

**VILLAGE OF PEMBERVILLE    COUNCIL MEETING    APRIL 1, 2008**

Mayor Opelt opened the April 1, 2008 Council Meeting at 7 pm. A prayer was offered and the Pledge of Allegiance recited.

**Roll Call:** Miesmer, Bowman, Campbell, Cox, King and Madaras. Others present were: Mayor Opelt, Solicitor Mike Marsh, Chief Molnar, Russell Eby, Bud Kahler, Gene Steele and the clerk.

**Minutes:** The minutes to the March 18, 2008 were accepted by Council.

**Treasurer's Report:** Bills amounting to \$966.89 were submitted for payment. Cox made a motion to pay the bills and Miesmer seconded. The motion passed unanimously. Financial reports distributed to Council were as follows: Fund Status Report as of 3/31/08, Cash Summary of Fund for Month of March and for Year-to-Date, and Supplemental Appropriations for March 2008.

Special guest, Steve Darmofal from Feller, Finch & Associates updated Council on the progress of the Town Hall ADA restrooms. This project is planned to be completed by this year. The final deadline for the project is February 2009. Byron at Feller & Finch is the architect for the project and he plans to present the preliminary floor plan to Council by the next two to four weeks.

A new CDBG grant application is due May 16, 2008 for the 2009 year. Darmofal said that Feller & Finch would be glad to complete the grant application. CDBG grants are for low to moderate income areas or for upgrading handicap accessible projects. He thought that updating the village curbs to ADA curb ramps would meet the requirements of the grant and also the needs of the village. He shared that grant funds have fallen about \$10,000 to \$15,000 this year from last year.

**ORDINANCE #1419 – 3<sup>RD</sup> Reading – ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN EXCLUSIVE LISTING AGREEMENT FOR THE SALE OF THE OLD FORD GARAGE PROPERTY GENERALLY KNOWN AS 118 WEST FRONT STREET.** Bowman made a motion to accept Ordinance #1419 and King seconded. The motion passed unanimously.

**ORDINANCE #1421 – 2<sup>ND</sup> Reading – ORDINANCE AUTHORIZING PARTICIPATION IN THE 2007 CDBG FORMULA PROGRAM WITH THE BOARD OF WOOD COUNTY COMMISSIONERS, AND AUTHORIZING THE EXPENDITURE OF \$9,525 FOR HANDICAP ACCESS IMPROVEMENTS TO THE VILLAGE HALL INCLUDING AN EXTERNAL ADA ACCESS RAMP AND ADA COMPLIANT RESTROOM IMPROVEMENTS IN THE OVERALL CONTRACT TO BE AWARDED BY THE BOARD OF WOOD COUNTY COMMISSIONERS.**

**ORDINANCE #1422 – 1<sup>ST</sup> Reading – ORDINANCE AUTHORIZING THE PURCHASE OF A NEW POLICE CRUISER, INCLUDING EQUIPMENT, AND DECLARING AN EMERGENCY.** Chief

Molnar handed out an information sheet on the new Chevrolet Impala police cruiser that needs to be ordered. The cost of the cruiser is \$19,003 from Taylor Chevrolet, Lancaster, OH which is a state purchasing plan. The equipment package cost is \$8,436.97 through Statewide Emergency Products, Van Wert, OH. After discussion Madaras made the motion to go into executive session to discuss personnel. Campbell seconded the motion. Roll call vote: Madaras – Yes, Campbell – Yes, Miesmer – No, Cox – Yes, King – No, Bowman – Yes. The motion passed. The time was 7:25 pm.

At 7:50 pm Madaras made a motion to close executive session and Campbell seconded. The motion passed unanimously.

King made the motion to suspend the rules on ORDINANCE #1422 and Miesmer seconded. Roll Call Vote: King – Yes, Miesmer – No, Madaras – No, Bowman – No, Campbell – No, and Cox – No. The motion failed.

**Clerk's Report:** The clerk shared that she attended the Auditor of State Conference last Thursday and attended six different training classes.

Council was asked to have a Sales Tax Exemption form completed if they were going to make a purchase for the Village. Council was also asked to give the clerk a copy of any hand outs that are presented at the meeting.

**Mayor's Report:** The April 2008 calendar for Village Council was reviewed. The Park & Recreation Board will not meet on April 24, 2008.

Arbor Day will be April 25, 2008 at 1 pm. The Tree Commission will be having a presentation.

The Senior Citizen Center had its first opening today and had over 30 people in attendance. The center is open Monday through Friday from 10 am to 2 pm for lunch. The location is at Bethlehem Lutheran Church in Pemberville.

**Miesmer:** There will be a Personnel Committee meeting on April 10, 2008 at 7 pm.

The Planning Commission will meet on April 16, 2008. The annexation and survey form for the 2010 census was completed and sent.

**Bowman:** Bowman attended the TMACOG Environmental Council meeting last Thursday. The focus was on the Portage River Basin and the request by seven landowners to have a feasibility study done to clean blockages in the South and East branches of the Portage River. Ray Huber, Wood County Engineer, spoke at the meeting and explained the process of this study. He reports that 29 out of 32 miles of the river has been surveyed and studied and they have identified obstacles that need to be removed from the river. The last three miles will be done in three to four weeks. After that, there will be public meetings to report their

findings. Bowman spoke to TMACOG and said that our Council generally accepts the TMACOG resolution which approves cleaning of obstacles from the river, but does not call for dredging. The final say will be with over 4,000 landowners who will be affected and assessed for the work, which is anticipated to be very costly.

Mary Ellen Poturalski met with Bowman and Mayor Opelt to offer her grant writing services to the Village. Poturalski is retired and worked for TMACOG and River East. She helped with rehabilitation of four large buildings in Toledo and wrote many business plans. Bowman recommended hiring Poturalski for not-to-exceed \$100 per month. As a consultant, Poturalski would help the Village find grants and complete grant applications. Miesmer asked to see her resume and references before he made any decision on this matter.

There will be an Economic Development meeting on April 2, 2008 at 6:30 pm.

**Campbell:** A resolution is being prepared to apply for the Solid Waste District Grant. This grant would be used to purchase curbside containers that are needed for the Village.

Campbell asked Council to approve the purchase of two weed eaters at BG Rental in the amount of \$415. The old weed eaters are about 12 years old. Dobson Lawnmower was asked to quote on this purchase, but he recommended the Stihl brand which he did not carry. Campbell made the motion to purchase the weed eaters and Bowman seconded. The motion passed unanimously.

Campbell requested Council to have Keith Jackson and Cindy Gricellius make a presentation at a Council Meeting on the USGS and ODNr river study. It was decided to hold this on May 6, 2008 at 6:30 pm before the regular Council meeting.

Campbell inquired about the State No Smoking Laws and if our Police Department should monitor any offenses. Solicitor Marsh stated that any No Smoking offenses are a Health Department matter and they should be contacted instead of our Police Department.

Campbell suggested making an ordinance to require landlords to provide trash receptacles for their tenants. Solicitor Marsh said he would prepare such an ordinance.

**Cox:** A Proclamation was made to announce Arbor Day on April 25, 2008.

The new ADA restroom needed an electric hand dryer. One can be purchased for \$417 from Grainger. This purchase would end the use of paper hand towels in the new restrooms. Cox made the motion to make this purchase and Campbell seconded. The motion passed unanimously.

**King:** There will be a Safety Committee meeting on April 15<sup>th</sup> at 6:30 pm.

The Fire Committee met and outlined plans for 2008. They made plans to maintain the fire station and possibly purchase a new ambulance. The old ambulance is a 1990.

**Madaras:** The Park and Recreation Board met on March 27<sup>th</sup>. The concession stand needed upgrades in the kitchen to meet the food license requirements. The Baseball & Softball Association (PBSA) plans to do all of the work at no cost to the Village, but would like Council's approval to go ahead with the work since the building is the property of the Village. Madaras made a motion to accept the upgrades that the PBSA will do and Miesmer seconded. The motion passed unanimously.

It was decided in an earlier meeting to have our Street Department remove the concrete debris from the swimming pool renovations. Madaras reported to Council that Great Lakes Concrete would help us out and remove this debris.

The Pemberville Swimming Pool schedule was approved by Council. There was a detailed schedule presented to the Council which outlined the swimming lesson schedule and the swimming pool price listing.

The Park and Recreation Board agreed that the Village would be on a reduced mowing schedule for the parks. Any additional mowing that the PBSA wanted for the ball park would be the Association's responsibility. There was a discussion on hiring part-time summer help to mow lawns for the village to help lower the cost of mowing. Nothing was decided at this time, but it would be considered for next meeting.

The Shelter House fee schedule will be reviewed. There were problems with accounting procedures which needed to be worked out. The cleaning of the shelter house would cost \$30 for each weekend cleaning.

The Park & Rec Board asks Council to decide on a park levy and the millage amount by May 2008. The .5 millage would bring about \$14,000 per year to the Park Fund. A decision by May 2008 would help to keep the process moving along so an Ordinance can be issued and have three readings.

Madaras asked for an update on Pemberville Unwrapped banners. Mayor said that he had given a catalog to Marcia Cousino about the banners, but had heard nothing further.

Madaras also asked if Council could issue a Village newsletter soon. Madaras asked for each Councilperson to write an informational article for the newsletter.

Three residents have complained of a stray cat population on Martin Avenue. Council asks residents not to feed any stray cats.

Madaras asked if the BPA was proactive concerning infrastructure issues in town. There are a lot of old water meters in town that need to be upgraded. Miesmer reports that the BPA is

progressively replacing water meters. The BPA is constructing a new water plant and has plans for a new sewer plant. The BPA has a very full schedule for upgrading the infrastructure. Cox reported that the BPA purchases a batch quantity of water meters and gradually replaces the meters in the Village every year.

Madaras brought up that we should consider hiring a part-time meter reader for the utility meters. It would give three or four days of time to the BPA employees to do other things. Madaras also asked if the BPA is starting to look for someone to hire for the Sewer Department replacement when Brian Heestand retires. It was brought up that the BPA minutes that are distributed to Council reports that the BPA is planning to start the hiring process in the near future.

Campbell felt there is no communication between Council and the BPA. Madaras suggested to have Mrs. Cox attend the BPA meetings once a month and then have a BPA member attend a Council meeting once a month.

Guests: Gene Steele expressed the lack of communication between the BPA and Council. The two groups need to work together for the Village.

Steele suggested that the Rees Road ditch could have over flow river water routed into it, since it was a deeper ditch. He also thought there is a problem with the sewer system since the red light on the cantex is on so much. He said the Village is responsible for the bad sewer system when it damages personal property. Campbell thinks the pipeline camera should be purchased to inspect the sewer lines in question. He wanted Council to pay for half of the cost of a camera. Others on Council thought that the BPA should pay for the purchase of a camera for use in the Sewer and Water Departments.

Carol Bailey reported that sink holes in her yard were getting bigger. Campbell thought this was an old sewer trunk line that is collapsing in her yard. He suggested having the Street Department dig up the line. It was discussed and Council felt that the BPA should do some inspection and then decide on what can be done.

There was no further business to discuss, so Mayor Opelt adjourned the meeting at 9:30 pm.

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Fiscal Officer

Mayor Opelt

