

**VILLAGE OF PEMBERVILLE
COUNCIL MEETING
February 6, 2024**

Mayor Carol Bailey opened the February 6, 2024, Council meeting at 7:00pm with a prayer and the pledge of allegiance.

Roll Call: Present at the scheduled meeting of the Council were Rahe, Kirkbride, Mazur, Rollins and Titkemeier. Others present were Chief Vaughn, Solicitor Robert Kuhlman, Eric Campbell, Sarah Szymanski, Joanne Busdeker, and the Clerk.

Minutes: Titkemeier moved, and Rahe seconded to approve the minutes from the January 16, 2024, meeting. Motion passed unanimously.

Treasurer's Report: Rahe moved, and Rollins seconded to approve the bills in the amount of \$7,303.95. Motion passed unanimously.

ORDINANCE 1654: AN ORDINANCE AUTHORIZING LEASE AGREEMENT WITH PEMBERVILLE FREE FAIR, INC.
3rd Reading.

Kirkbride moved and Rahe seconded to approve Ordinance 1654. Motion passed unanimously.

ORDINANCE 1655: TO APPROVE THE FORM AND AUTHORIZE THE EXECUTION OF THE ATSI DELIVERY POINT STUDY AND CONSTRUCTION AGREEMENT. 2nd Reading

ORDINANCE 1656: 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, 2024. 1ST Reading.

ORDINANCE 1657: ORDINANCE AUTHORIZING THE MAYOR AND FISCAL OFFICER TO ENTER INTO A CONTRACT WITH COLUMBIA GAS OF OHIO, COLUMBUS, OHIO, FOR THE CONSTRUCTION/INSTALLATION OF A GAS LINE TO POWER THE MAIN PUMP STATION BACKUP GENERATOR IN THE VILLAGE OF PEMBERVILLE AND DECLARING AN EMERGENCY. 1ST Reading

Police Activity Report: Activity report provided.

Mayor:
Mayor stated there was a water tower information meeting that was held yesterday. Titkemeier will highlight during his report.

Mayor stated the Gigi's Confection had their ribbon cutting.

Mayor stated the new Beauty Salon is open. Mayor stated a ribbon cutting will be scheduled in the near future. Mayor gives her wishes to both businesses for continued success.

Mayor stated there was a reception for Eisenhour motor sales last Wednesday. Mayor presented them with a Proclamation.

Mayor stated that any Council member that has a code book to bring in so she can add the updated supplemental pages.

Mayor stated that some members may hear from residents regarding high utility bills, Mayor stated that January had colder days causing furnaces to run more often.

Mayor addressed the article in the Metro Press from several weeks ago regarding the Village Biennial Financial Audit for 2021 and 2022. Mayor stated these are not severe issues, that the funds are properly posted in the correct funds, just the wrong line item. Kuhlman added that this is not unusual. Mayor stated the first was in 2021 and 2022 reimbursements for tap fees were posted as principal payments but should have been posted as other financing uses. Mayor stated these payments were reimbursement to Mr. Oberhouse for the cost of Village improvements leading to Pember Grove that are reimbursed to him as lots and tap fees are paid until the cost is paid in full. The second and third point was that funds from Ohio Water Development Authority were incorrectly recorded as special assessment revenue instead of other debt proceeds. Mayor stated the fourth point is in regard to the bank reconciliations. The Village has an ICS sweep account that adds in or removes funds from the primary checking, keeping the balance at \$250,000 at all times. The month-end closing of the ICS account is earlier than the primary account causing fluctuations in the ending balance. The clerk added that when the ICS account was created, she was recording those differences as in-transit funds instead of inflating/deflating errors. The clerk corrected this prior to the audit. Kuhlman added that if the Village gets a different auditor, they could request something completely different.

Council Reports:

Rahe:
Streets, Sidewalks, Lands & Building: Rahe stated the next committee meeting is February 19th at 9:00am

Angel: Ascent
Safety Committee:

Kirkbride:
Tree Committee: No report

Cemetery Committee: Kirkbride stated the next Cemetery meeting is March 19th at 5:45pm

Mazur:
Park and Rec: Mazur stated letters out to previous lifeguards asking them to apply for the 2024 Pool Season. Mazur stated recruit letters have been taken to the high school.
Mazur stated that she has a meeting with Wood Lane on Wednesday at 3:00pm regarding Wood Lane residents working at the pool concessions stand.
Mazur stated the next Park and Recreation meeting is February 26th, at 10:00am

Rollins:
Personnel and Finance Committee: Rollins stated the committee discussed 40-hour work week and overtime, merit pay, timeclocks and Village cell phones.
Rollins stated the committee briefly discussed Permant Appropriations with the first reading of the Ordinance tonight.

Records and Retention Committee: Rollins stated that the committee has set another work session for February 23rd.

Titkemeier:
Planning Commission: Titkemeier stated there was no meeting due to no quorum.

BPA: Titkemeier reported on the BPA meeting and the Special water tower meeting.
Titkemeier stated that the water tower meeting was held yesterday at 5:30pm to discuss and answer questions regarding the construction of the new water tower. Titkemeier highlighted some of the questions presented at the meeting.
Titkemeier stated that BPA discussed the waterline Countyline is requesting to their fertilizer building near the Dollar General.
Titkemeier stated that the company constructing the water tower would like to make a disbursement request for material purchased and stored at their facility for the tower but needs approval from BPA.
Titkemeier stated that the North Electrical Substation rebuild is coming along with a projected end date of March.
Titkemeier stated BPA discussed with the Village Engineer nominations for certain water projects.
Titkemeier stated BPA discussed the Village Employee Handbook and potential upcoming changes.

Eric Campbell: Report provided with no comments or questions.

Guests:
Sarah Szymanski stated she received a letter regarding Cedar St. and does not agree with the Committees decision. Szymanski would like a list of residents Councilwoman Rahe spoke to regarding the issue and a list of the residents that received a letter. Szymanski asked for a meeting in the evening regarding the issue so she and other residents can attend and address their concerns and ask their questions. Rahe stated she would reach out to the residents to see what time would work best for them. Szymanski asked that she contact them, so everyone is on the same page.

Kirkbride highlighted the Eclipse event happening in April.

Mayor Bailey adjourned the meeting at 7:45 P.M.

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

