

MINUTES – July 11, 2016

WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, July 11, 2016 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, Judy Karchner, Joe Riffle, Stephanie Rizor, and Ty Tracy. Also present: Village Administrator Keith Kruse, Solicitor Bob Kuhlman, Karen Schepman, Deb Wallace of The Suburban Press, and Emily Hemminger of Solomon Lutheran Church.

Council Member Jeff Tate and Police Chief Roy Whitehead were excused.

Mayor Rich Harman called the meeting to order and led the pledge to the flag.

Minutes of the Regular Council, Finance Committee, and Public Works & Maintenance Committee meetings held on June 27, 2016 were approved as presented.

AUDIENCE PARTICIPATION – Ms. Emily Hemminger, Youth Director of Solomon Lutheran Church, requested permission to use the area by the large gazebo in Trail Marker Park for Crud Wars on August 3, 2016. Crud Wars is an outdoor food fight involving biodegradable food items. All teens from the community will be invited to attend. Karchner made a motion to allow the Crud Wars activity in Trail Marker Park on August 3, 2016, Dunn second. VOTE – Yeas – Karchner, Dunn, Riffle, Rizor, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

Ms. Hemminger exited the meeting at 7:05pm.

CORRESPONDENCE-

- Miriam Obermyer of 319 W. Erie St. requested permission to make a curb cut for a driveway to access a new garage on her property. The curb cut will be on the east side of her property. Kruse has reviewed the driveway plans and has no issue with the curb cut. Riffle made a motion to allow a curb cut at 319 W. Erie Street, Karchner second. VOTE – Yeas – Riffle, Karchner, Dunn, Rizor, and Tracy. Nays – None. **MOTION CARRIED 5-0.**
- Mayor Harman shared a formal invitation from the Village of Gibsonburg to be a part of the dedication of The Public Safety Service Memorial on September 11, 2016 at 1:00pm in Williams Park. RSVP's are required by September 1, 2016.
- Mayor Harman shared a thank you note from Bill and Judy Steinmeyer for the proclamation from the village recognizing their 50th Wedding Anniversary.

OLD BUSINESS- None.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle reported that Christopher McCarron position status has changed with the village. McCarron will no longer be considered a part time employee in the water department, but he will remain as one of our Licensed Water Operator of Record. The required twenty "Operator of Record" hours will be maintained by McCarron, Jeff Albright, and Nancy Downes until a full time licensed operator is hired. Riffle made a motion to pay McCarron \$30.00 per hour as an Operator of Record for the Village of Woodville retroactive to July 4, 2016, Rizor second. VOTE – Yeas – Riffle, Rizor, Dunn, Karchner, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

Riffle discussed administrative employees wage increases for Kruse, Whitehead, & Runion. Riffle stated all three administrative employees scored in the Outstanding (4.25 – 5.0) category in their evaluations. A 1.5% percentage wage increase is being considered, but would not give each the same increase because of the vast difference in their salaries. Also being considered is a cents per hour based on their evaluation scores - Outstanding .40 cents per hour, Above Average (3.5 – 4.24) .30 cents per hour, Average (2.5 – 3.49) .20 cents per hour. No increases for Satisfactory (1.5 -2.49) or Improvement Needed (<1.49). Council members supported a cent per hour raise over the percentage raise. Riffle made a motion to increase the wages of Kruse, Whitehead, and Runion \$0.40 per hour retroactive to July 4, 2016, Tracy second. VOTE – Yeas – Riffle, Tracy, Dunn, Karchner, and Rizor. Nays – None. **MOTION CARRIED 5-0.**

PUBLIC WORKS & MAINTENANCE – Dunn reported the committee met on June 27 and discussed a proposal from ODOT to repair and maintain Route 20. According to the 2012 ODOT guideline manual, the majority of the costs associated with repairs to a major highway now fall upon the local municipality. A letter will be sent to our legislative representatives to voice our concerns regarding the hardship ODOT's proposal creates for municipalities. Kruse is investigating what caused a sinkhole, by the guardrail across from Speed Trap Diner, on E. Main St.

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ENVIRONMENTAL & COMMUNITY DEVELOPMENT – Rizer – No report.

FINANCE – Tracy made a motion to adopt Finance Ordinance #1640 in the amount of \$133,825.05, Riffle second. VOTE- Yeas- Tracy, Riffle, Dunn, Karchner, and Rizer. Nays- None **MOTION CARRIED 5-0.**

Tracy reported a Public Hearing was held at 6:45pm tonight, July 11, regarding the 2017 Village Tax Budget. Tracy made a motion to accept the 2017 Tax Budget, Karchner second. VOTE- Yeas- Tracy, Karchner, Dunn, Riffle, and Rizer. Nays- None. **MOTION CARRIED 5-0.**

PUBLIC SAFETY- Tate – No report, absent.

RECREATION & PARKS DEVELOPMENT – Karchner reported the 2nd annual Rocktober Festival is scheduled for October 15, 2016.

Karchner stated her family used the shelter house for a family reunion and everyone was very pleased with the park and shelter house.

VILLAGE ADMINISTRATOR – Keith Kruse reported:

- **WATER PLANT:** Ben Gittus is considering taking classes to obtain a Class II water operator's license.
- **SEWER SEPARATION PROJECT:** No report.
- **SEWER PLANT:** No report.
- **ELECTRIC DEPT:** We will be receiving approximately \$2,000.00 from the Efficiency Smart Rebate Program for lighting upgrades in village buildings.
- **STREET DEPT:** No report.
- **PARKS & REC:** Six new pool filters have been installed and are working well. The other six will be replaced next season.
- **OTHER:** Grinding is complete at the vegetation site. Checking into the cost to install a security system at the site. Many are dumping unauthorized materials in the brush dump area. A huge thank you to Karen Schepman for picking up a bucket full of nails out of the brush pile that someone had illegally discarded.

POLICE DEPARTMENT- Chief Whitehead – No report, absent. Runion reported ODOT sent a letter to notify all safety and emergency personnel that they will be seal coating the bridge on U.S. Rt. 20 sometime in the spring of 2017. Traffic will be maintained to one lane during the process.

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

ORD.#10-2016: AUTHORIZING THE VILLAGE ADMIN TO ENTER INTO AN AGREEMENT WITH BAUMANN AUTO GROUP GNOA, LLC TO PURCHASE A 2016 FORD EXPLORER AND A 2016 FORD EXPEDITION. Riffle made a motion to suspend the rules, Rizer second. VOTE – Yeas – Riffle, Rizer, Dunn, Karchner, and Tracy. Nays – None. **MOTION CARRIED 5-0.** Riffle made a motion to adopt Ord. #10-2016, Rizer second. VOTE – Yeas –Riffle, Rizer, Dunn, Karchner, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

RES.#11-2016: AUTHORIZING THE VILLAGE ADMIN TO ENTER INTO AN AGREEMENT WITH TAX-EXEMPT LEASING CORP TO FUND THE PURCHASE OF A 2016 FORD EXPLORER AND A 2016 FORD EXPEDITION. Rizer made a motion to suspend the rules, Riffle second. VOTE – Yeas – Rizer, Riffle, Dunn, Karchner, and Tracy. Nays – None. **MOTION CARRIED 5-0.** Rizer made a motion to adopt Res. #11-2016, Riffle second. VOTE – Yeas –Rizer, Riffle, Dunn, Karchner, and Tracy. Nays – None. **MOTION CARRIED 5-0.**

NEW BUSINESS – None.

MAYOR'S REPORT- No report.

EXECUTIVE SESSION- None.

Mayor Harman adjourned the meeting at 7:35pm.


Barbara J. Runion, Fiscal Officer


Mayor Richard A. Harman