

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
MARCH 25, 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 February 26, 2024 and Council Meeting on March 11, 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 #1811
 - 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 – 1st 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 – 1st Reading

ORD #9: AN ORDINANCE REPEALING ORDINANCE #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 CHASSIS 4x4 TEREX UTILITY TRUCK AND DECLARING AN EMERGENCY

ORD #10: SETTING THE 2024 APPROPRIATIONS
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** –
- XIV. **ADJOURNMENT**

MINUTES – February 26, 2024
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, February 26, 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: 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 February 12, 2024 were approved as presented.

AUDIENCE PARTICIPATION – Linda Knudsen questioned if parking of a commercial vehicle is permitted on Lueke Ave. Knudsen was advised it is allowable and if possible, inform the police department when the vehicle would be at the location.

CORRESPONDENCE- None

OLD BUSINESS- O'Connor spoke with Bridget Day, Co-owner of Harvest Grounds regarding the update for opening the business. Day is working with a new contractor and is planning to open by June.

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle – No report

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor – No report

FINANCE – Throop – No report, absent.

Riffle made a motion to adopt Finance Ordinance #1810 in the amount of \$186,553.58 Ransom second. VOTE-Yeas- Riffle, Ransom, Dunn, Fetzer, and O'Connor. Nays- None **MOTION CARRIED 5-0.**

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. Contacted Oak Harbor pool to coordinate a schedule to rent their pool.
- Sue Grant will work with Kris Gerwin to develop a "lifeguards needed" flyer for the school announcements.
- We have received 5 lifeguard applications to date.
- The Woodville Business & Community Association will meet in council chambers at 7:30am on March 14.

ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** No report
- **SEWER PLANT:** On April 12 will attend a Small Communities grant meeting.
- **ELECTRIC DEPT:** Work continues in the back lot line from Elm St. to the west.
- **STREETS:** ODOT has reported work will start the beginning of March for the installation of the school zone signs at Solomon.
- **PARKS & REC:** 1. Discussed the Disc Golf course layout and signage. (attached)
2. Discussed the replacement or removal of the fence at the park area in Veterans Park.
- **PROJECTS:** 1. Phase III Waterline project – bid opening has been updated to be held here on March 7, 2024 at 10:00am.
- **FYI:** 1. Sandusky County Commissioners are requesting we indicate our hours of operation on April 8 during the solar eclipse. Many businesses, schools, and government offices will be closing due to the anticipated influx of vehicles and people. 2. Jason Hindall will be off for surgery from February 28 for 2 – 3 weeks. 3. The Administrative and Personnel Committee and Brickley will review the Letters of Interest submitted for Zoning Inspector position.

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POLICE DEPARTMENT- Chief Gilkerson presented and reviewed the January report. (attached)

SOLICITOR – Kuhlman – No report.

FISCAL OFFICER- Runion – No report

NEW BUSINESS – None

MAYOR'S REPORT- Mayor Tracy reported:

- The diesel fuel spill in the Portage River in Pemberville was put on Facebook as FYI only.
- Met with the Woodmore Superintendent and Elmore Mayor Jackson last week.
- Will attend the Sandusky County Economic Development Committee next week.

EXECUTIVE SESSION: None

The next Finance Committee and Council meetings will be held on March 11, 2024 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 7:58pm

Mayor Ty Tracy



ATTEST:

Barbara J. Runion, Fiscal Officer

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
March 11, 2024 – 7:00 p.m.

- I. **CALL TO ORDER** – Mayor Ty Tracy 7pm
- II. **ROLL CALL** – Elected Officials - Fiscal Officer, Barb Runion- absent, O'Connor taking minutes.
Dunn_x__ Fetzer_x__ O'Connor_x__ Ransom_x__ Riffle absent Throop_x__
Mayor_x__
- III. **ROLL CALL** – Administration & Audience – Fiscal Officer, Barb Runion O'Connor
Brickley_x__ Gilkerson absent Kuhlman_x__ Audience: Deb Wallace, Linda Knudsen
- IV. **PLEDGE TO THE FLAG** – Mayor Ty Tracy
- V. **APPROVAL OF MINUTES**
 - a. Regular Council Meeting and Finance Committee meetings on February 26, 2024 will be approved at the March 25, 2024 meeting.
- VI. **AUDIENCE PARTICIPATION** Linda Knudsen asked about cold plants at Trail Marker Park and at the Post Office planting box. She was told not to do anything at Busdiecker Park, due to warranty with North Branch Nursery.
- VII. **CORRESPONDENCE** N/A
 - a.
- VIII. **OLD BUSINESS** Liskai Farms LLC turned in a proposal for purchase of property "Victoria Place Rd" 1.89 parcel \$3,000 plus two taps (1 water and 1 sewer) and the village is to pay closing costs. Discussion concluded that there needs to be a more comprehensive proposal presented showing proof of approved survey and clear title on the property without any judgements. The village will consider \$4500 (\$3000 plus \$1500 for the taps) plus closing costs, with the intent that the taps are then purchased from Liskai Farms LLC.
 - a.
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle - absent
 - b. PUBLIC WORKS & MAINTENANCE – Dunn N/A
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor N/A
 - d. FINANCE – Throop N/A
 - e. PUBLIC SAFETY – Fetzer N/A
 - f. RECREATION & PARKS DEVELOPMENT – Ransom 8 applications for the pool. 7 for guards and 1 for manager. Ransom in conversation with Amy from Solomon about getting the guards certified using the Oak Harbor pool. Ad for guards was shown that will be posted at the high school for announcements. WBCA is considering having an evening meeting every other month that covers the same information as the morning meeting. This will hopefully allow more to be in attendance based on which time works better for them. Next WBCA meeting is Thursday 3/14 at 7:30 in council chambers.
 - g. VILLAGE ADMINISTRATOR – Brickley
~See attached

- h. POLICE DEPARTMENT – Chief Steve Gilkerson, absent Mayor Tracy said we accepted a resignation letter from Officer Hurst and he will be swearing in an Auxiliary Officer on Tuesday 3/12/24
- i. SOLICITOR – Kuhlman Trial was rescheduled, Defendant didn't show.

X. **FISCAL OFFICER'S REPORT** N/A

XI. **NEW BUSINESS** N/A

XII. **MAYOR'S REPORT** County is saying for the 4/8/24 Eclipse they are expecting high traffic volume Sunday from 6-9 and Monday from 6-9am. Chief Gilkerson will have things staffed accordingly. Thank you to Fetzer for meeting with 13ABC news for an interview about the pool lifeguard situation. Nice article in the News Messenger about Chief Gilkerson.

XIII. **EXECUTIVE SESSION** – N/A

XIV. **ADJOURNMENT** 7:34pm

A handwritten signature in black ink, appearing to be 'Tracy', is located in the lower right quadrant of the page.



- Woodville Police Department

Chief Roy J. Whitehead · 219 W. Main St. Woodville, OH 43469

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

END OF MONTH REPORT

JAN - 2024

TRAFFIC STOPS	<u>CITATIONS</u> TRAFFIC & MISDEMEANOR	CR'S/CALLS FOR SERVICE	REPORTABLE OFFENSES	ARREST & CHARGES
195	127 TRAFFIC (118) / MISD. (9)	374	40	MISDEMEANOR- 36 FELONY- 5 TOTAL- 41
CRASH OFFENSES - 8		PRIVATE PROPERTY - 2		INJURY - 1

Monthly Key Points

- Couple of pursuits (ended without incident).
- Couple of felony drug arrest.
- Couple of stolen vehicles – Ofc. Harper recovered one in less than 24 hours and had suspect in custody.
- B&E Tanglewood – leads being followed up on and investigated in conjunction with Fremont PD because they had an identical incident, same exact MO. Believed to be same suspects.

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

DATE: 2-26-24

ADMINISTRATIVE & PERSONNEL _____

PUBLIC SAFETY _____

RECREATION & PARKS DEVELOPMENT _____

PUBLIC WORKS & MAINTENANCE _____

FINANCE X

ENVIRONMENT, PLANNING &
COMMUNITY DEVELOPMENT _____

PRESENT AT ROLL CALL:

*Bills Mayor Tracy, PO Barb Runyon
Joe Riffle, Earl Ransom*

ITEMS FOR DISCUSSION:

1. *Finance ord 1810*
- 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

