

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS 530 LIME STREET  
**AUGUST 12, 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 July 22, 2024
- VI. **AUDIENCE PARTICIPATION**
  - a.
- 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 #1819
  - 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 #20:** AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLICWORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED – 3<sup>RD</sup> Reading
- XI. **NEW BUSINESS**
  - a.
- XII. **MAYOR'S REPORT**
  - a.
- XIII. **EXECUTIVE SESSION**
- XIV. **ADJOURNMENT**

**MINUTES – July 22, 2024**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday July 22, 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, Solicitor Bob Kuhlman, and Fiscal Officer Barb Runion. Audience: Karen Schepman, Deb Wallace of the Suburban Press, and Jeff Spence.

Chief Steve Gilkerson was absent

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

Minutes of the Public Hearing, Finance Committee and Regular Council meetings on July 8, 2024 were approved as presented.

**AUDIENCE PARTICIPATION** – None

**CORRESPONDENCE** - None

**OLD BUSINESS**- Mayor Tracy reported he has reached out to Rep. Gary Click regarding financial assistance for the replacement/repairs needed for the fire siren at the Police Department. Fire Chief Schnitker would like to move forward with testing the siren to determine what the best options are to either repair, replace, relocate, or remove the siren.

**REPORTS:**

**ADMINISTRATIVE & PERSONNEL**- Riffle stated concerns have been raised regarding the stipulations attached to the increased wage of Jason Hindall our current zoning inspector, specifically no clerical assistance. It has become evident the position does have a need for administrative assistance, and administrative support was always provided for the zoning inspector position in the past. Hindall was made aware of the proposed changes, and stated he had no issue with a wage adjustment, and welcomed the assistance.

Riffle made a motion to amend Jason Hindall, Zoning Inspector's wage from \$6,000.00 annually to \$5,000.00 annually, to be paid monthly beginning with the July payroll. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

Riffle made a motion to increase Kris Gerwin's wage by \$0.25/hr for administrative assistance to the zoning inspector beginning July 22, 2024. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

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

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

**FINANCE** – Throop made a motion to adopt Finance Ordinance #1818 in the amount of \$135,899.93 Riffle second. VOTE-Yeas- Throop, Riffle, Dunn, Fetzer, O'Connor, and Ransom. Nays- None **MOTION CARRIED 6-0.**

**PUBLIC SAFETY**- Fetzer – No report.

**RECREATION & PARKS DEVELOPMENT** – Ransom reported: 1. Attended the Sandusky County Community Foundation (SCCF) mandatory grant consideration meeting. Working with Tom and Kris for project ideas. 2. The Woodville Business & Community Association (WBCA) will host their 3<sup>rd</sup> annual Kidz Farmer's Market along with the regular monthly market July 20 from 9am – Noon at Trail Marker Park.

**ADMINISTRATOR** – Brickley reported:

- **WATER PLANT:** No report
- **SEWER PLANT:** 1. Phase 6 inspections continue – 106 inspections complete and 16 violations noted to date.
- **ELECTRIC DEPT:** Tree trimming around the primary lines throughout the village

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**ADMINISTRATOR** – Brickley reported, continued:

- **STREETS:** No report
- **PARKS & REC:** No report
- **PROJECTS:** 1. Phase 3 Water Line Project – Pemberville Rd ending at the Fremont Federal Credit Union is almost complete. 2. Zenner will begin staff training for the new meter reading system the week of September 9.
- **FYI:** No report

**POLICE DEPARTMENT**- Chief Gilkerson – No report, absent

**SOLICITOR** – Kuhlman – No report

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

**RES #20:** AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLICWORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED – 2<sup>nd</sup> Reading

**ORD #21:** APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF WOODVILLE, OHIO AND DECLARING AN EMERGENCY. Fetzer made a motion to suspend the rules. Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Ransom, and Throop. Nays- None. **MOTION CARRIED 6-0.** Fetzer made a motion to adopt Ordinance #21-2024. Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Ransom, and Throop. Nays- None. **MOTION CARRIED 6-0.**

**RES #22:** RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR Fetzer made a motion to suspend the rules. Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Ransom, and Throop. Nays- None. **MOTION CARRIED 6-0.** Fetzer made a motion to adopt Resolution #22-2024. Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Ransom, and Throop. Nays- None. **MOTION CARRIED 6-0.**

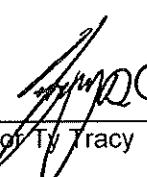
**NEW BUSINESS** – The Woodville United Methodist Church is hosting a party at the Woodville Pool on July 27 from 6:00pm – 8:00pm. Food, Fellowship and Fun will be provided. Everyone is welcome!

**MAYOR'S REPORT**- Mayor Tracy reported: 1. Will attend the Northwest Ohio Mayors and Managers Association meeting on August 21. 2. CVS and Rite-aids in our area will be closing soon.

**EXECUTIVE SESSION:** None

The next Finance Committee and Council meetings will be held on Monday, August 12, 2024 at 6:30pm/7:00pm respectively.

Mayor Tracy adjourned the meeting at 7:45pm

  
\_\_\_\_\_  
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: 7-22-2024

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

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

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

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

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

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

PRESENT AT ROLL CALL: Tammi Throop Ty Tracy Barb Runcie  
Earl Ranson Joe Ruffle

ITEMS FOR DISCUSSION:

1. Finance Ordinance 1818
- 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