

**VILLAGE OF PEMBERVILLE  
COUNCIL MEETING  
March 17, 2026**

Mayor Bailey opened March 17, 2026, Council meeting at 7:00pm with a prayer and the pledge of allegiance.

**Roll Call:** Present at the scheduled meeting of the Council were Wozniak, Bohland, Boyer, Rahe, Rollins. Others present were Sargeant Kwapich, Law Director Kent Murphree, Eric Campbell, Marcia Cousino, Kim Long, Christina Yaniga, and the Fiscal Officer.

**Minutes:** Rollins moved, and Bohland seconded to approve the minutes of the March 3, 2026, meeting. Motion passed unanimously.

**Treasurer's Report:** Rahe moved, and Bohland seconded to approve the bills in the amount of \$3,822.36 Motion passed unanimously. (attached)

**Bank Reconciliation:** Rahe moved and Bohland seconded to approve the January 2026 bank reconciliation as presented. Motion passed unanimously. (attached)

Rahe moved and Rollins seconded to approve the February 2026 bank reconciliation as presented. Motion passed unanimously. (attached)

Mayor briefly deviated from the agenda to introduce the Village's new Solicitor Kent Murphree.

**RESOLUTION 800: A RESOLUTION AUTHORIZING THE MAYOR OF THE VILLAGE OF PEMBERVILLE TO APPLY FOR, ACCEPT, AND ENTER INTO A COOPERATIVE AGREEMENT FOR THE CONSTRUCTION OF THE DOWNTOWN BUSINESS ALLEY WATERLINE REPLACEMENT BETWEEN CEDAR STREET AND PINE STREET, BETWEEN THE VILLAGE OF PEMBERVILLE AND THE OHIO WATER DEVELOPMENT AUTHORITY AND DECLARING AN EMERGENCY.** 2<sup>nd</sup> READING

**RESOLUTION 801: A RESOLUTION TO ESTABLISH ENGINE BRAKE RESTRICTION.** 1<sup>ST</sup> READING (attached)

Mayor stated that ODOT requested the Resolution and once passed they will install the signs.

**RESOLUTION 802: CONTRACT TO FURNISH EMERGENCY MANAGEMENT BETWEEN WOOD COUNTY, OHIO AND THE VILLAGE OF PEMBERVILLE.** 1<sup>ST</sup> READING (attached)

**ORDINANCE 1707: ORDINANCE TO MAKE PERMANENT APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF PEMBERVILLE, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2026.** 2<sup>nd</sup> READING

Wozniak moved and Rahe seconded to suspend the rules. Motion passed unanimously.

Rahe moved and Wozniak seconded to approve Ordinance 1707. Motion passed unanimously.

**ORDINANCE 1708: AN ORDINANCE APPROVING, ADOPTING AND ENACTING AMERICAN LEGAL PUBLISHING'S OHIO BASIC CODE, 2026 EDITION, AS THE CODE OR ORDINANCE FOR THE MUNICIPALITY OF PEMBERVILLE, OHIO.** 2<sup>nd</sup> READING

**ORDINANCE 1709: AN ORDINANCE AMENDING THE 2026 WAGE ORDINANCE NUMBER 1699, SECTION 7, CONCERNING VILLAGE PART-TIME POLICE OFFICERS, AND SECTION 9 AND SECTION 10, CONCERNING VILLAGE FULL-TIME STREETS, LANDS, AND BUILDINGS SUPERINTENDENT AND PART-TIME ASSOCIATE.** 1<sup>ST</sup> READING (attached)

Rahe moved and Rollins seconded to suspend the rules. Motion passed unanimously.

Rahe moved and Boyer seconded to approve Ordinance 1709. Motion passed unanimously.

**Police Activity Report:** Report provided. (attached)

**Mayor:**

The Mayor reported that the Personnel Committee has completed its review of the Solicitor contract and has provided the contract details to Mr. Murphree. During the discussion, Rahe inquired about including a 90-day separation agreement within the contract. Mr. Murphree responded, expressing that he has no objections to the inclusion of a 90-day clause. He assured the Council that he would never leave a client without representation while they seek a replacement, thereby addressing any concerns about continuity of legal services.

The Mayor informed Council that the Deputy Fiscal Officer will retire at the end of May, which presents a timely challenge for the Council regarding the future of income tax collection within the Village. Council must decide whether to maintain in-house tax collection and hire a replacement, or to transition to the Regional Income Tax Agency (RITA). The Mayor explained that switching to RITA would result in current savings of approximately \$47,000. Additionally, RITA has the capability to identify and collect between 3% and 10% of taxes that may have been missed with in-house collections. Most villages report recovering between 5% and 8% of missed taxes, resulting in an average of \$25,000 to \$50,000 in additional revenue. Factoring in both the savings and the increased collections, the Village could realize an estimated \$75,000 to \$100,000 in additional funds.

The Mayor stated her intention is to bring a Resolution to the next meeting for the Council to consider accepting the Agreement for Participation in a Regional Council of Governments. She also expressed interest in gauging the Council's opinions regarding the RITA proposal. When the Fiscal Officer called the roll, three Council members were in favor, one was in favor with additional questions, and one remained undecided.

The Mayor announced that she has received the Village engineer's contract for 2026 and requested Council's permission to sign it. The contract terms remain unchanged from the previous year, with an hourly rate of \$126. Rahe moved and Rollins seconded the motion to authorize the Mayor to sign the contract with Steve Darmofal of TD Engineering for one year. The motion passed unanimously.

### **Council Reports:**

#### **Wozniak:**

Planning Commission: Wozniak informed the Council that the Planning Commission is scheduled to meet tomorrow at 7:00 PM. He provided an update regarding his recent tour of the building located near the recycling bins. During the tour, Wozniak observed a substantial amount of equipment and supplies being stored in that facility. This observation has influenced his perspective, and he is now inclined to wanting to keep the Walnut Street garage instead of selling it.

Wozniak also noted that the cost of heating the municipal building has reached \$2,400. He raised the possibility of relocating the Village employees' offices to the Walnut Street garage as a potential cost-saving measure.

#### **Rahe:**

150/250 Celebration: Rahe provided a detailed overview of the events organized by the committee for the upcoming 150/250 Celebration. She noted that several of these events require the use of the Shelter House and the pool, for planned activities such as movie night. In order to support the celebration and facilitate community participation, Rahe formally requested that Council consider waiving the rental fees typically associated with the Shelter House and pool for these events. She proposed that the committee would assume responsibility for covering the cost of lifeguards needed during movie night as a condition for waiving these fees. Following Rahe's motion, which was seconded by Wozniak, the Council voted unanimously in favor of waiving the rental fees for the Shelter House and pool, with the 150/250 committee committed to paying for lifeguards on duty during the movie night.

Safety Committee: Rahe provided an in-depth explanation regarding the application process for establishing a Designated Outdoor Refreshment Area (DORA) within the Village. She distributed copies of the DORA application along with a map that clearly outlined the proposed boundaries. Rahe also highlighted the specific timeframe during which DORA would be in effect and presented an ongoing timeline for the process, which will include the scheduling of public hearings to ensure community input.

Rahe requested the Council's approval to move forward with the DORA application and to authorize the publication of a public hearing notice. She explained that the hearing notice would be published in the Sentinel Tribune and posted at the three usual locations throughout the town. Additionally, Rahe intends to include the notice in the Metro Press to ensure that all residents in the village would receive information about the upcoming hearing.

During the discussion, Wozniak raised a concern about approving the application prior to ensuring that every resident was notified. He suggested waiting to act until the utility bills were sent out, as this would guarantee that all residents would be made aware of the DORA proposal. In response, Rahe reiterated that the public notice would not only be published in the newspaper and posted publicly, but also distributed via the Metro Press, which is delivered to every household in the village.

Following the discussion, Rahe made a motion to approve the DORA application, which was seconded by Rollins. The motion was passed by a vote of three to two, with the following results: Rahe—yes; Rollins—yes; Wozniak—no; Bohland—yes; Boyer—abstain.

After the vote, Rahe asked Wozniak and Boyer if they were will to share their reasons behind their respective decisions. Wozniak stated that he preferred to gather input from the public before moving forward. Boyer explained that her decision to abstain was based on personal preference.

**Kirkbride: Absent**

Finance Committee:

Tree Committee:

Pemberville Union Cemetery:

**Boyer:**

Streets, Sidewalks, Land & Buildings: Boyer reported that the committee recently met and discussed the Walnut St. garage in detail. The conversation focused on evaluating the advantages and disadvantages associated with the garage. Boyer emphasized that the committee is committed to thoroughly exploring all practical options before making any final decisions or recommendations concerning the garage.

Boyer stated that Gene Steele presented a new brand of cold patch material for pothole repairs, notable for its stable shelf life. This product could be used as needed to address pothole issues throughout the Village.

Boyer also mentioned ongoing efforts to communicate with the Forester regarding Kahler Woods. At the time of the meeting, she had not yet received a response.

BPA:

Water: Boyer shared that the BPA discussed the necessity of constructing two wells in the woods to meet the needs of Hirzel's. She noted that if the Village is unable to assist with this project, Hirzel may be forced to relocate work, which could cost more in the long run. The estimated cost for each well is approximately \$80,000, with a total projected expense of \$225,000 for both wells. Hirzel has offered financial options to help the Village complete the project due to its urgency.

Sewer: Boyer stated a consultant is scheduled to visit the Sewer plant on April 13<sup>th</sup> to review the screenings process. Boyer invited Council members to attend this demonstration, explaining that observing the process firsthand will provide greater insight into its function and significance.

**Bohland:**

Park & Recreation: Bohland announced that the next Park & Recreation Committee meeting is scheduled for next Monday at 5:30pm. Park & Recreation Committee Report

Project Updates: Bohland reported that a work order has been submitted for the maintenance of the gaga pit. Additionally, the committee has posted job openings for lifeguards for the upcoming season. Bohland also mentioned that the committee is currently reviewing the Buckeye Trail, which may involve future enhancements or activities related to the trail.

**Eric Campbell:**

Campbell shared that there are no significant updates at this time. He indicated that new homes continue to be constructed within the Pember Grove, reflecting ongoing development. In addition, Campbell reported that he is actively working with several residents regarding sidewalk matters in Pemberville, addressing concerns and collaborating on improvements as needed.

**Rollins:**

Rollins moved and Wozniak seconded to go into executive session to discuss the hiring of a public official. Motion passed unanimously.

Entered executive session at 7:58pm.

Council resumed the regular council meeting at 8:12pm.

Rollins moved and Bohland seconded to hire Thomas Dauer as the new Street Superintendent. Motion passed unanimously.

**Guests:**

Mayor Bailey adjourned the meeting at 8:24 P.M.

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

# VILLAGE OF PEMBERVILLE

115 Main Street PO Box 109 Pemberville, OH 43450

Phone No. (419)287-3832

Carol Bailey, Mayor

FAX: (419)287-3738

Sarah C. Abbott, Fiscal Officer

March 17, 2026

## GENERAL POLICE (1000-110)

COUNTYLINE CO-OP, INC	GASOLINE	\$	47.96
AMPLEX	TELEPHONE, FAX & FIBER SERVICES	\$	106.36
VERIZON WIRELESS	BROADBAND SERVICES FOR CRUISERS	\$	80.22
		<b>\$</b>	<b>234.54</b>

## GENERAL GOVERNMENT (1000-710,715,725)

AMPLEX	TELEPHONE, FAX & FIBER SERVICES	\$	38.92
PITNEY BOWES	SUPPLIES FOR MAILSTATION	\$	19.08
XEROX FINANCIAL SERVICES	COPIER LEASE & FREIGHT	\$	35.47
WOOD COUNTY HEALTH DISTRICT	FOOD SERVICE LICENSE FOR POOL	\$	431.06
		<b>\$</b>	<b>524.53</b>

## GENERAL LANDS & BUILDINGS (1000-730)

COUNTYLINE CO-OP, INC	GASOLINE & MISC SUPPLIES	\$	64.60
AMPLEX	ELEVATOR EMERGENCY LINE	\$	26.41
VERIZON WIRELESS	CELLULAR SERVICES	\$	47.55
STEVENS DISPOSAL & RECYCLING	TRASH & MAINTENANCE FEE	\$	120.00
		<b>\$</b>	<b>258.56</b>

## S.C.M. & R. (2011-620)

COUNTYLINE CO-OP, INC	GASOLINE & MISC SUPPLIES	\$	138.46
AMPLEX	TELEPHONE & FIBER SERVICES	\$	66.41
VERIZON WIRELESS	CELLULAR SERVICES	\$	47.55
STEVENS DISPOSAL & RECYCLING	TRASH & MAINTENANCE FEE	\$	120.00
		<b>\$</b>	<b>372.42</b>

## INCOME TAX (2071)

THE SHAMROCK COMPANIES	POSTAGE, HANDLING & 1099G NOTIFICATIONS	\$	170.85
		<b>\$</b>	<b>170.85</b>

## PERMANENT IMPROVEMENTS

BEEKER TREE SERVICES	219 PERRY ST. REMOVAL OF 2 TREES & GRIND STUMPS	\$	2,250.00
		<b>\$</b>	<b>2,250.00</b>

## POOL

AMPLEX	TELEPHONE & FIBER SERVICES	\$	11.46
		<b>\$</b>	<b>11.46</b>

**TOTAL**

**\$ 3,822.36**

**Bank Reconciliation**

Reconciled Date 1/30/2026

Posted 3/6/2026 11:05:30 AM

**COPY**

3/6/2026 11:05:31 AM

UAN v2026.1

Prior UAN Balance:		\$4,099,504.98
Receipts:	+	\$318,730.10
Payments:	-	\$185,440.63
Adjustments:	+	\$0.00
Current UAN Balance as of 01/30/2026:		\$4,232,794.45
Other Adjusting Factors:	+	\$0.00
Adjusted UAN Balance as of 01/30/2026:		\$4,232,794.45
Entered Bank Balances as of 01/30/2026:		\$4,252,434.30
Deposits in Transit:	+	\$0.00
Outstanding Payments:	-	\$21,087.65
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	\$1,447.80
Adjusted Bank Balances as of 01/30/2026:		\$4,232,794.45

Balances Reconciled

Reconciliation Notes

Deflating Bank Errors: \$1,447.80  
 TRANSFER FROM INTRAFI NETWORK

Governing Board Signatures

\_\_\_\_\_

There are no outstanding receipts as of 01/30/2026.

There are no outstanding adjustments as of 01/30/2026.

**Bank Balances**

Reconciled Date 1/30/2026

Posted 3/6/2026 11:05:30 AM

3/6/2026 11:05:31 AM  
UAN v2026.1  
**COPY**

Type	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY		\$250,000.00	\$375,601.90	\$250,000.00	-\$125,601.90
Investment	F00207		\$204,922.25	\$204,922.25	\$204,922.25	\$0.00
Investment	F25742		\$25,000.00	\$25,000.00	\$25,000.00	\$0.00
Investment	F73916		\$100,000.00	\$100,000.00	\$100,000.00	\$0.00
Investment	GENOA4613		\$200,000.00	\$200,000.00	\$200,000.00	\$0.00
Investment	KEY PSA 2A		\$714,639.80	\$714,639.80	\$714,639.80	\$0.00
Investment	UB19902356		\$100,000.00	\$100,000.00	\$100,000.00	\$0.00
Investment	UB903620		\$125,000.00	\$125,000.00	\$125,000.00	\$0.00
Investment	UBCDARS118		\$0.00	\$0.00	\$0.00	\$0.00
Investment	UBICS43		\$1,999,649.90	\$2,000,659.84	\$2,332,872.25	\$332,212.41
Investment	UNB903619		\$125,000.00	\$125,000.00	\$125,000.00	\$0.00
Investment	UNION03646		\$75,000.00	\$75,000.00	\$75,000.00	\$0.00
<b>Total:</b>			<u>\$3,919,211.95</u>	<u>\$4,045,823.79</u>	<u>\$4,252,434.30</u>	<u>\$206,610.51</u>

**COPY**

**Outstanding Payments**

Reconciled Date 1/30/2026

Posted 3/6/2026 11:05:30 AM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Warrant	60511	02/05/2025	MONICA HUMMEL	\$245.60
PRIMARY	Warrant	60908	07/07/2025	BIJOU UNIONS LLC	\$211.11
PRIMARY	Warrant	61068	09/04/2025	CHARLETTE HORNYAK	\$34.79
PRIMARY	Warrant	61328	12/31/2025	EASTWOOD BAND BOOSTERS TREASURER	\$1,326.00
PRIMARY	Warrant	61336	01/15/2026	ANTHEM	\$1,438.81
PRIMARY	Warrant	61337	01/15/2026	AFLAC	\$293.52
PRIMARY	Warrant	61338	01/15/2026	E.B.M.C.	\$2.90
PRIMARY	Warrant	61342	01/21/2026	WATER SOLUTIONS UNLIMITED	\$1,068.08
PRIMARY	Warrant	61343	01/21/2026	USABLUBOOK	\$1,544.00
PRIMARY	Warrant	61344	01/21/2026	BISS NUSS, LLC	\$2,362.40
PRIMARY	Warrant	61349	01/21/2026	JOHN COURTNEY	\$100.00
PRIMARY	Warrant	61353	01/21/2026	OHIO UTILITIES PROTECTION SERVICE	\$401.73
PRIMARY	Warrant	61357	01/21/2026	XEROX FINANCIAL SERVICES	\$141.89
PRIMARY	Warrant	61358	01/21/2026	MORTON SALT, INC.	\$1,820.50
PRIMARY	Warrant	61359	01/21/2026	EISENHOUR MOTOR SALES, INC.	\$100.50
PRIMARY	Warrant	61360	01/21/2026	AG-PRO COMPANIES	\$32.34
PRIMARY	Warrant	61364	01/21/2026	STEVENS DISPOSAL & RECYCLING SERVICE	\$260.00
PRIMARY	Warrant	61366	01/21/2026	WOOD COUNTY ECONOMIC DEVELOPMENT COMM	\$500.00
PRIMARY	Warrant	61367	01/21/2026	OWENS COMMUNITY COLLEGE	\$600.00
PRIMARY	Warrant	61369	01/21/2026	DELTA DENTAL	\$417.12
PRIMARY	Warrant	61370	01/21/2026	COLUMBIA GAS OF OHIO	\$2,252.05
PRIMARY	Warrant	61371	01/21/2026	ANTHEM	\$5,934.31
					\$21,087.65

**Bank Reconciliation**

Reconciled Date 2/27/2026

Posted 3/11/2026 10:08:43 AM

Prior UAN Balance:		\$4,232,794.45
Receipts:	+	\$286,872.74
Payments:	-	\$279,291.06
Adjustments:	+	\$0.00
Current UAN Balance as of 02/27/2026:		\$4,240,376.13
Other Adjusting Factors:	+	\$0.00
Adjusted UAN Balance as of 02/27/2026:		\$4,240,376.13
Entered Bank Balances as of 02/27/2026:		\$4,256,274.94
Deposits in Transit:	+	\$0.00
Outstanding Payments:	-	\$22,378.64
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	\$6,479.83
Adjusted Bank Balances as of 02/27/2026:		\$4,240,376.13

Balances Reconciled

Reconciliation Notes

Deflating Bank Errors: \$6,479.83  
 TRANSFER TO INTRAFI NETWORK

Governing Board Signatures

\_\_\_\_\_  
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There are no outstanding receipts as of 02/27/2026.

There are no outstanding adjustments as of 02/27/2026.

**Bank Balances**

Reconciled Date 2/27/2026

Posted 3/11/2026 10:08:43 AM

Type	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY		\$250,000.00	\$257,952.03	\$250,000.00	-\$7,952.03
Investment	F00207		\$204,922.25	\$204,922.25	\$204,922.25	\$0.00
Investment	F25742		\$25,000.00	\$25,000.00	\$25,000.00	\$0.00
Investment	F73916		\$100,000.00	\$100,000.00	\$100,000.00	\$0.00
Investment	GENOA4613		\$200,000.00	\$200,000.00	\$200,000.00	\$0.00
Investment	KEY PSA 2A		\$714,639.80	\$714,639.80	\$714,639.80	\$0.00
Investment	UB19902356		\$100,000.00	\$100,000.00	\$100,000.00	\$0.00
Investment	UB903620		\$125,000.00	\$125,000.00	\$125,000.00	\$0.00
Investment	UBCDARS118		\$0.00	\$0.00	\$0.00	\$0.00
Investment	UBICS43		\$2,332,872.25	\$2,333,792.89	\$2,336,712.89	\$2,920.00
Investment	UNB903619		\$125,000.00	\$125,000.00	\$125,000.00	\$0.00
Investment	UNION03646		\$75,000.00	\$75,000.00	\$75,000.00	\$0.00
<b>Total:</b>			<u>\$4,252,434.30</u>	<u>\$4,261,306.97</u>	<u>\$4,256,274.94</u>	<u>-\$5,032.03</u>

**Outstanding Payments**

Reconciled Date 2/27/2026

Posted 3/11/2026 10:08:43 AM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Electronic	96-2026	02/26/2026	OHIO DEFERRED COMPENSATION	\$700.00
PRIMARY	Warrant	60511	02/05/2025	MONICA HUMMEL	\$245.60
PRIMARY	Warrant	60908	07/07/2025	BIJOU UNIONS LLC	\$211.11
PRIMARY	Warrant	61068	09/04/2025	CHARLETTE HORNYAK	\$34.79
PRIMARY	Warrant	61389	02/10/2026	OSCAR VARGAS SANCHEZ	\$300.29
PRIMARY	Warrant	61395	02/18/2026	PERRYSBURG PIPE & SUPPLY CO.	\$585.52
PRIMARY	Warrant	61396	02/18/2026	JIM PALMER EXCAVATING, INC	\$4,515.00
PRIMARY	Warrant	61397	02/18/2026	BAIN ENTERPRISES	\$190.00
PRIMARY	Warrant	61400	02/18/2026	ADKINS SANITATION, LTD	\$2,975.00
PRIMARY	Warrant	61402	02/18/2026	POWER LINE SUPPLY CO.	\$504.10
PRIMARY	Warrant	61407	02/18/2026	XEROX FINANCIAL SERVICES	\$141.89
PRIMARY	Warrant	61409	02/18/2026	STEVENS DISPOSAL & RECYCLING SERVICE	\$260.00
PRIMARY	Warrant	61411	02/18/2026	GOVERNMENT ACCOUNTING SOLUTIONS, INC.	\$575.00
PRIMARY	Warrant	61420	02/26/2026	ANTHEM	\$1,438.81
PRIMARY	Warrant	61421	02/26/2026	AFLAC	\$293.52
PRIMARY	Warrant	61422	02/26/2026	E.B.M.C.	\$2.90
PRIMARY	Warrant	61423	02/26/2026	ANTHEM	\$7,752.22
PRIMARY	Warrant	61424	02/26/2026	DELTA DENTAL	\$446.24
PRIMARY	Warrant	61425	02/26/2026	STANDARD INSURANCE COMPANY	\$230.05
PRIMARY	Warrant	61426	02/26/2026	CINDY WINFREY	\$626.60
PRIMARY	Warrant	61427	02/26/2026	ERIC CAMPBELL	\$350.00
					\$22,378.64



**John Vaughn, Jr.**  
Chief of Police

**Pemberville Police Department**  
117 E. Front St. PO Box 109  
Pemberville, Ohio 43450  
Phone: (419) 287-3250 or Fax: (419) 287-3738



**Jason Kwapich**  
Sergeant

**Mayor Bailey & Village Council,**

**03/17/2026**

**ALARM**

**1**

**ANIMAL COMPLAINT**

**1**

**ASSIST FIRE / EMS**

**1**

**CHECK PROPERTY**

**1**

**CHECK SAFETY**

**1**

**PROPERTY DAMAGE**

**2**

**SUSPICIOUS INCIDENT**

**1**

**TRAFFIC VIOLATION**

**5**

**Respectfully submitted,**  
**Police Chief John Vaughn**

COPY

RESOLUTION NO. 802

**CONTRACT TO FURNISH EMERGENCY MANAGEMENT  
BETWEEN WOOD COUNTY, OHIO AND THE**

Village of Pemberville  
City/Village/Township

**THIS AGREEMENT** is entered into this 1st day of January, 2026, between the Board of County Commissioners, Wood County, Ohio (hereinafter referred to as "County") and Village of Pemberville City/Village/Township, Wood County, Ohio (hereinafter referred to as "Political Subdivision").

**WHEREAS**, pursuant to Ohio Revised Code section 5502.271, the Board of County Commissioners established the Wood County Emergency Management Agency ("County EMA") by Resolution No. 96-396; and

**WHEREAS**, the County EMA has established a program for emergency management in Wood County that complies with sections 5502.21 to 5502.41 of the Ohio Revised Code, 42 U.S.C. 5121, et. seq. and all applicable rules and regulations adopted under those laws; and

**WHEREAS**, each political subdivision in Wood County must create a local capability for emergency management as set forth in sections 5502.26 through 5502.271 of the Ohio Revised Code; and

**WHEREAS**, under Ohio Administrative Code 4501:3-3-01, a political subdivision may create a local capability for emergency management by contract with a county that has established an emergency management program under section 5502.271 of the Ohio Revised Code; and

**WHEREAS**, the Political Subdivision herein desires to contract with Wood County and participate in the county's emergency management program.

**NOW THEREFORE**, the parties, each in consideration of the mutual promises of the other made herein, agree as follows:

**I. County Responsibilities**

The County, by and through its Emergency Management Agency agrees to:

1. Develop and maintain an all-hazards emergency operations plan ("EOP") which will coordinate the emergency management framework activities of the Political Subdivision and other political subdivisions that execute an Emergency Management Contract with Wood County.
2. Provide the Political Subdivision with any updates of the Wood County All-Hazards Plan (EOP).

**II. Political Subdivision Responsibilities**

The Political Subdivision agrees to:

1. Provide the County EMA with police, fire, EMS and public works equipment information necessary to incorporate the political subdivision into the All-Hazards Plan (EOP) and County Resource Directory for response capabilities.
2. Develop and maintain standard operating procedures (SOPs) and/or standard operating guidelines (SOGs) under the framework of the Wood County All-Hazards Plan (EOP) and National Information Management System (NIMS) requirements for responding to local emergencies.
3. Provide the County EMA with names of persons with special training for any natural, human made, or technological hazardous event.
4. Provide the County EMA names and emergency contact information for key administrative, fire, police, EMS, and public works personnel and update this list annually on or before January 31.

**III. Term of Contract**

The term of this contract shall be from January 1, 2026, through December 31, 2027, provided, however, that such contract may be terminated by either party upon thirty (30) days written notice.

**IV. Compensation**

The Village of Pemberville \_\_\_\_\_ *City/Village/Township* will pay to the TREASURER of WOOD COUNTY, for the Emergency Management Agency services mentioned above on a per capita basis based upon the 2020 official census population data as shown below:

*City/Village/Township* Village of Pemberville \_\_\_\_\_

<u>YEAR:</u>	<u>POPULATION:</u>	<u>AMOUNT PER CAPITA:</u>	<u>TOTAL AMOUNT:</u>
2026	1,326	.55_/100 (\$0.55)	\$ 729.30
2027	1,326	.55_/100 (\$0.55)	\$ 729.30

\*Emergency Management Agency services compensation will be based on the most current population number from the 2020 Census.

Said payments shall be forwarded to the Wood County Emergency Management Agency, One Courthouse Square, Bowling Green, Ohio 43402.

**V. Independent Contractor**

It is mutually agreed by and between the parties that the relationship between the County and the Political Subdivision will be that of an independent contractor and no principal-agent or employer-employee relationship is created by this agreement.

**VI. Modification of Contract**

Any alteration or modification of the terms or conditions of this Agreement must be in writing and signed by all parties.

**VII. Severability**

If any section, subsection, sentence, clause, phrase, or portion of this Agreement shall for any reason be held invalid, unenforceable, or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

**VIII. Entire Agreement**

This Agreement, the schedules and all attachments designated on the face of the agreement as included shall constitute the entire Agreement of the parties and shall supersede all prior negotiations and representations, whether written or oral.

**IN WITNESS WHEREOF**, the parties, as evidence of the Agreement to the above provisions, have set their hand hereunto and affixed our signatures below:

**BOARD OF WOOD  
COUNTY COMMISSIONERS**

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_

**FOR POLITICAL SUBDIVISION:**

Village of Pemberville   
*City/ Village/ Township*

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_

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Date

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\_\_\_\_\_  
Date

\_\_\_\_\_

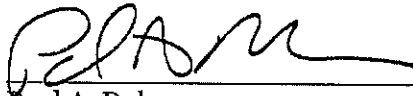
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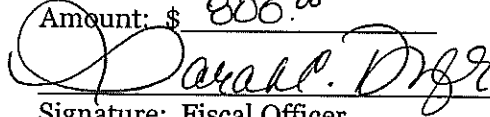
**TEMPLATE APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Paul A. Dobson  
Wood County Prosecuting Attorney

12/8/2023  
Date

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I, Sarah C. Dyer, Fiscal Officer for Village of Pemberville \_\_\_\_\_ City/  
Village/ Township, certify that the money to meet this agreement has been  
lawfully appropriated for the purpose of this agreement and is in the  
treasury of WOOD COUNTY or is in the process of collection to  
the credit of the appropriate fund, free from prior encumbrance.

Amount: \$ 800.<sup>00</sup>  
  
\_\_\_\_\_  
Signature: Fiscal Officer

\_\_\_\_\_  
Date