

VILLAGE OF PEMBERVILLE BOARD OF PUBLIC AFFAIRS

July 14, 2025

Present at the regular meeting of the Board of Public Affairs were President Kim Long, Dean Krukemyer, Bob Schacht, Clerk Melody Siebenaler, Mayor Bailey, Larry Titkemeier, Jeff Barres, and Eric Campbell. Dean Krukemyer motioned to approve June 30, 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

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| <u>Water 5101</u> | | |
| MID-AMERICAN SALT | BULK CONDITIONING SALT | \$ 3,399.45 |
| MASI | LAB TESTING | \$ 721.45 |
| JIM PALMER EXCAVATING INC. | LABOR & EQUIP/REPAIR HYDRANT/EMERG REPAIR | \$ 5,841.22 |
| C&G TRANSPORTATION INC. | GRAVEL DELIVERY FOR WATERBREAKS | \$ 135.95 |
| MARTIN MARIETTA MAGNESIA | GRAVEL FOR WATER BREAKS | \$ 214.18 |
| GREAT LAKES WATER & WASTE | PUMP REPAIR | \$ 1,135.00 |
| UNION BANK CO. | COLLECTION OF UTILITY BILLS | \$ 10.00 |
| TREASURER, STATE OF OHIO | 2023-2024 AUDIT COST | \$ 239.85 |
| AMPLEX | TELEPHONE, FAX & FIBER | \$ 38.71 |
| XEROX FINANCIAL SVCS | COPIER LEASE & FREIGHT | \$ 35.48 |
| AUTOMATIC FIRE PROTECTION | ANNUAL FIRE EXTINGUISHERS SERVICE | \$ 77.60 |
| COUNTYLINE CO-OP | GASOLINE & MISC SUPPLIES | \$ 230.61 |
| PITNEY BOWES INC. | MAILSTATION LEASE & SUPPLIES | \$ 15.98 |
| GOVERNMENT FORMS & SUPPLIES | UTILITY BILLING INVOICES | \$ 452.37 |
| Total Water | | \$ 12,547.85 |
| <u>Sewer 5201</u> | | |
| TOM OBERHOUSE | REIMBURSEMENT ON LOT #20 SOLD | \$ 5,000.00 |
| GREAT LAKES WATER & WASTE | SINGLE EYE/SINGLE MESH SUPPLIES/FIELD SVC 7/3/25 | \$ 1,851.00 |
| USABUEBOOK | DIAMOND GRIP LATEX GLOVES | \$ 242.98 |
| JONES & HENRY LABORATORIES | LAB TESTING | \$ 2,240.00 |
| FRONTIER | TELEPHONE SERVICE-MONITOR WWTP | \$ 161.44 |
| FROBOSE MARKET IGA | GASOLINE & MISC SUPPLIES | \$ 72.67 |
| UNION BANK CO. | COLLECTION OF UTILITY BILLS | \$ 10.00 |
| TREASURER, STATE OF OHIO | 2023-2024 AUDIT COST | \$ 226.53 |
| AMPLEX | TELEPHONE, FAX & FIBER | \$ 38.71 |
| XEROX FINANCIAL SVCS | COPIER LEASE & FREIGHT | \$ 35.47 |
| AUTOMATIC FIRE PROTECTION | ANNUAL FIRE EXTINGUISHERS SERVICE | \$ 80.80 |
| COUNTYLINE CO-OP | GASOLINE & MISC SUPPLIES | \$ 317.68 |
| PITNEY BOWES INC. | MAILSTATION LEASE & SUPPLIES | \$ 15.97 |
| GOVERNMENT FORMS & SUPPLIES | UTILITY BILLING INVOICES | \$ 452.36 |
| Total Sewer | | \$ 10,745.61 |
| <u>Electric 5301</u> | | |
| FROBOSE MARKET IGA | GASOLINE & MISC SUPPLIES | \$ 14.37 |
| AMP, INC. | COI /2 TECHS TO ASSIST SWITCHING | \$ 6,048.96 |
| NORTH BRANCH NURSERY INC. | TOPSOIL | \$ 17.96 |

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| OMEA | 2025 ANNUAL DUES | \$ 906.00 |
| AIRGAS GREAT LAKES | RENT CYL IND LARGE NITROGEN | \$ 148.35 |
| UNION BANK CO. | COLLECTION OF UTILITY BILLS | \$ 10.00 |
| TREASURER, STATE OF OHIO | 2023-2024 AUDIT COST | \$ 266.50 |
| AMPLEX | TELEPHONE, FAX & FIBER | \$ 38.71 |
| XEROX FINANCIAL SVCS | COPIER LEASE & FREIGHT | \$ 35.47 |
| AUTOMATIC FIRE PROTECTION | ANNUAL FIRE EXTINGUISHERS SERVICE | \$ 64.40 |
| COUNTYLINE CO-OP | GASOLINE & MISC SUPPLIES | \$ 142.32 |
| PITNEY BOWES INC. | MAILSTATION LEASE & SUPPLIES | \$ 15.98 |
| GOVERNMENT FORMS & SUPPLIES | UTILITY BILLING INVOICES | \$ 452.36 |
| Total Electric | | \$ 8,161.38 |
| Total for all Utilities | | \$ 31,454.84 |

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Water Tower Power-Line is energized overhead but the underground is not energized yet, waiting for Wood County inspector to inspect before going live. Inspection is scheduled for tomorrow.

North Substation-Encompass Engineering has requested they be here next time when switching North Substation on. Jeff will coordinate with Encompass, AMP circuit rider group and Village office to schedule planned outage. Mayor Bailey will write letter to be sent to all residents/businesses notifying of outage. Will have to schedule outage around free fair, canning season and grain drying.

711 W. Front power issue- Resident's electrician informed resident that ½ of 100-amp service was gone not village issue, resident responsibility.

311 W. Front tree/electric line situation-Jeff said he removed tree limbs off Village line; remaining is on telecommunication lines and not Village responsibility. Said several trees need trimmed but he does not have time to complete.

Fair Helper- Jeff stated concerned whether can get everything completed for the fair and asked if son could help him with setting up for free fair. Jeff had spoken with Fiscal Officer and was told it would not be a problem; he would be considered contractor and 1099'd. He would only work 2 days a week for a couple of weeks. Clerk mentioned \$15.00/hr. pay. Board agreed to have Jeff's son help if ok with Fiscal Officer and Personnel.

WATER-Nathan Schultze

Not in attendance

MISCELLANEOUS-

Bob Schacht-mentioned reviewing department fund account balances.

Kim Long- mentioned he helped Landry with 2 pumps at Bierley pump station. While working to pull electrical connections he asked about possibly installing receptables / plugs to make it easier to change out pumps. Great Lakes Water & Waste proposal for plugs/receptacle/handle at \$1896.00. Dean Krukemyer motioned to approve, Kim Long seconded. Purchase approved pending available funds.

Clerk-

Countyline Co-op-Clerk updated the Board that Ed Thornton has returned from vacation and will be working on marking up the prints and completing paperwork.

Henry Bergman asphalt breakdown-Clerk provided breakdown of the asphalt charges that were approved at the last meeting.

Resident letter-Clerk provided information received by resident questioning charges on utility account and if are necessary. Clerk provided response letter sent to resident.

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 3rd Reading. Kim Long motioned to approve, Dean Krukemyer seconded. Motion carried. Effective date August 1, 2025.

Payment approvals-(23)

Miscellaneous adjustments-APPROVED (23) late fees removed/ (5) Pool fill sewer credit/ (1) late fee removed-mail issue/ (1) sewer forgiveness.

Vacation Requests approved-(2) Jeff/ (2) Nathan

With no further business to discuss, the meeting was adjourned at 8:04 p.m. The next meeting will be held on Monday August 4, 2025, at 7:00 p.m.

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

President

Clerk
