

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS**

November 17, 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 Titkemeier, Nathan Schultze, Trey Schnabel, Ed Wozniak, Joe Hirzel II, Eric Campbell. Bob Schacht motioned to approve November 3, 2025, meeting minutes, Kim Long seconded motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs
Bills being submitted for payment**

<u>Water 5101</u>		
HENRY W. BERGMAN INC.	WATERLINE ASPHALT PATCH WORK	\$ 9,276.19
MASI	LAB TESTING	\$ 358.20
CONTROL ASSOCIATES	NORTH WATER PLANT-BRINE & FILTER	\$ 1,187.71
WATER SOLUTIONS UNLIMITED	WATER PLANT CHEMICALS	\$ 926.69
JAMES BAILEY	DESKTOP INSTALLATION/APP CONFIGURATION	\$ 112.50
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 78.25
XEROX FINANCIAL SVCS	COPIER LEASE & FREIGHT	\$ 35.47
AMPLEX	FAX, FIBER & TELEPHONE SVCS	\$ 8.58
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 273.07
Total Water		\$ 12,266.66
<u>Sewer 5201</u>		
FRONTIER	TELEPHONE SERVICE MONITOR WWTP	\$ 162.46
TREASURER, STATE OF OHIO	2025 ANNUAL DISCHARGE FEE	\$ 1,050.00
JONES & HENRY LAB	LAB TESTING	\$ 1,104.20
JAMES BAILEY	DESKTOP INSTALLATION/APP CONFIGURATION	\$ 112.50
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
VERISON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 38.14
XEROX FINANCIAL SVCS	COPIER LEASE & FREIGHT	\$ 35.48
AMPLEX	FAX, FIBER & TELEPHONE SVCS	\$ 8.58
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 178.96
FROBOSE MARKET IGA	GASOLINE & MISC SUPPLIES	\$ 36.79
STEVENS DISPOSAL & RECYL	MONTHLY TRASH SERVICES	\$ 20.00
Total Sewer		\$ 2,757.11
<u>Electric 5301</u>		
LAKE ERIE TREE SERVICE LLC	TREE REMOVAL	\$ 3,250.00
AIRGAS GREAT LAKES	RENT CYL IND LARGE NITROGEN	\$ 151.37
POWER LINE SUPPLY CO.	MISC SUPPLIES & MATERIALS	\$ 1,293.12
JAMES BAILEY	DESKTOP INSTALLATION/APP CONFIGURATION	\$ 112.50
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
XEROX FINANCIAL SVCS	COPIER LEASE & FREIGHT	\$ 35.47
AMPLEX	FAX, FIBER & TELEPHONE SVCS	\$ 8.58
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 186.86
FROBOSE MARKET IGA	GASOLINE & MISC SUPPLIES	\$ 9.58
Total Electric		\$ 5,057.48

Water Preventive 5701		
AIM MEDIA MIDWEST-SENT	BID FOR DOWNTOWN ALLEY WATERLINE	\$ 475.80
Total Water Preventive 5701		\$ 475.80

Total for all Utilities

\$ 20,557.05

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Not in attendance

WATER-Nathan Schultze

Bergman Asphalt-asphalt debris placed at recycling bin area has been removed and area cleaned up.

North Water Treatment Plant-metering issue due to pulse not working correctly due to power outage. Scott Briggs fixed the equipment last week.

Tower Demolition-re-scheduled for Thursday, November 20, 2025. The footprint is smaller than originally planned to accommodate Post Office remaining open. Board discussed area that will need to be blocked off (parking spots on E. Front St. on both sides of Walnut St. and in front of Front St. Café) to allow for truck turning radius. Nathan concerned about power, cable, and fiber lines in the truck loading area. Will have to wait until Thursday morning to determine if staging areas will need to change.

Shovel Ready Project-Nathan would like to have another waterline project engineered and ready for grant funding.

MISCELLANEOUS-

Kim Long-

Harrison Farms- Kim Long asked for clarification on last meeting's bill listing regarding Harrison Farms hauling stone. He asked why Village is not purchasing and hauling stone instead of paying to receive the stone. Clerk will get answer and report back.

Dowling Steel- Landry is having issues with Huber screen; Landry got proposal for 24"x72" 304 mill finish woven wire mesh in the amount of \$376.00. Landry asked Joe Hirzel II to help fabricate different type of screening equipment before ordering mesh.

Bob Schacht-

Personnel Committee-Bob Schacht informed the Board that Committee is discussing Temporary Appropriations, wage ordinance, and Administrator.

Clerk-

Pember Grove Easements-Kim Long stated he has not spoken with Tom Oberhouse regarding removing trees located within the easements.

Business Alley Waterline Award Letter-Clerk presented the Award Notice for Board approval. Board reviewed and discussed project. Waterline from Pine St. to Cedar St. to be replaced at cost of \$220,000.00. Dean Krukemyer motioned to accept bid; Bob Schacht seconded motion. Board approved Business Alley Waterline bid. Board asked if Street department would cover costs of alternate #1 (\$58,500.00) to repave the entire alley. Mayor will discuss with Fiscal Officer regarding pavement responsibility.

Payment approvals-(18) Miscellaneous adjustments-Sewer Forgiveness

Vacation Requests approved-(1) Nathan/ (1) Landry/ (1) Jeff

With no further business to discuss, the meeting was adjourned at 7:45 p.m. The next meeting will be held on Monday December 1, 2025, at 7:00 p.m.

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

President

Clerk
