

**VILLAGE OF PEMBERVILLE
COUNCIL MEETING
October 1, 2019**

Mayor Gordon Bowman opened the October 1, 2019 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 Rahe, Angel, Bailey, Long, St. Louis, and Yaniga. Others present were, Eileen Schuerman, Gene Steele, Eric Campbell, Ed Wozniak, Tom Mauk, Bonnie Rashleigh, Michelle Brossia, Josh Jacobs, Tom Oberhouse, and the Clerk.

Minutes: Rahe moved and Angel seconded to approve the minutes from the September 17, 2019 meeting. Motion passed unanimously.

Treasurer's Report: Long moved and Bailey seconded to approve the bills in the amount of \$9,090.47. Motion passed unanimously.

ORDINANCE 1587: 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, 2019, AND ENDING DECEMBER 31, 2019. 1st READING

Mayor asked if there was any discussion. Clerk stated that she evaluated payroll and with the changing of utility software and extra efforts on collections has increased hours and would like to make sure payroll is covered to avoid suspending the rules later.

Mayor:

Mayor stated that in lieu of Wood County handing bridges back over to municipalities he has been in contact with the Wood County Engineers office and has requested that they continue to do the annual inspections on the bridges at their expense. Mayor stated that they have agreed to do that however, the village has to make the request. Therefore, Mayor has prepared a letter to send to them as is as followed:

Dear Ms. Herringshaw,

We are in receipt of the County Commissioners' letter of June 11, 2019 determining that certain bridges, wholly within municipalities, are owned by the municipalities and not the county, including the Bridge Street bridge in Pemberville.

While we do not agree with this determination, we accept it and request that the County continue to do yearly bridge inspection of the Bridge Street bridge, paid for by the County, since the County is required to inspect all bridges annually. Adding this cost to Pemberville would be a hard burden for the Village.

Yours truly,
Gordon Bowman, Mayor

Yaniga stated she is concerned with how the letter is worded stating "we accept it" does not clarify to her what we are accepting. Long agrees. Continued discussion around the Bridge St bridge and the letter wrote. Council gave their blessing to have the letter send after the Mayor strikes out the wording that we accept it.

Lands & Buildings Committee: Salt Barn: Mayor stated that he has received a third quote from a local contractor and the quote is a lot less than the other quotes presented. Mayor would like to accept the quote from the local contractor. Long moved and Rahe seconded to accept the quote from Grover Building and Finishing to replace the roof on the salt barn not to exceed \$5,715. Motion passed unanimously.

Park & Rec: Pool: Mayor stated that the committee has discussed the pop machine at the pool and it breaks down often and they are constantly having to give refunds so the committee has agreed to send the pop machine back to Pepsi and just serve pop from the concession stand.

Mayor announced the Wood County Mayor's Association is having their annual dinner, Wednesday, October 16th at 6:00 p.m. and the Pemberville Legion. Mayor invited members of council and asked that they let him know as soon as possible if they would like to attend and if they choose a New York Strip dinner or Grilled Chicken. Mayor included that the village will be paying for the dinners should any of members choose to attend.

Rahe:

Street Committee: Rahe stated that she has been in contact with Chris Waterfield at ODOT and they are reviewing the possibility of a speed study on State Route 105. Rahe stated more information yet to come.

Personnel/Finance Committee: Rahe stated that we have received the new health insurance rates and there has been no increase in the premium and will more than likely continue with the same plan. Rahe stated that Deb Koss is still going to provide us with other quotes just to compare cost but would likely continue with Anthem but will keep council informed.

Angel:

No Report.

Bailey:

Bailey stated that she had nothing to report regarding committees but did want to mention that this year's Christmas lighting contest has been changed to include the township. Registrations begin November 4th, Contest will run until December 13th and judging will take place from December 16th through 19th. Bailey stated that she does ask that those who participate to please leave their holiday lights on through the season.

Bailey stated that starting in November there will be a project called Shop Pemberville. Bailey explained that there will be a series of large prizes and cash values that will be placed in the Henline Home Town Reality window, along with the hopper used at the Pemberville Free Fair. Bailey stated that the goal is with every \$25 spent with a local merchant the customer will receive a ticket to place into the hopper. Bailey stated her goal was to collect \$3,000 to \$5,000 worth of merchandise as the prizes with one winner that will be drawn in December to win all the prizes in the window. Bailey stated there is a limit to the tickets received of up to \$500 in purchases per transaction. Bailey stated her goal is to bring people to Pemberville and shop. Bailey will place jars throughout different locations for those to drop off the tickets.

Long:

Planning Commission: *Pember Grove:* Long stated that Planning Commission meeting in August was cancelled due to the Fair, however, they did meet for the September meeting with the primary conversation around the Pember Grove development and the continuation with the potential of bonding. Long explained that there are essentially two paths the developer could go down; one is built to completion and then the developer will then be able to sell lots and to paraphrase the second option is essentially create a bond for whatever portion is not completed or create a bond for the total piece of the project. Long stated that the seasonal timing of this development has created a situation where the developer is requesting a potential to bond the portions of the project that may not be complete by year end streets, curbs, whatever that maybe. Long stated that he knew the developer had talked to Kuhlman in that regard but at the time of the Planning Commission was not aware of that conversation. Kuhlman stated that he had spoken to the developer and basically the bond has to cover the cost of completing the project which will allow the plat to move forward and be recorded at the County which would then allow the developer to move forward in selling lots. Kuhlman stated the developer cannot sell lot until the plat is recorded and the village is not going to accept the plat until they know that if anything should happen to the developer that the village has the money to complete it.

Long added that there was also discussion about the area around the existing salt barn, brush pile and municipal building. Long stated that he understood that the thought was, should we choose to put up a fence around a portion of the salt barn and building that it would be at the village choice do to so. In addition, Long stated that the tree-scape between the property line and the curb line of the developer's property would be the responsibility of the developer. There was a brief conversation that Lands and Buildings was considering placing plantings behind the building, but no decision was made. Long stated it would be the choice of the village to do so, assuming that it is on village property. Bailey stated that the fence was something that Lands and Buildings is definitely looking into as well as some plantings. Bailey stated the plan was to go from an L-shape down to where the empty area of the far lot that is considered the junk pile. Bailey added that she spoke with Oberhouse and mentioned about putting some kind of plantings there. Bailey stated Oberhouse agreed to do a portion of plantings on the south side of the fence between the fence and new property. Long stated that he just wanted to make sure that what was discussed about what the village would consider doing verses that of what the developer would consider doing are not the same and wanted to make sure everyone was on the same page as to what the expectations are for those supplemental screenings. Bailey stated that she was were concerned about how they were going to mark property lines whether it would be marked with plantings or fence. Mayor added they wanted to determine how much land space between the municipal building itself and the edge of

village property. Mayor stated that they estimated that to be 4 to 5 feet but might be more than that, he is not sure. Mayor asked Oberhouse if there were any survey markers out there and Oberhouse replied that he had not really looked but will look tomorrow and see. Campbell added that the village should have a blue print of the property from when the building was built in the mid 80's. Campbell stated that he thought there was 10 foot behind the building but was not positive. Campbell stated that he thought it was created as a fire lane or access lane if it was ever needed so if the village begins planting trees back there, that may block it.

Long stated there was one other thing mentioned at the Planning Commission meeting. Long proceeded that currently we know that Sherman St. proper and Sycamore St. proper were ultimately intended to be pass through into future developments. The right-of-ways are not as wide as they need to be and was kind of an abandon concept. The Sycamore St. side has a kind of emergency egress path through plan as part of the village. Long stated the Sherman St. side does not. Long stated that the question that was presented to Planning Commission was, should the village consider installing a guardrail, determination of Sherman or whether it's physical metal guardrails or boulders, whatever the opportunity is to prevent someone from turning down Sherman heading north and ultimately ending up in the retention area. Long would encourage Street Committee to discuss and make recommendation.

Tom Oberhouse stated that while still on the subject of the subdivision, he would like to discuss the final plat approval. Oberhouse stated that he just wanted council to be thinking about this and does not expect an answer tonight. Oberhouse stated that once the final plat is approved by Feller Finch and by the County, it is supposed to take a passage of an Ordinance approved by village council to do that, which will take three council meetings at the minimum, which would be another month and a half to try to get things going this fall with people that wanted to start building. Oberhouse would like to ask council to consider, once the final plat is approved, possibly passing the Ordinance as an emergency to save a month off construction time for people who wanted to start building this fall. Long asked Kuhlman if there is a Planning Commission series of readings that has to happen ahead of that. Kuhlman stated Oberhouse is talking about the 3 reading typically required by council, council could suspend the rules, but is up to council to suspend the rules and requires a three-fourth vote, 5 out of 6. Rahe asked Oberhouse if he had any idea when it might be done. Oberhouse replied that he is hoping early November but that is being very optimistic because it could take up to two months to review the plans.

BPA: Long stated Feller Finch have the approved complete EPA plans for the waterline work on College Ave. and can now be taken out for bid. Long stated this was done to be in-line with the resurfacing project.

Long stated there was some further discussion about the work that needs to be done on the force main and sewer lines that go from the east side of the tracks out to the sewer plant. Long stated those are kind of a unique network of; what is adjacent to water lines and what is the appropriate off-set between the water lines and sewer lines. Long stated one of the documents reviewed by Feller Finch, pointed out something that they are all still a little confused about and that is the requirement that there is a 10 foot offset between the force main and gravity storm sewer. Long stated they both carry the same material and has no idea why they would care about the separation like that between the two. Long stated there is a lot more discussion to be had on this before they can move forward.

Water St. Water loop: Long stated that Feller Finch did provide some documentation around the plans and easement locations for the south water-loop across the park and over to Water St. those are currently under review by the board.

Street Lights: Long stated that there was some open questions to the BPA as to which is the intended style of lights for the development were. Long stated the question was where they going to match downtown or were they going to be an overhead. Tom Oberhouse responded and stated he was under the impression that they were going to match downtown.

Utility Bills: Long stated that was discussion about outstanding bills, deposits and policies with more conversations to be had.

St. Louis:

Park & Rec: St. Louis stated that there has been some discussion about the need of a pool manager next year. The current Manager is not sure at this time is she will be returning due to her schedule with school and such.

Yaniga:

Tree Committee: Yaniga stated the Committee met on September 18th, one topic was they sat down with Stephanie Miller with ODNr and went through the Tree City evaluation and Miller gave them a good sense of

where we should be heading when it comes to tree planting, trimming, up keep, care, all things associated. There was emphasis on developing a more thorough tree care and planting in the village. Yaniga stated the first portion of that she would like to put out there and put on personnel's radar is that we no longer have the one employee on staff that was keeping up on that, or has that aspect built into their job, and now relying on volunteers. Yaniga stated it would behoove us to start having a discussion about who is willing and who we can send to seminars and keep ahead of things as they arise. Yaniga stated that individual would also serve on the committee but definitely something that needs to be looked into. Next Tree Commission meeting is October 9th at 2pm.

Guest:

Gene Steele: Steele stated that Wood County did come out and cleaned up the debris off the Bridge St. bridge but what they didn't do was pick-up the smaller piles of debris.

Steele stated he was curious as to why there was a flag pole still in the middle of the tug of war area. Mayor will contact Fair Board and make sure they are aware it is still laying there.

Eileen Schuerman: Schuerman asked about the building on Rees Rd. to be used as a salt barn. Long replied that it would be too close to the well field.

Executive Session 7:50pm

Daniel made a motion to go into executive session to discuss personnel matters Rahe seconded the motion. Motion passed unanimously. Council came out of executive session at 8:15pm.

Mayor Bowman adjourned the meeting at 8:20 P.M.