

**RECORD OF PROCEEDINGS  
MINUTES OF THE REGULAR MEETING OF THE  
SHERWOOD VILLAGE COUNCIL  
NOVEMBER 19, 2018**

President of the Council, Wes Hall called the meeting to order in the absence of Mayor Mallett. Other council members present were Jim Hohenberger, Scott Rohrs, Chris Skinner, Michael Sudholtz and Jamie Volgelsong. Also present were Frances Acue, Dawn Buskirk, John Buskirk, Jen Casertano, Paula Demarest, Robert Hasch, Sherri Ramey, Larry Shock, Aubrey Skinner and Chris Walker.

F. Ague expressed concern that her street, W. Elm St., does not get cleared when it snows and she needs to get out for medical treatments.

It was noted that she parks in front of her house and the snow plow can only get so close when that occurs.

W. Hall stated that the village will do their best to get the street plowed. He asked that she take a picture when the street is not plowed so that she can show council the situation better.

J. Casertano, the Defiance County Health Promotion Coordinator, gave a presentation about the recent 2018 Defiance County Community Health Status Assessment. Some negative highlights were that there was an increase in uninsured adults due to lost jobs, others became ineligible and others could not afford premiums. Also there was an increase in smokers, an increase in drinkers and a decrease in mammograms. Some positive highlights were there was a 41% decrease in youth alcohol use, a decrease in youth smoking and a decrease in bullying. She gave a hand out to the council on the results of the assessment and stated that they are working on a community health improvement plan.

J. Hohenberger asked how results of 2018 Community Health Assessment were collected.

J. Casertano replied that they worked with hospitals, packets were sent out and they went to schools for laptop surveys.

Jen Casertano left.

Village Administrator, S. Ramey presented her report for the month. She informed council that there has been a verbal request from Lynn Siegel to vacate the north and south portion and west portion in between Harrison and Taylor and Cedar and Maple Streets. We will wait to do anything until she comes in to council to explain what she wants. We do have a water line there and would need to receive easements. Ramey reported that the shed from the water tower has not been moved to the rental house yet and she has discussed with C. Walker issues with the garage and whether signing a waiver is a good idea.

C. Walker stated that it is in the best interest of the Village to NOT allow the renter to use the garage even if they sign a waiver.

Sherri informed council that the carpet in the Community Room was recently cleaned and paid for by Judy Hasch. The Friends of the Library asked whether the village would be willing to pay for half of the cleaning since the contract does state that the village is responsible for carpet cleaning. If it is done by Clean as New twice a year it would be \$125 for each cleaning versus \$165 if we only do it one time. We need to discuss with the

Library whether they would be willing to help cover carpet cleaning expense in the future since they use it the most. The consensus of the council is that we will pay for half of the cleaning this time.

Ramey informed the council that the Story Walk has been installed but there is still some work to do. She reported that recently we used a CAM-Tech under the Crystal Fountain Auditorium to see the condition of the floor joists. We discovered that 80% of the south side floor joist is gone and the floor joist runs North and South not East and West as we initially thought. The flooring will need to be removed to do repairs. We have talked to the Archery Club and the Fire Department about moving Archery to above the Fire Department until repairs are complete. Flooring repairs would be a good winter project and at present there are no rentals at the CFA until June 2019. The Defiance Foundations will pay for the last \$10,000 of the floor replacement project. She reported that the roof is leaking at the Village Office which will also need to be repaired. She will be calling Hartzog Lumber to get a quote on flooring repairs and discuss with Boy Scouts about moving their meeting to the Community Room so that Archery Club can use room upstairs above Fire House for practices. Ramey informed council that the plants and stone are done at Memorial Park and the Defiance Foundation also paid the remaining balance on that.

S. Rohrs asked whether we might be able to get a Historical Grant to help with repairs at CFA.

Ramey replied that too much has already been changed at the CFA to even consider going for a historical grant.

Ramey stated there were 13 shut off notices delivered and they have all paid. Ramey brought up the issue of write-offs for utility bills and asked that the council decide on a policy of amount that she can write-off without their approval.

The council decided that S. Ramey can write-off amounts lower than \$20.00 without their approval. Ramey reported that we have received the \$10,000 reimbursement grant for the generator. She reported that the repairs on the water tower are complete but there were a few issues and we had to drain it 3 times before it was fixed. She reported that the water line at the doctors' office is complete and the cost was \$14,642.11. She stated that the next big project we need to do is a new water tower. Ramey explained that the \$100 deposit for utilities is presently split 70/30 but this is not enough to cover sanitary sewer expenses. She asked that the deposit be split 50/50 in the future.

J. Hohenberger made a motion that utility deposits be split 50/50 for water and sewer. C. Skinner seconded the motion. A roll call vote was taken. All council voted yea.

Ramey informed council that we need a committee to work with Jeff and her to set fees and charges for metered utility systems which we will be having in the near future.

Jim Hohenberger, Scott Rohrs and Chris Skinner volunteered to be on a committee to come up with fees and charges for metered systems.

J. Hohenberger stated that there is quite a bit of excess food left over at the Village Food Giveaway storage cabinet.

It was decided to donate the excess food to the local church food pantry so we can start fresh in January 2019.

Ramey reported that the top kick is presently at Stykman's for repairs. The oil pan needs to be replaced, there are multiple exhaust issues and it needs full service. We were not able to salt or plow roads for snow and ice due to top kick being in the shop. She stated that we would like to post the box truck for sale on Gov. deals for \$2,000 but it does need to have a tire replaced.

Ramey informed council that as of December 12<sup>th</sup> we will no longer be using RITA for our tax collections. We will be sending out letters indicating the date for the changeover to Hicksville. Ramey explained a situation with the owner of 130 N Taylor St. disputing mowing charges. The homeowner is asking for amount of charges for mowing be lowered. The council decided NOT to give the owner a deal to lower charges for mowing since the brush hog had to be used.

Ramey informed the council that Christmas for Kids will be held at the Sherwood Marathon on Tuesday, December 4<sup>th</sup> from 11 AM – 1 PM and Santa will be coming to the VFW on Saturday, December 15<sup>th</sup> at 6:00 PM. She stated that the village office will be closed on November 22<sup>nd</sup> and November 23<sup>rd</sup> for Thanksgiving.

S. Ramey reported that the Zoning Board met on October 25<sup>th</sup> and discussed the need to change parcel No: C10003004800 from Residential to Business and 9 parcels from Business to Residential. A motion was made to begin the process of rezoning the parcels in question. Nothing will be done tonight, but C. Walker has ordinances prepared so we can start the process of rezoning at the next meeting.

Ramey informed the council that the property at 405 S. Harrison St. is still draining by using a hose out onto the road. We have been dealing with this situation for some time so she has given this issue over to Village Solicitor Chris Walker to handle.

The Park Committee report was presented. They discussed the flea market which was held on November 17<sup>th</sup>. Information was discussed about the Christmas Program which will be held at the Crystal Fountain Auditorium on Sunday, December 9<sup>th</sup> at 6:30 PM. The theatre group and possibly the Fairview choir will be performing. There will be a free will donation which will go to Central Shares. The Park Committee will take care of drinks and snacks. They will be checking with local church choirs to see if any are willing to perform. The Park Committee and any volunteers will be decorating Memorial Park on Sunday, November 25<sup>th</sup> for the upcoming Christmas holiday season.

Ramey informed council that there is nothing new to report from Fire Chief Darrel Rock concerning a new fire building.

The financial reports for October 2018 were presented.

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

The minutes of the regular meeting of the Sherwood Village Council held on October 14, 2018 were presented.

C. Skinner made a motion to accept the minutes of the regular meeting of the Sherwood Village council held on October 14, 2018. M. Sudholtz seconded the motion. A roll call vote

was taken. C. Skinner voted yea, M. Sudholtz voted yea, J. Vogelsong voted yea, S. Rohrs voted yea and J. Hohenberger voted yea. W. Hall abstained.

It was decided that there will be an employee meeting before the council meeting on December 17<sup>th</sup> at 6:30. There will be no changes to the employee pay ordinance for 2019 since all pay changes have been discussed and voted on in 2018.

In old business the council discussed the signs which need to be put up in the village. There will be "No Parking" signs and "Handicapped Parking" signs ordered and put up in village. The "Handicapped Parking" signs will be put up in front of the Village Office and the Bank. Also, the village needs to have a snow removal ordinance about parking on the street during snow removal. The Sheriff's office will have to enforce the snow removal ordinance.

The council discussed moving funds from Sherwood State Bank to STAR Ohio to gain more interest. Dawn Buskirk will look into how much would be appropriate to move from Sherwood State Bank to STAR Ohio.

In new business, Village Administrator S. Ramey asked whether it might be a good thing to move the council meeting from 7:00 PM to 6:00 PM for the winter months.

M. Sudholtz made a motion to go into executive session to discuss the acquisition of real property. C. Skinner seconded the motion. A roll call vote was taken. M. Sudholtz voted yea, C. Skinner voted yea, W. Hall voted yea, J. Vogelsong voted yea, S. Rohrs voted yea and J. Hohenberger voted yea.

Frances Ague, John Buskirk, Paula Demarest, Robert Hasch and Larry Shock left.

M. Sudholtz made a motion to come out of executive session. C. Skinner seconded the motion. All council agreed.

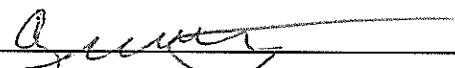
The question was brought up about who would chair a council meeting if neither the Mayor and President of the Council were present.

C. Walker answered that someone would need to be appointed to chair the meeting if neither the Mayor or President of the Council were present.

C. Skinner 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, Fiscal Officer

  
Cary C. Mallett, Mayor