

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
JANUARY 9, 2023 – 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
- VI. **2023 COMMITTEE CONFIRMATIONS**
- VII. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on December 19, 2022
- VIII. **AUDIENCE PARTICIPATION**
 - a.
- IX. **CORRESPONDENCE**
 - a.
- X. **OLD BUSINESS**
- XI. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
~Finance Ordinance #1784
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- XII. **FISCAL OFFICER'S REPORT**

ORD #1: WAIVING THE RESIDENCY REQUIREMENT FOR THE VILLAGE OF WOODVILLE ADMINISTRATOR

ORD #2: EMPLOYING THOMAS A. BRICKLEY AS VILLAGE ADMINISTRATOR AND AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO CONTRACT WITH THOMAS A. BRICKLEY

RES: #3: AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE VILLAGE OF WOODVILLE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF ELEVATED WATER TANK FACILITIES.

RES: #4: AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED
- XIII. **NEW BUSINESS**
 - a.
- XIV. **MAYOR'S REPORT**
~ 2022 State of the Village report
- XV. **EXECUTIVE SESSION** (if necessary)
- XVI. **ADJOURNMENT**

MINUTES – December 19, 2022
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, December 19, 2022 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, Earl Ransom, Joe Riffle, and Tammi Throop. Administration: Chief Roy Whitehead and Fiscal Officer Barb Runion. Audience: Deb Wallace of the Suburban Press. Solicitor Bob Kuhlman 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 November 28, 2022 and the Administrative & Personnel Committee meeting on December 12, 2022 were approved as presented.

AUDIENCE PARTICIPATION – None.

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 #1783 in the amount of \$142,931.87 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, and Ransom. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Fetzer - No report

RECREATION & PARKS DEVELOPMENT – Ransom - No report

VILLAGE ADMINISTRATOR – Mayor Tracy reviewed the Administrative & Personnel committee meeting notes from Dec. 12, 2022. Due to the resignation of Keith Kruse, the committee discussed filling the Village Administrator and Zoning Inspector positions.

Throop made a motion to enter executive session to discuss personnel matters for employment and promotions at 7:07pm, O'Connor second. VOTE – Yeas - Throop, O'Connor, Dunn, Fetzer, Ransom, and Riffle. Nays – None. **MOTION CARRIED 6-0**

Present in executive session: Mayor Tracy, Council Members – Dunn, Fetzer, O'Connor, Ransom, Riffle, and Throop. Chief Roy Whitehead and Fiscal Officer Barb Runion.

Council entered open session at 7:32pm.

Mayor Tracy made a recommendation to council to approve the appointment of, and offer a one-year contract to, Tom Brickley as the Village Administrator. O'Connor made a motion to accept the mayor's recommendation to appoint, and to offer a one-year contract, to Tom Brickley as the Village Administrator beginning January 9, 2023. Fetzer second. VOTE – Yeas – O'Connor, Fetzer, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

Mayor Tracy made a recommendation to council to approve the appointment of Roy Whitehead as Zoning Inspector beginning January 9, 2023 with an additional salary increase of \$5,000.00 annually. O'Connor made a motion to accept the mayor's recommendation to appoint Roy Whitehead as the Village Zoning Inspector beginning January 9, 2023 with an additional salary increase of \$5,000.00 annually. Fetzer second. VOTE – Yeas – O'Connor, Fetzer, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 12/19/2022 – PAGE 2

POLICE DEPARTMENT- Thanked council for the zoning inspector appointment. He will be working with Amplex to create a separate email, and will create a village zoning Facebook page. Chief Whitehead reported that he may have to hire a full-time officer soon.

SOLICITOR – Kuhlman – No report, absent

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

ORD #17: EMPLOYING ROBERT A. KUHLMAN AS THE VILLAGE SOLICITOR FOR 2023 – 3rd Reading. O'Connor made a motion to adopt Ordinance #17-2022. Throop second. VOTE- Yeas – O'Connor, Throop, Dunn, Fetzer, Ransom, and Riffle. Nays – None. **MOTION CARRIED 6-0.**

ORD #19: AUTHORIZING THE MAYOR AND FISCAL OFFICER TO EXECUTE A LEASE AGREEMENT WITH LAFOUNTAIN FARMS, LLC. O'Connor made a motion to suspend the rules. Riffle second. VOTE – Yeas – O'Connor, Riffle, Dunn, Fetzer, Ransom and Throop. Nays – None. **MOTION CARRIED 6-0.** O'Connor made a motion to adopt Ordinance #19-2022. Riffle second. VOTE – Yeas – O'Connor, Riffle, Dunn, Fetzer, Ransom and Throop. Nays – None. **MOTION CARRIED 6-0.**

RES #20: AUTHORIZING THE FISCAL OFFICER TO TRANSFER FUNDS AND AMEND APPROPRIATIONS O'Connor made a motion to suspend the rules. Fetzer second. VOTE – Yeas – O'Connor, Fetzer, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.** O'Connor made a motion to adopt Resolution #20-2022. Fetzer second. VOTE – Yeas – O'Connor, Fetzer, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

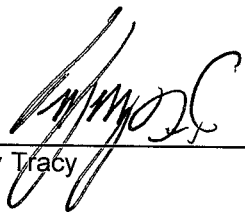
ORD #21: SETTING THE 2023 TEMPORARY APPROPRIATIONS O'Connor made a motion to suspend the rules. Ransom second. VOTE – Yeas – O'Connor, Ransom, Dunn, Fetzer, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.** O'Connor made a motion to adopt Ordinance #21-2022. Ransom second. VOTE – Yeas – O'Connor, Ransom, Dunn, Fetzer, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

NEW BUSINESS – Mayor Tracy requested that council review the 2022 committee assignments, and contact him if any member would like to discuss a change. 2023 appointments will be presented at the January 9, 2023 regular council meeting.

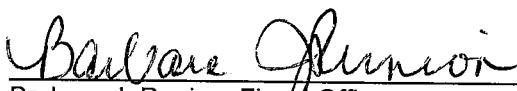
MAYOR'S REPORT- Mayor Tracy wished everyone a Merry Christmas and a Happy New Year!

The January Finance Committee and Council meetings will be held on January 9, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:00pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
JANUARY 23, 2023 – 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 Meeting and Finance Committee meetings on January 9, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a.
- VIII. **OLD BUSINESS**
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
~Finance Ordinance #1785
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
~see attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**
- XI. **NEW BUSINESS**
 - a.
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – January 9, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, January 9, 2023 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, Earl Ransom, Joe Riffle, and Tammi Throop. Administration: Village Administrator Tom Brickley, Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Audience: Deb Wallace of the Suburban Press.

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

Mayor Tracy called for nominations of Council President Pro Tempore. Dunn nominated Joe Riffle. With no other nominations Mayor Tracy closed the nominations. VOTE- for Riffle. Yeas- Dunn, Fetzer, O'Connor, Ransom, and Throop. Nays- None. Riffle was named Council President Pro Tempore.

Mayor Tracy reviewed the 2023 committee appointments. There were no objections to the assignments.

Minutes of the Finance Committee and Regular Council meetings on December 19, 2022 were approved as presented.

AUDIENCE PARTICIPATION – None.

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 #1784 in the amount of \$26,213.50 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Ransom, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Fetzer - No report

RECREATION & PARKS DEVELOPMENT – Ransom - No report

VILLAGE ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** 1. A drain has been installed (along the alley) from manhole to High Service Bldg in Veterans Park for the chlorine analyzer.
2. The EPA has approved the Filter #1 repairs after receiving the letter from Poggemeyer Design Group (PDG) signing off on the repairs. The EPA stated that this is a permitted temporary fix and the filter must be replaced within the next 20 years. Brickley recommended the release of the final payment to Peterson Construction in the amount of \$26,583.04. Dunn made a motion to allow Brickley to sign off on the release of \$26,583.04 to Peterson Construction. O'Connor second. VOTE – Yeas – Dunn, O'Connor, Fetzer, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**
- **SEWER PLANT:** 1. Continue to work on AOC reporting and compliance milestones. I have filed a capital improvements letter to the USEPA regarding the developments, updates, and maintenance of the Wastewater Treatment Plant and requested an extension until March 31, 2023 to file an update to the corrective action plan. We are working to locate Inflow & Infiltration (I & I) problem areas and properties throughout the village. Once the problem areas and/or properties are located, we will need to create an ordinance to order compliance terms and establish a non-compliance fee schedule.
2. Pulsar units for the lagoons have been purchased for the wastewater plant algae control.

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VILLAGE ADMINISTRATOR – Brickley reported continued:

- **STREET DEPT: 1.** We have had a few water breaks recently. The break at W. Main and N. Elm was fixed with the immediate help of ODOT for traffic control. The road was repaired by Matt Tille a few days later to avoid the hazard from the stone washing out of the hole. 2. Last Friday the downtown blocks were cleaned up with the street sweeper.
- **ELECTRIC DEPT: 1.** The small bucket needs to be replaced. The company providing quotes is asking for approval of \$132,378.00, but will not provide a final price until 90 days prior. Council rejected approval of this amount due to the unknown final cost. 2. Brickley requested a \$30.00 cell phone stipend for Jason Hindall. Hindall will be added to the call out list for the water and wastewater alerts. O'Connor made a motion to allow Jason Hindall a \$30.00 cell phone stipend to be paid monthly. Dunn second. VOTE – Yeas- O'Connor, Dunn, Fetzer, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**
- **PROJECTS: 1.** Waterline Project – Riverside/Parklane/Evergreen/Riverview. Bidding will take place June- Sept of 2023, Construction begins Oct/Nov 2023 – Spring of 2024. Brickley has asked that PDG revisit the tie-in part of the project and the costs of the installation of new lines on Pemberville Rd. which would also fix the hydraulics problem in the village. Brickley is recommending they change the pipe specs of the project to plastic. 2. Water Tower Replacement Project – Design completed January of 2024, bidding between April/May of 2024, construction between June- Sept of 2024. In Service by the end of 2024. These dates may be adjusted for funding opportunities. 3. Wastewater Treatment Plant upgrades – EPA would like plans to be in place by 2025.
- **FYI:** Short staffed since the end of November. Kevin Berry was back today from hip replacement and Ben Brien is due back by February 1.

POLICE DEPARTMENT- Chief Whitehead reported Officer Harper has successfully completed her probation. Mayor Tracy recommended the appointment of Officer Abigayle Harper as a permanent full-time Officer. Riffle made a motion to approve the appointment of Officer Abigayle Harper as permanent full-time officer. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

SOLICITOR – Kuhlman stated that he will work with Brickley and Runion to modify and/or create ordinances regarding the rules, regulations and fees to comply with properly separating storm from sewer lines to correct the I & I issue in the village.

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

ORD #1: WAIVING THE RESIDENCY REQUIREMENT FOR THE VILLAGE OF WOODVILLE ADMIN – O'Connor made a motion to suspend the rules. Throop second. VOTE – Yeas – O'Connor, Throop, Dunn, Fetzer, Ransom, and Riffle. O'Connor made a motion to adopt Ordinance #1-2023. Throop second. VOTE- Yeas – O'Connor, Throop, Dunn, Fetzer, Ransom, and Riffle. Nays – None. **MOTION CARRIED 6-0.**

ORD #2: EMPLOYING THOMAS A. BRICKLEY AS VILLAGE ADMIN AND AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO CONTRACT WITH THOMAS A. BRICKLEY. O'Connor made a motion to suspend the rules. Dunn second. VOTE – Yeas –O'Connor, Dunn, Fetzer, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.** O'Connor made a motion to adopt Ordinance #2-2023. Dunn second. VOTE – Yeas – O'Connor, Dunn, Fetzer, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

RES #3: AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE VILLAGE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF ELEVATED WATER TANK FACILITIES. Dunn made a motion to suspend the rules. O'Connor second. VOTE – Yeas – Dunn, O'Connor, Fetzer, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.** Dunn made a motion to adopt Resolution #3-2023. O'Connor second. VOTE – Yeas – Dunn, O'Connor, Fetzer, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 1/9/2023 – PAGE 3


RES #4: AUTHORIZING THE VILLAGE ADMIN AND FISCAL OFFICER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAMS AND TO EXECUTE CONTRACTS AS REQUIRED O'Connor made a motion to suspend the rules. Throop second. VOTE – Yeas – O'Connor, Throop, Dunn, Fetzer, Ransom, and Riffle. Nays – None. **MOTION CARRIED 6-0.** O'Connor made a motion to adopt Resolution #4-2023. Throop second. VOTE – Yeas – O'Connor, Throop, Dunn, Fetzer, Ransom, and Riffle. Nays – None. **MOTION CARRIED 6-0.**

NEW BUSINESS – O'Connor reported Woodville Township is working on creating a multiple township position of zoning inspector.


MAYOR'S REPORT- Mayor Tracy reviewed 2022 in his State of the Village address. (attached)

The January Finance Committee and Council meetings will be held on January 23, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:21pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

January 9, 2023

I would like wish everyone a Very Happy New Year for 2023. Over this past year, the Village of Woodville has seen some changes and upgrades, all for the better of our Village.

Our Utilities Electric Department continued with pole and line upgrades, and did a fantastic job of implementing a tree maintenance plan to help prevent power outages during storms. A million-dollar Water Treatment Plant project was finalized. This project provided a completely automated water treatment system so that the plant may be operated 24/7. The utilities department had a busy summer with paving N. Walnut, changing out catch basins, cleaning the streets, and getting the pool & parks ready for the season. Our Pool was able to open for the 2nd consecutive summer, post COVID, and the Shelter House and Large Gazebo areas were utilized almost every weekend from March through October.

Future projects for the village include a new water tower and waterline upgrades and replacements throughout the village. The Sandusky County Commissioners have pledged funding for these projects and we have also secured ARPA funding to make these projects possible.

The Police Department faced several difficult staffing issues during the year, but thanks to Chief Whitehead's creative thinking and the financial support from the Sandusky County Commissioners, we were able to add a sixth officer to the department.

During 2022, our town continued to enjoy events hosted by our Woodville Business and Community Association (WBCA) as well as a few organized by community volunteer committees. These organizations continue to fill the yearly calendar with many events for residents and visitors alike to enjoy – All-Town Garage Sales, Memorial Day Parade & Service, 4th of July Celebration that includes a fireworks display like no other, the new Labor Day Hometown Community Picnic, Fright Night dinner and downtown activities, and the always growing Farmer's Market on the 4th Saturday of each month during the summer. We appreciate their enthusiasm and their tireless commitment to our community!

The Village of Woodville would like to recognize our Village Administrator, Keith Kruse for his past 13 years of service to Woodville. Keith has been an asset to our town over his career and will be missed. Beginning this year, our Water & Wastewater Operator, Tom Brickley has taken on the role as our new Village Administrator. Tom was recognized in 2022 by the Ohio Rural Water Association as the 2022 Wastewater Operator of the Year. A huge shout out to Tom for the work he has done so far, and we are looking forward to a great future under his leadership.

In closing, I would like to recognize and express my gratitude to the entire village staff, along with the very supportive Council, for your loyalty and hard work throughout the past year. Again, I wish you all a Healthy and Happy 2023 and that we all continue to work together to make Woodville a great place to call home!

Ty Tracy
Woodville Mayor

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
FEBRUARY 13, 2023 – 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 Meeting, Public Safety, and Finance Committee meetings on January 23, 2023
- VI. **AUDIENCE PARTICIPATION** – *Bridget O'Reilly - Day CVS^{Bldg.} owner*
 - a.
- VII. **CORRESPONDENCE**
 - a. Town Hall Meeting flyer
- VIII. **OLD BUSINESS**
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle, absent
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
~Finance Ordinance #1786
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
~see attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**

ORD #5: AUTHORIZING THE VA TO EXECUTE A LEASE AGREEMENT WITH BIRCHARD PUBLIC LIBRARY
- XI. **NEW BUSINESS**
 - a.
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – January 23, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, January 23, 2023 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, Earl Ransom, Joe Riffle, and Tammi Throop. Administration: Village Administrator Tom Brickley, Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Audience: 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 January 9, 2023 were approved as presented.

AUDIENCE PARTICIPATION – None.

CORRESPONDENCE- None

OLD BUSINESS- O'Connor questioned if pole barn style buildings were allowed in town, and who determines their approval. A resident had expressed their concerns to her regarding one being built in their neighborhood. Whitehead replied they must first apply for a permit and meet the setback requirements, which is difficult to do on village lots. The process would be handled through the zoning board of appeals.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle - No report

PUBLIC WORKS & MAINTENANCE – Dunn - No report

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported Bridget O'Reilly-Day is purchasing the old CVS building. If anyone knows of any grant opportunities that are available, please let her know.

FINANCE – Throop made a motion to adopt Finance Ordinance #1785 in the amount of \$211,235.63 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Ransom, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Fetzer reported a committee meeting was held earlier to discuss officer wages. Chief Whitehead reported that Lt. Tom Gearheart will resign as of January 31. We have advertised with Indeed and will begin interviews immediately. In order to compete and/or retain officers, we must find a way to get the wages raised. Auxiliary Officer Frank Sirse III has agreed to work part-time temporarily. Mayor Tracy made a recommendation to council to promote Frank Sirse III to part-time officer at a wage of \$15.00/hr. O'Connor made a motion to accept Mayor Tracy's recommendation to appoint Frank Sirse III as a part-time officer. Fetzer second. VOTE-Yeas-O'Connor, Fetzer, Dunn, Ransom, Riffle, and Throop. Nays – None **MOTION CARRIED 6-0**

Fetzer and Mayor Tracy have received nice compliments about Officer Abi Harper's knowledge and professionalism from the Sandusky County Prosecutor and a resident who was participating in jury duty. Officer Harper has been presenting our drug cases to the Grand Jury for their consideration.

RECREATION & PARKS DEVELOPMENT – Ransom - No report

VILLAGE ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** 1. The design and engineering process for the new elevated water tower is underway.
- 2. The maps for the Waterline Project for the village is on display for review. Met with Poggemeyer Design Group (PDG) to discuss the Waterline Project and the potential savings by changing the pipe material from ductile iron to PVC. PDG's estimate to add Pemberville Rd/105 to this project would be \$746,000.00 and brings the project total to approximately a \$2 million dollar project.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 1/23/2023 – PAGE 2

VILLAGE ADMINISTRATOR – Brickley reported continued:

- **SEWER PLANT:** 1. The request letter to the USEPA for an extension until March 31, 2023 to file an update to the corrective action plan was approved. The raw data from the flow meter has been forwarded to the USEPA and PDG to analyze for the corrective action plan.
- **ELECTRIC DEPT:** Met with AMP representative Will Sandell to discuss the Solar Array Project. First Energy is demanding that the village is responsible for the costs to upgrade and protect the solar array from going back onto their grid. The discussion of responsibility will continue with Solar Planet next week.
- **STREET DEPT:** Plows have been repaired and are ready for the upcoming snow event.
- **PARKS & REC:** Will investigate grant opportunities to turn the tennis court into two pickle ball courts.
- **FYI:** Have entered into an agreement with Tri Motor Sales to purchase a new F150 truck for \$39,000.00.

POLICE DEPARTMENT- Chief Whitehead reported under Public Safety

SOLICITOR – Kuhlman – No report.

FISCAL OFFICER- Runion – No report.

NEW BUSINESS – None

MAYOR'S REPORT- Mayor Tracy reported:

- Will attend the Sandusky County Chamber of Commerce annual awards event on January 26.
- Resuming the monthly meetings with the Elmore Mayor and the Woodmore Superintendent.
- Spoke with Rep. Gary Click and County Commissioners regarding the funding to support and stabilize our Police Departments.

EXECUTIVE SESSION – O'Connor made a motion to enter executive session to consider the investigation of a complaint against a public employee at 7:57pm, Dunn second. VOTE – Yeas - O'Connor, Dunn, Fetzer, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0**

Present in executive session: Mayor Tracy, Council Members – Dunn, Fetzer, O'Connor, Ransom, Riffle, and Throop. Village Administrator Tom Brickley, Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion.


Council entered open session at 8:47pm.

The February Finance Committee and Council meetings will be held on February 13, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:48pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
FEBRUARY 27, 2023 – 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 Meeting and Finance Committee meetings on February 13, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a.
- VIII. **OLD BUSINESS**
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop, absent
 - e. PUBLIC SAFETY – Fetzer
~Finance Ordinance #1787
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley, absent
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**

ORD #6: AUTHORIZING THE VA & FO TO EXECUTE A CONTRACT AMENDMENT WITH KLEINFELDER FOR THE WATERLINE IMPROVEMENTS PHASE 3 PROJECT
- XI. **NEW BUSINESS**
 - a.
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – February 13, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, February 13, 2023 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, Earl Ransom, and Tammi Throop. Administration: Village Administrator Tom Brickley, Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Audience: Bridget Day, Renea Magrum, and Deb Wallace of the Suburban Press. Council Member Joe Riffle 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 January 23, 2023 were approved as presented.

AUDIENCE PARTICIPATION – Ms. Day and Ms. Magrum introduced themselves as the new owners of the old CVS building on Main St. Although it is in the early stages of permits and renovations, their vision is to have a café/event center. The event center would be a place for kids to come to use Wi-Fi, meet with a tutor, or a community/rental space for baby/bridal showers, graduation parties, etc. The café would offer specialty coffee/teas, deli style sandwiches, salads, and bakery treats.

CORRESPONDENCE- Two Villages will host a Town Hall Meeting on Sunday, March 19, 2023 from 1:30pm – 3:00pm at Woodmore High School regarding Youth Suicide: Struggling with the Unspeakable. The forum is free and open to the public.

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 #1786 in the amount of \$81,211.77 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, and Ransom. Nays- None **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Fetzer - No report

RECREATION & PARKS DEVELOPMENT – ~~1.~~ Ransom reported Kris Gerwin has checked into two grant opportunities for the development of a pickle ball court in Trail Marker Park. Council discussed the placement of one or possibly two courts to replace the tennis court by the Shelter House, or moving the basketball court to the tennis court area and using that space for the pickle ball court.
2. Ransom will reach out to Lori Damschroder, Pool Manager to ask if she is planning to return this season.

VILLAGE ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** The chlorine analyzer has been delivered and will be installed on March 6.
- **SEWER PLANT:** The ultrasonic pulsar units were installed on Feb. 1. They are working and we should see a decline in the algae in the next few months.
- **ELECTRIC DEPT:** Have had several meetings with the Solar Array owners, our consultant John Courtney, and AMP representatives to discuss the responsibility of costs for the First Energy upgrade demands. AMP will be making upgrades to our substation which should minimize the upgrades needed. The discussion will continue in the next few weeks.
- **PARKS & REC:** Glass block windows will be installed in the Trail Marker Park restroom by the Shelter House and the street garage. Will be checking into updating the bathrooms and the shelter house.
- **FYI:** 1. Ben Brien has returned to work as of Feb. 6 from medical leave.
2. Brickley will be on vacation for the next meeting.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 2/13/2023 – PAGE 2

VILLAGE ADMINISTRATOR – Brickley reported continued:

- **PROJECTS:** Waterline Improvements-Phase 3: The costs associated with adding a 12" water main along Pemberville Rd would be approximately \$743,625.00 bringing the project total to \$2,128,045.00. After applying grants, material changes, and other loan funds, our approximate final project costs would be \$664,753.00.

POLICE DEPARTMENT- Chief Whitehead reported he has had to heavily rely on a couple of part-time officers during the current full-time staffing issue, and that will continue for some time. Mayor Tracy made a recommendation to council to raise the wage of Officer's Katie Richards and Kevin Smith to \$15.00/hr. Fetzer made a motion to accept Mayor Tracy's recommendation to raise Part-time Officer Katie Richards to \$15/hr retroactive to February 6, 2023. Dunn second. VOTE-Yeas- Fetzer, Dunn, O'Connor, Ransom, and Throop. Nays – None **MOTION CARRIED 5-0**

Fetzer made a motion to accept Mayor Tracy's recommendation to raise Part-time Officer Kevin Smith to \$15/hr retroactive to February 6, 2023. Dunn second. VOTE-Yeas- Fetzer, Dunn, O'Connor, Ransom, and Throop. Nays – None **MOTION CARRIED 5-0**

EXECUTIVE SESSION – Fetzer made a motion to enter executive session to consider a complaint against a public employee at 7:45pm, O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, and Throop. Nays – None. **MOTION CARRIED 5-0**

Present in executive session: Mayor Tracy, Council Members – Dunn, Fetzer, O'Connor, Ransom, and Throop. Village Administrator Tom Brickley, Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion.

Council entered open session at 8:50pm.

SOLICITOR – Kuhlman – No report.

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

ORD#5: AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A LEASE AGREEMENT WITH BIRCHARD PUBLIC LIBRARY. O'Connor made a motion to suspend the rules, Throop second. VOTE – Yeas – O'Connor, Throop, Dunn, Fetzer, and Ransom. Nays – None. **MOTION CARRIED 5-0.** O'Connor made a motion to adopt Ordinance #5 - 2023, Throop second. VOTE – Yeas – O'Connor, Throop, Dunn, Fetzer, and Ransom. Nays – None. **MOTION CARRIED 5-0.**

NEW BUSINESS – 1. Throop reported another new business will be starting in the old flower shop. Sarah Hutchins will provide a store front for her already established NeNe's Sweet Treats food truck. The business will have Toft's hand dipped ice cream and yogurts plus many kinds of desserts.
2. Gina Donnell is renovating the old Little Shop on the Portage building on Main St. The new space will host a creative co-op for the community (adults & children) to gather and be creative, take a yoga class, and/or participate in mindfulness workshops.

MAYOR'S REPORT- Mayor Tracy reported:

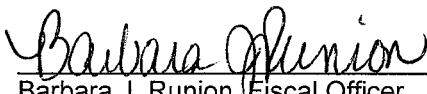
- Attended the Sandusky County Chamber of Commerce annual awards event on January 26.
- Resumed the monthly meetings with the Elmore Mayor and the Woodmore Superintendent.
- Recognized Runion for another good audit for 2020/2021.

The next Finance Committee and Council meetings will be held on February 27, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:05pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
MARCH 13, 2023 – 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 Meeting and Finance Committee meetings on February 27, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a.
- VIII. **OLD BUSINESS**
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~Finance Ordinance #1788
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
 - ~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**

ORD #7: AUTHORIZING THE VA & FO TO ENTER INTO AN AGREEMENT WITH TEREX UTILITIES INC FOR THE PURPOSE OF PURCHASING A 2023 F550 CHASSIS 4x4 TEREX UTILITY TRUCK AND DECLARING AN EMERGENCY
- XI. **NEW BUSINESS**
 - a.
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – February 27, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, February 27, 2023 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, Earl Ransom, and Joe Riffle. Administration: Village Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Audience: Bill Busdiecker. Kevin and Sabrina Goodman entered the meeting at 7:04pm
Council Member Tammi Throop and Administrator Tom Brickley 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 February 13, 2023 were approved as presented.

CORRESPONDENCE- Mayor Tracy shared an email from the Sandusky County Emergency Management Agency stating that the Waste Management Vickery Environmental site will be receiving hazardous waste from the East Palestine rail car derailment. The waste will be mostly the foam water from the ground that was generated by the firefighters. Every load is tested to make sure it is an acceptable substance for the site.

AUDIENCE PARTICIPATION – Kevin and Sabrina Goodman requested that council consider their grievance regarding who is responsible for the costs associated with moving the sewer tie-in from the back of their property to the front of the property.

EXECUTIVE SESSION – O'Connor made a motion to enter executive session to consider a complaint against a public employee at 7:06pm, Fetzer second. VOTE – Yeas –O'Connor, Fetzer, Dunn, Ransom, and Riffle. Nays – None. **MOTION CARRIED 5-0**
Present in executive session: Mayor Tracy, Council Members – Dunn, Fetzer, O'Connor, Ransom, and Riffle. Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Bill Busdiecker and Kevin and Sabrina Goodman.
Council entered open session at 7:35pm

O'Connor made a motion to waive the \$900.00 tap-fee charge on the Goodman's January utility bill, Dunn second. VOTE – Yeas – O'Connor, Dunn, Fetzer, Ransom, and Riffle. Nays – None. **MOTION CARRIED 5-0.**
Busdiecker and Kevin and Sabrina Goodman exited the meeting at 7:36pm.

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle - No report

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor - No report

FINANCE – Throop, absent. Fetzer made a motion to adopt Finance Ordinance #1787 in the amount of \$131,477.62 Ransom second. VOTE-Yeas- Fetzer, Ransom, Dunn, O'Connor, and Riffle. Nays- None **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Fetzer, No report

RECREATION & PARKS DEVELOPMENT – Ransom, No report.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 2/27/2023 – PAGE 2

VILLAGE ADMINISTRATOR – Brickley absent. Runion reported:

- **FYI:** 1. Received a quote for a new bucket truck of \$159,938.00, however the Chassis price could increase prior to delivery. In order to prepare for the possible increase, Runion will present the ordinance to purchase for a not to exceed amount of \$175,000.00. Council unanimously agreed.
- 2. A glass panel from the enclosure/fence around the pool fell out. We have several pieces of glass for the replacement of these, and will be looking into replacing the wood posts to secure the enclosure/fence.

POLICE DEPARTMENT- Chief Whitehead reported he has had to heavily rely on his part-time officers during the current full-time staffing issues. He has received an application for a part-time officer willing to help until full time staff can be hired, and would like to raise the wage of the four full-time officers to retain them. Mayor Tracy made a recommendation to council to raise the wage of all part-time officers to \$15.00/hr. O'Connor made a motion to accept Mayor Tracy's recommendation to raise all current and future part-time officers to \$15/hr. Fetzer second. VOTE-Yeas- O'Connor, Fetzer, Dunn, Ransom, and Riffle. Nays – None **MOTION CARRIED 5-0**

Mayor Tracy made a recommendation to council to hire Lonnie Fosnight at a wage of \$15.00/hr beginning March 6, 2023. O'Connor made a motion to accept Mayor Tracy's recommendation to hire Lonnie Fosnight at a wage of \$15.00 /hr beginning March 6, 2023. Fetzer second. VOTE-Yeas- O'Connor, Fetzer, Dunn, Ransom, and Riffle. Nays – None **MOTION CARRIED 5-0**

Mayor Tracy made a recommendation to council to raise the wage of Sgt. Steven Gilkerson to \$23.96/hr beginning March 6, 2023. O'Connor made a motion to accept Mayor Tracy's recommendation to raise the wage of Sgt. Steven Gilkerson to \$23.96/hr beginning March 6, 2023. Fetzer second. VOTE-Yeas- O'Connor, Fetzer, Dunn, Ransom, and Riffle. Nays – None **MOTION CARRIED 5-0**

Mayor Tracy made a recommendation to council to raise the wage of Officer William Darling to \$21.00/hr beginning March 6, 2023. O'Connor made a motion to accept Mayor Tracy's recommendation to raise the wage of Officer William Darling to \$21.00/hr beginning March 6, 2023. Fetzer second. VOTE-Yeas- O'Connor, Fetzer, Dunn, Ransom, and Riffle. Nays – None **MOTION CARRIED 5-0**

Mayor Tracy made a recommendation to council to raise the wage of Abigayle Harper to \$19.00/hr beginning March 6, 2023. O'Connor made a motion to accept Mayor Tracy's recommendation to raise the wage of Officer Abigayle Harper to \$19.00/hr beginning March 6, 2023. Fetzer second. VOTE-Yeas- O'Connor, Fetzer, Dunn, Ransom, and Riffle. Nays – None **MOTION CARRIED 5-0**

Mayor Tracy made a recommendation to council to raise the wage of Officer Joshua Woerner to \$19.00/hr beginning March 6, 2023. O'Connor made a motion to accept Mayor Tracy's recommendation to raise the wage of Officer Joshua Woerner to \$19.00/hr beginning March 6, 2023. Fetzer second. VOTE-Yeas- O'Connor, Fetzer, Dunn, Ransom, and Riffle. Nays – None **MOTION CARRIED 5-0**

SOLICITOR – Kuhlman – No report.

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

ORD#6: AUTHORIZING THE VILLAGE ADMINISTRATOR AND THE FISCAL OFFICER TO EXECUTE A CONTRACT AMENDMENT WITH KLEINFELDER FOR THE WATERLINE IMPROVEMENTS PHASE 3 PROJECT. Fetzer made a motion to suspend the rules, Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, and Ransom. Nays – None. **MOTION CARRIED 5-0.**

Fetzer made a motion to adopt Ordinance #6 - 2023, Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, and Ransom. Nays – None. **MOTION CARRIED 5-0.**

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 2/27/2023 – PAGE 3

NEW BUSINESS – 1. O'Connor suggested hanging a sign on the door for everyone entering the council meeting to please silence their cell phones.
2. The Garden Club has dissolved their organization and would like to distribute their final fund balance to aid in the beautification of the parks throughout the village.


MAYOR'S REPORT- Mayor Tracy reported:

- Mayor Tracy will attend the Sandusky County Economic Development Corporation monthly meetings.
- Will meet with the Elmore Mayor and the Woodmore Superintendent this Wednesday.

The next Finance Committee and Council meetings will be held on March 13, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:15pm.



Mayor Ty Tracy

Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
MARCH 27, 2023 – 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 Meeting and Finance Committee meetings on March 13, 2023
- 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 #1789
 - e. PUBLIC SAFETY – Fetzer, absent
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**
ORD #8: SETTING NEW PAY RANGES FOR VILLAGE EMPLOYEES
ORD #9: 2023 APPROPRIATIONS
- XI. **NEW BUSINESS**
 - a.
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – March 13, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, March 13, 2023 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, Earl Ransom, Joe Riffle, and Tammi Throop. Administration: Village Administrator Tom Brickley, Village Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Audience: 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 February 27, 2023 were approved as presented.

AUDIENCE PARTICIPATION – None

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 #1788 in the amount of \$43,011.13 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Ransom, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Fetzer - No report

RECREATION & PARKS DEVELOPMENT – Ransom reported: 1. Received a quote from Richland Seal for the installation of either one or two pickle ball courts in Trail Marker Park (TMP) by the shelter house. The representative inspected the area and would not recommend two courts due to the poor condition of the surface where the netting was installed for the tennis court. The village will continue to explore grant opportunities for this project. 2. An advertisement has been placed in the Suburban Press for Lifeguards and grounds and maintenance seasonal workers.

VILLAGE ADMINISTRATOR – Brickley reported:

- **WATER PLANT: 1.** When the Chlorine analyzer was installed a part was broken. The new part will be installed this week. Bissnuss has corrected all issues with the SCADA system.
- **SEWER PLANT:** We have installed paneling and have reroofed the chemical building at the sewer plant.
- **STREET DEPT: 1.** Installing a new approach at the Lime Lagoon for the sludge removal scheduled in June. 2. The County Engineer has advised that the Cherry St. Bridge will need to be repaired or replaced, and is tentatively scheduled in 2 years. Details of the shared costs of the project have not been determined.
- **ELECTRIC DEPT: 1.** AMP and Solar Planet have accepted to complete the upgrades as required by First Energy at the substation for the DLS (Detailed Load Study). No final costs for these approved upgrades have been specified from First Energy.
- **PARKS & REC:** TMP upgrades - new block windows have been installed at the bathroom, the Portage River Water Trail sign has been installed, and a new pole light has been installed at the boat launch.
- **PROJECTS:** Waterline Project – engineering for the addition of Pemberville Rd to the project has started.
- **FYI:** 1. Received a grant from OPWC to help purchase a shoring box for trench excavation.

POLICE DEPARTMENT- Chief Whitehead – No report

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 3/13/2023 – PAGE 2

SOLICITOR – Kuhlman – No report.

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

ORD#7: AUTHORIZING THE VILLAGE ADMINISTRATOR AND THE FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH TEREX UTILITIES, INC FOR THE PURPOSE OF PURCHASING A 2023 F550 CHASSIS 4X4 TEREX UTILITY TRUCK AND DECLARING AN EMERGENCY Dunn made a motion to suspend the rules, Fetzer second. VOTE – Yeas – Dunn, Fetzer, O'Connor, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

Dunn made a motion to adopt Ordinance #7 - 2023, Fetzer second. VOTE – Yeas – Dunn, Fetzer, O'Connor, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

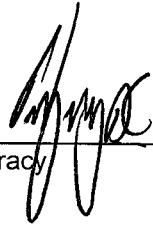
NEW BUSINESS – None

EXECUTIVE SESSION – None

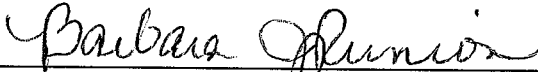
MAYOR'S REPORT- Mayor Tracy report:

The next Finance Committee and Council meetings will be held on March 27, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 7:45pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
APRIL 10, 2023 – 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 Meeting and Finance Committee meetings on March 27, 2023
- VI. **AUDIENCE PARTICIPATION**
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- 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 #1790
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**

ORD #10: AUTHORIZING THE VA AND FO TO ENTER INTO A CONTRACT WITH CIVICA NORTH AMERICA, INC. TO PROVIDE UPGRADES TO THE CIVICA PROGRAMS AND SERVICES -1ST READING
- XI. **NEW BUSINESS**
 - a.
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – March 27, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

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

Minutes of the Finance Committee and Regular Council meetings on March 10, 2023 were approved as presented.

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- None

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle - No report

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor suggested the administrators of the Facebook page be updated to include Brickley.

FINANCE – Throop made a motion to adopt Finance Ordinance #1789 in the amount of \$120,981.57 Ransom second. VOTE-Yeas- Throop, Ransom, Dunn, O'Connor, and Riffle. Nays- None **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Fetzer - No report, absent

RECREATION & PARKS DEVELOPMENT – Ransom - No report

VILLAGE ADMINISTRATOR – Brickley reported:

➤ **UPDATES FROM PREVIOUS MEETING:**

1. ODOT has cleaned up the walkway on the Main St. bridge.
2. Received quotes for roof repair/replacement at the Library and Police Dept. Damschroder - \$39,500/Library still waiting on Police Dept as there may be some warranty work to be done on that roof. Have not received requested quotes from Freedom Roofing.
3. Will be installing cameras in Trail Marker Park.

➤ **WATER PLANT:** The Chlorine analyzer was installed on March 14. With this installation everything has been installed to complete the Water Treatment Plant Improvements Project.

➤ **SEWER PLANT:** 1. The Corrective Action Plan (CAP) draft is being reviewed with Kleinfelder (KLF) before submitting to the USEPA by March 31. KLF presented 3 options for upgrades at the wastewater treatment plant. Brickley will send the CAP to council when it is finalized. We must determine what properties still need to have their sewers separated as part of this plan, and will begin this process yet this year. Investigating why the lift station pump is not working properly.

➤ **ELECTRIC DEPT:** 1. Working on the electric mains, in the back lots, between College and W. Main St. 2. Jason Hindall will be attending a class provided by AMP on electrical codes.

➤ **STREETS:** FYI – Rt. 20 will be paved from the east village limits to Fremont/CR 138.

➤ **PARKS & REC:** 1. Will be moving forward with the installation of one pickle ball court in Trail Marker Park. Martin Marietta has donated \$1,500 towards the \$3,185 costs to construct the court. 2. Brady & Gina Donnell owners of Freedom Roofing will be re-roofing the pool building, pump house building at the pool, and the Scout house this year. In 2024 they will re-roof the Shelter house, grill area and restroom building. The Donnell's are generously donating all materials and labor for these projects! Brickley will explore some sign, or banner, to hang at the park in order to recognize this substantial donation.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 3/27/2023 – PAGE 2

POLICE DEPARTMENT- Chief Whitehead – No report, absent

SOLICITOR – Kuhlman – No report.

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

ORD#8: SETTING NEW PAY RANGES FOR VILLAGE EMPLOYEES O'Connor made a motion to suspend the rules, Dunn second. VOTE – Yeas – O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 5-0.**

O'Connor made a motion to adopt Ordinance #8 - 2023, Dunn second. VOTE – Yeas – O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 5-0.**

ORD#9: APPROVING THE 2023 APPROPRIATIONS Dunn made a motion to suspend the rules, Riffle second. VOTE – Yeas – Dunn, Riffle, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 5-0.**

Dunn made a motion to adopt Ordinance #9 - 2023, Riffle second. VOTE – Yeas – Dunn, Riffle, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 5-0.**

NEW BUSINESS – Brickley reported he passed the Mosquito spraying license.

EXECUTIVE SESSION – None

MAYOR'S REPORT- Mayor Tracy reported:

- Will work on applying for the 2024 Communities Foundation Grant.
- The discussion is starting again to combine the Sandusky County Courts.

The next Finance Committee and Council meetings will be held on April 10, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 7:46pm.

Mayor Ty Tracy

Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
APRIL 24, 2023 – 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 Meeting and Finance Committee meetings on April 10, 2023
- 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 #1791
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**

ORD #10: AUTHORIZING THE VA AND FO TO ENTER INTO A CONTRACT WITH CIVICA NORTH AMERICA, INC. TO PROVIDE UPGRADES TO THE CIVICA PROGRAMS AND SERVICES -2nd READING

ORD #11: AN ORDINANCE AUTHORIZING THE VILLAGE OF WOODVILLE TO PARTICIPATE IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2023
- XI. **NEW BUSINESS**
 - a.
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – April 10, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, April 10, 2023 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, Earl Ransom, Joe Riffle, and Tammi Throop. Administration: Village Administrator Tom Brickley, Village Solicitor Bob Kuhlman, and Fiscal Officer Barb Runion. Audience: Sandusky County Commissioner Scott Miller
Chief Roy Whitehead entered the meeting at 7:03pm.

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

Minutes of the Finance Committee and Regular Council meetings on March 27, 2023 were approved as presented.

AUDIENCE PARTICIPATION – Sandusky County Commissioner Scott Miller presented an update of county economic status. Chief Whitehead questioned the standing of consolidating the county courts into one centralized location. Mr. Miller responded that there was a meeting called by Rep. Gary Click to begin the conversation regarding the feasibility of a consolidation. Mr. Miller went on to state that because legislation was needed to separate the courts (many years ago) legislation will need to be presented, by Rep. Click, to consolidate the courts again. It was noted during the meeting with Rep. Click that not all interested parties were in attendance, and Mr. Miller expects multiple meetings to be held to discuss this matter so that those directly involved and/or affected will be provided an opportunity to express their thoughts. He also made it clear that the court system makes the final decision not the county officials. Mr. Miller concluded his update by reporting the county has purchased acreage with buildings on the east end of the county. The plan is to house the Central EMS station and hopefully a central location for large group sessions for public entities.

CORRESPONDENCE- None

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle made a motion to rehire Jason Hindall, Jr. for a seasonal Grounds & Maintenance position at a wage of \$12.25/hr effective today. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

PUBLIC WORKS & MAINTENANCE – Dunn - No report. Thanked Brickley for the tour of the Water and Wastewater Treatment Plants.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported Del's grocery store has posted limited hours for now.

FINANCE – Throop made a motion to adopt Finance Ordinance #1790 in the amount of \$41,539.72 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Ransom, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Fetzer - No report

RECREATION & PARKS DEVELOPMENT – Ransom reported that the pool is in jeopardy of opening this year due to no lifeguard applications being received to date.

VILLAGE ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** The waterline and water tower projects continue to move forward.
- **SEWER PLANT: 1.** The Corrective Action Plan (CAP) was submitted to the USEPA by March 31. 2. The lower 40 pump repair quote was \$1,702. A new pump would cost \$76,611.75
- **ELECTRIC DEPT:** April 1 Storm damage update: Antique light post on Rt 20 and Pemberville Rd, an electric pole on Parklane & Evergreen, and 3 house services on Findlay Rd and Lynn St. have all been repaired.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 4/10/2023 – PAGE 2

VILLAGE ADMINISTRATOR – Brickley reported: (continued)

- **STREETS:** 7L Construction will be paving Third St from Pine to Lime St., 3 areas in the alley north of First. St. and the excavation sites from water breaks and water repair projects for a total cost of \$36,900.00.
- **PARKS & REC:** 1. Mulch installed at the playground areas in Veterans Park and Trail Marker Park - \$5,096 2. The pickle ball court in Trail Marker Park construction will begin sometime at the end of April or the beginning of May weather permitting. 3. We are still accepting applications for lifeguards at the pool. We have no applications currently.
- **PROJECTS:** Roof replacement quotes from Freedom Roofing: Library - \$47,675. Police Station - \$9,425. Waiting on quote from Damschroder Roofing for the Police Station as they research warranty information.
- **FYI:** Rt. 20 will be paved from the east village limits to Fremont/CR 138 beginning April 11 by ODOT.

POLICE DEPARTMENT- Chief Whitehead reported he is looking into the best options to get two new police cars.

SOLICITOR – Kuhlman – No report.

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

ORD#10: AUTHORIZING THE VA AND FO TO ENTER INTO CONTRACT WITH CIVICA NORTH AMERICA (CIVICA) FOR THE PURPOSE OF UPGRADING THE VILLAGE SOFTWARE SYSTEMS AND SERVICES – 1st Reading

NEW BUSINESS – None


EXECUTIVE SESSION – None

MAYOR'S REPORT- Mayor Tracy reported:

- We are about one year away from the 2024 solar eclipse. The County Visitor's Bureau and the Woodville Business & Community Association are exploring possible events to host throughout the county during the occasion.
- Reminder to add bleachers to the application for the 2024 Communities Foundation Grant.
- Will be resuming monthly meetings with the Woodmore Superintendent and Elmore's Mayor.

The next Finance Committee and Council meetings will be held on April 24, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:05pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
MAY 8, 2023 – 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 Meeting and Finance Committee meetings on April 24, 2023
- 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 #1792
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**

ORD #10: AUTHORIZING THE VA AND FO TO ENTER INTO A CONTRACT WITH CIVICA NORTH AMERICA, INC. TO PROVIDE UPGRADES TO THE CIVICA PROGRAMS AND SERVICES -3RD READING

RES #12: TO ADOPT THE SOLID WASTE MANAGEMENT PLAN FOR THE OTTAWA-SANDUSKY-SENECA (OSS) JOINT SOLID WASTE MANAGEMENT DISTRICT
- XI. **NEW BUSINESS**
 - a.
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – April 24, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, April 24, 2023 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Kelly O'Connor, Earl Ransom, Joe Riffle, and Tammi Throop. Administration: Village Administrator Tom Brickley, Village Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Council Member Denny Fetzer 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 April 10, 2023 were approved as presented.

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- None

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle made a motion to hire Robert Elkins for a seasonal Grounds & Maintenance position at a wage of \$12.00/hr effective today, April 24, 2023. Dunn second. VOTE – Yeas – Riffle, Dunn, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 5-0.**

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported new business NeNe's Sweet Treats has advertised an opening date of May 26. The Suburban Press did a nice article about area pools needing lifeguards this season.

FINANCE – Throop made a motion to adopt Finance Ordinance #1791 in the amount of \$138,696.55 Ransom second. VOTE-Yeas- Throop, Ransom, Dunn, O'Connor, and Riffle. Nays- None **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Fetzer - No report, absent

RECREATION & PARKS DEVELOPMENT – Ransom reported that the pool is in jeopardy of opening this year due to no lifeguard applications being received to date.

Runion questioned if anyone knows if our pool requires lifeguards to be Red Cross certified vs other lifeguard certification institutes. American Lifeguard and Safety training offers a hybrid training class where students may take the textbook part online and then complete their water certification part at the pool with Lori Damschroder. O'Connor stated our pool is Red Cross certified because of the diving board and 12' section. Lori created a flyer for Facebook advertising our desperate need for lifeguards in order to open the pool this year. Council will make a final decision regarding the opening of the pool at the next meeting on May 8.

VILLAGE ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** Monitoring a leak on Filter #1.
- **SEWER PLANT: 1.** A letter has been prepared for the residents regarding the upcoming inspection and compliance process for the Inflow and Infiltration (I & I) issues throughout the village. The village will be divided into several phases and letters will be sent out accordingly. During the inspections, we will also be identifying their waterline material (copper, lead, galvanized) in order to complete a survey required by the EPA.
- **ELECTRIC DEPT:** AMP is recommending we do nothing on the interconnection until First Energy provides the final requirements.
- **STREETS:** Inspected all stone alleys throughout the village. We have sprayed the grass/weeds along the right of way and will be putting down stone where needed.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 4/24/2023 – PAGE 2

VILLAGE ADMINISTRATOR – Brickley reported: (continued)

- **PROJECTS:** 1. Freedom Roofing will be replacing the Police Department roof for a total of \$11,234. 2. Weather permitting, Freedom will replace the pool, pump building, and scout house roofs the week of May 15.
- **FYI:** Contacted Pam Hoesman of the Birchard Public Library and they will pay for half of the roof replacement at the Woodville Branch. The estimate from Damschroder Roofing is \$39,416.27. This project will be done in 2024.
- **PARKS & REC:** Checking into mural designs for the High Service Building in Veterans Park.

POLICE DEPARTMENT- Chief Whitehead reported Officer Harper will be returning on April 29 from her maternity leave.

SOLICITOR – Kuhlman – No report.

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

ORD#10: AUTHORIZING THE VA AND FO TO ENTER INTO CONTRACT WITH CIVICA NORTH AMERICA (CIVICA) FOR THE PURPOSE OF UPGRADING THE VILLAGE SOFTWARE SYSTEMS AND SERVICES – 2nd Reading

ORD#11: AN ORDINANCE AUTHORIZING THE VILLAGE OF WOODVILLE TO PARTICIPATE IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2023. O'Connor made a motion to suspend the rules Throop second. VOTE – Yeas- O'Connor, Throop, Dunn, Ransom, and Riffle. Nays – None. **MOTION**

CARRIED 5-0. O'Connor made a motion to adopt ordinance #11- 2023 Throop second. VOTE – Yeas- O'Connor, Throop, Dunn, Ransom, and Riffle. Nays – None. **MOTION CARRIED 5-0.**

NEW BUSINESS – None

EXECUTIVE SESSION – None

MAYOR'S REPORT- Mayor Tracy reported:

- The July 4th Celebration dates will be June 29 – July 1. Please contact anyone on the committee to volunteer if you can.
- Working on a progressive plaque for Trail Marker Park in order to recognize all our generous donors throughout the years.
- Pickle Ball court is scheduled for installation the end of April beginning of May – weather permitting.
- Will attend the Sandusky County Visitor's Bureau and Economic Development Corporation meetings this week.

The next Finance Committee and Council meetings will be held on May 8, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:05pm.



Mayor Tracy



Barbara J. Runion, Fiscal Officer