

# VILLAGE OF PEMBERVILLE BOARD OF PUBLIC AFFAIRS

**January 16, 2024**

**JOINT MEETING WITH COUNCIL:** Prior to the regular board meeting, the Board joined Council to update Council members on Village projects. Dean Krukemyer, Board President, was absent; Bob Schacht spoke regarding projects. E. Front St. Force Main/Waterline is complete except for restoration work to be completed in Spring 2024; E. Front St. Storm Sewer is nearing completion; Ball diamond demolition has started for the Water Tower project; North electric substation rebuild is slated to be completed in March 2024; South electric substation is running well; Main pump station generator will require 3" gas line at additional cost.

Present at the regular meeting of the Board of Public Affairs were Bob Schacht, Kim Long, Clerk Melody Siebenaler, Nathan Schultze, Landry Sheets. Bob Schacht motioned to approve January 2, 2024, regular meeting minutes, Kim Long seconded motion. Bob Schacht motioned to approve January 10, 2024, special meeting minutes. Kim Long seconded motion. January 2 and 10<sup>th</sup> minutes approved. Mayor Bailey, Larry Titkemeier and Eric Campbell joined the meeting after the Council meeting. The following bills were approved for payment.

## Board Of Public Affairs Bills being submitted for payment Jan 16

<b><u>Water 5101</u></b>		
ENVIROMENTAL SYSTEMS RESEARCH	ARC GIS ONLINE ANNUAL SUBSCRIPTION	\$ 550.00
BONDED CHEMICAL INC	CAUSTIC SODA & SODIUM HYPOCHLORITE	\$ 1,511.93
MASI	LAB TESTING	\$ 150.40
FELLER, FINCH & ASSOCIATES	BOUNDARY SURVEY FOR POSSIBLE WATER	\$ 2,000.00
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
OUPS	2024 GVT LBP ASSESSMENT (OUPS)	\$ 114.80
VERIZON WIRELESS	CELLULAR AND BROADBAND SERVICES	\$ 40.11
AMPLEX	PHONE, FAX & FIBER SERVICES	\$ 37.46
COUNTYLINE CO-OP	MISC SUPPLIES & MATERIALS	\$ 226.85
AMP, INC.	OSHA SAFETY MEETINGS	\$ 101.35
<b>Total Water</b>		<b>\$ 4,377.24</b>
<b><u>Sewer 5201</u></b>		
FRONTIER	PHONE SERVICE MONITORING SEWER PLANT	\$ 135.60
JONES & HENRY LABORATORIES	LAB TESTING	\$ 1,413.60
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
OUPS	2024 GVT LBP ASSESSMENT (OUPS)	\$ 114.80
VERIZON WIRELESS	CELLULAR AND BROADBAND SERVICES	\$ 71.34
AMPLEX	PHONE, FAX & FIBER SERVICES	\$ 37.46
COUNYTLINE CO-OP	MISC SUPPLIES & MATERIALS	\$ 156.46
AMP, INC.	OSHA SAFETY MEETINGS	\$ 101.35
<b>Total Sewer</b>		<b>\$ 2,040.61</b>

<b><u>Electric 5301</u></b>		
FELLER, FINCH & ASSOCIATES	BOUNDARY SURVEY FOR ELECTRICAL NORTH	\$ 2,500.00
AIRGAS GREAT LAKES	NITROGEN CYLINDER RENTAL	\$ 120.33
GROSS ELECTRIC	MISC SUPPLIES & MATERIALS	\$ 240.51
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
OUPS	2024 GVT LBP ASSESSMENT (OUPS)	\$ 114.80
AMPLEX	PHONE, FAX & FIBER SERVICES	\$ 37.46
COIUNTYLINE CO-OP	MISC SUPPLIES & MATERIALS	\$ 208.97
JEFF BARRES	WORKBOOTS-JEFF BARRES	\$ 148.50
AMP, INC	OSHA SAFETY MEETINGS	\$ 101.35
<b>Total Electric</b>		<b>\$ 3,481.92</b>
<b>Total for all Utilities</b>		<b>\$ 9,899.77</b>

### **SEWER- Landry Sheets**

**Generator-**Landry met with representatives from Columbia Gas and Transtar Electric regarding placement of the gas line for the Main pump station generator being installed. Columbia Gas stated they would run the line from College Ave., would remove the old line at shelter house and would bore most of the line.

**Fenson Contracting-** was planning on closing Rt. 105 down this week to cut the roadway and install the storm sewer line but was delayed due to frigid temperatures.

**Sewer graphs-**Landry showed the Board members the sewer graph after the waterline broke this past weekend and noticed an issue with the pumps and electric usage. He will keep an eye on the 2hp pumps.

### **ELECTRIC –Jeff Barres**

Not in attendance

### **WATER-Nathan Schultze**

**Water Breaks-** Nathan discussed the hydrant that was damaged/destroyed by a resident driving over it. The hydrant was broken off below ground level. There are no watch valves on the hydrants which would have allowed the hydrant to be isolated, covered and fixed at a later date. The crew was on site for several hours to replace the hydrant and fix the service line. Nathan discussed with the Board the water break on Friday January 12<sup>th</sup>, Nathan was out of town but walked Landry through where the valves are located so he could isolate the area to avoid having to issue a boil alert. (The Boil alert was put on Facebook without Nathan's input and then retracted). The board discussed whether we should post on Facebook or just use CodeRed and signage. Nathan contacted Palmers (they came, and hydro excavated the area); Crews had to wait a few hours for Columbia Gas to OUPS the area. The guys worked several hours from start to finish but the repair only took a small amount of time.

**Mayor Bailey-**Mayor Bailey informed the Board that she is looking into a few grants.

**Miscellaneous-** The Clerk informed the Board that she had contacted John Courtney (Electric Consultant) regarding the interconnection agreement and the questions the Board compiled at the special meeting. John offered to attend a meeting to discuss with the Board, he is unable to attend a meeting until the end of February. The clerk asked the Board if they would like to meet with John before February 20<sup>th</sup> or wait. Bob and Kim discussed and stated February 20<sup>th</sup> meeting would be fine. The clerk will notify Mr. Courtney of the Board's decision.

**Payment approvals-(14)**

**Miscellaneous adjustments-(0)**

**Vacation Requests approved- (0)**

**With no further business to discuss, the meeting was adjourned at 8:50 p.m. The next meeting will be held on Monday February 5, 2024, at 7:00 p.m.**

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

**President**

**Clerk**

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