

**WOODVILLE VILLAGE COUNCIL**  
REGULAR MEETING  
COUNCIL CHAMBERS 530 LIME STREET  
**FEBRUARY 26, 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 12, 2024
- VI. **AUDIENCE PARTICIPATION**
- VII. **CORRESPONDENCE**
  - a.
- VIII. **OLD BUSINESS**
  - a.
- IX. **REPORTS:**
  - a. ADMINISTRATIVE & PERSONNEL – Riffle
  - b. ~Finance Ordinance #1810
  - c. PUBLIC WORKS & MAINTENANCE – Dunn
  - d. ENVIRONMENTAL & COMMUNITY DEVELOPMENT – O'Connor
  - e. FINANCE – Throop, absent
  - f. PUBLIC SAFETY – Fetzer
  - g. VILLAGE ADMINISTRATOR – Brickley  
~~~~~See attached
  - h. POLICE DEPARTMENT – Chief Steve Gilkerson
  - i. SOLICITOR – Kuhlman
- X. **FISCAL OFFICER'S REPORT**
- XI. **NEW BUSINESS**
- XII. **MAYOR'S REPORT**
- XIII. **EXECUTIVE SESSION –**
- XIV. **ADJOURNMENT**

**MINUTES – February 12, 2024**  
**WOODVILLE VILLAGE COUNCIL – REGULAR MEETING**

Minutes of the Regular Meeting of Woodville Village Council held on Monday, February 12, 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, Village Solicitor Bob Kuhlman, and Fiscal Officer Barb Runion. Audience: Deb Wallace of the Suburban Press.

Chief Steve Gilkerson was absent

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

Minutes of the Finance Committee and Regular Council meetings on January 22, 2024 were approved as presented.

**AUDIENCE PARTICIPATION** –None.

**CORRESPONDENCE**- Mayor Tracy shared a letter from the Safety council of Northwest Ohio's Hero Selection Committee regarding the submission of individuals who are deserving of special recognition for going above and beyond in saving a life.

Mayor Tracy stated he and Tom Brickly will attend the annual meeting for NOMMA (Northwest Ohio Mayors & Managers Association) on Tuesday, March 26 at the Pemberville Legion.

**OLD BUSINESS**- None

**REPORTS:**

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

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

**ENVIRONMENTAL & COMMUNITY DEVELOPMENT** – O'Connor questioned when the flags in H.W. Busdiecker park would be going back up. Brickley reported it has not been scheduled.

**FINANCE** – Throop made a motion to adopt Finance Ordinance #1809 in the amount of \$51,180.25 Riffle second. VOTE- Yeas- Throop, Riffle, Fetzer, Dunn, O'Connor, and Ransom. Nays- None **MOTION CARRIED 6-0**.

**PUBLIC SAFETY**- Fetzer – No report

**RECREATION & PARKS DEVELOPMENT** – Ransom reported we have received 5 lifeguard applications to date. Council discussed the status of our lifeguard advertisement campaign, and the use of a possible donation from a Woodville resident. The Help Wanted ad will be in the Press February 26 and will contain the wage ranges per our wage ordinance.

**ADMINISTRATOR** – Brickley

- **WATER PLANT**: Received a quote of \$21,350.00 for the Lime and Soda Ash BFD's replacement.
- **SEWER PLANT**: Contacted the USEPA regarding the status of the Corrective Action Plan (CAP). They replied with a list of questions to be answered, and Fishbeck Engineers will supply the answers.
- **ELECTRIC DEPT**: Suspending Interconnection Agreement (solar and wind energy) applications until we receive information from AMP and First Energy regarding what measures need to be in place to remain compliant with Detailed Load Study requirements.
- **STREETS**: No report
- **PARKS & REC**: No report
- **PROJECTS**: 1. Phase III Waterline project – bid opening will be held here on February 29, 2024
- **FYI**: The library roof will be replaced by Damschroder Roofing. Birchard Public Library will pay Damschroder directly for half of the project costs.

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

Mayor Tracy recommended the hire of Officer William Darling as a Part-Time Officer at a wage of \$15.00 per hour retroactive to January 22, 2024. Fetzer made a motion to hire William Darling as a Part-time Officer at a wage of \$15.00/hr. retroactive to January 22, 2024. O'Connor second. VOTE – Yeas –, Fetzer, O'Connor, Dunn, Ransom, Riffle, and Throop. Nays – None. **MOTION CARRIED 6-0**.

## WOODVILLE VILLAGE COUNCIL-REGULAR MEETING 2/12/2024 – PAGE 2

### **POLICE DEPARTMENT, continued:**

Mayor Tracy recommended the promotion of Sgt. Steven Gilkerson to Chief of Police at an annual salary of \$72,800/2080 hrs., employer pays 100% of health insurance, and a negotiated additional 40 hours of vacation to be in alignment with the administrative accruals with all being retroactive to February 5, 2025. Fetzer made a motion to promote Sgt. Steven Gilkerson to Chief of Police at an annual salary of \$72,800/2080 hrs., employer pays 100% of health insurance, and a negotiated additional 40 hours of vacation to be in alignment with the administrative accruals, with all being retroactive to February 5, 2025. Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0.**

**SOLICITOR** – Kuhlman – No report.

**FISCAL OFFICER**- Runion presented the following ordinance and resolution for council's consideration:

RES #5: AUTHORIZING THE FISCAL OFFICER TO INCREASE GENERAL FUND REVENUES AND AMEND THE 2023 APPROPRIATIONS RETRO TO DECEMBER 31, 2023 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 #5-2024. Riffle second. VOTE – Yeas – Fetzer, Riffle, Dunn, O'Connor, Ransom, and Throop. Nays- None. **MOTION CARRIED 6-0.**

ORD #6: WAIVING THE RESIDENCY REQUIREMENT FOR THE VILLAGE OF WOODVILLE POLICE CHIEF Fetzer made a motion to suspend the rules. Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Ransom, Riffle, and Throop. Nays- None. **MOTION CARRIED 6-0.** Fetzer made a motion to adopt Ordinance #6-2024. Dunn second. VOTE – Yeas – Fetzer, Dunn, O'Connor, Ransom, Riffle, and Throop. Nays- None. **MOTION CARRIED 6-0.**

**NEW BUSINESS** – None

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

- The Visitor's Bureau has distributed their annual visitor guide for the county. They are available in the lobby.
- Gibsonburg Village Administrator Marc Glotzbecker will be our local representative to the OPWC county subcommittee and Tom Brickley has agreed to be the alternate. The term for both is March 2024 – March 2027

**EXECUTIVE SESSION:** O'Connor made a motion to enter executive session to consider the appointment and/or compensation of a public employee at 7:49pm, 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, Solicitor Bob Kuhlman, and Fiscal Officer Barb Runion.

Council entered open session at 8:26pm

Fetzer made a motion to enter executive session to consider the acquisition of property at 8:27pm, 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, Solicitor Bob Kuhlman, and Fiscal Officer Barb Runion.

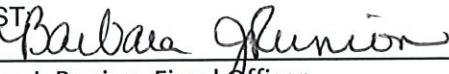
Council entered open session at 8:42pm

Riffle made a motion to appoint Tom Brickley as the interim Zoning Inspector retroactive to February 5, 2024. Dunn second. VOTE- Yeas- Riffle, Dunn, Fetzer, O'Connor, Ransom, and Throop. Nays – None. **MOTION CARRIED 6-0**

The next Finance Committee and Council meetings will be held on February 26, 2024 at 6:30pm/ 7:00pm respectively.

Mayor Tracy adjourned the meeting at 8:45pm

  
Mayor Ty Tracy

ATTEST,   
Barbara J. Runion, Fiscal Officer