

WOODVILLE VILLAGE COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS 530 LIME STREET
MAY 13, 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 April 22, 2024
- VI. **AUDIENCE PARTICIPATION**
 - a. Linda Knudsen – Village Parks
- VII. **CORRESPONDENCE**
- VIII. **OLD BUSINESS**
- IX. **REPORTS:**
 - a. ADMINISTRATIVE & PERSONNEL – Riffle
 - b. PUBLIC WORKS & MAINTENANCE – Dunn
 - c. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
 - d. FINANCE – Throop ~Finance Ordinance #1813
 - 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**

RES #13: NAMING A DESIGNEE FOR THE REQUIRED TRAINING ON PUBLIC RECORDS LAW – 1ST Reading

RES #14: AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER SUPPLY REVOLVING LOAN ACCOUNT (WSRLA) AGREEMENT ON BEHALF OF THE VILLAGE OF WOODVILLE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF WATER STREET AND WASTEWATER TREATMENT PLANT (WWTP) SERVICE LOOP; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN

RES #15: AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER OF THE VILLAGE OF WOODVILLE TO APPLY FOR, ACCEPT, AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND (WPCLF) AGREEMENT ON BEHALF OF THE VILLAGE OF WOODVILLE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF WASTEWATER TREATMENT PLANT IMPROVEMENTS; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN

ORD #16: AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE A CONTRACT WITH FISHBECK FOR THE PURPOSE OF PROVIDING PROFESSIONAL ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION OF A WASTEWATER TREATMENT PLANT (WWTP) IMPROVEMENTS AND WATER STREET & WWTP SERVICE LOOP PROJECTS – 1ST Reading

RES #17: AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE ALL DOCUMENTS NECESSARY TO EXECUTE THE AMENDMENT OF THE EASEMENT, THE POWER PURCHASE AGREEMENT, AND EXECUTE AN ENERGY SAVINGS REIMBURSEMENT AGREEMENT WITH SOLAR PLANET OR ITS AFFILIATES – 1ST Reading
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION** – To consider the appointment and compensation for Zoning Inspector
- XIV. **ADJOURNMENT**

MINUTES – April 22, 2024
WOODVILLE VILLAGE COUNCIL – REGULAR MEETING

Minutes of the Regular Meeting of Woodville Village Council held on Monday, April 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, Chief Steve Gilkerson, Village Solicitor Bob Kuhlman, and Fiscal Officer Barb Runion. Audience: Karen Schepman, Sara Reardon, and Deb Wallace of the Suburban Press.

Linda Knudsen entered the meeting at 7:01pm

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

Minutes of the Finance Committee and Regular Council meetings on March 25, 2024 were approved as presented.

AUDIENCE PARTICIPATION – Sara Reardon presented a planted pot example, and shared a plan to plant the corner pots in the downtown blocks of the village. She will work with our youth to plant and maintain the pots from Memorial Day through the fall. O'Connor made a motion to allow Ms. Reardon to spend an amount not to exceed \$350 on planter inserts, soil, and plants for the downtown planters. Throop second. VOTE – Yeas – O'Connor, Throop, Dunn, Fetzer, Ransom, and Riffle. Nays – None. **MOTION CARRIED 6-0.** Council thanked Ms. Reardon for her efforts. Reardon exited the meeting at 7:09pm

Linda Knudsen updated council on her plans to continue to maintain the annual flowers throughout the village.

CORRESPONDENCE- Mayor Tracy shared a letter from the Ohio Department of Commerce/Division of Liquor Control noticing the Village of their right to object to the renewal of any current liquor permits within the village limits. Council had no renewal objections at this time.

OLD BUSINESS- None

REPORTS:

ADMINISTRATIVE & PERSONNEL- Riffle made a motion to rehire Troy Turner for a seasonal Grounds & Maintenance position at a wage of \$13.00/hr retroactive to April 15, 2024. O'Connor second. VOTE – Yeas – Riffle, O'Connor, Dunn, Fetzer, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**
Riffle made a motion to rehire Robert Elkins for a seasonal Grounds & Maintenance position at a wage of \$13.00/hr retroactive to April 15, 2024. O'Connor second. VOTE – Yeas – Riffle, O'Connor, Dunn, Fetzer, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

PUBLIC WORKS & MAINTENANCE – Dunn - No report.

ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor wished to relay a Thank You to the officer who followed up on a complaint about the dirt along the back wall of the building with the mural on it in Veterans Park. The officer washed the building. Chief Gilkerson stated that it was Officer Matt Wilson and he will let him know that his labors were appreciated.

FINANCE – Throop made a motion to adopt Finance Ordinance #1812 in the amount of \$214,364.11 Ransom second. VOTE-Yeas- Throop, Ransom, Dunn, Fetzer, O'Connor, and Riffle Nays- None **MOTION CARRIED 6-0.**

PUBLIC SAFETY- Fetzer reported he is hearing a lot of positive feedback from residents regarding the police department.

RECREATION & PARKS DEVELOPMENT – Ransom reported:

- The Solar Street Fair hosted by several downtown businesses was well attended.
- A huge thank you to Rene Dix for helping coordinate those that want to sponsor a lifeguard certification class and the lifeguard applicant. The pool should be cleaned in a couple of weeks and we are hopeful to be able to hold a lifeguard class at the pool.
- Mayor Tracy stated that Christina Warden with the Sandusky County Parks District reached out to offer lifeguard classes to our applicants. If there are any applicants not hired by the village, Ms. Warden asked that they be informed of the need for lifeguards at White Star Quarry.

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ADMINISTRATOR – Brickley reported:

- **WATER PLANT:** Bergren Associates is installing electric equipment to monitor the power that is coming into the Water Plant for the lime and soda ash equipment.
- **SEWER PLANT:** 1. The Corrective Action Plan (CAP) was approved by the USEPA. Because the USEPA took over 4mths to review and approve the CAP, we will be revising it again since some dates are already in violation. 2. Will be entering into a design loan with Fishbeck to design the new Wastewater Treatment Plant and water line on Water Street project. 3. Phase 5 inspections continue. Currently there are 14 violations with approximately 25 to complete.
- **ELECTRIC DEPT:** 1. New bucket truck has been delivered. 2. Solar Planet wants to extend the Purchase Power Agreement (PPA) by 12 years. They plan to upgrade the solar field and will be installing the required updates by First Energy. By renewing this agreement, we will be able to participate in their Energy Savings Reimbursement Agreement (ESRA).
- **STREETS:** The new Rapid Flashing Beacon signs have been delivered. Installation to be determined.
- **PARKS & REC:** 1. Received 23 applications for pool manager and lifeguards combined. Started the pool cleanup today. 2. Mulch ordered for Trail Marker Park playground areas. 3. Freedom Roofing to replace pool and pump house roofs in mid-May. 4. Disc Golf installation ongoing.
- **PROJECTS:** 1. Library roof installation was complete by April 18.
- **FYI:** 1. Casey Convenience Store will explore the possibility of annexing into the village. 2. A resident has expressed an interest in purchasing the property next to the Dollar Store for the addition of a franchised business. 3. Zoning Inspector interviews will be held on April 25. 4. Will recommend an additional \$10 increase to the sewer replacement project fund along with the annual 10% rate increase. This will help build the fund to support the upcoming new wastewater treatment plant. 5. We continue to accept Disc Golf hole sponsors. To date we have 9 out of 10 holes sponsored, and are still looking for an entire course sponsor.

POLICE DEPARTMENT- Chief Gilkerson reported:

- Presented the 4th of July Celebration Committee request for permission to obtain a liquor permit for the beer tent during the annual 4th of July Celebration in Trail Marker Park. The dates of this year's event will be July 3, 4, 5, and 6. Fetzer made a motion to allow the 4th of July Celebration Committee to have a beer tent in Trail Marker Park from July 3 – July 6. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**
- Requested the recommendation and approval of promotion of Officer Abigayle Harper to Sergeant. She is currently responsible for several additional duties within the agency. Mayor Tracy recommended to council the promotion of Officer Abigayle Harper to Sergeant at a wage of \$27.50 per hour - retroactive to April 15, 2024. An additional \$0.50 cents per hour after the satisfactory completion of a 6-month probation period and a supervisory training program. Fetzer made a motion to promote Officer Abigayle Harper to Sergeant at a wage of \$27.50 per hour - retroactive to April 15, 2024. An additional \$0.50 cents per hour after the satisfactory completion of a 6-month probation period and a supervisory training program. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**
- Received confirmation of a body cam grant award. It is a 100% reimbursable grant.
- Purchased new tasers from the released ceased money.
- Officer Rob LaGreca is exceeding all expectations and has completed his field training.

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 – 2nd Reading. Dunn made a motion to suspend the rules. Riffle second. VOTE –Dunn, Riffle, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.** Dunn made a motion to adopt Ordinance #7-2024. Riffle second. VOTE - Dunn, Riffle, Fetzer, O'Connor, Ransom and Throop. Nays – None. **MOTION CARRIED 6-0**

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 – 2nd Reading Dunn made a motion to suspend the rules. Riffle second. VOTE –Dunn, Riffle, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.** Dunn made a motion to adopt Ordinance #8-2024. Riffle second. VOTE - Dunn, Riffle, Fetzer, O'Connor, Ransom and Throop. Nays – None. **MOTION CARRIED 6-0**

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

ORD #11: AN ORDINANCE AUTHORIZING THE VILLAGE OF WOODVILLE TO PARTICIPATE IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2024. Dunn made a motion to suspend the rules. Riffle second. VOTE –Dunn, Riffle, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.** Dunn made a motion to adopt Ordinance #11-2024. Riffle second. VOTE - Dunn, Riffle, Fetzer, O'Connor, Ransom and Throop. Nays – None. **MOTION CARRIED 6-0**

ORD #12: AUTHORIZING THE VA AND FO 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. Dunn made a motion to suspend the rules. Riffle second. VOTE –Dunn, Riffle, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.** Dunn made a motion to adopt Ordinance #12-2024. Riffle second. VOTE - Dunn, Riffle, Fetzer, O'Connor, Ransom and Throop. Nays – None. **MOTION CARRIED 6-0**

NEW BUSINESS – Brickley requested and recommended a curb cut on behalf of the resident at 413 North Street to provide an additional 15 ft to their driveway. Fetzer made a motion to allow the curb cut at 413 North Street. O'Connor second. VOTE – Yeas – Fetzer, O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0.**

MAYOR'S REPORT- Mayor Tracy reported:

- The Eclipse event on April 8 did not create any issues for the village. Gilkerson added that there were many out of state plates and Trail Marker Park was full of spectators.
- Brickley and I attended the annual Northwest Ohio Mayors and Managers Association (NOMMA) meeting in Pemberville.
- Will attend the Sandusky County Visitors Bureau and Sandusky County Economic Development meetings this week.
- Meeting with the Woodmore Superintendent and Elmore Mayor next week.

EXECUTIVE SESSION: None

The next Finance Committee and Council meetings will be held on May 13, 2024 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:15pm



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: 4.22.2024

ADMINISTRATIVE & PERSONNEL _____

PUBLIC SAFETY _____

RECREATION & PARKS DEVELOPMENT _____

PUBLIC WORKS & MAINTENANCE _____

FINANCE X

ENVIRONMENT, PLANNING &
COMMUNITY DEVELOPMENT _____

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

ITEMS FOR DISCUSSION:

1. Finance Ordinance 1012
- 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 