

**RECORD OF PROCEEDINGS
MINUTES OF THE REGULAR MEETING OF THE
SHERWOOD VILLAGE COUNCIL
AUGUST 26, 2019**

Mayor Mallett called the meeting to order with council members Jim Hohenberger, Scott Rohrs, Chris Skinner, Mike Sudholtz and Jamie Vogelsong present. Also present were Judy Bayliss, Dawn Buskirk, John Buskirk, Mike Dobbins, Debra Goeltzenleuchter, Arlene Murphy and Sherri Ramey.

The Pledge of Allegiance was recited.

Mayor Mallett expressed deepest condolences to the family of Charles Fitzwater. Chuck worked for the village for many years and will be missed. Mayor Mallett asked for a moment of silence in honor of Mr. Fitzwater.

M. Dobbins, who lives on Wirth Lane, expressed concern that people are driving unsafely in the area where he lives. He asked that the village put up speed limit and "no outlet" signs in the subdivision. He also asked that the Mayor request more police supervision.

Mayor Mallett replied that he just recently requested more police supervision from Defiance and we will find out what is the minimum speed limit that can be posted on side streets.

J. Bayliss asked whether all of the water meters are in and when will customers know an estimate of the new billing cost. She is on a fixed income and would like to be able to plan for the future.

S. Ramey answered that not all of the water meters have been installed and the water committee has not finished pricing yet. Customers will get a read out of average usage on their next bill but billing using meters will not begin until December or January of 2020.

D. Goeltzenleuchter asked how the meters will be set up at the property where she lives.

S. Ramey replied that the lines have been separated at the property and she will be billed only for what she uses.

A. Murphy expressed concern that she has no water pressure since the new water meter pit has been installed. S. Ramey stated that we will check out the situation and the line may need to be flushed or Murphy may need to change the filter again.

Resolution 19-08-01, a 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 was presented.

C. Skinner made a motion to suspend the rules, waive the three readings and approve Resolution 19-08-01 as an emergency. J. Hohenberger seconded the motion. A roll call vote was taken. C. Skinner voted yea, J. Hohenberger voted yea, J. Vogelsong voted yea, S. Rohrs voted yea and M. Sudholtz voted yea.

Resolution 19-08-02, a resolution to authorize application to the Ohio Public Works Commission for funding for water tower reconstruction project in the village was presented.

C. Skinner made a motion to suspend the rules, waive the three readings and approve Resolution 19-08-02 as an emergency. S. Rohrs seconded the motion. A roll call vote was taken. C. Skinner voted yea, S. Rohrs voted yea, J. Vogelsong voted yea, M. Sudholtz voted yea and J. Hohenberger voted yea.

Ordinance 19-08-01, an emergency ordinance to set the wages for the Sherwood Village EMS Coordinator was presented.

J. Hohenberger made a motion to approve emergency Ordinance 19-08-01. C. Skinner seconded the motion. A roll call vote was taken. J. Hohenberger voted yea, C. Skinner voted yea, J. Vogelsong voted yea, S. Rohrs voted yea and M. Sudholtz voted yea.

S. Ramey stated that Fire Chief Darrel Rock would like the EMS Coordinator paid starting with the 2nd quarter for ¾ of 2019, so the pay for this year will be \$1,056.

Village Administrator S. Ramey presented her report for the month. Ramey informed the council that the Village office roof will be replaced in September and the maintenance garage needs gutters because the new concrete is pitting. Ramey reported that there were 20 water shut-off notices delivered in July and all were paid. Ramey informed the council that there was a Water Fund credit of \$7.42 and a Sewer Fund credit of \$3.36. She stated that Utility billing information sheets need to be turned ASAP to avoid an increase to the maximum in household bill. There are 37 remaining out of 353. She asked whether the council would like another mailing. She has been trying to catch those who come in that have not returned information sheets. She informed the council that the GPS system is working well and all of the locates are now done. She asked whether the council is interested in continuing contract with Ean Sudholtz to do file clean-up and help in office. We currently have utility bills from as far back as 1980 that need to be shredded.

C. Skinner made a motion that we continue contracting with Ean Sudholtz to do file clean-up and help in office. S. Rohrs seconded the motion. A roll call vote was taken. C. Skinner voted yea, S. Rohrs voted yea, J. Vogelsong voted yea, M. Sudholtz abstained and J. Hohenberger voted abstained.

Ramey informed the council that the meter pits are all done except for the strip mall and condos and they will be done in house. There are quite a few issues with sheds, clothes lines or fences in the easements. We need to make sure that no more are done that way and if work needs to be done from now on and an item is in the easement the village should not be responsible to fix it. She stated that our new zoning code needs to have a distance set so that people cannot build anything too close to water mains. She reported that the Water Committee met and would like the Readiness to service charge changed from \$15 to \$20, which would be \$10/water and \$10/sewer. Also a charge of \$30 for water turn on if a resident requests a visual read because of discrepancy. If there is an issue with the read there will be no charge. They would like the water tap fee changed from \$325 for ¾" to \$1250 and \$350 for 1" to \$1500. This includes the price for meter pit, meter, labor and equipment. If there is an existing tap the original amount will be credited (new builds with original curb stops). There will be an upcharge for any lines bigger than ¾". There are 10-1" lines and 3-2" lines. Those customers are aware that the cost for larger meters is more and 2 of 3 are selling water. Pool fill charges were discussed and an option would be to have those filling pools use one of the village's old meters for fill cost. Also discussed was what to charge Cemetery for water usage.

J. Hohenberger made a motion to change the Readiness to Serve charge to \$20.00. S. Rohrs seconded the motion. All council members present voted yea.

Darrel Rock entered.

S. Ramey reported that next month's utility bill will show water usage since meter went in. Some residents may have 2 months' worth and others 1 month or less depending when meter was installed. There have been 321 meters read and there are issues with 10 reading. She and Jeff will check those out and activate. Ten leaks have been diagnosed and the homeowners are being contacted. If water is left running for 24 hours, it shows up as a leak and there is a red alert. Ramey reported that the dump site by the lagoons is still closed until we are able to clean it up. Barricades which ODOT gave us are going up across road. A few residents have been informed directly that they could not dump back there and some are still not listening. If they are caught they will be prosecuted. An option would be for residents to put yard refuse in large clear plastic bags so that village maintenance personnel could pick up and see that nothing is being left that should not be. Defiance County has huge clear bags that they use for recycling. Possibly we could get large bags and charge residents a fee per bag. Big limbs could be laid out beside refuse bags.

Ramey informed the council that we have received final findings and orders for land apply from EPA. The fine will be \$1000 and we are waiting on the final paperwork. Mayor Mallett explained to those present the situation which caused the \$1000 fine. Ramey reported that there is a situation which has been discovered in which a resident has been charged for sewer for quite some time and does not have a restroom.

J. Bayliss stated that we need to make sure that illegal water is not running down storm sewer.

S. Ramey will check to look into the situation and check where water needs to go. She will also check on when the business went in. Ramey reported that both lift station pumps have been replaced. One can possibly be rebuilt and one will be for parts. The CamTech will be here on Tuesday to vacuum.

Ramey informed the council that the paving will be done at Moats Park in early September. The grinders will come after Labor Day. The grant for possible land purchases needs to be turned in at first of year. There will be a meeting to see what else could be done with it. One option may be to replace tennis courts with a new combination tennis/basketball court.

The consensus of the council is to combine the Tennis Court and Basketball court and see if we could get grant funds to help with this.

Ramey reported that the owners of the property on which the driveway to CFA is located contacted her and would like to square up their property and not own driveway to CFA. She will be ordering lights for CFA grant in near future and if we owned the driveway it could make a difference in lights ordered.

C. Mallett stated we need to get answers to questions such as how much property owners would like compensated for driveway and what the shape of property would be. Council was open to the idea of discussion with homeowners. S. Ramey will get details and bring back to next meeting because it could affect lighting project.

S. Ramey informed the council that the village maintenance department has multiple unused items that she and Jeff would like to sell on Facebook and/or at the flea market.

All items would be under \$1,000 price range. She asked whether the council is willing to leave it up to Jeff and her discretion to sell it and would they want a list of items before or after sale.

M. Sudholtz made a motion to approve S. Ramey and Jeff to sell unused items under \$1,000 and provide a list before and/or after sold. C. Skinner seconded the motion. All council members present voted yea.

S. Ramey informed council that she has sent 8 letters out to homeowners who have property touching alleys being looked at to vacate. She provided a printout of alleys and who letters were sent to. All are grassed alleys except for the one which is Debra Goeltzenleuchter's driveway.

D. Goeltzenleuchter asked how the vacating of the property which is her driveway would work.

She was informed that it would be sent to County Auditor who would divide the alley in the middle, half to her neighbor and half to her which is the driveway which she already maintains.

The consensus of the council was to move forward with the paperwork necessary to vacate alleys. If there are any objections they will deal with those if they arise. There will be three readings of legislation to vacate alleys so citizens will have ample time if there are any issues.

Ramey reported that the mower for the lagoons should be delivered this week. The EPA recently did an inspection of the lagoons and are happy with how they look. There was one verbal issue with grass in pond #3. Pond #3 is lower from discharge in Spring below fabric and needs to be sprayed. She informed council that she and Jeff recently interviewed 2 people for the part-time maintenance position. She stated we will need to go into executive session later in the meeting to discuss hiring of new personnel.

Ramey reminded council members that she would still like information on council members for the website. She informed council that there is an Ohio Ethics Law educational training on Wednesday, October 2, 2019 at the Defiance County EMA from 1:30-3:00 pm. Ramey told council that there was an issue with a resident in which she called the police and he is now banned from coming into office. She informed those present that the office will be closed on Monday, September 2 (Labor Day) and Friday, September 20 because she will be helping with donuts for the Flat Rock Fall Festival. She stated that we could still use more volunteers to help with donuts for the event. She told council about an issue in which the printers for Defiance County advertisement book forged her signature on invoice. She has passed this on to Chris Walker.

Ramey stated that she is still working on wording of letter to residence at 13647 St. Rt. 18 which is not on the village sewer but should be, according to an email from the health department.

There was no Zoning report. Rob Bailey was not at the meeting.

S. Ramey stated that she has been trying to contact people about nuisances and S. Rohrs stated he had noticed some nuisances have been cleaned up.

J. Bayliss noted that some residents are making an effort to clean up properties.

The Parks Committee report was presented. Danielle Renollet announced she was stepping down from Park Board. There was discussion about the 2019 Homecoming, with the overall amounts presented and the Village lost money once again. It was decided with consent from council to change the location and the date. The Parks Committee would like to change it to a fall festival or day in the Park in September or October for 2020. July is a busy time with ball tournaments and vacations and the crowd is just not there. They would like to move the event to Moat's Park which would eliminate the need for tents because there is a shelter house and Port-a-jons because there is a restroom at the ball field. They would like to continue to have bounce houses because wrist bands covered those, the corn hole tournament, band, DJ and beer with VFW. The council would need to approve having beer in a village park next year if VFW has beer. The Park Committee decided that with no volunteers and Danielle stepping down that they would not have the Trunk N Treat at CFA this year. There was discussion about Rob and Suzy Bailey preferring to be in charge of beautification of the parks and they would let other committee members know what is needed and days for cleaning parks. Vickie Skinner would be in charge of flea markets and helping with donations for homecoming or fall festival or whatever is decided to do. The Parks Committee is planning a flea market at CFA in November. Other fundraisers discussed were one-day roller rink in October at the Crystal Fountain Auditorium before floor is redone. Insurance liability for that needs to be checked on. Also a downtown car/motorcycle show and food truck and Beer and Wine festival was discussed for possible fundraisers.

Mayor Mallett stated that he was approached about having the Sherwood Homecoming incorporated with the Spring Fling and be a Spring Festival. He told resident that we needed more volunteers and encouraged individual that there may be better response if Festival was planned by group of citizens instead of Park Committee. He told resident that they would be welcome to become involved with Park Committee.

It was stated that ball season begins in Spring and that chance of rain is probable which is why Spring Festival had not been done in past.

Darrel Rock informed council that we have until December 31, 2019 to spend grant funds for Fire House. He would like to get rough idea of cost for concrete and then go forward with bidding process. The community of Middlepoint also has grant funds and is going forward with concrete as a first step. He has called the crew that is doing Middlepoint's cement to get information about cost. He would like to again move forward with bidding process if it is affordable and wanted Council's approval to do so.

C. Walker will be contacted to see if a resolution is necessary to move forward with bidding process or whether a motion is sufficient. They decided to do a motion tonight to speed the process along.

D. Rock presented two applications to be on Sherwood EMS and Fire Department.

J. Hohenberger made a motion to accept the two applications to be on Sherwood EMS and Fire Department pending background checks and Fire Chief's approval. M. Sudholtz seconded the motion. All council members present voted yea.

D. Rock informed council that the Grant for SCBA's is still pending and there have been numerous hold ups. He is trying to find used cylinders to keep us going, because after December 31, 2019 we cannot use our present cylinders. Our have been discontinued. Brand new bottle which are not MSA manufactured are \$990 each. We have 28 bottles. Also we need 12 SCBA's at a cost of \$6500 and 26 sets of turnout gear at \$2000 each.

C. Skinner made a motion that we put the concrete for the new Fire House out to bid. J. Hohenberger seconded the motion. A roll call vote was taken. C. Skinner voted yea, J. Hohenberger voted yea, J. Vogelsong voted yea, S. Rohrs voted yea and M. Sudholtz voted yea. S. Ramey will be accepting bids.

D. Rock informed those present that the levy in the November election is not for the new building but for operating expenses.

Mayor Mallett suggested posting the video Darrel made on website and Facebook or possibly having a public meeting. S. Rohrs suggested having flyers made to explain necessity of levy and going door to door.

Darrel Rock left.

The financial reports for July 2019 were presented.

C. Skinner made a motion to accept the financial reports for July 2019. J. Hohenberger seconded the motion. A roll call vote was taken. C. Skinner voted yea, J. Hohenberger voted yea, J. Vogelsong voted yea, S. Rohrs voted yea and M. Sudholtz voted yea.

The minutes of the regular meeting of the Sherwood Village council held on July 15, 2019 were presented.

S. Rohrs made a motion to accept the minutes of the regular meeting of the Sherwood Village council held on July 15, 2019. C. Skinner seconded the motion. A roll call vote was taken. S. Rohrs voted yea, C. Skinner voted yea, J. Vogelsong voted yea, M. Sudholtz voted yea and J. Hohenberger voted yea.

There was no employee meeting this month.

S. Ramey informed the council that Eric Renollet was only off work one week and is back to work so we did not have to pay unemployment. He hopes to work for ODOT in the winter when hours will be down at his present job.

Mayor Mallett informed those present that Kathy Holtsberry gave him a report of the Summer lunch program that was held at the library. 588 lunches were served to 68 children from June 1 through August 3. There were 35 people who volunteered to help and they will be doing the program again next year.

S. Ramey presented an article from the Crescent News stating that US 127 Garage Sales in the Village of Sherwood left a lot to be desired this year. She expressed concern about this and stated that we should not have to justify why there were no sales at the Little Reservation Station. Originally, it was the game plan to have concrete done by the time garage sales came around and the Crescent News was informed last month that the Fire Chief had asked that we not have sales there this year.

There was a comment that the bridge may be shut down next year so it could affect 127 garage sales in 2020. S. Ramey informed those present that the estimated date of closure for the bridge is the Spring of 2022 for approximately 180 days.

C. Skinner made a motion to go into executive session to discuss hiring of potential employees. S. Rohrs seconded the motion. All council members present voted yea.

Judy Bayliss, John Buskirk, Mike Dobbins, Debra Goeltzenleuchter and Arlene Murphy left.

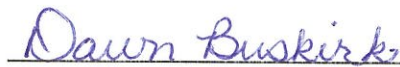
S. Rohrs made a motion to come out of executive session. C. Skinner seconded the motion. All council members present voted yea.

J. Buskirk reentered.

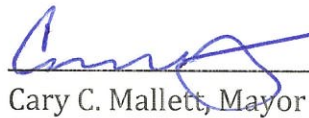
C. Skinner made a motion to again post in area newspapers that the Village of Sherwood has a part-time maintenance position available. J. Hohenberger seconded the motion. All council members present voted yea.

C. Skinner made a motion that payment of all bills for the month of July be approved. J. Vogelsong seconded the motion. A roll call vote was taken. C. Skinner voted yea, J. Vogelsong voted yea, S. Rohrs voted yea, M. Sudholtz voted yea and J. Hohenberger voted yea.

C. Skinner made a motion to adjourn the meeting. J. Vogelsong seconded the motion.



Dawn Buskirk, Fiscal Officer



Cary C. Mallett, Mayor

