

**RECORD OF PROCEEDINGS  
MINUTES OF THE REGULAR MEETING OF THE  
SHERWOOD VILLAGE COUNCIL  
DECEMBER 17, 2018**

Mayor Mallett called the meeting to order with council members Wes Hall, Jim Hohenberger, Scott Rohrs, Chris Skinner, Michael Sudholtz and Jamie Vogelsong present. Also present were Rob Bailey, Suzy Bailey, Dawn Buskirk, John Buskirk and Sherri Ramey.

Resolution 18-12-01, an emergency temporary appropriation resolution of Sherwood Village for 2019 was presented.

J. Hohenberger made a motion to pass emergency Resolution 18-12-01. W. Hall seconded the motion. A roll call vote was taken. J. Hohenberger voted yea, W. Hall voted yea, C. Skinner voted yea, J. Vogelsong voted yea, S. Rohrs voted yea and M. Sudholtz voted yea.

Resolution 18-12-02, a resolution for the transfer of funds from the General Fund into the Park, Fire and Rescue, EMS, Water Revenue and Sewer Revenue Fund (for interest earnings) was presented.

C. Skinner made a motion to suspend the rules, waive the three readings and pass Resolution 18-12-02 as an emergency. W. Hall seconded the motion. A roll call vote was taken. C. Skinner voted yea, W. Hall voted yea, J. Vogelsong voted yea, S. Rohrs voted yes, M. Sudholtz voted yea and J. Hohenberger voted yea.

Resolution 18-12-03, a resolution for the transfer of funds from the General Fund into the Parks and Recreation Fund (for 10% of Local Income Tax) was presented.

W. Hall made a motion to suspend the rules, waive the three readings and pass Resolution 18-12-03 as an emergency. J. Hohenberger seconded the motion. A roll call vote was taken. W. Hall voted yea, J. Hohenberger voted yea, C. Skinner voted yea, J. Vogelsong voted yea, S. Rohrs voted yea and M. Sudholtz voted yea.

Resolution 18-12-04, a resolution for the transfer of funds from the General Fund into the Parks and Recreation Fund (to assist in the payment of park expenses) was presented.

C. Skinner made a motion to suspend the rules, waive the three readings and pass Resolution 18-12-04 as an emergency. S. Rohrs seconded the motion. A roll call vote was taken. C. Skinner voted yea, S. Rohrs voted yea, W. Hall voted yea, J. Vogelsong voted yea, M. Sudholtz voted yea and J. Hohenberger voted yea.

Ordinance 18-12-03, an emergency ordinance amending Ordinance 18-01-01, the Appropriation Ordinance for 2018 was presented.

J. Hohenberger made a motion to pass emergency Ordinance 18-12-03. S. Rohrs seconded the motion. A roll call vote was taken. J. Hohenberger voted yea, S. Rohrs voted yes, W. Hall voted yea, C. Skinner voted yea, J. Vogelsong voted yea and M. Sudholtz voted yea.

Ordinance 18-12-01, an emergency ordinance establishing compensation for the Village of Sherwood for the Calendar year 2019 was presented.

C. Skinner made a motion to pass emergency Ordinance 18-12-01. W. Hall seconded the motion. A roll call vote was taken. C. Skinner voted yea, W. Hall voted yea, J. Vogelsong voted yea, S. Rohrs voted yea, M. Sudholtz voted yea and J. Hohenberger voted yea. It was decided to wait on the zoning ordinances until Village solicitor Chris Walker arrives.

Village Administrator, S. Ramey presented her report for the month. Sherri informed the council that the village recently paid for half of cleaning the Community room and the Library paid the remaining balance. We recently met with the library to renew the contract and discussed the carpet cleaning and the window washing. The carpet will be cleaned at least yearly and the contract is good for one year. We also verified with the library that there would be no issue to open the upstairs above the community room for more storage. The upstairs will not be open to the public.

As far as above the Village Office, the Fire Department is tearing down the practice course and going through things to keep or throw out. Many items that we keep can be stored above the community room, and for now, wood from the practice course will be stored above the concession stand. The Christmas lights will be stored in the shed at the Little Reservation Station. We have discussed with the Boy Scouts about moving their meeting to the Community Room so that the Archery Club can use room above the office. At the present the Boy Scouts are meeting in Defiance due to the small number of scouts, but they are good with using the Community room when and if they come back to Sherwood. The Archery Club has requested a meeting to discuss expectations and Mickey Schwarzbek has donated heaters for the space above the office and Fire Department.

As far as Parks, the CFA was decorated for Christmas and we will be doing this every year, the Fire Department has started moving the donut equipment to the shelter house kitchen so that donuts can be made there in the future and the plastic edging at the Little Reservation Station needs fixed. Also, we talked to Michelle from Delaware Township about the fence on their property line which is rusty and falling down on sides. She said it will be brought up at their meeting and she didn't think it would be an issue taking it down.

Ramey stated there were 18 shut off notices delivered and they have all paid but one. The remaining one moved but has a remaining balance and the owner is aware it becomes their bill next month if unpaid.

Ramey informed the council that recently we had Bryan Excavating clean up and bury the trash at the dump site at the lagoons at a cost of \$1,000. It is not a public dumping site but people outside of the village have been utilizing this and abusing it with trash. The time it takes to maintain the dump site and the labor is too expensive to keep it open. She suggested closing off the south side of bridge and putting up a gate. She suggested that residents who want to dump lawn clippings, branches or leaves would need to get a permit from the office for a fee.

Chris Walker entered.

The council discussed the issue about residents having to get a permit to dump their lawn clippings, branches and leaves, but no stumps. They discussed that \$10 might be a possible cost for a permit. They discussed having a fence with a swinging gate and a lock. They discussed having cameras and well posted signs and that the dump could be used for the elderly. Also discussed was that AEP and CSX would need keys.

Mayor Mallett suggested that each resident have 1 free load per year.

J. Buskirk suggested having one or two Saturdays, maybe a Spring and Fall Clean Up when residents could bring grass, leaves and brush.

Village Administrator S. Ramey informed council that J. Hurtig passed the test for his Sewer license so as of January 2019 we will no longer be needing to use the services of Industrial Fluid Management. We will be sending IFM a letter informing them of this. She reminded the council that J. Hurtig will receive the \$1.50 raise in salary which he was promised after he received his license. Ramey informed the council that she and Jeff would like to attend an Excel Seminar in Fort Wayne on January 16<sup>th</sup> & 17<sup>th</sup> at a cost of \$128 each for the entire program.

W. Hall made a motion to approve J. Hurtig and S. Ramey attending the Excel Seminar in Fort Wayne on January 16<sup>th</sup> & 17<sup>th</sup>. J. Hohenberger seconded the motion. All council approved the motion.

S. Ramey informed council that as of December 12<sup>th</sup> we will no longer be affiliated with RITA. We will be sending out letters indicating the date of change over to Hicksville and there will be no late fees or penalties for people who cannot pay through RITA. She stated that the Christmas program at the CFA was very successful and the theatre students and choir did an amazing job. We estimated that 150 people attended, the fire department made donuts and Santa made an appearance. We raised \$300 for Central Shares. She informed council that Christmas for Kids at the Marathon collected just shy of \$1500 and 5 big boxes of toys. She reported that Santa visited the VFW on December 15<sup>th</sup> at 6 p.m. and the Village office will be closed Monday, December 24<sup>th</sup>, Tuesday, December 25<sup>th</sup>, Monday, December 31<sup>st</sup> and Tuesday, January 1<sup>st</sup>.

Ramey informed the council that there is a lady who has special assessments for utilities that we have put on a payment plan. We must turn the money received into the Defiance County Auditor and then the Auditor will refund it to us. Ramey reported that C. Walker has received the information for the utility easement for the property by the lagoons where the discharge is. Ramey presented maps of the parking lots at Crystal Fountain Auditorium and Moats Park which are part of the Revitalization Grant program for which we will receive CDBG Funds.

S. Rohrs asked when the project will be done.

Ramey replied that the bids will be going out in January or February, so the job should be done in the spring. She stated that Craig Mescher needs a few questions answered before we can begin the bidding process. One question is whether we want to keep or replace the existing sidewalks on Vine St. when the storm drains are done.

The consensus of the council was to replace ½ block of E. Vine St. and to add this to the bidding process.

Other issues discussed was the catch basin at 123 Vine St. and moving the hydrant by Bob Sprow's to the other side of the driveway.

S. Ramey stated that she has discussed moving the hydrant with Darrel Rock and he did not think there would be a problem moving the hydrant and it will be in the grass not the stone. She informed the council that Bryan Excavating will be bidding on the Revitalization Grant project.

Ordinance 18-12-02, an ordinance to rezone certain property in the Village of Sherwood to Industrial use was presented.

C. Skinner made a motion to suspend the rules, waive the three readings and pass Ordinance 18-12-02 as an emergency. J. Hohenberger seconded the motion. A roll call vote was taken. C. Skinner voted yea, J. Hohenberger voted yea, W. Hall voted yea, J. Vogelsong voted yea, S. Rohrs voted yea and M. Sudholtz voted yea.

The remaining Ordinance to rezone certain properties in the Village of Sherwood from Business to Residential was tabled for the time being.

C. Walker is getting Rob Bailey a copy of Montpelier's Zoning law which he has approved. The Village committee will start with this law and make changes as needed.

R. Bailey asked how we want to address the medical marijuana issue.

Mayor Mallett replied that we should address this issue like any other adult situation in an industrial park.

R. Bailey asked what we want to do about restricting the age limit of a mobile home being brought into the village.

Mayor Mallett asked whether it is legal to prohibit mobile homes.

C. Walker stated that he would research that issue.

S. Ramey stated that it would be nice if existing lots that only fit mobile homes could be allowed to update to a newer home.

J. Buskirk suggested the village also think about portable log cabins being brought into the village.

The council was reminded that the committee to review the Zoning Ordinance is Wes Hall, Jim Hohenberger, Ken Vogelsong Jr., Rob Bailey, and Gina Montez.

The Park Committee report was presented. There was discussion about the house decorating contest and it was decided to have it again this year even though it is later than we wanted. They will ask last year's donors again and if need to ask council for a donation. They would like to do 3 awards of the best decorated house for \$50 each and all three park members will pick their favorite. They will be looking at houses from now until Christmas.

Ramey added that SMTA will be donating \$200 and Straley Insurance will donate \$50.

The Park Committee made the schedule of events for 2019. They are Sunday, April 28<sup>th</sup>, Moats Clean-Up (this will be before opening day of ball season), Sunday, May 5<sup>th</sup>, Memorial Park and Little Reservation Station Clean-Up, Saturday, July 20<sup>th</sup>, Homecoming, August 1-4<sup>th</sup>, 127 Garage Sales, August ?- Car Show (Jim & Mike interested in helping) downtown or at Moats.

Council discussed when to have the car show and decided that the Sunday after the Defiance County Fair would be a good date for the car show and having it at the Little Reservation Station works out great. Jim and Mike will work with the Park Board to help with the show but want someone else to take care of food.

More events scheduled for next year are Saturday, October 19<sup>th</sup>, Trunk or Treat at CFA, Sunday, October 27<sup>th</sup>, Village Trick or Treat, Sunday, December 8<sup>th</sup> or 15<sup>th</sup> Christmas Celebration at CFA, Flea Markets TBA once we know how CFA Flooring goes, CFA Clean-Up TBA also. Due to CFA Flooring situation we will be holding off on the wine festival. The Park Committee would like to find more volunteer members to help with events and plan more activities.

Ramey informed council that there is nothing new to report from Fire/EMS Department.

The minutes of the regular meeting of the Sherwood Village Council held on November 19, 2018 were presented.

W. Hall made a motion to accept the minutes of the regular meeting of the Sherwood Village council held on November 19, 2018. C. Skinner seconded the motion. A roll call vote was taken. W. Hall voted yea, C. Skinner voted yea, J. Vogelsong voted yea, S. Rohrs voted yea, M. Sudholtz voted yea and J. Hohenberger voted yea.

It was discussed that an employee meeting needs to be held to discuss changes to the employee handbook.

S. Ramey informed the council that she is eligible for insurance because she is a full-time employee. She would like to stay on her husband's insurance plan but it will cost \$10.00 per week to do so. Also, she is eligible to have an HSA through the village since other full-time employees have an HSA.

W. Hall made a motion that S. Ramey be given \$90.00 per month in an HSA and remain on her husband's insurance plan. C. Skinner seconded the motion. A roll call vote was taken. W. Hall voted yea, C. Skinner voted yea, J. Vogelsong voted yea, S. Rohrs voted yea, M. Sudholtz voted yea and J. Hohenberger voted yea.

The financial reports for November 2018 were presented.

C. Skinner made a motion to accept the financial reports for November 2018. J. Vogelsong seconded the motion. A roll call vote was taken. C. Skinner voted yea, J. Vogelsong voted yea, W. Hall voted yea, S. Rohrs voted yea, M. Sudholtz voted yea and J. Hohenberger voted yea.

In old business, the annual election for the 2 board members for the 2019 Volunteer Firefighters' Dependents Fund was held.

C. Skinner nominated Wes Hall and Jim Hohenberger to be the Board Members elected by the Council for the 2019 Volunteer Firefighters' Dependents Fund. J. Vogelsong seconded the nomination. The council unanimously elected Wes Hall and Jim Hohenberger to be the board members for the 2019 Volunteer Firefighters' Dependents Fund.

Rob and Suzy Bailey left.


The council discussed whether to move the council meeting from 7:00 PM to 6:00 PM for the winter months. The consensus of the council was to keep the meeting time at 7:00 PM.

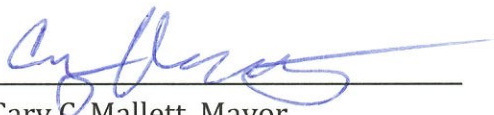
M. Sudholtz asked when the maintenance crew would be putting up the SMTA GIG signs.

S. Ramey assured the council that the maintenance crew would get SMTA GIG signs put up on the "Welcome to Sherwood" signs soon.

W. Hall made a motion that payment of all bills for the month be approved. C. Skinner seconded the motion. All council voted yea.

W. Hall made a motion to adjourn the meeting. C. Skinner seconded the motion.

  
Dawn Buskirk, Fiscal Officer

  
Cary C. Mallett, Mayor