

**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: \$1,490,000Poggemeyer Design Group, Inc.  
1168 North Main Street  
Bowling Green, Ohio 43402Peterson Construction Company  
18317 State Route 504 North  
P.O. Box 2048  
Wapakoneta, Ohio 45895-0558RMF Nooter, Inc.  
915 Matzinger Road  
Toledo, Ohio 43612

Ref. No.	Description	Estimated Quantity	Unit	Unit Price	Total Price	Unit Price	Total Price
1	<u>Base Bid</u> General Contract - Woodville WTP Improvements as per Contract Documents and Specifications	1	L.S.	\$1,520,000.00	\$1,520,000.00	\$1,620,708.00	\$1,620,708.00
2	(Allowance)	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>				Yes		Yes

## 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 43402Mosser Construction, Inc.  
122 South Wilson Avenue  
Fremont, Ohio 43420R.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
Base Bid								
1	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
CORRECTED BID PRICE								
BID PRICE AS SUBMITTED					\$1,910,140.00		\$1,991,540.00	
Alternate No. 1 -Clarifier Rehabilitation								
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
CORRECTED BID PRICE								
BID PRICE AS SUBMITTED					\$168,000.00		\$176,500.00	
BID BOND					Yes		Yes	

**WOODVILLE VILLAGE COUNCIL**  
SPECIAL MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**MAY 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. **APPROVAL OF MINUTES**
  - a. Special Meeting – May 14, 2019
  - b. Finance Committee Meeting – May 14, 2019
- V. **AUDIENCE PARTICIPATION**
  - a.
- VI. **CORRESPONDENCE**
  - a. 4<sup>th</sup> of July – Liquor Permit
- 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 #1705
  - e. PUBLIC SAFETY – Tate, absent
  - f. RECREATION & PARKS DEVELOPMENT – Fetzer
    - ~ 2019 Pool Staff
  - 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 – 2<sup>nd</sup> Reading

**ORD #11:** TO ESTABLISH A "PERMIT FEE SCHEDULE" RELATING TO REGIONAL HEAVY HAUL PERMITS ISSUED BY THE VILLAGE OF WOODVILLE – 2<sup>nd</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 – 2<sup>nd</sup> Reading
- X. **NEW BUSINESS** -
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

## MINUTES – May 14, 2019

### WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING

Minutes of the Special Meeting of Woodville Village Council held on Monday, May 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, Solicitor Bob Kuhlman, Karen Schepman, and Devin McNair. Council Member Denny Fetzer 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 April 22, 2019 were approved as presented.

**AUDIENCE PARTICIPATION** – None.

**CORRESPONDENCE**- Mayor Harman shared that the Village received a personal donation from Martin Marietta's Vice President of Operations, James Reithel. The donation is to be used for the continuing development of LimeLite Eagle Park.

**OLD BUSINESS**- Discussed HB6 and how it would change Ohio's clean energy programs. If passed, it would give subsidies to energy companies that produce electricity with zero, or low, carbon dioxide emissions. Riffle provided Resolution's and Proclamations from many of the area communities showing support of Ohio's two nuclear energy plants.

The Rt. 20/Main St. ODOT repaving project is scheduled to begin on July 8. Kruse has met with their representative and discussed additional repair/replacement items that have materialized over the winter. All manhole covers and frames will be replaced.

**REPORTS**: Mayor Harman introduced Mr. Devin McNair, an 8<sup>th</sup> grade student at Woodmore Middle School and Student Council President. Devin is participating in the Work Shadow Day of Mayor Harman and called for the reports from the committee chairpersons.

**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 #1704 in the amount of \$88,501.09, Tate second. VOTE- Yeas- Tracy, Tate, Dunn, Riffle, and O'Connor. Nays- None **MOTION CARRIED 5-0.**

Runion reported that the Ohio Police & Fire Liability and Pension loan has been paid in full in the amount of \$34,396.80 saving the Village over \$13,000.00 in interest.

**PUBLIC SAFETY**- Tate – No report.

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

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT**: Waiting on the final loan documents from the OEPA. Received notice from the EPA late this afternoon of additional documents needed.
- **SEWER DEPT**: During the month of April we processed 23.25 million gallons of wastewater.
- **ELECTRIC DEPT**: Met with Martin Marietta to discuss the possibility of a 25 acre annexation (south side of plant) of their property into the village limits for a new breakroom building and also the extension of village utilities to that building.
- **STREETS**: Working to alert the proper personnel with CSX railroad of the upcoming Rt. 20 repaving project, hoping they will coordinate the much needed track repairs at the same time.
- **OTHER**: Getting quotes for a 60' x 80' pole barn for storage of electric supplies.  
Reviewed the plans for the additional storage space at the Good Samaritan Food Pantry.  
Discussed options for the vacant storage space after the new pole barn is built.

**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 5/14/19 – PAGE 2**

**POLICE DEPARTMENT-** Chief Whitehead, absent. Mr. McNair reported for Chief Whitehead the following:

- It is National Police Officer's Week May 13 – 19 with Police Officers Memorial Day on May 15 and Woodmore Schools held an Appreciation Program for Local Law Enforcement Officers.
- Officer Gilkerson and K9 Officer Raider were re-certified by the State today.

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

**ORD #10:** AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH **PETERSON CONSTRUCTION COMPANY** FOR THE PURPOSE OF PROVIDING CONSTRUCTION OF THE WATER TREATMENT PLANT IMPROVEMENTS PROJECT FOR THE VILLAGE OF WOODVILLE – 1<sup>st</sup> Reading

**ORD #11:** AN ORDINANCE 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:** AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR 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

**NEW BUSINESS** – None.

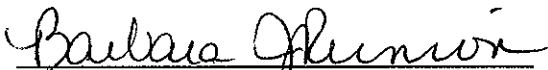
**MAYOR'S REPORT-** Mayor Harman reported there were over 100 banners ordered for the Military Banner Project, and the committee is hoping to have them displayed by Memorial Day.

**EXECUTIVE SESSION-** None.

Mayor Harman adjourned the meeting at 7:26pm.



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

  
Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**JUNE 10, 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. Special Meeting – May 28, 2019
  - b. Finance Committee Meeting – May 28, 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 #1706
  - e. PUBLIC SAFETY – Tate, absent
  - f. RECREATION & PARKS DEVELOPMENT – Fetzer
  - g. VILLAGE ADMINISTRATOR – Kruse
    - ~see attachment
  - h. POLICE DEPARTMENT – Chief Whitehead
- IX. **FISCAL OFFICER'S REPORT**

**ORD #11:** TO ESTABLISH A "PERMIT FEE SCHEDULE" RELATING TO REGIONAL HEAVY HAUL PERMITS ISSUED BY THE VILLAGE OF WOODVILLE – 3<sup>RD</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 – 3<sup>RD</sup> Reading
- X. **NEW BUSINESS** -
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

**MINUTES – May 28, 2019**

**WOODVILLE VILLAGE COUNCIL – SPECIAL MEETING**

Minutes of the Special Meeting of Woodville Village Council held on <sup>Tues</sup> Monday, May 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, Denny Fetzer, Kelly O'Connor, Joe Riffle, and Ty Tracy. Also present: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Police Chief Roy Whitehead, Karen Schepman, and Deb Wallace of The Suburban Press. Council Member Jeff Tate was absent.

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

Minutes of the Finance Committee and Special Council meetings held on May 14, 2019 were approved as presented.

**AUDIENCE PARTICIPATION** – None.

**CORRESPONDENCE-** Bob Meyer of the 4<sup>th</sup> of July Celebration Committee, requested permission for the committee to obtain a liquor permit for the beer tent during the annual 4<sup>th</sup> of July Celebration in Trail Marker Park. The dates of this year's event will be July 4, 5, and 6. Riffle made a motion to allow the 4<sup>th</sup> of July Celebration Committee to have a beer tent in Trail Marker Park from July 4 – July 6. O'Connor second. VOTE – Yeas – Riffle, O'Connor, Dunn, Fetzer, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

**OLD BUSINESS-** The Rt. 20/Main St. ODOT repaving project is scheduled to begin on July 8.

**REPORTS:**

**ADMINISTRATIVE & PERSONNEL-** Riffle made a motion to promote Joel Memmer from Utilities Seasonal to full-time Utilities Assistant at a wage of \$15.50 per hour retroactive to May 20, 2019. Tracy second. VOTE – Yeas – Riffle, Tracy, Dunn, Fetzer, and O'Connor. Nays – None. **MOTION CARRIED 5-0.**

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

**ENVIRONMENTAL & COMMUNITY DEVELOPMENT** – O'Connor brought up for discussion the possibility of changing garbage pick-up day from Thursday to Wednesday during the annual "All Town Garage Sale Event". Council unanimously supported this idea and requested that Kruse contact Buckeye Sanitation owner Tom Dunn to discuss further.

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1705 in the amount of \$99,446.18, Fetzer second. VOTE- Yeas- Tracy, Fetzer, Dunn, Riffle, and O'Connor. Nays- None **MOTION CARRIED 5-0.**

**PUBLIC SAFETY-** Tate – No report, absent.

**RECREATION & PARKS DEVELOPMENT** – Fetzer made a motion to hire the 2019 Pool Staff in accordance with the attached list and retroactive to May 20, 2019, Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor and Tracy. Nays – None. Abstain – Riffle. **MOTION CARRIED 4-0-1.**

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** The OhioEPA will the plant operations and maintenance inspection on May 29. The CO2 tank is down again. The Asset Management Plan will be finalized with the Water Treatment Plant project upgrades.
- **SEWER DEPT:** No report.
- **ELECTRIC DEPT:** Pole upgrades continue on the primary and secondary lines throughout the village.
- **STREETS:** No report.
- **PARKS & REC:** Pool is prepped and ready for the 2019 season and passed inspection by Health Department. Still working on getting the baby pool liner repaired or replaced.
- **OTHER:** The roof over the grill area at the shelter house in Trail Marker Park is damaged and we are looking into repairs or replacement.

**POLICE DEPARTMENT-** Chief Whitehead reported:

- Local Law Enforcement Officers and Mayor Harman distributed ice cream to students and faculty at Solomon Lutheran School last week and will do the same this week at Woodmore Elementary School.
- There was some vandalism at the playground area in Trail Marker Park. Working with Kruse to install a security camera system for the park.

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

**ORD #10:** AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH **PETERSON CONSTRUCTION COMPANY** FOR THE PURPOSE OF PROVIDING CONSTRUCTION OF THE WATER TREATMENT PLANT IMPROVEMENTS PROJECT FOR THE VILLAGE OF WOODVILLE – 2<sup>nd</sup> Reading Riffle made a motion to Suspend the Rules, Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, and Tracy. Nays – None. **MOTION CARRIED 5-0.** Riffle made a motion to adopt Ordinance #10-2019. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

**ORD #11:** AN ORDINANCE TO ESTABLISH A "PERMIT FEE SCHEDULE" RELATING TO REGIONAL HEAVY HAUL PERMITS ISSUED BY THE VILLAGE OF WOODVILLE – 2<sup>nd</sup> Reading

**ORD #12:** AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR 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 – 2<sup>nd</sup> Reading

**NEW BUSINESS** – O'Connor reported that Caleb O'Connor's Eagle Scout Project scheduled for this spring has been postponed until after the 4<sup>th</sup> of July celebration. Unfortunately the excessive amount of rain this year has caused the project area to flood several times already.

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

**EXECUTIVE SESSION-** Tracy made a motion to enter into executive session at 7:15pm to consider the investigation of charges against a public employee, Fetzer second. VOTE – Yeas - Tracy, Fetzer, Dunn, O'Connor, and Riffle. Nays – None. **MOTION CARRIED 5-0.**

Those present in executive session: Mayor Harman, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Joe Riffle, and Ty Tracy. Also present: Solicitor Bob Kuhlman, Fiscal Officer Barb Runion, and Police Chief Roy Whitehead.

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

Mayor Harman adjourned the meeting at 7:40pm.



Mayor Richard Harman

  
Barbara J. Runion, Fiscal Officer

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**JUNE 24, 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 – June 10, 2019
  - b. Finance Committee Meeting – June 10, 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 #1707
  - e. PUBLIC SAFETY – Tate
  - f. RECREATION & PARKS DEVELOPMENT – Fetzer
  - g. VILLAGE ADMINISTRATOR – Kruse
    - ~see attachment
  - h. POLICE DEPARTMENT – Chief Whitehead
    - ~Promotion of Will Darling
    - ~Parking on Riverside Dr. during Celebration
- IX. **FISCAL OFFICER'S REPORT**

ORD #13: APPROVING THE EDITING AND INCLUSION OF CERTAIN ORD. AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORD. OF WOODVILLE AND DECLARING AN EMERGENCY
- X. **NEW BUSINESS** -
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

## MINUTES – June 10, 2019

### WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, June 10, 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, and Ty Tracy. Also present: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Police Chief Roy Whitehead, Karen Schepman, and Deb Wallace of The Suburban Press. Council Member Jeff Tate was absent.

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

Minutes of the Finance Committee on May 28, 2019 were approved as presented and the Special Council meeting held on May 28, 2019 was approved as corrected. (Date was corrected in first paragraph to read Tuesday May 28, 2019, not Monday May 28, 2019).

**AUDIENCE PARTICIPATION** – None.

**CORRESPONDENCE**- Mayor Harman shared information regarding the Sandusky County Health Department's warning to withhold additional funds from every entity (township, village, and city) within the county if their levy fails in November. The Sandusky County Township Association has drafted a letter of opposition to the County Commissioners stating their concerns of how they will meet budgetary obligations with 50% of their General Funds going to the County Health Department. The Association is also reaching out to State Legislators asking for an amendment of Ohio Revised Code (ORC) 3709.28, which allows a health department district to apportion township and municipality general funds. An amendment would set limitations of the amounts the County could retain.

**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 #1706 in the amount of \$93,363.31, Fetzer second. VOTE- Yeas- Tracy, Fetzer, Dunn, Riffle, and O'Connor. Nays- None **MOTION CARRIED 5-0.**

**PUBLIC SAFETY**- Tate – No report, absent.

**RECREATION & PARKS DEVELOPMENT** – Fetzer reported he spoke with the Pool Manager, Natalie Schiets and everything is going very well at the pool so far this season, and the staff is great.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** The OhioEPA conducted the plant operations and maintenance inspection on May 29. They expressed concerns with the condition of the water tower. Maintenance is done every 5 years on the tower and it is due in 2020.  
Will be meeting with Peterson Construction to move forward with the Water Treatment Plant Project.
- **SEWER DEPT:** Will begin main line cleaning of the storm and sanitary lines.
- **ELECTRIC:** A large tree let loose from upstream during the last rain event and caused extensive damage to primary lines and guy pole at the river crossing by the Vegetation Site on CR 117.
- **STREETS:** No report.
- **PARKS & REC:** The baby pool liner will be inspected and repaired this week.
- **OTHER:** The Rt. 20 resurfacing project is still on schedule to begin July 8. Our only costs will be for new covers for the catch basins and manhole structures (approximately \$3,500.00). CSX Railroad has not confirmed if they will fix the tracks or not during the project.  
Amplex will provide free Wi-Fi at the pool, Shelter House, and at the Street Garage.  
The Military Banners are all hung, and will remain up until after Veterans Day. The committee is creating a map for easier locating of each banner.

**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 6/10/19 – PAGE 2**

**POLICE DEPARTMENT-** Chief Whitehead reported:

- Presented and reviewed the April Activity report. (attached)
- That he regrettably accepted the resignation of Officer Shawn Screptock who has accepted a position with the Village of Rossford's Police Department.
- Two part-time officers are not able to work at this time.
- Conducting interviews this week and endorsed Auxiliary Officer William Darling for part-time appointment.

Mayor Harman recommended the hire of William "Will" Darling as a Part-Time Officer at a wage of \$11.25 per hour. Tracy made a motion to approve the hire of William Darling as a Part-Time Officer at a wage of \$11.25 per hour, Riffle seconded. VOTE – Yeas- Tracy, Riffle, Dunn, Fetzer, and O'Connor. Nays- None. **MOTION CARRIED 5-0.**

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

**ORD #11:** AN ORDINANCE TO ESTABLISH A "PERMIT FEE SCHEDULE" RELATING TO REGIONAL HEAVY HAUL PERMITS ISSUED BY THE VILLAGE OF WOODVILLE – 3<sup>rd</sup> Reading O'Connor made a motion to adopt Ordinance #11-2019, Tracy second. VOTE – Yeas – O'Connor, Tracy, Dunn, Fetzer, and Riffle. Nays – None. **MOTION CARRIED 5-0.**

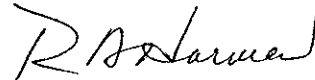
**ORD #12:** AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A SERVICE AGREEMENT WITH INTEGRITY PERMITS, LLC TO PROCESS APPLICATIONS AND ADDRESS ISSUES AS DETAILED IN SAID SERVICE AGREEMENT RELATING TO THE MOVEMENT OF OVERSIZE/OVERWEIGHT/NON-CONFORMING VEHICLES AND/OR LOADS ON ROADWAYS UNDER THE JURISDICTION OF THE VILLAGE OF WOODVILLE – 3<sup>rd</sup> Reading O'Connor made a motion to adopt Ordinance #12-2019, Tracy second. VOTE – Yeas – O'Connor, Tracy, Dunn, Fetzer, and Riffle. Nays – None. **MOTION CARRIED 5-0.**

**NEW BUSINESS** – None.

**MAYOR'S REPORT-** None.

**EXECUTIVE SESSION-** None.

Mayor Harman adjourned the meeting at 7:32pm.



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



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

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS - 530 LIME STREET  
**JULY 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 – June 24, 2019
  - b. Finance Committee Meeting – June 24, 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 #1708
    - ~ Adopt 2020 Budget
  - e. PUBLIC SAFETY – Tate
  - f. RECREATION & PARKS DEVELOPMENT – Fetzer
  - g. VILLAGE ADMINISTRATOR – Kruse, absent
  - h. POLICE DEPARTMENT – Chief Whitehead, absent
- IX. **FISCAL OFFICER'S REPORT**
- X. **NEW BUSINESS** -
- XI. **MAYOR'S REPORT**
- XII. **EXECUTIVE SESSION** (if necessary)
- XIII. **ADJOURNMENT**

## MINUTES – June 24, 2019

### WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, June 24, 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, Jeff Tate, and Ty Tracy. Also present: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Police Chief Roy Whitehead, Karen Schepman, and Deb Wallace of The Suburban Press.

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

Minutes of the Finance Committee and Regular Council meetings on June 10, 2019 were approved as presented.

**AUDIENCE PARTICIPATION** – None.

**CORRESPONDENCE**- None.

**OLD BUSINESS**- None.

#### **REPORTS:**

**ADMINISTRATIVE & PERSONNEL**- Riffle – No report. Reminder to start annual employee evaluations for a July committee meeting.

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

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

**FINANCE** – Tracy made a motion to adopt Finance Ordinance #1707 in the amount of \$119,499.11, Tate second. VOTE- Yeas- Tracy, Tate, Fetzer, Dunn, Riffle, and O'Connor. Nays- None **MOTION CARRIED 6-0.**

**PUBLIC SAFETY**- Tate – No report.

**RECREATION & PARKS DEVELOPMENT** – Fetzer reported the baby pool has been repaired and is open.

Fetzer reported he received a complaint from Marcia Busdeker regarding businesses in the downtown blocks not keeping their weeds or grass maintained. Kruse will check on the area.

**VILLAGE ADMINISTRATOR** – Keith Kruse reported:

- **WATER DEPT:** Met with Peterson Construction regarding the Water Treatment Plant Project and reviewed their recommendations. The Project is scheduled to begin in January 2020.
- **SEWER DEPT:** Conducting low level Mercury sampling in the collection system.
- **ELECTRIC:** No report.
- **STREETS:** Worked with ODOT to develop a public announcement flyer regarding the resurfacing project scheduled to begin July 8. (attached)  
Still no response from CSX regarding repairs to the Rt. 20 crossing during ODOT's repaving project.
- **PARKS & REC:** The baby pool liner has been repaired, inspected by the Health Department, and is open to the public.
- **OTHER:** The Military Banner committee has received a lot of positive response and is creating a map for easier locating of each banner.  
Toledo Edison will be conducting a line inspection in our area by helicopter.

**POLICE DEPARTMENT**- Chief Whitehead reported:

- Chief Andrews of the Woodville Volunteer Fire Department is asking permission to post "No Parking" signs on Riverside Drive on Saturday, July 6 for the fireworks. Council discussed the pros and cons of the request and unanimously concluded not to allow the signs.
- Mayor Harman recommended the promotion of William "Will" Darling from Part-Time Officer to Full-Time Officer at a wage of \$16.00 per hour. O'Connor made a motion to approve the promotion of William Darling as a Full-Time Officer at a wage of \$16.00 per hour, Tate seconded. VOTE – Yeas- O'Connor, Tate, Dunn, Fetzer, Riffle, and Tracy. Nays- None. **MOTION CARRIED 6-0.**

Deb Wallace exited the meeting at 7:30pm.

**WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 6/24/19 – PAGE 2**

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

**ORD #13:** AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF WOODVILLE AND DECLARING AN EMERGENCY– Riffle made a motion to suspend the rules, Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Tate, and Tracy. Nays – None. **MOTION CARRIED 6-0.** Riffle made a motion to adopt Ordinance #13-2019, Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Tate, and Tracy. Nays – None. **MOTION CARRIED 6-0.**

**NEW BUSINESS** – O'Connor asked if Council members would have any interest in recording the Council meetings. Council Members stated that the current method is a complete and accurate account of the meetings, and expressed their concern with the costs to purchase and maintain equipment. After the discussion, Council concluded it was not necessary at this time to record the Council meetings.

A resident used the Shelter House in Trail Marker Park for a graduation party last weekend and it was not clean. At this time payment to use the Shelter House is by donation only. Council discussed implementing a rental fee, or a down payment that would be returned if cleaned after use. Kruse will check with other communities regarding their procedure policy.

**MAYOR'S REPORT-** None.

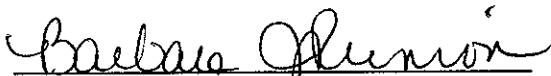
**EXECUTIVE SESSION-** None.

Mayor Harman adjourned the meeting at 7:40pm.



---

Mayor Richard Harman



---

Barbara J. Runion, Fiscal Officer