

**VILLAGE OF PEMBERVILLE  
BOARD OF PUBLIC AFFAIRS  
April 18, 2022**

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Bob Schacht, Clerk Melody Siebenaler, Mayor Bailey, Nathan Schultze, Jeffrey Kirkbride, Susan Rahe, Larry Titkemeier, Eric Campbell. Dean called the meeting to order at 7:00 p.m. Bob Schacht motioned to approve March 14, 2022; minutes Dean Krukemyer seconded the motion. Minutes approved. The following bills were approved for payment.

**Board Of Public Affairs  
Bills being submitted for payment April 18, 2022**

<b><u>Water 5101</u></b>		
MASI	LAB TESTING	\$ 138.60
USA BLUEBOOK	MISC OPERATING SUPPLIES & MATERIALS	\$ 230.72
CORPORATE INTELLIGENCE CONSULTANT	NEW HIRE BACKGROUND CHECK	\$ 51.58
UNION BANK	COLLECTION OF BILLS	\$ 10.00
AMP, INC.	OSHA SAFETY MEETING	\$ 99.40
AIM MEDIA MIDWEST-SENTINEL TRIBUNE	HELP WANTED AD	\$ 204.90
AIM MEDIA MIDWEST-SENTINEL TRIBUNE	NOTICE TO BIDDERS FOR BIERLEY & WATER	\$ 249.45
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
AMPLEX	TELEPHONE, FAX & FIBER SERVICE	\$ 37.46
FROBOSE MARKET IGA	GASOLINE & SUPPLIES	\$ 1.32
COUNTYLINE CO-OP	GASOLINE & SUPPLIES	\$ 297.48
	<b>Total Water</b>	<b>\$ 1,356.38</b>

<b><u>Sewer 5201</u></b>		
FRONTIER	TELEPHONE SERVICES	\$ 129.96
AG-PRO COMPANIES	REPAIRS & MAINTENANCE	\$ 116.33
NORTHWESTERN WATER & SEWER	CLEANING OF WETWELLS	\$ 1,906.25
GREATLAKES WATER & WASTE SYSTEMS	REPAIRS & MAINTENANCE	\$ 540.00
CORPORATE INTELLIGENCE CONSULTANT	NEW HIRE BACKGROUND CHECK	\$ 51.58
UNION BANK CO.	COLLECTION OF BILLS	\$ 10.00
AMP, INC.	OSHA SAFETY MEETINGS	\$ 99.40
AIM MEDIA MIDWEST-SENTINEL TRIBUNE	HELP WANTED AD	\$ 204.90
AIM MEDIA MIDWEST-SENTINEL TRIBUNE	NOTICE TO BIDDERS FOR BIERLEY & WATER	\$ 249.43
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
AMPLEX	TELEPHONE, FAX & FIBER SERVICE	\$ 37.46
FROBOSE MARKET IGA	GASOLINE & SUPPLIES	\$ 1.31
COUNTYLINE CO-OP	GASOLINE & SUPPLIES	\$ 291.71
	<b>Total Sewer</b>	<b>\$ 3,673.80</b>

<b><u>Electric 5301</u></b>		
PEPCO	MISC SUPPLIES	\$ 496.48
AIRGAS GREAT LAKES	LARGE NITROGEN CYLINDER RENTAL	\$ 35.91

AMP, INC.	MESA TECH SERVICES	\$ 1,980.00
SELKING INTERNATIONAL	REPAIR HOSE FROM THERMOSTAT TO COO	\$ 1,456.90
CORPORATE INTELLIGENCE CONSULT	NEW HIRE BACKGROUND CHECK	\$ 51.59
UNION BANK CO.	COLLECTION OF BILLS	\$ 10.00
AMP, INC.	OSHA SAFETY MEETINGS	\$ 99.40
AIM MEDIA MIDWEST-SENTINEL TRIBUNE	HELP WANTED AD	\$ 204.91
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
AMPLEX	TELEPHONE, FAX & FIBER SERVICE	\$ 37.46
FROBOSE MARKET IGA	GASOLINE & SUPPLIES	\$ 15.68
COUNTYLINE CO-OP	GASOLINE & SUPPLIES	\$ 541.66
	<b>Total Electric</b>	<b>\$ 4,965.46</b>

**Total for all Utilities**

<b>\$ 9,995.64</b>
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**SEWER- Landry Sheets**

Not in attendance

**ELECTRIC –Jeff Barres**

Not in attendance

**WATER-Nathan Schultze**

Nathan presented proposal from Midco to perform water tower inspection in the amount of \$3148.00 with additional \$350.00 charge for full written report (EPA/state). Board approved. Nathan will schedule inspection.

**MISCELLANEOUS**

Susan Rahe and Larry Titkemeier (Council) were present to discuss/determine BPA's long-term water/sewer replacement plan. Mayor Bailey and Nathan colored coded an infrastructure map to show where waterlines are located (under roadway, in boulevard or under sidewalks.) All present reviewed the map and discussed ideas of where best to work next on waterlines so can coordinate with sidewalk replacement. Nathan mentioned Village will be performing pipe bursting during E. Front St. waterline project and if that goes well then could use technique in other areas of the Village.

Mayor Bailey informed the Board that she had heard from the County Commissioners regarding the request for funding for the downtown waterlines. The County Commissioners have asked the Village to get a rate study done and will pay up to \$30,000.00 to complete. Mayor Bailey has spoken with Roberta (RCAP); she will do the study but does not think it is necessary. She will contact the Commissioners and inform them that rate study is not needed-since Village has put in place her recommendations. If they still require it will need both BPA and Council approval for the rate study. Susan Rahe asked Board to have a plan for the entire Village to be engineered, Nathan agreed Mayor will contact Steve Darmofal to get cost for the engineering.

The Board reviewed Northwestern Water & Sewer spreadsheet regarding utility charges. Clerk had provided information to Eastwood Schools the week prior and Eastwood School treasurer completed/returned the spreadsheet with actual billed amounts. There looked to be no issue with billed/paid amounts, the issue is the billed amounts are not consistent. In review of the information, it appeared the first year was consistent and after that the usage has been very inconsistent. There was question as to whether the meter is actually calculating the true amount of waste traveling in the line. No one could understand the amount of usage/time frame. More investigation is needed.

Mayor Bailey presented information on surveying the school property at a cost of \$3,600.00. Survey will be conducted by Feller & Finch. Board approved. School is wanting to give Village everything except building, parking lot and playground.

Mayor Bailey mentioned that she had asked Roberta (RCAP) if she was aware of agreement not allowing Village to provide water to Eastwood School campus, Roberta stated no not for water but yes there is agreement for sewer in the area.

Mayor Bailey informed the Board that she, Jeff, and clerk sat in on conference call with AMP regarding electric charging stations. Grant monies will be available in August/September. Need to look at implementing/requiring electric permit and concern for overloading transformer (in high usage situations). Will need to get information to residents informing them of requirements and timeframe of when best to charge vehicle. (if charge vehicle during peak/high demand –village rates will be higher following year.)

Clerk informed Board that Solicitor would like to meet with someone to discuss proposed easements for East Front St. Waterline/Force Main. Board asked clerk to meet with him. Clerk will set up meeting time.

Clerk informed the Board that she reviewed the January 31, 2022, minutes in regard to possible American Legion easement and there was no mention on amount Village would pay for the easement.

Payment approvals-18

Miscellaneous adjustments-**Denied** (1) late fee /**Approved** (1) sewer forgiveness/ (50) GovPay/ (7) Village owned

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

**With no further business to discuss, the meeting was adjourned at 8:57 p.m. The next meeting will be Monday May 2, 2022, at 7:00 p.m.**

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

**President**

**Clerk**

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