

**VILLAGE OF PEMBERVILLE
COUNCIL MEETING
January 6, 2015**

Mayor Bowman opened the January 6, 2015 council meeting at 7:00pm with a prayer and led those present in the Pledge of Allegiance.

Roll Call: Present at the regular meeting of council was Rothenbuhler, Campbell, Long, Opelt, Sautter and Schuerman. Others present were Ed Wozniak, Jeff Bourdo, Dennis Henline, Russell Eby, Chief and the clerk.

Minutes: Opelt moved and Long seconded to approve the December 16, 2014 regular meeting minutes. Motion passed unanimously.
Opelt moved and Sautter seconded to approve the December 29, 2014 special meeting minutes. Motion passed unanimously.

Treasurer's Report: Schuerman moved and Campbell seconded to approve the bills from December 16, 2014 meeting in the amount of \$6,838.72. Motion passed unanimously.
Opelt moved and Long seconded to approve the bills in the amount of \$1,607.87. Motion passed unanimously.

Mayor:

Mayor noted that the Superintendent for the Streets Department was present. Mayor asked Jeff Bourdo about the coat hanger in the hall. Ms. Dyer confirmed that the American Disabilities Act requires that a coat rack be 48" inches from the floor up. Bourdo stated that they will hang one coat rack at the average height of 5' foot and the other will be hung at the required American Disability Act height of 48" inches.

Mayor stated that there is a joint effort by Village employees. Mayor continues that Denny Henline and North Branch Nursery have provided an ice rink for the residents of Pemberville and others in the surrounding area. Mayor stated there is a picture and article about the ice rink in today's Sentinel Tribune. Mayor stated the ice rink is located right between the basket ball court and the baseball field along College Ave. Mayor checked with Village insurance and they stated that as long as we do not charge a fee and we post signs stating "Skate at your own risk." the ice rink was allowable. Schuerman asked if the sign was currently posted. Mayor responded that it is not as of yet, but will be soon. Opelt asked, based on the article in the paper, what was Pemberville's' share in the donation to the ice rink? Mayor answered, it was the work of the Electric Superintendent, John Lockard, Water Superintendent, Nathan Schultze, and the water supply. Mayor added that Denny Henline was present and available to answer any questions. Denny Henline stated he wanted to come tonight especially for the ice skating rink. He explained that his initial intention was his place while doing something positive, he thanked the Mayor for his help and proceeded that he approached the Township Trustees and was totally disappointed after going to two or three meetings. Denny stated his original location was behind the Fire Station, where there is a ravine with a natural setting, lights are there and it's nature. Denny wanted to borrow Rick Rahe's backhoe, shape out a pond that could be filled up and not create any work for anybody. Trustees told Denny to get some insurance and they would approve it. Denny then went to the Mayor who told Denny he would check into the insurance and get back to him. Denny stated he would like to put a sign up that says "Skate at own risk."

Campbell:

Campbell stated that he will be meeting with the roofer to verify the warranty information that Dyer sent out to everyone for the Town Hall roof.

Campbell very much appreciates what Denny Henline has done but, in the future highly recommends that such things that are installed in the Village are brought to council before installing them.

Long:

Long stated that the Planning Commission met and it was determined, as they talked about, CountyLine construction project is contiguous with the village, so they will ultimately annex into the village to get utilities. Long stated CountyLine was at the BPA meeting last night to discuss this and that everybody is working through the details. Long stated a few have commented that this would also make Dollar General contiguous and Long stated this will not, there is a small piece of land between the Dollar General and the CountyLine project.

Long reported that BPA did learn that the grant application for the South Water Plant work did not make the cut. Roberta, the rep from ARCAP was there to discuss alternate funding options and some deadlines to get some of the applications in. Long reported that BPA is moving forward, it's a critical project it's just a matter of funding.

Long reported we are done hauling sludge for the year, it's a seasonal issue. Long stated he had an interesting conversation about grease in some of the lines. Sewer Dept. is starting to see a little grease build up in some of the lines. Long stated it's obviously a challenge to trace back. Long stated there are some obvious opportunities that are stronger than others for that kind of grease to infiltrate into the sewer system, those facilities should have grease traps and should be maintained. Long stated that Landry Sheets was going to reach out to some of those individuals who have the best opportunity to be putting that into the system and just follow up with Landry about the maintenance to see if there are any challenges. Long stated we are seeing some issues here again and this is not the first time. Long stated he hopes they can come to a resolution on that.

Sautter added to Long's statement about the South Water Plant work that a zero percent OPWC money, not as a grant but as a loan, is possibly available. Sautter believes there was a typo in the amount and it would be what we asked for in the grant and look into possibly increasing the amount.

Long added that the Mayor spoke to Mike Shelley at CountyLine to talk about the temporary freight containers on the lot and he was assured it's used for storage and will be moved to the new site soon.

Opelt:

Opelt stated that he was one hundred and ten percent behind the skating rink, thinks it's tremendous but, feels it should have come through Parks and Rec's Committee. Opelt stated he was not sure if it did and he missed it, but feels that's why the committee's are set-up and feels that is the process, is to take to the committee and then council.

Opelt's other concern is the empty store fronts and things that we should be doing or could be doing. Opelt voiced his concern about where we should go or do before we lose more. Campbell asked if there were any incentive packages to offer businesses that might encourage them to come to town. Campbell asked if there was anything we could do to offer incentive to help someone, who like CountyLine, is now annexing and growing their business in the village. Rothenbuhler responded he has talked to Wood County Economic Development about Pemberville and what we can do. Rothenbuhler stated that from that level and above there is nothing they are going to do about store fronts. They ask to see big marketable pieces of property that you have in Pemberville that they can move someone into. Rothenbuhler explains they want the big projects that they can work on. Rothenbuhler continued that the new housing development to town is going to be one of the biggest positive things we can do to fill the store fronts. Rothenbuhler explains that store fronts are just having enough people to generate that retail business. Rothenbuhler stated we are certainly not alone in this fight to retain our downtown business district, is there other things we could and should be doing to support Shop Local, should we be piggy backing more? Rothenbuhler stated that PIMA is a fantastic organization Pemberville is blessed to have. Rothenbuhler went on to describe the benefits of PIMA, and recognize Denny Henline, Todd Sheets and a lot of the others in Pemberville that work with the events that brings people into town and asks what we can do to continue to support those things. Rothenbuhler agrees whole heartedly that it is alarming when you drive downtown and how many lights are out and how many could. Opelt added it's probably the

worse it's ever been in many years and is not sure what to do about it. There was further discussion about incentives and if there are any that would help draw business into town. It was discussed that they had tried it before and had difficulties coming up with the incentives. Opelt did mention that there is a better relationship with BPA that maybe we could look at options for incentives with utilities. Further discussion about incentive through local income tax. Denny Henline commented that as a business owner the one percent income tax is the least of his concerns. Henline explained his views on what makes a community with businesses being on the bottom and that no rebate would make a difference. Henline explained his view that it is about the money, even when making suggestions to different business owners they always go back to the money. Henline passed out a survey he put together to see what others want to see in the school building. He explained that each week he would be going to the Township Trustees, School Board, Portage Valley and the Legion with his proposal by turning the school building into a multi-purpose building and would like council to complete the survey and mail back to him; he also asks that you not put your name on it.

Opelt reported that Sandy calculated the cost of water we are losing at the pool, which is about \$7,000 a year. Opelt stated there are a couple options. Mayor then explained that option one is there is \$5000 worth of paint that came in way late in the season and was not able to be used that can be used to paint the gutters, option two is a liner system made of a poly plastic, option three is a new pool liner, using the company that Woodville used that has lasted them eleven years. Mayor explained that the company that detects leaks, stated the main culprit of the leaks is the micro-fractures in the gutters, the second area of water loss is the lights in the pool that need to be removed and ceiled over, and third some under the diving board in the return that goes from that end of the pool back into the filter room. Mayor stated they have contacted the company to camera that area under the diving board to see if they can locate any issues. Mayor stated the main question is how they should proceed. Mayor stated the most reasonable solution is to use the paint we have, paint the gutter with a good quality paint job with Jeff Bourdo and Matt Lenke doing the work. Mayor stated that sealing the surface of the gutters that contributes tremendously to the leaks, could last a year or so allowing time to determine the future of the pool whether that be \$60,000 for a liner, \$10,000 just to line the gutters, or goodbye pool. Opelt stated that he asked Tom Oberhouse if he could take to the board about contributing the money the pool loses in water towards helping them come up with a solution to the pool. Opelt stated this is a very serious issue that needs decisions made on. Marsh added that using utility money for general fund expenses is a big no no in our state but if tie to utility concern than you can and with the water loss it is a perfect way. Marsh explained you could do as a loan and every year forgive the \$7,000 it would have lost in water otherwise. Opelt asked Long if he could take back to BPA and mention to them. Opelt stated the pool has been open almost fifty years and suggests doing a kick-start fundraiser to tie in with the anniversary as a way to earn funds to repair the pool. Opelt also stated that since the pool has been in the village's hands, it has lost less money. Continued discussion about different solutions to funding the pool.

Mayor asked Jeff Bourdo to speak on behalf of the Street Department. Bourdo responded that after leaf pick-up they were able to get the catch basins cleaned. Mayor stated that he had two items involving Bourdo. One is the Ohio Department of Natural Resources ask that they are recognized for their funding of some of the parks. Mayor stated they have a readymade sign and asked Bourdo to post the sign by the tennis courts on the fence or a post.

Mayor stated the second item was that he had walked along the street of Martin and Joyce and counted nineteen piles of dog feces. Mayor stated that Bourdo told him you can get that plus some along the river behind the business district. Mayor stated that he is looking into signs and had went over to Bowling Green to see what they had posted and what he found was a post with a box on it with a door that opens to get a bag and a sign that stated "Please pick up after you animal, Be responsible."

Mayor asked Bourdo about snow plowing. Bourdo stated usually two inches or less they normally just salt everything, nor do they plow that minimal but being so cold out the salt is not that effective so they plowed everything and put salt down and hoping with a little sunshine it will help but this week is due to be pretty cold. Bourdo stated that if it's not twenty degrees and rising, the salt is not that effective. Campbell asked Bourdo about the water line break on College Ave. Bourdo said the break has been

fixed and the street looked pretty good with just a few slushy spots that he will add more salt to in the morning.

Mayor wanted to clarify that all the time he was speaking to Denny Henline about the skating rink it was to be behind the Fire Station. Then he drove along College Ave. and there was Lockard out there filling the ice rink. Mayor stated he did not stop and say "You didn't get councils approval". Opelt asked who authorized Lockard to be out there. Mayor stated Lockard and Henline. Opelt stated that something should be brought to Lockards attention. Mayor stated it is for the greater good of the community to just leave it alone. Opelt stated that from now on it's important that we stick to a procedure.

Sautter:

Sautter reported that personnel met tonight and they talked about a couple of things. Sautter stated it was asked during the wage ordinance it was requested to look into a pay per performance and try and implement something to that effect. Sautter stated she did some research on the public sector and found an article that the Federal Government has tried twice to get a pay per performance system both attempts have gone into law and rescinded so they currently have nothing going. Sautter stated the smaller communities about twenty percent are successfully running something. It is Sautters assumption that those communities have some type of administrator that can evaluate individuals and know what they are doing over time. We have no administrator. Sautter stated that at this time without exploring other avenues it is personnel's recommendation at this time to not implement a pay per performance. Long stated that a pay per performance and merit increase based on performance are not the same thing. Long explained if you give every person a three percent raise because it's automatic and that the cycle, it's not required, it's not mandated. Long goes on to explain that setting that as your merit increase benchmark of three percent a year or whatever your trying to match, cost of living or merit increases overtime is one thing. Giving across the board to everyone that happens to receive a paycheck from the village is different. Long stated he is not referring to a bonus structure he is referring to an evaluation process on a yearly basis that has some teeth. Long stated we currently don't have that. Long asked do we sit down on a yearly basis with each employee and say here is your goals for 2015 and at the end of 2015 did they meet their goals, did they fall flat, was there a thousand complaints or did we get fantastic accolades. Long stated there needs to be some reward for those who go above and beyond and a little wake up call for those who are not meeting expectations. Rothenbuhler stated we are challenged by not knowing what those are and anyway you look at it we do not have someone in place who is that direct supervisor who is going to implement, oversee and carryout that. Rothenbuhler stated to ask personnel, to ask the committee to set down with every individual employee and set their goals, evaluate their goals and know enough about their daily activities to intelligently evaluate their goals is unrealistic to ask of the board, of council and of the Mayor. Rothenbuhler stated that so until we figure out who we are going to have be this administrator, city manager or whatever name tag as the person in charge that everyone answers to and reports to that has the checks and balances in place. Rothenbuhler stated it is not realistic to implement with that many checks and balances.

Schuerman:

Schuerman asked Bourdo about the urinal over at the public restroom as she was told it sticks. Bourdo responded that he was aware and that it needed a new valve. Schuerman asked Bourdo if he could look at getting that fixed.

Other:

Mayor handed out the committee assignment:

**From the Office of Mayor Gordan Bowman
2015 Committee Appointment:**

*Denotes Chairman of Committee

Finance, Purchasing, Budget & Records - meets first Tuesday at 6:00pm
Randy Rothenbuhler*, Jessica Sautter, Mayor Bowman, Sarah Dyer

Flood/Emergency - meets as needed
Eric Campbell*, Gene Steele, Mayor Bowman

Parks/Swimming Pool - meets fourth Monday at 3:30pm
Eileen Schuerman*, James Opelt, Mayor Bowman, Joann Busdeker, James Miller

Personnel - meets third Tuesday at 6pm
Randy Rothenbuhler, Jessica Sautter*, Dean Krukemyer, Eric Campbell, Mayor Bowman

Planning Commission - meets third Wednesday at 7pm
William Long*, Dave Miesmer, Ed Wozniak, Keith Madaras, Mayor Bowman

Lands & Bldgs, Streets, Alley & Sidewalks - meets third Thursday at 3:30pm
Eric Campbell*, William Long, Larry Bockbrader

Safety- meets as needed
Mayor Bowman*, James Opelt, Eileen Schuerman, Randy Rothenbuhler

Tree Commission - meets second week of month as needed
Marge Cox, John Lockard, Ruth Phillips, Brian Myers, Terry Nigh, Dan Piotrowski, Pat Vandersall, Jessica Sautter*

Utilities - meets first and third Mondays at 7pm - (BPA meeting)
William Long*, Jessica Sautter

Pemberville Union Cemetery - meets quarterly (third Tuesday of the month at 6pm)
James Opelt (2 years), Rick Rahe, Dave Bruning

Volunteer Fire Fighters Dependent Fund Board - meets as needed
James Opelt

Pemberville-Freedom Fire Dept. Fire Committee - meets as needed
Randy Rothenbuhler

Ed Wozniak asked if all the sidewalks downtown have been shoveled. Wozniak stated the system use to be after getting complaints about after plowing, businesses owners would shovel snow into the street so at that time it was decided the Street Department would do the sidewalks downtown, put in the street and the plow the streets. Ed stated to Bourdo that is has not been done. Bourdo responded that it was no done today because is has to be two inches. Bourdo stated there was not enough snow to run through the snow blower but they did shovel all of the areas in front of the public restroom, bridges and parks. Ed asked Bourdo if he shoveled downtown. Bourdo responded not all of downtown. Bourdo explained that if the snow is two inches or more they will use the blower's downtown. Ed responded that he shoveled his walks when he shouldn't or didn't have to, he could have saved some fuel because that's the system. Mayor stated there is an Ordinance pertaining to shoveling and being two inches. Ed stated people want things done downtown the first thing that needs to be done is clean it up. Mayor stated every business owner has a responsibility to clean their sidewalks. Long stated that he thinks that is part of the debate, Ed is saying the village is responsible for downtown sidewalks. Long stated he was under the impression that business owners were responsible for their own walks. Campbell stated he could point out in the Ohio Revised Code that every property owner has a responsibility for maintaining their sidewalks. However the village did get into the habit of cleaning sidewalks for them and we do have a blower that we make a pass. Bourdo completed that, if its two inches or more they always do the downtown because they had the problem of getting the street nice then everybody would shovel in the twenty-four hour time frame putting it in the street and the vehicles parking on it making it difficult to plow later. Long asked if the intent was to get the bulk of it off. Bourdo responded they would come through with the blower

putting it all into the street, then plowing it into piles and removing from the streets. If it is less than the two inches then they hand shovel walk ways downtown in front of the public restroom, town hall and the three parks and bridges. Campbell asked Bourdo if they are still using the blower to run a pass down and back on substantial amounts of snow fall. Bourdo answered yes. Campbell then asked Bourdo if they were still coming in at 4:00 am before business open to get the walks and streets cleared and Bourdo answered yes.

Rothenbuhler has two more items to present to council. The first is a yearly contract to continue janitorial services with Wood County Board of Developmental Disabilities for \$50 per day the service is provided. Rothenbuhler explained this is the same price we paid in 2014. Long asked how often he was here to clean. Dyer answered once a week. Long asked what areas do they clean? Dyer answered they clean Town Hall, Police Station and the Public Restrooms. Long asked Chief is he had any issues with the service, Chief answered no. Rothenbuhler made a motion to continue service with Wood County Developmental Disabilities Long seconded. Motion passed unanimously.

Rothenbuhler second item was to report back about the meeting we had with NWWSD because they wanted to meet without attorneys to discuss the facts of the contract. NWWSD recommendation was a series of additional meetings to go over what they feel they do not owe us. Rothenbuhler stated that at this time it needs to be discussed with BPA and our solicitor on how to proceed.

Mayor proceeded with the election of the president pro-tem of council. Campbell nominated Randy Rothenbuhler. There were no other nominations. Long moved to close nominations. Motion passed unanimously. Campbell moved to nominated Randy Rothenbuhler as President Pre-tem, Long seconded. Motion passed unanimously.

Mayor Bowman adjourned the meeting at 8:50pm.