

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
530 LIME ST – COUNCIL CHAMBERS
OCTOBER 11, 2021 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **APPROVAL OF MINUTES**
 - a. Regular Council & Finance Committee Meetings – September 27, 2021
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a.
- VIII. **OLD BUSINESS**
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor, absent
 - d. FINANCE – Throop
 - ~Finance Ordinance #1756
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR - Kuhlman
- X. **FISCAL OFFICER'S REPORT**
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION**
- XIV. **ADJOURNMENT**

MINUTES – September 27, 2021
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, September 27, 2021 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Jeff Tate, and Tammi Throop. Administration: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Fiscal Officer Barb Runion. Audience: Earl Ransom and Deb Wallace of The Suburban Press. Council Member Joe Riffle and Chief Roy Whitehead were absent.

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

Minutes of the Finance Committee and Regular Council meetings on September 13, 2021 were approved as presented.

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- None.

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report, absent.

PUBLIC WORKS & MAINTENANCE – Dunn – No report

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor - No report

FINANCE – Throop made a motion to adopt Finance Ordinance #1755 in the amount of \$143,318.12 O'Connor second. VOTE-Yeas- Throop, O'Connor, Dunn, Fetzer, and Tate. Nays- None **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Tate reported that Chief Whitehead's Ohio Police Pension pick up plan will be rescinded and all mandatory contributions are to be paid by Chief Whitehead.

Tate made a motion to raise Chief Whitehead's salary to \$68,173.52 retroactive to September 20, 2021. Fetzer second. VOTE – Yeas – Tate, Fetzer, Dunn, O'Connor, and Throop. Nays – None. **MOTION CARRIED 5-0.**

Tate reported that the flashing light is out on the School Zone sign on Pemberville Rd. Kruse will take care of it.

RECREATION & PARKS DEVELOPMENT – Fetzer – No report

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER PLANT:** 1. EPA survey was conducted at the Water Treatment Plant on September 20 and a follow up meeting was held on September 22. The EPA Representative Kimberly Burnham conducted the survey and it went very well. Ms. Burnham complimented Tom Brickley's operations management and data/records organization. There were a couple of minor violations.
2. Met with Peterson and Poggemeyer Design Group (PDG) to review the rehab plan for Filter #1. Peterson is coordinating the plan with the painting contractor.
- **SEWER PLANT:** 1. US EPA Administrative Order of Consent (AOC): Sent the US EPA our response with revised timeline of dated milestones as they requested. The EPA has accepted our revised AOC.
2. Continue to televise the lines for I & I (infiltration & inflow) issues.
- **ELECTRIC DEPT:** Attended the AMP conference from September 20 – 23 virtually. One of the discussion topics reported that gas prices will be increasing significantly this year and into next year. Another topic was climate change/clean energy and the coal fire plants in service right now.
- **FYI:** 1. Columbia Gas is moving forward to the south side of the Portage River to continue with their gas line upgrade project.
2. Sandusky County EMA held a conference call on September 17 to update COVID related information. The cases are rapidly increasing in the 30–50-year-old people.
3. Accent, our telephone service provider reported an issue with their inbound calls. We have not experienced any problems.

POLICE DEPARTMENT- Chief Whitehead – No report, absent.

SOLICITOR – Kuhlman - No report

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 9/27/2021 – PAGE 2

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

RES. #17: RESCINDING RESOLUTION #14-2021 O'Connor made a motion to suspend the rules. Throop second. VOTE – Yeas – O'Connor, Throop, Dunn, Fetzer, and Tate Nays – None. **MOTION CARRIED 5-0.** O'Connor made a motion to adopt Resolution #17-2021. Throop second. VOTE – Yeas – O'Connor, Throop, Dunn, Fetzer, and Tate. Nays – None. **MOTION CARRIED 5-0.**


NEW BUSINESS – None.

MAYOR'S REPORT- Mayor Tracy shared that the former Clerk-Treasurer Beth Zajac had passed away. As an appreciated Elected Official of the village, a memorial will be sent to the family's choice – Solomon Lutheran Church.


Mayor Tracy shared a proclamation of Village status from the Ohio Secretary of State Frank LaRose office, certifying our 2020 Federal Census results of 2,006.

Mayor Tracy stated the Council meetings will continue in person and the next meeting is October 11, 2021 at 7:00pm in Council Chambers.

Mayor Tracy adjourned the meeting at 7:19pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
530 LIME ST – COUNCIL CHAMBERS
OCTOBER 25, 2021 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **APPROVAL OF MINUTES**
 - a. Regular Council & Finance Committee Meetings – October 11, 2021
- VI. **AUDIENCE PARTICIPATION**
 - a. Barb Rickard, Deb Jacobs, & Alesia Gutierrez – Parking issues
- VII. **CORRESPONDENCE**
 - a. Thank you note – Doris Dunn Family
 - b. Thank you note – Sandusky Co. Leadership – Bus Tour
 - c. Thank you note – Solomon Lutheran Church, Beth Zajac-Liskai memorial
- VIII. **OLD BUSINESS**
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~Finance Ordinance #1757
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR - Kuhlman
- X. **FISCAL OFFICER'S REPORT**
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION**
- XIV. **ADJOURNMENT**

MINUTES – October 11, 2021
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, October 11, 2021 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Joe Riffle, Jeff Tate, and Tammi Throop. Administration: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Fiscal Officer Barb Runion, and Chief Roy Whitehead. Audience: Deb Wallace of The Suburban Press. Council Member Kelly O'Connor was absent.

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

Minutes of the Finance Committee and Regular Council meetings on September 27, 2021 were approved as presented.

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- None.

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report

PUBLIC WORKS & MAINTENANCE – Dunn reported that he had stopped by the Water Treatment Plant and discussed some of the US EPA Administrative Order of Consent (AOC) issues with Kruse and Tom Brickley. Should another letter come from the US EPA, he will call a committee meeting to discuss.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor - No report, absent

FINANCE – Throop made a motion to adopt Finance Ordinance #1756 in the amount of \$68,471.98 Dunn second. VOTE- Yeas- Throop, Dunn, Fetzer, Riffle, and Tate. Nays- None **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Tate - No report

RECREATION & PARKS DEVELOPMENT – Fetzer – No report

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER PLANT:** 1. Continue to work with Peterson and Poggemeyer Design Group (PDG) to correct the ongoing issues at the plant. We have received the chlorine analyzer, but it came without a controller.
- 2. Continue working on the Filter #1 leak issue.
- **SEWER PLANT:** 1. US EPA Administrative Order of Consent (AOC): Working on the immediate issues in order to stay compliant with the revised AOC milestones plan.
- 2. Continue to televise the lines for I & I (infiltration & inflow) issues.
- **ELECTRIC DEPT:** The discussion continues regarding the closing of the Prairie State Project in Illinois. Due to the climate control changes, and clean energy acts in Illinois, the Prairie State Plant is expected to close by 2045.
- **FYI:** 1. Columbia Gas has started on the south side of the Portage River to continue with their gas line upgrade project.
- 2. New Christmas decorations for the downtown poles and wreaths have been ordered. They cost approximately \$6,700.00.
- 3. Woodville Business & Community Association (WBCA) has requested permission to close S. Walnut from Main Street to College Avenue for their Fright Night activities on October 28 from 4:00pm – 9:00pm. Tate made a motion to allow S. Walnut to be temporarily closed on October 28 from 4:00pm – 9:00pm for the Fright Night activities. Dunn second. VOTE – Yeas – Tate, Dunn, Fetzer, Riffle, and Throop. Nays – None. **MOTION CARRIED 5-0.**
- 4. There have been some materials delivered to the CSX Railroad site for the upcoming replacement/repair project. No start date has been issued.

POLICE DEPARTMENT- Chief Whitehead reported:

- The Sandusky County Drug Task Force levy will be up for renewal. The program has been working great.
- Requested a committee meeting to discuss implementing an income tax or a police levy. It is becoming increasingly difficult to hire officers due to the rate of pay we currently offer.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 10/11/2021 – PAGE 2

REPORTS continued:

SOLICITOR – Kuhlman - No report

FISCAL OFFICER- Runion – No report

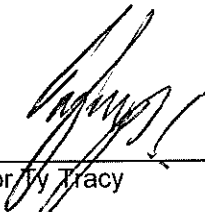
NEW BUSINESS – None.

MAYOR'S REPORT- Mayor Tracy reminded everyone of the following upcoming events:

- Sandusky County Leadership Bus Tour – Trail Marker Park visit October 13
- WBCA's Fright Night is Thursday, October 28
- Village Trick or Treat October 31 6:00pm – 8:00pm

Mayor Tracy stated the Council meetings will continue in person and the next meeting is October 25, 2021 at 7:00pm in Council Chambers.

Mayor Tracy adjourned the meeting at 7:17pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
530 LIME ST – COUNCIL CHAMBERS
NOVEMBER 8, 2021 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **APPROVAL OF MINUTES**
 - a. Regular Council & Finance Committee Meetings – October 25, 2021
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a.
- VIII. **OLD BUSINESS**
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~Finance Ordinance #1758
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR - Kuhlman
- X. **FISCAL OFFICER'S REPORT**
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION**
- XIV. **ADJOURNMENT**

MINUTES – October 25, 2021
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, October 25, 2021 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop. Administration: Solicitor Bob Kuhlman, Fiscal Officer Barb Runion, and Chief Roy Whitehead. Audience: Barb Rickard, Deb Jacobs, Alesia Gutierrez, Earl Ransom, Deb Wallace of The Suburban Press.

Village Administrator Keith Kruse was absent.

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

Minutes of the Finance Committee and Regular Council meetings on October 11, 2021 were approved as presented.

AUDIENCE PARTICIPATION – Barb Rickard, Deb Jacobs and Alesia Gutierrez again requested that Council consider allowing a portion of Village property located behind 109/111 W. Main St. to be used as an exit/entrance to the already established parking spots for those addresses. Rickard does not want her tenants to cross the neighboring properties to exit or enter their parking spots. Kuhlman restated that this issue is a civil case, and is between Rickard and the adjoining property owner (Bob Rentz). After a lengthy debate, a majority of the Council Members were in agreement with Kuhlman's recommendations, that the matter is civil, and the parties need to work it out between them. Council did request that Rickard put her specific wishes for the use of the public property in writing so that Council can respond accordingly. Rickard, Jacobs, and Gutierrez exited the meeting at 7:33pm.

CORRESPONDENCE- Mayor Tracy shared Thank You notes from the following:

- The Doris Dunn Family for the memorial to St. John's Nurturing Center
- Solomon Lutheran Church for the Beth Zajac memorial
- Sandusky County Leadership Class for the time that Village personnel spent reviewing the village history.

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report

PUBLIC WORKS & MAINTENANCE – Dunn – No report

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor - No report

FINANCE – Throop made a motion to adopt Finance Ordinance #1757 in the amount of \$123,534.50 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Riffle, and Tate. Nays- None **MOTION CARRIED 6-0.**

Throop reported that Runion reviewed the employee 2022 Medical Mutual health insurance premium renewal during the committee meeting tonight. The premium will increase by 5.14% in 2022 to \$17,349.63 per month. Throop made a motion to renew the 2022 Medical Mutual health insurance renewal for \$17,349.63 per month, Tate second. VOTE – Yeas – Throop, Tate, Dunn, Fetzer, O'Connor, and Riffle. Nays – None. **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate reported that Chief Whitehead would like to hire Officer Joseph Heabler and Officer Jason Reel as Part-time Officers. Mayor Tracy recommended to council the hire of Officer Joseph Heabler and Officer Jason Reel at a wage of \$13.50 per hour.

Tate made a motion to hire Officer Joseph Heabler at a wage of \$13.50 per hour, Fetzer second. VOTE – Yeas – Tate, Fetzer, Dunn, O'Connor, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

Tate made a motion to hire Officer Jason Reel at a wage of \$13.50 per hour, Fetzer second. VOTE – Yeas – Tate, Fetzer, Dunn, O'Connor, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

RECREATION & PARKS DEVELOPMENT – Fetzer – No report

VILLAGE ADMINISTRATOR – Keith Kruse - No report, absent

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 10/25/2021 – PAGE 2

POLICE DEPARTMENT- Chief Whitehead reported:

- Thanked Council for hiring the 2 Part-time Officers.
- Requested a committee meeting to discuss implementing an income tax or a police levy. It is becoming increasingly difficult to hire officers due to the rate of pay we currently offer.

SOLICITOR – Kuhlman - No report

FISCAL OFFICER- Runion – No report

NEW BUSINESS – Mayor Tracy reported that he asked Runion to check on the income tax percentages levied on the area communities. Communities fell between 1% and 1.75%, with 5 of the 8 surveyed at 1%. Mayor Tracy instructed the Finance Committee to begin the process to look at the pros and cons of an income tax levy vs. a police levy.

MAYOR'S REPORT-


- Spoke with OH Representative Gary Click regarding additional funding or grant opportunities to help with Police Department expenses. He is checking into it. Will also meet with County Commissioner Russ Zimmerman regarding the same issue.

Mayor Tracy reminded everyone of the following upcoming events:

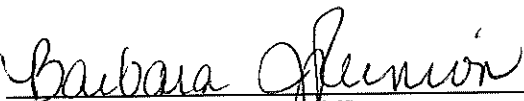
- WBCA's Fright Night is Thursday, October 28
- Village Trick or Treat October 31 6:00pm – 8:00pm

Mayor Tracy stated the Council meetings will continue in person and the next meeting is November 8, 2021 at 7:00pm in Council Chambers.

Mayor Tracy adjourned the meeting at 8:15pm.



Mayor Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
530 LIME ST – COUNCIL CHAMBERS
NOVEMBER 22, 2021 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **APPROVAL OF MINUTES**
 - a. Regular Council & Finance Committee Meetings – November 8, 2021
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a.
- VIII. **OLD BUSINESS**
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop, absent
 - e. PUBLIC SAFETY – Tate
~Finance Ordinance #1759
 - f. RECREATION & PARKS DEVELOPMENT – Fetzner, absent
 - g. VILLAGE ADMINISTRATOR – Kruse
~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR - Kuhlman
- X. **FISCAL OFFICER'S REPORT**
 - ORD #18: SETTING THE SOLICITOR'S PAY FOR 2022, 1st Reading
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION**
- XIV. **ADJOURNMENT**

MINUTES – November 8, 2021
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, November 8, 2021 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop. Administration: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, and Fiscal Officer Barb Runion. Audience: Earl Ransom and Deb Wallace of The Suburban Press. Chief Roy Whitehead and Ron Cowell entered the meeting at 7:02pm.

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

Minutes of the Finance Committee and Regular Council meetings on October 25, 2021 were approved as presented.

AUDIENCE PARTICIPATION – None.

CORRESPONDENCE- None.

OLD BUSINESS- Discussed an email from Mrs. Barb Rickard regarding the ongoing request to use public property for personal use behind the businesses at 109/111 E. Main St. Because Mrs. Rickard did not have correct emails listed and many did not receive it, the email will be forwarded to all of council for review.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report

PUBLIC WORKS & MAINTENANCE – Dunn – No report

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor - No report. Kruse requested council's input regarding Ohio's push to allow cannabis dispensaries. Council had no objection to allowing a dispensary in the downtown area.

FINANCE – Throop made a motion to adopt Finance Ordinance #1758 in the amount of \$49,783.57 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Riffle, and Tate. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate - No report

RECREATION & PARKS DEVELOPMENT – Fetzer suggested asking Ryan Wichman, President of Wood County Plays, to come and speak to the council and/or the community regarding the specifics of designing and developing an inclusive playground for kids with special needs.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **PROJECTS:** CSX is scheduled to begin the railroad repairs on November 15.
- **WATER PLANT:** 1. Received a Notice of Violation (NOV) and a letter of Recommendations from the Ohio EPA generated from the Sanitary survey conducted on September 20 and 22, 2021. The NOV contained five violations with one being the water tower condition – a plan must be submitted to the Ohio EPA to state how and when this will be taken care of. Another violation was the overflow of the sludge lagoon. (attached)
2. The Ohio EPA conducted the lab recertification for village employees. Everyone passed.
3. Peterson returned to install Filter #1 components and will begin testing for the leak.
4. Replaced 2 valves and 1 hydrant on Erie from S. Cherry to the middle of the block Elm to Spring.
5. Hydrant flushing will begin the week of November 15.
- **SEWER PLANT:** No report
- **ELECTRIC DEPT:** Woodmore Schools is exploring solar array options for the Woodville Campus. Working with John Courtney on this matter.
- **FYI:** Will attend a facility meeting with Woodmore School Administration. They have asked both community representatives to participate in the conversation.

POLICE DEPARTMENT- Chief Whitehead reported he has 6 more vehicles from the Police Department Impound Lot ready for bid on the GovDeals website.

SOLICITOR – Kuhlman reported that arraignments will be held on Thursday mornings beginning January 1, 2022.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 11/08/2021 – PAGE 2

FISCAL OFFICER- Runion – No report

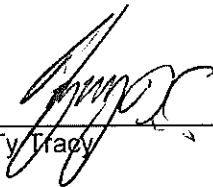
NEW BUSINESS – Mayor Tracy requested that council set the date for the one December meeting. Council unanimously picked December 13.

MAYOR'S REPORT- Mayor Tracy stated:

- WBCA's Fright Night was well attended.
- The Sandusky County Health Dept. has testing kits and booster shots available. Mask and testing mandates for businesses under 100 people has been suspended due to pending lawsuits.
- Will be looking at the 2022 committee appointments, if anyone has a committee preference, please reach out as soon as possible to discuss.

Mayor Tracy stated the Council meetings will continue in person and the next meeting is November 22, 2021 at 7:00pm in Council Chambers.

Mayor Tracy adjourned the meeting at 7:39pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
JANUARY 10, 2021 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **ELECTION OF PRESIDENT OF COUNCIL PRO TEM**
~Nominations *Delayed*
- VI. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on December 13, 2021
- VII. **AUDIENCE PARTICIPATION**
 - a.
- VIII. **CORRESPONDENCE**
 - a. Thank you note – Zajac
 - b. *Thank you – Jason Brindall*
- IX. **OLD BUSINESS**
- X. **REPORTS**: ~Confirm 2022 Council Committees/Chairpersons
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
~Personnel Manual change
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop ~Finance Ordinance #1761
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Kruse
~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR - Kuhlman
- XI. **FISCAL OFFICER'S REPORT**
ORD. #18-2021: EMPLOYING ROBERT A. KUHLMAN 2022 – 3rd Reading
RES. #1 – 2022: ESTABLISHING FUND 212 FOR AMERICAN RESCUE PLAN ACT(ARPA) FUNDS
- XII. **NEW BUSINESS**
- XIII. **MAYOR'S REPORT**
~SCEDC annual pledge - \$500
- XIV. **EXECUTIVE SESSION** (if necessary)
- XV. **ADJOURNMENT**

MINUTES – December 13, 2021
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, December 13, 2021 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop. Administration: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Fiscal Officer Barb Runion, and Chief Roy Whitehead. Audience: Beth Hernandez, Kelly Askins-Sandusky County Dog Warden, Earl Ransom and Deb Wallace of The Suburban Press.

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

Minutes of the Finance Committee and Regular Council meetings on November 22, 2021 were approved as presented.

AUDIENCE PARTICIPATION – Kelly Askins-Sandusky County Dog Warden reviewed the newly implemented legislation to pay a monthly salary to the County Humane Agent in order to receive the services of the Humane Agent. The monthly amount for our village would be \$35, or \$420 annually beginning January 1 of 2022. Should the village decide to decline the services of the Humane Agent, the responsibilities of cruelty/neglect cases would then fall on our Police Department. Chief Whitehead stated there is no way to predict how often the services would be needed, but they have utilized their services often in extreme weather conditions.

There was confusion regarding how the monthly stipend was to be generated annually, and also how the revenue collected from the cases that resulted in restitution and/or fines would be distributed. Ms. Askins will reach out to Mayor Tracy with answers for the questions.

Ms. Askins exited the meeting at 7:25pm

CORRESPONDENCE- None.

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle reported that because the payroll clerk left her position in August, Barb Runion had to assume the responsibilities of that position and could not use her accrued 2021 vacation time.

Riffle made a motion to allow a one-time payment to Barb Runion for 76 hours of unused accrued 2021 vacation time at her current rate of pay. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Tate, and Throop. Nays – None.

MOTION CARRIED 6-0

PUBLIC WORKS & MAINTENANCE – Dunn – No report

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported the Village held the Christmas Tree Lighting on Sunday, December 12 at 6pm.

FINANCE – Throop made a motion to adopt Finance Ordinance #1760 in the amount of \$89,367.03 Tate second. VOTE- Yeas- Throop, Tate, Dunn, Fetzer, O'Connor, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate - No report

RECREATION & PARKS DEVELOPMENT – Fetzer – No report.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER PLANT:** 1. Filter #1 repairs have been done and it was filled to retest for leaks, and unfortunately it is still leaking. A rep from the manufacturer will be here tomorrow to inspect it.
2. The clarifier was cleaned and we have modified the way it was set up to run by changing it back to the original format. It was producing an excess of sludge, and now seems to be producing normal amounts of sludge.
- **SEWER PLANT:** Continue to work on AOC reporting and compliance milestones.
- **ELECTRIC DEPT:** There was a power outage on Saturday for over 10 hrs. We were able to supply the entire village with power for 8 hours on the back up generators.
First Energy informed us that it could be up to 12 hours before they could troubleshoot where the problem was. Kruse will prepare a statement for the public to explain the process of how the generators were utilized during this situation.

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POLICE DEPARTMENT- Chief Whitehead reported:

1. Chief Whitehead and Mayor Tracy attended the County Commissioners meeting to request financial aid to employ another full-time officer. They will discuss and let Chief Whitehead know soon.
2. Chief Whitehead highly recommends paying the fees to the Dog Warden. Ms. Askins is a fantastic investigator and is very qualified for the position.
3. Thanked Jeff for his support over the years and thanked him for all he has done for the village and police department.

SOLICITOR – Kuhlman reported that beginning in January 2022 arraignments at the Sandusky County Court #2 will be held on Thursdays instead of Mondays.

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

ORD #18-2021: EMPLOYING ROBERT A. KUHLMAN AS VILLAGE SOLICITOR – 2nd Reading

ORD #19-2021: AUTHORIZING THE EXPENDITURE OF FUNDS FOR EMPLOYEE GIFTS OF APPRECIATION

Tate made a motion to suspend the rules, Fetzer second. VOTE – Yeas- Tate, Fetzer, Dunn, O'Connor, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.** Tate made motion to adopt Ordinance #19-2021, Fetzer second. VOTE – Yeas- Tate, Fetzer, Dunn, O'Connor, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

RES #20-2021: AUTHORIZING THE TRANSFER OF FUNDS AND REPORTING INCREASES OF REVENUES TO THE SANDUSKY COUNTY AUDITOR

Fetzer made a motion to suspend the rules, O'Connor second. VOTE – Yeas- Fetzer, O'Connor, Dunn, Riffle, and Throop. Nays – None. Abstain – Tate. **MOTION CARRIED 5-0-1.** Fetzer made a motion to adopt Resolution #20-2021, O'Connor second. VOTE-Yeas- Fetzer, O'Connor, Dunn, Riffle, Tate, and Throop. Nays- None. **MOTION CARRIED 6-0.**

ORD #21-2021: 2021 AMENDED APPROPRIATIONS

Dunn made a motion to suspend the rules, Tate second. VOTE-Yeas-Dunn, Tate, Fetzer, O'Connor, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.** Dunn made a motion to adopt Ordinance #21-2021, Tate second. VOTE-Yeas-Dunn, Tate, Fetzer, O'Connor, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

ORD #22-2021: SETTING THE 2022 TEMPORARY APPROPRIATIONS

Dunn made a motion to suspend the rules, Fetzer second. VOTE-Yeas-Dunn, Fetzer, O'Connor, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.** Dunn made a motion to adopt Ordinance #22-2021, Fetzer second. VOTE-Yeas-Dunn, Fetzer, O'Connor, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

NEW BUSINESS – None

MAYOR'S REPORT- Mayor Tracy reported he would like to continue with making the Christmas Tree Lighting an annual event.

Mayor Tracy extended a heartfelt appreciation to the Village Administration – Barb, Keith and Roy, for all they do every day for the village.

Mayor Tracy recognized and commended Council Member Jeff Tate on his dedication to the village for the last 20 years, and shared a Proclamation honoring him for his years of service.

Mayor Tracy stated the next Council meeting will be on January 10, 2022 at 7:00pm in Council Chambers.

Mayor Tracy adjourned the meeting at 7:52pm.

Mayor Ty Tracy

Barbara J. Runion
Barbara J. Runion/Fiscal Officer