

**WOODVILLE VILLAGE COUNCIL**  
**REGULAR MEETING**  
**COUNCIL CHAMBERS 530 LIME STREET**  
**JANUARY 27, 2025 – 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 on January 13, 2025
- 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 1828
  - e. PUBLIC SAFETY – Fetzer
  - f. RECREATION & PARKS DEVELOPMENT – Ransom
  - g. VILLAGE ADMINISTRATOR – Brickley  
    ~See attached
  - h. POLICE DEPARTMENT – Chief Gilkerson
  - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**  
**ORD #1 – 2025: AUTHORIZING THE VA AND FO TO EXECUTE A CONTRACT AMENDMENT**  
WITH FISHBECK FOR PURPOSE OF PROVIDING PROFESSIONAL ENGINEERING SERVICES FOR THE  
DESIGN OF A WASTEWATER TREATMENT PLANT (WWTP) IMPROVEMENTS PROJECT- 2<sup>nd</sup> Reading
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** (if necessary)
- XIV. **ADJOURNMENT**

**MINUTES – January 13, 2025**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday January 13, 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, Chief Steve Gilkerson, and Fiscal Officer Barb Runion. Audience: None  
Solicitor Bob Kuhlman was absent.

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

Mayor Tracy called for nominations of Council President Pro Tempore. Dunn nominated Joe Riffle. With no other nominations Mayor Tracy closed the nominations. VOTE- for Riffle. Yeas- Dunn, Fetzer, O'Connor, Ransom, Riffle, and Throop. Nays- None. Riffle was named Council President Pro Tempore.

Mayor Tracy reviewed the 2025 committee appointments. There were no objections to the assignments.

Minutes of the Finance Committee and Regular Council meetings on December 16, 2024 were approved as presented.

**AUDIENCE PARTICIPATION** – None

**CORRESPONDENCE** – Mayor Tracy will attend the annual meeting of the Sandusky County Economic Development Corporation on February 27, 2025.

**OLD BUSINESS**- Riffle questioned the status of help wanted ads for Runion and Gerwin's positions. Runion stated they will be ready for advertisement in February.

**REPORTS:**

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

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

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

**FINANCE** – Throop – No report.

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

**RECREATION & PARKS DEVELOPMENT** – Ransom reported: 1. The Woodville Business & Community Association will meet monthly in 2025 at various locations throughout the village. 2. The 4<sup>th</sup> of July Committee will meet on Tuesday, January 21 at the Library – 7:00pm. 3. Committee will begin discussions for the upcoming pool season in February or March.

**ADMINISTRATOR** – Brickley reported:

- **WATER PLANT(WTP)**: No report
- **SEWER PLANT**: No report
- **ELECTRIC DEPARTMENT**: No report
- **STREET DEPARTMENT**: No report
- **PARKS & REC**: No report
- **PROJECTS**: Advanced Metering Infrastructure (AMI) project update: Water meter installations are approximately 40% complete. Electric meters – all but one is communicating with the data collectors.
- **FYI**: 1. The "opt-out" policy and fee schedule is in place for residents who do not wish to have smart meters.  
2. Continue to interview business candidates for I.T. services for the village.

**POLICE DEPARTMENT**- Chief Gilkerson reported:

- Officer Sirse expressed his gratitude for the planter that was sent for his father's funeral.
- Officer O'Such regrettfully resign as a part-time officer. His full-time job prevents him from fulfilling his commitment to the village.
- Will have "No Parking" signs made for First Street (south side), hours will be 7:00am – 9:00am and 2:00pm – 4:00pm Monday – Friday.
- Presented and reviewed the December Activity Report. (attached)

**SOLICITOR** – Kuhlman – No report, absent.

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

**ORD #25: EMPLOYING ROBERT A KUHLMAN AS VILLAGE SOLICITOR** – 3<sup>rd</sup> Reading Riffle made a motion to adopt Ordinance #25-2024. Dunn second. VOTE – Yeas – Riffle, Dunn, Fetzer, O'Connor, Ransom, and Throop. Nays- None. **MOTION CARRIED 6-0.**

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

**NEW BUSINESS** – Runion stated that Brickley's contract has expired as of December 31, 2024. Council unanimously agreed to not continue with a contract and instead employ Brickley as the Village Administrator with all allowable powers and duties in accordance with Ohio Revised Code Section 735.273, and in accordance with policies and procedures in the Village manual. Brickley's salary will remain the same until council considers annual wage changes for all employees later in 2025.

**MAYOR'S REPORT**- Mayor Tracy reported: 1. Met with Elmore Mayor and Woodmore Superintendent. 2. The next Coffee & Conversation with the Mayor will be in February at Wild Brew. 3. Read the 2024 State of the Village (attached)

The next Finance Committee and Council meetings will be held on Monday, January 27, 2025 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:00pm

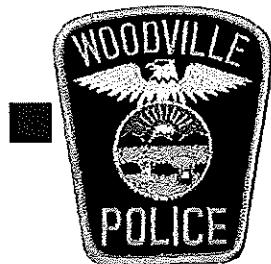


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Mayor Ty Tracy

ATTEST:



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

DECEMBER 2024

TRAFFIC STOPS	<u>CITATIONS</u> TRAFFIC & MISDEMEANOR	CR'S/CALLS FOR SERVICE	REPORTABLE OFFENSES	ARREST & CHARGES
157	72 TRAFFIC (71) / MISD. (1)	402	71	MISDEMEANOR- 11 FELONY- 6 TOTAL- 17
CRASH OFFENSES - 4		HIT SKIP/LEAVING SCENE - 1		INJURY - 0

State of the Village/2024 year in review.

I would like to start off by wishing all our Woodville Residents a very Happy New year for 2025! Myself along with our Council members and Village employees continue to do our very best to make Woodville a great place to live and raise a family. 2024 has been a productive and challenging year for the Village of Woodville. Our town will continue to make strides to enjoy the benefits of small-town living.

This past year we welcomed Steve Gilkerson as our new police chief. Chief Gilkerson has been a long-time police officer with Woodville before taking over this year as Chief of Police. Along with providing safety to our town, Chief Gilkerson has been an active member with Woodmore Schools, the 4<sup>th</sup> of July Festivities, helping with Woodville Food Pantry, organizing the Kickball/Cookout with the kids, and many other community events. Chief Gilkerson has transitioned smoothly into this role and will continue to lead the protection and serve our town to make Woodville one of the safest places to reside.

In 2024 we were able to re-open the pool after being closed in 2023 due to lack of staffing. I would like to thank those employees as well as the community members that contributed with their time and funding efforts to help reopen the pool this past summer. Along with the enjoyment of our pool, our town installed a Disc Golf Course this year in Trail Marker Park. The Disc Golf course compliments our recently added Pickle ball court, as well as our newly resurfaced basketball court and community pool.

In 2024, there were many successful community events throughout our town. The 4<sup>th</sup> of July committee continued to impress everyone with a successful July 4<sup>th</sup> celebration. The celebration is always well attended and always has the best fireworks around. Along with our 4<sup>th</sup> of July celebration, our Town Farmer's Market was also in full swing over the summer, as well as our downtown Fright Night and the Solar Street fair hosted by our downtown businesses were both well attended.

Village Administrator Tom Brickley had a busy 2024 with village projects and upgrades. The west end of town saw a new water line project along Pemberville

Road installed. Sewer drain inspections throughout the village, new roofs to the community pool building, pump house and library, paving of Portage St and sections of Findlay road, replacement of rotted electrical poles, new water/electric meter installed at residences as well other projects to make our village one of the best villages to live in.

In 2024, we welcomed The Overflow Event Center/Wild Brew Coffee Shop and Pierce Design Studio as new businesses in our downtown district. Both have been a nice addition to our Village. As with all our other businesses in town, I urge our residents to support our local businesses to help keep an active downtown business community. In closing, I would like to wish everyone a happy, healthy and prosperous 2025.

Thank You,

Ty Tracy

Woodville Mayor