

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
VIA TELECONFERENCE CALL
SEPTEMBER 28, 2020 – 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. Special Meeting – September 14, 2020
- 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 #1732
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR - Kuhlman
- X. **FISCAL OFFICER'S REPORT**
 - The Ohio Plan 2020/2021 Renewal
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – September 14, 2020
WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING BY TELECONFERENCE CALL

Minutes of the Special Meeting of Woodville Village Council held on Monday, September 14, 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, Sandusky County Commissioner Scott Miller, 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 August 24, 2020 were approved as presented.

AUDIENCE PARTICIPATION – Mr. Scott Miller updated council on the financial status of Sandusky County, and announced that he is a candidate for Sandusky County Commissioner in the November General Election.

CORRESPONDENCE- None.

OLD BUSINESS- None.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report.

PUBLIC WORKS & MAINTENANCE – Dunn met with Kruse to discuss preparing a future plan to replace and/or repair water lines throughout the village. Dunn will arrange a committee meeting to discuss further.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor – No report. O'Connor requested that the agenda be adjusted so that anyone who is attending the teleconference meetings is accounted for at the beginning.

FINANCE – Throop stated that the committee met to discuss the tax levy renewal. Runion will prepare the necessary documents to put the renewal on the ballot in 2021.

Throop made a motion to adopt Finance Ordinance #1731 in the amount of \$56,453.82, Tate second. VOTE-Yeas- Throop, Tate, Dunn, Fetzer, O'Connor, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate – No report.

RECREATION & PARKS DEVELOPMENT – Fetzer – No report.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

➤ **WATER DEPT:**

1. Continue to monitor the plant with the new SCADA operations. There are still issues to be worked out before we go 100% live.
2. The clear well cleaning is scheduled to begin on Sept 17. There should be no disruption of water services to the residents.

➤ **SEWER DEPT:** No report.

➤ **ELECTRIC DEPT:** AMP has projected an approximate savings of 5%, or \$48,000 on our Power Costs Adjustments in 2021.

AMP Conference will be held virtually this year from Sept. 22 – 24.

➤ **PROJECTS:** Paving Projects - Alley at the Water Treatment Plant between N. Perry and N. Walnut and also South River Road from St. Rt. 20 to the railroad tracks.

POLICE DEPARTMENT- Chief Whitehead requested that Council consider a date and time for Trick or Treat. O'Connor stated that she feels it is better to announce the date and time sooner rather than later. Council agreed to publicize that Trick or Treat will be held on October 31 from 6:00pm – 8:00pm.

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

RES. #17: CARES ACT FUNDING. 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 #17-2020, 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 asked if anyone had anything to add. Kuhlman stated his office has remained open during the pandemic and he has worked with Kruse on zoning issues and the Police Department has been keeping him very busy now that the Sandusky County Court #2 is back to a full schedule.

Reminder: The 4th of July committee will provide fireworks on November 7 in honor of all Veterans. No decisions on food vendors or other activities on that date. They are still accepting donations.

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

Mayor Tracy adjourned the meeting at 7:36pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
VIA TELECONFERENCE CALL
OCTOBER 12, 2020 – 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. Special Meeting – September 28, 2020
- VI. **AUDIENCE PARTICIPATION**
a. ~~Chris Schneider – Candidate for Clerk of Courts~~ No show (BJR)
b. Jon Ickes – Candidate for Sandusky County Common Pleas Court Judge
- VII. **CORRESPONDENCE**
a.
- VIII. **OLD BUSINESS**
- IX. **REPORTS:**
a. ADMINISTRATIVE & PERSONNEL – Riffle
b. PUBLIC WORKS & MAINTENANCE – Dunn
c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor, absent present (BJR)
d. FINANCE – Throop
~ Finance Ordinance #1733
e. PUBLIC SAFETY – Tate
f. RECREATION & PARKS DEVELOPMENT – Fetzer
g. VILLAGE ADMINISTRATOR – Kruse
~see attachment
h. POLICE DEPARTMENT – Chief Whitehead
i. SOLICITOR - Kuhlman
- X. **FISCAL OFFICER'S REPORT**
• ORD. #18: ESTABLISHING A CARES ACT SPECIAL REVENUE FUND
• Cares Act expenditures update
• Set December meeting date for Newsletter
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – September 28, 2020
WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING BY TELECONFERENCE CALL

Minutes of the Special Meeting of Woodville Village Council held on Monday, September 28, 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, and Solicitor Bob Kuhlman. Gary Click joined the meeting at 7:05pm. 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 September 14, 2020 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 #1732 in the amount of \$159,358.26, Tate second. VOTE-Yeas- Throop, Tate, Dunn, Fetzer, O'Connor, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate – No report.

RECREATION & PARKS DEVELOPMENT – Fetzer – No report.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER DEPT:** The clear well cleaning was very successful.
- **SEWER DEPT:** No report.
- **ELECTRIC DEPT:** The AMP Conference is being held virtually this year, and is going well. Next week they will hold project updates.
- **STREETS:** Contacted CSX regarding the issues with the newly repaired section of concrete at the St. Rt. 20 railroad tracks. No response yet.
- **FYI:** 1.The Woodville Business and Community Association (WBCA) has requested permission to close S. Walnut St. between Main St. and College Ave. in order to provide food trucks and entertainment during Fright Night activities on October 22 from 4:00pm – 9:00pm. Riffle made a motion to allow the S. Walnut St. closure, O'Connor second. VOTE – Yeas – Riffle, O'Connor, Dunn, Fetzer, Tate, and Throop. Nays – None.

MOTION CARRIED 6-0.

2. The 4th of July Committee has requested permission to close the Cherry St. Bridge for the Fire Department to stage trucks and EMS for the fireworks on November 7 from 4:00pm – 9:00pm. O'Connor made a motion to allow the Cherry St. Bridge closure, Riffle second. VOTE – Yeas – O'Connor, Riffle, Dunn, Fetzer, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

O'Connor asked for an update on the cold storage building. Kruse stated, final inspection will be held this Thursday on the structural and the electric has been put in.

POLICE DEPARTMENT- Chief Whitehead – No report, absent. Fetzer stated that Margaret Sattler asked that he thank the Police Department for their quick response when she called for their help.

SOLICITOR – Kuhlman reported the Police Department keeps him busy at Sandusky County Court #2 every Monday.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 9/28/2020 – PAGE 2

FISCAL OFFICER- Runion discussed and reviewed the 2020/2021 Ohio Plan renewal. The premium increased by \$661.00 from last year and includes all village vehicles. Dunn made a motion to renew the 2020/2021 Ohio Plan Policy in the amount of \$27,516.00 Fetzer second. VOTE – Yeas- Dunn, Fetzer, O'Connor, Riffle, Tate, and Throop. Nays – None.
MOTION CARRIED 6-0.

Runion reported that the CARES Act funding has been deposited into our account. There were two allocations made for a total of \$119,657. Runion will continue to research ideas on how to use the funding.

NEW BUSINESS – None.

Mayor Tracy called on Gary Click. Mr. Click introduced himself as a candidate for the 88th Ohio House District Seat.

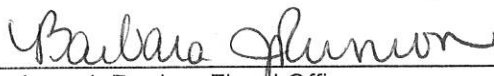
MAYOR'S REPORT- Mayor Tracy stated it was nice to see the positive feedback regarding the announcement of Trick or Treat on October 31.

Mayor Tracy reported that he receives updates from the Governor's Office, and Governor DeWine signed HB 606 which provides immunity to schools, local government, and health care providers to any lawsuits generated by exposure to COVID19.

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

Mayor Tracy adjourned the meeting at 7:31pm.



Mayor Ty Tracy

Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
VIA TELECONFERENCE CALL
OCTOBER 26, 2020 – 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. Special Meeting – October 12, 2020
- VI. **AUDIENCE PARTICIPATION**
 - a. Linda Knudsen
- 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 #1734
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR - Kuhlman
- X. **FISCAL OFFICER'S REPORT**
 - a. Cares Act expenditures update
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – October 12, 2020
WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING BY TELECONFERENCE CALL

Minutes of the Special Meeting of Woodville Village Council held on Monday, October 12, 2020 via a telephone conference call at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop. Administration: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Fiscal Officer Barb Runion, and Chief Roy Whitehead. Audience: Judge Jon Ickes, Linda Knudsen, 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 September 28, 2020 were approved as presented.

AUDIENCE PARTICIPATION – Judge Jon Ickes introduced himself as a candidate for Sandusky County Common Pleas Judge.

Judge Ickes exited the meeting at 7:08pm.

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 #1733 in the amount of \$80,581.56, Tate second. VOTE- Yeas- Throop, Tate, Dunn, Fetzer, O'Connor, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate reported that Chief Whitehead would like to hire two Part Time Officers. Tate requested that Michael Scherer and Christofer Perry be appointed as Part Time Officers at a wage of \$13.00 per hr, with a 6 month probation period.

- Mayor Tracy recommended to Council the appointment of Officer Michael Scherer as a Part-Time Officer at a wage of \$13.00 per hour beginning October 12, 2020, with a 6 month probation period. Tate made a motion to hire Officer Michael Scherer as a Part-Time Officer at a wage of \$13.00 per hour beginning October 12, 2020, with a 6 month probation period. Dunn second. VOTE – Tate, Dunn, Fetzer, Riffle, O'Connor and Throop. Nays – None. **MOTION CARRIED 6-0.**
- Mayor Tracy recommended to Council the appointment of Officer Christofer Perry as a Part-Time Officer at a wage of \$13.00 per hour beginning October 12, 2020, with a 6 month probation period. Tate made a motion to hire Officer Christofer Perry as a Part-Time Officer at a wage of \$13.00 per hour beginning October 12, 2020, with a 6 month probation period. Dunn second. VOTE – Tate, Dunn, Fetzer, Riffle, O'Connor and Throop. Nays – None. **MOTION CARRIED 6-0.**

RECREATION & PARKS DEVELOPMENT – Fetzer – No report.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER DEPT:** Continue to work on the Asset Management Plan. Received the Water Tower inspection report, and we are reviewing the maintenance and repair recommendations. Kruse will email the report to council.
- **SEWER DEPT:** No report.
- **ELECTRIC DEPT:** The AMP Behind the Meter Project is moving along. Just received the components to upgrade the interconnection point.
- **STREETS:** Main St. Railroad repairs update - CSX replied to our concerns regarding the poor condition of the recently repaired tracks, and basically stated it is not their concern or issue. They followed up with a phone call stating they will not be doing any other repairs to the tracks, and the problem was with the amount of truck traffic. They recommended that we contact ODOT with our concerns. That response has been forwarded to the Sandusky County ODOT representative, and he will forward it to his manager. Kruse recommends sending a letter, with pictures to our State Representatives to request their assistance with the situation.
- Tate requested we look at the costs to provide leaf collection services for the village.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 10/12/2020 – PAGE 2

VILLAGE ADMINISTRATOR – Keith Kruse reported (continued):

- **PROJECTS:** Tim Baird, owner of the old Bowling Alley, is looking forward to turning the building into a rental space for special events and parties.
- **FYI:** The cold storage building has passed the final State inspection on the structural permit.

POLICE DEPARTMENT- 1. Chief Whitehead thanked Council for approving the appointment of the part time officers.
2. Chief Whitehead will send everyone the monthly report via email.
3. The Police Department has called CSX everyday regarding the condition of the railroad tracks. Chief Whitehead suggested we might want to consider contacting the "Call for Action" program of WTOL Channel 11 news and ask them to do a story.

SOLICITOR – Kuhlman – No report.

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

ORD. #18: ESTABLISHING A CARES ACT SPECIAL REVENUE FUND (211). 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 Ord. #18-2020, Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

Runion reported that a 3rd allocation of the CARES Act funding has been deposited into our account, bringing our total to over \$192,000.00. Some of the expenditures to date are: 1. Window into Kris' office, buzzer system to open lobby door, and moved lobby door back to accommodate the handicapped. 2. Supplies – thermometers, hand sanitizer, masks, surface sanitizer, etc. 3. Laptops with cases, for Mayor, Council, and Administration for meetings. 4. Air purifier system for the Municipal Building, Water Treatment Plant lab, and the Police Department.

Council discussed different ideas to utilize the CARES Act funding.

Runion requested that Council set the December meeting schedule, as she would like to put it in the Village Newsletter going out later this week. Council agreed to hold one meeting in December on the 21st at 7:00pm.

NEW BUSINESS – None.

MAYOR'S REPORT- Mayor Tracy reminded everyone that the Woodville Business and Community Association (WBCA) will host Fright Night on Thursday October 22 from 6:00pm – 7:30pm.

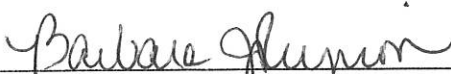
Mayor Tracy stated that although we have had many candidates join our meetings regarding their campaigns, we also have the local Library levy and Township Fire Department levy on the ballot this November.

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

Mayor Tracy adjourned the meeting at 7:48pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
VIA TELECONFERENCE CALL
NOVEMBER 9, 2020 – 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. Special Meeting – October 26, 2020
- 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 #1735
 - e. PUBLIC SAFETY – Tate, absent
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse
 - ~see attachment
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR - Kuhlman
- X. **FISCAL OFFICER'S REPORT**
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – October 26, 2020
WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING BY TELECONFERENCE CALL

Minutes of the Special Meeting of Woodville Village Council held on Monday, October 26, 2020 via a telephone conference call at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop. Administration: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Fiscal Officer Barb Runion, and Chief Roy Whitehead. Audience: Linda Knudsen 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 October 12, 2020 were approved as presented.

AUDIENCE PARTICIPATION – Ms. Knudsen stated she will get with Kruse to discuss trying to plant bulbs yet this year indoors for planting in the downtown planters next spring. Mayor Tracy thanked her for her service to the community.

CORRESPONDENCE- Mayor Tracy reported that the Sandusky County Commissioners sent an email stating that the County Commercial Building Inspections will resume.

OLD BUSINESS- None.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle reported interviews for the Payroll Clerk and Utility Clerk positions have been completed, and recommendations will be presented soon.

PUBLIC WORKS & MAINTENANCE – Dunn thanked Kruse for an update on the Water Treatment Plant Project.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor stated that there was a lockdown at the Woodmore High School last week, and she was approached by resident who let her know that during the lockdown, Chief Whitehead took it upon himself to check on the Elementary/Middle school to make sure it was safe and secure during the incident. O'Connor thanked Chief Whitehead for his efforts during the occurrence. O'Connor questioned what the protocol would be for unassuming residents who find themselves in the immediate area of a threatening situation at our Schools. Chief Whitehead stated there is a protocol in place for these situations, unfortunately it was not followed. Chief Whitehead has met with all involved so that it does not happen again. Chief Whitehead went on to explain the details of a lockdown situation at the schools.

FINANCE – Throop made a motion to adopt Finance Ordinance #1734 in the amount of \$167,477.49, Tate second. VOTE-Yeas- Throop, Tate, Dunn, Fetzer, O'Connor, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Tate – No report.

RECREATION & PARKS DEVELOPMENT – Fetzer – No report.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER DEPT:** Continue to work on outstanding issues at the Water Treatment Plant. Soda Ash Pump has been fixed. No new information on the Clarifier and water hammer. There has been some success with the SCADA programming issues.
- Attended an online Asset Management Plan and Capital Improvement (CI) Program. The Asset Management Plan must be submitted to the EPA by 12/31/2020, and part of that is a Capital Improvements Program. We may need to form a team to address CI issues/concerns and prioritize our Plan.
- **SEWER DEPT:** No report.
- **ELECTRIC DEPT:** Working with AMP and Power Secure on Behind the Meter Generator optimization. .
- **STREETS:** Continue to contact CSX on the condition of the tracks. Working with ODOT and they have been very helpful. Have also been in constant contact with PUCO, and they will be keeping me in the email correspondences regarding the filed complaint and recommendations to CSX. This process could take 30 days.
- **FYI:** Sandusky County Health Director Bethany Brown is looking for remote, sheltered, drive thru locations to administer the COVID vaccines when they become available. Kruse would like to offer our shop area as a possible location. Council had no objection.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 10/26/2020 – PAGE 2

POLICE DEPARTMENT- Chief Whitehead reported that Trick or Treat is still on for Saturday, October 31 from 6:00pm to 8:00pm. Part Time and Auxiliary Officers will be helping cross people on Main Street and will be passing out treats.

SOLICITOR – Kuhlman reported he had 6 pre-trial cases today at the Sandusky County Court #2. The electronic ticket system is working well and is very helpful.

Kuhlman stated that after the Kleinfelder Group's acquisition of Poggemeyer Design Group, he is hopeful for an uneventful change in costs, services, and personnel.

FISCAL OFFICER- Runion reported the Bureau of Worker's Comp (BWC) will be issuing another check, or credit to account premiums, to ease the COVID19 impact on our economy. They will also send more masks.

The current bill (HB 197) allowing public bodies to conduct meetings virtually will expire on 12/1/2020. SB 365 has been submitted to extend the virtual meeting option through year end. If this does not pass, we will have to meet in person for the December 21 meeting.

We received information regarding additional CARES Act Funding that is being made available to assist small businesses, bars and restaurants, and families impacted by COVID19. These funds will be distributed locally by WSOS in Fremont. We will reach out to our local businesses and supply them with the necessary information.

We were able to spend more of our CARES Act Funds on touchless towel and soap dispensers for all public buildings and restrooms throughout the village.

NEW BUSINESS – None.

MAYOR'S REPORT- Mayor Tracy reported that Fright Night was a huge success. They had a great turnout. Mayor Tracy commended the Woodville Business and Community Association (WBCA) on planning the event.

Mayor Tracy reminded everyone of the Fireworks Show at 8:00pm on Saturday, November 7 to honor and remember our Veteran's. Parking will be allowed in some areas around Trail Marker Park beginning at 6:00pm.

Mayor Tracy reported that voting early is a very easy process and is available on the weekend as well at the Board of Elections in Fremont.

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

Mayor Tracy adjourned the meeting at 7:36pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

MINUTES – November 18, 2020

WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING

Minutes of the Special Meeting of Woodville Village Council held on Wednesday November 18, 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, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop.

Mayor Tracy called the meeting to order.

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

RES. 19-2020: AUTHORIZING THE FISCAL OFFICER TO REPORT TO THE SANDUSKY COUNTY AUDITOR REVENUE INCREASES IN SPECIAL REVENUE FUNDS 204 PERMISSIVE STREETS, AND 211 CARES ACT FUNDING, AMEND THE 2020 APPROPRIATIONS, AND DECLARING AN EMERGENCY

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

O'Connor made a motion to adopt Resolution 19-2020, Throop seconded. VOTE – Yeas – O'Connor, Throop, Dunn, Fetzer, Riffle, and Tate. Nays – None. **MOTION CARRIED 6-0.**

ORD. 20-2020: AMENDING THE 2020 APPROPRIATIONS

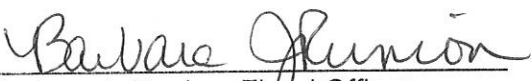
O'Connor made a motion to suspend the rules, Dunn seconded. VOTE – Yeas – O'Connor, Dunn, Fetzer, Riffle, Tate, and Throop,. Nays – None. **MOTION CARRIED 6-0.**

O'Connor made a motion to adopt Resolution 20-2020, Dunn seconded. VOTE – Yeas – O'Connor, Dunn, Fetzer, Riffle, Tate, and Throop,. Nays – None. **MOTION CARRIED 6-0.**

Mayor Tracy adjourned the meeting at 6:37pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
SPECIAL MEETING
VIA TELECONFERENCE CALL
NOVEMBER 23, 2020 – 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. Special Meeting – November 9, 2020
 - b. Special Meeting – November 18, 2020
- 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 #1736
 - e. PUBLIC SAFETY – Tate
 - f. RECREATION & PARKS DEVELOPMENT – Fetzer
 - g. VILLAGE ADMINISTRATOR – Kruse, absent.
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR - Kuhlman
- X. **FISCAL OFFICER'S REPORT**
 - ORD. #21: GIFT OF APPRECIATION TO VILLAGE EMPLOYEES
 - ORD. #22: EMPLOYING ROBERT A. KUHLMAN 2021 – 1st Reading
 - Medical Mutual renewal
 - Virtual meeting extension
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – November 9, 2020
WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING BY TELECONFERENCE CALL

Minutes of the Special Meeting of Woodville Village Council held on Monday, November 9, 2020 via a telephone conference call at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Joe Riffle, and Tammi Throop. Administration: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Fiscal Officer Barb Runion, and Chief Roy Whitehead. Audience: Linda Knudsen and Deb Wallace of the Suburban Press. Council Member Jeff Tate was absent.

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

Minutes of the Special Council meeting on October 26, 2020 were approved as presented.

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- Mayor Tracy reported he has information for the two AMP Scholarships available to High School Seniors if anyone knows of someone who would be interested. Runion stated that the information should be distributed through Woodmore's guidance counselor as well.

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 #1735 in the amount of \$31,570.21, Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, and Riffle. Nays- None **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Tate – No report, absent.

RECREATION & PARKS DEVELOPMENT – Fetzer reported the Fireworks Display on November 7 was very well attended.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- Kruse made a recommendation to hire MaryLou Evans as the Utilities Billing Clerk at a wage of \$13.00 per hour beginning November 9, 2020 with a 6 month probation period. Upon completing a successful probationary period, Ms. Evans will be paid \$13.50 per hour. Ms. Evans will accrue 5 hours of sick time per month (after first full month worked), holiday and floating holiday time (as per the Village Personnel & Policy Manual), and 20 hours of vacation time beginning January 1, 2021 (negotiated). Riffle made a motion to accept the wage and benefit recommendation to hire MaryLou Evans beginning November 9, 2020. O'Connor second. VOTE- Yeas – Riffle, O'Connor, Dunn, Fetzer, and Throop. Nays – None. **MOTION CARRIED 5-0.**
- **WATER DEPT:** 1. recently replaced 3 main line water valves and 1 hydrant.
2. Village wide hydrant flushing will begin this week. We have created a flyer (map) to publicize the flushing zones and the dates for flushing. The flyer has been posted on Facebook, the Village website, and at the 5 posting spots throughout the village.
3. Two additional hydrant replacements are scheduled for next week.
4. There was a water issue/repair on W. Main at N. Perry St.
- **SEWER DEPT:** No report.
- **ELECTRIC DEPT:** Meeting with AMP and Power Secure for a walk thru on Behind the Meter Generator operations. The power outage on November 1 was caused by a fault on the 138kv line to the 69kv line that feeds the village from Toledo Edison.
- **STREETS:** The PUCO has "Closed" their case on the E. Main St. CSX railroad crossing issues. (Report is attached). Kruse has forwarded the report to Kuhlman for his review and recommendations on how to move forward with our complaint. The report has also been forwarded to our ODOT contact for advice on what is next. Kuhlman stated that depending on ODOT's response, the next step would be to prepare a joint letter with ODOT, to make CSX comply. There are statutory penalties that could be enforced to make them comply.

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VILLAGE ADMINISTRATOR – Keith Kruse reported: (continued)

- FYI: 1. Because of the recent power outages, Dunn asked if the village would be looking into installing a generator at the Police Department. Kruse will work on getting quotes for a generator at that location.
- 2. Riffle questioned what the bright green fluid was along the curb during the flushing of the hydrants. Kruse was not sure and will check with the water operator tomorrow.

POLICE DEPARTMENT- 1. Chief Whitehead reported he would like to promote Auxiliary Officer Jerry Toth to a Part Time Officer. Mayor Tracy made the recommendation to council to hire Jerry Toth as a Part Time Officer at a wage of \$13.00 per hour, 6 month probation period, beginning November 9, 2020. Fetzer made a motion to hire Jerry Toth for \$13.00 per hour, a 6 month probation, and beginning November 9, 2020. Dunn second. VOTE – Yeas – Fetzer, Dunn, Riffle, O'Connor, and Throop. Nays – None. **MOTION CARRIED 5-0.**

- 2. Great turnout for the Fireworks. The Department had 6 Auxiliary Officers working that night, and they were able to clear out the parked vehicles in less than 9 minutes.
- 3. Fetzer and O'Connor complimented the Police Department for their efforts in helping during Trick or Treat on Halloween night. They helped people with crossing Main Street, and were walking throughout the community with their families while in uniform.
- 4. Dunn questioned if there was any update on the COVID status at the Schools. Chief Whitehead has not been informed of anything official.

SOLICITOR – Kuhlman reported that because Sandusky County is on Red the pre-trial cases and arraignments are being done remotely again.

FISCAL OFFICER- 1. Runion reported the Bureau of Worker's Comp (BWC) has issued another check to ease the COVID19 impact on our economy. This disbursement was for \$7004.00

- 2. We received the Medical Mutual Health Insurance annual renewal information. Our premium will increase by 7.8% beginning January 1, 2021. Sprouse Insurance will shop other companies, but do not anticipate finding a lower premium.

NEW BUSINESS – None.

MAYOR'S REPORT- Mayor Tracy reiterated how nice the Fireworks event was. It was great weather and a great turnout.

Mayor Tracy thanked Kris Gerwin for the awesome flyer she created to inform residents of the hydrant flushing schedule.

Mayor Tracy stated that as we have now moved into the Red status for the virus, please be aware and continue to help slow the spread of the virus by wearing masks and practicing social distancing.

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

Mayor Tracy adjourned the meeting at 7:29pm.



Mayor Ty Tracy

Barbara J. Runion, Fiscal Officer