

VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
December 4, 2023

Present at the regular meeting of the Board of Public Affairs were Dean Krukemyer, Bob Schacht, Chuck Schulte, Clerk Melody Siebenaler, Mayor Bailey, Larry Titkemeier, Kim Long, Nathan Schultze and Eric Campbell. Dean Krukemyer called the meeting to order at 7:00 p.m. Chuck asked for the November 20, 2023, minutes to read ball diamond demo; Chuck motioned to approve minutes after change is made, Bob Schacht seconded motion to approve minutes after change. Minutes approved.
The following bills were approved for payment.

Board Of Public Affairs
Bills being submitted for payment **Dec 4**

<u>Water 5101</u>		
MASI	LAB TESTING	\$ 300.80
GROSS ELECTRIC	OPERATING SUPPLIES & MATERIALS	\$ 167.61
TREASURER, STATE OF OHIO	2024 PUBLIC WATER SYSYTEM LICENSE	\$ 1,248.00
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING	\$ 668.36
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 40.11
TREASURER, STATE OF OHIO	UAN QUARTERLY FEE & 2021-2022 AUDIT COST	\$ 328.13
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 31.16
CARDMEMBER SERVICES	MISC OFFICE SUPPLIES	\$ 18.19
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 48.17
BRIAN HEESTAND	WINTER GEAR & BOOT REIMBURSEMENT	\$ 13.94
NATHAN SCHULTZE	BOOT & WINTER GEAR REIMBURSEMENT	\$ 275.99
Total Water		\$ 2,686.13
<u>Sewer 5201</u>		
TREASURER, STATE OF OHIO	2023 ANNUAL DISCHARGE FEE	\$ 1,050.00
JONES & HENRY	LAB TESTING	\$ 716.20
NWWSD	SEWER CONSTRUCTION	\$ 1,411.33
ADKINS SANITATION LTD	CLEANED SEWER LINE ON ST RT 105	\$ 700.00
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING/RESIDENT PROJ.	\$ 5,544.75
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
VERIZON WIRELESS	BROADBAND & CELLULAR SERVICES	\$ 41.26
TREASURER, STATE OF OHIO	UAN QUARTERLY FEE & 2021-2022 AUDIT COST	\$ 379.38
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 31.16
CARDMEMBER SERVICES	MISC OFFICE SUPPLIES	\$ 18.19
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 48.22
BRIAN HEESTAND	WINTER GEAR & BOOT REIMBURSEMENT	\$ 13.94
Total Sewer		\$ 9,964.43
<u>Electric 5301</u>		
EISENHOUR MOTOR SALES	MISC REPAIRS & MAINTENANCE	\$ 76.78
LAKE ERIE TREE SERVICE LLC	COMPLETE TREE & STUMP REMOVAL	\$ 9,300.00
JOHN COURTNEY	MONTHLY CONSULTANT RETAINER	\$ 100.00
KEY CABLE & SUPPLY	OPERATING SUPPLIES & MATERIALS	\$ 228.40
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00

TREASURER, STATE OF OHIO	UAN QUARTERLY FEE	\$ 251.25
COMDOC INC.	COPIER MAINTENANCE & SUPPLIES	\$ 31.16
CARDMEMBER SERVICES	MISC OFFICE SUPPLIES	\$ 18.19
UNIFIRST CORPORATION	RENTAL UNIFORMS, MATS & TOWELS	\$ 100.14
BRIAN HEESTAND	WINTER GEAR & BOOT REIMBURSEMENT	\$ 13.94
Total Electric		\$ 10,129.86
<u>Water Preventive 5701</u>		
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING/RESIDENT INSPE	\$ 5,656.76
Total Water Preventive 5701		\$ 5,656.76
<u>Storm Sewer 5202</u>		
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING	\$ 625.38
Total Storm Sewer 5202		\$ 625.38
Total for all Utilities		\$ 29,062.56

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Not in attendance

WATER-Nathan Schultze

E. Front St. Waterline-Underground Utilities performed pressure test on temporary waterline and caused issue with cloudy/discolored water in the lines. Nathan flushed hydrants to clear the lines. Water line bursting east of railroad to start this week. Concern regarding bursting 4" line to an 8" line and that this may cause driveway concrete to crack. Dean verified the contractor is responsible for all repairs to driveways. Chuck mentioned that will need to have 8" clamps for future repairs. Nathan mentioned that the new Force Main is in service as of last week. Underground Utilities is anticipating the project that will be completed by the end of December. Final restoration will take place in Spring 2024.

Water Storage Tower-Pre-construction meeting was held. Timeline for project is **site work** in January 2024/ **steel erection** in late summer/early fall 2024 / **paint** in Spring 2025.

Countyline Co-op Waterline- waiting for survey to be completed by Feller Finch.

Miscellaneous-

Carol updates- **working** on DOD grant to help re-coop some of the cost already paid out for water tower project; according to Steve can use as the local match portion.

Bridge St. Bridge- survey work being completed-will need some electrical poles moved closer to start of the project.

Payment approvals-(19)

Miscellaneous adjustments-**approved (1) leak forgiveness/ (6) GovPay late fee forgiveness**

Vacation Requests approved- (1) Jeff/ (1) Landry

With no further business to discuss, the meeting was adjourned at 7:40p.m. The next meeting will be held on Monday December 18, 2023, at 7:00 p.m.

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

President

Clerk

