

**RECORD OF PROCEEDINGS**  
**MINUTES OF THE REGULAR MEETING OF THE**  
**SHERWOOD VILLAGE COUNCIL**  
**AUGUST 17, 2020**

Mayor Jack Stantz called the meeting to order with council members Jim Hohenberger, Scott Rohrs, Chris Skinner, Michael Sudholtz present. Also present were Rob Bailey, Dawn Buskirk, John Buskirk, Sherri Ramey, Paul Sharrock and Chris Walker.

The Pledge of Allegiance was recited.

P. Sharrock, a landowner within the Village of Sherwood, expressed concern about the nuisance letter he received stating that he is not in compliance because of the high grass along the ditch line. He explained that the area which he received the letter about is part of a Government Nature Preserve Conservation Program. He explained some of the different things he is trying to do, for example, growing Queen's Anne Lace which looks like a weed, as habitat for the black swallow tail. He shared that he can only spray when it is a certain temperature out and he can't mow lower than 6 inches. He informed the council that he usually sprays and mows in the fall. He asked what he needs to do to so as to be in compliance with the Village of Sherwood nuisance ordinance.

Jamie Vogelsong entered.

The council asked that Mr. Sharrock provide a letter to the Village explaining that the area in question is part of a Government Nature Preserve Program, so that others who receive high grass nuisance letters will understand why the grass and "weeds" in that area are acceptable. He will also try to get a sign that he can put up showing that the area is a part of a Nature Preserve Conservation Program.

R. Bailey, Zoning Inspector, informed the council that he received a call from DISH Network asking whether there are any requirements to put equipment on a tower in the Village of Sherwood. He told them that if it is not a village tower he knew of no requirements.

S. Ramey commented that she also received a call from DISH Network and told them that they would not be able to put anything on our water tower and that we will be taking the water tower down in the near future.

R. Bailey reported that he is working on the section of the Zoning Ordinance which deals with Zoning Permits and charges. There was some discussion about what should be included in the ordinance and he stated that he could do a value base if the council wanted. They decided that pools and fences would be included in the ordinance. Bailey will put together a couple of proposed fee schedules that he can bring to a future council meeting.

Sheriff Doug Engel entered.

Ordinance 20-08-01, an emergency ordinance amending the Appropriations Ordinance of the Village of Sherwood for 2020 was presented. D. Buskirk informed the council that we have received \$51,854.67 in Coronavirus relief funds, but funds not spent before October 15<sup>th</sup> will need to be returned.

S. Ramey informed the council of different things the Coronavirus relief funds could be used for. Most were things to be used by EMS personnel such as PPE, renting a sprayer to disinfectant the inside of the ambulance, another vehicle to allow the employees the safety of being separate while doing jobs within the village and a tablet to use for signing paperwork. Council was in agreement to utilize the relief funds for these purchases.

C. Skinner made a motion to accept emergency Ordinance 20-08-01. 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.

Village Administrator, S. Ramey, informed that council that House Bill 124 has been introduced to the Ohio legislature this month to allow owners of residential properties to keep small livestock on their properties and prohibit zoning authorities from regulating or banning small livestock including goats, chickens and small fowl, and small animals such as rabbits. The bill is now before the Ohio House Agriculture and Rural Development Committee for consideration.

C. Walker stated that since this bill is just in Committee it could take a long time before it may be passed.

Cary Mallett entered.

S. Ramey asked the council how they want to proceed with the ordinance about keeping farm animals in the Village of Sherwood.

C. Mallett asked about what qualifies as a pet and whether animal waste would be discussed as part of an ordinance.

Ramey replied that animal waste will be addressed in a new ordinance which will be presented to the council at a future meeting.

Ordinance 20-06-01, an ordinance to require address numbers be displayed on houses and buildings in the Village of Sherwood was presented for the 3<sup>rd</sup> reading.

M. Sudholtz made a motion to accept the 3<sup>rd</sup> reading of Ordinance 20-06-01. J. Hohenberger seconded the motion. A roll call vote was taken. M. Sudholtz voted yea, J. Hohenberger voted yea, C. Skinner voted yea, J. Vogelsong voted yea and S. Rohrs voted yea.

Ordinance 20-06-03, an ordinance amending resolutions to enforce grass and weed control was presented for the 3<sup>rd</sup> reading.

C. Skinner made a motion to accept the 3<sup>rd</sup> reading of Ordinance 20-06-03. 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.

Ordinance 20-07-01, an ordinance about dogs to be on leashes and excrement removal was presented for the 3<sup>rd</sup> reading.

C. Skinner made a motion to accept the 3<sup>rd</sup> reading of Ordinance 20-07-01. 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.

Resolution 20-08-01, a Resolution for the transfer of funds from the General Fund into the Parks and Recreation Fund was presented.

M. Sudholtz made a motion to suspend the rules, waive the three readings and approve Resolution 20-08-01 as an emergency. C. Skinner seconded the motion. A roll call vote was

taken. M. Sudholtz voted yea, C. Skinner voted yea, J. Vogelsong voted yea, S. Rohrs voted yea and J. Hohenberger voted yea.

Resolution 20-07-01, a resolution to allow Mayor Jack Stantz access to safety deposit box at Sherwood State bank was presented for the 2<sup>nd</sup> reading.

J. Hohenberger made a motion to accept the 2<sup>nd</sup> reading of Resolution 20-07-01. 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.

D. Engel reported that the sheriff's office has responded to 2,310 situations in the Village of Sherwood so far in the year 2020. He described how costly it would be to again have a Police Department in the Village of Sherwood. He expressed concern that the village is not happy with how the Sheriff's Department is responding to the needs of Sherwood residents and stated that if we want something else we need to communicate it to him. He stated that the Sheriff's Department has 416 square miles to cover and the placement of deputies is very important.

Mayor Stantz stated that one problem is cars speeding through the village. J. Vogelsong stated that kids doing acts of vandalism is another issue.

J. Hohenberger asked whether the Village of Sherwood may be able to have a contract with the Sheriff's office so that we could have police protection for 6 hours a day.

Engel replied that the Commissioners would be the ones to approve such a contract, but he would be glad to sit down and brainstorm with a Police Committee to see how the situation could be improved.

J. Hohenberger and C. Skinner were appointed to be on a Police Committee. Engel again stressed how important it was for the Village of Sherwood and the Sheriff's office to have good communication. Hohenberger, Skinner and Engel will meet in the future to discuss police protection for the Village of Sherwood.

Village Administrator, S. Ramey presented her report for the month. Ramey reported that a sign for the office door was purchased through Amazon for \$22.00. The office hours on the sign are Monday, Wednesday & Friday, 8 AM – 4 PM and Tuesday & Thursday, by appointment. Ramey presented pictures, as requested, of what an awning would look like over just the door width of the office and the total office width. The quote for \$636 is for installing a 45" aluminum awning over the door and the quote for \$3,150 is for installing a 205" awning over the width of the office.

The council agreed that the larger awning looks much better. S. Rohrs made a motion that the Village of Sherwood have Dilly Door install a 205" aluminum awning over the width of the Village Office for \$3,150. 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.

Ramey informed council that recently the Village rented a tiller for \$250, plus two trips to Fort Wayne, to till up the area at 9742 St Rt. 127 where the water line was put in for a fire hydrant. It was a low spot to begin with and we had to add extra dirt. Ramey reported that this is the 3<sup>rd</sup> time that we have had to rent a tiller. She presented an estimate for a Rototiller for the skid steer for \$2800 after freight. The DX21 tiller, which we have now, is

good for tilling but not for leveling. We will be tilling many areas in the future and it would be much more convenient to have a tiller on hand.

C. Skinner made a motion that the village purchase a Rototiller that can be attached to the skid steer for \$2,800. 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.

For utilities, Ramey reported that there were 9 shutoffs delivered in July, 7 have paid, and 3 are still off. August shut-offs will be delivered on Wednesday for anyone with a bill over \$100.00. She presented a list of up to date adjustments. Ramey informed the council about a situation where a resident was gone for two days and came home to find the outside faucet running. The water was turned on around 7:30 PM one day and turned off around 3:30 PM on the day she called the office. The resident was concerned about how long the water ran and the amount of gallons (5170) used when before it showed 0 water was used. Normally there is a single person in the house and the bill runs around \$54.00. Ramey suggested that the resident lock the faucet or have it shut off if they will be gone. Ramey asked whether the village should adjust the amount of \$37.23 which was added to the account in this situation.

The council decided to do a one-time write-off of \$37.23 but agreed that the customer may need to get a lock or shut off for the faucet.

Ramey informed the council that the Village will be having an EPA Water Audit on Thursday, August 20<sup>th</sup>. Ramey asked that a carport be installed at the main lift station so that daily testing can be done under cover and the control panel is covered. It would be a 12' wide, 9' deep carport, which is considered an ATV shelter. The cost for everything will be approximately \$500.

Darrel Rock entered.

Ramey reported that she has received information concerning the Little Reservation Station from M. Sudholtz. She and Mike went out together to check for breaks. They found 11 breaks on posts and 1 on a slide. She is in the process of submitting pictures taken of breaks to company for replacements.

Ramey informed council that we have received a 30-day notice from the renters at 100 Spiritualist Dr. owned by the village. She reported that the Auditors' have stated that we need to update our Debit Card Policy. We no longer have Debit cards but we do have Credit Cards to Lowes and TSC. We also have monthly billing accounts with Menards, Northern Tool and others. The Auditors' have stated that we need a custody & control or Compliance Officer, which is essentially to make sure someone outside the users of the cards are periodically reviewing and approving credit card transactions. The Compliance Officer will need to sign off or initial credit card billings/statements to indicate their review.

Mayor Jack Stantz appointed Jim Hohenberger to be the Compliance Officer for Credit Cards.

Ramey reported that high grass letters have been sent out to landowners at Heritage Dr. There is a question about the sign area and who is responsible for the high grass. The new owner of Paradise Living will be contacted to see if he wants to maintain the fence area with the Paradise Living sign on it which is on Todd Rosebrock's land. If he does not want to maintain the area, the village can take the fence and sign out.

Ramey presented a chart of the amount of water pumped and the amount billed for April through July of 2019 compared to those months in 2020.

Ramey informed the council that a few places within the village are still not metered. Most areas that are not metered are village owned properties. The council discussed locking hydrants and giving fire chief Darrel Rock a key so that he can unlock them when necessary to be used.

The council discussed whether to have the Village Trick or Treat for 2020. They were informed that the Halloween Parade in Defiance has already been cancelled due to the COVID-19 Pandemic. No decision was made at the present time about the Trick or Treat.

Ramey informed the council that plaques will be put on the Memorial trees at the Little Reservation Station.

There was no Park Board report. S. Ramey informed the council that the Park Board will be meeting every other month. Those present were informed that the Little Reservation Station sign will be pulled up and moved to another location when new Fire house is built.

R. Bailey informed the council that he and his wife recently cleaned up the Welcome to Sherwood sign areas.

D. Rock presented two applications for EMS Personnel. C. Skinner made a motion to accept Samantha Stantz and Jacqueline Dille to be EMS personnel for the Village of Sherwood pending a successful background check and approval by the Fire Chief. 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.

Rob Bailey left.

D. Rock reported that the boring samples are back and are okay, so now the building permit can be released from the state. He recently talked to Mickey at Sherwood State Bank about a loan. It has also been requested that we check out getting a loan from Antwerp Bank.

The council would like to keep the loan local, but agreed that he could check into Antwerp Bank. Maybe if a loan was better at Antwerp Bank, Sherwood State Bank would be willing to match it.

D. Rock informed the council that the building is scheduled for delivery on September 11<sup>th</sup>.

M. Sudholtz asked whether we should barricade the driveways to the Little Reservation Station for safety. Rock replied that maybe at least one driveway should be closed.

Rock stated he would like to have an extrication class at the new Fire Department site on September 12<sup>th</sup>. Hopefully, the cement will be completed by that time. He informed the council that doughnuts will be sold at the village office on August 22<sup>nd</sup> at 9:00 AM.

Darrel Rock left.

S. Ramey informed the council that there is pavement at Moats Park that is lying wet. They believe it is a waterline from the concession stand that is leaking. We will call Layman's to

come bore it and it will probably cost at least \$1,000.

The council asked Ramey to look into a newer model truck for less then \$20,000.

Darrel Rock returned.

Rock asked whether it is necessary to have a Resolution to give authorization for someone to sign for a loan for the new fire house.

C. Walker replied that we can have a motion for him to prepare a Resolution authorizing the Mayor to sign loan papers for the new fire department.

M. Sudholtz made a motion to have C. Walker prepare a Resolution authorizing the Mayor to sign loan papers for the new fire department. C. Skinner seconded the motion. A roll call vote was taken. M. Sudholtz voted yea, C. Skinner voted yea, J. Vogelsong voted yea, S. Rohrs voted yea and J. Hohenberger voted yea.

The financial reports for July 2020 were presented.

C. Skinner made a motion to accept the financial reports for July 2020. 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 20, 2020 were presented.

C. Skinner made a motion to accept the minutes of the regular meeting of the Sherwood Village council held on July 20, 2020. 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.

The Employee Committee will contact Wes Hall and set up a meeting.

In old business the person who is petitioning to close Cherry St. is willing to pay costs incurred to close the street. C. Walker will get an estimate of cost to prepare paperwork to close Cherry St.

M. Sudholtz expressed concern that people are driving too fast around the curve on Inman St. He is afraid a child may be hit by a car and injured. He asked whether the village may be able to put up a "Children at Play" sign.

S. Ramey will look into getting a "Children at Play" sign for Inman St.

An update was given on the cat situation. C. Walker sent out a certified letter a couple weeks ago to the owner of the property where cats have become a nuisance. The owner was given 30 days to do something about the cat nuisance situation, if it is not taken care of the village will need to take further action.

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.

Sheriff Doug Engel, Cary Mallett and Darrel Rock left.

The council members went outside to look at the damages to the front of the library and community room. S. Ramey suggested that we replace the rotted wood trim with vinyl, repaint and put up an aluminum awning to prevent future water and sun damage. Lettering for the Library and the Community Room could be put on the outside of the awning. She will get a quote from Dilly Door for an awning the length of the Library and Community Room.

The council returned inside the community room.

Paul Sharrock left.

C. Skinner made a motion to go into executive session to discuss the sale or acquisition of property. S. Rohrs seconded the motion.

C. Skinner made a motion to come out of executive session. J. Hohenberger seconded the motion.

No action was taken concerning information received during executive session.

The council was reminded that the Village of Sherwood has a curfew for young people under the age of 18. Sunday through Thursday the curfew is 10:00 PM and Friday and Saturday it is 12:00 AM.

D. Rock entered.

Rock informed those present that the firehouse roof is leaking very badly.

S. Ramey stated that she would call Richland Roofing and ask how soon they can come to replace roof.

D. Buskirk informed the council that the renewal for the village's depository agreement will expire on September 3, 2020. The new amount of the agreement will be for One Million, (\$1,000,000) for the period beginning September 4, 2020 and ending September 3, 2022.

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

Dawn Buskirk  
Dawn Buskirk, Fiscal Officer

Jackie D. Stantz  
Jackie D. Stantz, Mayor

