

**RECORD OF PROCEEDINGS
MINUTES OF THE REGULAR MEETING OF THE
SHERWOOD VILLAGE COUNCIL
MARCH 18, 2019**

Mayor Mallett called the meeting to order with council members Wes Hall, Jim Hohenberger, Scott Rohrs, Chris Skinner and Jamie Vogelsong present. Also present were Rob Bailey, Dawn Buskirk, Judy Hasch, Robert Hasch, Larry Shock, Jack Stantz, Sherri Ramey and Chris Walker.

The Pledge of Allegiance was recited.

L. Shock asked whether the loan has been paid off for which residents began paying an \$8.00 utility assessment for in 2008.

S. Ramey replied that the village is still paying on the loan for which residents are paying the \$8.00 assessment.

Ordinance 19-01-02, an ordinance to rezone certain properties in the Village of Sherwood was presented for the second reading. J. Hohenberger made a motion to approve the second reading of Ordinance 19-01-02. S. Rohrs seconded the motion.

Ordinance 19-02-01, an emergency ordinance approving, adopting and enacting American Legal Publishing's Ohio Basic Code, 2019 Edition, as the Code of Ordinances for the Village of Sherwood was presented.

C. Skinner made a motion to approve Ordinance 19-02-01. 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 and J. Hohenberger voted yea.

Village Administrator, S. Ramey presented her report for the month. S. Ramey stated that we have a quote from AJ Door for \$1150 to install 2 jack shaft Garage Door openers at the maintenance building, but they are not returning our calls. Dilly Door was also contacted and stated they did not feel jack shaft openers would work well. Another quote for liftmaster MT-50-11 garage door openers and an exterior antenna has been received from Dilly Door for \$2,360. She will get another quote from Nofziger's Door Sales for next month's meeting. She also presented a quote from Wagner Metals for \$31,250 to reside the Maintenance building and an old quote (2017) from C.R. Hunt, Inc. to power wash and repaint the maintenance building for \$5,355 with an optional \$1,071 for a primer coat. A new quote will be higher and the doors and gutters would still need to be done. She also presented an old quote (2018) for \$9,934.20 from Bryan Engine Rebuilding to spray foam insulation at the maintenance building. Ramey informed the council that the Village Hall has lost a lot of shingles and has an active leak and needs to be reroofed. Also the chimneys are leaning and need to come down. She presented a quote from Buckeye Roofing & Exteriors for \$33,800 to replace the existing roof with new EDPM Rubber Roof and remove 4 chimneys.

John Buskirk entered.

The council discussed the quote from Buckeye Roofing & Exteriors and S. Ramey will get a quote from Richland Roofing for next month's meeting.

Ramey reported that there were 15 water shut-off notices delivered in January and all were paid and there were 18 water shut-off notices delivered in February and 2 are working on payment plans.

Ramey reported that the village is now accepting credit card and debit card payments for utilities at the Village Office.

There was more discussion about the dump site. S. Rohrs suggested that residents be charged a \$1.00 fee on their utility billing for dumping their yard refuse. He suggested that several council members have a key to the gate that we will be putting up at the dump site so that they can help residents dump trash in the evening. Another suggestion was that village maintenance employees do a pick-up of yard refuse one time a week. Leaves would need to be bagged and residents would need to inform the office that they wanted a pick-up. Council members also agreed a surveillance camera is a good idea.

W. Hall expressed concern that if residents are all charged a \$1.00 fee on their utility billings it will be a free for all.

S. Ramey stated that we are looking for new signage for the dump site. Council members will bring more ideas to next month's meeting on how to control the dump site and they will try to come up with definite plans.

Ramey informed the council that a backflow prevention update survey was mailed out. This is a yearly mailing which is mandated by the EPA. Commercial Businesses have received the survey and they **must** be returned by February 16th to prevent interruption of service. She stated that some businesses have still not returned the survey and they will be contacted.

Ramey presented the draft of a letter to be sent to Village residents informing them of upcoming projects which include installing water meter pits, new storm sewer mains down E. Vine St. and W. Maple St., demolition of an unsafe structure on Cedar St. as well as the paving of Moats Park parking lot. The letter reassures residents that the Village is doing everything we can to make sure water and sewer rates are affordably priced and fair to all. The letter asks residents to inform the office if they have a yard hydrant on their property or know of where there is one. Ramey also presented a draft of a letter to be sent to homes or businesses that do not currently have active water service but will be receiving a meter pit in the next few months. The letter informs them about a "readiness to serve" charge of approximately \$20 (\$10 for water and \$10 for sewer) which will be implemented in January of 2020. Ramey asked for council's approval to send letters to Village residents.

The council gave approval for Ramey to send letters to village residents.

The Water Committee will be setting up another meeting. Members will check their calendars and come up with a date all can be present.

Ramey informed the council that we are applying for a CDBG Grant to loop water lines within the village. She reported that a preconstruction meeting was held on Monday, March 18th for the upcoming Revitalization Grant Project. Starting this week will be the demolition of the barn on Cedar St. and cutting down trees. She asked that residents be patient and cautious where crews are working.

Ramey informed the council that there are dead end streets where the top kick and F550 are tearing up drives, especially during snow plowing. Council suggested that the

maintenance employees go the extra half mile to turn if necessary, back up or just not use the top kick on dead end streets to prevent tearing up drives.

Ramey presented a description for a seasonal part-time maintenance position. Typical work weeks will consist of three to four 8-hour days depending on the weather between approximately April and October. Starting pay will be \$10.00 per hour. S. Ramey and J. Hurtig will interview possible employees and will bring recommendations to council.

Ramey informed the council that there is a Defiance County Tax Incentive Review Council meeting to be held on Monday, April 15, 2019 at 6 PM at the Defiance County EMA. The council needs to send two representatives to the meeting. Because April 15th is the regular meeting of the Sherwood Village Council Zoning Inspector Rob Bailey will attend the meeting.

Ramey informed the council that the Village Office was closed on Friday, March 8th because Cary, Dawn and she attended the Local Government Official's Conference in Columbus. She informed the council that the office will be closed on Wednesday, April 10th because she and Jeff will be attending an Asphalt pavement preservation workshop and on Friday, April 19th for Good Friday. She again asked for information from council for the website. She reported that April 27th will be the Big Trash Day and April 29-May 3 and October 28-November 1 will be hydrant flushings.

Rob Bailey gave council copies of Montpelier's Zoning Code and asked that they review it in the next two weeks. He believes that this Zoning Code relates to our village more than our old one does. He asked that council members give him feedback about what sections would be good to have in the Sherwood Village's Zoning Code so that he can have a meeting of the Zoning Board. He would like to put the Village's Zoning Code and Subdivision Regulations into one code and put together a 1st draft. With Village solicitor Chris Walker's approval, he hopes to have a 1st draft prepared for council in a couple of months. Rob stated that he now has an email address for zoning which is sherwoodzoning@gmail.com.

J. Hohenberger expressed concern about several nuisance locations within the village.

The Park Committee Meeting Reports for February and March were presented. There was discussion of schedule for park clean-up days. Sunday, April 28, 2019 will be clean-up day for Moats Park and Sunday, May 5, 2019 will be clean-up day for Memorial Park and the Little Reservation Station. The Park Committee is looking into softball and basketball tournaments as fundraisers for Moat's Park and suggested putting up NO SMOKING signs within the ball park area. It was reported that there will be a bid Euchre tournament on Saturday, March 23rd at 5:00 p.m. Danielle will be running the tournament and Rob and Suzy will do concessions. There will be a Flea Market on April 13, 2019 and Vickie and Sherri will do concessions. On April 14, 2019 there will be a Murder Mystery at the CFA put on by the Fairview Theatre Dept. There will be a children's performance at 2:00 p.m. for a free will donation. The spaghetti supper dinner theatre will be at 5:30 p.m. and presale tickets are \$10 each. The grand opening for the Story Walk will be held at the LRS on Saturday, April 27, 2019. Homecoming for 2019 will be held on July 20th. Volunteer flyers are posted and if we get enough volunteers we can maybe repurpose games which were found upstairs. S. Rohrs suggested hand delivering volunteer flyers to people involved with churches to see if they would run food line, games or parade. Rob is posting on Facebook looking for bands. Also it was suggested that the Fairview band be contacted and a barber shop quartet. We also need to get flyers for donations ready. S. Rohrs asked whether park committee would be interested in helping with concessions for ball season. They asked for a schedule and will sign up for days.

There was one application for Jake Bowers to be on the Fire Department. He is doing classes now.

S. Rohrs made a motion to accept Jake Bowers to be on the Fire Department pending the Fire Chief's approval. J. Hohenberger seconded the motion. All council members agreed.

J. Hohenberger publicly thanked the Village EMS for what a good job they did when his mother recently fell.

Ramey informed the council that the Building grant the Fire/EMS Department has cannot be switched to help pay for an ambulance. D. Rock did call the state and the Grant can be done in section. We do not have to do a full build, so the yard prep and concrete can be done with grant funds. We are still talking with contractors and Darrel would like to put a levy on the ballot for the fall election to help with expenses of finishing fire building and new equipment. Rock is trying to find location for a training facility for which he has had several container trailers donated and has several possible locations. The one he prefers is behind the outdoor archery area because it will be visible to residents and the right direction for winds. Also, if a training facility were built there we may qualify for grants to have street repairs in that area. The council asked S. Ramey to get quotes for a water line to that location.

The financial reports for January and February 2019 were presented.

W. Hall made a motion to accept the financial reports for January and February 2019. 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 and J. Hohenberger voted yea.

The minutes of the regular meeting of the Sherwood Village council held on January 21, 2019 were presented.

C. Skinner made a motion to accept the minutes of the regular meeting of the Sherwood Village council held on January 21, 2019. 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 and J. Hohenberger voted yea.

The minutes of the special meeting of the Sherwood Village council held on February 26, 2019 were presented.

W. Hall made a motion to accept the minutes of the special meeting of the Sherwood Village council held on February 26, 2019. 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 and J. Hohenberger voted yea.

The employee committee will have their next meeting on April 15, 2019 at 6:00 p.m.

S. Ramey informed the council that we have renewed our Insurance policy with Beck Insurance. The only change is that we took off coverage for the Solar Bees because we will no longer be using them.

Mayor Mallett presented blueprints for the upcoming Revitalization project and stated that they could review them following the meeting.

Village Administrator S. Ramey reported that the railroad came out and fixed the rebar and did some patching but the patch has already sunk down.

In new business, S. Rohrs suggested getting a new salt spreader before next winter or purchasing bagged salt and just do intersections. He also expressed concern about loose stones.

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

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

Dawn Buskirk
Dawn Buskirk, Fiscal Officer

Cary C. Mallett
Cary C. Mallett, Mayor

