VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
September 14, 2026

Meeting began at 7:03 pm on September 14th, 2026. Present at the regular meeting of the Board of Public Affairs were President Kim Long, Dean Krukemyer, Trey Schnabel, Mayor Ed Wozniak, Lisa Boyer, Eric Campbell, Nathan Schultze, & BPA Clerk. The minutes of August 31, 2026, meeting were reviewed and approved. Motion to accept by Schnabel and 2nd by Krukemyer. All in favor, motion passed unanimously.

BOARD OF PUBLIC AFFAIRS

BILLS SUBMITTED FOR PAYMENT

14-Sep-26

WATER - 5101		
JIM PALMER EXCAVATING	REPAIR WATERLINE@ 229 BRIDGE STREET	$2,500.00
PERRYSBURG PIPE & SUPPLY	MISC SUPPLIES & MATERIALS	$2,307.31
MASI	LAB TESTING	$386.60
USABLUEBOOK	MISC SUPPLIES & MATERIALS	$917.46
CORE & MAIN	REMOTE METERS	$10,037.00
GOVERNMENT ACCOUNTING SOLUTION	20 OF 20 QTRLY PYMT UTILITY SOFTWARE	$301.67
XEROX FINANCIAL SERVICES	COPIER LEASE	$33.98
AMPLEX	TELEPHONE, FIBER & FAX SERVICES	$38.93
COUNTYLINE CO-OP INC	GASOLINE & MISC SUPPLIES	$130.00
WOOD COUNTY TREASURER	2026 ALLOCATION FOR EVERBRIDGE	$20.84
HYLANT ADMINISTRATIVE SERVICES	RENEWAL BOND ADDING NORA	$27.67
HYLANT ADMINISTRATIVE SERVICES	OHIO PLAN LIABILITY INSURANCE RENEWAL	$5.348.92
	TOTAL WATER	**$22,050.38**
SEWER – 5201		
CORE & MAIN	REMOTE METERS	$10,038.32
ADMIRAL MERCHANTS	SLUDGE HAULING	$2,985.00
TD ENGINEERING, LLC	ENGINEERING (HIRZEL SEWER & 365 CONNEC)	$3,528.00
GOVERNMENT ACCOUNTING SOLUTION	20 OF 20 QTRLY PYMT UTILITY SOFTWARE	$301.67
XEROX FINANCIAL SERVICES	COPIER LEASE	$33.98
FROBOSE MARKET IGA	MISC SUPPLIES	$32.56
AMPLEX	TELEPHONE, FIBER & FAX SERVICES	$38.93
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	$225.97
WOOD COUNTY TREASURER	2026 ALLOCATION FOR EVERBRIDGE	$20.84
HYLANT ADMINISTRATIVE SERVICES	RENEWAL BOND ADDING NORA	$27.66
HYLANT ADMINISTRATIVE SERVICES	OHIO PLAN LIABILITY INSURANCE RENEWAL	$4,390.02
	TOTAL SEWER	**$21,622.95**
ELECTRIC – 5301		
JOHN COURTNEY	MONTHLY RETAINER SERVICE	$100.00
GOVERNMENT ACCOUNTING SOLUTION	20 OF 20 QTRLY PYMT UTILITY SOFTWARE	$301.67
XEROX FINANCIAL SERVICES	COPIER LEASE	$33.99
FROBOSE MARKET IGA	MISC SUPPLIES	$14.37
AMPLEX	TELEPHONE, FIBER & FAX SERVICES	$38.93
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	$441.69
WOOD COUNTY TREASURER	2026 ALLOCATION FOR EVERBRIDGE	$20.84
HYLANT ADMINISTRATIVE SERVICES	RENEWAL BOND ADDING NORA	$27.67

HYLANT ADMINISTRATIVE SERVICES	OHIO PLAN LIABILITY INSURANCE RENEWAL	$4,926.90
	TOTAL ELECTRIC	**$5,906.06**
	TOTAL FOR ALL UTILITIES	**$49,579.39**

Payment Approvals: All bills were approved for payment. 1st motion to pay by Long and 2nd by Krukemyer. All in favor of the motion passed unanimously.
Miscellaneous Adjustments: GOV PAYS & Sewer/Pool Credits
Vacation Requests: Nathan Schultze requests vacation 10/7, 10/8 and 10/9. Landry Sheets requests 10/2 for 6 hours. Vacation requests approved. Long requests copies.
PUBLIC INTERACTIONS: No reports
PERSONNEL/STREETS-Lisa Boyer: Boyer summarized speaking with Duane Martin, Fire Chief about fire hydrants. Miscellaneous discussion about a few people with interest in the Custodian position posted online. Long states there is interest from an experienced individual and Nora states Michael Below called with interest. He is a current custodian in search of a part-time position.
WATER-Nathan Schultze: Proposal-upgrading maple systems panel for additional cyber security. Schultze is currently without remote access. The quote to replace panel is $8,890.00. 1st motion to approve replacement of panel by Krukemyer, 2nd motion by Schnabel. All in favor. He discussed the system study is $15,000. He states a lot of things have changed (1) sizing and (2) the water tower location. Nathan summarized he is pending a report from ISO. We may see some blue hydrants as some code colors may change. Ongoing Water Study Funding Discussion Summary: there was considerable discussion about who should help pay for the water study and whether the cost could be shared among funds. Boyer noted that the last water study was completed in 2005 and referenced a previous street study. Boyer questioned how the study would benefit the community and whether completing the work in phases or smaller sections would be more cost effective. Schultze and Long indicated that the funding question is best addressed by Steve. Schnabel stated that the Streets Committee will meet after October 5, 2026. Krukemyer requested that the BPA Clerk run the financial figures by Sarah for review. Boyer agreed to check available funds. Schnabel emphasized that approximately 20 years have passed since the last water study update & noted that an answer regarding funding and next steps is needed by the next meeting, October 5th, 2026. Schultze discussed he repaired water break spots/leak on Water Street. He used a cheaper bell/steel rigid sleeve & was able to repair life and not affect businesses. He will try to get quotes for patches before it gets too cold on two spots, including Bridge Street, by the next meeting.
MAYOR Wozniak reported by the Maple Street Alley he spoke with Timothy Lewitz about a tall stump still there after 2 trees had been taken down. Long states he will call Lewitz.
ELECTRIC – Jeff Barres: No report.
SEWER- Landry Sheets: No report.
MISCELLANEOUS DISCUSSION: Schnabel said he spoke with Jeff Barres/followed up with RMS Energy concerning the South Sub Station final pricing. Wednesday he may have some final answers. He followed up with the complaint on Pine & Cherry concerning trimming lines.

With no further business to discuss meeting adjourned at 7:45 pm. The next meeting will be held on Monday, October 5th, 2026, at 7:00 p.m.

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

President **Clerk**