

**VILLAGE OF PEMBERVILLE
COUNCIL MEETING
June 2, 2026**

Mayor Wozniak opened June 2, 2026, Council meeting at 7:05pm with a prayer and the pledge of allegiance.

Swearing In

Mayor Wozniak was re-sworn into the Office of Mayor for the Village of Pemberville, Ohio by Pat Rollins.

Roll Call: Present at the scheduled meeting of the Council were Bohland, Boyer, Kirkbride, Rollins. Others present were Chief Vaughn, Solicitor Tom Mackin, Eric Campbell, Karen Korn, Paul Brackney, Tom Dauer, Mary Morgan, Gene Steele, Tyler Firsdon, Bob Bruning, Rob Boyer, Marcia Cousino, Kim & Teri Long, Howard Shirling, John Lockard, Peggy Jones, Carl Lohbach, Linda Avery, Cory Radebaugh, Dave Bruning, Denny Henline, and the Fiscal Officer.

Welcome — New Solicitor

Mayor Wozniak welcomed Tom Mackin as the Village's new Solicitor, effective June 1, 2026. Mr. Mackin previously served as Mayor of Perrysburg for 8 years and as a Perrysburg council member for 15 years.

Minutes: Rollins moved, and Boyer seconded to approve the minutes of the May 19, 2026, meeting. Motion passed unanimously 4/4 vote.

Corrections were noted: "Peachtree Foundry" should be "EITRI," and a speaker attribution for the Flood Committee announcement was incorrect.

Treasurer's Report: Kirkbride moved, and Rollins seconded to approve the bills in the amount of \$12,066.14, representing two meetings' worth of bills as no bills were on the table at the last meeting. A question was raised regarding the RITA income tax line item of \$2,675; the Fiscal Officer clarified this was the conversion cost from GASI, with only two remaining software payments of \$575 each. Motion passed unanimously 4/4 vote. (attached)

ORDINANCE 1713: AN ORDINANCE OF THE VILLAGE OF PEMBERVILLE, WOOD COUNTY, OHIO, ADOPTING THE RULES AND REGULATIONS OF THE REGIONAL INCOME TAX AGENCY (R.I.T.A.) AS THE ADMINISTRATIVE REGULATIONS FOR THE VILLAGE'S MUNICIPAL INCOME TAX PROGRAM; AFFIRMING CONFORMITY WITH OHIO REVISED CODE CHAPTER 718; PROVIDING FOR PUBLICATION; PROVIDING A SEVERABILITY CLAUSE; AND DECLARING AN EMERGENCY. 1ST READING

ORDINANCE 1714: ORDINANCE AMENDING ORDINANCE 1690 FOR THE SALE OF REAL PROPERTY AND MODIFYING THE REQUIRED NUMBER OF TREES. 1ST READING

ORDINANCE 1715: AN ORDINANCE AMENDING ORDINANCE NO. 1543 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF PEMBERVILLE, OHIO, BY REPEALING PROVISIONS INCONSISTENT WITH OHIO REVISED CODE CHAPTER 718 AND REPLACING THEM WITH A MUNICIPAL INCOME TAX CODE ATTACHED HERETO AS EXHIBIT A; DESIGNATING RITA AS TAX ADMINISTRATOR; AND DECLARING AN EMERGENCY. 1ST READING

Police Activity Report: Report provided. (attached)

No additional comments were offered. Council acknowledged the report.

MAYOR:

Mayor Wozniak reported on two items:

Hirzel Farm Compost Facility – The Mayor received a letter from the compost facility advising that several Pemberville residents had attempted to drop off brush and yard waste, claiming to have been directed to do so by the Village. The facility is restricted to commercial trucks and businesses only and does not accept residential waste. The source of the misinformation is unknown.

Everbridge / Code Red Replacement – The Mayor has begun efforts to notify residents that Code Red is no longer active and that residents must sign up for the new Everbridge alert system. Steps taken include posting a notice on the Village website and updating the marquee sign out front. The Mayor noted the current

utility bill is full but plans to include a notice on the next billing cycle. Rollins offered to share the sign-up information on Facebook/Pemberville Proud. Council agreed that notifying residents through multiple channels, including the website and utility bills, is a priority.

Street Superintendent's Report — Tom Dauer

Memorial Park Playground Mulch

Tom Dauer presented a quote of **\$1,905** for 35 cubic yards of playground mulch for Memorial Park (last mulched in 2023). Discussion was held regarding the authority to approve expenditures over \$500 by motion rather than ordinance or resolution. Solicitor Mackin noted that while a resolution or ordinance would be best practice going forward, the past practice of approving by motion has been accepted by the State Auditor, provided the expenditure is budgeted and within the intent of the authorizing committee.

Motion: Kirkbride moved and Rollins seconded, to authorize the purchase of playground mulch in the amount of \$1,905. **Vote:** Motion passed unanimously.

Bierley Street Road Repair

Tom Dauer reported on quotes received for road repairs on Bierley Street (5–6 sections). Kim Long noted that the BPA has separate water break repair sections (5 areas) that overlap geographically with the street repairs and recommended using the same contractor (Bergman) for both to improve efficiency. Costs will be kept separate (streets vs. BPA water). Two quotes were discussed: Bergman at approximately \$36,000 and another Rutter & Dudley were at approximately \$41,000.

Council requested to see the actual written quotes before taking action. **Tabled to the next meeting.**

Walnut Street Public Restroom — Plumbing Issues

Dauer and Kim Long reported findings from a plumbing camera inspection of the Walnut Street public restrooms:

- The women's restroom has cast iron pipes that are heavily corroded and causing blockages.
- The men's and unisex restrooms have PVC pipes.
- Jetting is a possibility but carries a risk of rupturing the deteriorated cast iron.
- Sleeving/lining is not feasible given the extent of corrosion.

Immediate low-cost steps being taken:

- Install a \$12 vent cap in the men's restroom to improve flow.
- Replace dated toilet tanks (all 3) with higher-volume models (~\$200 per toilet) to improve flush capacity before spending money on pipe work.

No action required at this time; staff will proceed with the low-cost fixes and report back.

COUNCIL REPORTS:

ROLLINS:

Records Committee

The Records Committee held a work session. The committee began organizing records retention and filing plans. The records request policy discussion has been tabled to allow the Fiscal Officer's to focus on the office's other priorities. A formal meeting will be scheduled in the future.

Personnel Committee

- BPA has conducted interviews for the open Clerk position. A selection has been made and an offer extended; response is pending. Training will be provided by the billing software company; Mel has been approved to return on a contractor basis for transitional training.
- Thank you letters will be sent to unsuccessful applicants once the position is accepted.
- The Solicitor contract has been finalized; the Prosecutor contract is in progress. The Solicitor is researching ORC requirements for how to proceed.
- An all-employee meeting is being planned but will be delayed slightly to allow newer employees to settle in. The purpose is communication and coordination, not a grievance session.

RAHE: Absent

KIRKBRIDE:

Finance Committee

The Finance Committee did not meet on May 19th.

Tree Committee

The Tree Committee met on May 11th with 7 members present. Items discussed:

- Reviewed the Arbor Day planting (April 29th) and discussed relocating tree plaques.
- Reviewed a January 19th work order request for 320 East Front Street and 449 Pine Street; one is complete.
- All 7 members attended the Tree City Awards in Maumee (Pemberville's 38th year as a Tree City; largest group in attendance).
- Discussed removal of Bradford pear trees beginning in June.

New Business: Mike and John cleared fences and brush around the Learning Forest on Rees Road.

- Tree Commission has one open spot.
- Next meeting: June 8th, 7:00 PM.

Tree Committee Use of Village Equipment — Request for Authorization

Per guidance from the Village's liability insurance representative (Travis Thompson, Hylant Insurance), the Tree Commission requested Council authorization for volunteers John Lockard and Carl Lohbach to use the Village's 1-ton truck to assist with tree trimming and branch collection.

Motion: Rollins moved and Kirkbride seconded to authorize the use of the 1-ton truck for Tree Commission volunteer activities. **Vote:** Motion passed unanimously 4/4 vote

BOYER:

Streets, Lands & Buildings Committee

A special Streets Committee meeting was held on Thursday (posted Saturday, May 23, 2026) to discuss the Walnut Street Garage. Approximately 12 members of the public attended.

Committee Recommendation: Do not sell the Walnut Street Garage, with the understanding that plumbing must be addressed as soon as possible. Rationale: the Village wishes to retain the public bathrooms, and retaining the bathrooms makes more sense if the whole building is kept. Note: the vote was not unanimous. Regarding the siren: the old siren was tested and is functional but needs bearing repaired. A cost estimate not to exceed **\$3,500** (including the \$300 inspection fee paid by Freedom Township) has been received. Discussion of cost-sharing with Freedom Township is ongoing.

The existing ordinance to sell the building will need to be formally repealed. Solicitor Mackin will draft a resolution or ordinance to rescind. Tabled to the next meeting, pending the ordinance number and proper documentation.

Additional Items

- A hand dryer for Memorial Park has been ordered (under the \$500 threshold, no council action needed).
- BPA held a special meeting on May 26th for executive session interviews for the Clerk/Deputy Fiscal Officer position.
- Next Streets Committee meeting: **June 18th, 7:00 PM.**

BOHLAND:

Parks & Recreation

DORA Signage

Bohland reported on DORA signage. Chief Vaughn provided a bill for 10 signs at \$47.20 each (\$472.00) plus shipping/freight of \$520.00.

Motion: Bohland moved and Rollins seconded the motion to approve payment for DORA signs. **Vote:** Motion failed 3/4. Bohland-yes; Rollins-yes; Kirkbride-yes; Boyer-abstain.

Additional Parks Report

- Next Parking District meeting: June 22nd, 10:30 AM.
- Pool opens on Friday at 1:00 PM; 13 certified lifeguards and 6 concession workers are on staff.
- Swim team is launched with 25 participants and experienced coaches. Recognized Kelsey, Christina Yaniga, for their leadership, and Nathan, Tom, and Ben for their work opening the pool.
- Pool floors in the lifeguard and concession rooms painted Eastwood blue; health inspection passed.
- Bohland noted several potentially surplus/inoperable items for council's consideration at a future meeting:
 - 2004 Chevy Silverado 2500 with plow (flat tire, inoperable) behind the water plant.

- *(Tractor and 2003 Club Car DS golf cart were removed from consideration pending further review by Tom Dauer)*
- An ordinance or resolution declaring the truck as surplus will be needed before disposal. Bohland will bring scrap/sale price information to the next meeting for action.
- Security cameras in the Walnut Street vestibule are non-functional. Bohland noted this as a potential future consideration for replacement.

ERIC CAMPBELL:

Sidewalks

Campbell reported he spoke with a resident about sidewalk issues in PemberGrove and will update the Mayor. He also recognized the street department for berm work on Pine Street alongside Eastwood School sidewalks, noting an estimated savings to the Village of \$4,500–\$5,000 through a trade-off with Eastwood.

PUBLIC COMMENT

Ben Frobose (read by Fiscal Officer Dyer (attached))

A written statement from Ben Frobose was read into the record on behalf of himself and fellow local business. The letter expressed concern about:

- The relationship between Village leadership and local businesses
- Issues related to the Walnut Street Garage, alley construction, blocked delivery access, property damage, and lack of timely communication
- Approved ordinances that appear delayed or inconsistently implemented
- A perception that businesses are being vilified for advocating for themselves

The letter posed two questions to Council: (1) Does Council agree with the stated standards of impartial, transparent, and consistent local governance? (2) If so, how does it plan to address current discrepancies? Council agreed the letter should be distributed to all members and responded to as a group through the administration, rather than responded to immediately. (attached)

Mary Morgan

Expressed support for the Council's consideration of live-streaming council meetings. The Records Committee noted this is actively being researched.

Peggy Jones

Raised concerns about public notification of special committee meetings, asking how residents are informed when meetings are called on short notice. Solicitor Mackin confirmed that special meetings must be posted at least 24 hours in advance and must be limited to the stated agenda item(s). Council discussed posting all meeting notices on the Village website going forward.

Mayor Wozniak's Response: Going forward, anyone calling a special committee meeting must: post it, provide a copy to the Fiscal Officer, notify the Mayor, and notify the Solicitor. The Mayor and Fiscal Officer will work together to post it on the Village website.

Christina Yaniga

Reported on the first Flood Committee meeting of the year (held the previous Wednesday). Key points:

- The committee will be meeting regularly going forward.
- Topics include FEMA flood mitigation (proactive planning) and emergency management (pre-, during-, and post-flood planning).
- Significant materials to review (including a 583-page FEMA handbook).
- Goal: engage state and county-level resources to develop a comprehensive plan for flood-affected residents.
- Next Flood Committee meeting: June 24th, 1:00 PM at Village Hall. Public is welcome.

Marcia Cousino

Expressed concern about transparency and the need to attend multiple meetings to stay informed. Mayor Wozniak clarified that committee reports are given at each regular council meeting, and meetings are recorded and available to the public (except executive sessions).

Council Vacancy — Peggy Jones / Campbell / Yaniga

A question was raised regarding filling the vacant council seat left when Mayor Wozniak vacated his council position upon being sworn in as Mayor. Campbell reported that two residents had contacted the Wood County Board of Elections and were told: (1) the Mayor serves out the remainder of the former mayor's term, and (2)

mayoral elections are not held in even-numbered years. Christina Yaniga confirmed she was told directly by the Board of Elections director that no mayoral election would be held in 2026. Council has 30 days to appoint a replacement for the vacant council seat; if no appointment is made, the Mayor appoints. Solicitor Mackin will confirm the process and report back before the next meeting.

Denny Henline

- Thanked Laurie Householder (Sandy Leuck's cousin) and Tom Oberhouse for the Memorial Day display.
- Thanked Lisa Boyer for support during his hospitalization/back surgery.
- Requested that Council send a summary response to Bob Frobose following review of his letter.
- Commended Nathan, Tom, and Ben for their recent street/berm work.
- Requested that Council develop a 15–20 year vision for the Walnut Street garage strip of land.

Mayor Wozniak adjourned the meeting at 8:45 P.M.

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