

**VILLAGE OF PEMBERVILLE
COUNCIL MEETING
June 16, 2026**

Mayor Wozniak opened June 16, 2026, Council meeting at 7:05pm with a prayer lead by Jeffrey Kirkbride and the pledge of allegiance.

Roll Call: Present at the scheduled meeting of the Council were Boyer, Kirkbride, Rahe, Rollins, Bohland (arrived late). Others present were Chief Vaughn, Eric Campbell, Tom Dauer, Mary Morgan, Marcia Cousino, Teri Long, Peggy Jones, Carl & Cindy Lohbach, Linda Avery, Christina Yaniga, Trudy & Nigel Davies, Sarah Enright, Joanne Busdeker, Erlin Moritz, Denny Henline, and the Fiscal Officer.

Minutes:

July 2, 2026 Meeting

Rahe noted a correction on page 5 indicating that Sandy Lueck should be identified as Laurie Householder's cousin, not her mother.

Rahe noted that on page 3, under Bohland/Parks and Rec, the DORA signs motion is recorded as "failed" and asked whether it should instead be shown as "passed." The Fiscal Officer explained the motion did fail because only three of the six council seats voted yes; under the Ohio Revised Code for statutory villages a majority of the full council—four affirmative votes—is required. The Fiscal Officer clarified that Pemberville, as a statutory village, is governed by the ORC and must meet that four-vote threshold regardless of vacancies.

Motion: Rollins moved, and Kirkbride seconded to approve the minutes of the July 2, 2026, meeting as amended. Motion passed unanimously 4/6 vote.

Vote: Rollins – Yes; Kirkbride – Yes; Boyer – Yes; Bohland – Yes; Rahe – Abstain

June 9, 2026 Special Meeting

Motion: Rahe moved and Rollins seconded to approve the June 9, 2026 special meeting minutes. Motion passed unanimously 5/6 vote.

Vote: Rahe – Yes; Rollins – Yes; Bohland – Yes; Boyer – Yes; Kirkbride – Yes

Treasurer's Report:

Rollins inquired about the pool pump repair; the Fiscal Officer confirmed the actual bill came in at \$2,592, lower than the initial estimate.

Motion: Rahe moved, and Kirkbride seconded to approve the bills in the amount of \$8,116.82. Motion passed unanimously 5/6 vote.

Vote: Rahe – Yes; Kirkbride – Yes; Boyer – Yes; Bohland – Yes; Rollins – Yes

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. (Second Reading)

Motion to Suspend Rules: Kirkbride moved and Rollins seconded to suspend the rules for Ordinance 1713. Motion passed unanimously 5/6 vote.

Vote: Kirkbride – Yes; Rollins – Yes; Bohland – Yes; Boyer – Yes; Rahe – Yes

Motion to Pass: Kirkbride moved and Rahe seconded to pass Ordinance 1713. Motion passed unanimously 5/6 vote.

Vote: Kirkbride – Yes; Rahe – Yes; Rollins – Yes; Bohland – Yes; Boyer – Yes

Ordinance 1713 passed.

ORDINANCE 1714: ORDINANCE AMENDING ORDINANCE 1690 FOR THE SALE OF REAL PROPERTY AND MODIFYING THE REQUIRED NUMBER OF TREES. (Second Reading)

Motion to Suspend Rules: Boyer moved and Rahe seconded to suspend the rules for Ordinance 1714. Motion passed unanimously 5/6 vote.

Vote: Boyer – Yes; Rahe – Yes; Rollins – Yes; Bohland – Yes; Kirkbride – Yes

Motion to Pass: Rollins moved and Rahe seconded to pass Ordinance 1714. Motion passed unanimously 5/5 vote.

Roll Call Vote: Rollins – Yes; Rahe – Yes; Kirkbride – Yes; Boyer – Yes; Bohland – Yes

Ordinance 1714 passed.

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. *(First Reading)*

Motion to Suspend Rules: Rollins moved and Kirkbride seconded to suspend the rules for Ordinance 1715. Motion passed unanimously 5/6 vote.

Vote: Rollins – Yes; Kirkbride – Yes; Boyer – Yes; Bohland – Yes; Rahe – Yes

Motion to Pass Ordinance 1715: Rollins moved and Boyer seconded to approve Ordinance 1715. Motion passed unanimously 5/6 vote.

Vote: Rollins – Yes; Rahe – Yes; Kirkbride – Yes; Boyer – Yes; Bohland – Yes

Ordinance 1715 passed.

ORDINANCE 1716: AN ORDINANCE AUTHORIZING THE VILLAGE'S PARTICIPATION IN THE OHIO TREASURER OF STATE'S OHIO MARKET ACCESS PROGRAM (OMAP), AUTHORIZING THE PREPARATION AND FILING OF AN APPLICATION AND THE EXECUTION OF A STANDBY NOTE PURCHASE AGREEMENT AND RELATED DOCUMENTS, AND DECLARING AN EMERGENCY. *(First Reading)* — related to electrical substation financing; AMP to receive upon approval

Motion to Suspend Rules: Kirkbride moved and Boyer seconded to suspend the rules for Ordinance 1716. Motion passed unanimously 5/6 vote.

Vote: Kirkbride – Yes; Boyer – Yes; Bohland – Yes; Rollins – Yes; Rahe – Yes

Motion to Pass Ordinance 1716: Kirkbride moved and Rollins seconded to approve Ordinance 1716. Motion passed unanimously 5/6 vote. .

Vote: Kirkbride – Yes; Rollins – Yes; Bohland – Yes; Boyer – Yes; Rahe – Yes

Ordinance 1716 passed.

ORDINANCE 1717: AN ORDINANCE TO MAKE INTERFUND TRANSFERS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF PEMBERVILLE, STATE OF OHIO, DURING THE FISCAL YEAR BEGINNING JANUARY 1, 2026, AND ENDING DECEMBER 31, 2026. *(First Reading)*

Police Activity Report: Report provided. (attached)

Chief reported on two items:

Radio batteries and lapel microphones: The department's six portable radios are aging; batteries are not holding charges through full shifts, and lapel microphones are frayed and non-functional. The Chief requested approval to purchase 6 replacement batteries and 6 replacement lapel microphones for a total of \$1,178.28, which is within the police budget.

Motion: Kirkbride moved and Rollins seconded to approve the purchase of lapel microphones and rechargeable batteries for \$1,178.28. Motion passed unanimously 5/6 vote.

Vote: Kirkbride – Yes; Rollins – Yes; Bohland – Yes; Boyer – Yes; Rahe – Yes
(Radio replacement was discussed but deferred to next year's budget planning.)

MAYOR:

Mayor Wozniak reported on the following:

Mayor's Term

It has been clarified that the next municipal election for mayor occurs in 2027 (not November 2026, as municipal elections are held in odd-numbered years). The mayor stated that he will hold the seat through 2027 and is reserving his council seat; however, he noted this may be reconsidered depending on clarification of the statutory council size (5 vs. 6 seats).

Emergency Siren

The Mayor attended a township meeting. Freedom Township is exploring reinstalling the old siren, which has been found repairable for \$3,500. Hardware for mounting at the Walnut Street garage would cost approximately \$500. The township proposes splitting the cost 50/50 with the Village (each contributing up

to \$2,500). Total project cost is estimated not to exceed \$5,000. The siren would be activated by a Wood County radio signal for weather emergencies only (no longer used by the fire department for fire calls). Fire Chief Martin supports having the siren. Residents have also expressed support.

Motion: Boyer moved and Rahe seconded to approve up to \$3,000 toward repair and installation of the siren. Motion passed unanimously 5/6 vote.

Vote: Boyer – Yes; Rahe – Yes; Rollins – Yes; Bohland – Yes; Kirkbride – Yes

Swimming Pool Update

Pool pipe lining is scheduled for the following day. The new pump is to be installed and the pool will begin filling. Pool reopening is anticipated by Saturday. Community donations have totaled \$18,500 in hand or pledged (including a \$5,000 donation from Tom and Laura Oberhouse). Total repair cost (lining and pump) is approximately \$20,500. Many volunteer hours have contributed to the effort.

Website – Special Meeting Notifications

Going forward, the Village will post notices of special/committee meetings on the website in addition to the post office, bank, and Town Hall. The mayor will coordinate with the Fiscal Officer to implement this.

PIMA Meeting

The Mayor attended a PIMA meeting. The car show is scheduled for Thursday, June 18th. PIMA discussed:

- Directional signage for public restrooms during events (may come before the Streets Committee).
- Police coverage costs for events: Council discussed but reached no formal resolution; consensus was to continue not charging PIMA for police coverage, accepting donations as in the past.

May 5th Meeting Minutes

The Mayor removed the May 5th meeting minutes from the website, feeling they did not reflect what council had approved. Discussion followed regarding what constitutes official minutes, the role of attachments, and public records obligations. The Fiscal Officer cited ORC 121.22 (Ohio Open Meetings Act) and ORC 149.43 (Public Records Act), noting that anything read or presented in an open meeting becomes public record. Rahe reported that Solicitor Mackin advised that since the minutes and attachments were already posted publicly (and picked up by news media), they should be restored as originally posted. Council agreed. Council further agreed that going forward, any attachments intended to be posted with the minutes as official documents should be provided to council for review at the time the minutes are approved.

Planning Commission meeting is scheduled for Wednesday, June 17th at 7:00 PM (topic: sandwich board signs).

COUNCIL REPORTS:

ROLLINS:

Personnel Committee

- BPA hired Robin Lohman as Utility Clerk at \$20.00/hour, increasing to \$21.00/hour after 90 days. Start date: June 29, 2026. A wage ordinance amendment will be presented at the next meeting.

Motion: Rollins moved and Kirkbride seconded to offer Robin Lohman as BPA Utility Clerk per the above terms. Motion passed unanimously 5/6 vote.

Vote: Rollins – Yes; Kirkbride – Yes; Boyer – Yes; Bohland – Yes; Rahe – Yes

RAHE:

Flood Committee

- Thanked Christina Yaniga for reporting on the Flood Committee at the last meeting.
- Next Flood Committee meeting: Wednesday, June 24th at 1:00 PM.

D.O.R.A. Signage

The DORA application requires boundary signage (10 signs at \$47.20 each = \$472.00, plus shipping/freight for a total of \$520.00). Chief Vaughn confirmed 10 signs are needed.

Motion: Rahe moved and Bohland seconded to approve purchase of DORA signs in the amount of \$520.00. Motion passed unanimously 5/6 vote.

Vote: Rahe – Yes; Bohland – Yes; Rollins – Yes; Kirkbride – Yes; Boyer – Yes

D.O.R.A. Boundary Survey

The DORA application requires a certified boundary map with acreage confirmed by a registered surveyor

or professional engineer. Village engineer Steve Darmofal was unable to provide this service. Ed Thornton of Feller and Finch (a registered surveyor previously used by the Village) quoted \$800 for the required certified DORA boundary survey.

Motion: Rahe moved and Kirkbride seconded to approve payment of \$800 to Ed Thornton of Feller and Finch for the required DORA boundary survey. Motion passed unanimously 4/6 vote.

Vote: Rahe – Yes; Kirkbride – Yes; Boyer – Abstain; Bohland – Yes; Rollins – Yes

KIRKBRIDE:

Finance Committee

Finance Committee met today. Topics discussed:

- RITA conversion timeline
- DORA signage
- Police lapel microphones (recommended to council — approved above)
- Acceptance of \$18,000+ in pool donations (\$500 additional committed)
- Next Finance Committee meeting: July 22, 2026 at 1:00 PM, Town Hall — to reconcile May and June finances with the Fiscal Officer.

Tree Committee

Tree Committee met June 8th. Items discussed:

- Old business: Bradford pear tree removals deferred pending trimming on Perry and Bond Streets (weather/watering priorities); trimming to be completed soon.
- 320 East Front Street and 435 Pine Street: Next steps discussed.
- Mulch article in the Blade reviewed.

New opening on Tree Committee: Member unable to attend for an extended period.

Motion: Kirkbride moved and Rahe seconded to appoint Tom Oberhouse to the Tree Committee. Motion passed unanimously 5/6 vote.

Vote: Kirkbride – Yes; Rahe – Yes; Rollins – Yes; Bohland – Yes; Boyer – Yes

Next Tree Committee meeting: July 13th at 7:00 PM, Town Hall (or alternate location).

- Town truck approved for use during volunteer trimming.

BOYER:

Streets, Lands & Buildings Committee

Bierley Avenue Patching

Two quotes were received for patching Bierley Avenue (5 sections, including near the railroad tracks and near the pizza restaurant):

- Rutter and Dudley: approximately \$41,000
- Bergman: \$36,860 (two-page quote — \$13,410 for railroad track section + remaining sections)

BPA is coordinating with Streets to have Bergman complete water break repairs and street patches simultaneously to reduce costs; billing kept separate.

Motion: Boyer moved and Rollins seconded to approve the Bergman quote of \$36,860 for repair of Bierley Avenue. Motion passed unanimously 5/6 vote.

Roll Call Vote: Boyer – Yes; Kirkbride – Yes; Rahe – Yes; Rollins – Yes; Bohland – Yes

Next Streets Committee meeting: Thursday, July 16th at 7:00 PM.

BPA Update

The OMAP loan (\$50,000) was expired per recommendation from John Courtney. BPA meeting covered vacation requests, bills, and pool fill/forgiveness options.

BOHLAND:

Parks & Recreation

Parks and Rec met June 15th at 10:30 AM. Items discussed:

- Pool situation, future schedule, and fundraising potential (Peggy Jones to head fundraising efforts).
- **Buckeye Trail:** Considering designating two concrete pads along the river (behind the Fire Station building) as Buckeye Trail camping spots. Picnic tables to be relocated to the park. Public restrooms available during operating hours satisfy application requirements.
- **Tom Reiter Trail:** A resolution is being drafted to honorarily name the Portage River Trail the "Tom Reiter Trail" (honorary designation, not a formal rename). Draft sent to solicitor for review.

- **Dayspring Church Serve Week:** Councilman Bohland is coordinating with Daniel Angel for volunteer service projects in July, potentially including playground equipment painting and updates.
- **Doubles Pickleball Tournament:** Bohland is organizing a doubles pickleball tournament during Party in the Park (July 10th, 5:00 PM). Entry: \$20/team donation, proceeds to the pool fund.

2026 Pool Prices

Rollins presented the 2026 pool pricing schedule. Changes from 2025:

- Daily admission: up \$2 (day and night sessions)
- Season passes: up \$25 across the board (resident: \$90 → new rate; non-resident: \$115; etc.)
- Swim team: set at \$90 across the board to encourage participation (some rates decreased)
- Swimming lesson prices: unchanged

Motion: Rollins moved and Kirkbride seconded to approve the 2026 pool prices as presented. Motion passed unanimously 5/6 vote.

Vote: Rollins – Yes; Kirkbride – Yes; Boyer – Yes; Bohland – Yes; Rahe – Yes.

(Note: Passes have already been sold at the approved rates. Prices are posted on the pool website, town website, and distributed at two sign-up events.)

ERIC CAMPBELL: No report

PUBLIC COMMENT

Christina Yaniga – Requested formal appointment to the Flood Committee. Mayor Wozniak appointed Yaniga to the Flood Committee. Yaniga also announced Party in the Park details: July 10th, 5:00–9:00 PM, Memorial Park — \$2 swim session 7:00–9:00 PM, food trucks, two alternating bands, and fundraising for the pool. Extended thanks to Woodville for offering their pool to Pemberville's swim team free of charge for two weeks of practice.

Peggy Jones – Raised ongoing concerns about flooding in the valley area (not river flooding, but field tile drainage). Described five significant flooding events over 20 years. Flood Committee member Yaniga invited Jones to present at the June 24th Flood Committee meeting and will add her situation to the agenda.

Marcia Cousino – Raised concern about bicycles and motorized scooters on downtown sidewalks. Chief noted an ordinance prohibiting bikes/skateboards in the business district exists and will be enforced; suggested updating signage to include motorized scooters. Council discussed posting reminders to parents on utility bills and the Village website.

Denny Henline – Thanked council members for their community involvement; noted planned volunteer work on Bond Street. Complimented Terry Long, Kim, Ben, and Tom on their work.

Erlin Moritz – Raised question about whether the solicitor appointment was valid, as only 3 council members were present at the appointing meeting. Rollins agreed to research this with the mayor and report back. Boyer suggested the Mayor and Rollins also brief the solicitor on statutory village obligations (vs. home rule) to ensure proper documentation going forward.

Sarah Enright – Asked about water and restroom facilities at the proposed Buckeye Trail camping area. Bohland responded that public restrooms are available during posted hours and that this was accepted on the application.

ADJOURNMENT

Motion: Kirkbride moved and Rollins seconded to adjourn.

Motion carried. Meeting adjourned at 9:00pm.

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