

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**JANUARY 28, 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. **ELECTION OF PRESIDENT OF COUNCIL**
- V. **APPROVAL OF MINUTES**
  - a. Regular Meeting – January 14, 2019
  - b. Finance Committee Meeting – January 14, 2019
  - c. Special Meeting – January 21, 2019
- 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 – Tracy  
~ Finance Ordinance #1697
  - 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**  
~ 2018 End of Year Reports
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

## MINUTES – January 14, 2019

### WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, January 14, 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, Ty Tracy, and Jeff Tate. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, Cindi Welty, and Christie Schneider.

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

Minutes of the Finance Committee and Regular Council meetings held on December 19, 2018 were approved as presented.

**AUDIENCE PARTICIPATION** – Christie Schneider introduced herself as a candidate for Sandusky County Clerk. Currently Ms. Schneider works for Judge Dewey and has 30 years of public service.

Cindi Welty introduced herself as a candidate for Sandusky County Common Pleas Court Judge Dewey's seat. Judge Dewey will reach term limits January 1, 2020. Ms. Welty has been a lawyer for over 16 years.

Ms. Schneider and Ms. Welty exited the meeting at 7:09pm.

**CORRESPONDENCE-** Mayor Harman shared an email from Glen and Denise Melter requesting the use of Limelite Eagle Park sometime in early June. They will be hosting a graduation party at Gamy's Place and would like to set up outdoor games in the Park. O'Connor mentioned the possibility of two Eagle Scout projects beginning this summer which could possibly interfere with the party. Council unanimously approved the use of Limelite Eagle Park. If necessary, Kruse will coordinate start times and dates for the Eagle Scout projects accordingly.

**OLD BUSINESS-** None

#### **REPORTS:**

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

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

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

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1696 in the amount of \$54,953.93, 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** – Vacant – No report.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** No report.
- **SEWER DEPT:** No report.
- **ELECTRIC DEPT:** Working on a complete replacement of Chapter 1122 of the Village Codified Ordinances regarding Small Wind Energy Systems. Restructured information would include alternative energy sources, with an interconnection application, agreement and defining requirements.
- **STREETS:** No report.
- **OTHER:** 40 acres of land located next to the Village vegetation site is for sale. The land would allow the potential expansion of the Wastewater Treatment Plant and also a new well field. Kruse requested permission to contact the property owner for more details. Dunn made a motion to allow Kruse to contact and discuss the possible purchase of the 40 acres of land on Port Clinton Rd 117. Riffle second. VOTE – Yeas – Dunn, Riffle, O'Connor, Tate, and Tracy. Nays – None. **MOTION CARRIED 5-0.**
- Will be reviewing, and possibly revising, the fee schedule for zoning permits.

**POLICE DEPARTMENT-** Chief Whitehead presented and reviewed the December 2018 activity report. (attached)

FISCAL OFFICER- Runion – No report.

NEW BUSINESS – None.

MAYOR'S REPORT- Mayor Harman – No report.

EXECUTIVE SESSION- Tracy made a motion to enter into executive session at 7:25pm to consider the appointment of a public official, Riffle second. VOTE – Yeas - Tracy, Riffle, Dunn, O'Connor, and Tate. Nays – None. **MOTION CARRIED 5-0.**

Those present in executive session: Mayor Harman, Council Members- Patrick Dunn, Kelly O'Connor, Joe Riffle, Ty Tracy, and Jeff Tate. Also present: Village Administrator Keith Kruse, Fiscal Officer Barb Runion, and Police Chief Roy Whitehead.

Council returned to regular open session at 7:39pm.


Council asked Runion to set up interviews on January 21, beginning at 6:00pm for the open council seat applicants.

Mayor Harman adjourned the meeting at 7:42pm.



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Mayor Richard Harman



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Barbara J. Runion, Fiscal Officer

MINUTES – January 21, 2019

WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING

Minutes of the Special Meeting of Woodville Village Council held on Monday, January 21, 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, Ty Tracy, and Jeff Tate..

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

**EXECUTIVE SESSION-** Tate made a motion to enter into executive session at 6:01pm to consider the appointment of a public official, Dunn second. VOTE – Yeas - Tate, Dunn, O'Connor, Riffle and Tracy. Nays – None. **MOTION CARRIED 5-0.**

Those present in executive session: Mayor Harman, Council Members- Patrick Dunn, Kelly O'Connor, Joe Riffle, Ty Tracy, and Jeff Tate.

Council returned to open session at 6:45pm.

Mayor Harman adjourned the meeting at 6:46pm.



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Mayor Richard Harman

  
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Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**FEBRUARY 11, 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 – January 28, 2019
  - b. Finance Committee Meeting – January 28, 2019
- V. **AUDIENCE PARTICIPATION**
  - a.
- VI. **CORRESPONDENCE**
  - a.
- VII. **OLD BUSINESS**
  - a. Committee appointments
- VIII. **REPORTS** –
  - a. ADMINISTRATIVE & PERSONNEL – Riffle
  - b. PUBLIC WORKS & MAINTENANCE – Dunn
  - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
  - d. FINANCE – Tracy
    - ~ Finance Ordinance #1698
  - 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 #1: ESTABLISHING THE RATE THAT THE VILLAGE OF WOODVILLE WILL PAY FOR POWER AND ENERGY SUPPLIED BY A CUSTOMER TO WOODVILLE ELECTRIC DEPARTMENT – 1<sup>ST</sup> Reading
- X. **NEW BUSINESS**
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

## MINUTES – January 28, 2019

### WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, January 28, 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, Ty Tracy, and Jeff Tate. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, and Karen Schepman.

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

Minutes of the Finance Committee and Regular Council meetings held on January 14, 2019 and Special Meeting on January 21, 2019 were approved as presented.

**AUDIENCE PARTICIPATION** – None.

**CORRESPONDENCE**- None.

**OLD BUSINESS**- None

#### **REPORTS:**

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

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

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

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1697 in the amount of \$125,752.54, Tate second. VOTE- Yeas- Tracy, Tate, Dunn, O'Connor, and Riffle. Nays- None **MOTION CARRIED 5-0.**

**ELECTION OF COUNCIL PRESIDENT** - Mayor Harman called for nominations of Council President. Tate nominated Ty Tracy, seconded by O'Connor. With no other nominations Mayor Harman closed the nominations. VOTE- for Tracy. Yeas- Tate, O'Connor, Dunn, Riffle, and Tracy. Nays- None. Tracy was named Council President.

**PUBLIC SAFETY**- Tate – No report.

**RECREATION & PARKS DEVELOPMENT** – Vacant – No report. Mayor Harman reported that the Community Ice Rink is set up.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** Due to the forecasted extremely low temperatures, residents on the "faucet drip" list have been notified. Should receive plan approval from the OhioEPA this week to move forward with the Water Treatment Plant project.
- **SEWER DEPT:** No report.
- **ELECTRIC DEPT:** Elmore will be hosting a meeting for communities interested in learning more about developing Electric Vehicle Charging Stations and possible grant opportunities.
- **STREETS:** Woodville Township Fiscal Officer Lori Kepus sent an email thanking Ben Brien & Brad Paul for the great job of clearing the roads during the snow event on January 20, and the Police Dept for making sure sidewalks were cleared and cars were removed from the streets.
- **OTHER:** 40 acres of land located next to the Village vegetation site is for sale. The land would allow the potential expansion of the Wastewater Treatment Plant and also a new well field. Kruse and Whitehead met with the owner and he is asking \$5,500.00 per acre with farming rights for two years. Kruse reported a Portage River Water Trail workshop will be held in Oak Harbor. Everyone is invited to attend and Kruse will email meeting details later this week.

**POLICE DEPARTMENT**- Chief Whitehead presented and reviewed the 2018 activity report. (attached)

**FISCAL OFFICER**- Runion presented and reviewed the 2018 fund balances.

**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 1/28/19 – PAGE 2**

**NEW BUSINESS** – None.

**MAYOR'S REPORT**- Mayor Harman attended the Woodville Township Trustees meeting regarding retaining future services of the EMS in Woodville. North Central EMS services will be no longer available in December 2019. The Trustees are exploring a couple of options – 1. St. Vincent's supplying services or 2. Privately ran by Brandon Westerman.

**EXECUTIVE SESSION**- Dunn made a motion to enter into executive session at 7:32pm to consider the appointment of a public official, O'Connor second. VOTE – Yeas - Dunn, O'Connor, Riffle, Tate, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

Those present in executive session: Mayor Harman, Council Members- Patrick Dunn, Kelly O'Connor, Joe Riffle, Ty Tracy, and Jeff Tate. Also present: Solicitor Bob Kuhlman

Council returned to regular open session at 7:47pm.

Mayor Harman opened the floor for nominations of the vacant Village Council seat appointment. Tracy nominated candidate Mark Avers and Tate nominated candidate Denny Fetzer. With no other nominations the nominations were closed.

Mayor Harman called for a roll call vote for the appointment of candidate Mark Avers – VOTE – Yeas – Tracy and O'Connor. Nays – Dunn, Riffle, and Tate. **Appointment failed 2-3.**

Mayor Harman called for a roll call vote for the appointment of candidate Denny Fetzer – VOTE – Yeas – Tate, Dunn, and Riffle. Nays – Tracy and O'Connor. **Appointment approved 3-2.**

Council instructed Runion to let the candidates know the appointment results, and that they were appreciative of their interest in serving on council.

Mayor Harman adjourned the meeting at 7:55pm.



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Mayor Richard Harman

  
Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**FEBRUARY 25, 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 – February 11, 2019
  - b. Finance Committee Meeting – February 11, 2019
- 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 – Tracy
    - ~ Finance Ordinance #1699
  - 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 #1: ESTABLISHING THE RATE THAT THE VILLAGE OF WOODVILLE WILL PAY FOR POWER AND ENERGY SUPPLIED BY A CUSTOMER TO WOODVILLE ELECTRIC DEPARTMENT. – 2<sup>nd</sup> Reading
- X. **NEW BUSINESS**
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**



## MINUTES – February 11, 2019

### WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, February 11, 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, Joe Riffle, Ty Tracy, and Jeff Tate. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, and Solicitor Bob Kuhlman.

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

Minutes of the Finance Committee and Regular Council meetings held on January 28, 2019 were approved as presented.

**AUDIENCE PARTICIPATION** – None.

**CORRESPONDENCE**- Mayor Harman shared a letter from Charter Communications regarding the internal corporate reorganization of Spectrum. There was no change in control of the cable franchise.

**OLD BUSINESS**- Mayor Harman welcomed Denny Fetzer as the new Village Council Member and presented the 2019 Committee appointments. (Attached) Fetzer was given the Oath of Office by Solicitor Bob Kuhlman before the meeting.

#### **REPORTS:**

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

**PUBLIC WORKS & MAINTENANCE** – Dunn reported he attended the Portage River Water Trail Workshop with Kruse on February 7 in Oak Harbor. The workshop provided information regarding developing access sites along the Portage River. The development committee would like to seek out and apply for grant money to help communities develop the sites, but would like a firm commitment from the communities first. More meetings will be held in May.

**ENVIRONMENTAL & COMMUNITY DEVELOPMENT** – O'Connor complimented Village employees on the great job of communicating (Facebook, website, and signs) to the community the garbage pick-up delays due to the extreme weather conditions.

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1698 in the amount of \$48,674.35, Tate second. VOTE- Yeas- Tracy, 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:** Due to the rapid weather changes, there have been four water issues throughout the village. The water department has done one hydrant replacement and one home service replacement. We have received plan approval from the OhioEPA and will be moving forward with the Water Treatment Plant project.
- **SEWER DEPT:** No report.
- **ELECTRIC DEPT:** The electric department has been researching a way to modify the antique lights along Main St. Current pricing for those lights would cost \$300 - \$500 to replace those bulbs. They were able to make their own, more efficient retro-fit for half the cost (\$150).
- **STREETS:** No report.
- **OTHER:** Checked with the Sandusky Co. Health Department regarding the water quality of the 40 acres of land for sale on Co. Rd. 117. No concerns have been reported and no sulfur has been reported in any wells in that immediate area. Also discussed any future quarry expansion and the land is permitted to be mined east of tracks and south of Rt. 20, but no immediate plans have been noted. After a lengthy discussion regarding possible land acquisitions, council requested Kruse contact Tom Linke regarding his land adjacent to village property.

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

**POLICE DEPARTMENT-** Chief Whitehead reported:

- Student Resource Officer Adam Hammitt will be off for a funeral. Officer Gilkerson and Chief Whitehead will cover the duties at the school.
- The Woodmore Schools (both Elmore & Woodville sites) were placed on lockdown due to a cyber threat. Controls are put in place, and are very word specific, to alert school officials of any cyber threats. This situation was a spam email out of Elmore, CA. All law enforcement and school officials acted accordingly and school resumed as scheduled.

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

#1-2019 - AN ORDINANCE ESTABLISHING THE RATE THAT THE VILLAGE OF WOODVILLE WILL PAY FOR POWER AND ENERGY SUPPLIED BY A CUSTOMER TO WOODVILLE ELECTRIC DEPARTMENT – 1<sup>ST</sup> Reading

**NEW BUSINESS** – None.

**MAYOR'S REPORT-** Mayor Harman recommended the appointment of Mark Avers of 706 College Ave for the vacant seat on the Village Planning Commission. Tate made a motion to approve the appointment of Mark Avers to the Village Planning Commission. Tracy second. VOTE – Yeas – Tate, Tracy, Dunn, Fetzer, O'Connor, and Riffle. Nays – None.

**MOTION CARRIED 6-0.**


**EXECUTIVE SESSION-** None.

Mayor Harman adjourned the meeting at 7:28pm.



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Mayor Richard Harman

  
Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**MARCH 11, 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 – February 25, 2019
  - b. Finance Committee Meeting – February 25, 2019
- 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 – Tracy
    - ~ Finance Ordinance #1700
  - 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 #1: ESTABLISHING THE RATE THAT THE VILLAGE OF WOODVILLE WILL PAY FOR POWER AND ENERGY SUPPLIED BY A CUSTOMER TO WOODVILLE ELECTRIC DEPARTMENT – 3<sup>RD</sup> Reading

RES #2: NAMING A DESIGNEE FOR THE REQUIRED TRAINING ON PUBLIC RECORDS LAW – 1<sup>st</sup> Reading

~~ORD #3: AMENDING CHAPTER 1122 OF THE CODIFIED ORDINANCES – 1<sup>st</sup> Reading~~  
*pulled – not ready*
- X. **NEW BUSINESS**
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

**MINUTES – February 25, 2019**

**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, February 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, Denny Fetzer, Kelly O'Connor, Joe Riffle, Ty Tracy, and Jeff Tate. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, and Karen Schepman.

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

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

**AUDIENCE PARTICIPATION** – None.

**CORRESPONDENCE**- None.

**OLD BUSINESS**- None.

**REPORTS:**

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

**PUBLIC WORKS & MAINTENANCE** – Dunn reported he attended the Woodville Township Trustee meeting regarding options to replace Life Squad 91 when it is pulled from service later this year.

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

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1699 in the amount of \$108,520.19, Tate second. VOTE- Yeas- Tracy, 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:** Will advertise for bid on March 4 and 11 for the Water Treatment Plant project.
- **SEWER DEPT:** No report.
- **ELECTRIC DEPT:** The electric department has been researching a way to modify the antique lights along Main St. Current pricing for those lights would cost \$300 - \$500 to replace those bulbs. They were able to make their own, more efficient retro-fit for less than previously reported (\$120). Will be replacing the globes as well.
- **STREETS:** Received the Tree Assessment report from Stephanie Miller of ODNR regarding the condition of trees throughout the village.
- **OTHER:** The United Methodist Church Missions Project (Food Pantry/Village Garage Upgrade) will be moving forward. They presented a plan to tear down the existing garage and install a new one.
- The recent power outage was a First Energy issue.

**POLICE DEPARTMENT**- Chief Whitehead reported it is time to hold another impound lot auction. He is hoping to have everything organized and ready to go for an April 13 auction.

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

**#1-2019 - AN ORDINANCE ESTABLISHING THE RATE THAT THE VILLAGE OF WOODVILLE WILL PAY FOR POWER AND ENERGY SUPPLIED BY A CUSTOMER TO WOODVILLE ELECTRIC DEPARTMENT – 2<sup>nd</sup> Reading**

Runion presented information on the 2019 Sunshine Laws Certified Training in Perrysburg on April 5 from 9:00am – 12:15pm at Owens Community College. Classes may be completed online as well.

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

**NEW BUSINESS** – None.

**MAYOR'S REPORT**- None.

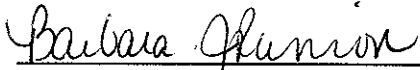
**EXECUTIVE SESSION**- None.

Mayor Harman adjourned the meeting at 7:22pm.

A handwritten signature in cursive script, appearing to read "R. Harman", written in black ink.

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Mayor Richard Harman

A handwritten signature in cursive script, appearing to read "Barbara J. Runion", written in black ink.

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Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**MARCH 25, 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 – March 11, 2019
  - b. Finance Committee Meeting – March 11, 2019
- V. **AUDIENCE PARTICIPATION**
  - a. Mircea Handru – Sandusky Co. Mental Health Levy
- VI. **CORRESPONDENCE**
  - a. Depart. Of Commerce – Liquor Permit renewals
- VII. **OLD BUSINESS**
  - a.
- VIII. **REPORTS** –
  - a. ADMINISTRATIVE & PERSONNEL – Riffle, absent.
  - b. PUBLIC WORKS & MAINTENANCE – Dunn
  - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
  - d. FINANCE – Tracy
    - ~ Finance Ordinance #1701
  - e. PUBLIC SAFETY – Tate
  - f. RECREATION & PARKS DEVELOPMENT – Fetzer
  - g. VILLAGE ADMINISTRATOR – Kruse
    - ~see attachment
  - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**

**RES #2:** NAMING A DESIGNEE FOR THE REQUIRED TRAINING ON PUBLIC RECORDS LAW –  
2<sup>nd</sup> Reading  
**ORD #3:** AMENDING CHAPTER 1122 OF THE CODIFIED ORDINANCES – 1<sup>ST</sup> Reading  
**ORD #4:** AUTHORIZING THE VILLAGE ADMINISTRATOR TO DISPOSE OF, BY PUBLIC  
AUCTION CERTAIN UNNEEDED PERSONAL PROPERTY OF THE VILLAGE OF  
WOODVILLE IN ACCORDANCE WITH OHIO REVISED CODE 721.15(A)  
**ORD #5:** 2019 APPROPRIATIONS
- X. **NEW BUSINESS**
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

## MINUTES – March 11, 2019

### WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, March 11, 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, Joe Riffle, Ty Tracy, and Jeff Tate. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, and Karen Schepman.

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

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

**AUDIENCE PARTICIPATION** – None.

**CORRESPONDENCE**- Mayor Harman shared an email from Glen and Denise Melter requesting permission to put up a tent in Limelite Eagle Park on June 1, 2019. They will be hosting a graduation party at Gamy's Place and would like to set up outdoor games and the tent in the park. Council unanimously approved their request.

**OLD BUSINESS**- None.

#### **REPORTS:**

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

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

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

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1700 in the amount of \$54,110.00, Tate second. VOTE- Yeas- Tracy, Tate, Dunn, Fetzer, O'Connor, and Riffle. Nays- None **MOTION CARRIED 6-0.**

**PUBLIC SAFETY**- Tate – No report.

**RECREATION & PARKS DEVELOPMENT** – Fetzer reported advertising for pool staff will go out soon and meeting with Kruse to organize the 2019 season.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** No report.
- **SEWER DEPT:** Pump #3 to be delivered and installed by March 14. Exploring different pump options with other manufacturers since we continue to have issues with the current ones.
- **ELECTRIC DEPT:** Continue to explore grant opportunities to install and operate electric charging stations for vehicles.
- **STREETS:** No report.
- **OTHER:** 1. Tom Linke has not returned any calls regarding the sale of his land behind the solar field for the future development of new wells. Kruse would like to move forward with purchasing the 40 acres of land located next to the Village vegetation site on Co. Rd 117 for \$5,500.00 per acre. O'Connor made a motion to allow Kruse to enter into a purchase agreement with Dean Gnepper for the 40 acres of land on Co. Rd. 117, Tracy second. VOTE – Yeas – O'Connor, Tracy, Dunn, Fetzer, Riffle, and Tate. Nays – None. **MOTION CARRIED 6-0.**  
2. The Military Banner project is moving forward. Woodmore Schools will allow the use of their poles in the front of the school.  
3. Meeting with GovPayNet as a possible option to be able to accept credit/debit cards for payments to the Village.  
4. We will no longer be participating in the Natural Gas Aggregation Program with IGS Energy. Their rates are no longer competitive with other reputable suppliers.

**POLICE DEPARTMENT**- Chief Whitehead reported:

- Everything will be organized and ready to go for an April 13 vehicle auction.
- Part-time Officer Scott McHugh has resigned.
- Woodville Township Trustees would like to participate in developing access sites (boat launches) along the Portage River. The development committee of this project is requesting letters of support from entities along the Portage River before they move forward with seeking grants to fund the project.

**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 3/11/19 – PAGE 2**

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

ORD #1-2019: ESTABLISHING THE RATE THAT THE VILLAGE OF WOODVILLE WILL PAY FOR POWER AND ENERGY SUPPLIED BY A CUSTOMER TO WOODVILLE ELECTRIC DEPARTMENT – 3<sup>rd</sup> Reading  
Riffle made a motion to adopt Ord. #1-2019, Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Tate, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

RES #2-2019: NAMING A DESIGNEE FOR THE REQUIRED TRAINING ON PUBLIC RECORDS LAW – 1<sup>st</sup> Reading

**NEW BUSINESS** – Council discussed the latest update from the Ohio Municipal League regarding the status of Substitute HB 62 (raising the gas tax).

**MAYOR'S REPORT-** None.

**EXECUTIVE SESSION-** None.

Mayor Harman adjourned the meeting at 7:29pm.



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



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Barbara J. Runion, Fiscal Officer



**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**APRIL 8, 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 – March 25, 2019
  - b. Finance Committee Meeting – March 25, 2019
- V. **AUDIENCE PARTICIPATION**
  - a. Bill Hammer – Sign Grant
  - b. Scout Master Daren Cable & Boy Scouts – Caleb O'Connor, Aidan Cable, Nathan Sedlmeier – Eagle Scout Projects
- VI. **CORRESPONDENCE**
  - a.
- VII. **OLD BUSINESS**
  - a.
- VIII. **REPORTS** –
  - a. ADMINISTRATIVE & PERSONNEL – Riffle, absent.
  - b. PUBLIC WORKS & MAINTENANCE – Dunn
  - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
  - d. FINANCE – Tracy  
~ Finance Ordinance #1702
  - e. PUBLIC SAFETY – Tate
  - f. RECREATION & PARKS DEVELOPMENT – Fetzer
  - g. VILLAGE ADMINISTRATOR – Kruse  
~see attachment
  - h. POLICE DEPARTMENT – Chief Whitehead, absent
- IX. **FISCAL OFFICER'S REPORT**

**RES #2:** NAMING A DESIGNEE FOR THE REQUIRED TRAINING ON PUBLIC RECORDS LAW – 3<sup>rd</sup> Reading

**ORD #3:** AMENDING CHAPTER 1122 OF THE CODIFIED ORDINANCES – 2<sup>nd</sup> Reading

**ORD #7:** AUTHORIZING THE VILLAGE OF WOODVILLE TO PARTICIPATE IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2019
- X. **NEW BUSINESS**
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

ORD #6  
2<sup>nd</sup> Read

## MINUTES – March 25, 2019

### WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, March 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, Denny Fetzer, Kelly O'Connor, Ty Tracy, and Jeff Tate. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, Karen Schepman, Deb Wallace of The Suburban Press, Mayor Quinton Babcock of Oak Harbor, Joshua Randell and Mircea Handru, Executive Director of the Mental Health and Recovery Services Board.

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 held on March 11, 2019 were approved as presented.

**AUDIENCE PARTICIPATION** – Mayor Babcock presented Fiscal Officer Barb Runion with a Certificate of Appreciation for providing financial mutual aid to the Village of Oak Harbor after their Fiscal Officer resigned at the end of 2018.

Mr. Handru presented information regarding the Mental Health & Recovery Levy that is on the May 7 ballot.

Mr. Handru and Mr. Randell exited the meeting at 7:15pm.

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

**OLD BUSINESS**- None.

#### **REPORTS:**

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

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

**ENVIRONMENTAL & COMMUNITY DEVELOPMENT** – O'Connor stated that she has been receiving emails from a resident regarding concerns she has to replace trees that have been removed in recent years. O'Connor was concerned as much of the information she provided was not accurate. Kruse reported that he has also received the emails and has had several conversations with her about her concerns.

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1701 in the amount of \$123,349.92, 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 reported that the applications are starting to come in for the 2019 pool season.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** Held a WTP Improvements Project Pre-Bid meeting on March 20 and it was very well attended. The bid date has been extended until April 4.
- **SEWER DEPT:** Pump #3 was installed on March 14, and start up was successful. The Low Level Mercury sampling has
- **ELECTRIC DEPT:** No report.
- **STREETS:** No report.
- **OTHER:** 1. Development of the property on the South side of West Main St. has been suspended. Dr. Kouba has purchased Dr. Sanders property on the North side of West Main St.  
2. Chuck Henson (Henson Heating & Plumbing) has completed the installation of a new boiler system at the Library. Chuck donated the entire system and labor to install it. Kruse is working with Bill Busdiecker to also upgrade the air conditioning unit at the Library.

**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 3/25/19 – PAGE 2**

**POLICE DEPARTMENT-** Chief Whitehead reported:

- Everything is ready to go for an April 13 vehicle auction. There will be 21 vehicles from the impound lot and 2 utility department vehicles. Auctioneer Ken Belkofer will provide the auction services.

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

**RES #2:** NAMING A DESIGNEE FOR THE REQUIRED TRAINING ON PUBLIC RECORDS LAW – 2<sup>nd</sup> Reading

**ORD #3:** AMENDING CHAPTER 1122 OF THE CODIFIED ORDINANCES – 1<sup>ST</sup> Reading

**ORD #4:** AUTHORIZING THE VA TO DISPOSE OF, BY PUBLIC AUCTION CERTAIN UNNEEDED PERSONAL PROPERTY OF THE VILLAGE OF WOODVILLE IN ACCORDANCE WITH OHIO REVISED CODE 721.15(A) Tate made 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 Ord. #4-2019, Fetzer second. VOTE – Yeas – Tate, Fetzer, Dunn, O'Connor, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

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

**NEW BUSINESS** – None.

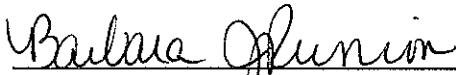
**MAYOR'S REPORT-** Weather permitting volunteers will take down the ice rink on Saturday, March 30.

**EXECUTIVE SESSION-** None.

Mayor Harman adjourned the meeting at 7:29pm.



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Mayor Richard Harman

  
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Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**APRIL 22, 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 – April 8, 2019
  - b. Finance Committee Meeting – April 8, 2019
- 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 – Tracy
    - ~ Finance Ordinance #1703
  - 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 #3: AMENDING CHAPTER 1122 OF THE CODIFIED ORDINANCES – 3<sup>rd</sup> Reading  
ORD #6: AUTHORIZING THE VILLAGE ADMIN TO ENTER INTO A PURCHASE AGREEMENT TO PURCHASE REAL PROPERTY IN WOODVILLE TWP.- 3<sup>RD</sup> Reading  
ORD #8: ESTABLISHING SECTION 135.10 OF THE CODIFIED ORD TO CREATE A CREDIT/DEBIT CARD PAYMENT POLICY  
ORD #9: AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH GOVPAYNET
- X. **NEW BUSINESS** - Next meeting will be on Tuesday, May 14
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

**MINUTES – April 8, 2019**

**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, April 8, 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, Ty Tracy, and Jeff Tate. Also present: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Karen Schepman, Deb Wallace of The Suburban Press, Bill Hammer Woodville Township Trustee, Boy Scouts Aidan Cable, Caleb O'Connor, and Nathan Sedlmeier, Scout Master Daren Cable, Adi & Scott Sedlmeier, and Matt Wise.

Council Member Joe Riffle and Police Chief Roy Whitehead were absent.

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

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

**AUDIENCE PARTICIPATION** – Twp. Trustee Bill Hammer stated that the Twp. will be applying for a grant opportunity from ODOT to obtain funding for new street signs and sign accessories (excluding street name signs). The Village may be included in the grant as it is part of the Township. Kruse will meet with Jim Busdiecker to review the components of the grant.

Mr. Hammer exited the meeting at 7:05pm.

Boy Scouts Nathan Sedlmeier and Aidan Cable presented and reviewed Phase 2 and 3 respectively of the landscape proposals for their Eagle Scout Projects at Limelite Eagle Park on East Main Street. (Attached) Phase 2 will include lamp post lighting matching the ones in Busdiecker (Flag) Park and a concrete patio area that will include 2 picnic tables. Phase 3 will provide a wind breaker of shrubs, plants, and dry riverbed rock. Each phase will cost approximately \$3,000 - \$5,000, and the Scouts will raise the money through fundraisers and/or donations. Construction will begin in early June and should take about 1 month to complete for each phase.

Boy Scout Caleb O'Connor presented and reviewed his Eagle Scout Project to install 3 trees along the riverbed in Trail Marker Park. (Attached) The trees will be planted in an order so that the first letter of the common tree names (**B**ald Cypress, **S**wamp White Oak, and **A**utumn Splendor Buckeye) will stand for BSA or Boy Scouts of America. O'Connor would also like to honor the Trail Marker Park name by bending a branch of one to signify the previous Hackberry trees that were along the river to indicate places to cross the river. He will include a large rock with a name plate on it naming the project.

Scout Master Daren Cable stated that one of the Limelite Eagle Park fundraising ideas was to park cars in Trail Marker Park (East of the Pool) on the night of the fireworks during the 4<sup>th</sup> of July Celebration this summer.

Tracy made a motion to allow the Scouts - Cable, Sedlmeier, and O'Connor to move forward with their Eagle Scout Projects in Limelite Eagle and Trail Marker Parks, Tate second. VOTE – Yeas – Tracy, Tate, Dunn, and Fetzer. Nays – None. Abstain – O'Connor **MOTION CARRIED 4-0-1.**

Daren & Aidan Cable, Caleb O'Connor, and Scott, Adi, and Nathan Sedlmeier exited the meeting at 7:19pm.

**CORRESPONDENCE-** None.

**OLD BUSINESS-** Mayor Harman, Kruse, and John Courtney of Courtney & Associates Public Utility Consulting Firm, will meet with the owner of the Woodville and Genoa McDonald's to discuss the differences in utility costs between the two stores.

**REPORTS:**

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

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

**ENVIRONMENTAL & COMMUNITY DEVELOPMENT** – O'Connor reported that she was recently made aware of the fact that the Village could still qualify as a Tree City without having a Tree Commission. The utilities department would meet the criteria for that portion of the application, but other quotas would have to be met as well.

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1702 in the amount of \$48,246.59, Tate second. VOTE- Yeas- Tracy, Tate, Dunn, Fetzer, and O'Connor. Nays- None **MOTION CARRIED 5-0.**

**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 4/8/19 – PAGE 2**

**PUBLIC SAFETY-** Tate – No report.

**RECREATION & PARKS DEVELOPMENT** – Fetzer reported that lifeguard applications will be accepted until April 15.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** Held a WTP Improvements Project bid opening on April 4. There were 4 bids ranging from \$1.64 million to \$1.99 million. Tom Borck of Poggemeyer Design Group (PDG) is reviewing the bids.
- **SEWER DEPT:** Met with the OhioEPA on April 1 regarding the status of our Long Term Control Plan, the Sewer Separation Improvements Project, and the Combined Sewer Overflow (CSO) closing/Phase 2 Project. There are still 2 CSO's that need to be closed.
- **ELECTRIC DEPT:** No report.
- **STREETS:** Pre-construction meeting is scheduled on April 24 with ODOT for the US Rt. 20/Main St. repaving project.
- **OTHER:** Will be working with Kuhlman on an ordinance allowing an agency to issue permits for oversized/overweight loads on village streets.  
Linda Knudsen would like to purchase different kinds of flower pots and donated them to the Village. The flower pots will be displayed at the Municipal Building and at the Town Hall. Council was appreciative of the donation.
- Our new phone system has been installed.

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

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

**RES #2:** NAMING A DESIGNEE FOR THE REQUIRED TRAINING ON PUBLIC RECORDS LAW – 3<sup>rd</sup> Reading Tate made a motion to adopt Res #2-2019, Tracy second. VOTE – Yeas – Tate, Tracy, Fetzer, Dunn, and O'Connor. Nays – None. **MOTION CARRIED 5-0.**

**ORD #3:** AMENDING CHAPTER 1122 OF THE CODIFIED ORDINANCES – 2<sup>nd</sup> Reading

**ORD #6:** AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A PURCHASE AGREEMENT TO PURCHASE REAL PROPERTY IN WOODVILLE TOWNSHIP, SANDUSKY COUNTY, OHIO – 2<sup>nd</sup> Reading

**ORD #7:** AUTHORIZING THE VILLAGE OF WOODVILLE TO PARTICIPATE IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2019 - Tate made a motion to suspend the rules, Tracy second. VOTE – Yeas – Tate, Tracy, Fetzer, Dunn, and O'Connor. Nays – None. **MOTION CARRIED 5-0.** Tate made a motion to adopt Ord #7-2019, Tracy second. VOTE – Yeas – Tate, Tracy, Fetzer, Dunn, and O'Connor. Nays – None. **MOTION CARRIED 5-0.**

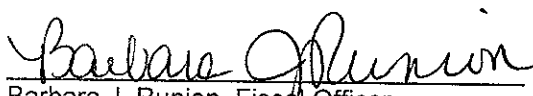
**NEW BUSINESS** – None.

**MAYOR'S REPORT-** No report.

**EXECUTIVE SESSION-** None.

Mayor Harman adjourned the meeting at 7:45pm.

  
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Mayor Richard Harman

  
\_\_\_\_\_  
Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
SPECIAL MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**MAY 14, 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 – April 22, 2019
  - b. Finance Committee Meeting – April 22, 2019
- V. **AUDIENCE PARTICIPATION**
  - a.
- VI. **CORRESPONDENCE**
  - a.
- VII. **OLD BUSINESS**
  - a.
- VIII. **REPORTS** – Devin McNair
  - a. ADMINISTRATIVE & PERSONNEL – Riffle
  - b. PUBLIC WORKS & MAINTENANCE – Dunn
  - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
  - d. FINANCE – Tracy
    - ~ Finance Ordinance #1704
  - 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 #10:** AUTHORIZING THE VA TO ENTER INTO AN AGREEMENT WITH PETERSON CONSTRUCTION COMPANY FOR THE PURPOSE OF PROVIDING CONSTRUCTION OF THE WATER TREATMENT PLANT IMPROVEMENTS – 1<sup>ST</sup> Reading

**ORD #11:** TO ESTABLISH A "PERMIT FEE SCHEDULE" RELATING TO REGIONAL HEAVY HAUL PERMITS ISSUED BY THE VILLAGE OF WOODVILLE – 1<sup>ST</sup> Reading

**ORD #12:** AUTHORIZING THE VA TO ENTER INTO A SERVICE AGREEMENT WITH INTEGRITY PERMITS, LLC TO PROCESS APPLICATIONS AND ADDRESS ISSUES AS DETAILED IN SAID SERVICE AGREEMENT RELATING TO THE MOVEMENT OF OVERSIZE/OVERWEIGHT/NON-CONFORMING VEHICLES AND/OR LOADS ON ROADWAYS UNDER THE JURISDICTION OF THE VILLAGE OF WOODVILLE – 1<sup>ST</sup> Reading

X. **NEW BUSINESS** -

XI. **MAYOR'S REPORT**

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

XIII. **ADJOURNMENT**

## MINUTES – April 22, 2019

### WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, April 22, 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, Joe Riffle, Ty Tracy, and Jeff Tate. Also present: Village Administrator Keith Kruse, Police Chief Roy Whitehead, Solicitor Bob Kuhlman, Karen Schepman, and Deb Wallace of The Suburban Press. Woodmore Superintendent Tim Rettig and Treasurer Dan Russomanno entered the meeting at 7:19pm.

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

Minutes of the Finance Committee and Regular Council meetings held on April 8, 2019 were approved as presented.

**AUDIENCE PARTICIPATION** – None.

**CORRESPONDENCE**- None.

**OLD BUSINESS**- Council discussed the options the Woodville Township Trustees were considering regarding providing or retaining an EMS in Woodville.

#### **REPORTS:**

**ADMINISTRATIVE & PERSONNEL**- Riffle thanked everyone for the sympathy card for his family after the passing of his father.

Riffle reported Kruse has recommended the re- hire of Joel Memmer for the utility position, and Jeff Underwood and Ken Kruse for the grounds and maintenance positions.

Riffle made a motion to hire Joel Memmer at a wage of \$15.50 per hour for the utility position. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Tate, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

Riffle made a motion to hire Jeff Underwood at a wage of \$11.40 per hour for the grounds and maintenance position. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Tate, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

Riffle made a motion to hire Kenneth Kruse at a wage of \$9.75 per hour for the grounds and maintenance position. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Tate, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

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

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

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1703 in the amount of \$106,252.06, Tate second. VOTE- Yeas- Tracy, Tate, Dunn, Fetzer, Riffle, and O'Connor. Nays- None **MOTION CARRIED 6-0.**

**PUBLIC SAFETY**- Tate – No report.

**RECREATION & PARKS DEVELOPMENT** – Fetzer reported that there are 10 lifeguard applications turned in.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** Poggemeyer Design Group (PDG) issued a letter of recommendation to award the Water Treatment Plant Improvements Project to Peterson Construction Company with a base bid of \$1,630,140.00 plus Alternate No. 1 for \$110,000.00. Total project cost of \$1,740,140.00. (Bid result sheets attached). O'Connor made a motion to accept the base bid plus alternate #1 from Peterson Construction Company in an amount not to exceed \$1,740,140.00. Riffle second. VOTE – Yeas – O'Connor, Riffle, Dunn, Fetzer, Tate, and Tracy. Nays – None. **MOTION CARRIED 6-0.**
- **SEWER DEPT:** Continue to investigate where sewage is coming from at the Combined Sewer Overflow #11. Two sewers have been removed on First Street.
- **ELECTRIC DEPT:** AMP's CEO Marc Gerken will retire in 2020.  
Met with McDonald's owner Brian MacKenzie, along with Matt MacKenzie, John Courtney, and Mayor Harman regarding the electric cost differences between his Woodville and Genoa stores.  
John Courtney has recommended doing a rate study for the electric.
- **STREETS:** Will be submitting items to the Township to include in their Sign Grant from ODOT.
- **OTHER:** Will be clearing the ditch line south of the Municipal Building back to the ball diamonds.  
Meeting with Martin Marietta regarding the annexation of their property, along with the possibility of extending village utilities to the property.



**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 4/22/19 – PAGE 2**

**POLICE DEPARTMENT-** Chief Whitehead presented and reviewed the March Activity Report (attached)

Wallace exited the meeting at 7:22pm.

Woodmore Superintendent Tim Rettig and Treasurer Dan Russomanno presented a fact sheet on the upcoming Emergency Levy Renewal. Both Mr. Rettig and Mr. Russomanno answered questions regarding the levy information. Rettig and Russomanno exited the meeting at 7:36pm.

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

**ORD #3:** AMENDING CHAPTER 1122 OF THE CODIFIED ORDINANCES – 3<sup>rd</sup> Reading. Riffle made a motion to adopt Ord #3-2019, Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Tate, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

**ORD #6:** AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A PURCHASE AGREEMENT TO PURCHASE REAL PROPERTY IN WOODVILLE TOWNSHIP, SANDUSKY COUNTY, OHIO – 3<sup>rd</sup> Reading. O'Connor made a motion to adopt Ord #6-2019, Tate second. VOTE – Yeas – O'Connor, Tate, Dunn, Fetzer, Riffle, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

**ORD #8:** ESTABLISHING SECTION 135.10 OF THE CODIFIED ORDINANCES TO CREATE A CREDIT/DEBIT CARD PAYMENT POLICY. O'Connor made a motion to suspend the rules, Tracy second. VOTE – Yeas – O'Connor, Tracy, Dunn, Fetzer, Riffle, and Tate. Nays – None. **MOTION CARRIED 6-0.** O'Connor made a motion to adopt Ord. #8 – 2019, Tracy second. VOTE – Yeas- O'Connor, Tracy, Dunn, Fetzer, Riffle, and Tate, Nays – None. **MOTION CARRIED 6-0.**

**ORD #9:** AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH GOVPAYNET. O'Connor made a motion to suspend the rules, Tracy second. VOTE – Yeas – O'Connor, Tracy, Dunn, Fetzer, Riffle, and Tate. Nays – None. **MOTION CARRIED 6-0.** O'Connor made a motion to adopt Ord. #9 – 2019, Tracy second. VOTE – Yeas- O'Connor, Tracy, Dunn, Fetzer, Riffle, and Tate. Nays – None. **MOTION CARRIED 6-0.**

**NEW BUSINESS** – Mayor Harman reminded everyone that the next meeting will be held on Tuesday, May 14 at 7:00pm.

**MAYOR'S REPORT-** No report.

**EXECUTIVE SESSION-** None.

Mayor Harman adjourned the meeting at 7:45pm.

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

  
\_\_\_\_\_  
Barbara J. Runion, Fiscal Officer

## BID TABULATION

**Woodville Water Treatment Plant Improvements**

Job Number: 201000-00076

Bids Received: Thursday, April 4, 2019 at 12:00 Noon  
Engineer's Estimate: \$1,490,000Poggenmeyer Design Group, Inc.  
1168 North Main Street  
Bowling Green, Ohio 43402Peterson Construction Company  
18817 State Route 504 North  
P.O. Box 2848  
Maple Heights, Ohio 45895-0558RMF Noote, Inc.  
915 Matzinger Road  
Toledo, Ohio 43612

Ref. No.	Description	Estimated Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price
1	<b>Base Bid</b>						
	General Contract - Woodville WTP Improvements as per Contract Documents and Specifications						
2	(Allowance)	1	L.S.	\$1,520,000.00	\$1,520,000.00	\$1,620,708.00	\$1,620,708.00
		1	L.S.	\$110,140.00	\$110,140.00	\$110,140.00	\$110,140.00
	<b>CORRECTED BID PRICE</b>						
	<b>BID PRICE AS SUBMITTED</b>				<b>\$1,630,140.00</b>		<b>\$1,730,848.00</b>
	<u>Alternate No. 1 -Clarifier Rehabilitation</u>						
A1	Clean and Paint Interior (Alternate)	1	L.S.	\$85,000.00	\$85,000.00	\$85,553.00	\$85,553.00
B1	Clean and Paint Exterior (Alternate)	1	L.S.	\$15,000.00	\$15,000.00	\$26,596.00	\$26,596.00
C1	Injection Grout Foundation (Alternate)	1	L.S.	\$10,000.00	\$10,000.00	\$17,850.00	\$17,850.00
	<b>CORRECTED BID PRICE</b>						
	<b>BID PRICE AS SUBMITTED</b>				<b>\$110,000.00</b>		<b>\$129,999.00</b>
	<b>BID BOND</b>				<b>Yes</b>		<b>Yes</b>

# BID TABULATION

## Woodville Water Treatment Plant Improvements

Job Number: 201000-00076

Bids Received: Thursday, April 4, 2019 at 12:00 Noon

Engineer's Estimate: \$1,490,000

Pogemeyer Design Group, Inc.  
1168 North Main Street  
Bowling Green, Ohio 43402

Mosser Construction, Inc.  
122 South Wilson Avenue  
Fremont, Ohio 43420

R.G. Zachrich Construction, Inc.  
10105 Haller Street  
Defiance, Ohio 43512

Ref. No.	Description	Estimated Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price	Average
1	<u>Base Bid</u> General Contract - Woodville WTP Improvements as per Contract Documents and Specifications	1	L.S.	\$1,800,000.00	\$1,800,000.00	\$1,881,400.00	\$1,881,400.00	\$1,705,527.00
2	(Allowance)	1	L.S.	\$60.00	\$110,140.00	\$110,140.00	\$110,140.00	\$82,620.00
	<b>CORRECTED BID PRICE</b>							
	<b>BID PRICE AS SUBMITTED</b>				\$1,910,140.00		\$1,991,540.00	
	<u>Alternate No. 1 - Clarifier Rehabilitation</u>							
A1	Clean and Paint Interior (Alternate)	1	L.S.	\$98,000.00	\$98,000.00	\$154,400.00	\$154,400.00	\$105,738.25
B1	Clean and Paint Exterior (Alternate)	1	L.S.	\$35,000.00	\$35,000.00	\$14,200.00	\$14,200.00	\$22,699.00
C1	Injection Grout Foundation (Alternate)	1	L.S.	\$35,000.00	\$35,000.00	\$7,900.00	\$7,900.00	\$17,687.50
	<b>CORRECTED BID PRICE</b>							
	<b>BID PRICE AS SUBMITTED</b>				\$168,000.00		\$176,500.00	
	<b>BID BOND</b>				Yes		Yes	