

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

Mayor Jack Stantz 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 Conrad Beck, Dawn Buskirk, John Buskirk, Robert Hasch, Sherri Ramey, Larry Shock and Chris Walker.

The Pledge of Allegiance was recited.

Conrad Beck, representing V.S. Beck Insurance Inc. presented the Ohio Plan Package Proposal for Insurance for 3/01/20 to 3/01/21. He explained the changes in coverage from last year and made several suggestions of additional coverages the village could pursue. He informed the council of the cost of the premium for this year minus the Ohio plan Advantage credit which was \$16,878.00

W. Hall made a motion to accept renewal with V. S. Insurance Inc. for a 3-year policy term. 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.

Conrad Beck left.

Ordinance 20-01-02, an Ordinance to make charges for the use and service of the Municipal Water System for Meters for the Village of Sherwood was presented for the 2nd reading. S. Ramey informed the council that the changes that were requested to Ordinance 20-01-02 were made.

J. Hohenberger made a motion to accept the 2nd reading of Ordinance 20-01-02. S. Rohrs seconded the motion. A roll call vote was taken. J. Hohenberger voted yea, S. Rohrs voted yea, W. Hall voted yea, C. Skinner voted yea, J. Vogelsong voted yea and M. Sudholtz voted yea.

Village Administrator, S. Ramey presented her report for the month. Ramey informed the council that the old insulation in the maintenance building has been torn down and we rented a 20-yard dumpster from Werlor's at a cost of \$351.38. She reported that Wagner's were out today and the old siding on the back side of the building is off and the new is going up.

Ramey informed council that 26 3-day notices were delivered in January. There was one payment plan set up and if a payment is missed the water will automatically get shut off. There were 2 water shut offs and those accounts are both now current. Ramey reported that she sent out letters about meter rates and how to calculate their amounts with water usage on Thursday. Ramey informed council that we have been awarded grant and loan money for the Water Tower project. We are now applying for the next grant which should finish paying for the new Water Tower. We have decided to change the location of the new Water Tower to behind the Little Reservation Station for several reasons. The owner at the present location is not willing to sell land, we already own the land behind the LRS so there will be no cost for land and the water line which we will have to run for the new water tower will be much shorter and less expensive. We will be putting in a new 8" main which will connect into a 6" line on US Highway 127.

Ramey informed the council that once the weather turns warmer we will be getting in the concrete for the lights and finishing the light project at the Crystal Fountain location. She asked that the council set up a preapproved budget for how much time and money they are willing to be spent for village maintenance personnel to help the Ball Association.

S. Rohrs stated that the Ball Association will try not to use Jeff as much as possible, but there may be an occasion when Jeff Hurtig will be needed.

The consensus of the council was that \$1,000 would be a good place to start with as a preapproved budget for village maintenance personnel to help the Ball Association.

S. Ramey reported that the Gator is fixed and is ready for the new season. A lock washer was used on a loose bolt but it will most likely happen again. Ramey asked to start advertising for a part-time mowing position for the summer. She presented 2 quotes from Homier & Sons, Inc. to lease a mower for 2020. She and the maintenance department would like to lease the mower with the 72" deck because it saves a lot of time compared to the 61" deck. Ramey stated that we would like to look at replacing the Ranger because it is underpowered, undersized, under suspended and it gets stuck at the lagoons.

There was discussion about whether to look into getting a new truck or a used one. The consensus of the council was to try to get a new truck and look into state pricing. They would like to stay at a budget of \$25,000 or a little more for a new maintenance truck.

Darrel Rock entered.

Village Administrator S. Ramey will check into prices of a new truck and will bring quotes back to council at the next monthly meeting.

Ramey reported that we have received the 2-part nuisance forms from Tribune Printing Inc. We have ordered envelopes for Hicksville to use for our taxes and for ourselves to send out for mailings of 200 or more, which we do 2-3 times a year. The village is able to use the mailing permit that we presently have and it will save time on addressing and postage. We will need to make sure there is enough money in the account for large mailings.

Ramey presented a letter from Weaner, Yoder, Hill & Weber, Ltd. asking village to vacate a portion of Wilmont St. which is on the South side of East Maple St. and adjoining the residence located at 300 East Maple St.

Village solicitor, C. Walker, informed the council that unless written consents from all adjoining property owners are collected the village will have to publish the vacation of the property in the newspaper and have 3 readings of an ordinance to vacate the area.

Sherriff Doug Engel entered.

S. Ramey will provide addresses to C. Walker to send letters to residents adjoining the property requested for vacation to gain consent for vacation of property.

Ramey informed council that signs have been ordered for "No Parking" during snow event for Harrison St. and "Caution-Cross Walk ahead" for South side of tracks going North. She asked council to consider No overnight parking on Harrison St. and 1-hour parking only. If

cars are in violation a notice could be left on the car's window and the 2nd time the car would be towed.

J. Vogelsong expressed concern that an accident may occur because people are not parking in the correct direction at the Iron Horse Brew's restaurant. They are pulling east into parking and going both ways. It was suggested that we put up a barricade, but we would need to contact CSX Railroad because it would be on their property.

Sherriff Engel informed Ramey that she would need to call Jacksonville, FL to get ahold of CSX.

The council discussed the parking issues and the consensus was to have no overnight parking on Harrison St.

Ramey presented information on the Community Housing Impact & Preservation Program. Pre-Applications are now being accepted for Home Repair and Rehabilitation Programs. Homeowners must have a household income below 80% of Median Income, be a homeowner in Defiance or Paulding County, have Homeowners Insurance, Property taxes current and own and live in the home that needs repairs. If council knows of anyone who might qualify they can do pre-application online. Ramey reported that an upright freezer was donated to the village by Mike Gregg's son to be used for the Food Pantry, so we did not have to buy a freezer. She stated that a lost bicycle has been turned into the Office. The office needs the owner to come in or call with a description of the bicycle and it will be returned. Ramey informed the council that the "Meet the Candidates" meeting on Saturday, February 15th was well attended and very successful.

Ramey reported that two computers for the office were ordered at a cost of \$921.80. She stated that she would like to install stairs in the maintenance side of the office to go upstairs so it would be much easier to access the storage available there. The stairs would be basic, not steep stairs installed on the north side. She will get quotes and bring them to council.

Ramey reminded council that she still needs information about council members for the website.

There was no Zoning Board Report.

There was no Park Board Report. Ramey informed the council that we don't have enough people to have a Park Board.

D. Rock informed the council that JDS Auto Body pulled the old lettering off the fire truck that we recently purchased at no charge. City Vinyl will be applying the new lettering on the fire truck. Rock reported that he is again finalizing the specifications for the new fire building and the site and concrete work will be bid out and the building materials will also be going out to bid. Village Administrator S. Ramey is already authorized to collect bids. We have until June 31, 2020 to use grant funds. We will be doing construction on the building ourselves. Rock informed the council that the Village will be switching over to doing Fire and EMS reporting on computer from paper reporting. The initial cost of the program will be \$4500 and it will be \$3500 per year for Data Base.

W. Hall stated that he will check into where we may be able to purchase building materials for a New Core fire building.

J. Vogelsong asked whether the new fire building will be big enough to hold events in.

Rock answered that the building we are looking at is a 60 x 120 building and there should be plenty of room to have events.

Sherriff D. Engel informed council that any signs such as "No left turn" must be up high and far enough back or it will be difficult to enforce the signs. He suggested that ODOT may be able to help with that. He also stated that Parking signs that are not certified are not enforceable, so we need to make sure they are certified by the state. He asked if any of those present had questions for him and stated that the Sherriff's Department could help find nuisance violator's and give notice.

S. Rohrs asked if we have an ordinance for signage what else do we need to do.

Engel replied that since the signs in question are on a State Route, in order for them to be enforceable, the village would need to go through the process to have the signs certified. All stop signs on side streets are already certified and there is a State Blanket of 35 Miles per hour on side streets.

W. Hall reported that the owners of the condos were very thankful to the Sherwood Fire Department for their quick and professional response to the recent fire at one of the condos on the north end of the Village.

Darrel Rock and Sherriff Doug Engel left.

The financial reports for January 2020 were presented.

S. Rohrs made a motion to accept the financial reports for January 2020. C. Skinner seconded the motion. A roll call vote was taken. S. Rohrs voted yea, C. Skinner voted yea, W. Hall voted yea, J. Vogelsong voted yea, M. Sudholtz voted yea and J. Hohenberger voted yea.

The minutes of the regular meeting of the Sherwood Village Council held on January 20, 2020 were presented.

W. Hall made a motion to accept the minutes of the regular meeting of the Sherwood Village council held on January 20, 2020. S. Rohrs seconded the motion. A roll call vote was taken. W. Hall voted yea, S. Rohrs voted yea, C. Skinner voted yea, J. Vogelsong voted yea, M. Sudholtz voted yea and J. Hohenberger voted yea.

Policies for Sherwood Village Personal Information and a Travel Policy were presented.

J. Hohenberger made a motion to accept the Policies for Sherwood Village Personal Information and the Travel Policy as policies for the Village of Sherwood. 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.

A sheet was presented outlining changes in Part-time employee eligibility for overtime hours when working weekends, holidays and any time before 6 AM and after 6 PM. The employee may choose to receive compensation at 1.5 times the normal hourly rate or to receive a comp time credit of 1.5 hours for each hour worked. Paid holidays for part-time employees will be New Year's Day, Labor Day, Thanksgiving Day, Christmas Day and Veteran's Day (if a Veteran).

J. Hohenberger made a motion to accept the changes in Part-time employee's overtime hours and pay for holidays. 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.

S. Ramey informed the council that these changes will be included in the employee manual and that a seasonal employee will not be considered a part-time employee.

For old business, J. Hohenberger asked what is presently on top of the Village water tower.

S. Ramey replied that Metal Link presently has antenna for internet services on top of water tower. We will have to contact them when a new water tower is installed.

J. Hohenberger asked whether anything has been done about having the Crystal Fountain property surveyed and splits for possible sale of property.

S. Ramey replied that nothing yet has been done with the Crystal Fountain property.

J. Hohenberger asked whether the new tax forms for the Local Income Tax are on the web site yet.

Ramey replied that the tax forms for the Local Income tax are not on the website yet, but she will get with Kim at the tax department in Hicksville and try to get that taken care of.

J. Hohenberger asked whether any money has been transferred from Sherwood State Bank to Star Ohio yet.

D. Buskirk replied that no money has been transferred from Sherwood State Bank to Star Ohio. She wanted to wait until Fire truck transaction was completed.

The consensus of the council was to transfer \$700,000 from Sherwood State Bank to Star Ohio.

M. Sudholtz asked that the curve sign by his house be taken down.

S. Ramey stated that she will get that taken care of.

S. Rohrs stated that he has a nuisance complaint concerning Doug Pessefall.

S. Ramey reminded him that Rob Bailey would like a list of nuisance complaints so that he can address them. If Rob does not feel comfortable delivering a nuisance tag concerning the Pessefall situation the Sherriff's department can deliver it.

W. Hall made a motion that payment of all bills for the month be approved. 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.

W. Hall made a motion to go into executive session to discuss the compensation and employment of a public official. C. Skinner seconded the motion. All council voted yea. Chris Walker was invited to stay in the executive session.

John Buskirk, Robert Hasch and Larry Shock left.

W. Hall made a motion to come out of executive session. S. Rohrs seconded the motion. All council voted yea.

The council requested that Dawn Buskirk move the office equipment and files back to the Sherwood Village Office by June 30, 2020.

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

Dawn Buskirk
Dawn Buskirk, Fiscal Officer

Jackie D. Stantz
Jackie D. Stantz, Mayor