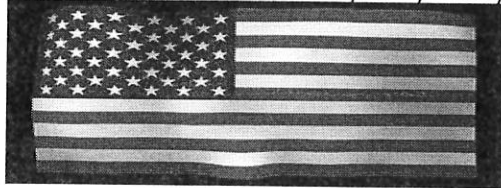


WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS - 530 LIME STREET
APRIL 20, 2020 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy



- IV. **APPROVAL OF MINUTES**
 - a. Regular Meeting – March 23, 2020
 - b. Finance Committee Meeting – March 23, 2020
- V. **AUDIENCE PARTICIPATION**
- VI. **CORRESPONDENCE**
- VII. **OLD BUSINESS**
- VIII. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~ Finance Ordinance #1725
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**
 - ORD. #5:** AN ORDINANCE TO AMEND SECTION 521.08 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WOODVILLE – 3RD Reading
 - ORD. #6:** AN ORDINANCE TO AMEND SECTION 351.03 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WOODVILLE – 3RD Reading
 - ORD. #8:** AUTHORIZING THE VILLAGE OF WOODVILLE TO PARTICIPATE IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2020
 - ORD. #9:** AUTHORIZING THE VA TO ENTER INTO CONTRACT AMENDMENT WITH PETERSON CONSTRUCTION CO. TO PROVIDE CHANGE ORDER #3
 - ORD. #10:** AUTHORIZING THE VA TO ENTER INTO CONTRACT AMENDMENT WITH PETERSON CONSTRUCTION CO. TO PROVIDE CHANGE ORDER #4
- X. **MAYOR'S REPORT**
- XI. **EXECUTIVE SESSION** (if necessary)
- XII. **ADJOURNMENT**

MINUTES – March 23, 2020
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, March 23, 2020 in Council Chambers, 530 Lime Street at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Jeff Tate, and Tammi Throop. Also present: Village Administrator Keith Kruse, and Deb Wallace of The Suburban Press.

Council Member Joe Riffle, Chief Roy Whitehead, and Solicitor Bob Kuhlman were absent.

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

Minutes of the Finance Committee and the Regular Council meetings on March 9, 2020 were approved as presented.

AUDIENCE PARTICIPATION – None.

CORRESPONDENCE- Mayor Tracy shared a letter from the Ohio Department of Commerce/Division of Liquor Control noticing the Village of their right to object to the renewal of any current liquor permits within the village limits. Council had no renewal objections at this time.

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 #1724 in the amount of \$99,936.77, Tate second. VOTE- Yeas- Throop, Tate, Dunn, Fetzer, and O'Connor. Nays- None **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Tate reported for Chief Whitehead the following:

- Due to COVID19 restrictions implemented by Governor DeWine, the basketball court in Trail Marker Park will be taped off. The playground areas are already done, and the Police Department will patrol the parks more frequently.
- Chief Whitehead will be promoting Sgt. Tom Gearheart to Lieutenant and K9 Officer Steve Gilkerson to Sergeant.

RECREATION & PARKS DEVELOPMENT – Fetzer discussed the time frame needed in order to open the pool this season. Due to many variables right now with COVID19, Kruse will make a decision by April 15 and will advise council on April 20.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER DEPT:** The Project has been determined as a **Critical** Project by all stakeholders of the project. Each sub-contractor has their own policy regarding the COVID 19 Pandemic respecting the Village's policy. At this time due to the different trades working in separated areas of the plant the distancing recommendations are working. Overall the project is moving along very well. The filters are in bad shape, and the under drains are a problem. Additional change orders will be needed to address these issues.
- **FYI:** 1. Cold Storage Building - Currently we are required to excavate around the posts of the building and re-enforce with concrete. This has been discussed with the Plans Examiner at the Department of Commerce. The plan is to excavate around 1/3 of the posts and have concrete placed at these locations; this will be a 3 phase project.
2. COVID19 – At this time we are using Facebook and our Website to communicate with Village residents. The utility bill payment options have been communicated and the front lobby area here has been closed to the public. Gross fees will be waived on all late bills with no questions asked. Residents will be encouraged to reach out to us for payment extensions and arrangements. Dawn has set up a drop box for residents at Tanglewood to use to drop off payments.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 3/23/2020 – PAGE 2

POLICE DEPARTMENT- Chief Whitehead – No report, absent.

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

ORD. #5: AN ORDINANCE TO AMEND SECTION 521.08 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WOODVILLE – 2nd Reading

ORD. #6: AN ORDINANCE TO AMEND SECTION 351.03 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WOODVILLE – 2nd Reading

ORD. #7: 2020 APPROPRIATIONS – Tate made a motion to suspend the rules, Fetzer second. VOTE – Yeas – Tate, Fetzer, Dunn, O'Connor, and Throop. Nays – None. **MOTION CARRIED 5-0**. Tate made a motion to adopt Ordinance #7-2020, Fetzer second. VOTE – Yeas – Tate, Fetzer, Dunn, O'Connor, and Throop. Nays – None. **MOTION CARRIED 5-0**

NEW BUSINESS – None.


MAYOR'S REPORT- Mayor Tracy reported he is receiving reports from the Sandusky County Board of Health regarding the COVID19 status. Two weeks ago there were minimal cases reported and they were mainly in the Cleveland area, and currently there has been one case reported in Sandusky County.

Mayor Tracy is meeting with Roy, Keith and Barb several times a week to discuss the next steps needed when new information is provided by the Governor and his staff. Keith, Roy, and Mayor Tracy are in constant contact with local entities.

Tim Baird has reached out and offered the Bowling Alley space if needed for anything during this health emergency.

EXECUTIVE SESSION- None.

Mayor Tracy adjourned the meeting at 7:41pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
VIA TELECONFERENCE CALL
MAY 18, 2020 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy



- IV. **APPROVAL OF MINUTES**
 - a. Special Meeting – April 20, 2020
- V. **AUDIENCE PARTICIPATION**
- VI. **CORRESPONDENCE**
- VII. **OLD BUSINESS**
- VIII. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~ Finance Ordinance #1726
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**

ORD. #11: APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF WOODVILLE, OHIO AND DECLARING AN EMERGENCY.
- X. **MAYOR'S REPORT**
- XI. **EXECUTIVE SESSION** (if necessary)
- XII. **ADJOURNMENT**

MINUTES – April 20 2020
WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING BY TELECONFERENCE CALL

Minutes of the Special Meeting of Woodville Village Council held on Monday, April 20, 2020 via a telephone conference call at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Denny Fetzer, Joe Riffle, Kelly O'Connor, Jeff Tate, and Tammi Throop. Also present: Village Administrator Keith Kruse, Chief Roy Whitehead, and Solicitor Bob Kuhlman.

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

Minutes of the Finance Committee and the Regular Council meetings on March 23, 2020 were approved as presented.

AUDIENCE PARTICIPATION – None.

CORRESPONDENCE- None.

OLD BUSINESS- None.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle made a motion to hire Jeff Underwood as a seasonal Grounds & Maintenance employee at a wage of \$11.40 per hour, Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

PUBLIC WORKS & MAINTENANCE – Dunn reported he has toured the Water Treatment Plant and the project is going well.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported she added Mayor Tracy as an administrator on the Facebook page. O'Connor reminded everyone not to comment on the Village Facebook page as it should be for information only.

FINANCE – Throop made a motion to adopt Finance Ordinance #1725 in the amount of \$162,082.47, Tate second. VOTE-Yeas- Throop, Tate, Dunn, Fetzer, Riffle, and O'Connor. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate – No report.

RECREATION & PARKS DEVELOPMENT – Fetzer stated that some people on Facebook were upset about the pool closing this season. Fetzer thought it was going to be discussed at this meeting, but the decision was already made. Kruse stated that the decision was his to make, and he was instructed by council at the last meeting to decide by April 15th and advise council of his decision at the April 20 meeting. Kruse made the decision after consulting with surrounding communities with public swimming pools and the Sandusky County Health Department. Kruse also took into consideration that the new liner is not completely installed at this time, plus the amount of time it takes to prepare the pool for daily operations. It was put in the Village Newsletter with the hopes of reaching as many village residents as possible.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER DEPT:** Change orders #3 and #4 have been created. These change orders will allow a contract amendment to update a valve, electrical components for the SCADA system, and filter underdrains replacement.
- **SEWER DEPT:** Replacing 2 aerator motors at the Waste Water Treatment Plant.
- **ELECTRIC DEPT:** Coordinating with AMP on the Behind the Meter Generation items to install components. Late May start up.
- **STREETS DEPT:** Working with ODOT to investigate a sinking ring around the sanitary manhole at Lime & Main Streets. ODOT will schedule traffic control and investigate the issue.
- **FYI:** 1. Cold Storage Building – No update.
2. Brad Ish of 715 Erie St. has requested a curb cut in order to widen his driveway by 5 feet. Kruse reported he has reviewed the area and has no issue with the curb cut. Fetzer made a motion to allow Brad Ish to construct a 5' curb cut at 715 Erie St., Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**
3. Columbia Gas has requested a signed easement (attached) in order to move forward with the installation of new pipe in the right of way area along College Ave and 101 E. Main St. O'Connor made a motion to allow Kruse to execute the Easement on behalf of the Village, Riffle second. VOTE –Yeas-O'Connor, Riffle, Dunn, Fetzer, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

VILLAGE ADMINISTRATOR – Keith Kruse continued:

- **FYI:** 4. Discussed the pros and cons of allowing residents to have chickens within the village corporation limits.

POLICE DEPARTMENT- Chief Whitehead reported that all of the Sandusky County residents that have tested positive for COVID19 will be placed into the 911 system so that emergency personnel will be notified and can take the proper precautions before arriving at the address.

The department has not experienced any unusual issues during the pandemic, and village residents appear to be following the recommended guidelines.

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

ORD. #5: AN ORDINANCE TO AMEND SECTION 521.08 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WOODVILLE – 3rd Reading. O'Connor made a motion to adopt Ordinance #5-2020, Throop second. VOTE – Yeas- O'Connor, Throop, Dunn, Fetzer, Riffle, and Tate. Nays – None. **MOTION CARRIED 6-0.**

ORD. #6: AN ORDINANCE TO AMEND SECTION 351.03 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WOODVILLE – 3rd Reading. O'Connor made a motion to adopt Ordinance #6-2020, Fetzer second. VOTE – Yeas- O'Connor, Fetzer, Dunn, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

ORD. #8: 2020 AUTHORIZING THE VILLAGE OF WOODVILLE TO PARTICIPATE IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2020 – O'Connor made a motion to suspend the rules, Tate second. VOTE – Yeas – O'Connor, Tate, Dunn, Fetzer, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.** O'Connor made a motion to adopt Ordinance #8-2020, Tate second. VOTE – Yeas – O'Connor, Tate, Dunn, Fetzer, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0**

ORD. #9: 2020 AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A CONTRACT AMEDEMMENT WITH PETERSON CONST. CO. TO PROVIDE CHANGE ORDER #3 – Dunn made a motion to suspend the rules, O'Connor second. VOTE – Yeas – Dunn, O'Connor, Fetzer, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.** Dunn made a motion to adopt Ordinance #9-2020, O'Connor second. VOTE – Yeas – Dunn, O'Connor, Fetzer, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0**

ORD. #10: 2020 AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A CONTRACT AMEDEMMENT WITH PETERSON CONST. CO. TO PROVIDE CHANGE ORDER #4 – O'Connor made a motion to suspend the rules, Dunn second. VOTE – Yeas – O'Connor, Dunn, Fetzer, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.** O'Connor made a motion to adopt Ordinance #10-2020, Dunn second. VOTE – Yeas – O'Connor, Dunn, Fetzer, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0**

NEW BUSINESS – None.

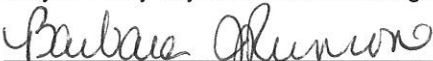
MAYOR'S REPORT- Mayor Tracy reported he continues to receive reports from the Sandusky County Board of Health regarding the county status of COVID19, and that Kruse is attending the phone conference updates from the County Emergency Management Agency.

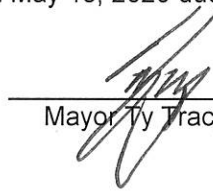
Kruse reported that the WTP Improvements Project is on schedule to be completed in June. Mayor Tracy reiterated to continue to assure the village residents that the WTP improvements project is a good investment in our future, and that the water is safe to use and drink.

O'Connor stated that with the schools being closed it is nice to see the Police Dept. and the community coming together to celebrate special events with a drive by parade. O'Connor also stated that tonight you should turn on your porch light at 8:20pm for 20 minutes to support the Class of 2020.

Runion will advertise that only one meeting will be held next month on May 18, 2020 due to COVID19.

Mayor Tracy adjourned the meeting at 8:05pm.


Barbara J. Runion, Fiscal Officer


Mayor Ty Tracy

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
COUNCIL CHAMBERS - 530 LIME STREET
JUNE 3, 2020 – 6:30 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **ORDINANCE #12 – 2020** - AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO CONTRACT AMENDMENT WITH PETERSON CONSTRUCTION COMPANY, INC. FOR THE PURPOSE OF PROVIDING A CONSTRUCTION CHANGE ORDER #5 OF THE WATER TREATMENT PLANT IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY.
- III. **ADJOURNMENT**

MINUTES – June 3, 2020

WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING

Minutes of the Special Meeting of Woodville Village Council held on Wednesday June 3, 2020 via a telephone conference call at 6:30pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Denny Fetzer, Joe Riffle, Kelly O'Connor, and Tammi Throop. Also present: Village Administrator Keith Kruse.

Council Member Jeff Tate was absent.

Mayor Tracy called the meeting to order.

Mayor Tracy extended his condolences to Jeff Tate, and his family, on the recent passing of his Dad.

Runion presented the following ordinance for council's consideration:

ORD #12: AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A CONTRACT AMENDMENT WITH PETERSON CONSTRUCTION COMPANY, INC. FOR THE PURPOSE OF PROVIDING A CONSTRUCTION CHANGE ORDER #5 OF THE WATER TREATMENT PLANT IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY.

Riffle made a motion to suspend the rules, Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, and Throop. Nays – None. **MOTION CARRIED 5-0.** Riffle made a motion to adopt Ord. #12-2020, Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, and Throop. Nays – None. **MOTION CARRIED 5-0.**

Mayor Tracy adjourned the meeting at 6:36pm.



Mayor Ty Tracy

Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
VIA TELECONFERENCE CALL
June 22, 2020 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy



- IV. **APPROVAL OF MINUTES**
 - a. Special Meeting – May 18, 2020
 - b. Special Meeting – June 3, 2020

- V. **AUDIENCE PARTICIPATION**

Linde Knudsen
— Brian Conroy

- VI. **CORRESPONDENCE**

- a. Thank you from the Vincent Harsanje Family & the Good Samaritan Council for the memorial to the Food Pantry

- VII. **OLD BUSINESS**

- VIII. **REPORTS:**

- a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - ~Food Trucks in TMP
 - d. FINANCE – Throop
 - ~ Finance Ordinance #1727
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead

- IX. **FISCAL OFFICER'S REPORT**

ORD. #13: MODIFYING THE WATER RATES AND CHARGES OF THE
VILLAGE OF WOODVILLE, SANDUSKY COUNTY, OHIO - 1st Reading

- X. **NEW BUSINESS**

- a. Helen McMaster memorial tribute

- XI. **MAYOR'S REPORT**

- XII. **EXECUTIVE SESSION** (if necessary)

- XIII. **ADJOURNMENT**

MINUTES – May 18, 2020
WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING BY TELECONFERENCE CALL

Minutes of the Special Meeting of Woodville Village Council held on Monday, May 18, 2020 via a telephone conference call at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Denny Fetzer, Joe Riffle, Kelly O'Connor, Jeff Tate, and Tammi Throop. Also present: Village Administrator Keith Kruse, Chief Roy Whitehead, Solicitor Bob Kuhlman, and Deb Wallace of The Suburban Press.

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

Minutes of the Special Council meeting on April 20, 2020 were approved as presented.

AUDIENCE PARTICIPATION – None.

CORRESPONDENCE- None.

OLD BUSINESS- None.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report. Runion requested a committee meeting be scheduled for late June or July. Dawn Bockbrader will be retiring in early 2021 and the utilities billing manager and payroll clerk positions will need to be filled.

PUBLIC WORKS & MAINTENANCE – Dunn – No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported she responded to an email from Linda Knudsen regarding her offer to do maintenance in the Village Parks. O'Connor sent her the layout of Eagle Limelite Park as a reference if she was going to do work in that park.

FINANCE – Throop made a motion to adopt Finance Ordinance #1726 in the amount of \$162,095.81, Tate second. VOTE-Yeas- Throop, Tate, Dunn, Fetzer, Riffle, and O'Connor. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate – No report.

RECREATION & PARKS DEVELOPMENT – Fetzer stated that he replied to Linda Knudsen and advised her to contact Kruse regarding when and what can be done in the parks, as he is the one that oversees and coordinates all the work in these areas.

Fetzer questioned if the pool will open at all this year, many residents have inquired. Kruse reported that the pool will not open this year.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER DEPT:** The Water Treatment Plant (WTP) project is moving along with Peterson. We received a Notice of Violation from the Ohio EPA after an anonymous complaint was filed with them from a resident regarding rusty colored water. The EPA has now implemented additional testing requirements – 1. Pull Lead & Copper samples immediately. These tests were expedited and the results were no lead and minimal copper – no further action required. 2. 10 other samples will be pulled for the next 4 weeks for monitoring purposes. Poggemeyer Design Group (PDG) is helping with all correspondences with the EPA. At this time no penalties have been incurred. At the WTP filters in the floor are not in good condition. Unfortunately this will not only be another change order, but will most likely delay the project by at least 5 weeks. At this time the approximate amount of the change order would be \$150,000.00. After a lengthy discussion, Kruse will get with PDG to finalize the amount and determine if the amount can be included in the supplemental loan. A special meeting will be scheduled to approve the change order to help minimize the project delays.
- **SEWER DEPT:** Working on getting the algae treated at the Waste Water Treatment Plant. We are close to getting one of the last Combined Sewer Overflows (CSO) closed.
- **ELECTRIC DEPT:** The Behind the Meter Generation project is moving forward. Still waiting on transformer, and they will be relocating the satellite dish for AMP.
- **PARKS & REC:** Farmers Market to be held on May 23 at Trail Marker Park. Public restrooms will not be available per a recommendation from Travis Thompson of The Ohio Plan our liability/risk insurance agent. July 4th Committee may still hold their annual 5k run. Mr. Thompson also stated he would not allow this group to gather on public property unless the Governor has lifted the group assembly numbers by then.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 5/18/2020 – PAGE 2

VILLAGE ADMINISTRATOR – Keith Kruse continued:

- **PROJECTS:** Sometime during the fourth quarter this year we will meet with AMP to move forward with the Advanced Metering Infrastructure (AMI) project.
- **FYI:** 1. Columbia Gas will begin their mainline installation project mid to late June. No residential service connections will be updated until after COVID19 restrictions are lifted.
2. We will host the annual mosquito droplet testing with Clarke. COVID 19 protocols will be followed.
3. Sandusky County Chamber of Commerce will be sponsoring a County wide "Scavenger Hunt" to scare away the COVID virus. Scarecrows will be placed around the county, and participants will drive around to find them. Kruse would like to offer a site and Council has no issue with this event.

POLICE DEPARTMENT- Chief Whitehead reported:

- Receiving calls daily regarding opening the basketball court and the playground area of the parks. The Police Department is letting everyone know that as soon as the Governor lifts the restrictions they will be open.
- Requested School Resource Officer Adam Hammitt's eligibility to begin working for the village is amended to allow Hammitt to begin working for the village on May 18, 2020. Hammitt was originally to begin working in June of 2020, but his availability has changed due to the health pandemic and the closing of the school. O'Connor made a motion to amend the start date for Officer Adam Hammitt to begin working for the Village Police Department to be May 18, 2020, Dunn seconded. VOTE – Yeas – O'Connor, Dunn, Fetzer, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**
- O'Connor requested the trees in Trail Marker Park be checked. Kids have been breaking branches from the trees and cutting and stripping the bark from several others. If allowed to continue, it will eventually kill the trees. The WPD will patrol the area more often.
- Dunn asked how the Food Pantry was doing. Chief reported they collected a lot of monetary donations this month and many items. Chief will post a list of needed items to the Facebook page later this week.

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

ORD. #11: APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF WOODVILLE, OHIO AND DECLARING AN EMERGENCY– Fetzer made a motion to suspend the rules, O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.** Fetzer made a motion to adopt Ordinance #11-2020, O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0**

NEW BUSINESS – None.

MAYOR'S REPORT- Mayor Tracy reported he continues to frequently communicate with Kruse to stay on top of the changing COVID 19 orders issued by the Governor's office. Please encourage your friends and neighbors to reach out to the village with their questions and concerns regarding any water issues.

Runion will advertise that only one meeting will be held next month on June 22, 2020 due to COVID19.

Mayor Tracy adjourned the meeting at 7:55pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
VIA TELECONFERENCE CALL
July 20, 2020 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy



- IV. **APPROVAL OF MINUTES**
 - a. Special Meeting – June 22, 2020
 - b. Admin & Pers. Committee Meeting, Public Hearing, & Special Meeting – July 13, 2020
- V. **AUDIENCE PARTICIPATION**
 - a.
- VI. **CORRESPONDENCE**
 - a.
- VII. **OLD BUSINESS**
- VIII. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~ Finance Ordinance #1728
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**
 - ORD. #13:** MODIFYING THE WATER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE, SANDUSKY COUNTY, OHIO - 1st Reading
 - RES. #14:** A RESOLUTION TO ADOPT THE FEDERALLY APPROVED SANDUSKY COUNTY HAZARD MITIGATION PLAN
 - ORD. # 15:** REPEALING ORDINANCE #13-2018 AND SETTING NEW PAY RANGES FOR VILLAGE EMPLOYEES
- X. **NEW BUSINESS**
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

MINUTES – June 22, 2020
WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING BY TELECONFERENCE CALL

Minutes of the Special Meeting of Woodville Village Council held on Monday, June 22, 2020 via a telephone conference call at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Denny Fetzer, Joe Riffle, Kelly O'Connor, and Tammi Throop. Also present: Village Administrator Keith Kruse, Chief Roy Whitehead, Solicitor Bob Kuhlman, Deb Wallace of The Suburban Press, and Linda Knudsen.

Jeff Tate and Brian Conroy joined the meeting at 7:05pm

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

Minutes of the Special Council meetings on May 18, 2020 and June 3, 2020 were approved as presented.

AUDIENCE PARTICIPATION – Linda Knudsen stated that she continues to update Council and Administration by email on the status of the plantings at the Municipal Building. O'Connor encouraged Ms. Knudsen to contact Kruse moving forward with any updates. Fetzer thanked Ms. Knudsen for volunteering her time and reiterated O'Connor's suggestion.

Brian Conroy stated that he had contacted the Village about the condition of his water a few weeks ago. Mr. Conroy also stated that he appreciated Kruse and Water Operator Tom Brickley for checking the water out. Presently the water has returned to the current normal quality. It was only a temporary timeframe that the water was not usable. Kruse asked Mr. Conroy to please call immediately when the water color changes and offered to bring him additional filters so that he can change them more frequently. Kruse went on to explain that the waterlines throughout that area of the village are in dire need of replacement and we are exploring different financial opportunities in order to move forward with those replacements.

CORRESPONDENCE- Mayor Tracy shared Thank You notes from the Vincent Harsanje Family and the Good Samaritan Council for the memorial to the Food Pantry.

Runion shared a Thank You note from Julie Hasselbach of Sprouse Insurance for our business.

OLD BUSINESS- None.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle asked Kruse and Whitehead to complete the annual evaluations. Riffle requested a committee meeting to discuss Dawn Bockbrader's retirement in early 2021. Committee meeting was set for July 13 at 6:30pm.

PUBLIC WORKS & MAINTENANCE – Dunn – No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported she was approached by Beth Wolford about the possibility of having food truck vendors in Trail Marker Park on some Saturday's in July and August. Ms. Wolford would also like to do a 50/50 with the proceeds going to local charities. After a lengthy discussion of the pros and cons, O'Connor will advise Ms. Wolford to contact Kruse to figure out the specifics.

FINANCE – Throop made a motion to adopt Finance Ordinance #1727 in the amount of \$172,074.15, Tate second. VOTE-Yeas- Throop, Tate, Dunn, Fetzer, Riffle, and O'Connor. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate – No report. Tate thanked everyone for the memorial for his father.

RECREATION & PARKS DEVELOPMENT – Fetzer reported that the playgrounds and the basketball court are open. Thanked Ms. Knudsen again for volunteering her services to plant and maintain the flower pots throughout the village.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

➤ **WATER DEPT:**

1. The WTP filter floors have been installed, and we are waiting on the results of the leak test.
2. The high service pump house had a significant deficiency noted in the last EPA inspection due to rusty bolts on the bypass line. It has been corrected.
3. Met with Poggemeyer Design Group (PDG), Petersen Construction, the electrical contractor, and Bergren to determine the progress of the project. At this time the project completion date has been extended until September 1, 2020. An update will be sent to the residents and posted on all social media outlets.

VILLAGE ADMINISTRATOR – Keith Kruse continued:

- **SEWER DEPT:** We will be performing smoke testing of the sanitary and storm sewers along the river beginning July 1. All agencies have been contacted of this procedure. This will help determine where the system is being contaminated, so that the last of the Combined Sewer Overflows (CSO) can be closed.
- **ELECTRIC DEPT:** The Behind the Meter Generation project has hit a small snag in the progress. They will probably be up and running by next week.
- **PARKS & REC:** Playgrounds and the basketball court are open. Picnic tables under the large gazebo in Trail Marker Park will be placed 6ft – 10ft apart.
- **FYI:** An anonymous donor has offered the 4th of July Committee funds to have a fireworks display. They do not have time to get the required permits from the State. They will be discussing the possibility of having them later in the year.

POLICE DEPARTMENT- Chief Whitehead reported:

- Met with a company that provides radar gun technology. The hand held guns would transmit the information and infraction to the company and they would collect the fines. We would receive 60% of the collected amounts. Kuhlman questioned if it was a civil or criminal infraction – Whitehead replied civil. Whitehead will supply more information to Council, Judge Fiser, and Kuhlman for their review.

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

ORD. #13: MODIFYING THE WATER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE, SANDUSKY COUNTY, OHIO. After debating the timing of the rate increase due to the quality of water right now because of the project, plus the COVID19 economic impact, Council requested the ordinance be amended to read "...bills rendered on or after September 1, 2020..." for the first rate increase date and not August 1, 2020.

NEW BUSINESS – Mayor Tracy reported that former Mayor Rich Harman reached out to him and let him know that Helen McMaster had passed away. The McMaster family always gave very generously to the village and the family would like to have a memorial tree placed in Busdiecker Park (Flag Park).

MAYOR'S REPORT- Mayor Tracy asked for discussion regarding when and how to meet for next month's meeting.

Runion advised that a Public Hearing and Council Meeting must be held to adopt the 2021 Tax Budget by July 15. Council will hold the Public Hearing and Special Meeting to adopt the Tax Budget on Monday, July 13 at 7:15pm and 7:30pm respectively.

O'Connor reminded everyone of the Woodville Golf Outing on July 11 at Hidden Hills Golf Course.

Mayor Tracy adjourned the meeting at 8:06pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
VIA TELECONFERENCE CALL
AUGUST 10, 2020 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy



- IV. **APPROVAL OF MINUTES**
 - a. Special Meeting – July 20, 2020
- V. **AUDIENCE PARTICIPATION**
 - a.
- VI. **CORRESPONDENCE**
 - a.
- VII. **OLD BUSINESS**
- VIII. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~ Finance Ordinance #1729
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**
 - ORD. #13: MODIFYING THE WATER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE, SANDUSKY COUNTY, OHIO – 2nd Reading
- X. **NEW BUSINESS**
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

MINUTES – July 20, 2020
WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING BY TELECONFERENCE CALL

Minutes of the Special Meeting of Woodville Village Council held on Monday, July 20, 2020 via a telephone conference call at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Denny Fetzer, Joe Riffle, Kelly O'Connor, and Tammi Throop. Also present: Village Administrator Keith Kruse, Chief Roy Whitehead, and Solicitor Bob Kuhlman.

Council Member Jeff Tate and Linda Knudsen joined the meeting at 7:01pm

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

Minutes of the Special Council meeting on June 22, 2020 and the Admin & Personnel Committee meeting, Public Hearing, and Special Meeting on July 13, 2020 were all approved as presented.

AUDIENCE PARTICIPATION – None.

CORRESPONDENCE- None.

OLD BUSINESS- None.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle stated the committee met on July 13 and reviewed the employee evaluations. Riffle reported the committee recommends the following (attached) 2020 wage increases for Village Employee's. Riffle made a motion to adopt the 2020 Raise/Salary Schedule (attached) for village employees effective on July 27, 2020. Dunn second. VOTE-Yeas- Riffle, Dunn, Fetzer, O'Connor, Tate, and Throop. Nays- None **MOTION CARRIED 6-0.**

The committee also discussed the February 2021 retirement of Dawn Bockbrader, the Utilities Billing Manager/Payroll Clerk. Kruse and Runion will advertise for the positions in September, conduct interviews in October, and fill the positions in November to allow for several months of training.

PUBLIC WORKS & MAINTENANCE – Dunn – No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor – No report.

FINANCE – Throop made a motion to adopt Finance Ordinance #1728 in the amount of \$162,937.56, O'Connor second. VOTE-Yeas- Throop, O'Connor, Dunn, Fetzer, Riffle, and Tate. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate – No report.

RECREATION & PARKS DEVELOPMENT – Fetzer – No report. Fetzer thanked Ms. Knudsen for volunteering her services to plant and maintain the flower pots throughout the village.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

➤ **WATER DEPT:**

1. The WTP filters were filled and tested for operation. Two of the three are good to go.
2. The first delivery of lime was a success. Minor adjustments have been made and corrected.
3. The high service pumps update: #1 is in poor condition and #2 the backwash pump is in good condition.

➤ **SEWER DEPT:** The smoke testing of the sanitary and storm sewers along the river was conducted and revealed a couple of locations to investigate further.

➤ **ELECTRIC DEPT:** The Behind the Meter Generation project has hit a small snag in the progress. The metering of total load is of concern and they will be working on a better metering option.

➤ **FYI:** 1. Columbia Gas has postponed their project until the spring of 2021 due to the pandemic. Any marking may be removed from properties at this time. Tate asked Kruse to contact Columbia Gas and have them remove the stakes as residents may not know to remove them. Kruse will contact them.

2. Pool Liner update: Baby pool liner is installed. Finishing up the deep end of the big pool.

3. O'Connor asked if there was anything new with the cold storage building, Kruse reported not at this time.

4. Mayor Tracy asked if there was anything new on the COVID-19 color code for our county. Kruse replied he has no new information at this time and the updates usually are sent out on Tuesday. Kruse will advise if there are any updates.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 7/20/2020 – PAGE 2

POLICE DEPARTMENT- Chief Whitehead – No report. Chief Whitehead thanked Council for the raises.

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

ORD. #13: MODIFYING THE WATER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE, SANDUSKY COUNTY, OHIO. – 1st Reading

RES. #14: TO ADOPT THE FEDERALLY APPROVED SANDUSKY COUNTY HAZARD MITIGATION PLAN. Fetzer made a motion to suspend the rules, Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.** Fetzer made a motion to adopt Resolution #14-2020, Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**


ORD. #15: REPEALING ORDINANCE #13-2018 AND SETTING NEW PAY RANGES FOR VILLAGE EMPLOYEES. Fetzer made a motion to suspend the rules, Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.** Fetzer made a motion to adopt Ordinance #15-2020, Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

NEW BUSINESS – None.

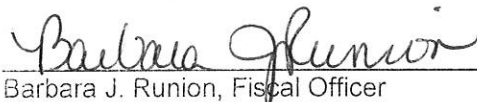
MAYOR'S REPORT- Mayor Tracy reminded everyone that we will continue to follow the Governor's orders as they are put in place.

Mayor Tracy asked for discussion regarding when and how to meet for next month's meeting. The August meetings will be held on the regular meeting dates and time (August 10 & 24), but will continue to be by teleconference.

Mayor Tracy adjourned the meeting at 7:23pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
VIA TELECONFERENCE CALL
AUGUST 24, 2020 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy



- IV. **APPROVAL OF MINUTES**
 - a. Special Meeting – August 10, 2020
- V. **AUDIENCE PARTICIPATION**
 - a. Jenny Freeh – Candidate for Sandusky County Treasurer
- VI. **CORRESPONDENCE**
 - a.
- VII. **OLD BUSINESS**
- VIII. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~ Finance Ordinance #1730
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**
 - ORD. #13: MODIFYING THE WATER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE, SANDUSKY COUNTY, OHIO – 3rd Reading
 - RES. #16: ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
- X. **NEW BUSINESS**
- XI. **MAYOR'S REPORT**
 - a. Turn the Town Teal – September is Ovarian Cancer Awareness Month
 - b. Executed Ovarian & Prostate Cancer Awareness Proclamations
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

MINUTES – August 10, 2020
WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING BY TELECONFERENCE CALL

Minutes of the Special Meeting of Woodville Village Council held on Monday, August 10, 2020 via a telephone conference call at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop. Also present: Village Administrator Keith Kruse, Chief Roy Whitehead, Solicitor Bob Kuhlman, and Deb Wallace of The Suburban Press.

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

Minutes of the Special Council meeting on July 20, 2020 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 toured the Water Treatment Plant (WTP). Dunn reviewed the progress of the WTP project.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor – No report.

FINANCE – Throop made a motion to adopt Finance Ordinance #1729 in the amount of \$67,468.17, 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. Fetzer stated he has been asked by a local realtor to join in a podcast on August 21 as a Village Council Member on the local happenings.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER DEPT:**
 1. The WTP is producing soft water. We will monitor the quality until it stabilizes, and then will flush the hydrants throughout the village.
 2. Creating a punch list of final issues, and working to resolve them with the contractor.
- **SEWER DEPT:** No report.
- **ELECTRIC DEPT:** The Behind the Meter Generation project continues to experience metering issues. Kruse will meet with AMP later this week to discuss.
- **PROJECTS:**
 1. Martin Marietta has tentatively set the first week of September to repair the rail road crossings into the plant. This will not include the first set of tracks, as those are owned by CSX.
 2. Contacted CSX regarding the closure of the Main St./St. Rt. 20 at the railroad tracks on August 17 for much needed repairs. They said it would be a full closure, but offer no other information.
 3. Cold Storage Bldg: One of two structural inspections has been passed. A handicap parking pad must be installed to pass the second structural inspection.
- **FYI:**
 1. Pool Liner update: The liner is completely installed. Working on a final punch list with them.
 2. The 4th of July Committee has received a donation for fireworks. The donor would like to have them yet this year. The Committee chose November 7th for the fireworks to honor our Veterans, as the donor is a Veteran.
 3. Reached out to the Sandusky County Communities Foundation (Coronavirus Relief Fund) and there is money available to reimburse for COVID19 expenses. The reimbursement will cover the entire expense of the lobby modification. Kruse will work with Runion to submit the necessary resolution.
 4. Tate stated for information purposes only that there is a household in the Challenger Dr. sub-division making some property modifications by adding an in ground pool with a brick/wrought iron fence. A portion of those modifications don't meet the current sub-division rules. They have asked the neighbors to consider disbanding the sub-division rules and only follow the village zoning codes, which would permit their modifications. Changing or disbanding the current rules will have an impact on many of the things already done in the neighborhood.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 8/10/2020 – PAGE 2

VILLAGE ADMINISTRATOR – Keith Kruse report continued:

➤ **FYI:**

5. Mayor Tracy asked the following questions:

a. Has the anonymous donor donated the funds for the pool liner yet? Kruse stated that yes the funds were deposited into the Woodville Business & Community Association's (WBCA) account.

b. Has there been any positive comments regarding the treated water? Kruse stated he has had several positive comments.

c. Who would we contact to complain to regarding the railroad conditions and their lack of communication? Kruse stated he has been working on this for 3 years and has reached out to several contacts, and it basically comes down to - the railroad is its own entity and makes their own rules.

POLICE DEPARTMENT- Chief Whitehead reported the Department supplied mutual aid for President Trump's visit to Clyde on August 6. Sgt. Gilkerson and K9 Raider worked with the Secret Service, Chief Whitehead and Green Springs Chief Horne provided service for Clyde, and Lt. Gearheart worked with the Sheriff Department to patrol the west end of the County. The event was well attended and there were no issues.

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


ORD. #13: MODIFYING THE WATER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE, SANDUSKY COUNTY, OHIO. – 2nd Reading

NEW BUSINESS – None.

MAYOR'S REPORT- Mayor Tracy received an email from Josh Jacobs, Pemberville Council Member stating he would like to form a committee of members from the communities along the Portage River to explore grants or funding options to help when flooding damage occurs. Mr. Jacobs invited any council members to join them if they are interested. Kruse will reach out and offer flood plain information to them.

Meetings will remain by teleconference on regular meeting dates and time.

Mayor Tracy adjourned the meeting at 7:34pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
VIA TELECONFERENCE CALL
SEPTEMBER 14, 2020 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy



- IV. **APPROVAL OF MINUTES**
 - a. Special Meeting – August 24, 2020
- V. **AUDIENCE PARTICIPATION**
 - a.
- VI. **CORRESPONDENCE**
 - a.
- VII. **OLD BUSINESS**
- VIII. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~ Finance Ordinance #1731
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**
RES #17: CARES ACT FUNDING
- X. **NEW BUSINESS**
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

MINUTES – August 24, 2020
WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING BY TELECONFERENCE CALL

Minutes of the Special Meeting of Woodville Village Council held on Monday, August 24, 2020 via a telephone conference call at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop. Also present: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Jenny Freeh, and Deb Wallace of The Suburban Press. Chief Roy Whitehead was absent.

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

Minutes of the Special Council meeting on August 10, 2020 were approved as presented.

AUDIENCE PARTICIPATION – Ms. Freeh introduced herself as a candidate for Sandusky County Treasurer.

CORRESPONDENCE- None.

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 #1730 in the amount of \$132,180.71, Tate second. VOTE-Yeas- Throop, Tate, Dunn, Fetzer, O'Connor, and Riffle. Nays- None **MOTION CARRIED 6-0.**

Throop stated that a committee meeting will be needed in September to review information regarding the tax levy renewal.

PUBLIC SAFETY- Tate – No report.

RECREATION & PARKS DEVELOPMENT – Fetzer – No report.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

➤ **WATER DEPT:**

1. Revised the punch list of final issues for the WTP project, and monitoring system operations.
2. The water tower will be out of service for a scheduled 5 yr. inspection and maintenance.
3. Kruse requested that the Water Operator Tom Brickley be given a \$30.00 phone allowance because he will be monitoring the new water plant and tower SCADA system from his phone. Riffle made a motion to pay Tom Brickley a \$30.00 per month phone stipend beginning September 2020, O'Connor second. VOTE – Yeas – Riffle, O'Connor, Dunn, Fetzer, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

➤ **SEWER DEPT:** No report.

➤ **ELECTRIC DEPT:** The Behind the Meter Generation project continues, and AMP ordered a new metering device.

- **PROJECTS:** 1. Martin Marietta has started the repairs of their railroad tracks today. This will not include the first three sets of tracks going north.
2. It was coordinated with ODOT to do the catch basin repairs on W. Main St. and Lime St. while Lime St. was closed for the railroad tracks repairs.

Dunn questioned if a new permanent fence will replace the temporary one around the new equipment at the Water Treatment Plant. Kruse replied that he is waiting on a quote for a permanent fence.

POLICE DEPARTMENT- Chief Whitehead - No report, absent.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 8/24/2020 – PAGE 2

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

ORD. #13: MODIFYING THE WATER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE, SANDUSKY COUNTY, OHIO. – 3rd Reading. Fetzer made a motion to adopt Ordinance #13-2020, Throop second. VOTE – Yeas – Fetzer, Throop, Dunn, O'Connor, Riffle, and Tate. Nays – None. **MOTION CARRIED 6-0.**

RES. #16: ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR. O'Connor made a motion to suspend the rules, Dunn second. VOTE – Yeas- O'Connor, Dunn, Fetzer, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.** O'Connor made a motion to adopt Resolution #16-2020, Dunn second. VOTE – Yeas – O'Connor, Dunn, Fetzer, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

NEW BUSINESS – None.

MAYOR'S REPORT- Mayor Tracy proclaimed the month of September as Prostate and Ovarian Cancer Awareness month.


Tim Baird will be renovating the old Bowling Alley into a reception hall and it should be ready in the spring of 2021.

The 4th of July committee will provide fireworks on November 7 in honor of all Veterans.

The Trick or Treat date and time will be determined by the pandemic status.

Meetings will remain by teleconference on regular meeting dates and time.

Mayor Tracy adjourned the meeting at 7:26pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer