

**VILLAGE OF PEMBERVILLE
COUNCIL MEETING
October 19, 2021**

Mayor Bailey opened the October 19, 2021, Council meeting at 7:00pm with a prayer and the pledge of allegiance.

Roll Call: Present at the scheduled meeting of Council were Rahe, Angel, Madaras, Mazur, and Meyer. Others present were, Robert Kuhlman, Chief Darling, Eric Campbell, Tom Bettenbrock, Sara Enright, and the Fiscal Officer.

Minutes: Angel moved, and Rahe seconded to approve the minutes from the October 5, 2021, meeting as amended. Motion passed unanimously.

Treasurer's Report: Rahe moved, and Mazur seconded to approve the bills for \$7,300.32 Motion passed unanimously.

Madaras questioned the paint purchased for the 5-miler. Fiscal Officer stated she will contact Countyline and inquire and make the necessary adjustment if it does not belong with the 5-mile expenses.

Police Activity Report: Activity report provided. Meyer requested the information from the previous Council meeting to be included on the next report.

Council Reports:

Rahe:

Streets and Sidewalks: Rahe stated Streets, Sidewalks, Lands & Buildings meeting was cancelled due to calendar conflicts. Rahe stated she will notify when the meeting is rescheduled.

Personnel and Finance: Rahe stated the Kevin Tornow with Bay Tractor and Supply contacted the Fiscal Officer and explained that the lease option for the mowers would have a significant cost increase starting in 2022. Rahe explained that if the Village could provide a purchase order for the 2022 lease program dated before December 31, 2021, Mr. Tornow would be able to use the 2021 pricing. Rahe moved and Madaras seconded to create the purchase order for the 2022 Mower lease program and lock in the cost using the 2021 rate schedule. Motion passed unanimously.

Rahe stated that last year during COVID the office staff worked remotely from home and used their personal cell phones during that time for work related tasks. Rahe stated Finance Committee would like to reimburse the Fiscal Officer, Deputy Fiscal Officer and BPA clerk, based on the cell phone policy \$35 per month for the months of April 2020 to March 2021 for a total of \$420 each. Rahe added that BPA has agreed to continue the monthly cell phone reimbursement to the BPA Clerk who receives utility calls on her personal cell phone. Rahe moved and Madaras seconded to reimburse the Fiscal Officer, Deputy Fiscal Officer \$420 each for cell phone reimbursement. Motion passed unanimously. Madaras asked if the reimbursement could come from COVID funds. Fiscal Officer stated they could.

Angel:

Safety Committee: Angel stated that the speed limit signs have been programmed. Angel stated he worked with Sargent Kwapich on making sure they were operating correctly. Angel explained how the Police department will be able to obtain data from the signs. Angel stated the police department will need to purchase a 50-foot or longer USB cable soon.

Angel stated that a few months back there had been reports of catalytic converter thieves in the area. Angel stated the cameras at the police department had captured two vehicles of interest, however, the images were blurry. Angel stated the department investigated the cameras with potentially updating with better image quality cameras when it was determined the system currently in place needed a few adjustments made.

Train Depot Sidewalk: Angel reported that Council recently approved the installation of sidewalks at the Train Depot. However, when the work began a Columbia Gas line was located 4" below the gravel, in the area of the approach. Angel stated that Village Employees have been instructed not to drive on the approach and Columbia

Gas had been notified to remedy. Angel stated he is not sure how long that process will take therefore, the sidewalk and approach installation have been placed on hold until Columbia Gas repositions their lines.

Angel advised Council that Mr. Long is not running for Council this term and the Committees' he has been active in will need to be filled.

Long:

Absent

Mayor reported on behalf of Long and BPA.

Water: Mayor stated BPA is looking at getting updated prices on the remote readers. Mayor stated the first batch of remote meters have been ordered but not received however are expected to be shipped December 24th.

Electric Dept. Mayor stated that Barres is working on obtaining three quotes for tree removal.

Sewer: Mayor stated that due to the East Front Street force main project BPA will need to obtain easements from the property owners on the east and west side of the sewer plant. Mayor stated those property owners will be invited to the next BPA meeting.

Verizon Tower: Mayor stated it was questioned if the Verizon cell tower should have lights, Mayor stated when she contacted and inquired it was stated the tower is not tall enough that it would require lights.

Planning Commission: Mayor stated the October meeting was cancelled. The next meeting is scheduled for November 17th at 7:00 pm located at townhall.

Madaras:

Tree Committee: Madaras stated the Tree Committee met on October 13th and reviewed quotes for stump removal. Madaras stated the quote from Jason Beeker was the lowest at \$520 and the committee chose to use Jason Beeker. Madaras stated Stephanie Miller came to discuss a list of trees located within the Village with the following recommendations. One is the removal of two large trees indicated on the map Madaras provided as #2 – 410 W. Front (imminent failure needs removed as soon as possible) and #6 – 422 Hickory (hollow and needs removed). Madaras stated Miller looked at the tree located at 310 Bond and recommends diagnostic testing to rule out Oak Wilt. Madaras explained that Oak Wilt could spread and cause additional problems with neighboring trees if not remedied correctly. Madaras stated Stephanie Miller gave the Village numerous compliments. It was also suggested to have a Village employee attend some trainings available regarding line clearance. Madaras stated the street department could potentially benefit from the tree trimming courses that are available. Madaras stated Stephanie Miller strongly suggested the Village put together an Urban Forest Plan which opens more grant opportunities. Madaras stated the next Tree Committee meeting is November 11th at 7:00pm located at townhall.

Mazur:

Park and Rec: Mazur reported that the Wood County Park District grant applications have been submitted. Mazur highlighted the applications submitted were for the splash pad, lifeguard room and pump room. Meyer asked if the Village Electrical Superintendent could install the electrical box at the pools pump room. Mazur explained she spoke to Barres, and he is not an electrician but a lineman who is responsible for different areas. Mazur stated she did speak to Matt Meyer about performing the work.

Mazur stated she had asked for a refrigerator donation for the pool and received a call from Rebecca Krukemyer of Portage Valley Hearing who will be donating a refrigerator to the pool in the spring.

Mazur stated the next Park and Rec meeting is October 25th at 7:00 pm located at townhall.

Splashpad: Mayor provided the proposal for the splash pad. Mayor explained the cost was \$119,000 and will include 9 water features and concrete work. Mayor stated \$50,000 will come from the donation from Opelt's Estate, \$26,000 from the ARPA funds for lost revenue due to COVID and Mayor stated she intends to fundraise as much of the remaining balance as she can. Mayor stated she had investigated other companies and most all outsource the various steps until final installation. Mayor asked Council to take home and review the proposal as she would like Council to decide so she can proceed with an Ordinance to bypass the bidding process.

Meyer:

Meyer stated that the ad hoc Communication Committee met today and discussed different strategies. Meyer stated the next meeting is scheduled for November 2nd at 4:00 pm.

Mayor:

Mayor thanked Marcia Mazur and Gordan Bowman for working on the Wood County Park District grant applications.

Mayor stated the double striping on State Route 105 has been completed.

Mayor stated she spoke with Countyline, and they are looking at providing diesel fuel once Steve's Car Care closes. Mayor stated there are a lot of various things they need to work out and will update as she is updated.

Mayor stated she scheduled a web-conference with timeclock.com

Mayor stated she has a meeting on October 28th with the Mayor of Rodinghausen Germany.

Mayor stated the Harvest Gathering is this weekend and they are currently looking for volunteers.

Zoning:

Eric Campbell:

Campbell addressed Council with the ongoing issue on Water St. and the parking of an RV and how it can be resolved. The resident was asked to move the RV to bring it in compliance with the Zoning Code within the timeframe given by the Zoning Inspector.

Guest:

Mayor Bailey adjourned the meeting at 9:05 P.M.

*Audio recordings and attachments of the meetings not included with the minutes are available upon Public Records request.