

**VILLAGE OF PEMBERVILLE  
COUNCIL MEETING  
March 17, 2015**

Mayor Bowman opened the March 17, 2015 council meeting at 7:00pm with a prayer and led those present in the Pledge of Allegiance.

**Roll Call:** Present as the regular meeting of council was Rothenbuhler, Campbell, Long, Opelt, Sautter and Schuerman. Others present were Ed Wozniak, Nicole Long, Vic Schuerman, Jane Kolenberg and Keith Madaras.

**Minutes:** Long moved and Opelt seconded to approve the February 17, 2015 minutes. Motion passed unanimously.

**Treasurer's Report:** Long moved and Opelt seconded to approve the bills in the amount of \$11,619.88, Motion passed unanimously.

**Mayor:**

Mayor read and presented Jane Kolenberg with a proclamation for the 20 years she served as an employee at the Pemberville Library. Jane stated that although it has been nearly two weeks since she has worked at the Library, she has been extremely busy to actually feel as if she is retired.

*Office of the Mayor*

*Proclamation*

**WHEREAS:** Jane Kohlenberg has served this community as Director of Pemberville Library for the past 27 years, developing many innovative programs to encourage historical research, learning and reading, and

**WHEREAS:** Jane Kohlenberg served the Library for 13 years prior to Director as Treasurer and employee, and

**WHEREAS:** Jane Kohlenberg has served Bethlehem Lutheran Church as Treasurer, and lead many other community organizations, and

**WHEREAS:** Jane Kohlenberg has dedicated a major part of her life to the service and betterment of the citizens and families of Pemberville, Freedom Township and the Eastwood School District, and

**WHEREAS:** She has earned the respect and appreciation of area residents, who are grateful for her dedication and service,

**NOW, THEREFORE,** I, Gordon Bowman, Mayor of Pemberville, and along with Village Council, by virtue of the authority vested in me, do hereby tend this Proclamation extending to Jane Kohlenberg our deep appreciation for years of distinguished service upon her retirement, and wishes for continued success in all her future endeavors.

**In Testimony Whereof,** I have caused to be affixed the official seal of the Village of Pemberville, Ohio to be affixed this 17<sup>th</sup> day of March, 2015.

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Gordon Bowman, Mayor  
Village of Pemberville

**ORDINANCE 1534 – AN ORDINANCE APPROVING, ADOPTING AND ENACTING AMERICAN LEGAL PUBLISHING'S OHIO BASIC CODE, 2015 EDITION, AS THE CODE OF ORDINANCES FOR THE MUNICIPALITY OF PEMBERVILLE, OHIO** 3<sup>RD</sup> Reading

Opelt moved and Schuerman seconded to approve Ordinance 1534, Motion passed unanimously.

**ORDINANCE 1535 – AN ORDINANCE TO MAKE PERMANENT APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF PEMBERVILLE, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2015** 1<sup>ST</sup> Reading

Sautter moved and Campbell seconded to suspend the rules. Motion passed with a 5/6 vote.

Rothenbuhler-yes, Campbell-yes, Long-No, Opelt-yes, Sautter-yes and Schuerman-yes.

Rothenbuhler moved and Campbell seconded to pass Ordinance 1535. Motion passed with a 5/6 vote.

Rothenbuhler-yes, Campbell-yes, Long-No, Opelt-yes, Sautter-yes and Schuerman-yes.

**ORDINANCE 1536 – ORDINANCE AUTHORIZING THE MAYOR OF THE VILLAGE OF PEMBERVILLE TO EXECUTE A CONTRACT WITH FELLER, FINCH AND ASSOCIATES, INC., FOR STATE ROUTE 105 (FRONT STREET) IMPROVEMENTS** 1<sup>ST</sup> Reading

Sautter asked if this contract was for the work under the road. Campbell replied no, this is for the actual portion that came with the grant which is sidewalks, curb, catch basins and ADA ramps. Campbell made council aware that we have received a bill from Feller, Finch, which he is assuming is to show our committee. Long explained that the bill also consists of a conversations with Feller, Finch about the South Water Plant and the other portion is for the meeting Campbell had about the electrical portion of the upcoming State Route 105 project. The clerk asked Long about another invoice received from Feller Finch for the Pember Grove Subdivision. Long explained that the way it works is the bill is passed back to the developer who then covers all expenses and they are aware of it.

Rothenbuhler moved and Campbell seconded to suspend the rules. Motion passed unanimously.

Long moved and Campbell seconded to approve Ordinance 1536. Motion passed unanimously.

**Mayor:**

Mayor stated that we need to have Gretchen Densic approved as a check signer and remove Stephanie Bowe. Rothenbuhler asked is this was just for the operating accounts here in town and if we still maintain the CDARS with Key Bank. The clerk responded, yes. Rothenbuhler asked if Densic would be added to the CDAR accounts. The clerk answered no, unless council wants it that way. Rothenbuhler stated he is prepared to make a motion but wants to make sure Stephanie Bowe is removed from all accounts.

Rothenbuhler explained that it makes sense to have two signers on the account. Rothenbuhler stated that good news with the bank is we should be able to change signer and that in a worst case scenario, if Dyer left and Densic is the only signer on the accounts council can still do a formal action and change that, putting someone else in charge with Densic. Schuerman asked who else was on as a signer. Clerk replied it was the Mayor and herself. Rothenbuhler made a motion to remove Stephanie Bowe from all accounts and add Gretchen Densic as a signer on the primary bank account at Union Bank here in town. Opelt seconded the motion. Motion passed unanimously.

Mayor explained that as all are aware we have scheduled a Town Hall meeting for this coming Tuesday, a week from today, at the Fire Station at 7:00pm. Mayor stated that he received a call from Robin Small, president of PIMA “Pemberville Independent Merchant Association”. Robin Small is requesting a few minutes at the Town Hall meeting to speak on behalf of PIMA. Mayor stated that PIMA has sent out a survey to Pemberville local businesses and asked for feedback in the nature and future of PIMA and Small would like to talk about the survey a little bit.

Mayor stated that he reminded BPA that they should be there. Mayor requested that Chief Darling and any other village employees attend if they are able. The clerk informed the Mayor that she will not be able to attend due to prior engagements. However, she spoke to Opelt and the meeting will be recorded so the clerk can prepare minutes on the Town Hall meeting.

Mayor reported that the newsletter has been completed, published and ready for distribution.

**Campbell:**

Campbell reminded all that the Streets committee meeting is scheduled for this Thursday at 7:00pm at Town Hall council chambers.

**Long:**

Long asked if there has been a cemetery meeting, clerk replied that there has not been one in a while due to no contact information for the new members. Clerk explained that she spoke to Dave Bruning who suggested contacting Ron Golightley, Freedom Township’s Fiscal Officer, to either get the contact information or pass along the scheduled date. Clerk stated that her plan was to have a meeting set for the Tuesday in April prior to council meeting. Long stated that he anticipates we will be hearing from Mr. Kim Captain, who offered to donate to the cemetery and was going to be eager again this spring. Long stated that the committee should be working in that regard and wanted to keep it fresh on their minds.

Long reported on Planning Commission. There is a meeting scheduled for tomorrow at 7:00pm. Long stated one subject to report from the last meeting was zoning and taking a look at rates for different zoning permits and make sure we are benchmarked well against some other communities in similar size. Long stated they have received a far amount of information and now needs to compile together in a way to interpret. They are looking to post some amendments in the upcoming months. Long stated there was a brief discussion about enforcement in areas that have been recently relaxed in. Long has placed a call to the zoning inspector, Brian Heestand, just too politely point out some things that committee have brought to attention that have been relaxed.

Long reported that BPA met last night and apparently there have been some side-line conversations about repair expenses and the division thereof and how they think it should be handled. Sautter stated that is was briefly discussed at Personnel meeting tonight. Sautter explained that the plan is to take the concern to Finance Committee so that they can talk about and properly allocate what has been done already. Sautter has extended the need for BPA to be involved and come up with a direction for the employees to go.

Long stated that they are looking at quotes for a new roof on the SWP. They currently have two quotes and are looking to get a third. Once they have them they will then make a decision. Long stated they are currently looking at roughly in the \$20,000 plus range and may have to look at other options.

Long reported that there was discussion about the opportunity for cost savings to the developer side coming from the village for the proposed Pember Grove Subdivision. There was just a brief discussion on whether or not there was a savings going overhead or underground for utilities. It was quickly put aside that the underground is not only similar in cost but also the right way to go.

Long reported that a letter went out to NWWSD from Mike Marsh reiterating the village and BPA position on the required payment for the other half of the WWTP.

**Opelt:**

Opelt stated there are some chunks out of the curbs on Front Street that took place this winter while plowing and did make Jeff Bourdo aware of them and should be repaired.

**Sautter:**

Sautter reported that the Tree Committee met about Arbor Day and they have decided on the Friday after that they will be meeting with the second grade class. John Lockard is organizing that and will be getting the saplings as well as his regular speech. Sautter is asking to have approved registration for two individuals to attend the Tree City Awards Ceremony held April 1<sup>st</sup> at the Toledo Zoo for \$20 per person. Mayor asked who would be attending on Pemberville's behalf. Sautter responded that aside for John Lockard it would be a member of the committee, which has not yet been determined. Campbell asked how many trees will be planted this year. Sautter responded that is has not been discussed yet. Campbell wanted to point out something for future reference which is when planting trees he would appreciate a different plan for State Route 105 corridor because if at some point and time, lamp posts are planned to be incorporated the full length of State Route 105 that the trees are going to come heavily into play and he would hate to plant something and then have to cut it down and remove it to put in the underground conduit. There was more discussion on how the trees impact underground utilities and water lines.

Sautter explained that Personnel Committee took a look at some draft organizational charts, there will be some changes made and presented to council at a later date.

Sautter reported that Finance Committee along with BPA will be looking at how the expenses are divided between the funds and make any necessary changes if needed.

**Schuerman:**

Schuerman asked if there will be a blackboard available at the Town Hall meeting to write things down. Long replied that he believes they do have something available to use.

Schuerman reported they had a Parks & Rec meeting and have changed the time to 1:30pm each month. Schuerman explained that on the west side of town where the electric company had their trucks parked, they had put in fencing and stone and wants to know who owns the property. Campbell answered it was Applehans Schuerman was wondering if they could get some of the stone out of there for the Northwest Park. Schuerman explained that based on a conversation she had with one of the gentlemen that was in charge of the job, told Schuerman they just put up the fence and stone and don't worry about what happens to it. Mayor stated Applehans would need to be contacted to see what their intentions are with the stone. Mayor explained it was his understanding that they would be removing the stone when they were completed. Opelt asked if it was planned to be temporary. Mayor answered yes. Mayor stated where ever you see first energy put in stone driveways or paths, is for them to get back into the fields to serves their extra large towers. Mayor stated that they are adding new transmission lines and that you will see a new row of these structures up north on Pemberville Road all the way to the new Home Depot.

Mayor reported that he had contacted Palmer and they will honor the quote they were given last year for the Northwest Park.

Schuerman asked where the kids will be planting the Arbor Day tree. Sautter responded that she is not sure of the exact location but it would be within walking distance for the second grade students.

Keith Madaras reported on the upcoming 5-miler race and asked for any suggestions from council, Mayor and especially Chief Darling. Keith Madaras explained that there have been a lot of suggestions that they have been actively pursuing that will involve a couple changes to the race that are just traffic issues if anything. There was further discussion about the ideas, suggestions, price, incentives and the theme of the race. Madaras explained this information came from lengthy conversations with individuals outside of council. It is requested that a vendor be added for the Pemberville Fair Board for the expenditures of the 5-miler race. Council approves and supports the efforts of the 5-miler race and their creative ideas they proposed.

Mayor announced that there was a press release from Tree City USA showing recognition of the Village of Pemberville's involvement for the past twenty-five (25) years. Mayor congratulated all of current council members and previous members for maintaining the Tree City Status.

Mayor Bowman adjourned the meeting at 8:10pm.