

**VILLAGE OF PEMBERVILLE**  
**BOARD OF PUBLIC AFFAIRS**  
**February 3, 2025**

Present at the regular meeting of the Board of Public Affairs were President Kim Long, Bob Schacht, Dean Krukemyer, Clerk Melody Siebenaler, Jeff Barres, Landry Sheets, Mayor Bailey, Larry Tittkemeier and Eric Campbell. Bob Schacht motioned to approve January 21, 2025, meeting minutes, Dean Krukemyer seconded motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs**

**Bills being submitted for payment**

**Feb 3**

<b><u>Water 5101</u></b>		
MASI	LAB TESTING	\$ 100.00
USABUEBOOK	MISC SUPPLIES & MATERIALS	\$ 456.97
PERRYSBURG PIPE & SUPPLY	MISC SUPPLIES & MATERIALS	\$ 932.40
WATER SOLUTIONS UNLIMITED	MISC CHEMICALS	\$ 395.00
MAUMEE SUPPLY, PLB, HT & INDUST	MISC SUPPLIES & MATERIALS	\$ 420.00
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 147.00
UNIFIRST CORPORATION	RENTALS-UNIFORMS, MATS & TOWELS	\$ 53.67
COMDOC INC.	COPIER USE	\$ 38.28
CARDMEMBER SERVICES	MISC OFFICE SUPPLIES	\$ 310.36
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	4 81.05
<b>Total Water</b>		<b>\$ 3,217.18</b>
<b><u>Sewer 5201</u></b>		
HOME DEPOT CREDIT SERVICES	HEATED VEST	\$ 179.97
CITY OF PERRYSBURG	SEWER CHARGES	\$ 489.50
D & K TRANSPORT INC.	SLUDGE	\$ 400.00
UNIFIRST CORPORATION	RENTALS-UNIFORMS, MATS & TOWELS	\$ 53.67
COMDOC INC.	COPIER USE	\$ 38.28
CARDMEMBER SERVICES	MISC OFFICE SUPPLIES /NPDES RENEWAL	\$ 1,278.40
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 40.94
<b>Total Sewer</b>		<b>\$ 2,480.76</b>
<b><u>Electric 5301</u></b>		
JOHN COURTNEY	MONTHLY RETAINER SERVICE FEE	\$ 100.00
UNIFIRST CORPORATION	RENTALS- UNIFORMS, MATS & TOWELS	\$ 64.98
COMDOC INC.	COPIER USE	\$ 38.28
CARDMEMBER SERVICES	MISC OFFICE SUPPLIES	\$ 310.37
<b>Total Electric</b>		<b>\$ 513.63</b>
<b>Total for all Utilities</b>		<b>\$ 6,211.57</b>

**SEWER- Landry Sheets**

**Updates-**Landry, Kim and Steve Darmofal visited Fremont sewer treatment plant last week to check out their sludge process. Kim mentioned all Board members need to tour Pemberville's treatment plant and understand what Landry wants to improve/implement. All agreed.

**Bergren Associates proposal** listing 7 items. 1) Head works screening \$389,000.00 plus installation 2) Aerzen aeration blower exchange \$19,000 plus installation 3) Air diffuser acid cleaning \$17,000.00 plus installation 4) Air diffuser replacements \$8000.00 plus installation 5) Effluent DO and pH monitors \$8,000.00 plus installation 6) Aquionics UV system upgrade \$146,000.00 plus installation 7) Generator transfer switch and gear at Marshall Lift Station \$9,250.00 plus installation. The proposal states either #3 or # 4, not both. Cost for sludge dewatering equipment has not been included. Landry stated he wants to work on screening equipment starting with #5. Clerk stated funds are not available at this time, still in temporary appropriations.

**Hirzel Sewer Request-** Steve has been looking into Hirzel Canning request for sewer discharge. Hirzel's would have to meet standards, pre-treat and retention pond for high water levels. Peggy Christie (EPA) informed Landry Hirzel's EPA permit to discharge by-product water on field ground has expired and they will get 1 year extension. Mayor and Board stated they need to inform Hirzel Canning that they will be responsible for time/cost/engineering going forward. Kim will speak with Mr. Kuhlman about sending letter to Hirzel Canning, stating he will be responsible regardless of outcome.

**Cummins Generator-** maintenance completed on all generators. Discovered sewer plant generator block heater is cracked and leaking. Needs to be fixed, waiting for proposal.

**Sludge Removal-** Landry talked with Lucas County, Bowling Green, Gibsonburg, and Findlay regarding processing sludge. Lusas County is under EPA findings (roof issue), Bowling Green did not return call, Gibsonburg would be willing to take but has to hand rake so, Landry would have to help. Findlay was receptive to receiving the sludge but wanted to review lab results. Landry will provide results and see what they say.

### **ELECTRIC –Jeff Barres**

**Updates-** Jeff informed the Board that the West Front St. voltage issue has been corrected. He spoke with John Lockard and John remembered same issue happened before at old school. Jeff shut down the capacitors (took offline) and that corrected the issue. Jeff is still waiting for Encompass to come and help with compressors.

Circuit Rider employees will be here next week to discuss helping with Bridge St. project, water tower power and switch at old school.

Spoke with Amplex regarding running fiber optic line to Hirzel Composite site. Amplex will run fiber on power poles to Sewer plant and then will bore underground to Composite site. Amplex will provide free fiber to Sewer plant in exchange for allowing them to use power poles down the driveway.

### **WATER-Nathan Schultze**

Not in attendance

### **MISCELLANEOUS-**

**Water Tower-** Board reviewed and approved the revised font templet. The lettering will be on North and South sides. Clerk will notify Steve of Board's acceptance. Mayor Bailey informed the Board the construction crew was upset that Eric Campbell was recording the build progress. He was recording so that Village could have time lapse video of building the water tower.

**OSHA Safety Meetings-** Clerk presented information regarding monthly meeting expense (17% increase this year) and Nathan and Landry do not use the meetings for license renewal. Clerk has been looking into whether monthly meetings are required; it appears not required but waiting for verification. Clerk mentioned could do quarterly OSHA meetings with AMP at no charge. Board discussed and determined if it was not required to approve. Dean motioned to approve quarterly meeting if allowed; Bob seconded. Motion carried to approve quarterly meetings if allowed. Clerk will verify monthly meetings not required then notify monthly meeting instructor of board's decision to cancel monthly meetings effective immediately.

**Payment approvals-(13)**

**Miscellaneous adjustments-(7) GovPay late fees removed/ (1) Billing error.**

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

**With no further business to discuss, the meeting was adjourned at 8:44 p.m. The next meeting will be held on Tuesday February 18, 2025, at 7:00 p.m.**

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

**President**

**Clerk**

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