

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
February 20, 2024**

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Bob Schacht, Kim Long, Clerk Melody Siebenaler, Nathan Schultze, Landry Sheets, Jeff Barres, John Courtney, Larry Titkemeier, Mayor Bailey, Eric Campbell, and Kyle Lahna. Bob Schacht motioned to approve February 5, 2024, regular meeting minutes, Kim Long seconded motion. Kim Long motioned to approve February 5, 2024, Water Tower Pre-construction minutes, Bob Schacht seconded motion. Kim Long motioned to approve the February 6, 2024, special meeting held with Northwestern Water & Sewer, Dean Krukemyer seconded. All minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs
Bills being submitted for payment Feb 20**

<u>Water 5101</u>		
MASI	LAB TESTING	\$ 374.90
BONDED CHEMICAL INC.	CAUSTIC SODA, SODIUM & CARUS	\$ 2,772.26
MID AMERICAN SALT	BULK WATER CONDITIONING SALT	\$ 3,411.60
CITY OF TOLEDO	TESTING & ANALYSIS	\$ 50.00
CORE & MAIN	METER & SUPPLIES FOR COUNTYLINE WATER	\$ 3,214.54
PERRYSBURG PIPE & SUPPLY CO.	SUPPLIES FOR BRIDGE ST WATER BREAK	\$ 208.47
AMPLEX	PHONE, FAX & FIBER SERVICES	\$ 37.46
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
VERIZON WIRELESS	CELLULAR AND BROADBAND SERVICES	\$ 40.11
AMP, INC.	OSHA SAFETY MEETING	\$ 114.05
COUNTYLINE CO-OP	MAINT., FUEL & MISC SUPPLIES	\$ 423.95
Total Water		\$ 9,979.23
<u>Sewer 5201</u>		
STEVENS DISPOSAL & RECYCLING	MONTHLY TRASH DUMPSTER	\$ 65.00
MORIARTY MACHINERY & SUPPLY	MISC SUPPLIES & MATERIALS	\$ 765.00
FRONTIER	PHONE SERVICE MONITORING SEWER PLANT	\$ 135.60
D & K TRANSPORT INC	SLUDGE REMOVAL	\$ 400.00
GROSS ELECTRIC	GE LED BULBS	\$ 514.83
AMPLEX	PHONE SERVICE MONITORING SEWER PLANT	\$ 37.46
XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICES	\$ 45.72
AMP, INC.	OSHA SAFETY MEETING	\$ 114.05
COUNTYLINE CO-OP	GASOLINE, MISC SUPPLIES & MAINT.	\$ 630.43
Total Sewer		\$ 2,743.56
<u>Electric 5301</u>		
GROSS ELECTRIC	MISC SUPPLIES & MATERIALS FOR SUBSTATION	\$ 70.66
AIRGAS GREAT LAKES	NITROGEN CYLINDER RENTAL	\$ 128.45
1000 BULBS.COM	ELECTRIC PHOTOCONTROL/SHIPPING	\$ 403.41
JEFF BARRES	SAFETY GLASSES	\$ 144.00
AMP, INC.	ELECTRICITY/PRINCIPAL LOAN PYMT	\$ 99,519.02
FROBOSE MARKET IGA	GASOLINE & MISC SUPPLIES	\$ 13.77
AMPLEX	PHONE, FAX & FIBER SERVICES	\$ 37.46

XEROX FINANCIAL SERVICES	COPIER LEASE & SUPPLY FREIGHT	\$ 35.47
AMP, INC.	OSHA SAFETY MEETING	\$ 114.05
COUNTYLINE CO-OP	GASOLINE & MISC SUPPLIES	\$ 323.16
Total Electric		\$ 100,789.45

Total for all Utilities

\$113,512.24

SEWER- Landry Sheets

Bridge St. Pump Station-Landry presented Bergren Associates proposal in amount of \$9177.00 for equipment and labor to furnish and install transfer switch and electrical gear at the Bridge St. wastewater pump station. Proposal covers (1) 60-amp transfer switch, grounding kit, generator pin and sleeve plug, brackets, conduit, fittings, wire, hardware, installation, and travel expenses. 8-10 weeks lead time. Kim motioned; Bob seconded motion. Motion carried, Board approved purchase.

Great Lakes Water & Waste Systems- Estimate to repair \$6979.00 or replace \$14,513.00 50hp Hydromatic pump; \$3459.00 repair 15hp Shinmaywa pump (estimate is from May 2023). Board placed Hold on approving these two proposals until permanent appropriations are in place.

Zep- Estimate for (12) 5gl. The buckets of Zep totaling \$5325.72, Board reviewed, Landry asked for Clerk to provide cost purchased in 2023. The clerk will provide information to Landry.

Sludge-EPA will not allow sludge to be spread on frozen ground, have to hold. Landry would like to have areas for spreading on a rotation.

E. Front St. Storm Sewer-Board reviewed information received from Steve Darmofal regarding riprap. Landry informed the Board that he walked the area (where storm line dumps into the river) with Pat, TD Engineering LLC's residential inspector.

Columbia Gas/Backup Generator-Mayor Bailey to sign the contract with Columbia Gas to supply a gas service line to the area where the backup generator will be located (near Main Pump Station).

Time Clocks-Landry asked for a discussion to take place with all employees regarding call outs. Mayor Bailey stated the Personnel Committee is planning to hold a meeting this Friday with all employees to discuss time clocks and call out language. Landry mentioned he wants more input with handbook / discussion regarding things with employees.

ELECTRIC –Jeff Barres

Present for discussion with John Courtney.

WATER-Nathan Schultze

Countyline Co-op waterline-Kyle Lahna (representing Countyline) was present to discuss village providing waterline to building on North side of railroad tracks. Countyline is now looking to develop 10 acres surrounding the building and would like 6" line with hydrant. (Will need to be Engineered and obtain EPA approval) The expansion would include restroom and feed mill (concern of fire at mill). At the previous meeting it was stated the Fire Department would prefer 6" line with hydrant. Originally the Village was going to place two" line between Freedom Twp. and Baker Insurance; Twp. trustees decided not to allow it. Village was going to place two" line and Countyline requested 3" line (Countyline would pay the difference). Survey was then completed along railroad to determine if could place water line on village property and was determined able to place; Nathan provided b. hillz excavating proposal for running 3" along railroad tracks at cost of \$51,540.00. The mayor spoke with Jim Smith's daughter to see if could run 6" from treatment plant across Smith property to the Countyline building and was told that was a possibility. Possible trade of water taps for easement running across Smith property. Nathan mentioned he will hold off on asking for additional proposals until the Village decides what/where would like to install. Kim Long mentioned concern with financial costs to the Village. Kim asked Kyle if Countyline Co-op could wait until Village determines the best option and obtain easement from Jim Smith. Kyle mentioned

Countyline would be willing to wait a little while longer and that Countyline may be willing to help with engineering costs but not the \$80,000 over original cost. Bob and Kim would like Nathan to look into installing 6" line. Nathan and Landry discussed issue with applying sludge and location of water line on Smith property. The board will look into the contract signed with b-hillz in Fall 2023.

MISCELLANEOUS-

Solar Information-John Courtney- John provided handout for review. Main concern is back feed. John suggested limit size of generator (limit to peak load – normally 5-7kw for residential). Need to start with application for interconnection (John can help provide/suggested \$200 application fee or base fee + \$/kw). John recommends net billing and using prior years PCFs to calculate for avoided cost. (Example year 2023 pcf 8.2/kw (82MW)). Mr. Courtney stated will have to pay for energy produced/not used by the customer. Dean asked if credit would be given each month, or one times/year. Mr. Courtney stated can do either (up to the Board to decide and have in agreement) but that no carryover for excess buy back. Residents will be required to supply all documentation of equipment. Mr. Courtney recommended a fee for electric hookup – surprised Village does not charge at this time. John provided the Board with a Behind-the-meter-generator policy and procedures questionnaire to complete. This information will help John provide an application for interconnection. John mentioned the Board should be able to implement policies and procedures without Council input. John suggested the Board put HOLD on solar installations until have the policy in place.

Mayor Bailey-

Water Tower- Mayor Bailey stated she was contacted by Amplex regarding running connection to Pine St. in the trench from new water tower to Pine St. Amplex would like to run their fiber optic conduit in the trench being dug by Fenson Contractors. The board discussed and agreed as long as does not cost the Village financially and Amplex is responsible for any issues. Kim motioned to allow; Bob seconded motion to allow Amplex to install fiber optic conduit.

Discussion ensued as to the storm sewer located within the valley and whether will be used after water tower construction is complete.

Payment approvals-(20)

Miscellaneous adjustments-(1) Electric misread correction/ (2) Leak adjustments

Vacation Requests approved- (2) Jeff.

With no further business to discuss, the meeting was adjourned at 9:29 p.m. The next meeting will be held on Monday 4, 2024, at 7:00 p.m.

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

President

Clerk
