

**RECORD OF PROCEEDINGS
MINUTES OF THE REGULAR MEETING OF THE
SHERWOOD VILLAGE COUNCIL
DECEMBER 21, 2020**

Mayor Jack Stantz called the meeting to order with council members Jim Hohenberger, Scott Rohrs, Chris Skinner, Michael Sudholtz and Jamie Vogelsong present. Also present were Dawn Buskirk, Jeff Hurtig, Sherri Ramey and Chris Walker.

The Pledge of Allegiance was recited.

Gilbert Montez entered.

G. Montez presented the Zoning Report. He informed council that he has talked to several residents about nuisances and has left several notes. He wanted to know what he should do next since the residents have been contacted several times.

C. Walker stated that Montez should send him the name and address of the residents and the nuisance violations that he has observed. Walker will send the resident a letter and if that does not resolve the issue then it will need to be filed in court so that a court order can allow the village to resolve the issue, bill the resident and access them on their real estate taxes.

John Buskirk entered.

M. Sudholtz expressed concern about another nuisance issue at 205 W. Elm St. He asked whether we have any leverage with trying to get Boutwells to move the semi-trailer box.

The council discussed the issue of the semi-trailer box which has been sitting at Boutwells for years and what can be done to have the trailer box moved.

C. Walker stated that there is nothing prohibiting the resident from having the trailer box in our zoning ordinance and since the location is zoned as a commercial area there are a whole other set of rules. He can look at the statute and see if there is anything which could be done because the trailer box blocks visibility.

S. Ramey presented a draft of a new Zoning Permit Application. She stated that she used a template from another entity and it can be changed. There was some discussion about several charges, such as the charge for a driveway.

Ordinance 20-12-01, an emergency ordinance amending the Appropriation Ordinance for the Village of Sherwood for 2020 was presented.

C. Skinner made a motion to accept emergency Ordinance 20-12-01. 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.

Ordinance 20-12-02, the temporary Annual Appropriation Ordinance for 2021 was presented as an emergency.

C. Skinner made a motion to approve Ordinance 20-12-02. 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.

Ordinance 20-12-03, an emergency ordinance establishing compensation for the Village of Sherwood for the calendar year 2021 was presented.

M. Sudholtz made a motion to approve Ordinance 20-12-03 as an emergency. 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.

Resolution 20-12-01, a resolution to transfer funds from the General Fund into the Park & Recreation Fund to assist with park expenses was presented.

C. Skinner made a motion to suspend the rules, waive the three readings and approve Resolution 20-12-01 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 20-12-02, a resolution to transfer funds from the General Fund into the Park & Recreation Fund, Fire and Rescue Fund, EMS Fund, Water Revenue Fund and Sewer Revenue Fund (for interest) was presented.

J. Hohenberger made a motion to suspend the rules, waive the three readings and approve Resolution 20-12-02 as an emergency. S. Rohrs seconded the motion. A roll call vote was taken. J. Hohenberger voted yea, S. Rohrs voted yea, C. Skinner voted yea, J. Vogelsong voted yea and M. Sudholtz voted yea.

Resolution 20-12-03, a resolution to transfer funds from the General Fund into the Parks & Recreation Fund (10% Local Income Tax) was presented.

C. Skinner made a motion to suspend the rules, waive the three readings and approve Resolution 20-12-03 as an emergency. 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.

Village Administrator, S. Ramey presented her report for the month. Ramey informed the council that the furnace at the library stopped working and that JMS recommended replacing it due to its age and difficulty in finding parts to repair. The furnace was replaced for the cost of \$4,658.40.

J. Hurtig expressed concern that it has been almost a year that we have been trying to solve the problem of the leaks at the maintenance building. There has been no rain lately, so the leaks are not visible, but he is concerned that the issue has not been resolved.

The council discussed the issue of the leaks at the maintenance building and decided to have C. Walker look at the paperwork and check into timeframe of the warranty.

Ramey informed the council that two of the tube heaters at the Fire Department were not working. Jays Heating and Cooling replaced the ignitor on the north unit and the south unit was replaced with one that the village already had. The cost for the repair was \$242.50. Ramey reported that the bucket truck was recently sold on GovDeals.Com for \$2,855.00. Ramey informed the council that the topkick needs the dump body replaced. The cost for mild steel would be \$10,000 and aluminum would be more. She suggested possible scenarios such as replacing the topkick size for size which would cost \$30,000-\$50,000,

replacing with a tandem or quad axle and not use for plowing, use the F550 (after installing central hydraulics) for plowing, purchasing a truck that would not need a driver who has a CDL and using for hauling stone. Ramey would like to know which direction the council would like them to go, replace the topkick or repair it. The council was reminded that in December 2017 the council approved an equipment replacement plan and that we should have \$45,000 budgeted for replacement.

The council discussed the options that Ramey suggested and asked that J. Hurting get quotes for central hydraulics for the F550 and decided that the Village Administrator and J. Hurtig begin looking for a non CDL vehicle to replace the topkick and sell the topkick that we have.

C. Skinner made a motion that the Village Administrator investigate purchasing a newer vehicle to replace the topkick and try to keep the budget for the vehicle approximately \$30,000-\$35,000. 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.

Ramey informed the council that our skid steer needs to be replaced with a larger unit. It does not have enough lift capacity for jobs, not enough weight for effective snow removal and not enough hydraulic volume.

C. Skinner made a motion that the Village Administrator investigate purchasing a larger skid steer and sell the existing skid steer. 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.

Ramey reported that we recently bought an auger from a Yoder & Frey auction at a cost of \$1870. The auger is skid street mounted, has 12" & 18" bits and has an adapter plate for the mini. She informed council that we also purchased a trencher from Crownstone Equipment for \$3,250. The trencher can go 4 ft. deep and should pay for itself quickly.

For utilities, Ramey reported that there were 11 shutoffs delivered in November and one was shut off. There will be no late fees or shut-off's due to the holidays. She presented a water credits list and explained that there were some late fees wrote off. Ramey explained how data reading of meters works and stated that at the present time we do not charge for data reads but that we will begin charging \$30 in January of 2021. Ramey stated that the village needs to have a charge for a meter change out when requested.

J. Hurtig stated that we cannot just swap out meters, and that meters need to be tested and calibrated. Owners need to pay for calibration and testing and that it should be as a last resort.

Ramey stated that residents need to realize that they are using water and that the meter is not at fault.

C. Skinner stated that the charge needs to be based on costs and not punitive.

J. Hurtig stated that it will take 1 hour minimum and up to 2 hours to take meter in and out, so probably \$200 would cover the labor and then there would be the calibration rate and cost of an actual new meter. He will get an estimate of that cost for calibration.

An ordinance for the first reading for meter change-out charges will be prepared for next month's meeting.

Ramey reported that it was recently discovered that the software had not been billing the upcharge for 1-inch meters and higher. This was included in the letter mailed out to all accounts. She will have this fixed by the next billing. There are approximately 20 - 1-inch meters that will have a \$1.00 upcharge and 3 - 2-inch meters which will have a \$6.00 upcharge. Ramey informed council that there was an EPA water inspection meeting last Thursday and we were verbally informed of 3 violations which we will easily have fixed this week.

Ramey reported that Memorial Park was decorated for Christmas and we recently received another \$16,946.43 in CARES money. She stated that she and Jack recently attended a Maumee Valley Planning Organization strategy meeting about C2021 Community Development Implementation. Materials about the CHIP Program and Fair housing was given out and they learned that smaller CDBG grants are no longer available. Ramey again suggested that the village consider hiring someone for snow removal on a call-in basis, and at the present time they would need a CDL, to drive the top kick. She stated that Jeff needs extra help for snow removal since he needs to dedicate time to get required EPA paperwork completed. Ramey gave council members a draft of an animal permit application, asked them to look it over and bring it back to the next meeting with suggestions for additions or deletions.

A Community Reinvestment Committee meeting was set up to be held before the council meeting on Monday, January 18th at 5:30 p.m. Members of the committee are Chris Skinner, Wes Hall, Sherri Ramey, Jack Stantz and John Buskirk. Ramey informed the Council that the next Food Pantry will be held on January 20th and we recently received a monetary donation for the food pantry from Redline. Ramey included a Calendar of Village events for 2021 and informed the council that the office will be closed starting December 24th and will reopen on January 4th.

Ramey sent out condolences to the George Alley family.

There was no Park Board meeting.

Ramey reported that that 3 of the 7 doors are up at the Fire/EMS building, the roof is done, the driveways are cut out, they are waiting for stone and the volunteers are taking the rest of the year off.

The financial reports for November 2020 were presented.

C. Skinner made a motion to accept the financial reports for November 2020. 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.

The minutes of the regular meeting of the Sherwood Village Council held on November 16, 2020 were presented.

C. Skinner made a motion to accept the minutes of the regular meeting of the Sherwood Village Council held on November 16, 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.

There was no employee meeting.

In old business, M. Sudholtz informed other councilpersons that he had a complaint that apartment renters are parking for long periods of time in parking spaces that citizens need to go to post office, library and other places uptown.

He was informed that we have "2-hour parking" signs that will be put up when maintenance personnel get the chance to do it.

S. Ramey stated that a letter needs to be sent to Brian Core about his tenants not cleaning up their dog's messes in addition to no overnight parking in village parking spaces. She informed council that village signs are being stolen and we have a list of signs that need to be replaced.

Ramey gave council a list of Committee members for 2021, asked them to look them over because we will be voting on them at the next meeting.

Mayor Stantz asked that fire chief Darrel Rock be given a raise. He has been spending many additional hours working on the new Fire/EMS building.

The council decided that the amount of \$1,349.00 to cover a raise for Rock will be transferred from the General Fund into the Fire Fund, since Rock will not accept a raise if it takes away from funds needed to help fund the new Fire/EMS building or needed fire equipment. The council all agreed that Ordinance 20-12-03 be amended to add the additional amount to Darrel Rock's pay for 2021.

S. Ramey informed the council that a review was recently done for maintenance person Mike Gregg. She stated that he is doing a very well.

C. Skinner made a motion that payment of all bills for the month of November be approved. 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.

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

