

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS**

November 14, 2022

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Bob Schacht, Chuck Schulte, Clerk Melody Siebenaler, Mayor Bailey, Larry Titkemeier, Nathan Schultze, Eric Campbell. Dean called the meeting to order at 7:00 p.m. Chuck Schulte motioned to approve October 31, 2022, minutes, Bob Schacht seconded the motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs
Bills being submitted for payment November 14**

<u>Water 5101</u>		
PERRYSBURG PIPE & SUPPLY CO.	MISC. SUPPLIES & MATERIALS	\$ 960.30
MASI	LAB TESTING	\$ 290.80
USABLUBOOK	REPAIRS & MAINTENANCE	\$ 579.00
GREAT LAKES BIOMEDICAL LTD	D.O.T. DRUG TESTING PER STATE	\$ 49.00
NAPA AUTO PARTS	REPAIRS & MAINTENANCE	\$ 128.00
BROWN SUPPLY CO.	MISC. OPERATING SUPPLIES	\$ 105.46
AMPLEX	TELEPHONE, FIBER & FAX SERVICES	\$ 37.46
STAPLES CREDIT PLAN	MISC. OFFICE SUPPLIES	\$ 55.36
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
COUNTYLINE CO-OP	GASOLINE & OTHER MISC SUPPLIES	\$ 166.12
Total Water		\$ 2,381.71
<u>Sewer 5201</u>		
JONES & HENRY LABORATORIES INC.	LAB TESTING	\$ 818.00
TOMLIN EQUIPMENT	ROOTS BLOWERS	\$ 4,808.78
EISENHOUR MOTOR SALES INC.	REPAIRS & MAINTENANCE	\$ 21.35
BERGREN ASSOCIATES INC.	SERVICE HRS., MILEAGE, PORTAL TO PORTAL	\$ 6,227.50
SARVER AND SONS	REPAIRS OPERATOR SAFETY SENSORS	\$ 150.00
FRONTIER	TELEPHONE SERVICES	\$ 131.22
BROWN SUPPLY CO.	MISC. OPERATING SUPPLIES	\$ 105.46
AMPLEX	TELEPHONE, FIBER & FAX SERVICES	\$ 37.46
STAPLES CREDIT PLAN	MISC. OFFICE SUPPLIES	\$ 55.36
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
COUNTYLINE CO-OP	GASOLINE & OTHER MISC. SUPPLIES	\$ 538.17
Total Sewer		\$ 12,903.30
<u>Electric 5301</u>		
AIRGAS GREAT LAKES	LARGE NITROGEN CYLINDER RENTAL	\$ 40.35
O.E. MEYER CO.	LARGE CYLINDER RENTAL	\$ 7.75
AMPLEX	TELEPHONE, FIBER & FAX SERVICES	\$ 37.46
STAPLES CREDIT PLAN	MISC OFFICE SUPPLIES	\$ 55.36
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
COUNTYLINE CO-OP	GASOLINE & OTHER MISC SUPPLIES	\$ 169.51
FROBOSE MARKET IGA	GASOLINE & SUPPLIES	\$ 9.14
Total Electric		\$ 329.57
Total for all Utilities		\$ 15,614.58

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Not in attendance

WATER-Nathan Schultze

Water tower placement was discussed. Dean stated he spoke with AJ Haas(baseball association) and they have been given permission to locate baseball diamonds to Luckey. They had been working on relocating to Luckey for awhile due to parents wanting one central location. Dean made suggestion to move forward with option 5. Chuck and Bob agreed, option 5 is best location. Nathan stated would be best for allowing connections to both Pine St. and Memorial Drive. Nathan will notify Steve to move forward with option 5.

Nathan provided update on South Loop Waterline project. Construction should be complete by end of next week. Asphalt work has been completed at entrance to Wood County Park and cut at River Rd. Nathan mentioned the project required 5 hydrants but 6 were delivered. Was asked if Village would like to purchase extra Mueller fire hydrant. Nathan suggested would be good idea since he knows of at least 1 hydrant on Water St. that needs replaced. Dean asked if have any on hand, Nathan responded 2 but there is long delivery timeframe if need more. Nathan to get price of the hydrant and present at next meeting.

Nathan updated the Board on the (4) water breaks last Thursday on Main St. Nathan believes the breaks were a result of the fire department abruptly opening/closing a fire hydrant few days prior for a structure fire.

MISCELLANEOUS

Mayor Bailey informed the Board the infrastructure grant she was looking into for the North Substation replacement is not what she thought it was. After listening to webinar, it was not for our community –it’s energy equity—rural black 40% population. She will continue to investigate other financial opportunities. Clerk updated Board regarding South Substation. Jeff just learned the motor delivery is delayed and now scheduled for mid-January.

Annexation agreement given to Board members to review and discuss at next meeting. Solicitor Kuhlman prepared the agreement. Village could provide to interested property owners as a templet to their legal representation.

Clerk informed the Board that she had spoken with Steve Darmofal regarding equipment on top of water tower. Clerk gave contact information for Amplex, and Steve spoke with Ryan Hill at Amplex regarding placing equipment on the top of new tower. Clerk spoke with Nathan about Mission Communication equipment on top of current tower. Nathan stated the equipment is for Village use and will contract with Bergren Associates to move equipment to new tower. Chuck mentioned fire department siren is located on top also. Clerk will let Steve know of all equipment placed on water tower.

Clerk stated Steve asked about preparing design draft for the waterlines on Pine and Main Streets and Mayor Bailey stated still waiting for County’s legal team to approve using \$1 Million grant for tower instead of downtown lines. Clerk will inform Steve to wait on preparing until after have County approval.

Clerk asked Board if they would consider paying out Jeff’s unused vacation time for this year since he is unable to take time off due to the South Substation motor issue. All Board members agreed to make an exception and do a 1 time pay out for any unused time due to extenuating circumstances. Sarah will do the payout first pay in January.

Dean made a motion to go into Executive Session for the purpose of considering the investigation of complaints against a public employee. Dean motioned, Chuck 2nd. At 7:16 p.m. entered executive session, exited executive session at 7:35 p.m. Regular meeting called back to order.

All in attendance discussed the water breaks on Main Street and how the areas were fixed.

Payment approvals- 19

Miscellaneous adjustments-(1) Pool fill/ (7) Village owned/ (8) GovPay late fee removed/ (2) new owner responsible/remove late fee

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

With no further business to discuss, the meeting was adjourned at 7:47 p.m. The next meeting will be Monday December 5, 2022, at 7:00 p.m.

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

President

Clerk
