

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**DECEMBER 16, 2019 – 7:00 p.m.**

- I. **CALL TO ORDER** – Mayor Rich Harman
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Rich Harman
- IV. **APPROVAL OF MINUTES**
  - a. Regular Meeting – November 25, 2019
  - b. Finance Committee Meeting – November 25, 2019
- V. **AUDIENCE PARTICIPATION**
  - a.
- VI. **CORRESPONDENCE**
  - a. 2020 SCEDC Pledge
  - b. Thank you note from Rich Harman
  - c. Eagle Scout Invitation – Aidan Cable
- VII. **OLD BUSINESS**
  - a.
- VIII. **REPORTS**
  - a. ADMINISTRATIVE & PERSONNEL – Riffle
  - b. PUBLIC WORKS & MAINTENANCE – Dunn
  - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
  - d. FINANCE – Tracy  
~ Finance Ordinance #1718
  - e. PUBLIC SAFETY – Tate
  - f. RECREATION & PARKS DEVELOPMENT – Fetzer
  - g. VILLAGE ADMINISTRATOR – Kruse  
~see attachment
  - h. POLICE DEPARTMENT – Chief Whitehead  
*Boiler*
- IX. **FISCAL OFFICER'S REPORT**

ORD. #17: EMPLOYING ROBERT A. KUHLMAN AS VILLAGE SOLICITOR – 3<sup>rd</sup> Reading  
ORD. #19: AUTHORIZING THE FISCAL OFFICER TO TRANSFER FUNDS, INCREASE REVENUES,  
& AMEND THE 2019 APPROPRIATIONS  
ORD. #20: AMENDING THE 2019 APPROPRIATIONS  
ORD. #21: SETTING THE 2020 TEMPORARY APPROPRIATIONS
- X. **NEW BUSINESS** -
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

**MINUTES – November 25, 2019**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, November 25, 2019 in Council Chambers, 530 Lime Street at 7:00pm. Present at Roll Call were Mayor Rich Harman, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Kelly O'Connor, Joe Riffle, Jeff Tate, and Ty Tracy. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, Karen Schepman, Deb Wallace of the Suburban Press, Council Member Elect Tammi Throop, and Lea Musa – Probation Officer Sandusky County Court #2. Council Member Denny Fetzer was absent.

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

Minutes of the Finance Committee and Regular Council meetings on November 11, 2019 were approved as presented.

**AUDIENCE PARTICIPATION** – Lea Musa introduced herself as the Probation Officer for the Sandusky County Court #2 in Woodville. Ms. Musa invited everyone to the ribbon cutting ceremony for the new Woodville location of Rigel Recovery Services on Friday, December 6 at 2:00pm. The Rigel Recovery Services is located at 223 W. Main Street and will provide comprehensive outpatient substance abuse treatment programs. Ms. Musa reported that there will be several security upgrades implemented to Sandusky County Court #2 to increase the safety for everyone, especially the staff. Musa exited the meeting at 7:05pm.

**CORRESPONDENCE-** Sandusky County Health Department will meet tomorrow morning at 7:30am to discuss assessment amounts since the levy passed in November.

**OLD BUSINESS-** None.

**REPORTS:**

**ADMINISTRATIVE & PERSONNEL-** Riffle – No report

**PUBLIC WORKS & MAINTENANCE** – Dunn reported and review the procedure should a credit need to be applied to a village utility bill. By ordinance the Mayor, Fiscal Officer, or the Village Administrator are authorized to approve any adjustments to village utility bills. The form (attached) property owner's sign upon establishing a new account with the village has been updated to include a section that landlords and tenants, with higher than average usage readings, will both be notified as soon as it is discovered.

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

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1717 in the amount of \$93,063.19, Tate second. VOTE- Yeas- Tracy, Tate, Dunn, O'Connor, and Riffle. Nays- None **MOTION CARRIED 5-0.**

**PUBLIC SAFETY-** Tate – No report.

**RECREATION & PARKS DEVELOPMENT** – Fetzer – No report, absent

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** Another Water Treatment Plant Improvements Project construction meeting will be held with Poggemeyer Design Group (PDG), Peterson, Transtar, and the mechanical sub-contractor on December 12. This meeting is to discuss change order number 2 regarding the new Lime Silo Tank including the filter valves, grading, backwash, and flooring changes. This change order is for \$83,025.00 and raises the projected costs of the project to 2.2 million dollars.
- **SEWER DEPT:** The Ohio Department of Agriculture did a surprise inspection on November 13 for our mosquito spraying license and found everything to be in perfect order.
- **STREETS:** Did a close out/walk through inspection of the St. Rt. 20 ODOT repaving project on November 21. They have completed some of the corrections we requested, and will work on fixing the standing water by the catch basin at the bridge.
- **PROJECTS:** Nothing from the State regarding the cold storage building permit.
- **PARKS & REC:** Welding is complete for the new pool liner. All park facilities have been winterized.
- **FYI:** The Cold Storage Building permit application was submitted to the state for review on Oct. 30. Columbia Gas has notified us that they will continue with their line upgrades project on the south side of Main from the river to Pemberville Rd.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 11/25/19 – PAGE 2

**POLICE DEPARTMENT-** Chief Whitehead reported that he would like to promote Auxiliary Officer Michael Probst to a Part-Time Officer. Mayor Harman recommended the hire of Michael Probst as a part-time officer at a wage of \$13.00 per hour. Tracy made a motion to hire Michael Probst as a part-time officer at a wage of \$13.00 per hour. Tate second. VOTE – Yeas – Tracy, Tate, Dunn, O'Connor, and Riffle. Nays – None. **MOTION CARRIED 5-0.**

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

ORD. #17: EMPLOYING ROBERT A. KUHLMAN AS VILLAGE SOLICITOR – 2<sup>nd</sup> Reading

ORD. #18: AUTHORIZING THE EXPENDITURE OF FUNDS FOR A GIFT OF APPRECIATION TO ALL VILLAGE EMPLOYEES AND DECLARING AN EMERGENCY. Tate made a motion to suspend the rules, Riffle second. VOTE – Yeas – Tate, Riffle, Dunn, O'Connor, and Tracy. Nays – None. **MOTION CARRIED 5-0.** Tate made a motion to adopt Ord. #18, Riffle second. VOTE – Yeas – Tate, Riffle, Dunn, O'Connor, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

**NEW BUSINESS** – The Woodville United Methodist Church will host Breakfast with Santa on Saturday, December 14 from 9:00am – Noon at the Church.

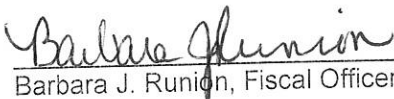
**MAYOR'S REPORT**- Mayor Harman reported "Coffee with a Cop" was held at McDonald's on November 25 and it was very well attended.

**EXECUTIVE SESSION-** None.

Mayor Harman adjourned the meeting at 8:09pm.



\_\_\_\_\_  
Mayor Richard Harman



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Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**JANUARY 13, 2020 – 7:00 p.m.**

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- IV. **ELECTION OF PRESIDENT OF COUNCIL**  
~Nominations
- V. **APPROVAL OF MINUTES**
  - a. Regular Meeting – December 16, 2019
  - b. Finance Committee Meeting – December 16, 2019
- VI. **AUDIENCE PARTICIPATION**
  - a. Cindy Welty – Candidate for Common Pleas Judge
- VII. **CORRESPONDENCE**
  - a. Village House of NW Ohio, Inc – Invitation
  - b. Woodville Twp. Fire Dept Annual Appreciation Dinner - Invitation
- VIII. **OLD BUSINESS**
  - a.
- IX. **REPORTS** –
  - a. ADMINISTRATIVE & PERSONNEL – Riffle
  - b. PUBLIC WORKS & MAINTENANCE – Dunn
  - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
  - d. FINANCE – Vacant  
~ Finance Ordinance #1719
  - e. PUBLIC SAFETY – Tate
  - f. RECREATION & PARKS DEVELOPMENT – Vacant
  - g. VILLAGE ADMINISTRATOR – Kruse  
~see attachment
  - h. POLICE DEPARTMENT – Chief Whitehead
- X. **FISCAL OFFICER'S REPORT**
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)  
~To consider the appointment of the vacant council seat
- XIV. **ADJOURNMENT**

**MINUTES – December 16, 2019**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, December 16, 2019 in Council Chambers, 530 Lime Street at 7:00pm. Present at Roll Call were Mayor Rich Harman, Fiscal Officer Barb Runion, Council Members-, Patrick Dunn, Denny Fetzer, Kelly O'Connor, Jeff Tate, and Ty Tracy. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, Karen Schepman, Deb Wallace of the Suburban Press, and Council Member Elect Tammi Throop.

Council Member Joe Riffle was absent.

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

Minutes of the Finance Committee and Regular Council meetings on November 25, 2019 were approved as presented.

**AUDIENCE PARTICIPATION** – None.

**CORRESPONDENCE-** Sandusky County Economic Development Corporation (SCEDC) sent a letter asking for our continued support by investing in their *Forward Thinking* capital campaign. Tate made a motion to send \$500.00 to the SCEDC for their Forward Thinking capital campaign. Fetzer second. VOTE – Yeas – Tate, Fetzer, Dunn, O'Connor, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

Mayor Harman shared a thank you note from him for the retirement celebration event held in his honor.

Mayor Harman shared an invitation for the Eagle Scout Ceremony honoring Aidan Cable on Sunday, December 29 at Solomon Lutheran Church.

**OLD BUSINESS-** None.

**REPORTS:**

**ADMINISTRATIVE & PERSONNEL-** Riffle – No report, absent.

**PUBLIC WORKS & MAINTENANCE** – Dunn – No report

**ENVIRONMENTAL & COMMUNITY DEVELOPMENT** – O'Connor – No report. O'Connor stated she would like council to consider providing a community Christmas tree next year.

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1718 in the amount of \$69,922.46, Tate second. VOTE- Yeas- Tracy, Tate, Dunn, Fetzer, and O'Connor. Nays- None **MOTION CARRIED 5-0.**

**PUBLIC SAFETY-** Tate – No report.

**RECREATION & PARKS DEVELOPMENT** – Fetzer – No report.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** A Water Treatment Plant Improvements Project construction meeting was held with Poggemeyer Design Group (PDG), Peterson, Transtar, and the mechanical sub-contractor on December 12. This meeting is to discuss change order number 2 regarding the new Lime Silo Tank including the filter valves, grading, backwash, and flooring changes.
- **SEWER DEPT:** CSO #4 at Water St. and Main St./Bridge is under repair and reconstruction.
- **ELECTRIC:** Contractors from AMP have installed the "Behind the Meter" generators. They will finalize the installation in January and units should be operational in March.
- **PARKS & REC:** Installation of the new pool liner started on December 6, and has stopped now because of weather.
- **FYI:** Scott Schroder of Poggemeyer Design Group has been working with the State to answer their questions regarding the Cold Storage Building permit.  
The Portage River Water Trail Project is moving forward. The next meeting is on January 7 from 10:00am – Noon. Location TBD. Let Kruse know if interested in attending.  
Kruse has been elected the President of the Sandusky County Regional Planning Commission for 2020.



**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 12/16/19 – PAGE 2**

**POLICE DEPARTMENT-** Chief Whitehead presented and reviewed the October and November activity reports(attached)  
Chief Whitehead reported the boiler system is not working properly and Henson Heating & Plumbing is checking it out.

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

ORD. #17: EMPLOYING ROBERT A. KUHLMAN AS VILLAGE SOLICITOR – 3<sup>rd</sup> Reading. Tate made a motion to adopt Ordinance #17 – 2019, O'Connor second. VOTE – Yeas – Tate, O'Connor, Dunn, Fetzer, and Tracy. Nays – None.  
**MOTION CARRIED 5-0.**

RES #19: AUTHORIZING THE FISCAL OFFICER TO INCREASE GENERAL FUND REVENUES, AMEND THE 2019 APPROPRIATIONS, AMEND THE CERTIFICATE WITH THE COUNTY AUDITOR AND DECLARING AN EMERGENCY. Tate made a motion to suspend the rules, Fetzer second. VOTE – Yeas – Tate, Fetzer, Dunn, O'Connor, and Tracy. Nays – None. **MOTION CARRIED 5-0.** Tate made a motion to adopt Res #19, Fetzer second. VOTE – Yeas – Tate, Fetzer, Dunn, O'Connor, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

ORD #20: AMENDING THE 2019 APPROPRIATIONS. Fetzer made a motion to suspend the rules, Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Tate, and Tracy. Nays- None. **MOTION CARRIED 5-0.** Fetzer made a motion to adopt Ord #20, Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Tate, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

ORD #21: SETTING THE 2020 TEMPORARY APPROPRIATIONS. Fetzer made a motion to suspend the rules, Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Tate, and Tracy. Nays- None. **MOTION CARRIED 5-0.** Fetzer made a motion to adopt Ord #21, Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Tate, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

**NEW BUSINESS** – Mayor Harman encouraged council to research grants, and other sources, in order to provide a permanent ice rink in Trail Marker Park.

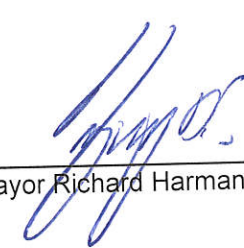
Runion reported the vacant seat advertisement is ready to go. Letters of interest will be received until January 10.

**MAYOR'S REPORT-** Mayor Harman reported he will be providing ice cream for the students at Solomon as one of his last official events as Mayor.

Mayor Harman stated he has enjoyed his time serving the Village and wished Ty Tracy well as the new Mayor.

**EXECUTIVE SESSION-** None.

Mayor Harman adjourned the meeting at 7:29pm.

  
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Mayor Richard Harman 12/31/2019

Mayor Ty Tracy 1/1/2020

  
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Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**JANUARY 27, 2020 – 7:00 p.m.**

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- IV. **APPROVAL OF MINUTES**
  - a. Regular Meeting – January 13, 2020
  - b. Finance Committee Meeting – January 13, 2020
  - c. Special Meeting – January 20, 2020
- V. **AUDIENCE PARTICIPATION**
  - a.
- VI. **CORRESPONDENCE**
  - a.
- VII. **OLD BUSINESS**
  - a.
- VIII. **REPORTS** –
  - a. ADMINISTRATIVE & PERSONNEL – Riffle
  - b. PUBLIC WORKS & MAINTENANCE – Dunn
  - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
  - d. FINANCE – Vacant
  - e. PUBLIC SAFETY – Tate  
~ Finance Ordinance #1720
  - f. RECREATION & PARKS DEVELOPMENT – Vacant
  - g. VILLAGE ADMINISTRATOR – Kruse  
~see attachment
  - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**
- X. **NEW BUSINESS**
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)  
~To consider the appointment of the vacant council seat
- XIII. **ADJOURNMENT**

**MINUTES – January 13, 2020**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, January 13, 2020 in Council Chambers, 530 Lime Street at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, Karen Schepman, Deb Wallace of the Suburban Press, Andrew Younker, Jeff Smith, Earl Ransom, Linda Knudsen, Gary Click, Cindy Welty, and Chris Schneider. Scott Miller entered at 7:02pm.

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

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

Minutes of the Finance Committee and Regular Council meetings on December 16, 2019 were approved as presented.

**AUDIENCE PARTICIPATION** – The following audience members introduced themselves as candidates in the Primary Election on March 17, 2020:

Cindy Welty – Common Pleas Court Judge

Chris Schneider – Clerk of Courts

Gary Click - 88th Ohio House District Seat

Scott Miller – County Commissioner

Welty, Schneider, and Miller exited the meeting at 7:10pm

**CORRESPONDENCE-** Mayor Tracy shared an invitation to the Mardi Gras Ohio Style fundraiser event to benefit the Village House of NW Ohio. The Village House is a non-profit used exclusively for supervised visitations in Sandusky County.

Mayor Tracy shared an invitation to the Woodville Twp Volunteer Fire Department Annual Appreciation Dinner on Saturday, February 1, 2020.

**OLD BUSINESS-** None.

**REPORTS:**

**ADMINISTRATIVE & PERSONNEL-** Riffle reported Bennett Stamper will resign on January 19. Joel Memmer will be certified in the Water Treatment Plant and assume Stamper's schedule.

**PUBLIC WORKS & MAINTENANCE** – Dunn – No report

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

**FINANCE** – Vacant. Tate made a motion to adopt Finance Ordinance #1719 in the amount of \$181,467.64, Riffle second. VOTE-Yeas- Tate, Riffle, Dunn, O'Connor, and Throop. Nays- None **MOTION CARRIED 5-0.**

**PUBLIC SAFETY-** Tate – No report.

**RECREATION & PARKS DEVELOPMENT** – Vacant – No report.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** Continue to review Water Treatment Plant Improvements Project submittals from Poggemeyer Design Group (PDG). Planning a public media blast regarding our water condition and what to expect during the project.
- **SEWER DEPT:** Repairs to CSO #4 at Water St. and Main St./Bridge is complete. Restoration will be completed in the spring.
- **ELECTRIC:** Contractors from AMP have installed the "Behind the Meter" generators. They will finalize the installation in January and units should be operational in March. Meeting tomorrow to determine who is responsible for parts of the installation.
- **STREETS:** The traffic light at the corner of First & Lime Streets came down and was damaged during the last strong wind storm. Received one quote for approximately \$85,000.00 for a new light, and researching LED lights on a Stop sign costs. Checking with The Ohio Plan on making an insurance claim. Kruse will also check with Woodmore Schools on sharing the costs to replace the light with a new light.



**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 1/13/2020 – PAGE 2**

**VILLAGE ADMINISTRATOR – Keith Kruse reported (continued):**

- **FYI:** No update from Scott Schroeder of Poggemeyer Design Group regarding the Cold Storage Building permit. The Portage River Water Trail Project is moving forward. Kruse and Dunn attended a meeting on January 7 regarding the project. There are grants of up to \$75,000 available to fund boat launches that are “shovel ready”. Performance Telephone Company has filed bankruptcy. Accent, Inc., which was commissioned by Performance to supply our phone system and services will honor the remaining 36 months of our contract.

**POLICE DEPARTMENT-** Chief Whitehead – No report.

**FISCAL OFFICER-** Runion – No report.

**NEW BUSINESS** – None.


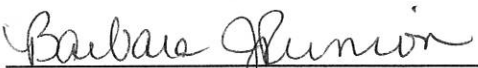
**MAYOR'S REPORT-** Mayor Tracy welcomed and congratulated new Council Member Tammi Throop and congratulated Pat Dunn on his re-election.

**EXECUTIVE SESSION-** O'Connor made a motion to enter into executive session at 7:27pm to consider the appointment of a Public Official, Dunn seconded. VOTE – Yeas – O'Connor, Dunn, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 5-0.**

Present in executive session were: Mayor Tracy, Council Members – Dunn, O'Connor, Riffle, Tate, and Throop. Also present were Andrew Younker, Linda Knudsen, and Jeff Smith.

Council entered into open session at 8:35pm.

Mayor Tracy adjourned the meeting at 8:36pm.

  
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Mayor Ty Tracy  
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Barbara J. Runion, Fiscal Officer

MINUTES – January 20, 2020

WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING

Minutes of the Special Meeting of Woodville Village Council held on Monday, January 20, 2020 in Council Chambers at 530 Lime Street at 6:30pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members – Patrick Dunn, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop. Also present Denny Fetzer and Earl Ransom

Mayor Tracy called the meeting to order.

**EXECUTIVE SESSION-** Riffle made a motion to enter into executive session at 6:31pm to consider the appointment of a Public Official, Dunn seconded. VOTE – Yeas – Riffle, Dunn, O'Connor, Tate, and Throop. Nays – None. **MOTION CARRIED 5-0.**

Present in executive session were: Mayor Tracy, Council Members – Dunn, O'Connor, Riffle, Tate, and Throop. Also present were Denny Fetzer and Earl Ransom.

Council entered into open session at 7:50pm.

Mayor Tracy adjourned the meeting at 7:51pm.

  
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Mayor Ty Tracy

  
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Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**FEBRUARY 10, 2020 – 7:00 p.m.**

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- IV. **COMMITTEE APPOINTMENTS** – Mayor Ty Tracy
- V. **APPROVAL OF MINUTES**
  - a. Regular Meeting – January 27, 2020
  - b. Finance Committee Meeting – January 27, 2020
- VI. **AUDIENCE PARTICIPATION**
  - a. Shayne Thomas – Candidate for Ohio House of Representatives 88<sup>th</sup> District
  - b. Ed Ollom - Candidate for Ohio House of Representatives 88<sup>th</sup> District
  - c. John Havens – Candidate for Sandusky County Commissioner
- VII. **CORRESPONDENCE**
  - a. Nathan Sedlmeier – Eagle Scout Court of Honor invitation
- 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 #1721
  - e. PUBLIC SAFETY – Tate
  - f. RECREATION & PARKS DEVELOPMENT – Fetzer
  - g. VILLAGE ADMINISTRATOR – Kruse
    - ~see attachment
  - h. POLICE DEPARTMENT – Chief Whitehead
- X. **FISCAL OFFICER'S REPORT**

**ORD #1:** AUTHORIZING THE VA TO ENTER INTO CONTRACT AMENDMENT WITH PETERSON CONSTRUCTION COMPANY, INC. FOR THE PURPOSE OF PROVIDING A CONSTRUCTION CHANGE ORDER #1 OF THE WATER TREATMENT PLANT IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY.

**ORD #2:** AUTHORIZING THE VA TO ENTER INTO CONTRACT AMENDMENT WITH PETERSON CONSTRUCTION COMPANY, INC. FOR THE PURPOSE OF PROVIDING A CONSTRUCTION CHANGE ORDER #2 OF THE WATER TREATMENT PLANT IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY.

**ORD #3:** AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A CONTRACT AMENDMENT WITH POGGEMEYER DESIGN GROUP FOR THE PURPOSE OF PROVIDING PROFESSIONAL SERVICES FOR THE WATER TREATMENT PLANT IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY.

**RES #4:** A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO APPLY FOR, ACCEPT, AND ENTER INTO A SUPPLEMENTAL WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE VILLAGE OF WOODVILLE FOR CONSTRUCTION SERVICES AT THE VILLAGE'S WATER TREATMENT FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

**MINUTES – January 27, 2020**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, January 27, 2020 in Council Chambers, 530 Lime Street at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, Karen Schepman, Andrew Younker, Earl Ransom, Linda Knudsen, Denny Fetzer, and Bradley Fetzer.

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

Mayor Tracy called for approval, corrections and/or amendments to the minutes of the Finance Committee and Regular Council meetings on January 13, 2020 and the Special Council Meeting on January 20, 2020. O'Connor made a motion to approve all minutes as written, Dunn second. VOTE – Yeas – O'Connor, Dunn, Riffle, Tate, and Throop. Nays – None.  
**MOTION CARRIED 5-0.**

**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** – Vacant. Tate made a motion to adopt Finance Ordinance #1720 in the amount of \$121,750.64, Riffle second. VOTE-Yeas- Tate, Riffle, Dunn, O'Connor, and Throop. Nays- None **MOTION CARRIED 5-0.**

**PUBLIC SAFETY**- Tate – No report.

**RECREATION & PARKS DEVELOPMENT** – Vacant – No report.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** Continue to review Water Treatment Plant Improvements Project submittals from Poggemeyer Design Group (PDG). Will provide legislation next meeting for project change orders and a contract amendment with PDG.
- **ELECTRIC:** An unhappy resident turned to Facebook regarding the electric portion of his utility bill. His concerns were addressed by the billing clerk (Dawn Bockbrader) and Kruse.
- **STREETS:** Received a quote for approximately \$11,000.00 for a new traffic light at the corner of First & Lime, and waiting on the estimate for LED lights on a Stop sign costs.
- **FYI:** No update from Scott Schroeder of Poggemeyer Design Group regarding the Cold Storage Building permit. We will be moving forward with the parts of the plans that can be completed in house.

**POLICE DEPARTMENT**- Chief Whitehead presented and reviewed the Year End Activity Report.(attached)

**FISCAL OFFICER**- Runion – No report.

**NEW BUSINESS** – None.

**MAYOR'S REPORT**- None.

**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 1/27/2020 – PAGE 2**

**EXECUTIVE SESSION-** O'Connor made a motion to enter into executive session at 7:15pm to consider the appointment of a Public Official, Throop seconded. VOTE – Yeas – O'Connor, Throop, Dunn, Riffle, and Tate. Nays – None. **MOTION CARRIED 5-0.**


Present in executive session were: Mayor Tracy, Council Members – Dunn, O'Connor, Riffle, Tate, and Throop.

Council entered into open session at 7:24pm.

Mayor Tracy opened the floor for nominations to fulfill the vacant Village Council Member seat. Throop nominated Earl Ransom and Riffle nominated Denny Fetzer. With no other nominations stated, Mayor Tracy closed the nominations and called for a roll call vote. Mayor Tracy stated Council Members were to vote for the candidate of their choice by last name. VOTE - For Ransom – Throop and O'Connor For Fetzer – Dunn, Riffle, and Tate. Fetzer was appointed to the vacant seat by a vote of 3 -2 in favor of his appointment.

Mayor Tracy congratulated Fetzer on the appointment and thanked the other applicants present for their interest in the council seat.

Mayor Tracy adjourned the meeting at 7:26pm.

  
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Mayor Ty Tracy  
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Barbara J. Runion, Fiscal Officer



**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**FEBRUARY 24, 2020 – 7:00 p.m.**

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- IV. **APPROVAL OF MINUTES**
  - a. Regular Meeting – February 10, 2020
  - b. Finance Committee Meeting – February 10, 2020
- V. **AUDIENCE PARTICIPATION**
  - a. Lea Musa – Rigel Recovery Services
- VI. **CORRESPONDENCE**
  - a.
- VII. **OLD BUSINESS**
- VIII. **REPORTS:**
  - a. ADMINISTRATIVE & PERSONNEL – Riffle
  - b. PUBLIC WORKS & MAINTENANCE – Dunn
  - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor, absent
  - d. FINANCE – Throop
    - ~ Finance Ordinance #1722
  - e. PUBLIC SAFETY – Tate
  - f. RECREATION & PARKS DEVELOPMENT – Fetzer
  - g. VILLAGE ADMINISTRATOR – Kruse
    - ~see attachment
  - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**
- X. **MAYOR'S REPORT**
- XI. **EXECUTIVE SESSION** (if necessary)
- XII. **ADJOURNMENT**

**MINUTES – February 10, 2020**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, February 10, 2020 in Council Chambers, 530 Lime Street at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Joe Riffle, Jeff Tate, and Tammi Throop. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, Karen Schepman, Shayne Thomas, John Havens, Ed Ollom, and Gary Click. Linda Knudsen entered the meeting at 7:09pm.

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

Minutes of the Finance Committee and the Regular Council meetings on January 27, 2020, and the 2020 Committee appointments were approved as presented.

**AUDIENCE PARTICIPATION** – The following audience members introduced themselves as candidates in the Primary Election on March 17, 2020:

Shayne Thomas - 88th Ohio House District Seat

Ed Ollom - 88th Ohio House District Seat

John Havens – Sandusky County Commissioner

Gary Click - 88th Ohio House District Seat

Thomas, Ollom, and Havens exited the meeting at 7:15pm

**CORRESPONDENCE**- Mayor Tracy shared an invitation to the Eagle Scout Court of Honor for Nathan Sedlmeier on March 15 at Solomon Lutheran Church.

**OLD BUSINESS**- None.

**REPORTS:**

**ADMINISTRATIVE & PERSONNEL**- Riffle – No report

**PUBLIC WORKS & MAINTENANCE** – Dunn – No report

**ENVIRONMENTAL & COMMUNITY DEVELOPMENT** – O'Connor – No report. O'Connor stated she will be absent for the February 24 meeting.

**FINANCE** – Throop made a motion to adopt Finance Ordinance #1721 in the amount of \$57,594.92, 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 water tower is due for inspection this year. Dixon Engineering will perform the inspection and the results will determine what the useful expectancy of life will be for the tower. The clear well also needs to be inspected and cleaned. A dive team will perform this inspection. We anticipate possible valve replacement in the tank, and the cost should not exceed \$16,000 - \$17,000. Continue meetings with Poggemeyer Design Group (PDG) and Peterson Construction to finalize the plans for the Water Treatment Plant Improvements Project. More change orders are expected and PDG will attend council meetings as needed to explain them.
- **FYI:** 1. Phone service issues have been resolved. There was no interruption with the service.  
2. Portage River Water Trail Project is moving forward. The next step will be to establish a committee and develop a Memorandum of Understanding with all entities involved.  
3. The Cold Storage Building permit should be here this week. The delay was caused by a glitch in the software used to transmit the electrical drawings between PDG and the State.

**POLICE DEPARTMENT**- Chief Whitehead – No report.

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

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

**ORD #1:** AUTHORIZING THE VA TO ENTER INTO CONTRACT AMENDMENT WITH PETERSON CONSTRUCTION COMPANY, INC. FOR THE PURPOSE OF PROVIDING A CONSTRUCTION CHANGE ORDER #1 OF THE WATER TREATMENT PLANT IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY. Riffle made a motion to suspend the rules, Dunn seconded. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.** Riffle made a motion to adopt Ordinance #1-2020, Dunn seconded. VOTE– Yeas – Riffle, Dunn, Fetzer, O'Connor, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

**ORD #2:** AUTHORIZING THE VA TO ENTER INTO CONTRACT AMENDMENT WITH PETERSON CONSTRUCTION COMPANY, INC. FOR THE PURPOSE OF PROVIDING A CONSTRUCTION CHANGE ORDER #2 OF THE WATER TREATMENT PLANT IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY. Fetzer made a motion to suspend the rules, O'Connor seconded. VOTE – Yeas – Fetzer, O'Connor, Dunn, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.** Fetzer made a motion to adopt Ordinance #2-2020, O'Connor seconded. VOTE– Yeas – Fetzer, O'Connor, Dunn, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

**ORD #3:** AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A CONTRACT AMENDMENT WITH POGGEMEYER DESIGN GROUP FOR THE PURPOSE OF PROVIDING PROFESSIONAL SERVICES FOR THE WATER TREATMENT PLANT IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY. Dunn made a motion to suspend the rules, Fetzer seconded. VOTE – Yeas – Dunn, Fetzer, O'Connor, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.** Dunn made a motion to adopt Ordinance #3-2020, Fetzer seconded. VOTE– Yeas – Dunn, Fetzer, O'Connor, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

**RES #4:** A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO APPLY FOR, ACCEPT, AND ENTER INTO A SUPPLEMENTAL WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE VILLAGE OF WOODVILLE FOR CONSTRUCTION SERVICES AT THE VILLAGE'S WATER TREATMENT FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN. Fetzer made a motion to suspend the rules, Dunn seconded. VOTE – Yeas – Fetzer, Dunn, O'Connor, Riffle, and Throop. Nays – None. Abstain – Tate. **MOTION CARRIED 5-0-1.** Fetzer made a motion to adopt Resolution #4-2020, Dunn seconded. VOTE– Yeas – Fetzer, Dunn, O'Connor, Riffle, Tate, and Throop. Nays – None. **MOTION CARRIED 6-0.**

**NEW BUSINESS** – Kruse presented information regarding the change pattern of the traffic light at St. Rt. 105/Pemberville Rd and W. Main St.

**MAYOR'S REPORT-** Mayor Tracy reported he attended the Northwest Ohio Mayor's and Manager's Association (NOMMA) dinner/meeting and it was a very informative evening.

**EXECUTIVE SESSION-** None.

Mayor Tracy adjourned the meeting at 7:40pm.

  
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Mayor Ty Tracy

  
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Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**MARCH 9, 2020 – 7:00 p.m.**

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- IV. **APPROVAL OF MINUTES**
  - a. Regular Meeting – February 24, 2020
  - b. Finance Committee Meeting – February 24, 2020
- V. **AUDIENCE PARTICIPATION**
  - a.
- VI. **CORRESPONDENCE**
  - a.
- VII. **OLD BUSINESS**
- VIII. **REPORTS:**
  - a. ADMINISTRATIVE & PERSONNEL – Riffle, absent
  - b. PUBLIC WORKS & MAINTENANCE – Dunn
  - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor  
~Parking on Perry St. and Cherry St.
  - d. FINANCE – Throop  
~ Finance Ordinance #1723
  - e. PUBLIC SAFETY – Tate
  - f. RECREATION & PARKS DEVELOPMENT – Fetzer
  - g. VILLAGE ADMINISTRATOR – Kruse  
~see attachment
  - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**

ORD. #5: AN ORDINANCE TO AMEND SECTION 521.08 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WOODVILLE – 1<sup>st</sup> Reading

ORD. #6: AN ORDINANCE TO AMEND SECTION 351.03 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WOODVILLE – 1<sup>st</sup> Reading

ORD. #7: 2020 APPROPRIATIONS
- X. **MAYOR'S REPORT**
- XI. **EXECUTIVE SESSION** (if necessary)
- XII. **ADJOURNMENT**

**MINUTES – February 24, 2020**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, February 24, 2020 in Council Chambers, 530 Lime Street at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Denny Fetzer, Joe Riffle, Jeff Tate, and Tammi Throop. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Karen Schepman, Deb Wallace of The Suburban Press, Andrew Younker, Deanna England, and Lea Musa. Scott Miller entered the meeting at 7:06pm. Council Member Kelly O'Connor and Solicitor Bob Kuhlman were absent.

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

Minutes of the Finance Committee and the Regular Council meetings on February 10, 2020 were approved as presented.

**AUDIENCE PARTICIPATION** – Ms. Musa and Ms. England presented information regarding the Oriana House Rigel Recovery Services. The Woodville site is now open and is accepting referrals for outpatient substance abuse treatment.

County Commissioner Scott Miller invited everyone to attend 6<sup>th</sup> Annual Cookin' Men fundraiser. Local community leaders will prepare and serve their dishes to share. Mayor Tracy and Mr. Miller will be participating in this event on February 29 at the Neely Center at Terra Community College.

Musa and England exited the meeting at 7:06pm

**CORRESPONDENCE**- None.

**OLD BUSINESS**- None.

**REPORTS:**

**ADMINISTRATIVE & PERSONNEL**- Riffle – No report

**PUBLIC WORKS & MAINTENANCE** – Dunn – No report

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

**FINANCE** – Throop made a motion to adopt Finance Ordinance #1722 in the amount of \$109,183.47, Tate second. VOTE-Yeas- Throop, Tate, Dunn, Fetzer, and Riffle. Nays- None **MOTION CARRIED 5-0.**

**PUBLIC SAFETY**- Tate – No report.

**RECREATION & PARKS DEVELOPMENT** – Fetzer – No report.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** Continue meetings with Poggemeyer Design Group (PDG) and Peterson Construction to finalize the plans for the Water Treatment Plant Improvements Project. Projected mobilization date of March 9. Peterson has requested to move up the project start date one week to March 16.
- **ELECTRIC DEPT:** Behind the Meter (BTM) generators project – Power Secure Co. installed bollards on February 19. The project is on track to be finalized soon.  
AMP has promoted Jolene Thompson as their new CEO and Board of Trustees President.
- **FYI:** 1. The Cold Storage Building permit approval has been issued. The first inspection is scheduled for tomorrow.  
2. We have collected over \$21,000 from Integrity Permits for truck traffic on our streets.  
3. Attended ODNF/FEMA Floodplain class on February 19. Obtained a lot of useful information.  
4. Military Banner Committee will meet here on March 2. In addition to Main St., banners will be hung on Water St. and Pemberville Rd.  
5. Discussed putting a stop sign at Lime St. and First St. Woodmore Schools has had no issue without the light, and actually commented that the bus drivers noticed less congestion in the area.

**POLICE DEPARTMENT**- Chief Whitehead – No report.



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

**FISCAL OFFICER-** Runion – No report

**NEW BUSINESS** – None.

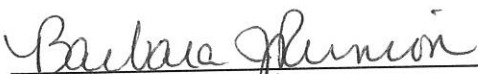
**MAYOR'S REPORT-** Mayor Tracy reported that the Two Villages Organization will present a program on Child Anxiety on March 1 at the Woodmore Elementary School.

Mayor Tracy attended Elmore's Mac & Cheese walk and it was very well attended.

**EXECUTIVE SESSION-** None.

Mayor Tracy adjourned the meeting at 7:20pm.

  
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Mayor Ty Tracy

  
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Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**MARCH 23, 2020 – 7:00 p.m.**

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Fiscal Officer - Barb Runion
- III. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- IV. **APPROVAL OF MINUTES**
  - a. Regular Meeting – March 9, 2020
  - b. Finance Committee Meeting – March 9, 2020
- V. **AUDIENCE PARTICIPATION**
  - a.
- VI. **CORRESPONDENCE**
  - a.
- VII. **OLD BUSINESS**
- VIII. **REPORTS:**
  - a. ADMINISTRATIVE & PERSONNEL – Riffle, absent
  - b. PUBLIC WORKS & MAINTENANCE – Dunn
  - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
  - d. FINANCE – Throop
    - ~ Finance Ordinance #1724
  - e. PUBLIC SAFETY – Tate
  - f. RECREATION & PARKS DEVELOPMENT – Fetzer
  - g. VILLAGE ADMINISTRATOR – Kruse
    - ~see attachment
  - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**

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

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

ORD. #7: 2020 APPROPRIATIONS
- X. **MAYOR'S REPORT**
- XI. **EXECUTIVE SESSION** (if necessary)
- XII. **ADJOURNMENT**

**MINUTES – March 9, 2020**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, March 9, 2020 in Council Chambers, 530 Lime Street at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Fiscal Officer Barb Runion, Council Members- Patrick Dunn, Kelly O'Connor, Jeff Tate, and Tammi Throop. Also present: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Karen Schepman, Deb Wallace of The Suburban Press, and Sandusky County Commissioner Scott Miller. Council Member Denny Fetzer, Council Member Joe Riffle, and Chief Roy Whitehead were absent.

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

Minutes of the Finance Committee and the Regular Council meetings on February 24, 2020 were approved as presented.

**AUDIENCE PARTICIPATION** – County Commissioner Scott Miller invited everyone to attend 2<sup>nd</sup> Annual Community Basketball Game on Thursday, March 12<sup>th</sup> at 6:00pm in the Fremont Ross High School gym. This event is to “Tip off” Developmental Disabilities Awareness Month, and is free and open to the public.

Miller exited the meeting at 7:05pm

**CORRESPONDENCE**- None.

**OLD BUSINESS**- None.

**REPORTS:**

**ADMINISTRATIVE & PERSONNEL**- Riffle – No report, absent

**PUBLIC WORKS & MAINTENANCE** – Dunn reported on the Water Treatment Plant (WTP) Improvements Project. Dunn checked out the plant and was surprised at the poor condition of some of the operational parts of the plant. Currently there is a lot of rust on the 3 filters inside the plant. We will not know the overall condition, and costs to repair (if needed) them until they are sandblasted. The pump house is also an area with concerns at this time, because of the condition of the pumps.

**ENVIRONMENTAL & COMMUNITY DEVELOPMENT** – O'Connor stated she was approached about a couple of parking issues. 1. Parking on Erie St. back (West) from the S. Cherry St. intersection. The resident on the NW corner has concerns regarding the parked cars on the South side of Erie St. when he exits his drive which is located on Erie St. 2. A parishioner of the United Methodist Church angle parked on the West side of N. Perry St. by the Church, and was issued a “No Parking” warning from the Police Officer on duty. Angle parking along that particular block has always been allowed on Sunday's. Chief Whitehead will be informed of the issues, since he was absent.

**FINANCE** – Throop made a motion to adopt Finance Ordinance #1723 in the amount of \$50,871.64, Tate second. VOTE- Yeas- Throop, Tate, Dunn, and O'Connor. Nays- None **MOTION CARRIED 4-0.**

**PUBLIC SAFETY**- Tate – No report. Chief Whitehead will be on vacation March 12 – 16.

**RECREATION & PARKS DEVELOPMENT** – Fetzer – No report, absent.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** Continue to review project submittals. Projected mobilization date of March 9 and exploratory excavations. Beginning the week of March 16 the plant will be off line.
- **ELECTRIC DEPT:** Solar Planet has installed tents by the solar panels to aid with routine maintenance.
- **STREET DEPT:** Discussed with ODOT Safety Grant options: 1. Replace Solomon School zone 20 mph lights from the side mounted ones, to overhead ones similar to those at the Woodmore School zone. 2. 4-way audible crosswalks at Main and Walnut Streets. 3. Possible grant money to install rapid flash beacons at the Lime and First Streets intersection. A traffic study would need to be done in order to proceed with this option. Kruse does not recommend incurring this expense and is satisfied with the regular stop signs at this time. Kruse also stated that cross walk safety signs will be posted in those areas.
- **FYI:** 1. Cold Storage Building – Options were discussed with the state building inspector and Poggemeyer will confirm and submit a letter with supporting documents.  
2. The Woodville Business and Community Association (WBCA) will be held here on March 12 at 7:30am.  
3. The Birchard Library has applied for funding from the USDA for an expansion at the Fremont Branch and will be holding an open house on Thursday, March 12 at 6:00pm to answer questions regarding the project.

**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 3/9/2020 – PAGE 2**

**POLICE DEPARTMENT-** Chief Whitehead – No report, absent.

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

ORD. #5: AN ORDINANCE TO AMEND SECTION 521.08 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WOODVILLE – 1<sup>st</sup> Reading


ORD. #6: AN ORDINANCE TO AMEND SECTION 351.03 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF WOODVILLE – 1<sup>st</sup> Reading

**NEW BUSINESS** – Dunn stated he spoke with Tom Dunn of Buckeye Sanitation about moving the pick-up day from Thursday to Wednesday during the WBCA's All Town Garage Sales. Because Buckeye Sanitation has set routes every day of the week, Mr. Dunn would not recommend changing the date.

**MAYOR'S REPORT**- Mayor Tracy reported he attended the Sandusky County Board of Health meeting and there are currently 3 reported cases of the COVID-19 virus in the Cleveland area. The Governor's office will provide daily updates on their website.  
Woodville resident Nan Smith was appointed by the 2020 District Advisory Council as a member of the Sandusky County Board of Health.

**EXECUTIVE SESSION-** None.

Mayor Tracy adjourned the meeting at 7:45pm.

  
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Mayor Ty Tracy

  
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Barbara J. Runion, Fiscal Officer