

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
December 1, 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 Tittkemeier, Trey Schnabel, Eric Campbell. Dean Krukemyer motioned to approve November 17, 2025, meeting minutes, Bob Schacht seconded motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs
Bills being submitted for payment Dec 1**

<u>Water 5101</u>		
TONKA WATER	CONTROL UPGRADES @ NORTH PLANT	\$ 14,188.75
MASI	LAB TESTING	\$ 1,576.20
MID-AMERICAN SALT	BULK WATER CONDITIONING SALT	\$ 3,352.20
CONTROL ASSOCIATES	FLOW METER	\$ 700.00
TREASURER, STATE OF OHIO	2026 DDAGW PW LICENSE TO OPERATE	\$ 1,248.00
OHIO RURAL WATER ASSOC.	MEMBERSHIP DUES	\$ 181.25
UNIFIRST CORP.	UNIFORMS	\$ 62.96
PITNEY BOWES	MAILSTATION LEASE & SUPPLIES	\$ 21.92
COMDOC INC.	COPIER METERING	\$ 61.15
TREASURER, STATE OF OHIO	UAN FEES/2023-2024 AUDIT COST	\$ 241.63
CARDMEMBER SERVICES	POSTAGE/MISC OFFICE SUPPLIES/FLOW METER	\$ 266.67
Total Water		\$ 21,900.73
<u>Sewer 5201</u>		
OHIO RURAL WATER ASSOC	MEMBERSHIP DUES	\$ 181.25
CUMMINS SALES & SVC.	MAINTENANCE ON CUMMINS EQUIPMENT	\$ 818.81
HOME DEPOT CREDIT SVCS.	MISC SUPPLIES	\$ 21.96
UNIFIRST CORP.	UNIFORMS	\$ 60.04
PITNEY BOWES	MAILSTATION LEASE & SUPPLIES	\$ 21.92
COMDOC INC.	COPIER METERING	\$ 61.15
TREASURER, STATE OF OHIO	UAN FEES/2023-2024 AUDIT COST	\$ 291.17
CARDMEMBER SERVICES	POSTAGE/MISC OFFICE SUPPLIES	\$ 181.28
Total Sewer		\$ 1,637.58
<u>Electric 5301</u>		
JOHN COURTNEY	MONTHLY RETAINER SERVICE FEE	\$ 100.00
KEY CABLE & SUPPLY	CONDUCTOR & FITTINGS	\$ 612.00
BOB'S PLUMBING & HEATING	HEATER AT MUNICIPAL GARAGE	\$ 64.17
UNIFIRST CORP.	UNIFORMS	\$ 76.88
PITNEY BOWES	MAILSTATION LEASE & SUPPLIES	\$ 21.92
COMDOC INC.	COPIER METERING	\$ 61.15
TREASURER, STATE OF OHIO	UAN FEES	\$ 237.00
CARDMEMBER SERVICES	POSTAGE/MISC OFFICE SUPPLIES	\$ 181.28
Total Electric		\$ 1,354.40

<u>Water Preventive 5701</u>		
TONKA WATER	BADGE METER	\$ 1,044.00
Total Water Preventive 5701		\$ 1,044.00
<u>Water Tower 5703</u>		
TD ENGINEERING	CONSTRUCTION ENGINEERING/RES. REP/BIDDING	\$ 7,380.93
Total Water Tower 5703		\$ 7,380.93

Total for all Utilities

\$ 33,317.64

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Not in attendance

WATER-Nathan Schultze

Not in attendance

MISCELLANEOUS-

Kim Long- Asked if employees are paid out of their fund or out of fund they are helping (ex: electric dept. helping pick up leaves (street dept.). Clerk will ask Fiscal Officer and report back to Board.

Remote meters-Kim stated water/electric departments need to work together to install remote meters to homes. Clerk mentioned that it was originally how meters were installed but has since changed.

Sludge tank valve-Landry needs new valve in sludge tank at cost of \$10,330.00 plus \$1200.00 start up trip cost through BissNuss.

Bob Schacht-Personnel Committee-Bob informed the Board that Committee is discussing budgets and approved 1% employee bonus at end of 2026. Dean attended but did not discuss the possibly of having the Hirzel Canning employee work with Landry 1 day a week. The employee would not be eligible for benefits through the Village. Kim will attend tomorrow's Personnel meeting to discuss.

Mayor Bailey-

Water Tower- thanked Nathan for all he did to get new water tower up and running and old one demolished. Stated the Village appreciates all he does for the village.

Data Center- Mayor informed the Board that she received a voicemail on behalf of a data center asking about Kahler Woods and if Village would consider selling the land. She started putting a moratorium on Council table regarding not allowing Data Centers.

Clerk-

Pember Grove Easements-Clerk asked Kim if any movement on the topic, Kim stated no, will reach out to Tom Oberhouse again.

Stone Hauling- Board had asked at last meeting to check as to why they pay to have stone hauled instead of hauling inhouse. Clerk informed the Board that she checked with Fiscal Officer and Jeff Bourdo (Street Dept.), and it is less expensive to have hauled as to have street department haul (1 trip vs. 4-5 trips).

Holiday/late fees removed- Clerk informed the Board that she pulled payments from the drop box at 5:00 pm on November 28th and removed late fees (since it was Village holiday; but before end of the month). This was done on own time and was not charged to village.

Payment approvals-(17)

Miscellaneous adjustments-(1) bill difference

Vacation Requests approved-none

With no further business to discuss, the meeting was adjourned at 7:40 p.m. The next meeting will be held on Monday December 15, 2025, at 7:00 p.m.

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

President

Clerk
