

**VILLAGE OF PEMBERVILLE
COUNCIL MEETING
November 17, 2020**

Mayor Bailey opened the November 17, 2020 virtual Zoom Council meeting at 7:00pm with a prayer and the pledge of allegiance.

Roll Call: Present at the regular meeting of Council were Rahe, Jacobs, Long, Madaras, and St. Louis. Others present were, Bob Kuhlman, Ed Woznaik, Tom Mauk, and the Clerk.

Minutes: Jacobs moved and St. Louis seconded to approve the minutes from the November 3, 2020, meeting. Motion passed unanimously. Rahe commented that she liked the new layout of the minutes.

Treasurer's Report: Long moved and Rahe seconded to approve the bills for \$2,688.07. Motion passed unanimously.

ORDINANCE 1598: ORDINANCE ESTABLISHING MUNICIPAL EMPLOYMENT POSITIONS, DEFINING DUTIES AND PROVIDING FOR THE COMPENSATION THEREOF. 2nd Reading

ORDINANCE 1599: 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, 2021. 1ST Reading

Police Activity Report:

Mayor stated everyone received a copy of the activity report. Mayor stated Chief explained the activity report is pretty typical to this time last year. Mayor stated Officer Basler and Officer Shaffer have accepted a full-time position with Mercy St. Vincent Hospital and will work part-time periodically for the Village. Mayor stated that Officer Schwiefert will be taking the full-time position vacated by Officer Basler.

Council Reports:

Rahe:

College Ave. Road Improvement: Rahe stated she forwarded to all of Council an email received from Steve Darmofal regarding College Ave. project. Rahe stated the good news is the final construction cost came in under budget. Rahe stated the bid price was \$609,851.65 and the completed project cost with the additions was \$594,374.95, reflecting a net deduct of \$15,476.70. Rahe stated we are now in the process of getting the Certificates of Substantial and Final Completion signed and are awaiting some lien waivers along with the final executed Change Order before the final OPWC, CDBG disbursement requests and Contractor pay requests are processed. Rahe stated Darmofal does outline the waterline and storm sewer related construction cost attributed to the project in the email. Rahe stated the punch list Darmofal had put together had been satisfactorily completed. Long stated he felt things went smooth with such a large undertaking and is happy with how things have turned out.

Stop Sign – Sherman Ave.: Rahe stated she had spoken to Bourdo regarding the moving of the stop sign at Sherman and State Route 105 and his comment to Rahe was that he had just received approval from ODOT to move forward. Rahe asked that he make it a priority and get it moved as soon as possible.

Leaf Pick-up: Rahe stated that the bulk of the leaves have fallen and therefore need to set an end date to the leaf pick-up. Rahe stated the department has done an excellent job getting the leaves picked up this year with very little mechanical break-downs. After further discussion it was determined the end-date for leaf pick-up will be December 2nd giving residents two more weeks to get any leaves raked to the curbs for pick-up. Long asked that the end-date be published so all are well informed.

Storm/Wind damage: Rahe stated all wind damage debris from this past weekend, will be collected by the end of the week. All residents are asked to put the brush on the curb.

Street & Sidewalk Committee: Rahe stated at the last meeting a question was asked regarding Lenke and licensures he has received. Rahe stated to date Lenke only holds a license for round-up application. Rahe stated there was a prior discussion regarding to him obtaining a license to apply fertilizer but it was never obtained and she is unsure of the reasoning. Long stated he thought there was a pay incentive attached to obtaining additional

licensures. Rahe stated she was not aware of any, other than the discussion had a few years back regarding the mosquito license, which the Village ultimately decided to continue outsourcing.

Covid Funds: Rahe stated that two meetings ago there were 2 bills for approval under the COVID funds. One was to Officer Moore and the other was to Wood County Hospital. Rahe stated these bills were in question for medical services. Rahe is recommending that Council approve to pay a total of \$430.86 to Officer Moore for his out of pocket expense as a result of an emergency room visit on March 31st for COVID testing. Officer Moore tested negative as a result of that visit however, he did endure an out of pocket expense for the emergency room visit plus a physician fee. Rahe stated Anthem did change their policy regarding reimbursement due to COVID related testing and treatment at 100% effective April 1st and is recommending the Village cover the cost of the March 31st emergency room visit. Long asked if Anthem would do anything retroactive. Rahe stated no, the policy was put into effect April 1st.

Rahe moved and Long seconded to reimburse Officer Moore, \$430.86, the maximum out-of-pocket that he will or has incurred as a result of his March 31st emergency room visit at the request of Chief Darling due to exhibiting symptoms. Motion passed unanimously.

Angel:

Absent

Jacobs:

Nothing to report.

Long:

BPA: Long stated BPA discussed Osburn, pending licensures, and what classes are available. Long explained there are 3 month courses through ETCO that consist of either water distribution or waste water. Long stated these are evening online classes and the cost is \$635 for each course. Long stated that due to the nature of the courses they would need to be taken one at a time. Long stated Barres talked with BPA about purchasing Osburn all the safety gear needed and deciding if BPA wants to send Osburn to climbing school when it starts. Long feels Osburn has jumped into his position with both feet and is doing a great job. Long added that he felt this has been a great hire. Rahe stated she had heard nothing but good positive feedback regarding Osburn.

Patchwork: Long stated patchwork for the water break areas are planned for today and tomorrow.

Easement: Long stated Kuhlman is working with the attorney for the Smith easement. Kuhlman stated he received a small modification from Mr. Ruck and forwarded it onto the Mayor and will send back to Mr. Ruck tomorrow.

W. Front St. Force Main Project: Long stated the project for the force main on W. Front St has been scored at the regional level. Long stated for funding it is 101 points. Mayor stated that was the bottom project of 101 points. Long stated the Village scored 108 points and the anticipation is that funding will be made available to the Village for this project. Long thanked BPA and the Mayor for working on this.

Waterline plans: Long stated there was discussion regarding the plans from Feller Finch for the waterline replacement behind downtown. Mayor stated Schultze and Heestand looked at the plans today and were not too happy. Clerk added that while they were reviewing the plans there were a lot of unfavorable comments. Long asked if they were going to red-line and send back. Clerk stated she thought that was the intention.

Well Pumps: Long stated Schultze presented BPA with a quote for VFD (Variable Frequency Drive). Long explained that currently the well pumps are basically on and/or off. The benefit of VFD is you can do volume based need. Long stated the intent is to put VFD on the 3 wells that are fed by emergency power, which are the 3 closest to the south water plant. Long explained what it does is allow the operation of all 3 pumps on a pure pressure and demand basis. Therefore as example, if the Village got into a power situation and needed to use the generator to power a series of pumps, we can do that based purely on demand. Long stated this cost is roughly \$12,000 and was approved.

Water Tower: Long stated Schultze reached out to a previous teacher regarding a water tower for the Village and he gave Schultze the recommendation for a specific engineering firm located in Medina, Ohio. Long stated it would be beneficial to the Village to work with a specialized engineer for the water tower.

Sewer Dept.: Long stated Sheets is still trying to locate degreaser.

Electric Dept.: Long stated electric department is in need of transformers. Long stated Barres has put a lot of effort in identifying what he thinks is adequate and what the Village should have on hand if needed. Long added that the Village did not have any significant wind damage from this past weekend and felt the Village infrastructure fared better than some of the outlining areas.

Trees: Long stated Barres has a list of tree removals along with recommendations for those that affect the utility poles. Long stated there are three along the easement on south side of Front St. Rahe asked if Barres knew who to contact for tree removal. Mayor stated the Village has used Great Lakes because they are qualified to work in tight spaces. Mauk added that Barres will be using the bucket truck on his own time to remove damaged tree branches from the wind storm. Mauk stated Barres is afraid if we get more high winds it could potentially cause further damage to the neighbor.

Madaras:

Tree Committee: Madaras stated Tree Commission is meeting tomorrow at 7pm at Lockards. Madaras stated he forwarded a list of 7 trees that Lockard has identified that need to be taken down to the Mayor and clerk. Madaras stated 4 of the 7 tree removals will require bids, and felt the remaining trees could be done by Village employees based on their comfort level.

Madaras stated North Branch Nursery will begin fall tree plantings and Beekers will begin grinding tree stumps. Madaras stated that once the stumps are completed he would like the street department to remove the grindings and replace them with soil for grass seed in the spring.

St. Louis:

Lands and Buildings: St. Louis stated Lands and Buildings met Monday and discussed a lot of pending items within the Village specifically the newly purchased buildings downtown.

Park and Recreation: St. Louis stated Park and Rec meeting is Monday night at 6:30pm virtually.

Mayor:

Mayor stated Chief Darling is taking donations for Officer Schwiefert as he has a new baby in the NICU which will likely be in the hospital through December.

Toy Drive: Mayor stated there is a toy drive competition this year with neighboring communities such as Luckey, Bradner, and Wayne. Mayor stated last year Luckey won. Mayor currently does not have all the details but is aware we will be collecting unwrapped toys to take over to Wood County Job and Family Services. Mayor will share further information as it is received.

Meetings: Mayor stated moving forward since COVID is ramping up she wants all meetings held virtually.

Mayor gave kudos to Barres for keeping the town with electric during the high winds over the weekend.

Tree Lighting: Mayor stated due to COVID there will be no official tree lighting ceremony. Mayor stated lights are going up at the park and will be turned on Thanksgiving weekend.

COVID Funds:

Keyless Entry Mayor stated that the Village is going to receive a little bit more funds from BWC plus additional funds from Wood County. Mayor stated the funds from Wood County need to be either spent or encumbered by November 20th or returned to the County. Mayor stated the clerk had forwarded the quote to the Finance Committee for keyless entry. Mayor explained that the quote consisted of new phones, relocating the server, and the keyless entry with kefobs that will allow Village personnel to access the building. Clerk explained the reason for updating and moving the server was due to the nature of the phones being installed and maintaining a safe, secure location for the upgraded equipment. Mayor stated there are a couple quotes from Ardent Technologies and Amplex. Clerk explained Amplex would be providing the phones and installing fiber optics and Ardent Technologies will install and provide all the other equipment. Mayor stated the all-inclusive total is \$10,249.64.

Meters: Mayor, BPA Clerk, Schultze, and Barres met with a representative from Core and Main regarding meters. Mayor explained there are multiple homes with electric and water meters still located inside the residence

requiring Village employees to gain access on a monthly basis to obtain utility meter readings. Mayor continued to explain that the COVID funds would allow the Village to purchase antennas for the water meters and new electric meters and begin replacing meters located inside homes with a new remote reader. Rahe asked if it was known the number of homes with meters still located inside. Long stated he was not certain we had a true figure. Rahe asked if the initial 150 purchased would cover those homes. Mayor stated they would. Mayor stated with the keyless entry and remote meters the total is \$60,424.64, which added with other items purchased for COVID would take care of the funds received from Wood County. Mayor stated in addition the Village will be installing touchless sinks at the park, pool, public restroom, Townhall, police station and Municipal garage. Mayor stated anything touchless is likely the way to go moving forward. St. Louis moved and Madaras seconded to use the Covid Relief Funds in the amount of \$60,424.64 for the keyless entry and remote meters. Motion passed unanimously.

Local Business: Mayor stated that with COVID has come some hardship for local businesses and due to those hardships Mayor has decided to cancel the 'Win the Window' contest this year. Mayor stated she would like to encourage those to shop local as much as they can this holiday season.

Guests:

Gene Steele: Rahe stated and spoke on behalf of Council guest Mr. Steele, that he would like Council to consider giving the park \$2000 to finish the cleanup of Oberhouse Park or have the Village employees go down with the chipper and clean up the area so that the area can be maintained and mowed.

Mayor Bailey adjourned the meeting at 7:54 P.M.