

# VILLAGE OF PEMBERVILLE BOARD OF PUBLIC AFFAIRS

**June 16, 2025**

Present at the regular meeting of the Board of Public Affairs were President Kim Long, Bob Schacht, Dean Krukemyer, Clerk Melody Siebenaler, Larry Titkemeier, Nathan Schultze, Landry Sheets and Eric Campbell. Bob Schacht motioned to approve June 2, 2025, meeting minutes, Kim Long seconded the motion. Minutes were approved.

The following bills were approved for payment.

## **Board Of Public Affairs Bills being submitted for payment**

<b><u>Water 5101</u></b>		
PERRYSBURG PIPE & SUPPLY	MISC SUPPLIES & MATERIALS	\$ 72.30
MASI	LAB TESTING	\$ 358.20
JIM PALMER EXCAVATING INC.	LABOR & EQUIPMENT TO REPAIR WATERLINE	\$ 4,245.00
WATER SOLUTIONS UNLIMITED	WATER PLANT CHEMICALS	\$ 1,214.08
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING	\$ 1,203.60
TD ENGINEERING LLC	WSRLA-PY26 WATER NOMINATION	\$ 1,931.07
UNION BANK CO.	COLLECTION OF UTILITY PYMT	\$ 10.00
GOVERNMENT ACCTNG SOLUT.	UTILITY BILLING SOFTWAREQ	\$ 301.66
AMPLEX	TELEPHONE, FAX & FIBER	\$ 38.71
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 150.08
XEROX FINANCIAL SERVICES	COPIER LEASE & FREIGHT	\$ 35.48
<b>Total Water</b>		<b>\$ 9,560.18</b>
<b><u>Sewer 5201</u></b>		
TD ENGINEERING LLC	PROP HIRZEL CANNING SEWER SERVICE	\$ 4,571.91
COLUMBIA GAS OF OHIO	BACK GAS USAGE AT NEW GENERATOR SITE	\$ 307.05
FRONTIER	TELEPHONE SERVICE-MONITOR WWTP	\$ 161.60
LANDRY SHEETS	TRAINING/FERRY/MILEAGE & TOOLS PURCHASED	\$ 223.59
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
GOVERNMENT ACCTNG SOLUT.	UTILITY BILLING SOFTWARE	\$ 301.67
AMPLEX	TELEPHONE, FAX & FIBER	\$ 38.71
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 118.44
XEROX FINANCIAL SERVICES	COPIER LEASE & FREIGHT	\$ 35.47
<b>Total Sewer</b>		<b>\$ 5,768.44</b>
<b><u>Electric 5301</u></b>		
AIRGAS GREAT LAKES	RENT CYL IND LARGE NITROGEN/CYL LEASE RENTAL	\$ 278.07
GROSS ELECTRIC INC	MISC SUPPLIES & MATERIALS	\$ 284.27
POWER LINE SUPPLY CO.	MISC SUPPLIES & MATERIALS	\$ 2,925.78
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
GOVERNMENT ACCTNG SOLUT.	UTILITY BILLING SOFTWARE	\$ 301.67
AMPLEX	TELEPHONE, FAX & FIBER	\$ 38.71
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 124.57
XEROX FINANCIAL SERVICES	COPIER LEASE & FREIGHT	\$ 35.47
<b>Total Electric</b>		<b>\$ 3,998.54</b>

**Total for all Utilities**

**\$ 19,327.16**

## **SEWER- Landry Sheets**

**Main Pump Station**-Pump station quit working during high water event this past weekend. Panel stopped working and wet well had 19' in it.

**Auma Actuator proposal**- (2) Replacement Actuators and (2) adapter flanges at cost of \$5786.00. Estimated lead time of 10-12 weeks. 1 actuator per tank. Landry requested backups; Kim stated he needed to wait and verify that funds are available prior to approving.

**UV**-Landry cleaned and removed cotton.

**736 W. Front**-Landry stated resident reached out to him past weekend regarding excess water on property. Landry told resident he can locate low area on property and put drain tile in and run to catch basin with Village approval.

## **ELECTRIC –Jeff Barres**

Not in attendance

## **WATER-Nathan Schultze**

**Hickory/Perry Hydrant**-Palmer Excavating worked with Nathan to fix hydrant damaged by semi-truck couple weeks ago. Restoration has started but needs more dirt and to spread seed. Nathan has sent material list to Perrysburg Pipe to replenish materials used. Truck insurance is responsible for all costs associated with fixing the hydrant.

**Road Repairs**-Nathan asked if Roads/Streets need asphalt repairs because Bergren will be completing asphaltting the driveway at new water tower.

**Water Tower**-Tower will be filled with water mid-July. Contractor wanted to complete demolition of old water tower over July 4<sup>th</sup>, but Nathan does not want to rush. Nathan wants to fill tank and put it into service for few weeks prior to demolition since all new equipment and monitoring are in place.

**Great Lakes Water & Waste Systems proposal**-Nathan presented proposal to repair pump at cost of \$1135.00. He is currently manually pumping the brine. Board approved proposal.

**W. Front Resident/mower**-Resident reached out to Nathan and said his mower sucked up the water valve box located in his yard. A resident sent photos of damaged mower deck. Board discussed.

**Countyline Co-op Waterline**-Nathan asked what the status of the project was. Kim stated he spoke with Township Trustees, Kyle (co-op), and Ed Thornton (Feller/Finch). Kim got prints from the Township and will send to Ed Thornton for him to markup area where water line will be installed. Will use the prints along with letter between Village and Township to move forward and get recorded.

## **MISCELLANEOUS-**

### **Mayor Bailey-**

Not in attendance

**Kim Long**- mentioned he received information regarding streetlights on Bridge St. going off/on. Jeff has corrected the issue.

**Pember Grove Easement/Trees**-Kim met with Tom Oberhouse regarding trees planted in utility easements. Kim told Tom the trees needed to be removed because they were placed in easements without Village approval. Tom was not in agreement with having to remove; Kim said will have to make Tom remove or Village would remove.

**Sewer Rate**-Kim said he spoke with Roberta (RCAP) regarding looking into sewer rate increase. She is on medical leave for several weeks and her replacement (Steve) is on vacation for 2 weeks. Kim mentioned Steve sent him an email asking for some information.

**Bob Schacht**-Bob mentioned there was an issue with the pool cleaning schedule but that it has been corrected. Also mentioned that there will be an employee meeting in near future at which time it will be brought up that all employees need to use the purchase orders.

### **Clerk-**

**Hirzel Canning Sewer**-Clerk explained issue with last meter read so usage was estimated, and Landry will look into the issue.

**Resolution 2025-1 A RESOLUTION MODIFYING THE ELECTRIC RATE SCHEDULES OF THE VILLGE OF PEMBERVILLE / RIDER "A" POWER SUPPLY COST ADJUSTMENT APPLICABLE TO ALL VILLAGE ELECTRIC RATE SCHEDULES AND DECLARING AN EMERGENCY** 1st Reading.

**Payment approvals-(16)**

**Miscellaneous adjustments-APPROVED (5) Pool Fills/ (1) Billing Error/ (1) Late fee removal**

**Vacation Requests approved-(4) Nathan/ (1) Jeff**

**With no further business to discuss, the meeting was adjourned at 8:40 p.m. The next meeting will be held on Monday June 30, 2025, at 7:00 p.m.**

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

**President**

**Clerk**

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