

MINUTES – February 26, 2018

WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, February 26, 2018 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, Judy Karchner, Kelly O'Connor, Joe Riffle, Jeff Tate, and Ty Tracy. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, Karen Schepman, and Deb Wallace of the Suburban Press.

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 February 12, 2018 were approved as presented.

AUDIENCE PARTICIPATION – None.

CORRESPONDENCE- None.

OLD BUSINESS- Mayor Harman contacted Nate Liskai regarding the ongoing property boundary dispute between the village and the Liskai's along Victoria Place. Liskai is in favor of resolving the matter, and will contact Mr. Kuhlman to move forward in doing so.

Nicole Knepper will present the "Stop the Bleed" program at Woodmore Schools.

ADMINISTRATIVE & PERSONNEL- Riffle – No report.

PUBLIC WORKS & MAINTENANCE – Dunn – No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported the committee met on February 12 and discussed guidelines to use to create a Social Media Policy for the Village (attached). O'Connor reviewed the policy and stated that the Village Facebook page would be used as an online tool to communicate factual information to residents, such as important notices, events, and meetings. O'Connor made a motion to adopt the Social Media Policy for the Village of Woodville, Tracy second. Council discussed the appointed authorized users to oversee the account and their time management to do so, basic guidelines of the page, complying with records retention rules, and if the disclaimer provides enough language to protect village liability. VOTE – Yeas – O'Connor, Tracy. Nays – Dunn, Karchner, Riffle, and Tate. **MOTION FAILED 2 – 4.**

Kuhlman recommended contacting the Ohio Plan Insurance Co. and State Auditor for any opinions or recommendations on creating a policy.

FINANCE – Tracy made a motion to adopt Finance Ordinance #1676 in the amount of \$114,641.13, Tate second. VOTE- Yeas- Tracy, Tate, Dunn, Karchner, O'Connor, and Riffle. Nays- None **MOTION CARRIED 6-0.**

Tracy questioned the village policy regarding who is responsible for payment of a utility bill when the property is sold and the previous property owner does not pay. Kuhlman replied it is the buyer's responsibility to make sure all outstanding debts have been paid, and typically this is done by the title agency handling the sale. If it is not taken care of before, or during the final sale process, the new property owner is responsible for the debt.

PUBLIC SAFETY- Tate – No report.

RECREATION & PARKS DEVELOPMENT – Karchner reported the committee met on February 20 and updated the pool's Management Handbook (attached). The "help wanted ad" for lifeguards and management is in the Suburban Press.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER DEPT:** Attended an Asset Management Workshop at Poggemeyer Design Group (PDG). The Asset Management Plans are due by October 2018, and the workshop provided tips and guidelines for the development of a plan.
Tom Borck of PDG has finished the preliminary prints for the Water Treatment Plant Improvements Project.
- **SEWER:** Four trees will be removed on Main Street between Lime and Elm Streets to get ready for the Sewer Separation Project – Phase 2.

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VILLAGE ADMINISTRATOR – Keith Kruse continued:

- **ELECTRIC DEPT:** No report.
- **STREETS:** Repaired pothole on Lime St at the Main St approach.
- **PROJECTS:** Added Pemberville Road to the Road Use and Maintenance Agreement (RUMA) with Nexus Pipeline. They have since added all of Main Street and will send the additional video.
- **OTHER:** There have been no reported issues in the village from the recent Portage River flooding. Thirty sandbags were picked up by residents.
Mayor Harman and Kruse participated in a marketing video produced by the Sandusky County Economic Development Corporation (SCEDC) about our village and what the SCEDC does for local communities.

POLICE DEPARTMENT- Chief Whitehead reported:

- Woodmore Schools hosted and Two Villages presented a public forum on Human Trafficking.
- Woodmore Schools is in the preliminary stages of organizing a police presence in our schools, due to recent and continual school shootings across the country.

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

RES. #1- 2018: AUTHORIZING THE VILLAGE ADMINISTRATOR TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT ON BEHALF OF THE VILLAGE OF WOODVILLE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF AN ASSET MANAGEMENT PROGRAM FOR THE WATER TREATMENT OPERATIONS – 3rd Reading O'Connor made a motion to adopt Resolution #1-2018, Riffle second. VOTE – Yeas – O'Connor, Riffle, Dunn, Karchner, Tate, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

NEW BUSINESS – None.

MAYOR'S REPORT- Mayor Harman asked where we stand with getting a new website created for the village. Kruse has a couple of names who expressed an interest in helping create and maintain a village website and he will contact them.

EXECUTIVE SESSION- None

Mayor Harman adjourned the meeting at 8:20pm.

Mayor Richard A. Harman

Barbara J. Runion, Fiscal Officer