

**VILLAGE OF PEMBERVILLE
BOARD OF PUBLIC AFFAIRS
March 4, 2024**

Present at the regular meeting of the Board of Public Affairs were President Dean Krukemyer, Bob Schacht, Kim Long, Clerk Melody Siebenaler, Larry Titkemeier, Mayor Bailey, Eric Campbell. Bob Schacht motioned to approve February 20, 2024, meeting minutes, Kim Long seconded motion. Minutes approved.

The following bills were approved for payment.

**Board Of Public Affairs
Bills being submitted for payment Mar4**

<u>Water 5101</u>		
AMERICAN WATER WORKS ACCOS.	MEMBERSHIP RENEWAL	\$ 348.00
MASI	LAB TESTING	\$ 330.20
BRASS KEY SHOP	DUPLICATE KEYS	\$ 22.44
CITY OF TOLEDO	TESTING AND ANALYSIS	\$ 150.00
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING/RES. REP/NO	\$ 5,691.76
BERGREN ASSOCIATES	HRS/MILEAGE/ANTENNA	\$ 1,149.00
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
GOVERNMENT ACCOUNTING	QRTLY UTILITY SOFTWARE	\$ 301.67
COMDOC INC.	COPIER LEASE	\$ 48.63
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 44.53
CARDMEMBER SERVICES	OFFICE SUPPLIES/TIME CLOCK/SCREEN PRO	\$ 117.15
ACCUSHRED LLC	DOCUMENT DESTRUCTION	\$ 65.42
VERIZON WIRELESS	CELLULAR & BROADBAND	\$ 140.50
Total Water		\$ 7,701.80
<u>Sewer 5201</u>		
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING	\$ 2,117.65
BERGREN ASSOCIATES	MILEAGE/ SERVICE LABOR (11/6/23 & 1/23/24)	\$ 1,170.70
GROSS ELECTRIC INC.	GE LED BULBS	\$ 128.71
TREASURER, STATE OF OHIO	ANNUAL SEWAGE SLUDGE FEE	\$ 100.00
UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
GOVERNMENT ACCOUNTING	QRTLY UTILITY SOFTWARE	\$ 301.66
COMDOC INC.	COPIER LEASE	\$ 48.63
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 44.57
CARDMEMBER SERVICES	MISC OFFICE SUPPLIES	\$ 87.19
ACCUSHRED, LLC	DOCUMENT DESTRUCTION	\$ 65.42
BROWN SUPPLY CO.	MISC SUPPLIES & MATERIALS	\$ 216.09
VERIZON WIRELESS	CELLULAR & BROADBAND SERVICE	\$ 40.48
Total Sewer		\$ 4,331.10
<u>Electric 5301</u>		
GROSS ELECTRIC	PANEL LOCKS	\$ 129.86
JOHN COURTNEY	MONTHLY RETAINER SERVICE FEE	\$ 100.00
HOME DEPOT CREDIT SERVICES	MISC SUPPLIES & MATERIALS	\$ 159.82

UNION BANK CO.	COLLECTION OF UTILITY BILLS	\$ 10.00
GOVERNEMENT ACCOUNTING	QRTLTY UTILITY SOFTWARE	\$ 301.67
COMDOC INC.	COPIER LEASE	\$ 48.63
UNIFIRST CORPORATION	UNIFORMS, MATS & TOWELS	\$ 86.48
CARDMEMBER SERVICES	LIGHT/MISC OFFICE SUPPLIES/TIEM CLOCK	\$ 523.15
ACCUSHRED LLC	DOCUMENT DESTRUCTION	\$ 65.42
BROWN SUPPLY CO	MISC SUPPLIES & MATERIALS	\$ 214.36
Total Electric		\$ 1,639.39
<u>Water Preventive 5701</u>		
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING/RES REP	\$ 2,031.74
Total Water Preventive 5701		\$ 2,031.74
<u>Storm Sewer 5202</u>		
TD ENGINEERING LLC	CONSTRUCTION ENGINEERING/RESP. REP	\$ 1,880.23
Total Storm Sewer 5202		\$ 1,880.23

Total for all Utilities

\$ 17,584.26

SEWER- Landry Sheets

Not in attendance

ELECTRIC –Jeff Barres

Not in attendance

WATER-Nathan Schultze

Not in attendance

MISCELLANOUS- Mayor Bailey

Water Tower-Mayor Bailey stated she is pleased with the progress Fenson Contracting has made at the Water Tower site. The water lines are installed and testing to occur this week. Installation of the water line to Pine St. is 1 stick of pipe shorter than originally designed. Fenson Contracting has cleared off mud at ball fields and tennis courts. 6" mud mat has been installed. Kim Long mentioned 4' of concrete has been installed above the stone in the dike and this was not in original plans but will be structurally stronger than originally designed. Fenson will be contacting AJ Haas (baseball president) regarding what is needed so, diamond can be used this season. Dean Krukemyer informed the Board that he received a phone call from Angela Blausey regarding pipes sticking out of ground, as she is concerned about mowing in the area this summer. Kim mentioned thought one was an air relief valve that will be removed once the waterline is tested and in service.

East Front Storm Sewer- The Board discussed the information Steve provided regarding costs associated with extra run off from Township Building and what they should be responsible for paying. (see attached) Dean will contact Steve and ask for cost of upsizing to the river, not the total cost across their property.

Behind-the Meter Generator Policy/Procedures questionnaire- Board reviewed and discussed the questionnaire given to them at the last meeting by John Courtney. (see attached) The Board would like Clerk to forward the information onto John so he can incorporate the information into an interconnection agreement.

Generator-Mayor informed the Board that she signed the agreement with Columbia Gas to install a supply line to the new generator at Main Pump Station and that they are requesting payment prior to the installation.

Control Associates-Clerk presented quotes for 2024 annual calibration at wastewater treatment \$948.00; recorder charts/pens \$483.09; 2024 annual calibration at North and South Water treatment \$948.00. Kim Long motioned to approve; Bob Schacht seconded. Motion carried.

Northwestern Water/Sewer-Mayor Bailey informed the Board that she will be calling Tom Stalter to see when Northwester Water/Sewer will be installing the strap on meter. Village met with Northwestern Water approximately month ago and Mayor is wanting answers.

Time Pilot timeclocks-Bob Schacht stated employees are using the time pilot program and the personnel committee is making changes to the handbook and will bring it to the Board for review.

Payment approvals-(18)

Miscellaneous adjustments-(20) GovPay late fee removed.

Vacation Requests approved- (3) Mel.

With no further business to discuss, the meeting was adjourned at 8:34 p.m. The next meeting will be held on Monday March 18, 2024, at 7:00 p.m.

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

President

Clerk

BEHIND-THE-METER GENERATOR POLICY AND PROCEDURES

QUESTIONNAIRE

LIMITATIONS ON BEHIND-THE-METER (BTM) GENERATORS:

Individual BTM Generators shall not exceed:

- a. Customer's historical peak load in kW. (Recommended)
- b. ___ kW of alternating current (AC) rating. (Recommend 10 kW for Residential and ~~500~~ kW for Commercial/Industrial)
- c. Both a. & b. above. (200)

Aggregate size of all BTM Generators shall not exceed:

- a. ___% of Utility's peak load in kW. (Recommend <5%)

(2%)

INTERCONNECTION REQUIREMENTS:

Customer must submit an Application for Interconnection:

- a. Application Fee of \$___ (Recommend \$200 + \$1/kW > 10 kW)

($\$300 + \$1/kW > 10k$)

Customer must execute an Interconnection Agreement:

- a. Metering Fee of \$___ (Recommend actual cost of the meter(s))

BILLING ARRANGEMENT & RATES:

Treatment of surplus energy supplied by the BTM Customer to the Utility:

- a. Net Metered
- b. Net Billing (Recommended)
- c. Buy All/Sell All
- d. Other

Rate paid to the BTM Customer for surplus energy:

- a. Prior year's average power supply costs. (Recommended)
- b. Avoided energy related costs.
- c. \$___ per kWh.
- d. No payment.

Limit on credit for surplus energy:

- a. No Limit.
- b. Customer's current month electric bill.
- c. Annual true-up.
- d. Other.

$\$30$ monthly fee

2 meters on property = 2 fees