

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS**

October 20, 2025

Present at the regular meeting of the Board of Public Affairs were President Kim Long, Dean Krukemyer, Bob Schacht, Clerk Melody Siebenaler, Mayor Bailey, Larry Titkemier, Steve Darmofal, Jeff Barres, Nathan Schultze, Landry Sheets, Trey Schnable, and Eric Campbell. Bob Schacht motioned to approve, October 6, 2025, meeting minutes, Dean Krukemyer seconded the motion. Minutes were approved.

The following bills were approved for payment.

Board Of Public Affairs		
Bills being submitted for payment		
<u>Water 5101</u>		
MASI	LAB TESTING	\$ 721.65
CORE & MAIN	FLUSHING OF HYDRANT-INLET	\$ 1606.85
NORTH BRANCH NURSERY	TOPSOIL-WATERBREAK RESTORATION	\$ 269.96
PERRYSBURG PIPE & SUPPLY	REPLACEMENT PARTS/6"X 24" SSRC CI/ T-BOLT & XYLAN	\$ 5,686.02
CITY OF TOLEDO	WATER SAMPLE TESTING	\$ 50.00
JAMES BAILEY	INITIAL SERVER CONFIG & NETWORKING /METER READER	\$ 525.00
XEROX FINANCIAL SERVICES	COPIER LEASE & FREIGHT	\$ 35.47
AMPLEX	FAX, FIBER & TELEPHONE SERVICE	\$ 38.93
AMERICAN LEGAL PUBLISHING	INTERNET RENEWAL PERIOD 11/19/25-11/19/26	\$ 91.66
Total Water		\$ 9,025.54
<u>Sewer 5201</u>		
FRONTIER	TELEPHONE SERVICE-MONITOR WWTP	\$ 162.46
JONES & HENRY LAB	LAB TESTING	\$ 1,070.50
AQUIONICS INC.	MP LAMP UV 3K5	\$ 2,916.95
JAMES BAILEY	INITIAL SERVER CONFIG & NETWORKING / METER READER	\$ 137.50
XEROX FINANCIAL SERVICES	COPIER LEASE & FREIGHT	\$ 35.48
AMPLEX	FAX, FIBER & TELEPHONE SERVICE	\$ 38.93
AMERICAN LEGAL PUBLISHING	INTERNET RENEWAL PERIOD 11/19/25-11/19/26	\$ 91.67
Total Sewer		\$ 4,453.49
<u>Electric 5301</u>		
KEY CABLE AND SUPPLY	MISC SUPPLIES	\$ 1,475.75
AIRGAS GREAT LAKES	RENT CYL IND LARGE NITROGEN	\$ 148.35
AMP, INC.	CIRCUIT RIDER/ELECTRICITY/OMEGA JV5	\$ 100,244.02
JAMES BAILEY	INITIAL SERVER CONFIG & NETWORKING/ METER READER	\$ 137.50
XEROX FINANCIAL SERVICES	COPIER LEASE & FREIGHT	\$ 35.47
AMPLEX	FAX, FIBER & TELPHONE SERVICE	\$ 38.93
AMERICAN LEGAL PUBLISHING	INTERNET RENEWAL PERIOD 11/19/28-11/19/26	\$ 91.67
Total Electric		\$ 102,171.69
<u>Water Preventive 5701</u>		
BISS NUSS LLC	MAGFLUX CONVERTER/INSTALL STAR/PROG. MODIF	\$ 3,375.00
Total Water Preventive 5701		\$ 3,375.00
Total for all Utilities		\$119,025.72

SEWER- Landry Sheets

Updates-Landry provided updates to the Board. The Main Station plugs have all been re-done with steel; lift stations have been cleaned; doing extra lab testing for UV issue; changing floats at Bierley station; need to haul sludge. Landry mentioned wants to do sewer cleaning, Kim responded that funds were used to purchase UV bulbs. Sewer cleaning will need to wait.

Personnel Committee-Landry asked if Personnel Committee could be moved up to the meeting agenda. Board agreed, Clerk will put Personnel Committee first on the agenda.

ELECTRIC –Jeff Barres

Material Supply Proposals-Key Cable and Supply- has wrong ground rods listed. Total cost \$14,577.52 minus incorrect grounding rods totals \$12,617.52. Power Line Supply-air switches \$15,169.70 (can wait); total cost \$25,490.15 minus air switches total \$10,320.45. Board discussed items /costs; Dean asked if they needed or wanted, Jeff responded need. Dean motioned to approve Power Line Supply proposal in amount of \$10,320.45, Bob Schacht seconded. Board approved purchase.

Lake Erie Tree Service Proposal-Estimate to remove trees at 411 Maple and 417 Maple in the amount of \$3250.00. The proposal did not include stump removal. Dean Krukemyer motioned to approve, Kim Long seconded. Board approved tree removal.

Circuit Rider (2026)-Board discussed proposal; Jeff asked for at least 16 hours; agreement states minimum of 40 hours. Clerk will complete needed documents and return documents to AMP.

215 E. Front St. electric issue-Board reviewed information regarding electric meter being misread for several years. Meter demand (KW) was read not the usage(kwh); Clerk unsure if account was under or over charged but need to correct situation. Board discussed and determined need to charge billed amount and will look for solution. Clerk disagreed with Board decision and stated can not charge knowing not correct. Board then asked Clerk to contact John Courtney and speak with him regarding how to proceed. Clerk will contact John Courtney and move forward with his suggestion.

WATER-Nathan Schultze

Bridge St. project-Nathan stated Palmer Excavating has completed capping the waterline.

Repairs-Nathan stated he has completed yard repairs (from water line breaks). Bergren will be hauling out the debris placed at treatment plant.

Water Tower Update-Telemetry still needs completed.

Ground Water Science Proposal/Watson Well Drilling Proposal-Nathan provided Ground Water Science proposal, EPA requirement for all new wells. Proposal totals \$13,992.00, Nathan stated they may not need all items listed. Board reviewed Ground Water Science' proposal and agreed to move forward with possible new well; it did not approve \$13,992.00 charges since they may not need all items. TD Engineering LLC will need to provide design for line to new well. Board reviewed Watson Well Drilling proposal; Dean Krukemyer motioned to approve admin. fees; Bob Schacht seconded. Board approved \$5000.00 administration fees to complete well application.

MISCELLANOUS- Kim Long

Weather Siren-Kim stated the siren still works and he spoke with Fire Chief and agreed it should be installed on municipal building when removed from water tower. Mayor stated Council had decided to not reinstall when removed from old tower.

Steve Darmofal (TD Engineering LLC)-Business Alley project is out to bid; Bid opening scheduled for November 5, 2025, 4:00 p.m. EPA deadline is June 25, 2026.

Water Tower update-Steve stated Garcia will complete concrete in next couple weeks, Bergren will complete asphalt. Restoration work to be completed in Spring 2026 (wait to see if baseball or soccer field). Tank ready for service just have few items for punch list.

Personnel-Bob Schacht-Bob started looking at appropriations. Council has approved December 26, 2025, as a holiday for 2025.

Mayor Bailey

Countyline Co-op - Mayor Bailey informed the Board that she received an email from Kyle at Countyline Co-op asking for the status of waterline installation. Kim Long stated he was going to Township Trustee meeting the next day.

Wood County Parks-Mayor Bailey informed the Board that the County Parks has 2 options for a mowed trail. Board reviewed information.

Pember Grove Easement issue-Kim stated he will contact Tom Oberhouse again to discuss issue.

Clerk-

Smart Thermostat subscription- Clerk provided information regarding subscription and asked Board to review for future discussion. Board reviewed in 2024 and declined to subscribe.

Payment approvals-(16)

Miscellaneous adjustments- none

Vacation Requests approved-(1) Mel/ (5) Landry

With no further business to discuss, the meeting was adjourned at 8:48 p.m. The next meeting will be held on Monday November 3, 2025, at 7:00 p.m.

***Audio recordings of the meetings are available upon Public Records request.**

President

Clerk
