 |
| Chris Kutchenriter | \$18.85 + .25 = 19.10 |
| Chris McCarron | \$25.85 N/C |
| Brad Paul | \$14.55 + .20 = 14.75 |
| Bennett Stamper* | \$10.00 N/C |
| Keith Kruse | \$54,090.40 annual + 2% = \$55,172.21 |
| Barb Runion | \$32,136.00 annual =N/C |
| Crossing Guards: School pays half – billed every September | |
| Bill Steinmeyer | \$5,155.97 (\$429.67mth x 12mths) = N/C |
| Teri Kappes | \$2,577.50 (\$214.79mth x 12mths) = N/C |
| Rick Runion | \$1,260.00 (\$105.00mth x 12mths) New |

*Part Time