

**WOODVILLE VILLAGE COUNCIL**  
SPECIAL MEETING  
COUNCIL CHAMBERS 530 LIME STREET  
**MAY 28, 2024 – 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 13, 2024
- VI. **AUDIENCE PARTICIPATION**
  - a.
- VII. **CORRESPONDENCE**
- VIII. **OLD BUSINESS**
- IX. **REPORTS:**
  - a. ADMINISTRATIVE & PERSONNEL – Riffle
  - b. PUBLIC WORKS & MAINTENANCE – Dunn
  - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
  - d. FINANCE – Throop, absent ~Finance Ordinance #1814
  - e. PUBLIC SAFETY – Fetzer
  - f. RECREATION & PARKS DEVELOPMENT – Ransom
  - g. VILLAGE ADMINISTRATOR – Brickley ~See attached
  - h. POLICE DEPARTMENT – Chief Steve Gilkerson
  - i. SOLICITOR – Kuhlman, absent
- X. **FISCAL OFFICER'S REPORT**

**RES #13:** NAMING A DESIGNEE FOR THE REQUIRED TRAINING ON PUBLIC RECORDS LAW – 2<sup>nd</sup> Reading

**ORD #16:** AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE A CONTRACT WITH FISHBECK FOR THE PURPOSE OF PROVIDING PROFESSIONAL ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION OF A WASTEWATER TREATMENT PLANT (WWTP) IMPROVEMENTS AND WATER STREET & WWTP SERVICE LOOP PROJECTS – 2<sup>nd</sup> Reading

**ORD #17:** AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE ALL DOCUMENTS NECESSARY TO EXECUTE THE AMENDMENT OF THE EASEMENT, THE POWER PURCHASE AGREEMENT, AND EXECUTE AN ENERGY SAVINGS REIMBURSEMENT AGREEMENT WITH SOLAR PLANET OR ITS AFFILIATES – 2<sup>nd</sup> Reading

**ORD #18:** MODIFYING THE SEWER RATES – 1<sup>ST</sup> Reading

**ORD #19:** MODIFYING THE WATER RATES – 1<sup>ST</sup> Reading
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION**
- XIV. **ADJOURNMENT**

**MINUTES – May 13, 2024**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, May 13, 2024 in Council Chambers 530 Lime St. at 7:00pm. Present at Roll Call: Mayor Ty Tracy, Council Members- Patrick Dunn, Denny Fetzer, Kelly O'Connor, Earl Ransom, Joe Riffle, and Tammi Throop. Administration: Village Administrator Tom Brickley, Chief Steve Gilkerson, Village Solicitor Bob Kuhlman, and Fiscal Officer Barb Runion. Audience: Karen Schepman, Linda Knudsen, 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 April 22, 2024 were approved as presented.

**AUDIENCE PARTICIPATION** – Linda Knudsen requested: 1. That council consider changing the size and location of signage located on the street garage on S. Cherry St. It is difficult to see the No Parking sign, especially when the garage door is open. 2. Council consider the installation of a lock box at the water sources in all park areas for easy access by volunteers. 3. Council consider a water dispenser for all utilizing the parks.

Knudsen exited the meeting at 7:15pm

**CORRESPONDENCE**- None

**OLD BUSINESS**- Riffle stated it was nice to see the Rapid Flashing Lights installed and working at the First St, Depot St. and Lime St.

**REPORTS:**

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

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

**ENVIRONMENTAL & COMMUNITY DEVELOPMENT** – O'Connor ask that a new Woodville Flag be installed in Flag Park.

**FINANCE** – Throop made a motion to adopt Finance Ordinance #1813 in the amount of \$284,156.24 Ransom second. VOTE-Yeas- Throop, Ransom, Dunn, Fetzer, O'Connor, and Riffle Nays- None **MOTION CARRIED 6-0.**

**PUBLIC SAFETY**- Fetzer - No report

**RECREATION & PARKS DEVELOPMENT** – Ransom reported:

- There are 3 applicants who have accepted the 2024 Pool Management positions. Kenna Bower – Manager, Emma Hammer – Assistant Manager, Lori Damschroder – Concessions Manager.
  - Ransom made a motion to hire Kenna Bower as Pool Manager at of wage of \$17/hr. Dunn second. VOTE- Yeas – Ransom, Dunn, Fetzer, O'Connor, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**
  - Ransom made a motion to hire Emma Hammer as the Assistant Pool Manager at of wage of \$12/hr. Dunn second. VOTE- Yeas – Ransom, Dunn, Fetzer, O'Connor, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**
  - Ransom made a motion to hire Lori Damschroder as Pool Concessions Manager at of wage of \$15/hr. Fetzer second. VOTE- Yeas – Ransom, Fetzer, Dunn, O'Connor, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**
- Working on coordinating at least one, maybe two, certification classes for those guard applicants that need it.
- Reviewed the updates to the pool information. Hours will be Mon – Thurs 11am-7pm and Fri – Sun 11am-6pm. Daily admission prices, punch passes, and day care prices have increased this year.

Wallace exited the meeting at 7:25pm

**ADMINISTRATOR** – Brickley reported:

- **WATER PLANT:** No report
- **SEWER PLANT:** 1. Phase 5 inspections continue. 40 houses remain in this phase and there are no new violations. 2. The Corrective Action Plan (CAP) dates have been revised and approved by the USEPA. 2.

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**ADMINISTRATOR** – Brickley reported, continued:

- **ELECTRIC DEPT:** No report
- **STREETS:** 1. The new Rapid Flashing Beacon (RFB) signs have been installed on Lime St at W. First and Depot streets. 2. Portage St. between Main and First Streets was paved, as well as certain sections of Findlay Rd that were deteriorating. 3. ODOT has started the installation process for the new school zone lights at Solomon School on Main St.
- **PARKS & REC:** 1. Freedom Roofing replaced pool and pump house roofs on May 6. Disc Golf installation ongoing.
- **PROJECTS:** Waterline Phase 3 project has been granted a start date extension of 30 days due to executed contract delays.

**POLICE DEPARTMENT**- Chief Gilkerson reported:

- Presented and reviewed the April activity report. (attached)
- The RFB crossing aids appear to working well. The PD will continue to monitor the area and encourage proper usage of the RFB's.
- Working with Brickley to move the impound lot to a bigger area on the back of the village property.
- The possible consolidation of the Sandusky County Courts has surfaced in conversation again. Our PD does not support this consolidation and is collecting information to back that choice.

**SOLICITOR** – Kuhlman – No report.

**FISCAL OFFICER**- Runion presented the following resolutions and ordinances for councils' consideration:

**RES #13:** NAMING A DESIGNEE FOR THE REQUIRED TRAINING ON PUBLIC RECORDS LAW – 1<sup>st</sup> Reading.

**RES #14:** AUTHORIZING THE VA AND FO TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE VILLAGE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF WATER ST AND WASTEWATER TREATMENT PLANT (WWTP) SERVICE LOOP; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN Dunn made a motion to suspend the rules. Fetzer second. VOTE –Dunn, Fetzer, O'Connor, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.** Dunn made a motion to adopt Ordinance #14-2024. Fetzer second. VOTE - Dunn, Fetzer, O'Connor, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0**

**RES #15:** AUTHORIZING THE VA AND FO TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND (WPCLF) AGREEMENT ON BEHALF OF THE VILLAGE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF THE WASTEWATER TREATMENT PLANT (WWTP); AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN. Dunn made a motion to suspend the rules. Fetzer second. VOTE –Dunn, Fetzer, O'Connor, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.** Dunn made a motion to adopt Ordinance #14-2024. Fetzer second. VOTE - Dunn, Fetzer, O'Connor, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0**

**ORD #16:** AUTHORIZING THE VA AND FO TO EXECUTE A CONTRACT WITH FISHBECK FOR THE PURPOSE OF PROVIDING PROFESSIONAL ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION OF A WASTEWATER TREATMENT PLANT (WWTP) IMPROVEMENTS AND WATER ST & WWTP SERVICE LOOP PROJECTS – 1<sup>ST</sup> Reading

**RES #17:** AUTHORIZING THE VA AND FO TO EXECUTE ALL DOCUMENTS NECESSARY TO EXECUTE THE AMENDMENT OF THE EASEMENT, THE POWER PURCHASE AGREEMENT, AND EXECUTE AN ENERGY SAVINGS REIMBURSEMENT AGREEMENT WITH SOLAR PLANET OR ITS AFFILIATES – 1<sup>ST</sup> Reading

**NEW BUSINESS** – O'Connor stated the All-Town Garage Sales will be the Memorial Day weekend, garbage will be delayed due to the holiday, and the Farmer's Markets will start the same weekend and continue to be held on the 4<sup>th</sup> Saturday of the month through September.

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### MAYOR'S REPORT- Mayor Tracy reported:

- Reminder of the Memorial Day Parade on Monday, May 27 starts at 8:30am. Mayor Tracy is the guest speaker at this year's memorial service in Veterans Park.
- Due to the Memorial Day holiday our regular meeting will be moved to Tuesday, May 28 at regular times. Council had no objections.
- Attended the Sandusky County Economic Development meetings last week.
- Brickley and I will be meeting with Sandusky County Engineer Carlos Baez to discuss the repairs/replacement of the Cherry St. Bridge on May 21.

Shepman exited the meeting at 8:15pm

**EXECUTIVE SESSION:** Fetzer made a motion to enter executive session to consider the appointment and/or compensation the zoning inspector position at 8:15pm, Riffle second. VOTE – Yeas - Riffle, Dunn, Fetzer, Ransom, and Throop. Nays – None Abstain – O'Connor **MOTION CARRIED 5-0-1**

Present in executive session: Mayor Tracy, Council Members – Dunn, Fetzer, Ransom, Riffle, and Throop. Village Administrator Tom Brickley, Solicitor Bob Kuhlman, and Chief Steve Gilkerson.

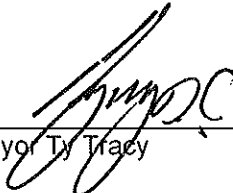
Excused from executive session: O'Connor and Runion

Council entered open session at 8:50pm

Riffle made a motion to appoint Jason Hindall as the Village Zoning Inspector beginning June 1, 2024 at a salary of \$500.00 per month, or \$6,000.00 annually. Fetzer second. VOTE – Yeas – Riffle, Fetzer, Dunn, Ransom, and Throop. Nays – None. **MOTION CARRIED 5-0.**

The next Finance Committee and Council meetings will be held on Tuesday May 28, 2024 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:52pm

  
\_\_\_\_\_  
Mayor Ty Tracy

ATTEST:

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

VILLAGE OF WOODVILLE, OHIO  
MINUTES OF OPEN COMMITTEE MEETING  
PER H.B. 111 EFFECTIVE FEBRUARY 9, 1994

DATE: 5.13.2024

ADMINISTRATIVE & PERSONNEL \_\_\_\_\_

PUBLIC SAFETY \_\_\_\_\_

RECREATION & PARKS DEVELOPMENT \_\_\_\_\_

PUBLIC WORKS & MAINTENANCE \_\_\_\_\_

FINANCE X

ENVIRONMENT, PLANNING &  
COMMUNITY DEVELOPMENT \_\_\_\_\_

PRESENT AT ROLL CALL: Ty Tracy Barb Runyon Tammi Throop  
Earl Ranson Joe Rittle

ITEMS FOR DISCUSSION:

1. Ordinance 1813
- 2.
- 3.
- 4.
- 5.

EXECUTIVE SESSION, (IF NECESSARY)... TIME:

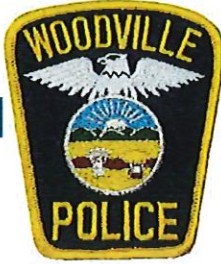
STATE PURPOSE:

NAMES OF PERSONS AT EXECUTIVE SESSION:

RETURN TO OPEN SESSION. (STATE TIME) \_\_\_\_\_

DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING:

  
CHAIRMAN



## Woodville Police Department

Chief Steven D. Gilkerson · 219 W. Main St. Woodville, OH 43469

Office: 419-849-2211 Fax: 419-849-2225

### END OF MONTH REPORT

2024

TRAFFIC STOPS	<u>CITATIONS</u> TRAFFIC & MISDEMEANOR	CR'S/CALLS FOR SERVICE	REPORTABLE OFFENSES	ARREST & CHARGES
291	209 TRAFFIC (203) / MISD. (6)	526	98	MISDEMEANOR- 55 FELONY- 9 TOTAL- 64
CRASH OFFENSES - 6		PRIVATE PROPERTY - UNK		INJURY - 2

- OD DEATH
- MULTIPLE DV'S
- 2 PURSUITS
- MULTIPLE OVI & DRUG ARREST
- MULTIPLE WARRANTS