**VILLAGE OF PEMBERVILLE**
**BOARD OF PUBLIC AFFAIRS**
**October 19, 2026**

Meeting began at 7:02 pm on Monday, October 19th, 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, Jeff Barres, Landry Sheets, Matt Bohland & BPA Clerk. The minutes of September 14th, 2026, meeting were reviewed and approved. Motion to accept by Schnabel and 2nd by Long. All in favor, motion passed unanimously.

**Payment Approvals:** No bills presented due to the position of Fiscal Clerk is vacant.

**Miscellaneous Adjustments:** GOV PAYS, Pitzen request, Zimmerman adjustment, Myers billing error accepted; however, the Sewer/Pool Credits for is pending approval as per Long will reach out and speak with owner at 220 Bierley Avenue. 1st motion to approve adjustments by Long, 2nd motion by Krukemyer. All in favor unanimously.

**Vacation Requests:** Landry Sheets & Jeff Barres submitted vacation requests-all approved.

**PUBLIC INTERACTIONS:** No reports.

**Electric Department Update - Jeff Barres** 1. Matt Meyers called regarding property boundaries involving Jim Smith and the neighboring property to the east. An easement is needed, requiring coordination with Wood County. The easement would cover approximately 250 feet, which was described as a significant distance. 2. All Tech / Bucket Truck Project a representative from All Tech is expected on October 20, 2026, regarding the bucket truck project. There is uncertainty about the project's financing because discussions had previously taken place with Sarah Dyer-Abbott concerning available funding. Sarah recommended leasing the bucket truck rather than purchasing it. Krukemyer suggested obtaining updated cost figures before proceeding. Long stated that funding for the bucket truck had already been earmarked and approved. The group asked Wozniak to locate the paperwork and documentation related to the project's approval and funding. Key Follow-Up Items: Gather updated financial figures for the bucket truck project & locate and review approved funding paperwork for the bucket truck. 3. South Sub Station-Jeff Barres reported that his trip to AMP Conference & Training went very well. He needs to coordinate with Edison regarding refurbishment work at the South Sub Station. The project is expected to be a complete rebuild with an estimated cost of approximately $300,000. Long indicated that he may need to discuss the project with John Courtney, noting that the work constitutes a system upgrade. Long questioned the $300,000 estimate, stating that he anticipated costs closer to $100,000. Project Planning and Costs: The group reviewed the AMP bill and discussed a monthly forecast and project timeline for 2027. AMP would require approximately four weeks' notice before work could begin, depending on its workload and scheduling. Members discussed potential worst-case scenarios should the North Station be lost or become unavailable. Schnabel noted that backup generators are located somewhere within the United States; readily available but costly. Funding Discussion: The group discussed funding sources and whether project costs could be split between fiscal years 2026 and 2027. Krukemyer expressed the belief that the entire project cost would need to be paid from the fund at one time. Wozniak clarified that the bucket truck funding is maintained in a separate fund and is not tied to the South Sub Station project. Krukemyer requested information regarding the lease terms associated with the bucket truck proposal. Key Follow-Up Items: Coordinate with Edison regarding scope, timeline, and final cost estimates for the South Sub Station rebuild, Discuss upgrade requirements with John Courtney, Determine whether project costs can legally and financially be split between 2026 and 2027, Develop contingency plans for a potential loss of the North Station.

**SEWER- Landry Sheets:** Water/Wastewater Department Update -Landry discussed obtaining quotes for UV replacement bulbs. A representative from NuVonix, Sasha, is scheduled to attend the November 2, 2026, BPA meeting to discuss related equipment and operations. Schnabel asked about involving Steve. Long stated they would coordinate with him, and Landry said he would invite him to the November 2 meeting. The group discussed project costs, with estimates ranging from $100,000 to $120,000, plus approximately $30,000 allocated within the maintenance budget. Landry referenced visiting Haskins to review similar equipment and operations. He indicated a desire to approach Steve

Drama Hall

Heimlich regarding potential funding assistance for a screen unit. Long directed him to proceed with obtaining cost quotes. Landry reported that a pump will likely be installed on Bierley Avenue. Long noted that current dry weather conditions provide a good opportunity to complete the work before wetter conditions return. Long asked for an update regarding the pool. Landry stated that equipment needs to be removed and reported that he recently repaired and replaced a gasket at the Utility Building. At the park, the pool has been shut off due to a leak occurring at the shutoff valve. Landry mentioned that Bowling Green has a pipe-freezing tool and that he would inquire about borrowing it to assist with repairs. He also discussed contacting Steve Heimlich regarding a plug needed for the project. Long asked for an update regarding the vacancy created by Nathan's departure. He also asked whether Tom could perform weekend system checks, and Landry confirmed that he could. Landry expressed concern that the additional responsibilities associated with Nathan's absence are taking time away from his normal duties and routine maintenance work. He also asked for an extension of vacation time since there is a staffing shortage. Is it possible for vacation time to be extended into 2027?

**MAYOR:** No current applicants or interviews set for the Water Superintendent position nor the Fiscal Clerk position. Mayor Wozniak said he had two contacts to reach out to or potentially a temp agency. BPA clerk mentioned Robert Half is a temp agency specializing in Accounting positions. Mayor Wozniak asked if Steve Heimlich could help. Landry states if Steve can do the testing—that would help, but Steve doesn't know the system. Boyer asked if had talked to Nathan & Steve. Long said Nathan & Steve will have to work out schedules. Nathan Schultze's contract was reviewed and Long 1st motioned to accept the proposal and 2nd motion by Krukemyer. All in favor.

**PERSONNEL/STREETS-** Landry discussed he would be out for two days this week attending educational trainings to obtain credential requirements. There was back & forth discussion about a street project. Approval for 3 patches (1 on Water Street and 2 on Bridge Street. Motion to approve 1st by Long and 2nd by Krukemyer. All in favor.

**MISCELLANEOUS DISCUSSION:**

**With no further business to discuss meeting adjourned at 7:45 pm. The next meeting will be held on Monday, November 2nd, 2026, at 7:00 p.m.**

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

**President** Lisa Long

**Clerk** Nora Hernandez