

MINUTES – November 13, 2017

WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, November 13, 2017 in Council Chambers, 530 Lime Street at 7:00pm. Present at Roll Call were Mayor Rich Harman, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Joe Riffle, Stephanie Rizer, and Ty Tracy. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, Karen Schepman, Kelly O'Connor, and Deb Wallace of the Suburban Press. Council Members Judy Karchner and Jeff Tate were excused.

Mayor Harman called the meeting to order and led the Pledge to the Flag.

Minutes of the Finance Committee and Regular Council meetings held on October 23, 2017 were approved as presented.

AUDIENCE PARTICIPATION – None.

CORRESPONDENCE- Mayor Harman read and signed an Eagle Scout Certificate of Honor for Peter L. Magsig. The Eagle Scout ceremony will be held on November 26 at the Bethel Church in Elmore at 3:00pm.

OLD BUSINESS- None.

ADMINISTRATIVE & PERSONNEL- Riffle – No report.

PUBLIC WORKS & MAINTENANCE – Dunn – No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – Rizer – No report.

FINANCE – Tracy made a motion to adopt Finance Ordinance #1670 in the amount of \$56,038.14 Rizer second. VOTE- Yeas- Tracy, Rizer, Dunn, and Riffle. Nays- None **MOTION CARRIED 4-0.**

Tracy reviewed the 2018 renewal for the employee health insurance plan (Medical Mutual). The premium increase was 2.01% and there were no other changes to the policy. Tracy made a motion to renew the Medical Mutual health insurance policy for the village employees on January 1, 2018. Rizer second. VOTE – Yeas – Tracy, Rizer, Dunn, and Riffle. Nays – None. **MOTION CARRIED 4-0.**

PUBLIC SAFETY- Tate – No report, absent.

RECREATION & PARKS DEVELOPMENT – Karchner - No report, absent.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER DEPT:** Communication was lost to 4 wells during a recent storm. It was determined the loss was due to a lightning strike, and it has been repaired.
- **ELECTRIC DEPT:** * Amplex will install Fiber Optics on the north side of the Village beginning November 13.
* A CenturyLink representative has inspected their poles in the alley behind the 400 block of W. First St. They will transfer their lines over to our poles and remove theirs.
- **PARKS & REC:** Seasonal mowing will conclude by the end of November.
- **OTHER:** * Joseph Emerine informed us that the concrete sidewalk will be poured in the morning on November 15 at Limelite Eagle Park.
* The Sandusky County Leadership Class of 2017's bus tour will stop at Trail Marker Park on Nov. 15

POLICE DEPARTMENT- Chief Whitehead reported:

- The Marathon Gas Station was robbed in the early morning of November 13. A warrant has already been issued for an arrest of a suspect.
- Unfortunately, drugs are still rampant in town. Another family has lost thousands of dollars because of an addicted family member.
- Worked with the Sherriff Dept. and the State Marshall's to apprehend a homeless person living in an abandoned building at Martin Marietta.
- Martin Marietta will provide grant money to help purchase the overlay for the new bullet-proof vests.

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

ORD. #17: EMPLOYING ROBERT A. KUHLMAN AS VILLAGE SOLICITOR – 1st Reading

ORD. #18: AN ORDINANCE AUTHORIZING THE EXPENDITURE OF FUNDS FOR A GIFT OF APPRECIATION TO ALL VILLAGE EMPLOYEES – 1st Reading

NEW BUSINESS – The Sandusky County Visitors Bureau wishes to create a painted historic barns trail throughout the county. The murals would celebrate historic events specific to our county. The Nuhfer family barn on St. Rt. 20 was recently chosen to honor Woodville native and Astronaut, Col. Tom Henricks who was Commander of two Space Shuttle missions during his NASA career.

MAYOR'S REPORT- Mayor Harman reviewed and discussed the policies and procedures for utility accounts that are in arrears. (attached)

EXECUTIVE SESSION- Tracy made a motion to enter into executive session at 7:34pm to obtain legal advice regarding the purchase of a property, Riffle second. VOTE – Yeas – Tracy, Riffle, Dunn, and Rizor. Nays – None **MOTION CARRIED 4-0.**

Those present in executive session: Mayor Harman, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Joe Riffle, Stephanie Rizor, Ty Tracy. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, and Kelly O'Connor.

Council returned to regular open session at 7:57pm.

Mayor Harman adjourned the meeting at 7:58pm.

Mayor Richard A. Harman

Barbara J. Runion, Fiscal Officer

STANDARD PROCEDURES FOR PAST DUE UTILITY ACCOUNTS

NOTICES:

- When a utility bill has ANY outstanding balance after the due date, the next bill will be stamped PAST DUE.
 - This serves as NOTICE of an outstanding balance and must be paid along with the current amount by the due date to avoid further action.
 - When a utility bill has a balance that is outstanding for two (2) months, the following will apply:
 - An IMPORTANT NOTICE will be hand delivered to the service address and/or mailed to the property owner/landlord and fees will apply*.
 - Upon receipt of this notice, the full outstanding amount MUST be PAID IN FULL** within five (5) business days from the date of the notice to avoid further action.
- *FEES FOR IMPORTANT NOTICE DELIVERED and/or MAILED: \$20.00**

DISCONNECTION OF SERVICE(S):

Water and Electric

- If payment is not made by the date and time on the IMPORTANT NOTICE, service(s) will be terminated and fees will apply*.
 - If payment arrangements were made and are in default, another IMPORTANT NOTICE will be delivered and service(s) will be terminated and fees will apply*.
- *FEES FOR DELIVERY OF IMPORTANT NOTICE – PER SERVICE \$25.00**

RECONNECTION OF SERVICE(S):

- The total utility bill and all applicable fees* must be paid in full prior to reconnection of service(s).
 - An adult (18yrs or older) must be present to reconnection service(s).
- *FEES TO RECONNECT –PER SERVICE \$25.00**

PAYMENT PROVISIONS:

- All payments must be made at the Municipal Office – 530 Lime St.
- **All payments must be in CASH or MONEY ORDER
- If you are a tenant and cannot pay your bill in full, you MUST make payment arrangements through the property owner/landlord. Arrangements will only be accepted by the property owner/landlord contacting the Village Office.
- In extreme circumstances, the Village may be able to offer an extended payment contract. Tenants wanting to enter into such contract must have approval from the property owner/landlord. Please contact the Village for contract details.

Please note:

The Village reserves the right to not bill a tenant who has, or had, a history of chronic late payments.

ADOPTED: **October 9, 2017**

Keith Kruse
Village Administrator
dmb/2017