

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
November 18, 2024**

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Bob Schacht, Kim Long, Clerk Melody Siebenaler, Larry Tittkemeier, Carol Bailey, Nathan Schultze, Eric Campbell, Jeffrey Kirkbride, John Lockard, Ruth Phillips, Carl Lohrbach, Cindy Lohrbach. Kim Long motioned to approve November 4, 2024, meeting minutes, Bob Schacht seconded motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs  
Bills being submitted for payment                      Nov 18**

<b><u>Water 5101</u></b>		
PERRYSBURG PIPE & SUPPLY CO.	MISC SUPPLIES & MATERIALS	\$ 345.20
MASI	LAB TESTING	\$ 831.30
HARRISON FARMS	#57 LIMESTONE/TRUCK CHARGES/FSC	\$ 483.99
OHIO RURAL WATER ASSOCIATION	2025 MEMBERSHIP	\$ 181.25
AMPLEX	PHONE, FAX & FIBER OPTICS	\$ 37.46
AMP, INC.	OSHA SAFETY MEETINGS	\$ 114.05
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
<b>Total Water</b>		<b>\$ 2,028.72</b>
<b><u>Sewer 5201</u></b>		
TRANSTAR	ELECTRICAL WORK AT MAIN PUMP STATION	\$ 32,467.00
DUANE MARTIN	TRACTOR HOURS FOR 2023	\$ 1,512.50
TREASURER, STATE OF OHIO	2024 ANNUAL DISCHARGE FEE	\$ 1,050.00
JONES & HENRY LABORTORIES	LAB TESTING	\$ 962.20
MANNIK & SMITH GROUP INC.	PROFESSIONAL FEE	\$ 4,106.50
RAWDON MYERS LLC	INSTALLATION OF VFD DECANter #1 ACTU	\$ 1,500.00
FRONTIER	PHONE SERVICE TO MONITOR SEWER PLANT	\$ 149.38
STEVENS DISPOSAL & RECYCLING	TRASH SERVICE @ SEWER PLANT	\$ 40.00
AMPLEX	PHONE, FAX & FIBER OPTICS	\$ 37.46
AMP, INC.	OSHA SAFETY MEETINGS	\$ 114.05
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
OHIO RURAL WATER ASSOCIATION	2025 MEMBERSHIP	\$ 181.25
<b>Total Sewer</b>		<b>\$ 42,155.81</b>
<b><u>Electric 5301</u></b>		
AMP, INC.	ELECTRICITY/OMEGA JV5	\$ 88,104.68
AMP, INC.	CIRCUIT RIDER TO SET 45'POLE/INSTALLATION	\$ 3,630.00
AIRGAS GREAT LAKES	NITROGEN CYLINDER RENTAL	\$ 135.60
AMPLEX	PHONE, FAX & FIBER OPTICS	\$ 37.46
AMP, INC.	OSHA SAFETY MEETINGS	\$ 114.05
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
<b>Total Electric</b>		<b>\$ 92,057.26</b>
<b>Total for all Utilities</b>		<b>\$136,241.79</b>

## **SEWER- Landry Sheets**

Not in attendance

## **ELECTRIC –Jeff Barres**

Not in attendance

## **WATER-Nathan Schultze**

**Cummins Proposal-** discussed proposal for South Water plant.

## **MISCELLANEOUS-**

### **Kim Long-**

**Forks Restaurant Invoice-**Kim asked Clerk if she heard from owner, Clerk responded Mayor received email. Mayor mentioned he was unhappy with lack of communication regarding tap invoice.

**Main Pump Station-**mentioned Landry has been working on electric panel at the pump station.

**Tree/Damaged sidewalk on Pine St.-**mentioned Denny Henline contacted him asking about the damaged sidewalk and large tree that was removed on school property. Mayor and Eric Campbell stated he has spoken to both of them previously.

**Tree Committee-**members requested key to WWTP fence so they can get water wagon after hours that is stored inside the fence. The committee chair had keys and Mayor Bailey asked for them to be returned few weeks ago. Mayor Bailey stated she did not feel anyone other than Village employees should have keys to any Village property. Kim Long stated the key will only work for WWTP fence according to Landry. Nathan stated he is installing 2" valves with camlock outside North water plant so they can get water any time without entering facility. Hirzel Canning will be planting 55 trees along the walking path and gifted the water wagon to the Village to use for watering trees. Questions were raised regarding liability and not having wagon listed on Village insurance; committee and Board stated it was not an issue. Kim Long motioned to approve and Bob Schacht seconded to allow committee chairperson to be held responsible and sign out key for the watering season and then returned at end of season. Board approved tree committee having 1 key to WWTP fence.

**Timing of jobs-**Kim mentioned that all employees need to be respectful of other employee's job responsibilities and complete required jobs within time allotment, so as not affect other employee's job duties.

**Mayor Bailey-**asked Board to review OMEA Legislative Alert and contact Senate Local Government Committee regarding House Bill 93.

**Bob Schacht-** mentioned that timesheets need to be turned into Office by noon the Monday of pay week.

### **Clerk-**

**Cummins Proposals-**Clerk provided Cummins 1 year, and 5 year planned equipment maintenance proposals for generators located at 591 East Front St., 405 E. Front St., and 628 Bierley Ave. Proposals reflect Source Well pricing. Clerk mentioned funds not available until 2025. Board will review and discuss at later date.

**Water Rate-**Clerk presented information Roberta Streiffert (RCAP) provided regarding water rate increase. Recommendation is 25% increase in 2025 with 3% increase following years. Board discussed possible lower increases but determined will be playing catch up and water fund will continue to suffer. Bob Schacht motioned to move forward with recommendation, Kim Long seconded motion.

**Resolution 2024-2** A RESOLUTION OF THE BOARD OF PUBLIC AFFAIRS FIXING WATER RATES (AND CHARGES TO PAY FOR THE OPERATION, MAINTENANCE AND DEBT ASSOCIATED WITH THE) IN THE VILLAGE OF PEMBERVILLE OHIO AND DECLARING AN EMERGENCY 1<sup>ST</sup> READING.

**North Substation-**Clerk notified the Board the North Substation is scheduled for commissioning/putting into service on December 16, 2024. The Village will experience village wide outage 8am-4pm (anticipated timeframe), the Village will be working with Toledo Edison to complete the connection. Mayor is notifying businesses and will also use utility bills, newsletter, Facebook, and marque as ways to notify villagers. Kim Long stated will see if can put on American Legion sign.

**Resident response-**Clerk mentioned residents are not responding to requests for workers to install remote meters in homes (where located). Board agreed to door hangers; 3 notices with 1 week between; after 3<sup>rd</sup>

notice and no response from resident, utility will be shut off until installation completed. Kim Long motioned to approve, Bob Schacht seconded. Board approved 3 notices with no response will result in disconnection until installation is complete.

**Electrical quotes**-Clerk presented Powerline Supply \$11,183.61; Pepco \$11,348.50; Brownstown Electric Supply \$9389.35 quotes. At the last meeting Board asked Jeff to make a comparison and recommendation. Jeff asked Clerk to present information at this meeting recommending Powerline Supply (had provided costs for all requested supplies); Pepco was missing 1 item and Brownstown Electric was missing 3 items. Kim Long motioned to approve Powerline Supply; Bob Schacht seconded motion. Board approved Powerline Supply proposal in the amount of \$11,183.61. Clerk will notify Jeff of Board's decision.

**Payment approvals-(18)**

**Miscellaneous adjustments-Approved (3) misreads/ (1) billing error.**

**Vacation Requests approved-(1) Nathan/ (1) Landry**

**With no further business to discuss, the meeting was adjourned at 7:49 p.m. The next meeting will be held on Monday December 2, 2024, at 7:00 p.m.**

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

**President**

**Clerk**

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