

**VILLAGE OF PEMBERVILLE
COUNCIL MEETING
May 7, 2019**

Mayor Bowman opened the May 7, 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, Gene Steele, Ed Wozniak, Eileen Schuerman, Michael Coon, Leslie & Melody Myers, Josh Jacobs, Tom Oberhouse, and the Clerk.

Minutes: Yaniga moved and Bailey seconded to approve the minutes from the April 16th meeting. Motion passed 5/6 vote. Yaniga-yes; Bailey-yes; Angel-abstain; Rahe-yes; St. Louis-yes; Long-yes

Treasurer's Report: Long moved and Angel seconded to approve the bills in the amount of \$8,709.59. Motion passed unanimously.

Mayor:

Ms. Poppy: Mayor diverted from the agenda to welcome Melody Myers as 2019 Ms. Poppy. Mayor read proclamation after which, Melody talked about the history of the Poppy.

PROCLAMATION

WHEREAS; May 24, 2019 has been proclaimed Poppy Day in Pemberville, sponsored annually by the American Legion Freedom Auxiliary Unit #183, and

WHEREAS; America is the land of freedom, preserved and protected willingly and freely by citizen soldiers; and

WHEREAS; Millions who have answered the call to arms have died on the field of battle; and

WHEREAS; A nation at peace must be reminded of the price of war and the debt owed to those who have died in war; and

WHEREAS; The red poppy has been designated as a symbol of sacrifice of lives in all wars; and

WHEREAS; The American Legion Auxiliary has pledged to remind America annually of this debt through the distribution of the memorial flower; and

NOW THEREFORE, I, Gordon Bowman, by the virtue of the authority vested in me as Mayor of the Village of Pemberville, and on behalf of the Village Council and our citizens, do hereby proclaim the 24th day of May, 2019, as **POPPY DAY** and ask that all citizens pay tribute to those who have made the ultimate sacrifice in the name of freedom by wearing the Memorial Poppy on these days.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of Pemberville, Wood County, Ohio this 7th day of May 2019.

ORDINANCE 1586: ORDINANCE TRANSFERRING PREVIOUSLY APPROPRIATED FUNDS. 3rd Reading
Rahe moved and Yaniga seconded to approve Ordinance 1586. Motion passed unanimously.

RESOLUTION 757: AGREEMENT TO PARTICIPATE IN THE WOOD COUNTY ONSOLVE MASS NOTIFICATION SYSTEM CONTRACT. 2nd Reading

Mayor explained that in order to continue with CodeRed under Wood County EMA, this will need to be passed as an emergency so that the contract can be sent back to them. Sue asked for clarification on the price. Yaniga stated that when the village was under their own contract the annual price was \$1,900 and now that we will be under Wood County EMA our contract amount is \$233.07 annually.

Angel moved and Bailey seconded to suspend the rules. Motion passed unanimously.

Yaniga moved and Angel seconded to approve Resolution 757. Motion passed unanimously.

Mayor:

Mayor stated that he will not be in attendance at the next council meeting that this will be his first one missed in 8 years.

Zoning Inspector: Mayor introduced the village zoning inspector, Mike Coon, which was in attendance at tonight meeting. Long stated that Mr. Coon will be attending the council meetings once and month and will be reporting on the number of applications received and any status updates that council needs to be made aware of. Mr. Coon stated that there have been no permits approved since Long spoke to him regarding the new process. Long added that there has been a pending question on a fence application and potential utility easement. Long stated that BPA will look to see if there is an easement issue. If there is, the stated that the village will bear the cost to move the fence. Angel asked Coon if he had all the tools he needed at the zoning inspector and Coon replied he did. Solicitor Kuhlman asked Mr. Coon how he determined lot lines. Coon replied

that he uses the pins unless there are not visible. Kulhman stated that the village should look are a procedure on how to measure lot lines when pins are not present. Kulhman added that if a legal description maybe that could help determine lot lines.

Park and Recreation: Pool: Mayor reported that the committee met and interviewed and discussed the hiring of an assistant manager for the pool. Mayor stated that the committee is recommending Madelynn Rollo as the assistant manager. Mayor added that she is a junior ant BGSU and will likely be available to work again next year. Angel moved and Yaniga seconded to hire Madelynn Rollo as the Pool Assistant Manager. Motion passed unanimously.

Eagle Scouts and Oberhouse Park: Mayor reported that Jacob Stonebrook, gathered many friends, family and scouts to do some cleaning and clearing at Oberhouse Park and they did a fine job. Mayor stated that a lot was accomplished and there is now a nice open area with a wide variety of uses. Mayor sated that there is a big pile of limbs that need to be chipped and once the ground is hard enough to get the equipment back there, the street employees will get that cleared out. Mayor stated that there is still mowing that needs to be done and that Stonebrook mentioned he may be able to get a heavy duty mower and mow some of the property himself.

Portage River Water Trail: Mayor stated that there will be a Portage River Water Trail meeting here at the Opera House, Thursday, May 23rd at 7:00pm.

Newsletter: Mayor stated that he is currently putting together information for a newsletter. Mayor stated that he hopes to have it published by Memorial Day. Mayor asked council if anyone would like to add an article he would like to have them submit a topic within a week.

Rahe:

Personnel Committee: Cleaning: Rahe reported that the personnel met and discussed expanding Chester's hours to assist with the emptying of downtown trash. Rahe stated that he is currently working roughly 7.5 hours a week and this will bring him up to 10 hours a week at \$10 an hour. Rahe stated that if there was no objections, we will try it out.

Part-time Help: Rahe stated Personnel also discussed hiring someone part-time to help with mowing. Rahe state that it would be during summer break for 10 to 15 hours a week for \$10 per hour. Mayor added that the wage Ordinance already covers this position. Long stated that he is a little unsure because he feels that the street department does not have that much to do that this cannot get done. Long asked what their hope was to accomplish by hiring someone part-time to mow. Bailey stated that in the last few years, Volunteer Park, W. Front St. property and Oberhouse Park and she fears that Oberhouse Park and W. Front St. properties will get let go. Bailey moved and St. Louis seconded to hire someone part-time for mowing. Motion passed unanimously.

Volunteer Park: Rahe stated she received an email from St. Louis about Volunteer Park and what we are allowed or not allowed to do. Mayor gave a little history on Volunteer Park. Mayor stated that there is a northern triangle parts outside of the radius that is also being used for Tree City USA. Bailey clarified that council necessarily did not turn down the park, however, EPA put the stipulations on the property within the water well radius. Long stated that the village should determine what to do with the buildings currently out there.

Angel:

No Report

Bailey:

Website & Facebook: Bailey stated that Yaniga, Rus Eby and herself discussed the website and looked at different companies. They have found one particular company that has taken on many other villages and townships. Bailey stated that the initial setup and design would cost about \$499 and then annual hosting cost would be \$240. Bailey stated she does have questions regarding retention and what the village currently has. Bailey stated that after the initial design the village can maintain the content in house and will have unlimited storage. Bailey stated that Eby has put a survey together for the community to complete and comment on what they would like to see on the website. Bailey stated she does have a mock website that she will forward to all of council to review.

Lands & Building Committee: Salt Barn: Bailey stated that the roof on the salt barn is in very bad shape. Bourdo is working on getting two separate estimates for the salt barn. One will be for repairing the roof and the second one will be for a whole new building. New location for the salt barn has not yet been determined. In addition, it was discussed about putting up a gate because it appears that residents seem to be helping themselves with salt and stone.

Long:

BPA: Utility Bills: Long stated that there was continued conversation about utility collections. Long stated that one thing nice about the village is that they have worked with individuals to get their bills paid. However, the village needs to see how we can continue that relationship without continuing the bleeding. Rahe asked if the utilities with renters was not the responsibility of the landlords if not paid. Kuhlman stated that the problem with that is the security deposit that tenants are made to pay are only covering about 2 months of charges but the tenants leaving are still owing beyond that of \$400 to \$500. Kuhlman stated that from the landlord perspective and even as legal counsel that we need to shorten our periods to pay and start turning people off. Kuhlman stated that they will pay when they have no utilities but we are currently extending too long. Long stated that one discussion last night was to go from 90 days to 60 days. Long stated in is an ongoing conversation.

Planning Commission/Pember Grove: Long reported that the developers engineer has submitted final drawings and the village engineer came back with a rebuttal, again a remarkably long list. Long stated that the developer essentially agreed to make the alterations but there are three outstanding items that will need be discussed with BPA, developers engineer, village engineer, Planning Commission, and solicitor if possible. Long stated a special meeting will be scheduled so that they can go through these last three items. Long stated that these are items that could drive the developers cost up.

Inspections: Long stated that another thing that still needs discussed is inspections and what the village can and could take on or whether we hire the village engineer or allow the village employees the oversight of the construction companies. Long stated the list of inspections is pretty significant.

Retention Pond: Long asked Oberhouse to explain the required maintenance on the retention pond and what assurance does the village have that it won't become a weedy swamp not being take care of. Oberhouse explained that there will be deed restrictions for the adjacent lots to the retention pond and those property owners will be responsible for the mowing up to the retention pond line. The village will be responsible for the interior of the retention pond. Kuhlman asked if the retention pond will remain dry. Oberhouse stated that for the most part it will unless there is a large rain and then it will hold water only for a short period. Long stated that he had thought the interior of the pond was inside the property lines. Oberhouse explained that the retention pond sits on the Vine St. easement and is village property. Long stated so this would go back to the street department and the village will adopt some tasks.

Invoice Feller Finch: Long stated that Oberhouse presented an invoice from Feller Finch and asked for help with a portion of the invoice. Long stated one item was the preparation of the waterline easement and the second item is the testing that EPA came to us and asked if the draw from the subdivision would the village provisions of water meet the drawings expected from the subdivision. BPA discussed and recommends the village pay this portion of the invoice from the water fund. Long moved to approve \$2,499 for cost on the Feller Finch invoice for the waterline easement Bailey seconded. Motion passed unanimously.

St. Louis:

Thanked Boy Scouts and Gene Steele for their help at Oberhouse Park and the cleanup.

Park & Recreation Committee: St. Louis stated that the diving board is being installed. Cement leveling at the pool will be completed when the weather allows. St. Louis stated the first attempt the ground was too soft for the equipment to get to the pool so they will reschedule when ground is firm. St. Louis stated that the pool cleanup is scheduled for May 25th and the pool opens June 1st. St. Louis stated that currently the Park and Rec Committee is looking at putting together ideas for a park grant and will narrow down the list in upcoming meetings.

Yaniga:

Volunteer Efforts: Yaniga thanked the Park and Rec Committee for reaching out to the community for ideas for the upcoming grant application. Yaniga also thanked all the volunteers for their efforts at Oberhouse Park. Yaniga also wanted to publicly apologize for last week. In an effort to follow-up on legal advice that we received about volunteer efforts on village public property and she made an error in assuming which committee was responsible for those efforts and in trying to follow-up her efforts caused some confusion and no disrespect was intended to the Lands and Building Committee. Yaniga asked Mr. Kuhlman on if there should be a due

process with volunteer efforts. Kuhlman recommended that in the future a written description and drawings are created so that council as a whole can act on it and know what is expected or intended.

E-mail correspondences: Yaniga asked Kuhlman to clarify emails. Kuhlman stated that he felt completely uncomfortable with all the emails that were going back and forth and that moving forward he urges council to no longer communicate by email and including all members of council or committee. This is an open meetings act violation and highly recommends that all discussion is held during the assigned meeting times.

Bowling Green Council Meeting: Yaniga stated that a follow-up to the Bowling Green council meeting she does have a complete list Long asked about at the last council meeting. Yaniga stated that they did also start the process of looking into training for business.

Flood Committee: Yaniga stated that the Flood Committee is scheduled to meet tomorrow at 5:00pm with the discussion around the emergency action handbook.

Street Committee: Yaniga stated that there is a Street Committee meeting tomorrow at 4:00pm

Guest:

Eileen Schuerman: Eileen asked if the Boy Scouts done at Oberhouse Park. Mayor replied no, they will be mowing once the ground dries that there is a lot of green space open area that can be mowed.

Gene Steele: Lands and Buildings: Steele asked about the hole at Oberhouse Park. He stated that he has measured the opening and it is about 12 inches in diameter, 7 inches deep. Long stated that Nathan is working with someone to fill the hole.

Retention Pond: Steele suggests fencing off the area.

Oberhouse Park: Steele asked about the survey stakes at Oberhouse Park. He would like to see them marker permanently.

Rahe officially welcome Bob Kuhlman as village solicitor.

Mayor Bowman adjourned the meeting at 8:25 P.M.