

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS 530 LIME STREET  
**APRIL 22, 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 March 25, 2024
- VI. **AUDIENCE PARTICIPATION**
- 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 #1812
  - e. PUBLIC SAFETY – Fetzer
  - f. RECREATION & PARKS DEVELOPMENT – Ransom
  - g. VILLAGE ADMINISTRATOR – Brickley
    - ~See attached
  - h. POLICE DEPARTMENT – Chief Steve Gilkerson
  - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**
  - ORD #7:** AUTHORIZING THE VA & FO TO ENTER INTO CONTRACT WITH ZENNER USA, INC. FOR THE PURPOSE OF UPGRADING THE VILLAGE ELECTRIC AND WATER UTILITY METERING – 2<sup>nd</sup> Reading
  - ORD #8:** AUTHORIZING THE VA & FO TO ENTER INTO CONTRACT WITH VANGUARD UTILITY SERVICE, INC. FOR THE PURPOSE OF INSTALLING WATER METERS IN THE VILLAGE – 2<sup>nd</sup> Reading
  - ORD #11:** AUTHORIZING THE VILLAGE OF WOODVILLE TO PARTICIPATE IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2024
  - ORD #12:** AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH BUCKEYE EXCAVATING & CONSTRUCTION, INC. FOR THE PURPOSE OF PROVIDING CONSTRUCTION OF THE WATERLINE IMPROVEMENTS -PHASE 3 PROJECT FOR THE VILLAGE OF WOODVILLE
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** –
- XIV. **ADJOURNMENT**

**MINUTES – March 25, 2024**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, March 25, 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 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 February 26, 2024 and the Regular Council meeting on March 11, 2024 were approved as presented.

**AUDIENCE PARTICIPATION** – None

**CORRESPONDENCE**- None

**OLD BUSINESS**- None

**REPORTS:**

**ADMINISTRATIVE & PERSONNEL**- Mayor Tracy made a recommendation to council to appoint Robert LaGreca as a Full-time officer with negotiated 1 week (40hrs) of vacation time for 2024 at a wage of \$24.00 retroactive to March 11, 2024, plus all other eligible benefits per the village Personnel Policy Manual (PPM). Mayor Tracy stated the final appointment of Officer LaGreca will be contingent on successfully completing a 6-month probation.

Riffle made a motion to accept Mayor Tracy's recommendation to appoint Robert LaGreca as a Full-time officer with 1 week (40 hrs.) vacation for 2024 plus all other eligible benefits per the village PPM and at a wage of \$24.00 per hour and contingent on completing a successful 6-month probation, and passing the Ohio Police & Fire physical. Fetzer second. VOTE-Yeas-Riffle, Dunn, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

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

**ENVIRONMENTAL & COMMUNITY DEVELOPMENT** – O'Connor reported Dr. Kate Dellenbusch, Planetarium Director at BGSU will present "Celestial Shadow Dancing" a program to discuss the eclipse, on Sunday, April 7 at 2pm at the Woodville United Methodist Church (WUMC). Everyone is welcome!

Eclipse update: Many small businesses downtown will be hosting events within their business. The WUMC will be open to provide water and restrooms for those passing through our community. Woodmore Schools will be closed. Many public offices throughout the county are either closed all day or closing at noon. Council discussed and approved canceling the regular council meeting on April 8, 2024 and having one meeting in April on the 22<sup>nd</sup>.

**FINANCE** – Throop made a motion to adopt Finance Ordinance #1811 in the amount of \$170,907.40 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:

- Discussing getting a lifeguard certification class organized with Amy Klima. Ms. Klima is a teacher at Solomon School and is a Red Cross certified lifeguard instructor. Brickley will work on getting the pool ready early and therefore the lifeguard training class could be held at our pool.
- We have received 12 lifeguard applications and 4 manager applications to date.

**ADMINISTRATOR** – Brickley reported:

- **WATER PLANT:** Still waiting on a response from Bissnuss, Inc regarding the Lime/soda ash feed.
- **SEWER PLANT:** 1. Phase 5 inspections have resumed. We have completed 36 inspections with 73 remaining. 2. Discussed creating a Stormwater utility fund.
- **ELECTRIC DEPT:** They have changed the new electric truck chassis from a Ford to a Dodge. Runion will present ordinance to formally change this.
- **STREETS:** No report.
- **PARKS & REC:** 1. Started the Disc Golf course layout and signage installation at Trail Marker Park.

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**ADMINISTRATOR** – Brickley reported – continued:

- **PROJECTS:** 1. Phase III Waterline project – bid opening was held here on March 7, 2024 at 10:00am. Kleinfelder has reviewed the bids and is recommending Buckeye Excavating from Monroeville. 2. Library roof installation to begin later the week of April 8.
- **FYI:** 1. Casey Convenience Store will be exploring building on the land next to McDonald's. 2. Dan Liskai has accepted our agreement regarding the property at Victoria Place. 3. To date we have received 3 letters of interest for the Zoning Inspector position. Mayor Tracy set the review committee of Riffle, Fetzer, and Brickley.

**POLICE DEPARTMENT**- Chief Gilkerson reported:

- Officer LaGreca is doing well with training.
- Officer Harper has done an exceptional job cleaning up the evidence room
- Presented and reviewed the February report. (attached)

**SOLICITOR** – Kuhlman – No report.

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

**ORD #7: AUTHORIZING THE VA & FO TO ENTER INTO CONTRACT WITH ZENNER USA, INC. FOR THE PURPOSE OF UPGRADING THE VILLAGE ELECTRIC AND WATER UTILITY METERING – 1<sup>ST</sup> READING**

**ORD #8: AUTHORIZING THE VA & FO TO ENTER INTO CONTRACT WITH VANGUARD UTILITY SERVICE, INC. FOR THE PURPOSE OF INSTALLING WATER METERS IN THE VILLAGE – 1<sup>ST</sup> READING**

**ORD #9: AN ORDINANCE REPEALING #7-2023 AND AUTHORIZING THE VILLAGE ADMINISTRATOR AND THE FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH TEREX UTILITIES INC FOR THE PURPOSE OF PURCHASING A 2024 DODGE 5500 CHASIS 4x4 TEREX UTILITY TRUCK AND DECLARING AN EMERGENCY.** Fetzer made a motion to suspend the rules. Dunn second. VOTE – Fetzer, Dunn, O'Connor, Ransom Riffle, and Throop. Dunn made a motion to adopt Ordinance #9-2024. Dunn second. VOTE - Fetzer, Dunn, O'Connor, Ransom Riffle, and Throop. **MOTION CARRIED 6-0**

**ORD #10: SETTING THE 2024 APPROPRIATIONS** Riffle made a motion to suspend the rules. Dunn second. VOTE – Riffle, Dunn, Fetzer, O'Connor, Ransom, and Throop. Riffle made a motion to adopt Ordinance #10-2024. Dunn second. VOTE – Riffle, Dunn, Fetzer, O'Connor, Ransom, and Throop. **MOTION CARRIED 6-0**

**NEW BUSINESS** – None

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

- He and Brickley will attend the annual Northwest Ohio Mayors and Managers Association (NOMMA) meeting tomorrow night in Pembererville.
- On Wednesday March 27<sup>th</sup> will attend the Sandusky County Visitors Bureau lunch meeting

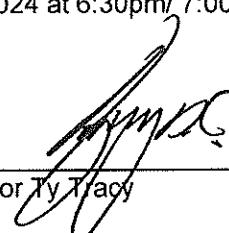
**EXECUTIVE SESSION:** O'Connor made a motion to enter executive session to discuss details related to the security arrangements and emergency response protocols for the public body and the public offices at 7:57pm, Riffle second. VOTE – Yeas - O'Connor, Riffle, Dunn, Fetzer, Ransom, and Throop. Nays – 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, Chief Steve Gilkerson, Solicitor Bob Kuhlman, and Fiscal Officer Barb Runion.

Council entered open session at 8:04pm

The next Finance Committee and Council meetings will be held on April 22, 2024 at 6:30pm/ 7:00pm respectively.

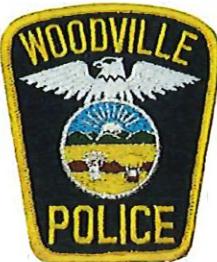
Mayor Tracy adjourned the meeting at 8:05pm

  
Mayor Ty Tracy

ATTEST:

  
Barbara J. Runion

Barbara J. Runion, Fiscal Officer



# 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

FEB - 2024

TRAFFIC STOPS	<u>CITATIONS</u> TRAFFIC & MISDEMEANOR	CR'S/CALLS FOR SERVICE	REPORTABLE OFFENSES	ARREST & CHARGES
231	153 TRAFFIC (141) / MISD. (12)	413	79	MISDEMEANOR- 26 FELONY- 5      TOTAL- 31
CRASH OFFENSES - 3		PRIVATE PROPERTY - 0		INJURY - 1

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

DATE: 3/25/2024

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

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

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

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

FINANCE ✓ \_\_\_\_\_

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

PRESENT AT ROLL CALL: Tammi Throop Ty Tracy Barb Runion  
Joe Ruffle Earl Ransom

**ITEMS FOR DISCUSSION:**

1. Ordinance 1811

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