

\*\*\*TO BE PUBLISHED\*\*\*

Minutes for the Woodburn City Council Meeting on August 7<sup>th</sup>, 2023:

The meeting began at 7:00pm with the Pledge of Allegiance. In attendance was Mayor Kelsey, Clerk-Treasurer Cummins, Superintendent Walls as well as Council Members Sarrazine, Martin, Gerig, and Watts. Chief Parker and Council Member Thompson were not present.

Chief's Report: Nothing to report.

Superintendent's Report: The Superintendent gave an update on the work in process for the lift station project on Woodburn Road. The Superintendent asked for Council to consider purchasing replacement light strands for the water tower located within the City limits. After discussion, Councilwoman Sarrazine moved to replace the current lights on the water tower, second by Councilman Watts, all present in favor.

Mayor's Report: The Mayor went over an annexation proposal petitioned by Woodburn Missionary Church to include a portion of their property that is not currently located within the City limits. The Mayor would like the Council to consider not only this request, but also an additional annexation that would include land in that same general area. Councilman Watts would like to wait on the church proposal for now and focus more on the potential new addition, Maumee Meadows, that would be built going North of City Hall along the West side of State Road 101. He would like to see a more final decision on Maumee Meadows before deciding on how to proceed with the Church. Council was generally in agreement.

Clerk-Treasurer's Report: The meeting minutes were presented from the July 17<sup>th</sup> meeting. After discussion, Councilwoman Sarrazine moved to accept the minutes from the July 17<sup>th</sup> meeting as presented, second by Councilman Watts, all present in favor. The warrants were presented. After discussion, Councilman Watts moved to pay the warrants as presented, second by Councilwoman Sarrazine, all present in favor. The Clerk-Treasurer presented 2<sup>nd</sup> quarter financials. This included expense and revenue reports, fund balances, and bank statements for the Council's consideration. For more involved analysis, the Clerk-Treasurer is available between meetings to answer any questions from Council members. The Clerk-Treasurer is starting to prepare the first draft of the 2024 budget. He is asking for Council Members to suggest ideas for implementation. The Clerk-Treasurer presented Council with a potential contract for Kevin Hileman, the future Clerk-Treasurer for the City of Woodburn. This would allow Kevin to job shadow in the office, with pay, prior to taking office at the beginning of next year. After discussion, Councilwoman Sarrazine moved to approve the contract as proposed, second by Councilman Watts, all present in favor. The Woodburn Band Boosters sent a letter for Council's consideration for sponsorship in the upcoming season. After discussion, Councilwoman Sarrazine moved to sponsor the Band Boosters for \$100, second by Councilman Watts, all present in favor.

Councilmen's Report: Councilman Watts gave an update on the Lifewise proposal that was submitted to Council a few meetings ago. After discussion, Councilman Watts moved to have a letter of support be drafted on behalf of the City Council to be given to Lifewise for presentation to the school board, second by Councilwoman Sarrazine, all present in favor, except Councilman Martin who votes nea. Councilman Watts is willing to draft this letter. Councilman Watts described a fire hydrant that needs addressed to the

Superintendent, who confirmed that he is aware of it and that it will be fixed in the near future.

Audience: A resident submitted a request for consideration at the meeting tonight to ask for an adjustment on the sewer portion of her utility bill due to an outside spicket running overnight. After discussion, Councilman Gerig moved to adjust the sewer portion of the utility bill for all affected months, second by Councilman Watts, all present in favor. A resident inquired about the islands in Burnwood Place as well as the signs there. The Superintendent informed her that one quote has been received and that the City is waiting for the second to arrive prior to the work being accomplished. Regarding the signs, it would seem that after a new pole had replaced an old one, the signs were taken down and are now missing. Replacements were ordered and will be placed after their arrival and as time allows.

Councilman Watts moved to adjourn the meeting, second by Councilwoman Sarrazine, all present in favor. Meeting was adjourned at 7:59pm.

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