

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
December 17, 2024**

December 16, 2024, meeting was rescheduled to December 17, 2024, due to village wide power outage. Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Bob Schacht, Kim Long, Clerk Melody Siebenaler, Nathan Schultze, Landry Sheets, Jeff Barres. Mayor Bailey and Larry Titkemeier joined after Council meeting concluded. Bob Schacht motioned to approve December 2, 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 Dec 17**

<u>Water 5101</u>		
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING	\$ 531.00
PERRYSBURG PIPE & SUPPLY CO.	MISC SUPPLIES	\$ 531.60
MASI	LAB TESTING	\$ 330.20
WATER SOLUTIONS UNLIMITED	WATER PLANT CHEMICALS	\$ 916.59
GOVERNMENT ACCOUNTING SOLUTIONS	UTILITY ANNUAL SOFTWARE	\$ 301.67
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 40.00
AMP, INC.	OSHA SAFETY MEETINGS	\$ 114.05
COUNTYLINE CO-OP	GASOLINE & SUPPLIES	\$ 378.96
AMPLEX	PHONE, FAX & FIBER OPTICS	\$ 37.46
USABLU BOOK	MISC SUPPLIES & MATERIALS	\$ 185.18
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
PITNEY BOWES INC.	MAILSTATION RENTAL	\$ 17.24
Total Water		\$ 3,419.42
<u>Sewer 5201</u>		
FRONTIER	TELEPHONE SERVICE MONITOR	\$ 149.38
D & K TRANSPORT INC.	SLUDGE REMOVAL	\$ 400.00
JONES & HENRY LABORTORIES INC.	LAB TESTING	\$ 878.80
BERGREN ASSOCIATES	SVC. @MAIN STATION	\$ 3,468.00
GOVERNMENT ACCOUNTING SOLUTIONS	UTILITY ANNUAL SOFTWARE FEE	\$ 301.67
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 40.00
AMP, INC.	OSHA SAFETY MEETINGS	\$ 114.05
COUNTYLINE CO-OP	GASOLINE & SUPPLIES	\$ 80.56
AMPLEX	PHONE, FAX & FIBER OPTICS	\$ 37.46
TD ENGINEERING LLC	PUMP STATION GENERATOR	\$ 29.50
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.48
PITNEY BOWES INC.	MAILSTATION RENTAL	\$ 17.24
Total Sewer		\$ 5,552.14
<u>Electric 5301</u>		
AIRGAS GREAT LAKES	NITROGEN CYLINDER RENTAL	\$ 133.00
GOVERNMENT ACCOUNTING SOLUTIONS	UTILITY ANNUAL SOFTWARE FEE	\$ 301.66
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 40.00
AMP, INC	OSHA SAFETY MEETING	\$ 114.05
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 369.01
AMPLEX	PHONE, FAX & FIBER OPTICS	\$ 37.46

AMP, INC	ELECTRICITY/OMEGA JV5 PRINCIPAL/INTEREST	\$ 89,971.95
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
PITNEY BOWES INC.	MAILSTATION RENTAL	\$ 17.25
Total Electric		\$ 91,019.85

Total for all Utilities

\$ 99,991.41

SEWER- Landry Sheets

Updates-Landry asked about the generator maintenance agreement; Dean stated the 5-yr plan was approved last meeting pending billing was annual and Clerk stated she verified it was billed annually. Landry mentioned he would like to work on the WWTP for the next 5 years, in order of Huber, Diffusers and UV. Wants to remove the Huber and replace it with similar equipment. Jim Shaffer is working on replacement for the Huber at approximate cost of \$300,000.00. Will consist of fiberglass enclosure, stainless steel components, depairing screen and wash water. Landry is afraid EPA is going to start questioning the Huber not working.

Landry wants to install transducers at Bierley pump station which will allow visual of wet well height on his phone.

Actuator proposal-Landry had previously presented Bergren Associates proposal in the amount of \$17,015.54 and Rawdon Myers proposal in the amount of \$4,490.00. Board had asked Landry to verify apples to apples comparison which he confirmed is the same equipment. The estimated delivery timeframe is 12-14 weeks. Kim Long motioned to approve, Bob Schacht seconded the motion. Board approved purchase in the amount of \$4,490.00.

Catch Basins-Landry mentioned he has been working with Adkins Sanitation to clean catch basins. There are still a lot of leaves in the curb areas and Landry just found out street department is done with leaf pickup. Mentioned hope leaves do not end up in the basins.

Grant funding/EPA requirements-Landry stated need to be aware that some EPA grants come with strings attached. He wants Village to check into requirements before applying for grants.

ELECTRIC –Jeff Barres

Power Outage-Jeff provided information on the village wide outage that occurred yesterday. The North Substation was commissioned but with lots of down time waiting for answers. Phasing sticks were needed and were not available on scene. Jeff asked about isolation of North substation and was told would be over 2 hours for work order changes and would require another outage. Jeff made the decision to move forward with original scope of work and wait for phasing sticks to be brought in sight (about 1 hour away). Jeff will work with Vaughn Industries later this week to perform phasing tests to see if North and South substations will work in parallel (like they have in the past). The South Substation is still running the Village; North Substation transformer is powered up but needs to warm up before connecting to village lines.

WATER-Nathan Schultze

Woods/Wells-Nathan told the Board that his EPA contact did not see any issues with the aerial view of the woods where Village would like to install additional well(s). Next step would be applying for approval. Application is good for 5 years. There is 500' isolation radius that can not be overlapped. Board discussed plenty of area to allow for additional wells; logging company could clear area for access road; there is already 10" main line connected to 4" line at current well; possible Hirzel Canning contribution towards the project; Watson Well Drilling proposed \$38,000.00 to drill well /motor assembly; and electrical connections could be done in house. Nathan stated not looking to abandon current wells if drill

additional, would like to keep as back up; other than 1 causing issue with Hirzel Canning/EPA permit process. Board asked Nathan to obtain couple more logging quotes before making decision.

Perry St. waterline break-Nathan informed the Board there was a waterline break last Friday. Nathan was not there but was informed of the issue. Nathan had Brian check it out and then Nathan called Palmer Excavating to repair the line. Kim mentioned need to rely on village employees for such repairs, Nathan stated takes all employees to work a break and both he and Landry were off so there were not enough hands to make the repair.

MISCELLANEOUS-

Mayor Bailey-mentioned Board needs to complete breakdown (time, expenses, requirements) prior to moving forward with any projects.

Clerk-

Brian retirement-Clerk informed the Board that Brian has decided to stay working a few additional months since his move to Florida has been delayed.

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 3rd READING. Kim Long moved. Bob Schacht seconded the motion to approve this Resolution. Motion passed unanimously.

Payment approvals-(17)

Miscellaneous adjustments-Approved-(2) late fee removed/ (2) billing correction.

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

With no further business to discuss, the meeting was adjourned at 8:36 p.m. The next meeting will be held on Monday January 6, 2025, at 7:00 p.m.

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

President

Clerk
