

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS**

November 4, 2024

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Bob Schacht, Kim Long, Clerk Melody Siebenaler, Larry Titkemeier, Carol Bailey, Jeff Barres, Nathan Schultze, Landry Sheets and Eric Campbell. Bob Schacht motioned to approve October 14, 2024, meeting minutes, Kim Long seconded motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs
Bills being submitted for payment Nov 4**

<u>Water 5101</u>		
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
MASI	LAB TESTING	\$ 552.30
WATER SOLUTIONS UNLIMITED	WATER TREATMENT CHEMICALS	\$ 1,838.48
CORE & MAIN	MISC SUPPLIES & MATERIALS	\$ 1,743.16
PERRYSBURG PIPE & SUPPLY	MISC SUPPLIES & MATERIALS	\$ 113.20
TODD THOMAS	TAP FOR FORKS RESTRAUANT	\$ 500.00
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING	\$ 446.04
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 93.87
UNIFIRST CORPORATION	RENTALS-UNIFORMS, TOWELS & MATS	\$ 67.28
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 52.39
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 81.05
CARDMEMBER SERVICES	MISC SUPPLIES & RENEWAL OF WEBSITE	\$ 224.52
Total Water		\$ 5,747.76
<u>Sewer 5201</u>		
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
JONES & HENRY LAB	LAB TESTING	\$ 1,040.00
NWWSD	SUCK DUCK WEED @WWTP	\$ 1,665.00
RAWDON MYERS LLC	SERVICE CALL ON AUMA ACUTATOR	\$ 1,500.00
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 146.03
UNIFIRST CORPORATION	RENTALS- UNIFORMS, TOWELS & MATS	\$ 67.28
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 52.39
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 42.30
CARDMEMBER SERVICES	BATTERIES/SUPPLIES/RENEWAL OF WEBSITE	\$ 99.52
Total Sewer		\$ 4,647.99
<u>Electric 5301</u>		
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
AIRGAS GREAT LAKES	NITROGEN CYLINDER RENTAL	\$ 133.00
JOHN COURTNEY	MONTHLY RETAINER SERVICE FEE	\$ 100.00
1000BULBS.COM	ELECTRONIC PHOTOCONTROL/150WATT BULBS	\$ 542.64
AMP, INC.	TECH SERVICES-TOLEDO EDISON	\$ 5,094.29
KEY CABLE AND SUPPLY	MISC SUPPLIES & AUTO LINE SPICE	\$ 661.80
GROSS ELECTRIC	MISC ELECTRICAL SUPPLIES	\$ 179.82
FROBOSE MARKET IGA	GASOLINE & MISC SUPPLIES	\$ 9.18
UNIFIRST CORPORATION	RENTALS-UNIFORMS, TOWELS & MATS	\$ 133.65
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 52.39
CARDMEMBER SERVICES	HOTEL-AMP CONF, SUPPLIES & RENEWAL WEBSITE	\$ 694.09

		Total Electric	\$ 7,636.33
<u>Storm Sewer 5202</u>			
TD ENGINEERING LLC	E. FRONT STORM SEWER-CONSTRUCTION		\$ 1,062.00
	Total Storm Sewer 5202		\$ 1,062.00
Total for all Utilities			\$ 19,094.08

SEWER- Landry Sheets

Auma Proposals-Landry presented proposals from Rawdon Myers Inc. \$4,490.00; Bergren Associates \$17,015.54 for SAR 10.2 Actuator. Landry is going to verify some equipment and bring it back to Board for purchase approval. Bob Schacht asked if sleeves being torn is problem and Landry stated issue is age of equipment and Kim Long asked if the nut on shaft will need to be machined.

Experiment-Landry informed the Board Eric with TD Engineering wanted to do experiment with sludge. Eric purchased fish tanks and all equipment so, no expense to the Village.

Generator-panel is operational, and Landry will show other employees how to use it. PMS yearly maintenance still needs to be set up with Cummins. The unit uses 6 gallons of oil and 2 batteries. Gas line is available to run heaters in restrooms if Village decides to have restrooms open year around.

Huber-Landry will be getting price on diffusers, blowers are needing replaced and new depairing screen unit.

ELECTRIC –Jeff Barres

Supply Proposals-Jeff presented quotes for needed supplies from Brownstown Electric Supply \$9,389.35; Power Line Supply \$11,183.61; Pepco \$11,348.50. Board reviewed and asked Jeff to compare apples to apples and bring proposals back to next meeting.

North Sub Station-Jeff informed the Board that received email from First Energy (Toledo Edison) that will bring North Sub Station online December 16, 2024. Jeff reached out to verify if will be an outage that day since email stated so. Have not heard back as to if and for how long outage will occur, will keep Board updated.

Bucket Truck-Jeff informed the Board the Bucket Truck needs the cables replaced now at cost of \$20,000.00. Cables need to be replaced every 4 years with a yearly inspection. He has been trying to get information on leasing versus buying but has no information to provide. Been told delivery time frame for new truck is 2 years. Board discussed trying to replace truck now instead of putting \$20,000.00 in this year and then replacing truck in few years.

WATER-Nathan Schultze

Woods- Nathan presented information from TimberWood Forestry regarding logging wooded area where well is located. They would perform a light harvest of approximately 213 trees at value of \$36,000.00 with additional harvesting of cull trees with approximate amount of \$3-4,000 (TBD). The harvest would be on 1 year contract and some money down at signing. This harvest would allow for another smaller section in 7-10 years. Nathan was hoping to have information from Watson Wells regarding drilling well on the property also. Nathan mentioned that three of the Village wells are not located on Village property, and he would like to see all wells located on Village property. He is concerned may become an issue in future. Discussion ensued regarding the topic and that any monies earned logging the woods would go into General fund (land/building category) not water fund.

Hydrant Replacements Proposal-Nathan presented proposals from Perrysburg Pipe in amount of \$12,946.30 and Core and Main in the amount of \$14,190.73 for hydrants and supplies to replace items being replaced on Bridge St. Board reviewed the information and Kim Long motioned to approve Perrysburg Pipe proposal and Bob Schacht seconded the motion. Board approved purchase in the amount of \$12,946.30 from Perrysburg Pipe and Supply.

Pember Grove water pressure-Nathan mentioned that he had conversation with Steve Leuck regarding loss of water pressure with more homes being built in the development. Board discussed issue and

Nathan stated issue is sharing dual water pits and that he had voiced his concerns when developer asked Board approval for dual pits being shared between homes. One 1" line feeds the pit and two ¾" lines then feed 2 separate properties.

MISCELLANEOUS-

Mayor Bailey-nothing to report.

Clerk-

Water Rate Analysis-presented information regarding water rate study. Spoke with Roberta at RCAP and she was frustrated with the Board after she performed last rate study since Board did not take her recommendation. Roberta stated she would do rate analysis at no cost if Board would do at least 5% increase. Fiscal Officer and Clerk had conversation regarding rates and determined should do at least 6% increase. Kim Long motioned to approve 6 % increase and Roberta performing rate analysis, Bob Schacht seconded the motion. Motion carried. Clerk will notify Roberta of Board's decision.

Circuit Rider Program- Clerk notified Board Circuit Rider rates will increase in 2025.

Payment approvals-(21)

Miscellaneous adjustments-Approved (1) leak -sewer forgiveness/ (5) GovPay late fee removed/Denied (1) water forgiveness.

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

At 8:53p.m. Bob Schacht motioned to enter into Executive Session to consider the compensation of public employee, Kim Long seconded the motion; Board entered into Executive Session. Board exited Executive Session and with no further business to discuss, the meeting was adjourned at 9:23 p.m. The next meeting will be held on Monday November 18, 2024, at 7:00 p.m.

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

President

Clerk
