

**VILLAGE OF PEMBERVILLE  
COUNCIL MEETING  
December 5, 2023**

Mayor Carol Bailey opened the December 5, 2023, Council meeting at 7:00pm with a prayer and the pledge of allegiance.

**Roll Call:** Present at the scheduled meeting of the Council were Angel, Kirkbride, Mazur, Rollins and Titkemeier. Others present were Robert Kuhlman, Chief Vaughn, Sarah Szymanski, Eric Campbell, Terry Nigh, Dennis Henline, and the Clerk.

**Minutes:** Rollins moved, and Mazur seconded to approve the minutes from the November 21, 2023, meeting. Motion passed 4/5 vote. Rollins-yes; Mazur-yes; Kirkbride-yes; Angel-abstained; Titkemeier-yes

**Treasurer's Report:** Angel moved, and Kirkbride seconded to approve the bills in the amount of \$5,823.60. Motion passed unanimously.

**ORDINANCE 1649:** ORDINANCE TO MAKE TEMPORARY APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF PEMBERVILLE, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2024. 3<sup>rd</sup> Reading

Angel moved and Kirkbride seconded to approve Ordinance 1649. Motion passed unanimously.

**ORDINANCE 1651:** ORDINANCE TO MAKE INTRA FUND TRANSFERS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF PEMBERVILLE, STATE OF OHIO, DURING THE FISCAL YEAR BEGINNING JANUARY 1, 2023, AND ENDING DECEMBER 31, 2023. 1<sup>st</sup> Reading

**Police Activity Report:** Activity report provided. Chief stated they are currently collecting Toys for the Battle of the Badges. They will be collecting them until Sunday and will deliver them to Wood County ODJFS on Monday.

**Mayor:**

Mayor gave a big thank you to Chris Arquette and Jessica Fork for decorating the trees at Mason Park. Mayor added this was the 6<sup>th</sup> year that Chris has volunteered his time to decorate the trees.

Mayor reminded everyone of the electrical outage scheduled for tomorrow. Mayor stated this is the first step on rebuilding the North Electrical Substation located on College Ave. Mayor stated the office staff will be working from home.

Mayor stated leaf collection has been extended until Friday. All leaves should be placed along the curbs prior to 7:00am Friday.

Mayor stated that the Township is looking to sell the property on Water St. However, the Village own a portion. Mayor stated Council will need to discuss in the near future once a survey has been completed.

Mayor stated she has started the ODD Grant application for the water tower. Mayor will also begin the mosquito grant application once it is available.

Mayor updated everyone on Cindy Winfrey that she is doing well and hopes to be back to work in the office by the first of the year. She is currently working minimal hours from home in the meantime.

Mayor asked that Council review the Calendar of Events that was given to them a couple meetings ago for any corrections or additions so that it can be printed and ready for distribution come the first of the year.

**Council Reports:**

**Rahe:** Absent

Streets, Sidewalks, Lands & Building: Mayor reported for Rahe that the next Street meeting is Tuesday at 9:00am

**Angel: Absent**

Safety Committee: No report

Personnel and Finance Committee: Angel stated that Personnel and Finance met and discussed wages and updating the Personnel Handbook. Angel asked Council to review the changes and let him or the committee know of any questions or concerns. Angel stated that the committee looked at wage increases and is looking at a 3% cost of living increase across the board and an additional \$1 each to the BPA Clerk and the Deputy Fiscal Officer, and a \$50 monthly increase for the Zoning Inspector.

Angel asked that the Council review the information presented a few months back regarding timeclocks. Angel would like to move on that.

Angel stated the committee is waiting on updates cost for health insurance.

**Kirkbride:**

Tree Committee: Kirkbride stated the next committee meeting is scheduled for December 11 at 7:00pm. Kirkbride stated that the donated trees have been planted. 6 near the walking trail and 4 near the school property. Kirkbride stated Tree City trees have also been planted.

**Mazur:**

Park and Rec: Mazur stated the committee was looking at training for lifeguards to do swim lessons. Mazur stated that the water tower information was shared with the committee. Mazur stated that the next committee meeting will be December 18<sup>th</sup> at 10:00am

**Rollins:**

Records and Retention Committee: Pat stated that the committee will have another work session to go through more boxes on Friday at 9:00am

Rollins shared information regarding artist Dean Davis, that will be painting the mural in Pemberville. Rollins stated Mr. Davis has begun his month-long residency at Toledo School of Art with his first ever show in January.

**Titkemeier:**

Planning Commission: Titkemeier stated there was no Planning Commission meeting to report.

BPA: Titkemeier stated that the Water Superintendent gave an update on the E. Front project. The project is going well, and a cold patch is soon to come. Titkemeier stated that the project should be completed by the 2<sup>nd</sup> week of December.

**Eric Campbell:** Report provided.

**Guests:**

Terry Nigh thanked the maintenance crew for updating signs. Terry addressed his concern regarding leaves not being picked up timely due to short staff. Terry suggested looking at vacation requests during leaf pickup. Terry Nigh would also like Council to review and address the length of lunch breaks when reviewing the Personnel Handbook.

Sarah Szymanski asked if there were any updates regarding Cedar St. Mayor stated the Street Committee is meeting on the 12<sup>th</sup> and it will be discussed.

Henline addressed his concerns and discontent regarding the electrical outage.

Mayor Bailey adjourned the meeting at 7:32 P.M.

\*Audio recording of the meetings is available upon Public Records request.