

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS**

March 2, 2026

Present at the regular meeting of the Board of Public Affairs were President Kim Long, Dean Krukemyer, Trey Schnabel, Clerk Melody Siebenaler, Mayor Bailey, Jeff Barres, Landry Sheets, Nathan Schultze, Lisa Boyer, Ed Wozniak, Eric Campbell.

Dean Krukemyer motioned to approve February 17, 2026, meeting minutes, Kim Long seconded motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs
Bills being submitted for payment Mar 2**

<u>Water 5101</u>		
AMERICAN WATER WORKS	2026-2027 MEMBERSHIP DUES	\$ 424.00
M.R. MEYER ELECTRICAL	ELECTRICAL WORK @ WATER TOWER	\$ 1,980.00
MASI	LAB TESTING	\$ 386.60
JIM PALMER EXCAVATING	LABOR & EQUIP FOR 2 WATERBREAKS	\$ 5,028.75
PITNEY BOWES INC.	MAIL STATION LEASE	\$ 21.92
COMDOC, INC.	COPIER USAGE & SUPPLIES	\$ 50.74
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 81.13
CARDMEMBER SERVICES	MISC SUPPLIES & MATERIALS	\$ 392.27
Total Water		\$ 8,365.41
<u>Sewer 5201</u>		
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES	\$ 42.66
JONES & HENRY LABORATORIES	LAB TESTING	\$ 932.20
EISENHOUR MOTOR SALES	OIL CHANGES ON 2013 CHEVY & FORD TRACTOR	\$ 370.00
PITNEY BOWES INC.	MAIL STATION LEASE	\$ 21.92
COMDOC, INC.	COPIER USAGE & SUPPLIES	\$ 50.74
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 78.06
CARDMEMBER SERVICES	MISC SUPPLIES & MATERIALS	\$ 392.27
Total Sewer		\$ 1,887.85
<u>Electric 5301</u>		
PRIME FLEET DIELECTRIC SERV	INSPECTION OF INSULATED GLOVES & SLEEVES	\$ 90.00
JOHN COURTNEY	MONTHLY RETAINER SERVICE	\$ 100.00
PITNEY BOWES, INC.	MAIL STATION LEASE	\$ 21.93
COMDOC, INC.	COPIER USAGE & SUPPLIES	\$ 50.74
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 95.73
CARDMEMBER SERVICES	MISC SUPPLIES & MATERIALS	\$ 1,085.08
Total Electric		\$ 1,443.48
<u>Water Capital Improvement 5703</u>		
FENSON CONTRACTING	DISTRIBUTION #1- DOWNTOWN BUS. ALLEY	\$ 53,477.01
Total Water Capital Improvement 5703		\$ 53,477.01

Total for all Utilities

\$ 65,173.75

SEWER- Landry Sheets

UV-Village of Haskins is changing out their UV setup and Landry was able to obtain transformers, capacitors, screen and motherboard, to have extra on WWTP shelves. Landry said Village needs to pursue funding for UV replacement. Erik (TD Engineering) is working on points for funding.

Hirzel Canning discharge-Landry discovered Hirzel Canning discharged and did not notify him causing issue with high PH levels at WWTP. Joe Hirzel II informed Landry that he would be dumping water at W. College and Bierley locations to help dilute. Kim stated needed to get with Hirzel's prior to next season to re-visit limits. Landry wants to enforce retention pond and polymers.

Catch Basins-Adkins cleaned catch basins.

Electric-Jeff Barres

411 Maple- Lake Erie left more than stump, Jeff will contact them and see if will return and cut at ground level. Residents will remove rest of over brush and clean up area.

Tree Trimming-Lake Erie did not return Jeff's request for cost to trim trees throughout the Village; Grid Tree Experts provided a proposal for 1.5 weeks per year for 3 years in the amount of \$11,976.00/yr. ; Jeff was not able to connect with Daniel Collins (will reach out and get his proposal) and bring to meeting so Board can make decision regarding annual tree trimming.

WATER-Nathan Schultze

Water Tower Fence-Nathan presented 3 proposals to install fencing at base of water tower- Fremont Fence \$5,516.00; Adkins Fence \$7,175.20; Superior Fence & Rail \$12,774.30. Board discussed; Kim Long motioned to approve Fremont Fence, Trey Schnabel seconded pending funds available. Kim will verify with Fiscal Officer.

Fenson Contracting- will return 3/9/2026 to continue Business Alley project.

MISCELLANEOUS-

Board and Mayor discussed possibly selling the old tractor stored in Walnut St. garage and purchasing a bob cat with attachments for all departments to use.

Kim Long- stated he attended Personnel meeting and new solicitor was discussed.

M.K. Smith property- Kim spoke with Mary Kay Smith regarding her request for water and electricity for her property. Kim suggested she speak with electrician (Matt Meyer) to see about installing power in barn. Kim suggested possibly installing water line along Baker Insurance property line to Smith property and continuing to Countyline Co-Op (obtaining easement from Mary Kay). Board discussed it and Kim will speak with Darla Baker about obtaining easement for both water and electric service to be installed to M. K. Smith property.

Clerk-

Resolution 2026-1-Interconnection Behind the meter generators- 1st read

Payment approvals-(14)

Miscellaneous adjustments-(1) request late fees removed-paid to wrong community

Vacation Requests approved-(2) Jeff/ (1) Landry/ (1) Nathan

With no further business to discuss, the meeting was adjourned at 8:25 p.m. The next meeting will be held on Monday March 16, 2026, at 7:00 p.m.

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

President

Clerk
