

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
January 20, 2026**

The Board of Public Affairs provided an update to the Village Council prior to their regular meeting. Kim Long introduced Trey Schnabel as a new Board member. Shared downtown business alley waterline replacement started, sewer improvements and possible replacement of wells.

Present at the regular meeting of the Board of Public Affairs were Kim Long, Dean Krukemyer, Trey Schnabel, Clerk Melody Siebenaler, Nathan Schultze, Landry Sheets, Erlin Moritz, and Joe Hirzel II.

Dean Krukemyer nominated Kim Long Board President, Trey Schnabel seconded. Kim Long accepted the nomination of President. Kim Long motioned to approve January 5, 2026, meeting minutes, Trey Schnabel seconded motion. Kim Long motioned to approve January 14, 2026, special meeting minutes, Dean Krukemyer seconded. Minutes approved.

The following bills were approved for payment.

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

<u>Water 5101</u>		
WATER SOLUTIONS UNLIMITED	WATER PLANT CHEMICALS	\$ 1,068.08
USA BLUEBOOK	MISC SUPPLIES & MATERIALS	\$ 1,544.00
BISS NUSS LLC	ADDED SCADA MOD TO PREVENT LOCKOUT	\$ 2,362.40
NATHAN SCHULTZE	2025 WINTER GEAR	\$ 80.43
MASI	LAB TESTING	\$ 551.50
UNION BANK	MONTHLY UTILITY COLLECTION	\$ 10.00
OHIO UTILITIES PROTECTION SERV	2026 GVT LBP ASSESSMENT (OHIO 811.0ORG)	\$ 133.91
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 78.25
AMPLEX	TELEPHONE, FIBER & FAX SERVICES	\$ 38.93
XEROX	COPIER LEASE & FREIGHT	\$ 35.47
Total Water		\$ 5,902.97
<u>Sewer 5201</u>		
BOB'S PLUMBING & HEATING	NEW HEATER UNIT	\$ 4,875.00
FRONTIER	MONITORING SERVICE @WWTP	\$ 172.34
UNION BANK	MONTHLY UTILITY COLLECTION	\$ 10.00
OHIO UTILITIES PROTECTION SERV	2026 GVT LBP ASSESSMENT (OHIO811.ORG)	\$ 133.91
TREASURER, STATE OF OHIO	FINANCIAL AUDIT FA225	\$ 90.68
VERIZON WIRELESS	CELLULAR SERVICES	\$ 38.14
AMPLEX	TELEPHONE, FIBER & FAX SERVICES	\$ 38.93
XEROX	COPIER LEASE & FREIGHT	\$ 35.48
STEVENS DISPOSAL & RECYCLING	TRASH SERVICES	\$ 20.00
Total Sewer		\$ 5,414.48
<u>Electric 5301</u>		
JOHN COURTNEY	MONTHLY RETAINER SERVICE	\$ 100.00
AIRGAS USA LLC	NITROGEN CYL RENTAL	\$ 184.77
AMP	ELECTRICITY & OMEGA JV5	\$ 89,536.35
UNION BANK	MONTHLY UTILITY COLLECTION	\$ 10.00
OHIO UTILITIES PROTECTION SERV.	2026 GVT LBP ASSESSMENT (OHIO811.ORG)	\$ 133.91
AMPLEX	TELEPHONE, FIBER & FAX SERVICES	\$ 38.93

XEROX	COPIER LEASE & FREIGHT	\$ 35.48
		Total Electric \$ 90,039.44
Total for all Utilities		\$101,356.89

SEWER- Landry Sheets

Sludge removal-Fostoria will accept Village’s sludge. Landry and Doug Wolfe visited the facility and scheduled 3 hauls for tomorrow. Dean asked about working with Bowling Green and Landry responded hard to work with.

Actuator-has arrived and will be installed tomorrow.

Catch Basins-Atkins has cleaned the basins. Kim asked if it is better to have Atkins or Palmer hydro excavating areas if needed. Landry responded Atkins is good and do not have to worry about OUPS.

Supplies/Materials-Trey asked if Village has ordered any materials from Badger; Landry responded no.

Projects- Landry listed items would like to see updated/completed- Screen unit/ UV/ Aging infrastructure/ Pipe lining/ Jetting line from W. Front to Library/ WWTP needs work/ NEO- Water Solutions pricing.

ELECTRIC –Jeff Barres

Not in attendance

WATER-Nathan Schultze

Mentioned currently have the smallest number of employees.

South Water Plant-brine meter not working; manual operating system. Ordered 1” meter with ship date of 2 weeks at cost of \$1375.00. Notified Clerk and Fiscal Officer of the order.

Well #5- pump faulting out- Watson Well Drilling will need to remove roof and replace pump at cost of approximately \$5,000.00. This is a 7.5 hp pump. Pumps in Kahler woods are 10hp and pump at North plant is 15hp. Nathan spoke with Watson about getting new well(s) EPA permit process started in Kahler Woods, Board approved few months ago.

Waterline projects-Nathan mentioned there are no future projects planned after the Business Alley Waterline Replacement project; would like to get design/engineering done so, have another shovel ready project. Discussion ensued. Kim said he needed to talk with Steve and get recommendations as to what area he would recommend.

Out of Town-Nathan informed the Board that he will be out of town this weekend.

Vine St. waterline break-break was located and fixed. Landry wanted it to note that Nathan did a nice job with the locating equipment. Able to pinpoint area; allowing for smaller footprints to be disturbed.

MISCELLANEOUS-

Personnel Committee-Kim Long mentioned he attended the committee meeting and discussed combining new street hire with BPA- to assist with meter reading and other departmental tasks. Said Committee is doing cost analysis. Said will be a meeting to discuss job description with Mayor, Personnel Chair and Board President.

Erlin Moritz-223 Water St.-looking to install 22 solar panels on his barn/workshop; installation date in April 2026. The panels will be installed on the roof, and he is looking to use what he produces. Castle Electric will be the installer. Erlin stated he has checked with Wood Co. and permit is not required. Erlin asked if Village would need to inspect wire between house and barn that was installed underground years ago, Board stated no. Erlin provided installation diagram for review. Board discussed the need to speak with John Courtney, Electric Consultant, before moving forward. Trey mentioned that he did investigative work and will be reaching out to John Courtney. Clerk mentioned having all the documents John provided couple years ago. Board thanked Erlin for attending and providing information, will be in contact after speaking with John Courtney.

Joe Hirzel II-stated he was attending the meeting in support of the Village Superintendents. He asked if the Board had any questions or concerns regarding the work Sewer department has been doing in regard to Hirzel discharge. He stated he has not been able to obtain acreage for sludge spraying. Kim mentioned that the Village is looking to abandoning a few wells if can drill new well(s) in Kahler Woods.

Clerk-

Power Line Supply- Presented Power Line Supply proposal for AR 17.1 KV 110BIL switch at cost of \$7584.85. Jeff needs to replace the switch located near corner of Pine and E. College. Has been dealing with the switch causing power outage in the area of Martin, Joyce, and Marshall Aves. Dean motioned to approve purchase, Kim seconded motion. Board approved purchase, Clerk will notify Jeff to purchase.

Tree Trimming- Clerk mentioned Tree Commission asked about tree trimming at 449 Pine St. (in power lines) and 320 E. Front (in tree lawn). Board discussed; will have Jeff verify power line involvement and remove.

Payment approvals-(17)

Miscellaneous adjustments-APPROVED (1) Billing Error/ (1) transfer credit/ (4) bill corrections/DENIED (1) late fee removal request.

Vacation Requests approved-(2) Nathan

With no further business to discuss, the meeting was adjourned at 8:49 p.m. The next meeting will be held on Monday February 2, 2026, at 7:00 p.m.

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

President

Clerk
