

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
MAY 22, 2023 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on May 8, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a.
- VIII. **OLD BUSINESS**
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~Finance Ordinance #1793
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
 - ~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**

RES #13: TO AUTHORIZE AN APPLICATION FOR THE OTTAWA-SANDUSKY-SENECA (OSS)
SOLID WASTE GRANT PROGRAM
ORD #14: APPROVING THE 2023 CODIFIED ORDINANCE UPDATES
- XI. **NEW BUSINESS**
 - a.
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – May 8, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, May 8, 2023 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Earl Ransom, Joe Riffle, and Tammi Throop. Administration: Village Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Audience: Deb Wallace of the Suburban Press. Village Administrator Tom Brickley entered the meeting at 7:03pm

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

Minutes of the Finance Committee and Regular Council meetings on April 24, 2023 were approved as presented.

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- None

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report.

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported the new business coming to the old CVS building is hoping for a September opening. Del's will be eventually closing for good. They have advertised limited hours and a storewide 20% off sale. NeNe's Sweet Treats has advertised a soft opening date of May 26.

FINANCE – Throop made a motion to adopt Finance Ordinance #1792 in the amount of \$49,201.20 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Ransom, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Fetzer - No report.

RECREATION & PARKS DEVELOPMENT – 1. Ransom reported that only one application was received for the lifeguard positions this year, and she was not certified. Last year's lifeguards that spoke of returning never turned in applications, and a couple of those would also need to be recertified this year.

Unfortunately, without the firm commitment from previous lifeguard 's, and no other applications, we have no choice but to keep the pool closed this season.

Ransom made a motion to not open the pool for the 2023 season. O'Connor second. VOTE – Yeas – Ransom, O'Connor, Dunn, Fetzer, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0**

2. Ransom reported he will be attending the Sandusky County Communities Foundation mandatory grant seeker meeting in July.

VILLAGE ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** 1. Will be cleaning the clarifier this week. 2. The Waterline Improvements and new Water Tower Projects will both be going out for bid sometime in September.
- **SEWER PLANT:** 1. Letters have been mailed out to the residents located in Phase I to schedule their inspection appointments for the Inflow and Infiltration (I & I) issues throughout the village. The village will be divided into six phases and during the inspections, we will also be identifying their waterline material (copper, lead, galvanized) in order to complete a survey required by the EPA. 2. Working with Rospert's to determine the location of the sewer lines in the rear of properties along the west side of Lueke Ave. The Rospert's would like to develop the area, and the village needs to separate that sewer as part of correcting an I & I issue in that phase.
- **ELECTRIC DEPT:** A Teams meeting has been scheduled for Friday, May 12 with representatives from First Energy, Solar Planet and AMP to discuss the proposed costs associated with the Detailed Load Study (DLS) contract requirements by First Energy.
- **STREETS:** 1. Four water hydrants have been installed in Trail Marker Park (TMP) for use by the 4th of July Celebration Committee. 2. The 20mph sign at Solomon Schools is not working properly. New lights are not scheduled to be installed until late fall.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 5/08/2023 – PAGE 2

VILLAGE ADMINISTRATOR – Brickley reported: (continued)

- **PARKS & REC:** 1. Checking into surveillance cameras for TMP, several areas at the Municipal Building, and at the Police Department. 2. The High Service Building project in Veterans Park is moving forward. 3. New landscaping will be installed at H. W. Busdiecker Park (Flag Park) after the 4th of July. The landscaping costs have been generously donated by the Woodville Garden Club.
- **PROJECTS:** 1. Freedom Roofing replaced the Police Department roof and unfortunately when the AC unit was removed, the condenser fell apart. Bill Busdiecker has been contacted to quote the replacement of the unit.

POLICE DEPARTMENT- Chief Whitehead reported:

- Hoping to have a new part-time hire for the next meeting
- Checking into attending a Flood Zone Administrator certification class in August
- Working on a safety issue with the parking on Second Street
- Regrettably accepted the resignation of Part-Time Officer Kevin Smith. Smith was promoted in his current job and can not continue to work for the village.

SOLICITOR – Kuhlman – No report.

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

ORD#10: AUTHORIZING THE VA AND FO TO ENTER INTO CONTRACT WITH CIVICA NORTH AMERICA (CIVICA) FOR THE PURPOSE OF UPGRADING THE VILLAGE SOFTWARE SYSTEMS AND SERVICES – 3rd Reading. Fetzer made a motion to adopt Ordinance #10-2023. Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

RES#12: A RESOLUTION TO ADOPT THE SOLID WASTE MANAGEMENT PLAN FOR THE OTTAWA-SANDUSKY-SENECA (OSS) JOINT SOLID WASTE MANAGEMENT DISTRICT Fetzer made a motion to suspend the rules. Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.** Fetzer made a motion to adopt Resolution #12-2023. Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

NEW BUSINESS – Discussed ways to better advertise village events to other communities.


EXECUTIVE SESSION – None

MAYOR'S REPORT- Mayor Tracy reported:

- Attended the Sandusky County Visitor's Bureau meeting. They are discussing the development of a huge sports complex in order to host local/travel league sports tournaments. They are also preparing for the Solar Eclipse event in April of 2024. Hotels in the area have already increased rates for the event.
- Attended the Economic Development Corporation meeting this week, and the business owners in attendance are all having the same issues with obtaining and keeping a good work force.
- Woodmore Schools will be hosting a Legislative Day on May 15. Mayor Tracy and Chief Whitehead will attend.

The next Finance Committee and Council meetings will be held on May 22, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:03pm.



Mayor Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
JUNE 12, 2023 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on May 22, 2023
 - b. Public Safety & Admin & Personnel Committee meetings on May 30, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a. Clark Allen – Sewer inspection
- VII. **CORRESPONDENCE**
 - a.
- VIII. **OLD BUSINESS**
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop, absent
Fetzer - Finance Ordinance #1794
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**

ORD #15: AUTHORIZE THE VA AND FO TO ENTER INTO AN AGREEMENT WITH STATEWIDE FORD TO PURCHASE TWO 2023 FORD EXPLORER POLICE VEHICLES
- XI. **NEW BUSINESS**
 - a.
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – May 22, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, May 22, 2023 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Earl Ransom, Joe Riffle, and Tammi Throop. Administration: Village Administrator Tom Brickley, Village Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Audience: Deb Wallace of the Suburban Press.

Jameson Wegman entered the meeting at 7:02pm

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

Minutes of the Finance Committee and Regular Council meetings on May 8, 2023 were approved as presented.

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- Mayor Tracy shared an invitation to the Sandusky County Communities Foundation annual breakfast meeting on June 6 at 8:00am.

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report.

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

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

FINANCE – Throop made a motion to adopt Finance Ordinance #1793 in the amount of \$134,242.47 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Ransom, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Fetzer - No report.

RECREATION & PARKS DEVELOPMENT – 1. Ransom reported that Brickley has received quotes for pet waste dispensers and a large acknowledgement board to submit to the Ottawa-Seneca-Sandusky (OSS) Solid Waste District Grant program.

2. Council discussed, at great length, the social media uproar due to the pool being kept closed this year. Council will gratefully accept and consider all proposed ideas for generating more lifeguard applicants next year, however those ideas must be offered by contacting any village official – not via social media.

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** Due to the issues with lime sludge back up at the United Methodist Church, we are considering the costs to reuse the filter/clarifier wash tank for future cleanings of the clarifier.
- **SEWER PLANT:** 1. Letters have been mailed out to the residents located in Phase I to schedule their inspection appointments for the Inflow and Infiltration (I & I) issues throughout the village and inspections started today. No violations were found with the 5 inspections finished today.
- **ELECTRIC DEPT:** Attended the Teams meeting on Friday, May 12 with representatives from First Energy, Solar Planet engineers, John Courtney & Associates, and AMP to discuss the proposed costs associated with the Detailed Load Study (DLS). AMP provided a cost to do the DLS of \$316,000, sharing the costs, our costs would be approximately \$128,000. We are still questioning some line items in the cost estimate.
- **STREETS:** Working on concrete (sidewalks & curbs) fixes throughout the village. The street sweeper was out today getting the streets ready for the Memorial Day holiday. 8
- **PARKS & REC:** 1. The High Service Building project in Veterans Park will be complete by Memorial Day 2. The Pickle Ball Court is expected to be complete by the end of next week.
- **PROJECTS:** Should be receiving the draft prints from Kleinfelder for the Waterline Project/Phase 3 within the next 2 weeks.
- **FYI:** 1. Installing a new A/C unit at the Police Department. 2. Equipment is ready for mosquito spraying.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 5/22/2023 – PAGE 2

POLICE DEPARTMENT- Chief Whitehead reported:

- Memorial Day parade begins at 8:30am. Looking for volunteers to help with road closures.
- Will be implementing No Parking on the north side of Second Street to provide a safer route for traffic going to and from the school.
- Getting documents prepared for the new police cars.

SOLICITOR – Kuhlman reported that Judge Fiser will be appointing the new judge soon.

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

RES#13: A RESOLUTION AUTHORIZING AN APPLICATION FOR THE OTTAWA-SANDUSKY-SENECA (OSS) JOINT SOLID WASTE DISTRICT GRANT PROGRAM Fetzer made a motion to suspend the rules. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.** Fetzer made a motion to adopt Resolution #13-2023. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None **MOTION CARRIED 6-0.**

ORD#14: APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF WOODVILLE, OHIO AND DECLARING AN EMERGENCY O'Connor made a motion to suspend the rules. Fetzer second. VOTE – Yeas – O'Connor, Fetzer, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.** O'Connor made a motion to adopt Ordinance #14-2023. Fetzer second. VOTE – Yeas – O'Connor, Fetzer, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

NEW BUSINESS – None.


EXECUTIVE SESSION – None

MAYOR'S REPORT- Mayor Tracy reported:

- Woodmore Schools hosted a Legislative Day on May 15. Mayor Tracy and Chief Whitehead attended, as well as many other State dignitaries.
- Will attend the Sandusky County Visitor's Bureau meeting this week
- Will attend the mayor's meeting with the Woodmore Superintendent in June.

The next Finance Committee and Council meetings will be held on June 12, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:05pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
JUNE 26, 2023 – 7:00 p.m.

- I. **CALL TO ORDER** – Council President Joe Riffle
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Council President Joe Riffle
- V. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on June 12, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a. Food Pantry – Open House & Stuff the Pantry Event. July 9 Noon – 2pm.
- VIII. **OLD BUSINESS**
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~Finance Ordinance #1795
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
 - ~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – June 12, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, June 12, 2023 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Earl Ransom, and Joe Riffle Administration: Village Administrator Tom Brickley, Village Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Audience: Karen Schepman, Clark Allen, Pastor Alan Brown, and Deb Wallace of the Suburban Press.
Council Member Tammi Throop was absent.

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

Minutes of the Finance Committee and Regular Council meetings on May 22, 2023, and the Public Safety & Admin & Personnel Committee meetings on May 30, 2023 were approved as presented.

AUDIENCE PARTICIPATION – Clark Allen stated that the village has found his property (560 Pemberville Rd) to be in violation after conducting the sanitary and storm water line inspection. Allen gave detailed information regarding his property and that he was told by the previous owner this property was exempt from having to comply with the sewer separation project, as it was already separated. Brickley explained to him that the violations were for the sump pump discharging into the sanitary line along with the garage floor drain, washer and scrub sink dispensing into the sump pump. The garage floor drain, washer, and scrub sink in basement all need removed from the sump and replumbed into the sanitary sewer via lift station / grinder pump. Allen also raised concerns regarding meeting the 30-day requirement to have the violations satisfied. Brickley suggested that if he cannot meet the requirements, that he keep the village informed of his progress to avoid any further action.
Allen exited the meeting at 7:25pm

Pastor Alan Brown questioned what could be done to avoid having the community pool being closed again next year. O'Connor described the process to get the pool open, with number one being certified (or willing to get certified) lifeguard applicants. Pastor Brown will encourage those who he encounters to become a certified lifeguard for a summer job opportunity.
Pastor Brown exited the meeting at 7:35pm.

CORRESPONDENCE- Mayor Tracy shared a letter from the Sandusky County Communities Foundation highlighting their community impact as they celebrate their 25th Anniversary.

OLD BUSINESS- Dunn questioned if the village would be participating in the April 2024 solar eclipse event. The Woodville Business & Community Association (WBCA) will be discussing and organizing event details. Their next meeting is June 15.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report.

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

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

1. Fetzer stated that NeNe's Sweets had a Grand Opening celebration.
2. Mayor Tracy has been approached about implementing the new concept for outdoor dining and drinking called DORA (Designated Outdoor Refreshment Area). Chief Whitehead did not see DORA being a worthwhile option for our community without having certain businesses connected in the downtown area.

FINANCE – Throop – absent. Fetzer made a motion to adopt Finance Ordinance #1794 in the amount of \$86,183.61 Ransom second. VOTE-Yeas- Fetzer, Ransom, Dunn, O'Connor, and Riffle. Nays- None **MOTION CARRIED 5-0.**

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 6/12/2023 – PAGE 2

PUBLIC SAFETY- Fetzer - No report. Mayor Tracy made a recommendation to council to appoint Jerald Darow as a Full-time officer with 1 week (40 hrs) of vacation time for 2023, 2 weeks (80hrs) of vacation beginning January 1, 2024 at a wage of \$19.00 per hour retroactive to June 5, 2023 plus all other eligible benefits per the village Personnel Policy Manual (PPM). Mayor Tracy stated the final appointment of Officer Darow will be contingent on passing the Ohio Police & Fire physical and successfully completing a 6-month probation.

O'Connor made a motion to accept Mayor Tracy's recommendation to appoint Jerald Darow as a Full-time officer with 1 week (40 hrs.) vacation for 2023, and 2 weeks (80hrs) beginning January 1, 2024, plus all other eligible benefits per the village PPM and at a wage of \$19.00 per hour retroactive to June 5, 2023 contingent on passing the Ohio Police & Fire physical and completing a successful 6-month probation. Riffle second. VOTE-Yeas-O'Connor, Riffle, Dunn, Fetzer, and Ransom. Nays – None. **MOTION CARRIED 5-0.**

RECREATION & PARKS DEVELOPMENT – Ransom stated the Pickle Ball court looks great and has been used a lot.

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** No report
- **SEWER PLANT:** 1. The USEPA rejected the villages Corrective Action Plan stating they need more detailed information for 6 items in the plan. Working with a new Kleinfelder engineer on this.
2. The sewer inspections started on May 22nd. We have inspected 57 homes and 15 violations were found from those inspections. Most violations are sump pump related.
- **ELECTRIC DEPT:** AMP forwarded an email from First Energy mandating a 90-day requirement to install the required equipment listed in the Detailed Load Study (DLS). Spoke with John Courtney and Bob Kuhlman to provide a contract for Solar Planet to hopefully pay for the village's portion of the shared costs for this project with AMP.
- **STREETS:** No report
- **PARKS & REC:** 1. The Pickle Ball Court is complete and is already being used by many. 2. The High Service Building mural in Veterans Park was revealed during the Memorial Day Service. We have received numerous compliments and overall, a very positive community response. 3. New hydrants have been installed in Trail Marker Park to satisfy the water requirements from the Sandusky County Health Department for the 4th of July Celebration vendor area.
- **PROJECTS:** Received the draft prints from Kleinfelder for the Waterline Project/Phase 3.
- **FYI:** 1. Mosquito spraying will start the week of June 19, weather permitting. 2. The Township will mow the river bank with their boom truck before the 4th of July celebration begins in Trail Marker Park.
3. Employees have requested that the overtime policy be reviewed to consider vacation time as time worked in a week when working over 40 hours in a week and/or working over 8 hours in any day. An Administrative and Personnel committee meeting will be held to discuss the requests.

POLICE DEPARTMENT- Chief Whitehead reported:

- Mayor Tracy made a recommendation to council to promote from the Auxiliary and appoint Lonnie Fosnight, Jr. as a Part-time officer at a wage of \$15.00 per hour retroactive to May 30, 2023. Mayor Tracy stated the final appointment of Officer Fosnight will be contingent on successfully completing a 6-month probation.
Fetzer made a motion to accept Mayor Tracy's recommendation to appoint Lonnie Fosnight, Jr. as a Part-time officer at a wage of \$15.00 per hour retroactive to May 30, 2023 contingent on completing a successful 6-month probation. O'Connor second. VOTE-Yeas- Fetzer, O'Connor, Dunn, Ransom, and Riffle, Nays – None. **MOTION CARRIED 5-0.**
- The new police cars have been delivered.
- Will be implementing No Parking on the north side of Second Street to provide a safer route for traffic going to and from the school.

SOLICITOR – Kuhlman reported the new school zone laws are being enforced.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 6/12/2023 – PAGE 3

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

ORD #15: AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH STATEWIDE FORD FOR THE PURPOSE OF PURCHASING TWO 2023 FORD EXPLORERS FOR THE VILLAGE OF WOODVILLE AND DECLARING AN EMERGENCY Fetzer made a motion to suspend the rules. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, and Riffle. Nays – None. **MOTION CARRIED 5-0.** Fetzer made a motion to adopt Ordinance #15-2023. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, and Riffle. Nays – None **MOTION CARRIED 5-0.**

NEW BUSINESS – Chief Whitehead stated the old Bowling Alley has been sold. It will be for private use by the new owners.

MAYOR'S REPORT- Mayor Tracy reported:

- Reminder to check with the WBCA if interested in participating or volunteering for the 2024 Solar Eclipse Street Fair.
- The 4th of July Celebration will be held June 29 – July 1. Mayor Tracy will pick a date to volunteer at the Big 6 wheel again this year for council members who would like to help.

EXECUTIVE SESSION – O'Connor made a motion to enter executive session to consider the sale of public property at 8:22pm, Dunn second. VOTE – Yeas - O'Connor, Dunn, Fetzer, Ransom, and Riffle. Nays – None.

MOTION CARRIED 5-0

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

Karen Schepman and Deb Wallace exited the meeting at 8:22pm.

Council entered open session at 8:33pm.

The next Finance Committee and Council meetings will be held on June 26, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:34pm.


Mayor Ty Tracy


Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
JULY 10, 2023 – 7:00 p.m.

- I. **CALL TO ORDER** – Council President Joe Riffle
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Council President Joe Riffle
- V. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on June 26, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a.
- VIII. **OLD BUSINESS**
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- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~Finance Ordinance #1796
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
 - ~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman, absent
- X. **FISCAL OFFICER'S REPORT**
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – June 26, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, June 26, 2023 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Council President Pro Tem Joe Riffle, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Earl Ransom, and Tammi Throop. Administration: Village Administrator Tom Brickley, Village Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Audience: Karen Schepman and Deb Wallace of the Suburban Press.
Mayor Ty Tracy was absent.

Council President Joe Riffle called the meeting to order and led the Pledge to the Flag.

Minutes of the Finance Committee and Regular Council meetings on June 12, 2023 were approved as presented.

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- Council President Joe Riffle shared an invitation to the Food Pantry's Open House on July 9, 2023 from Noon – 2:00pm. There will be a blessing of the new storage space, hot dogs & chips, and bring a food item to be entered into a raffle for a gas gift card.

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report.

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

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

FINANCE – Throop made a motion to adopt Finance Ordinance #1795 in the amount of \$95,715.39 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, and Ransom. Nays- None **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Fetzer - No report. Chief Whitehead asked for council's help in closing off streets during the Grand Parade on Saturday July 1.

RECREATION & PARKS DEVELOPMENT – Ransom reported:

- The Food Pantry staff would like permission to place signs in the street right-of-way the day of the Open House. Council had no issue with temporary signs and offered several suggestions to help make signage.
- The Food Pantry staff wanted to thank Officer Will Darling for helping distribute the food this month.
- Rene Dix is still needing help at the Bingo tent.
- The Community Labor Day Picnic will not be held this year. Ransom will explore options to continue this community event next year.
- Will attend the Sandusky County Communities Foundation Grant meeting on July 20.
- There is a small group from the Woodville Business & Community Association (WBCA) working on organizing a street fair to be held during the solar eclipse in April of 2024.

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** 14 ton of lime was removed from the lagoon.
- **SEWER PLANT:** 1. The sewer inspections update: We have inspected 117 homes and 19 addresses have 29 violations, with 5 of those 19 already resolved by the homeowners. Most violations are sump pump related. 2. The USEPA rejected the villages Corrective Action Plan stating they need more detailed information for 6 items in the plan. The information is due to them by July 10. Working with a new Kleinfelder engineer on this.
- **ELECTRIC DEPT:** Working with John Courtney and Bob Kuhlman to provide a contract to Solar Planet to pay for the village's portion of the shared costs for the required equipment installation list in the Detailed Load Study (DLS) from First Energy.
- **STREETS:** Will be running the street sweeper this week throughout the village – weather permitting.
- **PARKS & REC:** 1. On June 15 and 16, Freedom Roofing donated the entire costs of labor and materials to replace the roofs on the Shelter House, the restrooms, and the Scout House in Trail Marker Park. 2. Trail Marker Park is ready for the annual celebration from June 29 and July 1.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 6/26/2023 – PAGE 2

ADMINISTRATOR – Brickley reported, continued:

- **PROJECTS:** Received the draft prints from Kleinfelder for the Waterline Project/Phase 3. Working with them on the corrections.

POLICE DEPARTMENT- Chief Whitehead reported:

- All Officers are scheduled to provide the security for the celebration.
- Officer Darling applied for a grant through the Attorney General's Office to cover the costs for all new vests. We were awarded the grant and will only need to pay a co-pay of \$3,500 out of \$14,000.

SOLICITOR – Kuhlman reported he has provided a rough draft contract to John Courtney for review regarding the Solar Planet assuming shared costs for the required equipment installation list as noted in the DLS from First Energy.

FISCAL OFFICER- Runion – No report.

NEW BUSINESS – None

MAYOR'S REPORT- Runion reported for Mayor Tracy: Mayor Tracy and council members Dunn and Fetzer will be at the Big 6 Wheel during the celebration on June 29 from 7:00 – 9:00pm. Please join them if you can, or consider volunteering at one of the other tents.

EXECUTIVE SESSION – None

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

Council President Riffle adjourned the meeting at 7:34pm.



Joe Riffle, Council President



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
JULY 24, 2023 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on July 10, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a.
- VIII. **OLD BUSINESS**
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
~Set committee meeting for annual employee evaluations
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
~Finance Ordinance #1797
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**
 - ORD #16: AMENDING THE VILLAGE OF WOODVILLE WATER RATES – 1ST READING
 - ORD #17: AMENDING THE VILLAGE OF WOODVILLE SEWER RATES – 1ST READING
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

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

Minutes of the Regular Meeting of Woodville Village Council held on Monday, July 10, 2023 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Council President Pro Tem Joe Riffle, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Earl Ransom, and Tammi Throop. Administration: Village Administrator Tom Brickley and Fiscal Officer Barb Runion. Audience: Karen Schepman and Deb Wallace of the Suburban Press. Chief Roy Whitehead entered the meeting at 7:02pm Mayor Ty Tracy and Village Solicitor Bob Kuhlman were absent.

Council President Joe Riffle called the meeting to order and led the Pledge to the Flag.

Minutes of the Finance Committee and Regular Council meetings on June 26, 2023 were approved as presented.

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- None

OLD BUSINESS- Brickley reported he has reached out to FEMA (Federal Emergency Management Agency) regarding the use of the concrete pad leftover from the tear down of the house on S. Perry Street. FEMA stated an application process is required including a drawing, with details of use, must be submitted to them for approval.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report.

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

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

FINANCE – Throop made a motion to adopt Finance Ordinance #1796 in the amount of \$114,840.96 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, and Ransom. Nays- None **MOTION CARRIED 5-0.**

A Public Hearing was held at 6:45pm tonight, July 10, regarding the 2024 Village Tax Budget. There was no audience participation. Throop made a motion to adopt the 2024 Tax Budget, Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, and Ransom. Nays- None. **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Fetzer - No report. Chief Whitehead reported the following:

- The 4th of July Celebration went well.
- One of the new cars is in service.

RECREATION & PARKS DEVELOPMENT – Ransom reported:

- The Woodville Business & Community Association (WBCA) is working on organizing a street fair to be held on April 7 from Noon – 5pm during the solar eclipse in 2024.
- The Food Pantry Open House on July 9 was very nice and well attended.

ADMINISTRATOR – Brickley reported:

- Discussion regarding the future development of Victoria Place Street, which will include utilities and housing. Chief Whitehead exited the meeting at 7:20pm.
- **WATER PLANT:** 1. The leak in Filter #1 remains the same. 2. Council discussed the color/logo for the new water tower, and agreed to keep it the same as the current one - tan/beige color with green lettering – “Woodville Established 1836”
- **SEWER PLANT:** 1. The Corrective Action Plan (CAP) was resubmitted today to include the addition of the waterline replacement on Water Street. In order to implement the suggested sewer treatment plant improvements, water is needed to flush the filters. Currently there is no water source available at the plant. The total project costs will increase from \$2 million to \$7.3 million. 2.The sewer inspections update – PH 1: We have inspected 203 homes and 20 addresses have 31 violations. Phase 2 letters have been mailed to residents and those inspections will begin this week.
- **ELECTRIC DEPT:** The Detailed Load Study (DLS) contract was forwarded to Solar Planet.
- **STREETS:** Getting forms ready for new curbs and sidewalks to be poured soon.
- **PARKS & REC:** New landscaping has been installed at H.W. Busdiecker Park (Flag Park). The landscaping was paid for by the Woodville Garden Club.
- **PROJECTS:** The Waterline Project/Phase 3 schedule has been delayed and is now to begin in early 2024.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 7/10/2023 – PAGE 2

POLICE DEPARTMENT- Chief Whitehead reported during Public Safety.

SOLICITOR – Kuhlman - No report, absent

FISCAL OFFICER- Runion – No report.

NEW BUSINESS – None

MAYOR'S REPORT- Riffle reported the 4th of July Celebration went well. The fireworks were set off early due to the impending stormy weather.


EXECUTIVE SESSION – None

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

Council President Riffle adjourned the meeting at 7:45pm.



Joe Riffle, Council President



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
AUGUST 14, 2023 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on July 24, 2023
 - b. Admin & Pers Committee meeting on August 7, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a. Sandusky Co. Visitor's Bureau – Guide book sponsor
- VIII. **OLD BUSINESS**
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
~2023 Employee wage increases ~Hire Troy Turner - Mower
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
~Finance Ordinance #1798
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
~ Reminder Kick ball w/Cops Aug. 18 11-1 at TMP
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**

ORD #16: AMENDING THE VILLAGE OF WOODVILLE WATER RATES – 2nd READING
ORD #17: AMENDING THE VILLAGE OF WOODVILLE SEWER RATES – 2nd READING
RES #18: ACCEPTING THE AMOUNTS AND RATES SET BY THE BUDGET COMM
ORD#19: SETTING NEW PAY RANGES FOR VILLAGE PERSONNEL
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
 - ~Received Woodville Golf Outing donation
 - ~Proclamation – Myles Byrd
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

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

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

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

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

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- None

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle requested the committee meeting to review evaluations be set for August 7 at 7:00pm

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor reported: 1. North Branch Nursery will be replacing 3 or 4 plants in the new landscaping at H.W. Busdiecker Park (Flag Park). 2. Fixed the pickle ball court net, after a resident had reported that it was broken. 3. Discussed seating options for the pickle ball court area.

FINANCE – Throop made a motion to adopt Finance Ordinance #1797 in the amount of \$189,230.09 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Ransom, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Fetzer - No report.

RECREATION & PARKS DEVELOPMENT – Ransom reported:

- Ransom and Kris Gerwin attended the Sandusky County Communities Foundation Grant meeting on July 20 to review the specifics of applying for their grant.

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** We lost the motor that transfers lime from the silo to the lime batch tank.
- **SEWER PLANT:** The sewer inspections update – PH 2: 158 total addresses. We have inspected 55 homes and have found 3 violations.
- **ELECTRIC DEPT:** 1. Encompass has submitted Detailed Load Study (DLS) plans to AMP and First Energy for approval. 2. Exploring back up generation for the Municipal Bldg. and the Police Dept. during power outages. Brickley explained the process before the AMP backup generators in place at our facility can be utilized. Mayor Tracy requested a flyer be created to inform the public of the details for the start up of the AMP generators.
- **STREETS:** Mosquito spraying was on Wednesday due to the predicted weather on Thursday last week.
- **PARKS & REC:** Kris Gerwin will attend a grant writing workshop on August 3.
- **PROJECTS:** Kleinfelder's is working on an addition to the Wastewater Treatment Plant's future upgrades to include a waterline loop to E. Main St.
- **FYI:** 1. The Good Samaritan Council President, Alice Fork has requested a concrete sidewalk be put between the Food Pantry and the new storage building.

POLICE DEPARTMENT- Chief Whitehead reported that the Woodville PD will host the annual Kick Ball with a Cop event on August 18 from 11:00am – 1:00pm at Trail Marker Park. This event will again be sponsored by Woodville Mutual Insurance.

SOLICITOR – Kuhlman - No report

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 7/24/2023 – PAGE 2

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

ORD #16: MODIFYING THE WATER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE – 1ST READING
ORD #17: MODIFYING THE SEWER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE – 1ST READING

NEW BUSINESS – None

MAYOR'S REPORT- No report

EXECUTIVE SESSION – None

The next Finance Committee and Council meetings will be held on August 14, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 7:29pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
AUGUST 28, 2023 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on August 14, 2023
- VI. **AUDIENCE PARTICIPATION**
 - a.
- VII. **CORRESPONDENCE**
 - a.
- VIII. **OLD BUSINESS**
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle, absent
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~Finance Ordinance #1799
 - ~Ohio Plan renewal
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
 - ~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**
 - ORD #16: AMENDING THE VILLAGE OF WOODVILLE WATER RATES – 3rd READING
 - ORD #17: AMENDING THE VILLAGE OF WOODVILLE SEWER RATES – 3rd READING
 - ORD#20: AMENDING SECTION 1a OF THE 2023 PAY RANGES FOR VILLAGE PERSONNEL
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

MINUTES – August 14, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, August 14, 2023 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Earl Ransom, Joe Riffle, and Tammi Throop. Administration: Village Administrator Tom Brickley, Village Solicitor Bob Kuhlman, Chief Roy Whitehead, and Fiscal Officer Barb Runion. Audience: Abel Castillo, Joann Slaughter, Karen Schepman, and Deb Wallace of the Suburban Press.

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

Minutes of the Finance Committee and Regular Council meetings on July 24, 2023 were approved as presented.

AUDIENCE PARTICIPATION – None

CORRESPONDENCE- Mayor Tracy shared a request to renew our annual sponsorship of the Sandusky County Visitor's Guide (SCVG) magazine in the amount of \$500. Fetzer made a motion to renew the 2024 SCVG magazine sponsorship in the amount of \$500. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle made a motion to hire Troy Turner for a seasonal Grounds & Maintenance position at a wage of \$12.00/hr retroactive to, August 7, 2023. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

Riffle reported the committee met on August 7 to review and discuss the employee annual evaluations. Riffle reviewed the raise schedule for 2023. (attached)

Riffle made a motion to approve the 2023 wage increases for village employees according to the attached document recommended by the committee to be applied with the pay period beginning August 21, 2023. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

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

FINANCE – Throop made a motion to adopt Finance Ordinance #1798 in the amount of \$44,876.59 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, Ransom, and Riffle. Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Fetzer - No report.

RECREATION & PARKS DEVELOPMENT – Ransom – No report.

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** Soil sampling will begin for the best spot for the new tower. The elevator tower project will be moved to 2025 in order to explore additional funding/grant options.
- **SEWER PLANT:** The sewer inspections update – PH 2: 158 total addresses. We have inspected 146 homes and have found 21 violations.
- **ELECTRIC DEPT:** Trimming trees from overhead lines and at intersections for safety.
- **STREETS:** Mosquito spraying is done on Thursdays each week, weather permitting.
- **PARKS & REC:** We have been awarded the Ottawa-Seneca-Sandusky County 2023 grant for 2 pet waste receptacles and a sign board.
- **PROJECTS:** Tree trimming and stump grinding continues.
- **FYI:** Beginning the advertising process for the lease of the farmland on CR 117.

POLICE DEPARTMENT- Chief Whitehead reported that the Woodville PD will host the annual Kick Ball with a Cop event on August 18 from 11:00am – 1:00pm at Trail Marker Park. This event will again be sponsored by Woodville Mutual Insurance.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 8/14/2023 – PAGE 2

SOLICITOR – Kuhlman reported that Judge Fiser's brother recently passed away due to injuries from a plane crash.

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

ORD #16: MODIFYING THE WATER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE – 2nd READING

ORD #17: MODIFYING THE SEWER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE – 2nd READING

RES #18: ACCEPTING THE AMOUNTS AND RATES SET BY THE BUDGET COMMISSION – Fetzer made a motion to suspend the rules. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0** Fetzer made a motion to adopt Resolution #18-2023. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0**

ORD #19: SETTING NEW PAY RANGES FOR VILLAGE PERSONNEL - Fetzer made a motion to suspend the rules. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0** Fetzer made a motion to adopt Ordinance #19-2023. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0**

NEW BUSINESS – None

MAYOR'S REPORT- Mayor Tracy reported he attended the 2023 Woodville Golf Outing. The village was one of this year's recipients and received \$1,200 towards the replacement of US Flags in H.W. Busdiecker Park.

Mayor Tracy will attend the Court of Honor ceremony for Eagle Scout Myles Bryd this Sunday at 2pm at Solomon Church.

Mayor Tracy acknowledged the Administrative and Personnel committee, plus all the village workers for the thoughts and effort put forth in determining this year's wage increases.

Mayor Tracy has reached out to the Regional Income Tax Agency (RITA) to gather information for future conversations regarding a village income tax.

EXECUTIVE SESSION – None

The next Finance Committee and Council meetings will be held on August 28, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 7:40pm.



Mayor Ty Tracy



Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
SEPTEMBER 11, 2023 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **9/11 REMEMBRANCE** – Mayor Ty Tracy
- VI. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on August 28, 2023
- VII. **AUDIENCE PARTICIPATION**
 - a.
- VIII. **CORRESPONDENCE**
 - a. Mural donation – American Legion Post 455
- IX. **OLD BUSINESS**
 - a.
- X. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop
 - ~Finance Ordinance #1800
 - e. PUBLIC SAFETY – Fetzer
 - f. RECREATION & PARKS DEVELOPMENT – Ransom
 - g. VILLAGE ADMINISTRATOR – Brickley
 - ~See attached
 - h. POLICE DEPARTMENT – Chief Whitehead
 - i. SOLICITOR – Kuhlman
- XI. **FISCAL OFFICER'S REPORT**
- XII. **NEW BUSINESS**
- XIII. **MAYOR'S REPORT**
- XIV. **EXECUTIVE SESSION** (if necessary)
- XV. **ADJOURNMENT**

MINUTES – August 28, 2023
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, August 28, 2023 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call were Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Earl Ransom, and Tammi Throop. Administration: Village Administrator Tom Brickley, Village Solicitor Bob Kuhlman, and Fiscal Officer Barb Runion. Audience: Jason Hindall, Karen Schepman, and Deb Wallace of the Suburban Press.

Council member Joe Riffle was absent and Chief Roy Whitehead entered the meeting at 7:15pm.

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

Minutes of the Finance Committee and Regular Council meetings on August 14, 2023 were approved as presented.

AUDIENCE PARTICIPATION – Village Administrator Tom Brickley introduced Jason Hindall as the new Utility Foreman. Hindall will continue as full time in the electric department, but will oversee the daily operations as needed and will be in charge whenever Brickley is not here. On behalf of council and the administration, Mayor Tracy congratulated Hindall on his new position with the village. Hindall thanked everyone for the opportunity and looked forward to continuing his career with the village.

Hindall exited at 7:07pm

CORRESPONDENCE- None

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report, absent

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

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

FINANCE – Throop made a motion to adopt Finance Ordinance #1799 in the amount of \$134,269.64 Fetzer second. VOTE-Yeas- Throop, Fetzer, Dunn, O'Connor, and Ransom. Nays- None **MOTION CARRIED 5-0.**

The 2023/2024 Ohio Plan renewal was reviewed. The premium increased by only \$825 due to exposure changes and a 5% inflation guard because all property is more expensive to replace right now. Throop made a motion to renew the 2023/2024 Ohio Plan Policy annual premium in the amount of \$29,202.00 Fetzer second. VOTE – Yeas- Throop, Fetzer, Dunn, O'Connor, and Ransom. Nays – None. **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Fetzer - No report.

RECREATION & PARKS DEVELOPMENT – Ransom – No report.

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** No report
- **SEWER PLANT:** Phase 3 sewer inspection letters were mailed. Total violations update: PH 1 = 25, PH 2 = 24. PH 3 = 4 (current working phase).
- **ELECTRIC DEPT:** No report
- **STREETS:** Paving 3rd Street and repairing the water issue areas throughout the village beginning this week or next.
- **PARKS & REC:** Flags will be up on Main Street to welcome the traveling "Healing Wall" going through town tomorrow about 1pm.
- **PROJECTS:** Kleinfelder's has provided an updated cost for the Wastewater Treatment Plant Improvements Project to include an additional waterline East on Rt. 20 of \$3.7 million. The total project estimated costs are now \$9.7 million.
- **FYI:** The roof at the Police Department leaked after the rain event on August 23. There was damage to the Chief's office – ceiling tiles and carpet. This has been submitted to Hylant for a possible insurance claim.

WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 8/28/2023 – PAGE 2

POLICE DEPARTMENT- Chief Whitehead reported that the Woodville PD hosted the annual Kick Ball with a Cop event on August 18 from 11:00am – 1:00pm at Trail Marker Park. This event was sponsored by Woodville Mutual Insurance, and had approximately 75 kids in attendance and it was a huge success.

SOLICITOR – Kuhlman – No report

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

ORD #16: MODIFYING THE WATER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE – 3rd READING. Dunn made a motion to adopt ordinance #16-2023. Fetzer second. VOTE – Yeas – Dunn, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 5-0.**

ORD #17: MODIFYING THE SEWER RATES AND CHARGES OF THE VILLAGE OF WOODVILLE – 3RD READING. Dunn made a motion to adopt ordinance #17-2023. Fetzer second. VOTE – Yeas – Dunn, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 5-0.**

ORD #20: REPEALING ORDINANCE #19-2023 AND AMENDING NEW PAY RANGES FOR VILLAGE EMPLOYEES. Fetzer made a motion to suspend the rules. Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 5-0.**
Fetzer made a motion to adopt ordinance #20-2023. Ransom second. VOTE – Yeas – Fetzer, Ransom, Dunn, O'Connor, and Throop. Nays – None. **MOTION CARRIED 5-0.**

NEW BUSINESS – Brickley stated Tom Dunn, owner of Buckeye Sanitation would like to have a committee meeting to discuss options to control the weight limits of the village trash.

MAYOR'S REPORT- Mayor Tracy reported he attended the Court of Honor ceremony for Eagle Scout Myles Bryd yesterday and presented him with a proclamation from the village.

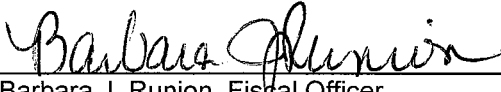
EXECUTIVE SESSION – None

The next Finance Committee and Council meetings will be held on September 14, 2023 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 7:43pm.



Mayor Tracy



Barbara J. Runion, Fiscal Officer