

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS 530 LIME STREET  
**MAY 12, 2025 – 7:00 p.m.**

- I. **CALL TO ORDER** – Mayor Ty Tracy
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion
- III.
- IV. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion
- V. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- VI. **APPROVAL OF MINUTES**
  - a. Finance Committee and Regular Council Meetings on April 28, 2025
- VII. **AUDIENCE PARTICIPATION**
  - a.
- VIII. **CORRESPONDENCE**
  - a.
- 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 1835
  - e. PUBLIC SAFETY – Fetzer
  - f. RECREATION & PARKS DEVELOPMENT – Ransom
  - g. VILLAGE ADMINISTRATOR – Brickley
    - ~See attached
  - h. POLICE DEPARTMENT – Chief Gilkerson
  - i. SOLICITOR – Kuhlman
- XI. **FISCAL OFFICER'S REPORT**

**RES #5:** 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 AN ELEVATED WATER TANK FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN – 2<sup>ND</sup> Reading

**ORD #6:** AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE A CONTRACT WITH INTECH IT SOLUTIONS, LLC FOR THE PURPOSE OF PROVIDING PROFESSIONAL SERVICES FOR THE VILLAGE OF WOODVILLE'S NETWORK, COMPUTER AND SYSTEMS INTEGRATION CONSULTING
- XII. **NEW BUSINESS**
- XIII. **MAYOR'S REPORT**
- XIV. **EXECUTIVE SESSION** (if necessary)
- XV. **ADJOURNMENT**

**MINUTES – April 28, 2025**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday April 28, 2025 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, Solicitor Bob Kuhlman, Chief Steve Gilkerson, and Fiscal Officer Barb Runion. Audience: Kay and Tom Dicken, Pastor Alan Brown, and Linda Knudsen.

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 14, 2025 were approved as presented.

**AUDIENCE PARTICIPATION** – Mrs. Dicken presented and reviewed a packet of information (attached) regarding safety concerns as pedestrians cross West Main St at Cherry and/or Elm Streets. Mrs. Dicken asked council to consider some type of crossing device to aid those wishing to cross Main St. in those areas. Although Council was sympathetic to the issue, the possibility of a reasonable resolution would be unlikely. ODOT representatives did offer possible options, and stated the completion of a costly traffic and pedestrian crossing study must be completed first. The studies would not guarantee a solution is available for the safety concerns.

Pastor Alan Brown exited the meeting at 7:23pm

**CORRESPONDENCE** – None

**OLD BUSINESS**- None

**REPORTS:**

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

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

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

**FINANCE** – Throop made a motion to approved Finance Ordinance #1834 in the amount of \$109,571.79 Ransom seconded. 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: 1. Woodmore Schools, Facebook, and Suburban Press advertisements for the pool staff has produced 10 applications to date. Six of the ten are certified, and the others have been given certification class information. The annual pool clean- up and maintenance will begin this week. 2. The July 4<sup>th</sup> Committee meeting discussed the number of village security officers needed and their wages. Chief Gilkerson stated it has become increasingly difficult to staff the event because of the low wage, and questioned if the village could financially contribute to offset the security costs/wages. Council's discussion concluded that because the July 4<sup>th</sup> Celebration is hosted by a committee of volunteers and not a Village sponsored event, it is their committee's responsibility to provide the necessary security for the event. 3. The Woodville Time Travelers will be celebrating a Grand Reopening on May 24 from 9am – 5pm. (flyer attached)

Ms. Knudsen exited the meeting at 7:40pm

**ADMINISTRATOR** – Brickley reported:

- **WATER PLANT(WTP):** The Elevated Storage Tank Project bid opening is May 15.
- **SEWER PLANT(WWTP):** Will split the WWTP upgrades into 2 phases and request an extension to obtain different resources for funding. PH I – Aeration and sludge removal. PH II – New Tertiary Building
- **ELECTRIC DEPARTMENT:** Power outage issues on April 3 was due to the AMP backup generator's switch fail. AMP has serviced the unit again and will revise the Standard Operating Procedures manual accordingly.
- **STREET DEPARTMENT:** 2025 paving season includes Depot St from N. Perry St to N. Cherry St., the Village Municipal parking lot, and several patches from waterline break issues.
- **PARKS & REC:** Asphalt paving in Trail Marker Park in a few weeks.
- **PROJECTS:** The Wastewater Treatment Plant/Water St Waterline Project may be split into two phases because of easement issues.
- **FYI:** 1. Accepting lifeguard applications until May 2. We have received 7 applications as of April 24. 2. Casey's Convenience Store chain purchased W. Main St land/property, and anticipate beginning construction at the end of May.

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**POLICE DEPARTMENT-** Chief Gilkerson reported: 1. Was contacted by FedEx, and offered, small tree saplings as a donation to the village. Council appreciated the offer, but due to lack of areas for planting, declined the offer. 2. The Sandusky County Drug Task Force Agency is funding Flock Camera's and disbursing them throughout the entire county. The cameras are license plate readers only and aid law enforcement when they are involved in high-speed chases or looking for a particular vehicle involved in illegal activity. The camera's will be placed along St. Rt. 20, one on the Eastbound side and one on the Westbound side. The Agency asked that the village insure the devices. Runion will check with The Ohio Plan insurance for that determination.

**SOLICITOR** – Kuhlman - No report

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

**ORD #5:** 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 AN ELEVATED WATER TANK FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN – 1<sup>st</sup> Reading

**NEW BUSINESS** – None

**MAYOR'S REPORT-** Mayor Tracy – No report

**EXECUTIVE SESSION** - O'Connor made a motion to enter executive session to consider the appointment or employment of a public employee at 8:15pm, Fetzer second. VOTE – Yeas - O'Connor, Fetzer, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0**

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

Chief Gilkerson and Tom and Kay Dicken exited the meeting at 8:15pm.

Council entered open session at 9:06pm

The next Finance Committee and Council meetings will be held on Monday, May 12, 2025 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 9:07pm

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

ATTEST:

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

**Date:** April 28, 2025

**Presenter:** Kay Dicken  
517 W. First St.  
Woodville, Ohio  
419-575-6080

**Concern:** Crossing US 20 at Cherry and/or Elm Streets in a safe and timely manner can be very difficult. I have found that whether I am walking or riding my bike, getting from one side of Main Street to the other without going to either of the 2 intersections with traffic lights can be dangerous. Even with the installation of the new flashing school zone lights in front of Solomon Church and School, crossing during the beginning and end of the school day can be especially hazardous. I am concerned for young people attending Solomon School who need to cross 20, as well as those who need to cross to use the pool and park areas.

**Goal:** To install some type of electronic pedestrian crossing device that will make crossing 20 at either Cherry or Elm Streets safer.

In my research I found the following information from section 4 of the ODOT's Multimodal Design Guide on the internet. I have highlighted sections I feel are appropriate to this discussion.



### 4.4.3 Selecting Pedestrian Crossing Treatments

Uncontrolled pedestrian crossings, including those crossings shared with bicyclists, such as shared use paths and side paths, should be designed with appropriate treatments and countermeasures to improve motorist yielding (see Section 4.4.2). Table 4-6 summarizes countermeasures which have been found to be effective at improving pedestrian safety based on research related to the number of motorist lanes, volumes, and operating speeds.

It should be noted that Table 4-6 does not include the countermeasure of grade separated crossings. This is due to the challenge to provide an appropriate level of safety benefit compared to at-grade midblock crossings. Grade separations are significantly more expensive than the countermeasures presented in the table and often make the pedestrian or cyclist travel farther than an at-grade location. To be well designed and functional, grade-separated crossings must consider accessibility and user comfort and safety. The effectiveness of a grade-separated crossing depends on its perceived ease of use. Users will weigh the perceived safety benefit of using the bridge or underpass versus the extra effort and time it will require when deciding where to cross. If the designer identifies that a grade separation may be the best solution, see Section 4.7.2 for further guidance.

Table 4-6 should not be used to evaluate crossings without first establishing at which intersections or mid-block locations pedestrians desire to cross. Section 2.5.1.2 provides guidelines for determining existing and potential pedestrian crossing locations. Designers should recognize that the consideration of pedestrian accommodations and countermeasures is not based on a pedestrian volume threshold; instead, these features should be considered if there is a desire for pedestrians to cross.

For uncontrolled bicycle crossings, see Section 6.4. For signalized intersections, treatments such as crosswalks, crossing islands, alternative signal phasing, and other physical elements that manage vehicle speeds should be considered based on context. Refer to Chapters 7 and 8 respectively for vehicle speed management and traffic signal phasing.



**Table 4-6: Application of Pedestrian Crash Countermeasures by Roadway Speed, Volume, and Configuration<sup>20</sup>**

Roadway Configuration	Posted Speed Limit and AADT								
	Vehicle AADT <9,000			Vehicle AADT 9,000–15,000			Vehicle AADT >15,000		
	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph	≤30 mph	35 mph	≥40 mph
<b>2 lanes</b> (1 lane in each direction)	① 2 4 5 6	① 5 6 7 9	① 5 6 7 9	① 4 5 6	① 5 6 7 9	① 5 6 7 9	① 4 5 6 7 9	① 5 6 7 9	① 5 6 9
<b>3 lanes with raised median</b> (1 lane in each direction)	① 2 3 4 5	① 3 5 7 9	① 3 5 7 9	① 3 4 5 7 9	① 3 5 7 9	① 3 5 7 9	① 3 4 5 7 9	① 3 5 7 9	① 3 5 9
<b>3 lanes w/o raised median</b> (1 lane in each direction with a two-way left-turn lane)	① 2 3 4 5 6 7 9	① 3 5 6 7 9	① 3 5 6 7 9	① 3 4 5 6 7 9	① 3 5 6 7 9	① 3 5 6 7 9	① 3 4 5 6 7 9	① 3 5 6 7 9	① 3 5 6 9
<b>4+ lanes with raised median</b> (2 or more lanes in each direction)	① 3 5 7 8 9	① 3 5 7 8 9	① 3 5 8 9	① 3 5 7 8 9	① 3 5 7 8 9	① 3 5 8 9	① 3 5 7 8 9	① 3 5 8 9	① 3 5 8 9
<b>4+ lanes w/o raised median</b> (2 or more lanes in each direction)	① 3 5 6 7 8 9	① 3 5 6 7 8 9	① 3 5 6 8 9	① 3 5 6 7 8 9	① 3 5 6 7 8 9	① 3 5 6 8 9	① 3 5 6 7 8 9	① 3 5 6 8 9	① 3 5 6 8 9

Given the set of conditions in a cell,

- # Signifies that the countermeasure is a candidate treatment at a marked uncontrolled crossing location.
- Signifies that the countermeasure should always be considered, but not mandated or required, based upon engineering judgment at a marked uncontrolled crossing location.
- Signifies that crosswalk visibility enhancements should always occur in conjunction with other identified countermeasures.\*

The absence of a number signifies that the countermeasure is generally not an appropriate treatment, but exceptions may be considered following engineering judgment.

- 1 High-visibility crosswalk markings, parking restrictions on crosswalk approach, adequate nighttime lighting levels, and crossing warning signs
- 2 Raised crosswalk
- 3 Advance Yield Here To (Stop Here For) Pedestrians sign and yield (stop) line
- 4 In-Street Pedestrian Crossing sign
- 5 Curb extension
- 6 Pedestrian refuge island
- 7 Rectangular Rapid-Flashing Beacon (RRFB)\*\*
- 8 Road Diet
- 9 Pedestrian Hybrid Beacon (PHB)\*\*

\*Refer to Chapter 4, "Using Table 1 and Table 2 to Select Countermeasures," for more information about using multiple countermeasures.

\*\*It should be noted that the PHB and RRFB are not both installed at the same crossing location.

This table was developed using information from: Zegeer, C.V., J.R. Stewart, H.H. Huang, P.A. Lagerway, J. Feaganes, and B.J. Campbell. (2005). Safety effects of marked versus unmarked crosswalks at uncontrolled locations. Final report and recommended guidelines. FHWA No. FHWA-HRT-01-100. Washington, D.C.: FHWA. Manual on Uniform Traffic Control Devices. 2009 Edition (revised 2012). Chapter 4F, Pedestrian Hybrid Beacons. FHWA, Washington, D.C. FHWA. Crash Modification Factors (CMF) Clearinghouse. <http://www.cmfclearinghouse.org/>. FHWA. Pedestrian Safety Guide and Countermeasure Selection System (PEDSAFE). <http://www.pedbikeinfo.org/PEDSAFE/>. Zegeer, C., R. Srinivasan, B. Lun, D. Carter, S. Smith, C. Sandstrom, N.J. Thirsk, J. Zegeer, C. Lyon, E. Ferguson, and R. Van Houten. (2017). NCHRP Report 841: Development of Crash Modification Factors for Uncontrolled Pedestrian Crossing Treatments. Transportation Research Board, Washington, D.C.; Thomas, Thirsk, and Zegeer. (2016). NCHRP Synthesis 498: Application of Pedestrian Crossing Treatments for Streets and Highways. Transportation Research Board, Washington, D.C.; and personal interviews with selected pedestrian safety practitioners.



# SPRING FLING FEST

MAY 24 9AM-5PM

CELEBRATING THE GRAND RE-OPENING OF  
WOODVILLE TIME TRAVELERS

VARIOUS VENDORS  
AROUND THE VILLAGE

Raffle!

Snacks

VINTAGE CARS



~~~~~  
DRESS IN YOUR FAVORITE  
TIME PERIOD CLOTHING  
~~~~~

70s Tye Dye

50s/60s

Steampunk

Medieval

Co-

Roaring 20s

80s

Disco



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

DATE: 4.28.2025

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

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

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

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

FINANCE X \_\_\_\_\_

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

PRESENT AT ROLL CALL: Tammi Throop Joe Ruffa Barb Runyon  
Ty Tracy Earl Ransom

ITEMS FOR DISCUSSION:

1. Finance Ordinance 1834
- 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 \_\_\_\_\_