

**VILLAGE OF PEMBERVILLE**  
**BOARD OF PUBLIC AFFAIRS**  
**October 2, 2023**

Present at the regular meeting of the Board of Public Affairs were Dean Krukemyer, Chuck Schulte, Bob Schacht, Clerk Melody Siebenaler, Mayor Bailey, Larry Tittkemeier, Jeff Barres, Patrick Meeks, and Eric Campbell. Dean Krukemyer called the meeting to order at 7:00 p.m. Chuck Schulte motioned to approve September 18, 2023, meeting minutes, Dean Krukemyer seconded the motion. Minutes approved. The following bills were approved for payment.

**Board Of Public Affairs**  
**Bills being submitted for payment** **Oct 2**

<b><u>Water 5101</u></b>		
MASI	LAB TESTING	\$ 716.70
TECHNIQUE ROOF SYSTEMS	INSTALL ROOF/PERMIT/DECK REPLACEMENT	\$ 29,553.72
BONDED CHEMICAL INC	CAUSTIC SODA @ SOUTH PLANT	\$ 768.00
HOME DEPOT CREDIT SERVICES	OPERATING SUPPLIES & MATERIALS	\$ 201.96
TD ENGINEERING LLC	WATER TOWER BIDDING	\$ 1,400.00
TREASURER, STATE OF OHIO	2021-2022 AUDIT COST	\$ 11.48
NAPA AUTO PARTS	GENERATOR BATTERY	\$ 38.96
CARDMEMBER SERVICES	MISC OFFICE SUPPLIES/MATERIALS	\$ 62.75
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 40.11
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 41.46
PATRICK MEEKS	WINTER GEAR & BOOT REIMBURSEMENT	\$ 71.16
<b>Total Water</b>		<b>\$ 32,906.30</b>
<b><u>Sewer 5201</u></b>		
TD ENGINEERING LLC	E. FRONT CONSTRUCTION ENGINEERING	\$ 1,026.65
TD ENGINEERING LLC	PUMP STATION GENERATOR	\$ 57.27
JONES & HENRY LABORATORIES INC.	LAB TESTING	\$ 1,056.50
AQUIONICS INC	NTC 2 OHM 23 AMPS	\$ 231.54
ZEP MANUFACTURING	ORANGE FLOAT XT-5490 5 GL/FREIGHT	\$ 5,145.60
TREASURER, STATE OF OHIO	2021-2022 AUDIT COST	\$ 16.40
NAPA AUTO PARTS	GENERATOR BATTERY	\$ 38.96
CARDMEMBER SERVICES	MISC SUPPLIES / MATERIALS	\$ 49.03
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 41.01
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 41.50
PATRICK MEEKS	WINTER GEAR & BOOT REIMBURSEMENT	\$ 71.16
<b>Total Sewer</b>		<b>\$ 7,775.62</b>
<b><u>Electric 5301</u></b>		
JOHN COURTNEY	MONTHLY CONSULTANT RETAINER	\$ 100.00
RMS ENERGY LLC	SCOPE ON QUOTE 230695	\$ 144,346.00
NAPA AUTO PARTS	GENERATOR BATTERY	\$ 38.96
CARDMEMBER SERVICES	MISC SUPPLIES/ MATERIALS	\$ 49.03
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 83.38
PATRICK MEEKS	WINTER GEAR & BOOT REIMBURSEMENT	\$ 71.16
<b>Total Electric</b>		<b>\$ 144,688.53</b>

<b><u>Water Preventive 5701</u></b>		
TD ENGINEERING LLC	E. FRONT CONSTRUCTION ENGINEERING	\$ 831.93
<b>Total Water Preventive 5701</b>		<b>\$ 831.93</b>
<b><u>Storm Sewer 5202</u></b>		
TD ENGINEERING LLC	BIDDING FOR STORM SEWER	\$ 1,000.00
TD ENGINEERING LLC	E. FRONT STORM SEWER @ FREEDOM TWP	\$ 38.81
<b>Total Storm Sewer 5202</b>		<b>\$ 1,038.81</b>

**Total for all Utilities**

**\$187,241.19**

### **SEWER- Landry Sheets**

Not in attendance

### **ELECTRIC –Jeff Barres**

**Tree Removal-**Jeff presented Lake Erie Tree Service quote to remove 4 trees (located at 355 E. Front and 104 Sherman) at total cost of \$9300.00. Discussion ensued as to the need for the tree removal and the Board agreed best to remove the trees than to have to deal with issues from storm damage. Chuck asked if trees are located in the right a-way and Jeff stated yes and against the lines. Jeff mentioned that he has contacted other tree removal companies and Lake Erie Tree is the only one to respond, other companies manage larger jobs and did not want to quote a small job. Bob Schacht motioned to accept the bid and Chuck Schulte seconded the motion. Bid accepted in amount of \$9300.00.

**Substation Updates-** RMS has completed the work on the South Substation. Jeff found an issue with the Nitrogen tank regulator and purchased a new one to be installed tomorrow. The plan is to have South Substation operational by Wednesday and then start the process of turning off the North Substation. Jeff has spoken with Toledo Edison regarding being on call if needed to help with the shutting down of North substation. Jeff has spoken with Michelle at AMP regarding the work to be completed and she would like a written schedule from Vaughn Industries. The radio feed for the purchased power from Toledo Edison will be disconnected during the project and usage will be estimated. Chuck asked Jeff to talk with all the large consumers of Village power and make them aware of the project timeframe.

### **WATER-Nathan Schultze**

Not in attendance

### **Miscellaneous-**

**Patrick Meeks-**Pat was present to discuss some items he would like to purchase. He would like to see about a new seat for the 04' work truck. The seat is uncomfortable due to not having any padding/covering in the driver seat area. The board asked him to take it to Hoffis Upholstery and get pricing. Pat also requested permission to purchase tools such as rake, screwdrivers, and other needed items. The board asked Pat to provide a list of items for approval. Patrick mentioned that he would like the Village to have an assistant fund so that he would not have to pull funds from other departments. Discussion ensued and it was mentioned that they did not think it was possible since it would need income to replenish the fund; they would need to talk with the Fiscal Officer to see if it was possible. Patrick mentioned he would like to get his spray license since Matt Lenke will be retiring soon. Dean mentioned he would need a commercial license and the class is held in the spring. Mayor Bailey started to get the information and brought it to the Board for approval.

**Eric Campbell-** Eric brought to the Board's attention a concern regarding easement at the North Electrical Substation. Discussion ensued as to where the easement begins and ends. Eric recommended a survey, so Village knows exactly where the easement is, especially with substation rebuild starting. The board reviewed property photos on the auditor's site and agreed there is a need for a survey. Chuck motioned and Bob seconded the motion to obtain a survey at cost no greater than \$2000.00.

**Executive Session**-Chuck requested at 8:14 p.m. to go into Executive Session to discuss personnel matters regarding complaints against a public employee. Dean called the meeting into Executive. At 8:29 p.m. the Board resumed regular meeting.

**Larry Titkemeier**-Larry asked about E. Front St. project that started today. He thought the blue pipe was water and Chuck stated the line is the Force Main. Discussion ensued as to size, color, and type of line it was.

**Countyline Co-Op**- Clerk mentioned that Twp trustees do not want to provide easement to Countyline to run waterline down property line between Twp and Darla Baker. The trustees want to have a line run down to the other side of their property along the railroad tracks. There is an easement on the East side of the tracks for electric and sewer, will have to determine if enough space for waterline also. Board discussion ensued. The clerk provided information pertaining to questions raised at the last meeting about whether stone backfill is included in B-Hillz proposal; response was directional bore has 10Lf and open cut has 80Lf of stone included.

**Payment approvals-(16)**

**Miscellaneous adjustments-approved (1)** request for minimum charges be removed/ (24) late fee removed.

**Vacation Requests approved-** (3) Jeff/ (1) Nathan

**With no further business to discuss, the meeting was adjourned at 8:48 p.m. The next meeting will be held on Monday October 16, 2023, at 7:00 p.m.**

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

**President**

**Clerk**

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