

**VILLAGE OF PEMBERVILLE  
COUNCIL MEETING  
April 21, 2020**

Mayor Carol Bailey opened the April 21, 2020 virtual Council meeting at 7:00pm with a prayer and the pledge of allegiance.

**Roll Call:** Present at the regular meeting of Council were Rahe, Angel, Jacobs, Long, Madaras, and, St. Louis. Others present were, Bob Kuhlman, Tom Mauk, Gene Steele, Rus Eby, Eric Campbell, and the Clerk.

**Minutes:** Rahe moved and Angel seconded to approve the minutes from the April 7<sup>th</sup>, meeting. Motion passed unanimously.

**Treasurer's Report:** Rahe moved and Jacobs seconded to approve the bills in the amount of \$565.38. Motion passed unanimously.

**Police Report:**

Nothing to report. Mayor stated that Chief had indicated things have been very quiet, to the point it is almost boring. Mayor stated that as of May 1<sup>st</sup> the police department will go back to regular shifts.

**Zoning Inspector Report:**

Campbell stated things have been extremely slow. He has received some calls pertaining to patio enclosure, driveway stone pad with preparation of garage, but no permits for those. Campbell stated he did recently approve a zoning application for a utility barn on South St.

**Council Reports:**

**Rahe:**

**Personnel and Finance Committee:**

Rahe stated that BPA has received a few more applicants for the Utility Assistant position. Rahe stated they have the license and willing to wait for interview after COVID-19.

Rahe asked if there was any news on mowers. Clerk replied that Bourdo had received the quotes and the prices are still the same as last year, \$1,900 and \$1,175. Clerk added that the Sewer Department is going to trade in their mower and purchase the X730 mower received last year. Clerk explained that the trade in value for the sewer departments' mower is \$1,000 less than what it was initially purchase for in 2014. Clerk explained that the Street Department will still receive a new mower this year, they will just be trading in the sewer departments' mower and the Sewer Department will pay the difference. Long asked if we would be looking into hiring summer help for mowing. Rahe stated it has been discussed and she was going to reach out to the young gentleman from last year to see if he would be interested again this year.

Mayor stated Personnel talked and suggested possibly having the ladies come back to the office on Monday, May 4<sup>th</sup> but will keep the lobby locked for now. Mayor stated that Mel would continue to work from home. Long stated, if they have the ability to work from home he would recommend continuing that practice for the time being.

**Angel:**

Angel reported that although the computer has been installed for the security cameras, they are currently having trouble accessing the website to pull off the data. Angel stated the software is outdated and will need to look at replacing it soon.

**Jacobs:**

Jacobs stated that the Flood Committee will be scheduling a meeting on Zoom in the near future. They will discuss a Flood Administrator during this meeting.

There was discussion regarding Ordinance 1488, Special Purpose Flood Damage Reduction. Mayor stated there is currently a property owner with building material piled along the river bank that is floating down and piling on other properties along the river bank. Mayor is looking at sending a letter to the property owner. Mayor stated Mr. Kuhlman has reviewed the letter and has given his approval to send to the property owner. Mayor will make a copy of Ordinance 1488 for Jacobs to distribute to the Flood Committee.

**Long:****BPA:**

Water Dept: Long stated there was discussion regarding the recent project and some concern of the back fill work that has been done that is not up to par. Therefore, Nathan is going to reach out to the contractor and see what its current state is and if it has it been deemed finished. Long stated there are also some questions for the contractor confirming their responsibility to the driveway approaches and how far back. Long stated BPA discussed the areas where the new pipe and old pipe are in physical contact with each other and their concern is that in time they will begin to rub against each other and eventually break through one. So the contractor quoted \$5,500 to remove the old water line in the areas where the old and new are in physical contact with each other. Long stated BPA approved that additional work.

Sewer: Long stated there was discussion of replacing pumps. The oldest lift station pump the Village has is located on Bierley Ave. Obviously that is the one they are seeing a lot of the I/I "Infiltration/Inflow", so it gets a huge volume. The intent is to have that pump replaced and rebuild the one that is in it for shelf stock. The cost would be roughly \$5,200 and that includes adding the flange and hardware.

Long stated they did get clarification for the warranty for the pipe lining on Forrest Ave. which is 1 year for the product and 2 year for workmanship.

**Madaras:**

Madaras stated as a FYI, the Pemberville Fair Board announced they will not have the fair this year due to COVID-19. Madaras stated this may or may not impact the 5-Mile race. There are a lot of things to consider before deciding to cancel and did not feel comfortable making a quick decision. Long asked when he would need to make that decision. Madaras replied July 1<sup>st</sup> would be the date due to the ordering of t-shirts and fruit. Madaras stated he could push to July 15<sup>th</sup> if needed but felt July 1<sup>st</sup> would be better.

**St. Louis:**

St. Louis stated Lands & Buildings will look at areas of plantings of the trees by the Municipal building. Mayor stated she did receive the quote of \$6,955 for trees. Mayor stated Council did approve \$9,186 for fencing, a savings of a little over \$2,000. Mayor stated that Tom Oberhouse believes a natural border is much more maintainable. Mayor asked Kuhlman if the natural plantings would elevate the property line issue. Kuhlman stated the Village wouldn't have to worry about the placement of a fence but is not sure it is all that far off. Kuhlman has not heard from the engineers as to what is causing the discrepancy and doesn't know if the Village would want to invest a whole lot of money if there is not much of a discrepancy. The Village could always fall back to lines of occupation, unless somebody is really objecting to that. Clerk stated she provided Council with a quote at the last meeting from Feller Finch to survey the property for \$1,000. Long stated for the record, by Commission if this body thought it was valuable to have to know that for purpose of a zero lot line fence or something that requires that kind of precision, then the general thought as Planning Commission is to spend the \$1,000, if Council wanted that. Similarly, if there is not a strong driver to know that, with that level of accuracy then his concern is to leave it lay for now. Mayor asked how to process. Long asked if the fence, going to the north, was it going to the end of the building Mayor replied that it was not, it was to the southernmost corner. Campbell stated it was his impression there would be white vinyl fence that formed an L across the front to block the recycling and went back to the corner of the current tin building in which, Tom Oberhouse would do the remaining with evergreens. Campbell stated what should be done is replace the white vinyl with the natural evergreens. Campbell stated that when it comes to lot lines, Council is making it harder for the Zoning Inspector, if he does have to go out and apply any kind of rear yard set-backs unless he is giving 2 foot gap on the line, then great. Set the trees far enough away from the lot line to allow for the natural mature growth of the tree then the Village is retaining the fire easement along the back of the building. Long asked Campbell if he viewed the back as a fire easement. Campbell stated it was what he thought was the intent when it was put in. He believes the set-back is 12 foot but has kind of an angle. However, the actual building plan as built has not been located. Campbell stated the drawing would indicate the set-back of the corners of the building to lot line which would make it an easy no brainer for him, but those numbers do not exist without having the survey, which was the intent of the survey. Campbell stated if there was 6 inches between the property pins, he could work with that but 2 foot is different, and a lot. Discussion continued regarding the purchase and placement of trees. Council needs to get clarity on what the quote covers and which part of the property it is screening. Campbell will contact Feller Finch and request they search their archives for the plans for the set-backs.

**Mayor:**

Computer: Mayor stated that her computer has been purchased but is not currently hooked up yet. The cost was under \$900.

Mayor reported that the Eastwood Elementary teachers have asked for permission to have a parade through town probably Friday early evening. They will parade through Luckey and Pemberville on all the streets. Chief Darling will lead the parade so all the kids can come out and wave to their teachers. Mayor stated it is similar as what they did for the seniors but will actually have warning and will do all the streets.

Mayor stated there will be a surprise birthday drive for Dale Fahle on Thursday night if anyone would like to participate, they are meeting at Panning's at 6:15pm. The police are leading that as well. They will be going from the old Panning's out Hickory and right past Dales' and that will be it.

Flower Pot Contest: Mayor stated the Flower Pot Contest will start May 1<sup>st</sup>. Mayor will get with Bourdo to see how many flower pots we currently have.

Oberhouse Park: Mayor stated she received a call Saturday that there were 4-wheelers in Oberhouse Park all day long. Steele stated they were not racing and kept it at a slow pace. Mayor stated Chief Martin is concerned because he is not sure where the access point into the park is located if they needed to get in there should an accident happen. Mayor stated the Police Department will keep an eye on the park. Mayor stated this brought her to her next question which is if we had received the grant money for the signs. Clerk stated it has not been received. Mayor will contact the Park District to see when those are expected to be released. Mayor asked St. Louis about the signs and if they had any schematics on them. St. Louis stated Bowman has the quotes and verbiage and will get from him soon.

Conference Call: Mayor stated there was a conference call with the County today, where she asked about the pool, fair, and softball. Mayor stated the reply was everyone should be getting outside but all precautions need to be looked at and taken, including social distancing. Council discussed these issues and will continue to keep things closed for the safety of the community and will discuss a little more at the May meeting.

Mayor will set up zoom as a recurring meeting for Council and BPA.

**Guests**

Gene Steele: Gene stated he has a friend that builds and rebuilds sewer pumps that if he could get the model numbers on the pumps he would share with his buddy and see if he could save Village some money.

Eric Campbell: Campbell stated there has been a lot of scuttle regarding the post office and residents not getting their utility bills. Campbell stated three months in a row he received his mother's bill 14 days after receiving his. He is not sure what has happened to the process that it is taking longer and longer for individuals to receive their bills. Clerk stated that the process within the post office has changed. They used to void out in house and placed in boxes the next day. However, things are being shipped out and then coming back to be delivered.

Rus Eby: Rus asked the Clerk if she was receiving the emails from the website. Clerk replied that she has and she really liked the feature.

Rus stated that he has a catch basin at the end of his driveway and the concrete is sinking along the outside of it. He asked if this could be looked at and given direction on how to have it repaired. Mauk stated he will contact Landry Sheets and have him take a look at it.

Mayor Bailey adjourned the meeting at 8:30 P.M.