

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
SEPTEMBER 25, 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 September 11, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a. Amanda Black & Chris Holk – Crosswalk at Lime St. and First St.
- 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 #1801
 - 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**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – September 11, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, September 11, 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: Amanda Black, Chris Holk, Karen Schepman, and Deb Wallace of the Suburban Press.

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

Mayor Tracy asked everyone to remain standing for a moment of silence in remembrance on the 22nd anniversary of the tragic events of 9-11-2001.

Minutes of the Finance Committee and Regular Council meetings on August 28, 2023 were approved as presented.

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- Mayor Tracy reported a donation was received from the Woodville Legion Post 455 for the mural painting in Veterans Park.

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 #1800 in the amount of \$37,540.64 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.

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** Soil sampling will begin soon, and an unused small building has been demolished, in preparation for the new water tower project.
- **SEWER PLANT:** Phase 3 (148 addresses) sewer inspection updates: Completed 40 inspections and have discovered 8 violations. Violations update: PH 1 – all but one has been completed and that one is scheduled.
- **ELECTRIC DEPT:** Substation issue with the voltage regulator controller. Monitoring the regulator until the controller is repaired.
- **STREETS:** 7L Construction is paving 3rd Street and repairing the water issue areas throughout the village this week.
- **PARKS & REC:** No report
- **PROJECTS:** Will meet with Zenner USA to discuss the costs associated with changing meter reading from manual to an AMI (Advanced Metering Infrastructure) system.
- **FYI:** The building at the Police Department continues to leak after testing it for a second time. It appears that the brick on the east wall of the second floor is disintegrating. Actively seeking options and quotes for ways to repair the issue. The insurance claim has been denied.

POLICE DEPARTMENT- Chief Whitehead reported it was wonderful to be a part of, and see Main Street lined with adults and children as the traveling "Healing Wall" went through town on its way to Gibsonburg.

SOLICITOR – Kuhlman – No report

FISCAL OFFICER- Runion – No report

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 9/11/2023 – PAGE 2

NEW BUSINESS – None

MAYOR'S REPORT- Mayor Tracy reported meeting with Elmore Mayor and the Woodmore Superintendent to continue a dialog on current matters.

Mayor Tracy shared an article on nationwide concerns related to funding small town police departments.

EXECUTIVE SESSION – None

The next Finance Committee and Council meetings will be held on September 25, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 7:23pm.

Mayor Ty Tracy

Barbara J. Runion

Barbara J. Runion, Fiscal Officer

On this day, the 22nd anniversary of the tragic events of 9-11-2001 let us stand in silence as we remember and reflect

- All the innocent men, women and children who lost their lives on an airplane, at the World Trade Center, at the Pentagon, and on the streets of New York.
- All civil servants, firefighters, police officers, and military personnel who dedicated and lost their lives protecting our safety, our freedom, and our democracy.

VILLAGE OF WOODVILLE, OHIO
MINUTES OF OPEN COMMITTEE MEETING
PER H.B. 111 EFFECTIVE FEBRUARY 9, 1994

DATE: 9-11-2023

ADMINISTRATIVE & PERSONNEL _____

PUBLIC SAFETY _____

RECREATION & PARKS DEVELOPMENT _____

PUBLIC WORKS & MAINTENANCE _____

FINANCE X

ENVIRONMENT, PLANNING &
COMMUNITY DEVELOPMENT _____

PRESENT AT ROLL CALL: Denny Felzer Tammi Throop Earl Conson
Barb Lunin Ty Tracy

ITEMS FOR DISCUSSION:

1. Finance Ordinance 1800
- 2.
- 3.
- 4.
- 5.

EXECUTIVE SESSION, (IF NECESSARY)... TIME:

STATE PURPOSE:

NAMES OF PERSONS AT EXECUTIVE SESSION:

RETURN TO OPEN SESSION. (STATE TIME) _____

DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING:



CHAIRMAN

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
OCTOBER 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. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on September 25, 2023
- VI. **BID OPENING**
 - a. Bid opening for Village agricultural land lease
- VII. **AUDIENCE PARTICIPATION**
 - a.
- VIII. **CORRESPONDENCE**
 - a.
- IX. **OLD BUSINESS**
 - a.
- X. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~Finance Ordinance #1802
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
 - ~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- XI. **FISCAL OFFICER'S REPORT**
- XII. **NEW BUSINESS**
- XIII. **MAYOR'S REPORT**
- XIV. **EXECUTIVE SESSION** (if necessary)
- XV. **ADJOURNMENT**

MINUTES – September 25, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, September 25, 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: Amanda Black, Karen Schepman, and Deb Wallace of the Suburban Press.

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

Minutes of the Finance Committee and Regular Council meetings on September 11, 2023 were approved as presented.

AUDIENCE PARTICIPATION – Ms. Amanda Black stated she would like to formally inform council of her crosswalk safety concerns at the corner of Lime St. and W. First St. Black had provided council with a detailed letter (attached) of concerns with possible solutions for pedestrians to safely cross in that area. Brickley has already met with ODOT officials and Woodville will host another meeting with them on Wednesday, September 27 regarding the issues, as well as, discuss a grant opportunity for the installation of signage. Woodville Police Department and Administration, Woodmore School Administration, Martin Marietta, and Black have been invited to attend this meeting with ODOT.

CORRESPONDENCE- None

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor announced that the Woodville Business and Community Association (WBCA) will host the annual Frank and Chili supper followed by Fright Night throughout the downtown businesses on Thursday October 26th. Village wide Trick or Trick will be held on October 31 from 6:00pm – 8:00pm.

FINANCE – Throop made a motion to adopt Finance Ordinance #1801 in the amount of \$136,394.68 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:

- Woodville was chosen as one of the recipients of the Sandusky County Community Grants Foundations awards. We were awarded \$9,950.00 to be used in Trail Marker Park for resurfacing/stripping of the basketball court, bleachers for the pickle ball court area, and Phase 1 of the installation of a new disc golf course.
- The WBCA will add a Labor Day community event to their insurance roster for 2024.
- A local meeting will be held at Soul Sisters on Main St. on December 7, at 6:30pm to discuss the anticipated influx of people generated by the 2024 solar eclipse in April.
- The committee will plan to meet in January to discuss the 2024 pool season.

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** Will be painting 22 hydrants on Main Street.
- **SEWER PLANT:** Phase 3 (148 addresses) sewer inspection updates: Only 25 inspections left to complete. Violations update: PH 1 – complete.
- **ELECTRIC DEPT:** 1. Working on regulator repairs in substation. 2. Moved a transformer on Riverside Dr. 3. Upgrading poles/transformer on Main St. behind Nitschke Chiropractic. 4. Continue to work on upgrading the village to 12470/7200V.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 9/25/2023 – PAGE 2

ADMINISTRATOR – Brickley reported: continued

- **STREETS:** Expanded on signage at First and Lime: 1. Working with ODOT to complete the application for funding of the installation of Rapid Flashing Beacon (RFB) signs at W. First St and Lime and at Lime and Depot Streets. If granted, two sets of RFB's would be installed and W. First St. and Lime St. and one set at Depot and Lime Streets. 2. The grant would cover the materials only – approximate costs for three sets would be \$30,000. The village would be responsible to upgrade the corner sidewalks to be ADA compliant. 3. Current signage in that area has been removed and updated with the lawful signs, as Ohio is a yield state and may not stop traffic in that way.
- **PARKS & REC:** No report
- **PROJECTS:** Water Tower Replacement Project has been submitted to the EPA for approval. Should be accepting bids in November 2023 and start construction in April or May of 2024.
- **FYI:** 1. Received a quote of \$16,374 from Freedom Roofing/Windows/Siding (Freedom RWS) for repairs to the east wall at the Police Department to stop water leak. Discussed other roofing concerns at that location, and repairs would be over \$140,000. Requested of council to consider exploring options for a new building for the Police Department.
2. The Veteran Banner Committee met on September 20 and voted to remove the military banners after Veterans Day on November 11, and the banners will be returned to the families.

POLICE DEPARTMENT- Chief Whitehead reported the WBCA would like to close S. Walnut St from Main to College Ave on Thursday October 26 from 4:00pm – 8:00pm for the Fright Night festivities. O'Connor made a motion to allow the closure of S. Walnut St from Main St. to College Ave on Thursday October 26 from 4:00pm – 8:00pm for the Fright Night festivities. Throop second. VOTE – Yeas – O'Connor, Throop, Dunn, Fetzer, Ransom, and Riffle. Nays – None. **MOTION CARRIED 6-0.**

SOLICITOR – Kuhlman – No report

FISCAL OFFICER- Runion – No report

NEW BUSINESS – None

MAYOR'S REPORT- Mayor Tracy reported he will attend the Sandusky County Community Grant Foundation awards on October 12.

EXECUTIVE SESSION – None

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

Mayor Tracy adjourned the meeting at 8:01pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

VILLAGE OF WOODVILLE, OHIO
MINUTES OF OPEN COMMITTEE MEETING
PER H.B. 111 EFFECTIVE FEBRUARY 9, 1994

DATE: 9-25-2023

ADMINISTRATIVE & PERSONNEL _____

PUBLIC SAFETY _____

RECREATION & PARKS DEVELOPMENT _____

PUBLIC WORKS & MAINTENANCE _____

FINANCE X _____

ENVIRONMENT, PLANNING &
COMMUNITY DEVELOPMENT _____

PRESENT AT ROLL CALL: *Tammi Throop Denny Fitzer Ty Tracy*
Barb Lunney Earl Ransom

ITEMS FOR DISCUSSION:

1. *Finance Ordinance 1801*
- 2.
- 3.
- 4.
- 5.

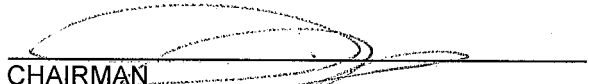
EXECUTIVE SESSION, (IF NECESSARY)... TIME:

STATE PURPOSE:

NAMES OF PERSONS AT EXECUTIVE SESSION:

RETURN TO OPEN SESSION. (STATE TIME) _____

DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING:


CHAIRMAN

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
OCTOBER 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 October 9, 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
~set committee meeting
 - d. FINANCE – Throop
~Finance Ordinance #1803
~Medical Mutual renewal
 - 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 #21: AUTHORIZING THE VA AND FO TO ENTER INTO LEASE AGREEMENT WITH LAFOUNTAIN FARMS, LLC. TO LEASE VILLAGE PROPERTY FOR AGRICULTURAL USE
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

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

Minutes of the Regular Meeting of Woodville Village Council held on Monday, October 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, Village Solicitor Bob Kuhlman, Sgt. Steve Gilkerson, and Fiscal Officer Barb Runion. Audience: Karen Schepman and Deb Wallace of the Suburban Press.

Chief Roy Whitehead was absent in person, but was included by phone for the entire meeting.

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

Minutes of the Finance Committee and Regular Council meetings on September 25, 2023 were approved as presented.

BID OPENING: Mayor Tracy opened and read aloud the sealed bids submitted for the 1 yr. lease of the real property (38.26 acres) owned by the Village for the purpose of agricultural use. The following is the result of the bids:

- Sander Farms, LLC – \$252.22 per acre
- Paul Perry - \$175.00 per acre
- Lafountain Farms, LLC. - \$303.00 per acre
- Christopher Stone - \$277.00 per acre

The Lafountain Farms, LLC bid of \$303.00 was unanimously accepted by council and Runion will create an ordinance authorizing the lease of the property. Brickley will inform all bidders of the results.

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 stated for informational purposes only that she researched the distance for the walkers between the current pickup/drop off bus stop at N. Perry and W. First and walking to Lime St. and then the timing to the rear sidewalk of the school from Lime St. They are within seconds of each other. Although she agrees the new signage at Lime St. and W. First St is a much-needed safety feature, it was nice to know that the walkers do have another safe option by using the bus stop at N. Perry and W. First to get to school without additional time added to their routine.

FINANCE – Throop made a motion to adopt Finance Ordinance #1802 in the amount of \$176,818.54 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Ransom, and Riffle. Nays- None **MOTION CARRIED 6-0.**

EXECUTIVE SESSION:

Fetzer made a motion to enter executive session to consider the dismissal of a public employee at 7:07pm, O'Connor second. VOTE – Yeas - Fetzer, O'Connor, Dunn, 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, Sgt. Steve Gilkerson, Fiscal Officer Barb Runion, and Chief Roy Whitehead via phone.

Council entered open session at 7:15pm.

PUBLIC SAFETY- Fetzer. Chief Whitehead reported they have received one application from a qualified officer to join the department within the next couple of weeks.

RECREATION & PARKS DEVELOPMENT – Ransom reported:

- Will attend the awards ceremony on Thursday, October 12 with Kris Gerwin, and Mayor Tracy to accept the village's grant from Sandusky County Community Grants Foundations in the amount of \$9,950.00.
- Checking into another grant opportunity from the Sandusky County Parks District.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 10/09/2023 – PAGE 2

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** Attended the OPWC meeting and the new Water Tower Project has been approved to move on to the district level for funding.
- **SEWER PLANT:** Phase 3 (148 addresses) sewer inspection updates: 19 violations discovered with 6 inspections left to complete. Phase 4 letters will be going out on October 16. Violations update: PH 2 – 6 corrections left to complete
- **ELECTRIC DEPT:** No report
- **STREETS:** Worked with ODOT and the application for funding of the installation of Rapid Flashing Beacon (RFB) signs at W. First St and Lime and at Lime and Depot Streets has been submitted. If granted, two sets of RFB's would be installed and W. First St. and Lime St. and one set at Depot and Lime Streets. 2. The grant would cover the materials only – approximate costs for three sets would be \$30,000. The village would be responsible to upgrade the corner sidewalks to be ADA compliant. 3. Current signage in that area has been removed and updated with the lawful signs, as Ohio is a yield state and may not stop traffic in that way.
- **PARKS & REC:** The Ottawa, Sandusky, and Seneca County Solid Waste Grant (OSS) funding requests have been received and installed. Dog waste stations have been installed at Trail Marker and Veterans Parks, and a message board has been installed at Trail Marker Park.
- **PROJECTS:** No report
- **FYI:** 1. Had the east wall at the Police Department tuck-pointed in hopes of stopping the leaks.
2. Received an email stating the railroad tracks on Lime St. will be fixed beginning the week of the October 16.
3. Shared an email from the Sandusky County EMA director regarding the 2024 Solar event with tips on how to handle the projected influx of people.

POLICE DEPARTMENT- No report

SOLICITOR – Kuhlman reported he will work with Brickley on how to legally gain access to the addresses that will not allow admittance to their homes for the sewer inspections.

FISCAL OFFICER- Runion reported she will attend the State Auditor training seminar on Tuesday, October 17 in Perrysburg.


CMI upgrade is going well, and the Finance program should be ready to switch over to the new one in a few weeks.

NEW BUSINESS – None

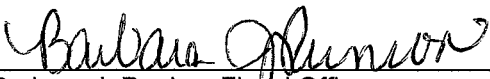
MAYOR'S REPORT- Mayor Tracy reported he will attend the Sandusky County Community Grant Foundation awards on October 12.

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

Mayor Tracy adjourned the meeting at 8:03pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

VILLAGE OF WOODVILLE, OHIO
MINUTES OF OPEN COMMITTEE MEETING
PER H.B. 111 EFFECTIVE FEBRUARY 9, 1994

DATE: 10-9-2023

ADMINISTRATIVE & PERSONNEL _____

PUBLIC SAFETY _____

RECREATION & PARKS DEVELOPMENT _____

PUBLIC WORKS & MAINTENANCE _____

FINANCE X _____

ENVIRONMENT, PLANNING &
COMMUNITY DEVELOPMENT _____

PRESENT AT ROLL CALL: Ty Tracy Barb Runson Denny Fetzer
Tammi Thoop Earl Renson

ITEMS FOR DISCUSSION:

1. Ordinance 1802
- 2.
- 3.
- 4.
- 5.

EXECUTIVE SESSION, (IF NECESSARY)... TIME:

STATE PURPOSE:

NAMES OF PERSONS AT EXECUTIVE SESSION:

RETURN TO OPEN SESSION. (STATE TIME) _____

DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING:


CHAIRMAN

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
NOVEMBER 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 October 23, 2023
 - b. Environmental & Community Development Committee meeting on October 30, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a. Thank you note from Leadership Class of 23/24
- VIII. **OLD BUSINESS**
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
~ Oct. 30th committee meeting
 - d. FINANCE – Throop
~Finance Ordinance #1804
 - 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 #22: AN ORDINANCE AUTHORIZING THE EXECUTION OF THE 2023 NORTHERN POWER POOL SCHEDULE WITH AMERICAN MUNICIPAL POWER, INC. ("AMP")

ORD #23: EMPLOYING ROBERT A. KUHLMAN AS THE VILLAGE SOLICITOR – 1ST READING
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**

~ Sandusky County Courthouse's Rock & Awe holiday Light show
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

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

Minutes of the Regular Meeting of Woodville Village Council held on Monday, October 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, Village Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Audience: Jamison Wegman, Karen Schepman, and Deb Wallace of the Suburban Press.

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

Minutes of the Finance Committee and Regular Council meetings on October 9, 2023 were approved as presented.

AUDIENCE PARTICIPATION – None.

CORRESPONDENCE- Mayor Tracy shared a letter from United Way of Sandusky County raising awareness of their 2023 Campaign goal to raise \$730,000.

Mayor Tracy shared a letter from Great Lakes Community Action Partnership (GLCAP) stating they will be applying for grants to provide services for senior citizens and low-income individuals in the surrounding communities.

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported:

- Asked Brickley if the trees in the boulevard areas could be evaluated for low branches that obscure the view of stop signs throughout the village.
- The resident at 511 Erie St. raised concerns with large trees growing into the utility lines behind their property. Brickley will check them out.
- Committee meeting scheduled for Monday, October 30 at 7:00pm to meet the new owners of Buckeye Sanitation and discuss service options.

FINANCE – Throop made a motion to adopt Finance Ordinance #1803 in the amount of \$160,045.83 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Ransom, and Riffle. Nays- None **MOTION CARRIED 6-0.**

Throop made a motion to renew the Medical Mutual health insurance policy premium for 2024 in the amount of \$19,744.26 per month. There are no changes to the plan. Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Ransom, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Fetzer. Mayor Tracy recommended to council the hire of Sgt. Keith Hurst retroactive to October 16, 2023 at a wage of \$29.00 per hour with the satisfactory completion of a 6-month probation period. Negotiated: Vacation – 120 hours beginning January 1, 2024 (credit for 13yrs of service with TPD). 160 hours beginning January 1, 2031. Floating Holiday – 8 hours 2023. All other benefits in accordance with the Village Employee Handbook.

Fetzer made a motion to hire Sgt. Keith Hurst retroactive to October 16, 2023 at a wage of \$29.00 per hour with the satisfactory completion of a 6-month probation period. Negotiated: Vacation – 120 hours beginning January 1, 2024 (credit for 13yrs of service with TPD). 160 hours beginning January 1, 2031. Floating Holiday – 8 hours for 2023. All other benefits in accordance with the Village Employee Handbook. Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

Mayor Tracy reported he has waived the 2-week resignation requirement and accepted the resignation of Officer Joshua Woerner effective October 15, 2023.

RECREATION & PARKS DEVELOPMENT – Ransom reported:

- Attended the awards ceremony on Thursday, October 12 with Kris Gerwin, and Mayor Tracy to accept the village's grant from Sandusky County Community Grants Foundations in the amount of \$9,950.00.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 10/23/2023 – PAGE 2

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** Continued issues with the tachometer at the Water Plant. The tachometer controls the speed of the dosing of the lime/soda ash chemicals. Researching different controls to solve the issues.
- **SEWER PLANT:** Phase 3 (148 addresses) sewer inspection updates: 2 inspections left to complete. Ohio EPA will conduct a composite sampling on Oct 25 and 26 for our permit renewal.
- **ELECTRIC DEPT:** AMP has supplied an updated Northern Pool Agreement. The agreement will be forwarded to John Courtney and Bob Kuhlman for review.
Continue to have voltage regulator issues in the substation and are adjusting manually as needed.
- **STREETS:** 1. The Sandusky County Engineers have secured grant funding for the Cherry Street bridge replacement in 2027. They are requesting the funding earlier due to the poor condition of the bridge.
2. We have been awarded the ODOT grant for the installation of Rapid Flashing Beacon (RFB) signs at W. First St and Lime and at Lime and Depot Streets. We are moving forward with the sidewalk upgrades at the corner sidewalks to be ADA compliant.
- **PARKS & REC:** No report
- **PROJECTS:** Elevated Storage Tank – soil borings will be done on Oct 26
- **FYI:** 1. The east wall at the Police Department is still leaking. Freedom Roofing has installed a flashing over the roof membrane and it appears to have stopped the leaking.
2. Chief Whitehead and Brickley recognized Jason Hindall for going above and beyond his duties when on an emergency call for a water shut off at the Dollar General Store on Main St. After discovering the water value shut off at the street was damaged and could not be shut off, he entered through their ceiling and shut the main off. His extra efforts allowed the store damages to be minimal.

POLICE DEPARTMENT- Chief Whitehead presented and reviewed the July, August, and September reports. (attached)

SOLICITOR – Kuhlman – No report

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

ORD #21: AUTHORIZING THE VILLAGE ADMINISTRATOR AND THE FISCAL OFFICER TO ENTER INTO A LEASE AGREEMENT WITH LAFOUNTAIN FARMS, LLC FOR THE PURPOSE OF LEASING REAL PROPERTY OWNED BY THE VILLAGE OF WOODVILLE FOR AGRICULTURAL USE. 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 Ordinance #21-2023. Fetzer second. VOTE – Yeas – O'Connor, Fetzer, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

NEW BUSINESS – Council discussed, and unanimously agreed, to hold only one meeting in December. The finance committee and regular business meeting of council will be on December 18, 2023 at 6:30pm/ 7:00pm respectively.

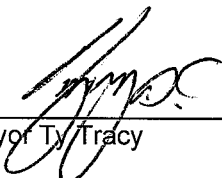
MAYOR'S REPORT- Mayor Tracy reported the following upcoming events in the village:

- Thursday, October 26: Frank-en-chili Dinner at the Woodville UMC fellowship hall from 4:30 – 6:30pm. and Fright Night throughout the downtown businesses from 6:00 – 7:30pm.
- Tuesday, October 31: Trick or Treat from 6:00 – 8:00pm.

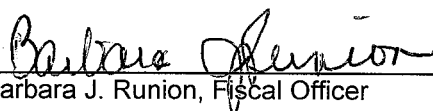
EXECUTIVE SESSION: None

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

Mayor Tracy adjourned the meeting at 7:45pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

VILLAGE OF WOODVILLE, OHIO
MINUTES OF OPEN COMMITTEE MEETING
PER H.B. 111 EFFECTIVE FEBRUARY 9, 1994

DATE: 10 23 2023

ADMINISTRATIVE & PERSONNEL _____

PUBLIC SAFETY _____

RECREATION & PARKS DEVELOPMENT _____

PUBLIC WORKS & MAINTENANCE _____

FINANCE X

ENVIRONMENT, PLANNING &
COMMUNITY DEVELOPMENT _____

PRESENT AT ROLL CALL: Ty Tracy Denny Fetze Tammi Thoop
Barb Runyon Earl Ransom

ITEMS FOR DISCUSSION:

1. Finance Ordinance 1803
2. Medical Mutual Renewal
- 3.
- 4.
- 5.


EXECUTIVE SESSION, (IF NECESSARY)... TIME:

STATE PURPOSE:

NAMES OF PERSONS AT EXECUTIVE SESSION:

RETURN TO OPEN SESSION. (STATE TIME) _____

DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING:


CHAIRMAN

VILLAGE OF WOODVILLE, OHIO
MINUTES OF OPEN COMMITTEE MEETING
PER H.B. 111 EFFECTIVE FEBRUARY 9, 1994

DATE: Monday 10.30.23 7pm

Adjourn 8:15pm

ADMINISTRATIVE & PERSONNEL _____
RECREATION & PARKS DEVELOPMENT _____
FINANCE _____

PUBLIC SAFETY _____
PUBLIC WORKS & MAINTENANCE _____
ENVIRONMENT, PLANNING & COMMUNITY DEVELOPMENT X

PRESENT AT ROLL CALL: Kelly, Tammi, Ty, Joe, Tom B

Kevin Shipman, Tom Dunn, Pat Dunn

ITEMS FOR DISCUSSION:

1. Tom Dunn - Buckeye Sanitation - New Company
Stevens - Carl Stevens "Stevie" Stevens ~~AD~~ Disposal
 - 2.
 3. 37 yrs 1st Thurs of July 1986
 4. 90 days additional bags - to adjust
15-20 @ or over
 5. 945-1000 house
- | | |
|-----|-------|
| YR1 | 15 |
| YR2 | 15.60 |
| YR3 | 16.22 |
| YR4 | 16.87 |
| YR5 | 17.55 |

EXECUTIVE SESSION, (IF NECESSARY)...N/A TIME:

STATE PURPOSE:

NAMES OF PERSONS AT EXECUTIVE SESSION:

\$1000/Bulk 24 hr notice
2nd Cart \$3/mo
30/yr
Stevens maintains cans

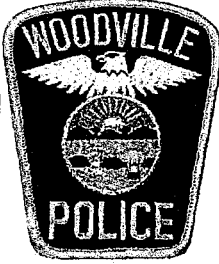
RETURN TO OPEN SESSION. (STATE TIME) _____

DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING:

Serial # recorded

Kelly O'Connor
CHAIRMAN

600,000 for cents



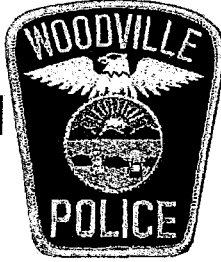
Woodville Police Department

Chief Roy J. Whitehead - 219 W. Main St. Woodville, OH 43469

Office: 419-849-2211 Fax: 419-849-2225

END OF MONTH REPORT JULY 2023

TRAFFIC STOPS	<u>CITATIONS</u> TRAFFIC & MISDEMEANOR	CR'S/CALLS FOR SERVICE	REPORTABLE OFFENSES	ARREST & CHARGES
198	125 TRAFFIC (107) / MISD. (18)	339	100	MISDEMEANOR- 26 FELONY- 2 TOTAL- 28
CRASH OFFENSES - 4		PRIVATE PROPERTY - 0		INJURY - 1



Woodville Police Department

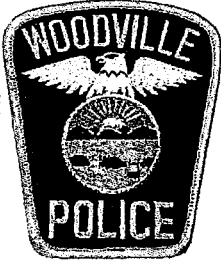
Chief Roy J. Whitehead · 219 W. Main St. Woodville, OH 43469

Office: 419-849-2211 Fax: 419-849-2225

END OF MONTH REPORT

AUG 2023

TRAFFIC STOPS	<u>CITATIONS</u> TRAFFIC & MISDEMEANOR	CR'S/CALLS FOR SERVICE	REPORTABLE OFFENSES	ARREST & CHARGES
243	186 TRAFFIC (184) / MISD. (2)	399	68	MISDEMEANOR- 17 FELONY- 2 TOTAL- 19
CRASH OFFENSES - 2		PRIVATE PROPERTY - 0		INJURY - 0



Woodville Police Department

Chief Roy J. Whitehead -219 W. Main St. Woodville, OH 43469
Office: 419-849-2211 Fax: 419-849-2225

END OF MONTH REPORT SEPT 2023

TRAFFIC STOPS	<u>CITATIONS</u> TRAFFIC & MISDEMEANOR	CR'S/CALLS FOR SERVICE	REPORTABLE OFFENSES	ARREST & CHARGES
235	113 TRAFFIC (104) / MISD. (9)	377	55	MISDEMEANOR- 8 FELONY- 2 TOTAL- 10
CRASH OFFENSES - 4		PRIVATE PROPERTY - 0		INJURY - 0

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
NOVEMBER 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 November 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
~Bid spec document and advertisement dates
 - d. FINANCE – Throop
~Finance Ordinance #1805
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
~Lonnie Fosnight, Jr. – 6mth probationary period
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**
 - ORD #23: EMPLOYING ROBERT A. KUHLMAN AS THE VILLAGE SOLICITOR – 2nd READING
 - ORD #24: AUTHORIZING THE EXPENDITURE OF FUNDS FOR A GIFT OF APPRECIATION TO ALL VILLAGE EMPLOYEES AND DECLARING AN EMERGENCY.
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

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

Minutes of the Regular Meeting of Woodville Village Council held on Monday, November 13, 2023 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call: 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: Mike Madden, Thomas Lodge, and Deb Wallace of the Suburban Press.

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

Minutes of the Finance Committee and Regular Council meetings on October 23, 2023 were approved as presented.

AUDIENCE PARTICIPATION – Mike Madden and Thomas Lodge introduced themselves as the new building owner and business operator of MidAm Mushroom Company located at 512 Lime St. They are developing a state-of-the-art mycology lab that recycles agriculture byproducts (sawdust and soybean hulls) into high yielding mushroom substrate. This facility will create liquid cultures and spawn lab to supplement the escalating US mushroom industry. Mushroom blocks will be mainly shipped to regional growers; however, they will be available online to home growers through Amazon early next year.

Mr. Madden and Mr. Lodge exited the meeting at 7:12pm.

CORRESPONDENCE- Mayor Tracy shared a Thank you note from the 2023/2024 Sandusky County Leadership class for our hospitality during their stop in the village while touring the county last month.

Mayor Tracy shared a letter from Sandusky County Humane Society reminding the village of fees associated with using their services to enforce the law of cruelty and neglect issues.

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported:

- Update on new business Harvest Grounds – 100 E. Main St. They are moving forward slowly and are hopeful to have their grand opening in the spring of 2024.
- Committee met on Monday, October 30 to meet with new owners of Buckeye Sanitation. Representative, Kevin Shipman of Stevens Disposal and Recycling Services presented information packets about their company services. The village will advertise for bids in December.

FINANCE – Throop made a motion to adopt Finance Ordinance #1804 in the amount of \$62,111.78 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:

- Planning meeting for the 2024 Solar Eclipse Street Fair will be held on December 7 at Soul Sister's Studio. Mayor Tracy has received solar glasses to distribute for the event.
- Ransom is the 2024 Woodville Business and Community Association (WBCA) President.

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** 1. Water Tower Project – final stages of site design draft. 2. Waterline Improvements Project, PH 3 – waiting on plan approval from EPA. Will advertise, bid, and begin in April or May of 2024. 3. The check valve has failed in Well #1 will begin the process to repair it.
- **SEWER PLANT:** Phase 4 (105 addresses) sewer inspection updates: 51 inspections complete with only 4 violations to date.
- **ELECTRIC DEPT:** First Energy approved the Detail Load Study (DLS) plans at the solar site and substation. AMP will add relays in substation control house, and Solar Planet will add recloser at the solar site and a fiber tun to the substation control relay.
- **STREETS:** 1. ADA compliant sidewalks have been installed at W. First and Lime Streets. Three foundations have also been installed in preparation for the Rapid Flashing Beacon signs at the same location.
2. Have not received notification when Lime St. will be closed to replace the first set of railroad tracks.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 11/13/2023 – PAGE 2

ADMINISTRATOR – Brickley reported (continued):

- **STREETS, continued:** 3. ODOT will conduct the annual bridge inspections on November 8 – Cherry St. and Lueke Ave.
- **PROJECTS:** Next meeting will present a packet of information regarding investing in an Advanced Metering Infrastructure (AMI) for reading meters.
- **MISC:** 1. Military Banners will be removed after Thanksgiving and will be available for pick up at the Municipal building beginning December 4 – 15. Then moved to the Police Dept lobby for pick up. 2. Will request “Statement of Qualifications” to review engineering firms experienced in sewer treatment plants. 3. Briefly discussed plans to light the village Christmas tree located by the school.

POLICE DEPARTMENT- Chief Whitehead reported has a possible applicant for the open position in the department.

SOLICITOR – Kuhlman reported the police department has been doing a great job and is keeping him very busy.

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

ORD #22: AUTHORIZING THE EXECUTION OF THE 2023 NORTHERN POWER POOL SCHEDULE WITH AMERICAN MUNICIPAL POWER, INC. 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 Ordinance #22-2023. Fetzer second. VOTE – Yeas – O’Connor, Fetzer, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

ORD #23: EMPLOYING ROBERT A. KUHLMAN AS THE VILLAGE SOLICITOR- 1ST READING

Runion reported the upgrade to the new CMI finance program is complete, and is going well.

NEW BUSINESS – Council discussed beginning the pool lifeguard advertisement in December via social media.

MAYOR’S REPORT- Mayor Tracy reported the annual Rock & Awe Holiday Light Show at the Sandusky County Court House in Fremont will be from Thanksgiving Eve to New Year’s Day, 6:00pm – 9:00pm Sunday – Thursday and 6:00pm - 11:00pm on Friday and Saturday.

EXECUTIVE SESSION: None

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

Mayor Tracy adjourned the meeting at 8:30pm.

Mayor Ty Tracy

Barbara J. Runion, Fiscal Officer

VILLAGE OF WOODVILLE, OHIO
MINUTES OF OPEN COMMITTEE MEETING
PER H.B. 111 EFFECTIVE FEBRUARY 9, 1994

DATE: 11-13-2023

ADMINISTRATIVE & PERSONNEL _____

PUBLIC SAFETY _____

RECREATION & PARKS DEVELOPMENT _____

PUBLIC WORKS & MAINTENANCE _____

FINANCE X

ENVIRONMENT, PLANNING & COMMUNITY DEVELOPMENT _____

PRESENT AT ROLL CALL: *Tammie Throop Denny Fether Barb Kwonon Ty Tracy*

ITEMS FOR DISCUSSION:

1. *Finance Ordinance 1804*
- 2.
- 3.
- 4.
- 5.


EXECUTIVE SESSION, (IF NECESSARY)... TIME:

STATE PURPOSE:

NAMES OF PERSONS AT EXECUTIVE SESSION:

RETURN TO OPEN SESSION. (STATE TIME) _____

DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING:



CHAIRMAN

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
DECEMBER 18, 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 November 27, 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 #1806
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
~ Officer Jerald Darow – completed probation Dec 12, 2023
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER’S REPORT**

ORD #23: EMPLOYING ROBERT A. KUHLMAN AS THE VILLAGE SOLICITOR – 3rd READING
ORD #25: SETTING THE 2024 TEMPORARY APPROPRIATIONS
RES #26: AUTHORIZING THE FISCAL OFFICER TO INCREASE THE REVENUE IN FUNDS,
AMEND THE 2023 APPROPRIATIONS, AND AMEND THE CERTIFICATE WITH THE COUNTY
AUDITOR
ORD #27: AMENDING THE 2023 APPROPRIATIONS
- XI. **NEW BUSINESS**
- XII. **MAYOR’S REPORT**

~Village Administrator Tom Brickley 2024 contract renewal
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

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

Minutes of the Regular Meeting of Woodville Village Council held on Monday, November 27, 2023 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call: 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 November 13, 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 reported the village will advertise for the refuse and recycle collection contract bids on December 4 and 11 in the Suburban/Metro Press. Sealed bids will be open in a public meeting on December 18 at 6:45pm.

FINANCE – Throop made a motion to adopt Finance Ordinance #1805 in the amount of \$121,572.02 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:

- Contacted Lori Damschroder to discuss the possibility of her return to the pool for the 2024 season. She would perhaps consider a co-manager position or part-time.
- Working with the Woodville Business & Community Association (WBCA) to advertise the lifeguard certification opportunities in our area. The WBCA will continue the discussion regarding residents who would like to sponsor a person's certification costs, and should have that outlined sometime in January.

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** 1. We did not qualify on the district level for OPWC funding grants for the Ph 3 Waterline Project. 2. Looking into a new grant opportunity for Waterline Improvements Project, PH 3 and for the Water Tower Project.
- **SEWER PLANT:** Phase 4 (105 addresses) sewer inspection updates: 18 inspections left to do, with only 6 violations to date. Phase 5 letters will be going out on December 4.
- **ELECTRIC DEPT:** No report
- **STREETS:** No report
- **PARKS & REC:** Restrooms have been winterized and closed for the season.
- **PROJECTS:** 1. Military Banners will be taken down this week, and Christmas decorations/banners will be put up. 2. Provided council with information from Zenner on their Advanced Metering Infrastructure (AMI) program and costs. (attached)

POLICE DEPARTMENT- Chief Whitehead endorsed Officer Matthew Wilson for hire. Mayor Tracy recommended to council the hire of Officer Matthew Wilson starting November 27, 2023 at a wage of \$24.00 per hour with the satisfactory completion of the Ohio Police & Fire physical and a 6-month probation period. Negotiated: Vacation – 40 hours beginning January 1, 2024, and 80 hours beginning January 1, 2025. Additional vacation accrues and all other benefits shall be in accordance with the Village Employee Handbook.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 11/27/2023 – PAGE 2

POLICE DEPARTMENT- Chief Whitehead, continued: Fetzer made a motion to hire of Officer Matthew Wilson starting November 27, 2023 at a wage of \$24.00 per hour with the satisfactory completion of a 6-month probation period. Negotiated: Vacation – 40 hours beginning January 1, 2024, and 80 hours beginning January 1, 2025. Additional vacation accrues and all other benefits shall be in accordance with the Village Employee Handbook. Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Ransom, Riffle, and Throop. Nays – None.

MOTION CARRIED 6-0.

Officer Lonnie Fosnight has successfully completed his 6-month probation. Fetzer made a motion for the permanent hire of Lonnie Fosnight as a part-time officer at a wage of \$15.00/hr. Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

SOLICITOR – Kuhlman - No report

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

ORD #23: EMPLOYING ROBERT A. KUHLMAN AS THE VILLAGE SOLICITOR- 2nd READING

ORD #24: AUTHORIZING THE EXPENDITURE OF FUNDS FOR A GIFT OF APPRECIATION TO ALL VILLAGE EMPLOYEES AND DECLARING AN EMERGENCY. Fetzer made a motion to suspend the rules. Dunn second. VOTE – Yeas - Fetzer, Dunn, O'Connor, Ransom, Riffle, and Throop. Nays- None. **MOTION CARRIED 6-0.** Fetzer made a motion to adopt ordinance #24-2023. Dunn second. VOTE – Yeas - Fetzer, Dunn, O'Connor, Ransom, Riffle, and Throop. Nays- None. **MOTION CARRIED 6-0.**

NEW BUSINESS – None

MAYOR'S REPORT- Mayor Tracy reported:

- Reminder: The annual Rock & Awe Holiday Light Show at the Sandusky County Court House in Fremont will be from Thanksgiving Eve to New Year's Day, 6:00pm – 9:00pm Sunday – Thursday and 6:00pm -11:00pm on Friday and Saturday
- The United Methodist Church has opened it doors for a safe place to walk during the winter weather. Now until April 30, people of all ages are invited to walk on Monday & Wednesday from 6:30pm – 8:30pm and on Tuesday, Thursday, & Saturday form 8:00am – 10:00am.


EXECUTIVE SESSION: None

The next Finance Committee and Council meetings will be held on December 18, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:04pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

VILLAGE OF WOODVILLE, OHIO
MINUTES OF OPEN COMMITTEE MEETING
PER H.B. 111 EFFECTIVE FEBRUARY 9, 1994

DATE: 11-27-2023

ADMINISTRATIVE & PERSONNEL _____

PUBLIC SAFETY _____

RECREATION & PARKS DEVELOPMENT _____

PUBLIC WORKS & MAINTENANCE _____

FINANCE X

ENVIRONMENT, PLANNING &
COMMUNITY DEVELOPMENT _____

PRESENT AT ROLL CALL: *Tammie Throop Denny Fetzer Barb Lunsor*
Ty Tracy Earl Ransom

ITEMS FOR DISCUSSION:

1. *Finance Ordinance 1805*
- 2.
- 3.
- 4.
- 5.

EXECUTIVE SESSION, (IF NECESSARY)... TIME:

STATE PURPOSE:

NAMES OF PERSONS AT EXECUTIVE SESSION:

RETURN TO OPEN SESSION. (STATE TIME) _____

DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING:


CHAIRMAN _____