

**VILLAGE OF PEMBERVILLE
COUNCIL MEETING
December 3, 2024**

Mayor Bailey opened the December 3, 2024, Council meeting at 7:00pm with a prayer and the pledge of allegiance.

Roll Call: Present at the scheduled meeting of the Council were Rahe, Angel, Kirkbride, Mazur, Rollins, and Titkemeier. Others present were Chief Vaughn, Eric Campbell, Solicitor Robert Kuhlman, Gene Steele, and the Clerk.

Minutes: Titkemeier moved, and Kirkbride seconded to approve the minutes from the November 19, 2024, meeting. Motion passed unanimously.

Treasurer's Report: Rahe moved, and Rollins seconded to approve the bills in the amount of \$5,849.31. Motion passed unanimously.

ORDINANCE 1682: ORDINANCE APPROVING THE REDUCTION OF THE IRREVOCABLE LETTER OF CREDIT FOR SUBDIVISION OF PEMBER GROVE SUBDIVISION. 3rd READING.

Mazur moved and Titkemeier seconded to approve Ordinance 1682. Motion passed unanimously.

ORDINANCE 1683: 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, 2024, AND ENDING DECEMBER 31, 2024. 3rd READING.

Titkemeier moved and Angel seconded to approve Ordinance 1683. Motion passed unanimously.

ORDINANCE 1684: 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, 2025. 2ND READING.

Police Activity Report: Activity report provided. Mazur asked about the Toy Drive. Chief stated he is collecting toys until Monday, December 9th.

Mayor:

Mayor thanked Janet Smith, Marcia Mazur, and Pat Rollins for their help on the downtown planters. Mayor thanked Sue Rahe, Tom Oberhouse and North Branch Nursery for the greenery. Mayor thanked Carl and Tiffany Snyder of Green Havens Lawn Service that decorated the trees at Mason Park. Mayor stated they have a lawn business and have expanded to installing Christmas lights.

Mayor stated that Christmas in the Village and the Lighted Parade went very well. Mayor stated that all the baked goods were sold.

Mayor stated that there will be a letter going out in the utility bills to remind residents of the electric outage scheduled for December 16th between 8:00am and 4:00pm.

Mayor provided a breakdown of the Nature Works grant for the basketball court that she applied for. Mayor stated that the original grant requested amount was for the entire cost of \$28,235. However, the Village was only awarded \$13,276. Mayor stated that she has a donation of \$2,000 leaving a balance of \$12,959 to complete the project. Mayor stated that the difference would be paid from the permanent improvement fund. Mazur moved and Kirkbride seconded to approve the remaining cost of the basketball court to be paid from the permanent improvement fund. Motion passed unanimously.

Mayor announced that the last day for leaf pick-up will be Monday, December 9th. Mayor stated leaves must be at the curb by 7:30am.

Mayor stated there is a Zoning Board of Appeals meeting on December 12th at 6:00pm.

Mayor stated that the office Holiday party will be on Monday, December 30th at noon.

Mayor stated that since the Income Tax Levy failed, she is looking at putting a police levy on the May ballot instead of the income tax levy. Mayor will continue to explore the process and noted that if a police levy did pass that it will have to be renewed, usually every 5 years.

Council Reports:

Rahe:

Streets, Sidewalks, Lands & Building: No report

Rahe stated that the next Street meeting is December 12th at 1:30pm.

Angel:

Safety Committee: No report

Kirkbride:

Cemetery: No report

Tree Committee: Kirkbride stated that Stephanie Miller will be in town January 13th to work with the committee on updating the Tree Ordinance.

Mazur:

Park and Rec: No report.

Mazur stated that the next committee meeting is December 23rd at 10:00am.

Rollins:

Finance Committee: Rollins moved, and Angel seconded to transfer the second half of the Income Tax Revenue of \$200,000 with \$120,000 (60%) going to the General Fund and \$80,000 (40%) going to the Permanent Improvement Fund. Motion passed unanimously.

Rollins moved and Angel seconded to advance the repayment of \$55,011.95 from the Wood County Commissioners ARPA Fund to Permanent Improvement Fund for pay request #8 for the water tower construction. Motion passed unanimously.

Personnel Committee: Rollins stated that the committee met and discussed pay raises. Rollins stated that the committee is going to recommend a 3% cost of living raise and merit raise ranging from \$.50 to \$1.00. Rollins stated that the wage ordinance will be on the table at the next Council meeting.

Records and Retention Committee: Rollins stated that the committee has not met and will not meet again until January.

Titkemeier:

Planning Commission: No Report

BPA: Titkemeier stated that BPA discussed the water tower coming from North Dakota and should be here by January 1st. Titkemeier stated they are hoping to have the tower completed by April 2025 and ready for painting. Titkemeier stated that BPA discussed the possibility of drilling new water wells on town property. It was mentioned that Hirzels would contribute some funds towards the cost.

Titkemeier stated that BPA had the second reading on the water rate increase.

Titkemeier stated that BPA discussed the power outage on December 16th and that the water and sewer plant are prepared.

Eric Campbell: No Report

Guests:

Mayor Bailey adjourned the meeting at 7:32 P.M.

*Audio recording of the meetings is available upon Public Records request.